



## Planning Commission Annual Report 2018-2019

(Approved by the Planning Commission on July 17, 2019)

This report, prepared pursuant to the Tacoma Municipal Code, Section 13.02.040.L, highlights the Planning Commission's accomplishments between July 2018 and June 2019 and outlines the planning work program for the general timeline of July 2019 through December 2021.

### Part I. Accomplishments 2018-2019

#### A. Projects Reviewed:

##### 1. 2019 Annual Amendment to the Comprehensive Plan and the Land Use Regulatory Code ("2019 Amendment") ([www.cityoftacoma.org/2019Amendments](http://www.cityoftacoma.org/2019Amendments))

The Planning Commission and planning staff implemented three new measures to enhance the citizen engagement during the review process for the 2019 Amendment – conducting a public scoping hearing to solicit citizens' comments on the scope of work of the amendment package, conducting a series of 5 open houses (one in each Council district) to inform citizens and stakeholders of the status of the amendment and solicit feedback, and conducting two public hearings to accommodate the anticipated large number of citizens commenting on various proposals contained in the amendment package.

Major milestones of the Commission's review of the 2019 Amendment package are as follows:

- May 2, 2018 – Reviewed draft scope of work for the 2019 Amendment
- June 6, 2018 – Conducted a Public Scoping Hearing
- June 20, 2018 – Completed the assessment process
- July 2018 through March 2019 – Technical analysis for various applications (a total of 21 review sessions)
- February and March 2019 – Conducted 5 open houses (one in each Council district)
- March 20, 2019 – Released 2019 Amendment package for public review
- May 1, 2019 – Public Hearing No. 1
- May 15, 2019 – Public Hearing No. 2
- May 29 and June 5, 2019 – Post-hearing debriefings
- June 19, 2019 – Made a recommendation to the City Council

The 2019 Amendment includes the following six applications:

- (1) **Future Land Use Map Implementation** – This project seeks to improve the consistency between the One Tacoma Comprehensive Plan and implementing zoning through the consideration of area-wide rezones and Future Land Use Map amendments. Outcomes of this project are intended to support the development of compact, complete and connected neighborhoods with a variety of housing choices in close proximity to schools, parks, transit, and other amenities. ([www.cityoftacoma.org/FLUM](http://www.cityoftacoma.org/FLUM))
- (2) **Shoreline Master Program Periodic Review** – The proposed changes are intended to meet the Shoreline Management Act (SMA) requirement for a periodic review of locally adopted Shoreline Master Programs (SMPs). Local governments must review amendments to the SMA and Ecology rules, evaluate recent changes to the comprehensive plan and development regulations, consider changed circumstances, new information or improved data, then determine if local amendments are appropriate. The SMP is a joint local-state regulatory program, and the Department of Ecology (DOE) must approve locally-adopted SMPs before they can take effect.

- (3) Affordable Housing Action Strategy Incorporation into the Comprehensive Plan** – This proposed amendment formally recognizes the Affordable Housing Action Strategy as an implementation element of the One Tacoma Comprehensive Plan. Developed in 2018, the AHAS is a strategic response to a changing housing market, increasing displacement pressure, and a widespread need for high-quality, affordable housing opportunities for all. The AHAS is intended to guide the City's affordable housing strategies, program development, and investments over the next 10 years. ([www.cityoftacoma.org/Housing](http://www.cityoftacoma.org/Housing))
- (4) Historic Preservation Code Amendments** – Proposed code amendments include: (1) Establishment of a citywide demolition review process that would include review of demolition permits for adverse effects to historically significant properties over a certain threshold as well as clarify existing demolition review language in code; (2) Amendments to clarify the nomination and designation process; and (3) Increasing effectiveness of Historic Conditional Use Permit by clarifying elements of listed properties eligible for Conditional Use, as well as potential expansion of use pallet. ([www.cityoftacoma.org/HistoricPreservation](http://www.cityoftacoma.org/HistoricPreservation))
- (5) Manitou Potential Annexation** – Proposed Future Land Use Designations and Zoning Districts for the Manitou Potential Annexation Area, to be effective if and when the annexation occurs. ([www.cityoftacoma.org/Manitou](http://www.cityoftacoma.org/Manitou))
- (6) Minor Plan and Code Amendments** – Minor amendments to various sections of Chapters 1.37, 8.30, 13.04, 13.05, 13.06, 13.06A, and 13.09 of the Tacoma Municipal Code.
- (7) Commercial Zoning Update** – The project was initially included in the 2019 Amendment package. Upon further review on October 3, 2018, the Commission concurred with staff's suggestion to remove it from the 2019 Amendment and forward it to off-cycle analysis. The project will amend General and Neighborhood Commercial zoning district use and development standards to ensure a more consistent, pedestrian and transit supportive urban environment.

