



Minor Plan and Code Amendments

Assessment Report

May 19, 2021

The “Minor Plan and Code Amendments” is one of the applications for the 2022 Amendment to the *One Tacoma* Comprehensive Plan and Land Use Regulatory Code. It proposes minor, non-policy type of revisions to the *One Tacoma Plan* and various sections of the Tacoma Municipal Code (primarily in Title 13 – Land Use Regulatory Code). The intent is to keep information current, address inconsistencies, correct minor errors, increase clarity, and improve provisions that, through implementation of the Plan and administration of the Code, are found to be unclear or not fully meeting their intent.

Project Summary	
Application ID:	“Minor Plan and Code Amendments”
Applicant:	Planning and Development Services
Location and Size of Area:	Citywide
Current Land Use and Zoning:	Various
Neighborhood Council Area:	Citywide
Proposal Summary:	Minor, non-policy type of revisions to the <i>One Tacoma</i> Comprehensive Plan and various sections of the Tacoma Municipal Code, intended to keep information current, address inconsistencies, correct minor errors, increase clarity, and improve provisions that, through implementation of the Plan and administration of the Code, are found to be unclear or not fully meeting their intent. See Exhibit “A” for the Preliminary Scope of Work.



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Section A. Proposed Scope of Work

1. Area of Applicability

Citywide.

2. Background

The application of “Minor Plan and Code Amendments” is an annual process used by staff to improve the clarity and effectiveness of the *One Tacoma* Comprehensive Plan and the Tacoma Municipal Code (primarily Title 13 – Land Use Regulatory Code). The application addresses issues identified by staff, customers of the Planning and Development Services Department, the Planning Commission, the City Council, and/or the public. These issues are usually not substantive enough to rise to the level of a stand-alone annual amendment application. The preliminary scope of work is depicted in Exhibit “A.”

3. Policy Framework

As individual issues included in the scope for work are analyzed, applicable supporting provisions of State statutes, case law, regional policies, and/or the Comprehensive Plan will be identified.

4. Objectives

Would the proposed amendment achieve any of the following objectives?

- Address inconsistencies or errors in the Comprehensive Plan or development regulations;
- Respond to changing circumstances, such as growth and development patterns, needs and desires of the community, and the City’s capacity to provide adequate services;
- Maintain or enhance compatibility with existing or planned land uses and the surrounding development pattern; and/or
- Enhance the quality of the neighborhood.

Staff Response: Issues included in the scope of work typically address the first objective, while some issues may address the other three objectives.

5. Options Analysis

It is expected that many proposed amendments are straightforward corrections and clarifications. Alternative approaches to addressing certain issues may be needed and will be considered as appropriate.

6. Proposed Outreach

Outreach will include meetings with the Community Council, and depending on the issues, with certain identified Neighborhood Councils and stakeholders. Consultation with the Puyallup Tribe will be conducted.

7. Impacts Assessment

Potential impacts, if any, of individual proposed amendments will be identified and analyzed, as appropriate.

8. Supplemental Information

Exhibit “A” – Preliminary Scope of Work for the Minor Plan and Code Amendments.

Section B. Assessment

1. Staff Assessment

TMC 13.02.070.E requires that staff provides an assessment of the application against the following criteria for the Planning Commission's consideration:

- (a) Whether the amendment request is legislative and properly subject to Planning Commission review, or quasi-judicial and not properly subject to Commission review.

Staff Assessment: Proposed minor amendments to the *One Tacoma Plan* and the Tacoma Municipal Code, primarily Title 13 – Land Use Regulatory Code, are legislative and properly subject to the Commission's review.

- (b) Whether there have been recent studies of the same area or issue, which may be cause for the Commission to decline further review, or if there are active or planned projects that the amendment request can be incorporated into.

Staff Assessment: The issues included in the preliminary scope of work (Exhibit "A") have never been studied. There may be additional issues added later. As technical analysis proceeds, some of the issues may be removed from the list, incorporated into other projects, and/or elevated to policy-level discussion.

- (c) A preliminary staff review of the application submittal.

Staff Assessment: Some initial staff review had already been conducted on all issues included in the preliminary scope of work in order to suggest what potential amendments or approach of study may be applicable.

