

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, January 23, 2017**

The regular meeting of the Monroe Planning Commission was held on **Monday, January 23, 2017** at **7:00 p.m.**, in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

CALL TO ORDER

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

ROLL CALL

Secretary Stephanie Johnson called the roll.

Commissioners Present: Chair Kristiansen, Vice Chair Tuttle, Commissioner Duerksen, Commissioner Bull and Commissioner Jensen. Commissioner Stanger arrived at 7:01 p.m.

Commissioners Absent: Commissioner Fisher (excused)

Staff Present: Interim Community Development Director Brad Feilberg, Senior Planner Shana Restall and Planning Commission Secretary Stephanie Johnson

COMMENTS FROM CITIZENS

None

APPROVAL OF MINUTES

- January 9, 2017 – **Commissioner Bull** moved to accept the January 9, 2017 meeting minutes as submitted. **Commissioner Duerksen** seconded. Motion carried **6/0**.

PUBLIC HEARING

Critical Areas Regulations Code Amendments (MMC 20.05)

Chair Kristiansen opened the Public Hearing. There were no public citizens present at the Public Hearing. No public comments were received, nor was there a response from the Department of Ecology.

Commissioner Jensen moved to close the public testimony portion of the Public Hearing. Seconded by **Commissioner Bull**. Motion carried **6/0**.

Senior Planner Restall revisited the previously discussed code amendments to Monroe Municipal Code Chapter 20.05, Critical Areas Regulations. The Planning Commissioners were concerned about the property owners within the new buffer areas being unjustly affected. It was explained that per MMC Chapter 20.05.050 (B)(2)(b), "Structural modification of, addition to, or replacement of an existing residential structure lawfully established prior to the effective date of the ordinance codified in this title that does not meet the building setback or critical area buffer requirements may be approved only if the modification, addition, replacement or related activity does not increase the existing footprint within the critical area buffer or building setback by more than one thousand square feet."

Commissioner Tuttle moved to close the Public Hearing. Seconded by **Commissioner Stanger**. Motion carried **6/0**.

Commissioner Jensen moved that the Planning Commission adopt the Findings of Fact and Conclusions of Law contained in Attachment 4 to the Planning Commission agenda bill and recommend that the Monroe City Council approve the proposed amendments to Monroe Municipal Code Chapter 20.05. Seconded by **Commissioner Duerksen**. Motion carried **6/0**.

NEW BUSINESS

None

OLD BUSINESS

1. Downtown Commercial (DC) Zone text amendments (related to CA2017-01)

Director Feilberg described necessary text amendments to MMC Chapter 18.12 – Downtown Commercial Zone. The Planning Commission discussed the changes, made suggestions, and Director Feilberg will adjust the code per their suggestions. The Downtown Commercial Zone Code Amendments go to public hearing on Monday, February 13, 2017.

2. Land Use Decision Makers and Appellate Venues (CA2017-02)

Director Feilberg revisited the revisions to the Land Use Decision Matrix contained in MMC 21.50.120. The Planning Commissioners discussed the changes. This code amendment goes to public hearing on Monday, February 13, 2017. **Commissioner Bull** inquired if the purpose of the Hearing Examiner is to provide un-biased decisions, to which Director Feilberg affirmed.

3. Notification and Publishing Timelines (CA2017-03)

Director Feilberg revisited the proposed amendments regarding timelines, which affect Titles 17 – 20 of the Monroe Municipal Code. The Planning Commissioners discussed the changes. This code amendment goes to public hearing on Monday, February 13, 2017.

4. Site Plan Review Process and Construction Permit Requirements Repeal (CA2017-04)

Director Feilberg revisited the proposed amendments, which removes two chapters of the Monroe Municipal Code: Site Plan Review (MMC 18.82) and Construction Permit Requirements (MMC 18.90). The other text amendments remove references to the removed portions of the code. The Planning Commissioners discussed the changes. This code amendment goes to public hearing on Monday, February 13, 2017.

DISCUSSION BY COMMISSION AND STAFF

Commissioner Jensen inquired why the railroad crossings are having technical difficulties. Director Feilberg said the City has investigated but has no answer.

Vice Chair Tuttle updated the commissioners on the Parks Board, which is planning to add ADA accessible playground equipment at Lake Tye Park.

Director Feilberg explained that the City starts the first round of interviews for the new Community Development Director on Thursday, January 16, 2017. No updates on the status of the hiring process for the new City Administrator.

Commissioner Duerksen said she will not attend the February 13, 2017 Planning Commission meeting.

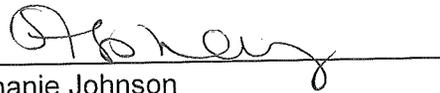
Commissioner Stanger inquired why, when main traffic signals in town malfunction, as the North Kelsey/SR2 light did on Friday, January 20, 2017, are there no Monroe Police Officers directing traffic. **Director Feilberg** explained that it is too dangerous for the officers and not allowed by the City's insurance company.

ADJOURNMENT

Chair Kristiansen moved to adjourn the **January 23, 2017** Planning Commission meeting. Seconded by **Commissioner Stanger**. Motion carried **6/0** and the meeting was adjourned at **8:54 p.m.**



Bill Kristiansen
Chair



Stephanie Johnson
Planning Commission Secretary

