



**CITY OF MONROE
PLANNING COMMISSION MINUTES
January 28, 2013**

The meeting of the Monroe Planning Commission was scheduled for January 28, 2013 at 7:00 p.m., in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

CALL TO ORDER

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

ROLL CALL

Secretary Dave McConnell called the roll. The following were:

Present: Chairman Bill Kristiansen, Dave Demarest, Wayne Rodland, Jeff Sherwood

Staff Present: Planning and Permitting Manager Paul Popelka, Economic Development Manager Jeff Sax and Planning Technician David McConnell

CITIZEN COMMENT

None

APPROVAL OF MINUTES

A. October 15, 2012

Commissioner Sherwood moved to accept the minutes of October 15, 2012 with corrections. Motion seconded by **Commissioner Rodland**. Motion carried 3/1 with **Commissioner Demarest** opposed.

PUBLIC HEARING

None

WORKSHOP

A. Monroe Municipal Code (MMC) Chapter 18.80–Sign Code Amendment (ZCA 2012-04)

The sign code (Monroe Municipal Code 18.80) is being reviewed and updated to clarify code language, address city-wide consistency, understandable permitting requirements, new sign technology, consistent enforcement practices and other potential code improvements.

Manager Popelka gave a brief introduction and summary of items for discussion. He indicated there would be a Commission workshop February 11, 2013 and a public hearing on February 25, 2013.

The Commissioners considered the latest draft of the sign code as summarized below.



Proposed Sign Allowance Table

- Discussion of murals and potential staff review/approval
- Relation of proposed sign code to the downtown zone
- Consideration of sandwich signs, potential mitigation for loss of those signs, and human signs
- Clarify sign definitions
- Wayfinding signs
- Various recommendations for revisions in the table

Proposed Chapter 18.80 Text

- Discussion of roof signs and various text revisions.

Proposed Sign Illustrations

- Provide additional illustrations for scale and maximum sign heights.

Proposed Sign Design Guidelines

- General comments accepting the proposed guidelines.
- Consider additional sign examples.

DISCUSSION BY COMMISSIONERS AND STAFF

Manager Popelka discussed future training for the Commissioners, the February meeting schedule and the Roosevelt Road Rezoning public hearing on March 11, 2013.

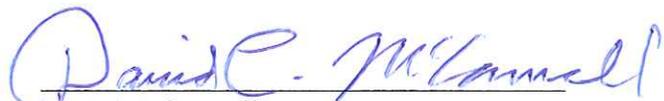
Manager Sax discussed public hearing procedures.

ADJOURNMENT

Commissioner Demarest moved to adjourn the January 28, 2013 Planning Commission meeting. Motion seconded by **Commissioner Sherwood**. Motion carried 4/0 and the meeting was adjourned at 9:54p.m.



Bill Kristiansen
Chairman



Dave McConnell
Planning Commission Secretary