## 2. **2020 Annual Amendment to the Comprehensive Plan and the Land Use Regulatory Code ("2020 Amendment")** ([www.cityoftacoma.org/2020Amendment](http://www.cityoftacoma.org/2020Amendment))

The Planning Commission reviewed the draft scope of work for the four applications included in the 2020 Amendment package on May 29, 2019; conducted a Public Scoping Hearing on June 19, 2019; and accepted the four applications on July 17, 2019, and moved them forward for technical analysis. The four applications include:

- (1) Heidelberg-Davis Land Use Designation** – Metro Parks Tacoma seeks to change the land use designation for the subject site near Cheney Stadium from "Parks and Open Space" to "Major Institutional Campus" on the Future Land Use Map and in the One Tacoma Comprehensive Plan. The designation would allow for major campus complexes such as office, educational and healthcare facilities. Cheney Stadium and Foss High School are presently designated Major Institutional Campus.
- (2) West Slope Neighborhood View Sensitive Overlay District** – The West Slope Neighborhood Coalition seeks to amend the existing View Sensitive Overlay District (VSD) code requirements as it pertains to the Narrowmoor Additions, which is an approximately 349-lot subdivision within the West Slope area of Tacoma. The proposal would decrease allowed building height from 25 feet to 20 feet in the VSD within the subject area only.
- (3) Transportation Master Plan Amendments** – Public Works Department seeks to amend the Transportation Master Plan by updating policies, priority networks, project list, and performance measures; incorporating the Tacoma Mall Neighborhood Subarea Plan; making changes to support multimodal level of service, impact fees, or Vision Zero, a plan to eliminate traffic fatalities and serious injuries; and incorporating the Dome District Business Association's request to strengthen pedestrian priorities in the Downtown Regional Growth Center.
- (4) Minor Plan and Code Amendments** – Planning and Development Services Department proposes a number of minor, non-policy revisions to the One Tacoma Comprehensive Plan and the Tacoma Municipal Code, intended to update information, address inconsistencies, correct errors, increase clarity, and improve the efficiency of implementation of the Plan and the Code.

### **3. Tideflats Area Land Use Interim Regulations**

The Commission received an informational briefing on October 17, 2018, concerning the Tideflats Interim Regulations that had been enacted by the City Council on November 21, 2017, per Amended Ordinance No. 28470, based on the Commission's recommendation made on October 4, 2017. The interim regulations stipulate expanded public notification of heavy industrial use permits, temporary prohibition of new non-residential uses on the Tideflats, temporary prohibition of certain types of new heavy industrial uses, and temporary prohibition of new residential development along Marine View Drive and NE Tacoma slopes. The one-year interim regulations were reauthorized, with a 6-month extension (effective through May 13, 2019), by the City Council on November 13, 2018, per Ordinance No. 28542, and again extended for 6 months (effective through November 14, 2019) on May 14, 2019, per Ordinance No. 28583. ([www.cityoftacoma.org/TideflatsInterim](http://www.cityoftacoma.org/TideflatsInterim))

### **4. Residential Infill Pilot Program**

The pilot program was originally established by the City Council on December 1, 2015, per Ordinance No. 28336, aimed to promote innovative residential infill development and improve housing choice in Tacoma. Based on lessons learned after the initial implementation of the program, the Council adopted Resolution No. 39886 on December 12, 2017, requesting the Planning Commission to consider certain modifications to the program. The Commission reviewed the Council's request on May 16, 2018 and recommended that the Detached Accessory Dwelling Unit (DADU) component be addressed separately from the pilot program. The Commission reviewed the scope of work for the next phase of the pilot program ("Phase 2.0") on April 3, 2019, and explored three options: (1) Open up new spaces in existing categories; (2) Open up new spaces and add new categories; and (3) Open up new spaces and add flexible categories. The Commission generally preferred a combination of Options 1 and 3, and will continue to discuss the matter in the future. ([www.cityoftacoma.org/Infill](http://www.cityoftacoma.org/Infill))

