

Public Participation Process for the Lower Huron River Watershed

The Public Participation Process is required by Part I, Section B. Watershed Management, 1. Watershed Management Plan of the MDEQ NPDES Wastewater Discharge General Permit #MIG619000 (Storm Water Discharges from Municipal Separate Storm Sewer Systems Subject to Watershed Plan Requirements).

The purpose of this Public Participation Process (PPP) is to facilitate the involvement of watershed jurisdictions, agencies, organizations, and the general public in the development of the Lower Huron River Watershed Management Plan. This PPP is designed to involve all entities with the authority, ability, and desire to carry out the development and implementation of the Watershed Management Plan.

I. General Information

This Public Participation Process is submitted on behalf of the following Phase II permittees within the Lower Huron River Watershed:

Berlin Charter Township	Brownstown Township
City of Flat Rock	City of Gibraltar
Huron Township	City of Rockwood
City of Romulus	Village of South Rockwood
Sumpter Township	Van Buren Charter Township
City of Woodhaven	Charter County of Wayne
	Woodhaven-Brownstown School District

In addition to these “primary” communities, the Lower Huron River Watershed also encompasses portions of several other communities that will be encouraged to participate in the planning process. These “secondary” communities are either not regulated under Phase II or are covered by a jurisdictional permit:

Ash Township	Huron-Clinton Metroparks Authority
City of Belleville	Monroe County Road Commission
	Monroe County Drain Commissioner

II. Building the Team

The Lower Huron River Watershed Advisory Group (WAG) will oversee the implementation of the Public Participation Process in conjunction with the Huron River Watershed Council (HRWC), which is facilitating the development of the Lower Huron River Watershed Management Plan. Table 1 (below) outlines the structure for soliciting public participation during the watershed planning process. The first column identifies the stakeholders* that will be specifically contacted and encouraged to participate in the planning process. The second column lists the activities/mechanisms that will be used to solicit participation from these stakeholders. The third column identifies responsible parties for implementing the activities.

The following activities will be utilized as both solicitation and communication mechanisms for public involvement. These activities are identified in Table 1 and are described in greater detail in Part III.

1. E-mail distribution list
2. Media/press releases
3. Announcements/updates to local boards, associations, and other interested groups
4. Articles in local newsletters
5. Three public meetings
6. Web site
7. Other (placeholder for activities such as Community Events, etc.)

* Some large stakeholder groups listed in Column 1 are described in general terms only (e.g., “lake associations” and “school districts” and “local governments.” A complete listing of specific stakeholder names is included in Appendix A.

Table 1. Building the Team

Stakeholders Targeted	Methods of Soliciting Participation	Parties Responsible to Implement
LOCAL AUTHORITIES / GOVERNMENT ENTITIES (see Appendix A for full list)		
Infrastructure Operation & Maintenance		
<ul style="list-style-type: none"> • Dept. of Public Works/Public Services 	<ol style="list-style-type: none"> 1. Email Lists 2. Press Releases 3. Announcements/Updates 4. Newsletters 5. Public Meetings 6. Web Site 	<p>1,3,4,5,6: Huron Township City of Woodhaven Village of South Rockwood City of Romulus Brownstown Township City of Flat Rock City of Gibraltar Van Buren Charter Township</p> <p>1,2,4,5,6: HRWC</p>
<ul style="list-style-type: none"> • Dept of Water & Sewer/Co. Drain Commissioner 	<ol style="list-style-type: none"> 1. Email Lists 2. Press Releases 3. Announcements/Updates 4. Newsletters 5. Public Meetings 6. Web Site 	<p>1,3,4,5,6: City of Woodhaven Berlin Charter Township City of Romulus Van Buren Charter Township Sumpter Township City of Flat Rock</p> <p>1,2,4,5,6: HRWC</p>
<ul style="list-style-type: none"> • MDOT/County Roads Division 	<ol style="list-style-type: none"> 1. Email Lists 2. Press Releases 4. Newsletters 5. Public Meetings 6. Web Site 	<p>4,5: City of Woodhaven Berlin Charter Township Village of South Rockwood Van Buren Charter Township Sumpter Township</p>

