

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-Portoc-00020

General Information

- *Project Title Port Townsend SMP Permit Streamlining and SLR Mitigation
- *Project Short Description Review of the City's SMP to:
A. Streamline the permit process per 2SSB 5290
B. Merging Waterwalk with SLR and King Tide Mitigation
C. Complete the City's 2021 Periodic Update with climate change, Waterwalk design, and regulatory reform amendments. The SMP required substantial revisions as the last update was 2007 at which time, the City stepped forward as an Early Adopter. Despite limited staff capacity and funding, the city met the grant deliverables including a draft SMP in bill format.
- *Project Long Description Port Townsend has a variety of shorelines including high and low bank marine, 2 lakes, 2 marinas and one of three historically significant Victorian seaport communities in the US. While significant progress was made on the 2021 Periodic Update this small city lacked the capacity to take the revisions to adoption. The delay also allows for the CAO update to be aligned with the GMA Comprehensive Plan periodic update. It's a massive undertaking to update the CAO twice within the SMP and GMA update cycles, or to conversely have separate critical areas regulations. With challenge comes opportunity!
- Changed circumstances warrant additional revisions, specifically, Governor Inslee signed into law SB 5290 Consolidating Local Process Review by 1/1/25, and efforts to combat SLR escalating as storm damage ramps up eroding some of our key public access/recreation/infrastructure and threatening marine trades.
- If funded, we will jumpstart the SMP update process with added goals:
- A. Streamline permitting – In light of SB 5290 C, the city proposes to audit SMP policies and development regulations to minimize redundancy. The SMP permit review criteria require assessment of all SMP provisions: SMP policies in addition to regulations. This makes for unnecessarily lengthy staff reports. Our Hearing Examiner recently commented: "I find SMPs very annoying because they just keep requiring the same thing over and over again in dozens of redundant unnecessary policies and regulations. Maybe someday someone will find a way to cut out all that unnecessary verbiage!"
- B. Merging Waterwalk with SLR and King Tide Mitigation – Plans for the City Waterwalk connecting Larry Scott Memorial Trail east to Downtown are decades old. Meanwhile, climate change threats have ramped up with 2 of the highest tides ever recorded occurring in 2022. The City's downtown and Port of Port Townsend working waterfront suffered disruption and damage and per the City's October 2022 Sea Level Rise and Coastal Flooding Risk Assessment, the risk of damage is escalating.

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-PorToc-00020

General Information

Locally, the City, County, and Port have joined resources to develop a feasibility plan to mitigate these impacts. The Port is exploring an array of alternatives which both protect the community from flooding and integrate public access and recreation. The Port has applied for Hazard Mitigation Assistance BRIC and has secured \$50,000 in ARPA funding via Jefferson County, Port Commission's authorized \$250,000 for the feasibility/preliminary design phase of work on the PT Climate Change Resilience, Flood Protection & Waterwalk Project, Phase I. Phase I of this project is intended to consider alternatives, determine feasibility, preliminary alignment, design elevation, preliminary cost estimates, right-of-way constraints and probably permitting pathways which leads to the SMP policies and development regulations. Phase I would protect Port Townsend Boat Haven boatyard, SR 20/Sims Way, the Haines Place Park & Ride and many businesses from rising seas by constructing approximately 4,500 feet of flood protection. If feasible, future phases would seek to protect downtown Port Townsend, including Point Hudson. The City is pursuing \$250,000 in funding from the State to initiate a similar feasibility study for Downtown. Merging SLR mitigation with the Waterwalk vision, provides the first real opportunity to pursue funding for this scale of the project. SMP Policies and Development Regulations will be reviewed in light of City, County and Port efforts to mitigate the impacts of SLR.

C. Integrate Regulatory Amendments and SLR into SMP – Assure the SMP integrates SLR work performed in 2022 as well as includes regulatory amendments associated with 2SSB 5290. This work item includes support for staff to take the amended SMP through the local and Ecology adoption processes.

The City will incorporate public participation throughout the SMP review process.

