

MASON COUNTY PLANNING ADVISORY COMMISSION

September 23, 2013

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1. CALL TO ORDER

Vice Chair Ken VanBuskirk called the meeting to order at 6:04 p.m.

2. ROLL CALL

Members present: Jim Sims, Ken VanBuskirk, Kristy Buck, Bill Dewey, and Rob Drexler. Vicki Wilson was excused.

Staff present: Barbara Adkins, Tom Moore, John Keates, Brian Matthews, and Loretta Swanson.

3. REGULAR BUSINESS

ADOPTION OF AGENDA

Rob made the motion to accept the agenda and Kristy seconded, the motion passed unanimously.

APPROVAL OF MINUTES

The minutes for September 9, 2013 were reviewed. Ken made the motion to accept the minutes, Rob moved to accept the motion and Kristy seconded, the motion passed unanimously.

4. PUBLIC HEARING

CHAPTER VI, CAPITAL FACILITIES

Public Hearing to consider amendments to the Mason County Comprehensive Plan, Chapter VI, Capital Facilities.
Staff: Barbara Adkins

Barbara Adkins, Director of Community Development, opened the hearing on the proposed amendment to the Mason County Comprehensive Plan. She gave an overview of the staff report, the history and policy information. She explained that this is a yearly update to the six-year budget of the Comp Plan.

Vice Chair Ken VanBuskirk clarified ground rules for the hearings procedures.

1. INTRODUCTION

2. GOALS AND POLICIES

GENERAL CAPITAL FACILITIES POLICIES:

Bill Dewey commented on CF-401 and asked if there were any provisions to deal with homelessness in Mason County and he raised the question if the PAC wanted to add to Capital Facilities? Kristy asked staff why homelessness or homeless shelters weren't mentioned under Essential Public Facilities? Staff commented that it isn't defined by the State, adding that they can add and recommend the Board of County Commissioners (BOCC) to add it to Capital Facilities. The PAC discussed it in detail. The PAC agreed to recommend that the BOCC consider

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adding Homeless Shelters to Essential Public Facilities. Barbara agreed to put the recommendation in a staff report and will submit it to the BOCC.

Ken commented on CF-503 and asked to make recommendations on the policy. His recommendations are underlined below.

CF-503 Allow existing single-family homes in the Urban Growth Areas with septic systems to continue using septic systems until ~~such time as public sewers are available~~ they have failed. Single family homes with failed systems are required to convert to public sewer when those sewers are available. ~~Replace deficient septic systems in a timely fashion and require conversion when public sewers are available.~~

It was discussed in detail. Kristy commented that she did not think the proposed draft wording was clear. Ken commented that the proposed wording on CF-503 is for existing single-family homes in the Urban Growth area with systems that are still working. It was discussed in detail. Bill commented on Ken's recommendation stating that he could not support his suggestion, but appreciated his comments. The PAC agreed to discuss further after public comment was made.

Jennifer Hines, Vice Chair of the Belfair Sewer Advisory Committee addressed the PAC requesting to make a formal recommendation. She submitted a letter from the Belfair Sewer Advisory Committee asking to amend CF-503, which reads:

Allow existing single family homes in the Urban Growth Areas with septic systems to continue using septic systems until they have failed. Require conversion of failed septic systems to public sewers when available.

Jennifer commented on the wording on CF-502 in the proposed Chapter VI, Capital Facilities, stating that the usage of 'should be discouraged' should say 'must be discouraged'. She suggested that the PAC look at Ecology's Guidelines and how the language reads. The Belfair Sewer Advisory Committee also suggested adding 'existing businesses' in addition to single-family homes on CF-503. She explained that existing businesses that are on their own supporting system, would not be required to hook up unless it fails. The PAC discussed the recommendations in detail.

Bill asked Tom Moore, Deputy Director of Public Works and Utilities, to give his perspective on the policies in question. Tom addressed the PAC regarding CF-502 and CF-503. He explained the mandatory requirement for hook-ups and that they would need to expedite and finance the availability for these sewers with failing septic systems. He added that it is important to understand that if we aren't aggressive of the expansion of the sewer system throughout the UGA, that there is nothing for them to connect to. And how do we finance it? It was discussed in detail.

Bill asked Tom if they make the policy amendment to CF-503, does it change the numbers of the Belfair sewer proposed in the Capital Facilities? Tom commented that it does, explaining that he has stayed on schedule and identified the projects and how to fund them through Grants and loans. Tom clarified that any changes would affect the loan because the numbers are based on payback through rates.

Ken made the motion to amend policy CF-503 to allow existing single-family homes in the UGA with septic systems to continue using septic systems until they have failed. Single-family homes with failed systems are required to convert public sewer when available. Rob seconded with the addition of existing businesses along with single-family homes to the amendment of CF-503.

