



Planning & Economic Development Committee Minutes

Thursday April 22, 2021

4:00 PM – 5:30 PM

* Virtual Meeting *

Members: Present: Commence: 4:01 PM
Adjourn: 5:20 PM

Stanley Tombs, Chair **X**
Deputy Mayor Peter Kwon **X**
Mayor Erin Sitterley **X**

Other Councilmembers: Clyde Hill, Pam Fernald

Staff & Presenters: Evan Maxim *CED Director*; Jennifer Kester *Planning Manager*; Kate Kaehny *Senior Planner*; Alena Tuttle *Associate Planner*; Aleksandr Yeremeyev *Economic Development Manager*; Tanja Carter *Economic Development Strategist*; SeaTV; Bart Phone

1. Call to Order	Chair Tombs called the meeting to order at 4:01 PM and roll call.
2. Public Comment	Public Comment requests were submitted before deadline and presented by Mr. Cobi Clark and Ms. Gina Clark in tonight's meeting.
3. Minutes of 03/25/2021 regular meeting & 04/06/2021 special meeting	Review and Approve. Unanimous member approval of 03/25/2021 & 04/06/21 meeting minutes.
4. Housing Action Plan: Review of options for Housing Strategies	Review and Discussion. Jenn Kester, Planning Manager & Kate Kaehny, Senior Planner presented the SeaTac Housing Action Plan "HAP" Project - Work Session: Confirmation of Potential HAP Housing Strategies with presentation remarks from CED Director Evan Maxim. The purpose of the presentation was to present fourteen potential housing strategies to PED and request PED confirmation of potential strategies appropriate for the public review draft of the Housing Action Plan and associate Planning Commission review process. Committee Action Requested: Staff is requesting PED confirmation of potential housing strategies to include within the draft Housing Action Plan in advance of the public and Planning Commission review

processes. If PED cannot confirm strategies at this meeting, upcoming grant deadlines may be difficult to meet.

Potential Strategies and PED Confirmations:

3.4: Explore whether creating pre-approved Accessory Dwelling Unit Plans would be a cost-effective way to encourage ADU development in SeaTac.

PED Confirmation: 3 thumbs up

4.7A: Continue conversations with the development community about actions the City can take to attract market rate rental housing.

PED Confirmation: 3 thumbs up

4.3B: Clarify condominium provisions to make them easier to use.

PED Confirmation: 3 thumbs up

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

PED Confirmation: 3 thumbs up

1.1: Strengthen “complete community” policies.

PED Confirmation: 2 thumbs up (Mayor Sitterley, Deputy Mayor Kwon) / 1 thumb down (Chair Tombs) – **(majority rules)** – **Chair Tombs approved majority rules voting.**

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

PED Confirmation: 3 thumbs up

3.3: Consider allowing cottage housing in Residential Low single-family zones.

PED Confirmation: 3 thumbs up

2.2B: Add flexibility to the multi-family code.

PED Confirmation: 2 thumbs down / 1 thumb up **(majority rules)**

2.4: Conduct multi-family parking study to analyze appropriate parking requirements within urban villages/station areas.

PED Confirmation: 3 thumbs up

3:2D: Add flexibility to Small Lot Single Family requirements.

PED Confirmation: 3 thumbs up

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

PED Confirmation: 3 thumbs up

4:4B: Pilot Program for Micro-Apartments.

PED Confirmation: 2 thumbs down, 1 thumb up **(majority rules)**

Deputy Mayor Kwon commented on Micro Apartments. Micro Apartments may bring more stress or strain on public utilities, etc.

4.3A: Consider Decreasing Minimum Lot Size in the Urban Low (UL) 7,200 Single Family Zone.

PED Confirmation: 3 thumbs up

	<p>5.4: Continue helping to coordinate and provide rental assistance. PED Confirmation: 3 thumbs up</p> <p>Discussion regarding rental assistance commenced with Deputy Mayor Kwon, Kate Kaehny, CM Pam Fernald, Director Maxim, and Jenn Kester.</p> <p>Kate concluded presentation with “Anticipated next steps for project completion”, which included the following information - Step 1: Complete draft per grant requirements (including publishing the Draft Housing Action Plan on May 11 with the 12 strategies confirmed by PED at today’s meeting, having a virtual open house for the public to review the draft plan on May 17, and holding a public hearing on May 26) & Step 2: Council review & adoption process in the summer and fall.</p>
<p>5. FEMA Floodplain: Code Amendment</p>	<p>Review and Recommendation.</p> <p>Unanimous thumbs-up approval by PED to refer to City Council. Passed 3-0.</p>
<p>6. Shuttle Program: 2021 Lodging Tax Support</p>	<p>Review and Discussion.</p> <p>Introduction and remarks by Economic Development Manager Aleksandr Yeremeyev regarding the Shuttle Program: 2021 Lodging Tax Support.</p> <p>Discussion commenced with Chair, Deputy Mayor Kwon, Mayor Sitterley, Director Maxim, and Economic Development Strategist Tanja Carter.</p> <p>Tanja presented the Community & Economic Development (CED) Memorandum indicating the purpose and highlights of the Memorandum.</p> <p>Mayor Sitterley commented on the Shuttle Program and indicated a thumbs up.</p> <p>Discussion commenced with Deputy Mayor Kwon, Aleksandr, Director Maxim, Tanja, and Chair Tombs.</p> <p>Members indicated two thumbs up and 1 thumb down. 2-1.</p>
<p>7. Adjourn</p>	<p>Chair Tombs adjourned the meeting at 5:20 PM.</p>