

# Residential Infill Pilot Program

Status Update and Next Steps  
Informational Presentation to the IPS Committee  
October 12, 2016

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The background of the slide features a series of vertical lines in various shades of blue and grey, creating a textured, forest-like appearance. These lines vary in thickness and are set against a light grey gradient background.

# Infill Pilot Parameters

# What will the Pilot Program do?

- Provide real projects to evaluate viability of housing types and allowed zoning districts
- Allow us to have continued dialogue with home owners, developers, and neighborhoods
- Create an environment where quality, well-considered projects are expected and can become the norm

# How did the Pilot Program come to be?

- Tacoma 2025 Strategic Plan, 6C – Grow and enhance the vitality of Tacoma's neighborhoods
  - Infill housing
- One Tacoma Comprehensive Plan, Housing Chapter, Goal H-1, Policy H1.3 – Encourage new and innovative housing types that meeting evolving needs of Tacoma households and expand housing choices in all neighborhoods.
- Tacoma Municipal Code – Section 13.05.115

# What Housing Types?

- Detached Accessory Dwelling Units
- Multifamily Development



- Two-Family/Townhouses



- Cottage Housing



# ...in which Zoning Districts?

- R-1, R-2, R-2SRD, and HMR-SRD for Detached Accessory Dwelling Units
- R-2 for Two-Family/Townhouses
- R-3 for Multifamily
- Any Residential District (except HMR-SRD) for Cottage Housing



# Handbook Update

Content, Design, and Clarifications

# 01 Introduction

- Purpose
- Background
- Explanation of use of CUPs

## 01 INTRODUCTION

### PURPOSE

The purpose of the Infill Pilot Program is to promote innovative residential infill development types, while ensuring that such development demonstrates high quality building and site design that is responsive to and harmonious with neighborhood patterns and character. In addition, the Pilot Program is intended to develop a body of successful, well-regarded examples of innovative residential infill in order to inform a future Council decision on development regulations and design standards for some or all of these infill housing types.

#### *Infill Defined:*

*New development that is sited on vacant or undeveloped land within an existing community, and that is enclosed by other types of development.*

### BACKGROUND

In December 2015, the City Council adopted code language enacting the Infill Pilot Program as part of a package of Affordable/Infill Housing code updates. The following infill housing types will be reviewed under the Pilot Program:

- Detached Accessory Dwelling Units (DADU) in single-family zoning districts (R-1, R-2, R2-SRD, HMR-SRD)
- Two-family or townhouse (TF) development within the R-2 Single-Family District
- Small-scale multifamily (MF) development within the R-3 District
- Cottage Housing (COT) development within any residential district except HMR-SRD District

A maximum of three of each infill housing type may be developed a maximum of twelve projects through the Pilot Program.

Infill Housing Types:	DADU	TF	MF	COT
Maximum number of applications that will be selected for the Pilot Program	1	1	1	1
	2	2	2	2
	3	3	3	3
	4	4	4	
	5		5	

The anticipated Residential Infill Pilot Program launch is October 2016. Then, the City will begin accepting statements of interest from applicants wishing to develop one of the infill housing options. The Planning and Development Services (PDS) will select up to three of each housing type based on how well they demonstrate the Pilot Program's design principles and objectives, as well as meet related City requirements. Proponents of the projects selected will be invited to submit full permit applications.



# 02 Types of Infill

- Accessory Dwelling Units
- Two-Family Housing
- Multi-family Housing
- Cottage Housing

## 02 TYPES OF INFILL

### ACCESSORY DWELLING UNITS

Accessory dwelling units, referred to as "ADUs," are intended to:

- Provide homeowners with a means of providing for companionship and security.
- Add affordable units to the existing housing supply.
- Make housing units within the City available to moderate income people.
- Provide an increased choice of housing that responds to changing needs, lifestyles (e.g., young families, retired), and modern development technology.
- Protect neighborhood stability, property values, and the single-family residential appearance.
- Increase density in order to better utilize existing infrastructure and community resources and to support public transit and neighborhood retail and commercial services.

