



AGENDA

MEETING: Regular Meeting

TIME: Wednesday, October 5, 2016, 4:00 p.m.

LOCATION: Room 16, Tacoma Municipal Building North, 1st Floor
733 Market Street, Tacoma, WA 98402

A. Call to Order and Quorum Call

B. Approval of Agenda and Minutes of September 21, 2016

C. Public Comments (up to three minutes per speaker; must be pertaining to items on the agenda)

D. Discussion Items

1. Lincoln District Revitalization Project

Receive an informational presentation on the scope of work, goals, expected outcomes, and timeline of the project.

(See "Agenda Item D-1"; Lauren Flemister, lflemister@cityoftacoma.org)

2. Public Engagement Plan for 2018 Amendment

Review the proposed public engagement plan for the 2018 Comprehensive Plan Amendment.

(See "Agenda Item D-2"; Stephen Atkinson, 591-5531, satkinson@cityoftacoma.org)

3. Planned Development Business Districts

Review the scope of work for the proposed zoning district for inclusion in the 2018 Amendment cycle as part of the overall Commercial Zoning Update.

(See "Agenda Item D-3; Stephen Atkinson, 591-5531, satkinson@cityoftacoma.org)

E. Communication Items & Other Business

(1) Infrastructure, Planning and Sustainability Committee meeting, October 12, 2016, 4:30 p.m., Room 16; agenda includes: Residential Infill Pilot Program; Prairie Line Historical Interpretation Project; Sustainable Materials management Plan; and Environmental Action Plan.

(2) Planning Commission meeting, October 19, 2016, 4:00 p.m., Room 16; agenda includes: Urban Design Studio.

F. Adjournment





MINUTES (Draft)

TIME: Wednesday, September 21, 2016, 4:00 p.m.
PLACE: Room 16, Tacoma Municipal Building North
733 Market Street, Tacoma, WA 98402
PRESENT: Chris Beale (Chair), Stephen Wamback (Vice-Chair), Jeff McInnis, Meredith Neal,
Anna Petersen, Brett Santhuff, Dorian Waller, Jeremy Woolley
ABSENT: Scott Winship

A. CALL TO ORDER AND QUORUM CALL

Chair Beale called the meeting to order at 4:04 p.m. A quorum was declared.

B. APPROVAL OF AGENDA AND MINUTES OF AUGUST 17, 2016

The agenda was approved. The minutes of the regular meeting on August 17, 2016 were reviewed and approved as submitted.

C. PUBLIC COMMENTS

Chair Beale opened the floor for public comments. The following citizens testified:

- 1) Eleanor Brekke:
Ms. Brekke commented that she was a commercial property owner and stakeholder in the Tacoma Mall Neighborhood. She noted that a quorum of commercial property owners had expressed concerns about some of the concepts in the draft Tacoma Mall Neighborhood Subarea Plan currently under development and that more time was needed to address them. Ms. Brekke commented that the proposed road plan was unrealistic and came with significant added expense to private property owners. She commented that property owners needed to be able to own, operate, and redevelop properties without undue risk, regulation, or financial burden imposed by the City's long range neighborhood plan.
- 2) Valarie Fyalka-Munoz:
Ms. Fyalka-Munoz commented that she objected to the street network proposed in the draft Tacoma Mall Neighborhood Subarea Plan. She added that the proposal splits many parcels and reduces property values. She noted that the financial impact had not been discussed and that the City would be taking out buildings that generate \$60 million in retail sales per year. She suggested that they let the property owners maintain the roads in their own parcels. She commented that the city is setting the stage for devaluing the northwest quadrant of the study area and cutting their own tax base.

D. DISCUSSION ITEMS

1. Tacoma Mall Neighborhood Subarea Plan

Elliott Barnett, Planning Services Division, provided an update on the status of the project. He reviewed that the plan was for a 600 acre area including the Mall and several surrounding neighborhoods. He reviewed that the area was a regional growth center and that the purpose of the project was to meet growth management requirements to identify areas where they can concentrate growth to accommodate long range planning targets. He noted that after feedback from business and commercial property owners, they had determined that it was necessary to take two months for additional engagement to work through the issues.

The project approach was discussed. Mr. Barnett reported that they had taken a placemaking approach to the project, knowing that there was significant difference between the patterns on the ground and the idea of a compact, walkable, transit oriented place. He commented that components of the approach included improvements to quality of life, water quality, air quality, investment climate, and development quality. He added that circulation and mobility were also large issues for the neighborhood. Mr. Barnett commented that the programmatic environmental review would look at area-wide issues and potential actions that can be achieved.

Key themes from stakeholders had included that it was a great location with connections to transit infrastructure; was affordable; that they needed to develop a sense of place; that they needed to develop a more positive identity; that more green infrastructure was needed; that the area needed to be more walkable and transit ready; that they needed to promote housing affordability; and that they needed to promote public health. The two themes that they needed to focus more time on were that the need to ensure that it would be an economic plan and recognize the importance of the existing businesses.

Mr. Barnett reviewed that the main outcome of the previous year's design process was an illustrative vision plan with four distinct quadrants. He noted that there were areas where additional street connections were important and that there was an opportunity to link the four quadrants with a loop road and complete the streets throughout the neighborhood. Mr. Barnett reviewed existing issues with transportation including poor connectivity, traffic directed onto arterials, safety issues, lack of bike lanes, gaps in pedestrian facilities, and the need to shift the mode share towards other choices. The current plan proposed the following actions to improve the street network: reconnecting the grid, refining the zoning, completing the street network, improving regional and local access, handling growth through mode share and internal capture, and introducing an internal connection to the northwest quadrant.

