

# CITY OF SULTAN PLANNING BOARD MEETING

June 17, 2008

**CALL TO ORDER**

**PUBLIC COMMENTS**

**CHANGES TO THE AGENDA**

**COMMITTEE REPORTS AND STAFF PRESENTATIONS**

**ACTION ITEMS:**

**Approval of the May 20th, May 27<sup>th</sup>, and June 3rd, 2008 Minutes**

**May 20<sup>th</sup> – CHARLES VAN PELT - KURT LATIMORE – REVISIONS**

**May 27<sup>th</sup> – GEORGE SCHMIDT** - not present. Adjournment re **KURT LATIMORE** 8.9.8 annex island “an island of the city that would be discontinuous from the rest of the city; a little pocket that would be away from the city; suggesting comma, discontinuous from the rest of the city.

**CHARLES VAN PELT** – all agreed

**June 3<sup>rd</sup> – JEFF COFER - CHARLES VAN PELT** all agreement

**Cancel Planning Board Meetings –(George Schmidt) of July 1st and July 15th, 2008**

**KURT LATIMORE** no objection

**CHARLES VANPELT - JEFF COFER** – all in favor

Unanimous approval for his first Staff report to cancel the minutes (**Kurt Latimore**)

**DISCUSSION:**

Planning Board to recommend to the City Council to authorize SEPA Official to issue DSEIS on Comprehensive Plan Revisions.

**Bob Martin** opened the discussion by explaining their hard work had come to fruition and is ready to be released to the public. Referred to **Administrator Knight** as the author in regards to questions.

**CHARLES VAN PELT** – Summary references 6/2008

**DEBORAH KNIGHT** – typo should be 2007.

**JEFF COFER** – page 21, under review procedure, appears that permit application is approval of planning commission.

**DEBORAH KNIGHT** – third paragraph down, needs to be struck and replaced. **\*missed a section re storm water approval\***

**KURT LATIMORE** – pg 15, the reasonable use exception for on site septic, one last time to look at that, question being essentially as raw land existing lot zoned single family sewer is not available and to use this provision – septic repair or expansion of that system, would that constitute build or reserved exclusively to new residence. Section 16.16.B, repairs, or incremental expansion, could someone turn to these provisions in that situation?

**BRAD COLLINS** – interpretation new single-family residence; existing septic handled the same way up until now.

**DEBORAH KNIGHT** – language isn't clear enough?

**KURT LATIMORE** – creation of a new home; exploring one more time for health requirements.

**ANDY LANE** – isn't addressed by this, health dept takes care of that; that isn't addressed here.

**KURT LATIMORE** – believe Snohomish County Health is a Health District, not a department.

**BRAD COLLINS** – wasn't sure which way it was.

**DEBORAH KNIGHT** – clarification all the way around.

**KURT LATIMORE** – replace planning commission with planning director?

**DEBORAH KNIGHT** – page 21, 16.92.040 D, administrative process, but not worked out at this point. Two in second paragraph and one in the third that **PB Cofer** caught.

**KURT LATIMORE** – next step release for public comment, CTED review, after Council approval.

**DEBORAH KNIGHT** – Council approval and SEPA will release it out.

**RS** – SEPA.

**CHARLES VAN PELT** read staff recommendation to move as written – **GEORGE SCHMIDT** second. All in favor.

## **Future Work Plan (past perspective and future visions).**

**Bob Martin** appreciation and congratulations to all – commissioners using this transition time as their departure time – suggested at this meeting you be engaged to offer reflections and comments for future consideration. Staff cover item presented as a way to help launch discussion. Issues he has been presented are streamlining of permitting process; prefer words efficient and effective – have work to do to organize system upstairs to know where someone’s work is in the process, what has been done, and what needs to take place; have done this in other communities and have a good track records.

