

1. Planning Board Agenda - July 18, 2019

Documents:

[PLANNING BOARD AGENDA 07.18.2019.PDF](#)

2. Complete Packet - Planning Board Meeting - July 18, 2019

Documents:

[COMPLETE PLANNING BOARD PACKET 7.18.2019.PDF](#)



PLANNING BOARD AGENDA

PLANNING DEPARTMENT

July 18, 2019 - 7:00 PM
City of Sultan Council Chambers
319 Main Street, Sultan WA 98294

- I. **Call to Order, Pledge of Allegiance**
- II. **Roll Call**
- III. **Approval/Changes to the Agenda**
- IV. **Public Comments/Visitors**

Anyone who wishes to speak on any matter not appearing on the agenda may do so at this time. Citizens are requested to keep Public Comments to a 3-minute maximum (3 minutes or less per person) to allow time for everyone to speak.
- V. **Planning Board Member Comments**
- VI. **Staff Comments**
- VII. **Approval of Minutes**

June 6, 2019 Meeting Minutes
- VIII. **Discussion Item**
 - 1) Transportation Element – Early Thoughts
 - 2) Recreational Vehicle Code Changes
 - 3) Daisy Meadows Rezone
- IX. **Summary of Meeting Results and Actions for Next Meeting**
- X. **Public Comments on Agenda Items Only**
- XI. **Planning Board Member Comments**
- XII. **Adjournment**



PLANNING BOARD MISSION STATEMENT

The City of Sultan Planning Board's mission is to translate its knowledge of the community into recommendations on land use plans and codes that help the community to achieve its goals and desires for health, prosperity and quality of life for present and future generations.

Planning Board Members

Tom Green
Gloria Reedy
Janet Peterson
Sean Standefer
Mike Weidman

Community Development Staff

Andy Galuska, Planning Director
Cyd Donk, Secretary of the Board/Assistant Planner

ADA NOTICE: City of Sultan Community Center is ADA accessible. Accommodations for person with disabilities will be provided upon request. Please make arrangements prior to the meeting by calling City Hall at 360.793.2231. For additional information please contact the City at cityhall@ci.sultan.wa.us or visit our website at www.ci.sultan.wa.us

(360) 793-1311, FAX (360) 793-3344
Staff Email: planning.department@ci.sultan.wa.us



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SULTAN PLANNING BOARD MINUTES

June 6, 2019

PLANNING BOARD MEMBERS PRESENT:

Janet Peterson
Sean Standefer
Tom Green
Michael Weidman
Gloria Reedy - Excused

STAFF PRESENT:

Andy Galuska, Planning Director
Cyd Donk, Assistant Planner

CALL TO ORDER:

Call to Order at 7:00 p.m.

CHANGES TO THE AGENDA:

None.

PUBLIC COMMENTS:

None.

PLANNING BOARD MEMBER COMMENTS:

None.

STAFF COMMENTS:

None.

APPROVAL OF MINUTES:

Green made a motion to accept the May 2, 2019 meeting minutes as written. Standefer seconded. All Ayes.

DISCUSSION AND STUDY ITEMS:

1. Transportation Element Update

Presented by TSI Consultants: Andrew who does the modeling, Victor the advisor and Jeff the project manager. TSI will also be presenting this to the city council at an upcoming meeting. The PPT presentation is included with the minutes for reference.

2. Comprehensive Plan Audit and Changes

Staff gave an overview of the update to the population estimates for the comp plan, and residential capacity analysis. Staff has found that there is sufficient land currently available for development for the near future but more analysis is needed further out. As the county is beginning the buildable lands update this summer, the city will wait until the report is completed and then revisit the residential capacity, most likely during the 2023 Comprehensive Plan Update. Standefer made a motion to send updated audit report of the population estimate for the comp plan with planning board recommendation for approval to city council at the city councils upcoming meeting. Seconded by Weidman. All Ayes.

3. Recreational Vehicle Code Changes

Board and Staff have a lengthy and detailed discussion regarding the definitions presented this evening. Board stated that the list they are reviewing does not include many of the items that were discussed at the last meeting. Board is concerned that there should be more details on what they talked about in regard to allowed uses, parking, storage and setbacks.

Staff presented a list for Chapter 16.54 Off-Street Parking and Loading Standards, 16.54.160 Storage of Recreational Vehicles in Residential Zones with items A through G (attached herein).

