



# City of Tacoma Economic Development Committee Minutes

747 Market Street Tacoma, WA 98402

Conference Room 248

June 23, 2015

10:00 AM

---

Chair Marty Campbell, Vice Chair David Boe,  
Ryan Mello, Lauren Walker, Robert Thoms (alternate)

## Call To Order

Chair Campbell called the meeting to order at 10:02 a.m.

**Present:** 3 - Boe, Campbell and Mello

**Absent:** 1 - Walker

## Approval of Minutes

1. 15-0666 Approval of the minutes from the May 26, 2015 meeting  
**MOTION: Deputy Mayor Boe moved to approve the minutes of the May 26, 2015 meeting.**

**SECONDED BY: Council Member Mello.**

**ACTION: Voice vote was taken and carried. The motion was declared adopted.**

**Ayes:** 3 - Boe, Campbell and Mello

**Absent:** 1 - Walker

## Briefing Items

2. 15-0667 Sidewalk Café Process Improvements [Peter Huffman, Director, Planning and Development Services]

At approximately 10:03 a.m., Peter Huffman, Director of Planning and Development Services, stated sidewalk cafés add vitality to the street and promote economic development and vibrancy in the business districts, and currently 38 sidewalk cafes operate citywide. Mr. Huffman then reviewed issues noting the \$120.00 fee application is a potential disincentive to a business applying for a sidewalk cafe permit, and permitting can often take

four months or longer, discouraging those applying for applications. He stated the proposed approach is to create two processes for permanent and temporary cafés and remove the fee for 2015 pending a fee study. He noted the temporary permit allows enhancements that can be easily removed, will be valid for up to 90 days, and will have an over the counter permit review. He then reviewed permanent café permits would allow enhancements to be attached to the building or City right-of-way and will have a longer permitting process. Discussion ensued regarding liquor board approval in the permitting process, Americans with Disabilities Act (ADA) compliance and conditions of sidewalk, design standards for temporary cafés, and the location of a sidewalk café relative to business frontage.

Chair Campbell requested a list of the 90 locations that have been pre-screened for sidewalk cafes.

Public comment was heard from John Hotchkiss, Odd Otter Brewing.

**MOTION: Deputy Mayor Boe moved to recommend eliminating the current application fee for new applications for sidewalk cafes. Deputy Mayor Boe further moved to recommend a fee study be conducted in the future to determine full cost recovery of this type of permit for the year 2015.**

**SECONDED BY: Council Member Mello.**

**ACTION: Voice vote was taken and carried. The motion was declared adopted.**

**Ayes: 3 - Boe, Campbell and Mello**

**Absent: 1 - Walker**

3. [15-0668](#) Food Truck Pilot Program & Future Food Truck Policy [Ricardo Noguera, Director, and Kala Dralle, Special Events Coordinator, Community and Economic Development]

At approximately 10:26 a.m., Kala Dralle, Special Events Coordinator, introduced Ricardo Noguera, Director of Community and Economic Development, then stated food trucks are here to stay in Tacoma and other cities have developed programs or are testing programs and staff wants to create an environment for food trucks to thrive. She provided background information on the food truck policy, noting currently there is a three-month pilot program in pre-designated locations downtown and on Ruston Way. She then reviewed issues, noting the pilot program is in an early phase, the special event permit is the best current option for food trucks, there is some unfamiliarity with unique needs for food trucks, pop-up operations do not comply with several existing codes, and there is a mixed reaction to the food

trucks from brick and mortar businesses and property owners. She reviewed operations from other cities, including Gig Harbor, Seattle, Portland, and Vancouver. Ms. Dralle then discussed upcoming community outreach, including a survey for businesses and staff, a staff-prepared study guide, and a stakeholder's work group to advise staff on operator needs, desired locations and hours, and policy recommendations. She noted a proposal is anticipated to come back to this Committee in August. Mr. Noguera stated staff is looking for feedback from Council regarding policy preferences for food trucks, specifically relative to mobile or pre-determined locations. Discussion ensued regarding zoning and permitting. Amanda Peters, Tacoma-Pierce County Health Department, reviewed health codes relative to availability to restrooms, and food trucks versus carts or ice cream trucks.

Public comment was heard from Donna Gross, T-Town Food Truck Association; Katie Schaefer, Odd Otter Brewing; John Hotchkiss, Odd Otter Brewing; and Jim Gibson, Gibson's Frozen Yogurt.

City Manager T.C. Broadnax stated the purpose of this meeting is to hear about the pilot project, and to look at what has happened in the past few weeks from the initial pilot project to the desire for additional locations and clarification on the pilot project and regulations. He recommended staff have time to work with stakeholders and review codes prior to making any regulations. Discussion continued regarding the location on Ruston Way that closed and the use of private property for food trucks, the stakeholder group, and the potential for interim regulations prior to permanent regulations.

## Topics for Upcoming Meetings

4. 15-0669 Our next meeting will be June 30, 2015 - Neighborhood Business District Economic Activity Update [Shari Hart, Program Development Specialist, Community and Economic Development]

Committee Liaison Brad Forbes stated the next meeting is June 30, 2015 and will include an update on economic activity in the Neighborhood Business Districts.

## Other Items of Interest

There were no other items of interest.

## Public Comment

Public Comment was heard earlier in the meeting.

## Adjournment

There being no further business, the meeting adjourned at 11:27 a.m.



Marty Campbell, Chair



Jennifer Beauchamp, City Clerk's Office