

## Planning Commission Regular Meeting Minutes

Wednesday, November 19, 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 (7:00)** Co Vice Chair Boykin called the meeting to order at 7:00 p.m.

2. **Roll Call (7:01)**

**Planning Commission Members Present**

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

**Planning Commission Members Excused**

Mr. Cliff Quisenberry – Chair

**Staff Present**

David Swindale, Planning and Development  
Services Director  
Jeff Boers, Principal Planner  
Becky Metcalf, Project Assistant

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

Commissioner Stafford took issue with the first bullet point on the minutes of 10-01-14 under the Land Use Element discussion. He stated that, although this comment may have been made, it is not accurate. He asked that the entire bullet point be struck.

Commissioner Stafford also noted that, on page 3, 2<sup>nd</sup> bullet from bottom of the page, there is an incomplete sentence. He asked that the incomplete sentence be struck.

**MOTION: by Commissioner Stafford and seconded by Commissioner Paulson to approve the minutes of the October 1, 2014 meeting of the Planning Commission as amended per Stafford's modifications. Motion passed.**

**MOTION: by Commissioner Smith and seconded by Commissioner Barrett to approve the minutes of the October 15, 2014 meeting of the Planning Commission as submitted. Motion passed.**

4. **Public Comment (7:13)**

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

## **5. Discussion: Comprehensive Plan Update – Introduction (7:13)**

Principal Planner Boers reviewed the staff report included with the agenda packet regarding this item.

Commission discussion and comments included:

- Add comment on page one about territorial views of Mt. Rainier in addition to views of Puget Sound.
- Add definitions of Family Income and Household Income to the table on the 2<sup>nd</sup> page.
- Rather than saying 20 years after incorporation, state: "The City continues to strive to provide..."
- Use 2040 as a timeframe to be consistent.
- Staff noted that the tracked change showing on the bottom of page 3 is not a change, it is the current reading of the document.
- Add a heading on page 1-7 for the section summarizing PSRC Vision 2040.
- Include the work of the Shoreline Master Program Citizen Advisory Committee in the major planning highlights table on I-10.

## **6. Discussion: Comprehensive Plan Update – Community Character Element (7:32)**

Principal Planner Boers reviewed the materials included in the agenda packet regarding this item.

Commission discussion and comments included:

- Is it appropriate to include design standards covering Neighborhood Commercial Zones on page 7-9 Policy CC4A discussion? Or should all mention of specific zones be deleted? Staff will review further, make edits and return them to the Commission for consideration.
- Previously agreed-upon name change from Town Center to Community Commercial for land use designations needs to be reflected in the text.

## **7. Discussion: Comprehensive Plan Update – Land Use Element (7:44)**

Principal Planner Boers reviewed the materials included in the agenda packet regarding this item.

Commission discussion and comments included:

- The 2030's period represents a 20 year planning horizon from the 2015 update to the Comp Plan. Pierce County jurisdictions are using 2030 as the year for population, housing and employment targets.
- The text should mention the 2010 U.S. Amateur as well as the 2015 U.S. Open. Both are national events.
- 3<sup>rd</sup> paragraph on page 7 seems to be negative towards the County. Strike "under County jurisdiction primarily to move motor vehicles quickly" and change to "Prior to incorporation".
- The table on page 7-14 suggests broadening the mixed use land use designation, under which would be four separate zones. As an outgrowth of the sub-area planning for the regional growth center, future changes to designations and zoning classifications could occur. Under this proposal, a future change from one zone to another under the broader, all-encompassing mixed use designation could be accomplished without the need for a comprehensive plan amendment. Commissioners Paulson and Stafford expressed concern with this approach and requested modifications to the table to reflect current land use designations.
- Under Policy LU6E, vesting regulations provide that certain permit applications are vested and will be subject to the rules in place at the time of an application and at times for a specified timeframe. Include a discussion of what vesting means under this policy.
- Under the Residential Land Use preamble on page 7-17, modify the second paragraph to read "Ideas to diversify the range of housing units include..."

- Policies LU7D and LU7E should be reversed, so that the policy regarding incentives follows the policy regarding present conditions. It would be helpful to separate “under normal conditions” and “innovative housing” in current policy LU7E.
- An introductory statement will be added to the “Essential Public Facilities” section by staff and brought back to the Commission.
- The issue of rising sea levels should be mentioned in LU14.

#### **8. Staff Comments (8:42)**

Director Swindale commended the Planning Commission and Principal Planner Boers for preparing and reviewing the Comprehensive Plan amendments.

Director Swindale reported that there are discussions occurring at the Council level regarding Commissions. He will keep the Planning Commission informed.

The City is currently negotiating with some property owners to obtain street rights-of-way or easements to accommodate the next phase of Bridgeport improvements north of 27<sup>th</sup> Street. Under current regulations, some of the property owners who might be willing to provide the city with easements could see their development potential reduced as a result. Lot area calculations for density exclude access easements, potentially reducing development potential. Director Swindale is proposing a joint public hearing for Planning Commission and the City Council on December 1, 2014 to consider a zoning code amendment that would ensure that the granting of such easements would not reduce development potential. This is a time sensitive issue. The Commission will see the proposed Ordinance before the public hearing.

Principal Planner Boers thanked the Commission for its input and working through the draft comprehensive plan amendments.

#### **9. Commission and Liaison Comments (8:51)**

Vice-Chair Boykin thanked Principal Planner Boers for his work on the Comp Plan.

Commissioner Paulson attended the Transportation Hearing in Lakewood. He will pass the information he received at the meeting on to staff.

#### **10. Adjourn (8:53)**

**MOTION: by Commissioner Xenos, seconded by Commissioner Paulson to adjourn the meeting. Motion to adjourn was approved unanimously.**

Submitted by:

Becky Metcalf, Project Assistant  
Community and Economic Development

Approved as submitted: December 17, 2014