PLANNING BOARD
DEPARTMENT OF COMMUNITY DEVELOPMENT
319 Main Street, Sultan, WA 98294

REGULAR MEETING AGENDA
March 17, 2016
7:00PM

City of Sultan Council Chambers
319 Main Street, Sultan WA 98294

Call to Order, Pledge of Allegiance, Roll Call

Changes to the Agenda

Public Comments
Citizens are requested to keep Public Comments to a 3-minute maximum (3 minutes or less per person) to allow time for everyone to speak.

Planning Board Member Comments

Approval of Minutes
- February 18, 2016 Meeting

Open Public Hearing if Applicable
Hearing and Action Items

Discussion Items:

D-1: Zoning Code - Chapter 16.12.070 Public Building, Park and Open Space (PB/P/OS) Overlay - Review

Summary of Meeting Results and Actions for Next Meeting

Public Comments on Agenda Items Only

Planning Board Member Comments

Adjournment

PLANNING BOARD MISSION STATEMENT
The City of Sultan Planning Board's mission is to translate its knowledge of the community into recommendations on land use plans and codes that help the community to achieve its goals and desires for health, prosperity and quality of life for present and future generations.

Planning Board Members
Lucy Hitchcock, Chair
Sean Gossett, Chair Pro-Tem
Tom Green
Gloria Reedy
Janet Peterson

Community Development Staff
Brad Collins, FAICP
Cyd Sparks, Secretary of the Board

ADA NOTICE: City of Sultan Community Center is ADA accessible. Accommodations for person with disabilities will be provided upon request. Please make arrangements prior to the meeting by calling City Hall at 360.793.2231. For additional information please contact the City at cityhall@ci.sultan.wa.us or visit our website at www.ci.sultan.wa.us

(360) 793-1311, FAX (360) 793-3344
Staff Email: planning.department@ci.sultan.wa.us

SULTAN PLANNING BOARD MINUTES
February 18, 2016

PLANNING BOARD MEMBERS PRESENT:
Lucy Hitchcock
Gloria Reedy
Tom Green
Janet Peterson
Sean Gossett – Absent - Excused

STAFF PRESENT:
Brad Collins, FAICP Int. Planning Director
Cyd Sparks, Secretary of the Board

Bob McCarty arrived at 7:01 p.m.

Reedy moves to excuse Sean's absence. Green seconds. All Ayes.

CALL TO ORDER:
Call to Order at 7:00 p.m.

CHANGES TO THE AGENDA:
None.

PUBLIC COMMENTS:
Bob McCarty, 1203 Loves Hill Drive, Sultan. Gave Donna a Parks Board Form to give to the Planning Board. We did not receive it. Bob will check with the next Coffee with the Mayor to see what Donna did with it. Went over the last SnoCo Parks Board Meeting.

PLANNING BOARD MEMBER COMMENTS:
Green – will not be here for March's Meeting.
Reedy – may not be here for April or May's meeting. Will keep us posted.
Hitchcock: Had several comments:

- Went to the Sultan School Board wrap-up meeting found out more about the school impact fees. Meeting was to discuss why the Bond didn't pass
- Finds that the overall communication is terrible in Sultan. Thinks that a communication workshop would be beneficial to all.
- Comp Plan Amendments due April 1, 2016. For the record, Hitchcock feels that the Comp Plan changes should be made before the Development Code changes. Think about having 2-meetings a month since there is more work to do.
- Annexations Handbook has good information on Annexations and what City's should do and what questions to ask.

Staff discusses Annexations with the Board. The 124th Street Annexation has to be restarted. The Hearing will be closed at the next City Council Meeting on February 25th. The Council will set a new Public Hearing for March 10th with the completed annexation paperwork.

APPROVAL OF MINUTES:

January 21, 2016 Minutes – Peterson moved to approve the January 21st minutes as printed. Seconded by Green. All Ayes.

DISCUSSION AND STUDY ITEMS:

D-1: Zoning Code Update – Permitted Uses update.

