Stephen Wamback, Chair
Anna Petersen, Vice-Chair
Carolyn Edmonds
Ryan Givens
Jeff McInnis
Brett Santhuff
Andrew Strobel
Dorian Waller
(vacant)

City of Tacoma
Planning Commission

AGENDA

MEETING: **Special Meeting and Public Hearing**

TIME: Wednesday, April 4, 2018, 5:30 p.m.

LOCATION: Council Chambers, Tacoma Municipal Building, 1st Floor
747 Market Street, Tacoma, WA 98402

Note changes in meeting starting time and location

A. Call to Order and Quorum Call

B. Approval of Agenda and Minutes

- No minutes for approval

C. Public Comments

D. Public Hearing

1. 2018 Amendments to the Comprehensive Plan and Land Use Regulatory Code

- Description: Conduct a public hearing on the 2018 Amendments package that includes the following applications/subjects:
  (1) Car Wash Uses in Neighborhood Centers
  (2) Vehicle Service and Repair: Outdoor Storage
  (3) S. 80th Street PDB Rezone
  (4) Commercial View Sensitive District Height Measurement
  (5) Transportation Master Plan – Limited Amendment
  (6) Open Space Corridors Project – Phase 1
  (7) Code Cleanups
- Action: Receive testimony and keep the record open through April 6, 2018 to accept written comments.
- Staff Contact: Stephen Atkinson, 253-591-5531, satkinson@cityoftacoma.org

E. Communication Items

(1) Tacoma Mall Neighborhood Subarea Plan Update (see "Agenda Item E-1")

(2) Planning Commission Bylaws concerning Absences (see "Agenda Item E-2")

(3) The next Planning Commission meeting is scheduled for Wednesday, April 18, 2018, at 5:00 p.m., in Room 16; tentative agenda (subject to change) includes: Capital Facilities Program Update; and 2018 Amendments.

(4) The next Infrastructure, Planning and Sustainability Committee meeting is scheduled for Wednesday, April 11, 2018, 4:30 p.m., in Room 16; tentative agenda (subject to change) includes: Title 2.21 Housing Code Requirements for Temporary Shelters.

F. Adjournment

The City of Tacoma does not discriminate on the basis of disability in any of its programs, activities, or services. To request this information in an alternative format or to request a reasonable accommodation, please contact the Planning and Development Services Department at (253) 591-5056 (voice) or (253) 591-5820 (TTY).

Agenda Item D-1

City of Tacoma
Planning and Development Services

To: Planning Commission

From: Stephen Atkinson, Planning Services Division

Subject: **Public Hearing – 2018 Amendments to the Comprehensive Plan and Land Use Regulatory Code**

Date of Hearing: April 4, 2018

Date of Memo: March 29, 2018

Action

The Planning Commission will conduct a public hearing on April 4, 2018, to receive oral testimony concerning the proposed amendments to the Comprehensive Plan and Land Use Regulatory Code for 2018 (as summarized in "Public Hearing Subject" below). Public comments will be accepted until 5:00 PM on April 6th, 2018.

Public Hearing Subject

The 2018 Amendment Package consists of the following seven applications:

Name	Type of Amendment	Applicant Type
Car Wash Uses in Neighborhood Centers	Code	Private
Vehicle Service and Repair: Outdoor Storage	Code	Private
S. 80th Street PDB Rezone	Plan and Code	Private
Commercial View Sensitive District Height Methodology	Code	Private
Transportation Master Plan Amendments	Plan	Public
Open Space Corridors Project Phase I	Code	Public
Code Cleanup	Code	Public

The attached public hearing notice provides a general description of each application.

Public Review Document

The public review document is available on the Planning Division webpage at www.cityoftacoma.org/2018Amendments.

Environmental Evaluation

Pursuant to Washington Administrative Code (WAC) 197-11 and Tacoma's SEPA procedures, a Preliminary Determination of Environmental Nonsignificance was issued on March 1, 2018 (SEPA File Number LU18-0068), based upon a review of an environmental checklist. The City will reconsider the preliminary determination based on timely public comments regarding the checklist and determination that are received by 5:00 PM on April 6, 2018 and unless modified, the preliminary determination will become final on April 13, 2018.

Notification

Notification for the public hearing has been conducted to reach a broad-based audience, through the following efforts:

1. **Public Notice –** Two notices have been distributed in support of the 2018 Amendments. The first notice was issued at the end of December, 2017 to advertise a community meeting on January 10, 2018. The public hearing notice was distributed on March 12, 2018. Both notices were distributed to over 7,000 individuals on the Planning Commission's e-mail and U.S. mail distribution lists, as well as taxpayers of record and entities such as the City Council, Neighborhood Councils, business district associations, civic organizations, environmental groups, the development community, the Puyallup Tribal Nation, adjacent jurisdictions, major employers and institutions, City and State departments, and other interested parties.
2. **Library –** A request was made to the Tacoma Public Library on March 15, 2018 to make the public hearing notice available for patrons' review at all branches.
3. **News Media –** The City of Tacoma issued a News Release on March 14, 2018. An online advertisement was placed on The News Tribune to run between March 21st and the 28th. A legal notice was published on the Tacoma Daily Index on March 19, 2018.
4. **Social Media:** A Facebook event page for the Public Hearing is available at https://www.facebook.com/events/577648425929749/ and has been boosted with an informational video on the City's Facebook Page: https://www.facebook.com/CityofTacoma/videos/10156202584957829/.
5. **60-Day Notices –** A "Notice of Intent to Adopt Amendment 60 Days Prior to Adoption" was sent to the State Department of Commerce (per RCW 36.70A.106) on March 6, 2018. A similar notice was sent to Joint Base Lewis-McChord (per RCW 36.70A.530(4)) on March 6, 2018, asking for comments within 60 days of receipt of the notice.
6. **Tribal Consultation –** A letter was sent to the chairman of the Puyallup Tribe of Indians on March 15, 2018 to formally invite the Tribe's consultation on the proposed amendment.

Staff Contacts

- Stephen Atkinson, Planning and Development Services Department, (253) 591-5531, satkinson@cityoftacoma.org.

Attachment

- 2018 Amendments Public Hearing Notice

c: Peter Huffman, Director

PUBLIC HEARING
2018 AMENDMENT TO THE COMPREHENSIVE PLAN AND LAND USE REGULATORY CODE

Planning Commission Public Hearing

Wednesday, April 4, 2018
5:30 p.m.

City Council Chambers
Tacoma Municipal Building
747 Market Street, 1st Floor

Informational Session with Planning Staff

Wednesday, March 28, 2018,
5:30 – 7:00 p.m.

City Council Chambers
Tacoma Municipal Building
747 Market Street, 1st Floor

PROPOSED AMENDMENTS:

The proposed amendments for 2018 include the following seven (7) applications. A summary of the amendments can be found on the Planning Division's website at **www.cityoftacoma.org/planning** or at **www.cityoftacoma.org/2018Amendments**.

Car Wash Uses in Neighborhood Centers

Staff Contact:
Lihuang Wung,
Senior Planner,
lwung@cityoftacoma.org

This is a private application that would amend TMC 13.06.300 to allow Vehicle Service and Repair uses within the NCX District as a conditional use subject to the conditional use criteria. In addition, the use would be prohibited along the frontage of designated core pedestrian streets. Currently, Vehicle Service and Repair is prohibited in the Neighborhood Commercial Mixed-use District (NCX).

