Public Engagement and Participation Summary

City of Port Townsend

2025 Shoreline Master Program Update

Date: April 2025

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AHBL Project No. 2240046.30

Exhibits

Exhibit 1.....Public Participation Plan
Exhibit 2..... Flyers/Signs Made for Distribution
Exhibit 3..... Letter to Interested Parties
Exhibit 4..... Press Release
Exhibit 5..... Materials for Open Houses

1 Background

This summary outlines and summarizes the public engagement and participation that occurred for the Port Townsend Shoreline Master Program (SMP) Update.

Outreach and engagement efforts followed the approved Public Participation Plan (PPP), which was crafted to establish the ways the city would gather robust input and build support for timely adoption of the SMP periodic review by June 30, 2025. In addition, the PPP effectively supported the overall objectives of the Washington State Shoreline Management Act (SMA). *See also: Exhibit 1, Public Participation Plan*.

Table 1. Public Participation Milestones

The Climate Action Committee appointed a workgroup to provide input on the SMP with a focus on the Task 3 SLR Adaptation	10/22/2024
Presentation given to the North Olympic Development Council (NODC) at their Resilience Summit event by city staff	10/30/2024
Flyers distributed at the Jefferson County Public Health Marine Trades Seminar by city staff	11/21/2024
City Council Workshops conducted for the Comprehensive Plan project (& SMP Update next steps) addressing Public Participation Plan approaches	*Late 2024 – Multiple Dates*
AHBL provided a project calendar and draft Press Release + Letter to Interested Parties for City review	11/04/2024
AHBL produced a flyer and finalized a project website and way for community members to sign up for project updates	11/20/2024
City's December Newsletter featured introduction to the project	12/01/2024
Presentation given to the Jefferson Marine Resources Committee (MRC) by City staff and Herrera staff	12/03/2024
E-Mail outreach to Main Street group and Economic Development Committee (EDC) by Judy Surber	12/06/2024
Presentation given to the Climate Action Committee (CAC) by City staff and Herrera staff	12/10/2024
City staff provided a flyer about the project to the Chair of the Rotary club for further distribution	12/17/2024
Coordination with the Port of Port Townsend regarding SLR Outreach	*Multiple Dates*
Planning and Community Development Director Emma Bolin and radio host Taylor Clark discussed the Shoreline Master Program on the radio show *Brewocracy Now!* on KPTZ 91.9 FM https://kptz.org/podcasts/brewocracy-now/	2/20/2025
The Jefferson County Beacon ran a story: "Port Townsend's Shoreline Master Plan [sic] Update Plans to Balance Community Needs and Environmental Integrity" by Angela Downs, available at https://www.jeffcobeacon.com/all-news/shoreline-master-plan	2/24/2025

2 Public Participation Methods

The City featured multiple opportunities for public participation throughout the process. These opportunities featured both in-person and virtual methods.

The project team worked diligently to produce a cohesive look and consistent messaging for the project, and included information about the Department of Ecology's role with the SMP, including Ecology's Shoreline Competitive Grant funding. A logo was developed for the project, and materials were thematically consistent.

2.1 Website and Social Media

On November 20, 2024, AHBL finalized and launched a project website containing content about the project, which was developed with input from City of Port Townsend and Herrera Environmental staff. The website address was https://engage.ahbl.com/port-townsend-smp-update, and the page is linked from the City's website. Content was added as the project ensued. The following is a serious of screenshots of the site from March 24, 2025:



These were opportunities to learn more about the Shoreline Master Program and the 2025 update. We provided an opportunity for participants to speak with City staff and consultants in a casual setting about their thoughts, concerns, priorities, ideas, and questions about the future of our shorelines. We will reviewed potential sea level rise adaptation strategies at the March meeting.

Materials from the **February 20, 2025 Open House** can be found **here**.

Materials from the **March 12, 2025 Open House** are saved **here**.

Periodic Review Reboot

The City of Port Townsend is undertaking a periodic review of its Shoreline Master Program (SMP), as required by the Washington State Shoreline Management Act (SMA), RCW 90.58.080(4). The SMA requires each SMP be periodically reviewed and revised, if needed. The review ensures the SMP stays current with changes in laws and rules, remains consistent with other City plans and regulations, and is responsive to changed circumstances, new information and improved data. Corresponding amendments may be required in Port Townend Municipal Code (PTMC) Chapters **19.05 Critical Areas** and **20.01 Land Development Administrative Procedures**.

We are past due for revisions. According to the State Shoreline Management Act (SMA) our 2007 SMP was due for review in 2020 and every ten years thereafter. Although we made considerable progress towards a 2021 periodic review, we ran into some staffing shortages and the process was put on hold.

Thanks to a grant from the Department of Ecology's Shoreline Competitive Grants Program, we are rebooting the SMP Periodic Review. This grant will allow us to complete the SMP periodic review and expand the original scope to include:

· Streamline permitting

· **Merging Waterwalk with Sea Level Rise (SLR) and King Tide Adaptation**

Shoreline Master Program (SMP) Overview

The Shoreline Master Program (SMP) is a plan containing both policies and regulations that apply to shoreline areas (generally the water area and 200-feet inland). In Port Townsend, shorelines include Port Townsend Bay, Admiralty Inlet, Straits of Juan de Fuca, Kah Tai Lagoon, and Chinese Gardens Lagoon. The SMP is intended to provide for environmental protection, appropriate development, and public access.

Funding for our Shoreline Master Program update is provided by WA State Department of Ecology's Shoreline Competitive Grant

PLANNING FOR PORT TOWNSEND'S SHORELINES GETS UNDERWAY

We treasure our marine shorelines, Kah Tai Lagoon, and Chinese Gardens. Much of the land along our shorelines is privately owned, so we can expect changes as these lands continue to be developed and redeveloped. Natural systems will also continue to change and reshape our shorelines as storms and sea level rise erode bluffs and cause periodic flooding. How do we plan for these inevitable changes? Through our Shoreline Master Program. Policies and regulations in the Shoreline Master Program guide future development, protect the environment, and ensure public access. Your input can help bring our local shoreline's future into focus.

Thursday, May 22, 2025 6:30 pm
Planning Commission Public Hearing

The Planning Commission will hold a public hearing to consider amendments to the Shoreline Master Program. The public hearing will take place in Council Chambers, 540 Water Street, Port Townsend, WA. **DETAILS HERE**.

Development and uses proposed with shorelines jurisdiction may be required to obtain a Substantial Development Permit, a Shoreline Conditional Use Permit, a Shoreline Variance, or a Letter of Exemption. ALL proposals must comply with the policies and regulations in the SMP.

The City and **State Department of Ecology** jointly administer the Shoreline Master Program. For background on the origin of shoreline master programs and the Act that started it all, see:

Shoreline Management Act

Shoreline Master Programs



Photo from Washington State Department of Ecology

Scope of the Periodic Review

The review is expected to focus on revisions necessary to:

1. Keep the SMP current with changes in state law

2. Keep the SMP current with City adopted plans and regulations including recent climate change policies and regulations in the City's Comprehensive Plan which call for consideration of projected climate change impacts and adaptation strategies when updating land use plans, and regulations.

Page Navigation

Project Home

Port Townsend SMP Contact Form

Public Comments

City of Port Townsend Waterwalk Sea Level Rise (South Shore) Technical Investigation

Frequently Asked Questions

What is the Shoreline Management Act?

What is a Shoreline Master Program?

What laws or rules have changed since the SMP was last amended?

Is the public permitted to provide feedback on the process and on proposed SMP changes?

Where does the Shoreline Master Program apply?

Background Documents

1993 Gateway Development Plan
PDF (6.15 MB)

2007 Shoreline Master Plan

3. Revisions to improve implementation (i.e., to facilitate the permit process).

Thanks to our grant award, we are expanding the original scope to include:

4. Streamline permitting – In light of new state legislation setting time limits on permit processing (SB 5290), the city proposes to audit SMP policies and development regulations and permit procedures in PTMC 20.01 to minimize redundancy and simplify the permit process.

5. Merging Waterwalk with Sea Level Rise (SLR) and King Tide Adaptation -

This task will involve participating in the **Port's Phase I Waterwalk design process** to identify ways in which the SMP can be modified to meet the diverse and potentially conflicting demands of the Waterwalk Project. The heart of the task will be a robust public engagement process that seeks to understand community preferences for the Waterwalk including alternatives to adapt to sea level rise.

Objectives/Desired Outcome(s)

Based on community input, revise the Shoreline Master Program (SMP) and related sections of the Port Townsend Municipal Code to ensure compliance with the State's SMP periodic review process, while incorporating local desires into the plan such as climate adaptation strategies and ways to improve implementation of the plan.

Fiscal Considerations

The work is assisted by funding from the Department of Ecology's Shoreline Competitive Grants Program.

Materials available for review

1) Current **Shoreline Master Program** (2007)

2) On April 21, 2025, the City of Port Townsend issued a SEPA Determination of Non-Significance (DNS). Associated materials can be found on the **SEPA Register** or on the top of this webpage under "Latest Documents for Review." This includes the latest draft revisions to the SMP, current as of April 2025.

2016 Comprehensive Plan
PDF (3.29 MB)

2021 Engage Port Townsend Survey Results
PDF (124.66 KB)

Useful Links

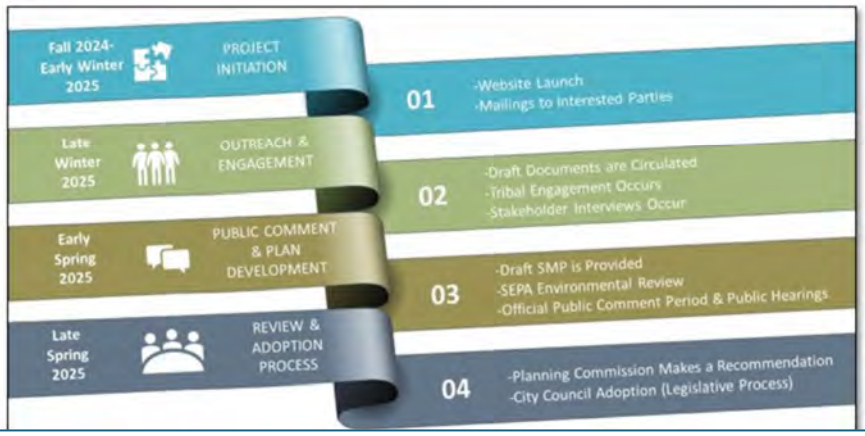
- **2023 Jefferson County SLR Study**
- **2022 City of Port Townsend SLR and Coastal Flooding Risk Assessment (Cascadia)**
- **2018 WA Coastal Resilience Project (WRCP)**
- **2015 Climate Change Preparedness Plan for the North Olympic Peninsula**
- **Responses to Public Comments as of August 27, 2020**

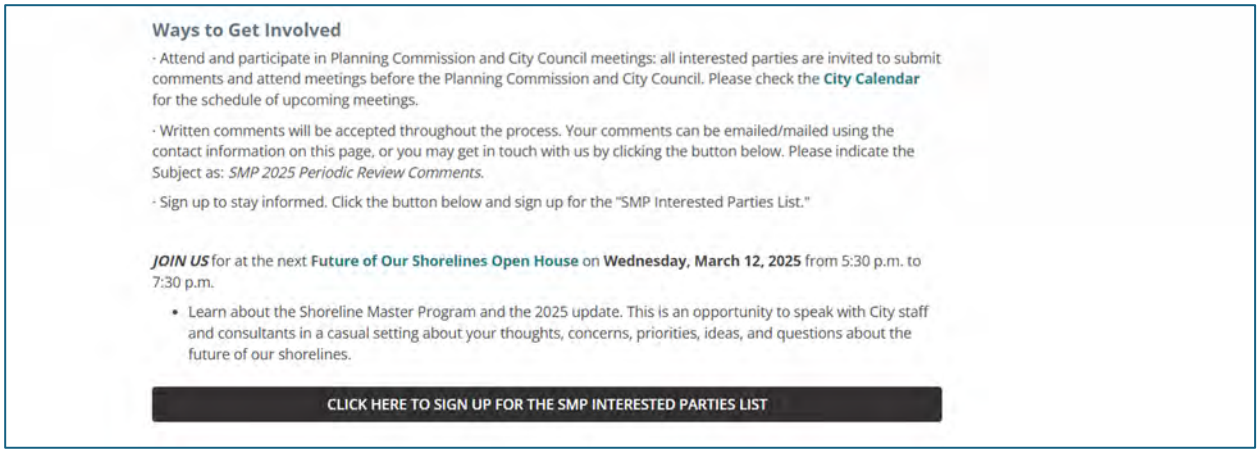
3) Video and meeting materials for past meetings are available:

- **April 9, 2020, Planning Commission** - Introduction to the SMP
- **May 18, 2020, City Council** – Resolution to authorize grant application and approve Public Participation Plan
- **August 27, 2020, Planning Commission** – Review of public comment letters, Ecology Checklist and State Mandated Amendments
- **September 24, 2020, Planning Commission** – Amendments to the Critical Areas Ordinance (PTMC 19.05); Amendments to the Shoreline Master Program
- **November 12, 2020, Planning Commission** - Draft SMP Amendments completed
- **January 14, 2021** - Summary of Shoreline Engage PT Survey Results
- May 27, 2021, Planning Commission - Revised draft amendments to the Critical Areas Ordinance
- **February 20, 2025, Future of Our Shorelines Open House** - Slideshow
- **March 12, 2025, Future of Our Shorelines Open House** - Slideshow

Estimated Schedule

We have worked with the Department of Ecology to develop a project schedule which ensures completion by June 30, 2025:





Ways to Get Involved

· Attend and participate in Planning Commission and City Council meetings: all interested parties are invited to submit comments and attend meetings before the Planning Commission and City Council. Please check the **City Calendar** for the schedule of upcoming meetings.

· Written comments will be accepted throughout the process. Your comments can be emailed/mailed using the contact information on this page, or you may get in touch with us by clicking the button below. Please indicate the Subject as: *SMP 2025 Periodic Review Comments.*

· Sign up to stay informed. Click the button below and sign up for the "SMP Interested Parties List."

