



SULTAN PLANNING BOARD MINUTES HYBRID/REMOTE MEETING August 17, 2021

PLANNING BOARD MEMBERS PRESENT:

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

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:

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. Residential is very busy and we have had some interest in commercial properties, but no development permits submitted yet. Working on traffic studies and studies to improve traffic flow through Sultan. Looking at round-a-bouts.

Downtown visioning update. Finished gathering information and extending their contract through September.

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 July 20, 2021, as submitted. Seconded by Rockwell. All Ayes.

DISCUSSION AND STUDY ITEMS:

Form Based Code Update. Staff gave status on form-based codes. Looking at how we should adopt the codes that are ready. Either waiting to do all the updates or adopt the ones that are ready now and the process on how to do it.

Rockwell and Cyr thought the code was clear and concise. Looking through developer's eyes, the requirements were clear enough to form questions to encourage the development audience to submit questions.

Code adoption procedures were discussed. Weidman asked how this code compares to other municipalities. Staff stated that most cities have design guidelines. Ours is the very basic form of design guidelines. Staff will bring this back as a public hearing in September to consider the code and give a recommendation to city council. September 21st will be the next planning board meeting and public hearing.

Capital Facility Element. Staff gave an overview of the Comp Plan process. Last update was in 2011. In 2019 the Comp Plan was appealed for not matching the county projected numbers. 2019 Transportation Updated and 2020 PRO's Plan was updated. Next update to the Comp Plan will be 2024. The Comp Plan requires the city to meet the region needs. What is the CFP? It's an analysis to ensure the assumptions in the Comp Plan are feasible.

The Comp Plan is a policy document. Water and sewer policies have been approved by DOE and can be adopted as an addendum. The water plant was built in 1970 and is starting to show its age. Parts are getting harder to come by and there is redundancy in operation. Sewer plant is getting closer to the threshold of needing a new plant. City has been working for 2-years to update the sewer plant.

Transportation Element update. Opportunity to update some sections to match policy in the element. This is not a complete overhaul of the chapter. Some areas will remain out of date, and we anticipate a complete analysis and overhaul in 2024.

Staff will schedule Nate Morgan the PW Director to come to the next PB meeting to go over the Transportation Element.

Rockwell reviewed the transportation element and asked if the city had a list of traffic elements that they are working on. Staff gave a brief review of the projects that are being discussed. Discussion over round-a-bout replacing all the intersections through Sultan. The east-west connector road has been a big discussion connecting the basin to downtown and was an item on the 6-year TIP (Transportation Improvement Plan).

Discussion over the constraints of the evacuation trail and walkability along Highway 2.

Cyr asked what would the city like the board to look at or read on the CFP? Staff stated that it is more for information, and it would be good to familiarize themselves with it. If there are any questions that come up, staff is available to help.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY:

None.

SUMMARY OF MEETING RESULTS AND ACTIONS FOR NEXT MEETING:

Next Planning Board Meeting will be September 21st
Downtown Visioning presentation
Form Based Code Public Hearing
Updates to the Capital Facilities Plan

PLANNING BOARD MEMBER COMMENTS:

None.

STAFF COMMENTS:

None.

ADJOURNMENT:

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

ADJOURNED 7:55 P.M.