

## Planning Commission Regular Meeting Minutes

Wednesday, May 20, 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  
Mr. Chris Barrett  
Mr. Morry Stafford  
Mr. Tony Paulson

**Planning Commission Members Excused**

Mr. Diogenes Xenos

**Staff Present**

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

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

**MOTION: by Commissioner Boykin and seconded by Commissioner Barrett to approve the minutes of May 6, 2015 as submitted. Motion passed.**

4. **Public Comment (7:00)**

There being no public in attendance, Chair Quisenberry announced that this portion of the meeting was closed.

5. **Discussion: Centers of Local Importance (7:00)**

Director Swindale distributed information regarding Centers of Local Importance (CoLI) (attached to the minutes as Attachment A). He explained the history and concept of these Centers.

Commission questions and discussion covered the following topics:

- The handout in the Agenda Packet was the City's submittal to the County providing justification for those CoLI being proposed by the City of University Place.
- This document will not be in the Comprehensive Plan, but some policies and goals have been included in the Comprehensive Plan Land Use Element.

- A figure has been added to the Comp Plan showing the Regional Growth Center and two CoLI.
- The Commission suggested there are other locations that can be added as CoLI, such as Curran Apple Orchard, mixed-use maritime areas, Day Island, etc.
- Since Regional Growth Centers are a tool to identify areas where population increases will be focused, why not just identify CoLI, which can be established through a simple process, instead of Regional Growth Centers, which require considerable work? Commissioner Paulson stated that, from his experience, rating panels will see Regional Growth Centers as more important than indicated by merely adding 2 points to a score.

#### **6. Discussion: Development Regulation Amendments (7:25)**

Principal Planner Boers reviewed the information included in the meeting agenda packet.

Commission questions and discussion covered the following topics:

- Commissioner Stafford suggested allowing live-work units in R1 or R2 zones along arterials (in addition to the locations being recommended by staff).
- Chair Quisenberry suggested that these units would also be appropriate in the Neighborhood Commercial Zone but was not supportive of allowing them in the R1 or R2 zones along arterials.
- Information on Tacoma's study of live-work units can be emailed to Commissioners.
- Staff members will discuss footnotes 7 and 8 on page 21 of the code amendment summary and possibly recommend amendments to be included in the code amendment package that is circulated for public comment.
- In the amendments summary on page 12, top of page, the text has been changed from "protection" to "preserve and enhance". The meanings and various places of usage of these terms were discussed. Commissioner Stafford stated that he feels the term protection indicates a priority. The Commission consensus was to change the text to read something like "Single family areas comprise a large percentage of the City's land area which the community wants to retain. Protection of single family neighborhood zoning/character is a priority". Staff will do some wordsmithing for Commission review.
- Page 12 section 2, add the term "buffering" back into the text.

#### **7. Discussion: Comprehensive Plan Update (8:10)**

Principal Planner Boers presented proposed revisions identified in the PROS Element that were developed in response to discussion at the last meeting. Four goal and policy revisions were reviewed including PROS Element nondiscrimination language:

- "Color" appears in both federal and state policies identifying classes of individuals against whom discrimination is not allowed. The consensus of the Commission is to keep "color" in Policy PRO4C.

Staff noted that the large document represented the complete set of Comprehensive Plan amendments. Formatting of the document is still being finalized.

On page 3-22, information has been added regarding the Centers of Local Importance, including goals and policies.

Commission questions and discussion covered the following topics:

- Page numbering, on the page after 11 X 17 map in the Land Use Element should be 3-40 rather than 1-40.

- Commissioner Stafford feels that anywhere a “smooth transition” is mentioned between zones, there should be more definition of what a “smooth” transition is. Director Swindale stated that this is an urban planning concept that would be good to promote, if possible. Commission consensus is to include a phrase such as “Mitigate incompatible adverse impacts” and remove the word “smooth”. Make this change in the Zoning Code as well.
- Housing Element, page 4-6, Policy HS1B, 2<sup>nd</sup> to last sentence, change from “Enforce” to “Implement”.
- Chapter 8, figure identifiers need to be corrected for this element. The maps in this section need to be updated.
- Page 6-31, remove the yellow highlighted text.
- Page 8-14, remove the word “current” in the last sentence.
- Commissioner Barrett commented on the zoning amendments, page 20, R1 and R2, stating that the existing maximum FAR is overly restrictive for small lots, resulting in overly small house or garage sizes. Commission and staff consensus is to revisit this issue during housekeeping amendments later in 2015.

The July 1<sup>st</sup> meeting will be the public hearing on the Comprehensive Plan and Zoning Amendments.

**8. Staff Comments (8:51)**

No meetings will be held in June.

**9. Commission and Liaison Comments (8:52 )**

Commissioner Boykin is running for City Council and looks forward to working on a wider range of issues for the City.

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

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

Submitted by:

Becky Metcalf, Project Assistant  
Community and Economic Development

Approved as amended: July 1, 2015