Stakeholders Targeted	Methods of Soliciting Participation	Parties Responsible to Implement
		City of Flat Rock 1,2,4,5,6: HRWC
<ul style="list-style-type: none"> South Huron Valley Utility Authority 	<ol style="list-style-type: none"> Email Lists Newsletters Public Meetings Web Site 	<ol style="list-style-type: none"> 4,5: Village of South Rockwood Van Buren Charter Township City of Flat Rock 1,4,5,6: HRWC
Land Management		
<ul style="list-style-type: none"> Trustees, Planning Commission, Planning and Zoning Department, Planning Consultant, ZBA and other local agencies, departments (e.g. Building, Engineer, DDA, Economic Development), and commissions 	<ol style="list-style-type: none"> Email Lists Press Releases Announcements/Updates Newsletters Public Meetings Web Site 	<ol style="list-style-type: none"> 1,3,4,5,6: Huron Township City of Woodhaven Berlin Charter Township Village of South Rockwood City of Romulus Brownstown Township City of Flat Rock City of Gibraltar Van Buren Charter Township Sumpter Township 1,2,4,5,6: HRWC
<ul style="list-style-type: none"> Secondary local governments: Ash Township and City of Belleville 	<ol style="list-style-type: none"> E-mail Lists Press releases Newsletters Public meetings Web site 	<ol style="list-style-type: none"> 5: All primary communities 1,2,4,5,6: HRWC
<ul style="list-style-type: none"> Huron-Clinton Metropark Authority 	<ol style="list-style-type: none"> Email Lists Newsletters Public Meetings Web Site 	<ol style="list-style-type: none"> 5: Huron Township Brownstown Township Van Buren Charter Township Sumpter Township City of Flat Rock 1,4,5,6: HRWC
Ordinance Development & Enforcement		
<ul style="list-style-type: none"> Trustees, Planning Commission, ZBA, DDA, Planning and Zoning Department, and other local agencies and departments (e.g. Water & Sewer Board, Engineer, Attorney, Economic 	<ol style="list-style-type: none"> Email Lists Press Releases Announcements/Updates Newsletters Public Meetings Web Site 	<ol style="list-style-type: none"> 1,3,4,5,6: Huron Township City of Woodhaven Berlin Charter Township Village of South Rockwood City of Romulus Brownstown Township City of Flat Rock City of Gibraltar Van Buren Charter Township

Stakeholders Targeted	Methods of Soliciting Participation	Parties Responsible to Implement
Development, Police)		Sumpter Township 1,2,4,5,6: HRWC
Programs Relevant to Water Quality		
<ul style="list-style-type: none"> County Div. of Watershed Management/DPS/ Drain Commissioner 	<ol style="list-style-type: none"> Email Lists Press Releases Newsletters Public Meetings Web Site 	4,5: Huron Township City of Woodhaven Berlin Charter Township Brownstown Township City of Flat Rock Van Buren Charter Township 1,2,4,5,6: HRWC
<ul style="list-style-type: none"> County Health and Community Services Department 	<ol style="list-style-type: none"> Email Lists Press Releases Newsletters Public Meetings Web Site 	4,5: Berlin Charter Township Village of South Rockwood City of Flat Rock Van Buren Charter Township 1,2,4,5,6: HRWC
<ul style="list-style-type: none"> County Department of Environment (Watershed Management Div, Land Resource Management Div) 	<ol style="list-style-type: none"> Email Lists Press Releases Newsletters Public Meetings Web Site 	4,5: City of Woodhaven City of Flat Rock Van Buren Charter Township Sumpter Township 1,2,4,5,6: HRWC
<ul style="list-style-type: none"> Water Utility 	<ol style="list-style-type: none"> Email Lists Press Releases Newsletters Public Meetings Web Site 	4,5: Sumpter Township 1,2,4,5,6:HRWC
NATURAL RESOURCE/ENVIRONMENTAL ORGANIZATIONS		
Friends of the Detroit River	<ol style="list-style-type: none"> Email Lists Newsletters Public Meetings Web Site 	5: Huron Township City of Gibraltar 1,4,5,6: HRWC
SEMCOG	<ol style="list-style-type: none"> Email Lists Newsletters Public Meetings Web Site 	5: All member communities 1,4,5,6: HRWC
Huron River Watershed Council members	<ol style="list-style-type: none"> Email Lists Press Releases Newsletters Public Meetings Web Site 	5: Huron Township Berlin Charter Township Village of South Rockwood City of Flat Rock

