

DRAFT

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, February 10, 2020**

The regular meeting of the Monroe Planning Commission was held on Monday, February 10, 2020 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 Gina Pfister called the roll.

Commissioners Present¹: Chair Tuttle, Vice-Chair Bull, Commissioner Miller, Commissioner Jensen, Commissioner Fisher² and Commissioner Stanger

Staff Present: Community Development Director Ben Swanson and Clerical Specialist Gina Pfister

PUBLIC COMMENTS

There were no comments from the audience.

APPROVAL OF MINUTES

Commissioner Stanger made a motion to accept the minutes of January 27, 2020 as written. Motion seconded by Commissioner Bull. Motion carried 5-0.

OLD BUSINESS

1. Revisions to the Planning Commission's Rules of Procedure

Mr. Ben Swanson, Community Development Director, reviewed feedback and direction from the January 27, 2020 Planning Commission meeting; and noted that he met with Mayor Thomas to discuss formatting consistencies comparable to the City Council Rules of Procedure. Mr. Swanson presented the proposed Rules; the Commissioners engaged in discussion relating to the following topics: public comment address requirements; seating arrangements; phone participation and criteria; and Commissioner absences. Mr. Swanson will incorporate the agreed upon changes in the final version.

Commissioner Jensen moved to adopt the Monroe Planning Commission Rules of Procedure as modified; and authorize the Planning Commission Chair to sign the Rules of Procedure on behalf of the Commission. The motion was seconded by Commissioner Bull. Motion carried (5-0).

2. Remand of the 2018-2019 Comprehensive Plan Amendment Docket

Mr. Swanson provided background on the Monroe School District's rezone request (File No. RZ2018-01); reviewed previous Planning Commission discussion and recommendation; and explained the City Council's desire for additional Commission review, discussion, and additional public hearing.

¹ Commissioner Fisher was off the call from 7:34 p.m. until 8:19 p.m.

² Commissioner Fisher attended via phone call, therefore not able to vote.

Mr. Swanson explained the need to develop the record to clarify any confusion; and suggested a discussion period after a motion is made and before a subsequent vote.

Mr. Swanson reviewed the land use designations map, highlighting the site and surrounding areas; and gave examples of acceptable institutional structures. Discussion ensued relating to the following topics: traffic analysis; critical areas; zoning limitations; and Council's requested action of the Planning Commission.

Chair Tuttle requested a Comprehensive Plan overview; and a presentation of the rezone process, explaining the role of the Planning Commission at an upcoming meeting.

The Planning Commission will hold a Public Hearing on March 23.

NEW BUSINESS

1. Proposed Amendment to MMC 22.26.040(a)

Mr. Swanson provided background information on MCC 22.260.40(a) – permitted land uses for properties zoned General Commercial and Industrial Transition; and explained the benefit of allowing for the sale of all motor vehicles in the Industrial Transition zone.

Commissioners engaged in discussion relating to the following topics: lay down yards, airport overlay area; density limits; applicant screening process; and allowed uses at the previous eastside masonry site.

This item will be brought back at the next Planning Commission meeting. Mr. Swanson advised Commissioners that more code amendments would be coming.

DISCUSSION BY COMMISSIONERS AND STAFF

Commissioner Bull commented on the following topics:

- Strands furniture store relocation
- Tjerne and Kelsey mixed-use commercial areas
- New orthodontist office by Lowe's
- Tarragon site plan; discussion ensued relating to Lowe's review process; restrictions; and mitigation impacts

Commissioner Jenson commented on the following topics:

- UGA expansion and density
- Current social media inquiries regarding maintenance on Oaks Street

Commissioner Miller commented on the following topics:

- Tjerne road widening
- Mitigation fees related to the school district's rezone request

Chair Tuttle commented on the following topics:

- Final meeting and recognition of the Homelessness Policy Advisory Committee (HPAC)
- HPAC communication plan; and Technical Advisory Committee (TAC)

- Economic Development Advisory Board (EDAB) update

Mr. Swanson briefed Commissioners on the February 4, 2020 City Council discussion of potential urban growth area (UGA) expansion; and the public comments from the meeting.

Mr. Swanson gave an update on the FCS development fee study and proposed changes.

At 9:00 p.m. Commissioner Stanger moved to extend the meeting past 9:00 p.m. The motion was seconded by Commissioner Bull. Motion carried 5-0.

ADJOURNMENT

Commissioner Bull moved to adjourn at 9:14 p.m. The motion was seconded by Commissioner Miller. Motion carried 5-0.

Bridgette Tuttle
Chair

Gina Pfister
Planning Commission Secretary