Mr. Barnett reported that they were also proposing changes to the current zoning. He reviewed that the area was zoned largely for high density mixed-use development with some light industrial along the edge. He reported that they were proposing extending the mixed-use zoning district towards the Nalley Valley area and refining the zoning to provide high, medium, and low intensities of development. He noted that the current code would not have allowed some of the development patterns present today; requiring that buildings are oriented towards the street, providing pedestrian connections, and locating parking behind buildings. He commented that in anticipating projected growth, they could do better than the current development regulations that are in place because while development would be required to provide things like pedestrian connections, it might not result in a logical network. He commented that they consider it an economic growth plan as it would include tools like up-front environmental review, infrastructure coordination, incentives, and more predictability. They also wanted to see more City leadership in providing investment, attracting regional funding, and completing offsite improvements.

Mr. Barnett reviewed that at a recent stakeholder meeting they had heard concerns related to the street network and zoning changes. Concerns expressed by stakeholders had also included potential impacts to businesses, who would pay for the construction of new street connections, what the City is willing to commit to in terms of providing infrastructure improvements, and the development thresholds for connectivity requirements. He reported that for the next two months they would set up a series of smaller meetings to go back to the core principles of things like the street network concept, clarify the project purpose, consider how people might want to utilize their property in the future, explore options for how to achieve objectives, discuss potential impacts at greater detail, identify the benefits, provide details on phasing, and see how the city can add value to the neighborhood. Mr. Barnett reviewed the next steps and asked Commissioners to consider attending the November stakeholder meeting.

Commissioners provided the following comments and questions:

- Commissioner McInnis asked if other options for connections in the northwest quadrant had been considered other than the angled road. Mr. Barnett responded that they had also considered following the existing street grid, though it wouldn't follow topography or consider placemaking.
- Commissioner McInnis asked if there would be transitional zoning outside of the proposed mixed-use expansion. Mr. Barnett reviewed the proposed zoning, which would still allow industrial uses but also allow for mixed-use residential to provide more flexibility for property owners.

- Vice-Chair Wamback suggested that they identify whether some of the proposed future roads used to be City streets that were dedicated back to the adjoining property owners.
- Vice-Chair Wamback commented that there was an obligation for business owners and the City to disclose to the people who live in the area which businesses are in opposition to the plan.
- Chair Beale commented that it was important that the Mall be fully aware of what was going on and that their participation and opinion would be important.
- Chair Beale asked if there were options for thresholds of redevelopment that would trigger the proposed street grid. He suggested that there could be different thresholds with design standards for parking lots that would create functionally equivalent roads and allow for pedestrian movement across lots in the interim.
- Chair Beale asked where they were in terms of the EIS process. Mr. Barnett responded that the intent was to bring forward the draft EIS at the same time as the draft subarea plan. Chair Beale commented that the lack of walkability had implications on health and they needed to consider whether they were doing any kind of health impact assessment.
- Chair Beale commented that he liked the concept of placemaking and asked if they were addressing key improvements that create a sense of place. He asked how they were addressing public rights of way, infrastructure and tree canopy relative to the city goals. He suggested discussing placemaking with the general public.

2. Residential Infill Pilot Program

Lauren Flemister, Planning Services Division, provided an update on the status of the program. Ms. Flemister reviewed that the purpose of the pilot program was to create demonstration projects to assess if the housing types proposed made sense for the zoning districts. The program would also allow continued dialogue with home owners, developers, citizens, and neighborhoods. It would also create an environment where quality projects are expected and can become the norm. The housing types included in the program were detached accessory dwelling units (DADUs), Multifamily Developments of up to six units, Two Family/Townhouses that look like single family, and Cottage Housing. Ms. Flemister reviewed the zoning districts included in the pilot program for each housing type.

The draft program handbook was discussed. Ms. Flemister reviewed that the finished book would be around 30 pages printed slightly larger than a pamphlet. She reviewed the structure of the handbook, noting that the Introduction section would include an explanation of which housing types would require the use of CUPs. The section covering the types of infill would include the process and what the typologies could look like based on code. The Pilot Program section would include code references, timelines specific to housing types, and where infill projects can happen. The Resources section would provide examples from other cities and list relevant Planning Commission meetings.

The next steps were discussed. Ms. Flemister reviewed that there would be community outreach including attendance of Neighborhood Council Meetings to discuss what housing types could be coming to their neighborhoods, press releases, a webpage, and “early involvement meetings” during the review process prior to the review committee’s determinations. Membership of the review committee would include City designees, appointees from Neighborhood Councils, an urban designer/architect, and a Landmarks Preservation Commissioner for historically significant projects. Commissioner Neal suggested including someone from the Planning Commission and the Master Builders Association on the committee.

The administrative process was discussed. Ms. Flemister reported that they still needed to develop application materials for the pilot program, add Accela (the department’s permitting and project tracking program) inputs to flag pilot projects moving into permitting, and work with current planning to make sure that procedures were conveyed at the counter and online. For site development/utility issues they would need to develop metering requirements for ADUs, consider parking, consider site drainage, and determine half street improvement requirements.