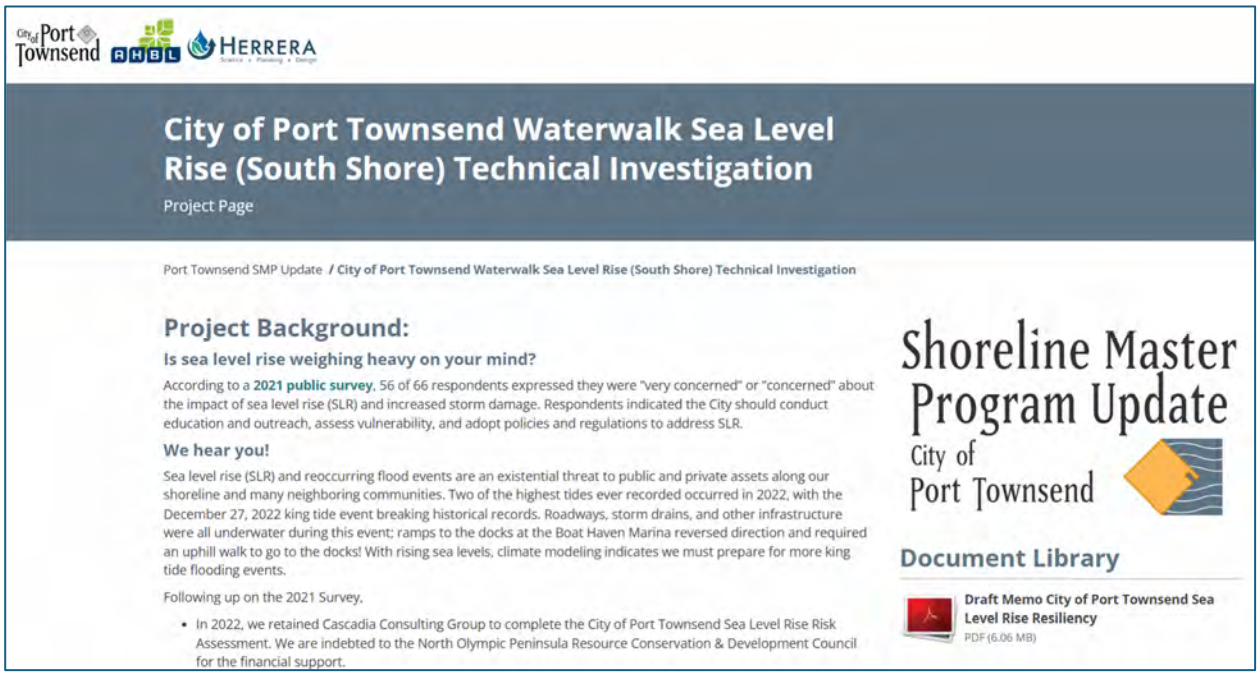
JOIN US for at the next **Future of Our Shorelines Open House** on **Wednesday, March 12, 2025** from 5:30 p.m. to 7:30 p.m.

- Learn about the Shoreline Master Program and the 2025 update. This is an opportunity to speak with City staff and consultants in a casual setting about your thoughts, concerns, priorities, ideas, and questions about the future of our shorelines.

CLICK HERE TO SIGN UP FOR THE SMP INTERESTED PARTIES LIST

The site additionally featured a page where visitors could provide their contact information (Name, email address, comments/ feedback), in order to receive project updates and announcements.

Next, there was a separate page focused on the "Waterwalk" Sea Level Rise technical investigation portion of the project. That page is shown in the following screenshots:



City of Port Townsend Waterwalk Sea Level Rise (South Shore) Technical Investigation

Project Page

Port Townsend SMP Update / **City of Port Townsend Waterwalk Sea Level Rise (South Shore) Technical Investigation**

Project Background:

Is sea level rise weighing heavy on your mind?

According to a **2021 public survey**, 56 of 66 respondents expressed they were "very concerned" or "concerned" about the impact of sea level rise (SLR) and increased storm damage. Respondents indicated the City should conduct education and outreach, assess vulnerability, and adopt policies and regulations to address SLR.

We hear you!

Sea level rise (SLR) and reoccurring flood events are an existential threat to public and private assets along our shoreline and many neighboring communities. Two of the highest tides ever recorded occurred in 2022, with the December 27, 2022 king tide event breaking historical records. Roadways, storm drains, and other infrastructure were all underwater during this event; ramps to the docks at the Boat Haven Marina reversed direction and required an uphill walk to go to the docks! With rising sea levels, climate modeling indicates we must prepare for more king tide flooding events.

Following up on the 2021 Survey,

- In 2022, we retained Cascadia Consulting Group to complete the City of Port Townsend Sea Level Rise Risk Assessment. We are indebted to the North Olympic Peninsula Resource Conservation & Development Council for the financial support.

Shoreline Master Program Update

City of Port Townsend

Document Library

Draft Memo City of Port Townsend Sea Level Rise Resiliency

PDF (6.06 MB)

- In 2023, we applied for and received an Ecology Shoreline Competitive Grant to address SLR in the Shoreline Master Program. *More on that below.*

What is the Port of Port Townsend doing in response to SLR?

The Port has begun Phase 1 of their "Waterwalk and Sea Level Rise" Project extending from the bluff at west end of the Boat Haven to the bluff near the intersection of Water Street and East Sims Way. The figure below maps the proposed alignment of the Port's Waterwalk and Sea Level Rise Project. Phase 1 of this project will consider alternatives, determine feasibility, preliminary alignment, design elevation, cost estimates, right-of-way constraints, community engagement, and probable permitting pathways all in support of pursuing funding opportunities to support future project development phases that include detailed design, permitting, Plans, Specifications and Estimates (PS&E), bidding, and construction. A key component of the project is integration of a pedestrian Waterwalk with the sea-level rise structure. The Waterwalk aims to fulfill the vision in the City's Shoreline Master Plan (Policy 7.3.5).

What does the Port's project have to do with the City's Shoreline Master Plan update?

As alternatives are explored, it is important to take a holistic and collaborative approach to ensure that community priorities and requirements under the state's Shoreline Management Act (SMA) and the City's local Shoreline Master Program (SMP) are fully considered.

As the Port continues with Waterwalk planning along the city's southern shoreline it is necessary to evaluate several Sea Level Rise adaptation strategies (for example, avoid, protect, accommodate, or retreat) to protect public access to the shoreline, water-oriented uses, and vital infrastructure. The City will evaluate technical data, regulatory constraints, and community preferences to inform priorities for alternatives and Shoreline Master Program amendments that are needed to reflect sea level rise adaptation, including the Waterwalk along the southern shoreline.

How will the City address SLR in the Shoreline Master Program?

Thanks to our Ecology Shoreline Competitive Grant, we retained a consultant team (AHBL and Herrera Environmental) to study SLR on our southern shoreline (from the bluffs west of the Boat Haven Marina, along the downtown waterfront, to and including Point Hudson - See Figure 1, below)

Herrera's coastal geologists will:



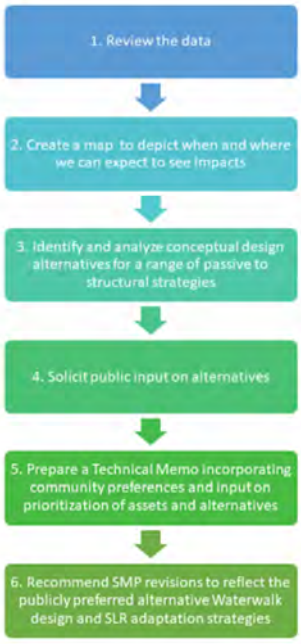
Page Navigation

Project Home

Port Townsend SMP Contact Form

Public Comments

City of Port Townsend Waterwalk Sea Level Rise (South Shore) Technical Investigation





As described and shown above, the website facilitated a way for interested individuals to access draft documents and maps, view the project schedule, see submitted comments, submit new ones, and more.

The City featured a link to its December Newsletter on its Facebook account (http://www.facebook.com/CityofPT), which highlighted the SMP Update and the Phase 1 Waterwalk and Sea Level Rise Project. The December Newsletter content was produced by City staff.

Traffic to the website was high. As of March 24, 2025, there had been 349 unique visitors to the website and almost 900 different views. In particular, spikes occurred around the same time as the two open houses, which occurred on February 20 and March 12 of this year as shown in Figure 1.

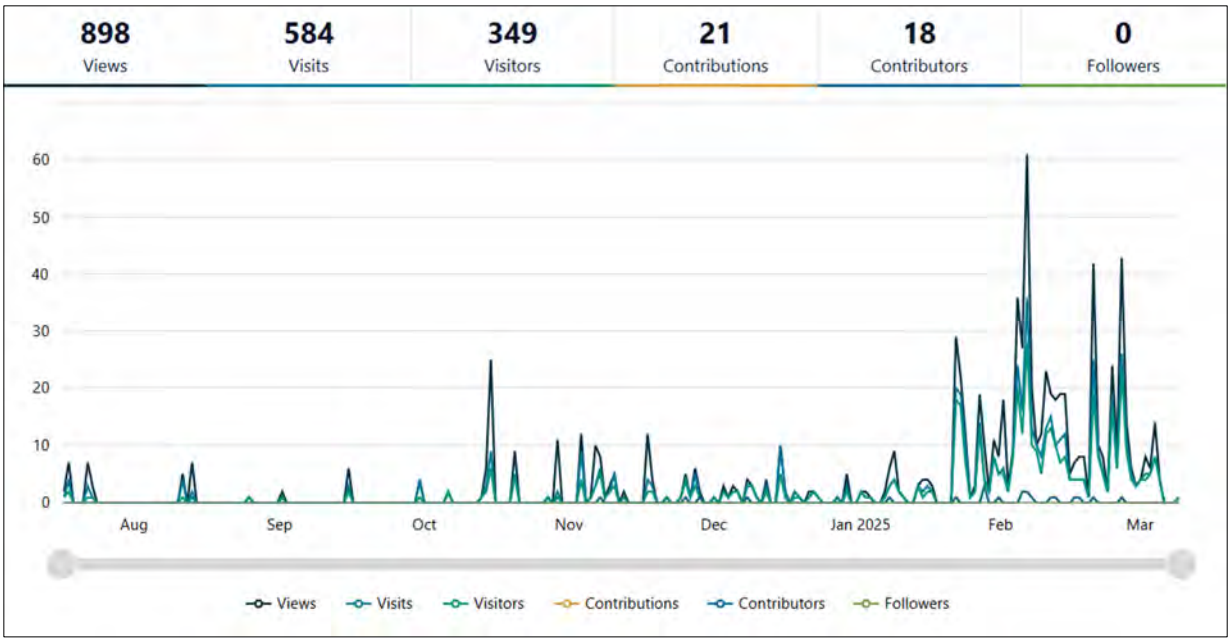
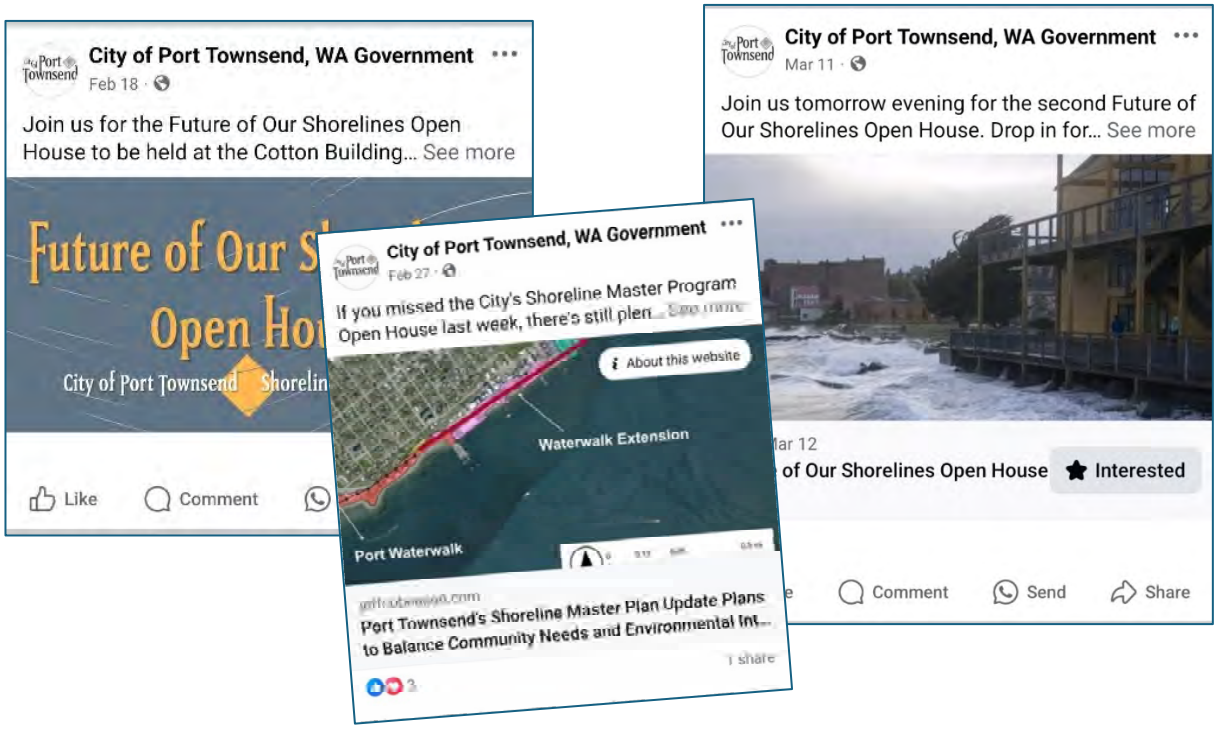


Figure 1. Public Engagement Website Traffic (as of 3/24/25)

Engagement via social media also drive site traffic and increased awareness among the public of the project. For example, the City featured the SMP update project on their Facebook page multiple times, including listing the Open Houses as "events," and posting various reminders (dates of postings include: February 5, February 18, February 26, February 26 and March 11, 2025, as examples).



2.2 Project Promotion Collateral including Direct Mailing and Public Notices

On November 4, 2024, AHBL provided a project calendar, draft press release, and "letter to interested parties" for City review. The project calendar was subsequently updated; these are included within the attached exhibits.

On November 20, 2024, AHBL produced a flyer which the city used for advertising the project (See Exhibit 2). The flyer was printed onto sign board and posted in key city locations.

The City sent a monthly newsletter out to rate payers with their utility bills. The city included an article about the project in their December 2024 newsletter (available online at https://cityofpt.us/sites/default/files/fileattachments/administration/page/23613/december_2024_newsletter.pdf and shown next):



City of Port Townsend

DECEMBER 2024 NEWSLETTER

CITY COUNCIL MEETINGS

Mon, December 2:
Regular Business Meeting
Second Reading 2025 Proposed Budget and Special Presentation: Golf Park Report

Mon, December 9:
City Council Workshop
Comprehensive Plan Update

Mon, December 16:
Regular Business Meeting
2025 Legislative Agenda and Encampment Update

Meetings are held at 6 p.m. unless otherwise noticed, and are subject to change. Visit cityofpt.us/calendar for updates.

COLLECTIVE STR

A message from Mayor Davic

As 2024 draws to a close and we gather with

Ring in the December Learn mor

HELP THE CITY PLAN THE FUTURE OF OUR SHORELINES

What can be done to address the impacts of sea level rise?

Thanks to a grant from the Department of Ecology, we are revisiting the Shoreline Master Program policies and regulations that govern use of our shorelines (including marine shorelines, Chinese Gardens Lagoon, and Kah Tai Lagoon). In addition to the mandated review, which requires us to keep current with state laws, we will update our permit processes and incorporate planning around sea level rise and king tide adaptation measures.

Sea level rise and reoccurring flood events are already causing substantial damage to public and private improvements along shorelines throughout the state. Locally, we experienced two of the highest tides ever recorded in 2022, with the December 27, 2022 king tide event breaking historical records. We expect the impacts to get increasingly worse.

The City has retained a consultant team to look at the options for our southern shoreline: from the bluffs west of the Boat Haven Marina, along the downtown waterfront, to and including Point Hudson. The consulting coastal geologists will identify and analyze design options for a range of passive to structural solutions (for example, sandbags to seawalls). We will coordinate with the Port of Port Townsend on their Phase 1 "Waterwalk and Sea Level Rise Project" which is one possible solution for the area encompassing Boat Haven Marina. Once we have a menu of options, we will ask for public input on a series of questions: Which of the options are best for the environment? For shoreline development? For public access?

Public participation opportunities will include both in-person and virtual methods. Visit our project webpage to learn more and find out about upcoming opportunities to engage and stay informed: *engage.ahbl.com/port-townsend-smp-update*

01
02
03
04

The City is working with the Department of Ecology to develop a project schedule ensuring completion of the Shoreline Master Plan Update by June 30, 2025.

Lawrence Street Update: The Pedestrian Improvement Project is Almost Complete!

