



## Agenda

**Meeting No. 22:** Special Meeting (virtual)

**Date/Time:** Monday, December 13, 2021, 4:00 pm

**Zoom Info:** Link: [www.zoom.us/j/85127377162](https://www.zoom.us/j/85127377162)  
Dial-in: +1 253 215 8782  
ID: 851 2737 7162

ITEM	LEAD	DURATION
<b>Call to Order</b>		
1. Review of Meeting Notes of October 18, 2021 ( <i>Attachment 1</i> )		
2. Public Comment ( <i>Written comments only; e-mailed to <a href="mailto:planning@cityoftacoma.org">planning@cityoftacoma.org</a>, due by 2:00 p.m. of meeting day</i> )	Chair Bahbah	5 min.
<b>Discussion / Action Items</b>		
1. Climate Action Plan ( <i>Attachment 2</i> )	Kristin Lynett	20 min.
2. TODAG's Path Forward ( <i>Attachment 3</i> ) a. 2021 Year-in-Review and 2022 Outlook b. Transportation Commission's Letter c. City Council's Direction d. Extending "Work Plan 2020-2021" to 2022 and Beyond e. Meeting Schedule Options f. Other Issues	Chair Bahbah Vice-Chair Erickson	30 min.
3. TODAG Leadership – Chair and Vice-Chair for 2022	Lihuang Wung	10 min.
<b>Communication Items</b>		
1. Future Agenda Items (tentative): a. Tacoma Dome Link Extension b. Puyallup Avenue Design Project c. Bus Rapid Transit Project d. Continued Review of ULI Report and Subarea Plans e. TOD Toolkit and TOD Applications Citywide f. Tideflats Subarea Plan g. Administrative and Operational Issues of TODAG (e.g., Membership, Reporting Protocol, and Coordination with Other Groups)	Chair Bahbah	1 min.



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2. New Business / Closing Comments	Chair Bahbah	2 min.
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**Adjournment**

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**Next Meeting:**

- Monday, February 28, 2022, 4:00 p.m. (subject to change)

**Attachments:**

1. Meeting Notes of October 18, 2021
2. [Climate Action Plan](#) (link to the webpage) – Kristin Lynett, Sustainability Officer, will provide an overview of climate emissions, impacts, high priority actions, and implementation strategies.
3. Packet of Supporting Information:
  - a. Year-in-Review and Path Forward (PPTs)
  - b. Transportation Commission's Letter to the Infrastructure, Planning and Sustainability Committee regarding TODAG Resolution and Future, November 10, 2021
  - c. City Council Resolution No. 40889 Extending TODAG (draft for approval on Dec. 14, 2021)
  - d. TODAG Work Plan for 2022 and Beyond (draft for approval)

**CITY of TACOMA**  
**TRANSIT ORIENTED DEVELOPMENT ADVISORY GROUP (TODAG)**  
**MEETING NOTES**

*(Draft)*

**MEETING NO.:** 21  
**MEETING DATE:** October 18, 2021

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**Members Present:** Chair Imad Bahbah, Daren Crabill, David D’Aniello, Kerri Hill, Chris Karnes, Janice McNeal, Cathy Reines, Roberta Schur, Matt Stevens, Laura Svancarek, Christine Wolf

**Visitors:** Mark D’Andrea (COT/Public Works), Diane Wiatr (Sound Transit), Matthew Mauer (Port of Tacoma)

**Staff Support:** Brian Boudet (COT/PDS), Lihuang Wung (COT/PDS), Mary Crabtree (COT/PDS)

**CALL TO ORDER**

Chair Imad Bahbah called the meeting to order at 4:05 p.m.

Lihuang Wung introduced Diane Wiatr and Matthew Mauer.

1. The meeting notes of the September 20, 2021, meeting were reviewed.
2. There was no public comment.

**DISCUSSION/ACTION ITEMS**

**1. Puyallup Avenue Design Project Update**

- (a) Mark D’Andrea outlined the project update, including a project summary, a design criteria summary, and status and schedule.
- (b) The Group discussed the TOD District segment and C Street, quantity of lane miles by mode, if electric bikes and scooters are allowed in the bike lane, and interconnected signals on Puyallup Avenue.

Mr. Wung introduced the newest TODAG member, Matt Stevens.

