AGENDA

MEETING: Regular Meeting  
TIME: Wednesday, June 19, 2013, 4:00 p.m.  
PLACE: Room 16, Tacoma Municipal Building North  
733 Market Street, Tacoma, WA 98402

A. CALL TO ORDER

B. QUORUM CALL

C. APPROVAL OF MINUTES – Regular Meeting on June 5, 2013

D. DISCUSSION ITEMS

1. 2015 Comprehensive Plan Update  
   - Review the draft scope of work for the 2015 Comprehensive Plan Update mandated by the Growth Management Act.  
   - See “Agenda Item D-1” / Stephen Atkinson, 591-5531, satkinson@cityoftacoma.org

2. Planning Commission Annual Report 2012-2013  
   - Review and approve the report that highlights the Planning Commission’s accomplishments between July 2012 and June 2013 and outlines the planning work program for 2013-2015.  
   - See “Agenda Item D-2” / Lihuang Wung, 591-5682, lwung@cityoftacoma.org

3. Election of Chair and Vice-Chair for 2013-2014  
   - Nominate and elect Chair and Vice-Chair for one-year term from July 2013 to June 2014.  
   - Lihuang Wung, 591-5682, lwung@cityoftacoma.org

E. COMMUNICATION ITEMS & OTHER BUSINESS

   - See “Agenda Item E-1”

2. 2014 Annual Amendment – The Planning Commission is accepting applications for amending the Comprehensive Plan and/or Land Use Regulatory Code for 2014. Applications are due by Thursday, August 1, 2013.  
   - See “Agenda Item D-2”

3. 2013 Annual Amendment – The City Council will consider adopting the Planning Commission’s recommendations on the 2013 Annual Amendment with the first and final readings of ordinances scheduled for, respectively, June 18 and 25, 2013.

4. Meeting Cancellation – The Planning Commission’s meeting on July 3, 2013 has been canceled.

5. Next Meeting – Tentative Agenda for the July 17, 2013 Meeting:  
   - MLK Subarea Plan and EIS Status  
   - 2014 Annual Amendment

F. ADJOURNMENT
MINUTES (draft)

Time: Wednesday, June 5, 2013, 4:00 p.m.
Location: Room 16, Tacoma Municipal Building North
Present: Donald Erickson (Chair), Tina Lee (Vice-Chair), Theresa Dusek, Benjamin Fields, Sean Gaffney (excused at 5:40), Mark Lawlis, Matthew Nutsch, Erle Thompson, Scott Winship

CALL TO ORDER
Chair Erickson called the meeting to order at 4:00 p.m. and declared a quorum present.

APPROVAL OF MINUTES
The minutes of the meeting on May 15, 2013 were reviewed. The following amendments proposed by Chair Erickson were accepted and the minutes were approved as amended:

“Under Discussion Item 2, Mixed-Use Centers Zoning Code Update, the following bullet point be revised as indicated:
• Cities such as Vancouver, B.C. often control up-zoning with a focus on targeting smaller geographical limited areas, rather than chasing undertaking massive rezones that often cause expensive and uncoordinated utility upgrades all over the place.”

DISCUSSION ITEMS
1. “GROW Tacoma”

Peter Huffman, Interim Director of the Planning and Development Services Department, presented the department’s strategic action plan, “GROW Tacoma”, designed to achieve the goal as a peerless organization through the following actions: Get back to basics; Reduce costs, reviews, paperwork; One stop shop; and Working together! The Commissioners praised Mr. Huffman and the department for the bold action plan, the one-stop-shop arrangement, and the aggressive schedule of 2 days, 2 weeks and 2 months for processing permits from intake through closeout.

2. Prairie Line Trail

Diane Wiatr, Office of Environmental Policy and Sustainability, provided an update of the Prairie Line Trail Project. The project will convert a portion of a historic rail corridor into a highly functional trail for pedestrians and bicyclists and a distinctive public space that honors the historic, cultural and environmental significance of the site. The one-mile corridor begins at the south end of downtown, running through the Brewery District, the University of Washington Tacoma (UWT) campus, crossing Pacific Avenue and then arriving at the Thea Foss Waterfront. UWT is designing the portion of the trail that runs through their campus (S. 17th to S. 21st streets), of which the construction is expected to be completed by the end of 2013. The City of Tacoma’s effort pertains to the segments to the north (Dock to S. 17th streets) and south (S. 21st to S. 25th streets) of the UWT campus. Ms. Wiatr presented the final conceptual design of the trail along those two segments. The Commissioners provided some comments such as considering pedestrian activated signaled at the S. 21st Street crossing, and potentially leasing out individual pieces of the corridor for fundraising purposes.

Brian Boudet, Planning Services Division Manager, facilitated the Commission’s development of a planning work program for 2013-2015. He presented a number of potential planning projects and activities that were categorized as shown below. Discussion ensued. The Commissioners expressed a general concurrence with the draft work program as presented, with the understanding that it is subject to change and prioritization.

- **2014 Annual Amendment** (pursuant to the Growth Management Act)
  3. Affordable Housing Policies and Regulations (Phase 2)
  4. Development Intensity Designations (Phase 2)
  5. Open Space Habitat and Recreation Element
  6. Sustainability Code Amendment
  7. Urban Forestry Code Update
  8. Plan and Code Clean-up
  9. Private applications (due by August 1, 2013)

- **2015 Annual Amendment** (pursuant to the Growth Management Act)
  1. Affordable Housing Policies and Regulations (Phase 3)
  2. Development Intensity Designations (Phase 3)
  3. Plan and Code Clean-up
  4. Private Applications (acceptance in June-July 2014)

- **2015 Comprehensive Plan Update** (mandated by the Growth Management Act)
  1. Scoping and Public Participation Plan
  2. Visioning and Growth Strategy
  3. Container Port Element
  4. Transportation Master Plan
  5. Review of all elements of the Comprehensive Plan

- **Subarea Plans** (required for regional centers by the Growth Management Act)
  1. MLK Subarea Plan and EIS
  2. South Downtown Subarea Plan and EIS
  3. North Downtown Subarea Plan and EIS
  4. Port/Tideflat Subarea Plan and EIS
  5. Tacoma Mall Subarea Plan and EIS

- **Other Projects and Issues** (required by legislation or initiated by the City Council)
  2. Six-Year Comprehensive Transportation Program for 2014-2019
  4. Marijuana
  5. Billboards
  6. Buildable Lands
  7. Shoreline Master Program and associated Comprehensive Plan elements
  8. Transportation issues (e.g., LINK, Amtrak, Trails, Trail-Friendly Design Standards or Regulations)
  9. Historic Preservation (e.g., West Slope Conservation District)
  10. Additional Plan and Code Reviews/Updates
COMMUNICATION ITEMS AND OTHER BUSINESS

(a) The term of three Commissioners representing District No. 4, “Environmental Community”, and “Architecture, Historic Preservation, and/or Urban Design” will expire on June 30, 2013, and the recruitment process for filling the vacancies has begun, with applications due to the City Clerk’s Office by June 14, 2013.

(b) The agenda or the next Commission meeting on June 19, 2013 will include Election of Officers for 2013-2014, 2015 Comprehensive Plan Update, and the Commission’s Annual Report for 2012-2013.

(c) The meeting on July 3, 2013 will be canceled.

(d) Mr. Boudet informed the Commissioners that concerning the Commission’s recommendations on the 2013 Annual Amendment, the City Council had conducted a public hearing on May 21, and the Infrastructure, Planning and Sustainability Committee is scheduled on June 12 to review the public testimony and consider some minor revisions before making a recommendation to the Council. The Council’s first and final readings of ordinances for adoption are scheduled for, respectively, June 18 and 25, 2013.

ADJOURNMENT

The meeting was adjourned at 6:20 p.m.
To: Planning Commission  
From: Stephen Atkinson, Planning Services Division  
Subject: 2015 Comprehensive Plan Update  
Meeting Date: June 19, 2013  
Memo Date: June 13, 2013

At the next meeting on June 19, 2013, the Planning Commission will review a draft scope of work, schedule, and public participation plan for the 2015 Comprehensive Plan Update. The update will be accomplished through a phased approach, beginning in 2013 and concluding in June of 2015. Staff is seeking feedback regarding issues, concerns, new research, or ideas that the Commission would like to have included within the scope of work and staff review. Staff expects to have a final draft of the Scope of Work and Public Participation Plan adopted by the City Council in September 2013.

Tacoma’s Comprehensive Plan is the City’s official statement concerning its vision for future growth and development. It identifies goals, policies, and strategies for maintaining the health, welfare, and quality of life of Tacoma’s residents. The Comprehensive Plan is comprised of numerous individual elements, including elements addressing land use, neighborhoods, housing, transportation, cultural resources, recreation and open space, capital facilities, downtown, and the environment.

The City of Tacoma amends its Comprehensive Plan on an annual basis as permitted by the Growth Management Act (GMA). In addition to these regular amendments, the GMA requires counties and cities to periodically conduct a thorough review of their plans and regulations to bring them in line with any relevant changes in the GMA, and to accommodate updated growth targets. Tacoma last completed a “periodic update” in 2004. RCW 36.70A.130 establishes the review procedures and schedule for Comprehensive Plan amendments and periodic review. The City of Tacoma is scheduled to complete the periodic review on or before June 30, 2015.

The focus of this update will be to extend the planning horizon to 2040, comply with regional and state requirements that have changed since 2004, and to implement City Council direction and recommendations from current and previous studies to accommodate the growth allocations for the City of Tacoma as adopted in Vision 2040.

Attached are a copy of the draft Scope of Work and Public Participation Plan, the Vision 2040 Executive Summary brochure, as well as a copy of the Puget Sound Regional Council (PSRC) Reporting Tool, which the City is required to use for PSRC plan certification.

If you have any questions, please contact me at 591-5531 or satkinson@cityoftacoma.org.

Attachments

c: Peter Huffman, Interim Director
Tacoma 2040:
Growing Tomorrow’s City

2015 Comprehensive Plan Periodic Review and Update
DRAFT Scope of Work and Public Participation Plan

City of Tacoma
Planning and Development Services Department
747 Market Street, Room 345
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1. Introduction
The Puget Sound region was home to almost 3.6 million people in 2007 and is continuing to grow — due to natural increases in the population, as well as people moving here in pursuit of job opportunities and to enjoy the area’s quality of life. The region has a relatively young and very well-educated labor force in comparison to the nation, which it attracts from other parts of the country and the world.

The region is forecast to reach a population of nearly 5 million people by 2040. King County is expected to receive the largest share of the forecast growth; however, if trends over the last 30 years continue to hold, an increasing share of the growth is likely to be absorbed by Kitsap, Pierce and Snohomish counties.

The region’s total employment in 2007 was almost 2 million jobs. Consistent with national trends, the region’s economy is shifting away from its traditional manufacturing, industrial, and resource-based jobs toward a services base. This trend is forecast to continue as the region grows to more than 3 million jobs by 2040.

As part of the regional growth strategy local jurisdictions are required to plan to accommodate an allocation of future regional population and employment growth. The City of Tacoma must plan for 127,000 additional residents and 97,000 jobs by 2040. This growth will place considerable demands on the City’s existing infrastructure and land supply.

Our mission is to guide our expected community growth in a manner that protects our environmental resources, enhances our quality of life, promotes distinctive neighborhoods and a vibrant downtown, and involves citizens in the decisions that affect them.
1.1 Project Overview
Tacoma’s Comprehensive Plan is the City's official statement concerning its vision for future growth and development. It identifies goals, policies, and strategies for maintaining the health, welfare, and quality of life of Tacoma’s residents. The Comprehensive Plan is comprised of numerous individual elements, including elements addressing land use, neighborhoods, housing, transportation, cultural resources, recreation and open space, capital facilities, downtown, and the environment.

