

**CITY OF MONROE
PLANNING COMMISSION MINUTES
February 27, 2012**

✓ APPROVED

The meeting of the Monroe Planning Commission was scheduled for February 27, 2012 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

Secretary Kim Shaw called the roll. The following were:

Present: Chairman Loots, Commissioners Dave Demarest, Bill Kristiansen, Wayne Rodland, Jeff Sherwood, Bridgette Tuttle

Staff Present: Planning & Permitting Manager Paul Popelka, Economic Development Manager Jeff Sax and Secretary Kim Shaw

CITIZEN COMMENT

No comments at this time

APPROVAL OF MINUTES

January 9, 2012

Commissioner Demarest made the motion to approve the minutes of January 9, 2012 as written. Motion seconded by Commissioner Rodland. Vote carried unanimously 6/0.

January 23, 2012

Commissioner Demarest made the motion to approve the minutes of January 23, 2012 as corrected. Motion seconded by Commissioner Sherwood. Vote carried unanimously 6/0.

PUBLIC HEARING

WORKSHOP

A. CPA 2011-01 – East Monroe Development Group Comprehensive Plan Amendment & Rezone

Manager Popelka gave a brief overview of this item. The current use is Limited Open Space and the proposed use is General Commercial. Maps and photos were presented by Manager Popelka which explained some potential benefits of this property - 1) Site visibility 2) Tax revenue 3) Service jobs 4) Consumers, visitors 5) Related development. A brief list of allowed permitted uses for this area was discussed. Potential impacts of the proposal were also discussed – 1) Critical areas 2) Drainage & flooding 3) Access & traffic 4) Visual 5) Public services such as water and sewer. Manager Popelka explained the critical areas and buffers throughout this property. A map showing the outlines of Shoreline and Floodplain showed that there is not a 100 year floodplain within the property. DOT has proposed a roundabout for access to the property.

At this time, the applicants presented their proposal.

Joshua Freed
14704 100th Ave NE
Bothell WA 98011

Mr. Freed gave a brief summary of some of the benefits that this development would create for the city. Steep slopes were examined with a map showing that they are not directly on this site. Access is addressed by DOT.

Bret Olson
3858 112th Ave NE
Bellevue WA 98004

Mr. Olson is a broker for the property owner and explained that they are targeting retail shops and marketing the property for a user that will benefit from this property.

Chairman Loots asked if there were any citizens in the audience that wished to speak on this item.

Jeff Rogers
127 E Rivmont Dr.
Monroe WA 98272

Mr. Rogers expressed some of his concerns about this proposal. His property is on the bluff above this property which directly abuts this property. There are some issues with access and he stated that DOT has made it clear that they are not on board with this proposal. He feels that the floodplain issues need to be addressed before this move any further. They feel that the phased EIS should be undertaken by the applicant with it hired out by a consultant. He wants to make sure that the documents presented at previous meetings become a part of the record.

Jeff Sax
Economic Development Manager
City of Monroe

Mr. Sax explained the process of the SEPA and EIS review process.

Lowell Anderson
129 E Rivmont Dr
Monroe WA 98272

Mr. Anderson wasn't clear on how this can move forward without those questions from the Environmental Checklist being addressed yet. Mr. Anderson responded to the proposed goals and policies of the Comprehensive Plan.

Manager Popelka explained that staff has not done a complete document analysis of this yet.

Discussion followed addressing what would take place from the results of the Comprehensive Plan decision for approval of docketing. The various permitted uses were discussed with a possible development agreement and a possible contract and binding site plan. Also discussed were the permitted uses and how they meet the goals of the comprehensive plan.

Manager Popelka informed the Commissioners that he will be forwarding a more thorough staff report to them. He also explained that the objective of the public hearing is to take public testimony with regard to the content of the EIS. There were some clarifications from Mr. Sax explaining that there are two different actions being taken – one for the comprehensive plan amendment and one for the EIS document. It was recommended to hold the public hearing for both actions and take public testimony for both. He explained that there will be an additional public hearing set for April 23rd, 2012.

At this time, Chairman Loots called for a recess at 8:30.
Meeting reconvened at 8:45.

