



**COMMUNITY ECONOMIC
REVITALIZATION BOARD**

**FEASIBILITY/PLANNING
APPLICATION**

2011-2013 BIENNIUM

Management services for the CERB Program are provided by:



Department of Commerce
Innovation is in our nature.

COMMUNITY ECONOMIC REVITALIZATION BOARD

Feasibility/Planning Application for Funding

Applicant:	<u>City Of Tacoma</u>
County:	<u>Pierce County</u>
Federal Tax Number:	<u>91-6001283</u>
Applicant Fiscal Year:	1/1 through 12/31 month/day month/day
Contact:	<u>Ian Munce, AICP</u>
Title:	<u>Long-Range Planning Division Manager (Acting)</u>
Phone:	<u>253-573-2478</u>
E-Mail:	<u>imunce@cityoftacoma.org</u>
Fax:	<u>253-591-2002</u>
Mailing Address:	<u>747 Market Street, R1036</u> <u>Tacoma, WA Zip + four: 98402-3793</u>
Legislative District:	<u>27th</u> Congressional District: <u>6th</u>

CERB grant requested: **\$50,000**

Amount of other funding sources: \$25,000

Total public project costs: **\$75,000**

Project Title: Sub-Area Plan/Environmental Impact Statement for North Downtown

Brief project description:

A CERB sub-area planning/EIS grant for the North Downtown will allow the City to replicate the process the City is currently using in the South Downtown and MLK Districts, a process that is designed to result in: fast tracking revitalization through up front environmental review under the State Environmental Policy Act; planning and design of capital facilities; and, planning for infrastructure and neighborhood amenities to support increased density.

Given that the regional development plan (VISION 2040) seeks to direct approximately 60,000 new jobs and 70,000 new people to the City over the next 20 years and the City has the documented land capacity to accommodate most, if not all, of this growth in its Downtown Regional Growth Center, the City is moving forward with the sub-area plans, environmental impact statements, capital facility plans, and financing mechanisms necessary to support this growth. However, the City will have completed this work for only approximately two thirds of Downtown by the end of 2013 and the City would like to extend the economic development benefits from this \$800,000 planning effort to the entire Downtown by the end of 2013 but is prevented from doing so by well documented and publically acknowledged budget constraints. Funding of this \$50,000 CERB application will address this deficiency and capitalize on the opportunity presented by the planning work that is currently funded and underway.

COMMUNITY ECONOMIC REVITALIZATION BOARD

Declaration: *"I hereby certify that the information given in this application to the Community Economic Revitalization Board is true and correct to the best of my knowledge and belief."*

Signature of Responsible Official:

Ian S. Munce 3-28-2012

Print or Type Name and Title:

Ian S. Munce, AICP
Long-Range Planning Division Manager (Acting)

Please include a resolution authorizing this application as Attachment A.

COMMUNITY ECONOMIC REVITALIZATION BOARD

A. IDENTIFICATION OF FEASIBILITY STUDY/PLANNING PROJECT

A1. Estimated schedule for public project completion.

	ESTIMATED COMPLETION DATE (month/year)
Consultant Services Chosen	10/2012
Consultant Begin Work	10/2012
Consultant Draft Report	6/2013
Consultant Final Report	12/2013
Consultant End Work	12/2013
Project Complete	12/2013
_____(other)	/

A2. Describe the projected short-term and long-term economic benefits the planning project will have on the local community.

The planning project is designed to result in: fast tracking revitalization through up front environmental review under the State Environmental Policy Act; planning and design of capital facilities; and, planning for infrastructure and neighborhood amenities to support increased density. The short term economic benefits are expedited permit review and attraction of new private sector investment. The long term benefits are the attraction of 60,000 new jobs and 70,000 new residents to the South Sound's metropolitan center in a transit orientated development pattern that is consistent with VISION 2040 and its emphasis on people, prosperity and planet.

A3. Describe how the project will enhance existing or encourage future economic activity in the area.

This \$75,000 project will pre-approve a minimum of 30 million square feet of new floor space in the 500-acre northern half of the Tacoma Downtown Regional Growth Center adjacent to existing light and commuter rail lines. The up-front expenditure provided through the CERB Program is estimated to save \$5.8 million in separate project-by-project environmental reviews, attract new regional investment incented by improved permit processing times (for large projects reduced from years to weeks) and provide a model approach to streamlining and facilitating major TOD redevelopments in existing metropolitan centers.