#### References

- TMC 13.05.115 - Residential Infill Pilot Program
- TacomaPermits.org - Conditional Use Permit Application



### ADU REQUIREMENTS:

#### Maximum Units:

- One ADU allowed per residential lot

#### DADU Floor Area Limits:

- 1,000SF or 2/3 MB (whichever is smaller)
- DADU + Other Accessory Buildings = 1,600 SF max.

#### Attached ADU Minimum Lot Size:

- 4,500 SF in R-2

#### DADU Minimum Lot Size:

- 7,500 SF in R-1
- 5,000 SF in other R zones

#### Parking:

- No additional parking required

#### Design Criteria:

- No more than four occupants in ADU.
- Property owner must maintain occupancy in the main building or ADU.
- ADU shall include facilities for cooking, living, sanitation and sleeping.
- Home occupations allowed.
- DADU footprint must be less than 85% of main building footprint and less than 15% of the lot area.
- A 4-foot pedestrian walkway composed of distinct materials from adjacent vehicle driving or parking surfaces shall be provided between the ADU and the nearest public sidewalk or street right-of-way when no sidewalk exists.

# 03 Design Elements

- To include:
  - Successful project examples
  - Design direction
    - Short of guidelines; meant to assist
    - May discuss ways to achieve certain goals
  - Suggestions for preparing design documentation
  - Things to avoid

# 04 Pilot Program

- Code Language
- Timeline
- Locating Infill Projects
- Statements of Interest
- Submittal Application
- Review Process
- Selection
- Procedures and Fees

## 03 PILOT PROGRAM PROCESS

### CODE LANGUAGE

On December 1, 2015 the City Council adopted Amended Ordinance Number 28336, approving proposed amendments to the Tacoma Municipal Code concerning affordable and infill housing. This action adopts a range of affordable and infill housing code changes based on concepts initially recommended by the Affordable Housing Policy Advisory Group. Key changes include:

- Lot size flexibilities and Small Lot design standards
- Creation of a Residential Infill Pilot Program for certain housing types
- Creation of Affordable Housing Incentives and Bonuses, and Requirements for Residential Upzones.

### TIMELINE

The infill pilot program will launch in October 2016 with the goal to have projects under construction by the middle of 2017. This permitting process for this program will move in tandem with the conditional use permit process as needed, sharing submittals, review meetings and State Environmental Permitting Act documentation and public notice. Some of these items vary based on the type of infill proposed. For example, ADUs do not need to go through a conditional use permit process.

At any point in the process, City of Tacoma staff are available to answer any questions about the timeline and schedule.

### PART 1. PILOT PROGRAM



### PART 2. PERMIT REVIEW PROCESS



See pages 2-3 for more details on the Pilot Program and permit process.

# 05 Resources

- Tacoma Projects
- Other Cities' Examples
- Planning Commission

## 24 RESOURCES

### TACOMA PROJECTS

- Affordable Housing Work Program Phase 3 - October 1, 2014 (PDF)
- Affordable Housing Policy Advisory Group Recommendations Report - December, 2010
- APHAG Memo - October 13, 2011
- 2014 Affordable Housing Policy Phase 2 Packet as adopted by council

### PLANNING COMMISSION

Amended Ordinance Number 28336 can be found [here](#).

Posted below are materials reviewed by the Planning Commission (PC). They are also posted on the 2015 Annual Amendment web page, under "2015-08 Affordable Housing Planning Work Program."

