

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
Monday, July 9, 2018**

The regular meeting of the Monroe Planning Commission was held on **Monday, July 9, 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 7:03 p.m.

**ROLL CALL**

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

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

**Commissioners Excused:** Commissioner Fisher, Commissioner Duerksen

**Staff Present:** City Administrator Deborah Knight, Finance Director Becky Hasart, Community Development Director Ben Swanson, Principal Planner Shana Restall and Land Use Permit Supervisor Kim Shaw

**COMMENTS FROM CITIZENS**

NONE

**APPROVAL OF MINUTES**

NONE

**PUBLIC HEARING**

NONE

**OLD BUSINESS**

1. **Economic Development Advisory Board Recommendations (Continued - Deborah Knight, City Administrator)**

**City Administrator Deborah Knight** presented amended documents that were revised based on the discussion at the meeting of June 25, 2018. Option is to shift a project to 2022

**Commissioner Bull** expressed that he would like to see that the revenue coming into the city be used as quickly as possible to keep the projects in line to be completed.

**Commissioner Jensen** perused the revised numbers and had some concerns of postponing the visitor parking. He reiterated that he would rather see the bike paths and sidewalks be reduced in the budget. The consensus of the commissioners was that this not be added into the recommendation from the Planning Commission.

Motion was made by **Commissioner Stanger** to approve the list of priority projects and funding strategies forwarded to the Planning Commission by the Parks Board and Economic Development Advisory Board. **Commissioner Rousey** seconded the motion. Motion carried 5/0.

**Director Swanson** explained that there are some delays with specific items that may not be ready for joint meeting with City Council scheduled on July 17<sup>th</sup>, so that could possibly be shifted to August 14<sup>th</sup>. Recommendations could be made then which might warrant additional information. August 14<sup>th</sup> is the preference of the commissioners to meet with City Council to allow them to have additional time to review new information.

## **2. Unified Development Regulations (UDR) – Buildable Lands Analysis and Population Capacity**

**Director Swanson** brought back to the commissioners the density calculations for the Buildable Land Use Density and referenced areas that were discussed and reviewed previously.

**Principal Planner Restall** summarized the buildable lands analysis. This analysis is meant to demonstrate that the jurisdiction has sufficient capacity to accommodate their allocated growth targets. Per the Comprehensive Plan map, she inquired of the commissioners what they would prefer to see as far as Population capacity / Zones / Potential Housing Unit capacity. She explained how the average household size for each housing type was arrived at which becomes the occupancy rate. The population within the city limits to be reached is 22,102.

**Director Swanson** suggested to simplify the zoning. Narrow in the numbers. He also explained that Planned Residential Developments will not be brought back into the code. **Principal Planner Restall** explained that high density also includes townhomes.

### **Discussion**

**Commissioner Rousey** requested clarification of the numbers. **Commissioner Stanger** had concerns about the quality of life in high density. Request from the commissioners was to plug the numbers in. **Director Swanson** said you can set a minimum and maximum. There are several reductions that factor into the final numbers. **Commissioner Jensen** wants the Downtown Area map to be shown on the Comprehensive Plan map. Also reviewed was the High Density from 10-15 units. Downtown commercial could be at 25 units with 5 stories. They would like to see Multi-Family Residential on the high end at 25.

The consensus of the Commissioners was to have a range of minimum to maximum units. **Principal Planner Restall** added that another category in the Mixed Use designation is being discussed to account for Medical uses on Hwy. 2. Mixed Use has different categories which will also have different number of units. **Commissioner Bull** requested to have a map showing the proposed townhomes on W. Main St. **Principal Planner Restall** explained the items that she will be bringing back to the meeting of July 23<sup>rd</sup>. Also added on to that agenda will be the Sign Chapter of the code.

### **NEW BUSINESS**

NONE

### **DISCUSSION BY COMMISSIONERS AND STAFF**

**Director Swanson** shared that the Monroe-Duvall Connector bus will be launched shortly. He will be sending out an email for the kick-off.

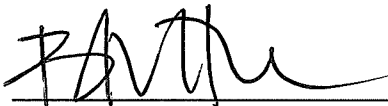
**Commissioner Jensen** inquired about the work that is being done in the vicinity of Blueberry Lane. He was troubled about where the road work signs were located. He also inquired about East Monroe to and the old Albertson's building. **Chair Tuttle** suggested he call the Public Works Department for further information on street projects.

**Director Swanson** stated that there is nothing new at this time with East Monroe, the city is still processing through requesting additional information. Albertson's has changed brokers so new signs were erected to reflect that.

**Commissioner Rousey** attended the Association of Washington Cities (AWC) Convention and shared that interesting to her was the subject of cannabis and how many small cities throughout the state currently have retail shops and the money that is being brought in from the sales. There was also a lot of information on how to better serve on boards.

**ADJOURNMENT**

**Commissioner Jensen** made a motion to adjourn at 8:45 p.m. Motion seconded by **Commissioner Bull**. Motion carried 5/0.



Bridgette Tuttle  
*Chair*



Kim Shaw  
*Land Use Permit Supervisor*