

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, February 8, 2016**

The regular meeting of the Monroe Planning Commission was scheduled for **Monday, February 8, 2016** 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 Christina LaVelle called the roll. The following were:

Commissioners Present: Chair Kristiansen, Commissioner Bull, Commissioner Duerksen, Commissioner Jensen, Commissioner Stanger and Commissioner Tuttle

Commissioners Absent: Commissioner Coonan

Staff Present: Director of Community Development David Osaki and Planning Commission Secretary Christina LaVelle

COMMENTS FROM CITIZENS

None.

APPROVAL OF MINUTES

- January 25, 2016
Minutes were reviewed and sent back for revisions.

NEW BUSINESS

- A. Training Session - Joe Tovar, FAICP, Tovar Planning. Roles and Responsibilities in the Planning Process.
 - **Mr. Joe Tovar, FAICP**, presented information about planning commission, city council and staff roles, effective meetings, comprehensive planning, plan implementation and the development review process.
 - **Director Osaki** presented additional training opportunities to the Planning Commission on Local Planning. He presented attachments 1 & 2 notifying the Planning Commission of two courses on Local Planning sponsored by the Washington State Department of Commerce.
 - Attachment 1: A Short Course on Local Planning- Hosted by the City of Bellevue.
 - March 2, 2016, 6:00- 9:00 p.m. at Bellevue City Hall, 450 110th

Avenue N.E, Bellevue, WA 98004.

- Attachment 2: A Short Course on Local Planning- Hosted by the City of Everett and the Planning Association of Washington (PAW) in conjunction with the PAW Spring Conference.
 - April 20, 2016, 6:15-9:15 p.m., Holiday Inn Hotel, 3105 Pine Street, Everett, WA, 98201.

DISCUSSION BY COMMISSION AND STAFF

ADJOURNMENT

Commissioner Jensen moved to adjourn the February 8, 2016 Planning Commission meeting. Motion was seconded by **Commissioner Duerksen**. Motion carried **6/0** and the meeting was adjourned at **8:56 p.m.**

Bill Kristiansen
Chair

Christina L. LaVelle
Planning Commission Secretary