Ken made a second motion to add existing businesses.

Amend CF-503 to read: Allow existing single-family homes and existing business in the Urban Growth Areas with septic systems to continue using septic systems until ~~such time as public sewers are available~~ they have failed. Single-family homes and existing businesses with failed systems are required to convert public sewer when available. Rob seconded.

Bill commented that he supports the amendment and appreciates the community support. He also added that it is important to capture what staff had said about inspections in the UGA and making sure that systems are working properly. The PAC discussed and agreed it is an important factor and added that failures are clearly defined and inspections are done on a regular basis. Kristy asked if staff has any examples of new systems that were installed and didn't require property owners to convert? She asked for clarification on how the system gets paid for. Jennifer

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Hines explained that she has been researching, but could not give any specific examples. There was a discussion on hook-up and monthly fees.

Brian Matthews, Public Works & Utilities Director, addressed the PAC stating that they do not have the funding to get the connections to all the places right now, but the Commissioner's did allow holding tanks to be placed. He explained that in the case that you have a failing septic system, it would be an ideal place where, at that point, you can either repair that failing system, and you waive your right to connect and place a holding tank. The County then takes responsibility to pump those tanks. It was explained that the cost to pump is part of the monthly fee. It was discussed in detail.

Bill suggested adding wording regarding holding tanks to CF-503. It was discussed. Ken commented that it might be more convenient to modifying the Urban Growth Boundaries of Belfair and incorporate the more developable areas into that sewer plan. Jim added that it doesn't address holding tanks. Bill stated that within the UGA there are septic systems that fail and may not have sewers available to them in the immediate future. Staff affirmed that holding tanks are listed in the ordinance. The PAC agreed that they did not need to address further.

A vote was taken regarding the second motion on the floor to amend CF-503 with new language. The motion passed unanimously to change CF-503 to read:

CF-503 Allow existing single-family homes and existing business in the Urban Growth Areas with septic systems to continue using septic systems until they have failed ~~such time as public sewers are available.~~ Single-family homes and existing businesses with failed systems are required to convert public sewer when available. ~~Replace deficient septic systems in a timely fashion and require conversion when public sewers are available.~~

Ken asked if the PAC could address Jennifer Hines request on CF-502, explaining that they look at the wording. It was suggested that 'should be discouraged' be changed to 'must be discouraged'. Jennifer commented that she did not know what Ecology's wording was. Ken asked staff if the wording should be changed and asked that they look at what Ecology's Facility Plan says. It was discussed in detail. Staff agreed to research.

3. WATER AND WASTEWATER UTILITIES

Bill questioned the Hoodspout/Skokomish Area listed under Future System Development. He questioned the date listed as 2011 and if it needs to be corrected. Tom commented that the project is currently happening. Jim asked if it should say 'scheduled to be commenced'? It was discussed and the PAC agreed to suggest that staff would research and get an accurate update and adjust the wording accordingly.

4. SOLID WASTE UTILITY

There was a 10-minute break.

5. PARKS AND RECREATION FACILITIES

Facilities, Parks & Trail Director John Keates addressed the PAC giving an overview of the revisions made to Parks and Recreation Facilities.

Bill questioned the last paragraph under County Parks Facilities (page 30), asking for clarification of the wording used. It reads: The Park Plan update of 2012 again has a public outreach component with a citizen survey and multiple public meetings, but the results will not be known until later this year. Bill asked if 'later this year' referred to 2013? John explained that he has all the results and will revise and agreed to amend the statement.

Parks & Trails Department

Fund Name: REET 2 Capital Improvement Program

Project Name: Sandhill Park Renovation

Ken commented on the wording of Sandhill Park Renovation. He questioned the wording under Justification and asked for clarification on 'Play equipment addition'. John explained that it is an addition to already existing play equipment. The PAC asked staff to correct the wording. Staff agreed.

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Table 5-1. Inventory of Parks

Ken commented on Lower Lena Lake and Upper Lena Lake, listed on page 33 under United States Forest Service on Table 5-1. He stated that he thought they were Jefferson County facilities and should be removed. He also asked staff to add 'Big Creek Campground' and 'Lena Creek Campground' to the Inventory of Parks, Table 5-1. Kristy also commented on Table 5-1, Private Facilities Open to the Public on page 36, inquiring if Little Spencer Creek RV Park, which is open to the public, should be added to the list? Staff agreed to research further.

Project Name: Coulter Creek Park Acquisition and Development

Bill asked staff if the project was further along? John Keates explained that Phase 1 is done and that Phase 2 would include a boardwalk and trail. Kristy asked if the property has been purchased? Staff confirmed that the property has been acquired. Bill asked staff to update the description to reflect the improvements done thus far and to revise so that it states that the property has been acquired. John agreed to make the revisions.