**2. TODAG Progress Report No. 3 – Proposed Edits**

- (a) Mr. Wung reminded the Group of the comments that were provided at the previous TODAG meeting relating to the TODAG’s Progress Report No. 2 and provided an update regarding the distribution of that report.
- (b) Mr. Wung further reminded the Group of the comments that were provided at the previous TODAG meeting relating to the TODAG’s Progress Report No. 3 and outlined the proposed edits, noting the four main questions from the Transportation Commission.
- (c) The Group discussed forwarding the Progress Report No. 3 with the proposed edits, leading with equity, borrowing additional equity language from another jurisdiction, and adding equity language to the evaluation criteria.
- (d) Chair Bahbah requested that group members provide staff with additional comments, and staff will distribute the cover letter and report.

**3. TODAG's Next Steps**

- (a) Chair Bahbah outlined the TODAG's draft presentation that is to be presented at the City Council study sessions on November 16, 2021, regarding TODAG's path forward.
- (b) Mr. Wung reviewed the intent of the presentation.
- (c) The Group discussed the Council sponsorship of TODAG, the scope seemingly focusing on the Dome area, staffing and resources, and appreciation for staff.

**COMMUNICATION ITEMS**

**1. Future Agenda Items**

- (a) Chair Bahbah outlined the potential future agenda items.

**2. New Business / Closing Comments**

- (b) Chair Bahbah proposed cancelling the November 15, 2021, and December 20, 2021, meetings.
- (c) The Group discussed keeping a meeting in December for a recap of the study session presentation and reviewing next steps, cancelling both meetings and sending a memo to the Group, and potentially having a special meeting.
- (d) The Group agreed to cancel the November 15, 2021, and December 20, 2021, meetings and having a special meeting on December 13, 2021.

**ADJOURNMENT**

The meeting was adjourned at 5:30 p.m.



**TODAG**

# **2021 Year-in-Review and 2022 Outlook**

City of Tacoma | TODAG | Planning and Development Services

**TODAG Meeting  
December 13, 2021**



# ●●● TODAG Accomplishments



- Progress Report No. 1 – TDLE Tacoma Dome Station Area Evaluation (Jun. 2020)
- Progress Report No. 2 – TDLE Portland Avenue Station Area Evaluation (Oct. 2021)
- Progress Report No. 3 – Tacoma TOD Toolkit (Oct. 2021)
- Letter of Comments – Puyallup Avenue Design Project (Feb. 2021)
- Joint Letter of Comments – ST Program Realignment (Apr. 2021)
- Major projects reviewed and activities conducted:
  - Walking Tour of Tacoma Dome Station Area
  - Roundtable on Portland Avenue Station Area
  - TOD Roundtable Series
  - Bus Rapid Transit Project
  - Quiet Zone

# Milestones of Major Projects



Yr	2020		2021			2022		
<b>TDLE</b>	<ul style="list-style-type: none"> <li>Station access outreach</li> </ul>	<ul style="list-style-type: none"> <li>Station access feedback</li> </ul>	<ul style="list-style-type: none"> <li>Prep for DEIS</li> </ul>			<ul style="list-style-type: none"> <li>DEIS</li> </ul>		
<b>BRT</b>	<ul style="list-style-type: none"> <li>60% Design Outreach</li> </ul>		<ul style="list-style-type: none"> <li>SEPA Determination</li> </ul>	<ul style="list-style-type: none"> <li>90% Design Outreach</li> <li>Finalize environmental review</li> </ul>		<ul style="list-style-type: none"> <li>Design</li> <li>Property acquisition</li> </ul>		
<b>Puyallup Ave.</b>	<ul style="list-style-type: none"> <li>Project review</li> <li>Outreach</li> </ul>	<ul style="list-style-type: none"> <li>Grant review</li> </ul>	<ul style="list-style-type: none"> <li>Concept alternative development</li> </ul>	<ul style="list-style-type: none"> <li>Coordinate with WSDOT</li> <li>Survey contract</li> <li>Design contract</li> </ul>		<ul style="list-style-type: none"> <li>Design/Permitting</li> <li>Outreach</li> <li>Pursue construction funding</li> </ul>		
<b>TODAG Reviews*</b>								

\* Indicating TODAG's reviews of the 3 major projects only; not showing other activities.