It was in general agreement that items A, D, F & G are acceptable. Items B, C and E need to be polished and will return to the July 18th planning board meeting for another review and discussion.

4. Daisy Meadows Rezone

Board and Staff have a lengthy and detailed discussion regarding the zoning request for Daisy Meadows. The northern portion of the proposed development is in the low density residential (LDR) zone. The developer is asking to rezone this portion to the moderate density (MDR) zone to match the southern part of the property.

A portion of the Board would like to see the developer add more green space other than the PSPE easement that runs diagonally through the middle of the portion. The developer plans to put a trail system along the PSPE easement. The Board would also like to have a meaningful conversation with the developer regarding ways to improve the layout of this proposed project which could include items such as making more livable space for the residents, make the PSPE easement area into some kind of park for the resident and parking on both sides of the streets. The Board understands that with the updated wetland information, there are a few lots that will be lost and there will be a new proposed layout submitted for Daisy Meadows at some point.

The Board asked Staff if they knew if the developer did not get the rezone, would still develop the property? Staff does not have an answer for this question. Board understands that the rezone goes to council for approval with a recommendation from the planning board. The planning board will give a recommendation to the city council at a later date.

On a motion by Standefer, the Board would like to hold this discussion to the next planning board meeting of July 18th. Seconded by Green. All Ayes.

PUBLIC COMMENTS:

None.

PLANNING BOARD MEMBER COMMENTS:

None.

ADJOURNMENT:

Green made a motion to adjourn and close the meeting, Weidman seconded the motion. All Ayes.

ADJOURNED AT 9:45 P.M.

Chapter 15.14 TEMPORARY ~~MOBILE HOMES~~ RESIDENCES

Sections:

- 15.14.010 ~~Mobile home~~—Temporary use permit.
- 15.14.020 ~~Mobile-Manufactured~~ home – Defined.
- 15.14.030 Requirements for placement.
- 15.14.040 Permit – Time restriction.
- 15.14.050 Permit – Deposit agreement.
- 15.14.060 Permit – Fees.
- 15.14.070 Permit – Violation.

15.14.010 ~~Mobile home~~—Temporary use permit allowances.

A. Applicants who are in the process of building a permanent dwelling unit may apply for a temporary permit to locate a ~~mobile-manufactured~~ home or recreational vehicle on the building lot during construction of the dwelling.

B. A resident who wishes to establish a temporary dwelling for a relative when continuous care and assistance is necessitated by a medical condition or advanced age.

Such permit shall not be issued until after a building permit for the constructed building has been obtained.

15.14.020 ~~Mobile-Manufactured~~ home – Defined.

“~~Mobile-Manufactured~~ homes” as used throughout this chapter means a ~~mobile-manufactured~~ home as defined in RCW [46.04.302](#).

15.14.030 Requirements for placement.

In addition to compliance with all other applicable codes and standards, the following requirements must be met to obtain a temporary use permit:

A. ~~Mobile-Manufactured~~ homes shall only be permitted on parcels with a minimum lot size of 10,000 square feet.

B. ~~Mobile-Manufactured~~ homes used for temporary uses must be connected to an approved on-site sewage disposal system and water supply.

C. No temporary ~~mobile-manufactured~~ home with a manufacture date older than five years from the date of proposed placement shall be allowed until and unless the applicant obtains written permission from the building official.

15.14.040 Permit – Time restriction.

A temporary use permit may be issued by the building department for a period not to exceed one year. The department may renew the permit for an additional six-month period, provided good cause is shown. No further renewals may be granted. The applicant must remove the mobile-manufactured home and all appurtenances thereto upon expiration of the temporary use permit or renewed permit if applicable, within 30 days of the final approval of the building permit.

15.14.050 Permit – Deposit agreement.

As a condition to the issuance of a temporary permit under the provisions of this chapter, the owner shall deposit in trust with the city, in cash or its equivalent, the amount of \$500.00, and shall enter into an agreement which provides, at a minimum, the following:

A. The applicant agrees to pay to the city all fees, cost, and/or expenses, legal or otherwise, which the city may incur in causing the removal of the mobile-manufactured home, and all its appurtenances left in place beyond the time period approved by the city or used or installed in violation of the ordinances of the city. Applicant further agrees to pay for all costs incurred for enforcement of this chapter as provided in Chapter [15.23](#) SMC and SMC Title [16](#), Division VI, Administration.

