

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, March 9, 2020**

The regular meeting of the Monroe Planning Commission was held on Monday, March 9, 2020 at 7:00 p.m., in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

CALL TO ORDER

Chair Tuttle called the meeting to order at 7:08 p.m.

ROLL CALL

Planning Commission Secretary Gina Pfister called the roll.

Commissioners Present¹: Chair Tuttle, Vice-Chair Bull, Commissioner Jensen, Commissioner Fisher² and Commissioner Nugent.

Chair Tuttle noted, without objection, the excused absence of Commissioners Stanger and Miller. No objections were noted.

Staff Present: Community Development Director Ben Swanson; Principal Planner Shana Restall, Senior Planner Anita Marrero; and Clerical Specialist Gina Pfister.

PUBLIC COMMENTS

There were no comments from the audience.

APPROVAL OF MINUTES

Commissioner Bull made a motion to accept the minutes of February 10, 2020 amended to correct the misspelling of Commissioner Jensen's name on page two. The motion was seconded by Commissioner Nugent. Motion carried 4-0.

OLD BUSINESS

1. Review of Comprehensive Plan Rezone for Monroe School District

Mr. Ben Swanson, Community Development Director, provided background on the agenda item; and summarized previous discussions by the Planning Commission and the City Council. Mr. Swanson noted that he met with new Commissioners Miller and Nugent to provide them with detailed history of the amendment docket and rezone request.

Mr. Swanson explained the City Council's action of remanding this item back to the Commission. Mr. Swanson asked the Commissioners to provide written recommendations to be used in crafting the findings of fact.

Discussion ensued relating to the following topics: traffic impacts and prior traffic studies; impact to the community; level of service ratings; population projections; institutional uses; and unrelated rezone requests. Commissioner Jensen requested additional historical information. Mr. Swanson will locate and provide the title report.

¹ Commissioners attending the meeting via phone are not eligible to vote.

² Commissioner Fisher joined the meeting via phone at 7:11 p.m.

A Public Hearing was scheduled for March 23, 2020.

2. Proposed Code Amendments for Temporary Homeless Encampments

Ms. Shana Restall, Principal Planner, provided background information on the agenda item; and summarized previous Planning Commission discussions.

Ms. Restall presented Engrossed Substitute House Bill 1754, signed by the Speaker today, concerning the hosting of the homeless by religious organizations; and reviewed updates, clarification, and additional guidance.

Ms. Restall noted that draft code revisions were on hold due to the Legislature's new regulations; and that upcoming revisions to the Municipal Code will be consistent with new legislation.

The Commission engaged in discussion.

NEW BUSINESS

1. Introduction to Floodplain Regulations

Ms. Anita Marrero, Senior Planner, provided background information on the agenda item; reviewed the Federal Emergency management Agency (FEMA) letter regarding the Snohomish Countywide Flood Insurance Study (FIS) and reviewed the following:

- Flood Insurance Rate Maps (FIRMs)
- Monroe flood ordinance ecology revisions
- Revised FEMA FIRM maps

Ms. Marrero noted that the City is required to adopt both the updated FIRMs, and the flood damage prevention ordinance by June 19, 2020 in order to remain in good standing with the National Flood Insurance Program (NFIP).

Discussion ensued relating to the following topics: the City's history with NFIP; summary of changes; department program management; FEMA community assistance site visits; and staff training. Commissioner Jensen requested printed colored copies of the maps at the next meeting.

A Public Hearing will be scheduled for the next Planning Commission meeting.

DISCUSSION BY COMMISSIONERS AND STAFF

Commissioner Jensen inquired about Oakes Street, and the pothole on Oakes Street that drew attention on Facebook. Ms. Marrero noted that the property owner had mentioned some time ago that he was interested in developing, but the City has heard anything since.

Ms. Marrero commented that she is working on the Housing Action Plan; is searching for a consultant to assist; and noted the grant received for a housing needs assessment.

Ms. Marrero noted that temporary Certificates of Occupancy have been issued for building B at River's

Edge, an affordable housing project; and should be complete by June. Commissioner Jensen asked if any pre-applications have been received for the previous Strands location. Ms. Marrero stated no applications have been received.

Commissioner Jensen asked if any pre-applications have been received for fast-food establishments. Ms. Marrero stated no applications have been received; and commented that Wendy's wasn't able to find a location that fits their needs.

Mr. Swanson commented on Mayor Thomas' recent visit to Washington D.C. related to HWY 522 and the corridor study for HWY 2.

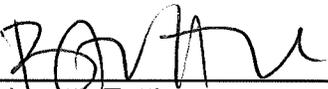
Commissioner Bull commented on businesses moving to Main Street/downtown from the industrial area.

Commissioner Bull noted that the Affordable Housing Committee meetings have wrapped-up. Commissioner Bull and Ms. Marrero will give a presentation at an upcoming Planning Commission meeting.

Chair Tuttle commented on the Homelessness Policy Advisory Committee (HPAC) communication plan; newly formed Technical Advisory Committee (TAC); and noted that the City Council adopted the HPAC recommendations at the last Council meeting.

ADJOURNMENT

Commissioner Jensen moved to adjourn at 8:29 p.m. The motion was seconded by Commissioner Nugent. Motion carried 4-0.



Bridgette Tuttle
Chair



Gina Pfister
Planning Commission Secretary