

CITY OF TACOMA PERMIT ADVISORY TASK FORCE

October 11, 2018

Planning and Development Services Department


Peter Huffman, Director

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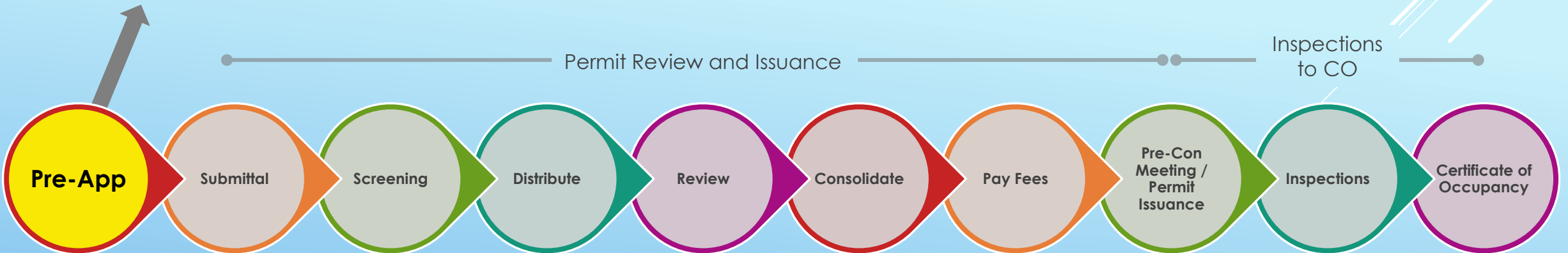
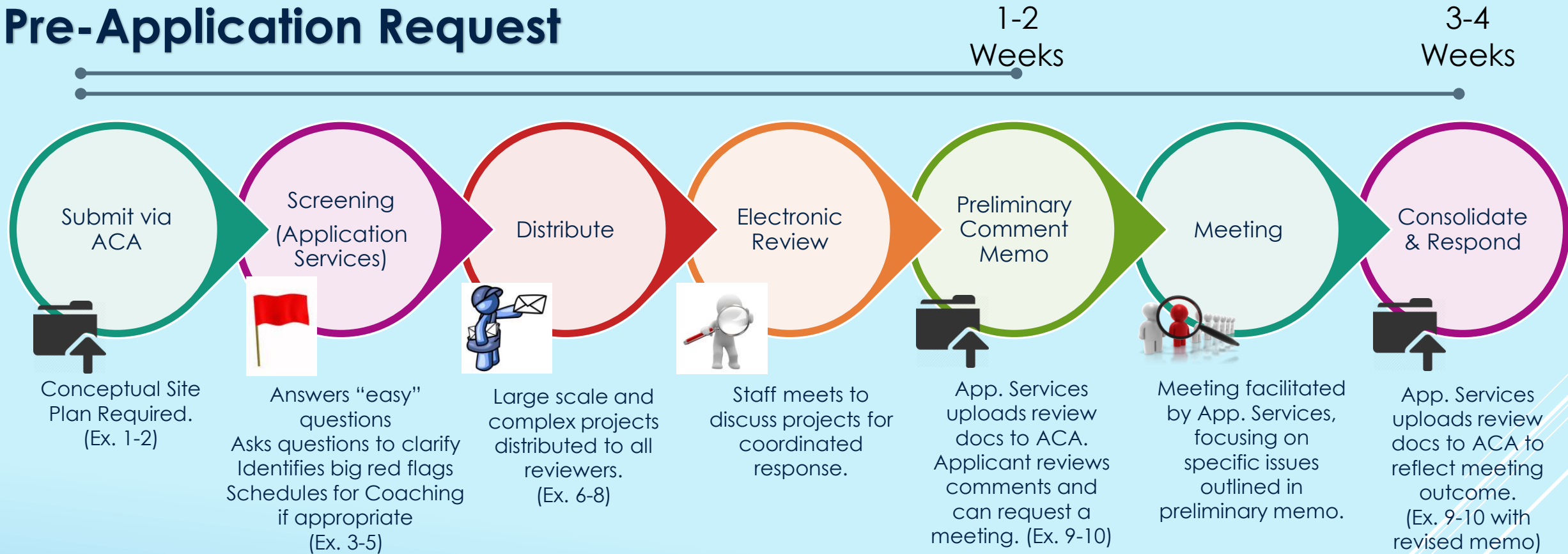
Noah Yacker, Application Services Supervisor

