

Planning Commission Regular Meeting Minutes

Wednesday, October 15, 2014
7:00 p.m. to 9:00 p.m.
Town Hall Meeting Room

Note: The Action Minutes represent a summary of presentations given and actions taken. For a more detailed record, the audio recording of the meeting can be accessed through the City Clerk's Office, City of University Place. Contact Emy Genetia at (253) 460-2511.

1. **Call to Order (7:02)** Chair Quisenberry called the meeting to order at 7:02 p.m.

2. **Roll Call (7:02)**

Planning Commission Members Present

Mr. Cliff Quisenberry – Chair
Mr. Frank Boykin – Co Vice Chair (arrived 7:09)
Mr. Steve Smith – Co Vice Chair (arrived 7:37)
Mr. Chris Barrett
Mr. Morry Stafford
Mr. Tony Paulson

Planning Commission Members Excused

Mr. Diogenes Xenos

Staff Present

David Swindale, Planning and Development
Services Director
Becky Metcalf, Project Assistant

3. **Approval of Minutes (7:02)**

Minutes from the October 1 meeting will be completed by the first November meeting.

4. **Public Comment (7:03)**

There being no public comment on any item not appearing on the agenda, Chair Quisenberry closed the Public Comment section of the meeting.

5. **Discussion: Comprehensive Plan Update – Land Use Element Comprehensive Plan Map (7:03)**

Director Swindale reviewed the staff report included with the agenda packet regarding the land use element. Planning Commission's concerns are that as the process becomes less onerous, control is lost. An option would be to combine the Comprehensive Plan Map and Zoning Map.

Commission discussion and comments included:

- If the maps were combined, would changes to the one map still be limited to once per year, as per the current restriction in changing the Comprehensive Plan once a year? This needs to be researched.
- Commissioner Paulson expressed concern that allowed uses in zones need to be reviewed.

- Commissioner Stafford is in favor of having 1 map instead of 2, but does not like the examples on page 3 of the Staff Report.
- The reduction of fees can be reviewed. They are intended to be tied to cost recovery for processing amendments.
- With the current dual process, time is an issue as well as cost. The Zoning Map has been amended prior to the Comprehensive Plan Map at times. If this happens, can a permit be issued for the use allowed by the Zoning Map before the Comprehensive Plan is amended? Director Swindale will look into this.
- If the Planning Commission became a quasi-judicial body, the commissioners taken on much more liability. It might be a problem for the City's insurance carrier.
- Planning Commission does not have an obligation to make changes to the current process. The Council has only asked the Commission to review it. The Commission could recommend that the processes be done concurrently with one payment, but the plan for development on the parcel must be provided.
- The process to rezone a parcel was reviewed by Director Swindale. Best case scenario to process a rezone request is completion in 3 months. Then the rezone would go to the City Council for a decision.
- Commissioner Quisenberry stated that flexibility is important, but it opens the door to up-zoning that is contrary to the wishes of the citizens.
- Commissioner Quisenberry would rather stay with the current process.
- Commissioner Boykin feels control is more important than flexibility.
- Commission Paulson is in favor of broader categories, but the uses allowed in zones needs to be reviewed.
- The consensus of the Commission is to leave the process as it is. They also agree to encourage reducing the fees if the two processes can be done concurrently.
- Commissioner Barrett does not feel that the City should be subsidizing the process to lower the fees. He feels if developers have a good basis for a rezone, they should be willing to pay the fees. Lower the fees only if the actual costs are lower.

6. Discussion: Comprehensive Plan Update – Transportation Element (7:40)

Director Swindale reviewed the materials included in the agenda packet regarding the Transportation Element. Highlighted areas in the Transportation Element Background Information indicate where updated information has been requested but not yet received. Policies for the Transportation Element have been done already. Now, LOS by intersections needs to be updated, transportation modeling needs to be done (with the help of the Puget Sound Regional Council), circulation (the connection of roads), and capacity (add turn lanes, etc.) both need to be reviewed. Accepting additional congestion by lowering the acceptable level of service is always an option, rather than doing other types of mitigation in cases where there is not funding available for such projects. All figures still need to be updated. The "Transportation Element Background Information" document is a part of the Comprehensive Plan.

Commission discussion and comments included:

- Tacoma is responsible for maintenance of 19th Street by interlocal agreement.
- On Figure 4-5, is there a level of service for road segments? There has been in the past, but the City Engineer has decided that those will not be done anymore.
- Where is the Surface Water Management Trail on Figure 4-11 on Day Island? There is a storm pond on Day Island, and that may be what is being referred to.

7. Staff Comments (8:08)

Director Swindale reported that on October 20, the City Council will have a study session regarding code amendments to be considered in preparation for the 2015 US Open. One will be a drone ordinance, another is a restriction on public parking in the vicinity of Chambers Bay. The Planning Commission may be brought into discussions on RVs, and home businesses and vendors.

Director Swindale stated that there was a request that we look into a way to do some stop-gap zoning to protect residential areas from neighborhood commercial development. The City Attorney expressed concern about this desire, in light of the recent decision made regarding the McGuire property, stating that such a process would look like the City had negotiated in bad faith. Director Swindale passed out maps (attached to these minutes). There will be certain improvements required as things currently stand for any development on the property.

Director Swindale reported that the fueling station on 44th and Bridgeport will be meeting the design standards. Environmental concerns about the fuel tanks is State jurisdiction through the Department of Ecology.

8. Commission and Liaison Comments (8:19)

Commissioner Quisenberry reported that he and Director Swindale attended the October 6 Council meeting and received a proclamation from the Council recognizing National Planning Month.

9. Adjourn (8:20)

MOTION: by Commissioner Boykin, seconded by Commissioner Stafford to adjourn the meeting. Motion to adjourn was approved unanimously.

Submitted by:

Becky Metcalf, Project Assistant
Community and Economic Development

Approved as submitted: November 19, 2014