The NCX zoning district comprises the commercial core area for the Narrows, Proctor, Lincoln, McKinley, 6th Ave, South Tacoma Way, Stadium, and Hilltop Neighborhood Centers.

Vehicle Service and Repair: Outdoor Storage

Staff Contact:
Stephen Atkinson,
Principal Planner,
satkinson@cityoftacoma.org

This proposal was initiated as a private application to allow outdoor storage associated with vehicle service and repair uses within the C-2 Commercial Zoning District. The following changes are proposed to TMC 13.06.510.E, vehicle service and repair:

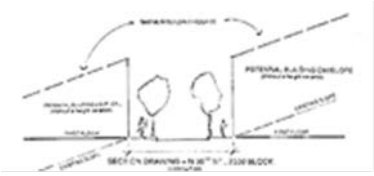
- Allow outdoor storage for vehicle service and repair uses in the C-2 District, where currently prohibited, with limitations along street frontages.
- Require screening for outdoor storage in C-2, M-1, and M-2 Districts.
- Prohibit outdoor storage in the UCX Zoning District.

S 80th Street Rezone

Staff Contact:
Lauren Flemister,
Senior Planner
lflemister@cityoftacoma.org

This proposal was initiatied as a private rezone application. The proposal would rezone five properties flanked by S 80th and S 78th Streets. The change in zoning designation would be from the existing Planned Development Business (PDB) District (3 parcels), Commercial (C-2) District (1 parcel) and Single Family Dwelling Residential (R-2) District (1 parcel) to Light Industrial (M-1) District. In addition,the proposal would amend the Comprehensive Plan Future Land Use Map from General Commercial and Residential to Light Industrial.

Commercial View Sensitive District Height Methodology



Staff Contact:
Lauren Flemister,
Senior Planner
lflemister@cityoftacoma.org

This proposal was initiated as a private application to amend language describing and determining how building height is measured in all C-2 (Commercial) zoning districts in the VSD (view sensitive district) overlay district. Currently, the VSD height measurement methodology in the land use code is used to determine building height, whereas, the City's Building Code utilizes a different methodology for measuring height.

The amendment should help create more parity amongst parcels in C-2 VSD (amongst upslope and downslope parcels), as well as create consistency in code for building height measurement.

Transportation Master Plan – Limited Amendment

Staff Contact:
Jennifer Kammerzell,
Senior Engineer,
jkammerzell@cityoftacoma.org

These amendments to the Transportation Master Plan (TMP) will address work that has been completed since the adoption of the Transportation Master Plan in 2015, including the new Environmental Action Plan, the upcoming Safe Routes to Schools Implementation Plan, the Pedestrian Safety Improvement Program, and some increased funding opportunities.

Amendments are proposed to the following elements of the TMP:

- Definitions (page 136 and Appendix C)
- Performance Measurement and Project Prioritization
- Modal Priorities Maps and Appendix B Project Detail List
- Appendix C Mobility Master Plan update
- Appendix D City Pedestrian Safety Improvement Project

Open Space Corridors Project – Phase 1

Staff Contact:
Elliott Barnett,
Associate Planner,
Elliott.barnett@cityoftacoma.org

The following amendments are proposed to TMC 13.11 Critical Areas Preservation Ordinance:

- Create standards for Biodiversity Corridors/Areas to ensure no net loss of critical areas functions and values, and clarify reasonable use of property;
- Create Biodiversity Corridors/Areas definition and review processes;
- Establish parameters generally limiting impacts to the least sensitive portions of the Biodiversity Corridors/Areas, and no more than 35% maximum vegetation disturbance;
- Establish Biodiversity Corridors/Areas mitigation standards.
- Clarify that vegetation retention is supported by the Best Available Science as the most appropriate management approach to steep slopes areas in many cases.

Additional amendments are proposed for consistency to TMC 9.19 Trees and Shrubs – Planting, TMC 13.04 Platting and Subdivisions, and TMC 13.05 Permit Procedures.

For more information on how this amendment may impact your property, visit www.cityoftacoma.org/openspacecorridors

Code Cleanups

Staff Contact:
Lihuang Wung,
Senior Planner,
lwung@cityoftacoma.org

The proposed amendment would revise the following sections of the Tacoma Municipal Code, to address inconsistencies, correct minor errors, and improve provisions that, through administration and application of the code, are found to be unclear or not fully meeting their intent:

- 13.02.045 & .053 – Modify the adoption and amendment procedures
- 13.06.100.D – Modify lot size averaging standard
- 13.06.510 – Clarify off-street parking for townhouses
- 13.06.700.D – Modify the definition of “Detoxification Center”
- 13.06A.065 – Align text and map for Reduced Parking Area (RPA)
- 13.06.300.D.3 – Clarify area of applicability for “self-storage”
- 13.06.502.E – Allow landscaping buffer interruption for utilities
- 13.06A.070(D) – Make weather protection requirement consistent

The City of Tacoma does not discriminate on the basis of disability in any of its programs, activities, or services. To request this information in an alternative format or to request a reasonable accommodation, please contact the Planning and Development Services Department at (253) 591-5056 (voice) or (253) 591-5820 (TTY).

Public Notice

PLANNING AND DEVELOPMENT SERVICES
TACOMA MUNICIPAL BUILDING
747 MARKET STREET, ROOM 345
TACOMA, WA 98402

PRSTD STANDARD
US POSTAGE
PAID
TACOMA WA
PERMIT NO 2

2018 AMENDMENT TO THE COMPREHENSIVE PLAN AND LAND USE REGULATORY CODE

How to Provide Comments

1. Testify at the public hearing on April 4, 2018; and/or
2. Provide written comments by April 6, 2018, 5:00 p.m., via:
   - E-mail to planning@cityoftacoma.org;
   - FAX to (253) 591-5433; or
   - Letter to:
     Planning Commission
     747 Market Street, Room 345
     Tacoma, WA 98402

What is the 2018 Amendment?

A Plan or Code Amendment is the process through which the City considers changes, additions, and updates to the One Tacoma Comprehensive Plan, and Land Use Regulatory Code. Periodic review and evaluation are important in order to ensure that the One Tacoma Plan and the implementing regulations maintain their effectiveness. The intent of the amendment process is to review all of these changes simultaneously, where appropriate, so that the cumulative effects can be considered.

Environmental Review

The City has made a preliminary determination that this proposal does not have a probable significant adverse impact on the environment and has issued a preliminary Determination of Environmental Nonsignificance after review of an environmental checklist, a copy of which is available upon request. Comments on the preliminary determination must be submitted by **5:00 pm on April 6, 2018**. The City may reconsider or modify the preliminary determination in light of timely comments. The preliminary determination will become final on **April 13, 2018**, unless modified.

Agenda Item E-1

City of Tacoma
Planning and Development Services

To:	Planning Commission
From:	Elliott Barnett, Planning and Development Services
Subject:	**Tacoma Mall Neighborhood Subarea Plan Update**
Meeting Date:	April 4, 2018
Memo Date:	March 29, 2018

Action Requested:
Informational; no action requested.

Discussion:
A status report on the Tacoma Mall Neighborhood Subarea Plan project was provided to the Planning Commission as part of the Communication Items on the agenda for the last meeting on March 21, 2018. The report highlighted the changes made by the City Council's Infrastructure, Planning and Sustainability Committee (IPS) on February 28, 2018 to the draft Subarea Plan and associated zoning regulations as recommended by the Planning Commission in October 2017. The Commission requested for more information about those changes.