Commissioners provided the following comments and questions:

- Vice-Chair Wamback asked if they could reduce the requirements for site development and utilities to help determine if it would be feasible long term. He commented that they could structure it so that they can gather data while not making it so onerous that no one does it.

- Commissioner Neal asked if they could change the floor area limits for cottage housing from the maximum 0.5 FAR required for overall site to 50% of lot size instead. Brian Boudet, Planning Services Division Manager, noted that content of the handbook was based on the code that had already been recommended by the Commission and adopted by the Council.
- Vice-Chair Wamback asked if the criteria used to determine whether the pilot program had been successful would be available up front. He commented that having a Commissioner involved in the advisory group would be unnecessary if they had a transparent evaluation process with the checklist up front.
- Commissioner Santhuff noted that the image being used to represent two-family housing on page 8 had garages on two streets, which was an approach they did not want to advocate. He suggested using an image that looks more like a single family house.
- Chair Beale expressed concern that they spend time discussing what ADUs are intended for, but don't provide much in terms of architectural standards. He asked if they could include some language that requires the applicant to provide some of that information
- Chair Beale asked if some of the required private open space for cottage housing could be located between the walkway to the common open space and the building to ensure that the private open space wasn't entirely located between buildings where no one would use it. Ms. Flemister responded that they will make it clear that there is some flexibility to be creative.
- Chair Beale commented that when a novice comes into a process like this, where it's a fairly technical review, they need to be clear about what the expectations and criteria are.
- Chair Beale noted that one requirement for cottage housing was that landscaping be designed in an attractive way. He commented that the language might need some specificity. He also noted that the application checklist lacked a preliminary landscape plan requirement.

3. Election of Officers

Lihuang Wung, Planning Services Division, reviewed that according to the Commission's bylaws, nominations and elections of the Chair and Vice-Chair would occur at the first meeting of September each year. As the first meeting of September had been cancelled, Mr. Wung suggested that the present meeting would be an appropriate place to hold the nominations and elections.

Chair Beale opened the floor for Vice-Chair nominations. Commissioner Neal nominated Vice-Chair Wamback. Commissioner McInnis seconded. There were no additional nominations. Vice-Chair Wamback was elected to continue as Vice-Chair by a unanimous vote.

Chair Beale opened the floor for Chair nominations. Vice-Chair Wamback nominated Chair Beale. Commissioner Neal seconded. There were no additional nominations. Chair Beale was elected to continue as Chair by a unanimous vote.

Chair Beale and Vice-Chair Wamback would serve in their respective capacities through September 2017.

E. COMMUNICATION ITEMS & OTHER BUSINESS

Mr. Boudet provided the following updates:

- The City Manager would present the proposed budget to the City Council on October 4. The Planning and Development Services department had highlighted two opportunities: an enhanced design process and continued progress on the Historic Preservation program.
- Staff was continuing to look at possible joint meetings with other Commissions and additional engagement with neighborhood councils. They would be holding planning forums around the community to build understanding about how development decisions get made.
- The City Manager indicated that after discussion with Lamar, which had purchased all of Clear Channel's billboards in Tacoma, there would be a 45 day extension to the standstill agreement.

F. ADJOURNMENT

At 5:48 p.m., the meeting of the Planning Commission was concluded.



City of Tacoma
Planning and Development Services

**Agenda Item
D-1**

To: Planning Commission
From: Lauren Flemister, Planning Services Division
Subject: **The Lincoln District Revitalization Project**
Date of Meeting: October 5, 2016
Date of Memo: September 28, 2016

The Lincoln District Revitalization Project, a result of a City Council's strategic objective set out in 2014, is part of a plan to turn the business district of the Lincoln Neighborhood into a more vibrant mixed use center.

The goals of the program are to:

- Promote an economically thriving business district that provides access and support to businesses with sufficient and clearly defined parking and pedestrian amenities.
- Provide an inviting and accessible destination area for eating, shopping and gathering.
- Create a sense of place by celebrating the cultural diversity that is unique to the Lincoln International Business District.

At the Planning Commission's meeting on October 5, 2016, staff from the Community and Economic Development Department (CED) will share progress to date on the multi-pronged program and discuss future implementation actions.

If you have any questions, please contact me at 905-4146 or lflemister@cityoftacoma.org or Debbie Bingham of CED at 591-5117 or dbingham@cityoftacoma.org.

c: Peter Huffman, Director



City of Tacoma
Planning and Development Services

**Agenda Item
D-2**

To: Planning Commission
From: Stephen Atkinson, Planning Services Division
Subject: **2016-2018 Engagement Plan**
Date of Meeting: October 5, 2016
Date of Memo: September 28, 2016

At the October 5, 2016 Planning Commission meeting staff will be presenting an overview of the proposed public engagement plan for the 2018 amendments. Staff is seeking input from the Commission on the engagement opportunities, tools and general schedule as outlined in the engagement plan. This plan represents a more pro-active approach by Planning Services to set clear and reasonable expectations and predictability for public involvement in the amendment process for both staff and the public. This plan was developed to comply with the goals and policies of the Engagement, Administration + Implementation Chapter of the One Tacoma Plan.

The Public Engagement Plan for the 2018 Amendments is attached for Commission review and comment.

If you have any questions, please contact me at 591-5531 or satkinson@cityoftacoma.org.

Attachment

c: Peter Huffman, Director



Planning Services Public Engagement Plan 2018 Amendments



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) 591-5030 (voice) or (253) 591-5820 (TTY).