The Unified Development Code will be called the Zoning Code. Staff discusses the updates to the Permitted Uses Title 16.12. There will be a Definition Section that will be pretty extensive to match the different Zoning Districts. Staff and Board have discussion over the different Residential Zones including; zero-lot lines, townhomes and accessory dwelling units (owner occupied-?) as well as Home Occupations. There is a discussion on Bed and Breakfasts and requirements for Group homes. Establishing a Neighborhood Commercial Zone where all the commercial uses from residential areas fall. Aim is to keep commercial out of the residential areas. The zones are going to be specific to their titles. Staff would like the Board's input on what has been done so far so he knows what to work on next.

Hitchcock would like to see the following in the requirements in the permitted uses: Low Density 4-lots; Moderate Density 6-lots; and High Density 8-lots.

Green would like to see the following in the requirements in the permitted uses: Low Density 8,500sq ft; Moderate Density 7,200sq ft; High Density 4,500sq ft to 5,000sq ft.

Staff asked the Board again on what section he should work on next and asked if the Residential Zones so far look okay this way? Staff asked the Board not to focus on the size of lots for the zones, we will get to that when we get to the Dimension and Density Requirements. Staff suggests that the PB go to the School District and ask what the population growth projection demographics are for Sultan.

Peterson asks what the Oxford House is. Staff explained that it was an adult group home that was purchased for alcoholics in recovery that paid rent. The house was bought by the Oxford Group. Peterson would like group home defined better in the Definition section.

Staff asks for comments on what was left out like Churches and lot sizes. Staff will begin working move on to P/I Zones and Commercial Overlay Zones. They are confusing and need to be sorted out. Staff really recommends a Neighborhood Commercial Zone away from Highway 2.

Peterson thinks there are too many things on the Neighborhood Commercial Zone. Staff says go ahead and take out what you don't want in the zones and we can go over it at the next meeting.

Board would like Staff to send them the next section via e-mail so they can start reviewing it and send back changes.

ACTIONS FOR NEXT MEETING:

- PB Minutes for February 18th
- Promote PROS Plan Survey – March Billing Statement and discuss how to promote it with the PB Members
- P/I & Commercial Overlay Zone - to review
- PROS Plan in shared location - still working on a solution. Shared computer upstairs.
- Planning Staff employment notice
- Peterson will bring cookies

PUBLIC COMMENTS:
None.

PLANNING BOARD COMMENTS:
Peterson – thank everyone for their participation
Reedy – feels like we are finally getting somewhere

ADJOURNMENT:

Hitchcock moves to adjourn the meeting and seconded by Reedy. All Ayes.

Adjourned at 9:17 p.m.

CITY OF SULTAN
PLANNING BOARD COVER SHEET

ITEM NO:	**D-1**
DATE:	March 17, 2016
SUBJECT:	Zoning Code Update - Section 16.12.070 Public and Institutional Overlay Zone - Revised
CONTACT PERSON:	Brad Collins, FAICP

DISCUSSION:

Discuss the attached changes, updates, modifications to Title 16.12.070 Zoning Code Update - Section 16.12.070 Public and Institutional Overlay Zone - Revised and now known as 16.12.070 Public Building, Park and Open Space (PB/P/OS) Overlay Zone

16.12.070 Public Building, Park and Open Space (PB/P/OS) Overlay Zone

A. Purpose. The purpose of the public building, park, and open space (PB/P/OS) overlay zone is to recognize public places and provide zoning safeguards for properties devoted to public uses that take place in a wide distribution and variety of zones throughout the Sultan community. The zone is applicable to property owned or managed by governmental agencies, special purpose districts, and privately owned open space preservation. This purpose is accomplished by:

1. Providing a zone in which uses serving public needs and critical area preservation may be located with attention to the specific needs of such uses throughout the community.
2. Identifying publicly owned and privately owned land uses with special zoning limitations.
3. Protecting adjacent properties from potential impacts of public uses and open space preservation.
4. Placement of this zone on properties owned, managed, used, or intended to be used by public agencies such as schools, government facilities, social services, hospitals, libraries, special purpose districts, etc.

B. Permitted Uses.

1. Public agency offices.
    a. Municipal buildings;
    b. Public schools;
    c. Fire stations;
    d. Police stations;
    e. Public utility facilities.
2. Public agency support facilities.
    a. Archive buildings;
    b. Inside storage buildings;
    c. Parking lots/parking structures;
    d. Small-scale communication towers and antennas;
    e. Public information kiosks and similar facilities for public posting of official communications.
3. Public parks, playgrounds, ball fields (without large-scale area lighting).
4. Nature preserves and greenbelt open space areas.
5. Natural hazard areas, including floodways, landslide hazard areas, etc.
6. Public access trails and interpretive facilities.
7. Court buildings.
8. Public stormwater management facilities.
9. Public agency animal control facilities.
10. Water and wastewater treatment facilities.
11. Public agency training facilities.
12. Public transit facilities.
13. Public school bus base or transfer facilities.
14. Public hospitals and medical clinics.
15. Public libraries.
16. Cemeteries.

