

CITY OF MONROE
PLANNING COMMISSION MINUTES
March 28, 2011

 **APPROVED**

The meeting of the Monroe Planning Commission was scheduled for March 28, 2011 at 7:00 p.m., in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

CALL TO ORDER

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

ROLL CALL

Public Works Director Brad Feilberg called the roll. The following were:

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

Staff Present: Associate Planner Russ Wright, Public Works Director Brad Feilberg

Chairman Loots called for a motion to adjourn for 15 minutes to recognize Associate Planner Russ Wright and Assistant Planner Ben Swanson's departure from the city's employment. Commissioner Kamp made the motion to adjourn, seconded by Commissioner Rodland.

The floor was opened for discussion and at that time the commissioners awarded certificates to Planner Wright and Planner Swanson for their tenure with the city and kudos were given from the commissioners. Motion to adjourn for break was approved unanimously 7-0.

The meeting was reconvened at 7:25.

CITIZEN COMMENT

No comment at this time.

APPROVAL OF MINUTES

Commissioner Rodland made the motion to approve the minutes of March 14, 2011 as written. Motion seconded by Commissioner Kristiansen. Vote carried 5/0 – Commissioner Demarest and Commissioner Philip did not vote as they were not present at this meeting.

WORKSHOP

ZCA2011-01 SEPA Update (continued) - Associate Planner, Russ Wright

The city is proposing to update Chapter 20.40 SEPA of the Monroe Municipal Code (MMC)/ As part of the process, the city will consider adopting the Department of Ecology's model State Environmental Policy Act Ordinance (Chapter 173-806 WAC), modifying minimum thresholds, and consider the applicability of SEPA in relation to the city's existing critical areas ordinance (Chapter 20.05 MMC).

Planner Wright gave a brief summary on the updates in the document that were discussed at the 1st workshop by going through those sections of the document and explaining the changes made. He explained that the big changes are working out the flexible thresholds and working out the critical area piece.

Commissioner Demarest had comments regarding the critical areas section and where in the document does it state that if it is determined that the project is exempt from SEPA, who will make that determination? Is there a clear path explained for an appeal process if needed? Planner Wright explained that the SEPA official makes that determination and there is a process in Title 21.50 and 21.60 that speaks to appeals. Public Works Director, Brad Feilberg, suggested that the term "the city" be inserted in place of "the department" receiving the application so there is no confusion as to who will be making that determination. There was mutual agreement by the commissioners that the next step will be a public hearing.

DISCUSSION BY COMMISSIONERS AND STAFF

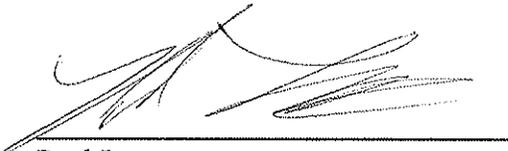
Planner Wright informed the commissioners that Phase II of the public hearing for Wal-Mart will be held tomorrow night, the 29th of March and possibly action by council.

Commissioner Philip has some concerns about the docket, which now that the city is left with fewer resources, timelines tend to be stretched out and he would like to know what will happen with the docket. He would like to revisit this and put this on the next agenda and perhaps take it to City Council to address these issues.

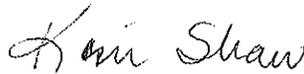
Director Feilberg commented that there will be a request for council tomorrow night to authorize hiring a Planning / Permitting Manager and an Associate Planner.

ADJOURNMENT

Commissioner Demarest made a motion that the March 28, 2011 Planning Commission meeting be adjourned. Commissioner Philip seconded the motion. By vote the motion carried 7/0. The meeting was adjourned at 8:00 p.m.



Paul Loots
Chairman



Kim Shaw
Planning Commission Secretary