Second is comp plan update schedule coming up in 2011. Opening date of docket is June 12<sup>th</sup> to June 30<sup>th</sup> to notify community that is the statutory timeframe to review the comp plan process. Manual cycle, 2001 normal rotation, and all the work you did because of the growth management board interventions. In view of the many activities you’ve just completed it seems difficult to charge back in and redo it all again. **(INSERT DISCUSSION BREAKDOWN HERE)**

**JEFF COFER** – asking chair to; you had indicated that you had some interest and some thoughts regarding an emergency plan for our city; and following our last joint meeting with the council – appears particularly important

**KURT LATIMORE** – Yes, that discussion over Dyer/Skywall is a great way to look at this. A 3 way connection changed over time to an emergency access – some sort of emergency plan tied to capital facilities plan that would outline risks to city, existing features to city related to risks, there are items that would jump out to improve and prioritize in some fashion and during normal comp plan update and roll into the basic needs category that Mr. Dugan was discussing in his fiscal model. Don’t seem to have any basis to make the Dyer/Skywall decision.

**JEFF COFER** – would like to bring to rest Mr. Gibson’s amendment request during this entire process. In the last weeks read an email from Mr. Gibson and after all the discussion, i.e. passionate discussion, somewhere along the line Jerry was right. He finally made his point. Item T28 does not belong in the comp plan because we deemed it not necessary for traffic flow, but needs to be there for an access issue but no place for that. There should be a mechanism for taking safety issues into consideration when prioritizing our project list. We have a scoring formula and if we had a plan in place it could be considered in the process. In agreement with PB Latimore and should be a priority as the next board moves forward.

**SCOTT ZAFFRAM (I am guessing Scott Zaffram)** – Due to Katrina - a lot of policy and programs being driven to get local communities and states prepared for an emergency – risk assessment. Agree with Latimore and has wondered since he moved here on what the true emergency situation.

**CHARLES VAN PELT** – committee for some time. Plan for emergency; primary concern is the lake at the top of the basin. 30 – 40 minutes to get out of town and 40 feet of water coming through here. Too bad it can't be drawn in more to the city planning process. Something is happening, but slowly.

**SCOTT ZAFFRAM** – cooperative meetings happening on a much larger level now.

**JEFF COFER** – my understanding that in New Orleans, pre Katrina??? Advisory board coming that sometimes public's best interest is not always the most popular decision and needs to be considered as the city evolves.

**SCOTT ZAFFRAM** – Heard that on many board sitting in.

**JEFF COFER** – Addressed CD Martin that you endeavor at all times to help restore public confidences in citizens – disappointed to see pointing and hearing “you guys have done this to us” – consider that in your decision making and day to day activity would be to the benefit of our community to regain confidence, or just kill conspiracy theories as a start in the right direction.

**BOB MARTIN** – the Mayor lists that as number one and the others are details to how that happens and without that we have no basis for operating. Who I am, Who Deborah is, chosen to be here because of that adhere to code of ethics.

**GEORGE SCHMIDT** – lack of execution as a city that got us to the comprehensive planning process we were at. Clarity on 1/2/3 – minimum work to get it to pass and appears to be more enduring than we intended – City should continue update process.

**JEFF COFER** – countless times came down to wire and discussed in depth and tabled because we don't want to go down that road now and told coming back to look at this again in a year anyway.

**GEORGE SCHMIDT** – surprising to read because of those comments – moving to policy and understood specifically putting policy aside and will be caught up to align - very clear in the analysis the city is not going to have the financial ability to fund growth, surprised to hear the discussion commercial or residential. Personal opinion is commercial is a whole pipe dream; not enough land; can't offer incentives to make that happen.

**DEBORAH KNIGHT** – rooftop vs. retail discussion?

**GEORGE SCHMIDT** – #2 – next key thing discussed regarding growth is revamping plan to place emphasis on residential or commercial; don't think there is a commercial engine to drive growth.

**DEBORAH KNIGHT** – council discussed at retreat is an economic analysis to try to determine what can be done regarding what we have in place.

**GEORGE SCHMIDT** – that would be good; the way this read he feels residential with more suburban type business; can't see major commercial endeavors due to land.

**DEBORAH KNIGHT** – major commercial endeavors mean?

**GEORGE SCHMIDT** – READ FROM AGENDA ITEM – Think the second half could come ahead in residential.

**BOB MARTIN** – referring to docketed questions for council to consider back in 2005 – the proposal is referring to that docketed item. Citizen proposed comp plan be opened to take analysis of commercial corridor to be economic driver. Expressing what the docketed item implies. Not expressing staff perspective or what should or should not be done.

