

SULTAN PLANNING BOARD MEETING

319 MAIN STREET

April 1, 2008

The meeting was called to order at 6:34 p.m. by Chairperson Latimore.

Planning Board members Present: Kurt Latimore, Charles Van Pelt, & Scott Zaffram.

Council members Present: Steve Slawson, Bruce Champeaux, Jim Flower, & Kristina Blair

Staff Present: City Administrator Deborah Knight, & Planning Board Secretary Tami Pevey.

Consultants Present: Interim Planner Brad Collins, Perteet Engineering; Reid Shockey, Shockey Brent; John Wilson; Dean Franz, Surface Water Manager, Perteet Engineering.

PUBLIC COMMENTS

None at this time.

ACTION ITEMS

Set Public Hearing on PB Recommendation to amend SMC 21.04.03 to remove the \$850.00 filing fee for the Conditional Use Permit

Administrator Knight explained staff is currently cleaning up the municipal code to remove fees and place them into a resolution that would be decided by council yearly at the fee schedule meeting. She explained this is the last of the fees being removed from the SMC 21.04.030 development code. Tonight's board recommendation would be taken to a public hearing scheduled for April 15, 2008; then forwarded to council for final approval. Brief discussion held by board members.

On a motion by PB Schmidt, seconded by PB Zaffram it was recommended to remove the \$850.00 fee set in the code and provide for the fee to be set by resolution through the annual fee schedule adopted by the City Council and to change references in SMC 21.04 from "Planning Commission" to Planning Board"; All in agreement.

CM Blair expressed appreciation for the focus on changing the references to planning board, as well as removing the fees as it makes it easier for council and staff to change the fees as needed for inflation and increased costs.

Recommend Findings of Fact on Land Use Moratorium Ordinance Number 981-08

Administrator Knight explained this is a procedure issue and reminded the board public hearings were held by the city council on March 13th and by the planning board on March 19th. She provided the findings and facts as listed in the packet item A-2, page 2. She then asked the board if they wanted any additional items to be noted. PB Latimore requested that the public comments from the hearings be included in the record.

On a motion by PB Latimore, seconded by PB Zaffram recommend to council the six stated moratorium findings and facts including the staff report; excluding item 7 as there are no additional facts. All in agreement.

Approval of the March 19th, 2008 Minutes.

Administrator Knight confirmed with Citizen Keith Arndt that his comments were recorded accurately. On a motion by PB Latimore, seconded by PB Zaffram the minutes were approved as presented. All in agreement.

Planning Board ended at 6:55 p.m. Five minute break to allow for council members to arrive. Meeting reconvened at 7:00 p.m.

JOINT PLANNING BOARD/CITY COUNCIL WORKSHOP DISCUSSION

Discuss Inventory Level of Service and Policy Alternatives for Water, Sewer, and Stormwater

Administrator Knight explained the reason for the volume of information provided was to lay the foundation to understand the LOS discussion this evening. She explained the meeting tonight would be addressing water, sewer, and storm water services delivered to the community. The questions to be answered included how you account for unsewered residents in the city and the policies for connection. She advised the board they could account for citizens outside the city limits, but inside the UGA boundaries. However, if you include those citizens it will limit your resources.

Hearings Examiner John Wilson presented a power point discussion on water and sewer.

Water Policies

During his Power Point Presentation Mr. Wilson explained the outcome's for tonight's meeting were to review connection between land use, levels of service and capital facilities; review the LOS for water, sewer, and drainage; discuss needs assessment, impact fees, development changes, and direct staff on LOS and facilities. During his presentation CM Slawson drew attention to an Everett Herald article addressing Gold bar requiring providing sewer to its residents. Discussion held about a joint plan with Gold bar and the difficulties it presented in the past.

Mr. Wilson addressed the water policies and explained that the UGA being used in relation to water was a prior UGA boundary, not the current updated version. Administrator Knight stated this was a bookkeeping issue that staff was working on cleaning up.

Discussion held on various water sources available to include possible management of private wells. Mr. Wilson suggested when citizens hooked up to water that had a private well the city could acquire the water rights to be able to expand what is available to them for water sources. He explained it is difficult to get new water rights if they are needed later down the road. Discussion held on the merits and pitfalls to this option. CM Slawson stated the city is already receiving flak for forcing people to hook up to sewer. Administrator Knight stated the problem lies in that there is no policy in place on when citizens are required to hook up to services when they become available.

