

Public Participation Plan
For
Town of Friday Harbor Shoreline Master Program Update
2011 - 2013



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Public Participation Plan Objectives

The overarching goal of the Town of Friday Harbor's Shoreline Master Program Update (SMP) Public Participation Plan is to build support for timely adoption of a high quality SMP Update that meets state guidelines and gains informed consent of the majority of stakeholders.

The Public Participation Plan has been designed to comply with Washington State requirements and guidance (see Attachment A for applicable RCWs and WACs).

Be consistent with the adopted Town of Friday Harbor Comprehensive Plan.

Harness the energies and knowledge of members of the Town Council, Town Planning Commission and other stakeholders to ensure that public issues and concerns are understood, considered and incorporated in the outcomes wherever possible.

Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions

Guiding Comprehensive Plan Goals and Policies

The Town of Friday Harbor will maintain a connection among citizens and the Town government by encouraging opportunities for citizen interaction. Specific policy guidance for public involvement in the planning updates is contained in the Comprehensive Plan and is provided below from the comprehensive plan.

SLU-9 Ensure the opportunity for participation by Friday Harbor residents in the decision-making processes which affect shoreline character.

SLU-10 Acknowledge the importance of a diversified local economy, for the Friday Harbor community, when evaluating shoreline proposals.

CFE-55 Friday Harbor should coordinate with agencies that share drainage basins to ensure compatible regulations, consistent design of facilities, and equitable cost-sharing.

UTL-1 To coordinate all long-range planning efforts between utility service providers and the Town of Friday Harbor.

UTL-6 To protect and preserve critical areas and other features of the natural environment while providing for the extension of necessary facilities.

UTL-10 Encourage utility service providers to assist Friday Harbor in future comprehensive planning efforts.

Guiding Principles

Following are guiding principles for public participation that will be upheld throughout the Shoreline Mater Program Update public participation process:

1. Conduct public involvement consistent with the Town of Friday Harbor Comprehensive Plan, the Shoreline Management Act and the expectations of our stakeholders for transparent, open and responsive government.
2. Obtain and use input from local stakeholders about opportunities and problems rather than solely relying on the opinions of “experts”.
3. Continually communicate the purpose, scope, and objectives, of the public process.
4. Define and effectively communicate the roles and interests of all participants.
5. Make a special effort to contact the under-represented and hard-to-reach.
6. Recognize and overcome barriers: physical, communication, economic, language, ethnic and social.
7. Involve elected officials, all affected Town departments, and neighboring jurisdictions during the process.
8. Deal openly with differing levels of knowledge and conflict in order to maximize public input.
9. Balance proactive and reactive techniques to ensure input is representative and inclusive.
10. Maintain a tone that fosters creativity and encourages civility and mutual respect among all parties.
11. Address both agreement on validity of the facts and understanding of varied opinions and values.
12. Keep all written communication clear, concise, objective, and free of technical jargon.
13. Address in written materials
 - a. The scientific information upon which proposals rely, Relevant existing policy and procedure, history of the issues, past Town initiatives, and new requirements.
 - b. Basics of the process, e.g., schedule, decision milestones, progress, and opportunities for involvement
14. Where ever possible use digital communication to minimize the use of paper.
15. Use the local newspaper and the Town website to provide general information to the public at large.
16. Distribute information/feedback regularly to participants and at intervals to interested/affected parties.
17. Use community resources and energies effectively and efficiently, and consider the relative cost-effectiveness of alternative techniques to achieve objectives.

