

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Saturday, January 13, 2018**

A special meeting of the Monroe Planning Commission was held on **Saturday, January 13, 2018 at 3:00 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 3:12 p.m.

ROLL CALL

Principal Planner Shana Restall called the roll.

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

Commissioners Excused: Commissioner Rousey

Staff Present: Community Development Director, Ben Swanson; Public Works Director, Brad Feilberg; Principal Planner, Shana Restall; Senior Planner, Barbara Kincaid, AICP (BHC); and Senior Planner, Emily Terrell, AICP (BHC). The City's consultants from BHC arrived at 3:20 p.m.

COMMENTS FROM CITIZENS

NONE

APPROVAL OF MINUTES

NONE

PUBLIC HEARING

NONE

OLD BUSINESS

NONE

NEW BUSINESS

1. Design Guidelines Workshop

The Planning Commission held a design guidelines workshop on the afternoon of January 13, 2018, which was led by Barbara Kincaid and Emily Terrell of BHC. No members of the public were in attendance.

The intention of the workshop was to ascertain:

- The effectiveness of existing documents and plans
- The policy framework for design guidelines
- What is currently working and which issues need to be addressed through design standards
- Use of regulatory and voluntary implementation measures to achieve objectives
- Developing clear objectives for application of design standards that are use/zone specific
- Where to apply design standards

The Planning Commission discussed incorporating design standards into the UDR that would preserve the small town character of Monroe. Additionally, the Commission expressed a desire to draft design

standards specific to each neighborhood to maintain and enhance the character of each community within the City. The Planning Commission directed BHC to create an outline for the design standards to discuss.

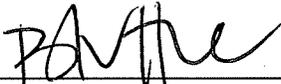
Commissioner Jensen made a motion extend the meeting no later than 6:15pm. Motion seconded by Commissioner Bull. Motion carried 6/0.

DISCUSSION BY COMMISSIONERS AND STAFF

NONE

ADJOURNMENT

Commissioner Jensen made a motion to adjourn at 6:15 p.m. Motion seconded by Commissioner Duerksen. Motion carried 6/0.



Bridgette Tuttle
Chair



Leigh Anne Barr
Planning Commission Secretary