Planning & Development Services Department
Planning Services Division
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Tacoma, WA 98402-3793
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Introduction

The Purpose of Public Engagement

Often, when people think about planning, they focus on the things – the buildings, the streets, the green space, the roads, the transit. But planning is really about people – these are the communities we call home. Where we go to work every day. Where our families will grow, and hopefully, where they'll prosper. And where we'll connect with one another.

As a result, the planning process must also be grounded in the needs of people, the locales where they live and work, and the broader community. It's where what we can do connects with how we live, work, travel, and grow. And in order to understand the values and aspirations of a broader community or specific neighborhood, city, or locale, we need to engage the people from that context in that discussion.

People are experts in assessing the long-term needs of their personal experiences and interactions with the places they live and work. This public engagement plan recognizes people as full and equal partners in the city's decision-making processes at all levels. Specifically, it outlines the responsibilities and commitments of the Planning Services Division to engage the public and key constituencies in city planning.

Equity in Engagement

Decisions are better—more equitable, resilient, and accountable—when all interested parties are involved in considering the issues and weighing in on decisions. Collaborative and inclusive community participation are essential to supporting Tacoma's core values of opportunity, equity, partnerships and accountability, as well to as creating and sustaining a prosperous, healthy and equitable Tacoma.

The city's commitment to diverse and inclusive public engagement is demonstrated by the Equity and Empowerment Initiative framework, which was adopted by City Council in September 2015 (see page 11). The framework has been incorporated into the Comprehensive Plan and the goals and plans of this engagement plan are designed to be consistent with the framework.

Diverse Methods for Engagement

In order to consider all community members' needs and concerns, particular efforts must be made to improve communication with traditionally under-represented and under-served groups, including low-income communities and communities of color. Meaningful engagement is inclusive of voices in our community that may have been historically marginalized and excluded. Consistent with the City's core values and vision for government performance, deep and inclusive community involvement is essential to transparency and equity in long-range planning decisions. It also makes it possible to create and work towards a shared vision for the future.

Tacoma is committed to authentic public engagement and recognizes that the complexity and changing character of planning issues, technology and the city itself requires thoughtful innovation to ensure inclusive and equitable community engagement. Increasingly diverse demographics, as well as past failures to fully engage all members of the community, point to the need for new

approaches to citizen engagement that promote inclusive participation. Changes in communication technology allow, and even require, the city to offer new avenues for engagement, and hopefully, collaboration. Finally, the city's natural and built character and infrastructure are constantly evolving and continually require citizen input. The following goals, from the One Tacoma Plan, challenge City staff to assess current practices and develop new tools through an ongoing evaluation and improvement of public engagement methods.

Goals of the Engagement Process

GOAL AD-1 Engage the interests of the entire community in planning for the future.

GOAL AD-2 Build and sustain robust partnerships with individuals, neighborhoods, businesses, organizations, institutions and other government agencies.

GOAL AD-3 Ensure that city decision-making processes are clear and transparent, with good understanding from the community about who is responsible for making decisions and how community input is taken into account.

GOAL AD-4 Implement Tacoma's Comprehensive Plan in accordance with state law and in the best interests of City residents.

GOAL AD-5 Implement Tacoma's Comprehensive Plan in a coordinated and efficient manner by City officials, staff and partners.

Planning Framework

Growth Management

Adopted in 1990, the Growth Management Act (GMA) requires municipalities to plan for accommodating growth and grants counties, in consultation with cities, the authority to assign growth allocations for population and employment. In general, GMA goals support focused growth in designated urban centers with adequate infrastructure, while preserving the rural area around the urban centers. The GMA identifies specific requirements for comprehensive plans, focused primarily on the required land use, housing, transportation, utilities and capital facilities elements. The City of Tacoma's Comprehensive Plan has been prepared and adopted in accordance with the requirements of the GMA.

VISION 2040

VISION 2040 is the Puget Sound Regional Council's (PSRC) vision and strategy for accommodating the five million people and three million jobs that are



Metropolitan Cities in King, Pierce, Kitsap and Snohomish counties. Source: Puget Sound Regional Council, VISION 2040

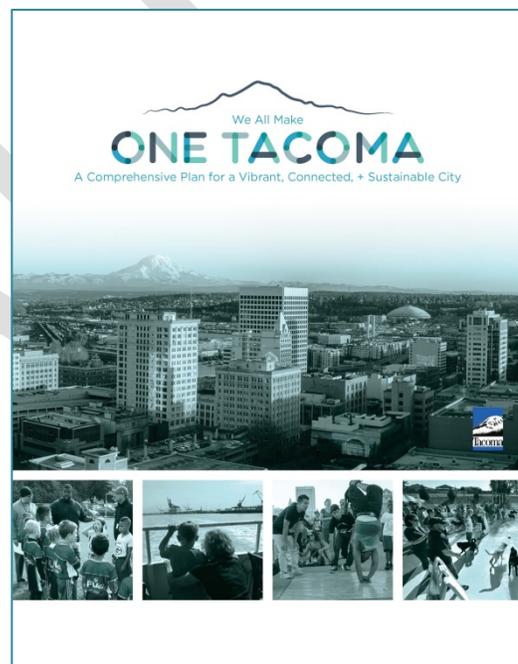
expected to be present in the Puget Sound region by 2040, while promoting the “well-being of people and communities, economic vitality, and a healthy environment.” The Tacoma Comprehensive Plan was developed to advance the overall direction established by *VISION 2040*.

