

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, January 8, 2018**

The regular meeting of the Monroe Planning Commission was held on **Monday, January 8, 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 Duerksen, Commissioner Jensen, Commissioner Rousey, Commissioner Fisher and Commissioner Stanger

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

COMMENTS FROM CITIZENS

NONE

APPROVAL OF MINUTES

Commissioner Rousey moved to accept the December 18, 2017 meeting minutes with the discussed changes. Motion seconded by Commissioner Stanger. Motion carried 7/0.

PUBLIC HEARING

1. Zoning Code Text Amendment CA2017-12 – Fire Access

Chair Tuttle opened the public hearing.

Principal Planner Shana Restall presented the history of the changes for fire access to streets with more than 30 dwelling units. Commissioner Jensen inquired about developments stacking on top of each other as a way to get around the new standards. Principal Planner Restall informed the Commission that the code is written for 30 units total, with cumulative counting that will not stop at the edge of developments. Community Development Director Ben Swanson explained that Appendix D of the building code was previously in the Monroe Municipal Code (MMC), however it was removed and not replaced. This amendment is meant to be a temporary fix, which will be refined with the Unified Development Regulations (UDR) update. Commissioner Jensen wondered about the exception for sprinklers to buildings if the goal is to develop connectivity between neighborhoods. Director Swanson explained that health, life and safety requirements are the immediate goals, and connectivity will be addressed later in the process

Commissioner Stanger moved to close the public testimony portion of the public hearing. Seconded by Commissioner Jensen. Motion carried 7/0.

Commissioner Stanger moved to close the public hearing. Motion seconded by Commissioner Rousey. Motion carried 7/0.

Commissioner Jensen moved to direct staff to draw up Findings of Fact and Conclusions of Law recommending that the City Council approve the proposed amendments to Monroe Municipal Code Section 17.16.030. Motion seconded by Commissioner Bull & Commissioner Duerksen. Motion carried 7/0.

2. Zoning Code Text Amendment CA2017-13 – Upper Story Setbacks

Chair Tuttle opened the public hearing.

Principal Planner Restall explained the proposed code amendment brings this section of code into compliance with the rest of the MMC. This was the only section of code that contained this requirement and it can create extra structural costs to the owner or contractor. Director Swanson explained that this section of code is not currently being enforced, which is making it difficult to enforce a code with different requirements throughout.

Commissioner Bull asked if the intent of the code will be addressed in the design guidelines. Director Swanson confirmed that it will be covered in the design guidelines.

Commissioner Rousey moved to close the public testimony portion of the public hearing. Motion seconded by Commissioner Stanger. Motion carried 7/0.

Commissioner Duerksen moved to close the public hearing. Motion seconded by Commissioner Bull. Motion carried 7/0.

Commissioner Stanger moved to direct staff to create the Findings of Fact and Conclusions of Law to recommend that the Monroe City Council approve the proposed amendments to Monroe Municipal Code Chapter 18.10. Motion seconded by Commissioner Jensen. Motion carried 7/0.

3. Zoning Code Text Amendment CA2017-14 – Sewer Extensions

Chair Tuttle opened the public hearing.

Principal Planner Restall explained that this amendment will require pre-annexation agreements to be signed prior to services being extended into urban growth areas. Director Swanson presented a background of why extending city sewer without a pre-annexation agreement doesn't give money to the City despite having access to City services. The signing of pre-annexation agreements gives the City an automatic yes when the time comes for an annexation vote.

Commissioner Jensen raised concern over the wording of the amendment and expressed his desire to see the code take a more black and white stance on its position. Director Swanson noted that the City Attorney wrote the language to allow for situations that require access to sewer service. Director Swanson explained that the attorney looked through similar code that was successful in lawsuits and crafted the MMC amendment after the successful codes. Director Swanson will follow up with the City Attorney about the wording of this amendment.

Commissioner Stanger moved to close the public testimony portion of the public hearing. Motion seconded by Commissioner Bull. Motion carried 7/0.

Commissioner Duerksen moved to close the public hearing. Motion seconded by Commissioner Jensen. Motion carried 7/0.

Commissioner Stanger moved to direct staff to prepare Findings of Fact and Conclusions of Law that recommend that the Monroe City Council approve the proposed amendments to Monroe Municipal Code Section 13.08.240. Motion seconded by Commissioner Jensen. Motion carried 7/0.

OLD BUSINESS

1) UDR: Essential Public Facilities (*First Revision*)

Principal Planner Restall informed the Commissioners that this chapter will be presented at a later date.

NEW BUSINESS

1. UDR: Airport Overlay Zoning District

Principal Planner Restall informed the Commissioners that this chapter will be presented at a later date.

2. UDR: Transportation Zoning District

Principal Planner Restall noted that this district, which exists due to the Highway 2 bypass, is unique among jurisdictions because this is site owner right of way ((ROW) and not City owner property. ROW and private parcels are both in this district, and they each need their own set of regulations and bulk requirements. Principal Planner Restall explained that the goal for the uses in this district is to allow Washington State Department of Transportation (WSDOT) to buy the property back without the need to remove large operations or facilities while still giving property owners the options to use their property.

Commissioners requested that staff remove all uses from the use table except those that are required and only add back in low impact uses. Single family residences will be allowed with a minimum lot size. Commissioners would also like to see the maximum lot coverage dropped from the current 100%.

3. UDR: Zones, Maps, and Designations

Principal Planner Restall noted that this is a boiler plate chapter and is based on the City of Duvall's code and the existing MMC code. The zoning map is based on the Comprehensive Plan map, the only change is a division of the Mixed Use designation into different zones. After discussion, the Commission agreed to move forward with this chapter as is. Commissioner Jensen questioned using a percentage based system versus a straight hierarchy system.

DISCUSSION BY COMMISSIONERS AND STAFF

Principal Planner Restall reminded the Commission that there is a Planning Commission workshop this Saturday January 13, 2018 at 3pm and the code consultant, BHC, will be present. This will mainly be a brainstorming session for design standards and signage. Director Swanson clarified attendance for Saturday's meeting. Commissioner Rousey is the only commissioner that will not be in attendance.

Director Swanson presented an update on the Snoqualmie Valley Transportation's expansion into Monroe.

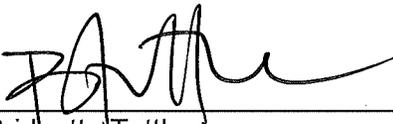
Commissioner Jensen asked about the old Albertsons building. Director Swanson is not aware of any new developments for this property.

Director Swanson informed the Commission that City Council will be making decisions about the North Kelsey property in the near future. He provided a brief history of those parcels and their potential for development.

Chair Tuttle pointed out that the sidewalks downtown are looking shabby and there seems to be a lack of garbage cans.

ADJOURNMENT

Commissioner Jensen made a motion to adjourn at 9:03 p.m. Motion seconded by Commissioner Duerksen. Motion carried 7/0.



Bridgette Tuttle
Chair



Leigh Anne Barr
Planning Commission Secretary