Attached please find the Addendum to the Environmental Impact Statement (EIS) for the project that includes a full description of the modifications made by the IPS. Issued on March 29, 2018, the Addendum indicates that, upon evaluation of those modifications, the City has determined that the modifications do not substantially change the analysis of significant impacts and alternatives in the existing EIS document.

The City Council will conduct a public hearing on April 24, 2018 to receive public comments on the draft Subarea Plan and associated zoning regulations, as recommended by the Planning Commission and as modified by the IPS. Staff will conduct an informational meeting on April 16, 2018 for interested citizens to learn more about the project. A summary of the project that will be disseminated along with the Council public hearing notice is also attached.

For more information, visit www.tacomamallneighborhood.com.

Staff Contact:
Elliott Barnett, Associate Planner, (253) 591-5389, elliott.barnett@cityoftacoma.org

Attachments:
1. Tacoma Mall Neighborhood Subarea Plan – EIS Addendum
2. Tacoma Mall Neighborhood Subarea Plan – Project Summary and Public Notice

c: Peter Huffman, Director

City of Tacoma
Adoption of and Addendum to an Existing Environmental Document

SEPA File Number: SEP2015 – 40000253969

To: All Departments and Agencies with Jurisdiction

Subject: Adoption of and Addendum to an Existing Environmental Document

In accordance with *WAC* 197-11-600, a copy of the SEPA Adoption and Addendum for the project described below is transmitted:

Applicant: City of Tacoma

Proposal: Tacoma Mall Neighborhood Subarea Plan and associated regulatory and standards changes

Location: Tacoma Mall Regional Growth Center and proposed expansion area (see Map 1)

Lead Agency: City of Tacoma

City Contact: Elliott Barnett
Associate Planner
Planning and Development Services Department
747 Market Street, Room 345
Tacoma, WA 98402
(253) 591-5389
elliott.barnett@cityoftacoma.org

Title of document being adopted and supplemented: *Draft and Final Programmatic Environmental Impact Statement for the Tacoma Mall Neighborhood Subarea Plan*

Agency that prepared document being adopted and supplemented: City of Tacoma

Date adopted and supplemented document was prepared:
Draft EIS Issuance: August 11, 2017
Final EIS Issuance: November 3, 2017

Description of document (or portion) being supplemented: The City of Tacoma evaluated the impacts, mitigation measures, and potential significant adverse environmental impacts of two alternatives for addressing growth through the year 2040.

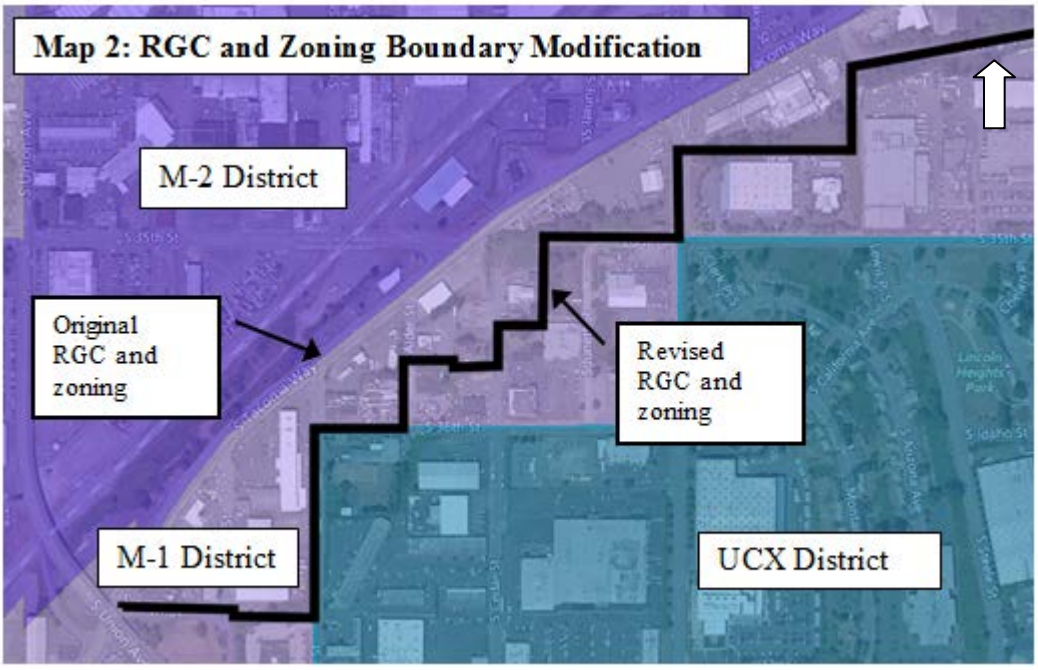
Alternative 1 (No Action) would continue the Comprehensive Plan designations and policies, growth targets, development regulations, transportation, infrastructure and utilities goals, policies, standards and practices currently in place within the 485-acre Tacoma Mall Regional Growth Center.

Alternative 2 (Action) includes adoption of the Tacoma Mall Neighborhood Subarea Plan, expansion of the Tacoma Mall Neighborhood Regional Growth Center by approximately 116 acres, adoption of a set of regulatory amendments pertaining to zoning, height, land uses, design standards, and connectivity, and adoption of street design guidelines for key corridors.

Environmental Analysis and Findings: The City determined that Alternative 2 (Action) is the preferred alternative which will result in significant environmental benefits within the Subarea, City and region.

February 28, 2018 Revisions: On February 28, 2018 the City Council Infrastructure, Planning and Sustainability Committee directed that changes be made to the proposed Tacoma Mall Neighborhood Subarea Plan and associated regulatory changes, as originally recommended on October 18, 2017 by the Planning Commission. The Project Description is being modified to include the following changes:

Regional Growth Center boundary/Industrial Transition: Reduces the proposed RGC expansion area by approximately 28 acres, with the new northwestern boundary generally following the top of the slope above South Tacoma Way. The revised proposal still adds approximately 90 acres to the existing RGC, and leaves the current M-1 Light Industrial District zoning in place outside of the revised boundary (see Map 2). In addition, stand-alone residential development would be prohibited in the Commercial Industrial Mixed-Use District. These changes are intended to reduce the likelihood of future conflicts between heavy industrial and residential land uses. No significant changes in transportation or other environmental impacts are anticipated.



Connectivity, pedestrian/bicycle, and street standards: Increases regulatory thresholds and flexibility for proposed large-block connectivity review and pedestrian/bicycle standards:

- Subarea Plan Complete Streets guidance would be clarified to indicate that reduced pedestrian standards may be considered adjacent to the freeway.
- The proposed Site Approval process, which consists of a review of large block connectivity, would only be required with projects of 200 dwelling units or 60,000 square feet of new construction. In addition, flexibility to building design/street orientation standards could be proposed; the Future Street Network map would be removed from the Subarea Plan; Tier 2 connections could be either public or privately owned; and, review criteria would be clarified.
- Modifications to proposed Pedestrian/Bike Support Standards would clarify regulatory thresholds for alterations; increase through-block connections threshold to 60,000 square feet of new construction; reduce proposed through-block connections minimum width from 14 to 10 feet; allow flexibility to address site-specific topography and narrow access points; remove a requirement that private pedestrian facilities function "like public streets"; and, allow property owners to secure or gate pedestrian/bike access pathways.

