

CITY OF MONROE
PLANNING COMMISSION MINUTES
January 10, 2011

The meeting of the Monroe Planning Commission was scheduled for January 10, 2011 at 7:00 p.m., in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

CALL TO ORDER

Chairman Demarest called the meeting to order at 7:00 p.m.

ROLL CALL

Secretary Kim Shaw called the roll. The following were:

Present: Chairman Dave Demarest, Commissioners Ed Davis, James Kamp, Bill Kristiansen, Paul Loots, Carl Philip, Wayne Rodland

Staff Present: Associate Planner Russ Wright, Assistant Planner Ben Swanson, Secretary Kim Shaw

CITIZEN COMMENT

No comment at this time

Chairman Demarest congratulated Commissioner Loots on being appointed for another term.

Planner Wright explained the electronic process for packet material and how it is accessed on the laptop computers provided by the city.

PUBLIC HEARING

ZCA2010-04(B) – Permit Timeline Extension – Assistant Planner Ben Swanson

Planner Swanson summarized the items that were discussed briefly. The intent is to help people during the economic downturn by extending their timeline for final approval. Commissioner Rodland was concerned about the difference in codes when submitted and when actually approved and finalized. Planner Swanson explained that when the application is submitted, that is when the action is vested.

Chairman Demarest addressed the interim versus a permanent ordinance. Planner Swanson stated that this is a draft of what the permanent ordinance will address, but it will expire in December 2014. Planner Swanson explained that each individual type of land use permit will have its own expiration time. The discussion encompassed the scenario of a submittal on December 31, 2014 and then the applicant requesting an extension for another seven years. The commission thought that was a long time, but Planner Swanson explained that this is running parallel with the states actions. Commissioner Kamp clarified that this is only temporary, but he asked if this could be changed to seven years. Planner Wright explained procedurally we are trying to be consistent with state law, but long term vesting affects how the city regulates zoning changes, uses, etc.

Chairman Demarest opened the public testimony portion of the public hearing. There was no public comment. With there being no in the audience wishing to comment, Commissioner Loots

made the motion to close the public testimony portion of the hearing. Commissioner Rodland seconded the motion. The motion was approved unanimously 7/0.

Chairman Demarest asked for a motion to close the public hearing. Commissioner Kamp made the motion to close the public hearing for item ZCA2010-04(B) - Permit Timeline Extension. Commissioner Kristiansen seconded the motion. The motion was approved unanimously 7/0.

Commissioner Loots made the motion for the Planning Commission to recommend approval of ZCA2010-04(B) Permit Timeline Extension to city council. Commissioner Rodland seconded the motion. The motion was approved unanimously 7/0.

WORKSHOP

Introduction to 2011 Comprehensive Plan Docket – Associate Planner Russ Wright / Assistant Planner Ben Swanson

Planner Wright briefed the commission by presenting a slide show explaining the docketing process. The Planning Commission will analyze each proposal for consistency with the Comprehensive plan. A public hearing will then be held and the Planning Commission will make a recommendation to the City Council. Planner Wright went through a refresher of the proposals.

A. CPA2011-01 – East Monroe Economic Development Group

This proposal contains several critical areas. The site also includes flood hazard areas. Some issues that the applicant will need to bring forward are: Market analysis, availability of public facilities & infrastructure, traffic impacts, protection of natural resources and consistency with the Shoreline Master program. There are no specific dates shown on this application. Staff may be looking at an EIS for this site. Planner Wright explained the process for the adoption. To date the city has not received any information back from the applicant or additional fees to continue to study the projects impacts.

B. CPA2011-02 – Monroe School District Capital Facilities Plan

This project will adopt the individual plans into the Capital Facilities plan. This enables the city to collect mitigation fees for residential development as it occurs. This creates an inventory of facilities.

C. CPA2011A – North Area Community Plan

This project will evaluate the North Area Community Plan for consistency with the current Comprehensive Plan and Municipal Code and update as needed, review the R4 zoning designation, and also consider appropriate areas and/or criteria for neighborhood commercial development.

Planner Wright included a schedule for the Planning Commission. Future updates may be forthcoming for various comprehensive plan amendments.

Chairman Demarest took a moment to discuss the Walmart project and his recollection was that there was not anything in the sub area plan that allowed a big box store. He asked for brief updates as the project goes along. Planner Wright explained that there has been an official

submittal of a Contract and Binding site plan and a grading permit application. He also stated that a building permit application likely will not be submitted until all land use actions have been approved. Commissioner Rodland asked to look into the electrical availability for that project.

DISCUSSION BY COMMISSIONERS AND STAFF

Planner Swanson informed the commissioners that there has been no permit submittal for a “strip club” to be located in Monroe, although they have applied for a business license.

Commissioner Rodland asked what the status is of the Old Owen annexation. Planner Wright said that will be going to Council within the next couple of weeks.

Commissioner Loots asked if all the items on the workshop will be reviewed by the Planning Commission. Planner Wright stated that all of the items will be coming before the Planning Commission except the annexations. Planner Wright noted that city council added a review of the cell tower ordinance and will be fit into the schedule as time allows.

Commissioner Philip requested to add the annexation maps into the next packet for information.

Commissioner Kristiansen asked about the continuation of the West Main project. Planner Wright explained that the council is favorable to the project so that possibly by the spring the planning commission’s portion will be completed.

Chairman Demarest complimented and thanked Planner Wright for representing the Planning Commission at the last Council meeting in a favorable way.

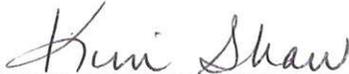
Chairman Demarest inquired about the status of the mixed use sign code. Planner Wright has put together a table for signage that shows the PO, General Commercial, Downtown Commercial areas with various information.

ADJOURNMENT

Commissioner Loots made a motion that the January 10, 2011 Planning Commission meeting be adjourned. Commissioner Philip seconded the motion. By vote the motion carried 7/0. The meeting was adjourned at 7:50 p.m.



David Demarest
Chairman



Kim Shaw
Planning Commission Secretary