VISION 2040 designates Tacoma as one of five Metropolitan Cities in the region. As a Metropolitan City, Tacoma is to serve as a focal point for accommodating forecast growth and helping to relieve development pressure on rural and natural resource lands. By planning for future population, housing and employment that align with *VISION 2040* targets, the Tacoma Comprehensive Plan seeks to fulfill its role and responsibility as a Metropolitan City. At the same time, the Comprehensive Plan seeks to ensure that the vision for Tacoma’s character, services and quality of life are maintained and enhanced as the city grows. Accordingly, the Plan supports allocation of resources where the greatest amount of growth is forecast.

One Tacoma Comprehensive Plan

A comprehensive plan guides a community’s development over the long term, addresses the entire community and describes how the community’s vision for the future is to be achieved. In short, it’s a blueprint for the future character of the city. It guides decisions on land use, transportation, housing, capital facilities, parks, and the environment. It also sets standards for roads and other infrastructure, identifies how they’ll be paid for, and establishes the basis for zoning and development regulations.

The plan takes a long-range perspective on topics that address the physical, social, and economic health of the City. Plan guidance is intentionally general, providing broad policy direction. Policy guidance established in the plan will be translated into action through specific implementation programs or regulatory actions developed by the City to fulfill plan direction. A plan is also a living document, adaptable to evolving conditions, and offering a framework for the consideration of policy changes.



Above: Cover of the One Tacoma Comprehensive Plan

2016 – 2018 Work Program

Background

Tacoma is the second largest city in the Puget Sound region and the most important business employment center in the South Sound region. Over the past two decades, Tacoma has seen a significant renaissance, with substantial reinvestment in the downtown and increased growth and vitality in the city’s eclectic neighborhoods. Recognizing Tacoma’s role in the region, the Puget

Sound Regional Council designated Tacoma as a Metropolitan City, serving as Pierce County's civic, cultural and economic hub and a focal point for future population and employment growth.

With the adoption of the One Tacoma Plan in 2015, the City's 2016-2018 work program is focused on implementing the goals and policies of the Plan through area-wide rezones, development regulation updates, ongoing management of public investments in infrastructure, and coordination with the plans and investments of other agencies, to ensure that growth happens in a beneficial, healthy, and sustainable way.

Given the City's growth targets, it is expected that a greater share of Tacoma's housing development will be of a more intensive and dense housing style, predominantly multi-family, and occurring in the City's designated mixed-use centers and along transit corridors. As the City's market shifts and more projects become feasible, how the City manages the ongoing impacts of that growth will become an even greater concern among our neighborhoods. Markets, however, are uneven, and certain neighborhoods in the city are more likely to experience this shift before others. In some neighborhoods, like the Proctor District, these conversations are happening today as the first large-scale, mixed-use projects enter the market. A similar scale of development is occurring in the Stadium District, but while the development intensity is similar the context is different, and as a result, community concerns and perceptions may vary across the two neighborhoods.

An important consideration for the Public Engagement Plan is that often the level of community engagement is asymmetrical between the planning process and the development process: more community members engage in the development review and permit process as opposed to the planning process. As a result, many residents and business owners are unaware of the adopted plans and policies that establish the legal framework for reviewing and permitting new development activity.

A critical component of the engagement strategy, then, must be to educate the public with regard to how the planning and development process works, what information is used, how decisions are made, what opportunities the public has to comment and participate, and how the City assesses and manages the ongoing impacts from growth and development. This information, and a strong community understanding of the Planning and Development process, will help to facilitate a more active, aware, and engaged citizenry. As a result, staff is proposing to conduct a Planning and Development Forum (see page 7) that will provide an inter-departmental overview of the plan and development process.

Project Summary

The 2016-2018 Public Engagement Plan will be used to coordinate overall public involvement in the 2018 Amendment, which tentatively includes the following projects:

1. Private Applications
 - Private plan and code amendments will be accepted. Applications are still to be determined.
2. Future Land Use Implementation (area-wide rezones)

- This project will include area-wide rezones to rectify inconsistencies between the Future Land Use Map of the Comprehensive Plan and the City's Zoning Districts. This will also include an evaluation and potential adoption of a new institutional zoning district.
3. Commercial Zoning Update
 - This project will evaluate the development patterns in the City's existing, non-center commercial zoning districts and update development standards for these areas. This may include the evaluation and adoption of a new commercial zoning district.
 4. Open Space Corridors
 - This project will evaluate site development standards for designated open space corridors and steep slopes.
 5. Downtown Plan Integration with Subarea Plans
 - This project will improve the consistency between the Downtown Element and the adopted subarea plans with a focus on the Downtown Street Typologies and design concepts.
 6. Mixed-use Center Street Typology
 - This project will evaluate the use restrictions along designated core-pedestrian streets and recommend amendments to the use allowances or the extent of the core pedestrian street designation.
 7. JLUS Study Implementation
 - This project will evaluate strategies for airport compatibility based on the recommendations of the Joint Land Use Study.
 8. Plan and Code Cleanups
 - This project will correct errors, improve clarity, and address other plan and code cleanup actions that improve the overall functionality of the Plan and Code.

These projects and activities are primarily mandated by legislation or initiated by the City Council and are within the Planning Commission's review and recommendation authority. The Planning Work Program is subject to change, in response to changing conditions and factors, such as legislative requirements, community requests, Council priorities, budget constraints, staffing resources, and emergency situations.

