




PRESENTATION(S)

Meeting on May 1, 2024

<u>Agenda Item(s)</u>	<u>Page</u>
1. 2025-2030 Capital Facilities Program Process (PowerPoint slides for Discussion Item F1)	3 – 20
2. Permitting Level of Service and Public Notice Code Amendment (PowerPoint slides for Discussion Item F2)	21 – 28
3. Planning Commission Work Program – Mid-Cycle Update; Planning Commission Meeting Operations – Review (PowerPoint slides for Discussion Item F3)	29 – 42

 The City of Tacoma does not discriminate on the basis of disability in any of its programs, activities, or services. To request this information in an alternative format or to request a reasonable accommodation, please contact the Planning and Development Services Department at (253) 905-4146 (voice) or 711 (TTY) before 5:00 p.m., on the Monday preceding the meeting.

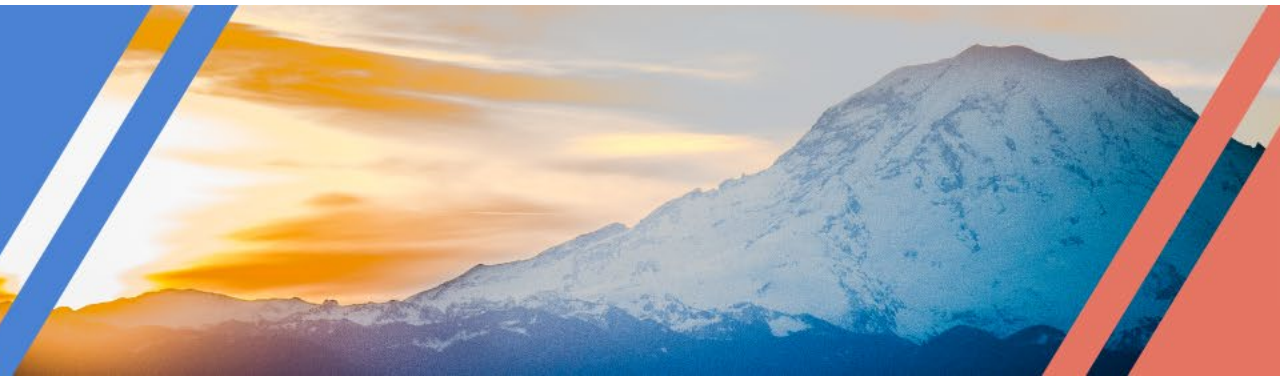
¿Necesitas información en español? Cần thông tin bằng tiếng Việt? 한국어로 정보가 필요하십니까? ត្រូវការព័ត៌មានជាភាសាខ្មែរ?
 Нужна информация на русском? Потрібна інформація українською мовою? 📞 Contact TacomaFIRST 311 at (253) 591-5000.

Planning Commission Capital Facilities Plan

May 1, 2024

2025-2026 CITY OF TACOMA

**BIENNIAL OPERATING
& CAPITAL BUDGET**



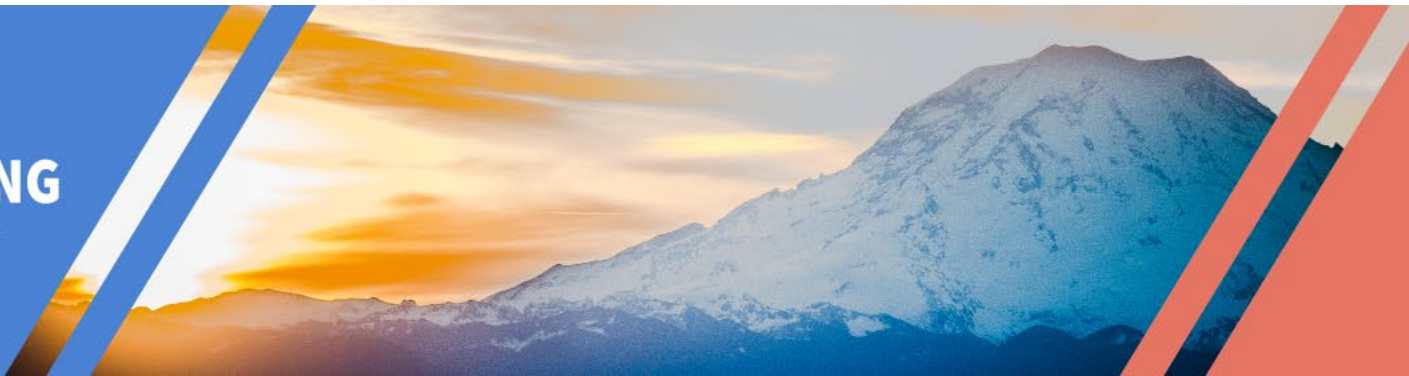
Agenda

- What is the CFP?
- Capital Planning Solar System
- Transportation Commission Review
- Planning Commission Role
 - Goals in Public Facilities Component
 - Implementing Actions
- 2024 Process
 - Updates
 - Past Practice
 - In Your Packet