C. Conditional Uses.

1. Large-scale communication towers and antennas for public or private use.
2. Public parks, playgrounds, ball fields (with large-scale area lighting).
3. Public agency utility yards and similar large-scale outside storage facilities.

4. High power electrical transmission facilities and substations.
5. Airports and heliports.
6. Jails and prisons.
7. Stadiums and arenas.
8. Public fairgrounds.
9. Public zoos.

D. Development and Design Standards. Many of the uses in the public building/park/open space overlay zone are unique in the way that they use land and in the way that they affect neighboring properties. Many public building/park/open space uses are also subject to federal, state, and regional development and design standards that are beyond the influence of local zoning codes.

E. Definitions (for purposes of this zoning district).

1. "Agency (governmental agency)" means federal, state, county, or city government or unit or department thereof, constituted as such under the Constitution of the United States, or the State of Washington.
2. "District" means port, school, fire, electric utility, gas utility, or similar special purpose public taxing district or service provider constituted as such under the Constitution of the State of Washington. (Ord. 1072-10 § 1 (Exh. A))

16.150 Housing Definitions

"Accessory dwelling unit (ADU)" is a habitable living unit that provides the basic requirements of ~~shelter, heating,~~ living, sleeping, cooking, and sanitation, subordinate to the principal dwelling unit.~~.~~

"Apartment" means a room or suite of rooms within an apartment ~~house or apartment hotel~~ building, used as a dwelling unit for one family with facilities that function or are intended to function for living, sleeping, ~~and~~ cooking, and sanitation.

Apartment building. See multiple-family dwelling.

"Boarding house" means a dwelling where meals or lodging and meals are provided for compensation to at least five persons and no more than 20 persons by prearrangement for definite periods of at least one month's duration. A boarding house is to be distinguished from a hotel, motel, and lodging house.

"Dwelling" means a building or portion thereof, occupied or intended to be occupied exclusively for residential purposes, but not including hotels or recreation vehicles. (See also "dwelling, multiple-family" and "family.")

"Dwelling, attached" means a dwelling having any portion of a wall in common with adjoining dwellings.

"Dwelling, detached" means a dwelling that is entirely surrounded by open space on the same lot.

"Dwelling, duplex" means a detached building, designed for or occupied exclusively by two families living independently of each other~~, and shall not include a mobile home~~.

"Dwelling, multiple-family" means a building or portion thereof, used or designed as a residence for three or more families living independently of each other and each with facilities that are used or intended to be used for living, sleeping, ~~and~~ cooking, and sanitation in said building. This definition includes apartment ~~houses~~ buildings but does not include hotels, motels, lodging houses, or boarding houses.

"Dwelling, single-family" means a detached building designed for or occupied exclusively by one family.

"Dwelling unit" means any room or group of rooms located within a residential building and forming a single habitable unit with facilities that are used or intended to be used for living, sleeping, ~~and~~ cooking, and sanitation.

"Emergency shelter" means a facility whose primary purpose is to provide housing for individuals and families in the event of an emergency or an emergency hazardous situation.
"Family" means one person or group of two or more persons living together and interrelated by bonds of kinship, marriage, mutual consent, or legal adoption, occupying the whole or part of a dwelling as a separate housekeeping unit with a common set of cooking facilities. The persons thus constituting a family may also include foster children, gratuitous guests and domestic servants. The maximum number of nonrelated members constituting a family shall not exceed six persons.

"Foster home" means a home licensed and regulated by the state and classified by the state as a foster home, providing care and guidance for not more than five unrelated juveniles, adults or both.

"Group home" means single-family detached dwelling providing a residence for a single household with the maximum number of nonrelated residents not to exceed six persons. Examples: foster home, recovery house, state-funded home caregivers of nonrelated children/aged/handicapped/developmentally-disabled/mentally-ill or of other special class of persons.