Stakeholders Targeted	Methods of Soliciting Participation	Parties Responsible to Implement
		Van Buren Charter Township 1,2,4,5,6: HRWC
Michigan DEQ	1. Email Lists 4. Newsletters 5. Public Meetings 6. Web Site	5: Huron Township Brownstown Township City of Flat Rock 1,4,5,6: HRWC
Southeast Michigan Land Conservancy	1. Email Lists 4. Newsletters 5. Public Meetings 6. Web Site	5: Van Buren Charter Township 1,4,5,6: HRWC
Recap	1. Email Lists 4. Newsletters 5. Public Meetings 6. Web Site	5: City of Romulus 1,4,5,6: HRWC
Sierra Club	1. Email Lists 4. Newsletters 5. Public Meetings 6. Web Site	5: Brownstown Township 1,4,5,6: HRWC
Detroit RiverKeeper	1. Email Lists 4. Newsletters 5. Public Meetings 6. Web Site	5: Brownstown Township 1,4,5,6: HRWC
Frank and Poet Drain Association	1. Email Lists 4. Newsletters 5. Public Meetings 6. Web Site	5: City of Gibraltar 1,4,5,6: HRWC
Huron River Fishing Association	1. Email Lists 4. Newsletters 5. Public Meetings 6. Web Site	5: City of Flat Rock 1,4,5,6: HRWC
EDUCATIONAL/OUTREACH ORGANIZATIONS		
Concerned Citizens Coalition	1. Email Lists 4. Newsletters 5. Public Meetings 6. Web Site	5: Huron Township 1,4,5,6: HRWC
School Districts: Gibraltar; Woodhaven-Brownstown; Romulus; Flat Rock; Van Buren; and Lincoln Consolidated	1. Email Lists 2. Press Releases 3. Announcements/Updates 4. Newsletters 5. Public Meetings 6. Web Site	4,5,6: City of Woodhaven City of Romulus Van Buren Charter Township Sumpter Township Flat Rock 1,2,5,6: HRWC
Sumpter Explorers	1. Email Lists	5:

Stakeholders Targeted	Methods of Soliciting Participation	Parties Responsible to Implement
	4. Newsletters 5. Public Meetings 6. Web Site	Sumpter Township 1,4,5,6: HRWC
LANDOWNERS/BUSINESSES (see Appendix A for full list)		
General Public	1. Email Lists 2. Press Releases 4. Newsletters 5. Public Meetings 6. Web Site	1,4,5,6: All communities 1,2,4,5,6: HRWC
Businesses	1. Email Lists 4. Newsletters 5. Public Meetings 6. Web Site	5: All communities 1,4,5,6: HRWC
County Home Builders Association	1. Email Lists 4. Newsletters 5. Public Meetings 6. Web Site	5: All communities 1,4,5,6: HRWC
OTHER ORGANIZATIONS		
Waterways Commission	1. Email Lists 4. Newsletters 5. Public Meetings 6. Web Site	5: City of Gibraltar 1,4,5,6: HRWC

III. Communicating During the Planning Process

In order to ensure diverse and comprehensive public participation, many mechanisms need to be employed to reach the public. At the same time, numerous opportunities for public input and feedback in the watershed management planning process are necessary.

