



CITY OF SEATAC

PLANNING COMMISSION MEETING

Riverton Room, SeaTac City Hall, 4800 S. 188th Street
February 3, 2015, 5:30 p.m.

MEETING AGENDA

- 1) Call to Order/Roll Call – 5:30 p.m.
- 2) Approve Minutes of January 20, 2015 Planning Commission Meetings (Exhibit A)
- 3) Public Comment: Public comment will be accepted on items not scheduled for a public hearing
- 4) Election of Officers (Exhibit B – Planning Commission By-Laws)
- 5) Major Comprehensive Plan Update - Transportation Element (Exhibit C)
- 6) Major Comprehensive Plan Update – Housing & Human Services Element (Exhibit D)
- 7) CED Director's Report
- 8) Planning Commission Comments (including suggestions for next meeting agenda)
- 9) Adjournment

The Planning Commission consists of five members appointed by the Mayor and confirmed by the City Council. The Commission primarily considers plans and regulations relating to the physical development of the city, plus other matters as assigned. The Commission is an advisory body to the City Council.

All Commission meetings are open to the public and comments are welcome. Please be sure to be recognized by the Chair prior to speaking.

**CITY OF SEATAC
PLANNING COMMISSION
Minutes of January 20, 2015
Regular Meeting**

Members Present: Joe Adamack, Roxie Chapin, Tom Dantzler, Robert Scully, Jim Todd

Staff present: Joe Scorcio, CED Director; Steve Pilcher, Planning Manager; Mike Scarey, Senior Planner

1. Call to Order

Chairman Adamack called the meeting to order at 5:31 p.m.

2. Minutes

Moved and seconded to approve the minutes of the December 6, 2014 meeting. **Passed 5-0.**

3. Public Comment

None.

4. Briefing on Major Comprehensive Plan Update

Senior Planner Mike Scarey noted that the Commission is now beginning a second round of review of potential amendments. The packet provided includes both a “clean” and edited version of several chapters of the Plan, plus examples of how those chapters will appear in the new layout that was developed by staff and its consultant, Makers. Mr. Scarey reminded the Commission of the reviews that have occurred and what is anticipated over the next few months. After three separate public engagement events, a public hearing is anticipated to occur in early April.

In terms of the new layout as produced by the consultant, Mr. Scarey noted that the text will be updated to reflect some recent edits and any changes the Commission may suggest. As an example, he reviewed some of the changes to occur in the Land Use Element. He also reviewed how staff is working to simplify the Implementation Strategies portion of the element.

A joint meeting with the City Council has been scheduled for the Commission’s regular March 17th meeting date and time. At that time, the full draft Plan will be introduced to both bodies.

Potential public hearing dates were discussed with the Commission. It was agreed that April 7th would be an appropriate date for a public hearing, with May 5th being reserved for a continued hearing, if necessary.

The Commission discussed a few issues regarding policies concerning townhouse development and also rezone criteria.

5. CED Director's Report

CED Director Joe Scorcio noted that early registration for the National APA Conference will close on February 19th and that Commissioners are asked to advise staff at the next meeting of whether they will attend or not. Staff will send out an email with a link to more information regarding the conference.

6. Commissioner's report

None.

7. Adjournment

Moved and seconded to adjourn. Motion passed 5-0. The meeting adjourned at 6:32 p.m.

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BYLAWS OF THE PLANNING COMMISSION OF THE CITY OF SEATAC

We, the members of the Planning Commission of the City of SeaTac, State of Washington, created pursuant to Chapter 35A.63 of the Revised Code of Washington and Chapter 2.15 of the SeaTac Municipal Code, do hereby adopt the following BYLAWS:

ARTICLE 1 – NAME

Section 1.1

The official name of the commission is the "Planning Commission of the City of SeaTac" per SMC 2.15.010.

Section 1.2

The official seat of the Commission is the City Hall of the City of SeaTac.

ARTICLE 2 – JURISDICTION

Section 2.1

The purpose and intent of the Commission is to promote orderly physical development; prepare and recommend regulations, amendments, extensions, or additions to the regulations or plans for physical development; and review and make recommendations, hold public hearings, and establish regulations and standards regarding plats, plans for subdivisions or dedications of land situated within the boundaries of the City or proposed for annexation to the City.

ARTICLE 3 – RELATIONS TO CITY STAFF

Section 3.1

The Community and Economic Development Department staff of the City, as assigned by the City Manager, shall provide staff assistance and serve as liaison between the Planning Commission and those boards and commissions not represented on the Planning Commission, and shall also serve to facilitate communication by the Planning Commission to the City Council.

ARTICLE 4 – FUNCTIONS AND DUTIES

The Commission, pursuant to SMC 2.15.110 through 2.15.140, shall have the following major functions:

Section 4.1

Serves as an advisor to the SeaTac City Council in order to promote the orderly physical development and growth of the City;

Section 4.2

Prepare a comprehensive plan for the City, in accordance with state law, and recommend not more than once a year to City Council such changes, amendments or additions to the comprehensive plan as may be deemed desirable for the physical, social and economic development of the City;

Section 4.3

Recommend, or prepare and recommend, for the adoption by Council, regulations, amendments, extensions or additions to such regulations or plans for the physical development of the City in the interests of health, safety or general welfare;

Section 4.4

Review and make recommendations to the Council on such development regulations which may be deemed necessary and which shall be consistent with and shall implement the comprehensive plan;

Section 4.5

Act as a research and fact finding agency of the City, with the assistance of the Director of Community and Economic Development, in regard to growth management/annexation, land use, transportation, environmental management, parks/recreation/open space, housing, utilities, historic resources, community quality/design, economic development and capital facilities. The Commission, with the assistance of the Director of Community and Economic Development, shall conduct such surveys, analysis, studies and reports as are generally authorized or requested by the City Council;

Section 4.6

Conduct advanced planning for public works programs and the long-range capital budget;

Section 4.7

Establish such other work project priorities as the City Council may direct;

Section 4.8

Review, discuss and analyze work products, projects and recommendations of other City commissions that may relate to the functions and duties of the Commission, and when appropriate, actions of Hearing Examiner, which may indicate the need for amendments to the Municipal Code;

Section 4.9

Review, discuss and analyze work products and projects as may be referred to the Commission by the Council or Staff, and when appropriate, solicit and consider input from other Boards or Commissions which may have an interest in the subject mater;

Section 4.10

With City Council approval, to study specific problems or projects which may arise from time to time. This may include, but is not limited to, forming ad hoc committees from within as well as outside its membership.

Section 4.11

Hold public hearings or public meetings, as required by the SeaTac Municipal Code or State law, or as requested by the City Council.

ARTICLE 5 – MEMBERSHIP

Section 5.1

The Commission shall be composed of five (5) members that shall include three (3) members that are residents of the City and two (2) members shall own, operate or be employed by business entities located within the City, but if such candidates cannot be found, then the fourth and/or fifth member shall be residents of the City.

Section 5.2

The members of the Planning Commission shall be appointed by the Mayor, subject to confirmation by the City Council.

Section 5.3

Members of the Planning Commission shall serve for a term of three years, or until appointment of a successor member, whichever is later.

Section 5.4

If a member of the Planning Commission shall be absent, without prior notification and excuse, from three (3) consecutive regularly scheduled meetings of the Commission, the Chairperson shall report that fact and circumstances to the Mayor, who may declare the position held by that member vacant and a new member may be appointed in the manner set forth above.

Section 5.5

Absences from six (6) convened meetings by any Commission member, excused or unexcused, occurring within a twelve-month period, may likewise be grounds for removal.

ARTICLE 6 – MEETINGS

Section 6.1

Regular meetings are held the first and third Tuesday of each month, except when the Planning Commission sets an alternative meeting time, for the expressed purpose of conducting business and taking formal action. Agendas are issued and the proceedings of the meetings are recorded and published in the form of adopted meeting minutes.

Section 6.2

The Director of Community and Economic Development, or designee, shall attend each meeting of the Planning Commission and shall ensure that minutes of each meeting are taken and published. The Director, or designee, shall provide copies of the published minutes to each member of the City Council.

The Planning Commission shall provide to the City Council a written summary of every public hearing held by the Commission at a following study session or regular meeting of the City Council but not less than two weeks prior to the Council's action on the subject of the public hearing. If deemed necessary by the Planning Commission due to time factors, an oral summary report on a public hearing may be given within said two week time period to the City Council by a Planning Commission member or the Director of Community and Economic Development.

Section 6.3

The Planning Commission may hold joint meetings with one or more city or county planning agencies and may engage in regional planning activities.

Section 6.4

Special meetings may be called by the Chairperson as needed and formal action may be taken. Agendas are issued and the proceedings of the meetings are recorded and

published in the form of adopted meeting minutes. Notice of any special meeting shall be issued as required by state law.

Section 6.5

Workshop meetings are held as needed for the purpose of providing work sessions for the development, review and discussion of draft documents, studies and reports. Agendas are issued; however, the proceedings are not recorded or published, and no formal action may be taken.

Section 6.6

All meetings shall be held in the Council Chamber, SeaTac City Hall starting at 5:30 p.m., unless otherwise directed by the Chairperson.

Section 6.7

All meetings shall be open public meetings as required by state law.

ARTICLE 7 – OFFICERS

Section 7.1

The officers of the Commission shall consist of a Chairperson and Vice-Chairperson, elected from the appointed members of the Commission. The election of officers shall take place the first regular meeting of February of each year, unless otherwise directed by the Chairperson. The term of office for each officer shall run until the next subsequent election of new officers; provided, however, that any officer may be removed at any time by a majority vote of the entire Commission.

Section 7.2

If the position of Chairperson becomes vacant, the Vice-Chairperson shall automatically become Chairperson until the next election of officers, as provided in Section 7.1. If the position of Vice-Chairperson becomes vacant, the Commission shall elect a Vice-Chairperson at the next regular meeting after the vacancy occurs.

Section 7.3

The election of Chairperson or Vice-Chairperson requires the affirmative vote of at least three commission members. The election of an Officer shall be continued to the next regularly scheduled meeting should the commission be unable to select an Officer in accordance with this Section.

ARTICLE 8 – DUTIES OF OFFICERS

Section 8.1

Chairperson – The chairperson shall preside over the meetings of the Commission and may exercise all powers usually incident to the office, retaining as a member of the Commission, however, the full right to have a vote recorded on all deliberations of the Commission. The City Council Committee liaison(s) shall be appointed, as needed, by the Planning Commission from within its membership.

Section 8.2

Vice-Chairperson – The Chairperson being absent, the Vice-Chairperson shall preside as acting Chairperson for the meeting. If both the Chairperson and Vice-Chairperson are absent, a member of the Commission shall be designated as acting Chairperson for the meeting.

