

OBSERVER REPORT FORM

City of Tacoma Planning Commission

Date: May 19, 2021

Name of Observer: Jessica Trujillo

Members Present: Anna Petersen (Chair), Jeff McInnis (Vice-Chair), Carolyn Edmonds, Brett Santhuff, David Horne, Ryan Givens, Christopher Karnes, Andrew Strobel, Alyssa Torrez

Absent: None

Others Present: Jennifer Kammerzell (City of Tacoma), Kendra Breiland (Fehr and Peers), Jason Hennessy (Berk consulting), Elliott Barnett (City of Tacoma), Larry Harala (City of Tacoma)

Meeting called to order at 5:00 pm

Approval of [Agenda](#) : Approved unanimously ([Additional Materials](#) and [Presentations](#))

Public Comments

- Comments are not accepted for Discussion Item #2, which is the subject of a recent public hearing.
- Comments on Discussion Items #1 or #3 are accepted and must be submitted by 12:00 noon on the meeting day; e-mailed to planning@cityoftacoma.org.

Disclosure of Contacts - None

Discussion Items

1. Impact Fees Program Update

Description: Review the status of the development of a framework for implementation of impact fees within the City of Tacoma (follow-up on the review of the scope of work on 2/17/21).

Action: Comment and Direction

Staff Contacts: Jennifer Kammerzell (jkammerzell@cityoftacoma.org) Public works traffic engineering,

Kendra Breiland reviewed the impact fees and schedule, provided follow-up on key questions in working with the Transportation Commission and concerns from the Permit Advisory Taskforce.

Questions/issues currently being addressed are:

- Substantial outreach to many community groups will be incorporated into Phase 3. Collaboration with Centro Latino, Commission on Immigrant and Refugee Affairs, and Human Rights Commission. Looking at how fees align with housing affordability, timing, and equity.
- 376 projects were considered to determine which would be eligible for impact fees. Roughly half are eligible. Will the program have different geographic zones? This is a policy consideration in program development.
- Would impact fees be charged for all uses? For transportation and fire, yes, although the City can provide exemptions for low-income housing, some uses of “broad public purposes” under state law. For schools/parks fees, can be charged just to residential uses.
- Jason Hennessy presented on Fire Impact Fee Framework. Waiting on the Facilities Master Plan and Standards of Cover Study (put on hold due to COVID) to quantify need for impact fees.
- Commissioner Givens included a wishlist for the program including: exempt ADUs, have transportation tied to parking/schools, tie fees to housing size so larger households pay larger share, parks – have all uses pay proportionate share, develop a tool to calculate fees before a project is designed/submitted.
- Commissioner Karnes asked that the Transportation Commission look again at the concurrency of the transit project list with Pierce and Sound Transit long range plans.
- Commissioner Edmonds prefers to not have impact fees in urban areas because impact fees are passed from developer to home purchaser and affects affordable housing. Capital projects benefit the whole community and the appropriate method of paying for them are with bonds that voters approve.
- Commissioner Petersen verified that fees can be waived for low-income housing and asked whether fees are triggered on changes to existing buildings out of concern over preventing tearing down of structures. Kendra Breiland indicated the city would develop codes to determine when impact fees will be charged in those cases.

2. Home In Tacoma Project

Description: Complete debriefing of public hearing (4/7/21) and review draft Findings of Fact and Recommendations Report and draft Letter of Recommendation.

Action: Approve and Forward Recommendations to the City Council

Staff Contact: Elliott Barnett (ebarnett@cityoftacoma.org)

Elliott Barnett summarized the next steps including that a SEPA review that is ongoing and will be finalized after the Commission makes their recommendation. The Final Recommendations package was presented, which includes the Draft Letter, Findings Report, Comp Plan Changes, Near Term Code Changes, and Housing Action Plan.

- Commissioner Edmonds expressed concern that the letter presented an overall argument against single family dwellings.