The Lower Huron River Watershed communities and the HRWC seek to incorporate into this plan four assumptions:

- the process we develop holds the promise that the public's contribution will influence the decision;
- that we will seek out and facilitate the involvement of those potentially affected;
- that we will try to involve the public in defining how they participate (this entails that we build some room for flexibility in the proposal); and
- that we will communicate to the public how their input affected the plan.

In the Lower Huron River Watershed the following techniques/mechanisms will be used:

1. E-mail Distribution List: An e-mail distribution list already exists for the Lower Huron River WAG. It is used for sending meeting notices and agenda to members of the steering committee and other individuals who have requested to be included on this list. This email list will also be used to get the word out about public meetings, workshops

and training opportunities, and news updates. HRWC will also administer another e-mail distribution list for stakeholders who have expressed an interest at the public meetings about being more involved and for secondary local governments. This list serv will notify members of the watershed planning meetings.

2. **Press Releases:** Press releases will be used throughout the watershed management planning process. At the beginning of the project, a press release will serve to kick off the process and announce the first public meeting. As the process progresses other releases will be made on public involvement opportunities such as volunteer monitoring events and when there are major findings. When applicable, calls to local press with story ideas (major findings, land use changes, new regulations, etc.) will be made. Press releases will go to newspaper, radio and cable TV outlets.
3. **Announcement and Updates:** Steering committee members will make announcements and updates on the watershed management planning process to local boards, councils, associations and other interested groups. HRWC will also give updates and announcements at its Board meetings and other respective meetings.
4. **Newsletter Articles:** Articles in local township, utility, and HRWC newsletters will be published to communicate progress and solicit input from the public.
5. **Public Meetings:** Three public meetings will serve as a main form of communication to the public about the watershed management planning process. The first public meeting/workshop will be set up so that people can simply stop by to share their information in a short amount of time as well as so that there is a cohesive feel to the event that would allow people to attend for a longer period and participate in dialogue about the project. The form could be a fair-like event with opportunities to share information, learn about the Lower Huron River Watershed, the timeline and scope of the project. This event will need to be staffed by many people involved in the project in order to ensure adequate expertise is available and personal attention to attendees.

The second public meeting will follow an announcement/press release on initial findings. This announcement will be sent as the project is two-thirds complete and will include some of the findings and the kinds of activities identified as needing to change. This announcement will also include an invitation to attend the second public meeting/workshop where attendees can learn in more detail about the developing plans, the types of simple changes attendees could make in their lives to improve the quality of the subwatershed. This second public meeting/workshop will also give attendees an opportunity to give their input and feedback on the plan before it is finalized. This workshop will provide opportunities to learn about the watershed's hydrology, as well as the progress of the project, the findings, and about simple changes people can make in their lives to benefit the watershed.

A third public meeting will be held near the end of the watershed management planning process to discuss the recommendations, timeline, etc. and to talk about implementation.

6. **Website:** A central website will be developed. This mechanism will be referred to in all announcements and press releases. It will allow anyone to find out more about the project and its status. Website links from HRWC and other local governments will be made to the website.

7. Surveys at Public Meetings: At the public meetings attendees will be asked to complete surveys to garner how they heard of the meeting, what worked, their understanding of the purpose of the meeting, and for additional input to the WMP.

IV. Timeline for the Planning Process

The implementation of the PPP will begin immediately. The first public meeting for the Lower Huron River Watershed will be held during the third quarter of 2004.

As for soliciting public participation, this activity will be on-going throughout the project with increased activity before the three public meetings in an attempt to reach the broader public.

