



# City of Tacoma Infrastructure, Planning and Sustainability Committee Minutes

747 Market Street Tacoma, WA 98402

Conference Room 248

**January 15, 2020**

**4:30 PM**

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Chair Conor McCarthy, Vice Chair Chris Beale, Lillian Hunter,  
Kristina Walker, Catherine Ushka (alternate)

## Call To Order

Vice Chair Beale called the meeting to order at 4:31 p.m.

**Present:** 4 - Beale, Hunter, McCarthy and Walker

## Approval of Minutes

1. [20-0021](#) Approval of the minutes of the December 18, 2020 meeting

**MOTION:** Council Member Hunter moved to approve the minutes of the December 18, 2019 special meeting.

**SECONDED BY:** Council Member McCarthy.

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

**Ayes:** 4 - Beale, Hunter, McCarthy and Walker

## Briefing Items

2. [20-0024](#) Election of the Committee Chair and Vice Chair

**MOTION: Vice Chair Beale moved to elect Council Member McCarthy as Chair of the Infrastructure, Planning, and Sustainability Committee for the year 2020.**

**SECONDED BY: Council Member Hunter.**

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

**Ayes:** 4 - Beale, Hunter, McCarthy and Walker

**MOTION: Chair McCarthy moved to reelect Council Member Beale as Vice Chair of the Infrastructure, Planning, and Sustainability Committee for the year 2020.**

**SECONDED BY: Council Member Hunter.**

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

**Ayes:** 4 - Beale, Hunter, McCarthy and Walker

3. [20-0023](#) Missing Middle Housing and Infill Pilot Program  
[Mesa Sheriff, Senior Planner, Planning and Development Services]

At approximately 4:35 p.m., Mesa Sheriff, Senior Planner, Planning and Development Services, presented the Missing Middle Housing and Infill Pilot Program update, including an overview; background; definitions; selected projects under Infill Pilot 1.0; and Infill Pilot 1.0 findings. He further outlined Infill Pilot 2.0, noting density-based housing, unit density, and next steps.

Discussion ensued throughout regarding changes in the updated pilot program, locations of approved selected projects, duration of the pilot program, the Planning Commission's study on two-family housing in the R-2 zone, two-family houses on corner lots, remodels in R-2, parking considerations, 7,000 square foot lots in Tacoma, providing context to the community, the number of affected parcels, unit density, approach on infill housing, and neighborhood impacts.

4. [20-0025](#) Micromobility (Scooter Share) Program Update  
[Liz Kaster, Senior Planner, Public Works]

At approximately 5:05 p.m., Liz Kaster, Senior Planner, Public Works, presented the micromobility pilot program update, including a micromobility definition; why the City has taken an interest in micromobility, noting City goals and policies; how it's being used in Tacoma; and lessons learned from the pilot, noting usage, responding to community feedback, potential code updates, and survey results. She concluded by outlining next steps, including a timeline, the approach, and key considerations.

Discussion ensued throughout regarding speed limitations, helmet laws, an equity standpoint, evaluating equity and accessibility, sidewalk-use versus street-use, where the scooters are placed, age restrictions for scooters, community engagement, incorporating bikes in the request for proposal, providers for the services and rules for those providers, and scooter parking.

5. [20-0026](#) Neighborhood Engagement and Standards for Construction Projects Program Update  
[Corey Newton, Site and Building Division Manager, Planning and Development Services]

At approximately 5:42 p.m., Corey Newton, Site and Building Division Manager, Planning and Development Services, presented the standards for construction projects update, including an overview; quick enhancements, noting the project sign and a notice of construction email; the permit map; key topics, noting the notification process, a preconstruction meeting, community feedback, enforcement mechanisms, and air quality standards; evaluation and outreach; and next steps.

Discussion ensued throughout regarding meeting the State Environmental Policy Act threshold, when the project sign should be posted, the notification processes, cost of the sign, guidelines of where the sign is posted and how it is secured, parking, the purpose of the update, requirements for the contact information, project rendering, good neighbor standards, enforcement mechanisms, developer volunteers, and the outreach process.

## Public Comment

Public Comment was heard from:

1. Andrea Houg, resident, speaking on construction standards.
2. Megan Capes, Tacoma Democratic Socialist of America, speaking on housing.
3. Paul Chromey, 6826 South "D" Street, speaking on construction standards.

## Topics for Upcoming Meetings

6. [20-0027](#) February 5 - Small Cell Deployment on City Street Lightpoles;  
Bring Your Own Bag Program Annual Update (tentative)  
February 19 - Sustainable Tacoma Commission Interviews; Pierce Transit Update

Claire Goodwin, Committee Liaison, stated the next meeting will be on February 5, 2020, and will include presentations on small cell deployment on City street lights and the Bring Your Own Bag program. She further stated the February 19, 2020 meeting will include Sustainable Tacoma Commission interviews and a presentation on Pierce Transit's Bus Rapid Transit Plan.

## Other Items of Interest

Chair McCarthy stated the start time of the Infrastructure, Planning and Sustainability Committee (IPS) is an issue with some staff and Committee members.


Discussion ensued regarding scheduling conflicts, having the meetings start earlier or on the opposite Wednesdays.

Chair McCarthy suggested Committee members look at past year-end reports and the Standing Committee manual to get ideas on what they would like to bring to IPS.

Council Member Beale stated he was interested in hearing a presentation on the South Tacoma Groundwater Protection District.

## Adjournment

There being no further business, the meeting adjourned at 6:41 p.m.

  
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Conor McCarthy, Chair

  
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Katie Foster, City Clerk's Office