

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

The regular meeting of the Monroe Planning Commission was held on Monday, November 9, 2020 at 7:00 p.m., via Zoom online meeting platform.

**CALL TO ORDER**

Chair Tuttle called the meeting to order at 7:01p.m.

**ROLL CALL**

Planning Commission Secretary Leigh Anne Barr called the roll.

**Commissioners Present:** Chair Tuttle, Commissioner Jensen, Commissioner Miller, Commissioner Fisher, Commissioner Nugent and Commissioner Stanger. Vice Chair Bull arrived at 7:36pm.

**Staff Present:** Community Development Director Ben Swanson, Principal Planner Shana Restall, Senior Planner Anita Marrero and Planning Commission Secretary Leigh Anne Barr.

**PUBLIC COMMENTS**

NONE

**APPROVAL OF MINUTES**

Commissioner Fisher moved to approve the minutes for October 26, 2020 regular meeting. Motion seconded by Commissioner Stanger. Motion carried 6-0.

**PUBLIC HEARING**

**1. CPA2020-01 and CPA2020-02 – 2020-2021 Annual Comprehensive Plan Amendment**

Chair Tuttle opened the public hearing at 7:04pm.

Principal Planner Shana Restall explained the annual Comprehensive Plan Amendment process.

Commissioner Jensen clarified that these are the only two amendments received for this year's cycle. Principal Planner Restall explained the rezone of the School District field was rolled into this cycle but these are the last two amendments included in the cycle.

Commissioner Fisher made a motion to open the public testimony portion of the public hearing at 7:08pm. Motion seconded by Commissioner Jensen. Motion carried 6-0.

Commissioner Tuttle asked Staff if any other communication was received as part of the public hearing. Staff answered that none was received.

Commissioner Fisher moved to close the public testimony portion of the public hearing. Motion seconded by Commissioner Nugent. Motion carried 6-0.

Commissioner Jensen made a motion to close the public hearing. Motion seconded by Commissioner Miller. Motion carried 6-0.

Commissioner Jensen moved to direct staff to draft Findings of Fact and Conclusions of Law recommending that the Monroe City Council approve the proposed comprehensive plan amendments identified by file nos. CPA2020-01 and CPA2020-02. Motion seconded by Commissioner Stanger. Motion carried 6-0.

### **OLD BUSINESS**

**1. Discussion - North Kelsey Design Guidelines Amendment, Code Text Amendments regarding Multifamily Residential Uses in the North Kelsey/Tjerne Place Planning Area, and Zoning Map Amendments**

Senior Planner Anita Marrero reviewed the changes that have been made to the North Kelsey Design Guidelines based on the comments from the Commissioners at the last Planning Commission discussion. Additional changes that will be made include a deviation process and the allowed uses in the North Kelsey overlay. The Commissioners discussed the proposed allowed uses changes.

Vice Chair Bull joined the meeting at 7:36pm.

**2. Adopt Findings of Fact for CPA2018-01 from 2018 – 2019 Annual Comprehensive Plan Amendment Docket**

Principal Planner Restall gave a brief background on the Comprehensive Plan Amendment request. Principal Planner Restall announced that the Monroe City Council will have another public hearing for this request.

Commissioner Jensen confirmed the split vote was reflected in the findings of fact. Principal Planner Restall confirmed that it was.

Commissioner Stanger moved that the Planning Commission adopt these Findings of Fact and Conclusions of Law, authorize the Planning Commission Chair to sign the Findings on behalf of the Commission, and recommend that the Monroe City Council approve proposed amendment CPA2018—01 to the 2015 – 2035 Comprehensive Plan, as included in the 2018 – 2019 amendment docket. Seconded by Commissioner Bull. Motion carried 4-3.

### **NEW BUSINESS**

NONE

### **DISCUSSION BY COMMISSIONERS AND STAFF**

Planning Commission Secretary Leigh Anne Barr reminded the Planning Commissioners about their OPMA & PRR training.

Commissioners Nugent, Bull and Chair Tuttle discussed large wireless facilities.

Commissioner Jensen asked Staff about the Coastal parking lot.

Director Swanson encouraged some of the Planning Commissioners to attend the City Council meeting for the school district comprehensive plan amendment public hearing.

Chair Tuttle inquired about the carwash next to Goodwill. Secretary Barr gave an update.

Senior Planner Marrero gave an update on the wireless facilities code amendment schedule.

**ADJOURNMENT**

Commissioner Jensen moved to adjourn at 7:58pm. The motion was seconded by Commissioner Bull. Motion carried 7-0.



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Bridgette Tuttle  
Chair



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Leigh Anne Barr  
Planning Commission Secretary