The City of Tacoma amends its Comprehensive Plan on an annual basis as permitted by state law. In addition to these regular amendments, the Growth Management Act (GMA) requires counties and cities to periodically conduct a thorough review of their plans and regulations to bring them in line with any relevant changes in the GMA, and to accommodate updated growth targets. Tacoma last completed a “periodic update” in 2004. RCW 36.70A.130 establishes the review procedures and schedule for Comprehensive Plan amendments and periodic review. The City of Tacoma is scheduled to complete the periodic review on or before June 30th 2015.

The focus of this update will be to extend the planning horizon to 2040, comply with regional and state requirements that have changed since 2004, and to implement Council direction and recommendations from current and previous studies to accommodate the growth allocations for the City of Tacoma as adopted in Vision 2040.
1.2 Assumptions

**Assumption 1.** The City of Tacoma Comprehensive Plan is amended annually with consideration given to state, regional, and county-wide policies. Therefore, the foundation of the existing Comprehensive Plan is still relevant and appropriate.

**Assumption 2.** The City is currently engaged in subarea planning for the Downtown Regional Growth Center that is expected to accommodate the majority of population and employment growth allocated to Tacoma for the plan horizon. This project assumes that the subarea plans will be adopted prior to the completion of the 2015 Comprehensive Plan update. The accommodation of growth within the designated Regional Growth Center will mitigate impacts from population and employment growth in the City’s other neighborhoods and single family residential areas.

**Assumption 3.** The Comprehensive Plan has grown to 25 elements. While the foundation of the existing Comprehensive Plan is still relevant and appropriate, the existing Comprehensive Plan elements will be reorganized to streamline the policies and remove redundancies.

**Assumption 4.** No additional staff or other resources will likely be available for the project. The project will likely be undertaken and completed by existing staff and a project team including representatives from other City Departments as well as public involvement.

**Assumption 5.** Though the Comprehensive Plan has been in effect since 1992, it is likely that the public, as well as other City Departments, are not familiar with the basic goals, purpose, and content of the Comprehensive Plan and some work will be required to provide educational and background materials on the Growth Management Act, Vision 2040 and the Tacoma Comprehensive Plan. This is an opportunity to perform outreach on the role and function of the Comprehensive Plan.
2. Update Strategy

Phase 1: Develop a Scope of Work and Public Participation Plan

Intent: To develop a scope of work and public participation plan in collaboration with the Planning Commission and City Council to ensure alignment of policy and public participation goals and priorities between staff, Commissioners, and Councilmembers.

Outcome:

- Resolution adopting the Scope of Work and Public Participation Plan by the City Council.

Completed: September 2013.

Phase 2: Visioning and Growth Strategy Update

Intent: Articulate a clear vision for how the City of Tacoma will look, function, and perform in the year 2040 with a strategy for accommodating and attracting population and employment growth in accordance with regional allocations. The Growth Strategy update will include a review of the City’s mixed-use centers, corridors, concentration, land use designations and intensities, and introduce each policy element and how it supports the vision and strategy.

Data Needs and Analysis:

- Update community economic profile
- Buildable and redevelopable lands capacity
- City-wide neighborhood walkability assessment

Outcomes:

- Vision and Growth Strategy adopted by City Council as part of the Annual Amendment to the Comprehensive Plan.
- Updated Land Use Designation maps
- Updated Generalized Land Use maps
- Complete Preliminary Data and Technical Analysis Complete

Completed: June 2014.
Phase 3: Comprehensive Plan Element Review and Update

Intent: To develop a more usable, integrated and communicative Plan that fully implements the Vision and Growth Strategy.

Outcomes:

- Amended policy and implementation elements consistent with adopted Vision and Growth Strategy, Growth Management Act, Multi-County Planning Policies, and County-wide Planning Policies

Completed: June 2015.

Phase 4: Plan Review and Certification

Intent: The Growth Management Act (GMA) emphasizes intergovernmental coordination and consistency. The PSRC Policy and Plan Review Process is designed to further regional coordination and to satisfy requirements in the GMA to certify countywide planning policies and the transportation-related provisions in local comprehensive plans.

Certification is a requirement for jurisdictions and agencies that intend to apply for PSRC funding.

Outcomes:

- Completed Reporting Tool
- Certification of Plan

Completed: End of year 2015.
3. Schedule

Summer 2013

- Initiate Phase 1: Internal and external stakeholder meetings regarding scope of work.
- Select and convene Transportation Commission
- Draft Scope of Work and Public Participation Plan
- North Downtown Subarea Plan kickoff

September 2013

- Council Adoption of Scope of Work and Public Participation Plan by Resolution
- Select Visioning Committee members

October 2013 – January 2014

- Initiate Phase 2: Convene Visioning Committee
- Neighborhood Workshops (one in each Council District)
- Community Summit
- Adoption of Subarea Plans for the Downtown Regional Growth Center
- Provide periodic update to Infrastructure, Planning and Sustainability Committee

February 2014

- Transmit Committee Draft Vision and Growth Strategy to Planning Commission
- Discuss Committee Draft Vision and Growth Strategy with Infrastructure, Planning and Sustainability Committee

March 2014

- Public Hearing and Comment Period for Draft Vision and Growth Strategy
- Initiate Phase 3: Begin draft revision and reorganization of Comprehensive Plan elements

April 2014

- Evaluate and respond to public testimony
- Present public testimony, issues, and staff responses to Infrastructure, Planning and Sustainability Committee

May 2014
• Planning Commission Recommendation to Council

June 2014

• City Council adoption of Vision and Growth Strategy
• Draft of the Transportation Plan Element incorporated into draft Comprehensive Plan
• Complete draft of revised Comprehensive Plan
• Present draft to Infrastructure, Planning and Sustainability Committee

July 2014 – September 2014

• Public outreach for draft of revised Comprehensive Plan

October 2014

• Initiate Planning Commission review of staff draft Comprehensive Plan

January 2015

• Set Planning Commission Public Hearing date
• 60-day Notice to the State and other notifications
• Provide update to Infrastructure, Planning and Sustainability Committee

February 2015

• Planning Commission Public Hearing and Comment Period

March 2015

• Planning Commission Recommendation to Council
• Provide update to Infrastructure, Planning and Sustainability Committee

April 2015

• Infrastructure, Planning and Sustainability Committee recommendation

May 2015

• City Council Public Hearing

June 2015

• City Council adoption
• Initiate Phase 4: Submit Plan and Plan Review Toolkit to PSRC for certification
4. Milestones

Public Participation

- **Summer 2013**: Kickoff
- **September 2013**: Final Scope of work and Public Participation Plan
- **February 2014**: Draft Vision and Growth Strategy
- **June 2014**: Vision and Growth Strategy Adopted by Council
- **January 2015**: PC Draft of Comprehensive Plan
- **March 2015**: PC Recommendation to Council
- **June 2015**: City Council Adoption

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**Tacoma 2040** Scope of Work - DRAFT

June 19, 2013
5. Public Participation Plan

5.1 Public Participation Objectives
The specific public participation objectives for the City of Tacoma Comprehensive Plan update are to:

1. Enhance the quality of and support for the Comprehensive Plan through meaningful public and agency participation in the preparation of the Plan update.
2. Balance the interests of our community with the interests of the State and Region.
3. Identify issues early and resolve conflicts during the planning process.
4. Comply with and exceed all state laws and regulations related to public participation and agency coordination.

5.2 Public Participation Tools
1. The City shall encourage public participation in all phases of the planning process and offer extensive opportunities for communication and involvement, including but not limited to:
   • Conduct stakeholder meetings for detailed discussions and exchange of ideas.
   • Conduct community forums to facilitate informal discussion among all citizens and to disseminate information, review maps and other proposals.
   • Publicize early in the process to allow adequate time for response.
   • Consider and respond to all comments received.
   • Encourage written and verbal comments.
   • Provide multiple opportunities and methods to submit comments.

2. The City shall use, as appropriate, the following methods to advertise meetings, inform the public and disseminate planning information:
   • Newspaper Advertisements
   • Newspaper Legal Notices
   • Direct mail and e-mail lists (of interested or affected people and organizations)
   • Press Releases to local newspapers
   • City of Tacoma Municipal Cable TV
   • City Web Site – Information on the planning process, schedules and involvement opportunities and posting of draft documents
   • Draft documents available for review at City offices and library branches
   • Flyer inserts in utility mailings
   • Social media – Use of social media tools including Facebook, Twitter, RSS feeds and similar internet social network tools
3. The City shall use, as appropriate, the following methods for obtaining information from the public:
   • E-Survey
   • Citizen’s Committee
   • Public Workshop
   • Public Hearing
   • Attend community sponsored events and meetings

5.3 Key Stakeholder Groups

Adjacent Jurisdictions

The City will notify adjacent jurisdictions of meeting dates, draft materials, and public hearing dates and will consult with adjacent jurisdictions throughout the Comprehensive Plan update process. Adjacent jurisdictions for the City of Tacoma include: City of Fife, City of Federal Way, Town of Ruston, City of Fircrest, City of University Place, Puyallup Tribe of Indians, and Pierce County.

Community Council and Neighborhood Councils

In 1992, the City Council established Tacoma’s eight Neighborhood Councils to advise them on issues of local importance and to seek consensus among residents on specific plans of action. The Neighborhood Councils also undertake a wide range of neighborhood improvements in collaboration with staff from the City of Tacoma and other agencies.

Cross District Association and Neighborhood Business Districts

The Cross District Association (CDA) enhances Tacoma’s business district associations’ ability to flourish by sharing information, offering promotional opportunities, and supporting leadership and organizational development.

This non-profit business organization represents all of the Neighborhood Business Districts in the City of Tacoma through its efforts to promote, organize, advocate for, and develop the economy and community found in those districts.

Public Agencies

Numerous public agencies act as primary service providers both within Tacoma and within Pierce County. The service functions of these agencies are often directly related to policies and
implementation strategies within the Comprehensive Plan and are essential partners in carrying forward the policy intent of the Comprehensive Plan. These agencies include Pierce Transit, Sound Transit, Tacoma School District, Metro Parks Tacoma, Port of Tacoma, Tacoma-Pierce County Health Department, and Tacoma Public Utilities. Involving these agencies at the outset of the Comprehensive Plan update will be essential to developing a plan that enrolls these agencies as partners and advances our common interests in making Tacoma the best City that it can be.

**Vision and Growth Strategy Advisory Committee**

The City will convene a committee with representatives from diverse public and private organizations, agencies, and interests to discuss, develop and recommend a vision and updated growth strategy for the Comprehensive Plan. The recommendation will be forwarded to the Planning Commission for public review and comment. The committee will be comprised of representatives from diverse interests, backgrounds, agencies and organizations, which may include:

Port of Tacoma
Bicycle and Pedestrian Action Committee
Downtown on the Go!
Tacoma-Pierce County Chamber of Commerce
Tacoma-Pierce County Health Department
Community Council
Cross District Association
Go Local!
Master Builders Association
Metro Parks Tacoma
Tacoma School District
Transportation Commission
Planning Commission
Sustainability Commission
Planning Commission

The Tacoma Planning Commission is the primary means for citizen involvement in the
Comprehensive Plan update. The Commission is a nine member citizen advisory body
responsible for advising the City Council on all land use matters. The public will be notified of
Planning Commission meetings through direct mailings, legal notices, and information on the
City’s website. The Commission will review draft policies and text sections of the
Comprehensive Plan as they are developed. The draft revisions will be widely circulated prior to
public hearings conducted by the Planning Commission. The Commission will review public
testimony and make final modifications to proposed revisions before making recommendations
to the Council.