**We Are Here**

# Future Work Plan



## TODAG Work Plan for 2020-2021 and beyond:

### A. TODAG Review Items:

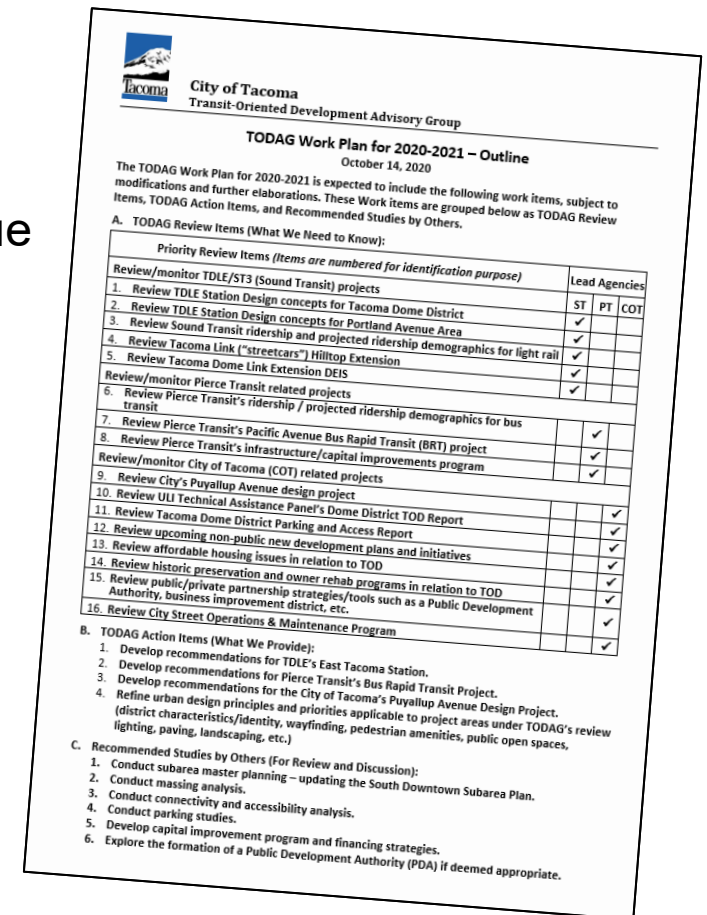
- TDLE, BRT, Stream System Expansion Study, Puyallup Avenue Design Project, and other TOD projects

### B. TODAG Action Items:

- Develop recommendations on projects
- Refine TOD Principles and Criteria for city-wide application

### C. Recommended Studies (for example):

- Station-area master planning
- Massing analysis
- Connectivity and accessibility analysis
- Parking studies
- Capital improvement program and financing strategies
- Potential formation of a Public Development Authority (PDA)





# ● ● ● TODAG's Outlook



## **In TOD implementation, TODAG can continue to:**

- Provide vision, value and means/platform
- Build consensus, momentum and status/credibility
- Expand knowledge base
- Bridge land use and transportation
- Promote equitable transit-oriented development
- Identify and recommend strategies, actions and projects
- Unique and broad membership, expertise and collaboration

# ●●● The Path Forward



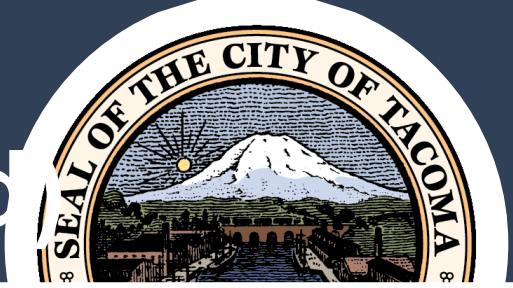
## The City Council is recommended to consider a resolution to:

1. Acknowledge the TODAG's accomplishments.
2. Approve the TODAG's Progress Report No. 3 – "Tacoma TOD Toolkit" as an implementation strategy of the One Tacoma Comprehensive Plan.
3. Authorize the TODAG to continue operating through the end of 2022 with the current membership structure and staffing support.
4. Clarify the TODAG's reporting protocol.

For example: "The TODAG's proposals shall be submitted to the City Council for consideration. Prior to such submittal, proposals shall be reviewed by the Planning Commission and the Transportation Commission, or their designated representatives, for consistency with the One Tacoma Comprehensive Plan."