*Total Cost \$222,890 *Total Eligible Cost \$222,890

*Effective Date 10/2/2023 *Expiration Date 6/30/2025

*Ecology Program Shorelands

*Project Category ✓ Planning

Will Environmental Monitoring Data be collected?

*Overall Goal Updated SMP meeting SMA and Ecology Guidelines plus enhanced to address SLR Mitigation and permit streamlining.

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-Portoc-00020

Project Characterization

Project Themes

Select a primary and secondary theme that best describes the work to be achieved during this project.

Primary Theme: Shorelands

Secondary Theme(s): Planning

Project Website

If your project has a website, please enter the web address below. After entering a website and saving, another blank row will appear. Up to three websites may be provided.

Website Title/Name	Web Address
City of Port Townsend 2021 Shoreline Master Program Periodic Review	https://cityofpt.us/planning-community-development/page/city-port-townsend-2021-shoreline-master-program-periodic-review
Port of Port Townsend RFQ for Waterwalk & Sea Level Rise Project	https://portofpt.com/bids-rfps-rfqs/

Recipient Contacts

Project Manager

Judy Surber

Contact Information

Judy Surber
Planning Manager
250 Madison St, Ste 2R
Port Townsend, Washington
98368
(360) 390-4115

jsurber@cityofpt.us

Authorized Signatory

John Mauro

Contact Information

John Mauro
City Manager
250 Madison St, Ste 2R
Port Townsend, Washington
98368
(360) 379-5043

jmauro@cityofpt.us

Billing Contact

Sarah Tiffany

Contact Information

Sarah Tiffany
project administration assistant
250 Madison St, Ste 2R

Recipient Contacts

Port Townsend, Washington

98368

(360) 390-4115

stiffany@cityofpt.us

Other recipient signatures on printed agreement

Name

Title

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-PorToc-00020

Project Description Questionnaire

* **1. Project description and overall goal (0-20 points)**

On the General Information form, you have included a complete description of the project and relevant project history with a clear connection to the purpose of the Shoreline Planning Competitive Grant Program. On the Scope of Work forms, you have also described the broad-based tasks associated with the project along with outcomes and deliverables for each task. Each task should include a well-defined title. Applications will be scored according to the extent to which you have clearly and robustly addressed each of the following within the General Information and the Scope of Work forms:

1. A statement clearly describing the project's overall purpose and goal (0-5 points).
2. A brief history of the project and, if applicable, a description of any ongoing or previously completed planning efforts or studies on which the project builds. Describe how past efforts and the proposed project will be integrated (0-5 points).
3. A description of the sequential project tasks and expected outcomes of each task. The project demonstrates good planning and organization (0-5 points).
4. The expected deliverables (e.g., a channel zone migration map, an SMP user's guide), including tangible project deliverables with anticipated completion dates. The project deliverables and schedule are reasonable given the date range of the grant awards (0-5 points).

Each of the items above has the potential for five of the 20 points. In order to earn the maximum points, you will need to provide sufficient detail for the evaluators to gain a clear understanding of the project in its entirety.

Note: Ecology's evaluation team will consider the information you provided on the General Information and Scope of Work forms, and no additional response is necessary.

* **2. Nexus to the Shoreline Management Act (0-20 points)**

Provide a detailed narrative that:

1. Explains how the project will support the policy of the Shoreline Management Act (SMA), [RCW 90.58.020](#), and demonstrates that the project furthers the purpose and intent of the SMA (0-10 points).
2. Identifies a shoreline planning or implementation need or problem and describes how the project will meet that need or help solve the problem (0-5 points).
3. Describes how the project will serve the **public interest** (definition below), including who will benefit and how (0-5 points).

The first component is worth ten points, and the second two components are each worth five

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-PorToc-00020

Project Description Questionnaire

points. We recognize that there is overlap among the three components; therefore, they can be addressed in one narrative, as long as each component is clearly identified and described.

Public Interest means the interest shared by the citizens of the state or community at large in the affairs of government, or some interest by which their rights or liabilities are affected including, but not limited to, and effect on public property or on health, safety, or general welfare resulting from a use or development. [WAC 173-27-030\(14\)](#).

