

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, June 18, 2018**

The special meeting of the Monroe Planning Commission was held on **Monday, June 18, 2018 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 7:01 p.m.

ROLL CALL

Planning Commission Secretary Leigh Anne Barr called the roll.

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

Commissioners Excused: Commissioner Duerksen

Staff Present: Community Development Director Ben Swanson, Principal Planner Shana Restall and Secretary Leigh Anne Barr

COMMENTS FROM CITIZENS

NONE

Mayor Geoffrey Thomas thanked Planning Commission and supporting staff for their dedication to the UDR code update. Mayor Thomas recognized that the code update isn't high profile work, but it is necessary and he thanked Planning Commission again. Mayor Thomas remained in the audience for the duration of the meeting.

APPROVAL OF MINUTES

NONE

PUBLIC HEARING

NONE

OLD BUSINESS

1. Unified Development Regulations (UDR) Buildable Lands Summary

Principal Planner Shana Restall reminded Planning Commission that the UDR is being rewritten to bring the zoning map and code into compliance with Monroe's Comprehensive Plan that sets goals for the City for the next 20 years. The comprehensive plan sets out a range of allowed densities for each single family residential designation, allowing for flexibility in writing the zoning regulations for each residential zone.

Principal Planner Restall noted that the methodology for calculating buildable lands is summarized in attachment 3. The process began with combining adjacent parcels with the same owner into economic parcels. From there, parcels that are considered unbuildable due to size, covenants, utilities or being publically owned parcels, are removed. The remaining parcels are divided into four land status classifications, vacant, redevelopable, partially-developable and pending development. Principal Planner Restall explained that redevelopable means there can be no gain in capacity, simply a demo and rebuild, and partially-developed parcels have the potential for added capacity. Finally the critical areas are used to remove parcels with over 80% encumbrance to arrive at the net buildable land.

Principal Planner Restall explained the numbers as reflected in the Housing Unit capacity chart in Attachment 5. According to the numbers, Monroe will meet its goals no matter what density Planning Commission decided to move forward with in each zone. The question then becomes what would the Commissioners like each single family residential zone to have.

2. Unified Development Regulations (UDR) Land Use Classifications

Principal Planner Restall announced that Land Use Classification is not yet ready for discussion.

NEW BUSINESS

NONE

DISCUSSION BY COMMISSIONERS AND STAFF

Director Swanson informed Planning Commission that the Council Chambers will be remodeled and Planning Commission meetings during that time will take place at the Fire Station conference room. Mayor Thomas added that the audio and visual equipment will be updated as part of this remodel.

Commissioner Jensen asked if regulations on speed bumps in parking lots can be incorporated into the new code. Director Swanson has never heard of such regulation in a development code.

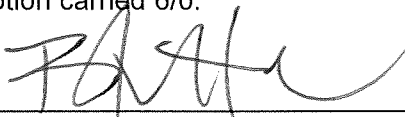
Commissioner Rousey and Commissioner Fisher attended a short course on local planning and they presented an overview of the major points from the course.

Commissioner Bull inquired about the joint City Council and Planning Commission meeting. Director Swanson answered that it is scheduled for July 17, 2018. Commissioner Bull also expressed his concern that Planning Commission did not take the time to fully understand the benefits of compact parking spaces and would like that topic to be discussed again at a future meeting.

Chair Tuttle announced that the Parks Board Meeting on June 21 at 7pm will include an economic development presentation.

ADJOURNMENT

Commissioner Bull made a motion to adjourn at 8:15 p.m. Motion seconded by Commissioner Rousey. Motion carried 6/0.



Bridgette Tuttle
Chair



Leigh Anne Barr
Planning Commission Secretary