

**SULTAN PLANNING BOARD
CITY COUNCIL JOINT MEETING DISUSSION DRAFT
PRIORITIZED WORK TOPIC LIST
NOVEMBER 18, 2008**

SHORT TERM, HIGH PRIORITY *(Short Term, High Priority means start as soon as possible and complete as soon as possible).*

1. Planning Board orientation/education process including sponsorship of Planning Association of Washington "Planning Short Course" *(started and ongoing)*
2. Develop, implement, and maintain reliable methods of communication and liaison between Planning Board and City Council. *(started and ongoing)*
3. Review and revise the Public Participation Procedures in Sultan Municipal Code 16.134.010 with the intent to provide an organized and open system of citizen involvement in the planning program. *(completed, Ordinance 1015-09)*
4. Prepare and adopt policies and procedures for 2011 Comprehensive Plan Update. *(Ordinance 1015-09 is partial completion of this task)*
5. Construct a "Public Institution" or "Public Lands and Uses" zone text and amend into Title 16, and apply that zone to appropriate properties including but not limited to currently "unzoned" city-owned properties through a Zone Map amendment. *(zone text under development by Planning Board)*
6. Revise SMC Chapter 17-08, Flood Damage Prevention as required by Dept. of Ecology for FEMA Flood Insurance Program. *(Ordinance 1019-09 set for second reading by City Council)*

SHORT TERM, MID PRIORITY *(Short Term, Mid Priority means start before end of 2008 and complete within 3 months)*

1. Annual Comprehensive Plan Docket Process: formalize dates and procedures for consideration of proposals from Citizens, Planning Board, and City Council. *(completed, Ordinance 1015-09)*

MID TERM, HIGH PRIORITY *(Mid Term, High Priority means start within 6 months and complete within 9 to 12 months)*

1. Revise the Development Permit Matrix System for Quasi-judicial and legislative responsibilities of the City Council including the schedule and time lines to complete the review process. Reduce Council's Quasi-judicial role in land use processes. *(Substantially complete, Ordinance 983-08 and Ordinance 993-08, final work in progress on additional code locations)*

MID TERM, MID PRIORITY *(Mid Term, Mid Priority means start within 6 months and complete within 12 months)*

1. Revisions to Planned Unit Development Regulations and related Unified Development Code provisions.
2. Code revisions to address make-up and involvement of Design Review Board.

LONG TERM, HIGH PRIORITY *(Long Term, High Priority means start within 12 months and complete within 24 months)*

1. Streamline Unified Development Code (Title 16), and Other Land Uses (Title 21) to provide for accurate, consistent, and efficient review and processing of applications.
3. Review Comprehensive Plan policies related to “retail over rooftops” as expressed through water and sewer allocation.
4. Adopt a “holding charge” for allocated water and sewer Certificates.
5. Review timing and collection of park impact fees (final plat vs. building permit).
6. Evaluate programs to encourage economic development by crediting a portion of the costs of transportation impact fees commensurate with the collection of increased retail sales tax from the business.

LONG TERM, MEDIUM PRIORITY *(Long Term, Medium Priority means address within 24 months)*

1. Engage County in discussion of Rural-Urban Transition Area (RUTA) as it relates to costs of utility development for City of Sultan.

LONG TERM, LOW PRIORITY *(Long Term, Low Priority means address as time and opportunity allow)*

1. Update Sign Code (Title 22) as a component of downtown revitalization.