

SULTAN PLANNING BOARD MINUTES
October 5, 2010

PLANNING BOARD MEMBERS PRESENT:

Bob Knuckey
Frank Linth
Steve Harris
Jerry Knox

STAFF:

Deborah Knight, City Administrator
Bob Martin, Community Dev.
Cyd Melnyk, Permit Assistant

CALL TO ORDER:

Call to Order at 7:06 p.m.

CHANGES TO THE AGENDA:

PUBLIC COMMENTS:

Teresa Knuckey – 606 – 1st Street, Sultan WA - Happy Birthday Frank! Would like to see a Maintenance Program in place before the City adds new Parks. Temporary Park Ranger would be nice. Parks could use more play equipment, maintenance, ranger, overall let's improve the parks we have. Encourage the school kids to do nature walks and learn about nature, fish and wildlife.

PLANNING BOARD MEMBER COMMENTS:

Bob Knuckey: Happy Birthday Frank. Milk & Cookies for the audience, so help yourself.

Jerry Knox: None.

Steve Harris: Happy Birthday Frank.

Frank Linth: Ditto.

APPROVAL OF MINUTES:

Approve September 21, 2010 Minutes, accept the Minutes as written. Motion by Knox and seconded by Knuckey, all Ayes.

PUBLIC HEARING AND ACTION ITEMS:

PH-1: Parks, Recreation, and Open Space Plan

Staff gives brief overview of the Parks and Recreation Open Space Plan. Staff describes where the Plan is at and what needs to be added. Staff is ready to answer questions the Board may have.

Board asks for questions of clarification for Staff. None asked.

PUBLIC COMMENTS:

Teresa Knuckey – 606 – 1st Street, Sultan WA. Would like to see a Maintenance Program in place before the City adds new Parks. Temporary Park Ranger would be nice. Parks could use more play equipment, maintenance, ranger, overall let's improve the parks we have. Encourage the school kids to do nature walks and learn about nature, fish and wildlife. Would like to add a suggestion for an overnight stay park in Sultan. Does not know which one would be best but believes that would be a good addition.

No other public testimony offered.

Motion to close the Public Hearing. Motion by Knuckey and seconded by Knox, all Ayes.

BOARD COMMENTS:

Board asks a few questions to Staff on pages 9 about - Age, page 10 –about Race, page 17 – about Level-of-Service. Staff needs to strengthen the Level-of-Service Chapter to show how Parks requirements will be met or are met. Board tells Staff that they have done a great/terrific job so far but where is the Maintenance Section of this Plan. Staff says it starts on page 23, but it still has to be written. Staff states she has worked at least 15-hours on this Plan and feels like there is 10-more hours to put in. Staff is running out of time. Staff explains to Board that nothing needs to be done at this Public Hearing and goes over the future meetings that will be held on the PROS Plan. Board would like to see strong language for Maintenance portion of the Plan.

Board has discussion over Parks needs. Board would like Staff to add in the “Partnerships” in the introduction part of the Plan – add Adopt-A-Street with its 300-Volunteers. Policy procedures need to be put in place. Board agrees. Staff and Board have more discussion.

Consensus to add: complete the park and maintenance section with strong language, support for a community bond; paint a picture for the quality of life; pages 9 about - Age, page 10 –about Race, page 17 – about Level-of-Service. Staff needs to strengthen the Level-of-Service Chapter to show how Parks requirements will be met or are met and add in the “Partnerships” in the introduction part of the Plan – add Adopt-A-Street with its 300-Volunteers.

Board says Staff has done a great job. Public Hearing is closed at 8:00 p.m. by a Motion by Knuckey and seconded by Knox, all Ayes.

BREAK 8:05 P.M./BEGIN AT 8:10 P.M.

DISCUSSION AND STUDY ITEMS:

D-1 Title 19 – Short Plat

Staff goes over last week’s discussion and reviews the Short Plat title to the Board. Title 19 will be referenced as the Land Division Code.

ITEM 1:

Staff gives explanation of Short Plats and Long Plats. Board and Staff has discussion regarding sizes of plats and the logistics of having 4-or less; 4-or more, 9-or more, etc. level 2. Consensus of Board is to take Staff recommendation of the 4-lot size short plat.

ITEM 2:

Review Level of Short Plats:

Consensus of Board is to recommend Level 1 with Director and Administrator to sign off as recommended by Staff.

ITEM 3:

Requirement for Pre-Application Conference:

Consensus of Board is to continue that pre-Application Meetings are to be held. Staff is to work with attorney to ensure that pre-application language states that vesting does not occur due to pre-app.

ITEM 4:

Surveyor Required:

Consensus by Board; survey is required for short plat.

ITEM 5:

Modifications:

Consensus by Board; agree with Staff's recommendation to take out variances from short plats and make a new chapter in zoning for variances or put the variances where they belong and/or go to Hearing Examiner for decision: (if Staff and developer cannot agree on configuration and approval; step out go to H.E. get an answer, then continue with staff review including ruling from Hearing Examiner.)

ITEM 6:

Installation of Improvements:

Consensus by Board; agrees with Staff recommendation to move the Development Standards to a new section of the code; Division VI Design and Improvement Standards. This section will have standards for all land division processed in one table.

ITEM 7:

Lease of Lots Subject to Short Plat:

Consensus by Board; agrees with Staff recommendation that the new code include specific reference to the issue of leasing property as provided in the statute.

Board is happy with Staff work on this Section. It is very clear and easy to follow. Board and Staff had discussion of where they are in the process and on the Gantt Chart. Staff explains that the Board is behind because of the Comp Plan work they have done. Title 19 should have been ready to go by now. Board asks for updated Gantt Chart at next meeting.

SUMMARY OF MEETING RESULTS AND ACTION FOR NEXT MEETING:

PROS Plan – DK understands the Board's direction.

Title 19: Subdivision chapter will be before Board at next meeting

Updated Gantt Chart

PUBLIC COMMENTS

None.

PLANNING BOARD MEMBER COMMENTS:

Knuckey: Happy Birthday Frank and good job Bob.

Harris: None.

Knox: None.

Linth: None.

ADJOURN MEETING:

Knuckey made a motion to adjourn, and seconded by Knox, all Ayes. Meeting is adjourned at 9:34 p.m.

Frank Linth, Chair

Cyd Melnyk, Secretary