



# CITY OF SEATAC

## PLANNING COMMISSION MEETING

Virtual Meeting  
May 18, 2021, 5:30 p.m.

Due to the current COVID-19 public health emergency, this meeting will be conducted virtually. The public may listen to the meeting by calling 206.973.4555 and muting your phone. Public comment opportunities for this meeting are below.

### MEETING AGENDA

- 1) Call to Order/Roll Call
- 2) Public Comment on items not on the agenda. *Comments on agenda items will be addressed after the staff presentation and Commission discussion on each item below. See Public Comment Process below.*
- 3) Housing Action Plan: Draft Housing Action Plan Review Session- (Exhibits 3a & 3b)
- 4) CED Staff Report
- 5) Planning Commission Comments (including suggestions for next meeting agenda)
- 6) Adjournment

**Public Comment Process:** In an effort to adhere to the social distancing protocols, and in order to keep our residents, Planning Commission, and staff healthy, the Commission will not hear any in-person public comments. The committee is providing remote oral and written public comment opportunities. All comments shall be respectful in tone and content. Signing-up for remote comments or providing written comments must be done by 3:30pm the day of the meeting. Any requests to speak or provide written public comments which are not submitted following the instructions provided or by the deadline will not be included as part of the record.

- Instructions for providing remote oral public comments are located at the following link: [Council Committee and Citizen Advisory Committee Virtual Meetings](#).
- Submit email/text public comments to [PCPublicComment@seatacwa.gov](mailto:PCPublicComment@seatacwa.gov). The comment will be mentioned by name and subject and then placed in the committee handout packet posted to the website.

**A quorum of the City Council may be present.  
All Commission meetings are open to the public.**

*The Planning Commission consists of seven 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.*



## MEMORANDUM COMMUNITY & ECONOMIC DEVELOPMENT

Date: May 13, 2021  
To: Planning Commission  
From: Kate Kaehny, Senior Planner  
Subject: Draft Housing Action Plan Review Session

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The upcoming review of the Draft Housing Action Plan is informational and is intended to provide Commissioners with a detailed overview of the completed Draft Plan document. The Commission has reviewed the majority of the content within the Draft Plan at previous work sessions.

### Recap of Housing Action Plan Project & Goals

The May 13 meeting will be the Planning Commission's seventh review related to the Housing Action Plan project.

- **Project Goal:** The main goal of the project is to create a plan that identifies and prioritizes strategies to:
  - 1) Increase the city's housing supply, and
  - 2) Promote housing options for current and future residents at all income levels.After the plan's adoption, it will guide City actions and be implemented through changes or additions to existing City processes and procedures (such as the zoning code or department work programs).
- **Project Milestones:** The project began in late summer 2020, and after a robust public engagement process, and continual guidance and review from the Planning & Economic Development (PED) Committee and Planning Commission, the Draft Housing Action Plan was released on May 11, 2021.

### Monday, May 17 (6-8pm) Draft Housing Action Plan Virtual Open House: Planning Commission Invited to Attend

The purpose of this event to provide the public with an opportunity to review the Draft Housing Action Plan in advance of the public hearing, which is scheduled for May 26, 2021. Both the Planning Commission and City Council are invited to the open house and have received Outlook appointments with Zoom links to access the event.

### Preparing for the Draft Housing Action Plan Review Session

If you would like to review the Draft Plan before Monday's open house or Tuesday's meeting, you can access it at the following link: [Draft Housing Action Plan](#).

### Packet Materials

- This Memo
- Copy of May 18 review session presentation slides

# SeaTac

## Housing Action Plan



# SeaTac Housing Action Plan “HAP” Project

## Draft Housing Action Plan Review

Planning Commission  
May 18, 2021

# PRESENTATION OVERVIEW

## PURPOSE OF PRESENTATION

- While Commission has reviewed elements of Draft Plan separately, briefing intended to familiarize Commissioners with completed Draft Plan document.
- Review session is also opportunity for Commissioners to ask questions and make comments on Draft Plan in advance of public hearing scheduled for May 26, 2021.

## WHY IS THIS ISSUE IMPORTANT?

1. The Commission's timely review of the Draft Housing Action Plan is necessary to allow the City to meet the grant schedule and sufficiently prepare Commissioners for the May 26 public hearing.



# NO ACTION REQUESTED

## NO ACTION REQUESTED

- This briefing is informational, and no action is requested from the Commission.