- ▶ PATF Recap
 - ▶ PRE-App discussion
 - ▶ Continuous Improvements
 - ▶ Triggers/Thresholds
 - ▶ Permit Fee Adjustments
 - ▶ Wrap-up
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PATF RECAP

- ▶ Established the PATF
 - ▶ Understanding the Permit Process
 - ▶ Brainstorm areas of concern in the process
 - ▶ Presentation of communication in permit process
 - ▶ Adaptive Reuse exercise
 - ▶ Pre Pre-App; Triggers and Thresholds
 - ▶ Structural/Seismic
 - ▶ Offsite
 - ▶ Tax Credits
 - ▶ Fire Protection
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- A decorative graphic consisting of several parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the slide.

Pre-Application Request



Proposal One

Traffic Flow, Parking, Street Improvements

| Comment | Regulatory Citation | Applicable Review Group(s) |
|---|--|---|
| A trip generation worksheet will be required to determine off-site improvements and if additional traffic analysis is required consistent with the South Downtown Subarea Plan, Transportation Master Plan, Tacoma ROW Design Manual, TMC 13.06.510 Off-street parking, TMC 9.17 Private Use of Street ROW (sidewalk cafes, vaulted walk use), and TMC 10.14 Driveways (must close obstructed/non-functioning driveways). | TMC 9.17 TMC 10.14 TMC 13.06.510 Right-of-Way Design Manual | Land Use Traffic Site Development |
| The project should be aware of Pierce Transit's Bus Rapid Transit project which may be located on Market Street (https://www.piercetransit.org/brt/) and have impacts to parking, travel lanes, and sidewalks. | | Traffic |
| The proposal is too vague to provide specific comments. Submit drawings and narrative to clarify the scope of work. | | Site Development |
| Garbage and recycle will be service at the curb of Jefferson ave. | TMC 12.09.040(a) | Solid Waste Traffic |

Stormwater Management

| Comment | Regulatory Citation | Applicable Review Group(s) |
|---|---------------------|----------------------------|
| The proposal is too vague to provide specific comments. Submit drawings and narrative to clarify the scope of work. | | Site Development |

Proposals Two & Three

Traffic Flow, Parking, Street Improvements

| Comment | Regulatory Citation | Applicable Review Group(s) |
|--|--|---|
| A trip generation worksheet will be required. Driveways that do not serve an off-street parking stall will be required for removal per TMC 10.14 Driveways. The angle parking on Jefferson makes it challenging to obtain the necessary public pedestrian sidewalk width with private uses in the sidewalk. | TMC 9.17 TMC 10.14 TMC 13.06.510 Right-of-Way Design Manual | Land Use Traffic Site Development |
| Sidewalk cafes or other uses in the ROW (installation of grease interception device) will require review and permitting through TMC 9.17 Private Use of Street ROW. | TMC 9.17 | Traffic Real Property Services |
| All broken, damaged, or hazardous curb and gutter abutting the site shall be removed and replaced to the approval of the City Engineer. | | Site Development |
| All damaged or defective sidewalk abutting the site shall be removed and replaced to the approval of the City Engineer. New sidewalk shall meet Public Right-of-Way Accessibility Guidelines and requirements set forth by the Americans with Disabilities Act. It appears that most of the sidewalk on Jefferson Avenue is candidate for replacement. | | Site Development |
| All cuts in to public streets shall be restored in accordance with the City's Right-of-Way Restoration Policy. | Right-of-Way Restoration Policy | Site Development |
| Be advised that the area between the building and Market Street with the appearance of a flat roof is a structural sidewalk. It does not appear to be an accessible entrance to the building. | | Site Development |

Stormwater Management

| Comment | Regulatory Citation | Applicable Review Group(s) |
|---|---------------------|----------------------------|
| Does not trigger Storm Water Management Manual. | | Site Development |

