

## Planning Commission Regular Meeting Minutes

Wednesday,  
March 7, 2018  
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.

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

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

Mr. Cliff Quisenberry – Chair  
Mr. David Graybill  
Mr. Ken Campbell  
Mr. Tony Paulson  
Ms. Tonya Mushallo

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

Mr. Frank Boykin – Co Vice Chair  
Mr. Steve Smith – Co Vice Chair

#### **Staff Present**

David Swindale, Director, Planning and  
Development Services  
Becky Metcalf, Project Assistant

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

**MOTION by Commissioner Mushallo and seconded by Commissioner Paulson to approve the minutes of the February 21, 2018 Planning Commission meeting as submitted.**

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

There was no public comment.

### **5. Public Hearing: Amendment of Drive-Through and Drive-Up Standards and Community Commercial Zone Design Standards (7:01)**

Chair Quisenberry opened the public hearing regarding the amendment of drive-through and drive-up standards and community commercial zone design standards and, seeing no public in attendance, the public hearing section of the meeting was closed.

### **6. Consideration: Amendment of Drive-Through and Drive-Up Standards and Community Commercial Zone Design Standards (7:01)**

Director Swindale reviewed the agenda packet material for this item.

**MOTION by Commissioner Graybill and seconded by Commissioner Paulson to Approve Planning Commission Resolution 2018-01.**

A point of clarification was made regarding the location of level two commercial centers in University Place. Two level 2 centers exist in Town Center. Fred Meyer is in a neighborhood commercial zone.

**The motion to approve was passed unanimously.**

**7. Staff Comments (7:13)**

Director Swindale informed commissioners that Principal Planner Boers is dealing with a family medical situation that will require his schedule to be somewhat flexible.

Ms. Metcalf reminded commissioners of the upcoming ribbon cutting at HearUSA on March 8.

The City has a table at the Economic Development Board Annual Meeting tomorrow at lunch time and there are still a few seats available. If any commissioners interested in attending, let Ms. Metcalf know.

There will be no Planning Commission Meeting on March 21. The next meeting will be April 4, 2018.

**8. Commission and Liaison Comments (7:18)**

Chair Quisenberry thanked commission members for their work on the drive-through issue.

**9. Adjourn (7:20)**

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

Submitted by:

Becky Metcalf, Project Assistant  
Community and Economic Development

Approved as submitted: April 18, 2018