City Council

The City Council Infrastructure, Planning and Sustainability Committee (IPS) will provide
guidance on critical issues and questions throughout the update process. IPS Committee
meetings are open to the public and public notification is provided prior to Committee meeting.
In addition, the full Council will hold at least one public hearing to receive public comment
before adopting any revisions to the Comprehensive Plan. Public testimony will also be
accepted at first and second reading of adopting ordinances.
6. Project Team

Planning and Development Services Department
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Additional Information
City of Tacoma Planning and Development Services Website: www.cityoftacoma.org/planning

Puget Sound Regional Council: www.psrc.org

Washington State Growth Management Act (RCW 36.70a):
http://apps.leg.wa.gov/rcw/?cite=36.70a
8. Appendix: Background Information for Review

**Washington State Growth Management Act**
The Washington State Growth Management Act, first passed in 1990, mandates local comprehensive planning in heavily populated and high growth areas of the state. It establishes 13 broad goals, such as managing urban growth, protecting agricultural, forestry, and environmentally sensitive areas, protecting property rights, reducing sprawl, and encouraging efficient multimodal transportation systems. The City of Tacoma will perform a consistency review and update the Comprehensive Plan in accordance with the mandatory elements of the Growth Management Act. The City may choose to incorporate optional elements in addition to the following.

**Mandatory Elements**
The following are required elements of a local comprehensive Plan:

1. **Land Use**
   A land use element designating the proposed general distribution and general location and extent of the uses of land, where appropriate, for agriculture, timber production, housing, commerce, industry, recreation, open spaces, general aviation airports, public utilities, public facilities, and other land uses. The land use element shall include population densities, building intensities, and estimates of future population growth. The land use element shall provide for protection of the quality and quantity of groundwater used for public water supplies. Wherever possible, the land use element should consider utilizing urban planning approaches that promote physical activity. Where applicable, the land use element shall review drainage, flooding, and storm water run-off in the area and nearby jurisdictions and provide guidance for corrective actions to mitigate or cleanse those discharges that pollute waters of the state, including Puget Sound or waters entering Puget Sound.

2. **Economic Element**
   An economic development element establishing local goals, policies, objectives, and provisions for economic growth and vitality and a high quality of life.

   The element shall include:
   a. A summary of the local economy such as population, employment, payroll, sectors, businesses, sales, and other information as appropriate;
   b. A summary of the strengths and weaknesses of the local economy defined as the commercial and industrial sectors and supporting factors such as land use,
transportation, utilities, education, workforce, housing, and natural/cultural resources; and
c. An identification of policies, programs, and projects to foster economic growth and development and to address future needs.

3. Transportation
   a. Land use assumptions used in estimating travel;
   b. Estimated traffic impacts to state-owned transportation facilities resulting from land use assumptions to assist the department of transportation in monitoring the performance of state facilities, to plan improvements for the facilities, and to assess the impact of land-use decisions on state-owned transportation facilities;
   c. Facilities and services needs, including:
      i. An inventory of air, water, and ground transportation facilities and services, including transit alignments and general aviation airport facilities, to define existing capital facilities and travel levels as a basis for future planning. This inventory must include state-owned transportation facilities within the city or county's jurisdictional boundaries;
      ii. Level of service standards for all locally owned arterials and transit routes to serve as a gauge to judge performance of the system. These standards should be regionally coordinated;
      iii. For state-owned transportation facilities, level of service standards for highways, as prescribed in chapters 47.06 and 47.80 RCW, to gauge the performance of the system.
   b. Specific actions and requirements for bringing into compliance locally owned transportation facilities or services that are below an established level of service standard;
   c. Forecasts of traffic for at least ten years based on the adopted land use plan to provide information on the location, timing, and capacity needs of future growth;
   d. Identification of state and local system needs to meet current and future demands. Identified needs on state-owned transportation facilities must be consistent with the statewide multimodal transportation plan required under chapter 47.06 RCW;
   d. Finance, including:
      i. An analysis of funding capability to judge needs against probable funding resources;
      ii. A multiyear financing plan based on the needs identified in the comprehensive plan, the appropriate parts of which shall serve as the
basis for the six-year street, road, or transit program required by RCW 35.77.010 for cities, RCW 36.81.121 for counties, and RCW 35.58.2795 for public transportation systems. The multiyear financing plan should be coordinated with the ten-year investment program developed by the office of financial management as required by RCW 47.05.030;

iii. If probable funding falls short of meeting identified needs, a discussion of how additional funding will be raised, or how land use assumptions will be reassessed to ensure that level of service standards will be met;

e. Intergovernmental coordination efforts, including an assessment of the impacts of the transportation plan and land use assumptions on the transportation systems of adjacent jurisdictions;

f. Demand-management strategies;

g. Pedestrian and bicycle component to include collaborative efforts to identify and designate planned improvements for pedestrian and bicycle facilities and corridors that address and encourage enhanced community access and promote healthy lifestyles.

4. Housing

A housing element ensuring the vitality and character of established residential neighborhoods that:

a. Includes an inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth;

b. includes a statement of goals, policies, objectives, and mandatory provisions for the preservation, improvement, and development of housing, including single-family residences;

c. identifies sufficient land for housing, including, but not limited to, government-assisted housing, housing for low-income families, manufactured housing, multifamily housing, and group homes and foster care facilities; and

d. makes adequate provisions for existing and projected needs of all economic segments of the community.

5. Capital Facilities

A capital facilities plan element consisting of:

a. An inventory of existing capital facilities owned by public entities, showing the locations and capacities of the capital facilities;

b. a forecast of the future needs for such capital facilities;

c. the proposed locations and capacities of expanded or new capital facilities;
d. at least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and

e. a requirement to reassess the land use element if probable funding falls short of meeting existing needs and to ensure that the land use element, capital facilities plan element, and financing plan within the capital facilities plan element are coordinated and consistent. Park and recreation facilities shall be included in the capital facilities plan element.

6. Utilities
A utilities element consisting of the general location, proposed location, and capacity of all existing and proposed utilities, including, but not limited to:
   a. electrical lines,
   b. telecommunication lines, and
   c. natural gas lines.

7. Parks and Recreation
A park and recreation element that implements, and is consistent with, the capital facilities plan element as it relates to park and recreation facilities.
The element shall include:
   a. Estimates of park and recreation demand for at least a ten-year period;
   b. An evaluation of facilities and service needs;
   c. An evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand.

8. Port
A Container Port element that:
   a. Defines and protects the core areas of port and port-related industrial uses within the city;
   b. Provides reasonably efficient access to the core area through freight corridors within the city limits; and
   c. Identifies and resolves key land use conflicts along the edge of the core area, and minimize and mitigate, to the extent practicable, incompatible uses along the edge of the core area.
**Vision 2040 Multi-County Planning Policies (MPPs)**

VISION 2040 provides a regional framework for achieving the goals of the Growth Management Act, by building on and supporting local, county, regional, and state planning efforts. VISION 2040 identifies a growth pattern that accommodates future population and employment growth in a way that minimizes adverse impacts on the environment.

This growth pattern can be more efficiently served by infrastructure and services, and supports the growth of a clean economy. It provides the framework for the region to take the necessary public policy steps to bend development trends where necessary to promote a growth pattern that transitions the region into a more sustainable way of living.

The City of Tacoma will perform a consistency review and update the Comprehensive Plan in accordance with the vision, goals, and policies of Vision 2040.

**A Vision for 2040**

Our vision for the future advances the ideals of our people, our prosperity, and our planet. As we work toward achieving the region’s vision, we must protect the environment, support and create vibrant, livable, and healthy communities, offer economic opportunities for all, provide safe and efficient mobility, and use our resources wisely and efficiently. Land use, economic, and transportation decisions will be integrated in a manner that supports a healthy environment, addresses global climate change, achieves social equity, and is attentive to the needs of future generations.

**Regional Goals:**

**Environment.** The region will care for the natural environment by protecting and restoring natural systems, conserving habitat, improving water quality, reducing greenhouse gas emissions and air pollutants, and addressing potential climate change impacts. The region acknowledges that the health of all residents is connected to the health of the environment. Planning at all levels should consider the impacts of land use, development patterns, and transportation on the ecosystem.

**Development Patterns.** The region will focus growth within already urbanized areas to create walkable, compact, and transit-oriented communities that maintain unique local character. Centers will continue to be a focus of development. Rural and natural resource lands will continue to be permanent and vital parts of the region.

**Housing.** The region will preserve, improve, and expand its housing stock to provide a range of affordable, healthy, and safe housing choices to every resident. The region will continue to promote fair and equal access to housing for all people.
**Economy.** The region will have a prospering and sustainable regional economy by supporting businesses and job creation, investing in all people, sustaining environmental quality, and creating great central places, diverse communities, and high quality of life.

**Transportation.** The region will have a safe, cleaner, integrated, sustainable, and highly efficient multimodal transportation system that supports the regional growth strategy, promotes economic and environmental vitality, and contributes to better public health.

**Public Services.** The region will support development with adequate public facilities and services in a coordinated, efficient, and cost-effective manner that supports local and regional growth planning objectives.

**Countywide Policies (CPPs)**
A review of CPPs was conducted in December 2012, and concluded that:

1. The Comprehensive Plan is consistent with the CPPs; it contains appropriate policy provisions that correspond to the recent amendments to the CPPs;

2. There are opportunities to strengthen the Comprehensive Plan’s language pertaining to such policy issues as:
   a. Growth targets
   b. Affordable housing allocations
   c. Urban design
   d. Health
   e. Climate change
   f. Air quality
   g. Sustainable transportation.

**Other Local and Regional Initiatives**
The City will review the following local and regional planning initiatives and strategies for potential policy inclusion in the updated Comprehensive Plan.

**Growing Transit Communities Strategy**
The purpose of the strategy is to present consensus approaches for developing thriving neighborhoods around high-capacity transit areas, and to provide tools and resources to implement adopted regional and local plans.

The goals and recommendations in the Growing Transit Communities Strategy are wide-ranging, developed with the recognition that some approaches may work in some locations but not in others, and that each partner retains flexibility to pursue the actions most appropriate to local needs and conditions.
Regional Food Policy
Tacomans are increasingly interested in how they can play a role in helping their community protect farmland, support the local food economy, improve public health, and increase access to fresh, local food.

Climate Change and Tacoma’s Climate Action Plan
In early 2007, the Tacoma City Council and then Mayor Bill Baarsma commissioned the Green Ribbon Task Force on Climate Change to make recommendations to the City Council, defining strategies that the community could take to reduce greenhouse gas (GHG) emissions. The intention was to implement steps to ensure the City could align itself with the reduction goals stated in the Kyoto Protocol.

Tacoma’s Climate Action Plan establishes carbon reduction goals for the City and community and offers more than 40 strategies to achieve those goals.

Regional Industrial Lands Analysis
PSRC is in the process of updating the analysis of industrial employment, estimates of industrial land supply, estimates of demand for industrial land, and evaluation of zoning and development regulations in the region. PSRC estimates the analysis will be completed by summer 2014.

Regional Economic Strategy
The Regional Economic Strategy is an active blueprint to ensure the region’s long term sustainable economic prosperity. It outlines the Prosperity Partnership’s initiatives for improving the five foundation areas of the economy: education and workforce development, business climate, entrepreneurship and innovation, infrastructure, and quality of life. Each foundation has a set of strategies – there are over two dozen strategies to achieve the region’s economic development goals.