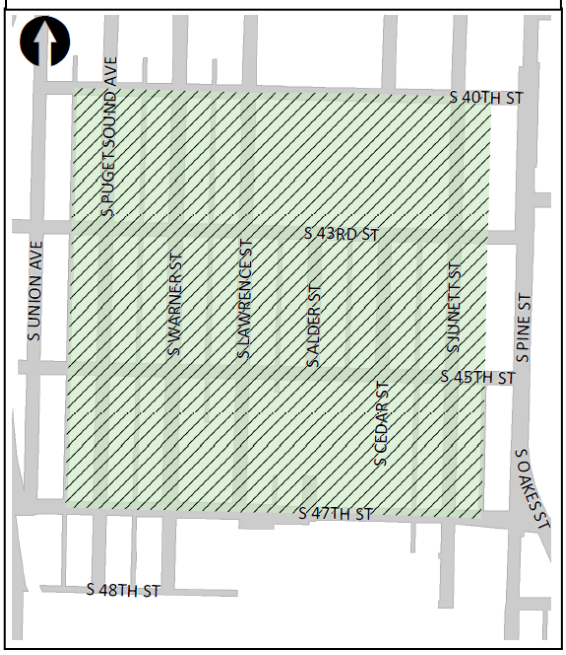
These changes allow more substantial development to occur without a systematic assessment of the connectivity impacts. This may result in a continuation of the existing transportation pattern for a longer period, or require a larger proportion of proactive City investment to achieve connectivity goals. However, regulatory processes, including Traffic Impact Assessment requirements, are in place to ensure that project transportation impacts are adequately addressed.

Madison District zoning, green streets and affordable housing modifications: Amends the zoning strategy in the Madison District URX zoning (see Map 3) to require 35 dwelling units per acre minimum (originally proposed at 25); allow 75 feet of height outright (originally proposed at 45); modify the green streets strategy to reflect the increased density; and, remove the proposed onsite tree canopy requirement.

In addition, development of more than 15 dwellings would be required to provide 10% of total units as affordable; development over 25 dwelling units would be required to provide 20% of total units as affordable. Incentives to promote use of this program would include the height increase and permit fee reductions. Code changes would be made to *Tacoma Municipal Code 1.39 Affordable Housing Incentives and Bonuses Administrative Code, 13.06 Land Use Regulatory Code*, and a new chapter would be adopted – *13.18 Affordable Housing Inclusionary Development Areas.*

These changes constitute a shift in the proposed scale of new construction allowed in the Madison District, and shift priorities from green stormwater infrastructure to affordable housing. While some increase in transportation, stormwater and other impacts are anticipated, existing regulatory requirements will ensure they are addressed at the time of development.

Map 3: Madison District Pilot Inclusionary Zoning Area (URX Zoning, 75 feet maximum height)



Parks and Open Space policies: Updates the Subarea Plan for consistency with Metro Parks Tacoma's recently adopted 2018 Strategic Plan, including a new 10-minute walking level-of-service, parks typologies updates and implementation strategies.

Townhouse design standards: Adds code to prohibit front doors facing alleys unless the alley is fully paved and sidewalk and street trees are provided for the whole block length.

The document is available to be read at: City of Tacoma, Building and Land Use Services, 747 Market Street, Room 345, Tacoma, WA 98402, and online at www.tacomamallneighborhood.com.

Updated Environmental Analysis and Findings:

The City of Tacoma has evaluated the modifications to the Subarea Plan and associated regulatory changes and determined that the environmental review conducted through the EIS is adequate and appropriate to meet the environmental review needs. The existing document, as supplemented, meets our environmental review needs for the current proposal and will accompany the proposal to the decision-makers.

This adoption and addendum is issued under *WAC* 197-11-600(4)(a) & (c) and 197-11-625 and 197-11-630. This addendum and its attachments add analyses or information about the proposal, but do not substantially change the analysis of significant impacts and alternatives in the existing environmental document.

The Responsible Official for the City of Tacoma hereby affirms the findings and conclusions of the Final EIS, as supplemented, pursuant to the *Washington State Environmental Policy Act* (*SEPA*) and the *Revised Code of Washington* (*RCW*) 43.21C. There is no administrative appeal for this determination. Appeals must be filed in conjunction with appeals of the adopted amendments to the Growth Management Hearings Board; appeals shall be taken in accordance with procedures and limitations set forth in RCW 43.21C.075 and WAC 242-02. In addition to Growth Management Hearings Board requirements, a copy of the appeal shall be filed with the Planning and Development Services Department, 747 Market Street, Room 345, Tacoma, Washington 98402.

Responsible Official: Peter Huffman
Position/Title: Director, Planning and Development Services Department

Signature: _____

SEPA Officer Signature: _____

Issue Date: March 29, 2018
Appeals Deadline: 14 days after final Council action, 5:00 p.m.

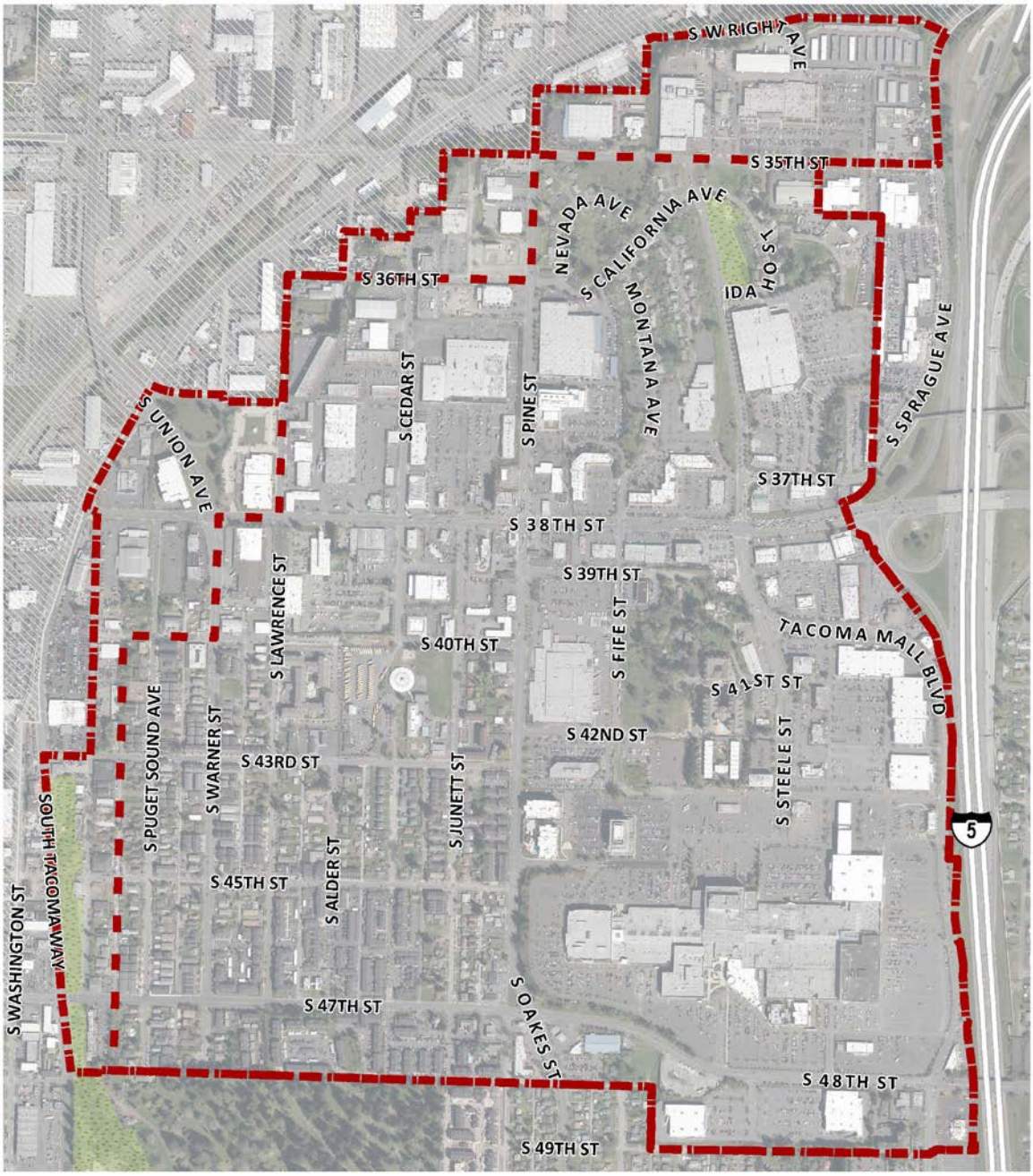
NOTE: The issuance of this EIS Addendum does not constitute project approval. Future project applicants must comply with all other applicable requirements of the City of Tacoma and other agencies with jurisdiction prior to receiving development permits.