(continued on the next side)

# ●●● The Path Forward (continued)



5. Reassess the TODAG's status in late 2022 as part of the development of the City's 2023-2024 Biennial Budget. The assessment should inform the decision for the potential reconstitution of the TODAG, and should include the following actions:
  - Reconfirm the City's needs for the TODAG;
  - Review and update the TODAG's scope of work;
  - Solidify membership structure by establishing composition and positions, number of members, eligibilities and qualifications, term limits, appointment process, and operating procedures;
  - Clarify departmental responsibilities for staffing support for the TODAG; and
  - Identify and allocate operating funds for the TODAG.



City of Tacoma  
Transportation Commission

November 10, 2021

Tacoma City Council  
747 Market Street, RM 1200  
Tacoma, WA 98402

Subject: Transit Oriented Development Advisory Group Resolution and Future

Dear Infrastructure, Planning, and Sustainability Committee,

As the Transit Oriented Development Advisory Group (TODAG) term ends, the Transportation Commission proposes continuing this work through a revised structure and mission. We recommend a permanent group: a joint TOD subcommittee made up of members from the Planning and Transportation Commissions. Because Transit Oriented Development (TOD) principals cross between Transportation and Planning disciplines, we believe this the best path forward to ensure the long-term evolution of Tacoma, and to ensure the success of meeting the goals laid out in the Transportation Master Plan and the One Tacoma Comprehensive Plan.

The Transportation Commission would like to thank the Transit Oriented Development Advisory Group (TODAG) for the hard work that the group and its city liaisons have accomplished over the past 24 months. TODAG has put in many hours to review major projects and explore different opportunities for the City of Tacoma.

TODAG was established by the Resolution 40303 on April 16, 2019, to specifically focus on three projects for a period of 24 to 30 months. Those are:

- Sound Transit's Tacoma Dome Link Extension (TDLE)
- Pierce Transit's Bus Rapid Transit (BRT)
- Puyallup Avenue/Complete Streets Improvement Project

The Transportation Commission has concerns that the TODAG was mostly from the Dome District, and thus the TODAG work was too narrowly focused on projects limited to that part of the city. While the Dome District is the largest multimodal hub in the region and is deserving of the city's TOD focus, we must also promote change in other parts of the city that will be host key investments: Pacific Avenue BRT, Hilltop and South 19<sup>th</sup> Street Tacoma Link Extensions, Sounder Stations, and other locations throughout the city where appropriate.

Further, the TODAG group did not explore alternative perspectives on development that can create additional pathways for investigation: zoning changes, road and lane reductions or eliminations, and how transit and road alignments would have supported future development. Instead, the group was overly focused on station design and location, which are two important considerations for future large projects, but not the only considerations. The exclusive focus on the Dome District denied the city a broad lens with which to evaluate and embrace TOD tenets across all areas of Tacoma.

The Transportation Commission is also concerned that the TODAG group was focused on two areas that are frequently contrary to TOD goals: preserving parking spaces (especially free

spaces) and ensuring the easy passage of freight traffic. TODAG prioritized these items over increasing multimodal connections and denser communities near existing transit hubs, places where more people should be encouraged to live and work. While these discussion points are relevant for the industrial zone near the Tacoma Dome, they do not have priority over people, and they will not be as important in a successful citywide TOD program.

Again, the Transportation Commission proposes a permanent, joint TOD subcommittee made up of members from the Planning and Transportation Commissions. We envision the joint TOD subcommittee will be structured as follows:

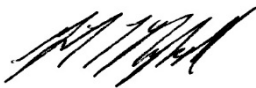
- Two or three members from both the Transportation Commission and Planning Commission.
- Support by a minimum of two staff members from the City
  - Public Works Staff Member
  - Planning and Development Services Staff Member
- Invite staff from Sound Transit and Pierce Transit to serve as liaisons to the group
- Scope to include the entire city and not be limited to single subject projects
- Scope to include such items (but not limited to) zoning, parking minimums, development goals and policies that support further TOD in our city
- The work product of the subcommittee will be to identify documents, regulations, and policies that need to be updated by either Commission or the city to ensure a successful TOD process
- The joint TOD subcommittee will work through each commission to ensure any changes identified are consistent and congruent with the One Tacoma Comprehensive Plan—or identify sections where the comprehensive plan needs to be amended

This future subcommittee would have roots in two relevant disciplines as Tacoma refines the One Tacoma Plan. It would be able to pool resources and knowledge to ensure that Tacoma successfully manages its intensifying and sustained growth. This subcommittee would also better reflect a citywide view as both commissions are comprised of residents from throughout the city.

