

Planning Commission Regular Meeting Minutes

Wednesday,
July 18, 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)

Acting Chair Smith called the meeting to order.

2. Roll Call (7:00)

Planning Commission Members Present

Mr. Steve Smith – Acting Chair
Mr. Frank Boykin – Co Vice Chair (arrived 7:02)
Mr. David Graybill
Mr. Ken Campbell
Ms. Tonya Mushallo

Planning Commission Members Excused

Mr. Cliff Quisenberry – Chair
Mr. Tony Paulson

Staff Present

David Swindale, Director
Jeff Boers, Principal Planner
Becky Metcalf, Project Assistant

3. Approval of Minutes (7:01)

MOTION by Commissioner Graybill and seconded by Commissioner Mushallo to approve the minutes of the June 6, 2018 Planning Commission meeting as submitted.

4. Public Comment (7:02)

There being no public comment on topics not part of this meeting's agenda, the public comment section of the meeting was closed.

5. Subarea Plan Review (7:03)

Director Swindale stated that he had received information from the Puget Sound Regional Council that by the end of this month, University Place will be a fully designated Regional Growth Center. He then reviewed the process the City undertook over the last two years to develop the subarea plan for the Regional Growth Center. After first contacting opportunity property owners during the development of the subarea plan, the City is continuing to stay in touch with them through the implementation stage of the process. Moving forward, the Comprehensive Plan and Zoning Code will need to be revised to reflect the ideas put forward in the subarea plan. Also, specific plans for each of the 3 districts will be developed. Adoption of the district plans as well as the revised Comprehensive Plan and Zoning Code will take

place at one time. The workplan with dates is fluid at this point.

Commission discussion touched on the following topics:

- The Subarea Plan implementation is a priority for the Council, they have identified it as one of their goals. They are anticipating getting this process done.
- The urgency to complete this work is understood. Don't get stuck too much on definitions. If we are an older community, where is the growth expected to come from, older people moving into the community?

6. Introduction to Form Based Code (7:33)

Principal Planner Boers presented information regarding form-based coding. He presented 2 PowerPoints, print out copies of which are attached to the minutes. At the conclusion of his presentation, he stated that the next step in moving toward more of a form-based code will be to hire a consultant. Principal Planner Boers is currently working on an RFQ that will be used to solicit consultant candidates.

Commission discussion touched on the following topics:

- To come up with a strong form-based code in a timely manner we need to find the right expert to help us with this.
- The zoning recommended in the subarea plan is visually presented but it is not supported by our current code. There is no language in place to achieve it.
- The City currently has some design guidelines that are similar to form-based codes, but they are advisory, not regulatory.
- Director Swindale mentioned that some jurisdictions have both a form-based code and a traditional code in place, and projects can be developed under the provisions of either one. He also noted there is a dichotomy between "requiring" or "allowing" the use of form-based coding.

7. Staff Comments (8:27)

Director Swindale stated that he recently met with the developer of the Chambers Bay resort and stated that the developer is hoping to move forward soon on this project.

8. Commission and Liaison Comments (8:31)

Ms. Metcalf stated that the Economic Development Advisory Commission will be brought into the subarea implementation process. There is currently is no liaison from that Commission to the Planning Commission.

Director Swindale stated the Summer Lane site is being cleared on 35th for 40 single-family residential units.

Acting Chair Smith welcomed a Boy Scout and his mother who were present. The scout is working to become an Eagle scout and is here as part of his community and citizenship badge. He expressed concern about the traffic at 40th and Sunset. Director Swindale will provide him with contact information for the City Engineer.

9. Adjourn (8:37)

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

Submitted by:

Becky Metcalf, Project Assistant
Community and Economic Development

Approved as submitted: August 1, 2018