



**MINUTES** ([Approved as Amended on 3-21-18](#))

**TIME:** Wednesday, February 21, 2018, 5:00 p.m.  
**PLACE:** Room 16, Tacoma Municipal Building North  
733 Market Street, Tacoma, WA 98402  
**PRESENT:** Stephen Wamback (Chair), Anna Petersen (Vice-Chair), Carolyn Edmonds, Ryan Givens, Brett Santhuff, Andrew Strobel, Dorian Waller  
**ABSENT:** Jeff McInnis

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

Chair Wamback called the meeting to order at 5:04 p.m. A quorum was declared.

Commissioner Ryan Givens, appointed to the “Architecture, Historic Preservation and/or Urban Design” position by the City Council on February 20, 2018, was sworn in by the City Clerk.

**B. APPROVAL OF AGENDA AND MINUTES**

The agenda was approved with the following amendment proposed by staff: consolidating Discussion Items D-2 (2018 Amendment Application #2018-08: Code Cleanups) and D-3 (2018 Amendment Application #2018-10: Open Space Corridors Project) into D-4 (2018 Annual Amendment Package).

The minutes of the regular meeting on February 7, 2018 were approved as submitted.

**C. PUBLIC COMMENTS**

There was none.

**D. DISCUSSION ITEMS**

**1. Emergency Temporary Shelters Permanent Regulations**

Chair Wamback suggested that the Commission would be ready to make a recommendation to the City Council and entertained a motion to approve the draft Findings of Fact and Recommendations Report as presented in the agenda packet. A motion to that effect was made by Commissioner Santhuff and seconded by Commissioner Edmonds.

Discussion ensued. Lauren Flemister, Planning Services Division, reviewed the draft Findings of Fact and Recommendations Report. She summarized the findings of fact, including the legislative intent of the interim regulations currently in effect and public comments received at the Commission’s public hearing on February 7, 2018. She also summarized the proposed regulations, addressing issues relating to definition of terms, sponsoring entity, number of residents, types of sheltering, number of shelters allowed in the City, site requirements, age of shelter inhabitants, facility and service provision, and application requirements.

The Commissioners requested staff to correct the cross-referencing of exhibits to the draft report, provide a letter of recommendation for the Chair’s review and signature, and research issues related to emancipated youth. With these requests being considered friendly amendments to the motion to forward the Commission’s recommendations to the City Council, Chair Wamback called the question. The motion passed unanimously.

## 2. 2018 Annual Amendment Package

Stephen Atkinson, Planning Services Division, provided an overview of the process and timeline for the Proposed Amendments to the Comprehensive Plan and Land Use Regulatory Code for 2018 (or “2018 Annual Amendment”) as well as the status of the seven applications contained therein (as shown below):

Application	Amendment Type	Status
Car Wash Uses in NCX	Code	Release for public review authorized on January 17 and February 7, respectively.
Vehicle Service and Repair: Outdoor Storage	Code	
S. 80 <sup>th</sup> Street Rezone	Plan and Code	Supplemental information provided in the agenda packet; further review by the Commission if needed; and release for public review to be authorized.
C-2 VSD Height Methodology	Code	
Transportation Master Plan – Limited Amendment	Plan	Final review to be conducted and release for public review to be authorized.
Open Space Corridors Project	Code	
Code Cleanups	Code	

Upon reviewing the status, the Commissioners concurred with staff that the applications of “S. 80th Street Rezone”, “C-2 VSD Height Methodology”, and “Transportation Master Plan – Limited Amendment” were ready to be released for public review. Chair Wamback and Commissioner Strobel acknowledged the Transportation Commission’s review of the “Transportation Master Plan – Limited Amendment” and encouraged the Transportation Commission to provide comments to the Planning Commission through the public hearing process.

Mr. Atkinson and Lihuang Wung, Planning Services Division, facilitated the Commission’s review of the scope of work and objectives of the “Code Cleanups” application as well as the proposed code amendments pertaining to the 11 topics contained therein, i.e., Adoption and Amendment Procedures, Addressing Requirements, Temporary Homeless Camp Permits, Lot Size Averaging, Self-storage, Landscaping Buffer Interruption, Off-Street Parking for Townhouses, Reference to Conditional Use Permit, Detoxification Center, Reduced Parking Area, and Weather Protection Requirement.

[Concerning “Lot Size Averaging”, in response to Commissioner Givens’ inquiry, staff clarified that the proposal was to change the threshold for lot size averaging from the “Standard Lots Minimum Lot Area” to the “Small Lots Minimum Lot Area”, while the permitted minimum sizes of lots in R-1, R-2, R2-SRD and HMR-SRD were not being changed. Staff also indicated that the staff report as included in the agenda packet would be corrected accordingly. Concerning “Weather Protection Requirement”, Commissioner Givens asked if extending a 5-foot awning from a building over the sidewalk in Downtown Tacoma would require a Right-of-Way permit. Staff would research appropriate code provisions and provide a response at a later time.](#)

Elliott Barnett, Planning Services Division, and Shannon Brenner, Development Services Division, facilitated the Commission’s final review of the “Open Space Corridors Project” application. They presented the staff analysis on issues associated with critical areas and open space in response to the Commission’s comments and inquiries raised at the previous meetings and feedback received from stakeholders through recent community outreach efforts. Those issues included the definition of Biodiversity Areas/Corridors, allowed activities within Biodiversity Areas/Corridors, public access to Biodiversity Areas/Corridors, geological hazardous areas, the mitigation sequencing of avoidance-minimization-mitigation, and the proposed amendments to the Critical Areas Preservation Ordinance.

