

# **SULTAN PLANNING BOARD**

## **PRIORITIZED WORK TOPIC LIST**

**Updated as of  
January 13, 2010**

### **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 adopted, Policies in place with State and PSRC)*
5. Revise SMC Chapter 17-08, Flood Damage Prevention as required by Dept. of Ecology for FEMA Flood Insurance Program. *(Ordinance 1019-09 adopted by Council)*
6. Modification of SMC 16.25, Accessory Dwelling Unit code, Referral from Council on 11-12-09.

### **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)*
2. Construct text and map of Public & Institutional Zone. *Completed: Recommendation to Council accepted and final action pending Comprehensive Plan Docket adoption.*

### **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. *( Ordinance 983-08 and Ordinance 993-08)*
2. Reduce Industrial minimum lot size from 1-acre to ½ acre to enable additional industrial development options. *(Public Hearing and recommendation for approval by Council April 21, 2009). Council accepted Board recommendation at 12-10-09 meeting. Final council action pending).*
3. Finalize Comprehensive Plan Docket recommendation to the City Council for 2009 Docket Process as provided for by Ordinance 1015-09. *Completed 5-5-09, Council action pending completion of notice procedures.*

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

1. Construct new Planned Unit Development Regulations and related Unified Development Code provisions. Board recommendation to Council to remove PUD code (Nov. 10, 2009). Council accepted recommendation (Dec. 10, 2009) and remand to Board for action.
2. Code revisions to address make-up and involvement of Design Review Board (Temporary Appointment Complete).

**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. *Projected Schedule: Sept. 2009 through Dec. 2010.*
2. 2011 Comprehensive Plan Policy Update. *Projected Schedule October 2009 to June 2010.*
  - a. community involvement,
  - b. policy input,
  - c. public review,
  - d. recommendation
3. Review Comprehensive Plan policies related to “retail over rooftops” as expressed through water and sewer allocation. Part and parcel of item 2 above. *Projected Schedule February 2010 June 2010.*
4. Review timing and collection of park impact fees (final plat vs. building permit). *Projected Schedule February 2010 June 2010*
5. 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. *No projected schedule as of this date.*

**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. *Part of lead up to 2015 Comprehensive Plan Update, no projected schedule as of this date.*

**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. *No projected schedule as of this date.*