c: City of University Place, Planning Director, 3715 Bridgeport Way West, #B2, University Place, WA 98466
DAHP, Gretchen Kaehler, PO Box 48343, Olympia, WA 98504
City of Lakewood, Planning Director, 6000 Main Street, Lakewood, WA 98499
DNR SEPA Center, PO Box 47015, Olympia, WA 98504
City of Fircrest, Planning Director, 115 Ramsdell St, Fircrest, WA 98466
Dept of Commerce Review Team, PO Box 42525, Olympia, WA 98504
Brett Carlstad, Director, Dpet of Facilities Management, Pierce County, 1102 Broadway, Ste. 302, Tacoma, WA 98402
Parks and Recreation Commission, Jessica Logan, PO Box 42650, Olympia, WA 98504
Dept of Health, Kelly Cooper, PO Box 47820, Olympia, WA 98504
Puget Sound Partnership, 326 East D St, Tacoma, WA 98421
Dept of Ecology, Environmental Review, PO Box 47703, Olympia, WA 98504
EPA, Howard Olean, 1200 6th Ave, Mail Stop ECL-11, Seattle, WA 98101
Dept of Ecology, SW Region NPDES Program, PO Box 47775, Olympia, WA 98504
Joint Base Lewis/McChord, Lang Tran, 62 CES/CECP, 555 Barnes Blvd, McChord AFB, WA 98438
Puget Sound Clean Air Agency, Paul Carr, 1904 3rd Ave, Suite 105, Seattle, WA 98101
TPCHD, Brad Harp, EH-3129, 3629 S. D St, Tacoma, WA 98418
Puget Sound Regional Council, Charlie Howard, Director of Planning, 1011 Western Ave, Suite 500, Seattle, WA 98104
Metro Parks Tacoma, Debbie Terwilleger, Director of Planning, 4702 S 19th St, Tacoma, WA 98405
DSHS, Terri Sinclair-Olson, Operations Support and Services Division, PO Box 45848, Olympia, WA 98504
Intercity Transit, Pat Messmer, 526 Pattison St SE, Olympia, WA 98501
Dept of Fish and Wildlife, SEPA Desk, PO Box 43200, Olympia, WA 98504
Pierce Transit, Darin Stavish, Principal Planner, Pierce Transit Headquarters, PO Box 99070, Lakewood, WA 98496
Dept of Transportation, Dale Severson, Development Services Engineer, Olympic Region, PO Box 47440, Olympia, WA 98504
Sound Transit, Chelsea Levy, 401 S. Jackson, Seattle, WA 98104
Puyallup Tribe of Indians, Planning and Land Use Department, 3009 E. Portland Ave., Tacoma, WA 98404
Puyallup Tribe of Indians, Brandon Reynon, 3009 E Portland Ave, Tacoma, WA 98404
US Army Corps of Engineers, Ron Wilcox, PO Box C-3755, Seattle, WA 98124
Tacoma Public School District 10, Morris Aldridge, Planning & Construction Director, maldrid@tacoma.k12.wa.us
Tacoma Planning and Development Services Department, Shirley Schultz, Shirley.schultz@cityoftacoma.org
Tacoma Planning and Development Services Department, Reuben McKnight, reuben.mcknight@cityoftacoma.org
Tacoma Pierce County Health Department, SEPA Review Team, sepa@tpchd.org
Port of Tacoma, Jason Jordan, jjordan@portoftacoma.com
Metro Parks Tacoma, Joe Brady, joeb@tacomaparks.com
Pierce Transit, Bus Stop Program, Tina Vaslet, tvaslet@piercetransit.org
Puget Sound Clean Air Agency, Steve Van Slyke, stevev@pscleanair.org
Department of Ecology, separegister@ecy.wa.gov
Department of Natural Resources, SEPA Center, sepacenter@dnr.wa.gov
Department of Transportation, Olympia Region Development Services Team, OR-SEPA-REVIEW@wsdot.wa.gov

In addition, this EIS Addendum has been distributed via email to all commenters on the Draft EIS.

File: Planning and Development Services

Map 1: Tacoma Mall Neighborhood Regional Growth Center (existing and revised RGC and zoning boundary)



EXTENDED REGIONAL GROWTH CENTER BOUNDARY

SOUTH TACOMA MANUFACTURING/ INDUSTRIAL CENTER

EXISTING REGIONAL GROWTH CENTER BOUNDARY

City of Tacoma
Planning and Development Services

TACOMA MALL neighborhood

COMMUNITY INFORMATION MEETING
Monday, April 16, 2018
Asia Pacific Cultural Center
4851 S. Tacoma Way
5:30 to 7:30 p.m. (refreshments provided)

CITY COUNCIL PUBLIC HEARING
Tuesday, April 24, 2018
City Council Chambers
747 Market Street
starts around 5:15 p.m.

SUBJECT

The Draft Tacoma Mall Neighborhood Subarea Plan, as recommended by the Planning Commission on October 18, 2017 and as further modified by the City Council Infrastructure, Planning and Sustainability Committee (IPS) on February 28, 2018. The related Final Environmental Impact Statement was issued on November 3, 2017 and subsequently amended with an Addendum issued on March 29, 2018.

SUMMARY

The Subarea Plan sets forth a vision, goals and actions to support positive growth and transformation in the 575-acre Tacoma Mall Neighborhood. It is the result of a 3-year collaboration between the City of Tacoma and the community to re-envision the neighborhood as a walkable, transit-oriented, vibrant, neighborhood and regional destination, and to identify actions to achieve that vision over time. Key goals include promoting investment and job growth, providing transportation choices, improving livability and community health, enhancing environmental functions, and empowering stakeholders.

