

**MONROE PLANNING COMMISSION MINUTES**  
**May 1, 2017 6pm MONROE CITY HALL COUNCIL CHAMBERS**

1. CALL TO ORDER: Chair Kathy Smith called the meeting to order at 6:00PM.
2. PLEDGE OF ALLEGIANCE: Chair Smith led the commission and audience in the Pledge.
3. ROLL CALL: CA Hohnbaum conducted roll call. Present was Kathy Smith, Stan Salot, Tim Eastridge, Dan Sheets. Staff: Rick Hohnbaum, City Administrator. In the audience was Mayor Canter and Councilor Canter.
4. PUBLIC ITEMS AND COMMENTS: None
5. APPROVE MINUTES FROM APRIL 3, 2017 MEETING  
Commissioner Eastridge moved to approve April 3<sup>rd</sup> minutes as presented. Commissioner Sheets seconded the motion. All ayes.
6. PUBLIC HEARING:
  - a. Legislative Public Hearing ---An amendment to the Monroe Land Use Development Code to create a Highway Corridor Overlay establishing architectural, design and color thematic standards. Chair Smith read the public hearing script outlining how the public hearing would be conducted and the order of testimony. Staff report was presented by Rick Hohnbaum. Jody Kohn rose to speak to inquire if the conditions would be retroactive. Mr. Kohn inquired that if there was additional costs to the property owners, would there be tax breaks or other incentives. Responses included Commissioner Salot reading section 2(b) from the proposed language. Mr. Kohn asked why the sidewalks stop where they do at Oak Street. He was informed that this was a planning document that was being proposed and considered. Mr. Jimmerson, owner of the bank building asked if we were changing the code created by ODOT on the store fronts of the highway. Cindy Canter rose to speak about the vision which the Beautification Committee has initiated to improve the community including a unified design/presence along the highway. Debra Moss inquired why the proposal doesn't extend beyond the proposed ending of it on Territorial Road and suggested that perhaps it should go to the city limits. Ms. Moss stated that she felt it dictated what the colors would need to be for all of the buildings in the proposed zone. Ms. Barbee asked about the color. Ms. Sena asked if there would be additional review costs. Evelyn Lee rose to speak and commend the planning commission for taking on this task and the improvement it would bring to the community. Chair Smith asked for opposition speakers and there was none. Chair Smith closed the public hearing at 6:27. Commissioner Salot asked about some process and procedures that may be needed to clarify the results of this proposed legislation. Commissioner Salot moved that the proposed language presented by staff be

recommended to the city council for adoption and the associated map with it. Commissioner Eastridge seconded. All ayes.

b. Limited Land Use Hearing---An application for a partition to create one buildable lot from two smaller historical platted lots within a larger parcel, Faulk Application. Chair Smith read the script for a land use public hearing. No ex-parte contacts were announced by commissioners. Chair Smith opened the public hearing at 6:37. The staff report reviewed the written report in the packet emphasizing the lot size issue. Mr. Faulk stood and presented his case encouraging the planning commission to approve the application based upon council policy adoption. Commissioner Eastridge inquired about whether the historic lots were legal. Commissioner Salot asked about the merging lots. Mayor Canter shared his history with the discussion of the platted lots. Mr. Kohn suggested that there is a history of the smaller lots based upon the manufacture home district on 8<sup>th</sup> Avenue and encouraged the commission to adopt the council policy. The Commission discussed the due process and documentation of the process. An individual spoke about the policy set by the city council which does not deter from policy questions that will still come before the planning commission. Chair Smith closed the public hearing at 7:20 and the commission discussed the options. Commissioner Salot discussed the policy decision and the application to create the lot which may be in order but the concept of approving it for building is a second issue. Commissioner Salot moved to approve the application requesting the combining of the two parcels of historic platted lots and made the recommendation to address the issue for a process to look at the appropriate zoning/lot size requirement for a buildable lot for the GRA zone. Commissioners Sheets seconded the motion. All ayes. Mr. Faulk inquired as to the decision that was made and was informed of two choices he had. He could ask for a variance or apply to the council to change the code.

c. Quasi-judicial Hearing---An application for a Subdivision to create 15 buildable lots from existing smaller historical platted lots. Pacific Addition Phase I. Commissioner Eastridge says he drives by the property all the time. Chair Smith opened the public hearing at 7:41. Staff presented report highlighting that there was still the unresolved issue relating to buildable lot size. Serge presented his application to have buildable lots for affordable cottage style homes on 15 lots. Mr. Caudill spoke about having done the same kind of development in Junction City on Oaklea Drive. The Planning Commission shared that they wanted the development to happen but are having to deal with the code issues involved and protecting the city's interest regarding the requirement of infrastructure required for the project. Commissioner Eastridge asked about them taking Pine Street all the way up to 10th and Serge described the phases they have in mind. Commissioner Eastridge asked about the phasing. Chair Smith inquired as to the location of the proposed half street. Commission and applicant discussed the variety of development improvements that would be a part of the proposed development. Commissioner Salot inquired about the wetlands and the applicant stated he was not involving wetlands for the first phase. Commissioner Salot asked about the applicant's experience in dealing with wetlands and the applicant shared some of his experience in that area of development. The applicant stated that Phase II would involve wetlands and he would be dealing with DSL. Commission discussed perhaps bonding for required future improvements. Commission and applicant discussed proposed development requirements including streets and alleys. Commissioner Eastridge inquired about storm drain plans for Ash and the applicant responded that they would be responsible for any flow from their development and that for Phase I there would be no change