Section 8.3

Secretary – The Secretary, a designated city staff member, shall keep a record of all meetings of the Commission and those records will be retained at such office as the Commission may direct. The Secretary shall also perform such other ministerial functions relating to the position of Secretary as directed, including to facilitate communication by the City Council.

ARTICLE 9 – QUORUM

Section 9.1

Three (3) members of the Commission shall constitute a quorum for the transaction of business. Any action taken by a majority of those present, when those present constitute a quorum, at any regular or special meeting shall be deemed as the action of the Commission.

ARTICLE 10 – AGENDA/RULES OF ORDER

Section 10.1

The regular order of business shall be as follows, but may be adjusted as needed:

- Call to Order/Roll Call
- Approval of Minutes
- Public Hearing (if applicable), Including an Explanation of Public Hearing Procedures and a Staff Presentation
- Old Business
- New Business

- City Council Committee Liaison Report(s)
- CED Director/Staff Report
- Commission Comments
- Adjournment

Section 10.2

Regular and special meetings of the Commission shall be conducted under the most recent edition of Roberts Rules of Order, except as otherwise addressed by these Bylaws.

ARTICLE 11 – PUBLIC HEARINGS

Section 11.1

The following procedure shall apply to Public Hearings held by the Planning Commission:

- The Director of Community and Economic Development or designee shall present the issue to the Planning Commission and respond to questions.
- A person may speak for up to three minutes, although up to ten minutes may be granted by the Chairperson if a person is speaking for a group of at least five people in attendance at the Public Hearing. The Chairperson may establish longer time periods, if there is unanimous concurrence by the rest of the Commission.
- The Planning Commission may ask questions of the speaker and the speaker may respond, but may not engage in further debate.

The Public Hearing will then be closed, but Planning Commission discussion may ensue if the Commission so desires.

ARTICLE 12 – COMPENSATION/EXPENSES

Section 12.1

The members of the Planning Commission shall serve without compensation.

Section 12.2

The City Council may appropriate a budget for use of the Planning Commission in meeting such expenses and expenditures as may be necessary. The City shall provide to the Planning Commission adequate space and facilities and necessary supplies to facilitate the official business of the Commission. It should be noted that the Community and Economic Development Department is designated to provide space and the necessary supplies to facilitate the official business of the Commission.

ARTICLE 13 – CONFLICTS OF INTEREST

Section 13.1

If any member of the Planning Commission concludes that such member has a conflict of interest or an appearance of fairness problem with respect to a matter pending before the Commission, that member shall disqualify himself or herself from participating in the deliberations and the decision-making process with respect to that matter. If the Mayor and City Manager conclude that a member has a conflict of interest or an appearance of fairness problem with respect to a matter pending before the Commission, that member shall be disqualified from participating in the deliberations and the decision-making process with respect to that matter. In either event, the Mayor may appoint, without necessity of confirmation by the City Council, a person to serve as an alternate on the Planning Commission in regard to that particular matter.

ARTICLE 14 – AMENDMENT

Section 14.1

These Bylaws and Rules of Procedure may be amended by the City Council. Any amendments proposed by the Commission must be forwarded by the Commission to the City Council for consideration by the affirmative vote of a majority of the entire Commission membership during the course of a regular or special meeting; provided, however, that the amendment was proposed at a prior regular or special meeting.

Date: 2/3/15
Exhibit: C

CITY OF SEATAC

Transportation Element Update & Transportation Master Plan

Presented by
transpogroup 
Planning Commission
February 3, 2015





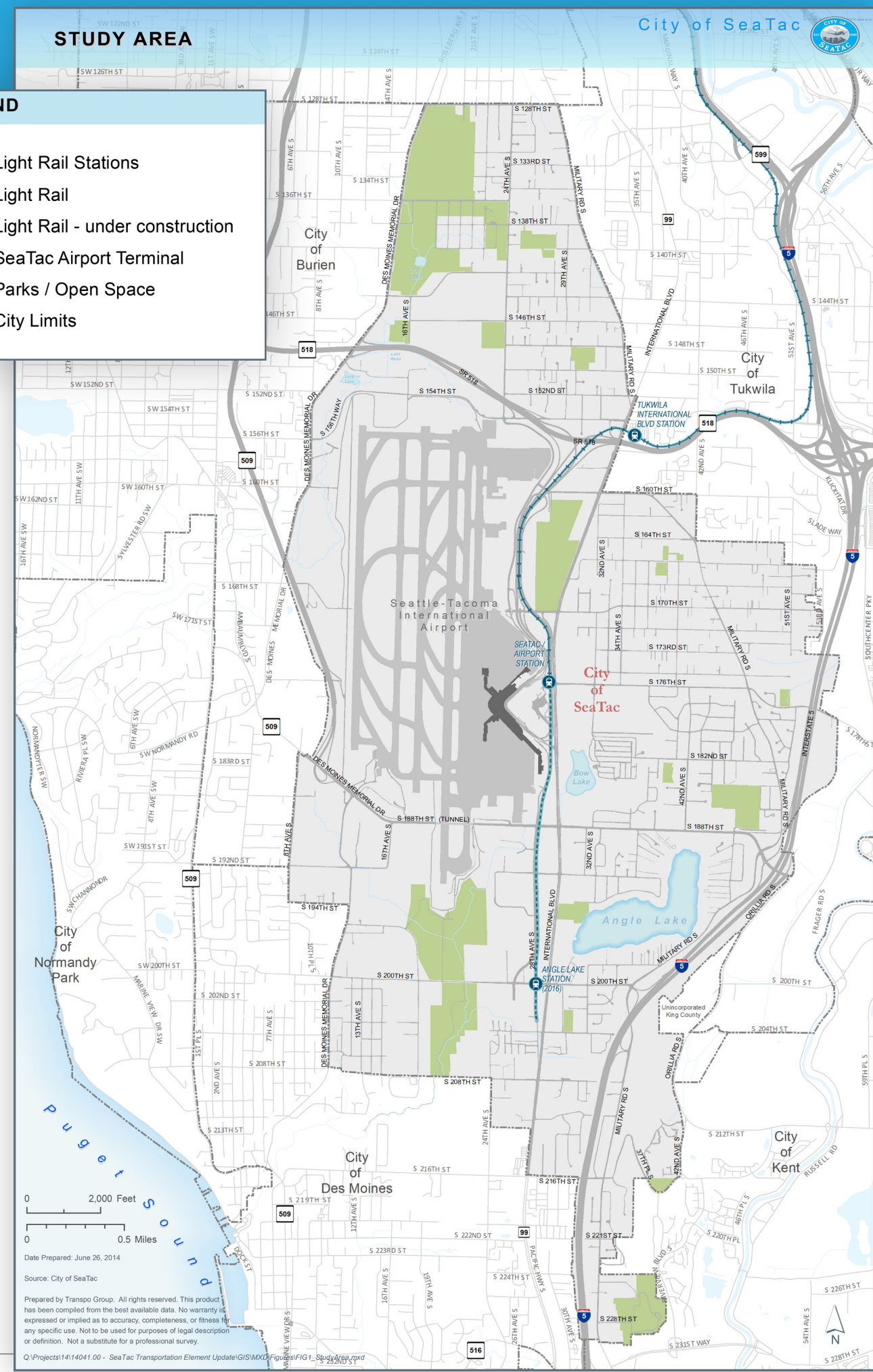
Agenda

- > Work Program Tasks
- > Framework for 2035 Transportation Element
- > Multimodal Transportation Improvement Projects
- > Transportation Project and Program Cost Estimates
- > Transportation Revenue Forecasts
- > Balancing the Plan
- > Next Steps

Presented by transpogroup

LEGEND

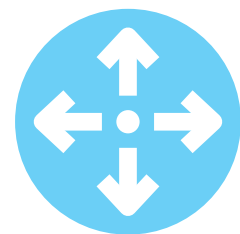
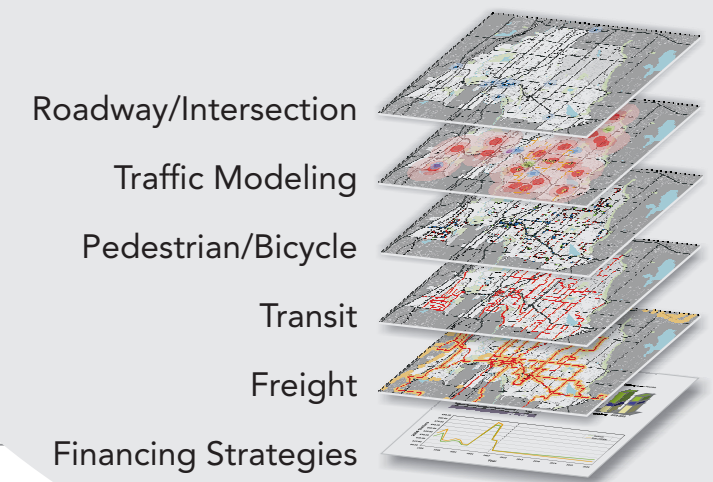
- Light Rail Stations
- Light Rail
- Light Rail - under construction
- SeaTac Airport Terminal
- Parks / Open Space
- City Limits



Q:\Projects\1414041.00 - SeaTac Transportation Element Update\GISMXD\Figures\FIG 1_StudyArea.mxd



Primary Work Program Tasks



Agency coordination and public outreach



Evaluate existing transportation systems conditions and issues

- > Traffic operations
- > Safety
- > All travel modes
- > Economic development



Prepare travel forecasts and evaluate options

- > Integration of transportation and land use planning
- > Coordinated travel demand model with Port of Seattle
- > Evaluate alternatives for SR 509 phasing



Define multimodal improvement projects

- > Complete Streets framework
- > Potential trade-offs
- > Costs
- > Project priorities



Transportation policies

- > Consistency with Vision 2040 / GMA requirements
- > Transportation funding and impact fees
- > Level of service standards and concurrency



