



AGENDA

MEETING: Regular Meeting

TIME: Wednesday, July 20, 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 July 6, 2016

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

D. Discussion Items

1. Planning Commission's Annual Report for 2015-2016 and Planning Work Program for 2016-2018

Review and approve.

(See "Agenda Item D-1"; Lihuang Wung, 591-5682, lwung@cityoftacoma.org)

2. Sound Transit Update

Review the Sound Transit 3 ballot measure (for voters' consideration in November 2016) and other projects of interest.

(Staff contact: Lihuang Wung, 591-5682, lwung@cityoftacoma.org)

E. Communication Items & Other Business

- (1) The *One Tacoma* Comprehensive Plan has won the 2016 Healthy Communities Award. See letter from the Tacoma-Pierce County Health Department, July 5, 2016 (See "Agenda Item E-1")
- (2) The Planning Commission will consider canceling the next meeting on August 3, 2016.
- (3) Infrastructure, Planning and Sustainability Committee meeting, July 27, 2016, 4:30 p.m., Room 16; agenda includes: Planning Commission Interviews; and 11.05 Traffic Model Ordinance.
- (4) Planning Commission meeting, August 17, 2016, 4:00 p.m., Room 16; agenda includes: *One Tacoma* Comprehensive Plan Implementation.

F. Adjournment





MINUTES (Draft)

TIME: Wednesday, July 6, 2016, 4:00 p.m.
PLACE: Room 16, Tacoma Municipal Building North
733 Market Street, Tacoma, WA 98402
PRESENT: Stephen Wamback (Vice-Chair), Jeff McInnis, Anna Petersen, Brett Santhuff,
Scott Winship
ABSENT: Chris Beale (Chair), Meredith Neal, Dorian Waller

A. CALL TO ORDER AND QUORUM CALL

Vice-Chair Wamback called the meeting to order at 4:05 p.m. A quorum was declared. Lihuang Wung, Planning Services Division, reported that Vice-Chair Wamback and Commissioner Petersen had been reappointed by the City Council to their respective positions on June 28, 2016. Doris Sorum, City Clerk, was present to swear in Vice-Chair Wamback and Commissioner Petersen.

B. APPROVAL OF AGENDA AND MINUTES OF JUNE 15, 2016

The agenda was approved. The minutes of the regular meeting on June 15, 2016 were reviewed and approved as submitted.

C. PUBLIC COMMENTS

Vice-Chair Wamback opened the floor for public comments. The following citizens provided comments:

(1) Marshall McClintock:

Mr. McClintock commented that Historic Tacoma wanted Transfer of Development Rights (TDR) to be used for Historic Preservation as well as preserving rural areas. He noted that the Hosmer House at 309 South 9th Street was a good example of a historic building with a huge amount of development rights above it. He commented that property owners of such buildings in the Downtown core and mixed-use centers should have the ability to monetize the development rights above those buildings, which would serve as an incentive for the preservation of landmarks. He noted that the Hosmer house was the second oldest building in Tacoma and the only building remaining from the first decade of the founding of new Tacoma, but it was sited in an area designated for very dense and high development. He added that there could be other buildings throughout the mixed-use centers and Downtown core that could benefit from TDRs.

D. DISCUSSION ITEMS

1. Transfer of Development Rights (TDR)

Ian Munce, Planning Services Division, provided an update on the status of the TDR program's implementation. Mr. Munce reviewed that for the environmental community, zoning had been a transitory tool that often does not provide permanent protection and the question has been how to permanently preserve rural areas without taking anyone's property rights away. He reviewed that in TDR the property owner is compensated for losing development rights in their agricultural or forest land, which is permanently protected, and those rights are transferred into the City. He noted that there were two ways to use the purchased development rights: in mixed-use centers where the max height can only be achieved with TDRs or through floor area ratio. Mr. Munce reported how the development rights for 20

acres of a farm had been purchased by Pierce County in exchange for 4 development rights, which had been sold to Stadium Apartments for \$40,000, and would be used to gain 20 additional units in their structure. He noted that they had worked out a mechanism to use City open space funds to buy another 55 acres of development rights from the same farm and that the City was setting up a bank so that people could purchase development rights directly from the City. Mr. Munce noted that Historic Preservation was also an eligible sending area, but they would need to work on how to do the formula calculation for historic buildings. He added that another group that had expressed interest in using TDRs had been the affordable housing community. He commented that as they get more density, particularly in Downtown, they can have more discussions on allocations between different sending areas. He reported that they would be having an event to celebrate the first TDR transaction in Tacoma on July 11, 2016.

Commissioners provided the following questions and comments:

- Commissioner McInnis asked what would be allowed if the receiving area was already at its zoning maximum. Mr. Munce responded that there was a bonus feature in each of the mixed-use centers with a top tier where only TDRs could be used to attain the maximum height.
- Commissioner Santhuff asked how the TDR discussion connects with the discussion of affordable housing and increasing the allowable zoning or number of units Downtown. Mr. Munce responded that they don't have a mechanism to do the calculation for how long the units would need to be affordable and that they would need to write code sections to define how they do the calculation and balance the interests so that one party cannot undercut the other on price.
- Commissioner Santhuff asked what the timeframe was for developing options for historic preservation so that they have it in place when the right project comes around. Mr. Munce responded that they would need some financial expertise to do the calculations and determine how it gets integrated. Vice-Chair Wambach suggested that at the next meeting they should introduce the topic for consideration in their next work plan.
- Commissioner Winship asked about the formula for translating, in historic preservation, what is being preserved into development rights and if there were any precedents. Mr. Munce responded that there were active initiatives around the country for historic preservation TDRs, but they needed to do some initial analysis before they could do those calculations.

2. Capital Facilities Program 2017-2022

Mr. Wung facilitated a discussion to review public comments received and consider approving the draft Findings of Fact and Recommendations Report and the draft Letter of Recommendation. Mr. Wung reviewed that at the June 15th public hearing three individuals had testified: two expressing support for various improvements to the Tacoma Dome and another commenter with a variety of recommendations. They had also received seven written comments including support for Tacoma Dome improvements, library improvements, language cleanup for environmental services projects, and some additional various recommendations. In response to the comments received, Mr. Wung reported that the Tacoma Dome and library improvements were already included in the current draft of the CFP; that the environmental services projects text cleanups would be incorporated before the final draft document was reviewed by the City Council; that the various recommendations submitted would require policy discussion; and that some suggestions were operating budget decisions. A summary of the comments and staff responses would be incorporated into the findings and recommendations report.

Mr. Wung reported that the draft Findings of Fact and Recommendations Report laid out nine points including recognition that staff had done its due diligence in response to CFP improvements requested in 2014; a summary of the public hearing process and notification; and a table of public comments and responses. The conclusions included that the CFP document implements and is consistent with the City's Growth Strategy as contained in the Comprehensive Plan. The other categories of conclusions focused on project selection and prioritization criteria, recognizing that responses and review need to be more consistent. Another conclusion was that the criteria could be improved with some consideration of system completeness, giving higher priority to projects with missing links before moving on to new projects. Another improvement needed was recognizing that there are projects that could be bundled together and made more significant. The final point made in the conclusions was that the document lacks Urban Forestry projects, which is a critical infrastructure improvement and should be made a capital investment.

The recommendations to the City Council were to adopt the draft document, incorporate “System Completeness” into the criteria, improve application of criteria, and add “Urban Forestry” as an element of capital investment.

Commissioner Santhuff suggested that on the cover letter the bullet point regarding system completeness would be a good place to emphasize both completing and maintaining facilities in the ranking criteria.

Commissioner Santhuff commented that he was not clear how the public has a chance to state their desire for future projects. Christina Watts, Office of Management and Budget, responded that the projects in the transportation section of the CFP are drawn from the 6 year Transportation Improvement Program and Transportation Master Plan, both of which include significant public outreach for input on the project list. Ms. Watts added that the CFP is meant to be a six year planning document and that they wanted the future projects list limited to projects that would be prioritized in the six year timeframe. Commissioner Winship asked if there was a process by which the Growth Management Plan informs the CFP and moves items from longer term aspirations into shorter term achievable projects. Mr. Watts responded that the Transportation Commission handles a significant portion of that process with their own criteria and rating system to move transportation projects from the 20 year plan to the 6 year plan.

Commissioner McInnis suggested that in future submittals it be noted if projects were funded and that in their recommendations they should call out projects from the list that they would like to see completed. Ms. Watts responded that the City Council wanted to get a sense of the overall prioritization before the funding is allocated and that she would return in December to discuss the final adopted CFP document.

Mr. Wung commented that he would revise the Letter of Recommendation and Findings of Fact and Recommendations Report to expand on the discussion about system completeness and maintenance; to add a bullet point in the letter addressing the consolidation of inter-related projects; and to add bullet point to call out projects that implement the Comprehensive Plan or are missing links that could have been ranked higher for earlier completion. Commissioner McInnis motioned that they forward a letter recommending approval of the 2017-2022 CFP with the recommendations that had been identified in the presentation and with the addition of the items that had been highlighted in the discussion. Commissioner Petersen seconded. The motion was approved unanimously.

E. COMMUNICATION ITEMS & OTHER BUSINESS

Mr. Wung provided the following updates:

- The “History in the Making” Celebration of the first TDR transaction would be July 11, 2016.
- There would be groundbreaking ceremony for the new Amtrak station on July 13, 2016.
- The City Council would be conducting a public hearing on the 2016 Annual Amendment at the Tacoma Public Utilities auditorium on Tuesday, July 19, 2016.
- The deadline for applying for the vacant Commission position representing “Architecture, Historic Preservation and/or Urban Design” would be Wednesday, July 13, 2016.

F. ADJOURNMENT

At 5:06 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: Lihuang Wung, Planning Services Division
Subject: **Planning Commission Annual Report for 2015-2016 and
Planning Work Program for 2016-2018**
Date of Meeting: July 20, 2016
Date of Memo: July 13, 2016

Attached is a draft annual report for the Planning Commission's review and consideration for approval at the next meeting on July 20, 2016. The report highlights the Commission's accomplishments between July 2015 and June 2016 and outlines the planning work program for the next 12-18 months.

The Tacoma Municipal Code Section 13.02.040.L requires the Planning Commission "to develop the work program for the coming year in consultation with the City Council and provide an annual report to the City Council regarding accomplishments and the status of planning efforts undertaken in the previous year."

Upon approval by the Commission, the annual report will be forwarded to the City Council for review. The Council's comments, suggestions or directions on the work program, if any, will be conveyed to the Commission.

If you have any questions, please contact me at 591-5682 or lwung@cityoftacoma.org.

Attachment

c: Peter Huffman, Director



Planning Commission Annual Report 2015-2016

(Draft for Planning Commission's Review on July 20, 2016)

This report, prepared pursuant to the Tacoma Municipal Code, Section 13.02.040.L, highlights the Planning Commission's accomplishments between July 2015 and June 2016 and outlines the planning work program for the general timeline of July 2016 through June 2018.

Part I. Accomplishments 2015-2016

A. Projects Reviewed and Recommended to the City Council:

- **Work-Live/Live-Work Code Amendments**

Work-live/live-work units are types of mixed-use developments that eliminate the need to commute to work, provide affordable work and housing space, and support the creation of new businesses by expanding entrepreneurial opportunities. In 2012, the City adopted work-live/live-work code amendments to promote the adaptive reuse of existing buildings in Downtown Tacoma and other Mixed-Use Centers. Additional amendments were considered in 2015 to broaden the applicability of the regulations and improve the consistency and coordination between the Land Use Code and the Building Code. The Planning Commission reviewed the subject on May 20 and June 17, conducted a public hearing on July 15, conducted a follow-up review on August 5, and made its recommendations to the City Council on August 19, 2015. The Council adopted the proposed code amendments on November 3, 2015. (For more information, visit www.cityoftacoma.org/planning > "Live/Work and Work/Live Code Amendments".)

- **Billboards Regulations**

The City convened a Billboard Community Working Group (CWG) in September 2014 to develop alternative regulatory approaches for billboards that would balance the interests of various stakeholders and be different from current City code that was not being enforced per the standstill agreement with Clear Channel. The CWG, co-chaired by Commissioner Stephen Wamback, delivered its final report on February 9, 2015. The Planning Commission was tasked to develop sign code amendments based on the CWG's report.

The Commission had reviewed the subject on July 16, 2014 and January 21, 2015 during the CWG's process, and continued its reviews on February 18, June 3, July 15, and August 5, 2015. Given the complex and challenging nature of the subject, the Commission decided on August 5 to establish a Billboard Task Force to carry out more focused, in-depth reviews and discussion. Membership of the task force included Vice-Chair Wamback and Commissioners Erickson, Petersen and Neal, with Commissioner Santhuff as an alternate, and Vice-Chair Wamback the designated chair. The task force met on August 17, August 18, August 25, September 8, and September 10, 2015, and made its recommendations to the Commission on September 16 and was sunset thereafter, having successfully completed its mission.

The Commission conducted a public hearing on October 7 and made its recommendations to the City Council on October 21, 2015. The Council reviewed the Commission's recommendations as well as a staff alternative packet, conducted a public hearing on November 17, and conducted two study sessions on November 17 and December 1, 2015. At the December 1 study session, the Council accepted the City Manager's recommendation to postpone further work on the proposed code amendments, because none of the alternatives presented would meet the clear community goals of providing a significant reduction in the number of billboards, adequately protecting sensitive areas and avoiding continuing legal disputes. The City will be re-evaluating its options for moving forward. (For more information, visit www.cityoftacoma.org/planning > "Billboard Regulations".)

- **Marijuana Regulations**

In response to voter-approved Initiative 502 in November 2012, the City Council had adopted marijuana regulations in February 2015. Subsequently in response to the State Cannabis Patient Protection Act of 2015, the Council enacted a temporary emergency moratorium on marijuana businesses in January 2016 and requested the Planning Commission to develop appropriate revisions to the regulations. The Commission reviewed the issue on December 2 and December 16, 2015 and on January 20, February 3, February 17, March 2 (public hearing), and March 16, 2016, and made its recommendations to the Council on April 6, 2016. The Commission's recommendations concerning the five main subjects (i.e., maximum number of retailers, buffer, dispersion, medical endorsement, and cooperatives) were not all unanimous, which reflected the complexity of the issue. The Council considered the Commission's recommendations, along with the recommendations from Planning staff, and adopted a mixed and modified version of code amendments on May 24, 2016, per Amended Ordinance No. 28361. Enforcement on existing illegally operating marijuana storefronts began shortly after July 1, 2016. (For more information, visit www.cityoftacoma.org/planning > "Marijuana Regulations".)

- **Capital Facilities Program for 2017-2022**

The Commission reviewed the draft 2017-2022 CFP on December 2, 2015 and April 20 and May 18, 2016. After conducting a public hearing on June 15, 2016, the Commission made a recommendation to the City Council on July 6, 2016. It is noted that during the review process for the 2015-2020 CFP in October 2014, the Commission expressed a concern that there had been limited time for review and a lack of in-depth analysis on how new capital projects would advance relevant goals of the Comprehensive Plan. The Commission acknowledged that staff has made significant improvements to the review process for the 2017-2022 CFP. (For more information, visit www.cityoftacoma.org > "Government" > "City Departments" > "Office of Management and Budget".)

- **2015 Annual Amendment to the Comprehensive Plan and Land Use Regulatory Code**

The 2015 Annual Amendment process began in July-August 2014 and was not completed until December 2015, which was 6 months longer than a typical annual amendment process. This longer timeline was needed to fulfill the additional requirements of the Growth Management Act pertaining to "Periodic Update." During this reporting period (i.e., between July 2015 and June 2016), the Planning Commission reviewed the 2015 Annual Amendment package on July 1, July 8, July 15, August 19 (public hearing), September 2, and September 16, and made its recommendations to the City Council on October 7, 2015. The Council adopted the proposed amendments in December 2015.

On forwarding the 2015 Annual Amendment package to the City Council, the Commission also noted that there was a clear desire from our community to ensure that the policies of the Comprehensive Plan are implemented in a way that is context-sensitive and respects the diverse and unique qualities of our neighborhoods, with a particular emphasis on areas experiencing and planned for further growth and development. To achieve that, the Commission recommended two tools that could be utilized: (1) master planning or subarea planning, and (2) urban design program.

The 2015 Annual Amendment package included the following subjects:

Subject	Description and Additional Notes
1. Comprehensive Plan Update	<p>Description: Amending the Comprehensive Plan pursuant to the Periodic Update requirements of the Growth Management Act, resulting in a new and more purposeful statement about the community's vision and future, its priorities, and its commitment to being an equitable, sustainable, progressive, cohesive city. The overhauled Comprehensive Plan, <i>One Tacoma</i>, also incorporated a revised transportation element, the <i>Transportation Master Plan</i>, which was developed through a comprehensive process undertaken by the Transportation Commission.</p> <p>Additional Notes: The City of Tacoma has won the 2016 Healthy Communities Award from the Tacoma-Pierce County Health Department for adopting <i>One Tacoma Plan</i> which contains policies to promote the physical, social and mental health and well-being of our communities.</p>

<p>2. Mixed-Use Centers Review</p>	<p>Description: Reviewing designated Mixed-Use Centers to determine their effectiveness in achieving the City's intent and vision and inform the Comprehensive Plan Update in such areas as the growth strategy, development concept, land use, urban form, housing, transportation, and economic development.</p> <p>Additional Notes: The Commission received a petition from the 4Proctor community group requesting an immediate moratorium on development exceeding 45 feet in height in the Proctor Neighborhood Center, and to subsequently amend the Land Use Regulatory Code to reduce the height limit from 65 feet to 45 feet. The Commission determined that the petition and the request for a moratorium were outside the scope of the 2015 Annual Amendment and forwarded them on September 9, 2015 to the City Council for its consideration.</p>
<p>3. Affordable / Infill Housing Regulations</p>	<p>Description: Code amendments addressing residential infill/affordable building proposals and affordable housing incentive, bonus, and inclusionary strategies. Specific changes included: (1) additional lot size flexibility, (2) special review district refinements, (3) a pilot residential infill program, (4) planned residential districts, (5) affordable housing incentives and upzone requirements, and (6) City process enhancements. These amendments implemented part of the initiatives recommended by the City Council's Affordable Housing Policy Advisory Group.</p> <p>Additional Notes: The Commission recommended the proposed code amendments with some reservation concerning the adequacy of the regulations. The Commission also recommended that City should continue to seek resources and opportunities to support the development, rehabilitation and maintenance of housing affordable to Tacoma's lower-income citizens and support the kind of economic and job growth that can provide more resources and more opportunities to more of our citizens.</p>
<p>4. Code Cleanup</p>	<p>Description: Amending various sections of the Land Use Regulatory Code to update information, address inconsistencies, correct minor errors, provide additional clarity, and improve administrative efficiency.</p>
<p>5. Narrowmoor Addition Conservation District</p>	<p>Description: Designating a 129-acre portion of the "West Slope Neighborhood," including portions of Narrowmoor Additions #1 – #4, as a Conservation Special Review District Overlay Zone (An application submitted by the West Slope Neighborhood Coalition).</p> <p>Additional Notes: The Commission recommended the proposed designation with some concerns over (1) the larger lot areas in the neighborhood and the associated increase in expenses for infrastructure, (2) the area already being protected with R-1 zone with a View Sensitive overlay, and (3) the area not containing a concentration of historically-significant structures. The City Council eventually denied the proposed designation.</p>

(For more information, visit www.cityoftacoma.org/planning > "2015 Annual Amendment".)

- **2016 Annual Amendment to the Comprehensive Plan and Land Use Regulatory Code**

The 2016 Annual Amendment process began in January 2016. The Commission reviewed various proposals on February 17, March 2, March 16, April 6, May 4 (1st public hearing), May 18 (2nd public hearing), June 1, and made its recommendations to the City Council on June 15, 2016. The Council conducted a public hearing on July 19 and is scheduled to consider adopting the package in August 2016. The 2016 Annual Amendment package includes the following subjects:

Subject	Description
<p>1. Future Land Use Implementation – Phase 1</p>	<p>Implement phase 1 of a multi-year effort to implement the Future Land Use Map of the Comprehensive Plan by evaluating inconsistencies between the Comprehensive Plan and the Zoning map and to rectify the inconsistencies. (See additional notes below)</p>

2. Multifamily District Design Standards	Amend the development standards for the multifamily residential zoning districts to ensure consistency with Comprehensive Plan policies pertaining to street and pedestrian orientation, connectivity, building design, site layout, and off-site transitions.
3. Wireless Communication Facilities	Amend the code in response to recent Federal legislation that identified wireless facilities as important basic infrastructure and to make sure local jurisdictions don't put these facilities through any unnecessary or punitive processes.
4. Short Term Rentals	Amend the code to delineate regulations specific to the growing short term rental market and address concerns related to life-safety and residential compatibility.
5. Plan and Code Cleanup	Minor code amendments to improve consistency with and better implement the intent of the Comprehensive Plan. Cleanups are proposed for Tacoma Municipal Code, Title 1: Administration and Personnel, Chapter 13.05: Land Use Permit Procedures, Chapter 13.06: Zoning, and Chapter 13.10: Shoreline Master Program.

Concerning the item of "Future Land Use Implementation – Phase 1", it is noted that the Future Land Use Map illustrates the City's intended future land use pattern through the geographic distribution of residential and commercial areas, the designation of mixed-use and manufacturing/industrial centers, as well as shoreline and single-family detached designations. The intent of the proposed amendments was to implement the goals and policies of the Comprehensive Plan through appropriate area-wide rezones consistent with the Future Land Use Map and Land Use Designations. There were eight areas where area-wide rezones or map changes were proposed. The Commission's recommendations for the eight areas varied, as summarized below:

Area	Proposal	Recommendation
Nob Hill	Rezone to Downtown Residential (DR)	Adopt
McKinley	Rezone police substation to Neighborhood Commercial Mixed-use (NCX)	Adopt
Franke Tobey Jones	Amend Future Land Use Map to Multi-family (High Density)	Adopt
N 33 rd and Pearl	Amend Future Land Use Map to Multi-family (low-density)	Adopt
N 33 rd and Pearl	Rezone to R-3 Two Family Dwelling District	Adopt
N of TCC to 6 th Ave	Amend Future Land Use Map Multi-family (low density)	Adopt
N of TCC to 6 th Ave	Rezone to R-4L and R-4 Multi-family Zoning Districts	Adopt
S Alaska and 72 nd	Rezone C-1 Neighborhood Commercial to C-2 General Commercial	Adopt
S Alaska and 72 nd	Rezone R-2 Single Family Dwelling to C-2 Neighborhood Commercial	Postpone
South Tacoma Industrial Zones	Amend boundaries to the M-1 and M-2 Industrial Zoning districts to resolve split zoned parcels.	Adopt
Cheney Stadium and Foss High School	Rezone to C-2 General Commercial	Postpone

(For more information, visit www.cityoftacoma.org/planning > "2016 Annual Amendment".)

B. Projects Reviewed and Discussed:

- **Tacoma Mall Neighborhood Subarea Plan and EIS**

The City received a \$250,000 National Estuaries Program Watershed Protection Grant to develop a subarea plan and EIS for the 485-acre Tacoma Mall Regional Growth Center that includes Tacoma Mall and the surrounding neighborhoods. This effort seeks to develop an aspirational vision, promote sustainable growth, accommodate multimodal transportation, facilitate development, and leverage public and private partnerships and investments. Project timeline is August 2014 to March 2017. During this reporting period (i.e., between July 2015 and June 2016), the Planning Commission reviewed the project on November 4, 2015, and on February 3 and May 4, 2016. The Commission also conducted a touring of the Tacoma Mall neighborhood on September 2, 2015. (For more information, visit www.cityoftacoma.org/planning > "Tacoma Mall Neighborhood Subarea Plan".)

- **Unified Development Code**
 The Commission reviewed and provided feedback on October 21, 2015 on the development of the Unified Development Code (UDC). The goals of the UDC were to create a single source reference for all development related regulations/codes; organize development codes to align with the typical design/development process; resolve inconsistencies and conflicts; clarify authorities and streamline processes; and develop a user-friendly, web-based interface. Code sections to be consolidated included Title 2 - Building Code, Title 3 - Fire, Title 9 - Public Ways, Title 10 - Public Works, Title 12 - Utilities, and Title 13 - Land Use Regulatory Code. The proposal was to consolidate the titles into the new Title 19. (For more information, visit www.cityoftacoma.org/planning > "Unified Development Code".)
- **Environmental Action Plan**
 The Commission received a briefing on December 16, 2015 from the Office of Environmental Policy and Sustainability on the status of the Environmental Action Plan (EAP), which was subsequently adopted by the City Council in April 2016. Replacing the City's 2008 Climate Action Plan, the EAP is a list of meaningful, high-priority actions that the City and our community will take between 2016 and 2020 to meet the environmental goals outlined in the Tacoma 2025 Strategic Plan. (For more information, visit www.cityoftacoma.org > "Government" > "City Departments" > "Environmental Services" > "Office of Environmental Policy and Sustainability".)
- **Subarea Plans Implementation**
 The Commission received a briefing on January 20, 2016 on implementation strategies and project activities associated with the three subarea plans for the Downtown Tacoma Regional Growth Center, i.e., South Downtown, North Downtown and Hilltop.
- **Permitting and Development Activity Report**
 The Commission received a briefing on February 17, 2016 on building and land use permits, projects of interest, and development trends based on year 2015 data.
- **BikeShare Feasibility Study**
 The Commission received a briefing on April 20, 2016, from the Office of Environmental Policy and Sustainability on the Bikeshare Feasibility Study. Bikeshare was an automated system that would allow people to pick up a bike and drop it off somewhere else. (For more information, visit www.cityoftacoma.org > "Government" > "City Departments" > "Environmental Services" > "Office of Environmental Policy and Sustainability".)
- **Historic Preservation Program Update**
 The Commission received a briefing on April 20, 2016 on the Historic Preservation Program's current program initiatives, events, and work items, including the enhanced demolition permit review code revisions under development. The objectives of the demolition review were to look at a process to improve their review; increase predictability under the code; create an efficient process that avoids unnecessary delays; and develop a system in which mitigation is meaningful and proportional to the actual adverse impacts. (For more information, visit www.cityoftacoma.org > "Government" > "City Departments" > "Planning and Development Services" > "Historic Preservation".)
- **Infill Pilot Program Implementation**
 The Commission received a briefing on May 4, 2016 on the implementation of the pilot infill program that had been adopted as part of the 2015 Annual Amendment along with the *One Tacoma Plan*. There were three tasks involved: the Urban Design Studio, the Infill Pilot Program, and the Multi-Family Residential Design Standards. (For more information, visit www.cityoftacoma.org/planning > "Residential Infill Pilot Program".)
- **Urban Forestry Program**
 The Commission received a briefing on May 18, 2016 from Environmental Services on the Urban Forestry Program (UFP) and the Urban Forest Management Plan (UFMP). The UFP implements the 2016 Environmental Action Plan and is a collaborative effort involving multiple jurisdictions and

departments to manage the urban forests in Tacoma (i.e., the natural and planted vegetation in urban areas – both public and private). The UFMP defines the intent and philosophy on how urban forests are managed in Tacoma; examines existing conditions; and develops and carries out implementation strategies. (For more information, visit www.cityoftacoma.org > "Government" > "City Departments" > "Environmental Services" > "Urban Forestry – Evergreen Tacoma".)

- **Planning Commission Rules and Regulations**

The Commission amended its Rules and Regulations (Bylaws) on August 5, 2015 to add a "Public Comments" segment to the agenda to provide citizens an additional opportunity to comment on any item on the agenda except the topic of a recent public hearing. The new provision was implemented beginning in November 2015 and was effectively utilized by citizens commenting on the issue relating to marijuana regulations at the time. The Commission amended the Bylaws again on June 1, 2016 to change the timing for the nomination and election of officers from "the last meeting in June of each year" to "the first meeting in September or at the Commission's discretion."

- **Sound Transit 3**

The Commission reviewed the issue on July 1, 2015 and on January 20, April 6 and May 4, 2016, including reviewing a letter from the Transportation Commission to the City Council's Infrastructure, Planning and Sustainability Committee, dated April 25, 2016, that provided advice to the Council for addressing the Sound Transit Board. The Commission concurred with the Transportation Commission's comments on large part, but suggested that the Transportation Commission send their comments to the Planning Commission first in future. The Sound Transit Board approved the ST3 Plan on June 23, 2016, putting it on the ballot for voters' consideration in November 2016. The \$53.8 billion ST3 includes extension of the Sounder commuter service to JBLM and DuPont and extension of the LINK light rail from Hilltop to Tacoma Community College, among other improvements to the regional system. (For more information, visit www.soundtransit3.org.)

C. Meetings Conducted / Attended:

- **Regular Meetings and Public Hearings**

The Planning Commission meets every first and third Wednesdays of the month. Between July 2015 and June 2016, the Commission held 24 meetings, including a special meeting added in July 2015, and canceled one meeting in November 2015. The Commission held a joint meeting with the Transportation Commission on September 16, 2015. The Commission also conducted 6 public hearings for the following subjects:

1. Live-Work and Work-Live Regulations (July 15, 2015)
2. Billboard Regulations (October 7, 2015)
3. Marijuana Regulations (March 2, 2016)
4. 2016 Annual Amendment (May 4 and May 18, 2016)
5. Capital Facilities Program for 2017-2022 (June 15, 2016)

- **Special Meetings, Field Trip, and Community Meetings**

The Commission's Billboard Task Force led by Vice-Chair Stephen Wamback met intensively on August 17, August 18, August 25, September 8, and September 10, 2015, and made its recommendations to the Commission on September 16, 2015 and was sunset thereafter, having successfully completed its mission.

Staff conducted a field trip in the Tacoma Mall neighborhood on September 2, 2015 for the Commission to learn more about the characteristics and issues of the area. The field trip was part of the Tacoma Mall Neighborhood Subarea Plan and EIS project and was participated by 6 Commissioners, 4 staff, and 5 interested citizens.

Individual Commissioners have participated in various community workshops and special functions, such as the Amtrak Station Relocation and Design Project Citizen Advisory Committee that was chaired by Commissioner Donald Erickson.

- **Meetings with Planning Staff**

Brian Boudet, Planning Manager and senior staff held informal meetings/dialogues with individual Commissioners during December 2015 to March 2016 to discuss major planning projects, what additional issues the City should address, and how to further improve the Commission’s operations.

D. Special Notes:

- **Lifetime of GMA Achievement Award**

The Office of Washington Governor Jay Inslee and the Washington State Department of Commerce presented the City of Tacoma’s Planning and Development Services with the “Lifetime of GMA” Achievement Award at a reception on November 13, 2015, that commemorated the 25th anniversary of the state’s landmark Growth Management Act.

- **2016 Healthy Communities Award**

The Tacoma-Pierce County Health Department announced on July 5, 2016 that the City of Tacoma is a recipient of the Platinum-level Healthy Communities Award for the excellent work in our new *One Tacoma* Comprehensive Plan and our great progress in promoting the physical, social and mental health and well-being of our community.

E. Membership Status:

Council District / Expertise Area	Commissioner	Notes (Changes during July 2015 – June 2016)
District No. 1	Scott Winship	Reappointed in September 2014
District No. 2	Dorian Waller	Appointed in July 2015 (Donald Erickson’s term expired in June 2015)
District No. 3	Brett Santhuff	Appointed in July 2015 (Benjamin Fields’ term expired in June 2015)
District No. 4	Stephen Wamback	Elected Vice-Chair from July 2015 to present; Reappointed in June 2016
District No. 5	Chris Beale	Reappointed in July 2015; Elected Chair from July 2015 to present;
Development Community	Jeff McInnis	Appointed in January 2016 (Erle Thompson resigned in August 2015)
Environmental Community	Anna Petersen	Reappointed in June 2016
Public Transportation	Meredith Neal	Appointed in December 2014
Architecture, Historic Preservation, and/or Urban Design	(vacant)	Sean Gaffney resigned in February 2015; Donald Erickson appointed in July 2015 and resigned in May 2016

Part II. Draft Planning Work Program for 2016-2018

The Planning Work Program for 2016-2018 contains projects and planning activities that are slated for completion or in substantial progress during the timeframe of July 2016 through June 2018. 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.

A. 2017-2018 Amendment

Proposed amendments to the Comprehensive Plan and Land Use Regulatory Code will be processed through a 2-year amendment cycle, beginning in 2017. Since the Comprehensive Plan has been substantially updated through the extensive 2015 Annual Amendment process, resulting in the *One Tacoma Plan*, there is no imminent need to amend it on an annual basis into the foreseeable future. The shift from the annual to the biennial process also will allow more efficient use of the limited staffing resources, more comprehensive analysis of the proposed amendments, more time for public outreach and notification, and better alignment with the City's biennial budget process.

For the 2017-2018 Amendment, the Planning Commission plans to accept applications in March 2017, conduct technical analyses in May-December 2017, and forward its recommendations to the City Council in March 2018. The City Council's review and adoption process is anticipated to occur in April-May 2018.

Tentatively, the 2017-2018 Amendment would include the following items:

1. Applications for Proposed Amendments submitted by public and private entities
2. Proactive Rezones (including commercial zoning and zoning/standards for large institutions)
3. Downtown Plan Integration with Subarea Plans
4. Street Typology and Designation System Review
5. Urban Design Program
6. Plan and Code Cleanups

B. On-going and Emerging Planning Issues

1. Tacoma Mall Neighborhood Subarea Plan and EIS
2. Residential Infill Pilot Program
3. 20-minute Neighborhood Baseline Analysis
4. Environmental/Urban Forestry (including landscaping, open space, steep slopes, and watershed-level planning)
5. Unified Development Code
6. Capital Facilities Program for 2018-2023
7. Six-Year Comprehensive Transportation Program for 2017-2022
8. Transfer of Development Rights (TDR) and Tax-Increment Financing (TIF) Program Review
9. Sign Code Update
10. Signature Trails Development
11. Link Expansion Streetscape project
12. Historic Preservation (in coordination with the Landmarks Preservation Commission and including Demolition Review, TDR, project-level design and permit reviews, educational programs, etc.)
13. Transportation Master Plan Implementation (in coordination with the Transportation Commission and potentially involving impact fees, transportation network planning, streetscape design guidance, etc.)
14. Citizen Participation and Public Outreach Enhancements

C. Regional and Cross-Jurisdictional Issues

1. Port/Tideflats Area Land Use Review (scope to be determined)
2. Regional transportation issues (e.g. LINK Light Rail Expansion and Amtrak Station amenities)
3. PSRC Regional Centers Framework Update
4. PCRC Centers of Local Importance Update
5. JLUS Study Implementation
6. Metro Parks Tacoma and Tacoma School District strategic plans updates

July 5, 2016

Dear Mayor Strickland:

Congratulations to Tacoma, a recipient of the 2016 Healthy Communities Award. This year's award recognizes local jurisdictions that have adopted comprehensive plan policies to improve the health of all community members.

Your submission checklist reflects a total of 23 points, which corresponds to the platinum level for the 2016 Healthy Communities Award.

Tacoma-Pierce County Health Department's vision is healthy people in healthy communities. Our mission is to protect and improve the health of all people and places in Pierce County. We are committed to continue partnering with you to create healthier places for all to live, work and play.

We commend your successes in promoting the physical, social and mental health and well-being of your communities. We will present the 2016 Healthy Communities Platinum Award to you at the next Pierce County Regional Council General Assembly.

Sincerely,



Anthony L-T Chen, MD, MPH
Director

cc: Peter Huffman, Planning Director
Stephen Atkinson, Senior Planner