Beginning in 2025, the City transitioned the newsletter to an e-news format. The initial "Future of Our Shoreline Open House event was featured in the February 2025 electronic newsletter (https://us15.campaign-archive.com/?u=8136cea718d3023255089b48a&id=1344c3e8a7) and the second event was included in the March 2025 electronic newsletter (https://us15.campaign-archive.com/?u=8136cea718d3023255089b48a&id=5d751bd79d).

2.3 Stakeholder Interviews

In accordance with the Public Participation Plan, there were several meetings and/or interviews with various stakeholders, including but not limited to:

- Dave Nakagawara, Capital Projects Engineer, Port of Port Townsend
- City of Port Townsend Climate Action Committee (CAC), which is a joint committee between the City of Port Townsend and Jefferson County, an advisory group created to address the problems and opportunities posed by global warming/climate change. The particular meeting included:
    - Port Commissioner Carol Hasse
    - Chair Kees Kolff, Jefferson Healthcare
    - Vice Chair Cindy Jayne
    - Dave Wilkinson

2.4 Public Outreach and Engagement Events

On November 21, 2024, City staff distributed flyers about the project at the Jefferson County Public Health Marine Trades Seminar, along with other areas of the City.

On December 3, 2024, City staff and HERRERA presented to the Jefferson County Marine Resource Committee (MRC). Later on December 10, 2024, City staff and HERRERA presented at the Climate Action Committee.

On February 20, 2025, City staff and AHBL hosted an Open House at the Cotton Building, located at 607 Water Street in Port Townsend. This was the first of two Open Houses in a series called "Future of Our Shorelines." An email reminder was sent to those on the parties of record list, and signs were posted around the town to advertise the event, using the Shoreline Master Program Update branding.

On March 12, 2025, City staff and AHBL hosted a second Open House at the same location, using similar methods of advertisement as the first Future of Our Shoreline Open House. For example, an email reminder was sent to those on the parties of record list and advertisements were posted around the town. A separate memorandum can be found which outlines the presentation and includes information on the polling questions and responses, including some of the verbal discussion with the community during the open house event.

The above outreach is in addition to the 21-question public survey completed in 2021.A link to those survey results can be found on the SMP□s project website.

February 20, 2025 Open House

On February 20, 2025, City staff and AHBL hosted an open house event at the Cotton Building, located at 607 Water Street in Port Townsend. This was the first of two open house events in a series called "Future of Our Shorelines." An email reminder was sent to those on the parties of record list, and signs were posted around the town to advertise the project and help to promote awareness, using the Shoreline Master Program (SMP) Update project branding. There was good attendance, with over two dozen people in attendance.



Figure 1: Open House (2/20/2025)

The presentation of this first open house was designed to feature a more general overview of the SMP Update. This included an overview of the SMA and SMP, the Periodic Review, SMP topics and overview of permit types, merging waterwalk with sea level rise and king tide adaptation, and other miscellaneous bookkeeping.

After the presentation, open house participants interacted with staff, asked questions, and provided comments on several large pads of paper located throughout the room. The activity featured the following four questions:

- What is important that we get right in the SMP Update?
- What are your thoughts and concerns about Sea Level Rise?
- What confuses you about Shoreline Permitting or Shoreline Master Programs?
- Other questions or concerns?

Exhibit 5, Attachment B features images of each of the completed pad of paper. In addition to the written comments of the boards, the sign-in sheet for the February 20, 2025, event featured a column to include questions or concerns. This generated two different comments:

- Hard armoring vs green strategies (i.e. soft revetment)
- Shoreline armoring/development and long-term priorities

Notably, a Tribal Biologist from the Jamestown S□Klallam Tribe was in attendance.

March 12, 2025 Open House

On March 12, 2025, City staff and AHBL hosted a second open house at the Cotton Building. Similar methods were used to advertise the event digitally and through flyers. The focus of this second open house was a discussion of sea level rise and potential City responses to it in the SMP. The event featured a staff presentation and a live polling activity which encouraged group discussion. Presenters included Emma Bolin and Jenny Murphy of the City of Port Townsend, Jeff Parsons of Herrera Environmental, and Wayne Carlson of AHBL. Extensive explanation of the study area and

various approaches were identified. Additionally, Dave Nakagawara of the Port of Port Townsend, provided information an invited guest speaker about his agency's future plans.

About 30 people attended the event, and the demographics of those who attended were observed to generally track the demographic makeup of the city (per the 2020 census the population of Port Townsend is predominantly white and 40 percent of the population is 65 years of age or older).

City staff gave an overview of the evening's agenda which included the following: the periodic review and update of Shoreline Master Program (SMP), summary of existing climate change information and resiliency plans (particularly the Port's Waterwalk project), adaptation actions for City portions of the Waterwalk, and updating SMP development regulations to accommodate publicly preferred adaptation strategies.



Figure 2: 3/12/25 Open House

Jeff Parsons of Herrera summarized the City of Port Townsend's preliminary analysis of potential sea level rise impacts and the Port of Port Townsend's Waterwalk design. Other climate change analyses were addressed, like NOAA's 2022 projection of a 6.5-foot sea level rise by the year 2100.

Like other city facility designs, staff noted that input will be needed from the public. Staff noted that other opportunities for public engagement related to the SMP Update and Waterwalk project will further inform future design decisions. Exact designs are still being determined and different options were addressed in the presentation.

Staff presented the study area to attendees, highlighting the Port's Waterwalk and the existing City Waterwalk. There was a high-level overview of the Port's Waterwalk design approach, and the Port is currently 30% into the design process. There will be a mix of approaches along the entire alignment due to varying characteristics like the presence or absence of structures. There were discussions about funding, cost benefit analysis, a discussion on a phased timing approach, and changing rules from the state.

Possible city resiliency measures were addressed, including temporary, green, and structural measures, as well as retreating (or moving buildings) from the shoreline. It was noted that waves are a bigger risk to Port Townsend than sea level rise; although cities like Olympia will experience the opposite impacts.

The presentation then transitioned into the polling activity, the results of which can be found in Exhibit 5, Attachment C. The presenters went through each question individually, and some questions and responses featured robust conversation, including:

Do you support retreat in the Historic District?

There were quite a few "maybe" responses. The intention was that could mean not right now, but retreat could be necessary in the future. One participant noted that sea level rise is

not going to stop for hundreds of years. One member of the public shared that if we do not think about retreating now, then there could be less land available to move buildings to in the future. A presenter reminded the audience that retreat means retreating laterally, whereas raising the finished floor of buildings is considered to be green methods. There was also some contention that it is hard to give an opinion; however, these questions are meant more as a higher level, preliminary planning stage. For example, retreatment is not even mentioned in the current version of the SMP.

Do you support retreat in Port Hudson?

There are buildings in this area that can be moved because some have been moved already.

Rank the following shoreline resilience strategies for application in the Historic District (1st is most desired to 4th).

There are habitat components that can be added to structural elements. The Army Corps of Engineers would likely be involved no matter what the chosen measures are.

Rank the following shoreline resilience strategies for application in Point Hudson (1st is most desired to 4th).

People had confusion over the different methods (structural, green, temporary, etc.). It was noted that it is hard to rank these options without the costs. A presenter explained that structural measures will almost always be the most expensive, at least at first. Temporary may be the cheapest initially, but ongoing costs need to be considered too. Green methods can vary in cost.

The SMP requires structures damaged 50% or more be required to meet new and existing shoreline rules. Should this be relaxed?

In addition, it was noted that the FEMA floodplain regulations are going to require that someone elevates their building if there is more than 50% of substantial damage, and the finished floor will have to be above the base flood elevation. One person had concerns about the cost of delaying these projects.

The Port (50 yrs) and the City (75 yrs) currently have different infrastructure planning horizons. What approach should the City pursue?

It was noted that it is really hard to predict what will happen beyond 2100.

Do you have any other concerns that you would like to discuss?

- Climate change info is needed
- Demolition by neglect of historic buildings and impacts on environment
- Is there a I plan for dealing with derelict buildings that result from policy restrictions?
- Keep planning the situation is evolving

- Incentivizing long-range planning for viability of a development if it creates permanent impact to shorelines.
- Assessing areas of shoreline armoring that can be removed as mitigation.
- We need a large public information campaign to urge people, industry, businesses, governments, etc. to reduce their carbon footprints ASAP.
- Plan beyond SMP update cycle so a 50-year building isn't built in an area that floods in 30-year
- Temporary structures need a total water level forecast available to the public and a communication plan to get the forecast out. Key to the communication plan is a high-resolution topographic map
- Are there any historically significant coastal cities that have already gone through this exercise and reached feasible solutions? Can we invite someone to share their process/ experiences?
- Have any Port Townsend historic buildings already addressed sea level rise in their remodeling plans or actions? What did they do?
- Svante Arrhenius figured this out 150 years ago
- Tipping points are not adequately addressed in your models and any predictions beyond 2050 are likely low in terms of SLR.

Other verbal comments:

- It could be helpful to have maps about what is going to be impacted and when.
    - Staff explained that there is the 100-Year Floodplain (1% annual chance of flooding) and additional maps in the memos are available on the website.

Next steps:

Community Development Director Emma Bolin noted that gathering feedback from the second open house was the last step before revising the draft technical memo. The City periodically updates the SMP, so there will be additional opportunities to revise it in the future as needs change. The next step is modifying the SMP regulations, and those will go through Planning Commission. At least one Planning Commissioner was present at the open house.

2.5 Comments

Many of the comments received so far for this project date back to 2020 when the City made considerable progress on an SMP Update which had to be paused due to staffing needs. A response to public comments letters received on 8/27/2020 is posted to the project website, where members of the public can view previous comment received along with the City's response.

In addition, the website featured an option for people to submit comments and sign up for email notifications about the project. As of mid-March of 2025, 21 people had used the project website to sign up for notifications, and 10 of these individuals contributed questions, comments, or concerns. The comments have focused on concerns about the North Beach area, the planned boat launch at Fort Worden Park, meeting times, impacts of sea level rise on habitats and ecological functions in addition to downtown, and enforcement of leash laws in areas of shorebirds. The city is continuing to compile and respond to the various comments, and will produce a record.

2.6 Planning Commission and Council Meetings

The following Planning Commission and City Council meetings had already occurred, prior to the current project phase:

- **April 9, 2020, Planning Commission** – Planning Commissioners were introduced to the SMP.
- **May 18, 2020, City Council** – A Resolution was passed authorizing a grant application and approving the original PPP (similar to most recent PPP sent to Ecology).
- **August 27, 2020, Planning Commission** – This meeting included review of public comment letters, Department of Ecology checklist, and state-mandated amendments.
- **September 24, 2020, Planning Commission** – Amendments to the Critical Areas Ordinance (PTMC 19.05); Amendments to the Shoreline Master Program
- **November 12, 2020, Planning Commission** – Draft SMP Amendments completed
- **January 14, 2021, Planning Commission** – Summary of Shoreline Engage PT Survey Results
- **May 27, 2021, Planning Commission** – Revised draft amendments to the Critical Areas Ordinance

The draft SMP was distributed on April 23, 2025 with a State Environmental Policy Act (SEPA) Checklist and Determination of non-Significance

The following dates are planned:

- **May 8, 2025 –** SMP SEPA comment due dates
- **May 8, 2025, Planning Commission** – Work session
- **May 22, 2025, Planning Commission** – Public Hearing
- **June 2, 2025, City Council** – Work Session
- **June 16, 2025, City Council**– Public Hearing

Exhibit 1: Public Participation Plan

City of Port Townsend
2025 Shoreline Master Program (SMP) Periodic Review

Public Participation Plan



October 17, 2024

PURPOSE

This document defines a plan for public participation in the City of Port Townsend's Shoreline Master Program (SMP) Periodic Review process including goals, key themes, methods, and schedule.

Public involvement is crucial to this project. The City will reach out to the public to gather input on the overall SMP Periodic Review and specific shoreline management issues. Efforts will also highlight collaborative strategies to address Sea Level Rise (SLR) impacts, protect water-oriented uses, improve shoreline access, support cultural and economic prosperity, and preserve natural shoreline functions. This project focuses on planning and prioritizing alternatives, not project engineering or construction. Input from the public, key stakeholders, and affected Tribes will inform the SMP Periodic Review amendments. Specifically, through this process we will strengthen relationships with Tribal Nations, inviting tribes to actively engage throughout the stakeholder process and offering face-to-face meetings. In addition, the engagement process will be inclusive and equitable to ensure we hear from the diverse array of community members, endeavoring to address environmental justice for disadvantaged and overburdened communities.

BACKGROUND

The City of Port Townsend is performing a periodic review of its Shoreline Master Program (SMP), as required by the Washington State Shoreline Management Act (SMA), RCW 90.58.080(4). The SMA requires each SMP be reviewed, and revised if needed, on a ten-year schedule established by the Legislature. The Washington Department of Ecology (Ecology) has directed Port Townsend to complete the periodic review by June 30, 2025[1]. The review ensures the SMP stays current with changes in laws and rules; remains consistent with other local plans and regulations; and is responsive to changed circumstances, new information, and improved data.

In 2020-2021, the City prepared an initial Public Participation Plan (PPP), as adopted by council via Resolution 20-25, and made considerable progress towards completing a periodic review. However, local impacts of the global COVID pandemic and staffing shortages put the process on hold. The current effort will build on the 2020-21 efforts. In addition, while the City was previously opting to use the Joint Review Process (WAC 173-26-104), the project has been re-calibrated to use the Standard Local Process (WAC 173-26-100). As a result, there will be *separate comment periods* for local adoption and Ecology's review and acceptance process.

The SMA and SMP Guidelines require local governments to encourage active and early participation in the SMP review and update by all persons, private groups, public agencies, and tribes that have an interest or responsibility related to shorelines of the state. The City has developed this Public Participation Plan (PPP) to meet State requirements for public involvement in the periodic review

[1] *Ecology is providing grant funds for the periodic review pursuant to Grant Agreement Nos. SEASMP-1921-PorToc-00101 and SEASPC-2325-PorToc-00020; the City's initial statutory due date (of June 30, 2020) was extended by both grants*

process, and to address the priorities and issues specific to Port Townsend. This is a working document and may be updated over time as needed to reflect the needs of the community.

Project Scope:	**In addition to inviting and encouraging public input on mandated and optional SMP amendments, the PPP includes focused efforts for permit process reform and Waterwalk Sea Level Rise (SLR) adaptation.**

1.0 PUBLIC PARTICIPATION GOALS

The overall goal of the Public Participation Plan is to build support for timely adoption of the SMP periodic review. This plan provides key steps that are intended to effectively support the overall objectives of the SMA. Throughout the process, there are many goals to guide the review, including:

- Provide interested parties with timely information, an understanding of the process, and multiple opportunities to review and comment on proposed amendments to the SMP.
- Engage residents, property owners and stakeholders - exchange ideas and information, learn about their concerns, questions, and priorities for the Periodic Review process.
- Share information on probable SLR scenarios and assets at risk; understand community preferences and seek consensus on the assumptions used to prioritize assets and alternatives.
- Using a combination of traditional and unique approaches, encourage interested parties to informally review and comment on proposed changes to the SMP throughout the process and provide those comments to decision makers.
- Provide forums for formal public input at project milestones prior to decision-making by local officials.
- Consider the viewpoints of all participants, even if views are not reflected in the outcomes.
- Consult and consider recommendations from federal and state agencies and Native American tribes.
- Utilize a transparent process which clearly documents all public input and makes it available for any and all to review.
- This plan is in addition to any other minimum requirements for public participation required by City of Port Townsend Municipal Code Section 20.04. This plan is a working document and will be adjusted as needed to provide for the greatest and broadest public participation.