Administrator Knight explained the city needed to maximize the use of Lake 16 as a source for water due to the fact that water from the City of Everett costs more and they need to be assured they can recoup the costs and pay the surplus. If the city draws more than the average they pay a premium cost. She explained she was working on the math to be presented at a later meeting. Discussion held on availability of water from Lake 16 and was assured that it could meet the needs of the city for the next 50 years. Discussion continued on pressure issues, property served outside the UGA, as well as

current agreements. Administrator Knight then clarified the planning guidance decisions as follows:

1. Agreed that water service could be provided to UGA on map, plus the current water residents already connected that are outside the UGA.
2. In agreement it was a good idea to manage private wells inside the city once water service is available to the resident, but not to force connection or decertification.
3. Fire flow standard set at minimum requirement.
4. Water supply from Everett as supplemental to Lake 16.
5. No decision made on street layout to locate water mains for CIP as they are still working on the streets. Was a request made to provide a color photograph view possibly overlaid with an aerial view of streets.

Sewer Policies

Mr. Wilson then reviewed the sewer policies to include design and construction standards in accordance with DOE criteria; sewer service limited to within city limits only; sewer main extensions by developer extension, ULID, or capital improvement; existing on site septic systems within city limits to be connected to sewer by 2025; and no new on site septic systems allowed inside city limits.

Discussion focused on unsewered residents and when they needed to hookup to sewer. Currently the city has no policy forcing residents to hook up when a sewer line is available. Mr. Wilson pointed out most agencies require citizens to hook up to sewer and they don't care if an existing system works or not. He pointed out this ensures you collect money to maintain the system installed. Debate amongst board members and public in attendance and was decided this issue needed more discussion as well as input from Land Use Attorney Andy Lane.

Alternative Collection System Technologies were discussed and reviewed. Sewer capacity issues discussed to include a sewage treatment plant design to cover potential capacity for 950 build able acres in 2025.

Mr. Wilson then reviewed the policy questions discussed as follows:

1. To require connection to sewer when new lines are laid and related financing when lines are extended.
2. Do not require connection on existing lines unless septic tanks fail or the property is redeveloped.
3. Gravity pipe design capacity accepted as presented by Mr. Wilson.
4. Alternative sewer collections systems were allowed, but do not prefer grinder pumps. Although the board wants to keep in mind cost benefit.
5. The board agreed with his recommendation to sewer capacity requiring a 10 year storm event criteria.
6. And street layout to locate sewer pipes for CIP pending as they are still working on the streets.

Storm water Policies

Dean Franz of Perteet presented a Power Point Presentation on Surface Water Management to include choosing a conveyance capacity standard; creating a plan to fix existing problems; forecasting future needs; and design standards. In reviewing the Sultan stormwater goals he was impressed with collection as it followed the current trend and is aesthetically pleasing and manageable. He stated that the runoff quality standard adopted the DOE manual that addresses monitoring which was not currently being done by the city.

Mr. Franz explained the focus on LOS revolved around the desired level of service; the cost to construct; what the city can afford; and the level of risk to include damage and liability issues. During his presentation he gave examples of current storm water systems in other cities. He referenced the Low Impact Development manual and stated it is rapidly developing and suggested the city incorporate this manual as it is accepted at the state level.

Mr. Franz explained the city is currently creating an inventory of the existing storm system with Tony Beedle as the main source who has been placing a lot of effort into mapping the system. From this map they are developing costs for alternatives to address known problems; as well as developing costs for various levels of service and future needs.

Discussion continued regarding topography maps, design standards, and budget considerations. Administrator Knight pointed out there were no policy issues to be decided as it would be brought back to the board on April 15th.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Keith Arndt, 33311 132 St SE – Thanked Administrator Knight for clarifying accuracy of the March 19th minutes with him; felt the secretary does a good job. He reminded the board there are sizable portions inside city limits not served by sewer. He annexed into the city 20 years ago as he could not hookup to services unless he did so. To date he still has no water, sewer, or fire protection in his neighborhood. He pointed out a neighbor is utilizing the creek for water. He reminded the board that geology is a strong aspect of storm water and there is flexibility in storm water that has self contained units. He addressed CM Slawson's question regarding property values in term of sewer assessment versus hook up fees; and that sewer running in front of a property makes it more valuable.

PLANNING BOARD COMMENTS

PB Latimore thanked the consultants for their presentations. He also thanked the board members and public in attendance for their patience in staying until the end due to the late hour.

ADJOURNMENT

On a motion by CM Flower, seconded by CM Slawson the meeting was adjourned; All in agreement. Planning Board meeting ended at 10:17 p.m.