## REVIEWS TO DATE

- Planning Commission: 11/17/2020, 1/19/2021 (joint meeting with PED), 2/2/2021, 3/16/2021, 4/6/2021 (joint meeting with PED Committee), 5/4/2021
- Planning & Economic Development (PED) Committee: 9/24/2020, 11/18/2020, 1/19/2021 (joint meeting with PC), 2/25/2021, 3/25/2021, 4/6/2021 (joint meeting with PC), 4/22/2021



# TWO-STEP PROCESS TO 1) COMPLETE HOUSING ACTION PLAN & 2) CONDUCT COUNCIL REVIEW & ADOPTION

EXHIBIT 3b: Page 4 of 39  
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**\*Step 1: Complete draft HAP per grant funding requirement by mid-June**  
**\*Step 2: Council review & adoption (to start in July)**

Summer/  
Fall 2020

**Project  
Initiation &  
Early Learning**

Winter  
2021

**Draft Housing  
Inventory &  
Assessment  
Report**

Winter/Spring  
2021

**Strategy  
Development  
& Public  
Participation**

- Resident Housing Forum
- Housing Producers Forum
- Other activities

Spring  
2021

**Draft  
Housing  
Action Plan**

- 5/17-Virtual Public Open House
- 5/26-Public Hearing

June  
2021

**Grant  
Requirement:  
Complete Draft  
of Final  
Housing Action  
Plan by June  
18<sup>th</sup>**

- Council review & adoption process starts in July



# DRAFT HOUSING ACTION PLAN

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Framework Goals .....

Objectives.....

Strategies .....

### 3. Implementation .....



# DRAFT HAP - PART 1) INTRODUCTION

## BACKGROUND:

- Project funded by Department of Commerce grant with goal of supporting housing affordability because of growing statewide gaps between incomes and housing costs

## PURPOSE OF PLAN:

**Increase the amount and types of housing available at all income levels.**

- Align with City policies & Council priorities
- Address gaps identified in Housing Inventory & Assessment Report





# DRAFT HAP - PART 1) INTRODUCTION

## SEATAC'S HOUSING STORY

- **By 1990 incorporation:** City transformed from rural lands to international airport city.
- **1950s:** Post-war single-family development boom
- **1960s-1970s:** Multi-family boom
- **2010-Present:** Slow residential growth until recent multi-family increase

## Population & Housing Snapshot

Population: 29,180<sup>1</sup>

Total Housing Units: 10,831<sup>1</sup>

- 52% single-family<sup>2</sup>
- 38% multi-family (5+ units)<sup>2</sup>
- 10% other (mobile home, townhouse/duplex) <sup>2</sup>

## Owner/Renter Comparison<sup>2</sup>

- Owner occupied: 50%
- Renter occupied: 50%

<sup>1</sup> Office of Financial Management, 2020

<sup>2</sup> US Census ACS 5-Year Statistics, 2018



# DRAFT HAP - PART 1) INTRODUCTION

## CURRENT HOUSING STRATEGIES TOOLKIT

TYPE	SEATAC'S TOOLS
<b>Policies</b>	<ul style="list-style-type: none"><li>▪ Comprehensive Plan, Sub-Area Plans (City Center, S 154<sup>th</sup> St and Angle Lake station area plans), Functional Plans (Transportation Master Program &amp; Parks, Recreation &amp; Open Space (PROS) Plan)</li></ul>
<b>Development Codes</b>	<ul style="list-style-type: none"><li>▪ Zoning Code, Subdivision Code, other provisions from the SeaTac Municipal Code</li></ul>
<b>Incentives</b>	<ul style="list-style-type: none"><li>▪ Includes financial, code, and other incentives like the Multi-Family Tax Exemption Program (MFTE) and federal Opportunity Zone designation</li></ul>
<b>Capital Project Planning</b>	<ul style="list-style-type: none"><li>▪ Capital Facilities Plan, Capital Improvement Program</li></ul>
<b>Programs/Other City Actions</b>	<ul style="list-style-type: none"><li>▪ Small Home Repair program, rental assistance, and others</li></ul>



# DRAFT HAP - PART 1) INTRODUCTION

## SEATAC'S HOUSING SUPPLY GAPS

### Key Findings

- **Housing costs rising faster than incomes for most of the last decade**
  - Many SeaTac households spend 30% or more of their earnings on housing
- **Most homes (single- & multi-family) built between 1950-1980, some have significant maintenance costs, potential health & displacement risks**
- **Housing production is accelerating; many units are under construction**
- **Limited housing options:**
  - Gaps in supply for high-income and low-income
  - Unit sizes don't match modern household size mix
  - Few options besides houses on large lots or apartment complexes
  - Accessible units for aging residents



# DRAFT HAP - PART 1) INTRODUCTION

## Engagement Activities

The project team sought to engage residents who are representative of SeaTac's demographics and stakeholders from the development, housing, faith, and human services communities.