Enter text (character limit of 4,000 including spaces)

Consistent with SMA policy, the city proposes coordinated planning necessary to protect the public interest in the City's marine and freshwater shorelines. Specifically, the city proposes to coordinate efforts with the Port of Port Townsend to explore an array of SLR mitigation options that protect water-oriented uses while enhancing public access to the shoreline. The Boat Haven Marina plays a pivotal role in the maritime ecosystem of Jefferson County. As a central hub for commercial, recreational, and cultural activities, it sustains a vibrant community and fosters economic prosperity. The increasing threat of SLR was poignantly demonstrated by two of the highest tides ever recorded occurring in 2022. The city proposes a collaborative approach to address this challenge, while preserving to the greatest extent feasible the functions and values of the natural shoreline environment while also promoting public access and recreation.

Ultimately, the goal is to create a resilient and inclusive environment for generations to come.

Furthermore, the city intends to coordinate with stakeholders to ensure the SMP fosters all reasonable and appropriate uses. For example, the City proposes to reengage with the Jamestown S'Klallam Tribe regarding their expressed interest in modifying the SMPs aquaculture policies.

Upload supporting documents

* **3. Methods, Timeline, and Budget (0-10 points).**

Provide a detailed narrative that:

1. Describes a logical and well-thought-out approach to conducting project activities and describes why this approach was chosen (0-3 points).
2. Identifies a reasonable timeline for the completion of tasks (0-2 points).
3. Provides a budget that appears complete and reasonable, with components that are consistent with the project description, tasks, and anticipated outcomes (0-5 points).

Note: Ecology's evaluation team will consider the information you provide here and the

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-PorToc-00020

Project Description Questionnaire

information you provided in the General Information and Scope of Work forms , as well as the Budget Task Cost form.

Enter text (character limit of 4,000 including spaces)

Approach:

The City of Port Townsend has long envisioned a Waterwalk connection between the Larry Scott Memorial Trail and its historic downtown. In partnership with the Port of Port Townsend, feasibility analyses and policy revisions are planned to occur. Planning for the Waterwalk will consider climate change and the degree to which this infrastructure can be designed to protect existing historic assets along the Port Townsend's waterfront.

A robust engagement plan is proposed to solicit public opinions on the design of the Waterwalk . The City of Port Townsend intends to leverage the tremendous interest for the Waterwalk in meetings that will also address other SMP periodic update items that need to be incorporated into the City's SMP. Amendments to the City's SMP may be required to facilitate the publicly preferred design and such amendments would be prepared concurrently with the periodic update items.

While the City considers related amendments generated from public engagement for the Waterwalk and the requirements of the periodic update, City staff intends to amend its permit processing standards for consistency with the recently enacted 2SSB 5290. Complying with 2SSB 5290 will involve SMP and Municipal Code amendments related to the maximum period of time for local government review of development applications (including shoreline substantial development permits, shoreline variances, etc.), amendments to public notice standards for permit review, and reporting requirements made of permit processing performance by the City of Port Townsend to the Department of Commerce.

This project has been designed to amend the SMP in a comprehensive manner that addresses the Waterwalk, regulatory reform, and other periodic update items in a single process.

Timeline:

The project will begin in Fall 2023 with the preparation of a public engagement plan. Public engagement for the Waterwalk and other elements of the periodic update will occur throughout 2024. The publicly preferred design of the Waterwalk may require amendments to the SMP . A public review draft of the amended SMP will be prepared prior to the end of 2024 so that the adoption process can commence mid-first quarter of 2025. The project is scheduled to be complete prior to June 30, 2025. The following summarizes the schedule:

- Public Participation Plan: Dec 31, 2023 (Complete)
- Sea Level Rise Mitigation Technical Memorandum: Dec 31, 2024 (Complete)
- Draft 2SSB 5290 Audit and Amendments: Sep 30, 2024 (Complete)
- Public Engagement for Waterwalk and Periodic Update Items: throughout 2024 and concluding prior to Nov 30, 2024 (Complete)
- Public Review Draft SMP: Dec 31, 2024 (Complete)

