



# City of Tacoma

## Infrastructure, Planning and Sustainability Committee Minutes

733 Market Street Tacoma, WA 98402

Conference Room 16

April 11, 2018

4:30 PM

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Chair Ryan Mello, Vice Chair Anders Ibsen,  
Chris Beale, Conor McCarthy, Lillian Hunter (alternate)

### Call To Order

Chair Mello called the meeting to order at 4:32 p.m.

**Present:** 3 - Beale, Ibsen and Mello

**Absent:** 1 - McCarthy

Council Member McCarthy arrived at 4:35 p.m.

### Briefing Items

1. [18-0363](#) Title 2.21 Housing Code Requirements for Temporary Shelters  
[Sue Coffman, Building Official, Planning and Development Services]

At approximately 4:32 p.m., Sue Coffman, Building Official, Planning and Development Services (PDS), made opening remarks and introduced Chris Seaman, Senior Engineer, Tacoma Fire Department, and Lauren Flemister, Senior Planner, PDS.

Council Member McCarthy arrived here, at 4:35 p.m.

Ms. Flemister reviewed the applicable codes including land use and building codes. Ms. Coffman further reviewed the building codes, including what they cover, what is considered a residential occupancy, and restrictions and requirements. She continued on the Revised Code of Washington and Washington Administrative Code provisions and limitations, stakeholder input, benchmarking involved and comparisons to other jurisdictions. She provided information on the new proposed Chapter 2.21 of Tacoma Municipal Code; including administrative provisions, operational requirements, life safety provisions, and human health provisions. She concluded by reviewing next steps.

Discussion ensued regarding internal stakeholders and potential partners, the exemption of single use tents in the code, non-building proposals, land use inspections, building schedules, expiration and extension of permits, change of occupancy applications, building permit applications, requirements for residential occupancy, emergency situations, and the exemption from State Code requirements.

**MOTION: Deputy Mayor Ibsen moved to recommend the new, proposed Chapter 2.21 of the Municipal Code, relating to Housing Code Requirements for Temporary Shelters, to the full City Council for consideration.**

**SECONDED BY: Council Member Beale.**

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

**Ayes:** 4 - Beale, Ibsen, McCarthy and Mello

2. [18-0364](#) Infrastructure, Planning and Sustainability 2017 Year End Report  
[Rebecca Boydston, Committee Liaison]

At approximately 4:54 p.m., Rebecca Boydston, Committee Liaison, presented the Infrastructure, Planning, and Sustainability 2017 Year End Report, including topic areas, informational briefings, and requests for action.

## Topics for Upcoming Meetings

3. [18-0365](#) April 25, 2018 - Sustainable Tacoma Commission Annual Update, Environmental Action Plan Year Two Progress Report, Tree Planting/Urban Forestry

Ms. Boydston stated the next meeting will be on April 25, 2018, and will include Sustainable Tacoma Commission's annual update, Environmental Action Plan, and the Tree Planting Policy.

## Other Items of Interest

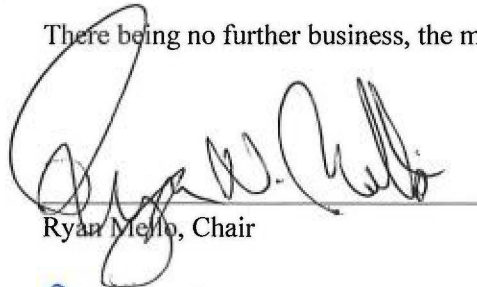
Discussion ensued regarding proposed topics for future Infrastructure, Planning and Sustainability Committee meetings, including air monitoring, Residential Hall Sidewalk Program, cross laminated timber, and residential infill.

## Public Comment

There was no public comment.

## Adjournment

There being no further business, the meeting was adjourned at 4:58 p.m.

A handwritten signature in black ink, appearing to read "Ryan Melo", written over a horizontal line.

Ryan Melo, Chair

A handwritten signature in blue ink, appearing to read "Stacy Manthou", written over a horizontal line.

Stacy Manthou, City Clerk's Office