

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
Monday, October 29, 2018**

The regular meeting of the Monroe Planning Commission was held on **Monday, October 29, 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 7:05 p.m.

**ROLL CALL**

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

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

**Commissioners Absent:** Commissioner Duerksen, Commissioner Jensen

**Commissioner Jensen** arrived at 7:13.

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

**COMMENTS FROM CITIZENS**

NONE

**APPROVAL OF MINUTES**

October 22, 2018

**Commissioner Rousey** moved to accept the minutes of October 22, 2018 as written. Motion seconded by **Commissioner Stanger**. Motion passed 5/0

**PUBLIC HEARING**

1. CA2018-04 - Amendments to MMC Section 18.12.170 - Permitted Uses in East Downtown Neighborhood

**Director Swanson** presented the proposal explaining that the owners of Premier Polaris approached staff to submit a building permit to do an addition to their existing business to allow additional storage for their motorsport equipment. Unfortunately, the permit was denied due to the fact that the current code does not allow outdoor storage in the Downtown Commercial zone, specifically the Historic Main District. He explained that it then would fall under the label of a non-conforming use; however, in that definition, an extension of a building is not permitted outside the existing foot print. Within past 3 years, the code was amended to include motorsports as an addendum to the motor vehicle sales in the Rails and Roads Downtown Commercial zone. Ms. Driscoll has approached the City Council, Planning Commission & staff requesting a code amendment. **Director Swanson** explained the process involved with a code amendment, can be lengthy, which Ms. Driscoll was made aware of. A matrix was created that shows the proposed use for motorsports as a permitted use in the East Downtown Neighborhood

**Chair Tuttle** opened the public testimony of the public hearing.

**PUBLIC TESTIMONY**

Linda Driscoll  
Premier Polaris  
122 Charles St.  
Monroe WA. 98272

Ms. Driscoll was not able to attend the meeting; however, Director Swanson received an email from Ms. Driscoll stating that she is pleased the city is moving forward with the motorsports zoning change for the East Downtown district. (A copy of her email was entered into the record)

With no other public testimony, **Chair Tuttle** asked for a motion to close the public testimony portion of the public hearing.

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

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

Deliberation ensued between the commissioners. **Commissioner Bull** thanked **Director Swanson** for creating the matrix to be able to see comparable uses in other cities and he found it to be very helpful.

**Commissioner Jensen** made the motion to direct staff to draft Findings of Fact and Conclusions of Law for the Planning Commission to recommend that the Monroe City Council **APPROVE** the proposed amendments to Monroe Municipal Code Section 18.12.170. Motion seconded by **Commissioner Rousey**. Motion approved 6/0.

**2. CA2018-05 - Amendments to MMC Sections 18.10.050, 18.10.135, 18.10.140, and 18.86.050 - Permitted Uses and Bulk Requirements in N. Kelsey/Tjerne Place Area**

**Director Swanson** explained that the original vision and use of retail in the North Kelsey area had not been working out as planned. Per feasibility studies that had been completed by a consultant, a new concept would allow for some high density residential uses - horizontal and vertical mixed-use, multifamily housing, retail space and a public village green. The goal was to have some within close proximity of services. The parking will be proposed to be reduced to be more consistent with the uses and not over loaded. The new code revisions may have more guest parking available.

The commissioners continued discussion regarding the parking ratio of 1.5 spaces. Some concerns are that there will be fewer residents moving into residential because of the parking.

**Commissioner Bull** asked for a recap on what the intent is from the consultant for this area. **Director Swanson** said that a conceptual plan was established and he explained by means of a map that showed the various areas of locations of multi-family, etc. Language was also added regarding the percentage of area available for specific uses. **Chair Tuttle** inquired about the areas with the covenants and is there any opportunity for negotiation for amending those covenants? **Director Swanson** wasn't aware of anything proposed at this time.

**Chair Tuttle** opened the public testimony portion of the hearing.

### **PUBLIC TESTIMONY**

Bob Bacon  
14311 Kenwanda Dr.  
Snohomish WA 98390

Mr. Bacon owns property on the east side of Chain Lake Rd. He has been approached by the city to purchase his property and he wants to know why this doesn't include other properties surrounding the North Kelsey development so that they wouldn't have to come back and ask for rezone again. He would also like to see underground parking for that area.

**Commissioner Stanger** moved to close the public testimony portion of the hearing. Seconded by **Commissioner Bull**. Motion carried 6/0.