"Group care facility" means a facility licensed by the state to provide, on a 24-hour basis, training, care, custody, correction or control, or any combination of those functions, to one or more persons who may be children, the aged, disabled, underprivileged, indigent, handicapped or other special class of persons, either by governmental unit or agency or by a person or organization devoted to such functions. This term shall not include schools, hospitals, prisons or other social service facilities.

"Guest house" means an owner-occupied, single-family detached dwelling, containing a specific number of guest bedrooms. Examples: traditional bed & breakfast, air-b&b, etc.
"Guest room" means a bedroom or suite or rooms that are occupied only for sleeping purposes by guests, whether rent is paid in money, goods, labor, or otherwise.

"Halfway house" means a licensed home for inmates on release from more restrictive custodial confinement or initially placed in lieu of such more restrictive confinement wherein supervision, rehabilitation, and counseling are provided to mainstream a person back into society.

"Home occupation" means an economic enterprise carried on within a dwelling unit (which includes mobile homes), or accessory building, which is incidental and secondary to the residential use of the dwelling unit as outlined in the residential performance standards of this code.

"Homeless shelter" means a facility that provides temporary housing for individuals or families which, due to personal adverse financial situations, have lost their homes. (See also "residential treatment facility").

"Hotels ~~and guest houses~~" means any building containing more than six guest rooms used, or intended to be used, rented, or hired out to be occupied or that are occupied only for sleeping purposes by guests, whether rent is paid in money, goods, labor, or otherwise. It does not include buildings in which sleeping accommodations are provided for persons who are harbored or detained to receive medical, charitable, or other care or treatment, or provided for persons who are involuntarily detained under legal restraint.

Household. See "family."
"Lodging house" means a building other than a hotel or motel containing six or less guest rooms used or intended to be used, rented, or hired out to be occupied or that are occupied only for sleeping purposes by guests. ~~where lodging is provided for five or more persons for compensation pursuant to previous arrangements, but not open to the public or transients, and meals and drinks are not served.~~

"Manufactured home" means a single-family residence constructed after June 15, 1976, in accordance with the U.S. Department of Housing and Urban Development (HUD) requirements for manufactured housing, and bearing the appropriate insignia indicating such compliance. It is a structure, transportable in one or more sections, which is designed to be used with or without a permanent foundation when connected to the required utilities. (Note: Manufactured homes were formerly called "mobile homes" before the federal government assumed control of the construction standards for the industry by way of the National Manufactured Home Construction and Safety Standards Act of 1974 (42 U.S. Code, Section 5401).

"Manufactured/mobile home park" means land under single ownership and control designed and used for the temporary or permanent parking of two or more manufactured/mobile homes for human occupancy.

"Minimum living area" means the area within the outside perimeter of the exterior walls with no deduction for corridors, stairs, closets, thickness of walls, columns or other features, exclusive of areas open and unobstructed to the sky, and not to include garages, carports, open porches, open breezeways, store rooms, screened-in porches, or basements.

"Mobile home" means a single-family dwelling constructed in accordance with the requirements prescribed under RCW 43.22.340, as amended, and bearing the "mobile home" insignia of the Washington State Department of Labor and Industries. It is a dwelling transportable in one or more sections that are eight feet or more in width and 32 feet or more in length, built on a permanent chassis, designed to be used as a permanent dwelling and constructed before June 15, 1976. (Note: Manufactured homes were formerly called "mobile homes" before the federal government assumed control of the construction standards for the industry by way of the National Manufactured Home Construction and Safety Standards Act of 1974 (42 U.S. Code, Section 5401).

"Model home" means a single-family residence open to the public for sales promotion to demonstrate the types and finishes of homes available in the subdivision. A model home is constructed in an approved preliminary plat, which has not yet received final plat approval.

"Modular home" means a dwelling unit constructed in a factory in accordance with the Uniform Building Code and bearing the appropriate insignia indicating such compliance, and transported to the building site for final assembly and permanent foundation. This definition includes "prefabricated," "panelized," and "factory-built" units.

"Motel" means a building or group of buildings containing more than six guest ~~rooms or apartments designed or used primarily by automobile transients~~ used or intended to be used, rented, or hired out to be occupied or that are occupied only for sleeping purposes by guests.

