



City of Tacoma
Planning Commission

Christopher Karnes, Chair
Anthony Steele, Vice-Chair
Morgan Dörner
Robb Krehbiel
Brett Marlo
Matthew Martenson
Jordan Rash
Sandesh Sadalge
Brett Santhuff

MINUTES

(Approved on August 7, 2024)

MEETING: Regular Meeting (hybrid)

DATE/TIME: Wednesday, December 6, 2023, 5:00 p.m.

PRESENT: Christopher Karnes (Chair), Anthony Steele (Vice-Chair), Morgan Dörner, Robb Krehbiel, Brett Marlo, Matthew Martenson, Jordan Rash, Sandesh Sadalge, Brett Santhuff

ABSENT: N/A

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.

B. Approval of Agenda

Vice-Chair Steele moved to approve the agenda as submitted. Commissioner Sadalge seconded the motion. The motion passed unanimously.

C. Approval of Minutes

- October 18, 2023

Vice-Chair Steele moved to approve the October 18, 2023, meeting minutes. Commissioner Sadalge seconded the motion.

Commissioner Steele suggested an edit under the Home In Tacoma item to add that the Commission discussed including a street overlay on the maps moving forward.

The motion passed unanimously.

D. Public Comments

Brian Boudet, Planning Division Manager, reported that no written comments were received for public comment.

No individuals addressed the Planning Commission.

Public Comment ended at 5:04 p.m.

E. Disclosure of Contacts and Recusals

Commissioner Sadalge disclosed that he had discussions with Council Member Olgy Diaz regarding home occupancy, and that his wife has an LLC and home occupancy license.

Chair Karnes disclosed that he also has an LLC with a home occupancy permit and noted that this will not affect any discussions for the meeting.

F. Discussion Items

1. Neighborhood Planning Program – Proctor Neighborhood Plan

Lauren Hoogkamer, Principal Planner, and Anneka Olson, Senior Planner, presented the draft Proctor Neighborhood Plan, including a summary of previous steps, the Commission's previous feedback, new

sections added, an overview of the plan, the “In Memoriam” page, methodology, and an engagement overview.

Callie Stoker-Graham, Proctor Steering Group member, provided feedback on community engagement.

Olson further presented the draft plan, including information on how the steering group was created, asset mapping, values and vision, and the Proctor priorities.

Karl Cunningham, Proctor Steering Group member, provided feedback regarding community values and priorities.

Olson and Hoogkamer outlined major ideas and updated actions in the plan, the implementation strategy, lessons learned, the appendices summary, and proposed next steps.

Commissioner Rash expressed appreciation for community members’ and staff’s time on this project.

Vice-Chair Steele moved to approve and recommend the draft plan to the City Council. Commissioner Sadalge seconded the motion. The motion passed unanimously.

2. Home In Tacoma – Phase 2

Elliott Barnett, Senior Planner, outlined the project schedule, including upcoming assessments and analyses, the timeline for the public review package, and the draft code.

The Commission requested clarification regarding the procedure for consideration and recommendation, the timeline allotted for public review and comment, and the site planning exercise. Additionally, the Commission requested more detailed, high-resolution maps in the package and more details of the design standards.

Barnett introduced Ted Richardson, Felicia Medlen, Housing Division Manager, and Tyler Bump, ECOnorthwest; and outlined the meeting objectives, the bonus program, public benefits, and fee in lieu. Bump reviewed the chart results for low-scale and mid-scale residential, and fee considerations. Barnett presented the fully affordable projects, noting the proposed “bonus 2”.

The Commission discussed if developers would increase the cost of units to offset the cost of fee in lieu, Area Median Income (AMI) levels and the 60% AMI baseline, having a repeating analysis on fee in lieu amounts, funds in the Housing Trust Fund, 50-year requirement in the “bonus 2” program, parking requirements in the bonus program, and replacement values.

The Planning Commission recessed at 6:40 p.m. and reconvened at 6:50 p.m.

Barnett introduced Carl Metz, Senior Planner, and presented the non-residential uses in urban residential zones, non-residential examples, residential transitions, and bike parking.

The Commission provided direction on the home occupation language regarding non-family employees versus non-resident employees, short-term bike parking, terminology of “cottage business”, public hours of operations, uses in historic structures, bike racks in the public right-of-way, certain types of businesses being allowed in home occupation spaces, live/work, secure storage for bike parking, number of employees for home occupation, and including the full range of options in the package.

Barnett outlined the zoning map and reduced parking area (RPA), including the proposed urban residential (UR) zoning review; Pacific Avenue (Pac Ave) zoning and RPA; Manitou annexation area; and UR zoning in other Comprehensive Plan designations.

The Commission provided direction on Pac Ave RPA options, the allowance of single-family homes, and major institutional campus zoning.

Barnett outlined the next steps in the review process.

H. Upcoming Meetings (Tentative Agendas)

(1) Agenda for the December 20, 2023, meeting includes:

- 2024 Comprehensive Plan Update

- South Tacoma Groundwater Protection District Code Update

(2) January 3, 2024 - Cancelled

I. Communication Items

The Commission acknowledged receipt of communication items on the agenda.

Chair Karnes reported that the TOD Task Force is meeting, and an update is forthcoming.

Boudet noted he will present the Planning Commission Annual Report and Work Program at the Infrastructure, Planning, and Sustainability Committee on December 13, 2023. He also noted that at the December 5, 2023, City Council meeting, the Council adopted a resolution directing the Planning Commission to identify appropriate zoning and development standards for the siting of Enhanced Services Facilities.

J. Adjournment

The meeting was adjourned at 7:47 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/