

✓ APPROVED

**CITY OF MONROE
PLANNING COMMISSION MINUTES
February 13, 2012**

The meeting of the Monroe Planning Commission was scheduled for February 13, 2012 at 7:00 p.m., in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

CALL TO ORDER

Chairman Loots called the meeting to order at 7:00 p.m.

ROLL CALL

Secretary Kim Shaw called the roll. The following were:

Present: Chairman Loots, Commissioners Dave Demarest, Bill Kristiansen, Wayne Rodland, Jeff Sherwood, Bridgette Tuttle

Staff Present: Planning & Permitting Manager Paul Popelka, Economic Development Manager Jeff Sax and Secretary Kim Shaw

CITIZEN COMMENT

Lowell Anderson
129 E Rivmont Dr
Monroe WA 98272

Mr. Anderson read into the record a letter of opposition of the East Monroe Economic Development Group proposal.

APPROVAL OF MINUTES

January 9, 2012

The action to approve the minutes were tabled so the secretary can research data for clarification on the section discussing FirstAir Field.

NEW COMMISSIONER INTRODUCTION

Bridgette Tuttle was introduced by Chairman Loots as the newest Planning Commissioner. Ms. Tuttle gave a brief background of her interests and stated that she is very excited to be involved with the Planning Commission.

ELECTION OF NEW OFFICERS

Chairman Loots called for nominations for the seats of Chairman and Vice Chairman. Commissioner Demarest made the motion to nominate current Chairman Paul Loots for the position of Chairman. Motion was seconded by Commissioner Rodland. Vote carried unanimously 6/0.

Commissioner Demarest made the motion to nominate current Vice Chairman Bill Kristiansen for the position of Vice Chairman. Motion was seconded by Commissioner Sherwood. Vote carried unanimously 6/0.

PUBLIC HEARING

A. ZCA2012-01 – AIRPORT COMPATIBILITY NOTICE

Manager Popelka gave a brief background to the commissioners explaining the noticing requirements for property owners within the Airport Overlay Zone that were adopted in 2006. The adopted ordinance

requires the city to mail a disclosure notice to all property owners within that zone along with a full copy of Chapter 18.60. This revision would eliminate that the requirement for including the copy of the MMC Chapter, as it would incur significant costs and staff time to process those notices.

Chairman Loots opened the public testimony portion of the hearing. With no one wishing to speak on this matter, Commissioner Rodland made the motion to close the public testimony portion of the hearing. The motion was seconded by Commissioner Kristiansen. Vote carried unanimously 6/0.

Discussion followed among the Commissioners. At this time, Chairman Loots called for a motion to close the public hearing. Commissioner Sherwood made the motion to close the public hearing. The motion was seconded by Commissioner Rodland. Vote carried unanimously 6/0.

Commissioner Demarest made the motion that the Planning Commission forward a recommendation to City Council to approve ZCA2012-01 Airport Compatibility Notice proposed amendment as set forth in the staff report and include language that directs citizens to links to the City's web site and that a copy of the full document is available at City Hall. The motion was seconded by Commissioner Rodland. Vote carried unanimously 6/0.

B. ZCA2012-03 – MIXED USE SIDE YARD SETBACKS

Commissioner Rodland asked if there were any objections on whether or not he should comments on this item as he owns property within this area. With no objections, Commissioner Rodland remained during the discussion.

Manager Popelka briefed the commission on this item. This is a proposal to change the side yard setbacks in the mixed use setback area. The SEPA determination for this item has not been completed as of this date, but will be issued after this meeting.

Chairman Loots gave some background on this item and discussion continued among the commissioners.

Chairman Loots opened the public testimony portion of the hearing. With no one wishing to speak on this item, Commissioner Sherwood made the motion to close the public testimony portion of the hearing. Motion was seconded by Commissioner Kristiansen. Vote carried unanimously 6/0.

Commissioner Demarest made the motion to continue this hearing to Feb. 27th, 2012 and that public testimony may be reopened at that time. Commissioner Kristiansen seconded the motion. Vote carried unanimously 6/0.

WORKSHOP

A. ZCA2012-05 - ROOSEVELT RIDGE PRE-ANNEXATION ZONING

Manager Popelka gave a brief history of this item. The zone designation would become effective when this becomes annexed, which will go to election in November 2012. The equivalent zoning would be UR9600. There are issues with access, potential traffic impacts, and others. The city would eventually provide sewer to that area. This item will be brought back to the next regular meeting. There is a time limit on this item before a recommendation needs to be forwarded to Council. If this is not annexed, it would stay in the current zone within the County. Should this item not pass at the November election, this proposal would not move forward.

Erin Sullivan
7500 83rd Ave SE

Snohomish WA 98290

Ms. Sullivan agrees with Commissioner Sherwood that as a resident of this area, she would appreciate the opportunity to be informed of what they were voting for prior to the election.

This item will come back to the Commission at the next regular meeting for another workshop.

B. RZ2011-01 – ROOSEVELT ROAD REZONE

Manager Popelka stated that this may be delayed until the Transportation Plan has been updated. Following discussion among the Commissioners, Chairman Loots called for a motion for recommendation to City Council.

Commissioner Demarest made the motion for recommendation to City Council that this proposed rezone be delayed pending the update of the Comprehensive Transportation Plan and to allow further analysis of potential land use capacities and/or shortfalls which will allow the city to address those concerns of concurrency and the ability to mitigate specific impacts and consider the RZ2011-01 Roosevelt Road Rezone as part of the 2015 periodic update of the Comprehensive Plan. Commissioner Rodland seconded the motion. Vote carried unanimously 6/0.

DISCUSSION BY COMMISSIONERS AND STAFF

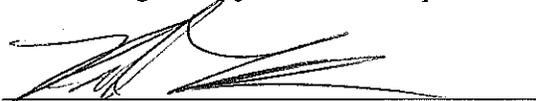
Manager Popelka explained that the Comprehensive Plan needs to be updated without the N Kelsey plan to allow to add this amendment and move ahead with changing the comp plan and the MMC to restructure the downtown and the zoning code.

Manager Popelka presented a proposed future agenda to the commission that shows various meetings and the items listed to discuss. Discussion continued among the Commissioners on the items and stated that prioritizing those items will be helpful.

Manager Popelka stated that the city has a joint meeting with the Monroe School District the week of February 22nd.

ADJOURNMENT

Commissioner Demarest made a motion that the February 13, 2012 Planning Commission meeting be adjourned. Commissioner Sherwood seconded the motion. By vote the motion carried unanimously 6/0. The meeting was adjourned at 9:30 p.m.



Paul Loots
Chairman



Kim Shaw
Planning Commission Secretary