Documentation and Environmental Review

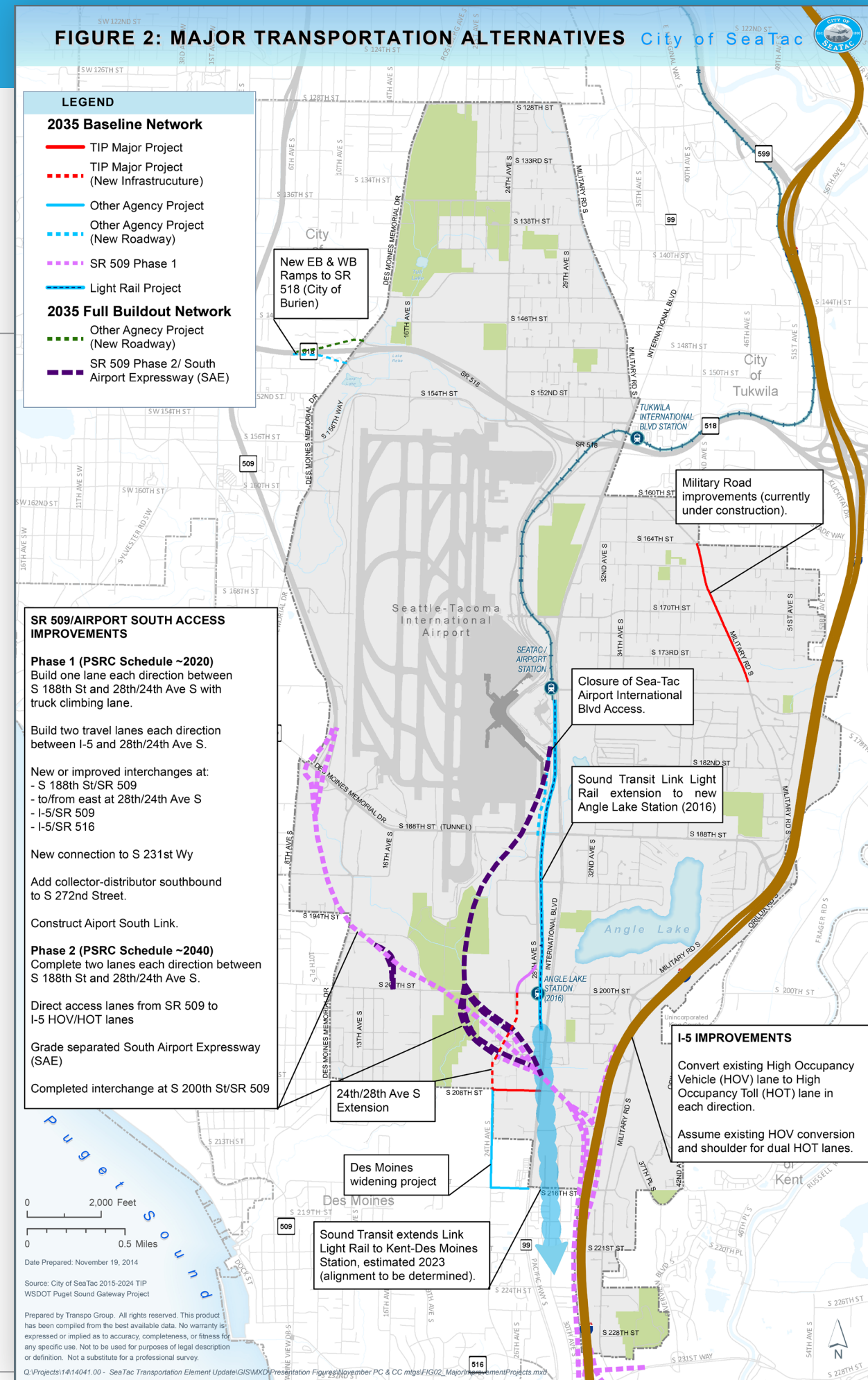


PUBLIC OUTREACH



Framework for the 2035 Transportation Element

- > **By 2025:** Target funding and construction of SR 509 Phase I and Interim Airport South Access
- > **By 2035:** Work with Port and Regional Stakeholders to advance South Airport Expressway
- > **By 2040:** Continue working with WSDOT and Regional Stakeholders to advance Phase 2 of SR 509, consistent with PSRC Vision 2040





MULTIMODAL TRANSPORTATION IMPROVEMENT PROJECTS

Existing 2015-2024 Transportation Improvement Program (TIP)

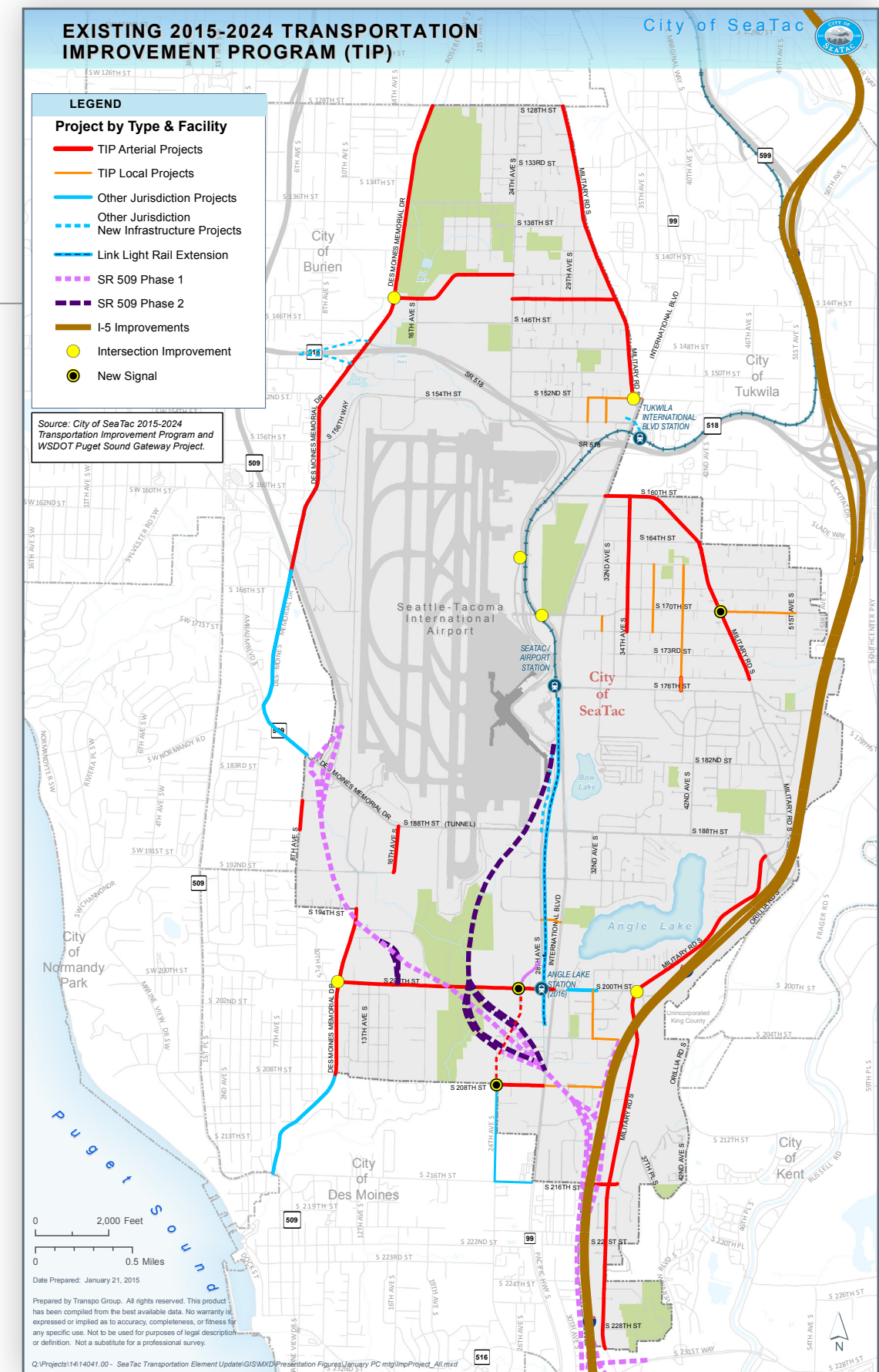
Other Agency Improvements

- > SR 509 Extension
 - Phase 1 (by 2025)
 - Phase 2 (by 2040)
- > South Airport Expressway (SAE)
 - Interim 24/28th Ave S (by 2025)
 - Grade Separated Expressway (by 2035)
- > SR 518/SR 99 Improvements

SeaTac Improvements

- > 24/28th Ave S Corridor completion
- > Upgrading city arterials to urban standards
- > Circulation and access roadways
- > Intersection operational and safety improvements
- > Sidewalk improvements

Presented by
transpogroup





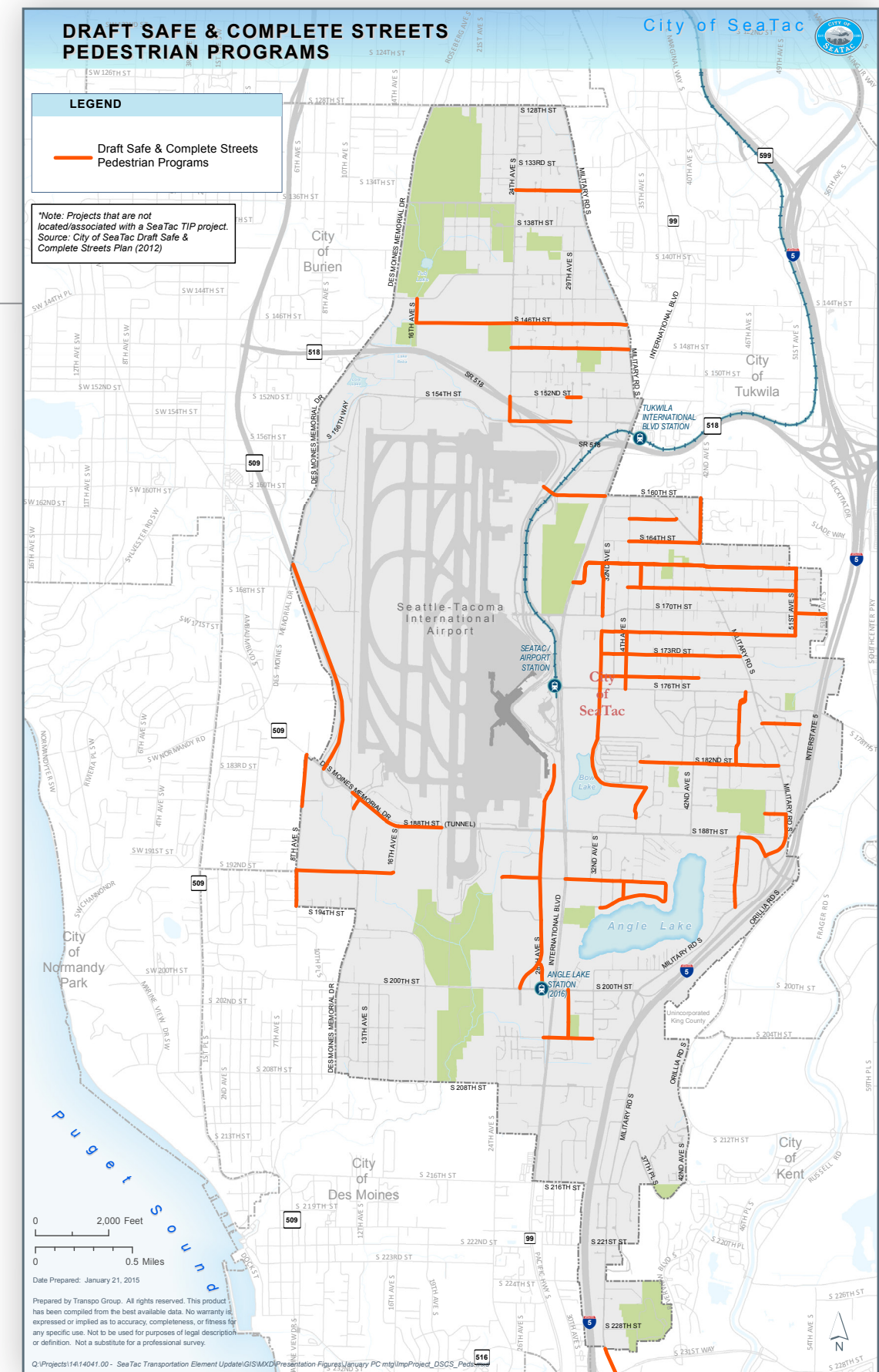
MULTIMODAL TRANSPORTATION IMPROVEMENT PROJECTS