Tacoma has numerous other areas beyond the Dome District that need TOD to be successful. A joint TOD subcommittee would have the resources, expertise, knowledge, and experience to address them effectively. There exists an oversight need for all of Tacoma and its many bike, pedestrian, and transit assets, and how they interplay with our ongoing and future growth.

We firmly believe a joint TOD subcommittee would be the best path to success.

Sincerely,



Gerrit Nyland  
Transportation Commission Chair

CC:  
City Manager  
Planning Commission  
Planning and Development Services Director  
Public Works Director



## RESOLUTION NO. 40889

1 BY REQUEST OF MAYOR WOODARDS AND COUNCIL MEMBER THOMS  
2 A RESOLUTION extending the Transit Oriented Development Advisory Group  
3 through December 31, 2022.

4 WHEREAS the Transit Oriented Development Advisory Group ("TODAG")  
5 was established by Resolution No. 40303 on April 16, 2019, to make  
6 recommendations on various projects impacting regional and local public  
7 transportation facilities in Transit Oriented Development areas, with proposals to  
8 be forwarded and reviewed by the Transportation Commission for concurrence  
9 with adopted transportation and land use plans and policies, and  
10

11 WHEREAS, at that time, a 24-30 month operating schedule was assumed,  
12 and

13 WHEREAS this resolution formally acknowledges the hard work of TODAG  
14 and its accomplishments, and

15 WHEREAS TODAG has provided the City Council with its Progress Report  
16 No. 3 – "Tacoma TOD Toolkit," and the City Council desires to extend TODAG  
17 through December 31, 2022, to allow it to work collaboratively with the Planning  
18 Commission, Transportation Commission, Bicycle Pedestrian Technical Advisory  
19 Group, and other appropriate stakeholders to maintain the report, making it an  
20 implementation strategy of the One Tacoma Comprehensive Plan, and  
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22 WHEREAS TODAG's 2022 meeting schedule shall be limited to allow for  
23 continued support of its efforts without allocating additional funding, and  
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WHEREAS TODAG’s membership structure and recruitment/appointment process for members were not explicitly set forth in Resolution No. 40303, and the following initial membership representations were established by staff in 2019, based on broad community outreach and consultation:

- Architectural and Urban Design Community;
- Development Community;
- Affordable Housing Community (vacant);
- Transit Community;
- Tacoma Dome District Businesses and/or Residents;
- Pacific Avenue Corridor Businesses and/or Residents (vacant);
- Transportation Commission;
- Planning Commission;
- Puyallup Tribe/Lower Portland District;
- Active Transportation and Accessibility for All;
- Freight/East Foss Industrial Community;
- Hilltop (vacant); and
- East Tacoma (vacant), and

WHEREAS, over time, the “Hilltop” and “East Tacoma” positions were vacated and left off of the list of positions; of the 11 remaining positions, there are currently 15 members, as some positions are occupied by more than one individual, and

WHEREAS, by this resolution, the Hilltop and East Tacoma positions shall be reinstated as vacant positions, and staff will work to fill all vacant positions in 2022 with the intent to add diversity and enhance equity in the current membership, and



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WHEREAS the City Manager shall review and provide recommendations related to the following items in 2022, prior to City Council consideration of making TODAG a permanent advisory group for the City of Tacoma:

- Clarify TODAG’s reporting protocol, and specifically review how this group overlaps with other groups, including the Transportation Commission, Planning Commission, and the Bicycle Pedestrian Technical Advisory Group. This consideration should include recommendations from the Transportation Commission to Council in its November 10, 2021, letter titled “Transit Oriented Development Advisory Group Resolution and Future”;
- Solidify membership structure and application process, and consider how the structure can reflect geographic and racial diversity reflective of the Tacoma community;
- Broaden the scope of the work to reflect a more citywide focus; and
- Identify options for operating funds and more permanent staff support for the group, and

WHEREAS the decision regarding the future of TODAG should be made in coordination with the development of the 2023-2024 biennial budget in order to ensure a permanent funding structure, should the group be made permanent; Now, Therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

Section 1. That the City Manager is directed to extend the Transit Oriented Development Advisory Group (“TODAG”) through December 31, 2022.