### **5. Detached Accessory Dwelling Units (DADUs)**

Lessons learned from the Residential Infill Pilot Program has suggested a redirected effort toward increasing capacity by allowing Detached Accessory Dwelling Units (DADUs) outright in single family zoning districts. On July 18, 2019, the Commission reviewed the proposed scope of work for moving DADUs from the pilot program and into a comprehensive Accessory Dwelling Units (ADU) code that would cover detached and attached types. The Commission conducted subsequent reviews of the subject on August 1 and September 5, conducted a public hearing on the proposed ADU regulations on October 3, and made a recommendation to the City Council on October 17, 2018. The City Council (including the Infrastructure, Planning and Sustainability Committee) reviewed the Commission's recommendation from December 2018 to March 2019 and adopted the regulations, with some modifications, on March 19, 2019, per Amended Ordinance No. 28576, setting the effective date of the regulations on May 1, 2019. ([www.cityoftacoma.org/DADU](http://www.cityoftacoma.org/DADU))

### **6. Urban Design Program**

The Urban Design Program is a proposed long-term program with a focus on delivering urban design services to customers in the Planning and Development Services Department, to other City departments, and through external public and private partnerships. The initial phase of this project focuses on the development of a Design Review Program and includes extensive public engagement, design guidelines, administrative procedures, and municipal code amendments. The Commission reviewed the subject on April 3 and June 19, 2019. ([www.cityoftacoma.org/UrbanDesign](http://www.cityoftacoma.org/UrbanDesign))

### **7. Capital Facilities Program (CFP)**

In early 2018, the City began the biennial amendment process for updating the CFP, an element of the One Tacoma Comprehensive Plan, from 2017-2022 to 2019-2024. The Commission reviewed the subject on April 18 and May 16, conducted an open house and a public hearing on June 20, and made a recommendation to the City Council on July 18, 2018. ([www.cityoftacoma.org/OneTacoma](http://www.cityoftacoma.org/OneTacoma))

### **8. Open Space Current Use Assessment**

A private application was submitted to Pierce County in July 2018 to classify approximately 3.13 acres of a total 4.17 site in West Tacoma as Open Space under the Current Use Assessment

program. Open Space Current Use Assessment (OSCUA) is a voluntary program created by the state legislature to incentivize private conservation of valuable open space assets. The classification, if approved, would reduce the property tax rate for the open space area in an amount proportional to the open space benefits the area provides to the general community. For properties within incorporated cities, Pierce County and the City jointly review the proposals. The Planning Commission reviewed the application and associated staff analysis on October 17, 2018, conducted a public hearing on December 5, 2018, and on the same night, made a recommendation to the City Council for approval. The City Council approved the application on March 19, 2019, per Resolution No. 40257. The application is subject to the final approval of the Pierce County Council anticipated to occur in summer of 2019.

#### **9. Airport Compatibility Overlay District**

This project evaluates the findings and recommendations of the Joint Land Use Study (JLUS) for Joint Base Lewis-McChord (JBLM), and implements strategies for addressing compatibility with the airport and its Accident Potential Zone (specifically APZ-II in South Tacoma). The key proposal involves enacting an Airport Compatibility Overlay District corresponding with the APZ-II, and amending related sections of the Tacoma Municipal Code (including adding a new Section 13.06.585 entitled "Joint Base Lewis McChord (JBLM) Airport Overlay Compatibility Overlay District"). The Commission reviewed the subject on June 20 and September 19, 2018; conducted a community meeting on October 24 and a public hearing on November 7; conducted a follow-up review on December 19, 2018, and made a recommendation to the City Council on January 16, 2019. The City Council adopted the proposed overlay district on June 25, 2019, per Ordinance No. 28592. (<https://www.cityoftacoma.org/cms/one.aspx?portalId=169&pageId=117905>)

#### **10. Tacoma Dome Link Extension (TDLE)**

The TDLE is the planned extension of Central Link light rail service from Federal Way to the Tacoma Dome area. As a part of the Sound Transit 3 (ST3) package approved by voters in 2016, the TDLE system would include four stations (South Federal Way, Fife, East Tacoma, and Tacoma Dome), two parking garages (South Federal Way and Fife), and an operations and maintenance facility along the 9.7-mile corridor. Sound Transit has developed potential EIS alternatives through an early scoping process and two levels of alternatives evaluation conducted in 2018-2019, and is expected to define the scope of work for the EIS in summer 2019. The Planning Commission conducted a joint session with the Transportation Commission to review the subject on March 20, 2019 and consider providing scoping comments to Sound Transit; considered a draft letter of recommendation to Sound Transit on April 3, based on a draft letter prepared by Commissioner Santhuff who has been the Commission's designated participant to Sound Transit's Stakeholders Group for the TDLE; and finalized the letter of recommendation on April 17, 2019. The letter was incorporated into the City Council's scoping comments on June 11, 2019, per Resolution No. 40346. ([www.soundtransit.org/TDLINK](http://www.soundtransit.org/TDLINK))