Safe & Complete Streets: Pedestrian Improvement Program

Improve SeaTac's Pedestrian Network

- > Close gaps in the system
 - Small gaps to link existing facilities
 - Large gaps to link neighborhood and/or commercial districts
- > Safe walk to school routes
- > Cross major barriers
- > Access to transit

Presented by
transpogroup





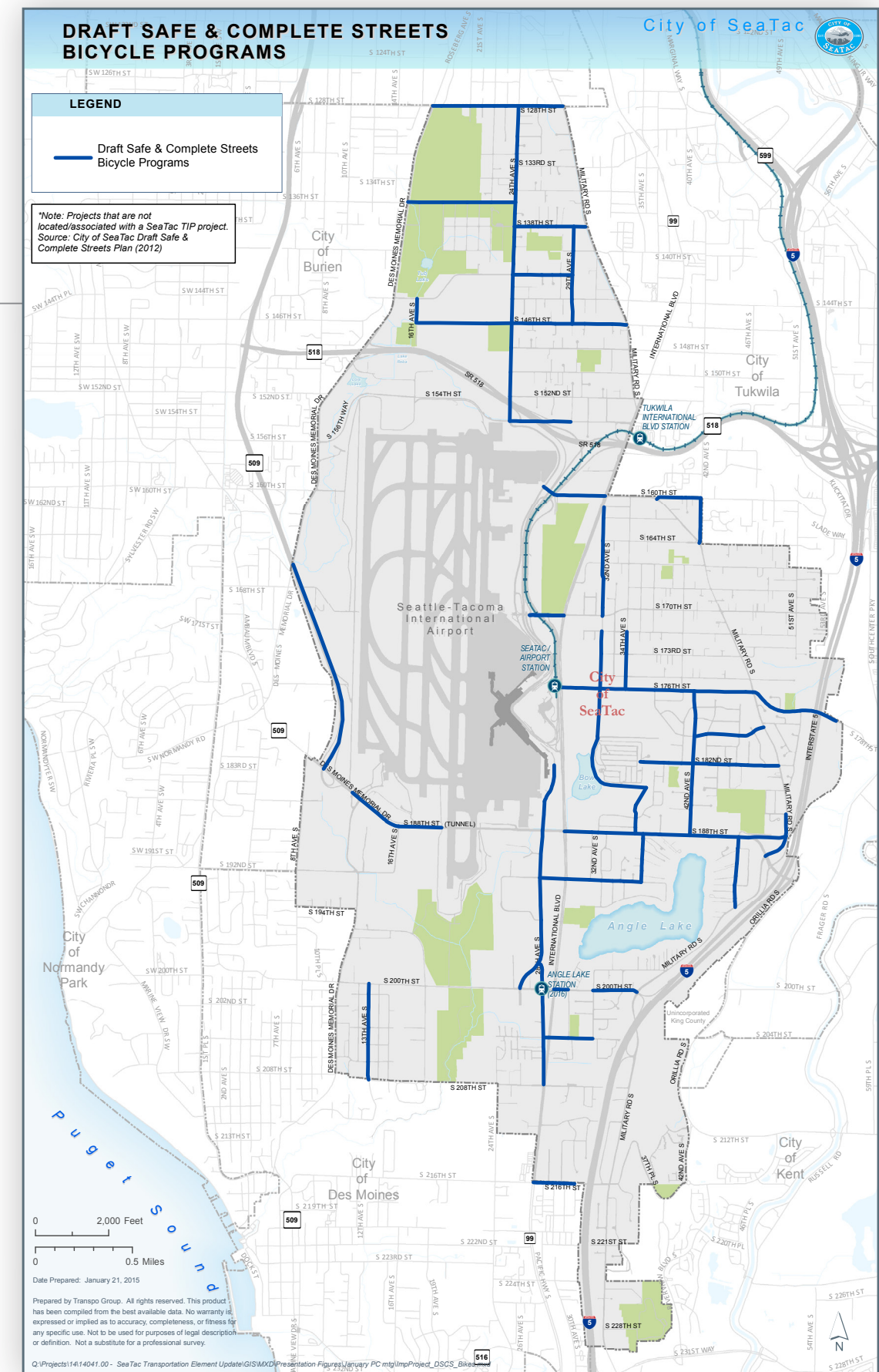
MULTIMODAL TRANSPORTATION IMPROVEMENT PROJECTS

Safe & Complete Streets

Bicycle Improvements Program

Improve SeaTac's Bicycle Network

- > Close gaps in the system
 - Small gaps to link existing facilities
 - Large gaps to link neighborhood and/or commercial districts
- > Cross major barriers
- > Access to transit





MULTIMODAL TRANSPORTATION IMPROVEMENT PROJECTS

Additional Improvement Projects

2015 Transportation Master Plan

Freeway Ramp Improvements

- > Realign SR 518 WB Off-Ramp at S 154th with 32nd Ave S
- > New SR 518 WB Off-Ramp connecting to south leg of S 154th St/International Blvd (IB) intersection

Intersection Improvements

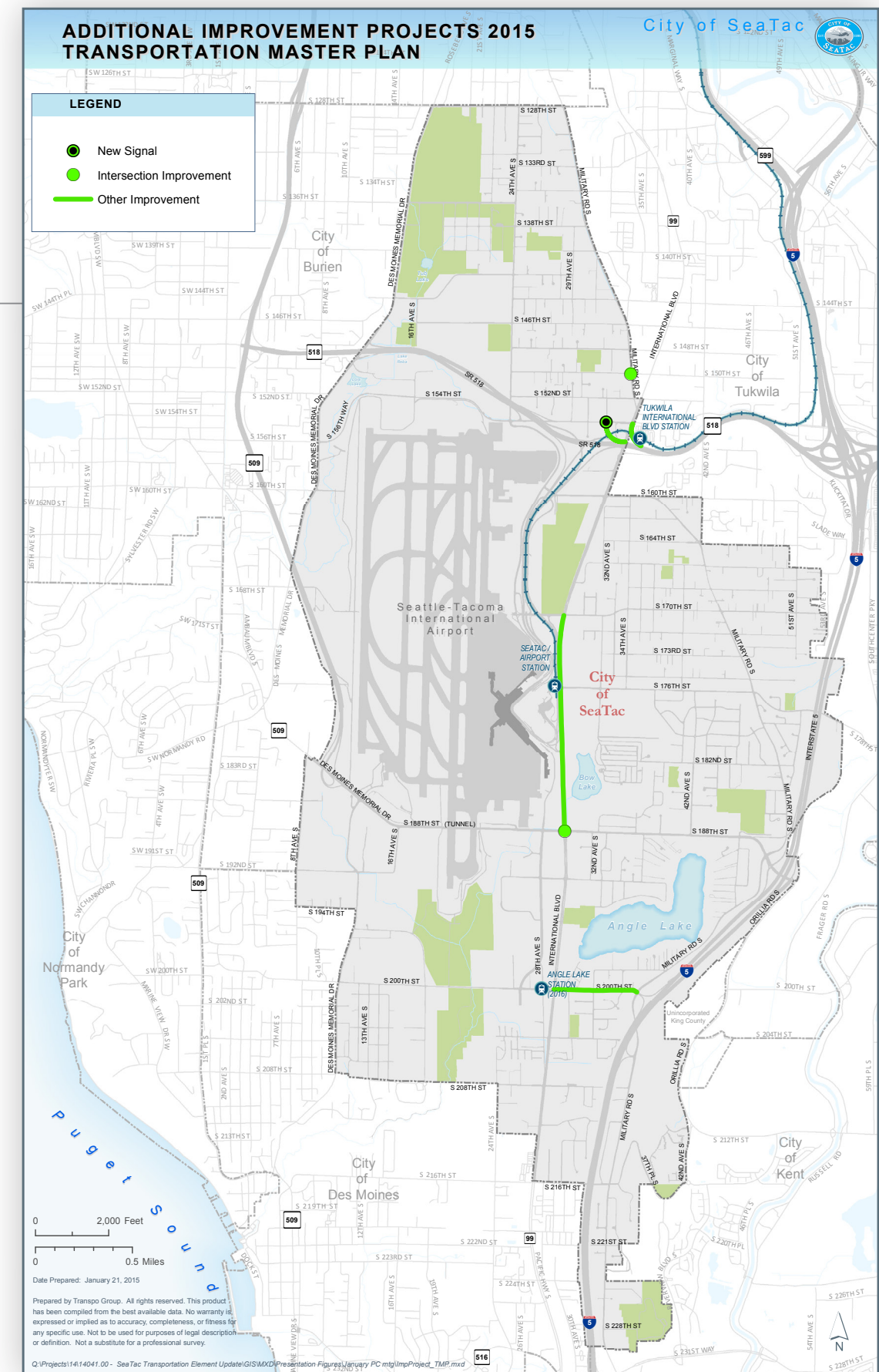
- > 188th St/IB: extend NB right turn lane w/ redevelopment
- > New Signal @ 154th St/32nd Ave/518 Off-Ramp
- > All-way stop-control @ 150th St/Military Rd

Roadway Improvements

- > 200th Street Road Diet

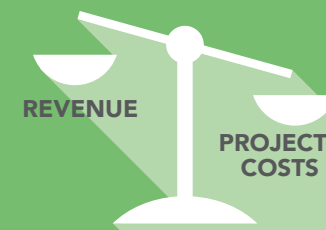
Improvement Programs

- > International Blvd Safety Program
- > Pedestrian Crossing Program/Criteria (not on map)
- > Radar Speed Sign Program/Criteria (not on map)





Transportation Project Cost Range – Preliminary Estimates (2015-2035) (Costs in 2014 dollars)



Millions of 2014 Dollars⁴

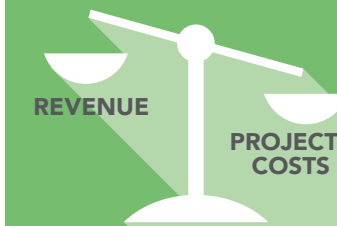
A. Multimodal Roadway and Intersection ¹	\$300 to \$340
B. Safe and Complete Streets Projects ²	\$110 to \$130
C. Maintenance, Operations, and Administration ³	\$ 80 to \$ 130
Total	\$490 to \$600

1. Projects include pedestrian and bicycle facilities as part of roadway improvement (excludes already expended funds.)
2. Other pedestrian and bicycle projects not included in category A.
3. Includes street overlays, maintenance of signals, signs, markings, etc., staffing, debt service, and other related costs.
4. Costs do not include project expenditures or costs to be covered by other agencies.





