



## MONROE PLANNING COMMISSION MINUTES

June 5, 2017 6pm MONROE CITY HALL COUNCIL CHAMBERS

1. CALL TO ORDER: Vice-Chair Stan Salot called the meeting to order at 6:00PM.
2. PLEDGE OF ALLEGIANCE: Vice Chair Salot led the commission and audience in the Pledge.
3. ROLL CALL: CA Hohnbaum conducted roll call. Present was Stan Salot, Tim Eastridge, Dan Sheets, and Linda Fredricks. Staff: Rick Hohnbaum, City Administrator/Planner. Also present was Councilor Floyd Billings, Todd and Amy Nystrom and the applicant for the rezone application on the agenda.
4. PUBLIC ITEMS AND COMMENTS: None
5. APPROVE MINUTES FROM May 1<sup>st</sup>/May 16th Meeting (Meeting started May 1<sup>st</sup> and recessed and continued on May 16<sup>th</sup>.) Commissioner Fredricks moved to approve May 1<sup>st</sup> minutes as presented. Commissioner Sheets seconded the motion. All ayes.
6. PUBLIC HEARING:  
Legislative Public Hearing ---An amendment to the Monroe Land Use Development Code to REZONE and change the planning zoning from Manufacturing to General Residential B for approximately 15 acres in NE Monroe. Vice Chair Salot excused himself due to a potential conflict of interest. Tim Eastridge presided as acting chair. CA Hohnbaum read the planning script outlining the public hearing process and procedures for the record. Chair Eastridge called for the staff report which Hohnbaum presented including the applicant's request for the hearing to be continued to the next commission meeting. Chair Eastridge asked for testimony in favor. The applicant spoke and requested a continuance. Chair Eastridge called for testimony in opposition. Floyd Billings spoke in opposition of the city potentially giving up the manufacturing zoned property within the city. He stated that letting the property go would be a detriment for the future. Chair Eastridge called for any additional testimony and none was offered. Commissioner Fredricks moved to continue the hearing until the next regular planning commission meeting on July 10th. Commissioner Sheets seconded the motion. Ayes: Fredricks, Sheets, Eastridge. Abstained Salot.
7. OLD BUSINESS:
  - a. Pacific Addition Subdivision Application

CA Hohnbaum shared the request from Pacific Addition to postpone this agenda item as they are seeking outside consultant services to address the potential wetland issues. Commissioner Fredricks moved to continue per request of the applicant and Commissioner Sheets seconded the motion. Unanimous Ayes.

- b. Comp Plan Review and Update
  - i. Chapter I Introduction
  - ii. Chapter II Background Information
  - iii. Chapter III Population and Housing

Commission Eastridge moved to postpone until the rest of the commission was present. There was no second to the motion. By consensus the commission decided to move forward with working on the introduction. Vice Chair Salot inquired the connection between the outdated planning commission bylaws and the need to update the comp plan. The commission discussed draft introduction language for the comp plan. Vice Chair Salot asked that the commissioners who attended the recent training event for planning commissioners to share what they had gained related to the comp plan development and updating. Commissioners Sheet and Eastridge shared their perspectives gained from the recent training event. The Planning Commission discussed the process in reviewing and passing on to the city council sections of their work on the comp plan. Commissioner Sheets shared an updated population history for the City.

The commission reviewed funding sources and the commercial and commerce needs of the community both present and future as a part of the Chapter II background information. The commission discussed population figures from Portland State University. A motion to accept the recommended charges for introduction and background chapters was made. Commissioner Sheets seconded the motion. By consensus they postponed the vote until the next work session and meeting.

The Planning Commission set June 13<sup>th</sup> at 5:30pm for next work session followed by a single issue meeting related to the comp plan.

- c. Other old business

Vice Chair Salot inquired as to the recent public discussions of a potential gas line. CA Hohnbaum updated the commission as to the recent council action in regards for the gas line analysis request.

## 8. NEW BUSINESS:

- a. Report from Planning Commissioners who attended recent training event

Commissioner Sheets shared many aspects of the training event including networking with other planning commissioners and learning more about processes and procedures. He recommended all commissioners should attend if given the opportunity. Vice Chair Salot asked for the biggest take-away from the conference and Commissioner Sheets mentioned land inventory, housing and assessment research is needed to have an update comprehensive plan document.

- b. Planning Commission Bylaws

Commissioner Sheets shared some sample bylaws he found and existing City Planning Commission bylaws done in 1984. The commission reviewed the existing bylaws and suggested changes that should be considered.

c. Other new business

Commissioner Eastridge asked Nystrom's how their project was coming and Todd shared a brief update.

- 8. RECOMMENDATIONS TO COUNCIL: None
- 9. ADJOURNMENT: Vice Chair Salot adjourned the meeting 7:36pm

Respectfully Submitted;

Rick A. Hohnbaum  Date: 7-14-17

Approved by Planning Commission Action July 10, 2017

 Date: 07/14/2017  
Vice Chair Salot

The City of Monroe is an Equal Opportunity Provider and Employer