

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, June 12, 2017**

The regular meeting of the Monroe Planning Commission was held on **Monday, June 12, 2017 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 Kim Shaw called the roll.

Commissioners Present: Chair Tuttle, Commissioner Duerksen, Commissioner Fisher, Commissioner Jensen, Commissioner Rousey and Commissioner Stanger

Commissioners Excused: Commissioner Bull

Staff Present: Community Development Director Ben Swanson, Public Works Director Brad Feilberg, City Clerk Elizabeth Adkisson, Secretary Kim Shaw and Planning Specialist Leigh Anne Barr

COMMENTS FROM CITIZENS

NONE

APPROVAL OF MINUTES

May 22, 2017

Commissioner Jensen moved to accept the May 22, 2017 meeting minutes as written. Seconded by Commissioner Stanger. Motion carried 6/0

PUBLIC HEARING

1. **Worthington Heights Rezone (RZ2017-01) from UR9600 (Urban Residential 9,600) to R-4 (Residential 4 dwellings per acre)**

Chair Tuttle declared an Appearance of Fairness to the Commissioners. Chair Tuttle disclosed that she had met the applicant prior to the hearing, but had no contact on a personal level. No one from the audience challenged the disclosure.

Chair Tuttle opened the public hearing for the proposed Worthington Heights Rezone (RZ2017-01). The Affirmation of Truth was given to all those wishing to provide testimony on this item.

Director Swanson briefed the Commissioners on the proposal giving an explanation of the proposal. The site is approximately 19.3 acres with the proposal to construct 100 homes. The existing zoning designation is UR9600 (Urban Residential 9,600), with the proposal to rezone to R-4 (Residential 4 dwellings per acre). The City's PRD (Planned Residential Development) code would allow them an additional 9 units if the rezone is approved. The rezone would comply with the current Comprehensive Plan. The proposal's

criteria was reviewed by staff and is being recommended to the Planning Commission for approval.

General discussion continued with comments from the Commissioners inquiring about increased density and the effects on the school system, etc. There were some concerns of the possibility of further decrease in density from future developers.

PUBLIC TESTIMONY

Justin Niemela, 13523 Muir Dr. SE, Monroe WA. 98272

Mr. Niemela's concerns were the traffic impacts that will be added from this proposal. He would like to see traffic addressed prior to the approval of the plat and the overall growth in this area.

Director Swanson stated, in response to Mr. Neimela's concern on the traffic impact, that in the City's Comprehensive Plan under the Transportation portion, the City is responsible for a certain Level of Service (LOS) which establishes all traffic meets that LOS, however; the State Highways are under the WSDOT (Washington State Department of Transportation) jurisdiction and not something that the city addresses. Director Swanson explained that developers are required to pay traffic impact fees, which are collected by the city, for their share of the traffic relating to their projects.

General discussion continued. The Commissioners were in agreement that the proposal was meeting the intent of the current Comprehensive Plan.

Commissioner Stanger moved to close the public testimony portion of the public hearing. Seconded by Commissioner Rousey. Motion carried 6/0.

Commissioner Rousey moved to close the public hearing. Seconded by Commissioner Duerksen. Motion carried 6/0.

Commissioner Jensen moved that the Planning Commission adopt the Findings of Fact and Conclusions of law contained in Attachment 5 of the Agenda Bill and recommend the City Council APPROVE Ordinance No. 015/2017 amending the City of Monroe Zoning Map to change the designation in the Worthington Heights Rezone Area from Urban Residential 9600 (UR 9600) to Residential 4 Dwellings per Acre (R4); and authorize the Planning Commission Chair to sign the adopted Findings of Fact and Conclusions of Law. Seconded by Commissioner Stanger. Motion carried 6/0

2. Code Amendment CA2017-01 Monroe Municipal Code Chapter 14.01-Floodplain Regulations

Chair Tuttle opened the public hearing for Code Amendment CA2017-01 Monroe Municipal Code Chapter 14.01– Floodplain Regulations.

Public Works Director Feilberg explained the proposal and that following the latest Community Assistance Visit, the Washington State Department of Ecology requested that the City amend its Floodplain Regulation to conform to the requirements of the National Flood Insurance Program contained in 44 CFR 60.3 and WAC 173-158. The proposed amendments are: 1) Add Density Fringe Regulations 2) Amend the basis for establishing areas of special flood hazard 3) Amend the definition of substantial development 4) Require water wells to be located outside of the floodway 5) Add a severability section.

General discussion continued with clarifications from Director Feilberg explaining processes that will take place in adoption of new Flood Insurance Rate Maps.

Commissioner Stanger made the motion to close the public testimony. Seconded by Commissioner Fisher. Motion carried 6/0.

Commissioner Jensen moved to recommend that staff prepare Findings of Fact and Conclusions in support of recommending that City Council adopt this proposal. Seconded by Commissioner Duerksen. Motion carried 6/0.

OLD BUSINESS

A. Proposed Code Amendment (CPA2017-09) Chapter 18.70 – Marijuana Related Uses

Director Swanson explained the background of this proposed code amendment. Staff recommends that the Commissioners adopt the Findings of Fact & Conclusions.

Commissioner Jensen moved that the Planning Commission adopt the Findings of Fact and Conclusions of Law contained in Attachment 1 to the Planning Commission agenda bill, authorize the Planning Commission Chair to sign the Findings on behalf of the Commission, and recommend that the Monroe City Council approve the proposed amendments to Monroe Municipal Code Chapter 18.70. Seconded by Commissioner Duerksen. Motion carried 6/0.

NEW BUSINESS

NONE

WORKSHOP

Review of Parliamentary Procedures

City Clerk Elizabeth Adkisson presented the Commissioners with a brief overview of the Planning Commission Rules of Procedures. Roberts Rules of Procedure were provided to the Commissioners, along with a power point presentation outlining specific direction and guidelines.

DISCUSSION BY COMMISSIONERS AND STAFF

Director Swanson briefed the Commissioners that major code amendments will be coming up soon and an RFP (Request for Proposals) has been released for consultant hire.

Director Swanson introduced Leigh Anne Barr, who has been hired as a new Planning Specialist and will also be the acting Planning Commission Secretary.

Motion was made by Commissioner Rousey to extend the meeting past 9:00. Seconded by Commissioner Stanger. Motion carried 6/0.


Director Swanson informed the Commissioners that in place of one of their scheduled meetings, he would like to plan a field trip. Dates to consider – July 24th. This will be discussed for final confirmation at the next scheduled meeting.

Noted for the record that Commissioner Fisher will not be attending the July 10, 2017 meeting.

Chair Tuttle shared some dates for various events and activities in Monroe upcoming for the summer.

ADJOURNMENT

Without objection Chair Tuttle adjourned the meeting at 9:10.



Bridgette Tuttle
Chair



Kim Shaw
Planning Commission Secretary