Section 2. That the City Manager is further directed to review and provide recommendations related to the following items in 2022, prior to City Council consideration of making TODAG a permanent advisory group for the City of Tacoma, in coordination with development of the 2023-2024 biennial budget:





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- Clarify TODAG’s reporting protocol, and specifically review how this group overlaps with other groups, including the Transportation Commission, Planning Commission, and the Bicycle Pedestrian Technical Advisory Group. This consideration should include recommendations from the Transportation Commission to Council in its November 10, 2021, letter titled “Transit Oriented Development Advisory Group Resolution and Future”;
- Solidify membership structure and application process, and consider how the structure can reflect geographic and racial diversity reflective of the Tacoma community;
- Broaden the scope of the work to reflect a more citywide focus; and
- Identify options for operating funds and more permanent staff support for the group.

Section 3. That the City Manager is further directed to work to fill all vacant positions in 2022 with the intent to add diversity and enhance equity in the current membership.

Adopted \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:  
  
\_\_\_\_\_  
City Clerk

Approved as to form:  
  
\_\_\_\_\_  
City Attorney



**TODAG Work Plan for ~~2020-2021~~ – Outline 2022 and Beyond**

~~October 14, 2020~~ December 13, 2021

The ~~TODAG~~ This Work Plan ~~for 2020-2021 is expected to include the following work items,~~ of the Transit-Oriented Development Advisory Group (TODAG) was originally developed in June 2020 and subsequently updated in October 2020 and December 2021, and is subject to modifications and further elaborations. ~~These~~ Work items are grouped below as TODAG Review Items, TODAG Action Items, and Recommended Studies by Others.

**A. TODAG Review Items (What We Need to Know):**

Priority Review Items <i>(Items are numbered for identification purpose)</i>	Lead Agencies		
	ST	PT	COT
<b>Review/monitor TDLE/ST3 (Sound Transit) projects</b>			
1. Review TDLE Station Design concepts for Tacoma Dome District	✓		
2. Review TDLE Station Design concepts for Portland Avenue Area	✓		
3. Review Sound Transit ridership and projected ridership demographics for light rail	✓		
4. Review Tacoma Link (“streetcars”) Hilltop Extension	✓		
5. Review Tacoma Dome Link Extension DEIS	✓		
<b>Review/monitor Pierce Transit related projects</b>			
6. Review Pierce Transit’s ridership / projected ridership demographics for bus transit		✓	
7. Review Pierce Transit’s Pacific Avenue Bus Rapid Transit (BRT) project		✓	
8. Review Pierce Transit’s infrastructure/capital improvements program		✓	
<b>Review/monitor City of Tacoma (COT) related projects</b>			
9. Review City’s Puyallup Avenue design project			✓
10. Review ULI Technical Assistance Panel’s Dome District TOD Report			✓
11. Review Tacoma Dome District Parking and Access Report			✓
12. Review upcoming non-public new development plans and initiatives			✓
13. Review affordable housing issues in relation to TOD			✓
14. Review historic preservation and owner rehab programs in relation to TOD			✓
15. Review public/private partnership strategies/tools such as a Public Development Authority, business improvement district, etc.			✓
16. Review City Street Operations & Maintenance Program			✓

**B. TODAG Action Items (What We Provide):**

1. Develop recommendations for TDLE’s East Tacoma Station.
2. Develop recommendations for Pierce Transit’s Bus Rapid Transit Project.
3. Develop recommendations for the City of Tacoma’s Puyallup Avenue Design Project.
4. Refine urban design principles and priorities applicable to project areas under TODAG’s review (district characteristics/identity, wayfinding, pedestrian amenities, public open spaces, lighting, paving, landscaping, etc.)

**C. Recommended Studies by Others (For Review and Discussion):**

1. Conduct subarea master planning – updating the South Downtown Subarea Plan.
2. Conduct massing analysis.
3. Conduct connectivity and accessibility analysis.
4. Conduct parking studies.
5. Develop capital improvement program and financing strategies.
6. Explore the formation of a Public Development Authority (PDA) if deemed appropriate.