

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, March 19, 2018**

The regular meeting of the Monroe Planning Commission was held on **Monday, March 19, 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 7:03 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: Principal Planner Shana Restall and Secretary Leigh Anne Barr

COMMENTS FROM CITIZENS

Laron Olsen
PO Box 232
Monroe, WA 98272

Mr. Olsen was representing Take the Next Step and started by thanking City Council and the Mayor for their work on homelessness in the community. Mr. Olsen urged the Planning Commission to think outside the box when making changes to the Development Code with regard to homelessness and cited the City of Walla Walla as a positive example to follow. Mr. Olsen asked how many affordable housing units have been created through the incentive program in the affordable housing chapter.

Commissioner Stanger requested more information on the incentive program and Chair Tuttle suggested it for a workshop topic at a future meeting.

APPROVAL OF MINUTES

Commissioner Rousey moved to accept the March 12, 2018 meeting minutes as written. Motion seconded by Commissioner Jensen. Motion carried 7/0.

PUBLIC HEARING

NONE

OLD BUSINESS

NONE

NEW BUSINESS

1. Unified Development Regulations (UDR) Affordable Housing Chapter

Principal Planner Restall started by explaining that all of the chapters today are regulated by state law and most have just been updated from the current code and not gone through a major change. The affordable housing chapter is set for a major overhaul in early 2019. The main changes to this chapter are updating the language to reflect the change from a minimum lot size to a maximum allowed residential density as part of the LID standards switchover. Commissioner Jensen would like to see a definition of affordable housing. Principal Planner Restall reviewed the current definition in the Monroe Municipal Code, and explained that it will be located in the definitions chapter within the new code. Principal Planner Restall clarified that affordable housing usually refers to municipal employees, firefighters, teachers and such and not necessarily low income.

Chair Tuttle would like to see successful examples from other cities and what their policies are. Commissioners discussed the advantages and disadvantages of controlling code versus incentive programs. Chair Tuttle suggested reaching out to local charitable organizations for more information and Commissioner Bull suggested that investors also be included in the survey for more information. Commissioner Bull reminded Commissioners that financing has to be obtainable for development to happen which requires a return on investment.

Commissioner Rousey had knowledge of a presenter from the Alliance of Housing Affordability that would be a great research for a presentation on affordable housing,

Principal Planner Restall asked for guidance on parking requirements for smaller unit multifamily projects and incentive programs that would be successful in Monroe.

2. Unified Development Regulations (UDR) Marijuana Related Uses Chapter

Principal Planner Restall explained that this chapter has not changed beyond updated language and formatting to make sure the code still apply with state law. Chair Tuttle clarified with Principal Planner Restall that City Council is still set on a moratorium within city limits. Commissioner Jensen asked if it is legal for cities to outright ban marijuana. Principal Planner Restall said it is, and if a change should come up in the future, City staff can work quickly with the City attorneys to make changes to the code if necessary.

3. Unified Development Regulations (UDR) Temporary Encampments Chapter

Principal Planner Restall removed the word tent from the chapter to cover a broader range. Chair Tuttle would like definition of temporary and Commissioner Jensen would like the definition of encampment to be added to the definitions chapter.

Commissioners inquired what happens when rules listed in the code are not followed. Principal Planner Restall explained that this chapter points back to the code enforcement chapter. Commissioners would like to see timelines laid out in the code for specific requirements to allow for cleared code enforcement action if needed. Principal Planner Restall suggested putting some of the timelines on the permit itself rather than being written into the code. Commissioner Jensen proposed an additional section titled extensions be added with requirements that can be met for extending the 90 day timeline. Principal Planner Restall will check all suggestions against the police department

regulations and state law before adding or revising the temporary encampments chapter.

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

There are four Planning Commissioners interested in serving on the artist selection committee, Chair Tuttle, Commissioner Rousey, Commissioner Jensen and Commissioner Fisher. There is a two meeting commitment for this position.

DISCUSSION BY COMMISSIONERS AND STAFF

Principal Planner Restall updated Commissioners that a third party consultant was hired to review the East Monroe land and clearing and grading permits.

Principal Planner Restall updated Commission on the UDR schedule, which is not set to finish up in July or August. Next week's meeting is scheduled to cover exterior lighting and wireless communication facilities. April 2, 2018 does not have a meeting scheduled at this time. BHC, the code consultants, should have the draft design standards ready for the April 16th special meeting.

Commissioner Stanger shared an updated from the Parks Board. City Council approved the new playground equipment for Sky River Park. There will be an Arbor Day celebration on April 27th at 1:15pm. The Parks Department is working on making Monroe a Tree City. Commissioner Stanger would like to see Monroe's code have regulation on tree removal. The City will begin renting out the portable stage to local organizations to help cover its costs.

Commissioner Rousey will be absent from the April 23, 2018 Planning Commission meeting.

Commissioner Fisher noted that the large parcel of land south of the Skykomish River is under contract.

Chair Tuttle announced that the next Economic Advisory meeting at 8am here in Council Chambers, open to the public.

ADJOURNMENT

Commissioner Jensen made a motion to adjourn at 8:37p.m. Motion seconded by Commissioner Rousey. Motion carried 7/0.



Bridgette Tuttle
Chair



Leigh Anne Barr
Planning Commission Secretary