

ALGONA PLANNING COMMISSION
July 7, 2022
Minutes



1. **CALL TO ORDER** – Chair Bramson called the meeting to order at 6:33 PM. Commissioners present were Chair Bramson, Commissioner Gomez, and Commissioner Harper. Mr. Bailey from Algona Public Works was present. Ms. Hepworth from Blueline was present. Commissioner Lindy was not present.
2. **APPROVAL OF AGENDA** – The agenda for July 7, 2022, was unanimously approved upon motion by Commissioner Harper, seconded by Commissioner Gomez.
3. **APPROVAL OF MINUTES** – The minutes for June 2, 2022, was unanimously approved upon motion by Commissioner Gomez, seconded by Commissioner Harper.
4. **OLD BUSINESS** –

Bioretention Facilities

Ms. Hepworth stated that bioretention is permitted in the City under the adopted Department of Ecology Stormwater Manual and described instances in which bioretention is required on private development projects. Ms. Hepworth noted that bioretention facilities are not typically feasible within the City due to the groundwater level being too high to accommodate it. Typically a facility requires a depth of 3-feet to construct for the facility to be operational. Ms. Hepworth noted that bioretention facilities can pose a safety risk because of their depth.

Street Parking

Ms. Hepworth conducted some research on the feasibility of adding street parking stalls to residential streets. Mr. Baily stated that there are limited streets that are wide enough to accommodate parking stalls, along portions of Broadway Avenue, 7th Avenue, 6th Avenue, and 10th Avenue. Commissioner Harper asked if bioretention facilities were possible along these streets as a way to reduce flooding issues and if so, which areas of the City would benefit. Ms. Hepworth stated she would work with the City’s consulting engineer, Stacey Clear, to verify this. Commissioner Bramson stated that he has seen bioretention facilities online in the Pinehurst Green Grid and noted that the City should enhance the availability and design of sidewalks. Commissioner Harper stated that there is an application in for the Safe Routes to School program that would install sidewalks along Celery Avenue.

Public Participation Plan

Ms. Hepworth presented the Public Participation Plan (PPP) for the 2024 Comprehensive Plan to the Planning Commission for final comments. The Commission agreed that the local broadcast channel should be utilized as a communication resource. Commissioner Harper asked if the City is on track with other similar sized cities for the 2024 Comprehensive Plan. Ms. Hepworth stated that

Algona is on track.

6. NEW BUSINESS –

Water Efficiency Goal

Mr. Bailey stated that the city is required to prepare water efficiency goals every six (6) years with the Washington Department of Health. Mr. Bailey presented water usage data between 2016-2021 and stated that the city met their efficiency goals. Mr. Bailey noted that data varies year to year inconsistently because there are issues with the past goal. The 2016 goal was to reduce water use by 5 gallons per person per day. Mr. Bailey's recommendation for new goal is a water loss rate target that would be supported through the city's newsletter, goals, and policies. Mr. Bailey stated that the water efficiency goal must be approved by the Planning Commission to proceed with the process.

Commissioner Harper asked for clarification on the 2016-2021 data and the state requirement on the efficiency goals. Mr. Bailey stated that this is a requirement of the Department of Health and must be updated every six (6) years. Mr. Bailey stated that he can re-evaluate the data with more recent population estimate resources. Mr. Bailey stated that tonight's meeting can be informational with a decision made in the August meeting to meet the state's deadline.

Commissioner Harper asked if goals can be changed based on the property's use. Mr. Bailey stated that goals can be established based on residential, commercial, and industrial uses.

Commissioner Harper asked what Mr. Bailey's recommended goal would be. Mr. Bailey recommended picking a percentage for reducing water loss and continue to emphasize water conservation. Mr. Bailey stated a reduction goal of 6-8% in water loss is ideal and realistic. Commissioner Harper asked what the consequences are for not meeting the goal. Mr. Bailey stated that the State would not punish the city but would work with city staff to better understand existing policies and conditions that impact water reduction.

Commissioner Harper and Commissioner Gomez had questions about the reliability of the 2016-2021 data and the types of uses that use the most water. Mr. Bailey stated that additional time to review water efficiency goals and usage rates can be provided, and an extension from the state was possible.

Chair Bramson recommended tabling the discussion until the August meeting.

2021 King County Buildable Lands Presentation

Ms. Hepworth gave a presentation on the 2021 King County Urban Growth Capacity (Buildable Lands) Report. The results of the capacity report influence what the city is required to plan for in terms of population, housing, and employment growth targets. Ms. Hepworth stated that the City is currently on track for housing targets and is ahead of schedule for employment targets.

2022 Commission Work Plan Mid-Year Evaluation

The Commission reviewed the 2022 work plan to evaluate changes to the plan and review what has been accomplished in 2022 so far. Chair Bramson noted that many of the actionable tasks available have been achieved or are in progress. The Commission expressed interest in holding a retreat with the City Council to work on the Comprehensive Plan and to gain familiarity with one another. Chair Bramson stated that the retreat should be held after a new commissioner fills the last open seat on the Planning Commission.

7. OTHER BUSINESS – None.

8. ADJOURNMENT – The meeting adjourned at 8:03PM, unanimously approved upon motion by Chair Bramson, seconded by Commissioner Harper.

APPROVED:

STEVE BRAMSON, CHAIR
CITY OF ALGONA
PLANNING COMMISSION

The Planning Commission minutes are not verbatim; however, tape recordings are available upon request.