A4. What will be accomplished as a result of the project?

This project will have the stimulative effect of encouraging large-scale employment growth consistent with Vision 2040 (focused on the metropolitan cities and the regional growth centers and in areas with good multi-modal service). More specifically, it is estimated that for every 10,000 new jobs added to Downtown Tacoma over the next 10-15 years, approximately half will result in shorter commutes from nearby neighborhoods. These shorter commutes result in cost savings associated with less vehicle operations and emissions, less congestion externalities and accident risks. Taken together these cost savings (discounted to present values) are in excess of \$20 million. The estimated public investment from this grant application is \$75,000, making the cost benefit ratio 260:1.

COMMUNITY ECONOMIC REVITALIZATION BOARD

A5. Describe the impact on the community in the event the project is not funded by CERB.

A major opportunity to leverage SEPA planned action expenditures that are currently underway in South Downtown and to produce similar results for approximately one tenth of the cost will have been missed.

B. FINANCIAL INFORMATION

B1. Provide a cost breakdown of the feasibility study/site-specific pre-development planning project components. A 25 percent cash match is targeted.

CERB grant requested:	<u>\$50,000</u>
Cash match:	<u>\$12,500</u>
In-kind match:	<u>\$12,500</u>
* Other sources:	<u>\$ _____</u>

Total cost of project: \$75,000
(Amount should equal total on Page 2)

B2. List all match funding source(s) and amount. Note whether the amount has been secured or is being requested. Give the date that the funds were approved or the date that requested funds are expected to be approved.

Source	Amount	Status	Date Approved (or expected to be approved)
CERB grant request	<u>\$50,000</u>	<u>Application Submitted</u>	<u>4/17/12</u>
<u>City (Cash)</u>	<u>\$12,500</u>	<u>Committed</u>	<u>_____</u>
<u>City (In-Kind)</u>	<u>\$12,500</u>	<u>Committed</u>	<u>_____</u>
<u>_____</u>	<u>\$ _____</u>	<u>_____</u>	<u>_____</u>
Total Funding	<u>\$75,000</u>		

B3. Who will be conducting the study? If an outside consultant has not yet been chosen, describe the selection process. Provide names of potential consultants.

An outside consultant will be chosen through a competitive selection process that strictly adheres to the City's established procurement policies.

B4. Other sources of funding for economic feasibility/pre-development planning studies exist. Indicate whether your jurisdiction has made application to any other funding sources for this study and what the outcome was.

Fund Source	Application Submitted?		Outcome
	Yes	No	
<u>HUD</u>	<u>Y</u>	<u>—</u>	<u>\$500,000 (for S. Downtown)</u>
<u>EPA</u>	<u>Y</u>	<u>—</u>	<u>\$100,000 (for the MLK Downtown area)</u>

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C. LOCAL SUPPORT

- C1. As Attachment B, please provide evidence of public notification for the project at the back of this application.
- C2. As Attachment C, please attach to the back of this application a site map showing the area to be evaluated.
- C2. As Attachment D, please include local support letters at the back of this application.

D. ECONOMIC DIVERSIFICATION

- D1. Describe the project's link with the economic diversification strategy and goals of the community.

The economic diversification strategy and goals of the City are set forth in the Economic Development Element of the City's Comprehensive Plan. This Element focuses on advance technology innovations associated with the expansion of the University of Washington Tacoma, on expansion of cultural and arts initiatives, and on quality of life improvements. In Action L-3 (page 46), the revitalization of Downtown is where many of these initiatives come together and implementation of Action L-3 is now found in a fully fleshed out Downtown Element of the City Comprehensive Plan; please see www.cityoftacoma.org/planning for detailed documentation. Implementation of the Downtown Element is now being advanced with the sub-area plans/ EIS's described in this application.

- D2. Applicants must demonstrate that this request is part of an economic development plan consistent with local and applicable state planning requirements.

The attraction of 60,000 new jobs and 70,000 new residents to the South Sound's metropolitan center in a transit orientated development pattern that is consistent with VISION 2040 and its emphasis on people, prosperity and planet are not only entirely consistent with the Countywide Planning Policies for Pierce County and the State Growth Management Act but are of critical importance to achieving their goals and objectives.