It is important to note that these projects represent only those efforts that are expected to be adopted as part of the 2018 Amendment. Other initiatives may proceed on independent schedules and outreach and engagement for those projects will be undertaken separately, though where there are opportunities to coordinate with this engagement plan, joint efforts will be undertaken.

Opportunities for Engagement

Neighborhood and Business Groups

The project team will meet with Neighborhood Councils, Business Districts, and other neighborhood and business groups, to talk about the process upon request and seek their input. Staff will ensure that interested groups are made aware of project proposals and milestones, offer opportunities for submitting comments and attend community group meetings at key milestones.



Public Hearing and Comment Period(s)

Community members will have an opportunity to provide comments and testimony directly to the Planning Commission and City Council during the legislative process. In addition, both the Commission and Council accept comments at all meetings that pertain to items on that evenings agenda.

Planning and Development Forum

At least three Planning and Development Forum's will be held to provide information to interested stakeholders and the general public regarding the way in which development and development impacts are reviewed and considered, from long-range planning, permitting, to construction and ongoing management. Other subject matter will include the information staff utilizes in development plans and reviewing permits, opportunities for citizen involvement, and how citizen comments are utilized. These forum's will be a joint effort involving multiple City departments, including Planning and Development Services, Public Works, and Environmental Services.



Technical Advisory Group

The Technical Advisory Group, representing diverse environmental and development interests, will be asked to provide technical and scientific expertise to the Open Space Corridors project.

Map-app Survey

An online map-based survey will be utilized to gauge use and design preferences in the City's commercially zoning districts.

Map-app Comment Form

An online map-app will be used to solicit public comments on proposed zoning during the Planning Commission public comment period.

Walking Tours

Walking tours will be utilized to engage with citizens and to provide context on how proposed zoning and development standards would



apply in specific areas. Sites for walking tours will be identified during the process and through community comments and outreach.

Farmers' Markets

Use and commercial design surveys, project descriptions, and upcoming meeting dates will be distributed at Farmer's Markets throughout the City. Use and development preferences will be actively solicited at the booths.

Citizen Advisory Bodies

The City of Tacoma utilizes a diverse set of citizen boards, commissions and committees to advise on topics ranging from land use issues to transportation, landmarks, the arts, parking, human rights and human services, among many others. These boards are comprised of volunteers who commit their time and expertise to serving the City and the residents of Tacoma. Staff will actively engage with these groups to provide information on ongoing projects, solicit feedback, and encourage collaboration among staff and community members with diverse interests.

Partner Agencies

The City of Tacoma is not the sole provider of services within the City of Tacoma. We work collaboratively with multiple agencies to ensure that plans, investments and actions are aligned and that all of the needs of our citizens are met. These partner agencies include the Tacoma School District, Metro Parks Tacoma, Pierce Transit, Sound Transit, the Tacoma-Pierce County Health Department, and the Port of Tacoma, among others. Staff will actively notify and engage these agencies throughout the process.

Tools for Notification

Website

Planning Services will maintain a calendar of events, project updates, advisory group meeting summaries and project documents on the PDS web site.

Mailing

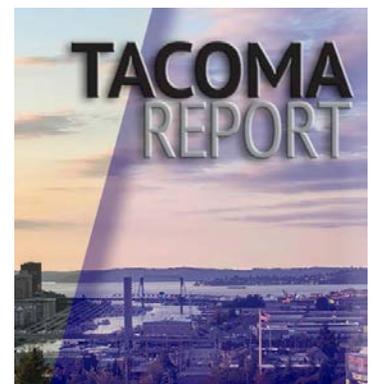
An electronic mailing list will be used to provide updates to interested parties regarding meetings, events and new products. Hard copy notices of important events such as public hearings will be mailed to interested parties.

Media

Announcements for key events and document releases will be distributed to local media outlets including the Daily Index and The News Tribune, neighborhood newspapers and other outlets.

Social Media

Facebook and Twitter will be used to announce project news and promote and document events. Social Media will also be used to make connections to similar efforts, organizations and individuals in Tacoma.



Decision Making Process

Planning Commission

The Tacoma Planning Commission is a nine member citizen's advisory body responsible for advising the City Council on all land use matters. The Commission's meetings are open to the public and advertised on the City's website. The Commission will make a formal recommendation to the City Council.

City Council

Final decisions regarding outcomes of the planning process will be made by the Tacoma City Council based on recommendations from staff, technical advisory groups, Planning Commission and public input. The City Council will review and discuss any recommended revisions at a study session. The study session meetings are open to the public. In addition, the full Council will hold at least one public hearing to receive further public comment before adopting any revisions to SMP policies and regulations. Public testimony will also be accepted at first and second reading of adopting ordinances.

