



## **MINUTES** (Approved on 12-18-13)

**Meeting:** Regular Meeting  
**Time:** Wednesday, December 4, 2013, 4:00 p.m.  
**Location:** Room 16, Tacoma Municipal Building North, 733 Market Street  
**Present:** Sean Gaffney (Chair), Donald Erickson, Tina Lee, Alexandria Teague, Stephen Wamback  
**Absent:** Scott Winship (Vice-Chair), Chris Beale, Benjamin Fields, Erle Thompson

### **CALL TO ORDER**

Chair Gaffney called the meeting to order at 4:04 p.m. and declared a quorum present.

### **APPROVAL OF MINUTES**

The minutes of the November 20, 2013 meeting were reviewed. Commissioner Erickson proposed an amendment to the 3<sup>rd</sup>-to-the-last bullet point under "Temporary Homeless Camps Permit Process", to be read as "• Extend distance to transit ~~stops stop to ½ mile or one mile~~", to better reflect the content of the discussion. The proposed amendment was approved, and the minutes approved as amended.

### **DISCUSSION ITEMS**

#### **1. Open Space Habitat and Recreation Element (Annual Amendment Application #2014-08)**

Elliott Barnett, Planning Services Division, presented the scope of the proposed amendments to the *Open Space Habitat and Recreation Element* (OSHR) of the Comprehensive Plan to be evaluated as part of the 2014 Annual Amendment. He provided an overview of OSHR, including the vision of the plan, policy focus areas, and implementation strategies. The proposed OSHR amendments are intended to achieve the following objectives: reaffirm the vision, goals and policies; improve and update inventories; reflect recent policy initiatives and implementation progress; enhance guidance on implementation; prepare for the 2015 Comprehensive Plan update; and maintain grant eligibility. Mr. Barnett discussed the key issues and the approach to addressing the issues in association with each objective. Staff will present the text of the proposed amendments for the Commissioners' review at a later meeting, Mr. Barnett indicated.

#### **2. Minor Plan and Code Amendments (Annual Amendment Application #2014-11)**

Cheri Gibbons, Planning Services Division, presented the scope of the Minor Amendments to the Regulatory Code and Comprehensive Plan to be evaluated as part of the 2014 Annual Amendment. The minor amendments are intended to keep information current, address inconsistencies, correct minor errors, and clarify policy and regulatory intents where necessary. The proposal would amend the Transportation Element of the Comprehensive Plan by updating the policy provisions relating to Commute Trip Reduction and the cost information of various pedestrian and bicycle projects. The proposal would also revise the Regulatory Code to address a variety of issues, such as major modification/revision to permits process, pipe-stem lots, small lot design standards governing roof orientation and street trees, work/live residential units, landscaping provisions applicable to Downtown, short plats submittal requirements and appeal authority, SEPA appeals, and fencing standards. Staff intends to present the text of the proposed amendments for the Commissioners' review and discussion at the meeting on January 8, 2014, Ms. Gibbons indicated.

### **3. Hilltop Subarea Plan and Environmental Impact Statement (EIS)**

Brian Boudet, Manager of the Planning Services Division, and Justin Leighton, Chair of the Hilltop Community Working Group, provided an update on the Hilltop Subarea Plan and EIS project (formerly referred to as the MLK Subarea Plan and EIS). They provided an overview of the project, including the community vision, the community involvement process, the on-site case study conducted by the Urban Land Institute, and key redevelopment and implementation strategies. Mr. Boudet indicated that staff is nearing completion of the process of incorporating public comments received on the project into a Revised Draft Subarea Plan and Final EIS. He distributed a copy of the current draft subarea plan, dated November 2013, for the Commissioners' preview. He also distributed a discussion outline that provided the notable changes between the initial and revised draft plans; those key changes addressed the following topics: General Modifications, Area Branding, Affordable Housing, Open Space and Recreation, Sustainability, Mobility, Complete Streets, Zoning and Development Standards, and Urban Design. Staff will continue to facilitate the Commission's review of the revised draft subarea plan at the next meeting on December 18, and seek the Commission's concurrence in setting a public hearing date for January 22, 2014, Mr. Boudet indicated.

### **COMMUNICATION ITEMS AND OTHER BUSINESS**

- (a) Lihuang Wung, Planning Services Division, provided the Infrastructure, Planning and Sustainability Committee's pending agenda for the December 11, 2013 meeting and the Planning Commission's pending agenda for the December 18, 2013 meeting.
- (b) Mr. Wung informed the Commission that the next meeting on December 18, 2013 will include a field trip, between 2:30 and 3:30 p.m., to the Point Ruston development site where the designation of a Mixed-Use Center is being proposed as part of the 2014 Annual Amendment.
- (c) The Commission approved the rescheduling of the meetings of January 1 and January 15, 2014 to January 8 and January 22, respectively,

### **ADJOURNMENT**

The meeting was adjourned at 5:27 p.m.