

## Planning Commission Regular Meeting Minutes

Wednesday,  
November 1, 2017  
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 (7:02)**

Planning Commission Chair Quisenberry called the meeting to order.

### **2. Roll Call (7:02)**

#### **Planning Commission Members Present**

Mr. Cliff Quisenberry – Chair  
Mr. Frank Boykin – Co Vice Chair  
Mr. Steve Smith – Co Vice Chair  
Mr. David Graybill  
Mr. Ken Campbell  
Ms. Tonya Mushallo

#### **Planning Commission Members Excused**

Mr. Tony Paulson

#### **Staff Present**

Becky Metcalf, Project Assistant

### **3. Approval of Minutes (7:02)**

**MOTION by Commissioner Graybill and seconded by Commissioner Boykin to approve the minutes of the October 4, 2017 Planning Commission meeting as submitted. The motion was approved.**

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

There was no public comment.

### **5. Discussion: Planning Commission 2018 Workplan (7:03)**

Project Assistant Metcalf provided a cursory review of draft Planning Commission Workplan for 2018. This early review of the workplan is driven by new requirements in the Commissions policies that commission workplans be approved by the City Council no later than December of year prior to the workplan year. Some of the items to be addressed in 2018 are the result of the anticipated City Council approval of the Regional Growth Center Subarea Plan.

### **6. Study: Sign Code Amendments (7:05)**

Chair Quisenberry asked if there were any questions or comments from the Commissioners regarding sign code amendment material in the agenda packet. He stated that it appears

on page 8 of 27 and page 19 of 27 the changes to lumens requirements is different than what was originally discussed.

Commissioner Campbell asked whether signs that the City installs must adhere to sign code requirements. Ms. Metcalf stated that all signs in the City are subject to the sign code. Commissioner Campbell stated that a citizen had complained about flashing red and blue speed lights on Chambers Bay, as well as crosswalk illuminations on 54<sup>th</sup> that appear extremely bright. Ms. Metcalf will pass these concerns on to Director Swindale.

Commission consensus was that it will be helpful to be able to actually see the differing levels of brightness provided by different numbers of lumens. This visual demonstration will greatly assist the discussion at the next meeting.

Chair Quisenberry encouraged all commissioners to review and Youtube video and the study that were sent to Commissioners by Director Swindale in August.

#### **7. Staff Comments (7:22)**

Project Assistant Metcalf reported that the Council will hold their 2<sup>nd</sup> study session regarding the subarea plan on Monday November 6. Chair Quisenberry will attend the meeting.

Project Assistant Metcalf reported on several recent University Place ribbon cuttings.

#### **8. Commission and Liaison Comments (7:30)**

Commissioner Graybill reported and the Tacoma Housing Authority has purchased some of the property of James Center north.

#### **9. Adjourn (7:32)**

**MOTION: by Commissioner Mushallo and seconded by Commissioner Smith to adjourn the meeting. The motion was approved unanimously.**

Submitted by:

Becky Metcalf, Project Assistant  
Community and Economic Development

Approved as submitted: November 15, 2017