The Economy Report assesses industry cluster and foundational issues associated with successful economic development strategies and creates a context for understanding the central Puget Sound’s competitive position relative to peer regions. Industry clusters include: Aerospace, Business Services, Clean Technology, Information Technology, Life Science and Global Health, Maritime, Military, Philanthropies, Tourism and Visitors, and Transportation and Logistics.

LEED Neighborhood Development
In 2012 the City of Tacoma was selected by Smart Growth America (SGA) from a national pool of applicants to receive a free smart growth technical assistance workshop titled “Using LEED-DN to Accelerate the Development of Sustainable Communities.” The program is sponsored by SGA, in partnership with the U.S. Environmental Protection Agency’s Building Blocks for...
Sustainable Communities program and is intended to promote the implementation of smart growth principles at the local level.

The LEED-ND rating system is a set of measures for judging and certifying the sustainability of a neighborhood, similar to LEED certification of a green building, but at the neighborhood scale. The City held a workshop in April 2012 on incorporating LEED-ND into the City’s ongoing South Downtown and Martin Luther King Jr. Subarea Plans.

**Housing Innovations**

PSRC’s Housing Innovations Program (HIP) is a collection of planning resources for local governments in the central Puget Sound region. The program aims to provide local jurisdictions with information about housing and planning best practices successfully used across the nation to facilitate the production and preservation of affordable housing and compact development in their communities.

**Sustainability Tools for Assessing and Rating Communities (STAR)**

The STAR Community Rating System (STAR) is a voluntary framework for evaluating, quantifying, and improving the livability and sustainability of U.S. communities.

The STAR Community Rating System combines:

- A framework for sustainability encompassing the social, economic and environmental dimensions of community;
- A rating system that drives continuous improvement and fosters competition; and
- An online system that gathers, organizes, analyzes, and presents information required to meet sustainability goals.

The City of Tacoma Office of Environment and Sustainability will be conducting a STAR rating evaluation for the City of Tacoma in 2013-2014. The findings of the rating will be reviewed for potential policy implications for the Comprehensive Plan.

**Downtown Regional Growth Center Subarea Plans**

**South Downtown Subarea Plan**

The City of Tacoma has received $500,000 to develop a long-range Subarea Plan and area-wide SEPA Environmental Impact Statement (EIS) for future development and infrastructure investments in South Downtown. These documents will build on the concepts and strategies described in the 2008 Tacoma Dome District Development Strategy Update, the 2010 Brewery District Development Concept Study, University of Washington Tacoma Master Plan and other existing studies, reports and policy documents.

**Tacoma 2040 Scope of Work - DRAFT**

June 19, 2013
North Downtown Subarea Plan

The City has received $50,000 of grant funding from the State Community Economic Revitalization Board (CERB) to complete a Subarea Plan and Environmental Impact Statement for North Downtown. For the purpose of the project, the North Downtown Subarea encompasses such major districts in the northern portion of Downtown Tacoma as the Commercial Core, Thea Foss Waterway, St. Helens, and Stadium.

The intent of the project is to develop an innovative area-wide long-range plan for the north end of downtown Tacoma and to complete the pre-development environmental review that will identify how to address environmental and community issues, ultimately reducing development uncertainties and risks for future projects and defining implementation time lines.

The project team will work closely with property owners, businesses, residents and community members to ensure that the priorities of these key stakeholders are represented in the outcomes of this project.

MLK Jr. Way Subarea Plan

The purpose of the MLK Subarea Plan is to anticipate, promote and guide the long-term redevelopment of the MLK subarea including the district core, hospitals, and residential neighborhoods. The proposed Subarea Plan will supplement current Tacoma policies governing the environment, land use, economics, transportation, design resources, parks and recreation, public services, and utilities to implement the MLK Subarea Plan and to conform to state requirements.

Implementation actions will revise zoning and apply organizational approaches, economic and business recruitment, arts and cultural promotions, historical preservation objectives, complete street typologies, multi-modal transportation plans and projects including streetcar, bike, and pedestrian facilities, sustainability measures, and initiate catalytic projects for city and privately owned key properties, among other measures.

Urban Design

Urban Design policies are interspersed throughout the Comprehensive Plan. In addition the City has recently developed multiple urban design-related policy and guideline documents, including the Complete Streets Design Guidelines, Bicycle and Pedestrian Design Guidelines, and the Tacoma Waterfront Design Guidelines. These documents and policies will be reviewed as part of the Comprehensive Plan update and consideration will be given to developing an urban design element for the Comprehensive Plan.
The Puget Sound Regional Council adopted VISION 2040 in April 2008. VISION 2040 is the result of a process undertaken by the region’s elected officials, public agencies, interest groups, and individuals to establish a common vision for the future. VISION 2040 consists of:

- An environmental framework
- A regional growth strategy
- Policies to guide growth and development
- Actions to implement
- Measures to track progress

“People, prosperity and planet” is the central theme of VISION 2040 and conveys that the people of our region, our economic prosperity, and our relationship to the planet are tied together in mutually supportive and interdependent ways. This means as a region we cannot achieve our social and environmental goals without economic prosperity and that the achievement of economic prosperity is strongly related to social well-being and environmental quality. VISION 2040 commits us to using our resources in thoughtful ways that do not compromise the ability of future generations to meet their needs.

A VISION For How and Where the Region Grows

VISION 2040 promotes an environmentally friendly growth pattern that will contain the expansion of urban growth areas, conserve farmland and forest lands, support compact communities where people may both live and work, and will focus new employment and housing in vibrant urban centers. It includes a set of multicultural planning policies (required by the Growth Management Act) that provide an integrated framework for addressing land use, economic development, transportation, public facilities, and environmental issues.

VISION 2040 provides clear and specific guidance for the distribution of population and employment growth into types of places defined as “regional geographies.” The largest share of growth is distributed to metropolitan and core cities — places with designated regional growth centers that are already connected by major transportation corridors and high capacity transit.

Within the metropolitan and core cities, VISION 2040 supports concentrating population and employment growth in regionally designated growth centers. These centers serve as hubs for regional transportation, public services and amenities. The table below shows the distribution of growth called for in VISION 2040.

**Helps Local Government**

All levels of government in the central Puget Sound’s four counties (King, Kitsap, Pierce, and Snohomish) will use VISION 2040 as a regional framework for making local decisions.

VISION 2040 helps leaders accomplish common objectives that transcend jurisdictional borders. It also helps agencies, interest groups, and individuals work toward achieving regional goals.

**Population by Regional Geography**

The Regional Growth Strategy in VISION 2040 anticipates the distribution of an additional 1,712,000 people to regional geographies in the central Puget Sound region. These different types of places will accommodate growth depending on their particular characteristics and the role they play in the region. This chart shows the amount of growth by number and percent envisioned for each regional geography. Population targets for individual cities and towns are set at the local level.

**Population Growth 2000–2040**

The Regional Growth Strategy focuses the majority of the region’s employment and housing growth into both metropolitan and core cities, which together contain more than two dozen designated regional growth centers. Centers in other larger cities also play an important and increased role over time as places that accommodate growth.

At a smaller scale, locally identified city and town centers provide services and housing that support vital and active communities at intensities appropriate to smaller municipalities. Growth in the unincorporated urban growth area is prioritized in areas that are affiliated for annexation into incorporated jurisdictions. Significantly less residential growth would occur in the region’s rural areas.

**Central Puget Sound Regional Growth Strategy**

This is a map of the Regional Growth Strategy including the location of regional geographies, designated regional centers, and major transportation corridors.

**Summary**

VISION 2040 provides clear regional agreement on a path to the future. It:

- Builds on established regional objectives and addresses emerging issues
- Reflects the views of central Puget Sound jurisdictions, public agencies, interest groups, and individuals
- Offers a regional context for decision-making at all levels of government

VISION 2040 contains policy guidance, concrete actions, and measurable objectives to assist the region’s cities, towns, businesses and organizations in taking steps towards making our vision for the future a reality.
VISION 2040 advances the ideals of the region’s people, prosperity, and planet.

The central Puget Sound region’s vision is to protect the environment, support and create vibrant, livable and healthy communities, offer economic opportunities for all, provide safe and efficient mobility, and make wise and efficient use of resources.

There is agreement that land use, economic, and transportation decisions will be integrated in a manner that supports a healthy environment, addresses global climate change, achieves social equity, and is attentive to the needs of future generations.

Puget Sound Regional Council • psrc.org
REPORTING TOOL – COMPREHENSIVE PLAN

This reporting tool is designed to assist jurisdictions in updating or amending their comprehensive plans. In the first space below, please provide a brief description of what materials are being submitted. Then proceed with completing the two parts of the reporting tool itself:

Part I - Checklist: This lists out key provisions that should be addressed in a comprehensive plan.

Part II - Submittal Form Questions: Brief responses that explain how the comprehensive plan being submitted addresses VISION 2040.

DESCRIPTION OF SUBMITTED MATERIALS

Explain the nature of the comprehensive plan materials being submitted for review, including the date adopted. For example, is this a full plan update, a revised plan element, or a set of annual amendments?

EXPLAIN HERE:

Using this checklist below, please indicate the VISION 2040 provisions that the local comprehensive plan addresses. If there are certain VISION 2040 issues that are not addressed by the local comprehensive plan, please provide an explanation of these in PART II of the reporting tool (questions).

PART I: CHECKLIST

VISION 2040 Statement

✓ A VISION 2040 statement of how the comprehensive plan addresses the multicounty planning policies and the planning requirements in the Growth Management Act is included

General Multicounty Planning Policies

✓ Describe planning coordination with other jurisdictions and agencies (including, where appropriate tribes) (MPP-G-1)
✓ Describe efforts to identify existing and new funding for infrastructure and services (MPP-G-4)

The Environment
### PART I: CHECKLIST

#### Stewardship

- Address the natural environment in all aspects of local planning, basing decision-making on the environmental best-information available; incorporate regionwide planning initiatives, such as the Department of Ecology’s water resource inventory areas (WRIA) process – or actions based on guidance from the International Council for Local Environmental Initiatives (ICLEI) *(MPP-En-1 through 7; En-Action-11)*

#### Earth & Habitat

- Identify open space areas and develop programs for protecting and/or acquiring these areas *(MPP-En-8 and 9)*
- Coordinate planning for critical areas and habitat with adjacent jurisdictions *(MPP-En-9 through 11)*
- Include provisions for protecting and restoring native vegetation *(MPP-En-12)*

#### Water Quality

- Take actions to maintain hydrological functions within ecosystems and watersheds, including restoration of shorelines and estuaries, as well as reducing pollution in water *(MPP-En-13 through 16)*

#### Air Quality

- Include policies and implementation actions to address federal and state clean air laws and the reduction of pollutants including greenhouse gases *(MPP-En-17 through 19)*
- Incorporate the Puget Sound Clean Air Agency’s adopted growth management policies into the comprehensive plan (see Appendix-E-1) *(MPP-En-17 through 19)*

#### Climate Change

- Include specific provisions to reduce greenhouse gas emissions; include provisions addressing adaptation to the effects of climate change *(MPP-En-16, 20 through 25, MPP-DP-45, MPP-T-5 through 7, MPP-PS-1, 12, 13; RCW 80.80.020)*

#### Development Patterns

#### Urban

- Document growth targets\(^1\) for population (expressed in housing units) and for employment *(MPP-DP-3)*
- Include provisions to develop compact urban communities and central places with densities that support transit and walking. *(MPP-DP-14)*
- Identify underused land and have provisions for redevelopment in a manner that supports the *Regional Growth Strategy*(MPP-DP-15)

