

APPROVED

CITY OF MONROE  
PLANNING COMMISSION MINUTES  
August 17, 2015

The regularly scheduled meeting of the Monroe Planning Commission was scheduled for **August 17, 2015 at 7:00 p.m.**, in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

**CALL TO ORDER**

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

**ROLL CALL**

**Secretary Kim Shaw** called the roll. The following were:

**Commissioners Present:** Chair Kristiansen, Commissioner Duerksen, Commissioner Jensen  
Commissioner Rodland, Commissioner Stanger and Commissioner Tuttle

**Staff Present:** Director of Community Development David Osaki and Planning Commission  
Secretary Kim Shaw

**COMMENTS FROM CITIZENS**

None

**APPROVAL OF MINUTES**

**June 22, 2015**

- **Commissioner Duerksen** moved to accept the **June 22, 2015**, Planning Commission meeting minutes as written. Motion was seconded by **Commissioner Rodland**. **Motion carried 6/0.**

**July 27, 2015**

- **Commissioner Duerksen** moved to accept the **July 27, 2015**, Planning Commission meeting minutes as written. Motion was seconded by **Commissioner Stanger**. **Motion carried 6/0.**

**August 10, 2015**

- **Commissioner Rodland** moved to accept the **August 10, 2015**, Planning Commission meeting minutes as written. Motion was seconded by **Commissioner Tuttle**. **Motion carried 6/0.**

**Chair Kristiansen** reopened the public hearing from the **August 10, 2015** Planning Commission Meeting on the 2015 Integrated Comprehensive Plan Update/Draft Environmental Impact Statement (DEIS).

**PUBLIC HEARING** (Public hearing is for the purposes of Planning Commission Deliberation on the Comprehensive Plan. The public testimony portion of the public hearing has been closed.)

***A. 2015 Integrated Comprehensive Plan Update/Draft Environmental Impact Statement (DEIS)***

**Director Osaki** summarized the following:

The focus of this meeting will be on the following Chapters of the Draft 2015 Comprehensive Plan:

- Revised Draft Chapter 1 – City of Monroe Development Plan Introduction
- Revised Draft Chapter 2 – Vision and Policy Framework
- Revised Draft Chapter 6 – Housing
- Revised Draft Chapter 8 – Capital Facilities & Utilities
- Revised Draft Chapter 10 – Plan Implementation.

**Director Osaki** explained that there are areas that the consultant is continuing to revise regarding grammatical portions of the documents so the focus tonight should be on substantive items.

**The Commission's** discussion is summarized below:

- **The Commissioners** discussed the revised DRAFT Chapter 2: Vision and Policy Framework, with edits to the policies tables. **Director Osaki** noted these changes.
- **The Commissioners** continued with making revisions to Chapter 1: Development and Introduction. **Director Osaki** noted changes and edits within the document.
- **Discussion continued** on the revised DRAFT Chapter 6: Housing Element. **Director Osaki** noted minor changes.
- **Continued discussion** on revised DRAFT Chapter 8: Capital Facilities & Utilities - Minor edits which **Director Osaki** noted within the document.
- **The Commissioners** discussed revised DRAFT Chapter 10: Plan Implementation – Discussion moved forward with edits. **Director Osaki** will note the changes and confer with the consultant to determine the best path to create a user friendly table.

**Commissioner Jensen** moved to continue the public hearing to **Monday, August 24, 2015 at 7:00 p.m.** in the Monroe City Hall Council Chambers. Motion was seconded by **Commissioner Tuttle**. **Motion carried 6/0.**

#### NEW BUSINESS

##### **A. August 18, 2015 City Council Meeting – Planning Commission Update**

**Director Osaki** proposed that a representative from the Planning Commissioner be present at the August 18, 2015 City Council meeting to share with them the updates and the progress that has been made on the Comprehensive Plan to date.

#### OLD BUSINESS

##### **A. Park Board Appointee**

**Chair Kristiansen** explained some of the tasks of the Park Board Committee. **Commissioner Duerksen** made the motion to nominate **Commissioner Tuttle** to serve as the Park Board liaison. Motion was seconded by **Commissioner Jensen**. **Motion carried 6/0.**

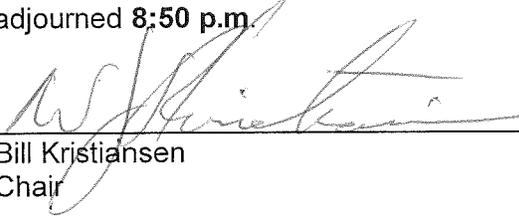
#### DISCUSSION BY COMMISSION AND STAFF

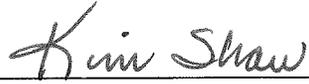
- **Director Osaki** mentioned that at the last City Council meeting, the subject of Planning Commission compensation / or adding more training to the budget for the Commissioners was discussed.
- **Director Osaki** informed the Commissioners that there are three candidates being interviewed for the vacant position.

- **Director Osaki** inquired with the Commissioners on their availability to hold a meeting on September 7, 2015.
- **Commissioner Duerksen** will not be attending the August 24, 2015 meeting.

**ADJOURNMENT**

**Commissioner Jensen** moved to adjourn the **August 17, 2015** Planning Commission meeting. Motion was seconded by **Commissioner Duerksen**. **Motion carried 6/0** and the meeting was adjourned **8:50 p.m.**

  
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Bill Kristiansen  
Chair

  
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Kim Shaw  
Planning Commission Secretary