Additionally, specific to the Waterwork SLR Adaption part of this project the City aims to:

- Coordinate with the Port of Port Townsend's Phase I Waterwalk Project.
- Perform broad public outreach on SLR adaptation alternatives.
- Foster engagement of diverse participants to understand community preferences, and seek consensus on the assumptions used to prioritize assets and alternatives.

1.1 PUBLIC PARTICIPATION PLAN THEMES

The following project themes will guide the overall outreach program and be promoted through communication materials and opportunities facilitated by City staff, Planning Commission, City Council members, and consultants AHBL/HERERRA.

- **Required by State Laws and Rules:** The SMA requires the SMP review. It is subject to procedural and content standards of the SMA and Ecology Administrative Rules (SMP Guidelines WAC 173-26).

- **State and Local Partnership:** The SMP is a partnership between local government and Ecology. The City develops the SMP, but both the local government and Ecology must approve it. The City received state grant funding to do this work and it must adhere to the requirements of the grant agreement.

- **Promoting the Local Vision:** State law and rules dictate what shoreline elements are required, provide direction for local policies and regulations, and the minimum standards for most topics. However, there are varying degrees of local discretion in several elements that allow particular attention to be paid to the community vision the City has for its shorelines.

- **The Benefits of the SMP:** The SMP emphasizes not only the protection of shoreline ecological functions, but also the development of public access and water-oriented uses. As such, the SMP must promote both human needs and environmental conservation. By requiring no net loss of current function and promoting restoration through non-regulatory means, the SMP will ensure future generations can also benefit from shoreline resources.

- **Climate resilience** - The effects of climate change are already being observed. These impacts are expected to increase in scale and scope over time. The time for planning is now.

- **Balanced Plan, Honest Broker:** The goal of the SMP Periodic Review is to create a balanced plan for shoreline utilization and protection. City staff and AHBL/HERERRA will inform the community what is required under the SMA and SMP Guidelines, identify those areas where the community has greater latitude for promoting the local vision, clarify erroneous information, create collaborative solutions that respond to community needs, and balance the interests of partners and stakeholders, while ensuring consistency with state requirements.

- **Convenient Access and Participation by All:** Easy, convenient, and equal access to information for all interested parties is essential to the process. City staff and AHBL/HERERRA will ensure that information, both background and substantive regulatory proposals, is easy to obtain, timely, pertinent, and available in both electronic and paper formats.

- **Transparent Decision-Making Process:** Public input on the Draft SMP will be documented and considered. The rationale behind decisions will be communicated. Decision-making will be open, transparent, and public.

1.2 GUIDING PRINCIPLES

For any participation process, it is important to adhere to a set of guiding principles. For the SMP review, these principles include:

1. Communicate the purpose, scope, and objectives of the SMP throughout the duration of the review process (i.e., schedule, decision milestones, progress, and involvement opportunities).
2. Conduct public involvement consistent with the goals and policies of the Comprehensive Plan, the SMA, and City policies for transparent and open government.
3. Seek out and use input from local partners and stakeholders about opportunities and problems, rather than solely relying on the opinions of technical experts.
4. Define and effectively communicate the roles and interests of all participants.
5. Keep all written communication clear, concise, objective, and free of technical jargon.
6. Use the City's website, mailings, newsletters, and other media to provide and distribute general information to the public.
7. Communicate and distribute information/feedback regularly to participants, and at intervals to interested/affected parties. Follow-up would occur by:
    - Informing affected/interested parties of outcomes;
    - Continuously evaluating the process to identify successes and shortcomings, and communicate results to participants; and
    - Evaluating the public participation process for effectiveness with community relationships and on perceptions of effectiveness of the process.
8. Use community resources and energies effectively and efficiently and consider the relative cost-effectiveness of alternative techniques to achieve objectives.

2.0 PARTNERS & STAKEHOLDERS

There are several audiences – individuals and agencies – that will participate in the Port Townsend SMP Periodic Review, and each will engage in the process in different ways:

- General Public: Port Townsend residents, workers, students, property owners, business owners, and other people who are engaged in Port Townsend.

- Officials & Service Providers: City Councilmembers, Planning Commissioners, and others such as PUD No. 1, Port of Port Townsend.

- Non-Governmental Organizations: including local recreational groups, local environmental groups, Jefferson County Marine Resources Committee, Port Townsend Marine Science Center, Port Townsend Main Street, EDC Team Jefferson, Washington Trust for Historic Preservation and others.

- Federal, State, Regional, Tribal, and Other Local Governments: including US Army Corp of Engineers, Washington Department of Fish and Wildlife, Washington State Parks, Jefferson County, Port of Port Townsend, Jamestown S'Klallam, Lower Elwha Klallam, Port Gamble S'Klallam, and Skokomish Tribes.

Outreach activities are designed to keep these groups informed and updated on key meetings, decision-making milestones, and overall project progress. The public involvement process is intended to prevent last-minute surprises and to ensure that all groups are adequately informed and have opportunity to participate.

See "Preliminary List of Partners & Stakeholders" at Attachment 1 to this document.

3.0 PUBLIC PARTICIPATION OPPORTUNITIES

The City is committed to providing multiple opportunities for public participation throughout the process. Port Townsend will use a variety of communication tools to inform the public and encourage their participation. Public participation opportunities will include both in-person and virtual methods. Public participation opportunities will include the following:

3.1 WEBSITE & SOCIAL MEDIA

AHBL/HERERRA will create an engagement website at https://engage.ahbl.com/port-townsend-smp-update (which may be linked to from the city website) to allow for interested individuals to access draft documents and maps, view the project schedule, check for meeting notices and materials, see submitted public comments, obtain contact information, and submit comments. The page will include who to contact for more information and an email link for questions and comments. The City's social media posts (http://www.facebook.com/CityofPT) will be used to push information out to the community, keeping the public current on this process and its relevance.

3.2 DIRECT MAILING AND PUBLIC NOTICES

At the beginning of the project, information in the City's newsletter (which is mailed to all city utility customers) will provide notice of the project's re-launch and give instructions on how to sign up for the mailing list that will be used through the project.

Notices of workshops, public hearings, and milestones will be placed on the project website, local jurisdiction websites, and published in the city's official newspaper (**The Port Townsend Leader**). A mailing list (email addresses) of interested parties will be maintained and updated to keep the public informed throughout the SMP review process. Email notices will be sent to all parties on the mailing list. State agencies and affected governments will be notified of key milestones in writing via US Mail or email.

3.3 STAKEHOLDER INTERVIEWS

Up to five stakeholder interviews (/consultations) will be conducted by the project team (city staff and/or consultants) to exchange information and obtain input. This will help to ensure communication is clear and direct and build positive relationships among the interviewed stakeholders. This direct communication approach will be particularly useful to assess and address the most complex, technical issues in the work scope. The city staff/ consultant team will select a small group of stakeholders with expertise on key issues (e.g., SLR and Aquaculture) including Port of Port Townsend officials and/or staff for this effort. The city's consultant will prepare records of the interviews (likely memos), describing the discussion topics and summarizing the feedback received.

3.4 PUBLIC OUTREACH AND ENGAGEMENT EVENTS

The SMP Periodic Review process will include at least two public outreach events (which is in addition to public hearings) to broadly report project status, seek and acquire input from the full range of community interests, and provide convenient and meaningful ways to participate. In order to promote integrity and build trust with the public, advertisements / invitations to events will be clear about why people should come to the event and how their input will be used. Following the events, the city's consultant will prepare meeting summary reports that identify the meeting outcomes, what was heard, etc.

3.5 COMMENTS

Interested parties will be encouraged to provide informal input and official written comments to the City (additionally, all testimony given at public hearings will be considered official comments). Official written comments may be provided to the City by letter or email, or by other methods as specified by the City. The Periodic Review webpage will be the central repository for information under consideration. Hard copy documents (such as reports or draft SMP amendments) will be available by request from the City Clerk's office and will be provided at the established copying cost. A Waterwalk SLR Public Engagement Summary will be compiled. All public comments received as part of the SMP Periodic Review project will be posted on the SMP Periodic Review webpage.

3.6 PLANNING COMMISSION & COUNCIL MEETINGS

The Planning Commission will be the primary forum for detailed review and recommendations to the City Council. Interested parties are encouraged to attend and provide comments during the Planning Commission deliberations and/ or City Council workshops and public hearings.

Planning Commission and Council meetings (including meetings with hearings) will be noticed according to the standard procedures for those bodies, as well as on the City's website. Meeting materials and a video recording of the proceedings will be posted on the City's website.

4.0 ROLES AND RESPONSIBILITIES

This section identifies key parties involved in the public participation process and their roles and responsibilities. It also identifies how public input will be used and the decision-making process that will be followed during the SMP Periodic Review preparation and adoption process.

4.1 CITY STAFF

City staff will manage the SMP Periodic Review process, review draft policies and regulations developed by the AHBL/HERERRA team, and serve as primary contact for ongoing coordination with Ecology. The primary staff contact for the City is Planning Manager Judy Surber.

4.2 CONSULTANT TEAM

AHBL/HERERRA will:

- ❖ Develop the draft SMP amendment according to the Ecology Guidelines and direction provided by City staff
- ❖ Assist with communication materials and develop presentations
- ❖ Develop all of the major documents comprising the SMP Periodic Review deliverables, including preparing a Periodic Review Checklist and SEPA checklist
- ❖ Prepare materials for and participate in up to two Waterwalk SLR public meetings and/or stakeholder consultations
- ❖ Up to 5 meetings with 3 team members with the Port and stakeholders
- ❖ Prepare materials for and participate in up to six meetings and/or hearings (i.e., public outreach meetings, meetings/hearings before the Planning Commission and City Council)
- ❖ Prepare a Comment/Response Summary
- ❖ Summarize the Waterwalk SLR engagement activities
- ❖ Provide a quarterly summary of the SMP public engagement activities and products including meeting collateral (e.g., handouts and presentations) and meeting minutes

4.3 PLANNING COMMISSION

The Planning Commission will review proposed amendments to SMP policies and regulations and provide feedback to the project team. Staff and AHBL/HERERRA will consider this input, and AHBL/HERERRA will revise the Draft SMP as necessary to address identified concerns, where appropriate. Next, and as established in state law and local enabling legislation, the Planning Commission will review the draft SMP, invite and consider public input, and make formal recommendations to the City Council. Recommendations are not binding.

4.4 CITY COUNCIL

As established in state law, the City Council will review the draft SMP, solicit public input, make changes as desired, consider the recommendation of the Planning Commission, and locally adopt the final SMP. The City Council is the legislative body with the final local decision-making authority for the local adoption of the SMP. To ensure constitutional limits and private property rights are protected, local legal authorities are required to review a shoreline program before formal adoption (WAC 173-26-186(5)). After local adoption the City will submit the proposed SMP amendment to Ecology for state review.

4.5 DEPARTMENT OF ECOLOGY AND THE STATE OF WASHINGTON

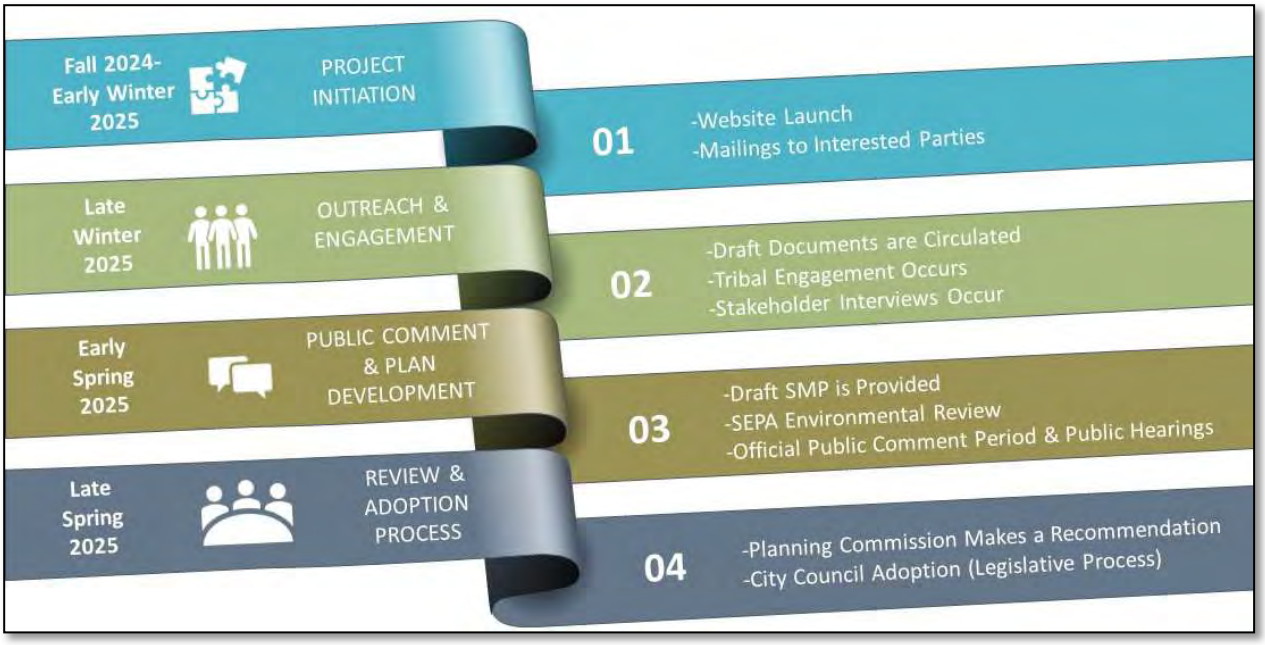
State law establishes a cooperative program of shoreline management between local government and the state. Ecology provides financial assistance, guidance to local governments in preparing or amending the SMP, comments on draft SMP components, and upon the City's submittal reviews the proposed amendment for consistency with the SMA and SMP Guidelines. Ecology must approve the master program before it can take effect.

5.0 PROJECT TIMELINE

The following timeline (including the information shown in the graphic) is approximate, and target dates are subject to change; more precise dates and details will be available on the project webpage:

Timeframe	Task
October 2024	Public Participation Plan, Permit Process Audit Summary Report, and Quality Assurance Project Plan (QAPP) grant deliverables due to Ecology
September - October 2024	AHBL/HERERRA to complete draft periodic review checklist (which was begun by staff)
October – November 2024	City to send a letter to potential interested parties (and individuals/ agencies on record who participated in the last SMP update) with web link
October - November 2024	Draft and Final preparation of Waterwalk SLR Technical Memo, including mapped preferences and Distribution of Public Engagement Summary
November - December 2024	AHBL/HERERRA to provide an Initial Draft SMP Amendment document (containing Draft SMP Revisions for Waterwalk SLR adaptation) to City Staff and then City Staff completes review of Initial Draft document and provides comments back to AHBL/HERERRA
January – Mid February 2025	Meeting with City Council SMP subcommittee to review draft changes to the SMP and then AHBL/HERERRA provides revised Draft SMP Update document to City Staff
Late January – February 2025	Meeting with planning commission to go over revised draft documents (Public Invited; this may occur during a regular meeting of the Planning Commission or may require a special meeting)
February – Early March 2025	Transmittal of Draft SMP Amendment package (SMP document and maps together with a completed periodic review checklist) to Department of Commerce with 60-day Notice of Intent to Adopt
February – Early March 2025	Newspaper notice published; Issue SEPA Non-Project Checklist and Threshold Determination;
March– Early April 2025	Planning Commission Public Hearing* (Public Invited) and Public Comment Period
March – Early April 2025	Formal responses to public comments are distributed; final revisions to Draft SMP, as needed
May – mid June 2025	City Council Public Hearing* and Local Adoption by ordinance
By June 15, 2025	Submit City's adopted SMP Amendment package to Ecology for state review and final approval

* Requires legal noticing



6.0 PUBLIC COMMENT PERIODS AND HEARINGS

The Planning Commission will conduct a public comment period and at least one public hearing to solicit input on the Periodic Review. The City Council will additionally hold one public hearing before final adoption. The City of Port Townsend will provide public notification of comment periods and hearings.

