

Tacoma Permit Advisory Task Force
747 Market Street Tacoma, TMB 243
Meeting #16 – December 12, 2019, 10:00am - final

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

10:02 am: Call to order

10:03 am: Introductions

Guests in attendance: Jeff Paradise, x Group Restaurants; Chuck Sundsmo, MBA; Evan Mann, Sound Built; Peter Levy, Cooks Tavern; John Wolters, WC Studio; Joshua Jorgensen, Tacoma Housing Authority; Jason Gauthier, Habitat for Humanity.

10:04 am: Approval of the November Minutes

Ben Ferguson moved, Mandy McGill seconded, motion passed.

10:05 am: Completion of priority setting exercise

The Task Force provided context for the priority setting exercise. Jim Dugan requested staff send the Task Force' presentation to Council to new members who join the Task Force. Current Task Force members emphasized the reason they experienced success in the last iteration was that there was genuine relationship building in the last group, and the Task Force built trust. For those that are new, that trust already exists, and it would be very important moving forward that new folks build that trust as well.

Discussion picked up of the following identified topics from the November meeting:

- 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

Changes made to the list were:

- Removing climate change (because it's an update)
- Changing restaurant item to "streamline restaurant permit process"
- Housing affordability was added to the list

The Task Force agreed that staff could bring forward items in a timely fashion if there are upcoming policy decisions being made about them, changing the order in which items would be considered. For example, the "Neighborhood notification" item should be moved up on the list even if it is not ranked at the top during the prioritization exercise. Affordable Housing was also guaranteed to be a topic, it was decided it should be incorporated into conversations about each topic as it's brought forward.

The Task Force completed their prioritization exercise and came up with the following results:

Offsite & Parking – 8 votes
Full PDS-PW-TPU permit org chart – 6 votes
Neighborhood notification – 4 votes
DADU process Streamline – 3 votes
Land use regulatory – 3 votes
Streamline restaurant process – 1 vote
Design review – 0 votes
Total costs/nexus for all permit requirements – 0 votes

11:11 am: Leadership team elections

The Task force discussed the leadership team structure and interested candidates. Claude Remy moved and Jim Collins seconded that Jim Dugan remain Chair, and Ben Ferguson, Justin Goroch, and Mike Fast be elected vice chairs. The motion passed.

11:06 am: Adoption of rules

The Task Force reviewed the proposed rules changes sent out in the meeting packet. The proposed change would consider a member resigned if they have two consecutive unexcused absences from Task Force meetings. An unexcused absence would be when no notification was given to the chair or staff informing them that a member was unable to attend. Jessica Gamble suggested an additional amendment that changed quorum to more than 50% of total Task Force members. Justin Goroch moved, Jim Collins seconded these rule changes. Motion passed.

11:06 am: Membership

Jim Dugan invited guests to inform the chair in the next couple of weeks if they would like to join the Task Force, based on the priorities determined in this meeting. He also welcomed Task Force members to continue considering additional members who may be invited to participate.

11:06 am: Final comments

The Task Force members and staff talked about the job ahead of us, and shared excitement for future collaboration. Staff reiterated the time sensitive nature of upcoming work, and agreed to share relevant policy documents in advance of the first meeting for continued discussion.

11:11 am: Adjourned