<b>City Council Interviews</b>	Winter, 2020
<b>Residents Forum</b>	March 10, 2021
<b>Housing Producers Forum</b>	March 12, 2021
<b>Targeted Interviews</b>	March – April 2021
<ul style="list-style-type: none"><li>• Interviewed 8 housing advocacy, faith-based, and non-profit community organizations</li></ul>	
<b>Online Housing Survey</b>	March 5 – April 23, 2021
<ul style="list-style-type: none"><li>• Published in English, Amharic, Somali, and Spanish</li><li>• 105 participants (including 4 Amharic and 1 Spanish response)</li><li>• <math>\frac{3}{4}</math> owners, <math>\frac{1}{4}</math> renters</li><li>• 20% speak a non-English language at home</li></ul>	

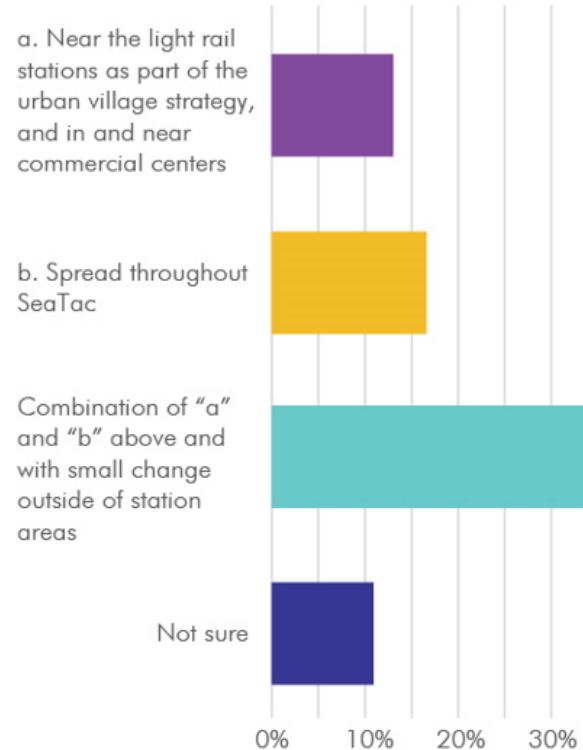
# DRAFT HAP - PART 1) INTRODUCTION

## Online Open House Survey

### Key Takeaways

- The value “When people can afford a safe place to live in a good neighborhood, they can better focus on a quality education, healthy food, their jobs, and other things important to life success” was supported by  $\frac{3}{4}$  of respondents, with equal support among homeowners and renters.
- Affordability and homeownership are important.
- Openness to additional home types beyond what is currently available in the city. ADUs and townhouses are especially popular.
- Access to **open space** and nearby schools are assets people value highly.
- 96% of renters (vs 25% of owners) said they’d had a hard time paying housing costs in the past 5 years

In general, where would you like to see more homes?



### Top Issues & Concerns

- Costly home repairs needed to stay in house
- Crime in and around apartment complexes
- Parking and traffic on residential streets

# DRAFT HAP - PART 1) INTRODUCTION

## Targeted Interviews

**Who:** 8 housing advocacy, faith-based, and non-profit community organizations

### Housing Strategies with High Potential Impact

- Workforce housing
- Market-based solutions
- Rental assistance and eviction prevention
- Missing middle housing options to build capital/equity.
- Family-sized housing units to better serve refugee and immigrant families who sometimes rent adjacent apartments to stay together.
- Affordable rental housing

- Infrastructure investment, especially parks, pedestrian lighting, connectivity, and sidewalks
- Safe and healthy housing rental inspection programs
- Strengthen engagement and develop relationships with apartment-living and immigrant communities

### Top Concerns

- Affordability and displacement
- Apartments' safety/maintenance
- Vulnerabilities to landlord abuse

# DRAFT HAP - PART 1) INTRODUCTION

## Housing Producers Forum

**Who:** 9 for-profit and non-profit developers

### Opportunities

- Unique, attractive vibe
- Desirable to airport employees

### Regulatory Barriers

- Remove barriers to missing middle and affordable ownership options; omit single-family zoning like Oregon
- Avoid costly design standards
- Consider form-based code for flexibility
- Reduce parking requirements near stations and commercial centers

### Other Impactful City Actions

- Reduce permitting hurdles
- Invest in staff resources to reduce permitting costs
- Consider fee waivers and incentives to meet SeaTac goals
- Consider investments in costly infrastructure



# DRAFT HAP - PART 1) INTRODUCTION

## Residents Forum

**Who:** 7 residents representing most SeaTac neighborhoods, 1 renter

### Top Priority

- “Strengthen neighborhoods by tying housing production to improved infrastructure, resources, amenities, and people-oriented design.”

### Values

- Love neighborhoods as they are
- Design for sociability/sense of community
- Outdoor places for kids to play
- Light, air, privacy

- Look and sociability more important than number of units
- Thoughtful planning and investments to make neighborhoods livable and affordable
- Protect City finances
- Wide range of opinions on what housing types are appropriate where.
- Generally strong support for multigenerational living (cohousing, cottage housing, courtyard apartments) and less support for McMansions.





# DRAFT HAP - PART 2) GOALS, OBJECTIVES & STRATEGIES

## Framework Goals

**Increase**

Increase the amount and types of housing available at all income levels.

**Align**

Align with City policies & Council priorities

**Address**

Address gaps identified in HIAR

- Highest and lowest ends
- Housing stock variety

# OBJECTIVES

1. Create complete communities.
2. Develop Urban Villages near light rail.



Angle Lake Station Area Plan illustration depicting elements needed to create complete communities

# OBJECTIVES

## 3. Increase missing middle

▪ ...



Range of home types and scales to accommodate diverse households space, design, and affordability needs (Opticos)

# OBJECTIVES

## 4. Strive for a balance of housing options through strategies that:

- a. Increase homeownership opportunities
- b. Serve young people and families
- c. Preserve existing owner-occupied and rental housing
- d. Support safe, healthy, high quality housing
- e. Promote market rate rental options
- f. Address homes at lower income categories

## 5. Help residents and businesses stay in SeaTac.



Sample illustration of townhouses

# STRATEGIES

## POLICY AMENDMENT

1. Strengthen “complete community” policies.

## CITY WORK PLAN

2. Proactively plan and coordinate public infrastructure to support urban village development.

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3. Conduct a multi-family parking study to analyze parking requirements in urban villages and station areas.

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4. Explore cost-effectiveness of creating pre-approved plans for Accessory Dwelling Units.

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5. Continue conversations with the development community about actions the city can take to attract market rate rental housing.

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6. Continue coordinating and providing rental assistance.

## CODE AMENDMENTS

7. Add flexibility to Small Lot Single-family requirements.

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8. Consider allowing cottage housing in Urban Low zones.

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9. Partner with residential property owners in rezoning properties to maximize their housing potential.

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10. Consider decreasing minimum lot size in the Urban Low (UL) 7,200 single-family zone.

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11. Clarify condominium provisions to make them easier to use.

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12. Review and clarify code requirements for live/work units to encourage opportunities for small business owners.

# 1. Strengthen “complete community” policies.

## What it is

- Full-service neighborhoods with housing options; transportation choices; and access to parks, neighborhood businesses, and other services
- Review and clarify City policies to more clearly guide future infrastructure investments and City actions to support residents’ quality of life
- E.g., “Walk Score” used by real estate professionals

## POTENTIAL BENEFITS

- Promotes higher quality of life in all neighborhoods
- Supports HAP objectives:
  - Create complete communities



Wadajir Souk coming to Tukwila (courtesy of Forterra)

