

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, September 25, 2017**

The regular meeting of the Monroe Planning Commission was held on **Monday, September 25, 2017** at **7:00 p.m.**, in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

CALL TO ORDER

Chair Tuttle called the meeting to order at 7:02 p.m.

ROLL CALL

Planning Commission Secretary Leigh Anne Barr called the roll.

Commissioners Present: Chair Tuttle, Commissioner Duerksen, Commissioner Jensen and Commissioner Rousey.

Commissioners Excused: Commissioner Fisher, Commissioner Bull & Commissioner Stanger

Staff Present: Community Development Ben Swanson, Senior Planner Shana Restall and Secretary Leigh Anne Barr

COMMENTS FROM CITIZENS

NONE

APPROVAL OF MINUTES

Commissioner Duerksen moved to accept the August 28, 2017 meeting minutes as written. Seconded by Commissioner Jensen. Motion carried 4/0.

Commissioner Rousey moved to accept the September 11, 2017 meeting minutes as written. Seconded by Commissioner Duerksen. Motion carried 4/0.

PUBLIC HEARING

1. Comprehensive Plan Docket for 2016-2017 (CPA2016-01, CPA2016-02 & CPA2016-03)

Chair Tuttle declared the public hearing open.

Senior Planner Shana Restall reviewed the comprehensive plan amendment process and presented an overview of the comprehensive plan text amendments for School Impact Fees, Fire District updates to reflect changes from District #3 to District #7 and UGA sewer extensions.

Commissioners discussed the three proposed amendments.

Commissioner Rousey moved to open the public testimony portion of the public hearing. Seconded by Commissioner Jensen. Motion carried 4/0.

Commissioner Duerksen moved to close the public testimony of the public hearing. Seconded by Commissioner Rousey. Motion carried 4/0.

Commissioner Rousey moved to close the public hearing. Seconded by Commissioner Jensen. Motion carried 4/0.

Commissioner Rousey moved to direct staff to draft Findings of Fact and Conclusions of Law recommending that the Monroe City Council APPROVE the proposed amendments to the 2015 – 2035 Comprehensive Plan included in the 2016 – 2017 amendment cycle docket. Seconded by Commissioner Duerksen. Motion carried 4/0.

2. Comprehensive Plan Docket for 2016-2017 (CPA2016-04)

Chair Tuttle opened the public hearing.

Senior Planner Restall reviewed how amendments can be reviewed outside of the docket cycle if they are reviewed concurrently with the adoption of a city budget. CPA2016-04 involves adding two new items to the transportation projects list for the intersections of North Kelsey Street and Blueberry Lane in order to enhance safety and local mobility by improving traffic operations.

Commissioner Jensen moved to open the citizen testimony portion of the public hearing. Seconded by Commissioner Rousey. Motion carried 4/0

Commissioner Rousey moved to close public testimony portion of the public hearing. Seconded by Commissioner Jensen. Motion carried 4/0.

Commissioner Jensen pointed out the inconsistencies in the goal numbering in Table 7 of Attachment 2, Draft Comprehensive Plan Text Amendments - Transportation Projects.

Commissioner Rousey moved to close the public hearing. Seconded by Commissioner Duerksen. Motion carried 4/0.

Commissioner Jensen moved to direct staff to draft Findings of Fact and Conclusions of Law recommending that the Monroe City Council APPROVE the proposed capital facilities amendment to Appendix D of the 2015 – 2035 Comprehensive Plan, to be modified to correct clerical errors identified in Table 7 of Attachment 2. Seconded by Commissioner Rousey. Motion carried 4/0.

OLD BUSINESS

NONE

NEW BUSINESS

NONE

DISCUSSION BY COMMISSIONERS AND STAFF

Senior Planner Restall announced October 23 to be the date of a kick off open house for the Unified Development Regulations (UDR) renovation. Flyers will be going out with all of this month's utility bills. The open house will be from 6:00-7:00 pm immediately prior to the regularly scheduled planning commission meeting. Commissioners suggested a Facebook event as another avenue to promote the UDR open house.

Director Swanson recommended that commissioners attend the Short Course on Local Planning taking place at the Sultan City Council Chambers on October 11th at 6:15pm.

ADJOURNMENT

Commissioner Jensen made a motion to adjourn at 8:13pm. Seconded by Commissioner Rousey. Motion carried 4/0.



Bridgette Tuttle
Chair



Leigh Anne Barr
Planning Commission Secretary