Lower Huron River Watershed Public Participation Process Implementation Schedule

Tasks	2 nd quarter 2004	Q3 2004	Q4 2004	Q1 2005	Q2 2005	Q3 2005	Q4 2005
Soliciting participation	X	X	X	X	X	X	X
Monthly meetings of the planning group	X	X	X	X	X	X	X
WMP development							
1. Data gathering	X	X	X				
2. Identification of measurable goals	X	X	X				
3. Identification of remedies			X	X	X		
4. Draft for public comment						X	
Communication Mechanisms							
1. E-mail distribution list	X	X	X	X	X	X	X
2. Press Releases	X		X		X		X
3. Announcement and Updates	X	X	X	X	X	X	X
4. Articles in newsletters	X	X	X	X	X	X	X
5. Public meetings		X			X		X
6. Website	X	X	X	X	X	X	X

The successful implementation of this public participation Process will help to ensure that the overall planning process is a success, and most importantly that the health of the Lower Huron River Watershed improves by including a proactive approach to public participation.

V. Dovetailing Watershed Management Planning with Public Education Plan

The Public Participation Process and the Public Education Plans ought to complement each other in conveying the same messages repeatedly. They will reinforce positive behavior changes and involvement. Each permittee will develop a Public Education Plan that fulfills the required checklist provided by the regulating agency (i.e., Michigan Department of Environmental Quality) and that dovetails with this Public Participation Process.

This Public Participation Process is intended to provide a mechanism to change people's behavior in order to improve the quality of the watershed. The Public Participation Process that we implement during the planning process can make the task of changing people's behavior

easier by beginning to expose them to the messages and images they will be seeing as part of each permittee's Public Education Plan.

While the regulated parties are developing their own public education plans, the regulated parties will share these plans with the stakeholder group and strive to develop similar PEPs. The parties have an interest in cost sharing for the production and distribution of the public education materials. Additionally, feedback from the public meetings and the priorities that emerge from the watershed management planning efforts will shape public education priorities and messages.

VI. Coming to Agreement

The Lower Huron River Watershed Advisory Group has decided to make decisions through consensus-based decision-making when possible. It is not expected that there will be many contentious decisions during the process. However, if consensus-based decision-making does not work in a situation, the Lower Huron River WAG has agreed to a majority vote mechanism based on the inter-governmental agreement that paying parties to this process signed. Each party to the agreement will get one vote.

If different points of view emerge in the stakeholder group and/or in the public meetings, HRWC will work to incorporate the differences in the watershed management plan. If the differences are too great and need to be resolved the HRWC will propose a direction to the stakeholder committee and ask for their decision (preferably through consensus or by vote).

VII. Adaptive Management

The Lower Huron River Watershed Advisory Group recognizes that this process is an iterative one—we start down a road and expect to make changes and adjust work plans accordingly. Some activities will work better and we will expand on those and learn from the mistakes we make by changing the plan accordingly.

In order to evaluate our efforts in public participation we will track public participation at the public meetings and we will ask attendees how they heard of the meeting. We will also have an evaluation form at each public meeting. We will expand on the communication mechanisms that worked to get the public involved (those identified by attendees) for future meeting announcements. If there are certain mechanisms that didn't work we will reevaluate them and try to expand on the successful mechanisms.

Appendix A: Detailed List of Stakeholders

Local Authorities / Government Entities

Berlin Charter Township Board of Trustees
Berlin Charter Township Planning Commission and Planning Staff/Consultant
Berlin Charter Township Zoning Board of Appeals
Berlin Charter Township Staff, Attorney and Engineer
Berlin Charter Township Water & Sewer Department and Board

Brownstown Township Planning Commission
Brownstown Township Zoning Board of Appeals
Brownstown Township Department of Public Services
Brownstown Township Economic Development Department
Brownstown Township Engineering Consultant

City of Flat Rock Department of Public Services
City of Flat Rock Planning Commission
City of Flat Rock Zoning Board of Appeals
City of Flat Rock Recreation Committee
City of Flat Rock Building Department
City of Flat Rock Planning Commission and Planning Staff/Consultant
City of Flat Rock Police Department Ordinance Officer
City of Flat Rock Mayor and Council

City of Gibraltar Department of Public Works
City of Gibraltar Planning Commission and Planning Staff/Consultant
City of Gibraltar Engineer
City of Gibraltar Mayor and Council
City of Gibraltar Staff, Attorney
City of Gibraltar Zoning Board of Appeals
City of Gibraltar Police Department

