



**SULTAN PLANNING BOARD MINUTES  
HYBRID/REMOTE MEETING  
July 20, 2021**

**PLANNING BOARD MEMBERS PRESENT:**

Janet Peterson, Chair  
Michael Weidman, Co-Chair  
Andrew Rockwell  
Judie Cyr  
Kyle Christiansen

**STAFF PRESENT:**

Andy Galuska, Planning Director  
Cyd Donk, Assistant Planner

**CALL TO ORDER:**

Call to Order at 7:05 p.m.

**CHANGES TO THE AGENDA:**

Add voting for co-chair

**PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:**

None

**PLANNING BOARD MEMBER COMMENTS:**

New member Andrew Rockwell.  
New member Kyle Christiansen.  
New member Judie Cyr.  
Welcome to the new members, we appreciate your commitment to the city.

**STAFF COMMENTS:**

Staff introduced and welcomes the new planning board members:

Andrew Rockwell  
Judie Cyr  
Kyle Christiansen

Staff gave update on projects in civil review. Residential is very busy and we have had some interest in commercial properties, but no development permits submitted yet.

Downtown visioning update. Survey went well with over 400-responses.

All information for 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 June 15, 2021, as submitted. Seconded by Peterson. All Ayes.

### **DISCUSSION AND STUDY ITEMS:**

Vote on co-chairperson. Peterson nominated Mike Weidman. No other nominations. Voted all ayes.

#### Senate Bill 1923

Refers to the housing Crisis in Western Washington, Sultan applied for a grant to update the housing codes. Rewrote the lot averaging and cluster subdivision to help encumbered lands with creative development to get the most use out of the project.

Form-Based Code discussion. Updating and setting new guidelines for development. Leann with Blueline presentation on form based code development on two code sections; Urban Center and High Density Residential Regulations.

New developments would go through design standards. There would be areas of focus to bring character to the improvements, such as trees, sidewalks, parking, etc.

High Density Residential Design Standards – purpose and intent is to focus on ADU's, walls and fencing and equipment screening as well as landscaping, building modulation, roofs and porches to make a more attractive street scape.

Weidman questions the building modulation for commercial buildings. He states that it could lead to maintenance issues in the future. Rockwell clarifies Weidman's question and offers that some sort of modulation would provide to the ascetics. Weidman stated that 6-feet is a lot of modulation and takes a way floor space, maybe 3-feet would be more reasonable.

Peterson asks if she knew that it floods downtown and Leann did not.

Rockwell asks about the planning board process for the discussion. Staff explained the Boards role and after public hearings the board brings a motion to council for recommendation.

These codes sections, to meet grant deadlines, the codes need to be adopted by October 2021.

Cyr likes the appeal and parameters but wants to clarify when this process happens. Staff stated for new developments. Cyr would like to discuss a timeline. If they are not doing renovations or meet painting parameters. Typically the older buildings are grand fathered in, unless they want to remodel, then they would have to bring the building up to code. Weidman asks about the applicability section under urban design guidelines B -3-year period. Staff explained it is 1-improvement over a 3-year time period. Staff will take members comments and add them to the draft code sections.

Weidman general design standards (B) (3) screening of service, loading, outdoor storage and mechanical areas. Staff explained that this is designed for the downtown corridor – commercial areas as to not have a car dealer in downtown.

Rockwell clarifies the 5% of total gross floor area of the “use”. Cyr asks about street lighting. Staff responds that as part of the downtown visioning, the downtown street furniture would include light poles. The PUD power poles are transmission lines through downtown and cannot put them underground but there has been discussion of moving the poles to the highway. Business lighting will also be addressed.

**PUBLIC COMMENTS ON AGENDA ITEMS ONLY:**

None.

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

Next Planning Board Meetings will be August 17<sup>th</sup> and 31<sup>st</sup>.

More discussion on form based codes.

Downtown visioning presentation.

Sign code is in the future workplan

State law changes to codes that will need to be brought to planning board.

Work on new regulations for parking of large recreational vehicles, commercial trucks, parking on public streets.

Update code on camping in parks to help the city handle code enforcement effectively.

Work on vacant properties, commercial and residential. Propose codes to lock down clean-up of these properties.

**PLANNING BOARD MEMBER COMMENTS:**

None.

**STAFF COMMENTS:**

None.

**ADJOURNMENT:**

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

**ADJOURNED 8:00 P.M.**