

City of Sultan Planning Board Meeting

November 16, 2021





PLANNING BOARD AGENDA

PLANNING DEPARTMENT

November 16, 2021 - 7:00 PM

REMOTE MEETING

319 Main Street, Sultan WA 98294

- I. **Call to Order, Pledge of Allegiance**
- II. **Roll Call**
- III. **Approval/Changes to the Agenda**
- IV. **Public Comments/Visitors**

Anyone who wishes to speak on any matter not appearing on the agenda may do so at this time. 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.
- V. **Planning Board Member Comments**
- VI. **Staff Comments**
 - a. Project and Permit Updates
- VII. **Approval of Minutes**

October 19, 2021, Meeting Minutes
- VIII. **Presentation**
 - a. Growth Management Act: Comprehensive Plan Update
- IX. **Discussion Item**
 - a. 2022 Work Plan
 - i. Budgeted Projects
 - ii. Call for New Projects
 - b. 2022 Meeting Calendar
- X. **Summary of Meeting Results and Actions for Next Meeting**
- XI. **Public Comments on Agenda Items Only**
- XII. **Planning Board Member Comments**
- XIII. **Adjournment**

Join Us by Zoom Meeting

Andy Galuska is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/85332254041?pwd=TUx2N2hhU2I1ZDVWeWdTWU1ydnVKdz09>

Meeting ID: 853 3225 4041

Passcode: 566510

One tap mobile

+12532158782,,85332254041# US (Tacoma)

+16699006833,,85332254041# US (San Jose)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 853 3225 4041

Find your local number: <https://us02web.zoom.us/j/85332254041?pwd=TUx2N2hhU2I1ZDVWeWdTWU1ydnVKdz09>

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

Janet Peterson, Chair
Mike Weidman, Pro-Tem
Judie Cyr
Andrew Rockwell
Vacant Position

Community Development Staff

Andy Galuska, Planning Director
Cyd Donk, Secretary of the Board/Assistant Planner

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

General Public Comment Period

- Comments for items which do not appear on the agenda for the meeting

Staff Comments

- Update on Permits
- Update on Capital Projects



**SULTAN PLANNING BOARD MINUTES
REMOTE MEETING
October 19, 2021**

PLANNING BOARD MEMBERS PRESENT:

Janet Peterson
Michael Weidman
Andrew Rockwell
Judie Cyr
Kyle Christiansen (Resigned)

STAFF PRESENT:

Andy Galuska, Planning Director
Cyd Donk, Assistant Planner

CALL TO ORDER:

Call to Order at 7:25 p.m.

CHANGES TO THE AGENDA:

PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:

None

PLANNING BOARD MEMBER COMMENTS:

None.

STAFF COMMENTS:

Staff gave update on projects and keeping very busy. Wyndham Highlands 1, 2, and 3 are all nearing final plat status and they will start building soon.

All information for land use projects, hearings and Decisions are available on-line here:
<https://www.ci.sultan.wa.us/167/Land-Use-Planning-Projects>

APPROVAL OF MINUTES: Weidman made a motion to approve the September 21, 2021, as submitted. Seconded by Cyr. All Ayes.

PRESENTATION:

Staff will ask UW staff to provide a presentation on the visioning

PUBLIC HEARING

Comprehensive Plan Update

Comments submitted by Judy Heydrick on September 13, 2021, attached.

Staff gave update and overview on the Comprehensive Plan Update

Motion by to recommend to city council to hold a public hearing. Rockwell motioned to approve the changes as proposed and send them to city council for their review. Seconded by Weidman. All Ayes.

DISCUSSION AND STUDY ITEMS:

2022 Work Plan
Budgeted Projects
Call for New Projects (page 98-list of projects)

SUMMARY OF MEETING RESULTS AND ACTIONS FOR NEXT MEETING:

Next Planning Board Meeting will be November 16th. Andy is out of town on the 2nd.
Calendar for 2022
Update on Visioning

PUBLIC COMMENTS ON AGENDA ITEMS ONLY:

None.

PLANNING BOARD MEMBER COMMENTS:

None.

STAFF COMMENTS:

None.

ADJOURNMENT:

Weidman made a motion to adjourn and close the meeting, Rockwell seconded the motion. All Ayes.

ADJOURNED 7:54 P.M.