Project Name: North Bay Trail Project

Bill suggested that the description under justification be updated now that Coulter Creek property has been acquired. Staff explained that both ends of the trailhead are done and work is ready to begin on the trail. Staff agreed to update the justification language to reflect the revisions.

6. COUNTY AND ADMINISTRATIVE BUILDINGS

John gave a brief overview of the improvements, projects and facility needs that are addressed.

Parks & Trails Department

Fund Name: REET 1 Capital Improvement Program

Project Name: Mason County Jail Improvements

Ken asked John about the various improvements. Staff explained the facility improvements needed to the jail and the importance of them. Ken asked about making a formal recommendation to the Board of County Commissioner's that they focus on the improvements to the jail. It was discussed in detail. Ken made a motion that the PAC encourage the Board of County Commissioner's to focus on improving the Mason County Jail for the particular section of Capital Facilities (page 73). Bill seconded. The motion passed unanimously.

7. POLICE AND CRIMINAL JUSTICE FACILITIES

Kristy asked for clarification on the reconfigured facility (page 81) and that the date needs to be revised under Jail Facilities. Staff agreed to clarify.

It reads: In 2012, the Mason County Sheriff's Office is developing and implementing a plan to reconfigure the DSU (Direct Supervision Unit) facility.

8. STORMWATER MANAGEMENT

FUNDING

Loretta Swanson, Stormwater Program Coordinator discussed the storm and surface water management plan. She explained that there has been some changes since the draft was printed regarding revenue sources. Loretta clarified that Road Fund and Real Estate Excise Tax (REET 2) on page 87, might not be what is projected on the table. She added that they would update as they go through the budget process and that the funds would be less than what is currently listed.

GRANTS

Loretta explained that they need authorization from the Board of County Commissioner's (BOCC) for approval to accept the grant from the Department of Ecology (page 88) to perform work in 2014 and 2015. She added they may or may not receive the grant but it has been authored and the revenues from the grant are included in the table. Bill asked if there was a match to the grant from the County. Staff confirmed that there are in-kind matching contributions. She clarified that the grant is Belfair specific and the idea behind the grant is to develop ULID strategies for both existing properties and for future development while meeting our stormwater developments. Ken asked if the grant was specific to the Belfair UGA that the language under Justifications (page 89) should reflect that and be identified. Staff agreed.

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COMPREHENSIVE MANAGEMENT APPROACH

Bill asked for clarification on the Stormwater Task Force (SWTF) meetings and recommendation from the BOCC. He asked if the BOCC had acted on those recommendations? Loretta explained that the recommendations were presented to the BOCC, but no actions were taken but they (BOCC) have expressed interest in revisiting again. Bill made a motion that the PAC requests the BOCC to be briefed and act on the recommendations of the SWTF. Ken seconded. Kristy commented that she did not know enough to make a formal decision. Bill suggested to the PAC that Loretta present the recommendations and a briefing from the SWTF to the PAC. Loretta agreed. It was discussed in detail. Bill withdrew his motion until further discussion and a briefing from the SWTF. Barbara asked the PAC if they wanted to be briefed by the SWTF before Capital Facilities is officially adopted or wait until next year? The PAC agreed that it would be separate to the Capital Facilities adoption, explaining that there would be no language changes made.

9. PUBLIC WORKS FACILITIES

Brian Matthews, Public Works & Utilities Director, reviewed the Department's needs and planned improvements.

10. FINANCE PLAN

Barbara asked the PAC if would like a second hearing? They agreed no second meeting was required. Bill made a motion to forward the recommendations made to Chapter VI, Capital Facilities to the BOCC as amended. Ken seconded. The motion passed unanimously.

5. NEW BUSINESS

Ken addressed the PAC explaining that he had asked the BOCC to attend a PAC meeting to discuss the SMP. He suggested that it would be appropriate to invite them to attend a workshop and have a joint meeting to discuss the SMP and where they are in the process. Barbara explained that the BOCC would attend the Nov. 18 meeting, which would be a publicly noticed full Commission meeting. Barbara asked the PAC if they wanted the meeting and asked for a group consensus. It was discussed in detail. Ken stated that he would like to have Ecology attend the November meeting as well. Jim suggested that the PAC bring their ideas to the table for the Nov. 18 meeting on what issues to discuss with the BOCC, he noted that this should be added to the Oct. 21 agenda. They agreed that the first item of discussion would be to brief the BOCC, in a round-table discussion, then on to regular business. The PAC decided that they would only need 1-hour. Jim added that public comment would be open at the end of their discussion. Ken asked to be excused for the October 21, 2013 meeting.

The next meeting will be held on October 21, 2013.

6. ADJOURNMENT

Meeting adjourned at 8:58 p.m.