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\(^1\) *Regional Growth Strategy and Planning Targets* - The Regional Growth Strategy in VISION 2040 provides guidance for local growth targets. Jurisdictions are asked to explain steps being taken to align with the regional guidance. It is recognized that the allocations in the Regional Growth Strategy are for 2040 and that the planning process between now and then may not be linear.
### PART I: CHECKLIST

#### Centers
- ✓ Identify one or more central places as locations for more compact, mixed-use development *(MPP-DP-11)*
- ✓ Demonstrate how funding has been prioritized to advance development in centers and central places *(MPP-DP-7, 10, 13; MPP-T-12; MPP-H-6)*

#### Unincorporated Urban Areas

- **for counties:**
  - ✓ Establish urban development standards for urban unincorporated areas that are compatible with adjacent municipalities *(MPP-DP-19)*
- **for cities:**
  - ✓ Include policies and programs to address annexation and the orderly transition of unincorporated areas to city governance *(MPP-DP-18)*

#### Rural for counties
- ✓ Include policies and programs to ensure that development in rural areas is rural in character, and employs environmentally sensitive and sustainable land use practices. *(MPP-DP-21 through 28)*
- ✓ Develop actions and measures to address vested development that conflicts with regional and local growth management objectives *(MPP-DP-25)*
- ✓ Include provisions to encourage development to occur in existing activity areas. *(MPP-DP-36)*
- ✓ Include provisions to avoid new and expanded roadways in rural areas, as well as facilities that would primarily serve urban populations. *(MPP-DP-27; MPP-T-28)*

#### Resource Lands
- ✓ Identify steps to limit development in resource areas. *(MPP-DP-29 through 32)*

#### Development Patterns – Orderly Development

#### Regional Design
- ✓ Incorporate design provisions in local plans and regulations that apply the *Transportation 2040 Physical Design Guidelines* *(Transportation 2040 Physical Design Guidelines)*
- ✓ Include guidelines for environmentally friendly and energy-efficient building *(MPP-DP-33 through 42)*
- ✓ Preserve historic, visual, and cultural resources *(MPP-DP-34)*
- ✓ Ensure that the design of public buildings contributes to a sense of community *(MPP-DP-38)*

#### Health and Active Living
- ✓ Include health provisions that address (a) healthy environment, (b) physical activity and well-being, and (c) safety *(MPP-DP-43 through 47; MPP-En-3, 19; MPP-T-4, 7, 11, 15, 16)*
## PART I: CHECKLIST

### Housing

- Include provisions to increase housing production opportunities, including diverse types and styles for all income levels and demographic groups (MPP-H-1 through 9)
- Include provisions to address affordable housing needs (MPP-H-1 through 9)
- State how regional housing objectives in VISION 2040 are being addressed – including housing diversity and affordability, jobs-housing balance, housing in centers, and flexible standards and innovative techniques (H-Action-1 and 2)

### Economic Development

- Include an economic development element that addresses: business, people, and places (Ec-Action-6; see MPP-Ec-1 through 22)
- Include provisions that address industry clusters (MPP-Ec-3)
- Focus retention and recruitment efforts on business that provide family wage jobs, industry clusters that export goods and services, and small/start up companies that are locally owned (MPP-Ec-1, 3, 4, 5)
- Include provisions and programs for distressed areas or areas with disadvantaged populations (MPP-Ec-11, 12)
- Ensure adequate housing growth in centers working collaboratively with the private sector – through the provision of infrastructure (MPP-Ec-6, 18, 20)

### Public Services

- Include provisions to promote more efficient use of existing services, such as waste management, energy, and water supply, through conservation – including demand management programs and strategies (MPP-PS-3, 7, 8, 11, 12, 13, 19)
- Include provisions to promote renewable energy and alternative energy sources (MPP-PS-12, 13; MPP-En-21 through 23; MPP-T-6)
- Include provisions to meet long-term water needs, including conservation, reclamation and reuse (MPP-PS-17 through 20; MPP-En-25)

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2 **Housing** - Jurisdictions should describe provisions and actions for meeting regional and local housing goals and targets – including affordable housing. Information should also address implementation strategies and actions, as well as monitoring programs for addressing housing goals and targets.
## PART I: CHECKLIST

### Transportation – VISION 2040 and Transportation 2040

#### Maintenance, Management and Safety
- Develop clean transportation programs and facilities, including actions to reduce pollution and greenhouse gas emissions from transportation \((MPP-T-5\ through\ 7))\)
- Incorporate environmental factors into transportation decision-making, including attention to human health and safety \((MPP-DP-44; MPP-T-7)\)
- Identify stable and predictable funding sources for maintaining and preserving existing transportation facilities and services \((MPP-G-4, 5; MPP-T-33)\)
- Include transportation system management and demand management programs and strategies \((MPP-T-2, 3, 11, 23, 24)\)
- Identify transportation programs and strategies for security and emergency responses \((MPP-T-8)\)

#### Supporting the Growth Strategy
- Focus system improvements to support existing and planned development as allocated by the Regional Growth Strategy \((MPP-T-9\ through\ 22)\)
- Prioritize investments in centers \((MPP-T-12; MPP-DP-7, 10, 13; MPP-H-6)\)
- Invest in and promote joint- and mixed-use development \((MPP-T-10)\)
- Include complete street provisions and improve local street patterns for walking and biking \((MPP-T-14\ through\ 16)\)
- Design transportation facilities to fit the community in which they are located (“context-sensitive design”); use urban design principles when developing and operating transportation facilities in cities and urban areas \((MPP-T-20, 21)\)

#### Greater Options and Mobility
- Invest in alternatives to driving alone \((MPP-T-23, 24)\)
- Ensure mobility of people with special needs \((MPP-T-25)\)
- Avoid new or expanded facilities in rural areas \((MPP-T-28; MPP-DP-27)\)
- Include transportation financing methods that sustain maintenance, preservation, and operations of facilities. \((MPP-T-33)\)

#### Linking Land Use and Transportation
- Integrate the ten Transportation 2040 physical design guidelines in planning for centers and high-capacity transit station areas \((MPP-T-21; Transportation 2040 Physical Design Guidelines)\)
- Use land use development tools and practices that support alternatives to driving alone – including walking, biking and transit use \((MPP-T-33)\)

#### Investments

*See Financing below*
**PART I: CHECKLIST**

**Transportation – Growth Management Act Requirements**

<table>
<thead>
<tr>
<th>Land Use Assumptions and Forecast of Travel Demand</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ Demonstrate that travel demand forecasts and transportation need assessments are always based on land use assumptions(^3) that correspond with the most recently adopted growth targets; ensure that population and employment assumptions are consistent throughout the comprehensive plan (i.e., land use element, transportation element, and housing element) RCW 36.70A.070(6)(a)(i)</td>
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<table>
<thead>
<tr>
<th>Service &amp; Facility Needs – including Level-of-Service Standards &amp; Concurrency</th>
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</thead>
<tbody>
<tr>
<td>✓ Include inventories for each transportation system, including roadways, transit, cycling, walking, freight, airports, and ferries RCW 36.70A.070(6)(a)(iii)(A)</td>
</tr>
<tr>
<td>✓ Establish level-of-service standards that promote optimal movement of people across multiple transportation modes RCW 36.70A.070(6)(a)(iii)(B); MPP-DP-54</td>
</tr>
<tr>
<td>✓ Include state facilities and reflect related level-of-service standards RCW 36.70A.070(6)(a)(iii)(C)</td>
</tr>
<tr>
<td>✓ Address multiple transportation modes in concurrency programs (RCW 36.70A.070(b) and 36.70A.108; MPP-DP-54 through 56)</td>
</tr>
<tr>
<td>✓ Tailor concurrency programs, especially for centers, to encourage development that can be supported by transit (MPP-DP-56)</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Financing and Investments – including Reassessment Strategy</th>
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<tbody>
<tr>
<td>✓ Include a multiyear financing plan, as well as an analysis of funding capability RCW 36.70A.070(6)(a)(iv)(A) and (B)</td>
</tr>
<tr>
<td>✓ Include a reassessment strategy to address the event of a funding shortfall RCW 36.70A.070(6)(a)(iv)(C)</td>
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<thead>
<tr>
<th>Intergovernmental Coordination</th>
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<tbody>
<tr>
<td>✓ Coordinate with neighboring cities, the county, regional agencies, and the state RCW 36.70A.070(6)(a)(v); MPP-G-1; MPP-T-9</td>
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<thead>
<tr>
<th>Demand Management</th>
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<tbody>
<tr>
<td>see also Maintenance, Management, and Safety above</td>
</tr>
<tr>
<td>✓ Identify demand management strategies and actions, including but not limited to programs to implement the Commute Trip Reduction Act. RCW 36.70A.070(6)(a)(vi); MPP-T-3; MPP-T-23; MPP-T-24</td>
</tr>
</tbody>
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\(^3\) The Transportation Element Must Be Based on the Land Use Assumptions in the Comprehensive Plan - A problem sometimes encountered in the certification of transportation-related provisions in local comprehensive plans is the use of different planning assumptions in the transportation element from the land use element. Comprehensive plans are to be internally consistent, which means that the same land use assumptions must be used for planning for housing, transportation, and other provisions in the plan.
PART I: CHECKLIST

Pedestrian and Bicycle Component

*see also Supporting the Growth Strategy –and– Greater Options & Mobility above*

- Include strategies, programs, and projects that address nonmotorized travel as a safe and efficient transportation option – including pedestrian and bicycle planning, project funding and capital investments, education and safety.
  
  *RCW 36.70A.070(6)(a)(vii); MPP-T-14 through 16*

Land Uses Adjacent to Airports

- Identify and address any airports within or adjacent to the jurisdiction
  
  *RCW 36.70.547 and 36.70A.070(6)(a)(iii)(A); MPP-T-31*

- Describe existing and planned uses near the airport, as well as policies and regulations that discourage incompatible uses
  
  *RCW 36.70.547; MPP-DP-51*

In the spaces provided below, please describe provisions in the local comprehensive plan with brief summaries (You may supplement your summary descriptions with citations or references to specific policies). If there are certain VISION 2040 issues that are not addressed by the comprehensive plan, please explain why.

**Note:** For a full plan update, please fill out each section. For amendments, only complete those fields which relate to topics addressed in the amendments.

PART II: QUESTIONS

The Environment

*(MPP-En-1 through 25; MPP-DP-29 through 32, 43 through 47; MPP-PS-1, 3, 7, 8, 12, 13, 19, 20, 24)*

Explain how the plan addresses the environment and sustainable development. At a minimum please discuss the following:

- Using system approaches to planning for and restoring the environment
- Air quality and climate change (including clean transportation and reduced greenhouse gas emissions)
- Water quality
- Wise use of services and resources (including conserving water and energy, reducing waste, protecting resource lands)
- Human health and well-being

**EXPLAIN HERE:**
PART II: QUESTIONS

Population and Employment Growth
(MPP-G-4, 5; MPP-DP-1 through 28, 33 through 42, 48 through 56; MPP-H-1 through 9, MPP-Ec-1 through 22; MPP-PS-2, 4, 5, 21 through 24)

Explain how the plan guides residential and job growth. At a minimum, please discuss the following:

- Planning targets (housing and employment) that align with VISION
- Planning for and achieving housing production (to meet the needs of all income levels and demographic groups)
- Adequate infrastructure and financing to serve existing communities and future development (including amenities)
- Promoting centers and compact urban development (including density, redevelopment and infill, design)
- Planning for unincorporated urban growth areas (joint planning) and annexation
  for counties: Rural development and rural character
- Economic development

EXPLAIN HERE:

Transportation Provisions
(MPP-G-4, 5; MPP-EN-7, 19, 23; MPP-DP-7, 10, 13, 17, 27, 40, 42, 43, 54 through 56; MPP-H-6, MPP-Ec-6; MPP-T-1 through 33; RCW 36.70A.070(6))

Explain how the plan addresses the following provisions from VISION 2040 and Transportation 2040 – the region’s long-range transportation plan:

- Clean transportation
- Maintenance and safety
- Demand management
- Serving centers and compact communities
- Transportation facilities that fit the community in which they are located (“Context-sensitive design”)
- Greater options and mobility

EXPLAIN HERE:
PART II: QUESTIONS

Explain how the plan complies with the following Growth Management Act requirements, including:

- Demonstrate that transportation provisions are based on the same assumptions for land use, as well as housing
- Facility and service needs – including level-of-service standards (and concurrency)
- Financing – including a reassessment strategy in case of funding shortfalls
- Interjurisdictional coordination
- Demand management
- Pedestrian and bicycle component

EXPLAIN HERE:

Consistency Assessment of Capital Facilities Programming Processes
(PS-Action-8)

Describe how capital improvement programs and other service and facility plans are consistent with and implement VISION 2040 and the growth management objectives in the comprehensive plan.