- Commissioner Karnes would like for the letter to reference the PSRC Vision 2050 linking transit, housing, and jobs together.
- Commissioner Santhuff indicated the need for the Findings Report conclusions to more explicitly address impact fees as a parallel effort. He also expressed concern about the comprehensive plan and ensuring the Historic Preservation Office has had the opportunity to craft/review specific language.
- Commissioner Givens expressed approval of the policy language about low and medium scale housing and the building scale commitment to neighborhood planning.
- Commissioner Petersen indicated the need to ensure recognition that households might have diversity of definitions: multi-generational, no kids, blended families, etc.
- Commissioner McInnis indicated that while he's not a fan of project overall, he agrees that the language of the package reflects discussion and work on the draft.
- As follow-up, Elliott Barnett will talk separately with Commissioner Edmonds to strengthen the paragraph addressing single family dwellings. He will also address comments on PSRC Vision 2050 and indicated that input from the Historic Preservation Office was part of the process. He will also address diversity of household make-up in the findings report.
- Discuss opened to the map. Elliott Barnett discussed changes to specific areas on the map as result of the May 5 meeting as well as separate meetings with Commissioner Karnes. Commissioner Petersen had also requested that Elliott Barnett write a memo for future commissioners to explain why changes were made in the way they were made. Brian Boudet suggested adding language allowing for minor adjustments to the future land use map to address concerns regarding individual areas of the city in the move to phase 2.
- Strobel will be in favor of the package, recognizing that it's imperfect, but addresses the request and timeline requested by city council. Commissioner McInnis – will vote no and would like to include a summary of the reasons for no votes included in the package sent to the City Council. Commissioner Edmonds will vote no based on not making specific changes to the map in NE Tacoma at this time. The motion to accept the recommendations package passed.

3. 2022 Amendment – Assessment of Applications:

- a. **Application: “South Tacoma Economic Green Zone”**
- b. **Application: “Minor Plan and Code Amendments”**

Description: Continue to conduct assessment of applications for the 2022 Amendment, per TMC 13.02.070.E.

Action: Comment and Direction; Set Date for Public Scoping Hearing

Staff Contact: Larry Harala (lhara@cityoftacoma.org)

Larry Harala reviewed the amendment process and timeline for applications. The motion to Release Assessment Reports (4) for public review and Set the Public Scoping

Hearing for June 16, 2021, 5:30 p.m. passed unanimously. An Informational Meeting is set for June 16, 2021, 4:00-5:00 p.m.

Upcoming Meetings (Tentative Agendas)

1. June 2, 2021 meeting cancelled
2. June 16, 2021:
 - Equity Index and Mapping
 - 2022 Amendment – Assessment of Applications (Public Scoping Hearing) at 5:30pm
3. July 7, 2021:
 - Impact Fees Program Update
 - 2022 Amendment – Assessment of Applications (Debriefing of Hearing)

Communication Items

- **Historic Preservation Month 2021: Mysterious Tacoma** – Each May, the National Trust for Historic Preservation encourages local communities to celebrate National Historic Preservation Month. The City of Tacoma’s theme for this year’s Historic Preservation Month is “Mysterious Tacoma.” Please visit www.HPMonthTacoma.com.
- **Status Reports by Commissioners** – TOD Advisory Group, Housing Equity Task Force.
- **IPS Agenda** – The Infrastructure, Planning and Sustainability Committee’s next meeting is scheduled for Wednesday, May 26, 2021, at 4:30 p.m.; agenda (tentative) includes: Planning Commission Interviews; and Active Transportation and Bike Boulevards Update.
(Webinar Link: www.zoom.us/j/86227234162, Passcode: 614650)
- Home in Tacoma presentation of recommendations to city council set for June 8.
- Mary Crabtree, the new administrative assistant, joined last week.
- Transit Advisory Group – the last meeting reviewed feedback on the Portland Ave Light Rail station. They will be forwarding a report to the Transportation Commission with a summary of comments.
- The Housing Equity Taskforce is drafting a letter for the Home in Tacoma project addressing anti-displacement strategies.

Adjournment – 8:01 pm