

**CITY OF MONROE
PLANNING COMMISSION MINUTES
December 8, 2014**

The meeting of the Monroe Planning Commission was scheduled for **December 8, 2014 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

Planning Commission Secretary LaVelle called the roll. The following were:

Present: Commissioner Jensen, Commissioner Tuttle, Commissioner Rodland, Commissioner Kristiansen, Commissioner Stanger, Commissioner Duerksen and Commissioner Sherwood.

Staff Present: Public Works Director Brad Feilberg and Planning Commission Secretary Christina Lavelle

CITIZEN COMMENTS

None.

APPROVAL OF MINUTES

Commissioner Jensen moved to accept the November 24, 2014 minutes with changes. Motion seconded by **Commissioner Sherwood**. Motion carried 7/0.

Brad Feilberg, Public Works Director, informed the Planning Commission of the resignation of Paul Popelka, Code Official.

WORKSHOP

A. CPA2012-C 2015 Comprehensive Plan Update

An update of the 2005-2025 Comprehensive Plan is now underway with completion planned in June 2015. This workshop will review outcomes from the November 13, 2014 Joint Meeting/Workshop.

Director Feilberg introduced William Grimes, consultant from Studio Cascade to present the summary of report from the November 13, 2014 Key Strategies joint meeting exercises, Park Board, and Planning Commission.

William Grimes

Consultant for Studio Cascade: Community Planning and Design
Summary of Report: November 13, 2014, Joint Meeting / Key Strategies Workshop

Mr. Grimes summarized the status update:

The exercises from the workshop produced comments addressing key issues surrounding important areas of interest to Monroe citizens. The areas of interest were produced from subsequent 2015 Comprehensive Plan Update public workshops and exercises highlighted where the city desires transformation (mild to maximum) in a policy or action in a target area. The comments from the exercises were consolidated into a set of key strategies that can be

used to produce policies and actions that will shape the future of Monroe. He noted that policies are general guidelines on how the City may position for the future. The actions are specific steps taken which depends on the degree to which City staff will need to intervene. Using these findings, the consultants will create cohesive strategies for the 2015 Comprehensive Plan Update.

Commission Discussion:

- **Commissioner Rodland** commented that after speaking with various civic clubs (i.e. Lions and Rotary Club) that there was a desire to work directly with the parks director to facilitate assistance with funding. **Mr. Grimes** responded that any outside funding would help in receiving grants and grant opportunities.
- **Commissioner Kristiansen** asked Mr. Grimes how the priorities for the comprehensive plan will be set and who will make the decisions on this prioritization. **Mr. Grimes** stated that the next step is to produce a goal and policy framework that will set the goals and priority directives of the plan. Once the priorities are vetted out, the framework will be presented to the City Council. This discussion will highlight the areas of change to the status quo, the areas in which the status quo will remain unchanged, and will get input and approval from the City Council. Once this is done, the city will receive further public and Department of Ecology input. These findings will be presented again to the Planning Commission, the City Council, and the Parks Board. **Commissioner Kristiansen** expressed concern that if the process is drawn out, significant changes could occur, potentially effecting important deadlines for the comprehensive plan finalization.
- **Commissioners Sherwood and Kristiansen** noted that producing a working draft of the Comprehensive Plan in a timely manner is essential to produce a satisfactory final product. They stated that the Planning Commission needs adequate time to vet out the document and to determine if the document requires corrections. **Commissioner Sherwood** additionally noted that the final document (2015 Comprehensive Plan) should be as user friendly as possible, brief, clear, and concise.
- **Commissioner Jensen** expressed concern about First Air Field and the current owner's reaction about the potential of land use designation changes in the Comprehensive Plan. He stated that the owner should be formally invited to subsequent Planning Commission meetings for an opportunity to weigh in on the subject. **Public Works Director Brad Feilberg** noted that the owner had entertained other uses for the air field and was not objectionable to a change in designation.
- **Commissioner Stanger** commented that the information thus far produced the "what" but not the "how" of implementation and at what stage the "how" would be addressed. **Mr. Grimes** stated that once the "what" has been defined, the "how" will be addressed through further process.
- **Commissioner Kristiansen** asked about the next milestones. **Mr. Grimes** stated that the first step would be to create a policy framework that would tentatively be presented to the city on December 10, 2014. Next would be a workshop in January with a public rollout in February then draft documents will be forwarded to the Departments of Commerce and Ecology to review the Environmental Impact Statement (EIS). **Commissioner Kristiansen** noted the importance of including effected property owners in the process (i.e. First Air Field) before the comprehensive plan document is drafted.
- **Commissioner Jensen** stated that he disagreed how strategy 6: page 11 in the plan, lumps Kelsey with the downtown area. He stated that they needed to be separated to ensure that a policy for one would not necessarily affect the other.
- **Commissioner Rodland** asked about the potential for the Department of Transportation (DOT) and city engineers to collaborate on plans for the bypass on Highway 522.

Director Feilberg stated that the DOT did not have plans for a bypass completion in the near future.

B. 2015 Work Program

Review of proposed Planning Commission work program for 2015.

Director Feilberg summarized the work program for 2015:

- 2015 Comprehensive Plan Update- scheduled for adoption in June 2015.
- East Monroe Development Group to go before City Council.
- Update development regulations to be compliant with Comprehensive Plan.
- Reevaluate the North Kelsey Design Guidelines.
- Marijuana Land Use: City council is asking for additional restrictions for private parks and churches and is considering whether to ban marijuana land use outright.

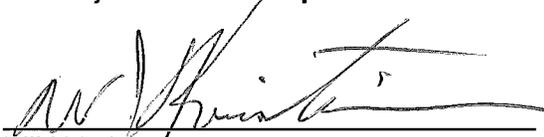
DISCUSSION BY COMMISSIONERS AND STAFF

Director Feilberg

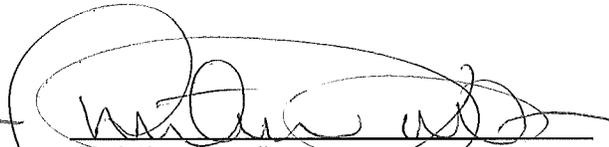
- Multi-purpose path: The city received a 1.7 million grant to create a path up from Tjerne Place north to the trail to the Farm.
- \$363,000 to complete sidewalks
- Sign code: Council will consider enforcement and issues surrounding this topic at the January 6, 2015 City Council Meeting.
- Holzerland Planned Residential Development and Subdivison have an application pending.
- The planning department is actively looking for a Community Development Director to replace Paul Popelka, Code Official.
- No word if Carl's Jr. will be applying for a business license.
- Need for sidewalks on 154th where it meets 179th requires repair.
- Commissioner Stanger requested an absence from the Planning Commission meeting of December 22, 2014.

ADJOURNMENT

Commissioner Sherwood moved to adjourn the December 8, 2014 Planning Commission meeting. Motion seconded by **Commissioner Duerksen**. Motion carried 7/0 and the meeting was adjourned at **8:13 p.m.**



Bill Kristiansen
Chairman



Christina Lavelle
Planning Commission Secretary

