

## Planning Commission Regular Meeting Minutes

Wednesday, February 4, 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 (7:01)** Chair Quisenberry called the meeting to order at 7:01 p.m.

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

**Planning Commission Members Present**

Mr. Cliff Quisenberry – Chair  
Mr. Frank Boykin – Co Vice Chair  
Mr. Chris Barrett  
Mr. Diogenes Xenos  
Mr. Tony Paulson (arrived at 7:13)

**Planning Commission Members Excused**

Mr. Steve Smith – Co Vice Chair  
Mr. Morry Stafford

**Staff Present**

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

3. **Approval of Minutes (7:01)**

**MOTION: by Commissioner Xenos and seconded by Commissioner Boykin approve the minutes of the January 7, 2015 meeting of the Planning Commission as submitted. Motion passed.**

4. **Public Comment (7:02)**

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: SMP Update Amendments (7:02)**

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

Commission discussion and comments included:

- There have been changes to requirements for Docks. Adjustments have been made so that shoreline permits are not triggered as often.

- All changes have been integrated into attachment 8 – the Shoreline Master Program document. Principal Planner Boers guided Commissioners through the substantive changes made by the Department of Ecology.
- Page numbering issues need to be cleaned up.
- Page 80, figure 18.25.100.F3 – change solid and dashed lines to more clearly identify buildings.
- Commissioner Paulson encouraged staff to send a strong letter of appreciation to Chrissy Bailey at the Department of Ecology for her careful review.

**MOTION by Commissioner Xenos and seconded by Commissioner Barrett to approve the Shoreline Master Program update and attachments as amended to the City Council. The motion passed unanimously.**

**6. Discussion: Comprehensive Plan Update – Housing Element (7:23)**

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

Commission discussion and comments included:

- Commissioner Paulson stated that there will be LID requirements that the City must meet by June and this is a good time to address those as well.
- Pagination issues will be cleaned up as all policies are put together into one document.
- Make sure “CCP AH” is identified, perhaps repeat the identification in the Affordable Housing section.
- Page 2-19, the land capacity analysis is nearly done.
- Commissioner Stafford’s written comments were distributed to all commissioners (attached to minutes as Attachment 1)

**7. Discussion: Comprehensive Plan Update – Environmental Management Element**

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

Commission discussion and comments included:

- The City Engineer needs to be consulted regarding the suggestion by Commissioner Stafford regarding page 3-6, policy EN11.
- Define and explain rates a bit and where they are coming from.
- The discussion points under policy EN11 were totally eliminated, not moved.
- Policy EN1J can be strengthened to meet LID requirements.
- Page 3-13 Discussion of sewer requirements that are already in place by Pierce County.
- Is there a definition of “significant redevelopment”? Need to ensure that this term is consistent with existing regulations.
- State somehow that this needs to be consistent with regulations.
- The streets on figure 3-2 are clearly defined, the second figure 3-2 is an old figure, and is proposed to be struck.
- The shading pattern on page 3-25 is preferred to that on page 3-23. Provide more contrast on the new figure 3-1.

**8. Discussion: Comprehensive Plan Update – Capital Facilities Element (7:55)**

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

Commission discussion and comments included:

- Changes are elimination of discussion points, moving them into the text.
- Commissioner Paulson recommended that, when all elements are done, a clean copy of entire document be provided for review.

### **9. Discussion: Comprehensive Plan Update – Utilities Element (7:58)**

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

Commission discussion and comments included:

- There are still new maps to insert in this Element.
- Discussion of the omission of the natural gas lines map. There has been no discussion with the City Attorney as to whether there may be liability for not including them.

### **10. Discussion: Comprehensive Plan Update – Community Character Element (8:04)**

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

Commission discussion and comments included:

- On page 7-1, first blue oval, replace the word “presence” with “views”.
- Commission likes Commissioner Stafford’s suggestion on page 7-7.
- Goal CC3 may be problematic to implement since the Council is currently looking at new gateway signs and banners for the 2015 U.S. Open.
- Strike reference to Regional Growth Center in top blue oval on page 7-7.
- Page 7-12, blue oval, strike the word “applicable”.

### **11. Discussion: Comprehensive Plan Update – Transportation Element (8:17)**

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

Commission discussion and comments included:

- On the first page, first bullet, delete the word “land”, refer just to “mixed uses”.
- Make sure the definition of “complete streets” is included in this element.
- Page 12 – Policy TR4C – change “construct missing sections” to “complete missing sections” or create connections or connect.

### **12. Staff Comments (8:30)**

Director Swindale distributed the draft workplan that was approved by the Commission. It is a preliminary plan to allow adjustments to be made. The public hearing will be pushed out.

He also reported that the City Council held a retreat last Saturday to discuss financing in light of the failure of the police levy last fall.

Director Swindale has recommended a joint retreat with the City Council to cover the Comprehensive Plan hopefully before June.

### **13. Commission and Liaison Comments (8:37)**

Congratulations to Commissioners that have been reappointed to the Commission.

SunDogs are interested in temporary dog park space. They would like to make a proposal to the Commission.

Commissioner Paulson attended a manual design workshop for streets and impervious areas at City of Tacoma. It dealt more with engineering concepts. He also attended a forum discussing the new plans for the Pierce County building in the Lincoln District.

There has not been a liaison from the Economic Development Commission for quite a while. Ms. Metcalf explained the change in strategy regarding business site visits. They have become less formal, and are being done on Fridays by the Economic Development staff.

**14. Adjourn (8:47)**

**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 18, 2015