



MONROE PLANNING COMMISSION MINUTES
March 6, 2017 6PM MONROE CITY HALL
COUNCIL CHAMBERS

1. CALL TO ORDER: Chair Kathy Smith called the meeting to order at 6.01PM
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, Lauri Reynolds, Dan Sheets, Fred Cuthbertson, Linda Fredricks. Staff: Rick Hohnbaum, City Administrator. In the audience was Mayor Canter, Councilor Canter and Councilor Billings.
4. ELECTION OF OFFICERS:
 - a. Chair-Chair Smith called for nominations for chair. Commissioner Sheets nominated Kathy Smith for chair. Commissioner Fredricks seconded the motion; Ayes: All
 - b. Vice-Chair: Chair called for nominations for vice-chair. Chair Smith nominated Commissioner Salot and Commissioner Fredricks seconded the motion. Ayes: All
 - c. Recording Secretary: Chair called for nominations for Recording Secretary. Commissioner Eastridge moved and Commissioner Fredricks seconded the motion to elect Lauri Reynolds to be Recording Secretary. Ayes: All
5. PUBLIC ITEMS AND COMMENTS: NONE
6. OLD BUSINESS:
 - a. Recommendations made to city council in February: CA Hohnbaum presented an overview and update of the recommendations made by the planning commission to the City Council and the actions taken by the City Council based upon the recommendations. The council directed staff to proceed with the process of crafting language and giving notice to the state relating to zone and code development amendments creating a highway overlay zone that addressed design, color and sign code features. Eastridge asked about the design and color pattern selected and CA Hohnbaum shared the conversations and concepts discussed to date in regards to the highway corridor. CA Hohnbaum also reported that the council approved a motion to have a city town hall type public input event for the comp plan but no date was set though it was discussed doing it after the Connectivity Plan public input event.
7. NEW BUSINESS
 - a. Approve Minutes from February 21, 2017: Commissioner Salot moved to approve the minutes as presented and Commissioner Sheets seconded the motion. Ayes: All

b. Appoint representative for city goal setting session

CA Hohnbaum extended the invitation from the council for a member of the Planning Commission to represent the commission and partake in the council goal setting session in early April. The Council would like the representative selected by the Planning Commission to be a citizen of the City of Monroe recognizing that there are some community members on the commission who do not reside in the City. Commissioner Eastridge spoke in opposition of the representative being required to be a city citizen. Commissioner Salot also spoke in opposition. CA Hohnbaum shared about the budget process requiring members to be residents and electors in order to serve on the budget committee and the outreach being done by the city council to invite a representative to participate. Commissioner Fredricks stated that if it is brainstorming than everyone could have been included. Commissioner Salot stated that if it is budget then the brainstorming could happen and then it could go back to the budget committee to make the finance decisions. Commissioner Salot shared concerns of council language separating outside residents from inside city residents. Chair Smith nominated Commissioner Sheets to represent the planning commission at the council goal setting session. Commissioner Eastridge seconded motion. Ayes: All

c. Other new business:

Commissioner Eastridge brought up the comp plan and suggested setting a date to start work on the comp plan. Commission discussed possible dates to meet and determined to meet on the 20th at 5:30PM. Commissioner Eastridge discussed methodology of reviewing the comp plan. The Commission discussed various sections of the comp plan that could be worked on based upon existing city plans such as the water and sewer system.

8. OTHER BUSINESS

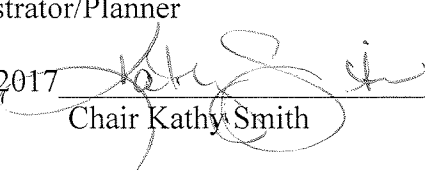
- a. Staff Report on Planning and Development Projects. CA Hohnbaum presented a review of planning issues and potential projects on the horizon related to development. CA Hohnbaum presented an oversight of long-term planning in progress both by the county and potential projects for the City related to long term planning. CA Hohnbaum reminded the commission of Oregon ethics annual report which will be due in April.
- b. Commissioner Salot inquired as to staff's attendance at the 2040 Benton planning meeting last week. CA Hohnbaum shared his perspectives related to the long term planning in determining the ranking of values within Benton County to determine the result of what we would like Benton County to look like in 2040.
- c. Chair Smith inquired about outreach for the connectivity and comp plan. The commission discussed a public input session on the comp plan in April. The commission discussed about the process to hold a public input session for people to learn about the comp plan and at the same time gain their input.

9. RECOMMENDATIONS TO COUNCIL: None

10. Chair Smith adjourned the meeting at 7:46PM.

Respectfully submitted; Rick Hohnbaum City Administrator/Planner

Approved by Planning Commission adoption April 3, 2017


Chair Kathy Smith