Key Participants:

Mayor
Town Council
Planning Commission
San Juan County (Pete Rose)
350 Court Street #1
Friday Harbor, WA 98250
360.378.2898
peter@co.san-juan.wa.us

Port of Friday Harbor (Marilyn O'Conner)
PO 889
Friday Harbor, WA 98250
360.378.2688
marilyno@portfridayharbor.org

State agencies

Washington Department of Fish and Wildlife (Brian Williams)
PO 1100
La Conner, WA 98012
360-466-4345
Brian.Williams@dfw.wa.gov

Washington Department of Natural Resources (Terry Carten)
919 N. Township Street
PO Box 9384
Sedro Wooley, WA 98284-9384
360.856.3500
terry.carten@dnr.wa.gov

Washington Department Of Ecology (Geoff Tallent)
3190 160th Ave. SE
PO Box 5452
Bellevue, WA 98008 - 5452
425.649.7000
gtal461@ecy.wa.gov

Puget Sound Partnership (Roma Call)
326 East D Street
Tacoma, WA 98421-1801
206.489.2115 (cell)
360.464.2002 (office)
roma.call@psp.wa.gov

Washington Department of Transportation (Ray Deardorf)
310 Maple Park Ave. SE
PO 47300
Olympia, WA 98504-7300
206.515.3491
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Board of Realtors (Tim Gambrell)
PO 100
Friday Harbor, WA 98250

360.378.2101
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Visitors Bureau (Deborah Hopkins)
The Technology Center
640 Mullis St., Bldg. A, Suites 210 & 211
P.O. Box 1330 Friday Harbor, WA 98250
Tel: (888) 468-3701 x1
deborah@ VisitSanJuans.com

Economic Development Council (Victoria Compton)
540 Guard Street, Suite 110
PO Box 3053
Friday Harbor, WA 98250
360-378-2906
info@islandway.org

Chamber of Commerce
135 Spring Street
PO Box 98
Friday Harbor, WA 98250
360.378.5240
chamber@sanjuanisland.org

Tribes

Skagit System Coop
11426 Moorage Way
PO Box 368
LaConner, WA 98257
360.466.7308

Lummi Nation
2616 Kwina Rd.
Bellingham, WA 98226
360.384.1489

Tulalip Tribes of Washington
6406 Marine Dr.
Tulalip, WA 98271
800.869.8287

Shoreline Property Owners

Shoreline Business Owners

Public Outreach Methods

After reviewing available techniques, the Town has determined that a Task Force composed of, but not limited to, members of Planning Commission and other key participants will be an important vehicle for public involvement. Regular meetings of the Task Force, which will occur during regular planning commission meetings, will be used to get input and obtain informed consent on updates to the Town's SMP. This is consistent with the Town's tradition of harnessing the strengths and energies of community volunteers to provide key input on important Town plans, policies and programs. Group members will be carefully chosen to try and reflect the range of interests and expertise found in the Town.

In addition to the Task Force, the Town will prepare press releases of SMP project updates and post them at Town Hall, and on the Town's website. The Town will make special use of the paper of record, The Friday Harbor Journal. The Town will also engage newspaper staff to encourage it to print articles about the Shoreline Master Program update. Early in the project the Town will also prepare an informational mailing to send to all property owners within the shoreline jurisdictional area informing them of the project and how they can provide input. All public communications will include contact information for additional project information. A series of key participant work sessions culminating in public hearings, at conclusion of the plan drafting process, will be held by the Town of Friday Harbor Planning Commission.

Other public outreach tools may be included as determined by the Town.

The Town will actively communicate also with all neighboring jurisdictions, San Juan County county, federal, state and local government agencies and tribes that have information or could be affected by the SMP Update. Finally, public hearings in front of the Planning Commission and Town Council will ensure that there are sufficient opportunities for everyone to provide input on this SMP update.

Project Timeline and Opportunities for Public Input

Phase 1: Preliminary Assessment and Inventory of Shorelines

1. Introduce project and public participation plan to the Town Planning Commission.
 - a. Prepare a project process “snapshot” for the Town Planning Commission.
 - b. Introduce project to Town elected/appointed officials, define the scope of public influence over the decision, and present the public participation plan.
 - c. If Town officials request revisions, send amended version to DOE for approval.
2. Notify public about initiation of Shoreline Master Program Update Process
 - a. Provide project information on the Town's website, the newspaper, Town Hall and potentially other in key locations to inform the general/larger public.
 - b. Send an informational mailing to all property owners within the Shoreline jurisdictional area.
3. Establish Shoreline Master Program Task Force.
 - a. Identify Key Participants that represent the range of interests and expertise found in the Town.
 - b. Include a project process “snapshot” for inclusion in the mailing to prospective Task Force members.
 - c. Send out an early “heads up” notice to members identified for participation on this Task Force. .

Phase 2: Shoreline Analysis and Characterization

Task Force Meeting 1

Establish common base of knowledge – Shoreline Analysis and Characterization

1. Review project objectives, scope and opportunities for stakeholder influence.
2. Share scientific information that has been collected through shoreline analysis and characterization reports and maps.
3. Provide an opportunity for stakeholders to provide anecdotal information and first hand knowledge of habitat features, history, opportunities and problems.
4. Share photos of nearshore conditions, educate about related ecological functions and obtain citizen preferences on desired future conditions.
5. Bring in outside experts as necessary.
6. Identify shoreline management issues of local concern.

Press Release and Project Update

Issue press release and post project update describing key findings of the shoreline analysis and characterization at Town Hall and on the Town’s website.

Phase 3: Shoreline Policy, Environmental Designation, and Regulation Development

Task Force Meeting 2

Review and Discuss proposed changes to Shoreline Environmental Designations, Goals and Policies

1. Review and discuss proposed general SMP policies and regulations.
2. Review and discuss proposed environmental designations.
3. Explore and document stakeholders’ views about specific possible changes to the SMP.

Task Force Meetings 3 and 4 – Review and Discuss proposed changes to Specific Shoreline Use and Modification Polices, Regulations and Standards

1. Review and discuss proposed shoreline use and modification activity goals and policies by environmental designation.
2. Review and discuss proposed permitted and prohibited uses by environmental designation.

3. Review and discuss bulk dimensional standards (buffers, setbacks, density, etc.) by environmental designation.

Press Release and Project Update II

Issue press release and project update describing DRAFT SMP goals, policies, and regulations.

Task Force Meeting 5

Review and Discuss DRAFT SMP

- a. Provide an opportunity for Task Force members to provide any additional comments on DRAFT SMP.

Phase 4: Cumulative Impacts Analysis and Restoration Planning

10. Press Release and Project Update III

- a. Issue press release and post project update describing Cumulative Impacts Analysis and Draft Restoration Plan.

Task Force Meeting 6

Review and Discuss Cumulative Impacts Report, Draft Restoration Plan and any necessary changes to the Draft SMP as a result

1. Review and discuss report on Cumulative Impacts
2. Review and discuss Draft Restoration Plan
3. Solicit input on
 - a. How to increase public shoreline access,
 - b. Past shoreline restoration efforts, and
 - c. Specific opportunities for shoreline restoration in the future.

Complete all revisions to SMP documents based on additional analysis and public input received to date.

Phase 5:

Shoreline Master Program Adoption Process

Press Release and Project Update

Issue press release and post project update describing timeline for

Planning Commission and Town Council adoption process.

- Public hearings held by the Town Planning Commission and Town Council. Draft is adopted by Town and sent to DOE by September 2013
- Following Town Council action, distribute to stakeholders the Town Council's response to input and any final DOE comments and revisions prior to final adoption (by December 2013)

Attachment A – Applicable Sections of the Washington Administrative Code (WAC) and Revised Code of Washington (RCW)
State Rule (W.A.C.) Requirements for Public Involvement, Communication, and Coordination

1. Document public involvement throughout SMP development process.
 - a. WAC 173-26-201(3)(b)(i)
 - b. WAC 173-26-090 and 100
 - c. For SSWS, see WAC 173-26-251(3)(a)
2. Document communication with state agencies and affected Indian tribes throughout SMP development.
 - a. WAC 173-26-201(3)(b)(ii) and (iii)
 - b. WAC 173-26-100(3)
 - c. For SSWS, see WAC 173-26-251(3)(a)