



**CITY OF TACOMA, WASHINGTON
OFFICE OF THE CITY COUNCIL
COUNCIL CONSIDERATION REQUEST (CCR)**

TO: City Council
FROM: Council member Conor McCarthy and Council Assistant Lynda Foster
COPIES TO: Elizabeth Pauli, City Manager; Tadd Wille, Assistant City Manager; Bill Fosbre, City Attorney; Executive Leadership Team; File
SUBJECT: Tacoma Permit Advisory Task Force
DATE: 11/30/2017

ITEM/ISSUE PROPOSED FOR COUNCIL CONSIDERATION:

I respectfully ask the City Council to consider the creation of a Tacoma Permit Advisory Task Force to improve City of Tacoma policies, codes, and procedures for the issuance of residential and commercial permits.

Task Force Assignment:

The Tacoma Permit Advisory Task Force will:

- Make Permit System Recommendations: Meet monthly with City staff to review, discuss, and provide recommendations to City Manager and City Council for the improvement of City policies, codes, and procedures for the issuance of residential and commercial permits. Review best practices in peer communities. Monitor implementation progress and recommend adjustments.
- Review of City Policies Under Consideration: Review and provide recommendations to the City Manager and City Council regarding proposed City policies and laws which affect the permitting system.
- Help Solve Customer Problems: At the specific request of permit applicants, review specific pending project permit questions, issues, and challenges, and provide constructive feedback and potential solutions to applicants and City staff.
- Establish Guiding Principles: Establish guiding principles to guide decisions made by task-force.

Composition:

- The Commercial Building Permit Task Force will be composed of 12-15 members representative of the professionals and laypersons who regularly apply to the City for permits. To the maximum extent practicable, the member composition will be proportioned commensurate with the types of professionals and permit applicants which interface with the City, and including the agency representative who represent the industries:

Meetings:

The Task Force will meet at least monthly, and thereafter, as often as may be necessary to fulfill its mission.

BRIEF BACKGROUND:

Construction is a major economic driver in Tacoma, annually producing millions of dollars in local income and tax revenue, and hundreds of jobs. An efficient, predictable, safe, and customer-orientated permitting process is essential to the growth and transformation of our City by boosting investment and development in our City. The City is responsible for regulating and administering the growth and renewal of its built environment. Having a proficient

permitting regime can truly facilitate and accelerate the revitalization of downtown, the rejuvenation of the single family home stock, the ascension of multi-family and residential infill, and the renaissance of commercial development.

Daily, City staff and the development community, (including contractors, engineers, architects, and homeowners), work hand in hand to co-produce permits which ensure that new structures and places are built safely and meet the City's planning objectives and aspirations. This partnership is destined to improve through honest and relevant dialogue with the permit system's primary users. The Permit Advisory Task Force will provide constructive feedback to City staff and policy makers for the continual improvement of the City's policies, codes, and procedures for the issuance of residential and commercial permits.

In you have a question related to the Council Consideration Request, please contact Lynda Foster at (253) 591.5166 (phone) or Lynda.Foster@CityofTacoma.org (email).

SUBMITTED FOR COUNCIL CONSIDERATION BY:  _____
Council Member

SUPPORTING COUNCILMEMBERS SIGNATURES (2 SIGNATURES ONLY)

(Signatures demonstrate support to initiate discussion and consideration of the subject matter by City Council for potential policy development and staff guidance/direction.)

1.  _____ **POS #** 5

2.  _____ **POS#** 2