

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, September 11, 2017**

The regular meeting of the Monroe Planning Commission was held on **Monday, September 11, 2017 at 7:00 p.m.**, in the City Hall Council Chambers at 806 West Main Street, 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 Duerksen, Commissioner Jensen, Commissioner Rousey, Commissioner Bull and Commissioner Stanger.

Commissioners Excused: Commissioner Fisher

Staff Present: City Administrator Deborah Knight, Community Development Ben Swanson, Senior Planner Anita Marrero and Secretary Leigh Anne Barr

COMMENTS FROM CITIZENS

NONE

Community Development Director Swanson introduced the new City Administrator Deborah Knight. City Administrator Knight gave a brief background of her experience and expressed her enthusiasm to be working in the City of Monroe.

APPROVAL OF MINUTES

Commissioners discussed several changes they would like to see made in the August 28th minutes.

Commissioner Jensen moved to update the August 28, 2017 minutes as discussed. Seconded by Commissioner Rousey. Motion carried 6/0.

PUBLIC HEARING

NONE

OLD BUSINESS

- 1. Findings of Fact and Conclusions for Raspberry Hill Rezone (RZ2016-03) from UR9600 (Urban Residential 9,600) to R-4 (Residential 4 dwellings per acre)**

Senior Planner Anita Marrero reviewed the changes made to the Findings of Fact and Conclusions of Law.

Commissioner Jensen made a motion that the Planning Commission **RECOMMEND** that the City Council **ADOPT** the Findings of Fact and Conclusions of Law contained in Attachment 1 to the Planning Commission agenda bill, **AUTHORIZE** the Planning Commission Chair to sign the Findings of Fact and Conclusions of Law on behalf of the Commission, and recommend that the Monroe City Council **APPROVE** the proposed amendment to the City of Monroe Zoning Map to change the designation in the Raspberry Hill Rezone Area from Urban Residential 9600 (UR 9600) to Residential 4 Dwellings per Acre (R4). Seconded by Commissioner Stanger. Motion carries 6/0.

2. Comprehensive Plan Amendment CPA2016-01 /Code Amendment CA2016-06 - School Impact Mitigation Fees, Presentation by the Monroe School District

Director Swanson gave a background on school impact fees and past meetings in which Planning Commission requested additional information.

Monroe School District Presentation

John Mannix

Assistant Superintendent of the Monroe School District
200 E. Fremont St
Monroe, WA 98272

Mr. Mannix presented an overview of the Monroe School District including district capacity needs and how school impact fees can be used in accordance with the law.

Denise Stiffarm

Pacifica Law Group
1191 2nd Ave Suite 2000
Seattle, WA 98101-3404

Ms. Stiffarm presented how impact fees are calculated including the formulas and numbers behind the final impact fees.

Commission Discussion

The Planning Commissioners discussed funding of school district projects in general and asked more specific questions about the proposed school impact fees that Mr. Mannix and Ms. Stiffarm were able to answer and clarify.

NEW BUSINESS

1. Tree Retention for the Unified Development Regulations

Director Swanson introduced the idea of tree retention as part of the ongoing effort to revise the development regulations. Director Swanson proposed the idea of a canopy based system as opposed to a straight number of trees that must be retained.

Commissioners discussed the differences between the two main systems and agreed that they prefer

canopy as opposed to the count approach to tree retention. Planning Commission would like to see Staff go forward with canopy based code development.

DISCUSSION BY COMMISSIONERS AND STAFF

Director Swanson encouraged Commissioners to attend the short course on local planning hosted by the City of Sultan on October 11, 2017.

Staff is working with code development Consultants to get a kick off meeting together to get public input. The event will be held prior to a yet to be determined Planning Commission meeting.

Commissioner Bull asked for an excused absent on September 25th for a work trip. Commissioner Stanger will be on vacation for the September 25th meeting. Secretary Barr informed Commission that Commissioner Fisher may be absent from the September 25th meeting as well.

ADJOURNMENT

Commissioner Duerksen made a motion to adjourn at 8:45pm. Seconded by Commissioner Bull. Motion carried 6/0.



Bridgette Tuttle
Chair



Leigh Anne Barr
Planning Commission Secretary