

**CITY OF MONROE
PLANNING COMMISSION MINUTES
October 28, 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 October 28, 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

Secretary Kim Shaw called the roll. The following were:

Present: Commissioners Bill Christiansen, Dave Demarest, Steve Jensen, Wayne Rodland, Jeff Sherwood, Bridgette Tuttle

Excused: Dian Duerksen

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

CITIZEN COMMENT

None

APPROVAL OF MINUTES

September 9, 2013

Commissioner Rodland moved to approve the minutes of September 9, 2013 with changes. **Commissioner Demarest** abstained from the vote as he was not present. Motion seconded by **Commissioner Tuttle**. Motion carried 5/0.

WORKSHOP

Commissioner Kristiansen opened the workshop at 7:14 p.m.

A. CPA2011-01–East Monroe Economic Development Group/RZ2012-01 Monroe Economic Development Group

Continued from 2012, this Comprehensive Plan Amendment and 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.

Manager Popelka summarized the amendment and described the proposed Comprehensive Plan and zoning designations for approximately 43 acres from Limited Open Space to General Commercial.

He further discussed the selection criteria for docketing the Comprehensive Plan Amendment (Phase I) and the review criteria for Selected Amendments (Phase II). If this amendment does not meet specified criterion, the above criteria must be specified in the ordinance adopting the amendment.

The Commission discussion is summarized below:

- Schedule of important dates include:
 - Appeal of the FEIS was received 10/18/2013.
 - Pre-hearing conference with Hearing Examiner 10/30/2013.
 - Appeal Hearing 11/01/2013.
- “Gateway” concept in relation to the potential roundabout servicing the site; provide clarity in definition of gateway.
- Differences between applying the not yet adopted 2007 FEMA map for the FEIS, which covers the entire area of the East Monroe application, rather than the currently adopted 1991 FEMA map, which does not include all of the area of the application.
- Future development would most likely require a supplemental EIS.

B. CPA2013-D School Mitigation Fees / ZCA2012-09 School Mitigation Fees

The City of Monroe is proposing to adopt Monroe and Snohomish School District Capital Facilities Plans for 2012-2017, remove regulatory language for school impact fees in the 2005-2025 Monroe Comprehensive Plan, and amend Monroe Municipal Code Chapter 20.07 (School Impact Fee Mitigation Program).

Manager Popelka summarized changes to the Comprehensive Plan and Monroe Municipal Code (MMC) for the School Impact Fee Mitigation Program. He addressed removal of regulatory language from the Comprehensive Plan, amendments to the MMC, and proposed increase of impact fee discount rates from 25% to 50% for consistency with Snohomish County discount rates.

Commission discussion is summarized below:

- Exemptions for School Mitigation Fees include Senior Housing and Assisted Living, demolished or abandoned housing unless they are rebuilt or occupied after 5 years of lying dormant.
- Concerns about raising the discount fee from 25% to 50% and how this will impact the Monroe School District and students.
- Concerns on equitability and predictability of fees if they are removed from the Comprehensive Plan into the MMC.

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

The City of Monroe is proposing Comprehensive Plan Text Amendments for several plan sections. This amendment includes the Land Use, Housing and Economic Development Elements that are being revised in preparation for the 2015 Comprehensive Plan Update.

Commission discussion is summarized below:

- Review of Land Use, Housing and Economic Development Elements.
- General changes with inconsistencies in tables, maps, and graphs in each section with modifications in sentence structure as well as perplexing language.

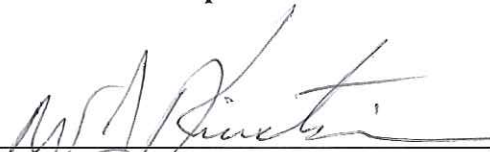
DISCUSSION BY COMMISSIONERS AND STAFF

The Commission discussed the upcoming schedule and is as follows:

- Commission public hearing for comprehensive plan amendments 11/18/2013.
- Sign code completion by end of the year.
- Final meeting 12/02/2013.

ADJOURNMENT

Commissioner Demarest moved to adjourn the October 28, 2013 Planning Commission meeting. Motion seconded by **Commissioner Rodland**. Motion carried 6/0 and the meeting was adjourned at **10:35 p.m.**



Bill Kristiansen
Chairman



Kim Shaw
Planning Commission Secretary