

APPROVED

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
Monday, July 11, 2016**

The regular meeting of the Monroe Planning Commission was held on **Monday, July 11, 2016** at **7:00 p.m.**, in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

**CALL TO ORDER**

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

**ROLL CALL**

**Secretary Christina LaVelle** called the roll. The following were:

**Commissioners Present:** Chair Kristiansen, Commissioner Jensen, Commissioner Tuttle, Commissioner Stanger, Commissioner Duerksen, Commissioner Fisher and Commissioner Bull

**Staff Present:** Director of Community Development David Osaki and Planning Commission Secretary Christina LaVelle

**COMMENTS FROM CITIZENS**

None

**APPROVAL OF MINUTES**

- June 13, 2016  
**Commissioner Tuttle** moved to accept the June 13, 2016, Planning Commission Meeting minutes as amended. **Commissioner Bull seconded.** Motion carried **7/0**.

**Kyle Fisher**, newly appointed **Planning Commissioner**, introduced himself.

**OLD BUSINESS**

**1. Zoning Code – Amendments**

1. **Director Osaki** presented the Planning Commission with revisions to the Downtown Commercial zone use matrix chart (Monroe Municipal Code 18.12). He asked the Planning Commission to review the revisions and let staff know in the future if the edits reflected in the use matrix are consistent with prior Planning Commission discussion.

2. **Director Osaki** presented zoning code excerpts from the cities of Seattle, Auburn, and Lynnwood (attachments 2- 4) to demonstrate how other cities have approached the use of overlay zones and zoning code text to direct and limit certain types of street level land uses on certain street segments within a Downtown/City Center area.

The Commission discussion is summarized below:

**The Commission** discussed the development of an overlay zone for the Historic Main area. They focused mainly on five (5) specific blocks that front Main Street beginning at North Madison Street and ending at Woods Street and from Freemont Street to Hill Street.

**The Commission** was in consensus that the overlay or text amendment should focus limiting ground floor uses in the overlay zone with the intent to encourage more retail type uses and restaurant establishments in the Downtown Commercial core.

#### **DISCUSSION BY COMMISSION AND STAFF**

It was noted that three planning commissioners will be absent from the July 25, 2016 planning commission meeting. Due to quorum reasons, Chair Kristiansen mentioned that the four other planning commissioners should contact staff should any issue arise that may cause him/her to be absent from the July 25, 2016 meeting.

#### **ADJOURNMENT**

**Commissioner Tuttle** moved to adjourn the **July 11, 2016** Planning Commission meeting. Motion was seconded by **Commissioner Duerksen**. Motion carried **7/0** and the meeting was adjourned at **8:41 p.m.**



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Bill Kristiansen  
Chair



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Christina L. LaVelle  
Planning Commission Secretary