

## **SULTAN PLANNING BOARD MEETING**

**319 MAIN STREET**

**May 20, 2008**

The meeting was called to order at 7:00 p.m. by Mayor Eslick.

Planning Board members Present: Kurt Latimore, Jeff Cofer, Charles Van Pelt, and, George Schmidt.

Council members Present: Jim Flower, Steve Slawson, Kristina Blair,

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

Consultants Present: Interim Planner Brad Collins; Perteet Engineering; Land Use Attorney Andy Lane; Reid Shockey, Shockey Brent; John Wilson; Financial Consultant Pat Dugan; Storm water Consultant Dean Franz.

### **CHANGES TO THE AGENDA**

None.

### **PUBLIC COMMENTS**

Keith Arndt, 33311 132<sup>nd</sup> Street SE – Explained that the board will be discussing section 8.2 which is essentially a concentric circles justification for the city's development plan on how to allocate water and sewer services. It has had no changes since 2004 and is vague and ambiguous. The language does not support the goal and the goal doesn't define what policies are required. This section is used to justify whether or not people are awarded water and sewer services. Mr. Arndt asked the board to ensure the section says what you want to convey and this language does not, nor is any follow up policy referred to.

### **JOINT PLANNING BOARD/CITY COUNCIL WORKSHOP DISCUSSION**

#### **D-1 Capital Facilities Strategies Revisited**

Financial Consultant Pat Dugan explained his focus tonight would be on revisiting the discussion from last week and trying to tie up any loose ends. During his power point he

referred to Parks Needs financial picture (slide 5) and explained it was laid out as he understood the previous discussion with clearer language on the grant or inside levy lift. PB Van Pelt questioned how successful other cities were in getting grants for parks. Mr. Dugan explained it varied across the board but that park grants primarily focus on existing problems versus growth. Mayor Eslick explained Sultan has had good success in obtaining grants for parks in the past.

CM Blair questioned the parks needs listing two community parks. Her recollection was an agreement on one county park. Mr. Dugan explained he placed the second community park under unfunded improvement projects but merely listed it as a goal if circumstances were above and beyond their expectations. Discussion held on level of service and prior issues with parks. CM Slawson also voiced concern on having two community parks. It was decided it would be removed completely from the document.

Administrator Knight questioned the scenario of one Community Park and what impact fee would be assessed. Consultant Reid Shockey remembered dropping the parks needs down to \$20 million; 40% funding would be grants/60% other; of the 60%, 75% would be the developer portion and 25% community portion which would cause an increase of \$50 to the current impact fee bringing it to approximately \$4,700. CM Blair questioned if that would be an adequate park impact fee considering the city is also giving developer credits. Mr. Dugan explained in his scenario being presented a developer would only obtain a credit on a community park contribution and nothing else. Discussion held on design standards and suggested change to developer credit against the impact fee. Development standards will be brought to the board during the open comment period of the comprehensive plan amendment slated for June and July.

Water System Needs addressed as presented. Administrator Knight asked for clarification on the funding strategy and the difference between the estimated additional monthly base rates needed, versus the estimated general facility charge needed. Mr. Dugan explained approximately 2.4 million was needed to meet the 22 million total to be funded and this is allowing an either/or scenario to mix and match when considering the water rate study and how to meet the funds required. Administrator Knight clarified they needed to increase the monthly base rate by \$2.88 or increase the general facility charge an additional \$875 to close the gap. Discussion held on when that should go into effect and Mr. Dugan explained the rate study should give a clearer definition.

Sewer System Needs addressed as presented. Administrator Knight pointed out Consultant John Wilson was present to address questions about sewer policy questions regarding connections. She advised of recent inquiries on property outside of city limits but inside the UGA who would not be allowed to install a septic system because the city would not get the general facility charge needed in order to build the plant. CM Flower addressed concerns over a single family resident having to pay to connect and pay to install 1,000 feet of line and he didn't see a problem allowing a septic system in this situation. Mr. Dugan suggested to encourage people to hook into the system revenue is available if the utility is in a good financial standing to do some cost sharing with individuals who need to extend the sewer line. Discussion held on reasons for allowing or not allowing septic tanks to meet the growth management hearings board requirements and how it would impact the general facilities charge. Citizen Keith Arndt stated this issue also addressed existing septic systems that have or could potentially fail. Board members agreed it is a discussion that would be further addressed in the next update.

