



## **SULTAN PLANNING BOARD MINUTES**

### **September 5, 2019**

#### **PLANNING BOARD MEMBERS PRESENT:**

Janet Peterson  
Tom Green  
Sean Standefer  
Michael Weidman  
Gloria Reedy, Absent

#### **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 ON MATTERS NOT ON THE AGENDA:**

Nathan Zuber, 819 Bryant Road – Never been to a planning board but what's happening on his road has made him voice his concern. He has lived here and graduated from Sultan in 1995. He moved to Massachusetts and came back to Sultan. He is concerned about the traffic. He came in and talked to Andy and understands that the city has to grow but feels they have to fight it.

#### **PLANNING BOARD MEMBER COMMENTS:**

Standefer – thanks Nathan for his comments. Explained what the city has been working on and that the planning board is just an advisory board so having citizens involved is very important.

#### **STAFF COMMENTS:**

Staff shared that the Council approved the planning board's recommendation for not allowing the rezone, gave a buildable lands update and an overview of the neighborhood meeting the developer held regarding the Daisy Meadows development.

### **APPROVAL OF MINUTES:**

Standefer made a motion to approve the minutes as written. Seconded by Green. All Ayes.

### **DISCUSSION AND STUDY ITEMS:**

#### **Parks, Trails, and Open Space Study**

Staff gave an update on the process for the updating of the parks, trails and open space study. Staff will be interviewing 2-consultants on the 20<sup>th</sup>. Staff wanted the board to send him feedback on what they are looking for as part of the study.

Standefer's concerns:

- Open space and recreation balance with new development paying in lieu of fees.

Staff responded: the code allows the developer the option to pay the fee in lieu of.

- Wastewater study results for the west side of town.

Staff responded: City is already planning for an update of the plant before it reaches 80% of capacity. Main Streets sewer line will need to be updated at some point. The ped bridge water and sewer lines will give us better service numbers.

- Standefer will e-mail the rest of his questions.

Weidman asked about the dollar amount of the fee in lieu of. Staff responded the fees for the lots per development is a per lot fee. These fees are used to improve other parks with recreation facilities in Sultan.

Green would like to see the powerline areas into recreation areas. He doesn't understand why this can't happen. Staff responded: the city is looking at a way to get a 10-foot easement through the power line areas so the city can string a trail through several developments. Staff stated that no structures are allowed but they are basically okay with trails.

#### **Development Code Update**

##### Development Code Project Scoping

The City is kicking off a code update project that will improve various elements of the land use and development regulations. Staff has identified the following objectives for this project to complete. Please consider these updates and provide feedback on how the current regulations are working or how you would like to see them changed. If there are additional issues you think the City should consider please present additional topics at the Planning Board Meeting.

##### Proposed Topics

1. Development Improvement Requirements: Staff would like to clarify the required improvements that developments are required to include. This would cover frontage improvements, utility extensions, and road connections.

2. Minor Adjustments: Revise what can be administratively approved after a project is approved in a public format. Peterson asked what a public format was.
3. Rezones: Our recent rezone application was a good reason for us to revisit the process and criteria for site specific rezones. Peterson stated this would be a good time to review the code. Staff responded that it would be good to have a discussion on what or how we should process the site specific rezones.
4. Permit Types: Clarify what the process, notice, and decision requirements for all permit types. This would include classifying all land use permit types and writing requirements for noticing, decisions, and related process procedures.
5. Grading Permit Thresholds: Clarify when grading permits are required.

Standefer asked why? Staff responded that there really isn't a clear code that states when a grading permit is required. Staff wanted to clearly state what is required for a grading permit.

Weidman shared his thoughts on grading permits and how he knows that grading on one property could affect someone else's property without even knowing it. Staff responded that they would like input from the city engineers as well.

6. Recreation Facilities Required in Subdivisions: What facilities should be required in developments and what is a fair fee to pay in lieu of these requirements.

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

Nathan Zuber, 819 Bryant Road asked the park in lieu of fee. Open space and recreation space clarification. Understands that the planning board is an advisory board only but things start here. He asked questions about the population and how do you fit 1 person let alone 1,400 people. Standefer reviewed the population estimate numbers and developments in process. Discussed Highway 2 and the issues and that the city is still looking at ways to fund improvements. Discussion over traffic improvements.

Kathy Hansen, 819 Bryant Road, regarding the Wyndham Highlands development. she would like to see the green space stay here. Slamming all the houses together doesn't look pretty. She lives in an older development that has larger lots. Would like to see lower density areas on the Basin. Would like the board to look into this at the next development update. Feels that Snohomish and Monroe figured out the bypass and hope that Sultan can figure it out too.

**SUMMARY OF MEETING RESULTS AND ACTIONS FOR NEXT MEETING:**

October 3<sup>rd</sup>, is the next planning board meeting.  
Bring back the development code update.  
Planning Board rules and agenda review.

**PLANNING BOARD MEMBER COMMENTS:**

None.

**STAFF COMMENTS:**

None.

**ADJOURNMENT:**

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

**ADJOURNED AT 8:00 P.M.**