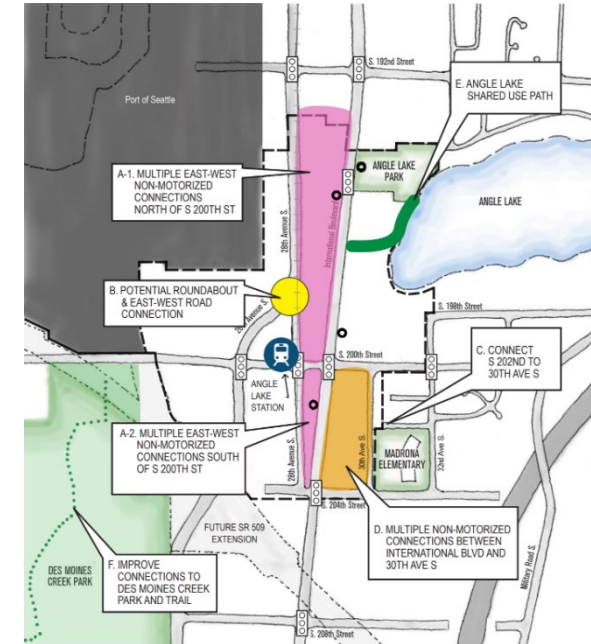
## 2. Proactively plan & coordinate public infrastructure to support urban village development.

### What it is

- Walking/rolling paths to transit, parks, vehicular connections, business districts with redevelopment near light rail stations
- Increases coordination and leveraging of City work programs and infrastructure planning
- E.g., Lynnwood & Shoreline plans attracted 100s of new units

### POTENTIAL BENEFITS

- Attracts developers to amenity-rich areas near light rail stations
- Increases access to amenities for residents within and adjacent to urban villages/station areas
- Supports HAP objectives:
  - Urban villages near light rail
  - Complete communities
  - Higher-end rental market
  - Young people & seniors



Angle Lake Station Area Plan's connectivity strategies

### 3. Conduct a multi-family parking study to analyze parking requirements in urban villages/station areas.

#### What it is

- On-site parking is expensive, takes up valuable space, and can degrade streetscape experience
- SeaTac has unique parking needs with Uber/Lyft drivers and proximity to airport
- Proximity to light rail often reduces the need for parking
- Study parking to identify appropriate requirements
- E.g., Everett's parking evaluation and adaptation strategy

#### POTENTIAL BENEFITS

- Better understand SeaTac-specific parking needs and how to support City goals for residential development in urban villages/station areas.
- Supports HAP objectives:
  - Urban villages near light rail
  - Higher-end rentals
  - Balance of options



Typical 2-story walk-up apartments with surface parking (Google Maps)





## 4. Explore cost-effectiveness of creating pre-approved plans for Accessory Dwelling Units.

### What it is

- Small homes on same parcel as main house (“mother-in-laws,” “backyard cottages,” or “carriage houses”)
- Currently allowed but can be expensive to build
- Review similar programs and SeaTac experiences and evaluate potential updates
- E.g., Renton and Lacey’s pre-approved ADU design programs

### POTENTIAL BENEFITS

- Make ADUs easier to build
- Lower cost rentals plus income stream for owners
- Supports HAP objectives:
  - Missing middle
  - Higher-end rentals
  - Elders aging in place



Examples of Lacey’s pre-approved ADU plans

## 5. Continue conversations with the development community about actions the city can take to attract market rate rental housing.

### What it is

- Increase opportunities for information sharing with development community to better understand regulatory and other actions City can take to attract desired development
- Identify improved communication channels/methods and city staff work program actions
- E.g., Lynnwood's similar strategy

### POTENTIAL BENEFITS

- Can help City identify impactful actions to encourage more market rate rentals
- Supports HAP objectives:
  - Higher-end rentals
  - Balance of options
  - Missing middle



Recently built multi-family housing projects in Puget Sound cities

## 6. Continue helping to coordinate and provide rental assistance.

### What it is

- SeaTac employers (airport, hotels, etc) depend on workers with lower wage jobs and incomes
- SeaTac's naturally-occurring affordable rentals is an asset
- Rising rents=displacement risk
- Continue using State funding (SHB 1406) for rental assistance (60% AMI and below)
- Review similar programs and SeaTac experiences and evaluate potential updates
- E.g., Bremerton's Rental Assistance Program

### POTENTIAL BENEFITS

- Supports current residents
- Helps prevent lower-income households from being displaced
- Less disruption to neighborhoods
- Supports HAP objectives:
  - Help residents and businesses stay in SeaTac



3-story walk-ups can provide naturally-occurring affordable rental homes



# STRATEGIES

## ANY COMMENTS BEFORE REVIEW OF PROPOSED CODE AMENDMENT STRATEGIES?

### CODE AMENDMENTS

7. Add flexibility to Small Lot Single Family requirements.
8. Consider allowing cottage housing in Urban Low zones.
9. Partner with residential property owners in rezoning properties to maximize their housing potential.
10. Consider decreasing minimum lot size in the Urban Low (UL) 7,200 single-family zone.
11. Clarify condominium provisions to make them easier to use.
12. Review and clarify code requirements for live/work units to encourage opportunities for small business owners.



