

**SULTAN CITY COUNCIL
AGENDA COVER SHEET**

ITEM NO: SR-3

DATE: June 10, 2010

SUBJECT: Planning Board Minutes, May 18, 2010

CONTACT PERSON: Robert Martin, Community Development Director

ISSUE:
Transmittal of Planning Board Minutes for the May 18, 2010 Planning Board Meeting

STAFF RECOMMENDATION:
Receive Report, no action required.

BACKGROUND:
This Meeting included:

1. A-1 Public Hearing - Repeal of SMC 21.04.052 Cluster Development
2. A-2 Receive 2010 Annual Docket Referral from City Council
3. A-3 Housing Element Goals & Policies
4. A-4 Set Public Hearing 0 2011/2016 Transportation Improvement Plan
5. D-1 Park Element Goals & Policies
6. D-2 Repeal SMC 21.04.54A – Duplex or Multi-Family 300-foot separation required

ATTACHMENTS

Attachment A: Planning Board Minutes of May 18, 2010

SULTAN PLANNING BOARD MEETING MINUTES

May 18, 2010

PLANNING BOARD MEMBERS PRESENT:

Frank Linth –Chairman
Steve Harris
Jerry Knox
Bob Knuckey

Staff: Deborah Knight, City Administrator
Robert Martin, C.D. Director
Cyd Donk, P.B. Secretary

CALL TO ORDER: Frank Linth called the meeting to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL: See above

CHANGES TO THE AGENDA

Time on the Agenda says 8:00 p.m. We are starting the Meeting at 7:00 p.m. No other changes.

PUBLIC COMMENTS

No comments.

PLANNING BOARD MEMBER COMMENTS:

No comments from the Board.

HEARINGS AND ACTION ITEMS

Approval of P.B. Minutes for May 4, 2010. Motion given by Knox and Second by Harris. Discussion by Knuckey about the content of the Minutes. Staff states that these are not “transcripts” of the meeting they are “Minutes”. The Minutes are written to give the intent of what was stated at the meetings. Staff states that if they are material errors they need to be pointed out. Linth asks if it is written anywhere, is it defined what the Minutes should contain. Staff states that only the Action taken by the Board is what is necessary in the Minutes. The rest is the intent of the meeting. Staff to revise Minutes of May 4th to reflect Knuckey’s corrections on page 2 of 4 first paragraph.

A-1 PUBLIC HEARING

Repeal of SMC 21.04.052 Cluster Development.

Staff gives brief presentation on Cluster Developments and why this housekeeping item needs to be addressed and removed from the Code. In essence, Lot Clustering does the same thing as the Lot Averaging. Staff asks for it to be removed. Knox asks if this is just a housekeeping item. Staff asks Board to set the Public Hearing for June 1, 2010. Board sets Motion by Knuckey and seconded by Knox. A brief discussion by the Board then all Ayes.

A-2 RECEIVE 2010 ANNUAL DOCKET REFERRAL FROM CITY COUNCIL

Staff explains to the Board what Council would like the Board to do. The only item submitted for the 2011 Docket, and the only one referred to the Board for action is decommissioning of the Industrial Park Master Plan, a sub-area plan of the Comprehensive Plan. Staff recommends that the Board move to receive this item from the Council and direct Staff to proceed as appropriate. Harris asks if the letter from Ms. Fallgatter has anything to do with this. Staff explains that her comments in general were that the retail over roof tops needs to stay in place. Our current Comprehensive Plan upholds this plan. Knuckey moves to receive Council’s recommendation and Knox seconds. All Ayes from the Board.

A-3 HOUSING ELEMENT GOALS & POLICIES

Staff is bringing back the Housing Element with the changes the Board asked for at the May 4th Meeting. Staff goes over the changes. Harris asks if the Transportation Element is here. Staff states this has already went to Council. The Board quickly reviews the changes provided. Harris makes the Motion to forward the Housing Element to the Council. Seconded by Know. All Ayes by the Board.

