

Planning Commission Regular Meeting Minutes

Wednesday,
February 6, 2019
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. Cliff Quisenberry – Chair
Mr. Frank Boykin – Co Vice Chair
Mr. David Graybill
Mr. Ken Campbell
Ms. Tonya Mushallo
Mr. Tony Paulson – arrived at 7:10 pm

Planning Commission Members Excused

Mr. Steve Smith – Acting Chair

Staff Present

David Swindale, Director
Becky Metcalf, Project Assistant

3. Public Comment (7:01)

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

4. Discussion: Comprehensive Plan Amendments (7:01)

Director Swindale reviewed information found in the meeting agenda packet. The Comprehensive Plan Map draft of January 11, 2019 was also distributed. (attached to these minutes as Attachment A.) Commissioner Paulson stated that the distinction between households and family units should be called out in a note.

Commission discussion and comments included:

- Affordable housing could become a reason for a variance.
- Chapter 4 of Comprehensive Plan is the housing element. Pg. 4-9, addresses affordable housing which is defined in policy HS3-A. Implementation of affordable housing can be discussed in more detail in the zoning code.
- Criteria to grant a variance can encompass consideration of affordable housing.

In Table 3.1 on page 4 of the staff report, the left hand terms relate to plan map designations in the legend of the Comprehensive Plan Map with the exception of Employment Mixed Use which is folded in with mixed use.

Commission discussion and comments included:

- On demographic profile on pg 2 of staff report, the designation under Race/Ethnicity category which is Other – Two or More refers to someone whose ethnicity includes two or more ethnicities.
- Discussion of the definition of affordable housing. Our housing policies are required by state law to be consistent with county-wide policies.
- Discussion of the term “median home value”. Define with a footnote.
- Page 6 Capacity for Population Growth refers to a household size of 1.5 which is predictor of smaller households.
- Be consistent in measurements (list both square miles and acres).
- Clarification requested on the family and household definitions.

Public Hearing on the Comprehensive Plan Amendments opened at 7:43. There being no comments, the Public Hearing was closed.

5. Staff Comments (7:55)

Director Swindale reported that Beckwith Consulting Group and Rangwala Associates have been selected to work with us in developing our form-based code. They will provide the scope of work and schedule to all commissioners at a kickoff meeting scheduled for February 25

Lot 3 will house a Mod Pizza and Orange Theory. City Hall is undergoing tenant improvements. The Police office construction is underway. On Lot 4 a new Salon will be going in. Summer Lane (40 lot subdivision on 35th) is coming in for final plats. Building will begin soon.

6. Commission and Liaison Comments (8:10)

Joshua Koontz was welcomed as the alternate Economic Development Advisory Commission liaison.

The February 20 meeting of the Planning Commission is cancelled.

Commissioner Paulson apologized for arriving late. Officer election will occur at the next Planning Commission meeting.

Ms. Metcalf reported that the Partner UP scheduled for February 7 has been cancelled. There will be an Urban Studies Forum on Feb. 21.

7. Adjourn (8:18)

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

Becky Metcalf, Project Assistant
Community and Economic Development

Approved as submitted: April 17, 2019