

Planning Commission Regular Meeting Minutes

Wednesday, February 18, 2015
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 (7:06)** Vice-Chair Boykin called the meeting to order at 7:06 p.m.

2. **Roll Call (7:06)**

Planning Commission Members Present

Mr. Frank Boykin – Co Vice Chair
Mr. Steve Smith – Co Vice Chair
Mr. Diogenes Xenos
Mr. Morry Stafford
Mr. Tony Paulson

Planning Commission Members Excused

Mr. Cliff Quisenberry – Chair
Mr. Chris Barrett

Staff Present

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

3. **Approval of Minutes (7:06)**

MOTION: by Commissioner Xenos and seconded by Commissioner Paulson approve the minutes of the February 4, 2015 meeting of the Planning Commission as submitted. Motion passed.

4. **Public Comment (7:07)**

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 – Parks, Recreation and Open Space Element (7:07)**

Principal Planner Boers reviewed the materials included in the agenda packet regarding this item. Commissioner Paulson provided a page of suggested changes, which is provided with these minutes (Attachment 1).

Commission discussion and comments included:

- Page 8-1, first paragraph, line 3, to read “an important personal and social outlet.”
- Page 8-1, paragraph 2, first sentence. Revise sentence to remove two prepositions in a row “for to”. Suggest “...planning for recreation and open space facilities be

conducted to meet the changing..."

- Staff will review the flow of information on the first few pages.
- Page 8-3, last bullet – what is the intent or what does it mean? Staff will review the intent of this statement, which is taken verbatim from a Countywide planning policy before a decision is made on it.
- Verbiage under Major Issues and Challenges – Under the second bullet, Staff will edit to provide a more accurate picture of park land in the community.
- Map on page 8-8 is missing two parcels along Chambers Creek canyon. Staff will update and make consistent with other maps.
- Page 8-11, Policy PRO1G – is this policy strictly about bicycle access? The second sentence referred to other trails such as foot or walking trails rather than bicycle trails. Add "walking trails". Start out with a statement about recreational opportunities and then add information about both walking and bicycle trails. Perhaps divide these types of trails into two policies.
- A policy should be included regarding the importance of continuing to develop the Chambers Creek Trail.

6. Discussion: Comprehensive Plan Update – Environmental Management Element (7:29)

Principal Planner Boers reviewed the materials included in the agenda packet regarding this item. Only pages with additional revisions are provided, as shown by blue ovals.

Commission discussion and comments included:

- First oval – Commissioner Stafford noted that the language is much more precise than the previous draft, which may be beneficial, although it now functions as more of a regulation than policy. A concern might be that as the regulations change in the future, they may be at odds with the policy.
- Second oval – Regarding the proposed policy support for Pierce County using LID techniques for new parking facilities at Chambers Creek Properties, the question was raised as to whether LID techniques would be used in the new lot at the north area. Mr. Swindale responded that it would have a large bio-swale, but may not have pervious pavement.

7. Discussion: Comprehensive Plan Update – Land Use Element (7:34)

Principal Planner Boers reviewed the materials included in the agenda packet regarding this item. He noted that the Commission had previously focused on goal and policy amendments but that the current focus would be on revisions to the Background section, including the residential land capacity analysis revised by Mr. Swindale.

Commission discussion and comments included:

- On the clean copy, page 1-18, both bed and breakfast uses and adult housing were not included under Low Density Residential. Perhaps provide a disclaimer sending readers to the Zoning Code for detailed information on allowed uses, or plugging in these uses.
- On page 1-1, under Single Dwellings, remove the words "almost exclusively" and rework the sentence to identify two areas not developed with single detached housing.
- Many references to locations within the text may not be meaningful to a non-University Place resident. Make sure that places are identified on a map or with clearer text. Instead of identifying specific developments, refer to more general locations in the City, such as northeast, etc. A separate map that shows locations and names of subdivisions will be provided, if staff has time to produce this without delaying the project.
- Page 1-2 under Commercial, there is mention of a theater, which is not currently in use. Commission preference is to remove theater from the list of uses.
- Page 1-8, a 28.27 acre parcel is mentioned but not clearly located by the information provided. Instead of identifying the parcel by its acreage, use a more general description and change the text to read "the exception is one large parcel".

- Page 1-11, Table 1-8. The two column headings identified as Net Units should be revised to clarify intent. Suggestion is to remove the word Net from the first column, or change the word Net to Total on the first column.
- Page 1-13, 2nd paragraph. Change text to read "few existing vacant lots for commercial and industrial development".

8. Staff Comments (7:59)

Director Swindale thanked the Commissioners for working through this review.

Director Swindale reported that the Transportation Background section draft will need to be finalized and brought to the Commission for review. Then there will be a Commission public hearing, tentatively scheduled for April 15th, before a recommendation is made to Council. Commission will then move on to reviewing development regulation amendments. There was discussion about the upcoming process to bring the Comprehensive Plan Update to the City Council, as well the process going forward for completing the Shoreline Master Program update.

The City Attorney has a memo that is being sent out to all members of City Commissions. It is a reminder about the roles of the Commissions and the procedures regarding public meetings, etc.

9. Commission and Liaison Comments (8:07)

Commissioner Paulson will be attending the forum on Urban Studies, housing and employment tomorrow.

10. Adjourn (8:08)

MOTION: by Commissioner Xenos, 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: March 4, 2015