

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, February 22, 2016**

The regular meeting of the Monroe Planning Commission was scheduled for **Monday, February 22, 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 Jensen, Commissioner Stanger and Commissioner Tuttle

Commissioners Absent: Commissioner Duerksen and 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
Commissioner Jensen moved to accept the January 25, 2016, Planning Commission Meeting minutes as written. **Commissioner Bull** seconded. Motion carried **4/0**. **Chairman Kristiansen** abstained.
- February 8, 2016
Minutes were reviewed and grammatical edits were requested. The minutes will be reviewed for approval at the March 14, 2016 meeting.

OLD BUSINESS

A. Zoning Code Amendments

Director Osaki discussed two major components of the zoning code including:

- 1) The zoning code text; and,
- 2) The zoning map.

With regards to the Downtown Commercial zoning district, Director Osaki referenced the discussion from the Planning Commission's January 25, 2016 meeting. Director Osaki noted that the discussion generated comments on zoning map and zoning text amendments specific to the Downtown Commercial zoning district and also the zoning neighborhood(s) within the Downtown Commercial zone.

Director Osaki explained that a zoning map amendment would, among other items, change the range of uses allowed on a property based on the use tables and what the new zoning district would and would not allow. Zoning map amendments require that the map amendment be consistent with the City of Monroe Comprehensive Plan as well as the zoning purpose statement and zoning description of the new zoning district.

Another approach to revising uses on a property is to amend the zoning text within the zoning district. **Director Osaki** outlined the pros and cons of amending the zoning code text. He explained that the text amendment would need to be consistent with the City of Monroe Comprehensive Plan.

The Commission discussion is summarized below:

The Planning Commission discussed potential zoning code amendments to the Downtown Commercial zone. The Planning Commission referenced Monroe Municipal Code Chapter 18.12 (Downtown Commercial Zone), a Downtown Planning Area Map, the 2015-2035 Comprehensive Plan - Downtown Goal and Policies, and an Aerial Photograph.

The Commission discussed the advantages and disadvantages to amending the zoning code text and the zoning code map for specific downtown neighborhoods. They also discussed priorities in amending the development code regulations and code processes.

B. February 8, 2016- Joe Tovar Presentation- Follow-up

On February 8, 2016 the Planning Commission heard a presentation from Mr. Joe Tovar, FAICP, about planning commission, city council and staff roles, effective meetings, comprehensive planning, plan implementation and the development review process.

The Commission discussed the presentation and expressed gratitude to Joe Tovar for presenting.

DISCUSSION BY COMMISSION AND STAFF

There was brief discussion and reports by staff and the Commission regarding issue of interest.

ADJOURNMENT

Commissioner Stanger moved to adjourn the **February 22, 2016** Planning Commission meeting. Motion was seconded by **Commissioner Jensen**. Motion carried **5/0** and the meeting was adjourned at **8: 25 p.m.**

Bill Kristiansen
Chair

Christina L. LaVelle
Planning Commission Secretary