E. PROJECT FEASIBILITY

- E1. Describe the scope of work for the project. Indicate the anticipated accomplishments of the project. Attachment E lists elements which must be included in a feasibility/planning project.

The project will produce a sub-area plan/EIS that will pre-approve, with appropriate mitigations, 30 million square feet of new floorspace in the northern portion of Downtown Tacoma; the scope of work is included as Attachment G.

- E2. If infrastructure construction is to be supported by the study, indicate the estimated construction schedule and/or project time frame.

Not Applicable

- E3. Indicate if there has been private investment interest, please describe:

COMMUNITY ECONOMIC REVITALIZATION BOARD

There is very strong private sector interest as evidenced by the letters of support (Attachment D) and the high level of interest documented in the City's South Downtown Sub-Area Plan/EIS. Please see www.cityoftacoma.org/planning for detailed documentation.

COMMUNITY ECONOMIC REVITALIZATION BOARD

Attachment A Resolution Authorizing CERB Application

Attach a resolution authorizing this application.




REQUEST FOR
☐ **ORDINANCE** ☒ **RESOLUTION**

Request #:

Ord./Res. #:

1. DATE: March 26, 2012

2. SPONSORED BY: COUNCIL MEMBER(S) N/A

3a. REQUESTING DEPARTMENT/DIVISION/PROGRAM Community & Economic Development/BLUS/Long-Range Planning	4a. CONTACT (for questions): Ian Munce	PHONE: 253-573-2478
	4b. Person Presenting: Ian Munce	PHONE: 253-573-2478
3b. "DO PASS": <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> To Committee as information only <input checked="" type="checkbox"/> Did not go before a Committee	4c. ATTORNEY: Jeff Capell	PHONE: 253-591-5638
3c. DID THIS ITEM GO BEFORE THE PUBLIC UTILITY BOARD? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Not required		
 Department Director/Utility Division	Budget Officer/Finance Director	City Manager/Director Utilities

5. REQUESTED COUNCIL DATE: APRIL 17, 2012

6. SUMMARY AGENDA TITLE: (A concise sentence, as it will appear on the Council agenda.)

Authorizing an application to the State Community Economic Revitalization Board for a planning grant to prepare a sub-area plan/environmental impact statement for North Downtown

7. BACKGROUND INFORMATION/GENERAL DISCUSSION: (Why is this request necessary? Are there legal requirements? What are the viable alternatives? Who has been involved in the process?)

The subarea planning grant for the North Downtown will replicate the process the City is currently using in the South Downtown and MLK Districts, a process that is designed to result in fast tracking revitalization through up front environmental review under the State Environmental Policy Act, planning and design of capital facilities, and planning for infrastructure and neighborhood amenities to support increased density.

8. LIST ALL MATERIAL AVAILABLE AS BACKUP INFORMATION FOR THE REQUEST AND INDICATE WHERE FILED:

Source Documents/Backup Material

Location of Document

Grant Application

www.cityoftacoma.org/planning

9. WHICH OF THE CITY'S STRATEGIC GOALS DOES THIS ITEM SUPPORT? (CHECK THE GOAL THAT BEST APPLIES)

- A. ☐ A SAFE, CLEAN AND ATTRACTIVE COMMUNITY
B. ☒ A DIVERSE, PRODUCTIVE AND SUSTAINABLE ECONOMY
C. ☐ A HIGH-PERFORMING, OPEN AND ENGAGED GOVERNMENT

REQUEST (CONT)

CITY CLERK USE ONLY

Request #:

Ord/Res #:

10. IF THIS CONTRACT IS FOR AN AMOUNT OF \$200,000 OR LESS, EXPLAIN WHY IT NEEDS LEGISLATIVE APPROVAL:

Legislative approval is required by the state agency for grant application.