EXPLAIN HERE:

VISION 2040 Actions

Describe work underway or proposed to address the following VISION 2040 implementation actions:

- Expanded efforts to conduct environmental planning (En-Action-11)
- Identification of underutilized lands (DP-Action-16)
- Collaboration with special districts on facilities siting and design (PS-Action-6)
- Collaboration with special districts on facilities location (PS-Action-7 and 8)
- for counties – review of special district plans (PS-Action-5)

EXPLAIN HERE:
PART II: QUESTIONS

Monitoring
(MPP-G-3)

Describe monitoring programs for
1) plan implementation and performance
2) tracking where residential and employment growth is occurring
3) achieving housing production
4) assessing the health and function of natural environmental systems – including protection and restoration
5) reducing pollution and greenhouse gas emissions

EXPLAIN HERE:

Other Topics

Explain any other provisions in the comprehensive plan of regional interest or significance, as well as any unique topics or issues.

EXPLAIN HERE:
To: Planning Commission  
From: Lihuang Wung, Planning Services Division  
Subject: Planning Commission Annual Report for 2012-2013  
Meeting Date: June 19, 2013  
Memo Date: June 13, 2013

The Tacoma Municipal Code Section 13.02.040.L requires that the Planning Commission “provide an annual report to the City Council regarding accomplishments and the status of planning efforts undertaken in the previous year.” In the past, the Commission has been providing such accomplishment reports, along with an outline of the projects and activities planned for the next 12-18 months.

Attached is a draft annual report for the Commission’s review and consideration for approval at the next meeting on June 19, 2013. The report highlights the Commission’s accomplishments between July 2012 and June 2013 and outlines the planning work program for 2013-2015. The planning work program contains the same information presented to the Commission at the last meeting on June 5, 2013.

Upon the Commission’s approval, the annual report will be forwarded to the City Council for review. Staff will keep the Commission abreast of any feedback that the Council may have concerning the planning work program. If you have any questions, please contact me at 591-5682 or lwung@cityoftacoma.org.

Attachment

c: Peter Huffman, Interim Director
This report, prepared pursuant to Tacoma Municipal Code Section 13.02.040.L, highlights the Planning Commission's accomplishments between July 2012 and June 2013 and outlines the planning work program for 2013-2015.

**Part I. Accomplishments 2012-2013**

**A. Projects Reviewed and Recommended to the City Council:**

- **2013 Annual Amendment to the Comprehensive Plan and Land Use Regulatory Code**
  The 2013 Annual Amendment includes the following nine applications:

<table>
<thead>
<tr>
<th>Application *</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Drive-Through Regulations</strong>&lt;br&gt;(Application #2013-01)</td>
<td>Creating additional development standards for drive-throughs in the city, with a particular focus on Downtown and Mixed-Use Centers (A private application by Jori Adkins, Dome District Development Group).</td>
</tr>
<tr>
<td><strong>2. Countywide Planning Policies</strong>&lt;br&gt;(Application #2013-02)</td>
<td>Review of the 2012 Updates to the Pierce County Countywide Planning Policies (CPPs) and the City’s Comprehensive Plan to ensure the Comprehensive Plan continues to be consistent with the CPPs.</td>
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<tr>
<td><strong>3. Transportation Element</strong>&lt;br&gt;(Application #2013-04)</td>
<td>Incorporating “Environmental Justice” into relevant policies and updating and reprioritizing unfunded projects.</td>
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<tr>
<td><strong>4. Shoreline Related Elements</strong>&lt;br&gt;(Application #2013-05)</td>
<td>Rescinding the Thea Foss Waterway Design and Development Plan, the Ruston Way Plan, and the Shoreline Trails Plan, but carrying forward the vision and implementation strategies within the proposed Tacoma Waterfront Design Guidelines and an update of the Public Access Alternatives Plan. (This proposal would be adopted concurrently with the adoption of the Shoreline Master Program that is under review of the State Department of Ecology.)</td>
</tr>
<tr>
<td><strong>5. Land Use Designations</strong>&lt;br&gt;(Application #2013-06)</td>
<td>Revising the Comprehensive Plan’s land use designation approach from the current Land Use Intensities to a more simplified and easily understood classification system.</td>
</tr>
<tr>
<td><strong>6. Adoption and Amendment Procedures</strong>&lt;br&gt;(Application #2013-07)</td>
<td>Amending TMC 13.02 to streamline the Planning Commission’s processes for Comprehensive Plan amendments, area-wide rezones, moratoria, and interim zoning.</td>
</tr>
<tr>
<td><strong>7. Platting and Subdivision Regulations</strong>&lt;br&gt;(Application #2013-08)</td>
<td>Amending TMC 13.04 to increase the maximum short plat size from four to nine lots (per RCW) and address associated regulatory requirements.</td>
</tr>
<tr>
<td><strong>8. Sign Regulations</strong>&lt;br&gt;(Application #2013-09)</td>
<td>Amending the Sign Code to address on-site digital signage and various sign related issues (per request of the Planning Commission).</td>
</tr>
<tr>
<td><strong>9. Regulatory Code Cleanup</strong>&lt;br&gt;(Application #2013-12)</td>
<td>Amending various sections of the Land Use Regulatory Code to correct minor errors, provide additional clarity, and improve administrative efficiency.</td>
</tr>
</tbody>
</table>

* There are three applications that have been removed from the package and are being conducted according to their own respective schedules; they are #2013-03 Container Port Element, #2013-10 Affordable Housing, and #2013-11 Trail-Friendly Design Standards.
The Planning Commission approved the Assessment Report for the applications on August 1, 2012, conducted technical analyses during September 2012 through March 2013, conducted a public hearing on March 20, 2013, and made a recommendation to the City Council on May 1, 2013. The City Council’s Infrastructure, Planning and Sustainability Committee reviewed the 2013 Annual Amendment on April 10, May 8, and June 12, 2013. The City Council conducted a study session on May 14, a public hearing on May 21, and the first reading of ordinances for adoption on June 18, and is scheduled to adopt the proposed amendments on June 25, 2013.

- **Capital Facilities Program for 2013-2018**
  The Commission reviewed the draft Capital Facilities Program for 2013-2018 on October 3, conducted a public hearing on October 17, and made a recommendation to the City Council on October 17, 2012. The City Council adopted on December 4, 2012, per Ordinance No. 28112.

- **Sands’ Application for Open Space Current Use Assessment**
  Linea Sands and Norma Jean Sands, the owners of multiple parcels, located at 615 South 82nd Street, requested that their property be renewed into the state-wide Open Space Current Use Assessment program, in which the owner will receive a reduction on their property taxes in-lieu of providing open space that is a benefit to the community. The Planning Commission reviewed the application on April 3 and May 1, conducted a public hearing on May 1, and made a recommendation on May 1, 2013, to the City Council for approval of the renewal. The City Council is scheduled to conduct its review in June-August 2013, including a public hearing, prior to making its recommendation to Pierce County, who administers the program on behalf of the state.

- **Code Streamlining 2012**
  This code amendment is intended to help reduce barriers to infill development and the reuse of existing commercial buildings. It includes three proposals: (1) expanding the “home occupation” use in the Downtown and Mixed-Use Districts to include Live-Work/Work-Live regulations; (2) adopting increased thresholds for Environmental (SEPA) review; and (3) adding a parking exemption for existing buildings in Commercial Districts outside of the Downtown and Mixed-Use Districts. The Commission began the review in May-June 2012, conducted a public hearing on July 18, and forwarded its recommendations to the City Council on August 1, 2012. The Council conducted a study session and a public hearing on August 28, and adopted the proposed amendments to TMC 13.06, 13.06A, and 13.12 on September 25, 2012 (Ordinance No. 28088).

- **Review of Committees, Boards and Commissions**
  The City Manager’s Office presented to the Planning Commission on March 6, 2013 the key findings and recommendations of its review of the City’s Committees, Boards and Commissions. The review, imitated by the City Council in December 2012, was intended to better understand these groups in terms of their roles and responsibilities, outputs, connection to policy process, staff resources, and limitation of staff resources. The Commission forwarded a letter of comments to the City Manager on March 20, 2013, expressing the important planning issues the Commission was involved in, the pursuit of on-going training opportunities for the Commissioners, and the Commission’s expectations for working closely with the City Council.

**B. Projects Reviewed and Discussed:**

- **MLK Subarea Plan and EIS**
  The City is working with residents, businesses and property owners to prepare a Subarea Plan and EIS intended to encourage development and economic revitalization in the MLK District. The Commission reviewed the subject in January, March, May and September of 2012 and expected recommendation in late 2013.
• **South Downtown Subarea Plan and EIS**
The City is also working with residents, businesses and property owners to prepare a Subarea Plan and EIS intended to encourage development and economic revitalization in the southern portion of Downtown Tacoma, including the Dome District, the Brewery District, the Thea Foss Waterway, and the University of Washington Tacoma campus. The Commission reviewed the subject in October 2011, March and May of 2012, and March and May of 2013, expected recommendation in late 2013.

• **Mixed-Use Centers Code Update Project**
On May 15, 2013, the Commission reviewed the proposed scope, schedule, and public outreach approach, as well as some of the initial findings from staff’s preliminary review, concerning the Mixed-Use Centers Code Update Project. The project involves a focused evaluation of the existing development requirements applicable within the Neighborhood Mixed-Use Centers, and particularly those applicable to mixed-use projects in the core of these districts. The evaluation will identify potential barriers and alternatives that could be pursued, either on a temporary or permanent basis, without sacrificing the long-term community vision and core principles for the Neighborhood Mixed-Use Centers.

• **2015 Comprehensive Plan Update**
On June 19, 2013, the Commission reviewed the scope of work for the 2015 Comprehensive Plan Update. The City of Tacoma amends its Comprehensive Plan on an annual basis as permitted by the State Growth Management Act (GMA). In addition to these regular amendments, the GMA requires counties and cities to periodically conduct a thorough review of their plans and regulations to bring them in line with any relevant changes in the GMA, and to accommodate updated growth targets. Tacoma is required to complete such a “periodic update” by June 30, 2015.

• **LINK Light Rail Expansion Project**
On October 17, 2012, the Commission reviewed and commented on the Tacoma Link Light Rail Expansion Project, which would extend the 1.6-mile light rail that currently serves six stations between the Tacoma Dome Station and the Theatre District. At the time, the project was at the Alternative Screening stage, and had since gone through the stages of Alternative Analysis, Alternatives Evaluation and Preferred Corridor Identification. On May 23, 2013, the Sound Transit Board of Directors selected, based on the recommendation of the Tacoma City Council, the North Downtown Central Corridor as the alignment to move ahead with further environmental review. The alignment, also known as the E1 Corridor, serves the Stadium District and the Martin Luther King Jr. Mixed-Use Center.