**GEORGE SCHMIDT** – spot analysis would be a great thing; be surprised on commercial leading residential.

**DEBORAH KNIGHT** – gut feeling from most of community; not enough revenue generated by property taxes to fund resources needed?

**GEORGE SCHMIDT** – can it afford to take that rest?

**DEBORAH KNIGHT** – we've added an awful lot of housing without – adding more housing if do comp plan analysis?

**CHARLES VAN PELT** – Do large commercial such as Safeway come to discuss?

**DEBORAH KNIGHT** – we're adding people.

**KEITH ARNDT** – haven't added any commercial either.

**JEFF COFER** – what's the return on investment?

**DEBORAH KNIGHT** – 400 buildable homes out there – they are platted.

**KEITH ARNDT** – the return on investment is the money you won't spend. The understanding of Staff is?

**DEBORAH KNIGHT** – outcome was don't spend money you don't have yet.

**JEFF COFER** – recommendation is to take a breath, let the dust settle, and then reassess the needs both of the comp plan and the development code. That makes sense.

**DEBORAH KNIGHT** – tough call and council having same thoughts you are having. Appreciate input; planning board's perspective is to deal with it and not set it aside.

**KURT LATIMORE** – totally engrossed in comp plan process, think this is a good plan, and think it will withstand tests and moratorium lifted. Good opportunity to look to mayor and City Administrator and let them tell us where to focus. Show difference to our leaders and executives of City to decide what they see as most urgent and pressing and have the boards rally around them.

**CHARLES VAN PELT** – fly at 30,000 feet and details elsewhere.

**DEBORAH KNIGHT** – development code gets into details and brings it down to ground level.

**KURT LATIMORE** – 3 items tied to planning board procedure – we had an element of our process that never stabilized. Our board issues recommendations and gives its direction and it vanishes or changes or goes the exact opposite. Gave example of recommend T28 approval or not. Need a more durable process with more rigors to capture it in a clear manner.

**SCOTT ZAFFRAM** – formal process went through correctly, but off handed talk and so many topics, have you seen anything formally that went to City Council incorrectly?

**KURT LATIMORE** – our rules or procedure for instance.

**DEBORAH KNIGHT** – public participation procedures another example where council split up and never came back to planning board – another is bisecting of fire district's property.

**KURT LATIMORE** – second piece is let it ride – process to review – goofy – look at its procedures and decide how to handle it.

**DEBORAH KNIGHT** – explained for Bob – makes a recommendation, holds a public hearing, has opportunity to change after public hearing before forwarding to Council.

**KURT LATIMORE** – confused by that process – appears to be a dead spot after hearing is done. Affirm recommendation or something that considers public comment.

**SCOTT ZAFFRAM** – saw confusion in that process.

**JEFF COFER** – T28 – T28 – T28 as all my passwords because I'll never forget it.

**SCOTT ZAFFRAM** – main vehicle to get information out to public.

**DEBORAH KNIGHT** – website, press releases, utility bills – bigger things perform a direct mailing.

**SCOTT ZAFFRAM** – discussion about City sign similar to school district?

**DEBORAH KNIGHT** – yes, high school switching to digital sign and we have been offered to add to that sign. Cities struggle with everywhere – people commute and no local newspaper and unless spoon-fed no time or no energy unless in own backyard.

**BOB MARTIN** – agreement; constant challenge, but not for lack of trying.

**DEBORAH KNIGHT** – sultan also has a list serve to get email notification if sign up.

**KURT LATIMORE** – durable recommendations #1; let it ride #2; emergency management plan #3; #4 about public interaction during meeting. Public comment up front and public comment on the end. Started off using that and ultimately more collaborative, interactive discussion and no longer that process laid forth. Pausing for discussion and worked really well. Next board should clarify that. It can get out of hand, but for the planning board allowing that collaboration to occur but enough controls in place to manipulate if it gets out of hand. Bonus item – I believe Deborah has done a brilliant job. Challenge of keeping this pulled together as well as myriad of other work. Brilliant job.

**DEBORAH KNIGHT** – At first meeting stated not a planner, looking forward to turning over reins to Martin.

**KURT LATIMORE** – don't believe would be here today without your hard work.

**JEFF COFER** – public works director, development director, change of mayor, police scandal.

**DEBORAH KNIGHT** – Do you think it would be worthwhile to have them review their procedures and bring back one or two of you to sit in on that discussion.

