

**TOWN OF SOUTH PRAIRIE
REGULAR COUNCIL MEETING/PUBLIC HEARING MINUTES
TUESDAY, FEBRUARY 2, 2010, 7:00 PM
South Prairie Town Hall
121 NW Washington Street**

The following is a condensation of the proceedings and is not a verbatim transcript.

CALL TO ORDER:

Mayor Peggy Levesque called to order and presided over the Regular Council Meeting/Public Hearing of Tuesday, February 2, 2010, at 7:05 PM.

ROLL CALL:

Council Members: Dave Lykstad, Laura Heideman, Gerald Boures, Mathieu Cameron and Karen Shell were present.

Also in attendance: Mart Kask, Town Planner; Tony Caldwell, citizen; and Judy Tremblay, Deputy Clerk/Treasurer.

FLAG SALUTE:

Mayor Peggy Levesque requested everyone stand for the "Pledge of Allegiance."

REVIEW AND APPROVAL OF AGENDA FOR FEBRUARY 2, 2010:

- ❖ **Councilor Karen Shell** moved to approve the Agenda for February 2, 2010. **Councilor Laura Heideman** seconded the motion. Attention was brought to the council that we will be adding Resolution 307 as #4 under New Business. **Councilor Karen Shell** moved to amend her motion to add Resolution 307 to the Agenda for February 2, 2010. **Councilor Laura Heideman** seconded the amended motion. **Motion carried unanimously.**

OPEN PUBLIC HEARING – SHORELINE MASTER PROGRAM (SMP) – PUBLIC PARTICIPATION PROGRAM:

- ❖ **Councilor David Lykstad** moved to open the Public Hearing for Shoreline Master Program for the Public Participation Program. **Councilor Laura Heideman** seconded the motion. **Motion carried unanimously.** Mayor Peggy Levesque opened the Public Hearing at 7:12 pm.

Town Planner **Mart Kask** gave a presentation on the Shoreline Master Program as the first of several updates at council meetings, (See Exhibit "A" attached). Citizen, **Tony Caldwell** questioned how Mart established the 200-foot setback from the creek. **Tony** stated that he and Mayor Peggy Levesque met with Mark and Department of Ecology and FEMA wanted him to establish a new high-water mark on a map using the January 2009 flood data. Then an updated draft map was sent to the Town. **Councilor David Lykstad** asked if the high-water mark was from a normal flow or if it was from a 100-year flood. **Mart** stated that the red line on the map is 200 feet from the high-water mark. To get the high-water mark, you go into the creek and see where the vegetation begins and the gravel and non-vegetation ends. That is the high-water mark. That is visible and identifiable. The red line is 200 feet from that. This other line on the map is the 100-year flood line...outside the 200-foot mark. This is on the FEMA Flood Map. Ecology rules state that we will have to move the red-line out to that new mark. The FEMA Map is being

updated and the Town has a preliminary map. Councilor **Dave Lykstad** questioned whether notices were sent out to the citizens on Rainier Street, when notices were sent out to the citizens near the flood, since they were affected by the January 2009 flood. **Mart** stated no, but he would send a supplementary letter to them. **Mayor Peggy Levesque** asked if there was a reason the County was not doing this for the Town this time. **Mart** stated that we didn't ask the County because DOE had sent us a letter and extended us a grant. He stated he would be surveying the area himself, but the County would just use information from an aerial map.

CLOSE PUBLIC HEARING:

- ❖ Councilor **David Lykstad** moved to close the Public Hearing for the Shoreline Master Program for the Public Participation Program. Councilor **Laura Heideman** seconded the motion. **Motion carried unanimously.** Public Hearing closed at 7:40 pm.

APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF JANUARY 5, 2009:

- ❖ Councilor **Laura Heideman** moved to approve the Regular Council Meeting Minutes of January 5, 2010, as written. Councilor **Karen Shell** seconded the motion. **Motion carried unanimously.**

APPROVAL OF RECESSED COUNCIL MEETING MINUTES OF JANUARY 19, 2010:

- ❖ Councilor **Gerald Boures** moved to approve the Recessed Council Meeting Minutes of January 19, 2010, as written. Councilor **David Lykstad** seconded the motion. **Motion carried unanimously.**

APPROVAL OF BILLS FOR JANUARY 2010, IN THE AMOUNT OF \$49,766.71:

- ❖ Councilor **Karen Shell** moved to approve the bills for January 2010, in the amount of \$49,766.71 (forty-nine thousand seven hundred sixty-six dollars and seventy-one cents). Councilor **Laura Heideman** seconded the motion. Council requested clarification on several bills, and these inquiries were answered. **Motion carried unanimously.**

UNFINISHED BUSINESS:

None

NEW BUSINESS:

- 1) **Review Sign Regulations as Requested by Marlis Ross, Citizen:**
 - ❖ Councilor **David Lykstad** moved to review **Sign Regulations**. Councilor **Laura Heideman** seconded the motion. Discussion followed. Councilor **David Lykstad** moved to amend his motion to table the Sign Regulations review until the March meeting. Councilor **Laura Heideman** seconded the amended motion. **Motion carried unanimously.**
- 2) **RESOLUTION 308: COUNCIL APPROVAL TO PURSUE ARRA FUNDING FOR PAVEMENT OVERLAY ON TUBBS ROAD TO TOWN LIMITS, THIRD STREET SE AND EMERY AVENUE SOUTH:**
 - ❖ Councilor **Gerald Boures** moved to approve **Resolution 308**. Councilor **Dave Lykstad** seconded the motion. **Motion carried unanimously.**
- 3) **RESOLUTION 307: COUNCIL APPROVAL TO ADD SIX-YEAR TRANSPORTATION PLAN TO THE COMPREHENSIVE PLAN:**
 - ❖ Councilor **Gerald Boures** moved to approve **Resolution 307**. Councilor **Karen Shell** seconded the motion. **Motion carried unanimously.**

CITIZENS' COMMENTS:

None

MAYOR'S REPORT:

Mayor Peggy Levesque stated that she would be gone from February 24, 2010 until March 10, 2010.

PUBLIC WORKS' REPORT:

Tony Caldwell stated that he was checking with Pierce County as to how much they would charge the Town to de-ice Tubbs road down to Third Street when necessary. Discussion followed.

Work on the roads is coming along. Eleanor is repaired, the problem resolved regarding the ditch, but crack seal on Emery & Third is not done yet. Discussion followed.

CLERK'S REPORT:

Judy Tremblay stated that we would need to get new programs for both Utilities and Budget sometime soon. She stated the programs we are currently using are DOS based and although they are easy to use they are not forgiving if you make a mistake, and they are over 14 years old. Vision will provide us with windows programs for \$6,000.00 each and carry the loan for 5 years at 0% interest. She was asked by council to check and see how long that will be in effect.

Judy Tremblay stated it might be a good idea to pay off the loans we have with USDA for the sewer. She stated the loans are carrying a 5% interest and would not be paid off until 2031. With the bank offering less than .5% on the Town's Money Market, it might make sense to pay off those loans early. Council agreed to have it checked out and report back next month.

COUNCIL MEMBERS REPORT:

Council requested that Marla send a letter of appreciation and thank you to the temporary workers from WorkForce Central that helped the Town with flood damage repairs.

Councilor David Lykstad requested for Marla to check into the 30 mph speed limit to begin at beginning of town and also to check on "reduce speed ahead" signs before the 30 mph sign.

ADJOURNMENT:

- ❖ At 9:01 PM, **Councilor Gerald Boures** moved to adjourn the Regular Council Meeting of February 2, 2010. **Councilor Karen Shell** seconded the motion. **Motion carried unanimously.**

3-2-2010

Date Approved

Town of South Prairie Shoreline Master Program Update

DRAFT PUBLIC PARTICIPATION PLAN

INTRODUCTION

The Town of South Prairie is updating the Town's Shoreline Master Program (SMP), in compliance with the Washington State Shoreline Management Act and adopted state shoreline management guidelines. A SMP is a plan required for all Washington jurisdictions that contains both policies and regulations that apply to "shorelines of the state". The SMP is intended to provide for environmental protection, appropriate shoreline use and development, and public access.

