Tacoma Permit Advisory Task Force
747 Market Street, TMB 148
Meeting # 2 - February 22, 2018, 10:00 am, Notes

10:05 am: Call to Order

Council Member Conor McCarthy called the meeting to order. The attendees introduced themselves.

10:07 am: Approval of the February 22, 2018 meeting minutes

Michael moved, Steward seconded, motion passed.

10:11 am: Planning and Development Services Department’s Past, Present and Future presentation

Planning and Development Services Department Director Peter Huffman shared an organizational chart and PowerPoint presentation, and answered questions as needed, to provide a base line understanding of Tacoma’s permit department and on-going improvements currently being implemented.

10:30 am: Topics for upcoming meetings

CM McCarthy acknowledged that the Task Force was out of time and suggested the remaining two agenda items of selecting a chair and vice chair and brainstorming items for a work plan be brought to the next meeting. The Task Force approved.

The Task Force discussed potential topics to be included in a work plan. Planning and Development Services Department staff were also asked what gaps they see that they think the Task Force could help with. High level suggestions included:

- Re-examining the pre-application process
- Tenant improvements and alterations
- Right of way permits
- Creating better partnerships with industry
- Enhanced permitting services

11:18 Adjournment