

**CITY OF SEATAC
PLANNING COMMISSION
Minutes of November 17, 2020 Meeting**

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

Members absent:

Staff present: Evan Maxim, *CED Director*; Kate Kaehny, *Senior Planner*; Bart Perman, *Information Systems Manager*; Mark Johnsen, *Senior Assistant City Attorney*; Barb Mailo, *Administrative Assistant 3*; Clyde Hill, Stanley Tombs, Peter Kwon, Earl Gipson

1. Call to Order/Roll Call

Chair Basra called the meeting to order at 5:30 p.m. and began with roll call. Chair Tej Basra and members Leslie Baker, Jagtar Saroya, Tom Dantzler, and Kyle Becker were present. The meeting was quorate. Commissioners Sanchez and Ried-Munro arrived after roll call.

2. Approval of minutes of the November 3, 2020 meeting

Commissioner Baker moved to approve minutes as written; Passed 5-0

3. Public Comments on items not on the agenda

Public comments was given by Mr. Earl Gipson. Mr. Gipson requested that the decision allowing the public to stay throughout the durations of the Planning Commission virtual meetings is decided by the Chair and Commission. Mr. Gipson also suggested that the sign-up options for oral public comments be extended to include a selection of multiple choices (General Comments, Public Hearing, and Public Comments Not on Agenda) at the same time.

The Commission briefly discussed possible alternatives with regards to this subject and noted emphasis on ground rules and the possibility of looking into a new software for oral comment sign-up.

CED Director Evan Maxim reiterated Chair Basra's directive regarding allowing members of the public to attend and stay throughout the durations of the Planning Commission virtual meetings and drafting the meeting ground rules for review by Chair Basra. Chair Basra confirmed.

4. Housing Action Plan Update

Senior Planner Kate Kaehny presented the SeaTac Housing Action Plan "HAP" Project Briefing to provide the Commission with the project status update and highlight the preliminary findings from the Housing Needs Assessment. Kate covered the project's three main components which included the Housing Needs Assessment, identifying key strategies to increase housing options for various income-based neighborhoods, and community engagement.

Briefing was informational only and no Commission action was requested.

5. CED Director's Report

Director Evan Maxim reported the following updates for the month of December:

- Upcoming agenda to include a further update on the Housing Action Plan, the Miscellaneous Code Amendments, and looking at the final action by the Planning Commission.
- Briefing regarding the Washington State Legislature approved ESSB6617 Substitute Senate bill and how our code does not comply with this state law and it is on the staff's list of things to review.
- An update regarding the 11/18 Planning & Economic Development (PED):
 - The Wireless Code Amendment that the Planning Commission took action on and will be introduced to the PED Committee
 - The Housing Action Plan briefed in tonight's meeting and will be reprised again in the PED meeting by Senior Planner Kate Kaehny
 - Growth Targets and discussions with King County
 - The FEMA Flood Plain Regulations

6. Planning Commission Comments (including suggestions for next meeting agenda)

None

7. Adjournment

Chair Basra moved to adjourn meeting. The motion passed. The meeting adjourned at 6:31 p.m.