Storm Water Management Needs list addressed as presented. Mr. Dugan pointed out an additional project of C4b Regional Water Quality Facility located at First and Main Street. This would be a study to determine if it is feasible. The cost is estimated at \$60,000. He explained the funding strategy as presented changes with this addition to bring the total to \$2,244,900. CM Flower asked if it would take away from the park acreage. Mr. Dugan explained there are many multi use functions that could be incorporated together here. Administrator Knight explained the list tries to capture all the things you think might be possible. Board members preferred to see it placed "below the line" so as not to affect level of service. PB Latimore questioned if NPDES2 projects were identified. Consultant Collins and Administrator Knight both stated they didn't look at that because they are not required yet to meet NPDES2 standards. CM Blair liked the idea of identifying NPDES2 permitting requirements and felt the city should be proactive before we are required to comply. Administrator Knight felt it should be addressed in the next go around after the storm water utility is put into place. Brief discussion between CM Slawson and Administrator Knight on when the storm water utility would be brought to council.

General Government Needs addressed as presented. No other questions from board members.

## **D-2 Non-Growth Related Projects**

Administrator Knight stated the issue before the board tonight is to provide staff direction on how to incorporate non growth related projects in the capital planning process. She provided a list of water and sewer improvements. Staff prefers to have all of the projects on the list to give them one place to look and see when they review and prioritize when their putting together their annual capital budget and improvement plan. They also don't want to miss out on opportunities where a growth related project would address a non growth related project. Mayor Eslick stated it made sense to her. CM Flower asked about financial impact and time to complete it by June. Administrator Knight explained it is already being worked on in house and completed. CM Slawson agreed it made sense. Administrator Knight further clarified it would not affect the LOS as it is maintenance issue. CM Blair stated if it is in the comp plan it opens the door to grant money. CM Flower agreed as long as it was just a simple matter of adding these projects to the list.

## **D-3 Capital Facility Goals & Policies**

Mr. Dugan explained the framework and the important policies that need addressing are 8.1, 8.3, and 8.19. CM Slawson clarified the highlighted policies are the ones we have to do now, but they can address others later. Mr. Dugan stated they should be reviewed once a year. CM Blair agreed with Citizen Mr. Arndt who addressed 8.2 stating it was vague and ambiguous. She specifically addressed 8.2.5 which stated "Tend to create a recognizable urban form". She questioned what that meant. Consultant Reid Shockey stated he felt it addressed the 2004 comprehensive plan in which it pinpoints specific areas that could be developed based on the water sewer layouts; in that the current policy is very rigid in where and who can build when. Citizen Arndt stated the goal starts with "prioritize", but the policies don't clearly explain what the city wants. CM Blair questioned again what it means and if it is needed in there. Consultant Brad Collins stated it is difficult to picture what the city will look like in the future. He felt form was a question in whether you want old town to connect to new town, or it could be on a small street scale and how you want a certain street to connect. He suggested accepting it as a general goal and going into depth during the next update. CM Blair felt 8.2.7 is where the city gets stuck in issuing water and sewer availability. Administrator Knight felt it isn't just an issue that appears in 8.2, but throughout the comprehensive plan. That is why the consultants feel it is an issue to be addressed in the next update. Mr. Dugan stated the financial plan lays out the majority of the cost to the developer. They have to decide to pay out a large sum of money now, or wait until the services get closer and the cost is

less. PB Latimore asked what the developer contribution is now. Mr. Dugan explained it is well over 50%. PB Latimore felt at that level the market would decide and that they could strike 8.2 in its entirety. Administrator Knight again explained it would not just be the striking of 8.2, but other goals and policies that might be related which would not reflect a market based approach as being suggested. Discussion held amongst board members on whether to address now or wait until next year. CM Champeaux questioned 8.2.7 and if that would address developing to infill first. Mr. Dugan stated he wasn't sure about housing, but felt business would be on Highway 2. Administrator Knight felt it focused on density and highest density zoning areas first. CM Champeaux stated the goal during the 2004 comp plan was infill in the downtown corridor, and limits people on the outside from getting services. He felt that wasn't right and wanted to make sure it would be brought back for discussion. CM Blair felt the city should limit large development on the plateau area even though it is the biggest development area. Mr. Arndt stated zoning and annexation is not addressed here which controls density as well as the shape of the city. Consultant Collins felt it would help to separate housing from employment as it currently addresses employment. He suggested for housing he felt it should be the most housing with the least cost to the city. Request made for him to draft up language and he agreed. Administrator Knight stated checking with Land Use Attorney Andy Lane to see if it would really be a simple fix or not and then e-mail the board members to advise them as soon as possible. PB Latimore felt it was flawed as it was limiting infrastructure capacity when the city appears to have a free flowing infrastructure capacity. Further discussion held on infrastructure and infill development. Administrator Knight felt that since this is a financial policy it should read "Allocate Sultan's limited ~~infrastructure~~ "financial" capacity to "serving" those lands that can provide most housing and employment related opportunities." That would connect it to a financial policy and not an infrastructure policy. CM Blair and Citizen Arndt discussed how staff was interpreting and implementing the policy. Mayor Eslick suggested eliminating the word "Prioritize" from the goal. Administrator Knight had concerns with eliminating "prioritize" rewords the interpretation to limit availability to these places only and nowhere else. CM Slawson didn't want to see a quick fix which has caused problems in the past and felt it should be thought about and dealt with at a later time when a quality job could be done. CM Weidiger agreed with CM Slawson. PB Schmidt wanted to see if quick statements could clarify it.