- (d) Identification of other amendment options the Planning Commission could consider in addition to the amendment as proposed by the applicant

Staff Assessment: As the technical analysis proceeds, various amendment options may be identified.

- (e) Whether the amount of analysis necessary is reasonably manageable given the workloads and resources of the Department and the Commission, or if a large-scale study is required, the amendment request may be scaled down, studied in phases, delayed until a future amendment cycle, or declined.

Staff Assessment: The preliminary scope of work is expected to be modified, but the amount of analysis for the issues is expected to be reasonably manageable.

2. Planning Commission Decision

TMC 13.02.070.E requires that the Planning Commission, upon review of the assessment, make a decision on the application, as to:

- (a) Whether or not the application is complete, and if not, what information is needed to make it complete.

Staff Recommendation: The nature of the application of "Minor Plan and Code Amendments" is a list of issues to be studied, as depicted in Exhibit "A." The application is considered complete.

- (b) Whether or not the scope of the application should be modified, and if so, what alternatives should be considered.

Staff Recommendation: The preliminary scope of work is expected to be modified, and the amount and scale of technical analysis will be adjusted accordingly.

- (c) Whether or not the application will be considered, and if so, in which amendment cycle.

Staff Recommendation: The application should be considered in the 2022 Amendment cycle.

Exhibit “A” – Preliminary Scope of Work

Code Section / Plan Element	Issue
TMC 13.06.140.C	It is not clear whether the requirement for construction to be Built Green 4 Stars or LEED gold certification applies only to new PRDs, or to new buildings/roads in established PRDs as well. Need clarification. Also, analysis may be needed to determine how such clarification could impact all existing PRDs.
TMC 13.06.100.D.1.	TMC 13.06.100.D.1. Downtown District Minimum Building Design Standards. - Applicability. A comma needs to be added so reads like this: The basic design standards, and additional standards applicable to the DCC and DR districts, except as otherwise noted, shall apply to all new....." so these standards apply to all Downtown Districts, not just the DCC and DR Districts.
TMC 13.06.100.D., 13.06.100.E., and 13.06.090.L.	There are no standards for ground-level utilities (screening, location, etc.) for mixed-use developments and 4-plexes and above within the Downtown Districts. The only standards are for rooftop equipment.
TMC 13.06.100.E.1	Request to add design standards and/or minimum density standards for SFDs in commercial districts, specifically T and C1. "1. Applicability. The following requirements apply to all single, two, and three-family dwellings in *T, C,* and X-Districts, and to all two and three-family dwellings in all districts."
TMC 13.06.010.D.1-2	There's a two-block section of Pac Ave - 25th to 27th - that is not designated as a pedestrian street. This may not have been intentional. Should be fixed.
TMC Chapter 13.04	Based on the decision for the Morcos Preliminary Plat, our attorney has recommended that we take out language that states that an approved preliminary short or long plat is an assurance that the Final Plat will be approved. This language is not provided for in the RCW; rather it was added in by a previous PW's Director many years ago.
TMC 13.05.010.A.6.g. and 13.06.090.C.3.h.	Please move the "Each unit shall provide no more than one off-street parking space", parking quantity maximum out of TMC 13.05.010.A.6.g. and move it to the Parking Quantity Table in TMC 13.06.090.C.3.h. (See PRE20-0049)
TMC 13.06A.065.B.2.a-b. and 13.06.510. Table 2	Micro Housing allows for smaller, many more units than may have been anticipated when linking the number of ADA stalls to "the number of parking stalls that would have been required" by the Parking Code (had the site not been in the RPA and/or with reductions allowed w/in the X-Center). Alternatively, if feel that provision under TMC 13.06A.065.B.2.b. is the relief, then add it to the "Exemptions" section in Table 2 for TMC 13.06.510. (Reference PRE19-0157)
Accessory buildings in commercial and mixed-use districts	There are no specific regulations for accessory buildings, such as garages, that are associated with a residential use, leaving room for inconsistent implementation. Recommend a footnote in the use tables referring residential accessory buildings to the R section of the code.
Long-term Bicycle Parking Requirements	Code required large, grouped long-term bike parking located separately from residential units is always significantly underutilized. Alternative or improved design/configuration are needed (such as through a clear accessible bike path between the sidewalk and a different manner of dedicated bike storage areas and/or clear space within individual units for that purpose). Option for variance? “Bike Runnels”?

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