

Tacoma Permit Advisory Task Force

747 Market Street, TMB 148

Meeting # 3 – April 26, 2018, 10:00 am, Notes

10:05 am: Call to Order

Council Member Conor McCarthy called the meeting to order.

10:05 am: Approval of the March 22, 2018 meeting minutes

Minutes unanimously approved.

10:06 am: Selection of Task Force Chair and Vice-chair

Jim Dugan and Justin Goroch volunteered to serve as chair, Ben Ferguson volunteered to serve as vice chair. There was discussion about the makeup of a leadership team, and agreement that they could have a chair and two vice chairs. A vote was taken and Jim Dugan was elected chair. Justin Goroch and Ben Ferguson will serve as vice chairs.

10:18 am: Brainstorm priorities for work plan

The task force discussed the process that should be used to review different types of permits at the City. It was decided that there would be a twostep process for each topic. At one meeting, the task force will learn about a topic. At the next meeting, the task force will tackle problem solving any challenges that came up in the first meeting. It was decided that the leadership team would review the topics agreed upon by the Task Force and propose an agenda for future meetings that outlined how topics would be considered in more depth.

The Task Force discussed a number of potential topics to be reviewed by the Task Force, and then decided to pursue reviewing the following:

- Adaptive re-use permits, which would include tenant improvements
- Work order permits, which would include offsite improvements
- Pre-application studio and re-application process, to support the Planning & Development Services Department's current efforts to improve this process
- Expedited permits, to support the Planning & Development Services Department's current efforts to improve this process
- A culminating discussion on building a partnership

11:38 Adjournment