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-Portoc-00020

Project Description Questionnaire

- Planning Commission Review and Consideration: Mar 31, 2025 (Complete)
- City Council Review and Consideration: Jun 30, 2025 (Complete)

Budget:

The City of Port Townsend is requesting \$222,890 for this project. The budget split is approximately 48% for staff costs and 52% for anticipated consultant fees. By task, project management and administration represent approximately 3% of the project, while tasks 2, 3, and 4 represent 23%, 47%, and 27% of the project, respectively. Details on the budget are found in the Budget Task Cost table.

Upload supporting documents

* 4. Tribal engagement (0-5 points).

Demonstrate efforts made to collaborate with tribal governments during the project development or as a component of the project implementation. Include as much detail as possible on your methods for coordination.

1. Please describe the strategy for engaging tribal governments to understand tribal interests, relevant efforts, available information, and methods for coordination and input.
2. Upload a tribal support letter or a document describing a tribal partnership.

Full points will be awarded to applications that include a tribal support letter or for projects that are otherwise conducted in partnership with a tribal government. Partial points will be awarded for proposals that provide for robust tribal engagement strategy that exceeds the standard noticing requirements of the SMA and implementing rules:

[RCW 90.58.130](#)

[WAC 173-26-090](#)

[WAC 173-26-100](#)

[WAC 173-26-104](#)

Enter text (character limit of 4,000 including spaces)

Consistent with the Guidelines and SMA procedural rules, the City will continue to coordinate with other applicable federal, state and local agencies, neighboring jurisdictions, and Indian tribes, but will incorporate recognized tribes as stakeholders in the planning process. During our 2021 periodic update, staff engaged in conversations with Jamestown S’Klallam Tribe and the Port of Port Townsend who were interested in pursuing FLUPSY aquaculture within the Port’s two marinas. Jamestown S’Klallam commented “Overall, we support TSF (Taylor Shellfish) efforts in adding and/or modifying policy to ensure the Port Townsend’s SMP update is consistent with aquaculture policy provisions in the SMP Guidelines. The Tribe supports restoration projects and

Project Description Questionnaire

commercial aquaculture of native and naturalized species to provide for local seafood, improve water quality and protect the Tribe's Treaty Rights."

Jamestown S'Klallam Tribe has again indicated their support of the City's SMP update, providing a letter of support for this competitive grant opportunity. As indicated in their letter, they are encouraged by the added emphasis on climate resiliency and integration of the Waterwalk with the Port's capital project. Inviting tribes to actively engage throughout the stakeholder process rather than consultation will be a great opportunity to enhance communication on City projects and tribal interests. We have also received preliminary response from the Lower Elwha Klallam Tribe, who expressed enthusiasm for a government-to-government face-to-face meeting. Through this project, the City hopes to nurture and propel its relationship with area tribes as we explore an MOA for tribal coordination during the GMA periodic update. The City's project aligns the CAO and SMP update, which will facilitate tribal participation in accordance with SHB 1717. Tribal agencies and the City team regularly interact and network in our small community; however, care will be taken to personally invite the tribal teams throughout the process and ensure that there are no loose ends or miscommunication.

Upload supporting documents

https://ecyeagl/IntelliGrants_BASE/_Upload/249494_956946-JSTLetterofSupportforCityofPT-SM PGrant.pdf

* **5. Environmental justice (0-10 points).**

Please reference information from the mapping tools described below and provide a narrative for how your community is **overburdened** and how the proposal will benefit an overburdened subpopulation.

1. Use one of the resources below to determine whether your project has a nexus to distressed communities, environmental health disparities, or climate and economic justice. Any or all of the resources below can be cited in your response. Points will be awarded based upon your demonstration that at least one of the environmental justice mapper tools was used, including the identification of the mapper outputs. Explore the following mapper tools, consider the information, and explain your findings (0-5 points).