Motor Home. See "recreational vehicle."

Multiple-Family Dwelling. See "dwelling, multiple-family."

"Nursing, rest, or convalescent home" means a private facility for the care of three or more children, aged, or infirm persons, or a place of rest for those suffering bodily disorders. Such facility does not contain equipment for surgical care or for the treatment of injury. (See also "residential treatment facility.")

"Recreational vehicle" means a vehicular-type unit primarily designed for recreational, camping, or travel use, that has either its own motive power or is mounted on or drawn by another vehicle. The basic types of recreational vehicles include, but are not limited to, camping trailers, truck campers, motor homes, boats, all terrain vehicles (ATVs), motorcycles and jet skis.

"Recreation vehicle park" means land under unified control and single ownership designed and improved to accommodate the temporary parking of two or more recreation vehicles. The term shall include campgrounds when designed to accommodate travel trailers, but does not include land zoned and used for the display or sale of travel trailers. For the purpose of this definition, "temporary parking" shall mean placement of a recreation vehicle on a single site for 180 days or less in any 12-month period.

Residence. See "dwelling."

"Residential treatment facility" means a facility that provides both a residence (for varying periods of time) and a care component. Among such facilities are group care homes, emergency or homeless shelters (including for victims of violence or domestic abuse), recovery homes, and nursing homes, rest and convalescent homes, congregate care facilities, and orphanages. In such a facility service, equipment, and safety features necessary for the proper care of residents is normally provided. Such services may include:

a) Supervision assistance in dressing, bathing, and maintenance of good personal hygiene;
b) Care in emergencies or during temporary illness or incapacitation;
c) Supervision in taking medication or receiving mental health counseling; or
d) Other services conducive to the welfare of residents.

Examples: group care facility (more than six nonrelated persons), emergency or homeless shelter (including safe home for victims of violence and domestic abuse), nursing/rest/convalescent home, congregate care facility, orphanage.

"Residential use" means use of land or structure thereon, or portion thereof, as a dwelling place for one or more families or households, but not including occupancy of a transient nature such as in hotels, motels, or time-sharing condominium uses.

"Retirement home" means a place of residence for several families or individuals in apartment-like quarters, which may feature services such as limited nursing facilities, minimum maintenance living accommodations and recreation programs and facilities.

Rooming House. See "lodging house."

Row house. See "townhouse."

Single-Family Dwelling. See "dwelling, single-family."

"Subordinate" means incidental to and less than half the size in building square footage as the principal use.

"Townhouse or row house" means a dwelling unit designed exclusively for occupancy by one family, no portion of which lies vertically under or over any portion of an adjacent unit, is two or

more stories, and which is attached to one or more other dwelling units by common walls which may be located on side lot lines.

"Use, principal" means the main use of land or buildings as distinguished from a subordinate or accessory use.

"Vehicle" means any self-propelled conveyance designed for and used for the purpose of transporting or moving persons, animals, freight, merchandise, or any substance, and shall include passenger cars, trucks, buses, motorcycles, scooters, and recreational vehicles.

"Yard" means an open space of generally uniform width or depth on the same land with a building or group of buildings, which open space lies between the building or group of buildings and the nearest lot line and is unoccupied and unobstructed from the ground upward, except as otherwise provided herein.

"Zero lot line ~~home~~ dwelling" means a residential development approach in which a building is sited on one or more lot lines with no yard area along these lot lines. Conceivably, three of the four sides of the building could be on the lot lines. The intent is to allow more flexibility in site design and to increase the amount of usable open space on the lot. Zero lot line homes may only be built within the context of a zero lot line development. ~~It shall be required that a minimum of eight units of zero lot line housing constitute such a development.~~
"Zero lot line development" means a residential development of a minimum of eight zero lot line dwelling units.

SMC 16.160 Definitions

Group Home – Single-family detached dwelling providing a residence for a single household with the maximum number of nonrelated residents not to exceed six persons. Examples: foster home,recovery house, state-funded home caregivers of nonrelated children/aged/handicapped/developmentally-disabled/mentally-ill or of other special class of persons.

Guest House – Owner-occupied, single-family detached dwelling, containing a specific number of guest bedrooms. Examples: traditional bed & breakfast, air-b&b, accessory dwelling unit.