### **B. Meetings Conducted / Attended:**

#### **1. Commission Meetings:**

Between July 2018 and June 2019, the Commission conducted 21 meetings and canceled 4. The Commission also conducted 6 public hearings, as listed below:

<b>Date</b>	<b>Public Hearing Subject</b>
October 3, 2018	Accessory Dwelling Unit (ADU) Regulations
November 7, 2018	JBLM Airport Compatibility Overlay District
December 5, 2018	Open Space Current Use Assessment Application – Anderson Property
May 1, 2019	Public Hearing No. 1 for the 2019 Amendment
May 15, 2019	Public Hearing No. 2 for the 2019 Amendment, including a Joint Public Hearing with the Department of Ecology
June 19, 2019	Public Scoping Hearing on the 2020 Amendment

## 2. Community Meetings:

Individual Commissioners have been actively involved in various community meetings, such as the Tacoma Dome Link Extension open houses (September 18, 2018 and April 17, 2019), the Tacoma Dome Link Extension Stakeholders Group, Interagency Group and Elected Leadership Group meetings (various dates during 2018-2019), the Pierce Transit's Bus Rapid Transit on Pacific Avenue project open houses (September 18, 19, 25, and 27, 2019), Manitou Annexation Community Meeting and Walk-about (December 10, 2018 and April 24, 2019), the 2019 Amendment Open Houses and Informational Meetings (February 21, February 25, February 27, March 13, March 18, May 1, and May 15, 2019), the 2020 Amendment Scoping Informational Meeting (June 19, 2019), and the Historic Preservation Month (May 2019), just to name a few.

## 3. Meetings with Individual Commissioners:

Brian Boudet, Planning Manager and senior staff held informal meetings over lunch with individual Commissioners from January 8 to March 8, 2019, to discuss planning projects currently under review, issues of interest or concern, and the operation of the Commission. Feedback from the Commissioners addressed a wide variety of subject matters, such as presentations and adequate time for discussion, agendas and minutes, recruitment and orientation of new Commissioners, outreach and open houses, geographical correlation of public comments, approval a denial of applications for annual amendments, design review, and the 2019 APA WA Conference in Tacoma.

## C. Membership Status (July 2018 – June 2019):

Council District / Expertise Area	Commissioner	Appointment
District No. 1	Andrew Strobel	Appointed in July 2017
District No. 2	Dorian Waller	Reappointed on June 12, 2018; Resigned on June 5, 2019
District No. 3	Brett Santhuff	Reappointed on June 12, 2018
District No. 4	Stephen Wamback	Reappointed in June 2016; Re-elected Chair in September 2018; Term expired on June 30, 2019
	Alyssa Torrez	Appointed on June 4, 2019; Term starting on July 1, 2019
District No. 5	David Horne	Appointed on June 12, 2018
Development Community	Jeff McInnis	Reappointed in July 2017
Environmental Community	Anna Petersen	Reappointed on June 4, 2019; Re-elected Vice-Chair in September 2018
Public Transportation	Carolyn Edmonds	Appointed in July 2017
Architecture, Historic Preservation, and/or Urban Design	Ryan Givens	Reappointed on June 4, 2019

## Part II. Planning Commission Work Program for 2019-2021 (Attached)

Attached is the "Planning Commission Work Program for 2019-2021", dated July 17, 2019, approved and incorporated into the Planning Commission's Annual Report for 2018-2019. The Work Program contains projects and planning activities slated for completion or in substantial progress during the general timeframe of July 2019 through December 2021. These projects and activities are primarily mandated by legislation or initiated by the City Council and are within the Commission's review and recommendation authority. The most recent Council directives were resulted from the Council's workshops held in April and May 2019 concerning the implementation of the City's Strategic Plan, *Tacoma 2025*. The Work Program may change in response to legislative requirements, community requests, Council priorities, budget and staffing constraints, or other emerging situations.