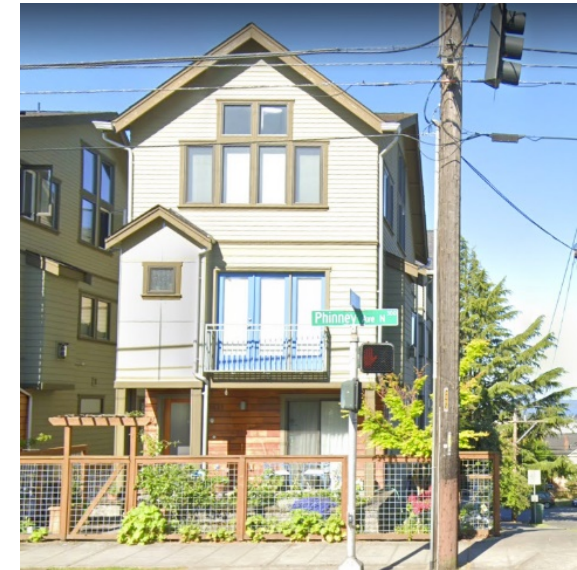
## 7. Add flexibility to Small Lot Single-family requirements.

### What it is

- Though allowed in some zones, few small lot single-family projects have been built in SeaTac
- 3,000 sf lots in residential medium & high zones
- Review code and best practices and consider adding flexibility to current standards
- E.g., Everett, Marysville, Mountlake Terrace, Duvall small lot regulations

### POTENTIAL BENEFITS

- Makes it easier to build small lot single-family homes
- Encourage housing diversity and more choices for residents
- Supports HAP objectives:
  - Missing middle
  - Increase ownership
  - Elders aging in place



House on a small lot

## 8. Consider allowing cottage housing in Urban Low zones.

### What it is

- Clusters of small homes around common open space, shared parking
- Currently only allowed through the Planned Unit Development code; difficult and no design standards
- Review code and explore how and where to allow cottage housing
- E.g., Snohomish County allows double the base density and has design standards

### POTENTIAL BENEFITS

- Make it easier to build cottage housing
- Supports HAP objectives:
  - Ownership opportunities
  - Young people and families
  - Missing middle
  - Complete communities



Cottage housing example

9. Partner with property owners who would like to rezone their parcels to higher density residential zones when allowed by their current land use designations.

## What it is

- Some properties in SeaTac could be rezoned to allow for higher density residential development than their current zoning allows
- Some property owners interested in rezone, but can be costly and take time
- Identify “under-zoned” parcels and potential processes for rezones
- E.g., SeaTac’s City-initiated rezone process in the 1990s

## POTENTIAL BENEFITS

- Could help increase supply and diversity of housing options in city
- Supports HAP objectives:
  - Balance of housing types



# 10. Consider decreasing minimum lot size in the Urban Low (UL) 7,200 single-family zone.

## What it is

- When subdividing land for houses, reducing the lot size allows for more parcels to be created and more efficient use of infrastructure
- Review best practices and consider reducing the minimum lot size
- E.g., Wenatchee uses a minimum lot size of 5,000sf in Residential Low zones and applies design standards.

## POTENTIAL BENEFITS

- Creation of more home owning opportunities
- Addition of new homes over the course of many years
- Allowing sale of surplus land could allow property owners to stay in their homes
- Supports HAP objectives:
  - Ownership opportunities
  - Young people and families
  - Help residents stay



Smaller lot still accommodates home and open space



# 11. Clarify condominium provisions to make them easier to use.

## What it is

- State legislature recently passed condo reform law
- SeaTac's condo code is unclear and difficult to use
- Review code and propose amendments to clarify and streamline

## POTENTIAL BENEFITS

- Streamlines process and makes it easier to build condominium-type development
- Supports HAP objectives:
  - Ownership opportunities
  - Young people
  - Help residents stay
  - Elders aging in place