11. FINANCIAL IMPACT: ☒ **EXPENDITURE** ☒ **REVENUE**

A. ☐ **NO IMPACT (NO FISCAL NOTE)**

B. ☐ **YES, OVER \$100,000, Fiscal Note Attached**

C. ☒ **YES, UNDER \$100,000, (NO FISCAL NOTE)**

Provide funding source information below:

FUNDING SOURCE: (Enter amount of funding from each source)

Fund Number & Name:	State \$	City \$	Other \$	Total Amount
1195 CED Special Rev Fund			50,000	\$50,000

If an expenditure, is it budgeted? ☐ **Yes** ☒ **No** **Where? Cost Center:** **753200**

Acct #: **5330100**

**RESOLUTION Authorizing a \$50,000 Planning Grant
Application to the State Community Economic Revitalization
Board (CERB) to undertake a Sub-Area Plan/Environmental
Impact Statement for the Northern Portion of Downtown**

WHEREAS, the regional development plan (VISION 2040) seeks to direct approximately 60,000 new jobs and 70,000 new people to the City over the next 20 years

WHEREAS, the City has the documented land capacity to accommodate most, if not all, of this growth in its Downtown Regional Growth Center

WHEREAS, the City is moving forward with the sub-area plans, environmental impact statements, capital facility plans, and financing mechanisms necessary to support this growth

WHEREAS, the City will have completed this work for approximately two thirds of Downtown by the end of 2013

WHEREAS, the City would like to extend the economic development benefits from this \$800,000 planning effort to the entire Downtown by the end of 2013 but is prevented from doing so by well documented and publically acknowledged budget constraints

WHEREAS, such an effort comports with the CERB Board's consideration as to "Whether the ... investment will increase existing capacity necessary to accommodate projected population

and employment growth in a manner that supports infill and redevelopment of existing urban or industrial areas that are served by adequate public facilities. Projects should maximize the use of existing infrastructure and provide for adequate funding of necessary transportation improvements.”

WHEREAS, the City wishes to apply for the maximum CERB planning grant of \$50,000 and CERB requires a formal resolution from the applicant’s City Council authorizing the CERB application

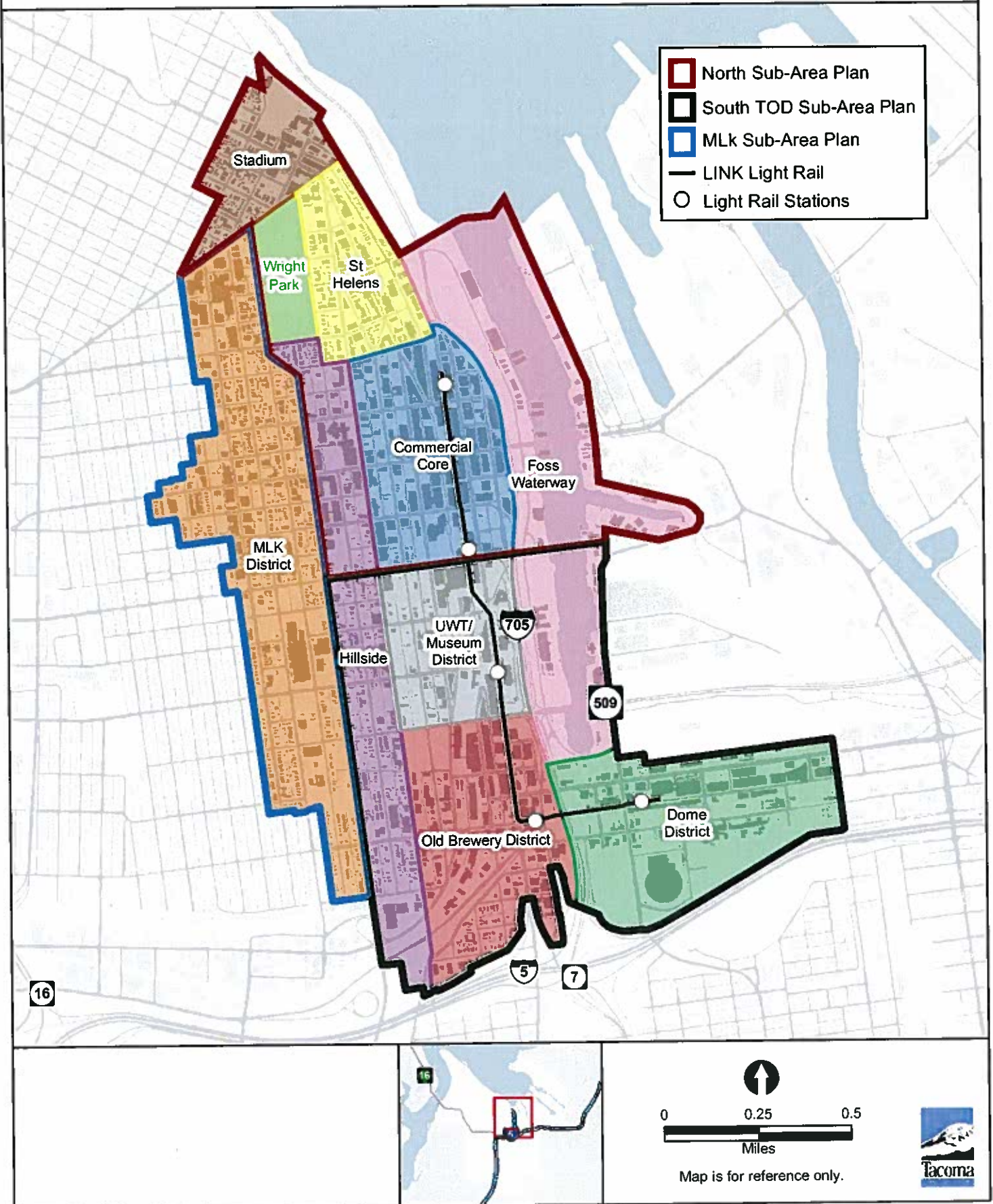
WHEREAS, the proposed match can come from CED (staff time, \$12,500) and from bond proceeds (data collection, \$12,500)

