



MONROE PLANNING COMMISSION

Regular Meeting
Monday, January 24, 2022, 7:00 PM
Zoom Online Meeting Platform

Chair
Jay Bull

Commissioners
Bridgette Tuttle, Vice Chair;
Brandi Blair, Dionne Miller,
Jacob Walker, Liz Nugent;
& Melanie Lockhart

MINUTES

1. CALL TO ORDER

Chair Bull called the meeting to order at 7:01pm

2. ROLL CALL

PRESENT: Vice Chair Bridgette Tuttle, Commissioner Dionne Miller, Commissioner Liz Nugent, Chair Jay Bull, Commissioner Brandi Blair, Commissioner Jacob Walker, and Commissioner Melanie Lockhart

EXCUSED:

STAFF PRESENT: Associate Planner Leigh Anne Barr, Parks & Recreation Planning & Capital Projects Manager Ben Swanson, Community Development Director Lance Bailey, and Planner Amy Bright

3. PUBLIC COMMENTS

4. APPROVAL OF MINUTES

4.1. November 8, 2021

Commissioner Liz Nugent moved to approve the minutes from the November 8, 2021 regular meeting. The motion was seconded by Commissioner Dionne Miller. On vote, motion carried 6-0.

4.2. January 10, 2022

Vice Chair Bridgette Tuttle moved to approve the minutes from the January 10, 2022 regular meeting. The motion was seconded by Commissioner Melanie Lockhart. On vote, motion carried 6-0.

Commissioner Walker arrived at 7:04pm.

5. PUBLIC HEARING

Planner Amy Bright requested the order of the public hearings be changed so Wireless Facilities was first on the agenda.

5.1. Third Reading of the draft wireless code amendments to bring Monroe's Zoning Code into alignment with recent FCC regulations for wireless communication facilities

Chair Bull opened the public hearing at 7:06pm.

Emily Miner with Ogden Murphy Wallace, presented the changes that have been made to the code since the last time the code was brought before the Planning Commission including:

- Updated wireless definitions
- Distance required for site plans
- Engineering requirements
- Distance for replacement posts

Commissioner Tuttle made a motion to open the public testimony portion of the public hearing. The motion was seconded by Commissioner Lockhart. On vote, motion carried 7-0.

Gregg Busch, with the Wireless Policy Group, attended on behalf of AT&T and thanked the commission for the opportunity to make public comment and looks forward to commenting on the franchise code sections at a later date.

Brenda White the Manager of Local Government & External Affairs with Snohomish PUD, noted that the City has done a good job of collaborating on this process. PUD looks forward to continuing a dialog with the City regarding a request for exemption in 22.62.

Kim Allen, with the Wireless Policy Group, attended on behalf of Verizon and thanked the Planning Commission for the work they have done on the wireless code and agreed that the code is a workable path forward.

Commissioner Tuttle moved to close the public testimony portion of the public hearing. The motion was seconded by Commissioner Miller. On vote, motion carried 7-0 at 7:36pm.

The Commissioners deliberated on the wireless facilities code.

Commissioner Tuttle moved to close the public hearing. The motion was seconded by Commissioner Walker. On vote, motion carried 7-0.

Commissioner Tuttle made a motion to recommend to City Council that they adopt the proposed Wireless Facilities code amendment. The motion was seconded by Commissioner Lockhart. On vote, motion carried 7-0.

5.2. Adopt Finding of Facts and recommend approval of the 2022 PROS Plan and Amendments to Chapter 7 - 2015-2035 Comprehensive Plan

Chair Bull opened the public hearing at 7:40pm.

Parks & Rec Planning & Capitol Projects Manager Ben Swanson presented the proposed Parks Recreation and Open Space (PROS) Plan and Chapter 7 of the Comprehensive Plan amendment including how one informs the other.

Commissioner Tuttle lost internet connection briefly and rejoined the meeting at 7:49pm

Commissioner Tuttle moved to open the public testimony portion of the public hearing. The motion was seconded by Commissioner Walker. On vote, motion carried 7-0.

As no members of the public were present, Commissioner Tuttle moved to close the public testimony portion of the public hearing. The motion was seconded by Commissioner Lockhart. On vote, motion carried 7-0.

Commissioners thanked staff for all their hard work.

Commissioner Nugent moved to close the public hearing. The motion was seconded by Commissioner Tuttle. On vote, motion carried 7-0 at 8:09pm.

Commissioner Lockhart made a motion to adopt the Findings of Fact and Conclusions of Law contained in Attachment 2 of the Planning Commission agenda bill, authorize the Planning Commission Chair to sign the Findings on behalf of the Commission, and recommend that the Monroe City Council approve repealing the 2015 Parks, Recreation, and Open Space (PROS) Plan in its entirety and replacing it with the 2022 PROS Plan adopted herein; amending Chapter 7 – Parks, Recreation, and Open Space Element of the 2015-2035 City of Monroe Comprehensive Plan to reflect the 2022 PROS Plan and adopting the PROS Plan by reference as Appendix F. The motion was seconded by Commissioner Tuttle. On vote, motion carried 7-0.

6. OLD BUSINESS

7. NEW BUSINESS

7.1. December CD Monthly Report

Planner Bright went through the Community Development staff report explained that Staff will be bringing the report to Planning Commission once a month going forward.

8. DISCUSSION BY COMMISSIONERS & STAFF

Commissioner Tuttle announced there is a new space for lease in downtown.

Chair Bull congratulated Commissioner Walker on being involved in local government at a young age and he hopes that Commissioner Walker will inspire other young people to get involved.

Commissioner Nugent announced that the new wayfinding signs are going in starting in March with the others to follow in the summer and in 2023.

Commissioner Lockhart noted that a Chocolate Crawl will be held in Downtown Monroe in February.

Commissioner Miller spoke with City Administrator Deborah Knight about the Planning Commission liaison position to the Parks Board. Since there was a great community turnout for the Parks Board, the Planning Commission liaison will likely no longer be a voting member of the Parks Board. The final decision will come at a later date.

Community Development Director Lance Bailey gave an updated on the Comprehensive Plan update process.

Planning Commission Secretary Leigh Anne Barr announced there are two new Community Development staff members and reminded the Commissioners that they all will need to complete their OPMA/PRR training.

9. ADJOURNMENT

Commissioner Jacob Walker moved to adjourn the meeting at 8:33pm. The motion was seconded by Commissioner Liz Nugent. On vote, motion carried 7-0.

Jay Bull

[Jay Bull \(Feb 16, 2022 12:36 PST\)](#)

Chair, Jay Bull

Leigh Anne Barr

Planning Commission Secretary, Leigh Anne Barr

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Final Audit Report

2022-02-16

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