A-4 SET PUBLIC HEARING – 2011/2016 TRANSPORTATION IMPROVEMENT PLAN

Staff explains that the City is required to submit the TIP every year (2012/2017; 2013/2018; etc). It is built on the framework of your Transportation Element in the Comprehensive Plan. Staff explains the history of the GHMB findings and why the City had to amend the Transportation Element. Staff is asking the Board to set the Public Hearing for the TIP for the next 6-years.

Knox asks if Fallgatter had an issue with the 132nd road. Harris states he believes it is the one (the road) in the IPMP. Staff agrees with Harris.

Staff explains the Transportation Plans are divided by a 20-year list, a 6-year list, and the annual list. There are 3-different Transportation Plans to update.

Harris asks Staff about the Transportation Benefit District, like the City of Monroe. Staff explains that they did look at this a few years ago and found that it was not financially feasible.

Board & Staff discuss the improvements to Highway 2 and Staff states that this should be WSDOT's responsibility.

Harris asks about Sections T-47 and T-65 and removing them from the Plan. Staff states that they still have to do what the Plan requires. These are still required in the current plan. Discussion between Board and Staff about the future of Transportation in the City.

Staff asks the Board to see if the current 6-year Plan makes sense to the Board and/or is there something they would like to see on the 6-year Plan. Staff explains that the 6-year Plan is a boiled down version of the 20-year list and Staff is not doing anything to the 20-year list.

Harris asks about some T-numbers that do not match (on the map). Staff needs to go back and fix the numbers so they match.

Discussion by Board about FEMA and changes they have made to their maps and how things will change in the City. Staff clarifies that FEMA has not changed their maps yet and this is not an issue.

Motion to set Public Hearing for June 1, 2010. Motion set by Knuckey and seconded by Knox. All Ayes.

8:00 p.m. Break for 5-minutes.

D-1 PARK ELEMENT GOALS & POLICIES

Staff gives introduction to the Parks Element and asks the Board to review Staff recommended changes to the Park Element Goals & Policies.

Harris asked if there is a legend or graph that they can see. Staff states that one was made for Council and they will forward it to the Board.

Board discusses changes they would like to see Staff make. Staff will bring back changes at the June 1st Meeting.

D-2 REPEAL SMC 21.04.054A - DUPLEX OR MULTI-FAMILY-300-FOOT SEPARATION REQUIRED

Staff gives an explanation of the reasons to repeal SMC 21.04.54A. Basically the Comprehensive Plan calls for support and encouragement of duplexes as a way to provide affordable housing. The Code Standards in question are a 100-foot and a 300-foot limitation on proximity of duplex housing to other duplex units. This provision is in direct contradiction to the applicable policies in the Comprehensive Plan. Staff recommends that these provisions be deleted from the Conditional Use section of the Unified Development Code. Board moves by consensus to go to Public Hearing on June 1, 2010. All Ayes.

SUMMARY OF MEETING RESULTS AND ACTIONS FOR NEXT MEETING

- Set a Public Hearing for June 1, 2010 - Item A-1 Cluster Development
- Receive the Comp Plan Docket and proceed as appropriate
- Forward the Housing Element to City Council
- Set Public Hearing for June 1, 2010 for the TIP
- Revise the Parks Element and bring back changes to the Board
- By consensus set Public Hearing for June 1, 2010 for Repeal of SMC 21.04.054A

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

No public comments.

BOARD MEMBERS COMMENTS

Bob Knuckey: Great meeting.

Steve Harris: Thanks Staff for going the extra mile and being so proactive.

Frank Linth: Board has a Meeting on Thursday, regular CC on the following Thursday, the regular P.B. on June 1, 2010 and then a Workshop around the 1st of June.

Jerry Knox: What are we doing at the Workshop? Working on the Book and Kristina Blair has offered to help.

ADJOURNMENT

At 9:20 pm on a motion by Knuckey and seconded by Harris and ayes by all, meeting was adjourned.

Frank Linth, Planning Board Chairman

Cyd Donk, Planning Board Secretary

ADJOURNMENT

At 9:52 pm on a motion by Knox and seconded by Knuckey and Ayes by all, meeting was adjourned.

Frank Linth, Planning Board Chairman

Cyd Donk, Planning Board Secretary