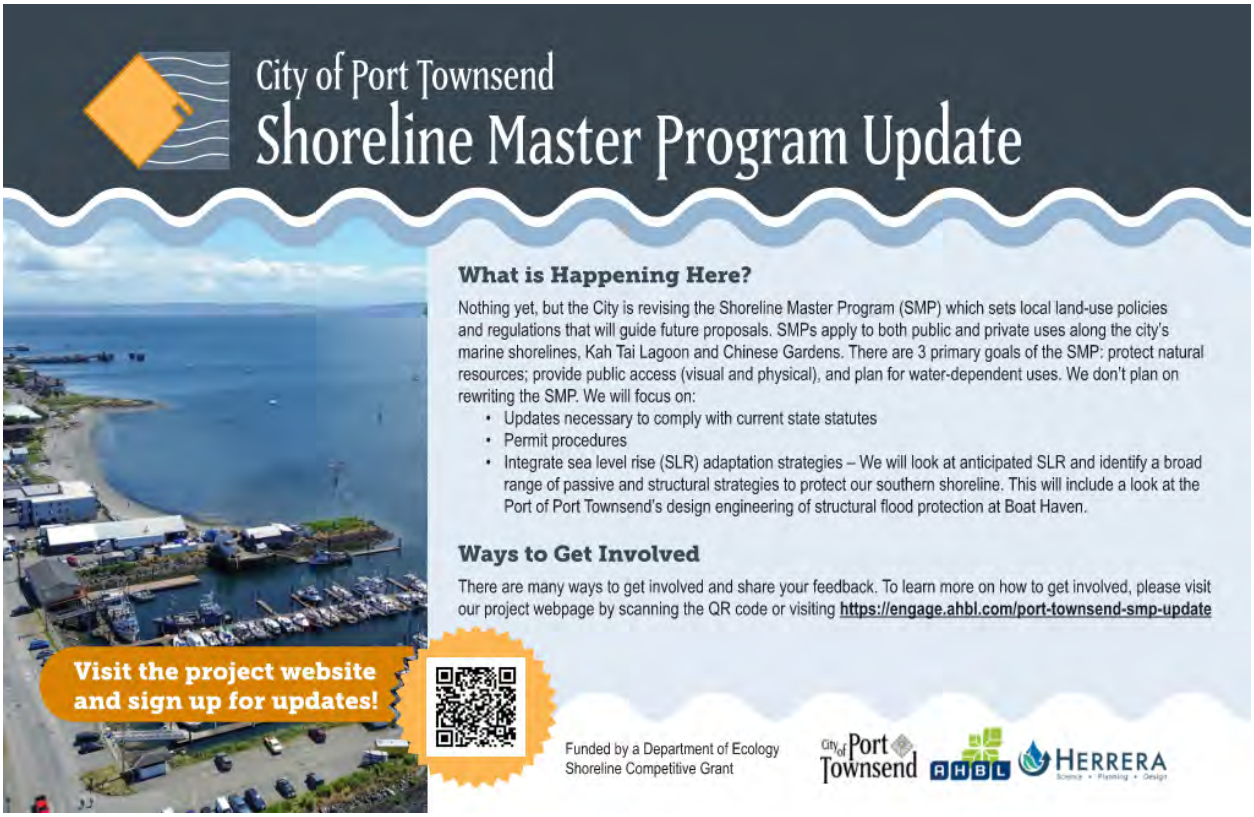
Public notice of all hearings will list who is holding the comment period and/ or hearing, the date and time, and the location of any public hearing. Notices will be published per official policy and comply with all other legal requirements such as the Americans with Disabilities Act. A notice will be sent to the email list and Stakeholders and to the Department of Ecology.

City of Port Townsend
2025 Shoreline Master Program (SMP) Periodic Review
Public Participation Plan
Attachment #1

Preliminary List of Partners & Stakeholders

- Washington Department of Ecology
- Washington Department of Fish and Wildlife (WDFW)
- Washington Department of Natural Resources
- Washington Department of Transportation
- Washington State Ferries
- Washington Department of Archaeology and Historic Preservation
- Washington Trust for Historic Preservation
- Washington State Parks
- Hoh Tribe
- Jamestown S'Klallam Indian Tribe
- Port Gamble S'Klallam Tribe
- Point No Point Treaty Council
- Skokomish Tribe
- Suquamish Tribe
- Lower Elwha Klallam Tribe
- Puget Sound Partnership
- Landowners within and adjacent to Port Townsend shorelands
- General public
- Port Townsend Chamber of Commerce
- Port Townsend Marine Science Center
- Port Townsend Yacht Club
- Jefferson County Chamber of Commerce
- Jefferson County Community Development Department
- EDC Team Jefferson
- Jefferson County Historical Society
- Jefferson County Main Street Program
- Jefferson County Climate Action Committee
- Jefferson County Marine Resources Committee
- Jefferson PUD No. 1
- North Olympic Salmon Coalition
- Olympic Environmental Council
- Rat Island Rowing & Sculling Club
- Futurewise
- Fort Worden Public Development Authority
- Northwest Maritime Center
- U.S. Army Corps of Engineers
- U.S. Navy
- U.S. Coast Guard
- Federal Emergency Management Agency (Region X)

Exhibit 2: Flyers/Signs Made for Distribution





Signage placed along the waterfront (note: the sign was single-sided and the QR code was for the project website)

Exhibit 3: Letter to Interested Parties

City of Port Townsend

250 Madison Street, Suite 3
Port Townsend, WA 98368

Dear Agencies, Stakeholders, Partners, and Landowners:

The City of Port Townsend is performing a periodic review of its Shoreline Master Program (SMP). The review ensures the SMP stays current with changes in laws and rules, remains consistent with other City plans and regulations, and is responsive to changed circumstances, new information and improved data. Corresponding amendments are also being considered in Port Townsend Municipal Code (PTMC) Chapters 19.05 Critical Areas and 20.01 Land Development Administrative Procedures.

Thanks to a grant from the Department of Ecology's Shoreline Competitive Grants Program, the City is able to complete the progress made towards an update in 2021, and has expanded the scope of this update to include:

- Streamlining permitting
- Addressing potential sea level rise (SLR) adaptation strategies for the south shoreline

We are reaching out to you because your input is valuable in this process.

Ways to Get Involved

There are many ways to get involved. Additional project information, useful links, public comments, the project timeline, and more are hosted on the project's website (use the QR code to the right or visit): https://engage.ahbl.com/port-townsend-smp-update

The website also contains a link to sign up for email updates to ensure you are kept up to date during this process.

Please join us at the upcoming **Open House Events** 5:30 p.m. to 7:30 p.m. Thursday:

February 20 Topic: Shoreline Master Program and
March 12 Topic: Sea Level Rise Adaptation Strategies for the south shore

Location: Cotton Building (607 Water Street) across from City Hall

Sincerely,

Emma Bolin, AICP
Director
Planning and Community Development Department

Exhibit 4: Press Release

City of Port Townsend
ADMINISTRATION

250 Madison Street, Suite 2 | Port Townsend, WA 98368 | 360.379.5047 | www.cityofpt.us

FOR IMMEDIATE RELEASE

Tuesday, February 18, 2025

CONTACT: Shelly Leavens, Director of Communications & Marketing
360-379-5090 sleavens@cityofpt.us

CITY TO HOST FUTURE OF OUR SHORELINES OPEN HOUSE

Attendees to the open house will learn about planning for the future of Port Townsend's shorelines

PORT TOWNSEND – City staff, consultants, and community advisors will host a public open house for the City's Shoreline Master Program Update on Thursday, February 20, from 5:30 to 7:30 at the Cotton Building, 607 Water Street.

This open house is an opportunity to speak with City staff and community members in a casual setting, sharing questions, concerns, priorities, ideas, and thoughts about the future of our shorelines.

The Shoreline Master Program (SMP) is a plan containing both policies and regulations that apply to shoreline areas (generally the water area and 200-feet inland). In Port Townsend, shorelines include Port Townsend Bay, Admiralty Inlet, Straits of Juan de Fuca, Kah Tai Lagoon, and Chinese Gardens Lagoon. The SMP is intended to provide for environmental protection, appropriate development, and public access. The City and State Department of Ecology jointly administer the Shoreline Master Program.

The City of Port Townsend is undertaking a periodic review of its Shoreline Master Program (SMP), as required by the Washington State Shoreline Management Act (SMA), RCW 90.58.080(4). The SMA requires each SMP be periodically reviewed and revised, if needed. The review ensures the SMP stays current with changes in laws and rules, remains consistent with other City plans and regulations, and is responsive to changed circumstances, new information and improved data. Corresponding amendments may be required in Port Townend Municipal Code (PTMC) Chapters 19.05 Critical Areas and 20.01 Land Development Administrative Procedures.

Thanks to a grant from the Department of Ecology's Shoreline Competitive Grants Program, we are rebooting the SMP Periodic Review. This grant will allow us to complete the SMP periodic review and expand the original scope to include streamlining the permitting process and merging the Waterwalk with Sea Level Rise (SLR) and King Tide Adaptation

# # #

To learn more about the Shoreline Master Program Update: https://engage.ahbl.com/port-townsend-smp-update

For background on the origin of Shoreline Master Programs and the Shoreline Management Act, see:
Shoreline Management Act
Shoreline Master Programs

Listen to *Brewocracy Now!* on KPTZ 91.9 February 20, 2025 for a conversation between Planning and Community Development Director Emma Bolin and radio host Taylor Clark discussing the Shoreline Master Program: https://kptz.org/podcasts/brewocracy-now/

Exhibit 5: Materials from Open Houses

Attachment A - Advertisement

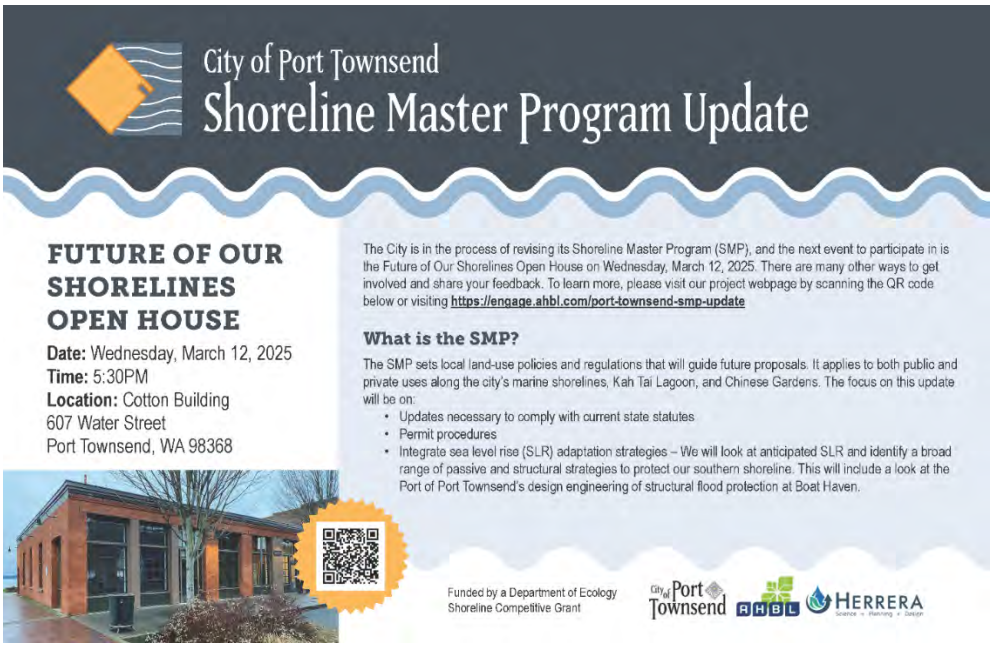
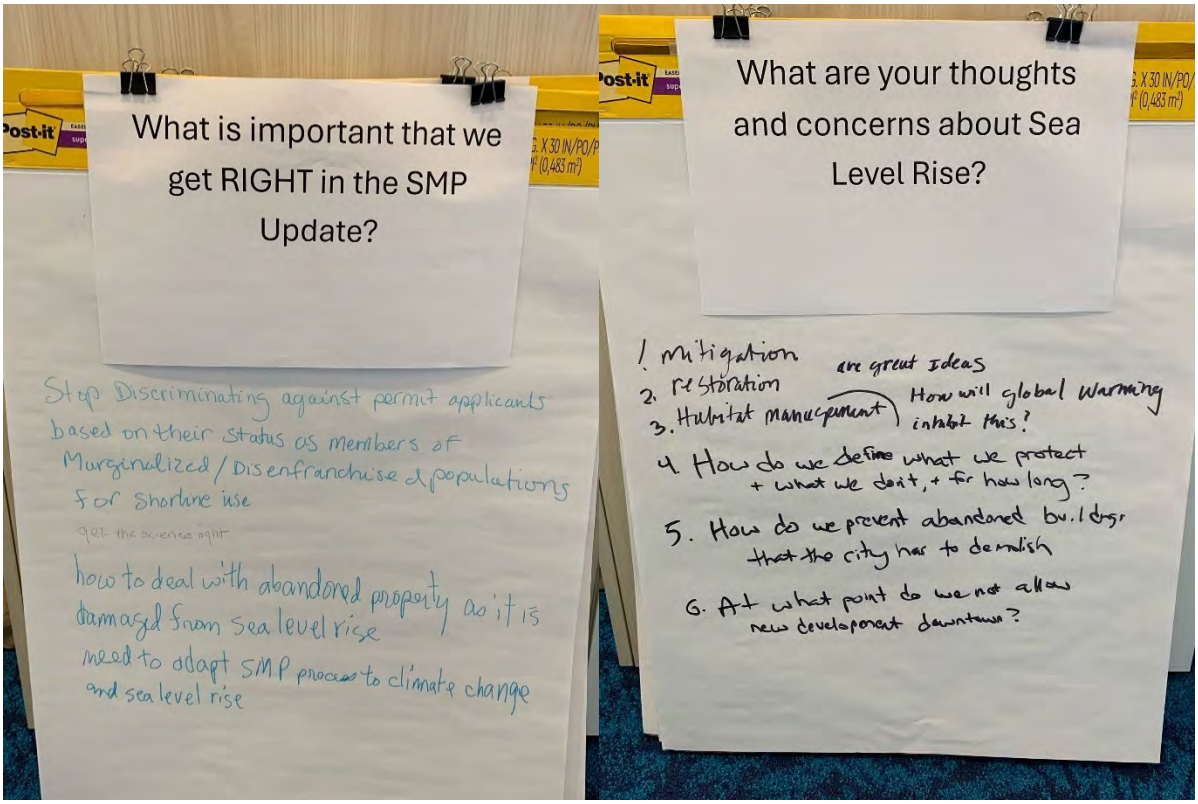
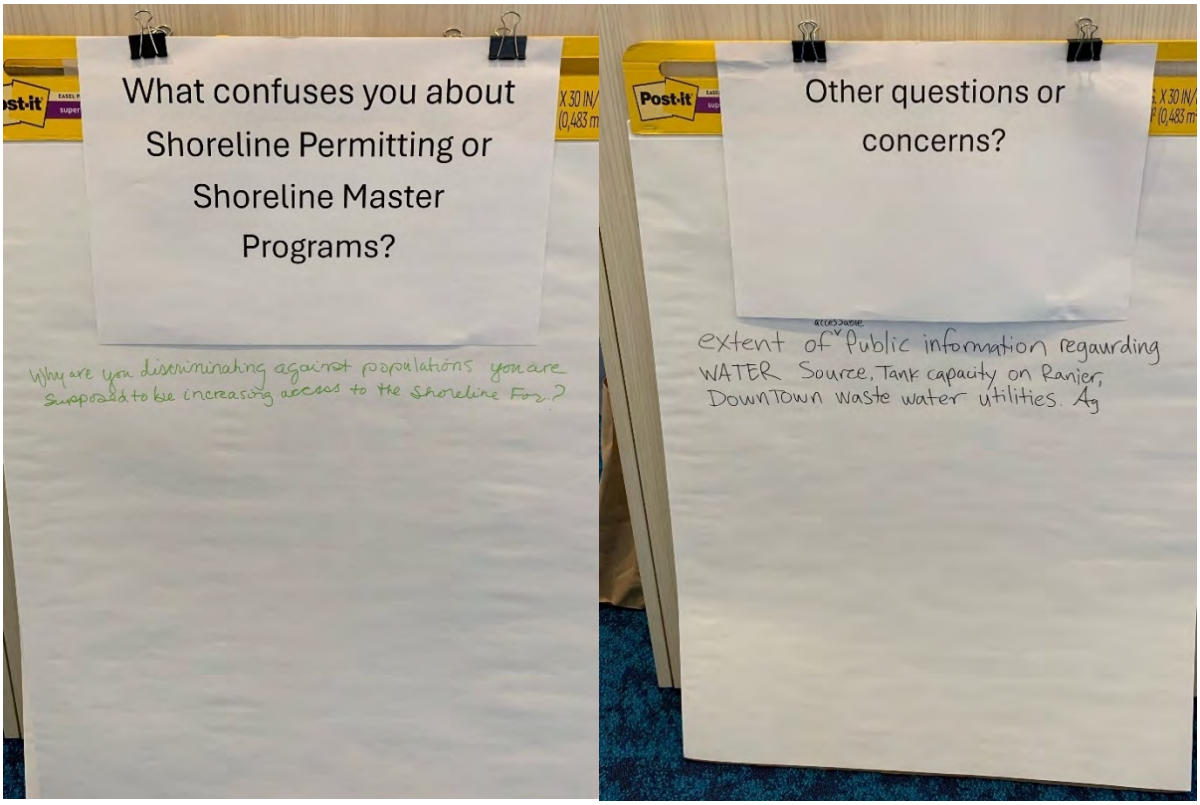


