

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

The regular meeting of the Monroe Planning Commission was held on **Monday, October 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 7:04 p.m.

ROLL CALL

Planning Commission Secretary Leigh Anne Barr called the roll.

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

Staff Present: Principal Planner Shana Restall and Secretary Leigh Anne Barr

COMMENTS FROM CITIZENS

NONE

APPROVAL OF MINUTES

Commissioner Rousey moved to accept the September 10, 2018 meeting minutes with the discussed changes. Motion seconded by Commissioner Bull. Motion carried 7/0.

Commissioner Duerksen moved to accept the September 17, 2018 meeting minutes as written. Motion seconded by Commissioner Bull. Motion carried 7/0.

PUBLIC HEARING

NONE

OLD BUSINESS

1. Unified Development Regulations (UDR) Revisions to Previously Reviewed Chapters

A. Nonconformance and Reuse Standards (2nd Draft)

Principal Planner Shana Restall used the strike and delete method to make the changes to this chapter very clear. The word legal was added to nonconforming throughout the chapter where applicable, and several lines about vesting were removed at the attorney's suggestion to avoid misunderstandings in the future. Principal Planner Restall researched reconstruction after catastrophic losses and reported that every jurisdiction in Snohomish County allowed for rebuilding after a catastrophic loss, with limitations either on the percentage lost or the time frame in which to do so. 14 of the 20 surrounding jurisdictions use a 50% loss as the cut off for rebuilding, one jurisdiction used 75% and one allowed for a 100% loss to be rebuilt but were only gave a year to do so. Principal Planner Restall reminded Commissioners that these standards are just for commercial structures and residential structures have different

regulations. Commissioners discussed the pros and cons of more and less restrictions before agreeing on 75%.

Principal Planner Restall updated the timeframe in which vacated or abandoned uses are allowed to return to their nonconforming use from twelve months to six months based on previous Planning Commission discussions. Commissioners Bull and Rousey expressed concern about the shorter timeframe in times of economic downturn. Commissioners Jensen, Fisher and Duerksen and Chair Tuttle agreed with the six month timeline.

B. Subdivisions (2nd Draft)

Principal Planner Shana Restall stated that the subdivisions chapter is not yet ready and will come back to Planning Commission at a later date.

C. Affordable Housing (2nd Draft)

Principal Planner Shana Restall announced that next year the affordable housing chapter will be going through a major overhaul and asked for Planning Commissions' input on keeping the chapter as is for now with the major changes happening next year. Commissioners discussed some changes they would like to see in the affordable housing chapter eventually, but agreed to update the numbers in the chapter to match the other revised chapters, but keep the content the same for now.

NEW BUSINESS

1. Unified Development Regulations (UDR) Downtown Commercial Zoning District Chapter

Principal Planner Restall reviewed that during previous discussions Commissioners decided to keep this chapter as it is currently. The chapter will be reformatted to match the new structure of the code.

Principal Planner Restall asked for direction on where parking requirements should be located. Commissioners would like to keep parking requirements in its own chapter but have references to the parking chapter in the Downtown Commercial Zoning District chapter.

Commissioners discussed allowed uses in the Promenade. Principal Planner Restall will be bringing a table back for Commissions to go through permitted uses in the Downtown Commercial Zoning District.

Principal Planner Restall asked for direction from Commissions with regards to where the residential mixed use section currently in this chapter will be located. Commissioners discussed including it as its own section in the missed use chapter or incorporating it into the design standards.

DISCUSSION BY COMMISSIONERS AND STAFF

Principal Planner Restall announced that three public hearings will be coming to Planning Commission in the coming weeks. Principal Planner also announced that a new consultant has been brought on to work on several chapters including tree canopy, landscaping and wireless facilities.

Commission Duerksen will be absent from the October 22, 2018 meeting.

Commissioners decided on the dates of November 5th and 26th and December 3rd, 10th and 17th for Planning Commission meetings for the remainder of 2018.

Commissioner Rousey received a proclamation for planning month at the September 25th City Council meeting on behalf of the Planning Commission.

Commissioner Bull inquired if BHC is still working on any code sections. Principal Planner Restall informed Commissioners that BHC's contract ran out and the City did not renew their contract.

Commissioner Stanger attended a joint City Council and Parks Board meeting on Tuesday. Commissioner Stanger reported that the City is looking at a bond along with the East County Parks and Recreation District for improvements to City Parks. The parks department has proposed a reorganization of their department as part of the new budget cycle which would include two new parks positions.

ADJOURNMENT

Commissioner Jensen made a motion to adjourn at 9:00p.m. Motion seconded by Commissioner Duerksen. Motion carried 7/0.



Bridgette Tuttle
Chair



Leigh Anne Barr
Planning Commission Secretary