

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
September 12, 2011**

**APPROVED**

The meeting of the Monroe Planning Commission was scheduled for September 12, 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, Bill Kristiansen, Wayne Rodland

Staff Present: Public Works Director Brad Feilberg, Planning & Permitting Manager Paul Popelka and Secretary Kim Shaw

**CITIZEN COMMENT**

There were no comments at this time.

**PUBLIC HEARING**

Introduction to the 2012 Comprehensive Plan Amendments - Paul Popelka, Planning & Permitting Manager

**A. Citizen Initiated Applications**

**CPA2012-01 – First Air Field**

Commissioners discussed the Comprehensive Plan Amendment review and approval process with discussion of conducting a workshop after the public hearing and then taking action. Public Works Director Feilberg explained that there were new procedures adopted in March of 2011. The resolution was distributed to the commissioners to review. Manager Popelka explained that the intent is to have some discussion at the next meeting and make recommendations to Council at the joint meeting with Council the 2<sup>nd</sup> week of October.

Chairman Loots opened the public hearing for items A and B.

Manager Popelka requested that the two public hearing items be acted upon simultaneously as they are both similar items. The two proposal descriptions were summarized and Manager Popelka presented to the commission a schematic of the West Monroe Subarea Land Use Study area showing locations that will have an impact on the uses. He explained some of the important functions of the airport proposal and the proposal to change the areas now designated as Parks/Open Space, R2-5, Special Regional Use and Service Commercial to Limited Open Space Airport (LOSA). The total area of the amendment is approximately 65 acres. It will also extend the runway and as a result of that it will allow commercial pilots to fly in and out of the airport.

Discussion with staff and commissioners continued on the airport proposal for further clarification. Commissioner Rodland had concerns whether or not this proposal has been forwarded to the FAA. Chair Loots stated at this point the discussion is for docketing, not for action purposes.

Commissioner Kristiansen recused himself from discussions of the item and voting on this application due to a potential conflict of interest.

Upon discussion during the summary from Manager Popelka, it was determined that the citizen and city initiated hearings will be held individually.

Chairman Loots opened the public testimony portion of the hearing for CPA2012-01 First Air Field and gave the affirmation of truth to all those wishing to give testimony.

Ryan Griffith  
13421 Elk Ridge Rd.  
Monroe WA. 98272

Mr. Griffith had questions on the zoning of the property above the airport and how it will affect those in that area.

Manager Popelka explained that the zoning category for the airport is proposed to be LOSA – (Limited Open Space). Commissioner Demarest also explained that the zoning in his neighborhood will not be affected.

Chairman Loots called for a motion to close the public testimony portion of the hearing.

Commissioner Rodland made the motion to close the public testimony portion of the hearing. Motion seconded by Commissioner Demarest. Vote carried unanimously 4/0 with Commissioner Kristiansen abstaining from the vote.

Following discussion on procedure, Commissioner Demarest made the motion to reconsider the previous passed motion to close the public testimony portion of the hearing, by amending it to continue the public hearing. Motion seconded by Commissioner Davis. Vote carried 4/0 with Commissioner Kristiansen abstaining from the vote.

### **B. City Initiated Applications**

#### **CPA2012-A – West Monroe Subarea Land Use Study**

Commissioner Demarest inquired Manager Popelka the general boundaries of this study area. The study area will be bound by SR 2, Lake Tye, and include the Fryelands Industrial/Business Park.

Chairman Loots recused himself from the discussion of the item and voting on this application due to conflict of interest as he is within the potential development area. After discussion by commissioners, it was determined that neither Commissioner Kristiansen nor Chairman Loots need to recuse themselves from commenting and/or voting on these items.

Concerns were expressed by Commissioner Demarest that this land use study could possibly take longer than the First Air Field proposal and questioned the impact. Director Feilberg explained that it was requested by Council that this be combined with the First Air Field study. If the Planning Commission chooses, they can decide whether or not to combine them. Manager Popelka explained that he felt these were two different projects and should be determined independently. He went on to explain that the intent of the item is to look at this general area to consider making changes for possible hospitality services.

Chair Loots opened the public testimony portion of the public hearing for CPA2012-A – West Monroe Land Use study.

With there being nobody wishing to speak on this item, Chair Loots asked for a motion to continue the public hearing.

Following discussion regarding the notices of the public hearing, it was determined to mail notices of the continuation to the property owners within 500' of the proposal.

Commissioner Demarest made the motion to continue the public hearing to the next regularly scheduled meeting of the Planning Commission. Motion seconded by Commissioner Kristiansen. Vote carried unanimously 5/0.

### **WORKSHOP**

*Preliminary Work Program 2012 – Paul Popelka, Planning & Permitting Manager*  
Manager Popelka discussed the 2012 Planning Commission Work Program. This does not include the 2015 Comprehensive Plan Update nor the Comprehensive Plan amendments if docketed.

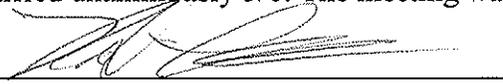
Manager Popelka asked the Commissioners if they wanted to bring forth this schedule to council at their joint meeting. Following discussion and with minor revisions, the Work Program is in effect and the final documents will be brought forth to the Commission next week.

### **DISCUSSION BY COMMISSIONERS AND STAFF**

Commissioner Kristiansen informed the commissioners that he will not be attending the September 26<sup>th</sup> meeting. The October 10<sup>th</sup> meeting will be cancelled as there is a joint meeting with the council scheduled for October 11<sup>th</sup>.

### **ADJOURNMENT**

Commissioner Kristiansen made a motion that the September 12, 2011 Planning Commission meeting be adjourned. Commissioner Demarest seconded the motion. By vote the motion carried unanimously 5/0. The meeting was adjourned at 8:35 p.m.

  
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Paul Loots  
Chairman

  
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Kim Shaw  
Planning Commission Secretary