CM Blair questioned 8.19.1 #3 and questions that needed to be evaluated. Mr. Dugan explained that once a year in the budget process staff would look at that to see if the 6

year CIP is out of whack and these measures would handle how to fix it and control development. Administrator Knight questioned if it was limited to facilities or strategies. Mr. Dugan stated the GMA addresses only the facilities necessary to be in place and this addresses how to fix it if you are not on track with the goals and policies. Discussion on how it connects to 8.3 as in this narrows the terms. CM Blair also pointed out 8.19 does not reference 8.1 as it should. Administrator Knight stated 8.3.14 also points out ancillary issues. CM Blair pointed out 8.3.6 focuses on facilities being adequate for land use decisions. PB Latimore addressed 8.3.2 suggested after elsewhere insert “below locally established minimum standards”. Felt it should also be inserted midway between 8.3.5 after “existing city residents”. CM Blair stated several points where it addresses not going below existing level of services. Mr. Dugan agreed and would do a search for these issues.

Administrator Knight suggested cutting Consultant John Wilson loose if there were no water or sewer questions. It was agreed to let him go.

CM Slawson pointed out CF-23 and the city “shall” extend services to properties upon annexation. He questioned if it meant that as soon as you annex in you have to extend services out and suggested another word such as “may”. Consultant Brad Collins agreed and preferred a word like “should”.

CM Blair pointed out 8.4.11.2 and the question mark located at the end of it. Mr. Dugan wasn't sure he knew what it meant. He was tempted to strike it, but hesitant as it might mean something to somebody. Also a question to the one directly above because as a fire district he wasn't sure they could charge impact fees. CM Blair questioned the wording of credit to developers in this section reading oddly and felt should be credit to impact fees as they had discussed earlier in the meeting.

CM Blair referenced 8.7.10 regarding adequate pipe sizing in regards to fire protection. Mr. Dugan didn't see anything specifically addressing looping and wanted to make sure it was addressed if it was necessary. Mr. Dugan explained looping raising the pressure in the line due to water hydraulics. Administrator Knight suggested referring back to their LOS for piping.

PB Latimore referenced 8.7.11 coordinating with the fire district and questioned if the minimum set was discussed with the fire department. CM Slawson explained the city

tests fire flow, not the fire department. Administrator Knight suggested striking it all together as the fire district doesn't participate at all; or referencing the LOS.

CM Blair 8.15.1 noted that it should not be included in the capital facilities element. Mr. Dugan stated it is way beyond what you are required to do for the GMA and suggested striking it and renumbering.

PB Latimore pointed to 5.5.3 and a typo located as a period in between Industrial Park and Master Plan.

CM Wiediger pointed out 8.14 and an extra "of" located in the sentence. Mr. Dugan admitted in 8.4.15 it should be "comprehensive plan", not "general plan".

#### **D-4 Comprehensive Plan Goals & Policies**

Administrator Knight suggested postponing discussion to the next meeting. Mayor Eslick questioned if there would be time and if it was their last joint meeting. Consultant Reid Shockey stated the focus should be on policies related to capital facilities, parks, and the like. He stated that narrowed it down to about 25 policies and felt it could be done quickly. CM Slawson suggested giving the specific policies and providing the board members with a list in their next packet.

Administrator Knight suggested excusing the absent members from tonight's meeting.

#### **PUBLIC COMMENTS ON AGENDA ITEMS ONLY**

Keith Arndt, 33311 132<sup>nd</sup> St SE – thanked the board members for the discussion on section 8.2 and appreciates the effort. Agrees with CM Slawson on doing a 'quickie' fix, but feels if it is 'justice delayed, justice denied'. The sooner the efforts to ensure the cornerstone is set right the easier for those who would be governed by it.

Consultant Brad Collins acknowledged tonight is his last night as the interim planning director. He has enjoyed thoroughly working with everyone.

#### **PLANNING BOARD AND COUNCIL COMMENTS**

CM Blair thanked CM Flower for bringing up the small guy regarding sewer issues. We sometimes have odd situations and need to acknowledge them. The more input on those situations the better.

## **ADJOURNMENT**

On a motion by PB Flower, seconded by PB Latimore the meeting was adjourned; All in agreement. Planning Board meeting ended at approximately 9:00 p.m.