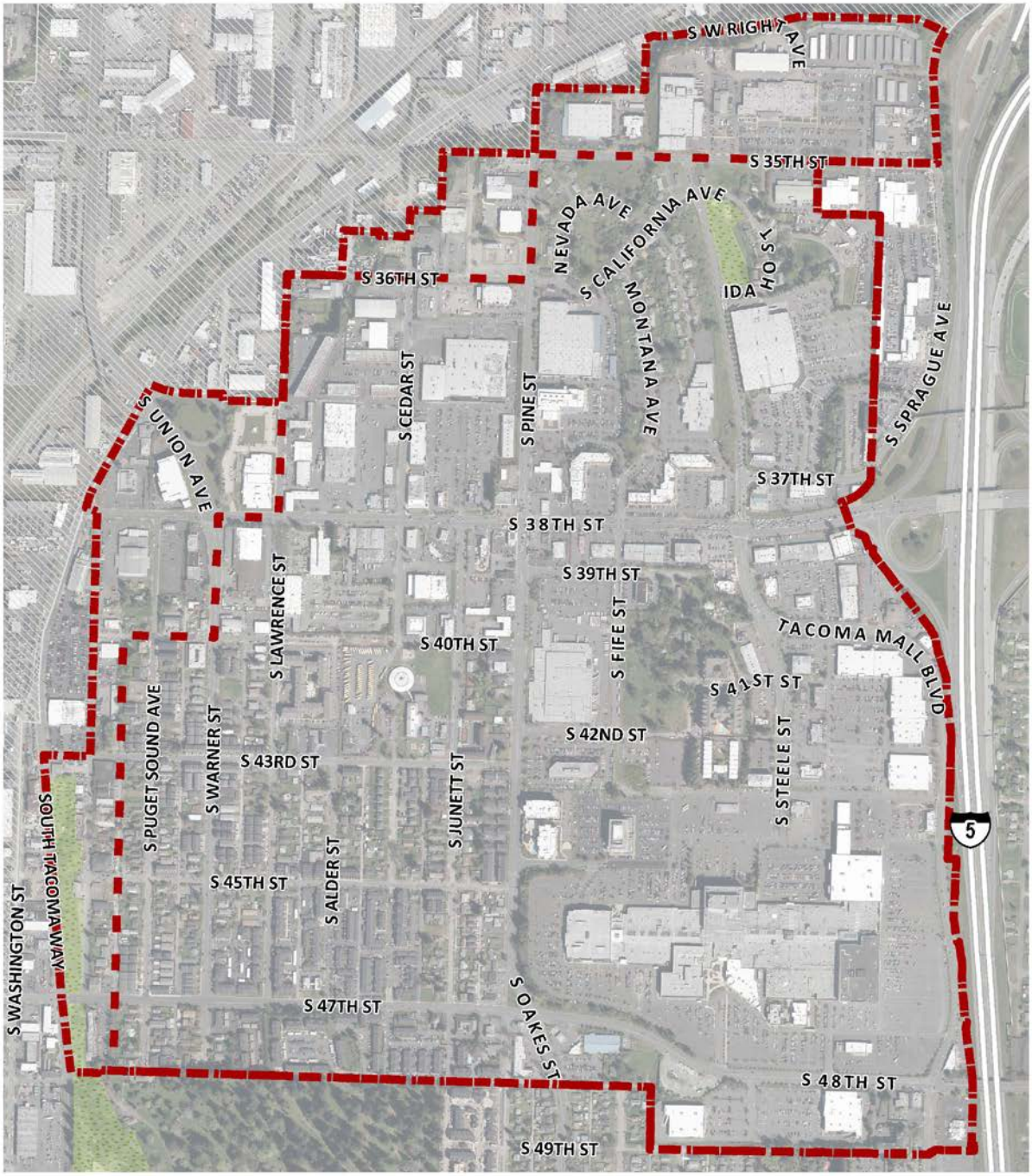
Implementation actions include *(*significant recent changes made by the IPS Committee are indicated in ***bold and italics****)*:

- Expansion of the Regional Growth Center (RGC), and area-wide rezones to promote mixed-use development ***(the northwestern boundary has been modified, removing approximately 28 acres from the proposed RGC)***
- Zoning and design standard changes to enhance urban form, facilitate effective transitions, improve the pedestrian environment and promote affordable housing ***(in the Madison District, maximum building height has been increased to 75 feet in association with establishment of a mandatory affordable housing requirement)***
- Area-wide green stormwater strategy and 25 percent tree canopy target ***(the Madison District green streets strategy will be modified due to the height increase)***
- Area-wide transportation strategy including capital investments, expanded transit service and connectivity requirements with major development ***(regulatory thresholds and design flexibility for connectivity requirements have been increased)***
- A parks and open space strategy to support urban form, livability and environmental goals
- Coordinated infrastructure and services provision, and streamlined environmental review
- A plan for collaborative implementation by public agencies, residents, businesses and the community

A non-project Environmental Impact Statement (EIS) was prepared with as the plan. The Final EIS was issued in November 2017, with an Addendum issued in March 2018 addressing the changes made in February 2018. The EIS replaces project-level environmental review, now required for development proposals, with an upfront review of planned growth that identifies coordinated actions to address impacts. Future project-level appeal opportunities will be limited for development that is consistent with the Subarea Plan.

The City Council is expected to adopt the Tacoma Mall Neighborhood Subarea Plan as an element of the One Tacoma Comprehensive Plan in May 2018. Implementation actions will begin immediately thereafter.

Tacoma Mall Neighborhood Regional Growth Center: Existing and proposed boundary



EXTENDED REGIONAL GROWTH CENTER BOUNDARY

SOUTH TACOMA MANUFACTURING/ INDUSTRIAL CENTER

EXISTING REGIONAL GROWTH CENTER BOUNDARY

FOR MORE INFORMATION

- Attend the **Community Informational Meeting** on Monday, April 16, 2018, 5:30-7:00 p.m., at the Asia Pacific Cultural Center, 4851 S. Tacoma Way
- Visit the project website at www.tacomamallneighborhood.com
- Contact project manager Elliott Barnett at (253) 591-5389 or tacmallneighborhood@cityoftacoma.org

Agenda Item E-2

City of Tacoma
Planning and Development Services

To:	Planning Commission
From:	Lihuang Wung, Planning Services Division
Subject:	**Absences Provision in the Bylaws**
Meeting Date:	April 4, 2018
Memo Date:	March 28, 2018

Action Requested:
The Commission may consider approving staff's recommendation.

Discussion:
At the last meeting on March 21, 2018, the Planning Commission requested staff to explore potential changes to the Commission's Rules and Regulations (i.e., Bylaws) with respect to the provision of Absences. The Commission wished to make the implementation of said provision more effective.

Currently, the Absences provision is found in the Commission's Rules and Regulations (as amended on December 6, 2017), Section IV. Meetings, Subsection E. Absences. Said provision conforms to the Tacoma Municipal Code, Chapter 13.02 Planning Commission, Section 13.02.020 Creation – Appointment.

Upon conducting a benchmarking research of the bylaws of various citizens groups, staff has developed potential changes to both the Commission's Bylaws and the Tacoma Municipal Code for the Commission's consideration. See Attachment A for staff's recommendation and the summary of the benchmarking research.

Prior Actions:
Records indicate that the existing Absences provision first appeared in the April 20, 1970 version of the Commission's Bylaws, conforming to City Council Ordinance No. 18877, adopted on July 15, 1969, and has essentially remained unchanged ever since.

