

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
December 10, 2012**

**APPROVED**

The meeting of the Monroe Planning Commission was scheduled for December 10, 2012 at 7:00 p.m., in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

**CALL TO ORDER**

**Vice-Chairman Kristiansen** called the meeting to order at 7:00 p.m.

**ROLL CALL**

**Secretary Dave McConnell** called the roll. The following were:

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

**Staff Present:** Planning and Permitting Manager Paul Popelka, Public Works Director Brad Feilberg, Economic Development Manager Jeff Sax, and Secretary/Planning Technician David McConnell

**CITIZEN COMMENTS**

None.

**APPROVAL OF MINUTES**

None.

**PUBLIC HEARING**

**A. RZ2011-01 – Roosevelt Road Rezone (Continued)**

**Manager Popelka** requested that the Planning Commission continue the public hearing until March 11, 2013 to allow for further evaluation of the proposal. The Bear Mountain subdivision will be delayed until the rezone and related issues are settled.

**Commissioner Demarest** asked about the letter submitted by the Foothills HOA. **Manager Popelka** stated letter requested that the rezone exclude the two westernmost parcels from the zoning action.

**Commissioner Demarest** moved that the public hearing for RZ2011-01 be extended as requested until March 11, 2013. Motion seconded by **Commissioner Rodland**. Motion carried 5/0.

**WORKSHOP**

**A. Sign Code Update (Continued)**

**Planner Landkammer** and **Consultant Beckwith** discussed progress of the sign code revisions. **Consultant Beckwith** presented various sign examples and sign code revisions, and discussed additional work to be completed.

The Commissioners discussed the draft work, gave positive feedback on the work completed to date and reviewed various items, including sign requirements, guidelines and staff interpretation of the code. **Consultant Beckwith** explained the sign guidelines as illustrative, supporting guidelines for determining compliance with code requirements. He also stated the ordinance defines the city's authority to regulate signs and is the basis for enforcement.

The Commissioners further discussed code changes, guidelines as regulations and interpretation and enforcement. **Consultant Beckwith** stated that sign codes must be well defined and specific to respond to industry changes and limits of the law. Sign enforcement issues will be clarified and addressed in the updated code.

**Consultant Beckwith** will complete the proposed code revisions before the next Commission meeting.

#### **DISCUSSION BY COMMISSIONERS AND STAFF**

**Manager Popelka** discussed the resignation of Chairman Loots and efforts to recruit candidates. He explained the status of the H30 Cable Park, North Kelsey Design Guidelines and School Mitigation Fees.

**Manager Sax** reported that the Galaxy Theater had sold, discussed future development of the landfill behind the theatre and noted the court hearing date for the Wal-Mart proposal is still pending.

#### **ADJOURNMENT**

**Commissioner Rodland** made a motion that the December 10, 2012 Planning Commission meeting be adjourned. Motion seconded by **Commissioner Demarest**. Motion carried 6/0.

The meeting was adjourned at 8:25 p.m.



Paul Loots  
Chairman



Kim Shaw  
Planning Commission Secretary