



MINUTES (approved on 6-19-13)

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** controls **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.

3. Planning Work Program for 2013-2015

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)
 1. Comprehensive Review of Growth Strategies and Mixed-Use Centers (part of the scoping and visioning process for the 2015 Comprehensive Plan Update)
 2. Mixed-Use Centers Zoning Code Review
 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)
 1. Capital Facilities Program for 2014-2019
 2. Six-Year Comprehensive Transportation Program for 2014-2019
 3. Zoning Code Update and Uniform Development Code
 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 for 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.