

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, May 9, 2016**

The regular meeting and public hearing of the Monroe Planning Commission was held on **Monday, May 9, 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, Vice Chair Tuttle, Commissioner Bull, Commissioner Jensen, Commissioner Stanger and Commissioner Duerksen

Commissioners absent: Commissioner Coonan (excused)

Staff Present: Director of Community Development David Osaki, Public Works Director Brad Feilberg, and Planning Commission Secretary Christina LaVelle

COMMENTS FROM CITIZENS

None.

APPROVAL OF MINUTES

April 25, 2016

Commissioner Stanger moved to accept the **April 25, 2016**, Planning Commission Meeting minutes as written. **Commissioner Tuttle** seconded. Motion carried **6/0**.

PUBLIC HEARING

1. Code Amendment (CA2016-01) to Monroe Municipal Code Chapter 20.12 clarifying the applicability of transportation impact fees to development activity involving change of use.

Public Works Director Feilberg summarized the emergency interim ordinance adopted by the City Council on April 5, 2016 that amended Monroe Municipal Code (MMC) Chapter 20.12 Transportation Impact Fees.

The amendment removed “any change of use of a building or structure, or any change in the use of land” from the definition of “Development Activity”.

As a result, additional transportation impact fees are no longer collected when the use of an existing building is changed. This is intended to encourage the reoccupation of vacant buildings through-out Monroe.

Chairman Kristiansen opened the Public Hearing and Public Testimony for Code Amendment (CA2016-01) to Monroe Municipal Code Chapter 20.12 clarifying the applicability of transportation impact fees to development activity involving change of use.

PUBLIC TESTIMONY

None

Commissioner Jensen moved to close the public testimony portion of the Public Hearing. **Commissioner Duerksen** seconded. Motion carried **6/0**.

The Commission's discussion is summarized below:

The Commission's recommendations included:

- A sunset date on the ordinance of five years to which the transportation impact fees will be reassessed and revisited by the Planning Commission and City Council.
- The addition of language to the ordinance that limits alterations or modifications to 50% of an existing structure to remain eligible for the transportation impact fee deferral.

Public Works Director Feilberg noted these changes and informed the Commission that he would bring a new draft(s) reflecting the recommendations to the next scheduled Planning Commission meeting for review and discussion.

Commissioner Jensen moved to continue the Public Hearing for Code Amendment (CA2016-01) to Monroe Municipal Code Chapter 20.12, to the Planning Commission meeting of May 23, 2016 at the Monroe City Hall at 7:00 pm. Seconded by **Commissioner Duerksen**. Motion carried **6/0**.

OLD BUSINESS

1. Zoning Code- Amendments

The Commission discussed and gave direction to **Director Osaki** for amendments to the Monroe Municipal Code (MMC) 18.02 -Definitions and 18.12.170 Downtown Neighborhood Zoning land use matrix.

DISCUSSION BY COMMISSION AND STAFF

- **Director Osaki** summarized the kick off meeting with BDS Planning & Urban Design related to the downtown Monroe strategic plan that was held on Tuesday, May 3, 2016.

ADJOURNMENT

Commissioner Duerksen moved to adjourn the **May 9, 2016** Planning Commission meeting. Motion was seconded by **Commissioner Bull**. Motion carried **6/0** and the meeting was adjourned at **8:57 p.m.**

Bill Kristiansen
Chair

Christina L. LaVelle
Planning Commission Secretary