



# City of Tacoma Neighborhoods and Housing Committee Minutes

747 Market Street Tacoma, WA 98402

Conference Room 248

November 17, 2014

4:30 PM

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Chair Lauren Walker, Vice Chair Joe Lonergan,  
David Boe, Anders Ibsen, Victoria Woodards (alternate)

## Call To Order

Vice Chair Lonergan called the meeting to order at 4:32 p.m.

**Present:** 3 - Boe, Ibsen and Lonergan

**Absent:** 1 - Walker

## Approval of Minutes

1. 14-1141 Approval of the minutes of November 3, 2014

**MOTION:** Council Member Boe moved to approve the minutes of the November 3, 2014 meeting.

**SECONDED BY:** Council Member Ibsen.

**ACTION:** Voice vote was taken and carried. The minutes were approved.

**Ayes:** 3 - Boe, Ibsen and Lonergan

**Absent:** 1 - Walker

## Briefing Items

2. 14-1138 Landmarks Preservation Commission Interviews  
[Doris Sorum, City Clerk's Office]

At approximately 4:33 p.m., City Clerk Doris Sorum reviewed current vacancies on the Landmarks Preservation Commission and the interview process. Discussion ensued regarding current vacancies on the Commission. Reuben McKnight, Historic Preservation Officer, described desired qualifications and current needs for Commission members.

The Committee then interviewed the following individuals for the Landmarks Preservation Commission:

Lysa Schloesser  
Laureen Skrivan  
Eugene Thorne

Discussion ensued regarding the applicants' qualifications.

**MOTION: Council Member Boe moved to recommend the reappointment of Lysa Schloesser to the Landmarks Preservation Commission to the Architect No. 1 position to serve a three-year term to expire December 31, 2017.**

**SECONDED BY: Council Member Ibsen.**

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

**Ayes: 3 - Boe, Ibsen and Lonergan**  
**Absent: 1 - Walker**

**MOTION: Council Member Boe moved to recommend the appointment of Eugene Thorne to the Landmarks Preservation Commission to the At-Large No. 2 position to fill an unexpired term to expire December 31, 2015.**

**SECONDED BY: Council Member Ibsen.**

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

**Ayes: 3 - Boe, Ibsen and Lonergan**  
**Absent: 1 - Walker**

**MOTION: Council Member Boe moved to recommend the appointment of Laureen Skrivan to the Landmarks Preservation Commission to the Professional No. 4 position to fill an unexpired term to expire December 31, 2015.**

**SECONDED BY: Council Member Ibsen.**

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

**Ayes: 3 - Boe, Ibsen and Lonergan**  
**Absent: 1 - Walker**

3. 14-1139 Residential Right of Way Permitting Process  
[Jennifer Hines, Public Works]

At approximately 5:09 p.m., Jennifer Hines, Public Works, reviewed residential street occupancy permits, including facts, the current process, and the fee structure. Discussion ensued regarding permit requirements, permits needed for street trees and beautification projects, proper versus improper private use of rights-of-way, making sure permit requirements are clear and easily accessible for the public, and liability.

Ms. Hines reviewed 2013 permit statistics, and next steps, including Municipal Code revisions, process improvements, and transferring the permit management to the Planning and Development Services (PDS) Department on January 1, 2015. Sue Coffman, PDS, reviewed additional next steps related to increasing efficiencies and potentially reviewing permits after five years. Discussion ensued regarding the timeline for reviewing the code and updating this Committee. Council Member Boe stated the public may not realize private use of rights-of-way are covered under a street occupancy permit.

4. 14-1140 2015-2016 Community Mobilization Services Funding Recommendation  
[Carol Wolfe, Community Economic Development]

At approximately 5:33 p.m., Carol Wolfe, Community and Economic Development, reviewed 2015-2016 Community Mobilization, including funding policies, objectives, the selection process, recommended funding, and the timeline. Discussion ensued regarding recommended funding, including the selection process and criteria, application scores, evaluations, whether recommended funding is based on the program or organization, and the SAFE Streets application. Council Member Boe requested staff include the equation used to determine funding based on the applicant's total budget when this topic is presented at study session. Ms. Wolfe concluded by reviewing feedback received from applicants.

## Topics for Upcoming Meetings

5. 14-1146 December 1, 2014 - Work Live Update; Noise Code Update; Code Compliance  
Community Education Update; Hearing Code Update

Nadia Chandler Hardy, Assistant to the City Manager, stated the December 1, 2014 meeting will include updates on Work Live, the noise code, code compliance and community education, and the hearing code. Vice Chair Lonergan requested staff include the street occupancy and right of way code changes in the schedule for topics in 2015.

**Other Items of Interest**

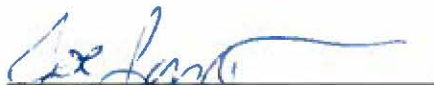
There were no other items of interest.

**Public Comment**

There was no public comment.

**Adjournment**

There being no further business, the meeting was adjourned at 5:56 p.m.

  
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Joe Lonergan, Vice Chair

  
Linnea Meredith, City Clerk's Office