NOW, THEREFORE, BE IT RESOLVED that the City Manager or his designee is hereby authorized to submit the application to CERB along the lines delineated in this resolution

Attachment B Evidence of Public Notification

The public is being notified of this application through the routine and standard public notice procedures associated with a City Council agenda. Specifically, a Resolution supporting this application is on the City Council Agenda for April 17, 2012.

Tacoma Downtown Districts (in Color) and Three Sub-Area Planning Areas





**ECONOMIC DEVELOPMENT BOARD
FOR TACOMA-PIERCE COUNTY**

March 28, 2012

Ian Munce
Long-Range Planning Division Manager
Community and Economic Development
City of Tacoma
747 Market Street, Room 1036
Tacoma, WA 98402

Re: City of Tacoma application for North Downtown Sub Area Plan

Dear Mr. Munce:

The Economic Development Board for Tacoma-Pierce County (EDB) strongly supports the City of Tacoma's funding application for the North Downtown Sub Area Plan and Environmental Impact Statement work. This project will help the City make important strides forward to remove barriers to development, and increase opportunities to create high wage jobs and leverage additional capital investment from the private sector.

North Downtown Tacoma is the commercial center of Tacoma and Pierce County. The Puget Sound Regional Council's Vision 2040 plan has targeted Tacoma for 60,000 additional private sector jobs in the in the next few decades. With that potential to grow our economy, there are also several challenges ahead – regulatory impediments to developers not being the least of them. This North Downtown Sub Area Plan will help get us closer to realizing that growth potential by preparing critical areas of our commercial core for development that will be urgently needed as our economy continues to improve, and private job growth increases.

This project provides an incredible opportunity to create jobs and induce private capital investment here in Tacoma. The EDB strongly supports this application.

Sincerely,

Bruce Kendall
President and CEO



FOSS WATERWAY DEVELOPMENT AUTHORITY

535 Dock Street, Suite 204 - Tacoma, WA 98402-4630

Phone: (253) 597-8122 Fax: (253) 597-8129

www.thefoss.com

March 27, 2012

Ian Munce
City of Tacoma
Community & Economic Dev.
747 Market Street
Tacoma, WA 98402

Re: North Downtown Sub-area Plan

Dear Ian,

The Foss Waterway Development Authority (FWDA) strongly supports the city of Tacoma application for a CERB grant for a SEPA Planned Action Sub-area Plan which will result in an EIS for North Downtown.

The FWDA has benefited from the programmatic EIS that was completed as a means to facilitate redevelopment of the Foss Waterway. Given our experience we encourage the city to pursue funding from CERB that will provide the same development tool that has been so effective on the Foss.

Sincerely,

A handwritten signature in blue ink, appearing to read "Su Dowle", written over a blue line.