The Met Condos, Denver, CO

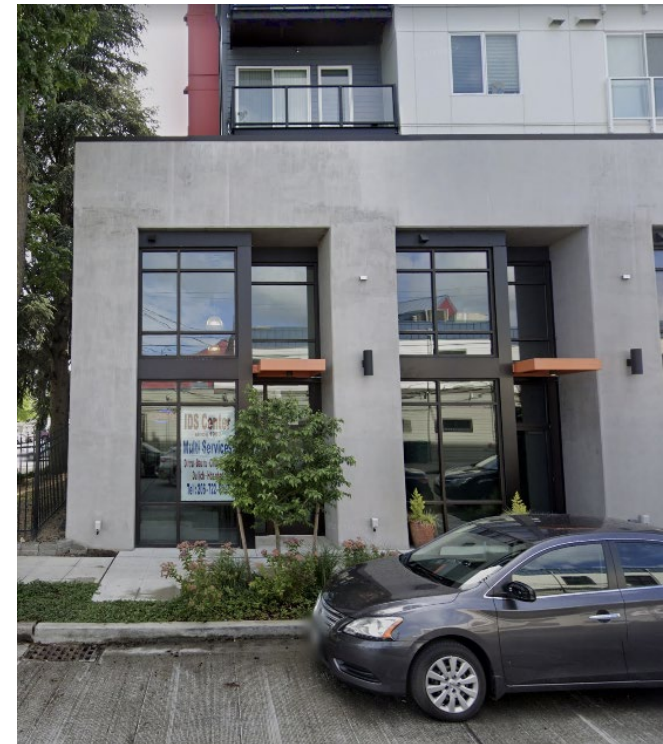
## 12. Review and clarify code requirements for live/work units to encourage opportunities for small business owners.

### What it is

- “Live/work units:” home that includes commercial functions, with the owner usually living behind or above their business
- Can act as business incubators
- May be easier to provide than traditional ground floor commercial space
- Review code and allow live/work; apply design standards to ensure usability
- E.g., Sumner and Tacoma live/work provisions

### POTENTIAL BENEFITS

- Supports small businesses
- Adds to residential options
- Supports HAP objectives:
  - Complete communities
  - Help residents & businesses stay



Live/work units in region  
(Google)

# DRAFT HAP - PART 3) IMPLEMENTATION

## STEP 1: COMPLETE DRAFT PER GRANT REQUIREMENTS

### Monitoring Process

- To be established after Plan adoption.

### Implementation Actions

- See following slides (PC has reviewed previously)
- Implementation timeline: Dates still to be determined



## POLICY AMENDMENT

1. Strengthen "complete community" policies.	<ul style="list-style-type: none"> <li>▪ Review and inventory existing "complete community" policies.</li> <li>▪ Facilitate a citywide conversation around appropriate "complete community" criteria for SeaTac's various neighborhoods.</li> <li>▪ Develop amendments that clarify and strengthen "complete community" policies.</li> <li>▪ Propose code amendments for community, Planning Commission, and Council discussion and review.</li> </ul>	CED	TBD
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## CITY WORK PLAN

2. Proactively plan and coordinate public infrastructure to support urban village development.	<ul style="list-style-type: none"> <li>▪ Continue dedicating resources to long-range planning to 1) develop and update community-backed plans for SeaTac's urban villages, and 2) chart the associated City infrastructure investment, such as sidewalks, lighting, streets, and parks, including through the capital facilities budgeting processes.</li> <li>▪ Continue collecting fees and dedicating resources to implement infrastructure plans that support SeaTac's urban villages.</li> <li>▪ Coordinate City work plans, including those from the departments of Community &amp; Economic Development, Parks, Community Programs &amp; Services, and Public Works, and leverage infrastructure and other projects to optimize use of City investments to create urban villages.</li> </ul>	CED/PCPS/PW	TBD
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<p>3. Conduct a multi-family parking study to analyze parking requirements in urban villages and station areas.</p>	<ul style="list-style-type: none"> <li>Coordinate a parking survey and study to understand the differences between current parking requirements and standards in other suburban cities' light rail station areas.</li> <li>Consider airport-driven impacts (e.g., limo and transportation network companies (TNCs) like Lyft and Uber parking at residences). Study should also address how to appropriately incorporate recent changes to state law related to parking near frequent transit.</li> <li>Depending on the parking study results, consider adjusting parking requirements to align with current and future needs as identified in the study.</li> </ul>	CED/PW	TBD
<p>4. Explore cost-effectiveness of creating pre-approved plans for Accessory Dwelling Units</p>	<ul style="list-style-type: none"> <li>Review similar pre-approved design programs in peer cities including Renton and Lacey.</li> <li>Review SeaTac ADU permit activity and conduct interviews with homeowners and builders who have experience with ADUs in SeaTac.</li> <li>Evaluate potential impact of reducing design and permitting costs relative to other barriers to ADU construction in SeaTac.</li> </ul>	CED	TBD
<p>5. Continue conversations with the development community about actions the city can take to attract market rate rental housing.</p>	<ul style="list-style-type: none"> <li>Review current outreach practices to residential developers and identify potential improvements that would increase opportunities for information sharing.</li> <li>Recommend improvements to developer outreach that can be integrated within the Community &amp; Economic Development Department work program.</li> </ul>	CED	Ongoing
<p>6. Continue coordinating and providing housing assistance to low income households.</p>	<ul style="list-style-type: none"> <li>Finalize the City's rental assistance allocation process.</li> </ul>	PCPS	Ongoing