Forecast of Existing City of SeaTac Transportation Revenues (2015-2035) (Revenues in 2014 dollars)



Millions of 2014 Dollars

A. State & Federal Grants	\$ 56
B. Motor Vehicle Fuel Tax (MVFT)	\$ 11
C. Parking Tax	\$ 98
D. Transportation Impact Fees ¹	\$ 3
Total	\$168



1. Impact fee revenue forecasts based on historical trends.
Impact fee rates will be updated as part of Transportation Master Plan



Balancing the Plan – Projects Priorities

Support and Align with Council's Vision:

The City of SeaTac is a premier, global community, offering a solid, sustainable economy and a healthy, inclusive, and vibrant quality of life.

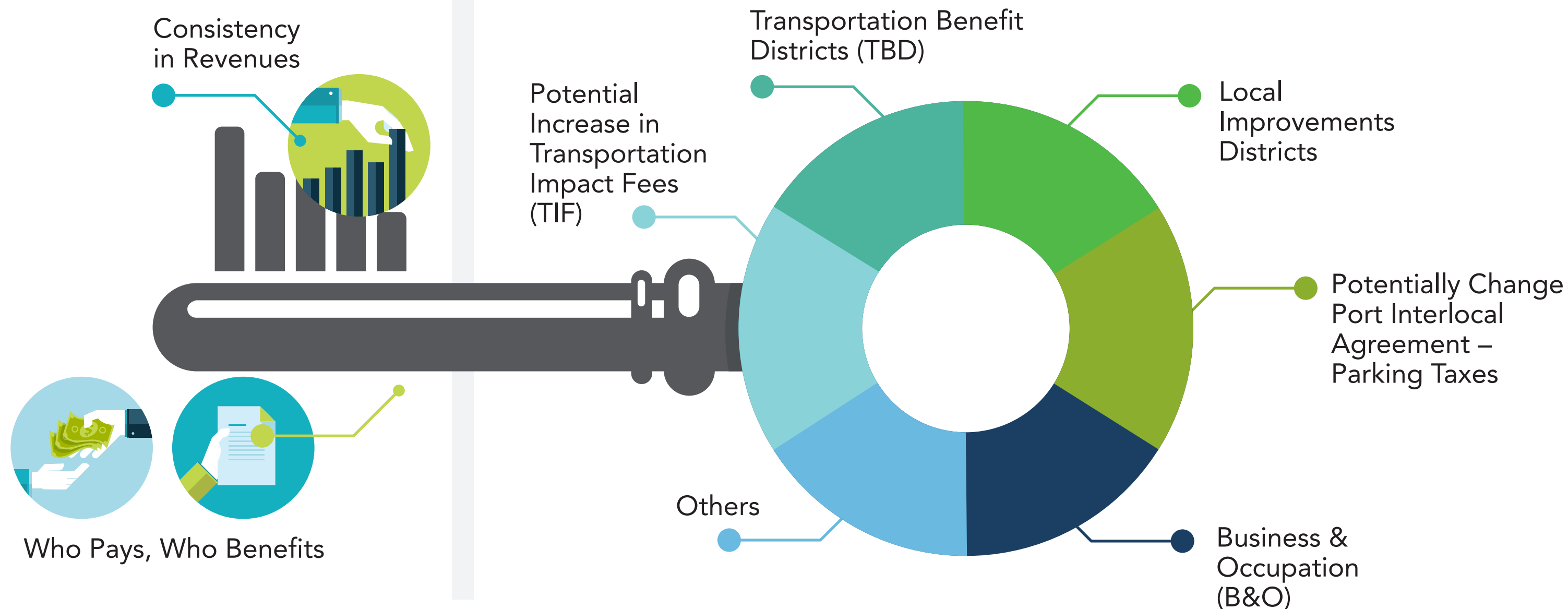




Balancing the Plan – Options for Increasing Revenues

KEY CONSIDERATIONS

OPTIONS





Next Steps for Transportation Element – In Process



Finalize list of transportation improvements & programs

Prepare project cost estimates

Define Level of Service/Concurrency Program Strategy

Complete funding analyses/impact fee update

Assign project priorities

Update transportation policies

Prepare Draft Transportation Element

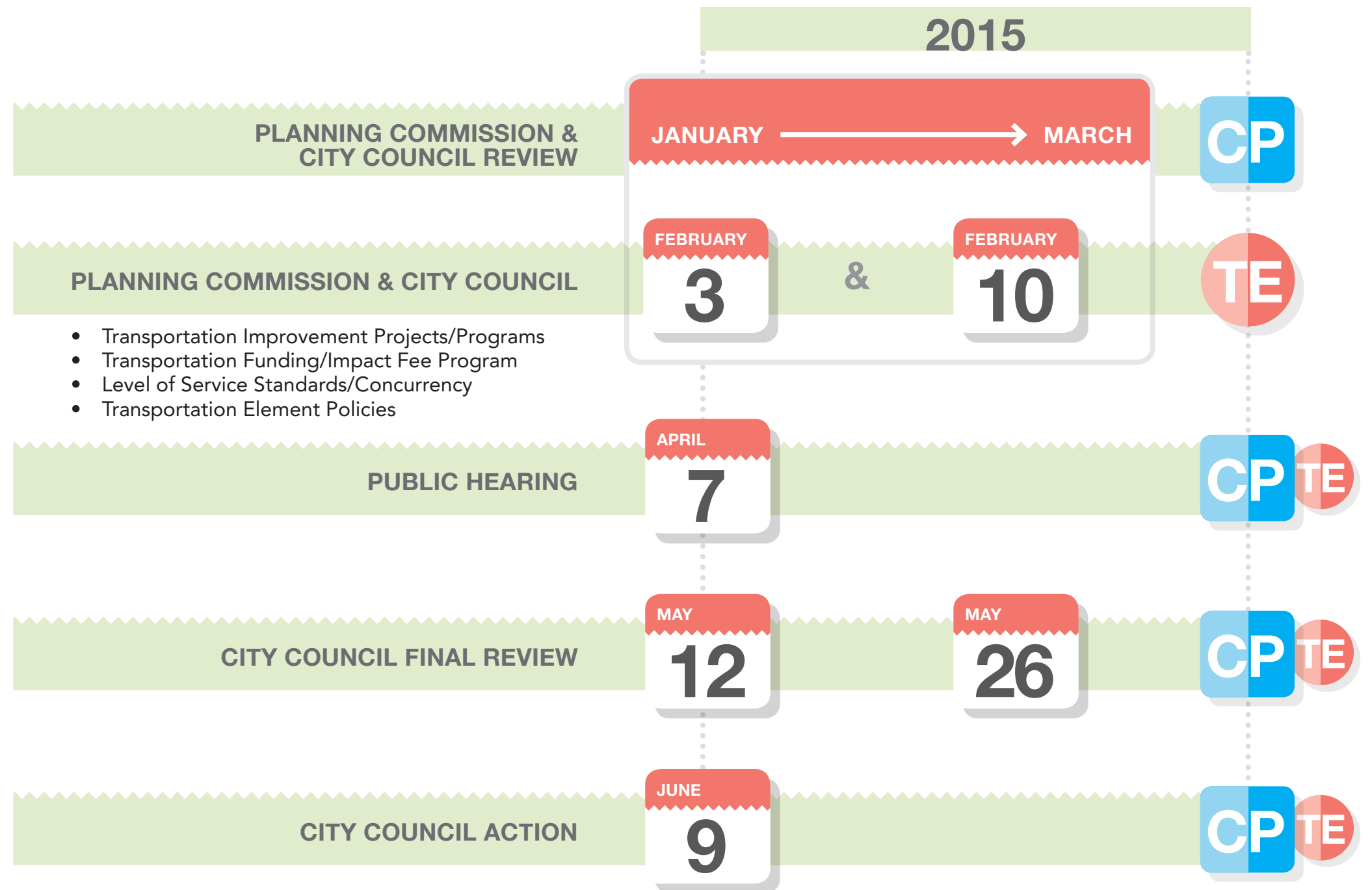
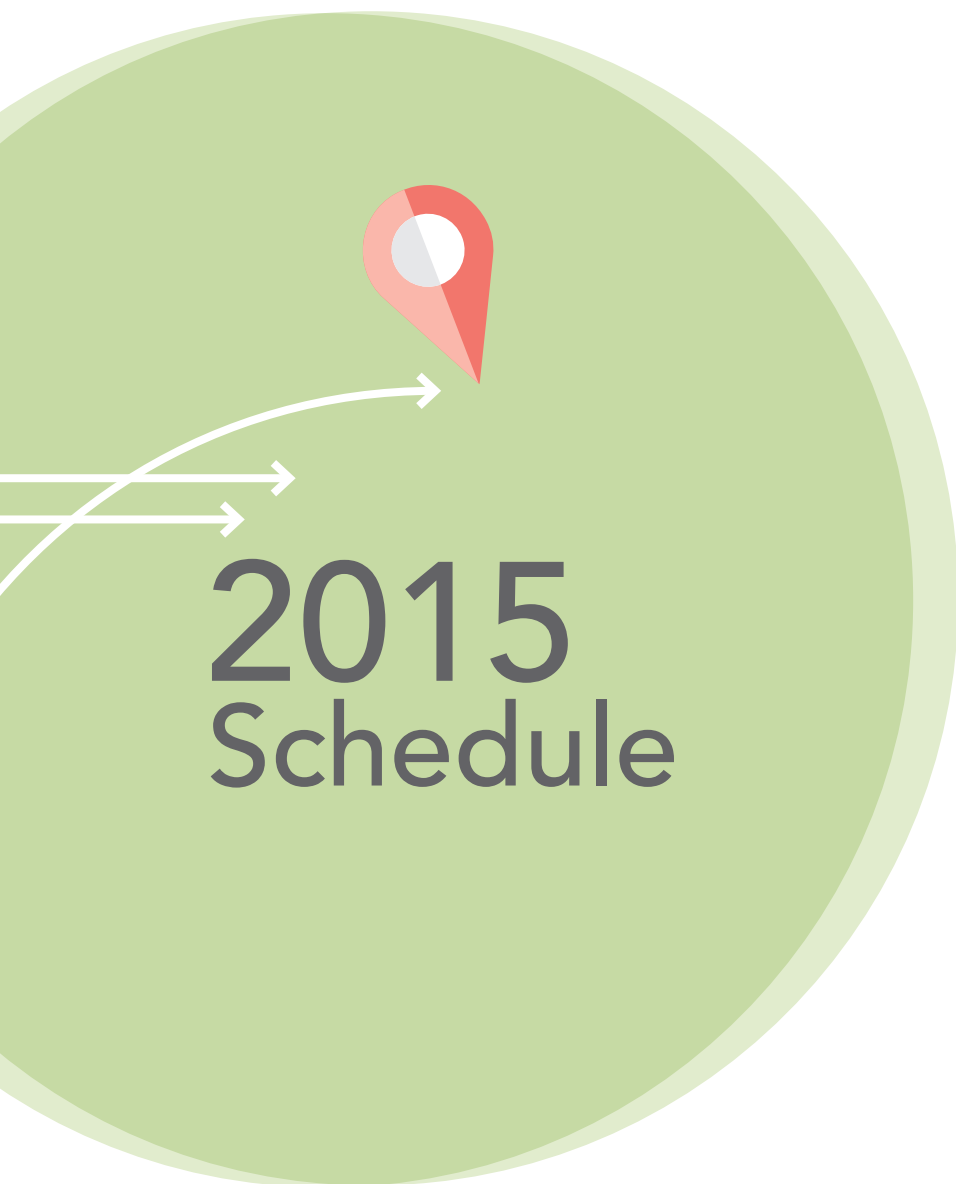
Prepare SEPA review