Mapping results may be relevant if your jurisdiction:

- Includes a zip code mapped as "At Risk" or "Distressed" on the [Distressed Communities Index Map](#).
- Includes a Census tract mapped as having an environmental health disparity ranking of 8 or above by the [Washington State Department of Health's interactive map](#).
- Includes a census tract that is identified as Disadvantaged on the [White House Climate Justice Screening Tool](#).

2. Include a narrative describing how [environmental justice](#) was considered in the development or will be included in the implementation of the project. In addition, describe how community

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-PorToc-00020

Project Description Questionnaire

engagement will provide inclusive opportunities for all potentially impacted people to participate, and to have equitable access to have their voices heard. Describe how the project contributes to an environment where all people enjoy equitable protection (i.e., fair treatment) from environmental and health hazards or equal access to the decision-making process (i.e., meaningful involvement) (0-5 points).

Overburdened communities are those that experience disproportionate environmental harms and risks due to exposures, greater vulnerability to environmental hazards, or cumulative impacts from multiple stressors. [See Washington State Environmental Justice Task Force Final Report.](#)

Enter text (character limit of 4,000 including spaces)

The area of Port Townsend that is ranked as impacted by the Climate and Economic Justice Screening Tool (CEJST, Figure 1) includes most of our southern shoreline and adjacent areas of moderate elevation as well as approximately 2/3 of our population.

The metrics for disadvantage include: the presence of formerly used defense sites; expected population loss from natural hazards; and a preponderance of low-income households. It is notable that part of the area of impact is our Historic District, which according to the American Community Survey of the US Census, has been among our most impoverished due to older residents being on fixed incomes in homes owned long term, becoming house rich but financially strapped by rising taxes and inflation. Because our available housing stock is near zero, with a less than 1% vacancy rate, this population cannot relocate to smaller, more affordable units because they don't exist.

Residential structures in the downtown Historic District are threatened by storm damage and sea level rise. For example, Admiralty Apartments, built partially over-water, has provided Section 8 affordable housing under a Federal Housing and Urban Development (HUD) program since 1972.

Port Townsend's engagement process will be inclusive and equitable to ensure we hear from the diverse array of community members. The strategy will aim to directly engage with stakeholders and interested community members and groups such as the Jefferson County Climate Action Committee and Marine Resources Committee, instead of strategies that solely broadcast opportunities. The project contributes to an environment of fair treatment and meaningful involvement by co-creating the vision and supporting shoreline policies and regulations to ensure representation of all who might enjoy public access as well as relief from coastal hazards, while balancing protection of environmental processes. The scope will include a range of engagement tools so that those limited by budget, time, and/or computer access can participate. It will include those who prefer active engagement such as stakeholder dialog as well as passive engagement such as a Story Map or newspaper article. We will seek to engage using information sharing as well as appreciative inquiry for community values and to anticipate and heighten positive potential offered by our community assets.

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-Portoc-00020

Project Description Questionnaire

Upload supporting documents

https://ecyeagl/IntelliGrants_BASE/_Upload/249494_956948-EnvironmentalJusticeMap.pdf

6. Population size (0 or 5 points).

An additional five points will be automatically awarded to smaller jurisdictions based on population size to address staffing and resource disparities with respect to larger jurisdictions . Cities and towns with an estimated population less than 20,000 and counties with an estimated population less than 40,000 will be awarded five points. Ecology's evaluation team will use population numbers as identified in the April 1, 2022, official population estimates from the [Washington State Office of Financial Management](#).

Note: No action is necessary from the applicant.

7. Regional distribution (0 or 5 points).

Proposals in central and eastern Washington are automatically awarded an additional five points in order to promote projects across the state. Ecology's evaluation team will assign points to the counties, cities, and towns located in the central and eastern regions.

Central: Benton, Chelan, Douglas, Kittitas, Klickitat, Okanogan, and Yakima.

Eastern: Adams, Asotin, Columbia, Ferry, Franklin, Garfield, Grant, Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla, and Whitman.

