

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, April 16, 2018**

The special meeting of the Monroe Planning Commission was held on **Monday, April 16, 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

Land Use Permit Supervisor Kim Shaw called the roll.

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

Commissioner excused: Commissioner Fisher

Staff Present: Community Development Director Ben Swanson, Principal Planner Shana Restall, Assistant Planner Amy Bright, Public Works Division Manager Scott Peterson and Permit Supervisor Kim Shaw

COMMENTS FROM CITIZENS

NONE

APPROVAL OF MINUTES

Commissioner Rousey moved to accept the April 9, 2018 meeting minutes as written. Motion seconded by Commissioner Duerksen. Motion carried 6/0.

PUBLIC HEARING

NONE

OLD BUSINESS

1. Unified Development Regulations (UDR) Buildable Lands Analysis

Principal Planner Shana Restall requested this item be extended to the next regular meeting due to technical problems with the analysis.

2. Unified Development Regulations (UDR) Signage Discussion

Assistant Planner Amy Bright introduced Daniel Kennedy of Ogden, Murphy, and Wallace Law Offices who will be available to answer questions and offer some guidance to the commissioners for sign regulations, etc.

Mr. Kennedy briefed the commissioners on a specific case (Reed vs. The Town of Gilbert) that changed the way sign codes are and can be regulated. Content based regulation is subject to strict scrutiny. He suggested a smaller list tends to work better. Definitions are very important, types of signs, setbacks. Criteria clarification should be made very clear in the code. You can prohibit the use of city property such as parks to some extent if they fall in that category. Right of Way locations tend to be problematic due to possible adjacent property owners.

Commissioners want consistency with a certain design. What is allowed vs. what isn't allowed – is this a better approach?

Residential signage - Content based – Commissioner Jensen inquired about the mandate of political signs. Time periods for temporary signs were discussed with a possible solution of filling out the form on line. Place & manner of signage – materials, weather appropriate, acknowledgement of using the correct materials, etc. List the type of sign, locations, material, and make those requirements specific to the type. Possible fines could be assessed if the sign isn't registered with the city.

Commercial – Significant government interest – provide reasons why you are not allowing a certain type of sign. The off-premise commercial signs need an additional look at to discuss. Think about the small business owner who may not be able to afford a sign but wants to use the temporary smaller signage. How to define a painted sign on the side of a building – is it a mural, is it art? Sponsorships on the "Over the street banner" on E Main St. There were some concerns of who was allowed to put that sign up. Possible lottery system for some means of identifying who is allowed to put that up.

NEW BUSINESS

1. #CA2018-02 – Introduction of Traffic Impact Fee Amendment to MMC Chapter 20.12

Public Works Division Manager Scott Peterson briefed the commission on the requirements per MMC 20.12.130 which establishes fees to be paid by new growth and development. It requires to annually adjust the traffic impact fees. The impact fees are proposed to go up this year by 0.46% - fees are shown as updated on the calculations provided by Mr. Peterson. A public hearing will be held on April 23rd, which goes to Council for approval after that. He explained the time frame for adoption of the code amendment.

Further discussion with commissioners - Questions about when fees are paid – new development, changes to an existing building? Mr. Peterson explained that these fees are typically paid at time of building permits. Chair Tuttle feels that new development should be calculated differently than an existing building with a different type of use. How the code is applied will be discussed at the next regular meeting.

The commission has concerns about the calculations and the rise of the fee according to the change of use. They would like to propose no action being taken to raise the fees.

DISCUSSION BY COMMISSIONERS AND STAFF

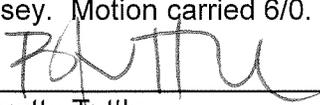
Principal Planner Shana Restall explained that Heritage Baptist has filed a reconsideration motion on the decision that was made by. The city is going ahead to issue the SEPA Determination.

Commissioner Rousey will have a report from Snohomish County Tomorrow Steering meeting in 2 weeks.

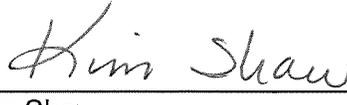
Commissioner Duerksen will not be attending the April 23rd meeting.

ADJOURNMENT

Commissioner Jensen made a motion to adjourn 8:45 p.m. Motion seconded by Commissioner Rousey. Motion carried 6/0.



Bridgette Tuttle
Chair



Kim Shaw
Land Use Permit Supervisor