

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
Monday, March 5, 2018**

The Special Meeting of the Monroe Planning Commission was held on **Monday, March 5, 2018 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 7:01 p.m.

**ROLL CALL**

**Land Use Permit Supervisor Kim Shaw** called the roll.

**Commissioners Present:** Chair Tuttle, Commissioner Bull, Commissioner Fisher, Commissioner Jensen, Commissioner Rousey and Commissioner Stanger

**Commissioners Excused:** Commissioner Duerksen

**Staff Present:** Community Development Director Ben Swanson, Assistant Planner Amy Bright and Land Use Permit Supervisor Kim Shaw

**COMMENTS FROM CITIZENS**

**Aaron Metcalf**

Belmark Homes  
Arlington, WA.

Mr. Metcalf owns property on 179<sup>th</sup> Ave SE which is currently zoned Multi-Family. He is interested in the prospect of that being changed to Mixed Use as he feels that would be a better use of the property. He inquired about the timing of adopting the new UDR.

Director Swanson explained that the proposed schedule is aggressive but their anticipated time line is to be completed in June and possibly to the City Council for adoption in August of 2018, although there is a possibility that the schedule could be pushed out due to other time limits that the Council may have.

**APPROVAL OF MINUTES**

Commissioner Bull moved to accept the February 26, 2018 meeting minutes as written. Motion seconded by Commissioner Jensen. Motion carried 6/0.

**PUBLIC HEARING**

NONE

**OLD BUSINESS**

**1. Unified Development Regulations (UDR) Airport Compatibility Chapter (*continued from 2/26/2018*)**

Director Swanson brought back the draft chapter containing the Airport Compatibility Chapter containing development regulations with revisions that were discussed at the February 26, 2018 regular Planning Commission meeting. He explained that the city is required to have this airport overlay to accommodate for airports, so this chapter is composed per the guidelines within the Washington State Department of Transportation (WSDOT) Aviation Division's Airports and Compatible Land Uses. There were updates

to several components to the compatibility zone map that will reflect discussions that staff has had with the owner of the airport, Daryl Habich. There were significant changes made to the use matrix, primarily the allowed use element and the density element.

Discussion continued with the Commissioner consensus to bring back for discussion Tourist Commercial zoning and a Commercial/Industrial zoning that could possibly accommodate properties located within the western most property (currently listed as the southernmost #3) within the overlay zone.

## **NEW BUSINESS**

### **1. Unified Development Regulations (UDR) Signage Code Presentation and Discussion**

Assistant Planner, Amy Bright, presented a slideshow for the commissioners that explained various case laws and rulings to give the commissioners an understanding of how the sign code is required to comply with the First Amendment. She went on to clarify when the city may impose restrictions on content based signage. She also explained that a major portion of revisions has been made with cleaning up the definitions as there were redundancies and inconsistencies. Several definitions have also been revised / added. Assistant Planner Bright explained that once the definitions have been reviewed and approved, the definition section will be taken out of this chapter and will be included in a stand-alone chapter. The sign matrix was also reorganized and has been set up similar to the zoning matrix.

Director Swanson explained that the city put in place a requirement for signs that if a business sign did not comply with the sign code within a 5 year time frame, that the signs would be confiscated. If and when a city wide clean-up of the non-compliant signs would be scheduled, the city would give as much notice as possible to business owners so that they would have sufficient time to come into compliance with the sign code. If the commissioners choose to retain this time frame, it would need to be included within the sign code adoption with dates, etc.

Discussion continued among the Commissioners with a request for staff to review further permanent vs. temporary signage, right-of-way signs (specifically to impose time limits) and also a request to further explore which businesses would be affected by the compliance requirements.

Motion was made by Commissioner Fisher to extend the meeting beyond 9:00. Seconded by Commissioner Bull. Motion carried 6/0.

## **DISCUSSION BY COMMISSIONERS AND STAFF**

Director Swanson shared with the commissioners that he attended a meeting of the Puget Sound Regional Council (PSRC) Vision 2015 which is essentially a regional comprehensive plan that consists of Kitsap County, Snohomish County, King County, and Pierce County. This meeting presented different team exercises involving what the public may envision for the future. Commissioner Rousey stated that she attended the meeting as well and was impressed with the meeting.

Commissioner Fisher will be absent from the next regular meeting of March 12<sup>th</sup>.

Commissioner Bull inquired on the building that is being constructed on Blueberry Lane, which Director Swanson explained that they are apartment buildings.

Chair Tuttle inquired about the "Quiet railroad crossing" proposal for the intersection of Blueberry Lane and Kelsey St. Director Swanson explained that there is a requirement to comply with the quiet railroad crossing and the city is proposing some options in order to meet those requirements.

**ADJOURNMENT**

Commissioner Stanger made a motion to adjourn at 9:17 p.m. Seconded by Commissioner Jensen.  
Motion carried 6/0.



---

Bridgette Tuttle  
*Chair*



---

Kim Shaw  
*Land Use Permit Supervisor*