Note: No action is necessary from the applicant.

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-PrToc-00020

Scope of Work - Task 1 Project Administration / Management: 1

Task Number 1

Task Title 1. Project Administration / Management **Task Cost** \$6,290.00

Task Description The RECIPIENT shall provide necessary project oversight to complete the scope of work in compliance with this ECOLOGY agreement, which includes project coordination, administration and management.

A. The RECIPIENT shall coordinate with ECOLOGY throughout the project. The RECIPIENT will provide ECOLOGY opportunities to review draft deliverables at appropriate intervals. ECOLOGY will provide ongoing technical assistance, and will evaluate consistency of deliverables with the Shoreline Management Act and applicable guidelines throughout the review process.

B. The RECIPIENT shall conduct project management activities including compliance with state statutes and rules, project scheduling, adherence to the scope of work, timelines, and due dates; request for, and if applicable, conducting the competitive procurement process including preparation of contractor bidding documents, advertisements, and grant monitoring.

C. The RECIPIENT shall submit quarterly progress reports and payment requests (PRPRs) with supporting documentation; maintain project records; and submit ECOLOGY-approved deliverables by the due dates established between ECOLOGY and the RECIPIENT.

Task Goal Statement Properly manage and fully document the project in accordance with ECOLOGY's grant administration requirements.

Task Expected Outcomes Timely and complete submittal of requests for reimbursement, quarterly progress reports, and recipient closeout report.
Properly maintained project documentation.

Recipient Task Coordinator Judy Surber, Planning Manager

Deliverables

Deliverable	Description	Due Date	Rec.?	EIM Study	EIM	Latitude	Longitude	Location Address
--------------------	--------------------	-----------------	--------------	------------------	------------	-----------------	------------------	-------------------------

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-Portoc-00020

Scope of Work - Task 1 Project Administration / Management: 1

#			(ECY Use Only)	ID	Sys. Link
1.1	Payment Request / Progress Report (PRPR)	Quarterly			
1.2	Recipient Close Out Report (RCOR)				

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-PrToc-00020

Scope of Work - Additional Tasks: 2 - Permit Process Reform

Task Number	2						
Task Title	Permit Process Reform	Task Cost	\$51,000.00*				
Task Description	<p>The City's SMP and Municipal Code will be audited for consistency with 2SSB 5290, which is legislation signed into law in May 2023 to establish regulatory reform for project permit review. Complying with 2SSB 5290 will involve SMP and Municipal Code amendments related to the maximum period of time for local government review of development applications (including shoreline substantial development permits, shoreline variances, etc.), amendments to public notice standards for permit review, and reporting requirements made of permit processing performance by the City of Port Townsend to the Department of Commerce.</p> <p>An audit performed under this task will categorize regulating actions in the code by type. For example, everything related to shoreline armoring will be tagged and actions relevant to that action will be tracked. This audit will be summarized in a report that will contain a table of actionable items to reduce redundancies and improve code clarity.</p>						
Task Goal Statement	<p>The goal is to amend the City's SMP and Municipal Code to become compliant with 2SSB 5290. A draft SMP with concomitant amendments to the City's Municipal Code will be prepared in bill format for consideration by the Planning Commission and City Council. The adoption process for this task is more fully described in Task 4.</p>						
Task Expected Outcomes	<p>To update the SMP portion of the City's code to reduce redundancy and better incorporate the latest sea level rise.</p>						
Recipient Task Coordinator	<p>Judy Surber, Planning Manager</p>						

Deliverables

Deliverable #	Description	Due Date	Received?	EIM Study ID	EIM System Link	Latitude	Longitude	Location
---------------	-------------	----------	-----------	--------------	-----------------	----------	-----------	----------

Scope of Work - Additional Tasks: 2 - Permit Process Reform

		(ECY Use Only)	Address
2.1	2.1 Audit Report - summarizing actions necessary to achieve compliance with intent of 2SSB 5290		
2.2	2.2 Draft Amendments to the SMP and Municipal Code to facilitate 2SSB 5290 compliance		

