PLANNING NEAR PIPELINES - IMPLEMENTATION PLAN FOR OBTAINING ADDITIONAL CONSULTATION ZONE ORDINANCES IN WASHINGTON STATE

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Goal – Provide the promotion and incentives, while removing the barriers, so it becomes more common for local government entities in Washington State to adopt and successfully implement pipeline safety consultation zone ordinances.

Objective 1 – Provide county and city government with the education, support and technical assistance necessary that leads to the introduction of pipeline safety consultation zone ordinances in at least 10 communities within 12 months from the start of this program.

Task 1 – Develop materials that will make it easy for local government to understand and adopt consultation zones. Those materials will include at a minimum:

- Sample ordinances from communities that have already adopted consultation zones.
- The final PIPA Report that describes the need and justification for consultation zones.
- A clear description of a potential impact radius, and how local government can determine the needed consultation zone distances for the pipelines in their communities.
- A well illustrated presentation that provides the concept of consultation zones and examples of how if they are adopted they can increase safety and prevent future problems.
- Develop promotional and informational materials regarding how and where local government can receive financial support for these efforts.
- List of consultation contacts within each pipeline company.
- Create a website with all of the above and additional background information.

Task 2 – Use some of the remaining AWC grant as seed money and seek additional sources of funding to create a fund of at least $15,000 to provide small ($1500) implementation grants to local governments to help offset the staff costs of drafting and introducing an ordinance. These “grants” should have as few strings attached as is possible, and should be promoted on a first come first served basis to help create a sense of urgency to facilitate timely implementation.

Task 3 – Once the Final PIPA Report is released begin promotion of the concept by providing presentations at conferences and other gatherings of local government planners, administrators and elected officials to introduce the idea. Also promote availability of the information on the website.

Task 4 – To provide local citizen and media support to elected officials to pass such ordinances draft an Op Ed or Letter to the Editor for submission to local newspapers.
which uses recent pipeline disasters as a call for local government to be more proactive in ensuring the safety of those who live and work near pipelines.

**Task 5** – In communities that have shown interest in such pipeline safety efforts send a well spoken pipeline safety expert to their council/commission meeting to speak during a committee meeting or the public session outlining the need for greater pipeline safety, requesting action on such an ordinance, and providing information about financial assistance.

**Obtaining Commitment** –
- During conference presentations seek a pledge from attendees to help set up a meeting with who they see as the decision makers in their jurisdictions to get the consultation zone concept on the docket/
- During presentations to elected officials at Council/Commission meetings try to obtain an on the record verbal commitment to advancing the consultation zone concept.
- Make payment of the $1500 implementation grant contingent on introduction of a consultation zone ordinance.

**Objective 2** – Provide the pipeline safety stakeholders (pipeline industry, regulators, AWC, WSAC, CCOPS) the materials and coordination to successfully support local government adoption and implementation of consultation zones.

**Task 1** – Hold at least one face-to-face meeting of the consultation contacts from each pipeline company and the stakeholders implementing the effort to ensure everyone is on the same page and understands the desired outcome of these consultation efforts. To provide incentive for everyone to attend the WUTC should call for and host the meeting. If possible this meeting should happen soon enough that draft material from Objective 1, Task 1 can be shared and adapted as necessary. Basic findings from this project’s surveys and focus groups should be shared so everyone understands the beliefs, barriers, and needs of local government.

**Task 2** – Develop an easy system for pipeline company contacts and program implementers to share information, questions, concerns, successes and challenges as the program moves forward. The method could be something like an email listserv, but the group at the Task 1 meeting will determine that. This information exchange will also serve as a feedback loop to the program implementation team so the program can be adapted if necessary.

**Task 3** – Provide a designated member of the implementation team to facilitate and encourage this ongoing communication.

**Obtaining Commitment** –
- At the Task 1 meeting seek a commitment from each pipeline company representative, the WUTC representative, and the government associations representatives to get a letter of support from their respective company or agency
that can be distributed to local governments where they operate to demonstrate their support for the consultation concept and ongoing commitment to making it work smoothly.

- At the Task 1 meeting seek a pledge from each participant to share communication information, successes and challenges as the program implementation unfolds.

**Objective 3 – Provide a system for the ongoing education and materials necessary for local government planning and permitting staff in jurisdictions that have adopted consultation zones to clearly understand the purpose of consultation zones and to implement them with as little burden as possible.**

**Task 1** – Develop a mechanism to track jurisdictions that have adopted consultation zones and key contacts within those jurisdictions to ensure ongoing support for the smooth implementation of the programs.

**Task 2** – Make available through the key contacts in each jurisdiction the educational and support materials from Objective 1.

**Task 3** – Once ten communities have at least introduced consultation zone ordinances hold a one day meeting (travel support provided) of the point-of-contact staff in each jurisdiction along with the program implementers and pipeline company consultation contacts to make sure everyone understands the theory of the consultation zone concept, the differences that may have occurred in the way individual jurisdictions have adopted the concept, and discuss what materials and support the jurisdictions need for ongoing implementation. This meeting will also serve as a feedback loop to the program implementation team so the program can be adapted if necessary.

Materials and support may include:
- Handouts or checklists for those seeking permits
- Educational materials for planning/permitting staff
- Checklists for planning/permitting staff for differing situations
- Customized pipeline company contact sheets and places to obtain more information

**Task 4** – Develop and deliver materials agreed upon in Task 3.

**Obtaining Commitment** – Get the initial contacts within each adopting jurisdiction to provide a designated ongoing staff point-of-contact person who will serve as the liaison between the program implementation team and jurisdictional planning/permitting staff to ensure distribution of support materials and serve as a local educational/information source.