2015-08 PC Draft Code (July 1, 2015)

2015-08 PC Review Packet (July 1, 2015)

2015-08 PC Review Packet (June 17, 2015)

2015-08 PC Presentation (May 6, 2015)

2015-08 PC Review Packet (May 6, 2015)

2015-08 PC Review Packet (March 4, 2015)

2015-08 PC Review Packet (October 1, 2014)

2015-08 PC Presentation (October 1, 2014)

### OTHER CITIES' EXAMPLES

- The Ins and the Outs: A Policy Guide to Inclusionary and Bonus Housing Programs in Washington - The Housing Partnership, 2007 (PDF)
- City of Portland, OR - Infill Design
- PSRC Housing Innovations Website

#### The Infill Design Toolkit: Medium-Density Residential Development



A Guide to Integrating Infill Development  
into Portland's Neighborhoods

2007/2012/2014

PORTLAND  
PLANNING



# Next Steps

Community Outreach, Application Committee, Site Development, Utilities, and Administrative Process

# Community Outreach

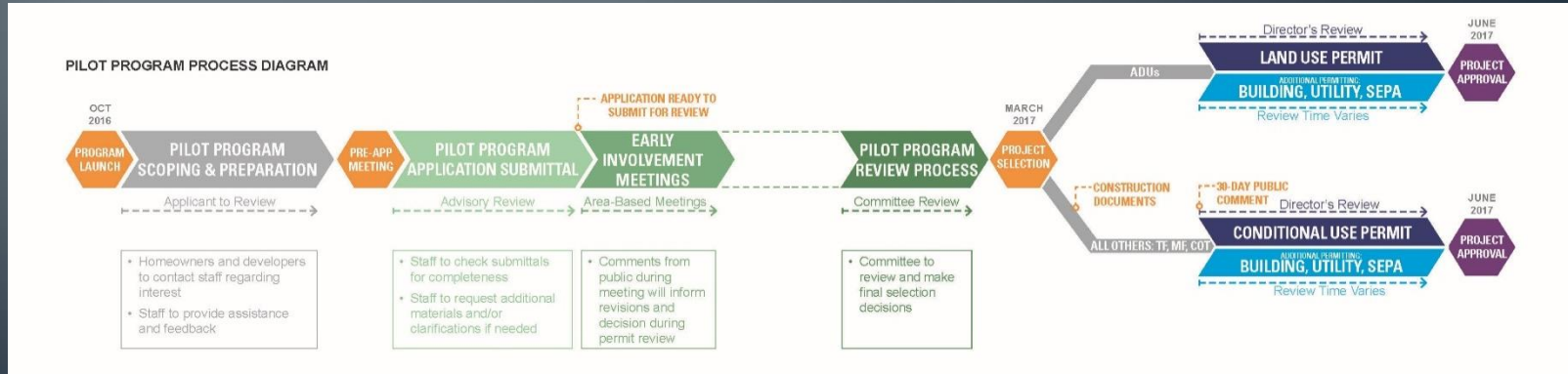
- Discuss program in Neighborhood Council meetings
- Press releases
- Webpage
- Respond to citizens in person, by email, and by phone
- “Early Involvement Meetings” during Review Process will be provided to Committee prior to decisions on projects

# Selecting Committee Members

- Determine City designees
- Determine neighborhood representatives
- Request Landmarks Preservation Commissioner for historically significant projects
  - Historic Preservation Officer to provide expertise

# Administrative Process

- Developing application materials for Pilot Program and Accela inputs to flag Pilot projects moving into permitting
- Working with Current Planning to make sure procedures are conveyed at counter and online





# Site Development/Utility

- Developing metering requirements for ADUs (separate, master and sub-meter?)
- Parking – how will off-street be considered?
- Site drainage for all housing types
- Half-street improvement requirements

# Schedule

- Program Launch – October 2016
- Pilot Program Scoping and Preparation - October 2016 – January 2017
- Pre-Application Meetings – December 2016 – January 2017
- Pilot Program Application Submittal – January - February 2017
- Pilot Program Application Review Process – March 2017
- Early Involvement Meetings – March 2017 (concurrent)
- Project Selection – March - April 2017
- Permit Review Process (either CPU or ADU Permit) – April 2017

THANK YOU



CITY OF TACOMA

## RESIDENTIAL INFILL PILOT PROGRAM

A handbook for building new housing on existing  
residential properties



TMC 13.05.115 Residential Infill Pilot Program  
September 2016