

Tacoma Permit Advisory Task Force
747 Market Street Tacoma, TMB 243
Meeting #14 – June 13, 2019, 10:00am

10:06 am: Call to order

10:05 am: Icebreaker

10:09 am: Approval of the Minutes

Minutes approved.

10:10 am: Outline the “Road Show” outreach efforts

Handout 1 and PowerPoint.

Terry Forslund passed out exit tickets (Handout 1) to the Task Force to allow each member to provide feedback individually. Forslund presented a recap of the work of the Task Force (PowerPoint).

Road show outline. Discussed the why, who, what, when, and how of the road show.

Potentially there is a presentation to do in July related to the affordable housing action strategy to discuss how to make permitting less of a road block to affordable housing. In some regards it's the same conversation of “are we the roadblock?” “how are we the roadblock?” and “how can remove barriers?”

Comment from Jim Dugan: the other thing the roadshow affords us to do is get consistent feedback from audiences. It also gets a chance to seek feedback on what we're saying we're doing to see if it's working. Ask to the body for who the information should be brought to for the roadshow. Jim Dugan would like to attend every road show stop and open/close it and represent the work of the Task Force.

Brainstormed ideas of road show stops from the entire body:

- CMAA Puget Sound Chapter
- What was once the Blue Ribbon Committee
- All local design firms
- Local professional societies (AIA, ect.)

Jim Dugan comment: the value of the road show is to address misconceptions that still exist. Suggested that roadshow have an item that says “black code” let's discuss.

Discussion of how we or other people provide feedback on the new permit process to let folks know if it's working great or if there are inconsistencies again. Request for an updated org chart that can be used to know who to call for different issues. Staff shared it's hard to keep up with changes at the City, but the contact us page is the best place to start. Staff said you're not going to find the wrong person, whoever you contact will help get you to the right place. Request from Jim Dugan that the permit department find a way to make it simpler to know who to contact. Additionally, find a way to bring feedback to the task force to figure out how to address the permit process when it goes wrong.

10:57 am: Next steps for the Task Force & turn around to phase 2

Jim Dugan reported he will draft a white paper for the Task Force that will be sent out for the Task Force's review. When it is finalized it will be presented to the City Council. The July meeting will be canceled and a celebration of the work of the Task Force will be on July 29.

The next meeting of the Task Force will be the beginning of phase 2. Everyone is encouraged to stay on the Task Force. A new chair will be selected at that time, with a new brainstorming session launched to determine content of phase 2.

11:06 am: Final Comment

Jim Dugan thanked staff and volunteers for all of their work and commitment to the Task Force, highlighting open dialogue and work to build trust as they worked through how to improve permitting at the City. Peter Huffman spoke on behalf of staff to share appreciation for volunteers and their constructive feedback. He expressed that there has been struggle to form a group like this that has participation and thanked everyone for their commitment and time. He looks forward to the group continuing on and building on the partnership that has been formed.

11:11 am: Adjourned