Meet with Planning Commission and City Council in February

Ongoing public outreach as part of the Comprehensive Plan update process



Schedule for Comprehensive Plan **CP** and Transportation Element **TE**



CHAPTER 3

Exhibit D
Date: 2/3/15

HOUSING AND HUMAN SERVICES ELEMENT

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INTRODUCTION

The Housing and Human Services Element seeks to strengthen and sustain a place where children, families, and individuals can thrive, neighbors care for each other, and residents partake in a just and thriving community for all. This Element addresses housing and social services, which are often integrally related. It establishes the policy context for regulations and programs that provide for an adequate housing supply for the projected population at all income levels, maintain housing quality, and protect existing single-family neighborhoods. It also establishes the policy context for Human Services programs and actions that serve community members with varying needs. While the goals and policies of this element apply citywide, they emphasize concentrating opportunities in the Urban Center and station areas, where transportation options can reduce transportation costs for lower income households.

Access to resources

SeaTac's housing and human services work aims to ensure that all residents have access to basic necessities and resources for a good quality of life, including:

- Safe and affordable housing,
- Adequate and nutritious food,
- Access to quality health care,
- A living wage to support self and family,
- Affordable and available community activities,
- Universal quality education,
- High quality affordable childcare,
- Freedom from physical harm as well as mental and emotional coercion, and
- Economic, environmental, and social stability.

Guiding Principles

The following principles guide this Element:

- Every person is valuable, and meeting basic human needs for all is essential. People must not be devalued for being in need, nor during service delivery.

- Collaborative partnerships must be established between funders, government, educators, human service providers, media, police, the criminal justice system, and the community at large to ensure basic human needs are met in a humane and holistic manner.
- Human services must be operated, staffed, and funded in a way that allows for services to be accessible across a broad spectrum of need.
- A continuum of human services that increases self reliance and strengthens individuals, children, and families must be provided.
- Increasing access and promoting awareness of human services improves health and well being.
- Working with nearby jurisdictions to fund and administer human services improves and integrates systems.
- Programs must be monitored and should respond to changing needs.

See Framework Policy 1.1A regarding community engagement and public participation

Coordination with other Elements and Plans

This Element is coordinated with the Land Use, Transportation, Economic Vitality, and Parks, Recreation, and Open Space Elements to ensure a consistent approach to providing access to the above resources.

Additional housing goals and policies can be found in the City Center Plan.

MAJOR CONDITIONS

SeaTac's major housing and human services¹ conditions include:

SeaTac's Demographics

SeaTac continues to become increasingly ethnically diverse. SeaTac's population is 61% persons of color, with 31% born in another country (King County analysis of 2010 US Census/2005-2009 American Community Survey data). More than 70 languages are spoken in SeaTac's schools. Poverty rates are also higher in SeaTac than in King County as a whole, with the median household income 9% less than the countywide median. Offering services that are geared to meet the needs of this diverse population and

- Property values in the vicinity of the light rail stations will likely rise in anticipation of or as a result of new development. This will make it challenging to provide and maintain affordable housing in proximity to the stations.
- SeaTac is now a "minority majority" city, meaning that more than half of the population is made up of racial and ethnic minorities, many of whom are new immigrants with social service needs.
- Although SeaTac's housing sales and rent prices are among the most affordable in the region, households with very low incomes (less than 30% of the area median income) have difficulty finding housing.
- SeaTac residents, as well as residents of other south King County cities, are at a higher risk for chronic diseases, poor health, and lower life expectancies compared to the rest of the county.
- 58% of renters pay more than 30% of household income for housing; 35% of homeowners pay more than 30% of household income for housing (2010 Census).
- There are three mobile home parks with about 540 mobile homes in SeaTac. Mobile homes offer an affordable housing option preferred by some residents, but they are vulnerable to park closure by the property owner.

¹ "Human services" shall be defined as those services that address the following needs of SeaTac residents:

- a. Basic human needs, including the need for food, clothing, shelter, and primary health care.
- b. Social support, especially in times of personal and family crisis. Social support services include counseling, outreach, peer support, employment and training programs, child day care programs, and preventive education.
- c. Treatment for illnesses or disabling conditions such as physical illness, mental illness, and substance abuse.
- d. Help in gaining access to available, appropriate services including transportation and information and referral programs.

GOALS AND POLICIES

This section contains SeaTac’s housing and human services goals and policies. Goals represent the City’s general objectives, while policies detail the steps required to achieve each goal’s intent.

Access to Human Services

GOAL 3.1 SUPPORT EFFECTIVE AND ACCESSIBLE HUMAN SERVICES

Maintain and enhance the quality of life for all community members by providing and supporting effective and accessible human services that are culturally relevant, physically accessible, near adequate public transportation, affordable, and immediate.

Policy 3.1A

Provide human services to SeaTac residents regardless of race, ethnicity, cultural or religious background, national origin, sex, age, family status, sexual orientation, or sensory, mental, or physical disability.

A “continuum” of human services refers to programs that address prevention and root causes of problems as well as symptoms.

Policy 3.1B

Provide a continuum of human services that empower, build upon the strengths, and increase the self-reliance of individuals and families.

Policy 3.1C

Actively inform residents of and increase access to available services.

Lack of information about existing services prevents individuals and families from finding and using the services they need. The City is in a unique position to publicize services through direct public education and referrals by the Human Services office, Municipal Court, City police, fire department personnel, recreation supervisors, and other City staff.

Policy 3.1D

Evaluate and mitigate as necessary, impacts of City actions to human services programs, when developing policies, programs, and practices.

GOAL 3.2 ALLOCATE GENERAL FUNDS FOR SERVICES

Effectively allocate City general funds for services that address the full spectrum of community needs and values.

Policy 3.2A

Fund local and regional human services that address priority needs and meet City human services funding criteria.

Policy 3.2B

Fund services that are high quality and fiscally sound with a track record of achieving measurable outcomes and results.

Policy 3.2C

Leverage financial, volunteer, and other resources for the greatest impact.

GOAL 3.3 UTILIZE PARTNERSHIPS

Partner with funders, governments, educators, human service providers, media, police, the criminal justice system, and the community at large to meet human needs in a humane and holistic manner.

Policy 3.3A

Continually engage residents, service providers and community organizations in dialogue regarding the present service systems, the emerging needs of the community, and the building of a complete system of services.

Policy 3.3B

Cooperate with other local and regional funders to monitor and respond to changing community needs.

Policy 3.3B

Encourage local and regional coordination pursuing cooperative planning efforts with other governmental jurisdictions.

Policy 3.3C

Advocate for national, state, county, and local human services efforts that further the City's human services goals.

City government expresses a community's values. To implement Framework Policy 1.1A (promote meaningful community engagement) and determine human services needs and priorities, the City should provide ample opportunity for public input through its Human Services Advisory Committee and other forums such as needs assessments, neighborhood events, surveys, and public meetings.

Policy 3.3D

Assist community organizations in their planning and provision of human services.

Variety of Housing Types

GOAL 3.4 INCREASE HOUSING VARIETY

Increase housing options in ways that complement and enhance nearby residential and commercial uses.

See Land Use policies 2.1B and 2.1E.

See Capital Facilities Goal 5.1 and 5.3 regarding capacity and concurrency.

Policy 3.4A

Encourage development of residential areas and lots with adequate existing utilities and transportation systems.

SeaTac’s neighborhoods have opportunities for infill development. Development of these lots is fiscally responsible and efficient since the utilities and infrastructure are already in place and available.

See Utilities Goal 6.1 regarding adequate utilities provision.

Policy 3.4B

Promote a variety of housing types and options in all neighborhoods, particularly in proximity to transit, employment, and educational opportunities.

Unlike most suburban cities, SeaTac has more jobs than residents. Focusing residential growth in SeaTac’s transit communities improves the regional jobs-housing balance, supports the Regional Growth Strategy, and increases access to

Neighborhood Preservation

GOAL 3.5 STRENGTHEN EXISTING NEIGHBORHOODS

Strengthen SeaTac’s existing residential neighborhoods and foster a high degree of pride in residency or ownership.

