

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, September 10, 2018**

The special meeting of the Monroe Planning Commission was held on **Monday, September 10, 2018 at 7:00 p.m.**, in the Snohomish County Fire District 7 Station 31 Conference Room at 163 Village Ct, Monroe, WA 98272.

CALL TO ORDER

Chair Tuttle called the meeting to order at 7:00 p.m.

ROLL CALL

Planning Commission Secretary Leigh Anne Barr called the roll.

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

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

COMMENTS FROM CITIZENS

NONE

APPROVAL

Commissioner Jensen moved to accept the July 23, 2018 meeting minutes with the discussed changes. Motion seconded by Commissioner Rousey. Motion carried 7/0.

Commissioner Bull moved to accept the August 13, 2018 meeting minutes as written. Motion seconded by Commissioner Stanger. Motion carried 7/0.

PUBLIC HEARING

NONE

OLD BUSINESS

NONE

NEW BUSINESS

1. **Unified Development Regulations (UDR) Revisions – Subdivisions**
Principal Planner Shana Restall informed Commissioners that this item was not yet completed and would come back to Planning Commission at a later date.
2. **Unified Development Regulations (UDR) – Temporary Uses**
Principal Planner Shana Restall informed Commissioners that this item was not yet completed and would come back to Planning Commission at a later date.

3. Unified Development Regulations (UDR) – Nonconformance and Reuse Standards

Principal Planner Restall reminded Commissioners that this is not a final draft in terms of editing and the proofing will be finished by consultants when the content is complete. There are some sections of the chapter that will need to be confirmed with the City Attorney before any final decisions are made.

Community Development Director Ben Swanson explained the difference between legal and illegal nonconforming. Legal nonconforming uses were confirming when the code changed, whereas illegal nonconforming uses was never allowed under the code. As a City grows, legal nonconforming status is a way for changing visions to take place without taking away existing businesses. The goal of this chapter is to not make vesting too easy as Washington State has very strict vesting laws. Director Swanson likes the spirit of the chapter but would like the language tightened up. Principal Planner Restall noted that the nonconformance code is intended to work toward the conformance of all.

Director Swanson clarified there are nonconforming lots, structures and uses. Nonconforming lots are when the lot itself doesn't meet code requirements, usually in the form of dimensions. Nonconforming uses refers to how a property is being used, and nonconforming structures typically don't comply with bulk requirements such as setbacks and lot coverage.

Many of the Commissioners concerns about historic areas of town and the nonconforming code lot section is addressed under the nonconforming structures language in Section B as pointed out by Commissioner Stanger.

The Planning Commissioners discussed what the threshold should be for rebuilding nonconforming structures in the event of a disaster. Director Swanson explained that this is a policy questions and asked Commissioners to think about at what point the code should make conformance required. Director Swanson reminded Commissioners that the standards are different for residential and commercial uses. The Planning Commissioners would like to remove the 50% provision so nonconforming structures would be able to rebuild after a total loss, if the cause is accidental.

Principal Planner Restall explained nonconforming uses and pointed to the Code Enforcement chapter for all thresholds questions. The current code allows nonconforming uses to come back, but the proposed new code does not. Planning Commissioners voted 5 to 2 to allow nonconforming uses to come back to their location after an accidental cause forced them out.

Commissioner Rousey made a motion to extend the meeting past 9pm. Motion seconded by Commissioners Duerksen. Motion carried 7/0.

Director Swanson explained why parking is important and why these requirements are important. A reduction in parking requirements can help areas move from residential uses to commercial uses. The Planning Commission is in favor of reducing parking standards.

Planning Commissioners would like a definition for vacated or abandoned. Director Swanson explained that the intent of the code is to keep businesses from shutting down and then falling back on a nonconforming use again and again.

DISCUSSION BY COMMISSIONERS AND STAFF

Planning Commission Secretary Leigh Anne Barr reminded Commissioners that the next Planning Commission meeting will be back in the Council Chambers at City Hall.

Director Swanson asked if Commissioners would like to attend Planning training. Chair Tuttle and Commissioners Bull, Stanger, Fisher and Rousey are interested.

Commissioner Stanger was part of a volunteer group that did some work at Lake Tye.

Commissioner Rousey went to the Park Place Middle School ribbon cutting. Commissioner Rousey reported that it is a beautiful new school.

ADJOURNMENT

Commissioner Rousey made a motion to adjourn at 9:37 p.m. Motion seconded by Commissioner Jensen. Motion carried 7/0.



Bridgette Tuttle
Chair



Leigh Anne Barr
Planning Commission Secretary

