

**CITY OF SEATAC
PLANNING COMMISSION
Minutes of July 7, 2020 Meeting**

Members present: Leslie Baker, Tej Basra, Kyle Becker, Tom Dantzler, Andrew Reid-Munro, Tony Sanchez, Jagtar Saroya

Members absent:

Staff present: Gwen Voelpel, Deputy City Manager; Jennifer Kester, Acting CED Director/Planning Manager; Will Appleton, PW Director; Anita Woodmass, Senior Management Analyst; Kate Kaehny, Senior Planner; Dennis Hartwick, Senior Planner.

1. Call to Order/Roll Call

Chair Basra called the meeting to order at 5:32 p.m. and recognized the two new members of the Planning Commission, Kyle Becker and Tony Sanchez.

2. Approval of minutes of February 18, 2020 regular meeting

Moved and seconded to approve the minutes as written; **passed 7-0.**

3. Public Comments on items not on the agenda

Chair Basra summarized the public comment submitted via email from Earl Gipson.

4. Long Range Planning Program Update

Senior Planner Kate Kaehny presented the Long Range Planning Program Update. The presentation consisted of a brief comparison between current planning and long range planning, and summaries of the four major long range planning projects: 2021 Comprehensive Plan Amendment Process; Parks, Recreation, and Open Space (PROS) Plan Update; Housing Action Plan (HAP); and City Center Plan Update Phase 2.

In response to questions, Ms. Kaehny explained that the name for the City Center has not been determined yet, and that the name “SeaTac Landing”, which was used by the City’s consultants that worked on the City Center Plan Update Phase 1, is a placeholder. Ms. Kaehny also explained that the minimum lot size for single-family zones will be investigated by the City’s consultants on the HAP.

5. July 2020 – June 2021 Work Plan

Ms. Kester explained that Planning Commission is required to submit a work plan for the following year per the SeaTac Municipal Code. Ms. Kester summarized the topics covered by the Planning Commission in July 2019 – June 2020 and presented a draft work plan prepared by staff.

In response to a question about home occupancy limits, Ms. Kester explained that number of persons living in a dwelling unit is regulated by the Building Code and the Zoning Code.

Moved and seconded to approve the work plan as written. **Passed 7-0.**

6. Road Standards Code Update: Re-Introduction

Senior Management Analyst Anita Woodmass and PW Director Will Appleton presented the proposed code changes related to the City's road standards. Ms. Woodmass explained that road standards would normally go through the Transportation and Public Works Committee, but is being presented today because of changes in SMC Title 14 Subdivisions.

In response to a question about the costs of the frontage improvement requirements and whether it would deter developers, Mr. Appleton explained that these improvements are standard in other jurisdictions and that the real deterrent to developers is the lack of timely and consistent information about development requirements.

Ms. Woodmass informed the Commission that the public hearing on these amendments will occur on July 21, 2020.

7. 2020 Housekeeping Code Amendment Package Phase 1

Senior Planner Dennis Hartwick re-introduced a list of code amendments that staff is asking the Commission to consider. He outlined the history and intent of the staff-initiated project. Mr. Hartwick then led the Commission through a line-by-line review of the proposed amendments. After a series of amendments were reviewed and due to the lateness of the evening, Mr. Hartwick offered to continue at a future meeting. The Commissioners discussed and agreed. The Commissioners will review the remaining amendments and bring back and comments, questions, or concerns at their next meeting or contact Mr. Hartwick separately.

8. CED Director's Report

Ms. Kester provided an update on several staff changes within the CED, including the Director's position, and informed the Planning Commission that the Permit Center, which was a part of the Building Division, is now its own division. Ms. Kester also provided an update on the progress of the SeaTac Center Redevelopment, which will consist of two mixed use buildings with affordable and market-rate housing.

9. Planning Commissioners' Comments

Commissioner Becker questioned what the acronym "CED" stood for? Ms. Kester explained that it stood for Community and Economic Development Department, and told the Commissioners not to hesitate to ask about the various acronyms used by staff.

10. Adjournment

There being no further business, the meeting adjourned at 6:53 p.m.