Su Dowle
Interim Executive Director



Governed by a local Board of Health

March 28, 2012

Washington State Community Economic Revitalization Board
Washington State Department of Commerce
1011 Plum Street SE
PO Box 42525
Olympia, WA 98504-2525

Dear Washington State Community Economic Revitalization Board:

I would like to express the Tacoma-Pierce County Health Department's support for the City of Tacoma's application to the Washington State Community Economic Revitalization Board for a planning grant to fund a subarea plan and environmental impact statement (EIS) for Tacoma's North Downtown.

We support the City's application because of the project's potential to improve public health. The project will help identify and mitigate adverse impacts, and enhance policies that positively impact public health in the North Downtown Subarea.

The Health Department is currently working with the City on two subarea plans and EIS efforts. We are committed to working with the City to identify opportunities for creating public health benefits for the people who will be living and working in these subareas. The CERB grant funding represents an opportunity for the City, along with the Health Department, to extend this important work to the North Downtown Subarea.

Sincerely,

Steve Marek, Director
Environmental Health Division

March 28, 2012

Ryan Petty, Director
Community & Economic Development Department
City of Tacoma
747 Market Street, Room 900
Tacoma, WA 98402

Re: Community and Economic Revitalization Board Subarea Planning Grant for North Downtown

Dear Mr. Petty:

I am writing to express Pierce Transit's support for the City of Tacoma's application to the Washington State Community and Economic Revitalization Board for a planning grant to develop a subarea plan for North Downtown Tacoma. The grant funds will replicate the process the City is currently using in the South Downtown and MLK districts, a process that is designed to result in: fast tracking revitalization through up front environmental review under the State Environmental Policy Act; planning and design of capital facilities; and, planning for infrastructure and neighborhood amenities to support increased density.

Pierce Transit operates 17 local bus routes through downtown Tacoma and we believe this type of coordinated long-range planning is critical to increasing economic development opportunities in downtown. We have been an active partner in the South Downtown and MLK subarea planning processes because we recognized the important relationship between land use and transportation. We fully support the City of Tacoma's efforts to plan for and direct growth into the urban core where transit can more efficiently and effectively serve riders.

North Downtown, in particular, is an integral part of Pierce Transit's service. Pierce Transit operates 1,414 weekly bus trips through the Commerce Street Facility between S 9th and S 13th streets in downtown Tacoma. On any given weekday over 6,600 riders use our Commerce Street Facility to make transit connections to work, school and to run errands. Planning for future development in North Downtown will enable Pierce Transit to coordinate our service and capital plans with anticipated growth and investments. To this end, Pierce Transit fully supports the North Downtown Subarea Plan for these planning grant funds. Thank you for the opportunity share our comments.

Sincerely,



Lynne Griffith
CEO

c: Barb Hunter, Pierce Transit Grants Administrator
Kelly Hayden, Pierce Transit Acting Vice President of Operations
Tina Lee, Pierce Transit Capital Planning Manager



March 28, 2012

Ian Munce
City of Tacoma
Community & Economic Development
747 Market Street
Tacoma, WA 98402

Re: North Downtown Sub-Area Plan

Dear Ian:

Thank you for the opportunity to express our support for continued subarea planning work in the City of Tacoma, including through the application of a CERB grant to support a Planned Action Sub-Area Plan for the area of North Downtown.

The City is investing substantial resources to plan for future growth in the Tacoma Dome and Hilltop areas of downtown Tacoma. The work invested in these endeavors will allow for future growth, development and job creation to support the long-term growth of Tacoma. However, without considering the remainder of downtown, the realization of the Puget Sound Regional Council's designation of downtown Tacoma as a Regional Growth Center will be left unfilled.

To create a vibrant Puget Sound that takes full advantage of the assets spread throughout the regional, our growth centers must be encouraged as focal points for development. As we've seen with the other subarea planning efforts, creating a Planned Action Sub-Area Plan will facilitate this redevelopment and growth.

The Tacoma-Pierce County Chamber is excited to support your efforts to encourage the long-term revitalization of downtown, including the pursuit of a State Community Economic Revitalization Board grant.

Best wishes,

Tom Pierson
President & CEO
Tacoma-Pierce County Chamber of Commerce

W
UNIVERSITY *of*
WASHINGTON
TACOMA

March 27, 2012

Ian Munce
City of Tacoma
Dept. of Community and Economic Development
747 Market Street
Tacoma, WA 98402

Re: North Downtown Sub-area Plan

The University of Washington Tacoma strongly supports the City of Tacoma's application for a CERB grant for the development of a SEPA Planned Action Sub-area Plan which will result in an EIS for North Downtown.