Staff Contact:
Lihuang Wung, Senior Planner, (253) 591-5682, lwung@cityoftacoma.org

Attachment:
A. Absences Provisions in the Bylaws of Various Citizens Groups

c: Peter Huffman, Director

Attachment A

Absences Provisions in the Bylaws of Various Citizens Groups
March 28, 2018

Request for Research
At the meeting on March 21, 2018, the Planning Commission requested staff to explore potential changes to the Commission's Rules and Regulations (i.e., Bylaws) with respect to the provision of Absences. The Commission wished to make the implementation of said provision more effective.

Existing Provisions
The Planning Commission's Rules and Regulations (as amended on December 6, 2017), Section IV. Meetings, Subsection E. Absences, states that:

> "E. Absences – Requests by members to be excused shall be stated by the member at a Commission meeting or be submitted to the Commission or be directed through Staff who shall then present the request to the Commission. The Commission shall then approve or deny the request. Upon a member's missing three (3) unexcused consecutive regular meetings, the Commission shall afford such member a hearing to determine whether the absences are to be excused. If the Commission determines not to excuse such absences, then the Commission shall determine the question of whether the Commission shall recommend to the City Council that such member should be deemed to have forfeited his/her office and a new member be appointed to fill the unexpired term."

It is noted that said provision conforms to the Tacoma Municipal Code (TMC), Chapter 13.02 Planning Commission, Section 13.02.010 Creation – Appointment, which in part states that:

> "Vacancies occurring otherwise than through the expiration of term shall be filled for the unexpired terms. Members may be removed by a majority of the Council, after public hearing, for inefficiency, neglect of duty, or malfeasance in office. Upon an appointed member's missing three unexcused, consecutive regular meetings, the Commission shall afford such member a hearing to determine whether the absences are to be excused. If the Commission determines not to excuse such absences, then the Commission shall determine the question of whether the Commission shall recommend to the City Council that such member should be deemed to have forfeited the office and a new member be appointed to fill the unexpired term. The members shall be selected without respect to political affiliations and they shall serve without compensation. The members shall abide by the City's Code of Ethics as provided in TMC 1.46."

Records indicate that the existing Absences provision first appeared in the April 20, 1970 version of the Commission's Bylaws, conforming to City Council Ordinance No. 18877, adopted on July 15, 1969, and has essentially remained unchanged ever since.

Benchmarking Research
Staff has researched the bylaws of 13 other citizens groups, including six groups of the City of Tacoma, six planning commissions of other cities in Washington State, and the planning commission of a Canadian city. The research is summarized in the table at the end of this document. Based on the research, staff has established the following comments and suggestions about the Absence provision of the Commission's bylaws:

1. The "3 unexcused consecutive meetings" allowance for absences is within the norm of the researched bylaws.
2. Many citizens groups also incorporate the "frequency of absences", such as 6 meetings in a calendar year, into their bylaws as an additional threshold.
3. For the part of the provision concerning "a hearing to determine whether a member's absences are to be excused", it is unique to the Planning Commission and has been modeled after only by the Transportation Commission and the Sustainable Tacoma Commission. It is not clear if such a

hearing may be conducted as a closed session. It does not seem to add value to the communication process between the member and the rest of the Commission. Instead of a hearing, it may be more effective for the Chair to discuss with the member the implications of their lack of attendance and options for improving or resolving the matter.

4. For the part of the provision concerning "the Commission shall determine the question of whether the Commission shall recommend to the City Council that such member should be deemed to have forfeited the office and a new member be appointed to fill the unexpired term", the expected outcome is not clear or assured.

Potential Changes

The following changes to the Absence provision of the Commission's bylaws, Section IV.E., represent an option that reflects staff's suggestions based on the benchmarking research:

> "E. Absences – Members are expected to attend Commission meetings and to fully participate in and contribute to the work of the Commission. ~~Requests by members to be excused shall be stated by the member at a Commission meeting or be submitted to the Commission or be directed through Staff who shall then present the request to the Commission. The Commission shall then approve or deny the request.~~ Any member anticipating absence from a meeting should notify the Chair or Staff in advance, so that the absence may be excused by the Commission at the meeting. ~~Upon a member's missing~~Any member who is absent from three ~~(3) unexcused~~ consecutive ~~regular~~ meetings without being excused or six meetings in a calendar year, whether excused or unexcused, ~~the Commission shall afford such member a hearing to determine whether the absences are to be excused. If the Commission determines not to excuse such absences, then the Commission shall determine the question of whether the Commission shall recommend to the City Council that such member~~ should be deemed to have forfeited ~~his/her~~ the office and the Chair should recommend to the City Council that a new member be appointed to fill the unexpired term. When a member misses three meetings within a six-month period, the Chair should discuss with the member the implications of their lack of attendance and options for improvement. If the circumstances are expected to continue unimproved, the member may be asked to consider resigning from the Commission before reaching the above mentioned threshold of absences."

The above changes must be preceded by similar changes to TMC 13.02.010, which are depicted as follows:

> "Vacancies occurring otherwise than through the expiration of term shall be filled for the unexpired terms. Members may be removed by a majority of the Council, after public hearing, for inefficiency, neglect of duty, or malfeasance in office. Members are expected to attend commission meetings and to fully participate in and contribute to the work of the commission. ~~Upon an appointed member's missing~~Any member who is absent from three ~~unexcused,~~ consecutive ~~regular~~ meetings without being excused or six meetings in a calendar year, whether excused or unexcused, ~~, the Commission shall afford such member a hearing to determine whether the absences are to be excused. If the Commission determines not to excuse such absences, then the Commission shall determine the question of whether the Commission shall recommend to the City Council that such member~~ should be deemed to have forfeited the office and a new member may be appointed to fill the unexpired term. The members shall be selected without respect to political affiliations and they shall serve without compensation. The members shall abide by the City's Code of Ethics as provided in TMC 1.46."

Recommendation

Staff recommends that the Planning Commission consider: (a) incorporating the proposed changes to TMC 13.02.010 as shown above into the package of 2018 Amendments to the Comprehensive Plan and Land Use Regulatory Code that is slated for the City Council's adoption in June 2018; and (b) upon the Council's adoption of the changes to TMC 13.02.010, as may be modified, amending the Commission's Rules and Regulations (i.e., Bylaws) accordingly, based on the proposed changes as shown above.