Growth Management Act: Comp Plan Update Process

Presentation

November 16, 2021

Quick Overview of Comp Plan

- Vision 2050
- Buildable Lands Report
- Growth Estimates
- Countywide Planning Policies
- Update of City Comprehensive Plans

Where we are at now?

- County considering our growth target through Snohomish County Tomorrow
- Sultan part of the “Cities and Towns” Group

	2020-2044 Population Change	2035 Pop Capacity Surplus/ Shortfall @ 2044 *
Cities & Towns	27,129	3,873
Brier City	540	(167)
Darrington Town	308	42
Gold Bar City	247	(93)
Granite Falls City	2,101	1,319
Index Town	18	15
Lake Stevens City	9,614	583
Monroe City	4,603	(730)
Snohomish City	2,752	8
Stanwood City	3,258	701
Sultan City	3,526	2,194
Woodway Town	162	1

* - Negative amounts indicate additional capacity needed beyond BLR capacity results

	2019-2044 Employment Change	2035 Emp Capacity Surplus/ Shortfall @ 2044 *
Cities & Towns	12,270	(1,807)
Brier City	114	(84)
Darrington Town	493	1,029
Gold Bar City	591	(29)
Granite Falls City	1,155	(112)
Index Town	3	(3)
Lake Stevens City	3,219	(1,156)
Monroe City	2,324	(715)
Snohomish City	1,824	(394)
Stanwood City	1,208	(251)
Sultan City	1,329	(82)
Woodway Town	12	(12)

* - Negative amounts indicate additional capacity needed beyond BLR capacity results

What is next?

- City's Comprehensive Plan due June of 2024
- Full update process will take up most of 2023
- In 2022 we will likely be reviewing a Housing Action Plan which leads into an update of the housing section.



2022 Work Plan & Calendar

Discussion

November 16, 2021

2022 Work Plan

City of Sultan Planning Board

Project Name	Description	Tentative Schedule
Housing Action Plan	Analyzing housing needs ahead of the comprehensive plan update	January - April
Storefront Planning Studio	Analyzing the built environment of the downtown and creating an aesthetic plan for future development/redevelopment.	January - June
Oversize Vehicle Parking Code	Address large vehicles parking and being stored in the public right-of-way.	February - April
SEPA Exemption Thresholds	The state gives cities the ability to change some of the SEPA thresholds, which would exempt more projects from SEPA review.	May - July
SB 5235/HB 1220	Updates to code to meet new state requirements	May-June
Downtown Design Guidelines	Develop design guidelines for the City's downtown area.	June-December
Sign Regulations	The regulations of signs will need to be updated because of recent court decisions.	August - November
Digital Review Code Clean Up	Updating outdated sections of code to match modern processing standards.	July-December

SULTAN PLANNING BOARD MEETING SCHEDULE 2022

THE BOARD MEETS THE 1ST & 3RD TUESDAYS OF EACH MONTH AT 7:00 PM
VIA ZOOM UNTIL FURTHER NOTICE
(MEETINGS ARE SUBJECT TO CHANGE)

ALL MEETINGS HELD AT:
SULTAN COMMUNITY CENTER
319 MAIN STREET
SULTAN WA 98294
360.793.2231

planning.department@ci.sultan.wa.us

DAY	DATE
Tuesday – Regular Meeting	January 4, 2022
Tuesday – Optional Meeting	January 18, 2022
Tuesday – Regular Meeting	February 1, 2022
Tuesday – Optional Meeting	February 15, 2022
Tuesday – Regular Meeting	March 1, 2022
Tuesday – Optional Meeting	March 15, 2022
Tuesday – Regular Meeting	April 5, 2022
Tuesday – Optional Meeting	April 19, 2022
Tuesday – Regular Meeting	May 3, 2022
Tuesday – Optional Meeting	May 17, 2022
Tuesday – Regular Meeting	June 7, 2022
Tuesday – Optional Meeting	June 21, 2022
Tuesday – Regular Meeting	July 5, 2022
Tuesday – Optional Meeting	July 19, 2022
Tuesday – Regular Meeting	August 2, 2022
Tuesday – Optional Meeting	August 16, 2022
Tuesday – Regular Meeting	September 6, 2022
Tuesday – Optional Meeting	September 20, 2022
Tuesday – Regular Meeting	October 4, 2022
Tuesday – Optional Meeting	October 18, 2022
Tuesday – Regular Meeting	November 1, 2022
Tuesday – Regular Meeting	December 6, 2022