• **Prairie Line Trail**
On June 5, 2013, the Commission reviewed and commented on the final conceptual design of the Prairie Line Trail Project. The project will convert a portion of a historic rail corridor into a highly functional pedestrian/bicycle trail and a distinctive public space that honors the historic, cultural and environmental significance of the site. The one-mile corridor begins at the south end of downtown, running through the Brewery District, the University of Washington Tacoma (UWT) campus, crossing Pacific Avenue and then arriving at the Thea Foss Waterfront. UWT is designing the portion of the trail that runs through their campus (S. 17th Street to S. 21st Street). The City of Tacoma’s effort pertains to the segments to the north (Dock Street to 17th Street) and south (S. 21st Street to S. 25th Street) of the UWT campus.

• **Schuster Parkway Corridor Multi-Use Trail**
On May 1, 2013, the Commission reviewed the status of the Schuster Parkway multi-use trail feasibility and conceptual design study. The study for the 1.5-mile long shoreline is the first step towards completing a key segment of the “Dome to Defiance” public access system and enhancing the capacity of the system for all users. Project considerations include an overwater or waterside trail, a reconfiguration of Schuster Parkway and the existing sidewalk, linkages to the Stadium Way and Pacific Avenue streetscape improvements, Ruston Way streetscape planning, the Bayside Trail system, as well as slope stability measures along the Bayside Slope.
• **Transfer of Development Rights (TDR)**
  The City is in the process of developing a TDR Program that addresses sending and receiving areas, exchange commodities and rates, and market analysis. The Commission reviewed the subject in September 2011, May 2012, and September 2012.

• **Urban Forestry Code Revisions**
  This project was separated from the 2012 Annual Amendment package in February 2012, due to the need for further outreach and coordination. The Commission reviewed the matter in August-December of 2011 and March-May of 2012, and conducted a public hearing on May 2, 2012. The post-hearing reviews began in October 2012, and will continue through 2013-2014.

• **Development and Permitting Activities Reports**
  The Commission received updates on development permits and emerging trends in permit activity from the Development Services Division; the Commission reviewed such information in July 2012 and April 2013.

• **“GROW Tacoma”**
  On December 19, 2012, the Commission received a briefing of the newly established Planning and Development Services Department, including the department’s mission, objectives, organizational structure, budget, performance measures, and initiatives for 2013-2014. On June 5, 2013, the Commission reviewed the department’s strategic action plan, “GROW Tacoma”, designed to achieve the goal as a peerless organization through the following actions: Get back to basics; Reduce costs, reviews, paperwork; One stop shop; and Working together!

**C. Meetings Conducted / Attended:**

The Planning Commission meets every first and third Wednesdays of the month. Between July 2012 and June 2013, the Commission held 20 meetings and canceled 4 meetings in July, August and December 2012, and January 2013. The Commission also conducted 4 public hearings, as listed below:

1. Code Streamlining 2012 (July 18, 2012)
4. Sands’ Application for Open Space Current Use Assessment (May 1, 2013)

Individual Commissioners have also participated in various community workshops and special functions, including but not limited to:

1. “Conversation RE: Tacoma” Urban Design Lecture Series (September 27, October 11 and November 8, 2012) (Chair Erickson was a speaker on the last session)
2. “2013 Urban Studies Forum: Transportation for the Next Economy” hosted by the University of Washington Tacoma (February 7, 2013)
3. “2013 Government Leadership Institute” sponsored by the University of Washington Tacoma (March 4, 2013)
4. Urban Land Institute’s Presentation on the 3-day Study Tour of Tacoma and the Development Strategy Recommendations for the MLK Corridor (March 7, 2013)
5. MLK Subarea Plan and EIS Community Open House (December 5, 2012) and Public Hearing (April 25, 2013)
7. North Downtown Subarea Plan and EIS Project Community Meeting (May 29, 2013)
8. Tacoma Link Light Rail Expansion Community Meetings and Open Houses (December 5, 2012; and February 12, February 13, March 19, and April 11, 2013)
9. Amtrak Station Relocation Citizen Advisory Committee Meetings (February 25 through April 29, 2013); Chair Donald Erickson served as the chair of the Committee.
10. “May is Bike Month!” (May 2013)
D. Special Notes:

1. Retreat – The Commission devoted part of the October 3, 2012 meeting to an information roundtable where Commissioners and staff discussed issues relating to the Planning Commission’s duties and responsibilities, the planning work program, streamlining the planning processes and procedures, and communication protocol and public disclosure.

2. Regional Short Course on Local Planning – The Commission initiated and successfully worked with the Department of Commerce (DOC) to bring a short course to Tacoma on February 20, 2013. DOC and the Planning Association of Washington conduct short courses around the state, covering the basics of comprehensive planning, plan implementation and the role of the planning commission. The Tacoma session was well attended and well received, and according to DOC, one of the best sessions ever held.

3. PlannersWeb – Chair Donald Erickson, using the speaker's honorarium received from the “Conversation RE: Tacoma” series and his own contributions, subscribed to the PlannersWeb and registered all Commissioners and planning staff as companion subscribers, enabling them to access to and benefit from the web-based city and regional planning recourses provided by the Planning Commissioners Journal.

E. Membership Change (July 2012 – June 2013):

<table>
<thead>
<tr>
<th>District / Expertise Areas</th>
<th>Commissioner</th>
<th>Notes</th>
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<tbody>
<tr>
<td>District No. 1</td>
<td>Scott Winship</td>
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<tr>
<td>District No. 2</td>
<td>Sean Gaffney</td>
<td>Resigned in January 2013</td>
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<tr>
<td></td>
<td>Donald Erickson</td>
<td>Appointed in February 2013 and continued to serve as the Chair</td>
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<tr>
<td>District No. 3</td>
<td>Benjamin Fields</td>
<td>Appointed in July 2012</td>
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<tr>
<td>District No. 4</td>
<td>Matthew Nutsch</td>
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<tr>
<td>District No. 5</td>
<td>Mark Lawlis</td>
<td>Appointed in August 2012</td>
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<tr>
<td>Development Community</td>
<td>Erle Thompson</td>
<td></td>
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<td>Environmental Community</td>
<td>Theresa Dusek</td>
<td></td>
</tr>
<tr>
<td>Public Transportation</td>
<td>Tina Lee</td>
<td>Vice-Chair since March 2013</td>
</tr>
<tr>
<td>Architecture, Historic Preservation, and/or Urban Design</td>
<td>Donald Erickson</td>
<td>Chair since March 2012 Resigned in February 2013</td>
</tr>
<tr>
<td></td>
<td>Sean Gaffney</td>
<td>Appointed in February 2013</td>
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Part II. Planning Work Program 2013-2015

The Planning Work Program for 2013-2015 contains the following projects and planning activities that, for the most part, are mandated by legislation or initiated by the City Council and are slated for completion during the timeframe of July 2013 through June 2015. The work program is subject to change, in response to changing conditions and factors, such as legislative requirements, community requests, Council priorities, budget constraints, staffing resources, and emergency situations.

A. 2014 Annual Amendment (pursuant to the Growth Management Act)
   3. Affordable Housing Policies and Regulations (Phase 2)
   4. Development Intensity Designations (Phase 2)
   5. Open Space Habitat and Recreation Element
   6. Sustainability Code Amendment
   7. Urban Forestry Code Update
   8. Plan and Code Clean-up
   9. Private applications (due by August 1, 2013)

B. 2015 Annual Amendment (pursuant to the Growth Management Act)
   1. Affordable Housing Policies and Regulations (Phase 3)
   2. Development Intensity Designations (Phase 3)
   3. Plan and Code Clean-up
   4. Private Applications (acceptance in June-July 2014)

C. 2015 Comprehensive Plan Update (mandated by the Growth Management Act)
   1. Scoping and Public Participation Plan
   2. Visioning and Growth Strategy
   3. Container Port Element
   4. Transportation Master Plan
   5. Review of all elements of the Comprehensive Plan

D. Subarea Plans (required for regional centers by the Growth Management Act)
   1. MLK Subarea Plan and EIS
   2. South Downtown Subarea Plan and EIS
   3. North Downtown Subarea Plan and EIS
   4. Port/Tideflat Subarea Plan and EIS
   5. Tacoma Mall Subarea Plan and EIS

E. Other Projects and Issues (required by legislation or initiated by the City Council)
   2. Six-Year Comprehensive Transportation Program for 2014-2019
   4. Marijuana
   5. Billboards
   6. Buildable Lands
   7. Shoreline Master Program and associated Comprehensive Plan elements
   8. Transportation issues (e.g., LINK, Amtrak, Trails, Trail-Friendly Design Standards or Regulations)
   9. Historic Preservation (e.g., West Slope Conservation District)
   10. Additional Plan and Code Reviews/Updates
The City of Tacoma is working with residents, businesses, and property owners to prepare a North Downtown Subarea Plan. A plan that is designed to encourage development and economic revitalization in the north downtown. As part of that plan, the City is preparing a non-project Environmental Impact Statement (EIS) to evaluate how the subarea plan might impact environmental and infrastructure resources in the area, as well as how those impacts might be mitigated.

One of the first steps in preparing an EIS is to conduct a public scoping process to ask citizens and organizations for their concerns, comments, and ideas. The City of Tacoma is hosting a public scoping period to gather public comments on the issues and opportunities that should be the focus of the EIS. The public scoping comment period will last from June 14, 2013, through July 19, 2013. Comments are welcome at the public scoping meeting on June 26, 2013, or any time during the comment period through mail or email.

The City of Tacoma is required to plan for 60,000 new jobs and 70,000 additional people in Tacoma by 2030*. If this growth occurs as projected, it could mean up to 30 million square feet of new floor space in the North Downtown District that will bring additional housing, employment opportunities, new infrastructure, open spaces, and transportation options. What might this look like?

*Puget Sound Regional Council Vision 2040

For more information visit the project website: www.cityoftacoma.org/planning and click on "North Downtown Subarea Plan and EIS"
What might up to 30 million square feet of new floor space look like in the north downtown area?

**Downtown Commercial Core District**
Conceptual illustration of the maximum build out allowed in the Downtown Commercial Core zoning district. Maximum building height of 400 feet. Minimal to no setbacks.

**Downtown Mixed-Use District**
Conceptual illustration of the maximum build out allowed Downtown Mixed-Use zoning district. Maximum building height of 100 feet with urban density levels. Minimal to no setbacks.

**Downtown Residential District**
Conceptual illustration of the maximum build out allowed in the Downtown Residential zoning district. Maximum building height of 90 feet with urban density levels. Minimal to no setbacks.

**Neighborhood Commercial Mixed-Use District**
Conceptual illustration of the maximum build out allowed in the Neighborhood Commercial Mixed-Use zoning district. Maximum building height of 65 to 85 feet. Minimal to no setbacks.

**Residential Commercial Mixed-Use District**

**Foss Waterway - S8 Shoreline District**
Conceptual illustration of the maximum build out allowed along the Thea Foss Waterway. Maximum building height of 65-180 feet, with setbacks consistent with Tacoma’s Shoreline Master Program.

**Urban Residential Mixed-Use**

**Wright Park**
R-3 Residential Zoning District - No Changes

The general illustrations above are representative of the maximum building envelope that will be allowed under the proposed plan. The R-2 and R-3 Residential Districts within the North Downtown Subarea boundaries are limited to a height of 35 feet from existing grade.