B. The applicant agrees that all fees, costs, and/or expenses incurred by the city shall be deducted from the \$500.00 deposit.

C. The applicant further agrees to pay the city such fees, costs, and/or expenses incurred by the city which are in excess of the \$500.00 deposit.

D. The city agrees to refund the \$500.00 deposit following certification from the building official that the temporary mobile-manufactured home and all appurtenances have been removed, provided that the city does not incur any fees, costs, and/or expenses.

E. The city agrees to refund any amount remaining from the \$500.00 deposit after fees, costs and/or expenses incurred by the city are deducted.

F. The city agrees to provide to the applicant a complete and accurate accounting of all such fees, costs, and/or expenses, if any, incurred by the city.

15.14.060 Permit – Fees.

A temporary use permit will be issued by the building department. The fee will be \$125.00 and is in addition to all other required permits.

15.14.070 Permit – Violation.

If any of the terms or conditions of the permit are violated, the permit shall become void.

Revised Definitions:

28. “**Dwelling, duplex**” means a detached building used or designed as a residence for two families living independently of each other and each with a separate ingress/egress and each with facilities that are used or intended to be used for living, sleeping, cooking, and sanitation in said building. Duplex dwelling shall not include a ~~mobile~~manufactured home.

17. “~~Mobile-Manufactured~~ home” means a single-family dwelling constructed in accordance with the requirements prescribed under RCW [43.22.340](#), as amended, and bearing the “~~mobile-manufactured~~ home” insignia of the Washington State Department of Labor and Industries. It is a dwelling transportable in one or more sections that are eight feet or more in width and 32 feet or more in length, built on a permanent chassis, designed to be used as a permanent dwelling and constructed before June 15, 1976. (Note: Manufactured homes were formerly called “mobile homes” before the federal government assumed control of the construction standards for the industry by way of the National Manufactured Home Construction and Safety Standards Act of 1974 (42 U.S. Code, Section 5401).) A ~~mobile-manufactured~~ home may not be placed on a residentially zoned lot and must be located in a mobile home park.

18. “~~Mobile-Manufactured~~ home park” means land under single ownership and control designed and used for the temporary or permanent parking of two or more ~~mobile-manufactured~~ homes for human occupancy.

19. “~~Mobile-Manufactured~~ home space” means that portion of land in a ~~mobile-manufactured~~ home park allotted or designed for accommodation of one ~~mobile-manufactured~~ home.

4. “Recreational vehicle” means a vehicular-type unit primarily designed for recreational, camping, or travel use, that has either its own motive power or is mounted on or drawn by another vehicle. The basic types of recreational vehicles include, but are not limited to, travel trailer, camping trailers, truck campers, motor homes, ~~boats, all terrain vehicles (ATVs), motorcycles and jet skis and park models.~~

16.74.020 Definitions:

O. “Residential development” means a house, apartment, mobile home, manufactured home, ~~modular home~~ or other dwelling unit used as a permanent or temporary place of residence.

Removed Definitions:

15. “Travel trailer” means a vehicle with or without motor power primarily designed as temporary living quarters for recreational, camping, or travel use, and in which the plumbing, heating, and electrical systems contained therein may be operated without connection to outside utilities, being of such size or weight as not to require a special highway movement permit. The term shall include recreational vehicles, motor homes, and truck campers.

21. “Modular home” means a dwelling unit constructed in a factory in accordance with the International Residential Code and bearing the appropriate insignia indicating such compliance and transported to the building site for final assembly and permanent foundation. This definition includes “prefabricated,” “panelized,” and “factory-built” units.

Chapter 16.54: Off-Street Parking and Loading Standards

16.54.160 Storage of Recreational Vehicles in Residential Zones

Recreational vehicles may be stored in the Low, Medium, and High-Density Residential zones so long as all the following conditions are met:

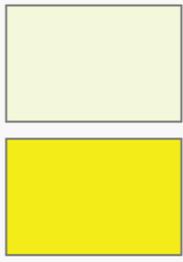
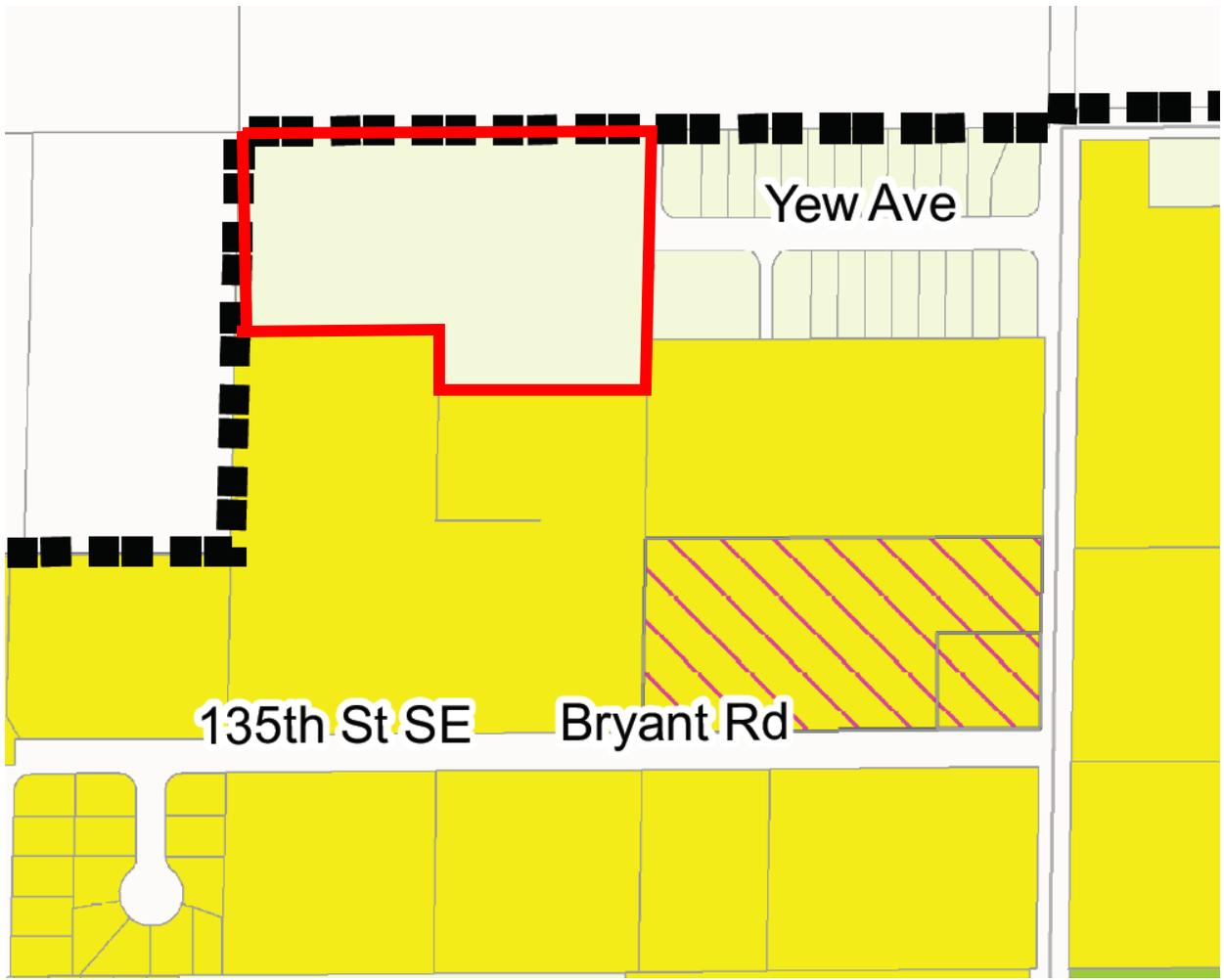
- A. Recreational vehicles shall be stored fully on private property in a manner which does not create an unsafe situation.
- B. Recreational vehicles shall not be stored in the front or side property lines unless they are fully enclosed within a legally established structure.
- C. One recreational vehicle may be stored on properties under 10,000 square feet in area. Properties over 10,000 square feet may store two recreational vehicles.
- D. Recreational vehicles may be connected to power but shall not be connected to public water or sewer services.
- E. Recreational vehicles shall not be used as sleeping quarters while being stored.
- F. It is unlawful to store a recreational vehicle which meets the definition of junk vehicle, as defined in SMC 8.14.020, unless it is stored completely within a legally established structure.
- G. Recreational vehicles shall not be stored within the public right-of-way for more than 72 hours.

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Low Density Residential

Moderate Density Residential

Daisy Meadow Rezone