

 APPROVED

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
May 9, 2011**

The meeting of the Monroe Planning Commission was scheduled for May 9, 2011 at 7:00 p.m., in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

**CALL TO ORDER**

Chairman Loots called the meeting to order at 7:00 p.m.

**ROLL CALL**

Secretary Kim Shaw called the roll. The following were:

Present: Chairman Loots, Commissioners Ed Davis, Dave Demarest, James Kamp, Bill Kristiansen, Carl Philip, Wayne Rodland

Staff Present: Public Works Director Brad Feilberg, Secretary Kim Shaw

**CITIZEN COMMENT**

No comment at this time.

**APPROVAL OF MINUTES**

March 28, 2011

Commissioner Demarest made the motion to approve the minutes of March 28, 2011 as written.

Motion seconded by Commissioner Philip. Vote carried unanimously 7/0

**PUBLIC HEARING**

***ZCA2011-01 – Update to the Monroe Municipal Code – SEPA Regulations- presented by Brad Feilberg, Public Works Director***

Public Works Director, Brad Feilberg, gave a summary of this item. The scope of the project is an update to the city's State Environmental Policy Act regulations (Chapter 20.04 MMC). The update goals are to ensure consistency with the SEPA model ordinance and to consider increasing the minimum thresholds for minor new construction projects. The proposed revisions are predominately procedural and conform to the SEPA rules of Chapter 197-11 of the Washington Administrative Code (WAC). The major proposed changes include removing out dated sections and inserting new sections for consistency with the model ordinance. Flexible thresholds for minor new construction would increase the single-family threshold up to 9 dwelling units; increase the thresholds for office, school, commercial, recreational, service or storage buildings up to 12,000 square feet and 40 parking spaces; increase the parking lot threshold up to 40 parking spaces; and increase the landfill and excavation threshold up to 500 cubic yards. Staff's recommendation is to forward a recommendation to City Council to approve this item.

Discussion followed with the commissioners for clarification of various sections of the SEPA regulation document.

Chairman Loots opened the public testimony portion of the public hearing. With no one wishing to speak on this matter, Commissioner Kamp made a motion to close the public testimony portion of the hearing. Commissioner Demarest seconded the motion. Vote carried unanimously 7/0.

Discussion followed with a request for a timeline of when this will be going to Council. Director Feilberg stated that if a recommendation is voted tonight, the next scheduled date to appear before Council will be some time in July.

Chairman Loots called for a motion to close the public hearing. Commissioner Philip made a motion to close the public hearing. Commissioner Kristiansen seconded the motion. Vote carried unanimously 7/0.

Commissioner Philip made the motion to recommend to City Council to approve ZCA2011-01SEPA as it applies to Monroe Municipal Code and Comprehensive Plan and other state and federal regulations. Commissioner Rodland seconded the motion. Vote carried unanimously 7/0.

**DISCUSSION BY COMMISSIONERS AND STAFF**

Public Works Director Brad Feilberg informed the commissioners that interviews were held today and more tomorrow for the Associate Planner position. Next week interviews will be held for the Planning & Permitting Manager.

Director Feilberg briefed the commissioners on recent permit activity in the city.

**ADJOURNMENT**

Commissioner Rodland made a motion that the May 9, 2011 Planning Commission meeting be adjourned. Commissioner Davis seconded the motion. By vote the motion carried 7/0. The meeting was adjourned at 7:25 p.m.



Paul Loots  
Chairman



Kim Shaw  
Planning Commission Secretary