

# City of SeaTac

## Council Study Session Minutes Synopsis

October 28, 2014  
4:00 PM

City Hall  
Council Chambers

**CALL TO ORDER:** The SeaTac City Council Study Session (CSS) was called to order by Mayor Mia Gregerson at 4:00 p.m.

**COUNCIL PRESENT:** Mayor Mia Gregerson, Deputy Mayor (DM) Anthony (Tony) Anderson (*participated via phone*), Councilmembers (CMs) Barry Ladenburg (*arrived at 4:03 p.m.*), Kathryn Campbell, Terry Anderson, Dave Bush, and Pam Fernald.

**STAFF PRESENT:** City Manager Todd Cutts, City Attorney Mary Mirante Bartolo, City Clerk Kristina Gregg, Assistant City Manager (ACM) Gwen Voelpel, Public Works (PW) Director Tom Gut, Finance & Systems Director Aaron Antin, Community & Economic Development (CED) Director Joe Scorcio, Economic Development (ED) Manager Jeff Robinson, Planning Manager Steve Pilcher, Senior Planner Mike Scarey, Human Resources (HR) Manager Vanessa Audett, Human Services (HS) Program Coordinator Colleen Brandt-Schluter, and Police Chief Lisa Mulligan.

**PUBLIC COMMENTS (related to the agenda items listed below):** There were no public comments.

### PRESENTATIONS – INFORMATIONAL ONLY:

•**Introduction of new City employee: Human Resources Manager Vanessa Audett**  
City Manager Cutts introduced Ms. Audett.

### Agenda Bill #3643; A Motion to authorize the leasing of space in and the placement of an antenna on top of City Hall for One America Radio Station

**Summary:** The nonprofit organization, One America, is putting together a radio station with a reception area of about ten miles in SeaTac. Their vision is to partner with local governments to distribute non-partisan information to underserved immigrant and refugee communities about services and government processes to facilitate greater community engagement. They also want to partner with community members, including youth groups, to produce original programming by community members for community members on key issues of importance to immigrant, refugee, and other communities in the region. The station itself will consist of a 2" diameter by +/- 22' long pole with a coil antenna attached to the top. The transmission equipment would sit on a rack inside the penthouse area and occupy a space roughly 2'x 2'.

The City will collect \$400 per month in rent over a 5 year period. One America will also pay the City \$2,003.85 to attach a pole to the existing "unistrut" on the penthouse wall along with a shelf in the penthouse for the transmitter.

Facilities Manager Patterson introduced One America Executive Director Rich Stolz and reviewed the agenda bill summary.

Mr. Stolz described the services One America provides.

*CM Ladenburg arrived at this point in the meeting.*

Council discussion ensued regarding One America. Mr. Patterson responded to questions and concerns and introduced One America Organizer Mohamud Yussuf.

Mr. Yussuf detailed the need for this item to be approved.

**Council consensus:** Refer to the 11/12/14 RCM Action Item

### THE FOLLOWING THREE AGENDA BILLS WERE PRESENTED TOGETHER:

#### Agenda Bill #3642; An Ordinance amending Title 15 of the SeaTac Municipal Code (SMC), relating to housing definitions and senior housing standards

**Summary:** The Planning Commission (PC) continues with its review of the Zoning Code to provide greater clarity, eliminate redundancies and respond to changing needs in the community. The proposed amendments to the Definitions section (SMC 15.10) simplify housing definitions consistent with those that were proposed as part of the Major Zoning Code Update project. It also adds new definitions to better respond to the variety of housing types targeted to senior citizens, ensuring that these projects may be developed within SeaTac. Corollary amendments are also necessary to establish standards for retirement apartments, assisted living facilities and continuing care retirement communities. In general, these amendments allow senior housing projects to occur at greater densities and with reduced parking requirements than is typical of other multifamily housing.

**Agenda Bill #3642 (Continued):**

**SUMMARY OF SENIOR HOUSING AMENDMENTS**

USE	WHERE ALLOWED	DENSITY	PARKING REQUIRED
Assisted Living Facility*	UH, NB, CB, O/CM	2x maximum of zone; measured per room	0.25 per unit/room
Continuing Care Retirement Community*	UH, NB, CB, O/COM	Based upon mix of uses: 1.5x max. of zone for SF, 2X & retirement apts; 2X for assisted living; no limit for convalescent/ nursing home beds	As per various housing types provided
Retirement Apartments*	UM, UH, NB, CB	1.5x maximum of zone; measured per unit <sup>3</sup>	0.75 per unit

\*new definition/stds.

This Ordinance also includes modifications to some of the multifamily design standards that were not considered to be appropriate for senior housing (i.e., providing play space for children). Changes will also provide a developer with the option of meeting some of their open space requirements by making a payment to help fund improvement at nearby recreational opportunities, rather than providing limited use facilities on-site.

**Agenda Bill #3645; An Ordinance amending Title 15 of the SeaTac Municipal Code (SMC), relating to home occupation standards**

**Summary:** The PC continues with its review of the Zoning Code to provide greater clarity, eliminate redundancies and respond to changing needs in the community. As part of its review of the Home Occupation chapter (SMC 15.17), the PC examined home occupation standards from surrounding jurisdictions. In general, the City’s current standards are more permissive than those other cities and also do not provide a desirable level of specificity. For example, this section of code uses terms such as “common” or “normal” to a residential area. The proposed changes provide more precise standards instead. They also include a list of uses that will not be allowed as home occupations (e.g., automobile repair, major appliance repair, etc.), as these were determined to be incompatible with residential areas. Finally, the recommended changes will also make the Special Home Occupation Permit process an administrative approval process (with public notification), rather than requiring Hearing Examiner (HE) approval. This will provide for greater efficiencies and save applicants both time and money.

