

**SULTAN PLANNING BOARD MEETING MINUTES**  
**April 6, 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 7:04 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** All present and accounted for.

**CHANGES TO THE AGENDA**

None.

**PUBLIC COMMENTS**

No comments.

**PLANNING BOARD MEMBER COMMENTS:**

Frank Linth: Lights at Post Office are on. Happy to see that. Fire Department had something to do with that along with Mayor Eslick. No other comments from the Board

**HEARINGS AND ACTION ITEMS**

Approval of P.B. Minutes for March 16, 2010. Motion by Knuckey. Second by Knox.

**H-1 Public Hearing Code Amendments to remove PUD Procedure SMC 16.10 and create SMC 16.14 Lot Averaging.**

Public Hearing Opened. Linth states that he would like to see more Developer's involved especially since there are no public attendees to the meeting this evening. There needs to be some changes to the attachment, proposed SMC 16.14 Lot Averaging. Motion by Knox to close hearing. Second by Knuckey. All ayes.

Discussion between Staff & Board in reference to language in the proposed SMC 16.14. Proposed additions and deletions: Add definition of "Lot", keep language the same lots/parcels/etc. Come back to this on item A-3, Recommendation to Council.

**A-1 Set Public Hearing Economic Stimulus**

DK explains what Council has directed Staff to do in regards to offering relief and Economic Stimulus. Explanation of what a Developer's Agreement's intent was given to the Board by Staff. Staff is just asking for the Board to set the Public Hearing. Discussion continues between Staff and the Board about fees (impact, water, sewer, building permit). Knox states it doesn't seem like much in the way of relief. Harris explains that it does help, just multiply the dollar amount times the number of lots shows the importance. This cash can be used elsewhere to keep the project moving forward. DK states the only thing that may change with this Agenda is the effective date of July 1, 2010. Plats must have Preliminary Approval before this date. Harris asks Staff if there are any fees associated with this stimulus process.

Staff clarifies there are none. Knox states that the Board is asking for too much information and needs to move on. Knuckey moves to have the Public Hearing on April 20<sup>th</sup>. Harris seconds the motion. Linth is uncomfortable with the timeline. He feels he has not adequately explained himself. He has a concern with the timeline and a plat that is in the works. Linth would like to meet with Staff regarding this issue. Call for the question: All Ayes to set the Public hearing for April 20<sup>th</sup>.

**A-2 April 20, 2010 P.B. Meeting, move start time from 7:00 to 8:00 p.m.**

Knox made the Motion. Harris second. Knox, Harris, aye, Knuckey is opposed.

**A-3 PUD and Lot Averaging, recommendation to Council**

Knox moves for no further discussion and to recommend removal of the PUD Code and addition of the Lot Averaging Code to the City Council. Harris seconds. All Ayes.

**D-1 Comp Plan, 2011 Update Process: Transportation Element Goals and Policies**

DK discusses with the Board about the changes the Board requested. Harris discusses the Highway 2 corridor in the Comp Plan. DK says 1.3.4 Section would be a good place to put this item. 1.3.2 is good by the Board. 1.3.3 Board is good with this. 1.4.6 Board is ok. 1.4.7 & 1.4.8 changes are good with the Board.

DK asks if there are any changes to Section 1.5 by the Board. Board and Staff discuss LOS for Traffic and Roadways that are referenced in the Comp Plan. Linth 1.6.5 page 6 states it is not very clear. Staff agrees. Working on wording for grants and funding. Linth asks about Sections 1.7, and 1.7.1, and 1.7.2 and if this has to do with State Mandates. Staff will reword this Section. Page 8, Linth asks about the infrastructure. Staff states it is policy. Discussion of Highway 2 between Staff and the Board.

Linth calls a break for 5-minutes. Call to Order at 8:41 p.m.

**2.2 Railroad**

Section 2.2.3 in Western Heritage Center is now located in Monroe at the Fairgrounds. Staff and Board discuss Section 2.2.1. Change employment district to industrial district. Board asks Staff for language about commuter rail. 2.2.3 delete. 2.2.4 add Sultan as a stop. 2.2.6 Heading Commuter Rail...adding more language. Staff and Board discuss the rest of the TR Section. Board agrees to go thru the rest of TR items. No further changes.

**D-2 Joint Meeting Agenda, Planning Board & City Council April 27, 2010**

DK explains the Joint Planning Board with City Council. Items to discuss are the Vision Statement, Small Town Character, and Park definitions. For the Park definitions the Board and Council will direct Staff on how to address these items and Staff will work with the PROS Plan Consultant. Board and Staff discuss the difference between a Vision Statement and a Mission Statement. Board decides that there really needs to be a discussion with Council about the "small town character" and "sense of community". "What would you like to see?" Board stated that having the small group outreach meetings has been great and we would get more input if we asked the public "what would you like to see?"

**D-3: Update on Outreach Park, Recreation, Open Space (PROS)**

The issue before the Planning Board is to provide input and feedback on the public involvement process to develop the park and recreation open space plan (PROS Plan). Board is excited with the welcome they have been receiving from the many groups they have met with regarding the PROS Plan. Staff to send updated Outreach Calendar to Board.

#### **Agenda Item D-4 Reorganizing Title 16: Introduction of Concept and Work Plan.**

RCM goes over the Agenda Cover for the reorganization of Title 16, 21, and 22. Staff goes over the old Code of 1995 and the new version of the Code and how the City needs to go back to the format of the 1995 Code with a Zoning Code and a Subdivision Code. Board discuss that they understand the need for the update. They do not understand why things were changed along the way. Board asked for an explanation from Staff on how things changed. How did the Code changes get from 1995 to 2010. Staff explains that there was a trend to consolidate the zoning code and subdivision code into a single land development code. This has worked well for some communities, but not for many, including Sultan. Board and Staff agree that time is of the essence and we can get this done if we stay focused. Board states there are 16-items to go through as shown on the Planning Board Work Plan Chart. Staff says there will be no policy changes but we will be formatting mechanically how things are done. Board asks why it is being brought to them. Staff states it is a Development Regulation. The Board will need to hold the Public Hearings so they will have to be well versed on what Codes have in them. The Board agrees that the process needs to be done, and staff should proceed as quickly as possible and keep the Board informed as appropriate so that they are informed about the few specific code items where policy issues will be addressed.

#### **SUMMARY OF MEETING RESULTS AND ACTIONS FOR NEXT MEETING**

- None at this time.

#### **PUBLIC COMMENTS ON AGENDA ITEMS ONLY**

No public comments

#### **BOARD MEMBERS COMMENTS**

Bob Knuckey: No Comments

Steve Harris: No Comments

Jerry Knox: No Comments

Frank Linth: Asked Staff for the Planning Board appointment terms. Staff responded with the following: Knuckey & Harris plus the Vacant Chair expires July 1, 2010. Knox and Linth expire July 1, 2011. These positions are appointed by the Mayor for a term of 2-years.

#### **ADJOURNMENT**

At 10:04 pm on a motion by Knox and seconded by Knuckey and Ayes by all, meeting was adjourned.

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Frank Linth, Planning Board Chairman

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Cyd Donk, Planning Board Secretary