Accountability and Evaluation

Feedback Loop

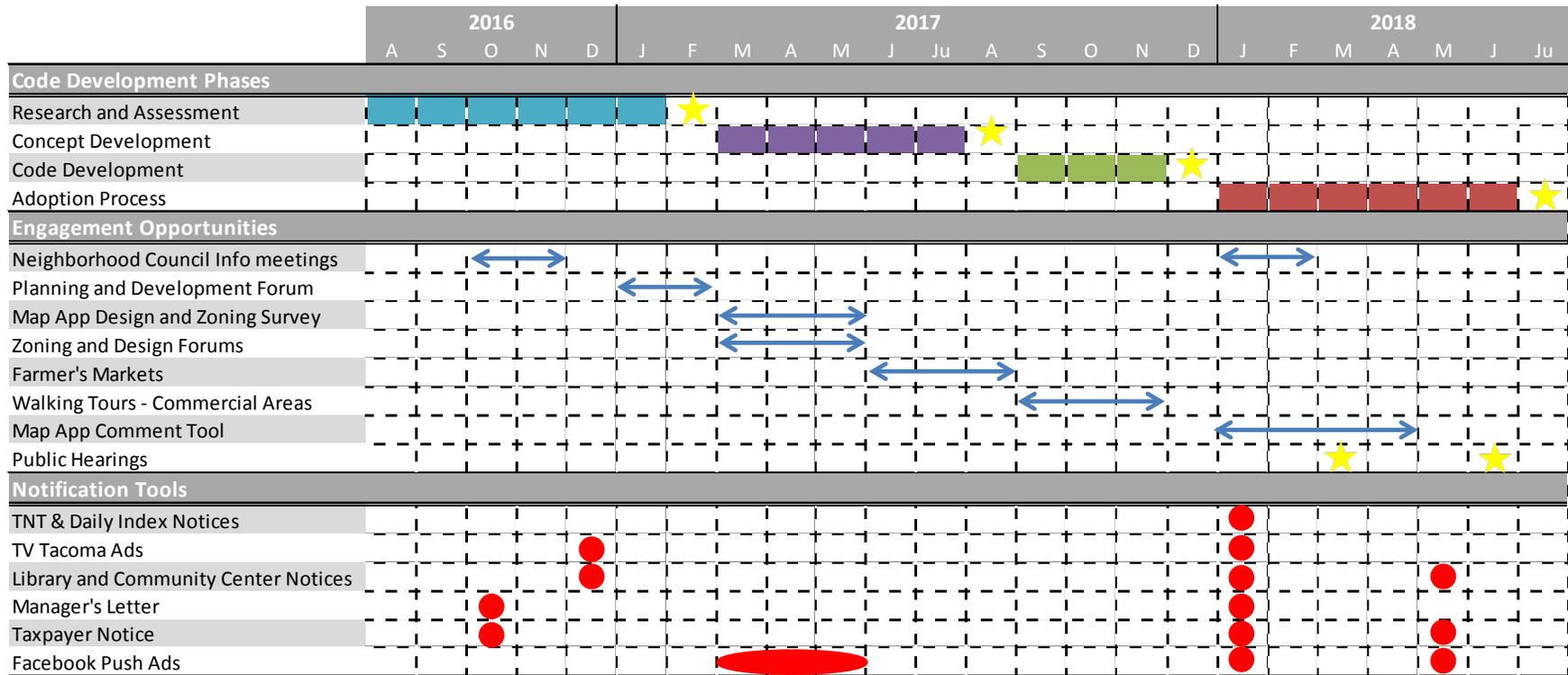
As part of this public involvement plan, staff will be responsible for gathering and disseminating the public's input to decision makers and back to the public at large. This is a necessary component for a successful project. Staff will compile public comments throughout the planning process. Comments will be integrated into ongoing work and reported to the Project Advisory Committee. Staff will brief the Planning Commission and City Council on the progress of the plan, results of outreach efforts and public input. Commission and Council decisions will be communicated to stakeholders and the general public through the website, electronic/hard copy mailings and local media outlets.

Public Involvement Evaluation

Evaluation of the public involvement will be completed upon completion. Tools for evaluation will include:

- Informal feedback from stakeholders
- Short questionnaires following events
- Planning Commission feedback following recommendation
- Team debriefs following meetings and events to discuss needed adjustments

Project Schedule





CITY OF TACOMA
 EQUITY &
 EMPOWERMENT
 Achieve Equity
 Advance Empowerment
 Attain Excellence

WHAT IS EQUITY?

Equity is when **everyone** has access to the opportunities necessary to satisfy their essential needs, advance their well-being and achieve their full potential

VISION

Our vision is for Tacoma to be an inclusive and equitable place to live, work and play

MISSION

Our mission is to achieve equity in our service delivery, decision-making and community engagement. We will do this by identifying and eliminating the underlying drivers within our community that perpetuate racial inequity and provide opportunity and advancement for all

PRIMARY GOALS

If our proposed framework is successful, we believe that our municipal workforce and community will achieve five goals:

- 1 **City of Tacoma Workforce Reflects the Community it Serves**
 Actively work to eliminate racial and other disparities and provide accommodations for people with disabilities in hiring, promotion, retention and contracting
- 2 **Purposeful Community Outreach and Engagement**
 Work with community partners and businesses to promote equity and inclusion within Tacoma and throughout the region, producing measurable improvements and disparity reductions
- 3 **Equitable Service Delivery to All Residents and Visitors**
 Provide guidance, education and assistance to all departments as they develop sustainable methods to build capacity in achieving equitable outcomes and services
- 4 **Support Human Rights and Opportunities for Everyone to Achieve Their Full Potential**
 Promote, support and build capacity for compliance with civil rights laws, ordinances and regulations, including the Americans with Disabilities Act, within the city of Tacoma
- 5 **Commitment to Equity in Local Government Decision-Making**
 Be transparent and collaborative with internal and external individuals and groups, holding ourselves and our partners accountable for measurable improvements and outcomes

equity@cityoftacoma.org





City of Tacoma
Planning and Development Services

Agenda Item
D-3

To: Planning Commission
From: Stephen Atkinson, Planning Services Division
Subject: **Commercial Zoning Update – PDB Zoning Districts**
Date of Meeting: October 5, 2016
Date of Memo: September 28, 2016

At the October 5, 2016 Planning Commission meeting staff will be presenting an assessment of the City's Planned Development Business Districts for inclusion in the 2018 amendment cycle as part of the overall Commercial Zoning Update.