**Agenda Bill #3646; An Ordinance amending Title 15 of the SeaTac Municipal Code (SMC), relating to temporary off-site construction staging; required landscaping for building facades; and parking requirements for townhouse developments**

**Summary:** The PC continues with its review of the Zoning Code to provide greater clarity, eliminate redundancies and respond to changing needs in the community. One issue in a redevelopment environment such as SeaTac is the need of contractors for off-site space to both stage their supplies and equipment and to provide parking for their employees. This is particularly critical when a developed site is either redeveloping or being modified.

Currently, the code does not specifically allow for construction staging yards. It does address parking needs, but limits eligible sites to only religious uses or schools, neither which may always be viable. The proposal will amend SMC 15.20.048 to allow construction staging and employee parking on sites within ¼ mile of the construction site, subject to the granting of a temporary use permit (TUP). Standards for development are included, as is a public notification standard. Parking for workers may be allowed to occur within 1½ miles at religious use or school facilities, per the current standard.

SMC 15.14 addresses landscaping requirements for new developments, describing the various types (I - V) and indicating how much and what type of landscaping is required in various situations. Currently, Type V Landscaping is described as “small-scale building façade landscaping,” yet is not required along building facades. Instead, the landscaping standards table either requires Type III or IV landscaping along building facades. The proposed amendment will require the use of Type V landscaping along building facades.

Currently, the Zoning Code currently contains two different standards for townhouse parking. While SMC 15.39.010.A indicates that in the event of a conflict with any other portion of the code, the standards in the Townhouse chapter prevail, it is preferable to eliminate the conflict rather than rely upon this statement. The proposed amendment will eliminate the conflict and clearly require a standard of two spaces per unit and an additional 0.25 spaces per unit for visitor parking (SMC 15.39.610).

**Agenda Bills #3642, #3645, and #3646 (Continued):** CED Director Scorcio stated that this is the latest of the series of ongoing amendments and updates to the Zoning Code that the PC and Planning Division have been working on periodically over the past year. Staff will continue to bring updates forward.

Planning Manager Pilcher summarized Agenda Bill #3642.

Discussion ensued regarding play space for children in senior housing. Mr. Pilcher clarified that play areas are not being prohibited, just no longer required.

Planning Manager Pilcher summarized Agenda Bill #3645.

Discussion ensued regarding home occupations, including Limo services, garage and yard sales (exempt from this code), and church gatherings throughout the neighborhood.

Planning Manager Pilcher summarized Agenda Bill #3646.

Discussion ensued regarding construction staging area and construction site security standards.

**Council consensus:** Refer Agenda Bills #3642, 3645, and 3646 to the 11/12/14 RCM Consent Agenda

**PRESENTATIONS – COUNCIL DIRECTION:**

**•Major Comprehensive Plan (CP) Update – Housing and Human Services (HS) Elements**

Planning Manager Pilcher reminded Council that staff is presenting proposed updates to the CP approximately once per month.

Senior Planner Scarey stated that tonight's presentation is focusing on the Housing and HS Elements goals, policies, and background report. The implementation strategies are still under development and will be presented at a future meeting.

The Housing Element and HS Element are being combined into one element. He explained the reasons for this change: same populations often have need for HS and housing assistance, some neighboring cities are combining or considering combining these two elements, and HS Policies have more visibility when combined with a required CP element.

Mr. Scarey reviewed the draft amendments:

- (1) Updated introduction section
- (2) Updated existing conditions section
- (3) Goal/Policy Sections are being restructured - HS policies integrated into "Access to HS" section with some amendments to language, Housing sections retained with some language amendments and new policies, and other amendments

He reviewed the Housing Background Report which will be moved into an appendix and updated per Countywide Planning Policies (CPP).

Mr. Scarey briefed on the selected findings from the Housing Background Report: tenure for owner occupied versus renter occupied, median home price in SeaTac and King County (KC), Household Income Categories, and SeaTac Household Income.

Discussion ensued regarding the findings.

HS Program Manager Brandt-Schluter described the Minor Home Repair Program as it relates to Mobile Homes.

Mr. Scarey presented PC Comments received at the PC meeting two weeks ago: discussed the potential of encouraging development of live/work units, discussed the potential to recruit a variety of jobs to increase local employment opportunities, expressed a desire for staff to seek federal grants to provide assistance to those in need, and discussed the possibility of using new housing types to meet housing needs.

Upon a question posed about new housing types and live/work units, PC Chair Joe Adamack responded that the PC will continue to discuss ideas.

**PRESENTATIONS – INFORMATIONAL ONLY:**

**•Quarterly Public Safety Statistics**

Police Chief Mulligan presented September 2013 – August 2014 statistics. She pointed out that robberies increased in August 2014. SeaTac developed a partnership with Des Moines who was having similar events. Since August 14, SeaTac only had two incidents that could be considered similar. She detailed activities the partnership did.

**PRESENTATIONS – INFORMATIONAL ONLY (Continued):**

**Quarterly Public Safety Statistics (Continued):**

Discussion ensued about the robberies. Chief Mulligan stated that there hasn't been one specific arrest related to the robberies, however, she believes it is overall enforcement that is creating impact.

She also explained that October 27, at Tyee Educational Complex, a conversation was overheard about someone threatening to do damage to the school. She detailed the response done so far in order to notify the community and parents. Police presence has increased due to the threat.

**ADJOURNED:** Mayor Gregerson will adjourn the CSS at 5:59 p.m.