

MONROE PLANNING COMMISSION MINUTES

December 3, 2019

6 PM

Monroe City Hall

Present: Kathy Smith (6:12), Dan Sheets, Fred Cuthbertson, David Mills and Tim Eastridge.
Staff: Rick A. Hohnbaum, City Planner, Patrick Depa, Associate Planner. Linda Fredricks was excused

Call to Order: Vice Chair Sheets called the meeting to order at 6:10 pm.

Public Comments: No comments.

Approval of Minutes: Commissioner Eastridge moved to accept the October 1, 2019 minutes and Commissioner Mills seconded the motion. Ayes: All

PUBLIC HEARING: Request for Sign Permit Approval by Monroe School District for reader board to be located on the Monroe Elementary School.

Staff Report: Associate City Planner Depa reviewed the written report with the criteria for commission consideration and recommendations and the commission had no questions of staff.

Public Testimony:

Chair Smith stated that she was a school district employee and was involved in the acquisition of the reader board in her capacity as school secretary at the elementary school.

Patrick Depa presented a staff report stating that the Commission needs to have a copy of the development code for reference and that his role was to serve as support staff for the decision making done by Commission. Mr. Depa distributed copies of the Monroe Land Use Development Code (MLUDC) and asked the commission to refer to sign permit section in the document. Staff and commission discussed the processes in place for reviewing of sign permits and requests.

Commission and staff discussed permitting process and review as a standard planning procedures to be exercised by the Commission.

There were no additional questions of staff.

Chair Smith opened the public hearing 7:04 and closed it at 7:05

There was no public input as there was no audience for the public hearing.

Commissioner Cuthbertson moved to approve the application by the Monroe School District to install an electronic reader board in the same place as the existing sign based on the findings of fact and the results of the approval criteria contained in the staff report dated November 25, 2019. Commissioner Mills seconded the motion.

Commissioner Cuthbertson asked about houses that face the sign and the Commission discussed the logistics of the sign and the location of residences in the area.

Ayes: All

For the record the City Recorder read the appeal process for the Planning Commission decision.

New Business:

The Commission and staff discussed the development code update work plan including looking at the Planned Unit Development Code and other development codes from other communities.

The Commission discussed future meeting dates including meeting on Mondays. Next schedule Planning Commission is January 6th at 6 pm.


Old Business:

Letter from school district regarding the elementary school storm water pond. Commission discussed options including the fact that the city owned property is in a position of allowing water to leave city owned right of way to the neighboring property.

Adjournment: Chair Smith adjourned the Planning Commission meeting at 7:34 pm.

Minutes approved by Planning Commission action on March 2, 2020.


Chair Kathy Smith


Date:

Attest:  Rick A. Hohnbaum, City Recorder/Planner