Appeals for a non-project Environmental Impact Statement completed under the Washington Administrative Code section 43.21C.420, as here, the SEPA-based appeal opportunity occurs only in conjunction with the adoption of the subarea plan and the non-project Final Environmental Impact Statement (rather than a project-by-project SEPA review).
Determination of Significance, Notice of EIS; Public Scoping\(^1\) and Public Scoping Meeting

**Proponent:** City of Tacoma (City) and Bates Technical College

**Project Name:** North Downtown Subarea Plan (including the Bates Technical College Campus, Commercial Core, Foss Waterway, Stadium District, Hillside District, St. Helens District, and Wright Park)

**Background:**

**Funding** -- The City of Tacoma has been awarded a grant from the State Community Economic Revitalization Board (CERB) to carry out the North Downtown Subarea Plan and Environmental Impact Statement (EIS). The North Downtown Subarea Plan will extend the planning effort currently underway in the South Downtown and MLK subareas north through the Stadium District and involves the development of an innovative, area-wide plan for Tacoma’s North Downtown which will become an element of the City’s Comprehensive Plan. The project will identify short and long term goals and objectives for this area and outline specific implementation strategies to achieve them. Bates Technical College will be partnering with the City of Tacoma as the SEPA co-lead agency for the North Downtown Subarea Plan and EIS. Bates Technical College has prepared a Memorandum of Understanding (MOU) which memorializes this arrangement, respective responsibilities, and designates the City of Tacoma as Nominal lead agency.

**Non-Project Environmental Review** – The City and Bates Technical College will prepare a non-project environmental impact statement (EIS) for the **North Downtown Subarea Plan**. Completing a non-project EIS presents a cumulative impact analysis for the entire subarea, rather than piecemeal analysis of the environmental impacts and mitigation on a project-by-project basis. As a result, the environmental impacts and mitigation are comprehensively evaluated at the subarea-wide level. The non-project EIS also eliminates the need for subsequent environmental review associated with project-specific development proposals that are consistent with the subarea’s development regulations. As such, the non-project EIS provides certainty and predictability for urban development proposals; thereby, streamlining the

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\(^1\) EIS refers to environmental impact statement

\(^2\) Scoping is the first major step in preparation of an environmental impact statement (EIS). It involves identifying the alternatives and the range of environmental issues that are to be analyzed in the EIS.
environmental review process within the subarea and encouraging the goals of SEPA\(^3\) and the State’s Growth Management Act (Chapter 36.70A RCW).

The City and Bates Technical College have decided the non-project EIS will proceed under RCW 43.21C.420. Recognizing that RCW 43.21C.420(5)(a) and (b) include a sunset provisions, the City and Bates Technical College wish to also proceed under RCW 43.21C.031 (planned action) and RCW 43.21C.229 (infill exemption), providing the City with additional SEPA tools that the City may use if provisions in RCW 43.21C.420(5)(a) and (b) expire.

**Appeal and Noticing** -- For a non-project EIS completed under RCW 43.21C.420, the SEPA-based appeal opportunity occurs only in conjunction with issuance of the non-project Final EIS. Consistent with RCW 43.21C.420, a proposed development will not be subject to project-specific SEPA-based administrative or judicial appeals if the proposed development is (1) proposed within 10 years of the issuance of the subarea Final EIS, (2) situated within the subarea, and (3) consistent with the adopted subarea plan and development regulations. Similarly, there are no SEPA noticing requirements for subsequent, site-specific development or redevelopment within the subarea that is consistent with the subarea plan.

**Non-Project EIS Outreach Requirements** – This optional EIS process has several community outreach components, notably:

- A community meeting on the proposed subarea plan must be held prior to issuance of the EIS Scoping notice for the proposed EIS. This meeting was held on May 29, 2013 at the Bates Technical College Campus – Main Building Auditorium:
  - notice of the proposed community meeting was mailed to all:
    - property owners of record within the subarea;
    - property owners within 400 feet of the boundaries of the subarea;
    - affected federally-recognized tribal governments whose ceded area is within one-half mile of the boundaries of the subarea;
    - agencies with jurisdiction\(^4\) over future development within the subarea;
    - small businesses as defined in RCW 19.85.020; and
    - all preservation and development authorities established under chapter 43.167 RCW, TMC 13.12.560(D)(2).

- This EIS Scoping Notice has been mailed (via first class mail) to all:
  - property owners of record within the subarea;
  - property owners within 400 feet of the boundaries of the subarea;
  - affected federally-recognized tribal governments whose ceded area is within one-half mile of the boundaries of the subarea;
  - agencies with jurisdiction over future development within the subarea;
  - small businesses as defined in RCW 19.85.020;

\(^3\) SEPA is the State Environmental Policy Act (Chapter 43.21C RCW). Regulations that implement SEPA are called the SEPA Rules (Chapter 197-11 WAC).

\(^4\) For SEPA compliance, an agency with jurisdiction is an agency with authority to approve, veto, or finance all or part of a project (see WAC 197-11-714 for more details).
• all preservation and development authorities established under chapter 43.167 RCW, TMC 13.12.560(D)(2);
• to neighborhood councils, qualified neighborhood or community organizations in the site vicinity; and the
• Puyallup Tribe for substantial actions defined in the Agreement between the Puyallup Tribe, Local Governments in Pierce County, the State of Washington, the United States of America, and certain taxpayers, dated August 27, 1988.
• notice of the meeting included general illustrations and descriptions of buildings that are generally representative of the maximum building envelope that will be allowed under the subarea plan; and the
• notice was posted on major travel routes within the subarea within seven days of the mailing of the meeting notice.

• The EIS Scoping Notice was published in the Daily Journal of Commerce and the Tacoma Daily Index.

• Public information signs have been posted within the subarea.

In addition, a non-project EIS Scoping meeting is scheduled for July 16, 2013. Details of the EIS Scoping meeting are noted on pg. 6 of this notice.

Description of the Proposal: The proposed project involves development of an innovative, area-wide subarea plan for Tacoma’s North Downtown Subarea, which will become an optional element of the City’s Comprehensive Plan. Together with the subarea plan, a non-project EIS is being prepared that will evaluate the probable adverse environmental impacts associated with various alternatives that are part of the subarea plan and identify measures that will be used to mitigate the impacts identified.

Specifically, the EIS will analyze the impacts associated with future development in this portion of downtown. Future development may include additional development on the Bates Technical College campus, as well as potential increases in employment and population that are being planned for in this area. Preliminary growth targets for the area include 30,000 new jobs and 30,000 additional people by 2030. As noted previously, the goal of this EIS is to eliminate the need for additional environmental analysis in conjunction with development and redevelopment that occurs on individual sites within the North Downtown Subarea. This environmental review is intended to serve as a catalyst for redevelopment and an incentive for property owners and developers to favorably consider Tacoma’s North Downtown Subarea when locating a business or investing in the community.

Location: The geographic area that is the focus of North Downtown Subarea Plan is shown on the attached map. Generally, the boundaries extend up from S. 15th St. in the south to Yakima Avenue and ‘I’ Street on the west, to the Thea Foss Waterway on the east, and North 4th Avenue in the North. This approximately encompasses the northern portion of Downtown Tacoma and includes the Bates Technical College Campus, Commercial Core, Foss Waterway,

5 The scoping meeting will be conducted pursuant to WAC 197-11-410(1)(b), not RCW 43.21C.420.
Stadium District, Hillside District, St. Helens District, and Wright Park. The City of Tacoma intends to designate this North Downtown Subarea as a environmentally reviewed subarea under the provisions of RCW 43.21C.420, or RCW 43.21C.031 and RCW 43.21C.229 if provisions in RCW 43.21C.420(5)(a) and (b) expire.
Alternatives: It is proposed that the EIS analyze several alternatives as part of the North Downtown Subarea Plan. These potential alternatives would be based on variations of such factors as transportation, utilities, development phasing, and/or focus areas within the subarea that exhibit different mixes of land use and intensities of development. The alternatives may also include less intensive development within the study area.

In addition to the development alternatives, this EIS will evaluate impacts associated with a No Action — or business as usual -- Alternative. For purposes of the No Action Alternative, it is assumed that development would occur within the North Downtown Subarea based on existing zoning and environmental review procedures. Any such development or redevelopment that is proposed within the North Downtown Subarea in conjunction with the No Action Alternative would undergo environmental review on a project-by-project basis. Such projects would be subject to site-specific mitigation and potential SEPA-based appeals and would not be part of the non-project EIS process.

Lead Agency: The City of Tacoma and Bates Technical College are co-lead agencies for SEPA compliance; the City of Tacoma will serve as the nominal lead agency.

Environmental Impact Statement (EIS) Required: The City of Tacoma and Bates Technical College have determined that the North Downtown Subarea Plan may have a significant adverse environmental impact on the environment. An EIS under RCW 43.21C.030(2)(c) will be prepared. This decision was made after a review of information that is on-file with the City and Bates Technical College. Preliminarily indications are that the following environmental parameters will be evaluated in this EIS:

- Earth;
- Air Quality (greenhouse gas emissions);
- Water;
- Plants and Animals;
- Environmental Health (contamination and hazardous materials);
- Noise;
- Land Use (adjacent land uses and consistency with plans, policies and regulations);
- Population and Housing;
- Historic and Cultural Resources;
- Aesthetics;
- Transportation, Circulation and Parking;
- Public Utilities; and
- Public Services.

EIS Scoping: Agencies, affected tribes, and members of the public are invited to comment on the scope of this proposed EIS. You may comment on the alternatives, probable significant adverse impacts, proposed mitigation measures, and licenses or other approvals that may be

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A nominal lead agency is the public agency responsible for complying with the duties of lead agency (WAC 197-11-944) and complying with SEPA’s procedural requirements (WAC 197-11-758).
required. Methods for presenting your comments are described below. Please note that the City of Tacoma does not discriminate on the basis of disability in any of its programs, activities, or services. To request this information in an alternative format or a reasonable accommodation, please contact the City Clerk’s Office at 253-591-5505. TTY or speech-to-speech users please dial 711 to connect to Washington Relay Services.

All comments are due no later than 5 PM, July 19, 2013.

- **EIS Public Scoping Meeting** – An EIS Scoping meeting is scheduled for 5:30 pm on Thursday, **June 26, 2013** in the **Main Building Auditorium** on the Bates Technical College, Downtown campus (1101 South Yakima Avenue). The purpose of the meeting is to present information about the proposed project and to provide an opportunity to comment orally on the scope of the proposed EIS. Written comments will also be accepted at this meeting (comment forms will be available).

- **Submittal of Written Comments via Mail** – Written comments may be submitted to the City of Tacoma Responsible Official7 (noted below):

  Environmental Officer: Mr. Ian Munce, J.D., AICP
  Title: Special Assistant to the Director, Long-Range Planning Division
  Address: City of Tacoma
           Planning and Development Services Department
           747 Market Street, Room 1036
           Tacoma, WA 98402
  Phone #: 253.573.2478
  Fax #: 253.591.2002
  Date: 6/6/2013
  Signature: [Signature]

  Concur: Peter Huffman, Interim Director Planning and Development Services, Responsible Official8
  Date: 6/7/13
  Signature: [Signature]

- **Submittal of Written Comments via E-mail to the City’s Website** – Comments may be submitted by e-mail to the City’s Responsible Official (noted above):
  imunce@cityoftacoma.org

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7 The Responsible Official is the designated person within the City of Tacoma’s Planning and Development Services Department that is responsible for compliance with the SEPA lead agency procedural responsibilities.

8 Pursuant to WAC 197-11-420, Ian Munce will work under the direction of Peter Huffman.