Exhibit B: Comments Collected at the 2/20/25 Open House

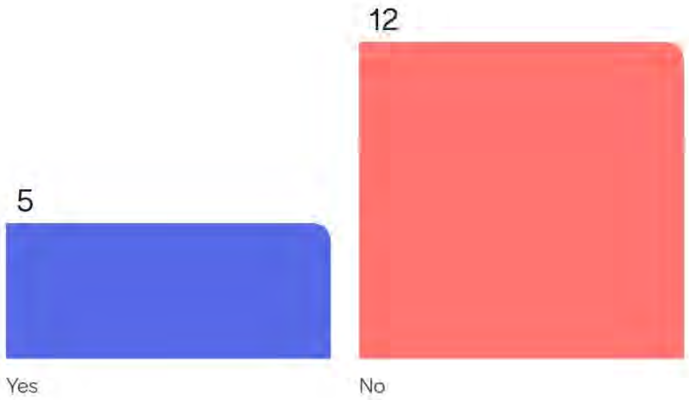




Attachment C: Live Polling Results from 3/12/25 Open House

Mentimeter

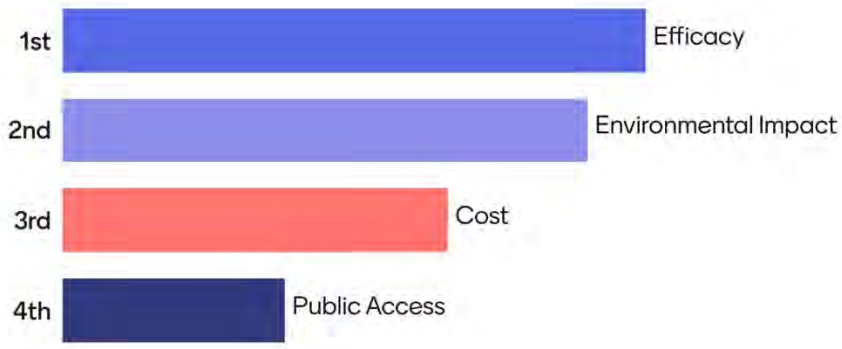
1. The draft report evaluates shoreline adaptation strategies using four criteria. Should the criteria hold equal weight?



1 17

Mentimeter

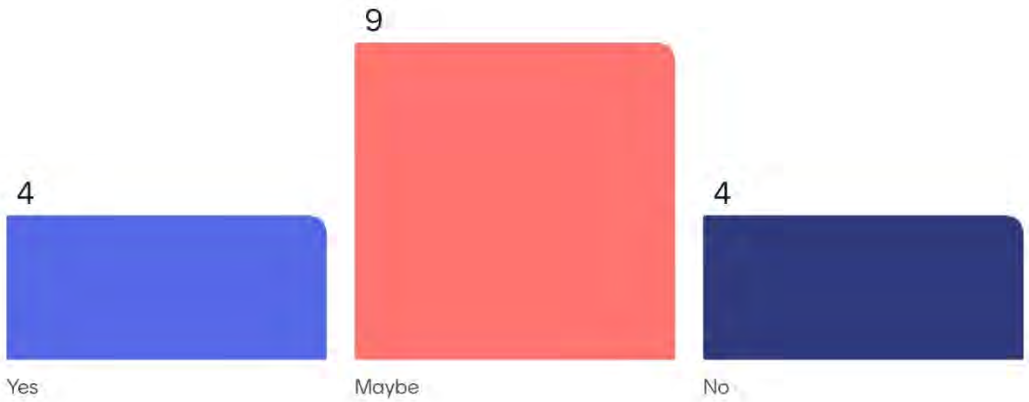
2. If you noted that the shoreline adaptation criteria should not hold equal value, how should the criteria be ranked (1st is most important, etc.)?



2 16

Mentimeter

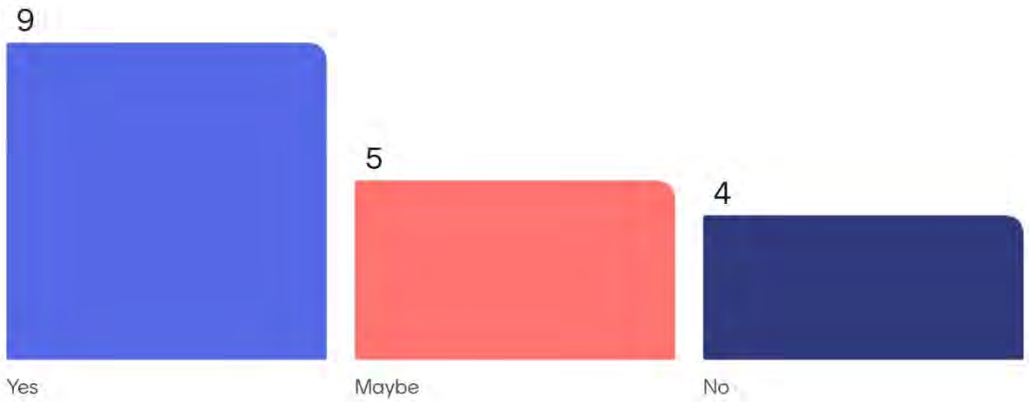
3. Do you support retreat in the Historic District?



2 17

Mentimeter

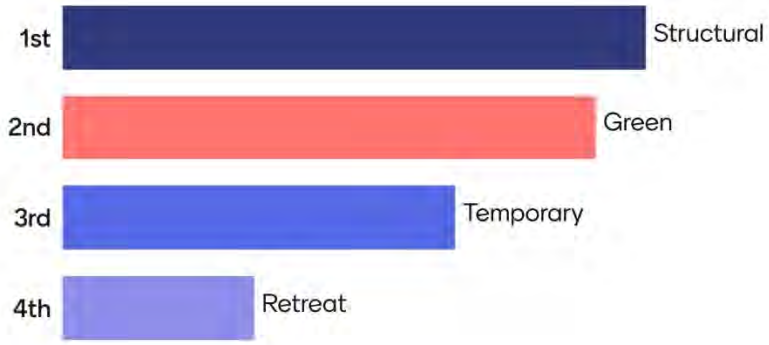
4. Do you support retreat in Port Hudson?



1 18

Mentimeter

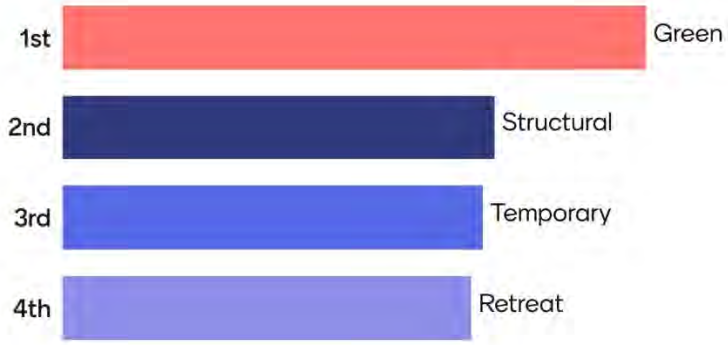
5. Rank the following shoreline resilience strategies for application in the Historic District (1st is most desired to 4th).



1 17

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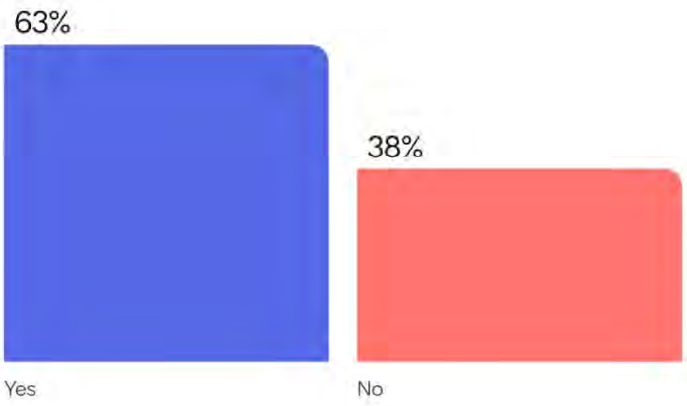
6. Rank the following shoreline resilience strategies for application in Point Hudson (1st is most desired to 4th).



16

Mentimeter

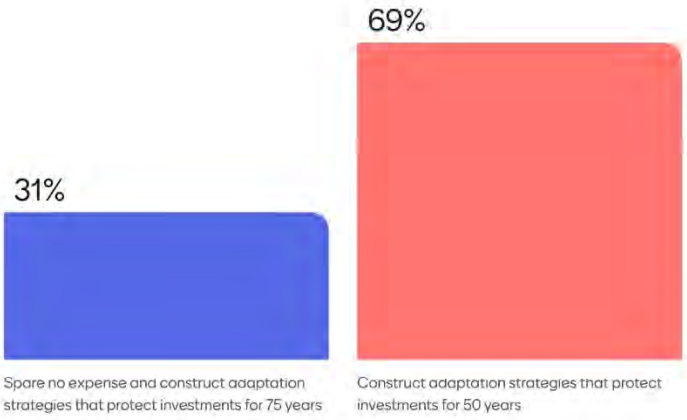
7. The SMP requires structures damaged 50% or more be required to meet new and existing shoreline rules. Should this be relaxed?



16

Mentimeter

8. The Port (50 yrs) and the City (75 yrs) currently have different infrastructure planning horizons. What approach should the City pursue?



16

Mentimeter

Do you have any other concerns that you would like to discuss?

No

Keep planning the situation is evolving

We need a large public information campaign to urge people, industry, businesses, governments, etc to reduce their carbon footprints ASAP.

Plan beyond SMP update cycle so a 50 yr building isn't built in an area that floods in 30 yr

Keep planning the situation is evolving

Are there any historically significant coastal cities that have already gone through this exercise and reached feasible solutions? Can we invite someone to share their process/ experiences?

Tipping points are not adequately addressed in your models and any predictions beyond 2050 are likely low in terms of SLR.

Incentivizing long-range planning for viability of a development if it creates permanent impact to shorelines. Assessing areas of shoreline armoring that can be removed as mitigation.

9

Mentimeter

Do you have any other concerns that you would like to discuss?

Temporary structures need a total water level forecast available to the public and a communication plan to get the forecast out. Key to the communication plan is a high resolution topographic map

Is there a l plan for dealing with derelict buildings that result from policy restrictions?

Svante Arrhenius figured this out 150 years ago

Have any Port Townsend historic buildings already addressed sea level rise in their remodeling plans or actions? What did they do?

9

Attachment D: Open House Presentation Slides

Shoreline Master Program Update
City of Port Townsend

WELCOME TO OUR OPEN HOUSE

February 20, 2025

Visit the Project Website:
https://engage.ahbl.com/port-townsend-smp-update

City of Port Townsend · AHBL · HERRERA Science + Planning + Design

SLIDES REVISED 2/28/2025



Agenda

- DOORS OPEN // WELCOME! 5:30pm
- PRESENTATION 6:00pm – 6:30pm
- QUESTIONS 6:30pm – 6:45pm
- ACTIVITY est. 6:45pm *(following Q&A)*
- CLOSE OUT & THANK YOU 7:15pm

Outline

- Welcome and Introductions
- Overview of the SMA/SMP
- SMP Periodic Review
- SMP Topics and Overview of Permit Types
- Merging Waterwalk with Sea Level Rise and King Tide Adaptation
- Proposed Schedule and Next Steps
- Website



Introductions

City of Port Townsend

- Emma Bolin, AICP - Director of Planning and Community Development
- Jenny Murphy - Planner
- Judy Surber – *Recently Retired!* Planning Manager

AHBL (Consultant)

- Wayne E. Carlson, FAICP
- Nicole Stickney, AICP

Herrera Environmental (Consultant)

- Jeff Parsons, PhD, PE

Why are we here?

- State Law requires the City's Shoreline Master Program (SMP) be reviewed and revised, if needed, on a 10-year schedule
- The City's 2007 SMP was due for review in 2020
- Progress was made towards a 2021 periodic review, but the update had to be put on hold

Why are we here?

- The update has been rebooted thanks to a grant from the Department of Ecology's Shoreline Competitive Grants Program. This allows the City to complete the SMP periodic review and expand the original scope to include:
  - Streamline permitting
  - Merging Waterwalk with Sea Level Rise (SLR) and King Tide Adaptation

DEPARTMENT OF ECOLOGY
State of Washington

How does the SMP relate to State law?

