

Planning Commission Regular Meeting Minutes

Wednesday, January 7, 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 (7:00)** Chair Quisenberry called the meeting to order at 7:00 p.m.

2. **Roll Call (7:00)**

Planning Commission Members Present

Mr. Cliff Quisenberry – Chair
Mr. Frank Boykin – Co Vice Chair
Mr. Steve Smith – Co Vice Chair (arrived 7:04)
Mr. Chris Barrett (arrived at 7:02)
Mr. Diogenes Xenos
Mr. Morry Stafford

Planning Commission Members Excused

Mr. Tony Paulson

Staff Present

Jeff Boers, Principal Planner
Becky Metcalf, Project Assistant

3. **Approval of Minutes (7:00)**

MOTION: by Commissioner Xenos and seconded by Commissioner Stafford to approve the minutes of the December 17, 2014 meeting of the Planning Commission as submitted. Motion passed.

4. **Public Comment (7:01)**

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 and Approval: 2015 Planning Commission Work Plan (7:01)**

Principal Planner Boers stated that the Commission had reviewed a draft work plan at the December 17, 2014 meeting, and that this same work plan was up for continued review and possible action. If Commissioners are comfortable with the draft work plan, the Commission may recommend approval to Council this evening.

MOTION: by Commissioner Xenos and seconded by Commissioner Stafford to approve the draft work plan as presented.

MOTION: by Commissioner Quisenberry and seconded by Commissioner Xenos to include tree retention as a separate topic on the work plan.

Commission discussion and comments included that tree retention is independent of view protection.

MOTION to include tree retention as a separate topic passed.

Commission discussed the February 18 meeting date, as it is during the School District's mid-winter break. It appears there will be a quorum on February 18.

MOTION: by Commissioner Xenos and seconded by Commissioner Stafford to approve the Planning Commission work plan as amended. Motion passed.

6. Discussion: Comprehensive Plan Update – Transportation Element (7:08)

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

Commission discussion and comments included:

- Page 3, 1st paragraph under Vision 2040, 5th line, Commissioner Boykin encouraged the use a stronger word than "attention" to safety and health. Perhaps use a word such as "dedication". The word "emphasis" was also suggested, as was "driven by".
- Maybe include the significance of safety in the Preamble, as this section is to show consistency with Vision 2040. However, safety appears in the first goal on page 6.
- Add an overarching goal to page 1 including a comment about safety. Or add a definition of safety.
- Oval on page 5, the use of the word "changing" seems to say that the entire community is negative towards various modes of transportation. Use instead the word "encourage". "Establishing partnerships with community organizations..." would be a more concrete goal. The Commission will discuss again when Commissioner Paulson is present as this change was his suggestion.
- Discussion of comment on page 7 under Accessibility to Transportation that says approximately one-third of the population does not drive or have access to an automobile – where did this percentage come from? Probably a reference to regional percentage. Staff will verify and make sure it is still accurate.
- Page 7 include the term *Americans with Disabilities Act* in front of *ADA* in parentheses.
- Policy TR4C - use of specific street segments is a hold-over from an earlier version of the Comp Plan. What is the reason for including these segments? Are they used as examples, or to prioritize projects? Commission favors avoiding specific examples and applying the policy in a general manner, as listing specific areas could be controversial. However, it may be appropriate to continue citing the Alameda segment. Commission consensus is to not be specific at all.
- Commissioner Barrett asked if staff was aware of the requirements to become a designated bicycle friendly and walk friendly community. Staff will provide the Commission with further information on both of these programs.
- Add statement that the city's emphasis on transportation safety also has to do with controlling loss of life due to fatality accidents.

7. Discussion: Comprehensive Plan Update – Community Character Element (7:57)

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

Commission discussion and comments included:

- Commissioner Stafford handed out sheets containing some suggested changes in verbiage (attachment A to these minutes).
- Principal Planner Boers distributed the Community Character element with changes that Director Swindale had suggested be made before the meeting (attachment B to these minutes).

- Commission suggested removing the phrase “looming over University Place” from the wording in the first oval on page 7-1.
- Page 7-5, Commissioner Stafford suggested removing the word “Requiring” regarding seating opportunities. The suggestion was made to substitute with the word “Providing”. A suggestion was made to delete all verbs at the beginning of the bullet points of Policy CC1B. Again under Policy CC1E, the discussion of art in public places seems to require public art. Maybe use the word encourage, rather than incorporate. A majority of Commissioners supported keeping the current language.
- Page 7-7, Commissioner Stafford suggested adding the phrase “ensure more focused views of character-defining buildings, landscaping and open space areas” before the phrase “avoid visual clutter”. Commission concurred with this change.
- Page 7-8, Policy CC4A, the Commission supported changing Stafford’s suggested language to “guidelines *for* new development...”
- Adding Commissioner Stafford’s suggested language regarding applying design standards to gateways would be a new policy that directs the city to adopt specific design standards for gateway areas. Currently, there are no design standards specific to gateway areas. The Commission consensus is to add language to Policy CC3A to achieve the same end result. Use “develop” in the policy language.
- Policy CC4E -- delete the term “*new* street trees” -- just refer to “street trees”.
- Policy CC6B -- Commissioner Stafford noted that codes and policies are two separate issues, and that policies should not be written to direct the city to enforce codes. The city is already charged with this responsibility. Both Commission and staff concurred with this idea, which would change the first sentence to read “Ensure that applicable City landscaping standards and guidelines promote plant retention, selection, installation and maintenance”.

8. Staff Comments (8:41)

Principal Planner Boers stated that at the next meeting the following elements will come back to the Commission for review: housing, environmental management, capital facilities, and utilities. Each will have undergone revisions that result in “discussion” text being modified and merged with policies, goals and preambles, as appropriate.

9. Commission and Liaison Comments (8:44)

Commissioner Stafford reviewed an interesting article he had read in a recent Forbes magazine saying that large homes and McMansions are back. He noted that this has not been included in discussions of diversity of housing in University Place. Commissioner Boykin noted his appreciation for the article in Better Cities and Towns regarding housing preferences and preferences for walkable communities.

10. Adjourn (8:54)

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

Submitted by:

Becky Metcalf, Project Assistant
Community and Economic Development

Approved as submitted: February 4, 2015