Residential Treatment Facility -- A facility providing both a residence (for varying periods of time) and a care component. Services, equipment, and safety features necessary for the proper care of residents is normally provided. Such services may include:

a. Supervision assistance in dressing, bathing, and maintenance of good personal hygiene;
b. Care in emergencies or during temporary illness or incapacitation;
c. Supervision in taking medication or receiving mental health counseling; or
d. Other services conducive to the welfare of residents.

Examples: group care facility (more than six nonrelated persons), emergency or homeless shelter (including safe home for victims of violence and domestic abuse), nursing/rest/convalescent home, congregate care facility, orphanage.

Chapter 16.12.080
NEIGHBORHOOD COMMERCIAL ZONE

Sections:

16.12.080 Neighborhood Commercial (NC) Zone

A. Purpose.

The purpose of the Neighborhood Commercial Zone is to provide for convenient location of small-scale commercial uses similar to home occupations and primarily serving local residents, thereby reducing longer vehicular trips and traffic congestion on city streets and encouraging pedestrian and non-mortorized modes of transportation. Neighborhood commercial zones intrinsically are small nodes (less than five acres in size) interspersed (not closer than one mile from each other) within larger residential zones.

B. Permitted Uses.

1. Retail sales stores providing household staples:
   a. Convenience stores;
   b. Gift shop establishments;
   c. Restaurant establishments (carry-out).
2. Personal service establishments, providing services to individuals:
   a. Barber shop, hair salon, and beauty salon establishments;
   b. Day-care centers;
   c. Self-service laundromats.
3. Residential Uses:
   a. Multi-family dwellings;
   b. Two-family dwellings;
   c. Single-family dwellings;
   d. Groups homes;
   e. Guest houses;
   f. Boarding houses;
   g. Residential treatment facilities.

C. Conditional Uses.

1. Business service establishments:
   a. Accounting services offices;
   b. Financial services and insurance offices;
   c. Legal services offices;
   d. Real estate sales offices.

From Sultan School District:
February 26, 2016

First section is all about Wildwood Trails neighborhood streets.
Wildwood: there are 5 houses with 6 kids total between them
132nd: there are 2 houses with 1 kid in each
328th: there are 3 houses with 1 kid in each
133rd: there are 2 houses with 3 kids total between them
134th: there is 1 house with 3 kids in it
135th: there is 7 houses with 13 kids total between them

This section is below 132nd a couple neighborhoods on the east side of Sultan Basin.
138th: there are 8 houses with 19 kids total between them
139th: there are 6 houses with 11 kids total between them
Beech: there are 5 houses with 15 kids total between them
Cedar: there are 8 houses with 20 kids total between them
Dogwood: there are 9 houses with 17 kids total between them

Additionally, I looked at some of our existing newer developments and note:
Yew: 4 houses with 14 kids total between them
Stratford: 6 houses with 11 kids total between them
Rosewood: 7 houses with 11 kids total between them
North Park: 3 houses with 9 kids total between them
Amberwood: 8 houses with 14 kids total between them

MOBILE HOME PARKS generate the most kids in a high density, with the lowest property tax for schools collected.
8th St by the church: 9 kids
Wallace Falls Park on Highway 2: 48 kids
Behind Dr. Raney's Office: 25 kids

Hope this helps with your thought processes on development and the impact on schools and parks.

Marianne Naslund – Facilities Support
Sultan School District #311
O (360) 793-9820 x141
C (425) 508-6171
E marianne.naslund@sultan.k12.wa.us

Park: Interviewer:

What do you like to do at this park?

How often do you visit this park?

Are you satisfied with the condition of this park?

Do you have any suggestions for improvement of this park?

What other types of recreation do you enjoy (not necessarily at current park)?

What types of recreation would you like to see more availability of?

Would you like to be added to our e-newsletter mailing list?

Park: Interviewer:

What do you like to do at this park?

How often do you visit this park?

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Do you have any suggestions for improvement of this park?

What other types of recreation do you enjoy (not necessarily at current park)?

What types of recreation would you like to see more availability of?

Would you like to be added to our e-newsletter mailing list?