The Department of Ecology's experience with implementing the current guidelines indicates that the update will take approximately two years, beginning with the awarding of the grant in November 2009. The scope of work assumes that the final adoption of the new Shoreline Master Plan will be completed by October 2011

This Public Participation Plan (Plan) will guide the Town of South Prairie SMP through the various public involvement activities for the update of the Town's SMP. The Plan outlines anticipated activities covered during project startup through Town Council adoption. The Plan is designed to solicit early and continuous feedback from stakeholder groups as well as the Town of South Prairie community to inform the decision-making process. As such, the Plan is a fluid document and will evolve depending on input provided by the interested public.

PROJECT OVERVIEW

The South Prairie SMP has not been amended since its initial adoption in 1975 and a revision in 1981. The Town's shorelines are along the shores of South Prairie Creek. The shoreline jurisdiction extends 200 feet landward of these waters and includes associated wetlands and flood plains. The SMP is intended to protect the shoreline environment while providing for appropriate water-oriented uses and public access.

Preparation of the Town's SMP update will include several steps, each of which will require varying level of public participation and dissemination of project information. The major steps will include preparing a shoreline inventory, analysis

and characterization; drafting policies, shoreline designations, and regulations; developing a restoration plan for selected areas; assessing cumulative impacts; and completing the required SEPA environmental review process. At the conclusion of the update process, all of the draft documents prepared in the earlier steps will be advanced and refined into a Final South Prairie Shoreline Master Program.

PUBLIC PARTICIPATION GOALS

RCW 90.58.130 and WAC 173-26-090 and 100, require that local governments inform the people of the state about the planning process and invite and encourage participation by all who have any interest or responsibility related to shorelines. The goal of the Public Participation Plan is to provide a guide to proactively encourage public participation throughout the SMP update process. The Town of South Prairie recognizes that effective and thorough public participation is critical to a successful SMP that fits within the framework of the Town's Comprehensive Plan goals. The Town is committed to an effective public participation process, coordination with adjacent jurisdictions, affected agencies and Indian Tribes.

ROLES AND RESPONSIBILITIES

The Town of South Prairie is responsible for the update of the SMP in compliance with the state guidelines (WAC 173-26) as well as terms of the contract for receipt of grant funds from the Department of Ecology. This includes conducting and documenting public involvement throughout the SMP update process, (WAC 173-26-201 (3)(b)(i); WAC 173-26-090 and 100; WAC 173-26-251 (3)(a)), including communication with state agencies and affected Indian Tribes (WAC 173-26-201 (3)(b)(ii) and (iii); WAC 173-26-100(3); WAC 173-26-251(3)(a)). The primary contact for the Town of South Prairie is:

Mart Kask, AICP, PE, Town Planner
Town of South Prairie
Post Office Box 870
121 NW Washington Street
South Prairie, WA 98385
(360) 897-8878
kaskinc@aol.com

The Washington State Department of Ecology (Ecology) must approve the Town's updated SMP as required by the State SMA, and as such will provide guidance throughout the process. The primary contact for Ecology is:

Kim P. Van Zwalenburg
Department of Ecology
SW Regional Office
PO Box 47600
Olympia, WA 98504-7600
(360) 407-6520
kvan461@ecy.wa.gov

KEY PARTIES

Local governments must consult with interested parties throughout the process of developing a SMP, including the following:

Residents of South Prairie
Property and business owners located in the shoreline environment
South Prairie Town Council
Nisqually Tribe
Puyallup Tribe
Muckleshoot Tribe
Cities of Bonney Lake, Buckley and Orting
The Town of Wilkeson
Pierce County Planning and Land Services Department
Pierce County Public Works Department
Pierce County Parks and Recreation Department
Washington State Department of Ecology
Washington State Department of Fish and Wildlife
Washington State Department of Natural Resources
Washington State Department of Commerce
Washington State Department of Archaeology and Historic Preservation
Washington State Department of Transportation
Washington State Parks and Recreation Commission
Puget Sound Partnership
NOA Fisheries
US Fish and Wildlife Service
US Army Corps of Engineers
Pierce County Master Builders Association
Sierra Club
Audubon Society
Futurewise

Other stakeholders, not included as key parties in the list above, may also be notified directly during the public involvement process. This may include

homeowner associations, environmental groups or others. Notification to these stakeholders may be accomplished via email or other means as the shoreline management planning process proceeds.

STRATEGIES TO INVOLVE THE PUBLIC

The main forum for SMP discussions will occur at or prior to Town Council meetings. These meetings will be advertised and open to the public. Information will be distributed and public input will be solicited at key points during the process to coincide with major project milestones. Strategies for outreach, documentation and public review will also be critical to generate meaningful public participation.

PUBLIC OUTREACH PROGRAM

The Town of South Prairie will set up a public outreach program to ensure that the residents of the Town are informed and provided multiple opportunities to be involved. Elements of this program include:

Town Council Meetings: The Town Council will take the lead on gathering public input throughout the project. The Town Council will provide recommendations to Department of Ecology on the draft and final SMP. The Town Council will hold public hearings on the SMP prior to adoption, and is the final Town decision maker on the SMP.

Mailing and E-Mailing Lists: The Town will utilize and expand an existing list of interested parties e-mail addresses to announce Town Council meetings and comment periods. Interested parties will be encouraged to provide the Town with their email or physical address in order to stay informed throughout the process. The Town will create a list of shoreline property owners and other interested parties physical mailing addresses and provide the same information to those not on the email list.

Comments: The Town will employ multiple means for submitting comments to allow interested people to choose their preferred way to provide input. Methods will include written comments and taking of oral comments at the Town Council meetings. The Town will consider all comments received and will respond in aggregate or individually.

Public Notices: Notice of the Town Council meetings will be posted at Town buildings and the bulletin board at the Post Office and the Fire Station.

SCHEDULE

Development of a general schedule early is essential to the successful adoption of the SMP. This tentative schedule will provide the public with an idea of where input is particularly important. The following is a listing of public review at major project milestones.

<u>Topic</u>	<u>Description</u>	<u>Tentative Date</u>
Shoreline inventory	Review draft Inventory and characterization	March 2010
Community visioning	Consider how to transform inventory findings into SMP goals, policies, and regulations	May 2010
Presentation of SMP	Review a draft of the complete SMP package	June 2011
Final adoption SMP	Review final draft SMP package	September 2011

The Town Council will be the primary Town agency involved in the update process and will be the Town's main liaison with the public at regular intervals throughout the process. The table below lays out a general schedule for Town Council meetings and hearings. Specific dates and times will be announced in advance of the meeting or hearing.

<u>Topic</u>	<u>Tentative Date</u>
Introduction to Update Process, Schedule, and Public Participation Plan	February 2010
Preliminary Shoreline Planning Area Mapping	February 2010
Shoreline Inventory and Characterization	March 2010
Preliminary Update of SMP Goals and Policies	June 2010
Shoreline Environment Designation Maps	June 2010
Shoreline Regulations; Administrative Procedures	June 2010

Draft Shoreline Master Plan	August 2010
Draft Restoration Plan	October 2010
Development of the Complete SMP Package	January 2011
SEPA Compliance	August 2011
Final SMP adoption	September 2011

DOCUMENTATION

All efforts to reach members of the public, and the results of those efforts, will be documented in either electronic files or a "Shoreline Master Program Public Participation" master update records.

PUBLIC REVIEW

The public will be invited to share concerns and interests in written form, as well as participate in public meetings. As draft documents are developed, they will be made available for public review. Prior to adoption of the SMP by the Department of Ecology, a public hearing will be held in accordance with RCW 90.58.120.