Proposal Two

| Building Placement, Height, Design, Life Safety | | |
|--|---------------------|----------------------------|
| Comment | Regulatory Citation | Applicable Review Group(s) |
| Exterior work subject to Landmarks Commission review; property is a contributing structure in the Union Depot Warehouse Historic District. Interior work is exempt from Landmarks review. Proposed modifications reviewed for conformance to the district design guidelines (available here). | TMC 13.07 | Land Use |
| If improvements are made to the entrances/exits, doors cannot swing into the ROW and ADA landings to meet building code shall be internal as well. | TMC 13.06.145 | Traffic Building |
| No specific Fire Code questions were asked. If the proposal includes a restaurant which exceeds 49 persons, a fire sprinkler system may be required. A fire sprinkler system is required when the assembly has more than 99 persons or the fire area with the assembly occupancy exceeds 5,000 square feet. See IFC Section 903.2.1.2. Fire sprinklers may also be required if necessary to comply with allowable height and area for the type of construction. See IBC 504.3, 504.4, and 506.2. | IFC IBC | Fire |
| Partial change of use - A seismic upgrade may be required if the building's risk category is increasing per table 1604.5 of the 2015 International Building Code. If the building is constructed of unreinforced masonry, then the unreinforced exterior masonry walls must be anchored to the building diaphragms, and the parapets must be braced. | TMC Title 2 | Building |

Proposal Three

| | | |
|---|--|----------|
| Any exterior modifications will be reviewed by the Landmarks Preservation Commission and will supersede the zoning code if there is a conflict. | | Land Use |
| The site is not located along a designated pedestrian street, so the building is required to have 20% of the façade between 2 and 12 feet above grade in transparent openings. To the extent that the building may be nonconforming, exterior modifications cannot make the building any more nonconforming (i.e., windows may not be blocked). | | |
| If the level of modification or a change in use results in a requirement for the sidewalks to be rebuilt, street trees will be required. Where the sidewalk is vaulted, trees may be put in container planters. | | |
| Sidewalk cafe/dining area permitting requirements will depend on whether the improvements are permanent (e.g., permanent fencing) or temporary/seasonal. The former requires a street occupancy permit and details can be found here: http://tacomapermits.org/tip-sheet-index/sidewalk-cafes . You can read more about temporary permits here: http://tacomapermits.org/tip-sheet-index/sidewalk-cafes . | | |

These comments are responses to more specific questions

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|--|-------------|----------|
| The proposed restaurant has more than 49 persons, so it will be classified as a Group A-2 occupancy. Unless the restaurant is located in a fire area less than 5,000 square feet separated from the remainder of the building by horizontal and vertical fire barriers of not less than 2-hours a fire sprinkler system will be required to be installed. See IFC Section 903.2.1.2. Fire sprinklers may also be required if necessary to comply with allowable height and area for the type of construction. See IBC 504.3, 504.4, and 506.2. | IFC IBC | Fire |
| Provide drawings prepared by a Washington State Licensed Engineer showing how the unreinforced exterior masonry walls will be anchored to the building diaphragms, and the parapets must be braced. Also, due to the newly added restaurant, a full seismic upgrade will be required. | TM | |
| Provide drawings showing compliance with chapter 29 of the International Building Code. | TMC Title 2 | Building |

More specific Building and Fire comments as a result of more information being provided

Continuous Improvements

▶ Customer Experience

- **Web Site** Navigation and Usability
- **Tip Sheets**
- Fee Estimator
- Single Family Permit program
- Expedited Review
- Consultants to augment our staff
- **Increase in** both boilerplate and **personal communications**
- **Front Counter Tracking System**

▶ **New permitting software system**

- Apply for permits online
- Payments online
- Schedule Inspections and see results online or by phone
- Create permitting data reports
- **Backbone for a rapid increase in the number of improvements**

▶ Process related improvements

- Tracking LOS to meet targets
- Building Permit Completeness Review **process**
- Deferred Submittal and Field Revision **process**
- AMMR **process**

▶ Employee Development

- 2 staff on State Technical Advisory Group
- 2 staff attending American Planning Assoc
- **ICC Certifications**
- New Employee Handbook
- **Continuous improvement training**