Scope of Work - Additional Tasks: 3 - Waterwalk Sea Level Rise Mitigation

Task Number	3		
Task Title	Waterwalk Sea Level Rise Mitigation	Task Cost	\$106,000.00*
Task Description	<p>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 this task will be a robust public engagement process that seeks to understand community preferences for the Waterwalk including alternatives to mitigate sea level rise . Engagement will provide adaptive feedback into the design process including the diverse array of alternatives and how they will intentionally meet the proposed code, while improving resiliency to sea level rise and climate change. The process is intended to build consensus on the underlying assumptions that should be used in prioritizing alternatives such as the appropriate SLR models, tolerable levels of risk, and the lifecycle for the infrastructure. Public input received during the City’s public participation program will be funneled to the Port’s design team in an effort to balance the public vision with design feasibility. Finally, it will include description and documentation of the permit process.</p> <p>This work will also involve the preparation of a technical memorandum that details sea level rise modeling , considerations related to tolerable risk, and infrastructure lifecycle. The memorandum will also include the preparation of goals, policies, and standards for potential amendments to the City’s SMP to facilitate the construction of the publicly preferred alternative.</p> <p>The City will acquire meaningful public input related to the objective of harmonizing and SLR mitigation alternatives and public access and recreational objectives of the City’s SMP .</p>		
Task Goal Statement	<p>To develop a strategy that the publicly preferred alternatives to mitigate SLR are supported by the City’s SMP – balancing public access to the shoreline, while improving the resilience of the Port Townsend waterfront to climate change and environmental concerns – and informed by the Port’s feasibility analysis for the Waterwalk .</p>		
Task Expected Outcomes	<p>Amended SMP that reflects public preference for SLR mitigation alternatives and ensures these amendments are informed by feasible options. Ultimately, the SMP amendments are intended to support the design and construction of the Waterwalk, that will improve shoreline access while building climate change resiliency in the</p>		

Scope of Work - Additional Tasks: 3 - Waterwalk Sea Level Rise Mitigation

city's working waterfront and historic downtown core.

Recipient Task Coordinator Judy Surber, Planning Manager

Deliverables

Deliverable #	Description	Due Date	Received? (ECY Use Only)	EIM Study ID	EIM System Link	Latitude	Longitude	Location Address
3.1	Public Participation Plan that includes work associated with assessing preferences for the Waterwalk as well as integrating the changes that have been adopted to the SMP Guidelines since enacting the City's SMP in 2007.							
3.2	Meeting Minutes							
3.3	Sea level rise mitigation strategies and options for the Waterwalk - Preparation of a technical memorandum that details sea level rise modeling, considerations							

Scope of Work - Additional Tasks: 3 - Waterwalk Sea Level Rise Mitigation

related to tolerable risk, and infrastructure lifecycle. The memorandum will also include the preparation of goals, policies, and standards for potential amendments to the City's SMP to facilitate the construction of the publicly preferred alternative.

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-Portoc-00020

Scope of Work - Additional Tasks: 4 - Integrating Sea Level Rise Science and Mitigati

Task Number	4	Task Cost	\$59,600.00*
Task Title	Integrating Sea Level Rise Science and Mitigati		
Task Description	<p>This task will integrate both the streamlining results from Task 1 and the sea level mitigation elements from Task 2 into the newly developed SMP. This task will also see that updated code through Planning Commission review and recommendation and present a draft to Council in a format ready for adoption. Staff will have early and ongoing coordination with Ecology staff to ensure the adoption process is clear and inclusive . A memorandum summarizing the supporting science and data will be included as an Appendix to the plan . The SMP will be prepared in bill format for City Council adoption prior to June 30, 2025.</p>		
Task Goal Statement	An SMP that integrates streamlining and sea level rise science and mitigation		
Task Expected Outcomes	An updated SMP		
Recipient Task Coordinator	Judy Surber, Planning Manager		