Shoreline Management Act

- Revised Code of Washington (RCW 90-58)

Shoreline Master Program Guidelines

- Washington Administrative Code (WAC) 173-26

Shoreline Master Program

- City's SMP was last updated (comprehensively) in 2007 and last amended in 2018

Shoreline Management Act (SMA)



- State law passed in 1971 and affirmed by voters in 1972
- Grants Ecology the authority to establish the SMA Rules (i.e. WAC 173-18, -20, -22, -26, and -27).
- Governs the use and development of shorelines of the state
- Three basic policy areas:
  1. **Shoreline Use:** Give priority to uses that require a shoreline location
  2. **Environmental Protection:** Protect environmental resources of state shorelines
  3. **Public Access:** Preserve and enhance public access and enjoyment opportunities

Shoreline Master Program (SMP)



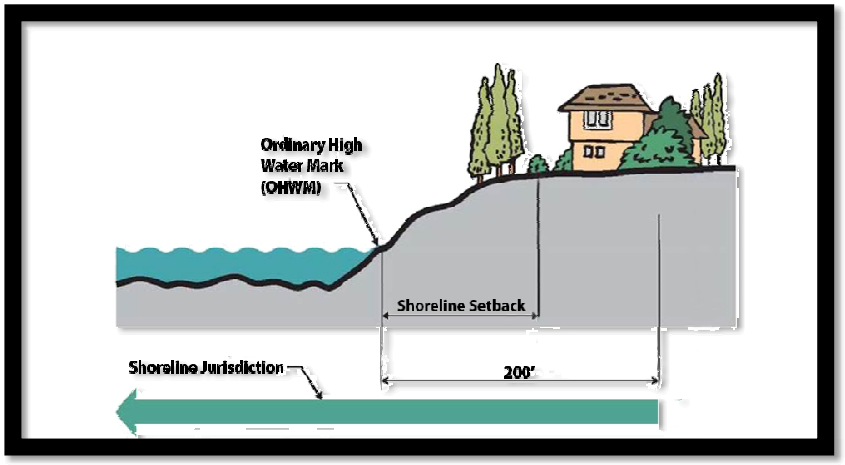
Purpose of SMP Review

- Stay current with changes in laws and rules
- Remain consistent with Port Townsend plans and regulations
- Respond to changed circumstances, new information, and improved data
- Clarify shoreline and critical area* permitting procedures

*Since the SMP adopts the City's critical areas regulations by reference, they become SMA-tailored shoreline regulations. Per the SMA and GMA, the CAO itself doesn't technically apply in shoreline jurisdiction. As a result, no critical area permits are needed in shoreline jurisdiction, rather the shoreline critical area regulations are part of the overall SMP project review & permitting.

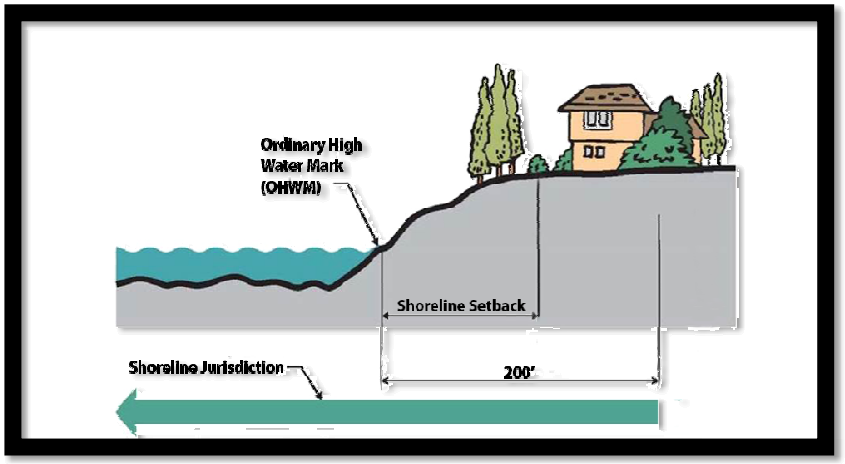
Shoreline Jurisdiction

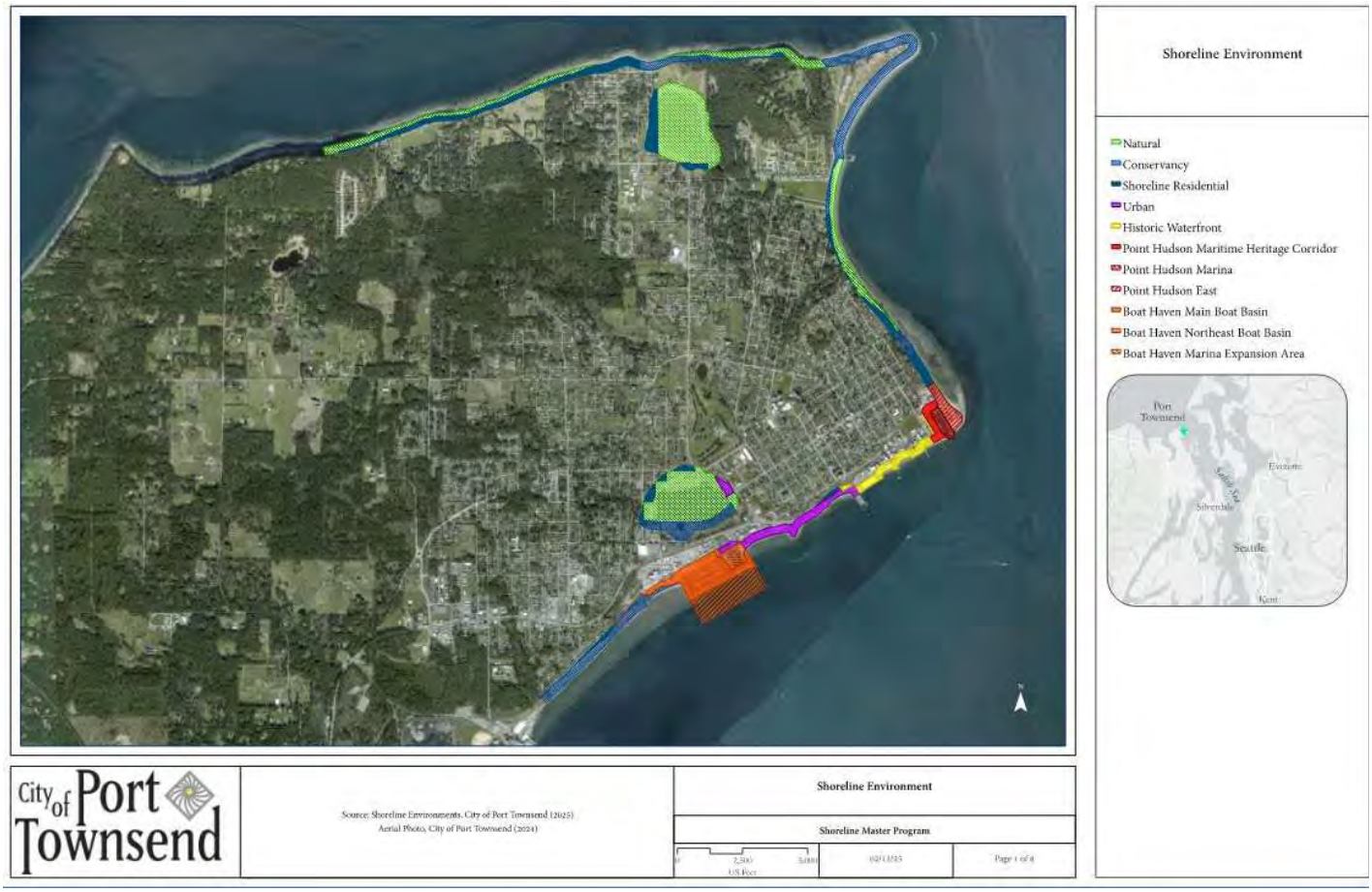
- An SMP regulates: all streams with a mean average flow of 20 cubic feet per second, all lakes over 20 acres in size, all marine shorelines, and all associated wetlands and floodways
- In general, the shoreline jurisdiction includes these waters ***and 200 feet inland*** (including public and private property)



Shoreline Jurisdiction

- Port Townsend does not have any streams or floodways, but we do have marine shorelines on our North, East, and Southern Shoreline. In addition, both Chinese Gardens and Kah Tai Lagoon are regulated under the SMP.
- "Shoreline Setback" is not the same as "Shoreline Jurisdiction"





What is the focus of this update?

1. Keep the SMP current with changes in state law
2. Keep the SMP current with City adopted plans and regulations (i.e., Comprehensive Plan, Critical Areas Ordinance)
3. Revisions to **improve implementation** (facilitating permit process)

Thanks to our grant award, we are expanding the original scope to include:

4. Amendments to PTMC 20.01 to **streamline permitting** and meet requirements of SB 5290
5. Merging **Waterwalk** with **Sea Level Rise** (SLR) and **King Tide Adaptation**

Updated Shoreline Requirements

- Apply to future development
- Do not apply retroactively to past actions
- Do not require changes to existing land uses or developments

What are the different Shoreline Permits?

Shoreline Exemptions

Shoreline Substantial Development Permits (SSDPs)

- Minor SSDPs
- Major SSDPs

Shoreline Conditional Use Permits (CUPs)

- Minor Shoreline CUPs
- Major Shoreline CUPs

Shoreline Variances

- Minor Shoreline Variances
- Major Shoreline Variances

These are issued by Ecology

Note: There may be more than one permit required

Optional amendments: Permit Streamlining

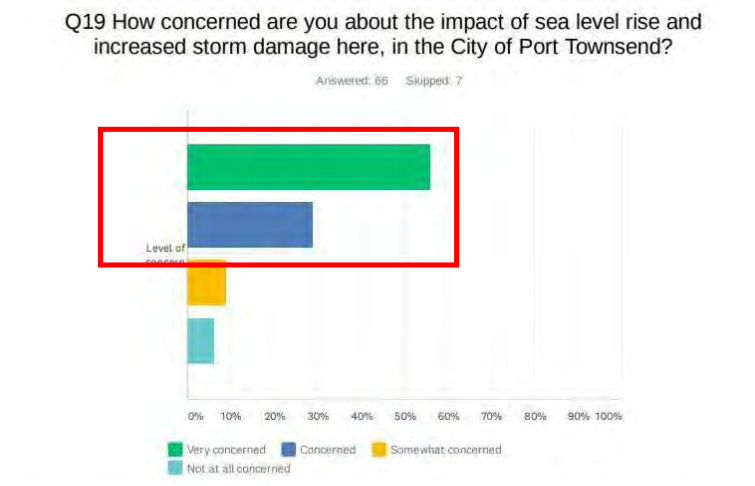
Aligned the SMP permit types (Exemptions, Minor SSDPs, Major SSDPs, Minor CUPs, Major CUPs, Minor Variances, and Major Variances) with the project entitlement timelines associated with SB 5290.

Senate Bill 5290, effective January 1, 2025 established review timelines for projects that are approved administratively without public notice, projects that require public notice, and for projects that require both public notice and a public hearing.

Please note: Shoreline permitting requirements of WAC 173-27 remain

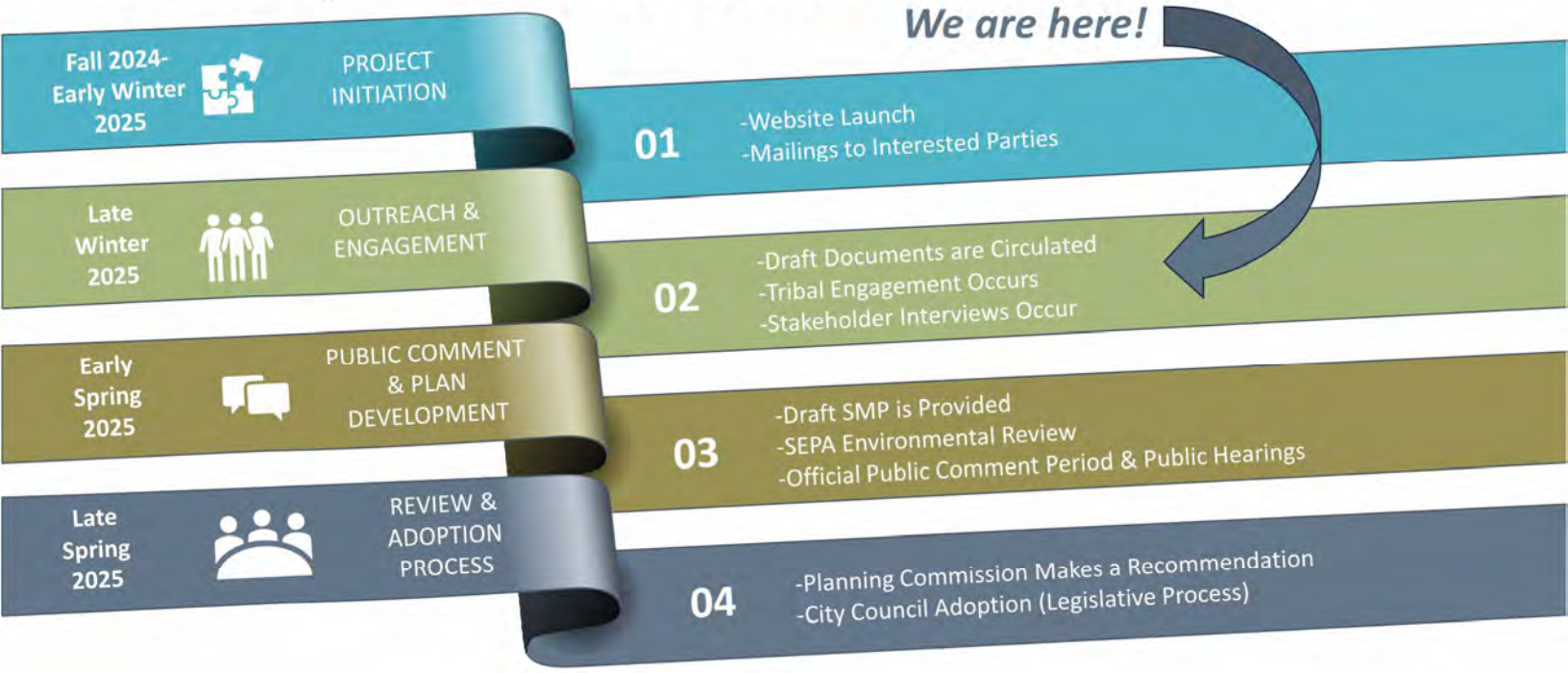
Optional amendments: Sea Level Rise

- According to a 2021 public survey, 56 of 66 respondents expressed they were “very concerned” or “concerned” about the impact of sea level rise (SLR) and increased storm damage.
- Respondents indicated the City should conduct education and outreach, assess vulnerability, and adopt policies and regulations to address SLR.
- We are going to be investigating vulnerability, addressing potential policies and adaptation measures to address Sea Level Rise, King Tide events.



	VERY CONCERNED	CONCERNED	SOMEWHAT CONCERNED	NOT AT ALL CONCERNED	TOTAL	WEIGHTED AVERAGE
Level of concern	56.06% 37	28.79% 19	9.09% 6	6.06% 4	66	1.65

Anticipated Schedule



Project Webpage

https://engage.ahbl.com/port-townsend-smp-update



Shoreline Master Program (SMP) Review and Update

City of Port Townsend, Washington

Periodic Review Reboot

The City of Port Townsend is undertaking a periodic review of its Shoreline Master Program (SMP), as required by the Washington State Shoreline Management Act (SMA), RCW 90.58.080(4). The SMA requires each SMP be periodically reviewed and revised, if needed. The review ensures the SMP stays current with changes in laws and rules, remains consistent with other City plans and regulations, and is responsive to changed circumstances, new information and improved data. Corresponding amendments may be required in Port Townsend Municipal Code (PTMC) Chapters **19.05 Critical Areas** and **20.01 Land Development Administrative Procedures**.

