

## Planning Commission Regular Meeting Minutes

Wednesday,  
September 5, 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 (7:00)**

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

Mr. Cliff Quisenberry – Chair  
Mr. Frank Boykin – Co Vice Chair  
Mr. Steve Smith – Co Vice Chair (arrived 7:23)  
Mr. David Graybill  
Mr. Ken Campbell  
Ms. Tonya Mushallo

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

Mr. Tony Paulson

#### **Staff Present**

David Swindale, Director  
Becky Metcalf, Project Assistant

### **3. Approval of Minutes (7:01)**

**MOTION by Commissioner Graybill and seconded by Commissioner Smith to approve the minutes of the August 15, 2018 Planning Commission meeting as submitted. The motion was approved.**

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

There being no public in attendance, the public comment section of the meeting was closed.

### **5. Discussion: Comprehensive Plan Amendments (7:01)**

Director Swindale reviewed information in the staff reports. He went through recommended changes to various elements of the Comprehensive Plan.

Commissioner discussion dealt with the following topics:

- No comments on Environmental Management element.
- Transportation Element includes ways to accommodate increased traffic resulting from growth. Discussion of the various methods that may be used to manage capacity while also encouraging drivers to maintain a legal rate of speed.

- University Place has adopted level D level of service.
- Capital Facilities Element – most significant amendment has to do with municipal facilities. Instead of mentioning the café in the city hall building, replace with “commercial tenants”, as that space may not always be a café.
- Utilities Element – all grammatical changes. Add back in the map showing location of gas lines.

The next step is to bring in a consultant to help us with form-based code. No meeting will be held the remainder of September.

#### **6. Staff Comments (7:23)**

Director Swindale reported that there will be a ribbon cutting on Sept. 24 for European Wax Center. Discussion was held regarding possible projects on various locations in town.

#### **7. Commission and Liaison Comments (7:33)**

Chambers Landing – the ordinance that provided the rezone expires in early 2019. The owner of the property is aware of that.

#### **8. Adjourn (7:36)**

**MOTION: by Commissioner Boykin 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 14, 2018