Huron Township Department of Public Works
Huron Township Planning & Zoning Department
Huron Township Planning Commission
Huron Township Zoning Board of Appeals
Huron Township Board of Trustees
Huron Township Staff

Michigan Department of Transportation (Berlin Charter Township; Village of South Rockwood;
City of Woodhaven)

Monroe County Road Commission (Berlin Charter Township; Village of South Rockwood)
Monroe County Drain Commissioner (Berlin Charter Township; Village of South Rockwood)
Monroe County Health Department (Berlin Charter Township; Village of South Rockwood)

City of Rockwood

City of Romulus Department of Public Works
City of Romulus Building Department
City of Romulus Staff (Planner, Ordinance Director, Soil Erosion, Water & Sewer)

*Lower Huron River Watershed
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Village of South Rockwood Department of Public Works
Village of South Rockwood Planning Commission
Village of South Rockwood Zoning Board of Appeals
Village of South Rockwood Staff (Building Inspector, Fire Chief, Police Chief, Attorney,
Engineer)
Village of South Rockwood President and Council

Sumpter Township Water and Sewer Department
Sumpter Township Planning Commission
Sumpter Township Supervisor and Board of Trustees
Sumpter Township Building Department

Van Buren Charter Township Environmental Department and Environmental Commission
Van Buren Charter Township Department of Community Services, Recreation Commission
Van Buren Charter Township Water & Sewer Department
Van Buren Charter Township Board of Trustees
Van Buren Charter Township Building and Planning Department
Van Buren Charter Township Planning Commission
Van Buren Charter Township Board of Zoning Appeals
Van Buren Charter Township Downtown Development Authority
Van Buren Charter Township

Wayne County Commission (Van Buren Charter Township)
Wayne County Permits (Brownstown Township)
Wayne County Department of Environment – Roads / Drain Commissioner / Watershed
Management Division / Land Resource Management Division (City of Flat Rock; Huron
Township; Van Buren Charter Township; City of Woodhaven)
Wayne County Department of Public Services (Huron Township; Van Buren Charter Township)
Wayne County Department of Health & Community Services, Environmental Health Division
(Van Buren Charter Township; City of Woodhaven)

City of Woodhaven Department of Public Service
City of Woodhaven Department of Water & Sewer
City of Woodhaven Mayor and City Council
City of Woodhaven Planning Commission
City of Woodhaven Zoning Board of Appeals
City of Woodhaven Downtown Development Authority
City of Woodhaven Department of Engineering and Public Service
City of Woodhaven Building Department
City of Woodhaven Recreation Commission
City of Woodhaven Staff and Consultants (Engineer, Planner)

Landowners / Businesses

Canadian National Railway (City of Woodhaven)
Mazda (City of Woodhaven)
DTE Energy (City of Woodhaven; Charter Township of Van Buren)
International Transmission Co. (City of Woodhaven; Charter Township of Van Buren)
FCS Industries (City of Woodhaven)
Sylvania Materials (City of Rockwood)
Post Gardens (City of Rockwood)

*Lower Huron River Watershed
Public Participation Plan*

SBC Communications: Michigan (Charter Township of Van Buren)
D&R Properties, Inc. (Charter Township of Van Buren)
Huron Valley Steel (Charter Township of Van Buren)
Huron Metallurgical (Charter Township of Van Buren)
LKQ of Michigan, Inc. (Charter Township of Van Buren)
Mobile Manor (Charter Township of Van Buren)
New Lawn Sod Farm, Inc. (Charter Township of Van Buren)
Presidential Estates (Charter Township of Van Buren)
Raymond Verrot - Commercial Property Owner (Charter Township of Van Buren)
STS HydroPower, French Landing Dam (Charter Township of Van Buren)
Van Buren Estate Mobile Home (Charter Township of Van Buren)