



# City of Tacoma

## Infrastructure, Planning and Sustainability Committee Minutes

Dial: 253-215-8782 Meeting ID: 878 2905 6704

Webinar Link: [www.zoom.us/j/87829056704](http://www.zoom.us/j/87829056704) Passcode: 614650

**June 08, 2022**

**4:30 PM**

---

Chair Kristina Walker, Vice Chair John Hines, Conor McCarthy  
Catherine Ushka, Joe Bushnell (alternate)

### Call To Order

Chair Walker called the meeting to order at 4:35 p.m.

### Roll Call

**Present:** 3 - Hines, Ushka and Walker

**Absent:** 1 - McCarthy

All Council Members participated virtually.

### Approval of Minutes

1. [22-0652](#) Approval of the minutes of the February 23, 2022 meeting.

**MOTION: Vice Chair Hines moved to approve the minutes of the February 23, 2022, meeting.**

**SECONDED BY: Deputy Mayor Ushka.**

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

**Ayes:** 3 - Hines, Ushka and Walker

**Absent:** 1 - McCarthy

### Briefing Items

2. [22-0631](#) Historic Districts in Tacoma  
[Reuben McKnight, Historic Preservation Officer, Planning and Development Services]

At approximately 4:36 p.m., Reuben McKnight, Historic Preservation Officer, Planning and Development Services (PDS), presented an update on

historic districts in Tacoma, including an agenda; background; the purpose and myths behind historic districts; the National Register of Historic Places; the Washington State Heritage Register; the Tacoma Register of Historic Places; the comparison of effects for each type of district; and Tacoma's districts.

Due to technical difficulties, the presentation was continued after Item No. 4.

The Infrastructure, Planning, and Sustainability (IPS) Committee meeting recessed at 4:51 p.m.

The IPS Committee meeting reconvened at 5:00 p.m.

3. [22-0633](#)

Design Review Program

[Brian Boudet, Planning Division Manager; Stephen Antupit, Senior Planner; Carl Metz, Senior Planner, Planning and Development Services]

At approximately 5:00 p.m., Brian Boudet, Planning Division Manager, PDS, introduced Stephen Antupit and Carl Metz, Senior Planners, PDS, and provided opening remarks. Antupit presented the design review program, including an agenda; program goal and elements; the guiding principles for the program, noting improved design outcomes, community responsiveness, and efficiency; and program development progress for 2018-2022. Metz reviewed the framing urban design principles; the design review process, noting required and departure design review; and next steps, noting working towards a 2023 launch, community engagement, City Council and Planning Commission, and key policy decisions.

Discussion ensued regarding policy flexibility, design scope and guidance, community outreach and input, project process and design review boards, adding nodes or areas to the project, keeping design standards that fit in with what is already established, an example of building design in the Proctor neighborhood, the relationship between a design review board and a permit advisory committee, staff needs and overall costs, racial equity in community outreach, and the project timeline.

4. [22-0634](#)

Planning Work Program

[Stephen Atkinson, Principal Planner, Planning and Development Services]

At approximately 5:48 p.m., Boudet presented the Planning Commission's 2021-2022 Annual Report, including an agenda, reporting requirement, and reporting schedule. Boudet further presented the PDS 2022-2024 work program, including sources; annual versus off-cycle amendments, noting factors considered in administrative decisions; the planning and development process; items expected to be completed in 2022; the preliminary work program for 2023, noting off-cycle projects and the 2023 Annual

Amendment package; the preliminary work program for 2024, noting off-cycle projects and the Washington State Growth Management Act (GMA) 2024 Comprehensive Plan periodic update; and other ongoing and emerging issues, noting human rights issues, regional coordination, local planning, special projects, implementation, and engagement.

Discussion ensued regarding workload and staffing requirements, the role of the Planning Commission, the timeline, funding, the process to request items to be added to the Comprehensive Plan, Home in Tacoma Project - Phase 2 and how it might fit into the GMA 2024 update, budgeting and funding for projects in the work program, neighborhood planning projects and the process of selection, and public outreach.

2. [22-0631](#) Historic Districts in Tacoma  
[Reuben McKnight, Historic Preservation Officer, Planning and Development Services]

At approximately 6:15 p.m., McKnight continued presenting the update on historic districts in Tacoma, including district creation, noting the National and State Registers versus the Tacoma Register nominations and processes; process considerations, noting questions on local nominations; and current initiatives, noting the College Park Historic District Overlay Zone and the Landmarks Preservation Commission recommendations.

Discussion ensued regarding the designation process and timeline, guidelines used to assess proposals, contributing structures versus non-contributing structures and historic requirements, adaptive use of buildings, and next steps.

## Topics for Upcoming Meetings

5. [22-0635](#) June 22, 2022 - South Tacoma Economic Green Zones;  
Surplus Property Policy Discussion  
July 13, 2022 - Home In Tacoma Phase 2 Topics; Vision Zero Action Plan;  
Capital Facilities Program;  
Historic Preservation, Mixed Use Centers and Demolition Review  
July 27, 2022 - Environmental Services Capital Project Updates;  
Climate Action Plan Update; Pierce Conservation District Update

Cathy Sims, Committee Liaison, stated that the next meeting will be on June 22, 2022, and will include updates on the surplus property policy and the Capital Facilities Program; that the July 13, 2022, meeting will include updates on the Home in Tacoma Project - Phase 2, the Vision Zero action plan, and historic preservation and demolition in mixed-use centers; and that the July 27, 2022, meeting will include updates on the Environmental Services capital projects, the Climate Action Plan, and the

Pierce Conservation District.

### **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 adjourned at 6:42 p.m.



---

Kristina Walker, Chair



---

Katie Foster, City Clerk's Office