

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
Monday, August 12, 2019**

The regular meeting of the Monroe Planning Commission was held on **Monday, August 12, 2019 at 7:00 p.m.**, in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

**CALL TO ORDER**

**Chair Tuttle** called the meeting to order at 7:00 p.m.

**ROLL CALL**

**Planning Commission Secretary Leigh Anne Barr** called the roll.

**Commissioners Present:** Chair Tuttle, Vice-Chair Bull, Commissioner Rousey, Commissioner Silva, Commissioner Jensen and Commissioner Fisher and Commissioner Stanger

**Staff Present:** City Administrator Deborah Knight, Community Development Director Ben Swanson and Secretary Leigh Anne Barr.

**COMMENTS FROM CITIZENS**

NONE

**APPROVAL OF MINUTES**

Commissioner Silva made a motion to accept the minutes of July 22, 2019 as written. Motion seconded by Commissioner Bull. Motion carried 7/0.

**PUBLIC HEARING**

NONE

**PRESENTATION**

**Monroe Economic Indicators**

City Administrator Deborah Knight presented to both the Planning Commission and the Parks Board on economic indicators within Monroe that the Economic Development Advisory Board has been looking at over the past several weeks. As the City looks to update its Comprehensive Plan, it is an opportunity to update the City's policies and goals for long term visioning. City Administrator Knight went through the PowerPoint presentation contained in the packets.

**OLD BUSINESS**

NONE

**NEW BUSINESS**

1. **Introduction/Discussion – Temporary Encampment PERMANENT Code Amendments (CA2019-03 and SEPA2019-11)**

Community Development Director Ben Swanson explained that the City is currently under an emergency ordinance for temporary encampments. Originally, the City was planning on

addressing temporary encampments as part of the Affordable Housing project however, it was discovered that an RCW that was enacted in 2010 made the City's current code out of date and the issued needed to be addressed sooner than originally anticipated.

Commissioners asked what if any portions of the code were removed. Director Swanson answered that many of the sections were reworded to help make the City's actions more defensible.

Commissioner Bull suggested changing the day limit from 90 to 100 so the encampment could rotate between four churches in a year instead of having to find a fifth church to finish out the year.

The Commissioners discussed adding provisions for RVs in the temporary encampment code and asked Staff to do additional research on how other Cities are addressing RVs in temporary encampments.

2. **Introduction/Discussion – Sewer Service Extension PERMANENT Code Amendments (CA2019-04 and SEPA2019-12)**

Director Swanson presented background information on the sewer extension ordinance. Previously the City would allowed sewer hookup if the developer signed a Development Agreement which was essentially a no protest agreement when it came time for annexation. The properties requesting sewer connections were extending further out into the Urban Growth Area and City Council has decided they do not want sewer to extend past City limits going forward.

The Commissioner liked the simplified approach and were in favor of the amendment.

3. **Introduction/Discussion – Pre-Annexation Zoning of the Monroe Urban Growth Area PERMANENT Code Amendments (SEPA2019-14)**

Director Swanson explained that the City is pre-zoning the entire Urban Growth Area (UGA). Commissioner Jensen asked about the area behind Albertsons. Director Swanson explained that the zoning has to match the City's Comprehensive Plan.

**DISCUSSION BY COMMISSIONERS AND STAFF**

Director Swanson announced that Community Development had a booth at the Night Out Against Crime. Building Official Stacy Criswell was able to work with Lowes who donated 75 ice cream trucks kits to give away at the booth.

City Council is moving forward on making a change with City Hall and the Police Station. The facilities study has been completed for the existing structures. The majority of Council members are in favor of remodeling City Hall. City Staff did make a list of all parcels within the City that are the appropriate size and present them to Council.

Director Swanson explained that the City is hiring a consultant to look at planning fees and determine what the City would need to charge to hit different levels of cost recovery. It will be eventually up to City Council to decide how the data is used in adjusting planning fees.

Director Swanson announced that the Affordable Housing group will be starting to meet to discuss proposed code changes to the Affordable Housing code. The meetings are open to the public.

Commissioner Jensen asked if there is any new news about old Albertsons property. Director Swanson said no new proposals have been submitted to the City.

Commissioner Stanger noted that the East County Park & Recreation District is running a bond measure on the November 2019 ballot. The Park District has the same boundaries as the Monroe School District.

**ADJOURNMENT**

Commissioner Jensen made a motion to adjourn at 9p.m. Motion seconded by Commissioner Fisher. Motion carried 7/0.

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Bridgette Tuttle  
*Chair*

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Leigh Anne Barr  
*Planning Commission Secretary*