## Planning Commission Work Program (2019-2021) Planning Commission Recommendation *July 17, 2019*

### Expected Completion in 2019

Open Space Current Use Assessment – Anderson (*private application*) **Approved March 2019**

Accessory Dwelling Units (ADUs) – Permanent Regulations **Adopted March 2019**

JBLM Airport Compatibility Overlay District **Adopted June 2019**

2019 Amendment Package **Expected Adoption September 2019**

- FLUM Implementation – Phase 2: Residential Area-wide Rezones
- Shoreline Master Program – 2019 Periodic Review
- Affordable Housing Action Strategy (AHAS) – Incorporation into Comprehensive Plan
- Historic Preservation Code Improvements – Demolition Review
- Manitou Potential Annexation – Plan and Zoning Amendments
- Minor Plan and Code Amendments

Tideflats Interim Regulations – Extension (*every 6 months*) **Next Adoption October 2019**

### Expected Completion in 2020 (*preliminary*)

Infill Pilot Program 2.0

Commercial Zoning Update – Phase 1: Revised Commercial Zoning Framework

Public Notice and Engagement – Comprehensive Review

2020 Amendment Package

- Heidelberg-Davis Land Use Designation (*Private Application*)
- View Sensitive Overlay District Review (*Private Application*)
- Transportation Master Plan Amendments (*coordinated with TC and PW*)
- Minor Plan and Code Amendments

Urban Design Studio – Development/Creation

**2021-2026 Capital Facilities Program (CFP)**

**AHAS Implementation – Accessory Dwelling Unit Review**

**AHAS Implementation – Affordable Housing Incentives Code Review**

**Tideflats Interim Regulations – Extension (*every 6 months*)**

### **Expected Completion in 2021 (*very preliminary*)**

**AHAS Implementation – Tacoma Mall Inclusionary Zoning Pilot Update**

**AHAS Implementation – Mixed-Use Center & Downtown Bonus Program Update**

#### **2021 Amendment Package**

- FLUM Implementation – Phase 3: Commercial Area-wide Rezones
- Open Space Corridors – Phase 2 (Geohazard Areas)
- Institutional Zoning Review
- One Tacoma Plan Implementation – Downtown Plan Integration
- One Tacoma Plan Implementation – Historic Preservation Plan Integration
- Minor Plan and Code Amendments

**Pacific Avenue Corridor Plan (*tied to Pacific Ave. BRT*)**

**AHAS Implementation – Growth Strategy Evaluation to Promote Housing Options**

**One Tacoma Plan 2023 Periodic Update – Scoping (*including LOS review*)**

**Tideflats Subarea Plan**

## On-going Planning Issues

- Six-Year Comprehensive Transportation Program
- Joint Meetings of the Planning Commission with appropriate groups (e.g., the Landmarks Pres. Commission, Transportation Commission, and Neighborhood Councils)
- Transportation Master Plan Implementation, in coordination with the Transportation Commission (e.g. impact fees study, transportation network planning, streetscape design guidance, signature trails development, etc.)
- Light Rail Expansion projects (including the Hilltop Links to Opportunity Program, ST3 Tacoma Dome Link Extension, Tacoma Link Extension, etc.)
- Historic Preservation, in coordination with the Landmarks Preservation Commission (e.g. TDR, integration of Historic Preservation Plan with *One Tacoma* Plan, educational programs, etc.)
- Tacoma Mall Neighborhood, Hilltop, North Downtown and South Downtown Subarea Plans – Implementation
- Residential Infill Pilot Program – Implementation and project reviews
- Citizen Participation and Public Outreach Enhancements

## Regional and Cross-Jurisdictional Issues

- Pierce County Parkland/Spanaway/Midland (PSM) Community Plan
- Regional Transportation Issues, in coordination with the Transportation Commission (e.g. Tacoma LINK and Central LINK Light Rail Expansions, Pacific Avenue BRT Study)
- PSRC Regional Centers Framework Update, Vision 2050, GMA review, Buildable Lands
- PCRC County-Wide Planning Policies, County-level Centers Update