Policy 3.5A

Use City programs to support physical and social stability in established residential neighborhoods.

SeaTac’s neighborhoods are affected by many City codes, policies, and programs which regulate land use, physical improvements, and transportation. The City, by equitably maintaining and enhancing the physical and social qualities of existing neighborhoods, ensures that these programs provide the greatest benefit to residents.

See the Land Use Element’s Healthy, Equitable, and Connected Communities section for policies that support physical and social stability.

Policy 3.5B

Support programs that repair and maintain existing single family, multifamily, owner-occupied, and rental housing to preserve and enhance the housing stock and retain the availability of safe, sanitary, and affordable units.

Neglected housing units can negatively affect a neighborhood’s property values and the health of residents.

Policy 3.5C

Advocate for programs that require the insulation of housing units affected by aircraft noise through the Port of Seattle and Federal Aviation Administration Noise Remedy Program.

See the Land Use Element’s airport noise contours Map 2.2

Housing Affordability

A basic tenet underlying housing affordability is that the private market generally creates housing for those in the upper income brackets, but City land use and planning policies and market interventions are necessary to make housing affordable to moderate and lower income residents.

The City recognizes that the following may affect housing affordability:

SeaTac serves the region with its affordable housing stock. Its preservation is an important goal for the City and Puget Sound Region.

- Household income;
- Sufficiency of supply vs. demand;
- Cost of land, taxes, fees, and infrastructure;
- Lending policies and requirements;
- Vacancy rates;
- Clear, concise, and predictable development regulations; and
- Timely and efficient permit processing.

When evaluating affordable housing policies, the City should consider the following:

See the Land Use Element’s Healthy, Equitable, and Connected Communities for transit communities policies and Map 2.1 for light rail station locations.

- Access to transit;
- Access to public services such as libraries, community centers, and schools;
- Community demographics including traditionally underserved communities;
- The existing level of affordable housing in SeaTac; and

- The number of households paying more than 30% of their income for housing.

GOAL 3.6 INCREASE HOUSING OPPORTUNITIES FOR ALL
 Increase housing opportunities for all economic segments of the community, especially in SeaTac’s transit communities.

Policy 3.6A

Identify, maintain, and enhance the existing affordable housing stock in SeaTac.

Policy 3.6B

Use City land use and construction-related codes to encourage development and adequate supply of affordable housing for all economic segments of the forecast population.

Policy 3.6C

Offer incentive programs for developers to preserve, replace, or build additional affordable housing units.

Periodically, SeaTac should review its incentive programs to ensure their utility as trends and market conditions change.

Policy 3.6D

Cooperate with the private sector, non-profit agencies, and public entities in the planning and development of affordable housing in SeaTac.

Policy 3.6E

In transit communities, require that both subsidized and market rate affordable housing units lost to redevelopment be replaced at the same affordability level in the same transit community.

Transit communities are generally considered the land within a half mile walking distance from the three light rail stations serving SeaTac. In some cases this land may extend beyond the Subarea boundaries. Developing transit communities implements the Council-endorsed Growing Transit Communities Compact.

Policy 3.6F

Work with regional and local governments to establish a transit-oriented development (TOD) property acquisition fund to encourage development of affordable housing in transit communities.

Land prices increase quickly near transit stations. This challenges equitable development by making site acquisition too expensive for affordable housing developers. A regional TOD fund would provide a

tool to help develop affordable housing in transit communities.

Policy 3.6G

Continually review City codes and development regulations to ensure they do not create barriers to affordable housing opportunities.

Development regulations contribute to housing costs. The City can eliminate requirements that create unreasonable costs without benefit. In addition, the City may be able to streamline the development process and make it more predictable for the housing developer.

“Targeted growth areas” refer to areas where it is the City’s policy to encourage population and employment growth, primarily in the Urban Center. Housing growth in these areas is anticipated to be in multifamily or mixed-use structures.

Policy 3.6H

Encourage equitable dispersal of affordable housing throughout the City.

Innovative tools, such as a percentage of affordable units in market-rate developments, accessory housing units, and first-time home buyer programs, can help distribute affordable housing opportunities throughout the community.

Policy 3.6I

Expand the Multifamily Tax Credit program to targeted growth areas.

The Multifamily Tax Credit currently only applies to the S. 154th Street station area and the area around the SeaTac/Airport Station.

Policy 3.6J

Support and encourage legislation at the County, State, and federal level, as well as the regional pooling of resources, to promote SeaTac’s affordable housing goals.

Special Needs Housing

GOAL 3.7 ENCOURAGE SPECIAL NEEDS HOUSING
Encourage a variety of housing opportunities for persons with special needs.

Policy 3.7A

Support and plan for assisted housing opportunities using available federal, State, and County resources.

“Special needs” refers to considerations or assistance required for people with mental, physical, or medical disabilities. For example, housing for people with limited mobility should follow universal design principles for maximum usability.

Policy 3.7B

Encourage the equitable distribution of special needs housing throughout the City.

RCW 36.70A.410 requires that special needs housing must be treated as any single family use, meaning that it must be allowed anywhere single family homes are allowed.

Mobile Home Park Maintenance

SeaTac’s mobile home parks provide an important affordable and community-oriented living option. However, mobile home park residents face unique challenges; they generally own their unit but do not own the underlying land. If the park owner closes the park, residents must sell their unit and find other housing or relocate their unit to another mobile home park. Depending on the age of the home, this can be difficult. Both options involve significant costs to the residents.

GOAL 3.8 MAINTAIN MOBILE HOME PARKS

Support the maintenance of SeaTac’s existing mobile home parks as a source of affordable housing.

Policy 3.8A

Encourage cooperation between the State, County, City, and other groups concerned with mobile home issues to increase opportunities for tenant ownership of mobile home parks.

Policy 3.8B

Encourage essential safety upgrades for older mobile homes.

Policy 3.8C

Where owners meet low income guidelines, utilize City resources to upgrade existing mobile homes to meet minimum building standards.

Minimum standards are important for the safety of residents and stability of the park neighborhood. While the Zoning Code contains standards for the establishment of new mobile home parks, existing mobile home parks were permitted under King County and are subject to the regulations in place at that time. Enforcement of these standards is difficult because they are inconsistent with current standards.

Mobile Home Relocation

While the City of SeaTac cannot prohibit mobile home park closures, nor

directly provide relocation assistance, the City can work with other regional jurisdictions to explore options for mobile home park tenants who may be impacted in the future. RCW 59.21.010 provides for financial assistance to displaced residents in some cases.

GOAL 3.9 MINIMIZE IMPACTS OF MOBILE HOME RELOCATION

Minimize the impacts of mobile home relocation on low and moderate income residents.

Policy 3.9A

Assist with identifying relocation options for mobile home park tenants forced to move due to mobile home park closure.

Policy 3.9B

Ensure that sufficient relocation plans are in place prior to the closure of any mobile home park.

RECOMMENDED IMPLEMENTATION STRATEGIES

This section identifies the specific steps, or implementation strategies, that achieve this Element's policies. It also identifies the group(s) with primary responsibility for carrying out each strategy and the expected time frame within which the strategy should be addressed. Policy summaries are included in the table for reference.

As the Primary Responsibility column indicates, many of the implementation strategies will be initially undertaken by a specified board or commission. In most cases, the City Council will analyze the specific board/commission recommendation and make the final decision about how to proceed.

The time frame categories are defined as follows:

- Immediate within one year
- Short-Term one to five years
- Medium-Term six to 10 years
- Long-Term 11 to 20 years
- Ongoing the strategy will be implemented on a continual basis

The time frames are target dates set regularly when the City Council adopts amendments to the Comprehensive Plan.

The list of implementation strategies is a minimum set of action steps and is not intended to limit the City from undertaking other strategies not included in this list.

PROPOSED POLICIES	IMPLEMENTATION STRATEGIES	PRIMARY RESPONSIBILITY	TIME LINE
<p>GOALS 3.1, 3.2, AND 3.3 ADDRESS THE PROVISION OF HUMAN SERVICES</p> <p>The Human Services section’s policies focus on providing human services to populations in need. The community’s most pressing human service needs are addressed through grants from the City of SeaTac to human service provider agencies. As part of this annual process, the policies are reviewed to reflect how the City wishes to implement its human services program. Therefore, no specific implementation strategies are included here.</p>			
<p>3.4 INCREASE HOUSING VARIETY</p>			
<p>3.4A Encourage development in residential areas with adequate public services.</p>	<p>Consider reducing the minimum single family lot size with appropriate adjustments in the Fire Code and building safety requirements.</p>	<p>Planning Commission, City Council</p>	<p>Short-Term (1 – 2 years)</p>
	<p>Facilitate investment in existing neighborhoods with vacant or under-utilized land through infill development incentives. Techniques to be considered include:</p> <ul style="list-style-type: none"> • Streamlining administrative procedures for small or irregular sites. • Pre-approving sites meeting certain conditions. • Revising existing site design standards. • Providing technical assistance with short platting. • Reducing subdivision/site development standards such as road width and parking requirements [see also strategy 3.6B]. 	<p>Planning Commission, City Council, City Staff</p>	<p>Short-Term (1 – 2 years)</p>
	<p>Review City’s Building Code to remove unnecessary obstacles, if any, to building infill single and multifamily housing.</p>	<p>City Staff, Planning Commission, City Council</p>	<p>Short-Term (1 – 2 years)</p>

PROPOSED POLICIES	IMPLEMENTATION STRATEGIES	PRIMARY RESPONSIBILITY	TIME LINE
3.4B Promote a variety of housing types.	Develop incentives to include larger (3-4 bedroom) units in new apartment developments.	City Staff, Planning Commission, City Council	Short-Term (1 – 2 years)
	Amend Zoning regulations to allow duplexes in single family zones within ½ mile of a high capacity transit station.	City Staff, Planning Commission, City Council	Short-Term (1 – 2 years)
	Develop incentives to promote the use of the High Density Single Family Special District Overlay in single family zones within ½ mile of a high capacity transit station.	City Staff, Planning Commission, City Council	Short-Term (1 – 2 years)
3.5 STRENGTHEN EXISTING NEIGHBORHOODS			
3.5A Support the physical and social stability of established residential neighborhoods.	Invest in older neighborhoods. Use local CIP funds, grants, and other funding sources to provide needed capital improvements, such as sidewalks, street trees, and pocket parks.	City Council	Ongoing
	Monitor eligibility of neighborhoods for CDBG and other neighborhood reinforcement money.	Human Services Advisory Committee, City Staff	Ongoing
	Support the formation and maintenance of community groups and neighborhood, apartment, and condo associations.	City Staff	Ongoing
	Support development and maintenance of Block Watch activities.	City Council, City Staff	Ongoing

