

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
Monday, September 26, 2016**

The regular meeting of the Monroe Planning Commission was held on **Monday, September 26, 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 Stephanie Johnson** called the roll.

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

**Commissioners Absent:** None

**Staff Present:** Community Development Director David Osaki, Public Works Director Brad Feilberg, and Planning Commission Secretary Stephanie Johnson

**COMMENTS FROM CITIZENS**

None

**APPROVAL OF MINUTES**

- August 22, 2016 - **Commissioner Tuttle** moved to accept the August 22, 2016 Planning Commission Meeting minutes as submitted. **Commissioner Bull** seconded. Motion carried **7/0**.
- September 12, 2016 - **Commissioner Tuttle** moved to accept the September 12, 2016 Planning Commission Meeting minutes as submitted. **Commissioner Stanger** seconded. Motion carried **5/0**. Chair Kristiansen and Commissioner Duerksen abstained from voting as they were not present at the September 12, 2016 meeting.

**OLD BUSINESS**

**A. Code Amendment - Low Impact Development**

**Director Feilberg** presented to the Commission the revised draft ordinance with proposed Low Impact Development (LID) standards. The proposed code amendments

involve several titles of the Monroe Municipal Code (MMC) including MMC Title 15 (Buildings and Construction), Title 17 (Subdivisions), Title 18 (Planning and Zoning) and Title 20 (Environment). Proposed street standard modifications are also included, for example, decreasing minimum pavement and Right-of-Way (ROW) widths and inclusion of bike lanes on collectors and arterials roads.

**Director Osaki** explained that one code change affecting motorsports as an allowed use in the Rails and Roads section of the Downtown Commercial zone was made. Also, parking requirement changes from one off street parking space per 50 sq. ft. to 1/100 sq. ft. is proposed for fast food restaurants to reduce pavement and to put the City's code in line with other jurisdictions for this use.

**Staff and Planning Commission** discussed lowering the parking requirement even further, especially for restaurants with a high turnover rate/drive thru. **Director Feilberg** reminded the Commissioners that there will be a public hearing on October 10, 2016 regarding the proposed amendments.

#### **B. Code Amendment - Downtown**

**Director Osaki** discussed the code amendments to MMC Chapter 18.12 - Downtown Commercial Zone. **Director Osaki** encouraged discussion regarding increasing density in the Borlin Park (East Downtown) and Downtown Residential neighborhoods.

Right now, the maximum residential density in the Borlin Park (East Downtown) neighborhood is 20 units/acre, and in the Downtown Residential neighborhood the maximum residential density is 11 units/acre. The City's 20-year growth projection is that the population in the City limits will increase by about 4,500 people. Increasing density downtown is part of that strategy.

**The Commission** discussed maximum density and height limits on residential and mixed-use buildings within the Borlin Park (East Downtown) and Downtown Residential neighborhoods. The Commissioners agreed that increasing density within the Borlin Park neighborhood marginally (by 2-4 units per acre) could be beneficial, as long as it is specified in the design standards that the buildings are required to use upper story setbacks.

In the Downtown residential neighborhood **the Commission** considered leaving the maximum allowable density "as-is" for now at 11 dwelling units per acre as well as increasing the density up to 16 units per acre. The rationale for leaving the density as-is for now was to incentivize other areas in the Downtown to develop first.

**Director Osaki** mentioned that he will incorporate the changes and bring it back to the

Commission after the Planning Commission work on the LID code amendments conclude.

### **NEW BUSINESS**

None

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

**Director Osaki** informed the Commission that the City has received a preliminary plat application for a plat over 100 lots just east of Trombley Hills.

**Director Osaki** explained that as part of updating the City's best permitting practices, the City Council is allowing Final Plat approval to be reduced from two ordinance readings to one, streamlining permit processing.

**Director Osaki** informed the Commission that the Monroe Comprehensive Plan was recognized for "Citizen Involvement" by the American Planning Association and the Planning Association of Washington.

**Commissioner Tuttle** expressed interest in the Planning Commission attending the September 29, 2016 Downtown Monroe Association and the Chamber of Commerce meeting. Also, she informed the Commission that the Parks Board is in need of volunteers.

**Commissioner Fisher** shared with the Commission that he attended a "Homeless and Heroin" epidemic meeting.

**Commissioner Duerksen** explained to the Commission the background, mission and methods of Housing Hope.

**Commissioner Stanger** told the Commission about the "Just Serve" mobile app, which allows citizens to volunteer for public projects (such as landscaping and maintenance).

### **ADJOURNMENT**

**Commissioner Duerksen** moved to adjourn the **September 26, 2016** Planning Commission meeting. Seconded by **Commissioner Jensen**. Motion carried **7/0** and the meeting was adjourned at **8:41 p.m.**

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Bill Kristiansen  
Chair

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Stephanie Johnson  
Planning Commission Secretary