

**SULTAN PLANNING BOARD MINUTES**  
**November 16, 2010**

**PLANNING BOARD MEMBERS PRESENT:**

Bob Knuckey  
Frank Linth  
Steve Harris  
Jerry Knox

**STAFF:**

Robert Martin  
Cyd Melnyk

**CALL TO ORDER:**

Call to Order at 7:10 p.m.

**CHANGES TO THE AGENDA:**

None.

**PUBLIC COMMENTS:**

No Public, no comments.

**PLANNING BOARD MEMBER COMMENTS:**

No Comments.

**APPROVAL OF MINUTES:**

Approve November 2, 2010 Joint Planning Board/City Council Meeting Minutes as written. All Ayes.

**HEARING & ACTION ITEMS:**

None

**DISCUSSION & STUDY ITEMS:**

**D-1: Title 19, Subdivision Code Policy Alternatives: Binding Site Plans**

Staff gives overview of Binding Site Plans (BSP) to Board. Board and Staff discuss BSP. Board & Staff goes over Policy Alternatives:

1. Number of Lots – Recommend - Yes
2. Requirement for Pre-Application Meeting – Recommend - Yes
3. Determination of Completeness – Recommend - Yes
4. Review Level for Preliminary BSP's – Recommend – Yes and Bullet Points – leave up to Staff to approve through administrative review.
5. Review Level for Final BSP's – Board and Staff has in depth discussion about review levels. Recommend – 2-Signatures – Split Vote - **Tabled**
6. Surveyor Required – Recommend - Yes
7. Criteria for Approval – Recommend Staff recommendation - Yes
8. Changes permitted following Preliminary Plat Approval – Recommend 2<sup>nd</sup> Bullet Point- Yes
9. Preliminary Plat Lapse – Recommend 1-year time limit - Yes
10. Final Plat required Information – Recommend - Yes
11. Surety – Recommend all Staff recommendations – Yes

**BREAK: 8:16 P.M. – 8:23 P.M.**

**D-2: Title 19, Subdivision Code policy Alternatives: Subdivision Design Standards**

Staff gives overview of Subdivision Design Standards to Board. Board asks Staff where these suggestions came from. Did they come from a particular Code or different sources? Staff responds with different sources. Board and Staff discuss Design Standards. Board & Staff goes over Policy Alternatives:

1. Flag Lots – Recommend distance of pole and not count pole as buildable area – Yes to Staff recommendations.
2. Cul-de-Sac Design – In depth discussion of cul-de-sacs. Recommendation of Staff for first 3-points, **Flag 4<sup>th</sup>** need to come back to this - Yes
3. Cul-de-Sac Lots – Recommendation of Staff and change 50-ft to 40-ft - Yes
4. Stub Streets – **Flag** and bring back with Bullet Points
5. Sidewalks - **Flag**
6. Private Roads/Lanes – **Bringing back to next meeting.**

**D-3: Outreach Program Activity**

Board discusses the next Outreach Activity. Bring results of the PROS Program and show the people what we have done with their input. We want to bring back another survey or question that they can answer. Board also wants to spread the word about the Planning Board and try and get people to attend the meetings and maybe even apply for the open position. Board is thinking about the next topic to bring out to discuss. Suggestion maybe the FEMA Mapping Updates. Trying to work out how this would work into a program.

Staff wants to go over the next Planning Board Meeting. December 7<sup>th</sup> and 21<sup>st</sup>. Staff is out of the office from the 19<sup>th</sup> thru the 30<sup>th</sup> and out on the 2<sup>nd</sup>. Board would like to have the Meeting on the 7<sup>th</sup>. Decide on the 7<sup>th</sup> if there will be a Meeting on the 21<sup>st</sup>.

**Planning Board Comments:**

Knuckey: No comments.

Knox: It's 10:07 p.m.

Harris: No comments.

Linth: Good meeting, covered a lot of ground.

**Next Meeting:**

Small/Large BSP's

Private Roads/Lanes

Bring back "Flagged" items

**Meeting adjourned at 10:15 p.m. Motion made by Knuckey and seconded by Knox . All Ayes.**

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Frank Linth, Chairman

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Cyd Melnyk, Secretary