The University is currently co-lead with the City on a similar effort for the South Downtown area and we are aware of the value that this kind of effort has in supporting planned developments and catalyzing new developments in an area. This development tool positions the City of Tacoma to continue its' commitment to promoting sustainable urban growth and transit-oriented communities.

Sincerely,



Harlan Patterson
Vice Chancellor for Administrative Services

ATTACHMENT E Growth Management Self-Certification

Project name: Sub-Area Plan/EIS for North Downtown

On behalf of the City of Tacoma, I certify that this jurisdiction:

Mark all that apply

- ☒ Has adopted a critical areas ordinance under the Growth Management Act (RCW 36.70A.060)
- ☒ Is being required or is opting to plan under the Growth Management Act
- ☒ Has adopted a comprehensive plan and development regulations, as required by RCW 36.70A
- ☒ Is in compliance with the Growth Management Act

If unable to check any of the boxes above, please explain:

Declaration: *"I hereby certify that the information given in this application to the Community Economic Revitalization Board is true and correct to the best of my knowledge and belief."*

Signed  Date 3-28-2012

Name: Ian S. Munce, AICP

Title: Long-Range Division Manager (Acting)

ATTACHMENT F Economic Development Project Permitting Self-Certification

Name of Project: Sub-Area Plan/EIS for North Downtown

On Behalf of the City of Tacoma, I certify this jurisdiction has:

Mark all that
apply

Certifications

Adopted development regulation guidelines that state:

- ☒ (a) The minimum and maximum time an agency will need to make a decision on a permit, including public comment requirements;
- ☒ (b) The minimum amount of information required for an agency to make a decision on a permit;
- ☒ (c) When an agency considers an application complete for processing;
- ☒ (d) The minimum and maximum costs in agency fees that will be incurred by the permit applicant; and
- ☒ (e) The reasons for a denial of a permit in writing.

☒ Adhered to the adopted development regulation guidelines

☐ Not adopted development regulation guidelines

☐ Not adhered to the adopted development regulation guidelines

Declaration: *"I hereby certify that the information given in this application to the Community Economic Revitalization Board is true and correct to the best of my knowledge and belief."*

Signed  Date 3-28-2012

Name: Ian S. Munce, AICP

Title: Long-Range Division Manager (Acting)

ATTACHMENT G

Tacoma North Downtown Sub-Area Plan & Environmental Impact Statement Consultant Scope of Work

Task	Deliverable	Timeline/ Deadline
1. Project Kick-Off – Consultant will participate with City staff and key stakeholders in a project kick-off meeting		
1.A: Review final Scope of Consultant Services, schedule, roles and responsibilities, expected outcomes, coordination with related planning activities and supporting organizations, and format for deliverables;	Consultant will prepare a meeting summary	October 1, 2012
1.B: Confirm the geographic boundaries of the sub-area plan area.		
1.C: Discuss preliminary direction for the stakeholder and public involvement plan.		
1.D: Identify and assess local needs, opportunities, and constraints, including a joint Staff/Consultant tour of the sub-area plan area.		
2. Data review		
The Consultant will work with City staff to collect and review available data needed. This will include information from existing studies, including the South Downtown Sub-Area Plan/EIS and the MLK Sub-Area Plan /EIS, census data, development guidelines, and other available information. The City Project Manager will prepare a memo that describes data gaps and recommends methods to fill gaps. The memo will also include an assessment of the relative significance and priority for filling any identified data gaps.	Memo assessing available data and data gaps, and providing recommendations for methods to obtain needed data	December 31, 2012

