



## **MINUTES**

(Approved on January 17, 2024)

**MEETING:** Regular Meeting (hybrid)

**DATE/TIME:** Wednesday, November 1, 2023, 5:00 p.m.

**PRESENT:** Christopher Karnes (Chair), Anthony Steele (Vice-Chair), Morgan Dörner, Robb Krehbiel, Brett Marlo (departed at 7:06 p.m.), Matthew Martenson, Jordan Rash, Sandesh Sadalge, Brett Santhuff

**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**

*Vice-Chair Steele moved to approve the agenda as submitted. Commissioner Sadalge seconded the motion. The motion passed unanimously.*

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

There were no meeting minutes to approve.

### **D. Public Comments**

Stephen Atkinson, Principal Planner, reported that no written comments were received.

No individuals addressed the Planning Commission.

Public Comment ended at 5:02 p.m.

### **E. Disclosure of Contacts and Recusals**

There were no disclosures of contacts or recusals.

### **F. Discussion Items**

#### **1. Neighborhood Planning Program – Proctor Neighborhood Plan**

Lauren Hoogkamer, Principal Planner, and Anneka Olson, Senior Planner, provided updates on the McKinley Neighborhood Plan, noting the intersection enhancement and mural, and the Proctor neighborhood plan, including a process summary, engagement summary, an overview of the plan document, Proctor neighborhood priorities, survey results, actions for each of the priorities, and Booster Project information. They provided a timeline, key topics, and stakeholders for the South Tacoma Way Neighborhood Plan and the proposed next steps for the McKinley, Proctor, and South Tacoma Way Neighborhood Plans.

Discussion ensued regarding how the neighborhood plans come together; how the external steering group members are identified; resource retention in Proctor; a continuation of the rigorous community engagement moving forward; historic resources; Urban Design Studio standards; workshops; commuter patronage and how it affects local residents and parking in Proctor; coordination between community, City

staff, and others; asset mapping; active parking management; advocacy of multimodal transportation; improved transit connections; attainable versus affordable housing; and preserving housing.

## **2. Home In Tacoma – Phase 2**

Elliott Barnett, Senior Planner, and Shirley Schultz, Principal Planner, outlined the revised project schedule and objectives and presented land uses (LU), noting the issues and proposals for the LU list, special needs housing, short-term rentals, non-residential in urban residential (UR) zones, and accessory dwelling units.

The Commission provided feedback regarding potential options for short-term rentals, non-residential in UR zones, accessory dwelling units, and special needs housing.

The Planning Commission recessed at 6:42 p.m. and reconvened at 6:48 p.m.

Barnett and Schultz presented the issues and proposals for unit lot subdivisions.

The Commission requested clarification on the unit lot subdivision approach.

Commissioner Marlo departed here at 7:06 p.m.

Schultz presented the issues and proposals of the State Environmental Policy Act (SEPA) code changes.

The Commission provided feedback regarding the proposed unit threshold.

Barnett presented issues and proposals for visitability.

The Commission provided feedback on a visitability requirement.

Barnett outlined the correction of the reduced parking area map and the intent of the reduced parking area.

Discussion ensued regarding the current law of parking requirements in proximity to transit stations.

Vice-Chair Steele expressed the importance of being transparent and adding a street overlay to the maps.

Discussion ensued regarding online interactive maps, including only city limits on the maps and if the visitability section has any parking requirements.

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

(1) Agenda for the November 15, 2023, meeting includes:

- Planning Commission Annual Report and Work Program
- Historic District Moratorium – Recommendation

(2) Agenda for the December 6, 2023, meeting includes:

- Neighborhood Planning Program – Proctor Neighborhood Plan
- Home In Tacoma – Phase 2

*Vice-Chair Steele moved to cancel the January 3, 2024, Planning Commission meeting. Commissioner Santhuff seconded the motion. The motion passed unanimously.*

## **I. Communication Items**

The Commission acknowledged receipt of communication items on the agenda.

Atkinson expressed appreciation for Chair Karnes, noting that he provided a presentation to the Infrastructure, Planning, and Sustainability Committee in October on the background, role, work being done, and priorities of the Commission.

## **J. Adjournment**

The meeting was adjourned at 7:47 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/)