

 APPROVED

**CITY OF MONROE
PLANNING COMMISSION MINUTES
March 25, 2013**

The meeting of the Monroe Planning Commission was scheduled for March 25, 2013 at 7:00 p.m., in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

CALL TO ORDER

Vice Chair Sherwood called the meeting to order at 7:00 p.m.

ROLL CALL

Secretary Kim Shaw called the roll. The following were:

Present: Dave Demarest, Dian Duerksen, Wayne Rodland, Jeff Sherwood, Bridgette Tuttle

Excused: Chairman Bill Kristiansen

Staff Present: Planning and Permitting Manager Paul Popelka, Economic Development Manager Jeff Sax, Public Works Director Brad Feilberg and Secretary Kim Shaw

CITIZEN COMMENT

None

APPROVAL OF MINUTES

A. March 11, 2013

Discussion – Commissioner Demarest commented that on a split vote/straw poll, he would like to see the details of the outcome of the vote published.

Commissioner Demarest moved to accept the minutes of March 11, 2013 with corrections. Motion seconded by **Commissioner Rodland**. Motion carried 5/0.

PUBLIC HEARING

A. Sanitary Sewer Outside City Limits

Director Feilberg summarized this item for the Commissioners explaining that the process of notification, etc. was completed and the Dept of Commerce has approved. No comments/appeals were received. Provide sanitary sewer service to the UGA. Direction is for staff to bring back comments to the April 8th meeting for recommendation of approval.

Discussion with Planning Commission:

- Commissioners Demarest, Sherwood, and Rodland asked who controls the financial aspects of sanitary sewer provision outside City limits.

Chair Sherwood opened the public hearing and administered the affidavit of truth to those wishing to speak on this item.

Nathan Nash
12609 182nd Dr SE
Snohomish WA 98290

Mr. Nash lives above the Evergreen State Fairgrounds and wondered about the cost of hook-up to the city sewer.

APPROVED

Director Feilberg explained that there are no costs available as there has not been any developer/homeowner that have requested to install sewer service.

Commissioner Demarest moved to close the public comment portion of the public hearing. Motion seconded by **Commissioner Rodland**. The motion carried 5/0.

The Commissioners addressed the following questions on this item:

- Rates - how are the rates calculated and is there any flexibility?
- Does the City maintain control over sewer with the change in this ordinance?
- Are there any benefits of looping the water to Roosevelt Rd area?
- What happens to the homeowners that don't hook up to sewer when it is installed?
- Will the change in this ordinance cause friction between areas outside of city and inside the city?
- Sewer issue of connection if runs in front of your house.
- The water issue and cooperation from the utility service within the homeowner's area.

Manager Popelka explained that this may serve as an option to serve the UGA to prevent an under built UGA.

Director Feilberg explained that there is a comment period for the SEPA that allows citizens to comment on this proposal.

Straw poll vote:

Director Feilberg – “When we bring back findings and conclusions on April 8th, should the findings and conclusions support the Planning Commission's recommendation for approval of the amendment?”

Commissioners in favor - Commissioner Sherwood, Commissioner Rodland, Commissioner Duerksen, Commissioner Tuttle, Commissioner Demarest. Straw vote 5/0 for approval.

Commissioner Duerksen moved to close the public hearing. Second by **Commissioner Demarest**. The vote was 5/0 and the motion carried.

WORKSHOP

A. Roosevelt Rd. Rezone (RZ2011-01)

Staff Report:

Director Feilberg gave a brief summary report. After the public hearing, the Planning Commission was left with 2 options that were discussed with the city attorney. 1) - The city attorney had not heard of conditioning of a legislative action. 2) - Adopt separate amendments to the city's code.

Planning Commission Discussion:

There will be a public hearing before the Hearing Examiner with conditions attached to that decision. Public safety & welfare will be addressed then. If the project meets the code, it is possible to be built without a second access.