Task	Deliverable	Timeline/ Deadline
<p>3. Public and stakeholder input - With input from the Consultant, City staff will develop a public involvement implementation plan that provides a detailed approach to the activities and timelines associated with the public involvement effort. The strategy will include the number and type of public venues and the timing and content of communication materials.</p>		
<p>3.A: Stakeholder Interviews - Working with City staff, the Consultant will identify target stakeholder groups from existing organizations, agencies, and interest groups. The Consultant will schedule and conduct group meetings and/or individual interviews. The focus of these meetings will be to obtain stakeholder input on a vision for the sub-area planning area, on changes needed to address future growth, on environmental impacts and potential mitigations, and on infrastructure and neighborhood amenities necessary to support the increased density.</p>	<p>Public involvement implementation plan, together with a summary report that documents methodology for gathering public and stakeholder input, summarizes all comments received, and describes how this information will be incorporated into the future sub-area plan and upfront SEPA review.</p>	<p>December 31, 2012</p>
<p>3.B: Public Involvement - The Consultant will schedule and facilitate large public workshops as planned for and approved in the public involvement plan. The focus of these workshops will be to obtain input on a vision for the sub-area planning area, changes needed to address future growth, on environmental impacts and potential mitigations, and on infrastructure and neighborhood amenities necessary to support the increased density. The Consultant will summarize input and priorities from these workshops, including a discussion of how the findings will be incorporated into the planning process.</p>		

4. Existing Conditions Report		
<p>Based on the findings of Tasks 2 and 3, the Consultant will prepare a draft existing conditions report for the Land Use Plan. Depending on the availability of information, elements of the Existing Conditions Report could include a discussion of:</p> <ul style="list-style-type: none"> • Land use – inventory data, development trends, land tenure and other characteristics based on available information • Urban and rural character • Applicable plans, policies and regulations • Housing • Economic Development • Infrastructure systems and capacity – transportation, public services, utilities • Natural systems, including aquifers and shoreline areas • Parks, open spaces, and cultural/historic resources of significance 	Draft existing conditions report	March 31, 2013
5. Draft Vision Statement		
Based on the results of Tasks 4 and 5, the Consultant will prepare a draft vision statement for review.	Draft vision statement	March 31, 2013
6. Draft Goals, Objectives, and Policy Framework		
Based on stakeholder and public input, the Consultant will prepare a preliminary draft Goals and Policies framework for the sub-area plan. For the purpose of this Scope of Services, topics to be addressed are assumed to include (1) Vision, (2) Land Use, (3) Housing, (4) Economic Development, (5) Open Space, (6) Natural Systems, (7) Infrastructure, (8) TDR, and (9) Environmental mitigation measures and systems.	Draft Goals, Objectives, and Policy Framework	March 31, 2013

7. Draft Sub-Area Plan		
<p>The Sub-Area Plan will focus on the fact that the North Downtown has significant and well documented capacity for additional density, access to multi-modal transportation, e.g. transit, light rail, and commuter rail, and further development will not only not impact critical areas but will facilitate significant restoration of degraded areas. Further, the Sub-Area Plan will build on existing neighborhood partnerships and bring in county and regional stakeholders and additional private investment.</p> <p>The Consultant will finalize the draft sub-area plan, land use categories, and land use map for future action and adoption by the City of Tacoma. The draft plan will include up front environmental review under SEPA, environmental impacts and potential mitigations, planning and design of capital facilities, and planning for infrastructure and neighborhood amenities to support the increased density. In this regard, the City has recently adopted a Mobility Master Plan and complete streets design standards, and associated capital programs; these will be fully integrated into the proposed sub-area plan. Further, consistent with the City's planning principles the Sub-Area Plan will present a plan and projects that are consistent with the City's sustainability principles.</p>	<p>Draft Sub-Area Plan, including goals, objectives and policies, land use categories, land use map, SEPA review, environmental impacts and potential mitigations, and infrastructure and neighborhood amenities</p>	<p>June 30, 2013</p>

8. Plan Implementation		
<p>In order to implement the Sub-Area Plan, the City will prepare recommendations for:</p> <ul style="list-style-type: none"> • Use of existing regulations, with or without modifications, to implement the Sub-Area Plan. Recommendations may address administrative guidance, training, or other measures to help implement the Sub-Area Plan. • Changes to existing zoning regulations and building codes. Recommendations will address consistency between regulations and policies and unique characteristics and needs of the North Downtown planning area. • Environmental impacts and potential mitigations. • Resolution of conflicts. If conflicts between the Sub-Area Plan and/or SEPA mitigations and existing regulations are identified, recommendations for prioritizing and resolving such conflicts will be prepared. 	<p>Report with recommendations for Sub-Area Plan implementation</p>	<p>December 31, 2013</p>