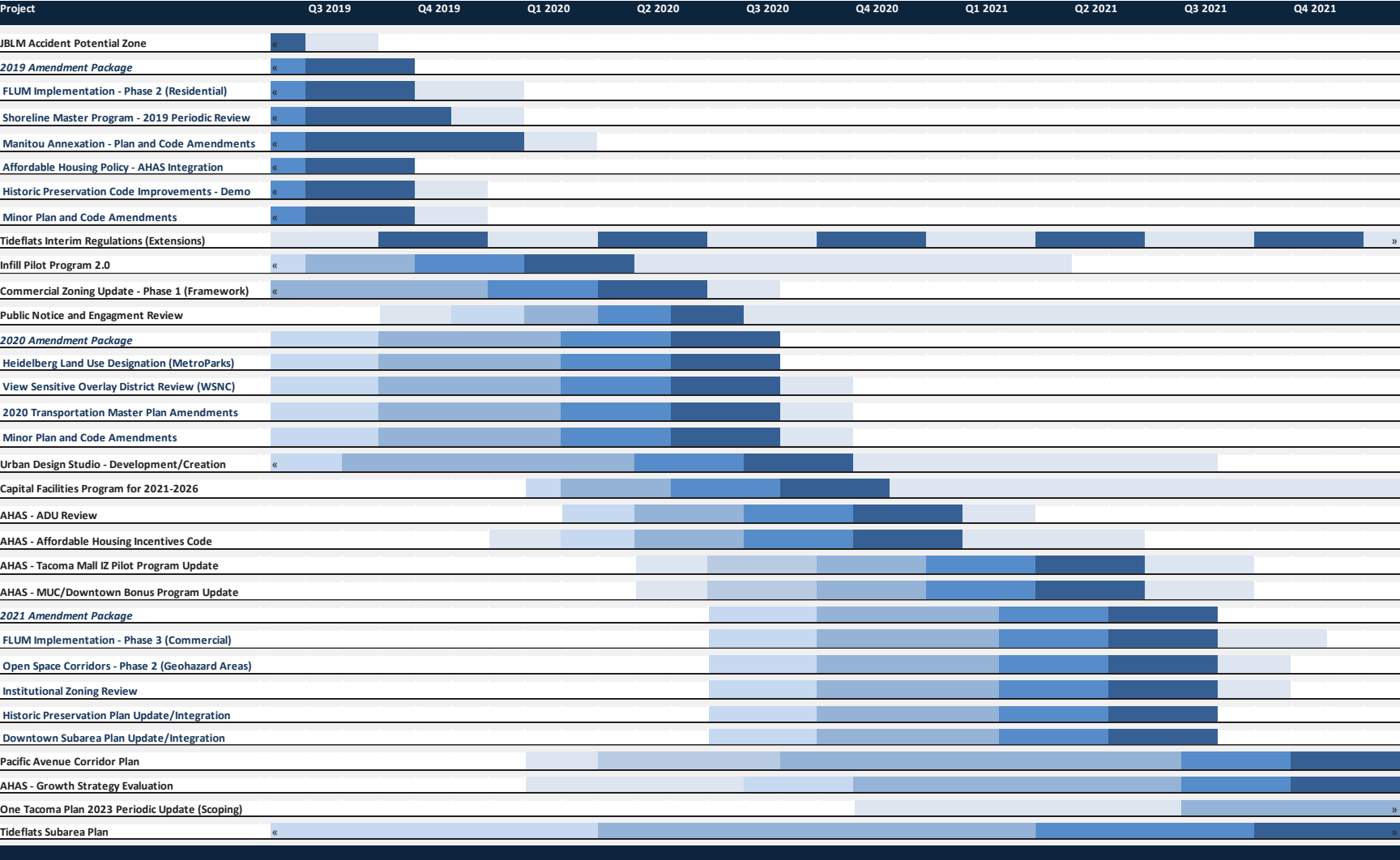
## Emerging and Deferred Issues

- One Tacoma – 2023 Periodic Update
- Neighborhood/Corridor Plans (includes TOD corridor planning)
- Mixed-Use Centers Implementation Programming (Revitalization Strategies)
- MUC Core/Pedestrian Street Review
- Parking Update (RPA, refinements along light rail, Mixed-Use Centers, design, etc.)
- Potential Local Historic Districts – coordinated with LPS (College Park, Stadium, etc.)
- 20-minute Neighborhood and Urban Growth Baseline Analysis
- Urban Forestry Implementation (landscaping, tree-preservation, open space, etc. *(coordinate with ES)*)
- Street Typology and Designation System Review
- Downtown Subarea Plans – Periodic Review/Update *(maybe coordinate with 2023 Periodic Update)*
- Form-based Residential Standards (lot coverage, FAR, etc.)
- Watershed-level Environmental Planning
- Unified Development Code
- Sign Code Update
- Pre-Annexation Planning (Browns Point/Dash Point, Parkland/Spanaway)
- Greenhouse Gas standards and review



Work Program Tracking - Planning Commission & Council Legislative Items

July 17, 2019



- Color Key
- Groundwork (Preparation, Initial Research, Outreach Strategy, etc.)
  - Scoping (Alternatives Analysis, Initial Engagement, etc.)
  - Analysis and Outreach
  - PC Release, Hearing and Recommendation
  - CC Review, Hearing and Decision
  - Implementation