



City of Monroe
806 West Main Street, Monroe, WA 98272
Phone (360) 794-7400 Fax (360) 794-4007
www.monroewa.gov

NOTICE OF LAND USE APPLICATION

NOTICE IS HEREBY GIVEN that the City of Monroe has received an application for a Conditional Use Permit as described below:

PROJECT NAME: Temporary City Hall Conditional Use Permit

PROJECT FILE#: CUP2023-02

APPLICANT: Jordan Ottow, City of Monroe

OWNER: Harrison Street Real Estate Capital, LLC, 444 W Lake Street, Suite 2100, Chicago, IL, 60606

PROJECT LOCATION: The site is located at 14841 179th Ave SE, Suite 320, Monroe, Washington, 98272. Snohomish County Tax Parcel Number: 00485400000101.

PROJECT DESCRIPTION: The applicant is requesting a conditional use permit for the use of a temporary City Hall location within an existing medical and professional office building. A conditional use permit is required for the use of "Government Administration Building" in the Mixed Use - Medical (MM) zoning district.

PERMITS/APPROVALS REQUIRED: Conditional Use Permit, Building Permits, and any State and Federal Permits if applicable.

STUDIES REQUIRED: N/A

APPLICATION PROCESS: A conditional use permit is a Type III permit review, pursuant to Monroe Municipal Code (MMC) Chapter(s) 22.84.030 and 22.84.060(B)(2). This project requires a public hearing and decision before the Hearing Examiner.

APPLICATION DATE: March 30, 2023

NOTICE OF COMPLETE APPLICATION: March 30, 2023

DATE OF NOTICE OF APPLICATION: April 3, 2023

PUBLIC COMMENT PROCEDURE: Submit written comments on or before **5 p.m., March 17, 2023**. Comments should address completeness of the application, quality or quantity of information presented, and the project's conformance to applicable plans or code.

PUBLIC HEARING: A public hearing is required for this project and will be noticed separately.

STAFF CONTACT: Amy Bright, Planner @ (360) 863-4533 or abright@monroewa.gov

All documents are available for review Monday, Tuesday, Thursday, 8:00-5:00 p.m., excluding holidays, at Monroe City Hall, 806 West Main Street, Monroe, WA 98272 and online at:

<http://www.monroewa.gov/412/Projects>

A decision on the application will be made within 120 days of the date of the letter of completeness.