

Members

Donald Erickson, Chair
 Sean Gaffney, Vice-Chair
 Theresa Dusek
 Benjamin Fields
 Mark Lawlis
 Tina Lee
 Matthew Nutsch
 Erle Thompson
 Scott Winship



Minutes

Tacoma Planning Commission

Community and Economic Development Department

Ricardo Noguera, Director
 Peter Huffman, Assistant Director
 Charles Solverson, P.E., Building Official

Public Works and Utilities Representatives

Kurtis Kingsolver, Assistant Director/City Engineer, Public Works Department
 Heather Pennington, Resource Planning Manager, Tacoma Water
 Diane Lachel, Community and Government Relations Manager, Click! Network, Tacoma Power

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(Approved on 10-17-12)

MEETING: Regular Meeting and Commission Retreat

TIME: Wednesday, October 3, 2012, 4:00 p.m.

PLACE: Room 16, Tacoma Municipal Building North
733 Market Street, Tacoma, WA 98402

Members Present: Donald Erickson (Chair), Sean Gaffney (Vice-Chair), Theresa Dusek, Ben Fields, Mark Lawlis, Matthew Nutsch, Erle Thompson, Scott Winship

Members Absent: Tina Lee

Staff Present: Brian Boudet, Ian Munce, Lihuang Wung (BLUS); Steve Call, Cindy Cusick (Finance); Jennifer Kammerzell (Public Works)

Chair Erickson called the meeting to order at 4:00 p.m. The minutes of the regular meeting on September 5, 2012 were approved as submitted, and the minutes for the September 19, 2012 meeting were also approved, with a correction that Commissioner Lawlis should've been recorded as "present."

GENERAL BUSINESS

1. Capital Facilities Program for 2013-2018

Steve Call, Interim Finance Director, facilitated the Commissioners' review of the proposed amendments to the Capital Facilities Program (CFP) for 2013-2018; Ian Munce explained the Growth Management Act's requirements for capital facilities planning; and Lihuang Wung added comments on how the proposed changes are tied to the policy principles of the Comprehensive Plan. Cindy Cusick, Budget Office, and Jennifer Kammerzell, Public Works, provided clarifications on certain project aspects.

Staff responded to a number of questions raised by the Commissioners, such as what the projects are about and why they are added to or removed from the CFP; why the Broadway Center related projects are taken off the CFP, what "contracted to BCPA" means, and whether those are City funded projects; are the projects budgeted in accordance with the City's priorities such as those reflected in the Mobility Master Plan; when the public reviews the document they may have questions about certain projects; why the "LTGO 2009 Bond Funded Public Art" project is attached to several Comprehensive Plan tie-in questions; are the projects listed in any particular ranking of priorities and whether the associated dollar amounts are estimates or budgeted; and where to get more information about certain projects such as completing a sidewalk along McKinley Avenue linking to the Tacoma Dome.



The Commission voted unanimously to authorize the distribution of the proposed amendments for public review and set October 17, 2012 as the date for a public hearing, and requested that a more elaborated and explanatory presentation of the proposal be provided at the beginning of the hearing.

2. Annual Amendment #2013-07 Adoption and Amendment Procedures

Lihuang Wung presented the revised version of the proposed amendments to the *Tacoma Municipal Code (TMC) Chapter 13.02 Planning Commission* that was prepared in response to the Commissioners' comments on the first version reviewed at the last meeting on September 19, 2012.

The revised version would (a) remove the phrase of "as appropriate and necessary" from some of the provisions pertaining to the Commission's duties and responsibilities (Section 13.02.040); and (b) retain the requirement for completing the assessment of applications for proposed amendments within 120 days of receipt of the applications (Subsection 13.02.045.E). The Commissioners concurred.

The revised version would also retain the requirement for Council-initiated moratoria or interim zoning to be referred to the Commission for a recommendation, but streamline the process by removing the requirement for a public hearing and the 30-day timeframe (Section 13.02.055). The Commissioners expressed comments and concerns. After lengthy discussion and taking into consideration of various factors including the State law requirements (RCW 36.70A), the Commission voted 6 to 2 (Nays from Commissioners Dusek and Thompson) to accept the revised version as presented, with the understanding that the proposed language implies that the Commission's recommendation shall be formulated as soon as practical after the Council's referral and a public hearing can be held if the Commission chooses to.

Also discussed was the issue of potentially adding a Council representative, liaison or ex-officio to the Commission's membership, and/or adding some specific requirements to the review/recommendation process (such as joint study sessions), to ensure and enhance the timely communication and interaction between the Commission and the Council. The Commission suggested that staff conduct benchmark research on how other jurisdictions deal with this issue.

The Commissioners generally agreed that the revised version of the proposed amendment to TMC 13.02 may be distributed for public review in February 2013. Chair Erickson suggested that, due to the unique nature of this proposal that focuses on the Commission's procedural requirements, a separate public hearing should be held for it, aside from that for the rest of the proposals contained in the 2013 Annual Amendment package. The Commissioners concurred.

COMMISSION RETREAT

Ian Munce, Brian Boudet and Lihuang Wung facilitated the Commission's retreat, which was an informal session. Mr. Munce provided an overview of the following issues as related to the Commission's work:

1. Planning Framework – state mandates, regional and countywide planning policies, and City policies and strategic priorities
2. City Organizational Structure – City Council and City Manager, City Commissions and Committees, Planning Commission's duties and responsibilities, other departments and agencies doing planning, and Neighborhood Councils and Neighborhood Business Districts
3. Comprehensive Plan and Land Use Regulatory Code - goals and growth strategy, Land Use Intensity vs. Zoning Map, Plan elements and Code sections, and permitting process.
4. Planned Activities and Emerging Issues.

The Commissioners and staff also took turns to make remarks about themselves, why they had chosen to work and live in Tacoma, as well as their interests, concerns, and expectations.

COMMUNICATION ITEMS

Chair Erickson acknowledged receipt of the following information:

1. Planning Commission Tentative Agenda for October 17, 2012.

COMMENTS BY COMPREHENSIVE PLANNING DIVISION

None.

COMMENTS BY PLANNING COMMISSION

None.

ADJOURNMENT

The meeting adjourned at 6:37 p.m.