Deliverables

Deliverable #	Description	Due Date	Received? (ECY Use Only)	EIM Study ID	EIM System Link	Latitude	Longitude	Location Address
4.1	Public Review Draft SMP - Develop and finalize an updated SMP with relevant supporting information							
4.2	Periodic Review Checklist - Complete matrix							

Scope of Work - Additional Tasks: 4 - Integrating Sea Level Rise Science and Mitigati

- 4.3 detailing section and paragraph where amendments to the City's SMP have occurred consistent with the SMP Guidelines. Planning Commission Public Meetings - Preparation for and participation in Planning Commission public meetings. This work involves the preparatinof staff reports, PowerPoint presentations, and other meeting collateral.
- 4.4 Public Notice and Hosting of Joint Public Hearing with Ecology - Preparation for and participation in Public Notice and Hosting of Joint Public Hearing with Ecology. This work involves the preparatinof staff

Scope of Work - Additional Tasks: 4 - Integrating Sea Level Rise Science and Mitigati

- 4.5 reports, PowerPoint presentations, and other hearing collateral.
Comment/response log - Catalog public comments received throughout the public review period and how the comments have been addressed
- 4.6 Meeting Minutes - Adopted meeting minutes for the Planning Commission and City Council briefings and public hearings will be furnished to the Department of Ecology.
- 4.7 Final SMP - Final SMP for transmittal to Ecology after culmination of the Joint Public Hearing

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-Portoc-00020

Scope of Work Summary

Task Title	Task Cost
1. Project Administration / Management	\$6,290.00
Permit Process Reform	\$51,000.00
Waterwalk Sea Level Rise Mitigation	\$106,000.00
Integrating Sea Level Rise Science and Mitigati	\$59,600.00
Total	\$222,890.00

Total Eligible Costs

(from the General Information Form)

\$222,890.00

Budget Task Cost

If you receive a grant, you are responsible for procuring professional, personal, or other services using sound business judgment and good administrative procedures consistent with applicable state, and local laws, orders, regulations, and permits. This includes issuance of invitation of bids, requests for proposals, selection of contractors, award of sub-agreements, and other related procurement matters.

- 1 Fill in either the "Salaries" field and the "Benefits" field or fill in the "Salaries and Benefits Combined" field.
- 2 Upload an itemized list of all Goods and Services.
- 3 Overhead cannot exceed 30% of Salaries/Benefits.

Total Eligible Costs (from General Information form)
\$222,890.00

By Task

Task Title	Task Cost
1. Project Administration / Management	\$6,290.00
Permit Process Reform	\$51,000.00
Waterwalk Sea Level Rise Mitigation	\$106,000.00
Integrating Sea Level Rise Science and Mitigati	\$59,600.00
Total	\$222,890.00

By Element

Element	*Cost
---------	-------

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-Portoc-00020

Budget Task Cost

Salaries	
Benefits	
Salaries and Benefits Combined	\$82,428.00
Contracts	\$115,600.00
Travel	
Goods/services	
Overhead	\$24,862.00
Total	\$222,890.00

Upload Description

Attachment

Additional Comments

SHORELANDS SHORELINE PLANNING COMPETITIVE

Organization: Port Townsend City of

SEASPC-2325-Portoc-00020

Uploads

Description

Port of PT Letter of Support

Upload

https://ecyeagl/IntelliGrants_BASE/_Upload/249525_884773-LetterofSupportPort0839_001.pdf

Screening Checklist

Select "Followup" to draw attention to anything that either the Fund Coordinator or future Financial or Project Manager need to be aware of.

*	Topic	Checked	Comment	Followup
	1) Does the jurisdiction have an SMP?	✓	yes	
	2) Is the project ineligible for funding because it is a construction/development project, on-the-ground restoration effort, and/or preliminary engineering work?	✓	no	
	3) Is this a shoreline planning or planning-related project?	✓	yes	
	Review and confirm the mapped project area is accurate (i.e., the jurisdiction is mapped within the correct boundary).		Checked Out By: Rebecca Rothwell Date Checked Out: 2023-08-23	✓

Additional Comments

Jefferson County is selected. Unable to change.