The Commercial Zoning Update seeks to better align the City's T, C-1, C-2, and PDB districts with both the existing and planned use and development patterns within the City's commercial districts. The zoning update will not include areas zoned as part of designated center. The initial phase of the update will focus on analyzing the existing characteristics of the areas zoned for, or planned for, commercial uses. Likely characteristics to be evaluated include: Floor-area-ratio, building coverage, lot sizes, intersection density and block sizes, proximity to residential areas, and front setbacks.

Within this scope of work, the staff recommendation is to review the Planned Development Business Districts as a distinct sub-element. The staff presentation will introduce these areas and some of the particular use and development issues that need to be resolved through the process. The ultimate outcomes of this review will also be dependent on the ultimate recommendations for the C-2 districts.

The intent of the PDB district is as follows:

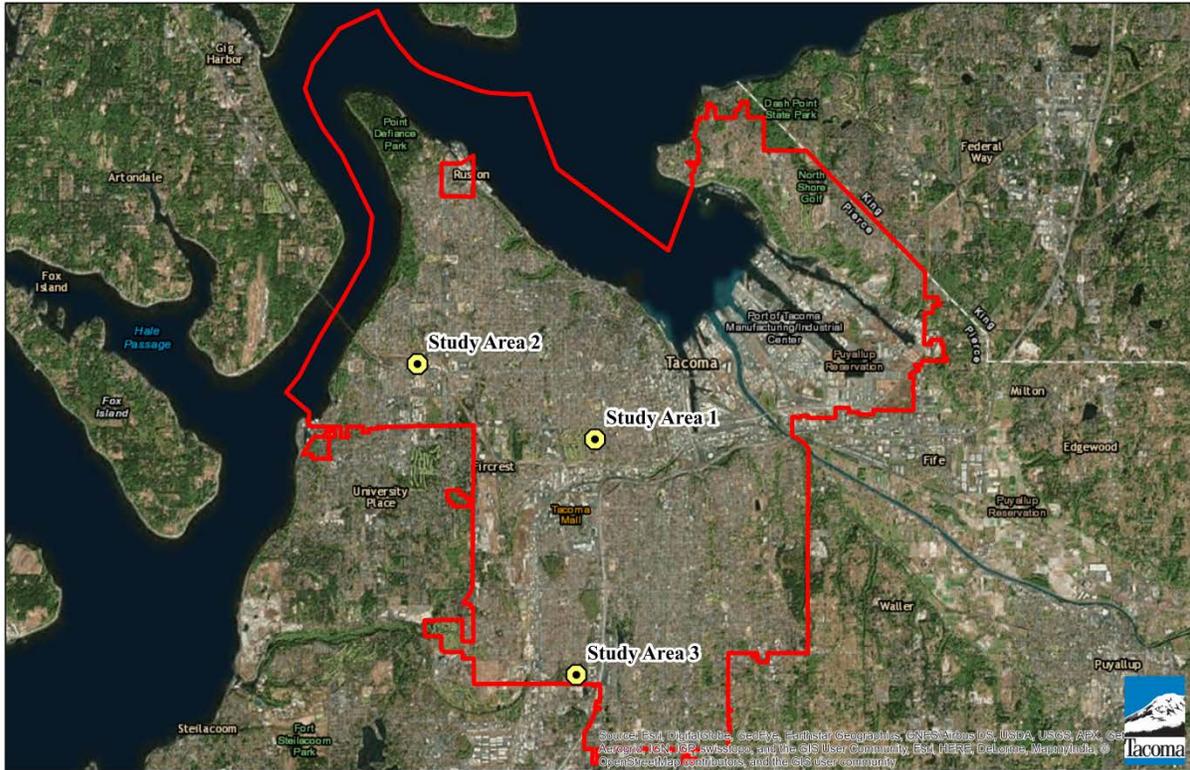
PDB Planned Development Business District. This district is intended to provide limited areas for a mix of land uses that includes warehousing, distribution, light assembly, media, education, research, and limited commercial. The developments in this district are intended to have fewer off-site impacts than would be associated with industrial or community commercial areas. Retail uses are size limited and signage is reduced. These areas should be designed for improved residential compatibility on boundaries by landscaping and other design elements. Sites should have reasonably direct access to a highway or major arterial. This district is not appropriate inside Comprehensive Plan designated mixed-use centers or low-intensity areas.

Currently, there are only three locations within the City zoned as PDB and only seven distinct businesses. Based on the scant use of the zoning district, the relative ineffectiveness of the district in meeting the intent, as well as feedback and concern from existing businesses and property owners, staff recommends including these areas as a subset of the overall commercial zoning update. The map on the following page depicts the study areas.

If you have any questions, please contact me at 591-5531 or satkinson@cityoftacoma.org.

c: Peter Huffman, Director

City of Tacoma | Planning and Development Services PDB Study Areas



Map is for reference only.

0 3 6 12 Miles