What is the CFP?

2025-2026 CITY OF TACOMA

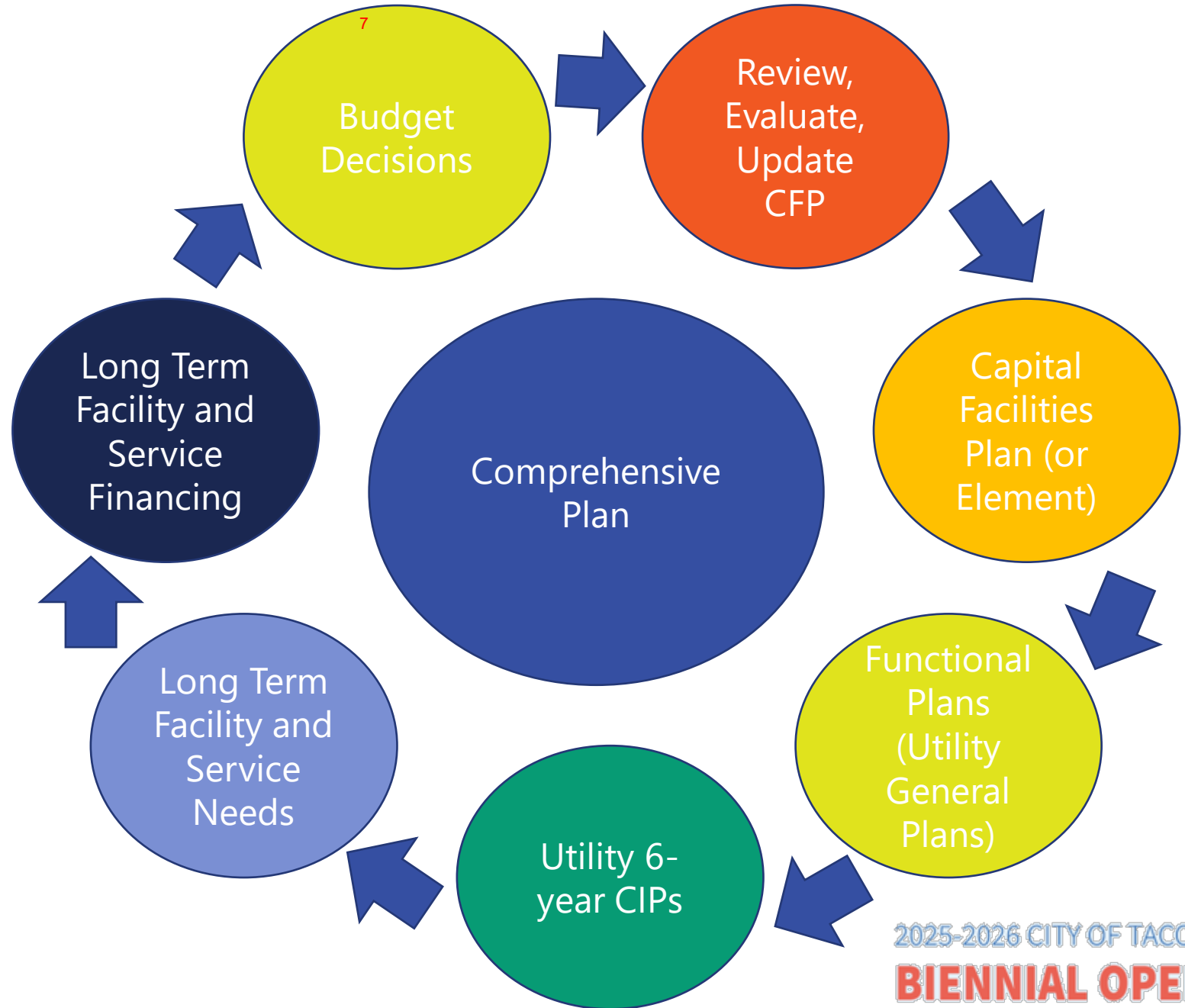
**BIENNIAL OPERATING
& CAPITAL BUDGET**



Capital Facilities Plan

- Required by the Growth Management Act (GMA)
- Must Include:
 - Inventory of existing capital facilities
 - Forecast of future needs
 - Proposed locations of expanded or new capital facilities
 - 6-year financial plan that clearly identifies public funds
 - Level of Service Standards (from Comprehensive Plan)
- Current CFP is incorporated into the [2023-2024 Budget Book](#)

Capital Planning Solar System



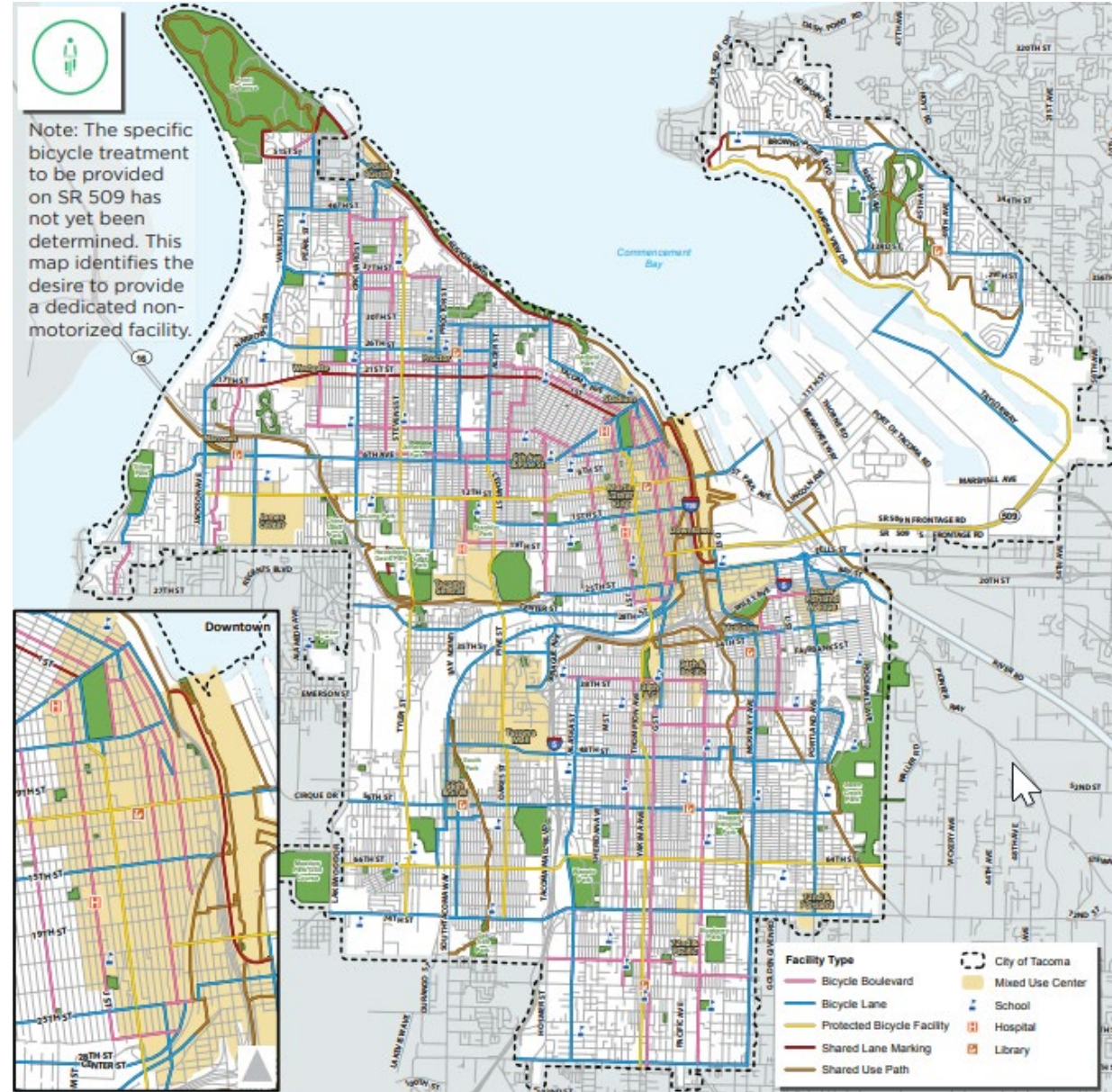
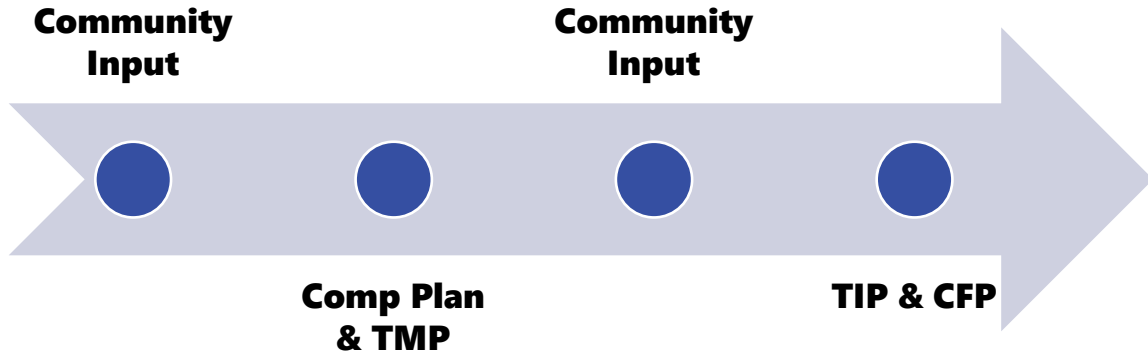
2025-2026 CITY OF TACOMA

**BIENNIAL OPERATING
& CAPITAL BUDGET**

CFP Roles

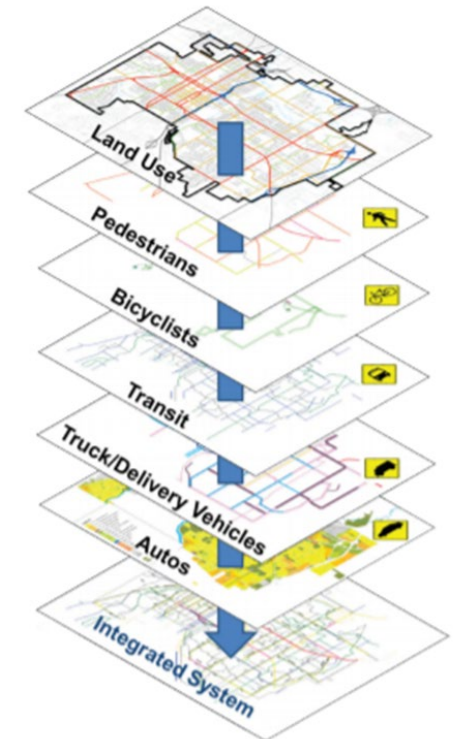
- Staff
 - Reviews Level of Service standards, with subject matter experts and public input (adopted in Comprehensive Plan)
 - Develops project proposals
- Planning Commission (CFP) and Transportation Commission (TIP)
 - Ensures alignment with Comprehensive Plan/Transportation Master Plan
 - Guides project list through Comprehensive Plan lens
- City Manager
 - Proposes allocation of available funding, balancing a variety of input sources
- City Council
 - Approves TIP, CFP documents
 - Approves project funding through the Capital Budget Ordinance

Transportation Commission Review



Criteria Questions (TIP & CFP)

- Does a project improve the equitable access to public facilities and services?
- Does the project align with Tacoma 2025 or other City priorities?
- Does the project have a high-level of support?
- Does the project support the adaptation of climate change?
- Does the project support GMA? Is it in a mixed-use center?
- Does the project address public health or safety concern?
- Is the project required or mandated by law?
- Is the project substantially (75%+) funded by non-City sources?
- Is the project financially responsible (leverages city funds, reduces operating costs, avoids future costly deficiencies)?



THE LAYERED NETWORK CONCEPT
Source: Institute of Transportation Engineers, 2011

Planning Commission Role

- **Comprehensive Plan**
 - Public Facilities Element
 - Level of Service Standards
 - Criteria Questions
 - Currently in update process: Opportunity to update goals, vision
- Evaluate Draft Project List vis-à-vis Comprehensive Plan
- Provide Recommendations on Process
- Provide Observations on List
 - Is anything missing?
 - Are there improvements?

Public Facilities Component of Comprehensive Plan: Goals

- **Goal PFS-1**: Provide public facilities and services necessary to support existing and new development envisioned in the Urban Form Element
- **Goal PFS-3**: Collaborate with regional partners to site essential public facilities in an equitable and practical manner
- **Goal PFS-4**: Provide public facilities that address past deficiencies, particularly those in underserved areas, meet the needs of growth, and enhance the quality of life through acceptable level of service and priorities.
- **Goal PFS-6**: Ensure that planned public facilities are financially feasible.
- **Goal PFS-7**: Design, locate and provide public facilities with features and characteristics that support the environment, energy efficiency, aesthetics, technology innovation, cost-effectiveness, livability, sustainability, and equity.
- **Goal PFS-8**: Equitably maintain public facilities so that they are reliable, functional, safe, sanitary, clean, attractive, and financially sustainable.

Source: [1-9PublicFacilitiesServices.pdf \(cityoftacoma.org\)](#)

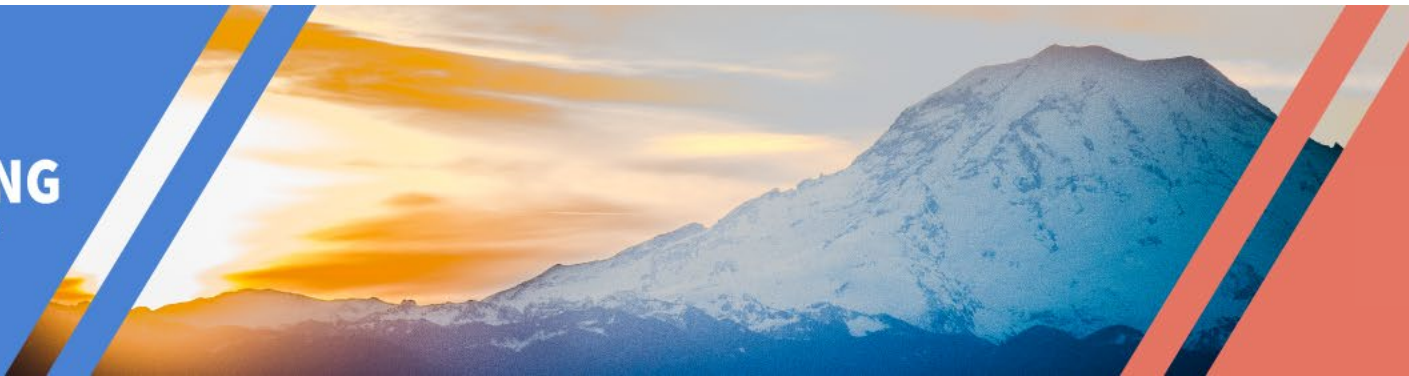
Implementing Actions

- Tacoma Fire Department Facilities Master Plan
- Facilities Decarbonization Study
- Library Location Studies
- Facility Advisory Committee (FAC)
- Streets Initiative Funding and Projects
- Stormwater and Sanitary Sewer (Wastewater) Projects in Conjunction with Streets Initiative

2024 Capital Facilities Plan

2025-2026 CITY OF TACOMA

**BIENNIAL OPERATING
& CAPITAL BUDGET**



2024 Process: Updates

- Facility Advisory Committee (FAC)
 - Public Engagement Process (2023)
 - Helped Craft Prioritization of City-Owned Facilities
 - Participation by Commissioners Steele and Santhuff
 - Guiding prioritization for facilities in CFP process
- Mapping
 - Planning Commission Request
 - Available at [Capital Projects - City of Tacoma](#)
- Proposed Project List will shift to facility-level to align with mapping

FAC webpage: www.cityoftacoma.org/facilityimprovement

Past Practice

- Tier System
- Designed as a Prioritization System
- Questions answered and explanations provided by Project Managers
- Unclear Efficacy of Tier System as Prioritization or Commission Evaluation Tool
- Consider Criteria Questions and Public Facilities Element

In Your Packet

Now

- Facility Inventory
 - From 23-24 Update
 - Maps Included
 - Departments in Process of updating
- Public Facilities Element of Comprehensive Plan [\[Link\]](#)
- Previous Transmission Letter

