MASON COUNTY COMPREHENSIVE PLAN
2016 GROWTH MANAGEMENT ACT UPDATE

PUBLIC PARTICIPATION PLAN & SCOPE OF WORK

STAFF CONTACT
Barbara A. Adkins, AICP, Director
Department of Community Development
426 W. Cedar Street
Shelton, WA 98584
(360) 427-9670, ext. 286

PUBLIC PARTICIPATION PLAN
In order to ensure that the public has adequate opportunity to participate in the Comprehensive Plan update process, a Plan is being proposed to prescribe a process. The Plan describes the County’s responsibilities with respect to the public process, as well as a proposed schedule of meeting dates, types of meetings and locations, and other avenues for information exchanges available. During the Planning Commission workshop, Staff is looking for suggestions, comments, and guidance on this Plan; and a recommended path to move forward. Ultimately, the Board of County Commissioners will review and approve a final Plan as being an effective method of achieve maximum public participation throughout this process.

SCOPE OF WORK
Under the County’s grant with the Washington Department of Commerce, one of the deliverables due by March 31, 2015 is “a written summary report and a scope of work summarizing the proposed updates to the comprehensive plan, the development regulations and the critical areas ordinance.” Further, “a preliminary draft of updated comprehensive plan, development regulations and critical areas ordinance, including a summary of any additional areas of the plan or development regulations that work will continue on through the remainder of the periodic update process” is due by June 30, 2015.

Taking into consideration the comments received during the first public hearing, and the timeline for submission of our first draft of amendments, some adjustments will need to be made to our Grant deliverables timeline. Our scope of work should reflect what we can actually achieve in the time allotted; this should be those portions of the Plan and Regulations in most dire need of updates. This would include updates to population statistics and growth projections, as well as information now required under new state codes for the Land Use, Health, Transportation, and Utilities chapters. This may need to be broken down into specific
plan elements or code sections that can be amended expeditiously, with others requiring more 
in depth work or non-mandated updates being postponed to the next grant cycle. Staff is 
asking the Planning Commission to provide assistance at this upcoming workshop to scale 
down the tasks at hand to those updates that can be reasonably accomplished within the time 
allowed.

PUBLIC NOTIFICATION
An email list of all parties who expressed an interest in being notified has been created and 
notifications of this workshop, together with information on how to access draft discussion 
document has been to those parties. A copy of the proposed Plan and Scope of Work has also 
been furnished to the Department of Commerce for comments and guidance. Public notice of 
the hearing with the Board of County Commissioners was made in compliance with MCC 
15.07.030. This Staff Report along with all supporting documents was also made available on 
the Mason County website at least fourteen (14) days prior to the hearing.

SUMMARY AND RECOMMENDATION
Public Participation Plan and Scope of Work provided for consideration to the Board of County 
Commissioners. These documents are intended to reflect a culmination of citizen comments 
as received and discussed by the Planning Advisory Commission.