along Ash. The developer stated that adding streets will change the nature and flow of the wetlands in the area even if not directly dealing in the wetlands. The commission and applicant discussed storm water and wetland concerns and questions as well as options of dealing with these concerns. Ms. Moss stated that there were springs in this area and that it was an engineering question. Mark Masters spoke stating that he lived in the area and received a letter about this application and the public had seen some past developments happen and that there are traffic issues in this area that he was concerned about.

Commissioner Salot moved to recess the meeting and the hearing for the Pacific Addition Subdivision Phase I. Commissioner Sheets seconded the motion and Chair Smith recessed the meeting at 8:47pm until May 16<sup>th</sup> at 6pm.

### **May 16, 2016 Continuation of Meeting**

Chair Smith called the May 1<sup>st</sup> meeting back to order and led the audience in the Pledge.

CA Hohnbaum called the roll. Present was Chair Smith, Fred Cuthbertson, Linda Fredricks, Dan Sheets and Tim Eastridge. The applicant for the Pacific Addition Phase one application never arrived at the planning commission meeting of May 16, 2017.

CA Hohnbaum shared with the commission that he was aware of the applicants' interest and desire to involve professional wetland consultant(s) to assist and support his efforts to create a development that appropriately dealt with the existing wetlands. CA Hohnbaum stated that the applicant may decide to wait until he received some professional perspectives before proceeding with the application but that he had not been told of any decision made by the applicant in this regard. CA Hohnbaum recommended that the commission proceed with the agenda and determine later in the meeting about closing the hearing for the application that had been continued from May 1<sup>st</sup>.

#### **7. OLD BUSINESS:**

a. Review town hall meeting results-  
A copy of the responses has been shared.

b. Planning next steps for community input  
Comp plan. Chair Smith stated that she did not see a value in another town hall meeting at this time and the commission reached a consensus of accessing and evaluating the data collected.

c. Review Commissioners Comp Plan research from April action items  
Commissioner Fredricks shared the work and research she had done including noise from the train. She asked about the statement that every house being connected to the city sewer system and wasn't sure if that was accurate or not. The commission and audience discussed the retroactive requirement for every house in the City and staff was asked to conduct some additional research in this matter. The commission discussed holding a work session for the comp plan project. Commissioner Cuthbertson shared his background in dealing with wetlands and the options involved in actually dealing with wetlands. By Commission consensus they set a work session for May 30th 5:30pm for comp plan.

d. Development and Project Update from City Administrator  
CA Hohnbaum shared the status on the Dollar General project and the rezone application received. He also shared the interest from one development group of potentially doing a Planned Unit Development and that it would be necessary to change the Monroe Land Use Development Code to include the PUD process and option. CA Hohnbaum asked for the commission's input as it related to this option and if they would favor adding it to the MLUDC.

e. Other old business  
CA Hohnbaum shared the land partition application that was received by the City in January for which the existing city staff authorized a partition. Hohnbaum explained that a part of the process which he was following up on was that both the planning commission and the city council needed to be notified whenever staff approves a land use action. CA Hohnbaum requested and received from the commission acknowledgment that they had been duly notified.

8. NEW BUSINESS:

a. Other new business: None

9. RECOMMENDATIONS TO COUNCIL: Chair Smith inquired about the current process to resolve the minimum lot size for a buildable lot. CA Hohnbaum shared the City Council unsigned minutes from March 2016 at which the council confirmed their policy direction allowing for 5,000 minimum lot size. Commissioner Eastridge moved to send to council a recommendation that in the area north of Kelly Street within the GRA Zone that has the historically platted lots to define as buildable lots any lot created by merging two historically platted lots that meet or exceed 5,000 square feet. Commissioner Fredricks seconded the motion. All ayes.

Chair Smith closed the public hearing for the Pacific Addition subdivision application.

The Kelcorp development team who have an interest in the Brickyard development project rose and spoke about their interests including potentially a PUD. The Planning Commission and developers shared ideas about their proposal to build and stay here with the business being centered in Monroe.

The audience and commission discussed the need for regional natural gas services.

10. ADJOURNMENT: Chair Smith adjourned the meeting 6:58pm

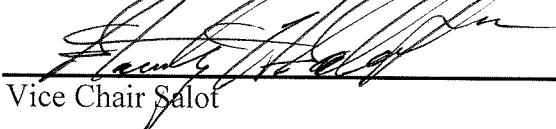
Respectfully Submitted;

Rick A. Hohnbaum



Date: 6-5-17

Approved by Planning Commission Action June 5, 2017



Vice Chair Salot

June 5, 2017  
Date: