



MINUTES

(Approved on 6-3-2020)

TIME: Wednesday, May 6, 2020, 5:00 p.m.

PRESENT (virtually): Anna Petersen (Chair), Jeff McInnis (Vice-Chair), Carolyn Edmonds, Ryan Givens, David Horne, Christopher Karnes, Brett Santhuff, Andrew Strobel, Alyssa Torrez

ABSENT: N/A

A. CALL TO ORDER AND QUORUM CALL

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

B. APPROVAL OF AGENDA AND MINUTES

The agenda for the meeting was approved. The minutes for the April 15, 2020, meeting were approved as submitted.

C. PUBLIC COMMENTS

Public comments were not accepted at the meeting. No written comments had been submitted previously as directed in the agenda notice.

D. DISCUSSION ITEMS

Stephen Atkinson, Planning Services Division, started by presenting an overview of the City's growth strategy under the context of the Puget Sound Regional Council's VISION 2040 regional plan, and how the two housing Discussion Items on the meeting agenda are related.

1. Residential Infill Pilot Program 2.0

Mesa Sherriff, Planning Services Division, stated the main objective of the meeting was to finalize the Planning Commission's recommendations for the Residential Infill Pilot Program 2.0 so they can be forwarded to the City Council for their review. He discussed the significant modifications to the program, including changes to the project types, the program capacity, and the application and review process for projects. Furthermore, he provided follow-up information for questions from the last meeting, during the review of the public comments.

Vice-Chair McInnis began the Commission's discussion by expressing his support for keeping the minimum lot size for Two-Family Housing at 6000 square feet. Chair Petersen also asked a clarifying question regarding related yard space and dimensional requirements.

Vice-Chair McInnis made a motion to forward the Residential Infill Pilot Program 2.0 findings, including the program handbook, to the City Council for approval. The motion was seconded and passed unanimously.

2. Home in Tacoma – AHAS Planning Actions 2020-2021

Elliott Barnett, Planning Services Division, facilitated the Commission's review of the scope of work of the project and consideration of the public comments received during the public scoping process and the housing-related impacts of COVID-19.

After reviewing the project goals, the two main tools (Action 1.2 Inclusionary Zoning and Action 1.8 Diverse Housing Types), and the scope of work of the project, Mr. Barnett explained the prominent themes of the public comments in regard to housing growth, programs, funding, and management. He also discussed the changing housing needs and urgency, along with challenges caused by COVID-19. Recommended modifications to the scope of work, policy options, and engagement strategies were then presented and discussed.

Vice-Chair McInnis commended Mr. Barnett's consideration of current circumstances as well as cost reduction issues related to development, like utility and infrastructure costs, and asked to have other relevant departments involved in the conversation addressing such issues. Commissioner Karnes requested a metrics for cost per unit. Commissioner Givens commented positively on the revised scope of work, particularly the proposed policy option to review zoning along designated corridors, and on the format in which the public comments were presented in the agenda packet.

Vice-Chair McInnis moved to approve the Home in Tacoma – Planning Actions 2020-2021 and finalize the scope of work as revised. The motion was seconded by Commissioner Strobel. It passed unanimously.

The meeting recessed at 6:02 p.m. and resumed at 6:07 p.m.

3. Pierce Transit Destination 2040 Long Range Plan Update

Chair Petersen expressed appreciation to Commissioner Karnes for drafting the letter of recommendation to Pierce Transit. Commissioner Karnes moved for adoption of the letter. The motion was seconded by Commissioner Strobel and was open for discussion.

Chair Petersen began by stating her desire to ensure the letter focuses on issues within the Planning Commission's purview, which is to ensure plan consistency with the Comprehensive Plan. She felt that the draft letter, in some parts, reached beyond that range of authority. Vice-Chair McInnis, while still refraining from discussing the Destination 2040 Long Range Plan Update (LRPU) for Pierce Transit, who was a client, commented that the draft letter contained detailed information that he did not have sufficient knowledge to support if inquired. He suggested revising the draft letter to refer Pierce Transit to Commissioner Karnes directly for details instead. Commissioner Givens believed that the letter would be more impactful if it was more concise and directly connected to the Comprehensive Plan. Commissioner Strobel wanted to find an approach where the draft letter could be refined and still be submitted to Pierce Transit.

Commissioner Karnes explained that the draft letter was produced based on the two presentations given by Pierce Transit and his review of the LRPU as well as other related policies. His original draft included an appendix outlining the policy elements of the Comprehensive Plan in relation to the recommendations in the letter. He also expressed that had there been an opportunity for feedback from the Commission during the preparation of the letter, he would have definitely incorporated that. Chair Petersen reiterated her appreciation for Commissioner Karnes' work on the letter and suggested that Commissioner Karnes send his letter to Pierce Transit regardless of what the Commission decided as a whole. Commissioner Karnes then retracted his motion to approve the letter.

Lihuang Wung, Planning Services Division, noted that the Commission had agreed it was important and accordant with the duty of the Commission to provide comment to Pierce Transit on their LRPU. He went on to offer an alternative in which the Commission would not send a formal letter but allow Commissioner Karnes to submit one on his own behalf with all desired details, this letter could indicate that the Commission had discussed the matter and was aware of his submission.

Brian Boudet, Planning Division Manager, advised the Commission to consider proceeding with the letter through a collaboration process among selective Commissioners, especially Chair Petersen and Commissioner Karnes, to reach an agreeable content. Chair Petersen supported the idea and agreed that the letter could also refer Pierce Transit to Commissioner Karnes for more specifics.

Commissioner Strobel noted Tina Lee, from Pierce Transit, had notified the Commission through the meeting's chat messages that the deadline for comment was extended to June 30, 2020. With the extension, he would like to have further discussion to learn more about Commissioner Karnes' thought process and explanation for the letter.

Commissioner Edmonds recommended that the Commission send a formal letter and include Commissioner Karnes' detailed recommendations as an attachment. However, given the hesitation concerning the level of details of letter, attaching it to the Commission's formal letter would be the same as the Commission signing off on the current draft.

In reference to Commissioner Strobel's request for more discussion, Mr. Boudet suggested that the change to the comment deadline would mean the Commission can discuss again and finalize the letter at its next meeting. The Commission concurred and supported Chair Petersen and Commissioner Karnes collaborating to reconcile the letter. Commissioner Karnes expressed that he would be happy to work with Chair Petersen and any other Commissioners to revise the letter. Chair Petersen concluded that she and Commissioner Karnes would meet later to discuss the revisions, and report back to the Commission at the next meeting.

E. TOPICS OF THE UPCOMING MEETING (subject to change)

- 1) Capital Facilities Program 2021-2026
- 2) 2020 Annual Amendment Package
 - Heidelberg-Davis Land Use Designation Change
 - View Sensitive Overlay District Height Limit Change
 - Transportation Master Plan Amendments
 - Minor Plan and Code Amendments
- 3) Urban Design Studio
- 4) Tideflats Subarea Plan

F. COMMUNICATION ITEMS

The Commission acknowledged receipt of communication items on the agenda.

Brian Boudet, Planning Services Manager, informed the Commission of the following:

- The Tideflats Subarea Plan was going through its renewal process with the City Council.
- Historic Preservation Month was happening with many activities and events, most of which were available virtually. More information was provided in the agenda packet.
- The Infrastructure, Planning, and Sustainability meetings were canceled through the end of May.
- As of Monday, May 17, the majority of the Planning Services Division would be on temporary layoff status through the end of July, which would lead to operational impacts and might necessitate changes to the Commission's meeting schedule.

G. ADJOURNMENT

The meeting was adjourned at 7:00 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/