City of Sultan

PLANNING BOARD APPLICATION

Name: _____

Address: _____

Phone: (Home) _____ (Cell) _____ (Work) _____

E-Mail: _____

Are you currently a registered voter? Yes: _____ No: _____

Are you a City of Sultan Resident? Yes: _____ No: _____

If not, do you currently reside within the UGA? Yes: _____ No: _____

or Sultan School District 311? Yes: _____ No: _____

Have you owned and operated a business within the corporate limits for a period of one year or more? Yes: _____ No: _____

Do you have any relatives that are employees of the City of Sultan? If yes, which Department do they work with?

_____

Please explain your interest in serving on the Planning Board:

_____

_____

_____

Professional experience relevant to the Planning Board:

_____

_____

_____

Community Involvement:

_____

_____

_____

Additional Comments:

_____

_____

_____

PLEASE ATTACH ADDITIONAL SHEETS IF NECESSARY

Signature: _____ Date: _____

319 Main Street, Suite 200 • PO Box 1199 •Sultan WA 98294-1199
City Hall 360.793.2231 • Fax 360.793.3344
cityhall@ci.sultan.wa.us

Donna Murphy

From: Public Notices [support@ci.sultan.wa.us]
Sent: Monday, February 29, 2016 11:55 AM
To: Public Notices Subscriber
Subject: Public Notices Message
Attachments: Planning%20Board%20Application.pdf

(Mailing list information, including how to remove yourself, is located at the end of this message.) __

PLANNING BOARD VACANCIES - APPLY TODAY!!!!

The City is asking Sultan Community Members with an interest in the future growth and character of the City to apply for two upcoming vacancies on the Sultan Planning Board. The Planning Board seats are for 2 - two-year terms which expires on July 1, 2018. The two seats are held by Lucy Hitchcock and Sean Gossett. They will be resigning after fulfilling their terms.

Applications are available online at www.ci.sultan.wa.us or by contacting City Hall at 360-793-1099. The application deadline is 5:00 PM on Monday April 4, 2016. If you are interested in serving on the Board, please submit your application to the Sultan City Clerk's Office, City of Sultan, PO BOX 1199, Sultan WA 98294 or in-person at City Hall (319 Main Street, Suite 200). If we receive applications from several community members, we plan to interview prospective candidates and make a recommendation to confirm my appointment at the City Council's June 23, 2016 meeting. If confirmed by the City Council, the appointment would be effective July 1, 2016.

The Sultan Planning Board consists of five (5) members appointed by the Mayor and confirmed by the City Council. Board members are expected to attend regular Planning Board meetings held at 7:00 PM on the third Thursday of each month (subject to change). Special meetings are held occasionally to meet with the City Council or cover other business. The Planning Board advises and makes recommendations to the City Council on all matters relating to the future physical development of the City with respect to Land Use and Development Zoning and Subdivision Regulations and the City's Comprehensive Plan. We are currently working on updating the City's Zoning Code.

For further information, please contact me at 425-327-2093 or Ken Walker, City Administrator at 360-793-1164.

Sincerely,
Carolyn Eslick, Mayor

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Subscription Reminder: You're Subscribed to, Public Notices Using the address:
donna.murphy@ci.sultan.wa.us

From: support@ci.sultan.wa.us
319 Main St # 200 Sultan, WA 98294

Unsubscribe Automatically:
http://ci.sultan.wa.us/mail.cgi/u/publicnotices/donna.murphy/ci.sultan.wa.us/

A Short Course on Local Planning

The *Basic Short Course on Local Planning* is a three-hour workshop covering:

1. An introduction to comprehensive planning and plan implementation under the Growth Management Act (GMA).
2. An overview of the complex mix of land use planning laws that work together to support land use decision-making in Washington State.
3. Training on the Open Public Meetings Act fulfilling ESB 5964(Laws of 2014) training requirements for local government officials.
4. A review of the roles in planning and best practices for public participation.

All courses are offered at no charge and open to the public. Download the 2015 Short Course Report

ATTEND: Upcoming Short Courses

Courses for 2016 are being scheduled. Please send an email to Anne.Fritzel@commerce.wa.gov or call 360-725-3064 to host a Short Course in your community in the coming year.

City of Vancouver Short Course - March 23, 2016, 6:15 p.m. - 9:15 p.m.
Whatcom County Short Course - March 31, 2016, 6:16 p.m. - 9:15 p.m.
City of Everett Short Course - April 20, 2016, 6:15 p.m. - 9:15 p.m.
City of Liberty Lake Short Course - April 27, 2016, 6:15 p.m. - 9:15 p.m.

