



MINUTES

(Approved on July 17, 2024)

MEETING: Regular Meeting (hybrid)

DATE/TIME: Wednesday, November 15, 2023, 5:00 p.m.

PRESENT: Christopher Karnes (Chair), Anthony Steele (Vice-Chair), Morgan Dorner, Robb Krehbiel, Brett Marlo, Matthew Martenson, Jordan Rash (arrived at 5:07 p.m.), Sandesh Sadalge

ABSENT: Brett Santhuff

A. Call to Order

Chair Karnes called the meeting to order at 5:00 p.m. A quorum was declared.

Chair Karnes read the Land Acknowledgement.

B. Approval of Agenda

Vice-Chair Steele moved to approve the agenda as submitted. Commissioner Krehbiel seconded the motion. The motion passed unanimously.

C. Approval of Minutes

- October 4, 2023

Vice-Chair Steele moved to approve the October 4, 2023, meeting minutes. Commissioner Krehbiel seconded the motion. The motion passed unanimously.

D. Public Comments

Brian Boudet, Planning Manager, reported that no written comments were received for public comment.

No individuals addressed the Planning Commission.

Public Comment ended at 5:02 p.m.

E. Disclosure of Contacts and Recusals

There were no disclosures of contacts or recusals.

F. Discussion Items

1. Planning Commission Annual Report and Work Program

Commissioner Rash arrived here, at 5:07 p.m.

Boudet presented the draft Planning Commission Annual Report for 2022-2023 and Work Program for 2023-2025, including the reporting requirement and schedule, accomplishments, special notes, sources, projects with expected completion in 2023, preliminary work program for 2024, very preliminary work program for 2025, on-going issues, and emerging issues.

The Commission provided feedback on allowing sufficient time for the discussion of important topics, the homeownership aspect of Home In Tacoma, vice-chair status, landscape code and tree preservation, the South Tacoma Groundwater Protection District, the Commission's workload, sustainability issues and how they are being handled, home occupation expansion, and prioritization of the list.

Vice-Chair Steele moved to approve the Annual Report 2022-2023 and Work Program 2023-2025 with the discussed additions. Commissioner Krehbiel seconded the motion. The motion passed unanimously.

2. Proposed Historic Special Review and Conservation Districts Moratorium

Reuben McKnight, Historic Preservation Officer, outlined the proposed local historic district moratorium, including an overview of Resolution No. 41226, key considerations, public comments from the public hearing, the Landmarks Preservation Commission's review and feedback regarding whether a moratorium is warranted, and the review schedule.

Discussion ensued regarding property rights and homeowner knowledge of being a contributing property, potential benefits of the moratorium, possible conflicts between Home In Tacoma and historic district guidelines, whether a moratorium is the correct policy tool for improvement, designating staff time for a moratorium, the review of historic district applications, and the duration of the moratorium.

Vice-Chair Steele moved that a moratorium is warranted, would apply to new applications for historic districts, and would have a duration of 12 months. Commissioner Marlo seconded the motion. The motion passed with the following votes:

*Ayes: 7 – Dorner, Karnes, Krehbiel, Marlo, Rash, Sadalge, Steele,
Nays: 1 – Martenson*

H. Upcoming Meetings (Tentative Agendas)

(1) Agenda for the December 6, 2023, meeting includes:

- Neighborhood Planning Program – Proctor Neighborhood Plan – Recommendation
- Home In Tacoma Phase 2

(2) Agenda for the December 20, 2023, meeting includes:

- 2024 Comprehensive Plan Update
- South Tacoma Groundwater Protection District Code Update

(3) January 3, 2024 – Cancelled

I. Communication Items

The Commission acknowledged receipt of communication items on the agenda.

Chair Karnes reported that the TOD Task Force met and is working on their mission statement and a vision for collaboration between the Planning Commission and the Transportation Commission.

Boudet reported the following:

- There will be an opportunity for the commission to discuss how to best be efficient with the commission's and staff's time at upcoming individual commissioner lunches.
- The City Manager presented her proposed budget at the November 14, 2023, Study Session for the Mid Biennium Budget Modification process – which includes funding for ADU Accelerator project, improvements to permitting level of service, Home In Tacoma, health impact assessments in South Tacoma and Tideflats area, an online searchable code, Transportation Master Plan, Landscape Architect Review, and the McKinley overlook.

J. Adjournment

The meeting was adjourned at 6:20 p.m.

**These minutes are not a direct transcription of the meeting, but rather a brief capture. For full-length audio recording of the meeting, please visit:
http://www.cityoftacoma.org/government/committees_boards_commissions/planning_commission/agendas_and_minutes/*