



## **MINUTES**

(Approved on April 19, 2023)

**MEETING:** Regular Meeting (hybrid)

**DATE/TIME:** Wednesday, December 7, 2022, 5:00 p.m.

**PRESENT:** Christopher Karnes (Chair), Andrew Strobel (Vice-Chair), Morgan Dorner, Robb Krehbiel, Brett Marlo, Matthew Martenson, Brett Santhuff, Anthony Steele, Alyssa Torrez

**ABSENT:** N/A

### **A. Call to Order**

Chair Karnes called the meeting to order at 5:00 p.m. A quorum was declared.

Chair Karnes read the Land Acknowledgement.

### **B. Approval of Agenda**

*Commissioner Krehbiel moved to approve the agenda as submitted. Commissioner Steele seconded the motion. The motion passed unanimously.*

### **C. Approval of Minutes**

There were no meeting minutes to approve.

### **D. Public Comments**

Lihuang Wung, Senior Planner, reported that one comment was received regarding the Urban Design Review Program.

### **E. Disclosure of Contacts**

There were no disclosures of contacts.

### **F. Discussion Items**

#### **1. Capital Facilities Program (CFP) Update**

Nick Anderson, Office of Management and Budget, provided an update on the 2023-2024 Capital Budget and CFP process review, including planning documents, how a project gets into the CFP, roles, 2023-2028 CFP adopted projects, projects by section, projects by tier, the Planning Commission recommendation, Capital Budget highlights and challenges, and next steps.

Discussion ensued regarding a review of prioritization and evaluation criteria for projects, opportunity for the Planning Commission to provide initial prioritization input, a structural deficit in terms of meeting capital facilities requirements, and if there is a tracking method of aging projects.

Commissioners Santhuff and Steele expressed interest in serving on the Facility Advisory Committee.

#### **2. McKinley Neighborhood Plan**

Lauren Hoogkamer, Principal Planner, and Anneka Olson, Senior Planner, introduce Sophia Agtarap, community member.

Together, they provided an update on the McKinley Neighborhood Planning process and the draft recommendations, including Neighborhood Planning Program background; coordination and alignment;

program objectives; partners; project elements and prioritization; the McKinley Steering Group schedule; outreach; highlights from the McKinley Neighborhood Fair, community booster voting, Social Pinpoint, and language access; plan goals; an outline of the draft plan; and next steps.

Discussion ensued throughout regarding the business district vitality plan goal; engaging the Puyallup Tribe, VFW, and farmers markets; mapping and photos; strengthening the historic resources section; engagement with Metro Parks; safety concern; the development actions map and if there are any proposed zoning changes; maintaining and replacing amenities; tree retention and adding numbers to tree canopy increase goal; and partnership with Pierce Transit.

The Planning Commission recessed at 6:21 p.m. and reconvened at 6:26 p.m.

### **3. Urban Design Review Program**

Stephen Antupit, and Carl Metz, presented an overview of the Urban Design Review Program, including program elements, the review thresholds, review processes, program comparisons, the Urban Design Review Board composition, and next steps.

The Commission discussed board composition and member expertise, the value of the board, the ideal number of projects for the board to review, the board's role and timing of their review, providing a poll to the commissioners for feedback on the questions, location-based criteria, exemptions for certain uses, and review thresholds.

### **G. Upcoming Meetings (Tentative Agendas)**

(1) December 21, 2022 (hybrid) meeting – cancelled.

(2) Agenda for the January 4, 2022 (hybrid) meeting includes:

- 2023 Amendment - Delivery-Only Businesses
- 2023 Amendment - Commercial Zoning Update
- Planning Commission Annual Report and Work Program Update

(3) Agenda for the January 18, 2022 (hybrid) meeting includes:

- Pacific Avenue Corridor Subarea Plan & EIS (“Picture Pac Ave”) – Workshop
- Urban Design Review Program
- 2024 GMA Update

### **H. Communication Items**

The Commission acknowledged receipt of communication items on the agenda.

Brian Boudet, Planning Manager, informed the commission of the following:

- The Infrastructure, Planning, and Sustainability Committee finalized their discussion on the South Tacoma Groundwater Protection District moratorium and forwarded a recommendation to the City Council.
- The Transit-Oriented Development Advisory Group, as it is, has sunset and forwarded its recommendations to the City Manager concerning whether the group should continue to operate in 2023 and beyond.
- Stephen Atkinson, Principal Planner, will serve as Planning Commission Liaison.

### **I. Adjournment**

The meeting was adjourned at 7:51 p.m.

*\*These minutes are not a direct transcription of the meeting, but rather a brief capture. For full-length audio recording of the meeting, please visit:*  
[http://www.cityoftacoma.org/government/committees\\_boards\\_commissions/planning\\_commission/agendas\\_and\\_minutes/](http://www.cityoftacoma.org/government/committees_boards_commissions/planning_commission/agendas_and_minutes/)