We are past due for revisions. According to the State Shoreline Management Act (SMA) our 2007 SMP was due for review in 2020 and every ten years thereafter. Although we made considerable progress towards a 2021 periodic review, we ran into some staffing shortages and the process was put on hold.

Thanks to a grant from the Department of Ecology's Shoreline Competitive Grants Program, we are rebooting the SMP Periodic Review. This grant will allow us to complete the SMP periodic review and expand the original scope to include:

- Streamline permitting.
- Merging Waterwalk with Sea Level Rise (SLR) and King Tide Adaptation

Shoreline Master Program (SMP) Overview

The Shoreline Master Program (SMP) is a plan containing both policies and regulations that apply to shoreline areas (generally the water area and 200 feet inland). In Port Townsend, shorelines include Port Townsend Bay, Admiralty Inlet, Straits of Juan de Fuca, Kah Tai Lagoon, and Chinese Gardens Lagoon. The SMP is intended to provide for environmental protection, appropriate development, and public access.

Development and uses proposed with shorelines jurisdiction may be required to obtain a Substantial Development Permit, a Shoreline Conditional Use Permit, a Shoreline Variance, or a Letter of Exemption. ALL proposals must comply with the policies and regulations in the SMP.

The City and **State Department of Ecology** jointly administer the Shoreline Master Program. For background on the origin of shoreline master programs and the Act that started it all, see:

Shoreline Management Act

Shoreline Master Programs

Photo from Washington State Department of Ecology

Scope of the Periodic Review

The review is expected to focus on revisions necessary to:

1. Keep the SMP current with changes in state law.
2. Keep the SMP current with City adopted plans and regulations including recent climate change policies and regulations. In the City's Comprehensive Plan which will fall consideration of projected climate change impacts and adaptation strategies when updating land use plans, and regulations.
3. Revisions to improve implementation (i.e., to facilitate the permit process).

Thanks to our grant award, we are expanding the original scope to include:

Shoreline Master Program Update
City of Port Townsend

Contact Information

Planning Manager
Judy Surber
jsurber@cityofpt.us

Phone:
(360) 379-5095

Address:
250 Madison Street, Suite 3, Port Townsend, WA 98368

Page Navigation

- **Project Home**
- Port Townsend SMP Contact Form
- Public Comments
- City of Port Townsend Waterwalk Sea Level Rise (South Shore) Technical Investigation

Frequently Asked Questions

- What is the Shoreline Management Act?
- What is a Shoreline Master Program?
- What laws or rules have changed since the SMP was last amended?
- Is the public permitted to provide feedback on the process and on proposed SMP changes?
- Where does the Shoreline Master Program apply?

Key Dates

Monday, September 30, 2024 7:00 am
Event #1
This is a placeholder.

Tuesday, October 15, 2024 7:00 am

Our Next Meeting:

- What are your thoughts and preferences about adaptation options?
- Should the City include code/SMP changes for nonconforming structures as it relates to damages from flooding and debris?
- What are the best strategies?

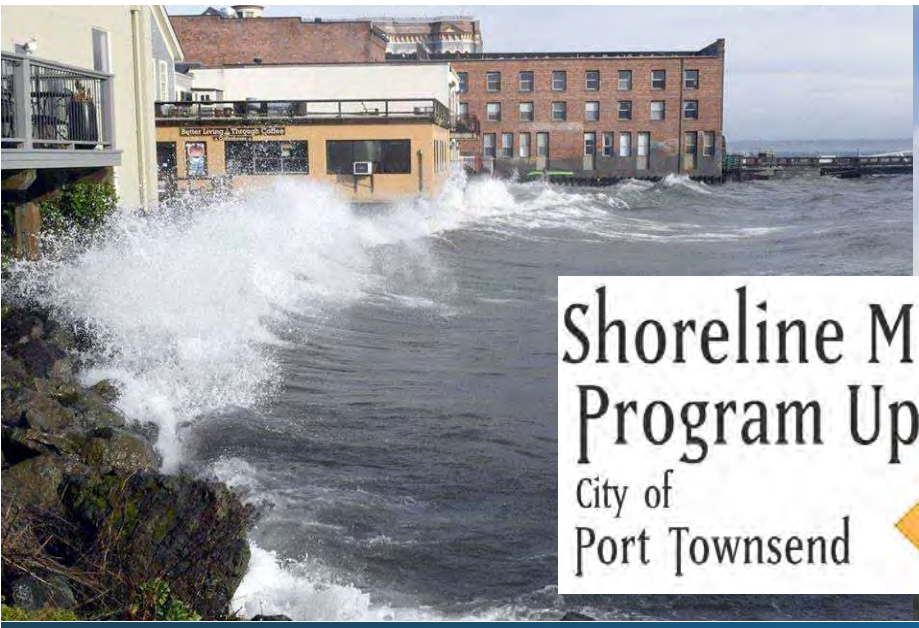


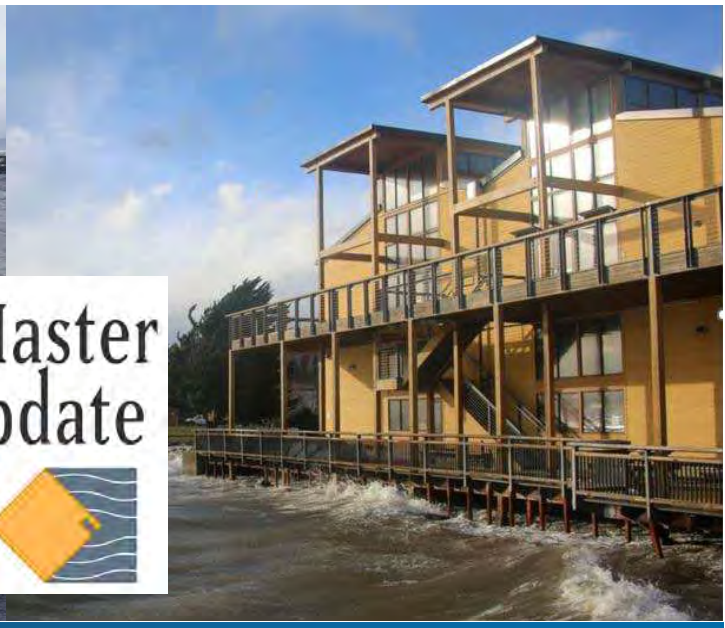
Activity:

- What are your thoughts and concerns about Sea Level Rise?
- What is important that we get RIGHT in the SMP Update?
- What confuses you about Shoreline Permitting or SMPs?
- Other questions or concerns?



Questions?





Shoreline Master Program Update

City of Port Townsend

City of Port Townsend Waterwalk / SMP Update

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Project Website and Sponsor



Visit the Project Website:

https://engage.ahbl.com/port-townsend-smp-update

DEPARTMENT OF ECOLOGY
State of Washington

Thank you to the Department of Ecology's Shoreline Competitive Grants Program

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Agenda

• DOORS OPEN // WELCOME!	5:30 pm
• PRESENTATION	5:40 pm – 6:30 pm
• AUDIENCE POLL & DISCUSSION	6:30 pm – 6:45 pm
• ADDITIONAL Q&A	est. 6:45 pm
• CLOSE OUT & THANK YOU	7:30 pm

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Introductions

City of Port Townsend

- Emma Bolin, AICP – Director of Planning and Community Development
- Jenny Murphy – Planner
- Judy Surber – *Recently Retired!* Planning Manager

AHBL (Consultant)

- Wayne E. Carlson, FAICP
- Nicole Stickney, AICP

Herrera Environmental (Consultant)

- Jeff Parsons, PhD, PE

Project Overview

- **Periodic review and update of Shoreline Master Program (SMP)**
  - Largely procedural and complete
- **Summary of existing climate change information and resiliency plans, particularly the Port's Waterwalk project**
  - City of Port Townsend (2023)
  - Port's Waterwalk 30% design documentation
  - NOAA (2022)
- **Propose adaptation actions for City portion of Waterwalk**
  - A range of ideas will be presented here – but just beginning
- **Updating SMP (code) to accommodate publicly preferred adaptation strategies**
  - Requires input from the public
  - TBD

Schedule Overview

- Produce Quality Assurance Project Plan (QAPP)
  - Complete
- Produce Summary Memo
  - Draft circulated for public review
- Engage public
  - Marine Resource Committee (12/3/24)
  - Climate Action Committee (12/11/24)
  - This meeting!
- Revise Shoreline Master Program (SMP)
  - Spring 2025
- Shoreline Master Program (SMP) Local Adoption
  - June 30, 2025 (Ecology accepts the SMP following adoption)

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Preliminary Findings

- **City of Port Townsend**
  - Total water level analysis
  - Planning horizon – 75 years (2100) – RCP 8.5 (Business-as-usual GHG scenario)
  - Estimated storm surge (3.1 feet) & wave runup (2.5 feet) from literature & limited observations, respectively
  - 3 to 5 feet of sea level rise
  - Result: Planning elevations *16.0 feet NAVD88*, *18.0 feet NAVD88* (low probability)
- **Port Waterwalk Design**
  - Total water level analysis
  - Modeled waves with Delft 3D
  - Miller et al. (2018) for water level (sea level rise and storm surge)
  - 50-year design life (2075) – RCP 8.5 (Business-as-usual GHG scenario)
  - Result: Design elevation *12.6 feet NAVD88* – with modest overtopping in extreme events
- **Other climate change analyses(federal)**
  - NOAA (2022) high projection of sea level rise of 6.5 feet for 2100
- **Need input from the general public as to design life, objectives for any City facility**
  - Phased approach?

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Study Area



Port Waterwalk Design Approach (high level)

- **Very early in the design process**
- **Uses total water level mentioned previously**
- **No formal survey – subject to change**
- **Mix of approaches along the entire alignment**
  - West end – mostly a soft shore approach
  - Walls mostly in Boat Haven itself
  - Mix of approaches east of Boat Haven – least programmed, formalized
- **Nearly all design features above OHWM, but within shoreline management area**
- **Design elevation of Waterwalk is below the highest planned water levels by Port's estimation with managed / designed-for overtopping in the most extreme events**

Port Waterwalk Design

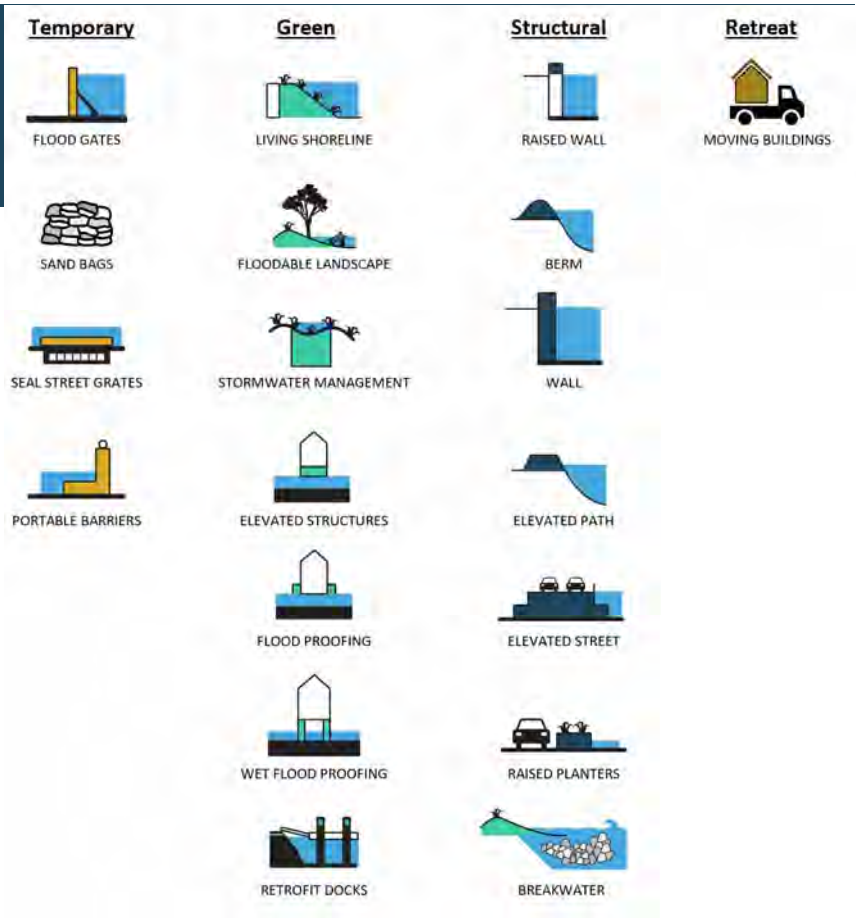


Port Waterwalk Design



Possible City resiliency measures

- **Four classes of measures**
- **Can be performed in conjunction with one another**
- **Could be done in sequence as part of a phased approach**



Temporary Measures

- **Require some level of prediction**
  - This is possible and improving with some relatively new tools, particularly compared to other locations in Puget Sound
- **Can be effective if procedure is developed for implementation**
  - Procedures do not currently exist
- **Best for stillwater inundation, which is less of an issue in Port Townsend (right now)**
- **Can serve as a complement to other measures**
- **Not really addressed by SMP**
  - Should it be?





Green Measures

- **Already acceptable in SMP**
  - Does not require changes to existing SMP
- **Can be effective if properly designed**
- **Typically requires space that is not available, particularly in Historic District**
- **Can also alter historic character**
  - Particularly true for building elevations
- **Possible at Point Hudson, with a combination of approaches**





Structural Measures

- **Already addressed in the current SMP**
  - Treated generically
  - Implicitly assumed to be below OHWM
  - SMP could be revised to facilitate measures above OHWM
- **Can be highly effective**
- **Environmental impacts can be minimized if placed above OHWM**
  - Port design is a good example
- **Can require numerous time-consuming permits from others other than the City**
  - Walls/fill below OHWM
  - Breakwaters





Retreat Measures

Retreat

MOVING BUILDINGS

- **Numerous federal guidance documents emphasize the importance of this approach**
- **Relatively straightforward**
- **Highly effective**
- **Enables ecological restoration and reprogramming of the shoreline**
- **Obvious impacts to the cultural and historic character of the City**
- **Not addressed in SMP**
  - Should it be?



For Port Townsend: Where would you move it to?

Scoring

Measure	Efficacy	Cost	Access	Environmental Impact
Flood Gates	4	3	4	3
Sandbags	3	4	4	3
Sealed Street Grates	1	5	4	4
Living Shorelines	3	3	5	5
Floodable Landscapes	3	2	5	5
Stormwater Management	1	1	5	5
Elevated Structures	4	2	5	3
Retrofit Docks	4	3	5	4
Walls and Berms	5	1	1	1
Raised Planters	5	1	1	1
Elevated Streets/Trails	5	1	3	1
Breakwaters	1	1	3	4
Moving Buildings	5	1	5	5

Possible City alignments



Questions?

- How familiar are you with Sea Level Rise studies for Port Townsend?
- How familiar are you with the Port Project?
- What time horizon should we be covering and why?
  (Port is 2075, City 2100). Pros and cons of each? Alternatives?
- What are your thoughts on potential strategies for Sea Level Rise adaptation?
- What are your concerns?
- Views on retreat?

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Project Webpage

https://engage.ahbl.com/port-townsend-smp-update



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Next Steps

- Provide comments to the presentation and memo.
- Based on public comments and the work itself, the City will propose amendments to the SMP to accommodate resilience actions.
- The Public will have another opportunity to comment on the SMP
- Revise SMP and move toward adoption this summer.