Underground parking was discussed and **Director Swanson** explained that it is very expensive and also the water table is fairly high in that area. The regulations in the N. Kelsey area are more stringent as far as parking, etc.

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

Deliberation continued between the commissioners and most were in favor of the multi-family proposal. The parking regulations were also discussed. The parking chapter, being a part of the Unified Development Regulations, which is currently being reviewed, should be in effect in January of 2019. Could there be any parking proposals that could change. **Commissioner Bull** added that he preferred that there would be some possibility of keeping this also as office spaces.

**Commissioner Jensen** made the motion to direct staff to draft Findings of Fact and Conclusions of Law for the Planning Commission to recommend that the Monroe City Council **APPROVE** the proposed amendments to Monroe Municipal Code Chapters 18.10 and 18.86. Motion seconded by **Commissioner Rousey**. Motion carried 6/0.

### **OLD BUSINESS**

#### 1. Unified Development Regulations (UDR) Signage Chapter (3<sup>rd</sup> Draft)

**Assistant Planner Amy Bright** presented the Sign chapter and informed the commissioners that she will be concentrating on the tables at this time. She explained that the table has been divided into four sections - 1) commercial permanent, 2) commercial temporary, 3) non-commercial permanent, 4) non-commercial temporary signs. She explained that there currently are no totals showing in the matrix, which the commissioners requested to have those updated in the table. She will bring that back with the maximum square footage allowed. Window signage will be omitted from the table and not included in the totals.

Discussion continued on several sections of the chapter with **Planner Bright** explaining that monument signs that identify subdivisions, are considered non-commercial speech unless they are realty signs. **Commissioner Bull** had some concerns about the stake signs that are located in many different areas. Noncommercial speech signs will be added in the commercial zone. Directional freestanding signs were discussed and the consensus was that five signs of that type are more than efficient. Other signs & definitions were discussed.

**Commissioner Stanger** made the motion to extend the meeting beyond 9:00. Seconded by **Commissioner Fisher**. Motion carried 6/0.

## 2. Unified Development Regulations (UDR) Design Standards Chapter (2<sup>nd</sup> Draft)

**Director Swanson** gave a brief introduction to what is being proposed. The chapter begins with the applicability and as he explained, there will be standards in all zones. The regulations are pretty general in design, but refer back to each section of the code that it is referencing. Also included were the various permit types and certain exemptions, provisions for massive destruction of structures, public notices, complete applications, vested rights and other items.

Discussion continued with questions regarding specifics and how intense do they really want to go with the requirements? This will be brought back to the commission for further review.

### NEW BUSINESS

#### 1. Unified Development Regulations (UDR) Temporary Uses Chapter

**Director Swanson** explained that this an introduction to the Temporary Uses Chapter. All temporary uses will be consolidated into one chapter. This is not meant for mobile vendors with a food truck that now has an erected modular structure. Parking when there are illegal vehicles occupying parking spaces is another issue that needs further discussion.

### DISCUSSION BY COMMISSIONERS AND STAFF

**Director Swanson** shared that there will be a joint meeting with the City Council on December 4<sup>th</sup> to update the council on the status of the UDR. It will be open to the Planning Commission and will be advertised as a Planning Commission meeting. Items that will be on the agenda were discussed. The introduction to the Comprehensive Plan docketing will be on the agenda for the next meeting of December 5<sup>th</sup>.

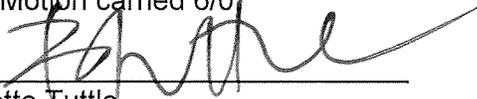
There was discussion on the option of holding a Saturday meeting, but it was the consensus not to meet on a Saturday. It was; however, decided to being the meeting of November 19<sup>th</sup> at 6:00 rather than 7:00.

**Commissioner Jensen** reminded all that on Thursday, November 1<sup>st</sup>, there was to be a meeting with Washington State Department of Transportation (WSDOT) to discuss completing the project of Hwy. 522.

**Commissioner Fisher** shared that the "River Junkies" were cleaning up the trash and waste along the Skykomish River.

### ADJOURNMENT

**Commissioner Jensen** made a motion to adjourn at 9:52p.m. Motion seconded by **Commissioner Bull**. Motion carried 6/0.

  
\_\_\_\_\_  
Bridgette Tuttle  
Chair

  
\_\_\_\_\_  
Kim Shaw  
Land Use Permit Supervisor