

## Planning Commission Regular Meeting Minutes

Wednesday, October 21, 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. Steve Smith – Co Vice Chair  
Mr. Tony Paulson  
Mr. Diogenes Xenos

**Planning Commission Members Excused**

Mr. Frank Boykin – Co Vice Chair  
Mr. Chris Barrett  
Mr. Morry Stafford

**Staff Present**

Jeff Boers, Principal Planner  
Becky Metcalf, Project Assistant

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

**MOTION: by Commissioner Xenos and seconded by Commissioner Smith to approve the minutes of October 7, 2015 as submitted. Motion passed.**

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

There being no public comment on any item not appearing on the agenda, Chair Quisenberry stated the Public Comment section of the meeting was closed.

5. **Discussion and Consideration: Tree Retention Code Amendments (7:01)**

Principal Planner Boers provided background on and summary of this item.

Commissioner discussion covered the following topics:

- There is no mention of significant trees needing to be retained in the section on Tree Retention – No Associated Development (19.65.275). Add new item B “All significant trees must be retained.” Staff wishes to review 19.65.270 to make sure that Section 19.65.275 includes similar provisions.
- Commission asked staff to provide an overview of the process used to determine the size thresholds for trees to be retained. Principal Planner Boers gave a brief review.

Discussion moved to a recommendation by Commissioner Paulson to provide Principal Planner Boers time to review sections 19.65.270 and 19.65.275 in order to make a recommendation on how to further edit these provisions to be consistent or complementary.

Commissioner Paulson distributed suggested text to be included in a cover letter or memo that will accompany the Commission's recommendations on the tree retention amendments as they are transmitted to the City Council (Attachment A to these minutes). His text expresses an objection to keeping a placeholder in the code concerning the establishment of a Significant Tree program if there are no specifics regarding Heritage or Significant Trees. He feels it is time for a decision to be made by the city as to whether a significant tree program should be implemented.

Commissioner discussion covered the following topics:

- Other Heritage Tree programs are a mix of citizen-driven, and staff or Council driven.
- The placeholder provides a way for interested citizens to push such a program to tie it into the tree retention policy.
- Staff can indicate in its report to the City Council that the Significant Tree text in the code provides a platform should such a program be championed through citizen initiative or staff action.

Following Principal Planner Boers' comments about how sections 19.65.270 and 19.65.275 could be made consistent, the Commission indicated a preference to add a new Item in 19.65.275 that refers back to item 19.65.270 C. In Item 19.65.275 B, it was noted that the reference should be made to UPMC 19.65.270 (D), not (C).

**Motion by Commissioner Xenos and seconded by Commissioner Paulson to approve the Tree Retention code amendments as amended. The Motion passed unanimously.**

#### **6. Staff Comments (7:32)**

Principal Planner Boers reported that Council on Monday night voted to adopt a resolution establishing a Regional Growth Center Subarea Plan Ad-Hoc Advisory Committee. The Resolution establishes the composition of the committee, with a total membership of nine individuals. At least one member of the Commission would be appointed to the Committee. Th subarea plan work must be completed by December 2016.

#### **7. Commission and Liaison Comments (7:17)**

Commissioner Paulson thanked Commissioners for hearing his concerns regarding the Significant Tree program. Commissioner Quisenberry thanked Commissioner Smith for chairing the October 7 meeting, as Commissioner Quisenberry had been ill that evening. Commissioners noted their receipt of a letter from the Mayor regarding actions and roles of the Commissions.

#### **8. Adjourn**

**MOTION: by Commissioner Smith, seconded by Commissioner Xenos to adjourn the meeting. Motion to adjourn was approved unanimously. (7:38)**

Submitted by:

Becky Metcalf, Project Assistant  
Community and Economic Development

Approved as submitted: November 4, 2015