

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, January 29, 2018**

The regular meeting of the Monroe Planning Commission was held on **Monday, January 29, 2018 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 Bull, Commissioner Jensen, Commissioner Rousey and Commissioner Stanger

Commissioners Excused: Commissioner Fisher and Commissioner Duerksen

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

COMMENTS FROM CITIZENS

Doug Roulstone

2114 157th Ave SE
Snohomish, WA

Mr. Roulstone is representing Harry's on Tye, which started as a liquor store, then transitioned into serving food, and craft beers and wines. Mr. Roulstone would like to see the light industrial zone have more restaurants and breweries or wineries, much like Snohomish is doing. Signage has been the biggest challenge to date.

Steve Huskey

10928 201st Dr SE
Snohomish, WA

Mr. Huskey is one of the owners of Dreadnought Brewery. Mr. Huskey gave some insight into how City regulations affect State liquor board regulations and their unintentional combined effects on small businesses. Mr. Huskey would like to see the production area of Dreadnought expand and use local breweries to make Monroe a beer destination. The light industrial zone has the required space for brewery production including deliveries and the proximity to the Fryelands give residents a food option on the west end of town.

Delaney Wardell

14528 249th Ave SE
Monroe, WA 98272

Mr. Wardell is associated with Dreadnought Brewing. Mr. Wardell echoed the goals of Mr. Huskey and requested that no new rules be made that inhibit brewery growth.

Ken Tompkins
27015 Fernbluff Rd
Monroe, WA 98272

Mr. Tompkins of the Dreadnought ownership team, explained that Dreadnought has become both a beer destination and a family friendly part of the community.

Deborah Jordan
26114 132nd St SE
Monroe, WA 98272

Ms. Jordan expressed her desire to have activities in Monroe that do not require traveling to another city for entertainment. Ms. Jordan hopes to see more businesses come into Monroe.

APPROVAL OF MINUTES

Commissioner Rousey moved to accept the January 8, 2018 meeting minutes as written. Motion seconded by Commissioner Jensen. Motion carried 5/0.

PUBLIC HEARING

NONE

OLD BUSINESS

1. Findings of Fact and Conclusions of Law for 1/8/2018 Public Hearing

A. CA2017-12 – Fire Access

Principal Planner Shana Restall explained that the sewer extension will be going straight to City Council under Title 13 of the Monroe Municipal Code. The Findings of Fact and Conclusions of Law have been combined for CA20107-12 – Fire Access and CA2017-13 – Upper Story Setbacks into one document.

Commissioner Jensen moved that the Planning Commission ADOPT the Findings of Fact and Conclusions of Law contained in Attachment 1 to the Planning Commission agenda bill, AUTHORIZE the Planning Commission Chair to sign the Findings on behalf of the Commission, and RECOMMEND that the Monroe City Council APPROVE the proposed amendments to Monroe Municipal Code Section 17.16.030. Seconded by Commissioner Bull. Motion carried 5/0.

B. CA2017-13 – Upper Story Setbacks

Planning Commissioners discussed the revisions made to the code amendment wording.

Commissioner Jensen moved that the Planning Commission ADOPT the Findings of Fact and Conclusions of Law contained in Attachment 1 to the Planning Commission agenda bill, AUTHORIZE the Planning Commission Chair to sign the Findings on behalf of the Commission, and RECOMMEND that the Monroe City Council APPROVE the proposed amendments to Monroe Municipal Code Section 17.16.030. Seconded by Commissioner Rousey. Motion carried 5/0.

2. Unified Development Regulations (UDR)

A. Essential Public Facilities (*First Revision*)

Principal Planner Restall explained that this chapter is not ready and will be brought back at a later time.

B. Zoning Maps and Districts (*First Revision*)

Principal Planner Restall explained that this chapter is not ready and will be brought back at a later time.

NEW BUSINESS

1. 2018 Planning Commission Work Program

Principal Planner Restall informed the Commissioners that staff is required to bring a work plan forward at the beginning of the year for Planning Commission to discuss. Elections for Chair and Vice Chair positions will need to be held as well. Major items on the schedule include the continuing of the Unified Development Regulations, Comprehensive Plan dockets, the Downtown Master Plan, Planning Commission Rules and Procedures, the Shoreline Master Plan as well as land use application throughout the year.

Commissioners inquired about an overhaul of the sign code during 2018 and Director Swanson indicated that Assistant Planner Amy Bright would be presenting the changes being proposed as part of the UDR update. A decision can be made after that presentation whether or not to move forward with a sign code redevelopment. Principal Planner Restall noted that according to our City Attorney, the sign code typically takes 9-12 months to develop and is not a quick process.

Commissioner Jensen asked about moving the Shoreline Master Plan to make room for more pressing topics and Director Swanson explained that the Shoreline Master Plan update is state mandated and the schedule currently represents the amount of time needed to complete the update through all departments and governing bodies.

The Planning Commissioners inquired if there are any other topics that affect funding and Director Swanson explained that anything involving the Department of Ecology including critical areas and shoreline as well as the Comprehensive Plan can affect funding.

2. UDR: Land Use Classifications

Principal Planner Restall gave a brief background on land use classifications. The UDR update has brought about the need for a standardized land use system. This change would make Monroe's code consistent with many other surrounding jurisdictions.

Principal Planner Restall would like to bring back approximately five revised chapters to the next Planning Commission meeting rather than continuing with new topic before the older chapters have been resolved.

DISCUSSION BY COMMISSIONERS AND STAFF

Director Swanson brought up the Snohomish County Vision 2050 Summit which takes place on February 15, 2015 from 5:30pm to 8pm in Everett. The February 13th City Council meeting will be a

study session for both Planning Commission and Council members to discuss the UDR update. The Planning Commissioners requested that copies of the notes from the consultants BHC be provided prior to the joint meeting.

The Parks Master Plan will come back to Planning Commission to look for potential and use problems and then for adoption into the 2019 Comprehensive Plan docket.

Commissioner Bull asked about planning fees, specifically why we are down this year over last year. Director Swanson explained that planning fees are collected at the beginning of the project so the fees collected often do not reflect the amount of work in the planning department as all of the work comes after the fees are paid. Many other jurisdictions collect fees on a per hour basis for full cost recovery.

Chair Tuttle asked when the Light Industrial zone will come back to the Planning Commission. Director Swanson has it currently coming back on the February 12th meeting.

ADJOURNMENT

Commissioner Jensen made a motion to adjourn at 9:00 p.m. Motion seconded by Commissioner Rousey. Motion carried 5/0.



Bridgette Tuttle
Chair



Leigh Anne Barr
Planning Commission Secretary