

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
Monday, July 25, 2016**

The regular meeting of the Monroe Planning Commission was held on **Monday, July 25, 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 Tuttle, Commissioner Stanger and Commissioner Bull

**Commissioners Absent (Excused):** Commissioner Jensen, Commissioner Fisher, and Commissioner Duerksen

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

**COMMENTS FROM CITIZENS**

None

**APPROVAL OF MINUTES**

- July 11, 2016 Meeting

**Commissioner Bull** moved to accept the July 11, 2016 Planning Commission Meeting minutes as written. **Commissioner Stanger seconded.** Motion carried **4/0**.

**OLD BUSINESS**

**1. Zoning Code – Amendments**

1. **Director Osaki** presented the Planning Commission with Attachment 1 which consists of existing City of Monroe zoning code definitions that had been discussed during the review of the Downtown Commercial (DC) land use matrix. Attachment 1 also included related examples of definitions from other sources.

**The Commission** discussion is summarized below:

**The Commission** discussed the proposed a Historic Main overlay (Promenade) that would limit certain uses in a specified region along Main Street and Lewis Street to encourage a walkable retail zone in the heart of the downtown district. To achieve this goal, **the Commission** was in agreement that drive up retail (including banks), grocery stores, large scale distilleries, and retirement homes would be limited within the designated zone. Also, **the Commission** noted that

mobile vendors, print shops, grocery stores, service establishments, and drug stores should be prohibited in the Downtown Promenade. Further, **the Commission** was in consensus that professional offices should be prohibited on the ground floor of all buildings within the specified overlay zone.

### **DISCUSSION BY COMMISSION AND STAFF**

- **Director Osaki** informed Commission that the Hearing Examiner approved Iron Eagle Preliminary Plat and Rezone.
- **Commissioner Tuttle** expressed her concern in regards to the development activity from the new Quadrant/ Bear Mountain developments. Her concern surrounded construction site issues such as fallen trees and drainage issues. In addition, she expressed concerns over the aesthetics of the cement retention pond and how this will look long-term in relation to the new neighborhoods. **Commissioner Tuttle** asked Director Osaki who is responsible to make sure that the construction work in new development reflects the approved plans. **Director Osaki** stated that that the city inspector inspects the site throughout the development process to ensure that the development reflects the construction plans approved by the City. There was discussion about scheduling a future training session for the Planning Commission regarding the development review process.
- **Director Osaki** notified the Commission that the City had received notification for the Washington State Liquor and Cannabis Board regarding an applicant seeking to receive a State license to open a marijuana retail establishment within the Monroe city limits. The Washington State Liquor and Cannabis Board was seeking City comments prior to making a determination as to whether or not to issue a State license. After some research, the State license was denied by the Washington State Liquor and Cannabis Board since it did not comply with State requirements for distance separation from certain land uses.
- **The Commission** inquired about the retaining wall project on the right side of Woods Creek Road. **Director Osaki** stated that he would look into the project and report his findings back to the Commission.

### **ADJOURNMENT**

**Commissioner Stanger** moved to adjourn the **July 11, 2016** Planning Commission meeting. Motion was seconded by **Commissioner Bull**. Motion carried **4/0** and the meeting was adjourned at **8:30 p.m.**

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Bill Kristiansen

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Christina L. LaVelle

Chair

Planning Commission Secretary