Next Time

- Draft Project List
 - Project Title
 - Project Location
 - Council District(s)
 - Estimated Cost
 - Preliminary Map ([Capital Projects - City of Tacoma](#))
 - Project Description
 - FAC Ranking, if applicable

2024 Process: Calendar and Next Steps

Date	Action	Venue
March 20, 2024	Introduction to Capital Facility Plan	Planning Commission
May 1, 2024	Continued CFP Process Conversation	Planning Commission
May 15, 2024	Review Draft CFP Project List and Set Public Hearing Date	Planning Commission
June 5, 2024	Public Hearing on Full CFP List	Planning Commission
July 17, 2024	Debrief on Review Process, Finalize Transmission Letter to City Manager	Planning Commission
July-August	City Manager Review of Capital Budget Requests	City Manager's Office
September	Craft Draft CFP Document	Office of Management and Budget
October	Review CFP Document, Proposed Capital Budget	City Council
November	Adoption of CFP, Capital Budget	City Council

IA

**BIENNIAL OPERATING
& CAPITAL BUDGET**

Planning Commission Capital Facilities Plan Overview

May 1, 2024

2025-2026 CITY OF TACOMA

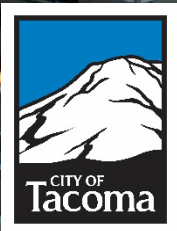
**BIENNIAL OPERATING
& CAPITAL BUDGET**



Permitting Level of Service and Public Notice Code Amendment

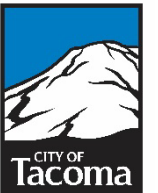
Planning Commission Meeting
May 1, 2024

Jana Magoon, Current Planning Division Manager
Planning and Development Services Department



AGENDA

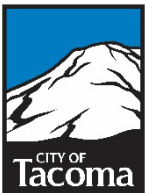
- Background
- Draft Code for TMC 13.05: Levels of Service and Public Notice
- Action Requested: Release Public Review Document and Schedule Public Hearing
- Next Steps



BACKGROUND

Bills Adopted in 2023 State Legislative Session Necessitating Proposed Code Changes

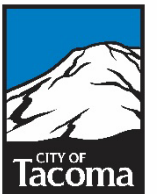
- **Substitute Senate Bill 5290**
 - Mandates new level of service for Land Use permits
 - Provides exceptions to days counting towards level of service
 - Imposes financial penalties for exceeding level of service
 - Goes into effect January 1, 2025
- **Substitute House Bill 1107**
 - Requires public notice to include *start* and end date of comment period
 - Goes into effect on June 6, 2024



DRAFT CODE — LEVEL OF SERVICE

Changes to TMC Chapter 13.05 – Land Use Permits and Procedures

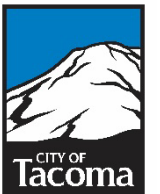
- **New levels of service:**
 - Permits with no public notice, final decision in 65 days
 - Permits with public notice, final decision in 100 days
 - Permits with hearing, final decision in 170 days
 - Include exceptions
- **Modify purpose of pre-application to facilitate better applications**
- **Include new payment deadline date/s**



DRAFT CODE — PUBLIC NOTICE

Changes to TMC Chapter 13.05 – Land Use Permits and Procedures

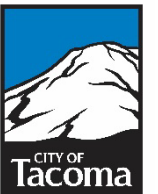
- Include start date for public comment on all public notices
- Goes into effect on June 6, 2024
- City in process of updating public comment notice now



ACTION REQUESTED

Staff requests that the Planning Commission:

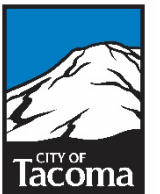
- Release draft code and staff analysis for the public review
- Schedule Public Hearing for June 5, 2024

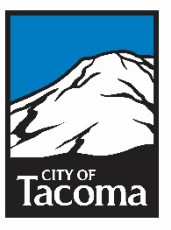


NEXT STEPS

Date	Actions
May 1, 2024	Planning Commission Review; Propose Public Release and Public Hearing
June 5, 2024	Planning Commission Public Hearing
June 26 or July 3	Planning Commission Debrief and Recommendation for City Council Review
Aug-Dec. 2024	City Council Process (Review, Public Hearing, Adoption of Ordinance)

- June/July 2024: Transferring this work to Shanta Frantz and Adam Nolan





Work Program Update 2023-2025

Planning Commission
May 1, 2024

Brian Boudet, Planning Manager
Planning and Development Services Department

AGENDA

- Work Program (2023-2025): Mid-Cycle Status Update
- Recent Commission Feedback



REPORTING REQUIREMENT

Duties and responsibilities (TMC 13.02.040)

The Planning Commission is hereby vested with the following duties and responsibilities:

.....

