

Project Advisory Group Charter

Meetings: June '19 – October '19

Location: Tacoma Municipal Building

Staff Contact:

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Overview:

The Urban Design Studio is currently in development through a staff led project team that will be developing the guiding documents and strategies to implement the studio. As part of this work this stakeholder group will be formed to provide feedback and guidance at key intervals.

Initiation:

The Project Advisory Group (PAG) was initiated at the 04/03/2019 Tacoma Planning Commission Meeting by a motion that allowed staff to provide nominations to be approved by the Director of Planning and Development Services (PDS). The group will consist the following interests represented:

- Community members from across the city
- Planning Commission (chair)
- Design Community
- Development Community
- Landmarks
- Environment
- Affordable Housing

Mission Statement

The mission of the PAG is to provide feedback and guidance on how the work being undertaken by the project team (VIA Architects, Code Studio, Winter + Co, and City staff) can balance stakeholder needs and meet the project goals in a comprehensive and equitable way. Input from the PAG will be provided to Commission and City Council.

Specifically, the PAG is being asked to provide input on the progress made and planned by the project team toward the completion of the project tasks and deliverables outlined in the Scope of Work (Exhibit A to Contract CW-PL18-VIAPSA).



Meetings and Process

The PAG is expected to meet approximately every two months from June until October, 2019. The first meeting will be held on June 12th.

A quorum at any meeting shall consist of PAG members who represent a simple majority of the total number of members.

Facilitation of the PAG discussions will be conducted with the intent of creating reasonable consensus among members. If multiple conclusions are provided however, these will be tracked in the summary meeting notes that will be provided to The Planning Commission.

All meetings of the PAG shall be open to the public and notices and of meetings and supporting documents will be posted at www.cityoftacoma.org/urbandesign the week prior to each scheduled meeting.