7. Add flexibility to Small Lot Single-family requirements.	<ul style="list-style-type: none"> <li>▪ Review current small lot single-family code, and get input from the Master Home Builders Association and other developers on potential code barriers.</li> <li>▪ Develop code updates that would add flexibility to the current standards.</li> <li>▪ Propose code amendments that would make it easier to build small lot single-family homes for community, Planning Commission, and Council discussion and review.</li> </ul>	CED	TBD
8. Consider allowing cottage housing in Urban Low zones.	<ul style="list-style-type: none"> <li>▪ Review applicability of existing Planned Unit Development code for cottage housing.</li> <li>▪ Develop code including flexible design standards for cottage housing.</li> <li>▪ Review and discuss proposed code with community, Planning Commission, and City Council.</li> <li>▪ Amend development code to include Cottage Housing as an allowed use in Residential Low single-family zones.</li> </ul>	CED	TBD
9. Partner with residential property owners in rezoning properties to maximize their housing potential.	<ul style="list-style-type: none"> <li>▪ Complete an inventory of parcels that could be rezoned to higher density residential zones as allowed by their current land use designations.</li> <li>▪ Identify one or more processes that could facilitate the re-classification of under-zoned residential parcels, including considerations of changes to administrative procedures and/or undertaking a City-initiated rezone process.</li> <li>▪ Get input on the appropriate process for encouraging residential rezones from the Planning Commission and City Council.</li> </ul>	CED	TBD

10. Consider decreasing minimum lot size in the Urban Low (UL) 7,200 single-family zone.

- Review minimum lot sizes in peer cities and SeaTac lot subdivision standards.
- Propose code amendments to reduce minimum lot size for community, Planning Commission, and Council discussion and review.

CED

TBD

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DATE: 05/18/21

11. Clarify condominium provisions to make them easier to use.

- Review existing Planned Unit Development code and other provisions related to condominium development.
- Identify revisions that would clarify and streamline these provisions.
- Propose code amendments for community, Planning Commission, and Council discussion and review.

CED

TBD

12. Review and clarify code requirements for live/work units to encourage opportunities for small business owners.

- Review existing provisions within the development and building codes and develop requirements for live/work spaces in new projects.
- Code amendments should ensure that ground floor spaces are functional for small businesses and help activate the street.

CED

TBD



# ANTICIPATED NEXT STEPS FOR PROJECT COMPLETION

## STEP 1: COMPLETE DRAFT PER GRANT REQUIREMENTS

### May:

- 5/26: Planning Commission holds virtual public hearing

### June:

- 6/15: Planning Commission recommendation due
- 6/18: “Final” Draft Housing Action Plan submitted to Department of Commerce

## STEP 2: COUNCIL REVIEW & ADOPTION PROCESS

### July:

- PED review and recommendation on “Final” Draft Housing Action Plan

### August-September

- City Council review and action by Resolution





# NO ACTION REQUESTED

## NO ACTION REQUESTED

- This briefing is informational, and no action is requested from the Commission.

## REVIEWS TO DATE

- Planning Commission: 11/17/2020, 1/19/2021, 2/2/2021, 3/16/2021, 4/6/2021 (Joint meeting with PED Committee), 5/4/2021
- Planning & Economic Development (PED) Committee: 9/24/2020, 11/18/2020, 1/19/2021, 2/25/2021, 3/25/2021, 4/6/2021 (Joint meeting with PC), 4/22/2021