PROPOSED POLICIES	IMPLEMENTATION STRATEGIES	PRIMARY RESPONSIBILITY	TIME LINE
3.5B Support programs that repair and maintain existing housing.	Continue to advocate for funding for King County's Housing Rehabilitation Program; promote local use of weatherization program administered by King County Housing Authority.	City staff City Council,	Ongoing
	Periodically survey housing conditions and promote housing rehabilitation in targeted areas or across the City as needed.	City Staff	Ongoing
	Sponsor an annual neighborhood beautification event in conjunction with neighborhood groups.	City Staff, City Council	Ongoing
3.5C Support programs that require insulation of housing impacted by aircraft noise.	Assure that the most recent information on Port insulation programs is available for residents of houses in noise-impacted areas.	City Staff, in coordination with Port of Seattle Staff	Ongoing
	Work with the Port to ensure the interest of SeaTac citizens are adequately represented in the navigation easement language.	City Staff	Short-Term (1 – 2 years)
3.6 INCREASE HOUSING OPPORTUNITIES FOR ALL			
3.6A Identify, maintain and enhance existing affordable housing stock.	Publicize King County housing rehabilitation program available to low and moderate income residents. (See strategy 3.5B.)	Human Services Advisory Committee	Ongoing
	Monitor housing supply, affordability, and diversity, including progress toward meeting a significant share of the City's need for affordable housing for very low income households, and maintaining the City's share of housing for low and moderate income households. (See	King County Staff, City Staff	Ongoing (5-year intervals)

PROPOSED POLICIES	IMPLEMENTATION STRATEGIES	PRIMARY RESPONSIBILITY	TIME LINE
	Countywide Planning Policy H-17.)		
	Review and amend, a minimum of every five years, the countywide and local housing policies and strategies, especially where monitoring indicates that adopted strategies are not resulting in adequate affordable housing to meet the jurisdiction's share of the countywide need. (See Countywide Planning Policy H-18.)	City Council, Human Services Advisory Committee	Ongoing (5-year intervals)
	Consider sponsoring a non-profit entity to acquire a residential structure in SeaTac and maintain it as affordable housing using Federal HOME funds.	Human Services Advisory Committee, City Council	Short-Term (2 – 4 years)
	Consider funding a program that matches home owners who have extra space and/or maintenance or supplemental income needs with appropriate renters.	Human Services Advisory Committee, City Council	Short-Term (1 – 2 years)
	Prepare a brochure highlighting creative ways that home owners can reduce monthly housing costs and maintain their homes with low cost measures.	City Staff, Other Agency Staff	Short-Term (2 – 4 years)

PROPOSED POLICIES	IMPLEMENTATION STRATEGIES	PRIMARY RESPONSIBILITY	TIME LINE
	<p>Identify subsidized and low cost nonsubsidized housing that may be lost to redevelopment, deterioration, or public actions.</p> <ul style="list-style-type: none"> • Research sources of existing housing assistance or relocation funds available to low income residents and assist in obtaining these funds when subsidized and low cost nonsubsidized housing is lost due to redevelopment. 	City Staff	Short-Term (1 – 2 years)
	Continue to use existing Human Services funds to assist low income residents with maintenance and repair projects to maintain the City's existing stock of affordable housing.	City Staff	Short-Term (1 – 2 years)
<p>3.6B Use land use policies and construction-related codes to encourage development and adequate supply of affordable housing.</p>	Maintain density incentives for developers who make a proportion of their development affordable to lower income households.	Planning Commission, City Council	Ongoing
	<p>Revise the Zoning Code to provide incentives for developing residential properties to the maximum densities allowed by the zone. Incentives may include:</p> <ul style="list-style-type: none"> • Reduced infrastructure requirements • Building placement specifications to ensure further land division in the future 	Planning Commission, City Council	Short-Term (1 – 2 years)

PROPOSED POLICIES	IMPLEMENTATION STRATEGIES	PRIMARY RESPONSIBILITY	TIME LINE
	Work with the Fire Department to streamline site and subdivision standards, allowing, for example, narrower roads and turn-arounds, and reduced parking requirements, to facilitate more efficient land usage and reduce land and building development costs, keeping in mind the need to maintain minimum life safety standards.	Planning Commission, City Council	Short-Term (3 – 5 years)
	Update and streamline the PUD ordinance.	Planning Commission, City Council	Short-Term (1 – 2 years)
	Consider exemptions from part or all impact fees for housing projects that provide a minimum percentage of affordable units.	Planning Commission, City Council	Short-Term (1 – 2 years)
	Streamline the SEPA process for projects that include affordable housing, based upon consistency with adopted City policy and the City's programmatic EIS.	City Staff	Short-Term (1 – 2 years)
3.6C Offer incentive programs for developers to preserve, replace, or build affordable housing.	Expand the Multifamily Tax Credit Program to targeted growth areas. (See Policy 3.6I)	Planning Commission, City Council	Short-Term (1 – 2 years)
	Implement other incentives such as: <ul style="list-style-type: none"> • Reduced parking and/or landscaping requirements • Expedited permitting 	City Staff	
3.6D Cooperate with public/private/non-profit agencies in the development of affordable housing in SeaTac.	Meet with existing non-profit housing developers to discuss the feasibility of non-profit housing development in SeaTac. Encourage its development by explaining SeaTac's procedures and working with them to find appropriate sites.	City Staff	Short-Term (1 – 2 years)

PROPOSED POLICIES	IMPLEMENTATION STRATEGIES	PRIMARY RESPONSIBILITY	TIME LINE
	Work with the committee to end homelessness and King County to assess the extent of homelessness in SeaTac, and advise on strategies to address the needs of homeless populations.	City Staff,	Ongoing
3.6E In transit communities, require that affordable housing units lost to redevelopment be replaced.	Amend zoning regulations to require at least one for one replacement of affordable housing units and encourage relocation assistance programs.	Planning Commission City Staff	Short-Term (3 – 5 years)
3.6F Work with regional and local governments to establish a transit-oriented development (TOD) property acquisition fund to encourage development of affordable housing in transit communities.	Explore options for contributing local funds as a portion of regional public sector investment in a TOD property acquisition fund.	City Council City Staff	Short-Term (3 – 5 years)
3.6G Ensure that City codes and development regulations do not create barriers to affordable housing.	Conduct a thorough review of all relevant City codes and regulations and revise where they are found to create unnecessary barriers.	Planning Commission, City Council	Short-Term (1 – 2 years)
3.6H Encourage equitable dispersal of Affordable Housing Throughout the City.	<ul style="list-style-type: none"> • Develop policies and employ best practices, where appropriate, related to the acquisition and disposition of properties that support affordable housing on surplus sites. • Support first time home buyer 	Planning Commission, City Council	Short-Term (1 – 2 years)

PROPOSED POLICIES	IMPLEMENTATION STRATEGIES	PRIMARY RESPONSIBILITY	TIME LINE
	programs.		
3.6I Expand the multifamily tax credit program to targeted growth areas.	Prioritize areas for program expansion.	Planning Commission, City Council	Short-Term (1 – 2 years)
3.6J Support and encourage legislation at the County, State, and federal level, as well as the regional pooling of resources, that promote SeaTac’s affordable housing goals.	Work with other local and regional governments, agencies, and non-profit housing developers to consolidate support for appropriate legislative or resource allocation actions.	City Council, City Staff	Ongoing
3.7 ENCOURAGE A VARIETY OF HOUSING OPPORTUNITIES FOR SPECIAL NEEDS POPULATIONS			
3.7A Support and plan for assisted housing opportunities using federal, State, and County resources.	Determine numbers and needs of Special Needs Populations (such as people with physical and developmental disabilities, frail elderly, and people living with AIDS).	Human Services Advisory Committee	Short-Term (2 – 4 years)
	Assess regional, State, and federal resources for meeting existing and future needs.	Human Services Advisory Committee, City Council	Short-Term (2 – 4 years)
3.7B Encourage equitable distribution of special needs housing.	Identify areas where there are insufficient services directed to the needs of Special Populations.	Human Services Advisory Committee, City Council	Short-Term (2 – 4 years)
	Assess ways the City can support programs that address these needs (marketing/referral or possibly direct funding).	Human Services Advisory Committee, City Council	Short-Term (2 – 4 years)

PROPOSED POLICIES	IMPLEMENTATION STRATEGIES	PRIMARY RESPONSIBILITY	TIME LINE
	Ensure that residential zoning codes conform to state and federal requirements that residential structures occupied by persons with disabilities or handicaps be treated no differently than similar residential structures occupied by families or other unrelated individuals.	Planning Commission, Human Services Advisory Committee, City Council	Ongoing
3.8 MAINTAIN MOBILE HOME PARKS			
3.8A Increase opportunities for tenant ownership of mobile home parks through cooperation with the State, County, and other groups.	Coordinate with other groups concerned with mobile home issues (for example, mobile home park associations and the South King County Housing Forum) to increase opportunities for tenant ownership.	City Staff	Ongoing
3.8B Encourage essential safety upgrades to older mobile homes.	Work to obtain CDBG funds to assist with essential safety upgrades to older mobile homes that are not up to code.	City Staff	Short-Term (1 – 2 years)
	Continue to include mobile homes in the City's Minor Home Repair program.	City Staff	Ongoing
3.8C Encourage existing mobile home parks to meet minimum standards.	Adopt minimum standards for existing mobile home parks in the Zoning Code (e.g., internal streets, street lights, etc.).	City Council, Planning Commission	Short-Term (1 – 2 years)
	Include mobile home parks in neighborhood planning efforts.	Planning Commission	Ongoing

PROPOSED POLICIES	IMPLEMENTATION STRATEGIES	PRIMARY RESPONSIBILITY	TIME LINE
3.9 MINIMIZE IMPACTS OF MOBILE HOME RELOCATION			
3.9A Work on creating location options for mobile home park tenants forced to move due to mobile home park closure.	Work with the County to find sites for a publicly and/or cooperatively owned mobile home park for tenants forced to move	King County Staff, City Staff	Short-Term (1 – 2 years)
3.9B Ensure that sufficient relocation plans are in place prior to the closure of a mobile home park.	To the extent permitted by law, maintain the Zoning Code provision that clearly notes the requirement that a tenant relocation plan be in place for any mobile home park proposing to close.	Planning Commission, City Council	Ongoing
	To the extent permitted by law, maintain specific requirements for tenant relocation plans. Inventory tenants and include specific mobile home relocation or other housing options for each tenant in relocation plans.	Planning Commission, City Council	Ongoing