



## **MINUTES**

(Approved on 2-19-2020)

**TIME:** Wednesday, February 5, 2020, 5:00 p.m.

**PLACE:** Council Chambers, 1<sup>st</sup> Floor, Tacoma Municipal Building  
747 Market Street, Tacoma, WA 98402

**PRESENT:** Anna Petersen (Chair), Jeff McInnis (Vice-Chair), Ryan Givens, Brett Santhuff, Alyssa Torrez

**ABSENT:** Carolyn Edmonds, David Horne, Christopher Karnes, Andrew Strobel

### **A. CALL TO ORDER AND QUORUM CALL**

Chair Petersen called the meeting to order at 5:03 p.m. A quorum was declared.

### **B. APPROVAL OF AGENDA AND MINUTES**

The agenda for the meeting was approved; and the minutes for the January 15, 2020, meeting was approved as submitted.

### **C. PUBLIC COMMENTS**

None.

### **D. DISCUSSION ITEMS**

#### **1. Residential Infill Pilot Program 2.0**

Mesa Sherriff, Planning Services Division, provided an overview of the project and next key steps, noting that he would explain the duplex type in more details on account of the discussion from the January 15, 2020, meeting. He proceeded to go over the four proposed project types: Two-Family Housing in the R-2 Zone, Multi-Family Housing in the R-2 and R-3 Zone, Cottage Housing in all except HMR-SRD, and Density-Base Housing in all Residential Zones.

Mr. Sherriff presented photos of duplexes that had been built in the community, with entrances facing difference facades and both facing the same one. Chair Petersen was concerned about the proposed language, as it might cause people to follow the existing examples rather than to get creative with the design. Additional discussion from the Commission centered on the guidelines for duplex entrances. Consequently, the Commission gave head nods consenting to include the idea of duplex-looking designs in the public review materials.

In regards to the Density-Based Housing, Brian Boudet, Planning Division Manager, asked for input from the Commission about the name of the housing type, specifically whether there was any interest or desire to label it differently. A number of Commissioners agreed that it was hard to find a name that would correctly capture the housing type and be easily understandable to laypeople. Commissioner Torrez suggested providing additional explanation and examples to help people better understand the concept. Also discussed was the language and method to calculate the unit factors in Density-Based Housing type, especially the distinction between a combination of a duplex (1.5 units) with a Detached Accessory Dwelling

Unit (0.5 units) vs. a combination of a detached unit (1 unit) with an Accessory Dwelling Unit (0.5 units) and a Detached Accessory Dwelling Unit (0.5 units).

Vice-Chair McInnis made a motion to approve the packet to move forward for public hearing on March 4, 2020, with the changes discussed at the meeting.

Commissioner Torrez seconded the motion. It passed unanimously.

## 2. 2020 Annual Amendment – Minor Plan and Code Amendments

Lihuang Wung, Planning Services Division, indicated that the Minor Plan and Code Amendments was one of the applications for the 2020 Annual Amendment to the Comprehensive Plan. For this meeting, he would review the scope of work, draft issues, proposed amendments, and next steps. Then on March 18, 2020, Mr. Wung would return to the Commission to continue the discussion and answer any questions that might not have been fully addressed.

The Minor Plan and Code Amendments was a packet of minor technical revisions to the Comprehensive Plan, primarily to the Land Use Code. Staff had identified thirty issues and developed proposed amendments for fifteen of them. Mr. Wung would cover eight of those issues and their respective proposed amendment at this meeting. He, then, moved on to explain each of the issues below (issue numbers corresponding to those in the staff report as included in the agenda packet):

#	Subject	Sections	Objective
7.	Definition of “Lot”	13.06.700.L	Resolve discrepancy
11.	VSD Footnotes in Parking Code	13.06.510, Table 1	Avoid confusion
12.	Long-Term Bike Parking Dispersement	13.06.512.D.4	Enhance provision
16.	DADU Height	13.06.150.D.3.b(1)	Clarify intent
17.	Site Approval Applicability	13.06.660.C	Improve language
21.	Building Face Orientation	13.06.501.C.7.b	Enhance provision
26.	Decision on Rezone Applications	13.05.010.J.3	Correct inconsistency
27.	Tacoma-Fife Boundary Line Adjustments	13.06	Update information

The Commission provided comments on a number of issues as Mr. Wung went through them.

- #7 – Definition of “Lot:” Chair Petersen was concerned that the proposed language would create a loophole in the code. Commissioner Givens also expressed concern in regards to legally nonconforming lots, and pointed out a “tract” was typically for utilities. Vice-Chair McInnis questioned if the revised definition would only apply to new lots, or existing ones would have to be redefined.
- #12 – Long-Term Bike Parking Dispersement: Chair Petersen wanted to have the long-term bike parking closer than or as close to the building as the car parking. Commissioner Santhuff requested staff to provide the definition of long-term parking for future discussion.
- #21 – Building Face Orientation: Commissioner Givens suggested replacing the term “dwellings” in the proposed language with “buildings.”

Comments were also provided for the remaining 22 issues that were included in the agenda packet but not in the presentation.

## **E. TOPICS OF THE UPCOMING MEETING**

- 1) 2020 Annual Amendment – Heidelberg-Davis Land Use Designation
- 2) Public Scoping Hearing - @Home in Tacoma – AHAS Planning Actions 2020-2021

## **F. COMMUNICATION ITEMS**

The Commission acknowledged receipt of communication items on the agenda.

Stephen Atkinson updated the Commission on the Tideflats Subarea Work Plan. The Tideflats Advisory Group would have their first meeting on February 20, 2020, to go over roles and responsibilities, and the overview of the process. Their second meeting would be on March 12, 2020, to discuss the Community Engagement Plan. Mr. Atkinson also indicated that the Tideflats Subarea Plan was tentatively on the agenda for the Commission meeting on March 4, 2020.

Commissioner Givens reported to the Commission regarding the Transit-Oriented Development (TOD) Advisory Group. Most of their work had been primarily to gather baseline data. They had also recently elected Co-Chairs, and would subsequently discuss their direction as well as objectives. Regarding the station locations for the Tacoma Dome Link Extension, Commissioner Givens stated that the TOD Advisory Group had a similar perspective to that of the Commission.

Mr. Boudet informed the Commission that the Infrastructure, Planning, and Sustainability Committee was considering moving their meeting time to mitigate scheduling conflict with the Transportation Commission and the Planning Commission. Moreover, for the meeting on March 4, 2020, they would discuss self-storage units and concerns surrounding those.

The “2020 Urban Studies Forum: Attainable Housing and the Future of Prosperity and Inclusion in Pierce County” would take place on March 4, 2020, at the William Phillip Hall at the University of Washington-Tacoma. The Commissioners were encouraged to register and attend.

At 6:00 p.m. on March 4, 2020, Mayor Victoria Woodards would host the State of the City Address at Mount Tahoma High School, which required registration by Friday, February 21, 2020. To accommodate those interested in attending both the event and the Commission meeting, the Residential Infill Pilot Program 2.0 public hearing might be moved to 5:00 p.m.

## **G. ADJOURNMENT**

The meeting was adjourned at 6:50 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/)***