

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
September 30, 2013**

A blue ink stamp with a checkmark in a box followed by the word "APPROVED" in all caps.

The meeting of the Monroe Planning Commission was scheduled for September 30, 2013 at 7:00 p.m., in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

**CALL TO ORDER**

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

**ROLL CALL**

**Manager Paul Popelka** called the roll. The following were:

**Present:** Commissioners Bill Kristiansen, Dave Demarest, Wayne Rodland, Jeff Sherwood, Steve Jensen, Dian Duerksen and Bridgette Tuttle

**Staff Present:** Planning and Permitting Manager Paul Popelka

**CITIZEN COMMENT**

None.

**APPROVAL OF MINUTES**

September 12, 2013

**Commissioner Sherwood** moved to approve the minutes of September 12, 2013. Motion seconded by **Commissioner Duerksen**. Motion carried 7/0.

**WORKSHOP**

**A. CPA2011-01 – East Monroe Final Environmental Impact Statement (FEIS)**

Continued from 2012, this Comprehensive Plan Amendment and Subsequent Rezone proposes to change the designation for approximately 43 acres of land located at the eastern end of the city limits north of US-2 from Limited Open Space to General Commercial. The FEIS evaluates development alternatives and their environmental impacts.

**Manager Popelka** summarized the East Monroe FEIS and its basis for reviewing the East Monroe Comprehensive Plan Amendment and Rezone. He noted that almost 200 comments were received and the FEIS includes responses and revisions for each comment. He also discussed the remaining schedule for review of the amendment, noting that a public hearing for all comprehensive plan amendments is scheduled for October 28, 2013.

The Commission discussed various components of the FEIS and its application of environmental impacts in the comprehensive plan application and review, including critical areas, compensatory storage and flooding, transportation impacts, and the appeal process for the FEIS.

***B. CPA2013-A – Comprehensive Plan Text Amendments - Land Use, Housing and Economic Development***

One of the two comprehensive plan amendments for 2013 is the Comprehensive Plan Text Amendments for several plan sections. This workshop includes the Land Use and Economic Development Elements being revised in preparation for the 2015 Comprehensive Plan Update.

**Manager Popelka** indicated that the Land Use Element has not been revised and summarized changes to the Housing and Economic Development Elements.

The Commission discussion is summarized below:

- Housing comments included revisions to several tables, defining how housing values are calculated, what types of housing, including manufactured home parks, should be attracted to Monroe, and various strategies to encourage housing.
- Economic development comments included expansion of text in economic development efforts, the community profile, and existing shopping centers, and economic development strategies.

***C. ZCA2012-04 Monroe Municipal Code Chapter 18.80 – Sign Code Amendment***

The City has adopted interim zoning regulations for the sign code for a period of six months that expires in October 2013. The interim regulations are being reviewed for potential revisions prior to adopting permanent regulations.

**Manager Popelka** reviewed draft code revisions and the list of issues being addressed. He noted that staff is recommending that the City Council extend the interim regulations for six months to allow more time to complete the revisions. Staff is planning to adopt permanent regulations before the end of the year.

The Commission discussed the proposed revisions with specific additions as follows:

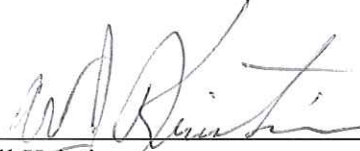
- Define maximum distance to businesses from off-premise signs.
- Add yard signs in temporary signs section of the sign table.
- Clarify definition of free-standing signs.
- Define time limit for garage sale signs (i.e., 48 hours).
- Clarify requirement for requiring professional preparation of signs, particularly for murals.

**DISCUSSION BY COMMISSIONERS AND STAFF**

None.

**ADJOURNMENT**

**Commissioner Rodland** moved to adjourn the September 30, 2013 Planning Commission meeting. Motion seconded by **Commissioner Demarest**. Motion carried 7/0 and the meeting was adjourned at 8:30 p.m.



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Bill Kristiansen  
Chairman



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Paul Popelka  
Planning & Permitting Manager