

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, November 27, 2017**

The regular meeting of the Monroe Planning Commission was held on **Monday, November 27, 2017 at 7:00 p.m.**, in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

CALL TO ORDER

Commissioner Bull, as acting chair, called the meeting to order at 7:02 p.m.

ROLL CALL

Planning Secretary Leigh Anne Barr called the roll.

Commissioners Present: Commissioner Bull, Commissioner Duerksen, Commissioner Jensen, Commissioner Rousey, Commissioner Fisher and Commissioner Stanger

Commissioner Excused: Chair Tuttle

Staff Present: Community Development Director Ben Swanson and Secretary Leigh Anne Barr

COMMENTS FROM CITIZENS

NONE

APPROVAL OF MINUTES

Commissioner Stanger moved to accept the November 13, 2017 meeting minutes with changes in Old Business #1 as discussed. Seconded by Commissioner Duerksen. Motion carried 6/0.

PUBLIC HEARING

Commissioner Bull opened the public hearing.

Community Development Director Ben Swanson gave an overview of the housekeeping amendments and why they have become necessary. When the amendment was added in January to switch from a minimum lot size to units per acre, some of the language in the code was not updated to reflect the change. Interpretations were no longer effective and developers were unable to move forward in their projects without major confusion.

Commissioner Bull opened the public testimony portion of the public hearing and asked if any emails that been received with regards to the public hearing. Director Swanson explained that there were emails that triggered the need for the code amendment, but they did not have any bearing on the public hearing so the emails were not provided to the Commissioners.

Commissioner Rousey moved to close the public testimony portion of the public hearing. Seconded by Commissioner Jensen. Motion carried 6/0.

Commissioner Stanger moved to close the public hearing. Seconded by Commissioner Duerksen. Motion carried 6/0.

Commissioner Stanger moved to ADOPT the Findings of Fact and Conclusions of Law contained in Attachment 2 to the Planning Commission agenda bill, AUTHORIZE the Planning Commission Chair to sign the Findings on behalf of the Commission, and RECOMMEND that the Monroe City Council APPROVE the proposed amendments to Monroe Municipal Code Titles 17 and 18. Seconded by Commissioner Jensen. Motion carried 6/0.

OLD BUSINESS

1) UDR: Limited Open Space (LOS) Zoning District Chapter

Director Swanson went over the highlights of the updates in this chapter. The Land Use matrix was updated with the changes discussed at the last meeting.

Commissioner Jensen made an argument that 30% lot coverage is too high for a limited open space use, and he is concerned about runoff and flooding. Commissioner Stanger inquired where 30% came from, and Director Swanson explained that the number was pulled from code with a similar use. Director Swanson continued to explain that the impervious surface definition from Ecology is very strict and could make development on smaller lots very difficult. Discussion continued over the maximum allowed lot coverage. Commissioner Bull, Commissioner Stanger and Commissioner Duerksen agreed that 30% is an acceptable lot coverage.

Commissioner Jensen pointed out that the "S" in matrix footnotes can be removed as it is no longer used in the matrix.

2) UDR: Single-Family Residential (SFR) Zoning District Chapter

Director Swanson noted that significant changes had been made based on the discussion from the November 13th meeting. The lot coverage in the table will be updated to a floor to area ratio. Commissioner Stanger pointed out that the "S" in matrix footnotes can be removed.

Commissioner Jensen brought up the discussion point, should you be able to drive through the development and see a difference in the densities? He pointed out that all 3 densities have the same numbers in the matrix except the side yard setbacks. Commissioner Jensen believes there should be more variance between the types. Commissioner Stanger asked Director Swanson if there can be different side setbacks for different numbers of stories or building height. Concerns were raised about making the table too complex if every shape of land and type of development was specifically covered. Director Swanson also reminded Commission that in larger developments, there is a tradeoff between open spaces and smaller lot sizes.

3) UDR: Multi-Family Residential (MFR) Zoning District Chapter

Director Swanson noted that the code came back to one multifamily zone to encourage multifamily development. Commissioner Duerksen asked why private parks are permitted and public parks are conditional. After a discussion, Commissioners made a consensus that parks should be a permitted use and recreational facilities remain a conditional use. Commissioner Jensen pointed out that the "S" in matrix footnotes can be removed as it is no longer used in the matrix. Commissioner Jensen requested that uses required by law be noted somehow in the matrix. Director Swanson suggested that a paragraph might be a better approach.

4) UDR: Parks Zoning District Chapter

Director Swanson pointed out that the matrix has been updated to include less uses based on comprehensive plan designations. Commissioner Jensen was concerned about side yard setbacks, and suggested a minimum setback that is different when adjacent to residential lot. Commissioner Duerksen suggested that 10' setback to be consistent with private access tracts and easements.

NEW BUSINESS

1. UDR: Essential Public Facilities Chapter

Director Swanson explained that local vs. regional and state essential public facilities have different guidelines. The code cannot put certain restrictions on protected classes. Commissioners had concerns about the chart, but Director Swanson explained that needs a major remodel and is not worth discussing at this point.

DISCUSSION BY COMMISSIONERS AND STAFF

Director Swanson noted that the schedule for UDR updates will need to be changed to allow staff to better meet deadlines. Director Swanson suggested that more topics could be covered in 2 meetings a month to give staff more time to prepare materials between meetings. Commissioners agreed that a focus on time management could help with the staying on track with the UDR update.

Commissioner Rousey brought up that paved walking paths in developments can make it difficult for policing because they are getaway paths with no police access. Police offered one suggestion of removable bollards to create 2 way access. Commissioner Fisher suggested cheap locks and bolt cutters.

Commissioner Stanger would like to see the current land use and permit activity on the City website in a more prominent location.

ADJOURNMENT

Commissioner Duerksen made a motion to adjourn at 8:52 p.m. Seconded by Commissioner Rousey Motion carried 6/0.



Bridgette Tuttle
Chair



Leigh Anne Barr
Planning Commission Secretary