Summary of Benchmarking Research

Citizens Group	Attendance/Absence Provisions in Bylaws	Membership and Regular Meetings
Tacoma Planning Commission	"Requests by members to be excused shall be stated by the member at a Commission meeting or be submitted to the Commission or be directed through Staff who shall then present the request to the Commission. The Commission shall then approve or deny the request. Upon a member's missing three (3) unexcused consecutive regular meetings, the Commission shall afford such member a hearing to determine whether the absences are to be excused. If the Commission determines not to excuse such absences, then the Commission shall determine the question of whether the Commission shall recommend to the City Council that such member should be deemed to have forfeited his/her office and a new member be appointed to fill the unexpired term." *(Rules and Regulations, December 6, 2017, Section IV. Meetings, Subsection E. Absences; also TMC 13.02.010)*	• 9 members, 3-year term • 1st & 3rd Wednesdays
Tacoma Landmarks Preservation Commission	"Any Commissioner who fails to attend three consecutive meetings of the Commission without being excused may be deemed to have forfeited his or her office. The Commission shall take the necessary action to enforce this provision by causing such absence and the resulting forfeiture of office to be recorded in its official minutes, which minutes shall be transmitted to the Mayor for the purpose of nominating a successor to fill the unexpired term." *(TMC 1.42.080 Rules and Officers, Subsection B)*	• 11 members, 3-year term • 2nd & 4th Wednesdays
Tacoma Transportation Commission	"Upon a member's missing three (3) unexcused regular meetings, the Commission shall afford such member a hearing to determine whether the absences are to be excused. "Upon missing 4 excused or unexcused regular meetings in a calendar year, then the Commission shall determine the question of whether the Commission shall recommend to the City Council or appointing authority that such member should be deemed to have forfeited his/her office and a new member be appointed to fill the unexpired term." *(By-Laws, January 20, 2016, Section V. Meetings, Subsections D and E)*	• 11 members, 3-year term • 3rd Wednesdays
Sustainable Tacoma Commission	"Upon a member's missing three (3) unexcused regular meetings in a 12 month period, the Commission shall afford such member a hearing to determine whether the absences are to be excused. If the Commission determines not to excuse such absences, then the Commission shall determine the question of whether the Commission shall recommend to the City Council that such member should be deemed to have forfeited his/her office and a new member be appointed to fill the unexpired term……" *(Rules of Procedure, September 19, 2017, Section VIII. Miscellaneous, Subsection B.1. End of Service, Item a.i.)*	• 11 members, 3-year term • 3rd Tuesdays

Citizens Group	Attendance/Absence Provisions in Bylaws	Membership and Regular Meetings
Tacoma Area Commission on Disabilities	"A member with three or more unexcused absences in one year shall forfeit his/her position and membership on the Commission. Following a second unexcused absence within one year, the Commission staff will prepare a letter notifying the member of their record and the implications of their continued absence." *(Bylaws, March 12, 2015, Article III. Membership, Section B)*	• 11 members, 3-year term • 2nd Fridays
Tacoma Citizen Police Advisory Committee	"Members may be removed for misconduct. "Misconduct" includes, but is not limited to: (2.4.1) disclosure of confidential information in violation of City or State law; conviction of a felony, crime of violence, offense involving moral turpitude, or any plea of nolo contendere or Alford plea thereto; or (2.4.2) more than three unexcused absences from meetings in one year. "Any member who has three unexcused absences within one calendar year will be advised in writing of his or her attendance record and will be asked to become an active member or resign from the Committee. If the member does not resume attending meetings, the Chair will notify the City Council Committee responsible for oversight of the Citizen Police Advisory Committee of the lack of member attendance. "Removal of any member shall require a majority vote of the members." *(By-Laws, November 11, 2016, Article II. Organization, Sections 2.4, 2.5 and 2.6)*	• 11 members, 3-year term, 2-term limit • 2nd Mondays
Tacoma Community Redevelopment Authority Board	"Any Board member who is absent from three (3) consecutive regular Board meetings, or who is absent from more than five (5) Board meetings in any twelve (12) month period and who has not received the specific consent of the Board to such absences, shall be deemed to have forfeited his or her position as a Board members." *(Bylaws, August 28, 1997, Section F. Terms of Office, Subsection 2. Vacancy on Board)*	• 10 members, 2-year term • 2nd & 4th Thursdays (Jan-Oct) and 1st & 3rd Thursdays (Nov-Dec)
Bellingham Planning Commission	"Attendance is expected of each Commission member at all regular and special meetings. In the event that a member must miss a meeting, communication with the Chair or Executive Secretary shall take place prior to the meeting. If a member is absent from four (4) or more consecutive regular meetings, a recommendation for removal from the Commission may be forwarded to the Mayor." *(Bylaws, April 28, 2011, Article VI – Transaction of Business, Section 2. Attendance)*	• 7 members, 4-year term, 2-term limit • 1st & 3rd Thursdays

Citizens Group	Attendance/Absence Provisions in Bylaws	Membership and Regular Meetings
Lakewood Planning Commission	"Attendance of regular and special meetings is expected of all Planning Commission members. Any member anticipating absence from the meeting should notify the Chair or the Community Economic Development Department in advance of any meeting. If a member shall miss three consecutive meetings without there being reasonable cause, the Commission may recommend to the City Council the removal of the member." *(Rules of Procedure, Regulations, and By-Laws, January 9, 2017, Article III – Meetings, Section 5 Attendance)* "Individuals appointed are expected to attend meetings regularly. The Council expects to be informed in the event any Committee, Board or Commission member has three unexcused absences. The Council may, in the event of three unexcused absences, dismiss the individual from service." *(Website of Lakewood Planning Commission, Section of "Attendance")*	• 7 members • 1st & 3rd Wednesdays
Olympia Planning Commission	"Members are expected to attend committee meetings and to fully participate in and contribute to the work of the committee. If a member is absent for three consecutive meetings or 35% of meetings within a calendar year, whether excused or unexcused, the Committee Chair shall notify and discuss the situation with the Chair of the City Council's General Government Committee. The City Council may choose to revoke the committee member's appointment." *(Rules of Procedure for Advisory Committees, Boards, and Commissions, May 20, 2014, Article 2. Committee Organization, Section 2.b. Attendance)*	• 9 members, 3-year term • 1st & 3rd Mondays
Seattle Planning Commission	"A Commissioner may be removed from office if absent without being excused from three consecutive Commission meetings or six regularly scheduled meetings in a year." *(Bylaws, September 2017, Article IV – Membership, Section 11)*	• 16 members, 3-year term, 2-term limit • 2nd & 4th Thursdays

Citizens Group	Attendance/Absence Provisions in Bylaws	Membership and Regular Meetings
Spokane Plan Commission	"If any member of the Commission shall be absent from Commission meetings for three (3) consecutive meetings or six (6) regularly scheduled meetings in any twelve-month period without adequate cause (of which the President shall be the judge), the President shall discuss these absences with the member. If the circumstances are expected to continue unimproved, the President shall report the matter to the Mayor in order that the Mayor may, if he or she desires, declare said office vacant and nominate a successor for appointment by the City Council. Cause for the President to excuse any absence includes sickness, personal emergency or temporary and unavoidable conflict of employment. To have any absence excused, the member shall request an excuse of the President before or as soon as possible after the absence. The President shall report the excused absence to the Secretary." *(Rules of Procedure, January 23, 2013, Rule 8 – Commission Officers, Committees and Liaisons, Rule 8.6 Removal)*	• 10 members • 2nd & 4th Wednesdays
Vancouver (WA) Planning Commission	"Any absence may be excused by the Commission, even an extended period. Unexcused absences from three consecutive regular meetings shall be reported to the City Council for appropriate action." *(Bylaws, December 12, 2011, Article VI, Section 1. Attendance, Subsection c)*	• 7 members, 4-year term, 3-term limit • 2nd & 4th Tuesdays
Vancouver (BC) Planning Commission	"Any member who, without leave of the Commission, does not attend (a) three consecutive regular meetings of the Commission, or (b) five regular meetings of the Commission within a calendar year, shall immediately cease to be a member of the Commission and the appointment of such member is terminated." *(By-Law No. 5064 and By-Law No. 10418, January 31, 2012, Section 4)*	• 13 voting and 4 non-voting members, 1-year term, 3-term limit • Monthly on a Wednesday