

**CITY OF MONROE
PLANNING COMMISSION MINUTES
Monday, June 4, 2018**

The regular meeting of the Monroe Planning Commission was held on **Monday, June 4, 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

Planning Commission Secretary Leigh Anne Barr called the roll.

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

Commissioners Excused: Commissioner Duerksen

Staff Present: Community Development Director Ben Swanson, Assistant Planner Amy Bright and Secretary Leigh Anne Barr

COMMENTS FROM CITIZENS

NONE

APPROVAL OF MINUTES

Commissioner Rousey moved to accept the May 21, 2018 meeting minutes as written. Motion seconded by Commissioner Bull. Motion carried 6/0.

PUBLIC HEARING

CA2018-01 – Temporary Dwelling – Security Guard - MMC Chapter 18.02 & 18.10

Chair Tuttle continued the public hearing.

With no public testimony, Commissioner Rousey moved to close the public testimony portion of the public hearing. Motion seconded by Commissioner Stanger. Motion carried 6/0.

Community Development Director Ben Swanson reminded the Planning Commission that the table with allowable units based on acreage was added to the document. No other changes were made.

Commissioner Stanger moved to close the public hearing. Motion seconded by Commissioner Jensen. Motion carried 6/0.

With the changes that were made, Commissioners Jensen and Bull were happy with the ordinance.

OLD BUSINESS

1. CA2018-01 – Temporary Dwelling – Security Guard - MMC Chapter 18.02 & 18.10

Commissioner Jensen asked if allowing multiple units for large projects was mentioned to City Council. Director Swanson said he will bring it to a City Council study session first, then it will come back to City Council in a formal manner to be approved or sent back to Planning Commission for revisions.

Commissioner Jensen moved that the Planning Commission adopts the Findings of Fact and Conclusions of Law contained in Attachment 1 to the Planning Commission agenda bill, authorizes the Planning Commission Chair to sign the Findings on behalf of the Commission, and recommends that the Monroe City Council approve the proposed amendments to Monroe Municipal Code Sections 18.02.200 and 18.10.050, and to add a new section, 18.10.185, Temporary Dwellings – Security Guard. Motion seconded by Commissioner Rousey. Motion carried 6/0.

2. Unified Development Regulations (UDR) Signs

Assistant Planner Amy Bright explained to the Planning Commissioners that every change to the sign code has to be validated. Between moving the definitions out of the sign code and the other changes made so far, the sign code has gone from 48 pages to 27 pages. The section of code regarding feather banners was revised to make the fact that they are prohibited clearer.

Commissioners would like to allow posters as a form of signage and are concerned overall that the code is becoming too particular. Commissioner Jensen is concerned that square footage may not be the best way to regulate how much signage a business can have.

Director Swanson reminded Planning Commission that this sign code update is just to bring the code into compliance with the recent court decisions, and a full sign code revision will be coming back to Planning Commission in the near future.

Assistant Planner Bright removed any mention of political signs, non-profit, charitable institutions and religious institutions and replaced them with the wording non-commercial speech. Assistant Planner Bright explained that the code can regulate time, place, manor and materials of signs. Permanent signs are all regulated by the general sign code and non-permanent signs have their own section within in the sign code. Chair Tuttle would like to make sure that the temporary sign section is clearly labeled as such. Assistant Planner Bright asked if the intent of Planning Commission was to require a permit for non-commercial signs to make it easier for staff to regulate and enforce. Chair Tuttle is concerned with temporary signs in general, whether it be commercial or non-commercial signage. Chair Tuttle is in favor of the option that makes it easiest for City staff to interpret and enforce the code. Commissioner Bull pointed out that requiring a permit is another tool for City staff to use when enforcing the code. Chair Tuttle discussed how many of the issued around town are already covered by the sign code, but City staff has not been enforcing the sign code until it is in compliance with the court rulings.

Commissioners would like to change the wording under non-commercial speech to give citizens more flexibility on private property in residential zones.

Chair Tuttle inquired how the City will inform citizens that they need a permit for temporary signage. Director Swanson explained that it's a cultural change that will be tough, but the City can publish in the local paper and use resources such as Facebook to reach out to citizens.

Assistant Planner Bright requested that Planning Commission email any comments they might have on the sign code to Secretary Leigh Anne Barr.

3. Unified Development Regulations (UDR) Land use Classifications

Director Swanson noted that this section is not yet ready and will be moved to a later meeting.

4. Unified Development Regulations (UDR) Buildable Lands Summary

Director Swanson explained that Principal Planner Shana Restall has finished the calculations for the buildable lands within the City. Director Swanson began to explain the chart, but Principal Planner Restall is to give a more comprehensive explanations of the figures at a later meeting.

NEW BUSINESS

NONE

DISCUSSION BY COMMISSIONERS AND STAFF

Director Swanson noted that there will be two final plats coming up shortly for Iron Eagle & Worthington Heights, recently renamed Sweetbriar at Monroe. There were citizen concerns for Worthington Heights and city met with those individuals onsite to go over their concerns.

Director Swanson announced that a new shuttle service is coming to Monroe in August that will connect the entire Snoqualmie River Valley with the big box stores and the medical services in Monroe. The new service will include a circulation route through Monroe that will run every 1 hour and 30 minutes.

Commissioner Fisher reminded Commissioners that there is a short course on local planning coming up in North Bend on June 14th.

Chair Tuttle requested that City Administrator Deborah Knight be asked to make a presentation to Planning Commission giving them an update on her projects. Director Swanson suggested that the Economic Development board be included in that meeting.

ADJOURNMENT

Commissioner Jensen made a motion to adjourn at 9:10p.m. Motion seconded by Commissioner Fisher. Motion carried 6/0.



Bridgette Tuttle
Chair



Leigh Anne Barr
Planning Commission Secretary