

League of Women Voters of Pullman Observer Report

Name of Agency: Pullman Planning Commission Meeting

Date: 10/26/2022

Observer Reporting: Jessica D. Cassleman

Meeting was held at City Hall – 7:00PM

Members Present:

John Anderson (Chair), Brent Carper, (Vice-chair), Scott Hodge, Joe O'Callaghan, Lorena O'English.

Members Absent: Bob Olsen

Others Present: RJ Lott (Pullman Planning Director); City staff member; a community member and Jessica D Cassleman (LWV observer).

Items discussed:

- Minutes of the previous regular meeting of September 28, 2022.
- Discussion of the drive-throughs in the C-2 Central Business District and potential code changes
- Continued discussion of Planned Unit Developments and potential code changes involving said developments
- Discussion of the sign code

1. **Minutes** of the regular meetings of September 28, 2022, were approved as written.

2. **New Business:**

RJ Lott initiated discussion on **drive-throughs in the C-2 Central Business District** and potential code changes. No action was requested, presentation was only informative as it will be brought up for discussion at the next Planning Commission for vote.

There are currently two unused drive-throughs in the downtown area: Banner Bank and Oasis restaurant that are useable right away. RJ indicated that there will be a hearing in November for a decision at the December meeting.

Comments:

- Drive throughs are generally restaurants or banks
- Permits for usage only apply to new businesses
- Traffic study is necessary and might need specific driving direction, lanes, etc.
- Carper indicated that “code” does not request traffic study, to what RJ Lott responded that it is standard to have one.
- This conversation was only an “introduction to the topic”, and code is the only thing to change as needed.

3. **Old Business:**

a. **Continued discussion of Planned Unit Developments and potential code changes.**

Continuing with the discussion started in September, RJ Lott presented on Mixed Developments in Issaquah. These would be developments that would include multiple uses (housing, tennis courts, coffee shops, barber, parks, bakery, other retail for example) under one developer, something he believes would work in Pullman. Pullman would see it as advantageous, mature development. He realizes that Issaquah is larger, there is a larger population, but wanted to share how something similar might work in Pullman.

The idea would be something with a neighborhood feel, no heavy machinery business or alike. Proposals could be made by one developer. A traffic study might be needed as it can vary depending

on proposal. Pullman experiences some traffic issues, mainly because most stores are south of the city. This idea would help the quality of life of residents and Pullman in general, especially considering the geography of the town. Pullman resident expressed that this is a manageable suggestion, and knowing the development takes time it is important that the City Council approves the proposal since it will take 5-6 years before a completed proposal will reach the Planning Commission. Carper added that this format has also been successful in Seattle area.

This was just a presentation; no decisions were made. RJ will bring this idea back to the Commission with a Public Hearing in November for consideration. Hopefully to be moved forward to the City Council in December for approval. He indicated that the idea should also be given to the city attorneys to look at.

There is no action needed by the Planning Commission at this point.

b. Continued discussion of the **sign code**

Planning Commission had requested RJ to contact the City of Moscow regarding Video Boards downtown. Issue was brought up since a discussion regarding reader boards downtown came about. This is not appropriate for the downtown area but outside Pullman would be OK.

This topic is not a priority and people would have to apply to install one. What is available now is not challenged or have had complaints. Things seem OK as is, only Zeppoz and Living Faith Fellowship currently have this type of signage.

Sign regulations exist and no Reader Boards are allowed on C-2 areas. Also the size of the sign is key to this discussion.

4. **Other Business:**

- a. Business owners indicate that it is hard to find spaces to rent downtown to establish a business. This is important if new opportunities to support small businesses downtown exist. Rent is very expensive.
- b. Update on **vacancy in Planning Commission**. There are two applicants, names that were forwarded to RJ the morning of this meeting. Anticipate someone very soon. Advertising positions plus some outreach has paid off. There are also other opportunities within the City.

5. **Upcoming Meetings**

1. November 16th (switched from November 23rd) – O'English will be out.
2. December 21st (switched from December 28th)
3. January 25th

Suggested that moving Commission meetings to 3rd week of the month might work better in the future. Something to consider.

Meeting adjourned: 7:57PM