



MINUTES

(Approved on August 16, 2023)

MEETING: Regular Meeting (hybrid)

DATE/TIME: Wednesday, July 19, 2023, 5:00 p.m.

PRESENT: Christopher Karnes (Chair), Morgan Dorner, Jordan Rash, Sandesh Sadalge, Brett Santhuff, Anthony Steele

ABSENT: Robb Krehbiel, Brett Marlo, Matthew Martenson

A. Call to Order

Chair Karnes called the meeting to order at 5:00 p.m. A quorum was declared.

Chair Karnes read the Land Acknowledgement.

Susan Haigh, Acting City Clerk, swore in newly appointed Commissioners Rash and Sadalge and reappointed Commissioners Karnes and Steele.

B. Approval of Agenda

Commissioner Santhuff moved to approve the agenda as submitted. Commissioner Steele seconded the motion. The motion passed unanimously.

C. Approval of Minutes

There were no meeting minutes to approve.

D. Public Comments

Mary Crabtree, Administrative Assistant, reported that no written comments were received.

No individuals addressed the Planning Commission.

Public Comment ended at 5:05 p.m.

E. Disclosure of Contacts and Recusals

There were no disclosures of contacts or recusals.

F. Discussion Items

1. Election of Interim Vice-Chair

Commissioners Santhuff and Steele expressed interest in service as the interim vice-chair.

Commissioner Steele moved to postpone the election of interim vice-chair. Commissioner Santhuff seconded the motion. The motion passed unanimously.

2. Urban Design Review Program

Stephen Antupit, Senior Planner, and Carl Metz, Senior Planner, presented an overview of the Urban Design Review Program, including project background, project goals, outreach, project elements, Urban Design Project Review (UDPR), UDPR Manual, Urban Design Board, Tacoma Municipal Code amendments, and next steps.

Discussion ensued throughout regarding the completeness review; community input on controversial projects; Urban Design Board membership; members residing and/or working within districts; reviewing the package prior to releasing for public review; distinguishing features between the downtown versus mixed-use districts; priorities from the community survey; amenity space; design and context; and potential revisions, noting consistent terminology/language throughout the materials, clarity on the departures process, crossroad centers map, and considering a residency requirement for Board members.

Commissioner Santhuff moved to release the Urban Design Program package for public review, incorporating edits to the staff report and Urban Design Project Manual as discussed, as well as incorporating questions on the Board makeup at the public hearing presentation; and set August 16, 2023, as the date for public hearing and August 18, 2023, as the last day to receive public comments. Commissioner Sadalge seconded the motion.

Discussion ensued regarding potentially postponing the release.

The motion passed with the following votes:

Ayes: 4 – Karnes, Rash, Sadalge, Santhuff

Nays: 2 – Dorner, Steele

The Planning Commission recessed at 6:21 p.m. and reconvened at 6:31 p.m.

3. Neighborhood Planning Program Update

Lauren Hoogkamer, Principal Planner, and Anneka Olson, Senior Planner, present an update on the Neighborhood Planning Program (NPP), including background, the status of implementation of the McKinley Neighborhood Plan, progress on the Proctor Neighborhood Plan, proposed criteria for future plans, neighborhood centers under consideration, and the proposed next steps.

Discussion ensued regarding staff appreciation, community engagement, creative solutions, potential community spaces, multi-property nominations to the Tacoma Register of Historic Places, criteria for future plans, preservation of open space, and transit services.

G. Upcoming Meetings (Tentative Agendas)

(1) Agenda for the August 2, 2023, meeting includes:

- Planning Commission Annual Report and Work Program
- Joint PC/TC Task Force

(2) Agenda for the August 16, 2023, regular meeting includes:

- Historic District Moratorium
- College Park Historic District Nomination
- Urban Design Review Program Public Hearing
- Home in Tacoma – Phase 2

(3) September 6, 2023 – Potential Cancellation

H. Communication Items

The Commission acknowledged receipt of communication items on the agenda.

Commissioner Steele provided a Facilities Advisory Group update.

I. Adjournment

The meeting was adjourned at 7:12 p.m.

**These minutes are not a direct transcription of the meeting, but rather a brief capture. For full-length audio recording of the meeting, please visit:*

http://www.cityoftacoma.org/government/committees_boards_commissions/planning_commission/agendas_and_minutes/