Chairman Loots asked for a motion to extend the meeting beyond 9:00 p.m. Commissioner Demarest made the motion to extend the regular meeting beyond 9:00 p.m. Commissioner Kristiansen seconded the motion. Vote carried unanimously 6/0.

B. CPA 2012B – North Kelsey and Downtown Plan Comprehensive Plan Amendment

Manager Popelka briefed the Commissioners on this item which was a result of the joint Planning Commission and City Council meeting on February 7th, 2012. The intent of this amendment is to address the North Kelsey plan and removing it from the Comprehensive Plan including the design guidelines. The design guidelines are now adopted into the zoning ordinance. The concept of the Village Green is now being proposed taking that into the downtown area. The Downtown plan process is similar to the North Kelsey change.

Discussion followed with the Commissioners voicing concerns about reviewing both of these items concurrently. Manager Popelka feels that both of these items actually are combined with each other. As Jeff Sax explained, the implementing ordinance had an attached North Kelsey and Downtown Plan by reference which it then became part of that plan. Chairman Loots would like to see the downtown merchants involved with this action.

The Commissioners discussed the process and prioritization of this item on the Planning Commission Work Program.

C. CPA 2012-01 - FirstAir Field Comprehensive Plan Amendment & Rezone

Manager Popelka explained that this item is mainly to discuss the definition of Limited Open Space Airport (LOSA). Currently there is no definition in the Comprehensive Plan and a definition will be adopted with this proposed amendment.

Chairman Loots Paul Chairman Loots asked if there were any citizens in the audience that wished to speak on this item.

Discussion continued with Manager Popelka explaining that the zoning matrix will be updated to reflect these changes. The Commissioners were in agreement that they would like to see the airport protected under this designation.

D. ZCA2012-05 - Roosevelt Ridge Pre-Annexation Zoning

Manager Popelka briefed the Commissioners on this proposal. This is going to be voted on by election by registered voters within the proposed annexation area. This area is designated R2-5 Dwellings per acre; the pre-annexation zoning process will designate this property UR9600 and UR600 -Urban Residential. The city currently does not provide sewer or water to this area.

Discussion continued among the Commissioners with regard to sewer being extended. Manager Popelka also explained that there is a schedule that will need to be followed in order to get this item on the November election ballot.

Chairman Loots asked for a motion to forward a recommendation to City Council. Commissioner Kristiansen made the motion to forward a recommendation to City Council to approve Roosevelt Ridge Pre-Annexation Zoning of UR-9600 Urban Residential and UR-6000 Urban Residential as shown on Attachment 2 - Roosevelt Ridge Pre-Annexation Zoning Classifications. Commissioner Sherwood seconded the motion. Vote carried unanimously 6/0.

E. ZCA2012-03 Mixed Use Side Yard Setbacks

Manager Popelka explained the changes that were discussed at past Commission meetings and have now been preliminarily incorporated into the zoning matrix for review.

Discussion continued between Commissioners and staff on the topic of single-family dwellings being rebuilt and conflicts with the proposed definitions.

Chairman Loots called for a motion for approval on item ZCA2012-03 as discussed per the following: Footnote #1 remains unchanged which applies only to the west end and create footnote #4 which will apply to the east end and it will be the bottom paragraph minus the yellow.

Commissioner Kristiansen made the motion to forward a recommendation to City Council to approve ZCA2012-03 Amendment for Side Yard Setbacks in Mixed Use Zoning Districts based on the discussion and notes listed above with the approval that staff has the Commissioners support to wordsmith the language as necessary to assure that it all flows well. Motion was seconded by Commissioner Sherwood. Vote carried unanimously 6/0.

DISCUSSION BY COMMISSIONERS AND STAFF

Manager Popelka has a meeting with Puget Sound Regional council and they will release their land use forecasts.

Manager Popelka informed the Commissioners that the draft EIS for East Monroe will be forwarded to the Commissioners upon completion.

Commissioner Kristiansen will not be in attendance at the regular meeting of March 12th.

ADJOURNMENT

Commissioner Demarest made a motion that the February 27th, 2012 Planning Commission meeting be adjourned. Commissioner Rodland seconded the motion. By vote the motion carried unanimously 6/0. The meeting was adjourned at 11:21 p.m.



Paul Loots
Chairman



Kim Shaw
Planning Commission Secretary