Short Courses being planned for Fall 2016 -
Mercer Island
Thurston County

READ: A Short Course on Local Planning Guidebook

Download full guidebook (PDF) or get on CD (July 2009)
Chapter 11 Supplement on Planning for Sustainable Development (November 2013)
Chapter 12 Supplement on Planning Infill Development for Small Cities (November 2014)

WATCH: Short Course Videos

New Basic Short Course Videos You-Tube Playlist
Introduction to the Short Course. 5 minutes
Comprehensive Planning Basics. 11 minutes
Implementing Your Plan. 10 minutes
Updating Your Plan. 10 minutes
Washington's Legal Framework for Land Use Planning. 7 minutes
Constitutional Issues and Other Protections. 8 minutes
Roles and Responsibilities in Planning. 7 minutes
Public Participation and Effective Meetings. 7 minutes
Open Public Meetings Act. 27 minutes **Certificate of Completion**
Appearance of Fairness Doctrine. 17 minutes

Short Course Video Study Guide
Get credit for taking the Short Course!

A Basic Short Course on Local Planning - Recorded at Marysville, 1/25/2012
Short Course 1: Basic Introduction. 4 minutes
Short Course 2: Legal Presentation. 78 minutes
Short Course 3: Comprehensive Planning. 28 minutes
Short Course 4: Planning Roles and Citizen Participation. 42 minutes

Special Topic Short Course Videos

Infill Development for Small Cities - Recorded at Tumwater City Hall, 5/28/2014
Infill Development 1: Infill Development and the Big Picture. 21 minutes
Infill Development 2: Regulatory Tools for Infill Development. 31 minutes
Infill Development 3: Incentives for Infill Development. 31 minutes
Infill Development 4: Local Examples of Infill Planning and Development from the Cities of Olympia.

Growth Management Services

- Governor's Smart Communities Award Program
- Capital Facilities
- Growth Management Planning Topics
- Regional Planners Forums
- Regional Transfer Development Rights
- Short Course on Local Planning
- 60 Day Notice Information
- Laws and Rules
- Grants
- Publications
- EPA NEP Funding
- Newsletter
- GMA Compliance
- Military Base Compatibility Study

Past Short Courses

NOAA Short Course
Mill Creek Short Course
Twisp Short Course
YCDA Short Course
Rockford Short Course
Walla Walla Short Course
Chelan and PAW Short Course
Coupeville Short Course
City of Covington Short Course
Bellevue Short Course

Contact Information

Anne Fritzel
Senior Planner
Growth Management Services
Anne.Fritzel@Commerce.wa.gov
360-725-3064

Tumwater, and Lacey. 51 minutes
Infill Development 5: Local Infill Development Projects. 18 minutes

Sustainable Development - Recorded at Lacey City Hall, 11/12/2013
Sustainable Development 1: An introduction to the short course and the reasons planning for sustainable communities is important. 20 minutes
Sustainable Development 2: An overview of the development of the Sustainable Thurston regional plan including presentations from local government officials and other entities on implementing the plan. 74 minutes
Sustainable Development 3: Examples from two cities on their plans for sustainability. This segment features speakers from Mountlake Terrace and Redmond. 38 minutes

Economic Development - Recorded at Fife Dacca Barn, 03/14/2013
Economic Development 1: An introduction to the short course. 2 minutes
Economic Development 2: Innovative ideas for economic development. 41 minutes
Economic Development 3: Legal primer on planning and development in Washington. 43 minutes
Economic Development 4: The New Economy and implications for community planning. 30 minutes

Urban Forestry - Recorded at Western Washington University, 11/28/2012
Urban Forestry 1: An introduction to the short course. 4 minutes
Urban Forestry 2: The process and basics of comprehensive planning. 19 minutes
Urban Forestry 3: Benefits of trees, current regulations, and programs. 35 minutes
Urban Forestry 4: Installation, maintenance, and program management. 41 minutes
Urban Forestry 5: Integrating urban forestry with comprehensive planning. 11 minutes

DOWNLOAD: Short Course Resources

Short Course on Planning Presentations
Short Course on Local Planning Slide Deck
Short Course on Local Planning Hand-out
Short Course on Local Planning Slide Deck - Tablet Compatible