Discussion ensued. The Commissioners brought up the following comments and suggestions:

- Ensure that the code provide clarity for development sites that are subject to both mitigation requirements associated with Biodiversity Areas/Corridors and development standards and design guidelines associated with the City’s rights-of-way (e.g., sidewalks requirements), in order to alleviate the conflicts between the two sets of requirements and between the “dueling” departments that administer the respective requirements.
- The mapping conventions for the maps in Exhibit D should be made consistent and user friendly.
- Consider developing tools such as mapping and checklists for developers and affected parties to identify Biodiversity Areas/Corridors and follow up with appropriate and necessary actions.

- The proposed code language pertaining to the classification of Biodiversity Areas/Corridors as depicted in TMC 13.11.510.B.1.c.(1) in Exhibit A appears to be at various levels of specificity which may lead to misinterpretation and should be clarified and enhanced.

Upon concluding the review of all applications contained in the 2018 Annual Amendment Package, Commissioner Edmonds made a motion, seconded by Commissioner Waller, to release the amendment package as reviewed and amended for public review, set April 4, 2018 as the date for a public hearing, and set April 6, 2018 as the deadline for receiving written comments. The motion passed unanimously.

(Chair Wambach recessed the meeting at 6:54 p.m. The meeting resumed at 7:02 p.m.)

### 3. Sound Transit ST3 – Tacoma Dome Link Extension Project Update

Brian Boudet, Planning Division Manager, provided an overview of the Tacoma Dome Link Extension (TDLE) Project, and solicited the Commissioners' feedback, which would be provided for the Infrastructure, Planning and Sustainability (IPS) Committee's review next week and for the City Council's review in March in consideration of the Project and Partnership Agreement with Sound Transit.

As part of the Sound Transit 3 Package (ST3) approved by voters in 2016, the TDLE is a 9.7-mile planned extension of the Central Link light rail service from Federal Way to the Tacoma Dome area. The system would include three elevated stations at South Federal Way, Fife, and East Tacoma, one at-grade/retained station at Tacoma Dome, and an operations and maintenance facility along the corridor. The project timeline includes the planning phase in 2017-2022, design phase in 2022-2025, construction phase in 2025-2030, and start of service slated for 2030. Sound Transit is in the early process of engaging jurisdictions and establishing partnerships, which presents an opportunity for the City of Tacoma to lay out guiding principles, goals, expectations, and commitments for the project.

The Commissioners provided the following comments and suggestions:

- The project needs to balance regional and local goals. Decision-making for the system should be aligned with relevant policies and provisions of the *One Tacoma* Comprehensive Plan, the Land Use and Zoning Designations, and the development regulations.
- The IPS Committee is requested to support the Chair of the Planning Commission and the Co-Chairs of the Transportation Commission to designate representatives to Sound Transit's Stakeholder Group.
- Mitigation of environmental impacts and environmental and social equity need to be paramount considerations.
- Involvement of the Puyallup Tribe is key.
- Locations and design of facilities should not only respond to the characters of the surrounding areas but also facilitate future expansions of the system (potentially into such areas as Tacoma Mall and Brewery District).
- This is not just about how to transport people here to Seattle; this is more about how to attract people to Tacoma.
- Infrastructure improvement is needed for the street network centered around Puyallup Avenue to enhance the connectivity, walkability and streetscape.
- The South Downtown Subarea Plan and the general land use and zoning scheme for the area should be revisited to address such issues as: (a) The correlation among the Brewery District, the Tacoma Dome area, the Tideflats, and the Tribal land; (b) Should/would the Puyallup Avenue corridor area remain as industrial (i.e., M-1 zoning district) given the current and potential development? and (c) Should the boundaries of the South Downtown subarea be extended eastward to Portland Avenue, which is a gateway to the City and should be treated like one?
- Effective connection to the Eastside (including the Lower Portland Mixed-use Center and the Salishan area) is very important. Residents of the area felt left out in the decision of the Tacoma Link light rail extension and are concerned about being taxed to solve Seattle's transportation problems.

## **E. COMMUNICATION ITEMS & OTHER BUSINESS**

Mr. Boudet requested that the Commission consider canceling the March 7, 2018 meeting. A motion to that effect was made by Commissioner Edmonds and seconded by Vice-Chair Petersen. The motion passed unanimously.

Chair Wamback suggested that the Links to Opportunity Project Update scheduled for the March 21, 2018 meeting be presented as a Communication Item, if no input from the Commission is sought.

Mr. Boudet provided the following reports:

- The vacant position representing District No. 5 was expected to be filled in May-June 2018 along with the two term-expiring positions representing Districts No. 2 and No. 3.
- The City Council adopted the Correctional and Detention Facilities Permanent Regulations on February 20, 2018, based on the Commission's recommendations, with three amendments: allowing such facilities only in M-1, with a conditional use permit; specifying that the M-1 zones are those in place as of January 1, 2018; and expanding the notification distance to 2,500 feet.
- The IPS Committee is scheduled to review the Tacoma Mall Neighborhood Subarea Plan at its meeting on February 28, 2018 and is expected to make a recommendation to the City Council.
- The City Council is scheduled to conduct a public hearing on March 20, 2018 concerning the Proposed Temporary Shelters Permanent Regulations as recommended by the Commission.
- At the Commission's next meeting on March 21, 2018, staff will facilitate the Commission's review of the Planning Work Program, By-laws, and feedback received during the lunch meetings with individual Commissioners.

## **F. ADJOURNMENT**

The meeting adjourned at 8:02 p.m.