



## MONROE PLANNING COMMISSION MINUTES

JULY 17, 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, Fred Cuthbertson and Linda Fredricks. Staff: Rick Hohnbaum, City Administrator/Planner. Also present was Fire Chief Rick Smith, Mayor Canter and Councilor Canter. In attendance was Mr. Eastridge, Todd and Amy Nystrom and Katie Mange.
4. PUBLIC ITEMS AND COMMENTS: None
5. PUBLIC HEARING: Site Design Review, Tentative Plan Partition, Variance  
CA Hohnbaum read the Monroe Land Use Public Hearing Script which included the city code stating that any multiple application projects were reviewed as one process by the most comprehensive level of the applications submitted.

VC Salot announced the purpose of the hearing. Embree Asset Group, Inc is requesting approval of a Site Design, Partition Tentative Plan and Variance for the purpose of developing a commercial retail building of 7,500 square feet for the location of a Dollar General Store at the intersection of Kelly Street and Highway 99W. The partition is to create one new lot of 25,105 square feet from five current existing lots. The Site Design Review application includes a 7,500 square foot building, parking, landscaping, pedestrian access and utility services. The variance is in regards to screening standards for the loading area near the corner of Kelly Street and Highway 99W also known as 5<sup>th</sup> Street.

VC Salot opened the public hearing at 6:09PM and called for the staff report. CA Hohnbaum spoke of the process of development review and the hearing, including the need to keep the hearing open until the commission is prepared to discuss the applications without the applicant being involved in the conversation. CA Hohnbaum presented the most recent report from the city engineer which was in written format and printed on crème colored paper so that all would recognize it as an updated report. CA Hohnbaum presented a staff report reviewing the 7-17-17 draft staff report for the Dollar General Store applications which was on blue paper so that all would recognize it as an updated report and as an addendum to the original packet prepared for the public hearing.

Scott Franklin and Charles Pelletier representing Embree Asset Group, Inc., the applicant for the proposed project, presented to the Planning Commission and public their proposed project and how they felt it conformed to the planning and zoning requirements for the City of Monroe for the commission to approve the applications. Mr. Franklin introduced himself as the civil engineer for the proposed project. Mr. Franklin stated that they were improving Kelly Street beyond the site in order for the trucks to come in to facilitate their loading process. Commissioner Fredricks inquired about the amount of truck traffic and time of deliveries. Mr. Franklin stated that the semi sized trucks only deliver once a week. Charles Pelletier introduced himself stating that delivery trucks of the smaller size would only be present during the hours that the store is open for business. Mr. Franklin spoke of the screening concerns and the truck access. The commission inquired about the access points for trucks to arrive and their pattern of travel for both arrival and departure routes. Commissioner Cuthbertson expressed concern of the truck backing process at a business directly across from the high school and the potential mix of pedestrians and the truck traffic. VC Salot inquired if the semi-truck would be parked over the sidewalk or into the street. Mr. Franklin shared the early dialogue with the City about allowing the truck to fit outside of the parking area. Commissioner Eastridge asked a follow-up inquiry of the oil water separator unit in the loading zone area.

Commissioner Fredricks inquired about the actual design involving the color and appearance. Mr. Pelletier stated that the color palate was an exact match to the Harrisburg Dollar General store. The commission inquired about the color as it relates to the existing buildings within the highway overlay zone. Mr. Pelletier stated that they were open to suggestions and he discussed the Highway Overlay Zone that the City had recently adopted.

Looking at a picture of the store in Weed, the commission and applicant reviewed features that they wanted to see as a part of the design for the Monroe store including lights, bricks, overhang and appearance. The commission and Mr. Pelletier discussed aspects of store appearance and the existing buildings within the community. VC Salot shared his inquiries and perspectives related to the appearance that is appropriate for Monroe. CA Hohnbaum shared visual appearance of the store in Weed on the PowerPoint projector and the design of the proposed brew pub.

VC Salot inquired as to the landscaping percentage and Mr. Franklin stated that they exceeded the required 10% and that they had about 17% of the land is landscaped. The commission, staff and Mr. Franklin discussed the three feet separations of landscape around the parking lot. Commissioner Eastridge inquired about the parking lots and oil water separation units. Commissioner Sheets inquired about turn lanes and Mr. Franklin stated that no turn lanes were being considered. Commissioner Eastridge expressed concern about landscaping being visual obstacles at intersections.

VC Salot called for any proponents to speak. Paul Canter rose to speak in favor of the proposal especially with the additional appearance for the building being considered by the applicant and planning commission. Councilor Canter also expressed in favor of the project. Katie Mange stated that if Dollar General can be make some concessions regarding the appearance that she would be in favor of the proposal.

VC Salot called for any opponents to speak. NONE

VC Salot called for any neutral parties to speak. Todd Nystrom rose to speak stating that the community can be compatible for design and looks. VC Salot inquired of the fire district if they had any concerns. Chief Smith stated that he had visited with Dollar General at the beginning of the review process and he was concerned about the left turn at the intersection.

