

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
Monday, April 9, 2018**

The regular meeting of the Monroe Planning Commission was held on **Monday, April 9, 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 Rousey, Commissioner Stanger, Commissioner Jensen, Commissioner Fisher and Commissioner Duerksen.

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

**COMMENTS FROM CITIZENS**

NONE

**APPROVAL OF MINUTES**

Commissioner Bull moved to accept the March 19, 2018 meeting minutes with the discussed changes. Motion seconded by Commissioner Rousey. Motion carried 7/0.

**PUBLIC HEARING**

NONE

**OLD BUSINESS**

**1. Nominations for Planning Commissioners to Serve on the Artist Selection Committee**

Community Development Director Ben Swanson requested that Old Business #3, nominations for Planning Commissioners to serve on the artist selection committee, be moved to Old Business #1. The Commissioner selected will be responsible for attending the first meeting during the week of April 16 - 20<sup>th</sup>. Chair Tuttle and Commissioner Jensen bowed out since they participated last year. Director Swanson drew names and Commissioner Rousey was selected to represent the Planning Commission at the Artist Selection Committee. Commissioner Fisher will attend if Commissioner Rousey is unable to attend the meeting. Chair Tuttle pointed out that the artist selection meeting is an open meeting and other commissioners can attend the meeting as well.

**2. Unified Development Regulations (UDR) Buildable Lands Analysis**

Principal Planner Shana Restall requested that Old Business #3, buildable lands analysis, be moved to Old Business #2. Principal Planner Restall explained that she has completed the buildable lands analysis, following the Snohomish County methodology as closely as possible. The calculations start with all the parcels in the City with residential uses as proposed in the UDR. Capacity and surplus calculations then use the range of densities found in the comprehensive plan for those parcels. From

there, areas are removed that contain critical areas, utility easements, have government agencies on the properties or are unlikely to be redeveloped, to arrive at a net area calculation. Then, entire parcels are removed that are under 2,000 sq. ft., are currently under development or have CC&Rs such as parks, storm drainage vaults, etc. The remaining parcels are then divided into three categories, vacant, re-developable and partially developed. Principal Planner Restall explained that some of the problems she encountered included split zone parcels and trying to decide what areas to remove.

When Principal Planner Restall started to review the data, it appears that most options will provide adequate capacity and most areas will actually have a surplus. Low density single family residential actually has a deficit, most likely due to planned residential developments.

Commissioner Bull asked how the useful life of a dwelling is calculated. Principal Planner Restall explained that it is based on the value of the house and land, not the age of the structure. Director Swanson pointed out that the buildable lands process takes place every 8 years so any changes will be captured in the next analysis.

Chair Tuttle asked if Monroe's code currently has any measures to preserve historic homes. Director Swanson answered that the code does not have any requirements and none are being proposed at this time. Commissioner Rousey and Commissioner Fisher would like to see more design guidelines for the historic areas of downtown rather than strict preservation codes. According to Director Swanson, the consultants are currently working on an analysis of the downtown neighborhoods.

Director Swanson explained that midway through the buildable lands process, he added mixed use in the North Kelsey area which would add residential units to an area that previously did not have that option. Horizontal mixed uses are currently being discussed in conjunction with raising the building heights to 65 feet to help make the North Kelsey area more desirable to developers. The goal with the horizontal mixed use is to allow for medium sized box stores instead of the traditional small stores featured in vertical mixed use areas.

Commissioner Jensen is concerned about the North Kelsey area pulling customers from the historic downtown area, increased crime with high density housing and residential areas taking up too much of Monroe's commercial areas. Chair Tuttle has heard that local residents shop downtown and box stores usually pull in tourist traffic. Principal Planner Restall noted that the height increase to 65' would help fit more development into the North Kelsey area. Director Swanson explained that parking requirements will be reduced across the board with the new UDR changes with the exception of single family residential areas. This should help the development of the North Kelsey area pencil out for developers as parking is expensive. Director Swanson emphasized that the City is trying to have realistic design standards for the North Kelsey area.

Commissioner Fisher brought up senior living as an option for the North Kelsey area and Principal Planner Restall explained that it would be zoned for high density residential and the age of the residents are not significant in terms of the code. Commissioner Bull inquired how many residential units North Kelsey could hold at a 50/50 mix of residential and commercial at the new 65' height. Director Swanson said there would be 202 units.

### **3. Unified Development Regulations (UDR) Land Use Classifications**

Principal Planner Restall explained that this section is not yet ready and will be moved to a later meeting.

**NEW BUSINESS**

NONE

**DISCUSSION BY COMMISSIONERS AND STAFF**

Principal Planner Restall reminded commissioners that Daniel Kenney, an attorney who specialized in sign codes, is coming in to answer questions about sign codes at the next meeting.

Director Swanson gave an update on the East Monroe site. Heritage Baptist has filed a motion for reconsideration. Director Swanson let Commissioners know that the City has a consultant onboard to make an analysis of the light industrial area to help Commission decide what direction to move forward with in that area.

Commissioner Jensen inquired about Bubbas Chain Buffet. Chair Tuttle explained that vandalism was a huge issue for owner.

Commissioner Fisher will not be at next week's meeting. Commissioner Fisher informed Commission that PCC bought the large piece of property just south of Monroe City Limits and they intend to keep it as farmland.

Commissioner Duerksen has concerns about outdoor storage of vehicles on a property along Hill St.

Chair Tuttle heard a group of pilots are planning on making a plan to revitalize the airport and make it more of a destination.

Commissioner Fisher pointed out that Monroe was featured on NPR and many local news stations with regards to the no sit, no lay down ordinance.

**ADJOURNMENT**

Commissioner Duerksen made a motion to adjourn at 8:36p.m. Motion seconded by Commissioner Jensen. Motion carried 7/0.



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Bridgette Tuttle  
Chair



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Leigh Anne Barr  
Planning Commission Secretary