Commissioner Demarest isn't comfortable with allowing this without a second access and will continue to vote against this proposal.

Commissioner Demarest moved that the Planning Commission recommend against the

Roosevelt Road Rezone unless a condition can be imposed upon the rezone that primary access to the rezone development area be provided off of Roosevelt Road and that the primary access be used for build out use and also for construction. The motion failed for lack of a second.

Commissioner Tuttle moved that the Planning Commission forward a recommendation of approval of the Joint Findings and Conclusions RZ2011-01 Roosevelt Road Rezone as per Attachment 1 to the City Council. Seconded by **Commissioner Duerksen**, the vote is 4/1 with **Commissioner Demarest** opposed and the motion carries.

Vice Chair Sherwood called for a short recess @ 8:10. Meeting reconvened at 8:20.

B. Monroe Municipal Code (MMC) Chapter 18.80 – Sign Code Amendment (ZCA2012-04)

Manager Popelka summarized the work to date on the Monroe Municipal Code Sign Code Amendment ZCA2012-04. Findings and conclusions have been drafted to be forwarded to the City Council for approval. The new code documents reflect changes from the March 11th meeting and are now ready for the Planning Commissioners to review and make a recommendation.

Commissioner Rodland moved to approve the findings and conclusions as presented. Motion seconded by **Commissioner Duerksen**. The vote was 4/1 with **Commissioner Demarest** opposed for three reasons: 1) 35 foot sign heights allowed in the General Commercial zone, 2) 45 foot sign height at the SR 522 and Main Street location, and 3) unanswered questions on the scenic vista portion of the code. The motion carried.

C. 2013 Planning Commission Work Program

Manager Popelka gave a brief summary of the 2013 work program and was brought to the City Council. The 2013 work plan has been approved by the City Council and has two major items: 1) two comprehensive plan amendments and 2) a major code revision to create a unified building code. The two proposed comprehensive plan amendments are 1) East Monroe, and 2) text amendments to each element of the comprehensive plan to remove language that is no longer relevant. This is preparation work to prepare for a full revision of the 2015 comprehensive plan.

Additional items include school mitigation fees. The City Council delayed action on school mitigation fees and will consider it as part of a comprehensive evaluation of all mitigation fees. The City Council is also considering a code amendment to building heights to facilitate an expansion of the Everett Community College center. The building heights would be raised in the Professional Service (PS) zone.

There were also two items that were postponed by the City Council: The City Gateway Districts and the System Plan Updates which will both be done as part of the 2015 comprehensive plan update process. These items are being delayed due to staff shortages and because they will fit better with the comprehensive plan update.

No action was required by the Planning Commission as the City Council has already approved the work plan.

DISCUSSION BY COMMISSIONERS AND STAFF

Manager Popelka: Gave a brief update on the search for a new Associate Planner. Interviews of four finalists were completed Friday, March 22nd and a candidate has been selected. The City should receive a response from the selected candidate by the end of this week.

Commissioner Demarest asked for an update on the Planning Commission vacancy? No one has been selected yet.

Commissioner Rodland moved to recommend to the City Council that the Council consider amending the ordinance(s) governing the selection of Planning Commissioners to allow someone who is a nonresident business owner with a business located within the City of Monroe to apply for the position.

Commissioner Demarest offered a friendly amendment which was accepted by **Commissioner Rodland** to modify the motion so as to allow the City Council to appoint up to two nonresident members to the Planning Commission provided that they reside within the city of Monroe urban growth area.

Commissioner Demarest then seconded the motion. The vote was 4/1 with **Commissioner Tuttle** opposed. The motion carried.

ADJOURNMENT

Commissioner Demarest moved to adjourn the March 25, 2013 Planning Commission meeting. Motion seconded by **Commissioner Rodland**. Motion carried 5/0 and the meeting was adjourned at 9:45p.m.



Jeff Sherwood
Vice Chairman



Kim Shaw
Planning Commission Secretary

