



2012 Annual Amendment Application No. 2012-5
Platting and Subdivision Code Revisions

ASSESSMENT REPORT

Application #:	2012-5
Applicant:	Community & Economic Development Department
Contact:	John Harrington, 591-2069, jharring@cityoftacoma.org
Type of Amendment:	Regulatory Code Text Change
Current Land Use Intensity:	Various
Current Area Zoning:	Various
Size of Area:	City-wide
Location:	City-wide
Neighborhood Council area:	City-wide
Proposed Amendment:	General update of the Platting and Subdivision Code, Chapter 13.04 of the <i>Tacoma Municipal Code (TMC)</i>

General Description of the Proposed Amendment:

The proposed amendment will revise the Land Use Regulatory Code, Chapter 13.04 – Platting and Subdivisions, and associated sections in Chapter 13.05 – Land Use Permit Procedures. The update will improve consistency with state regulations and the current permit review and development process while refining and simplifying code language, evaluating plat procedures and requirements for efficiency and effectiveness, and ensuring implementation of Comprehensive Plan policies.

Notable issues to be reviewed include:

- Increasing the maximum number of lots permitted in a short plat from four lots to nine lots in order to streamline the permitting process and reduce procedural requirements;
- Introduction of a public notice requirement for short subdivisions which would afford neighboring property owners the ability to provide input and the right to appeal a Land Use Administrator decision;
- Enhancement and clarification of the current plat bonding process and the potential requirement of improvements associated with subdivisions to be complete prior to finalization;
- Improved plat connectivity for pedestrians and vehicles and the evaluation of current plat requirements as they relate to the transportation network; and
- Adding sections specifying procedures for the vacation and alteration of subdivisions and short plats.
- Evaluation of existing Comprehensive Plan policies related to platting.

Assessment Criteria:

In order to assist the Commission in determining which applications should be considered in which amendment cycle, staff provides an assessment of each application pursuant to the following criteria, which are contained in TMC 13.02.045.F.

1. Determining if the amendment request is legislative, and properly subject to Commission review, or quasi-judicial, and not properly subject to Commission review.

The adoption of changes to the *TMC* Chapter 13.04 is a legislative action and is within the scope of responsibility of the Planning Commission under *TMC* 13.02.040.

2. Determining if the request is site-specific (i.e., a land use intensity or a zoning change for a specific parcel(s) likely to be under one ownership).

The adoption of this amendment will not be site-specific. *TMC* Chapter 13.04 – Platting and Subdivisions is applicable city-wide.

3. Receipt by the application deadline, if applicable (a large volume of requests before the deadline may necessitate that some requests be reviewed in a subsequent amendment cycle).

Not applicable. The Planning Commission was advised of this proposed amendment on June 15, 2011.

4. Order of receipt.

Not applicable.

5. Recent study of the same area or issue (this may be cause for the Commission to decline further review).

Over the past few years the Commission has reviewed minor amendments to Chapter 13.04 which reflected administrative and organizational changes and to maintain consistency with changes made to *TMC* Chapter 13.06 – Zoning. An in-depth review and update of the Platting and Subdivision chapter has not been undertaken since 1994.

6. Amount of analysis necessary (if a large-scale study is required, an application may have to be delayed until a future amendment cycle due to work loads, staffing levels, etc.).

Based on the current, limited scope, this project is anticipated to require a moderate amount of analysis and study. Planning staff in Building and Land Use Services have formed a working group to develop the scope of the proposed amendments, conduct analysis, and provide preliminary recommendations to the Commission. This group meets weekly to review progress and coordinate on public outreach and also meets regularly with the Land Use Administrator and senior management in BLUS.

7. Available incorporation into planned or active projects.

There are no other active projects in which to incorporate this update.

Recommendation:

The Planning Commission will review the assessment and make its decision as to: (1) whether or not the application is complete or what information is needed to make the application complete; (2) which amendment application(s) will be considered and in which amendment cycle; and (3) whether or not to prepare alternative proposed amendment(s) that either expand or contract the scope of the original proposed amendment (TMC 13.02.045.F).

Staff recommends that the general update of the Platting and Subdivision Code, Chapter 13.04 of the TMC and associated sections of Chapter 13.05, be included as part of the 2012 Annual Amendment. This project will help ensure consistency with state requirements, improve the administration and application of the code, and support continued and improved property development.