VC Salot offered the applicant the opportunity to rebut or speak to any issues or concerns raised during the testimony. Mr. Pelletier addressed the issues raised about appearance and offered some amendments to the drawing of the building as originally presented. Reviewing the potential appearance for each of the four sides. The color scheme was discussed including the proposed colors for the brew pub. Mr. Franklin shared that the city is interested in earth tones and that Dollar General also is interested in earth tones. Mr. Pelletier and commission discussed design and appearance options while reviewing existing buildings within the community. Commissioner Eastridge inquired about power source to the building and if it would be underground and Mr. Pelletier responded in the affirmative.

VC Salot inquired to the amount of onsite lighting and Mr. Pelletier stated that during the building permit process light pollution would be addressed. Commissioner Fredricks inquired of the process in their decision that a Dollar General Store would make it financially in Monroe. Mr. Pelletier shared the process that they are informed by Dollar General where they want to locate. VC Salot inquired as to the owner of the property. The commission discussed property and building ownership. VC Salot shared that his research indicated that there was stores closing and Mr. Pelletier stated another company called Dollar Tree was closing some stores but not Dollar General.

VC Salot inquired about the street conditions including Kelly Street and how the potential increase in traffic will affect the city streets around the proposed store. Mr. Franklin stated that the routes that the trucks would take are the designated truck routes within the city and was the route that was agreed to by the City prior to the review process being done. The commission and staff discussed truck route options for departing semi's from the store.

Commissioner Eastridge inquired of the applicant about the screening being a potential traffic hazard. Mr. Franklin stated that it was his professional opinion that it would not be the most prudent move to place non-see through screening at the intersection.

VC Salot inquired if the commission had any more questions. Katie Mange inquired about what side of the building was on what side of the building.

Commissioner Cuthbertson recommended that the commission approve the variance. Mr. Pelletier stated he was fine with the variance for the landscape screening and that he would provide a revised elevation. Commissioner Cuthbertson recommended strongly that Dollar General consider real brick for a portion of the exterior wall. The commission reviewed the draft conditions of approval proposed by city staff. Commissioner inquired about the condition of extending street conditions. The applicant and commission discussed Kelly Street improvements.

Commissioner Fredricks moved to recess the meeting and hearing to Thursday July 20 at 5pm. Commissioner Sheets seconded the motion. Amy Nystrom stated that she was concerned about the street conditions and how the funding for the street needs will be addressed. The commission discussed the condition. Ayes: All. 7:40PM

6. RECESS: At 7:36PM, Vice Chair Salot recessed the meeting until July 20, 2017 at 5PM.
7. RECONVENED: At 5pm on July 20, 2017, VC Salot reconvened the planning commission meeting of July 17<sup>th</sup>. CA Hohnbaum provided an update as to the status of the process and the updated drawings and information from the applicant. The public hearing was reopened at 5:04pm. Charlie Pelletier discussed with the commission the updated version of appearance of the proposed building as it addressed the issues of Ordinance 2017-300. VC Salot inquired about the storm drain lines from the roof and if there was anything that would be placed on the roof. Mr. Pelletier showed on the diagrams the storm drain lines and where there would be HVAC units on the roof which would be screened by the façade of the building.

VC Salot inquired if there was additional information about the truck routes and CA Hohnbaum provided emailed photos and diagrams from the civil engineer for Embree with some outlines and plans dealing with truck routes. The commission, applicants and neighboring property owners inquired as to street widths and development plans. VC Salot asked for any additional public testimony. Katie Mange stated that she appreciated the work of the commission and the applicant to address the community concerns.

VC Salot closed the public hearing at 5:20pm. Commission discussed the applications. VC Salot inquired as to how the commissioners felt about the review process that they were about to complete in regards to the three applications. Commissioner Eastridge stated that the commission had reviewed everything potentially considered. Commissioner Cuthbertson stated that the 6<sup>th</sup> Street needs was a city issue and not related to the application. Commissioner Cuthbertson moved to approve all three applicants, Site Design Review, Tentative Plan for Partition and the Variance for a Dollar General Store and Embree Asset Group, Inc. with the seven conditions of approval as listed in the staff report. Commissioner Eastridge seconded the motion. Ayes: All.

The Planning Commission and applicant discussed the construction time line.

Katie Mange asked if the shutters could be elevated a little bit more than indicated in the smaller diagram and Mr. Pelletier stated that they could do that.

8. ADJOURNMENT: Commissioner Eastridge moved to adjourn the Planning Commission meeting and Commissioner Cuthbertson seconded the motion. VC Salot declared the continued meeting of July 17<sup>th</sup> adjourned at 5:36pm.

Respectfully submitted:

Rick A. Hohnbaum



Date:

Approved by Planning Commission Action August 24<sup>th</sup>, 2017



Chair Kathy Smith

1-8-18

Date:

The City of Monroe is an Equal Opportunity Provider and Employer

