

Tacoma Permit Advisory Task Force
Virtual meeting
Meeting #20 – February 11, 2021, 10:00am

Task Force Members in attendance: Jim Dugan (Chair); Ben Ferguson (Vice Chair); Michael R. Fast (Vice Chair); Claude Remy; Chuck Sundsmo; Clinton Brink; Evan Mann; Jason Gauthier; Jim Collins; John Wolters; Joshua Jorgensen ; Layne Alfonso; Mandy McGill; Jessica Gamble
Excused: Justin Goroch (Vice Chair); Kim Nakamura; Lacey Hatch

10:36 AM: Call to order

10:42 AM: Approval of January 2021 minutes

Mike Fast moved to approve the motion, Ben Ferguson seconded. Minutes unanimously approved

10:43: Icebreaker

10:46 AM: Task Force purpose general discussion

Jim Dugan shared an overview of the general purpose of the Task Force. He explained it as an effort to find all the ways possible to streamline, improve, make more efficient, remove barriers, work within codes where need, proposed changes when necessary, and provide feedback to the City as the City makes decisions around the subject development. The first year focused on lower hanging fruit. This year has a focus on higher hanging fruit, perhaps focused on more policy-related items.

10:48: Brainstorm committee topics

Jim Dugan explained the goal of this exercise as working towards identifying 3-5 really solid items to tackle in the Task Force over the next year. Each topic would take at least two meetings. The meeting structure would be before each topic to be introduced with the opportunity for Task Force members to ask questions and share concerns. The second meeting would allow staff to come back and respond to questions and concerns, followed by Task Force members determining if they would make a recommendation on the topic.

Evan Mann asked about staff attending Task Force meetings and requested attendance from upper management from Public Works as well as Tacoma Power staff. Staff will take this message back to the departments and determine availability.

Evan Mann motioned the Task Force prepare and provide a memo strongly opposing any impact fees in the City of Tacoma. Chuck Sundsmo seconded. Chair Dugan determined this was out of order. This item was further discussed. Concerns about timeline was raised, staff provided an update on the timeline that the City is considering the current Impact Fee project, with public input wrapping up in May. The Task Force discussed the process for prioritizing topics and then considering them and making recommendations.

Task Force members brainstormed potential topics to be considered in a vote. Items included:

- Impact fees
- Offsite improvements
- Use new RCW so that infill projects can forgo SEPA

- Design review
- Cost/nexus for permit requirements
- Parking requirements in commercial and transition districts
- Regulations [reducing] tied to affordable rent
- Home in Tacoma project
- Feasibility of code changes tested on projects – process change
- ADU – pre-approved designs to speed up process
- Residential targeted area/ MFTE area expansion
- PDS/Public Works/TPS org chart and accountability
- Restaurants quick how to
- Administrative approval of final plats (staff note: this was already in progress and not included in the vote)

During the brainstorming discussion, Mandy McGill identified that restaurant representatives recently resigned from the Task Force and that perspective was no longer represented. The Task Force discussed recruitment of members and a focus on finding restaurant representatives to participate.

During the brainstorming discussion, Task Force members discussed if future discussions should be filtered through how the policy impacts housing affordability. Members discussed that their role was to focus on permitting and development, and review policies through the lens of permitting efficiency and have policy recommendations be tied to how they will help the City allow development to occur easily, seamlessly, and affordably. Task Force members also recognized that there is a grey area around how the Task Force will make policy recommendations that will need to be determined.

11:51: Vote to prioritize topics

The Task Force will use a virtual voting service administered by Lynda Foster. Each Task Force member will have five votes. Virtual vote will be sent out on Feb 12 with a deadline for participation. Lynda Foster will report the results after voting closes.

11:52pm: Final comments

Jim Dugan requested a brief overview on Home in Tacoma. Staff shared that it is the City's affordable housing action strategy code plan and comp amendment. The policy analysis (comp plan process) is expected to be complete in the spring. The code development that would be implemented as a result of policy development is expected to be done at end of the year. It's about creating housing, being more purposeful about missing middle of housing.

Jim Dugan directed Lynda Foster to include any key timelines on potential priorities when sending out information on voting.

11:55: Adjourned