L. To develop the work program for the coming year in consultation with the City Council and provide an annual report to the City Council regarding accomplishments and the status of planning efforts undertaken in the previous year.



REPORTING SCHEDULE

Date	Actions
November 2023	Report Completed – Planning Commission
December 2023	Report Concurred – IPS
May 1, 2024	Mid-Cycle Check-in – Planning Commission
TBD	Mid-Cycle Check-in – IPS
August/Sept. 2024	Annual Report and Work Program (2024-2026)



WORK PROGRAM STATUS UPDATE 2023-2025



SOURCES

- Previous Work Program
- Previously postponed projects
- Mandates (state, regional, and local)
- City Council initiatives and actions
- Planning Commission feedback and suggestions
- One Tacoma Comprehensive Plan High Priority Implementation Measures
- Feedback, requests, or applications from citizens and stakeholders



PLANNING AND DEVELOPMENT PROCESS

Planning

Establishing Community Vision and Priorities

Outcome:
Plans, Policies, Goals

Key Participants:
Council, Advisory Commissions, Community, Staff



Outcome:
Codes addressing Building, Zoning, Infrastructure, Environment, etc.

Key Participants:
Council, Advisory Commissions, Community, Staff



Code Development

Establishing community standards

Permit Review

Ensuring a proposal's consistency with community standards

Outcome:
Development Permits

Key Participants:
Applicant, Staff, Community (as appropriate)



Outcome:
Completed Project

Key Participants:
Builder, Staff



Construction

Inspecting to ensure a project's consistency with approved permits



KEY PROJECTS IN 2024

Project	Expected Completion
Proctor Neighborhood Plan	Adopted Feb. 2024
Historic Districts Moratorium (Res. 41226)	Adopted April 2024
Design Review Program	Spring 2024
Home in Tacoma – Phase 2 (<i>includes Res. 41259</i>)	Fall 2024
<i>Permit Level of Service Code Update (SB-5290, HB-1105)</i>	<i>Fall 2024</i>
2025-2030 Capital Facilities Program	Fall 2024
South Tacoma Groundwater District Moratorium (renewal)	Fall 2024

KEY PROJECTS IN 2025

Project	Expected Completion
South Tacoma Neighborhood Plan	Winter 2025
Pacific Avenue Subarea Plan – “Picture Pac Ave”	Winter 2025
Tideflats Subarea Plan & EIS	Spring 2025
<i>Historic Districts Code Update</i>	<i>Spring 2025</i>
GMA Comp Plan Periodic Update	<i>Spring 2025</i>
South Tacoma GPD – Phase 2 (Code Update)	<i>Spring 2025</i>
<i>Neighborhood Plan Program Evaluation</i>	<i>Spring 2025</i>
Cushman/Adams Reuse Study	Summer 2025

OTHER PROJECTS *(PRELIMINARY/POTENTIAL)*

Special Needs Housing/Enhanced Services Facilities – Code Update (Res. 41311)

Marijuana Retail Social Equity Program – Code Update (SB-5080)

Parking Update (Reduced Parking Area, refinements along expanded light rail)

Rendering Plant Prohibition – Private Code Amendment (pending complete app.)

Health Impact Assessments (based on completion and review of pilot)

Home in Tacoma Project – Implementation and Refinement

Key Implementation Projects from GMA Comp Plan Update (i.e. Commercial Zoning)

South Tacoma Economic Green Zone – Subarea Plan (pending budget)

Additional Neighborhood Plans (pending budget)

Private Comp Plan Amendments? – Application Deadline 7/31/2025



RECENT COMMISSION FEEDBACK



COMMISSION FEEDBACK

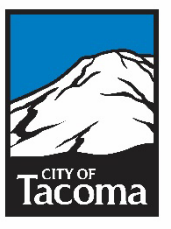
- Coordination with other groups
- Commission meetings
- Meeting preparation
- Staff presentations
- Outreach/Engagement
- Other issues



PLANNING COMMISSION BYLAWS

- Any potential changes?





Work Program Update 2023-2025

Planning Commission
May 1, 2024

Brian Boudet, Planning Manager
Planning and Development Services Department