

Tacoma Permit Advisory Task Force Meeting Minutes

747 Market Street Tacoma, TMB 243

Meeting #15 – November 14, 2019, 10:00 am

Task Force Members in attendance: Jim Dugan (chair), Justin Goroch (Vice Chair), Ben Ferguson (Vice Chair), Layne Alfonso, Jim Collins, Michael Fast, Jessica Gamble, Mandy McGill, Stuart Young.

10:03 am: Call to order

10:04 am: Icebreaker

10:08 am: Approval of the Minutes

Michael Fast moved, Layne Alfonso seconded approval of June 13, 2019 meeting minutes. Motion passed.

10:10 am: Brief review of “phase one”

Jim Dugan reviewed the presentation from the Tacoma Permit Advisory Task Force to the City Council at the October 1, 2019, Study Session. The Task Force also reviewed of past feedback from PDS and PW, and discussed how the next phase of the task force will tackle challenging topics with the goal of making policy recommendations. Dugan reported back that the Council doesn't view this work as “phase one,” and “phase two,” but rather continuous ongoing efforts.

10:13 am: New Members

Jim Dugan opened the floor for recommendations for new members of the Task Force. Proposed recommendations were:

- Jason Gauthier, Habitat for Humanity (low income housing)
- Joshua Jorgensen, Tacoma Housing Authority (low income housing)
- John Wolters, WC Studio
- Jeff Paradise, X Group Restaurants (restaurants)
- Mic Phillips, Phillips Burgess PLLC (legal)
- Evan Mann, Sound Built
- Chuck Sundsmo, Land Use Consulting and Development LLC
- Jason Whalen, Ledger Square Law (legal)
- John Barline, Harlowe & Falk LLP (legal)

The Task Force discussed how many individuals from each industry need to be added to the Task Force. Focus specially focused on affordable housing, and there was general agreement that various representatives from the industry would be valuable due to the ongoing housing crises in Tacoma and variation of the work of housing organizations.

The Task Force reviewed the membership limits of 12 – 15 members. Currently the Task Force has 13 members with two vacancies. After discussion, Task Force members recommended removing the limitation and leaving it up to the City Manager to determine how many members should be on the Task Force. The Task Force formally requested council members change the resolution language to accomplish this.

Further discussion occurred about what topics the task force would focus on and how that would impact selection of new members. The conversation focused on the decision of whether the Task Force should select members before selecting topics to work on, or select topics and invite folks relevant to those topics to join the Task Force.

10:39 am: Brainstorming next topics for the Task Force to cover – group exercise

The Task Force members participated in a group brainstorm exercise to build a list of potential topics of future work.

Groups reported out the following large list of topics:

- Process for affordable
- Strategies to defer offsite up & running to pay for it
- Nexus for full project
- Requirements for residential parking
- Neighborhood notification policy & input
- One-stop for restaurants
 - Make it easier to boost neighb.
- Climate change
- Sidewalks to no where
- Developments burden for infrastr.
- Nexus for roads (Curbs vs rolled/wedge)
- Fee in-lie for off-site / like a L.I.D.
- Reduce offsite req'm
- Org Charter for full C.O.T. Permits
- Up zone SF Zones
- Cost / Permit that is reasonable %
 - How much required -> total cost
- Design review
- DADU process / require / cost
- Zoning height on HIUs
 - Methodology
- Courts vs. Alley vs. Street
- Extend 12-year tax credit to small mixed-use
- Utilities – 3rd partry install/ new services
- R.O.W.

The full Task Force discussed the list and determined it narrowed down to the following topics:

- Offsite + parking
- Neighborhood notification
- Climate Change (update)
- One stop shop restaurant
- Full PDS-PW-TPU permit org chart
- Design review
- Total cost / nexus for all permit requirements
- DADU process – streamline
- Land-use regulatory

11:15 am: December meeting will include

- The two meeting per topic structure
- Norms and charter
- Chair and vice chair positions

Jim Dugan informed the Task Force he would run for the chair position again. He also suggested that the Task Force add someone else in vice chair role from the MBA group to have them participate in setting the agenda and how they go forward.

It was agreed the leadership team would reach out to folks who the full Task Force suggested during the new member brainstorm to see if they have interest and desire to join the Task Force. All folks brainstormed will be invited to the next meeting.

11:34 am: Final comments

11:36 am: Adjourned