**KURT LATIMORE** – yeah, those would be helpful things. Terrific board and no problem interacting. Good to have procedure in place, but those items would be helpful.

**GEORGE SCHMIDT** – helpful for new board members who are naïve to public process to explain the process and explain the process. A short cover note this is why this is in the packet and this is what it means – a one-page summary.

**DEBORAH KNIGHT** – agenda cover to put it into context.

**GEORGE SCHMIDT** – focus on this and why.

**DEBORAH KNIGHT** – executive summary approach – the elevator ride – planning board orientation discussed with DEBORAH KNIGHT and BOB MARTIN; set before first meeting in August.

**SCOTT ZAFFRAM** – vision of planning board; goals and objectives expected to achieve. Don't know the vision of the planning board and don't understand all the complexities and overall genuine purpose.

**BOB MARTIN** – custom with new board member is book "Job of a Planning Commissioner"; another opportunity is CTED's "Planning Short Course"; that was here five or so years ago; team of outside perspective and might be time to bring that back to sultan.

**JEFF COFER** – most intimidating things was SEPA, CTED, AWC and having no idea what is being talked about – be real careful with acronyms.

**KURT LATIMORE** – point well taken about vision and goals by **SCOTT ZAFFRAM** – truly has only been comp plan for last two years – the next board that gets to decide where they want to go.

**JEFF COFER** – new board been selected?

**BOB MARTIN** – three applicants; Arndt applied, Steve Harris, Paul McBride from Eagle Ridge Development active in HO assoc and active thru storm water committee.

**CHARLES VANPELT** – three applied, but need four – will submit his formal resignation mid month when home closes and found house in Arlington.

**DEBORAH KNIGHT** – library board and school board as well – we'll have to give you some going away.

**GEORGE SCHMIDT** – **SCOTT ZAFFRAM** recommendation on vision and goals; a lot of nervousness moving forward as prior board before dissolved as so dysfunctional.

**BOB MARTIN** – understood there is four positions open and **JZ the only remaining member.**

**DEBORAH KNIGHT** – and must be re-upped as **SCOTT ZAFFRAM** finished SDS term.

### **PUBLIC COMMENT ON AGENDA ITEMS ONLY**

**Keith Arndt** – 33311 - 132<sup>nd</sup> St SE – Thank you for your indulgence, your hard working, your dedication, your sense of humor, and your sobriety. I'm happy to see that the rooftop versus retail is a docketed item. Other things to docket are establishment of a RUTA on the east side of Rice Road. I'm assuming Collins wrote elements of septic and element left of expansion, I think between health dept and planning director will figure out those issues when they arrive. Thanks again.

### **PLANNING BOARD COMMENTS**

**SCOTT ZAFFRAM** – thanks for helping me learn the ropes through all of this; I am a sponge, I am a sponge; not a whole lot to contribute.

**JEFF COFER** – **DEBORAH KNIGHT** really impressed and relieved when you came on the scene; things made sense and a gift to listen to discussion and recognizable short dialogue we can all agree on. Appreciate you were here for us to do that. Acknowledge all hard work the consultants did. They were here for us and really felt like we had the dream team going and so very disappointed if this plan were met with anything other than fan fare and accolades and help up as an example of how a public process should come together. Entered reluctantly and turned out to be a great privilege. Look forward to getting involved again in other processes.

**CHARLES VAN PELT** – Someday I expect to pick up the Seattle Times or the Everett Herald and..... has achieved great things and become the City Administrator of..... Appreciate how much working with the present board. Everyone had contributed and used their head. Thank new Staff, old Staff, Consultants, are great. Great experience for me personally. Really appreciate the opportunity.

**GEORGE SCHMIDT** – want to thank fellow board members; great to serve with you; good positive experience to participate on this board. **DEBORAH KNIGHT** thanks enough for efforts and can't imagine process this far without you.

**KURT LATIMORE** – a privilege serving on this board.

**Adjournment – CHARLES VAN PELT - SCOTT ZAFFRAM** – closing at 8:40 p.m.