# Planning Commission Agenda

**September 20, 2022**
**5:30 pm**
**Hybrid Meeting**

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.

**Members:**  Alyne Hansen (Chair), Tony Zuniga Sanchez (Vice Chair), Tom Dantzler, Karin Ellis, Damiana Merryweather, Jagtar Saroya, Bandhanjit Singh

**Staff Coordinator:** Jenn Kester, Planning Manager

A quorum of the Council may be present.

| ITEM | TOPIC | PROCESS | WHO | TIME |
|------|-------|---------|-----|------|
| 1 | Call to Order / Roll Call | | Chair | 5:30 (2 min) |
| 2 | Approval of the minutes of August 16, 2022, meeting.   (Exhibit 2) | Review and Approve | Members | 5:32 (3 min) |
| 3 | Public Comment on items <u>not</u> 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.* | | Chair | 5:35 (5 min) |
| 4 | SeaTac 2044: Major Comprehensive Plan & Transportation Master Plan (TMP) Update Project   (Exhibits 4a & 4b) | Briefing and Discussion | Staff and Members | 5:40 (60 min) |
| 5 | CED Staff Report | Briefing | Staff | 6:40 (3 min) |
| 6 | Planning Commission Comments (including suggestions for next meeting agenda) | Discussion | Members | 6:43 (2 min) |
| 7 | Adjourn | | | 6:45 |

*This meeting will be conducted in a hybrid format with in-person and remote options for public participation. The meeting will be broadcast on SeaTV Government Access Comcast Channel 21 and live-streamed on the City's website* https://seatacwa.gov/seatvlive *and click the "live" Channel 1 grey box.*

**Public Comment Process:** The commission will hear in-person public comments and is also providing remote oral and written public comment opportunities. All comments shall be respectful in tone and content. Providing written comments and registering for oral comments must be done by 3:30 pm the day of the meeting. Registration is required for remote comments and encouraged for in-person comments. 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.

**CITY OF SEATAC**
**PLANNING COMMISSION MEETING**
<u>Minutes of August 16, 2022 Meeting</u>

**Members present:**   Chair Alyne Hansen, Damiana Merryweather, Karin Ellis, Tom Dantzler, Vice Chair Tony Zuniga Sanchez

**Members absent:**   Jagtar Saroya, Bandhan Singh

**Staff & Others**
**Present:**   Jenn Kester, *Planning Manager*; Alena Tuttle, *Associate Planner*; Laura Stilwell, *Associate Planner*; Barbara Mailo, *Admin 3*

1. **Call to Order/Roll Call**
   Chair Hansen called the meeting to order at 5:31 pm and roll call.

2. **Approval of the minutes of July 19, 2022, meeting**
   Vice Chair Sanchez moved to approve the meeting minutes. Commissioner Merryweather second. All were in favor of passing the meeting minutes. 5-0 Passed

3. **Public Comments on items <u>not</u> on the agenda**
   Oral public comments were received in person from Mr. Earl Gipson regarding the Comprehensive Plan.

4. **Code Amendments: Reentry Centers (also known as "halfway houses")**
   Presented by Associate Planner Alena Tuttle.

   The purpose of the presentation was to review the draft code language based on previous direction and prepare for the October 4, 2022, public hearing.

   The following handouts were provided to the Planning Commission and presented by Ms. Tuttle:
   - Citywide Overview
   - Citywide Overview - parks and schools within 1,750 of city boundary
   - Vicinity Map A
   - Vicinity Map B
   - Vicinity Map C
   - Vicinity Map D
   - Vicinity Map E

   Discussion commenced with Chair Hansen, Vice Chair Sanchez, Commissioner Merryweather, Commissioner Dantzler, Planning Manager Jenn Kester, and Alena Tuttle.

5. **CED Staff Report**
   - Chair Hansen approved cancellation of September 6, 2022, PC meeting as Planning Manager Jenn Kester and CED Director Evan Maxim will be away on conference.
   - Staff changes in Planning Division:
     - New Long Range Associate Planner Laura Stilwell is on board.
     - Associate Planner Neil Tabor is leaving City of SeaTac for City of Tukwila. Recruitment for a new Associate Planner will commence soon.

- o Currently recruiting for a Transportation Planner.
- Department is working on several large projects:
  - o SeaTac 2044 Comprehensive Plan Update and City Center/Airport Business District Subarea Plan
  - o CED Economic Development Division is working on a Tourism Destination Development Plan – using Lodging Tax dollars
  - o CED Permitting & Land Use will have a new permitting database called the LAMA (**LA**nd **MA**nagement) database system, produced by newly selected vendor, The Davenport Group. Hoping to go LIVE in March 2023.
- PED Committee recently made recommendations on changes to the Planning Commission's section in the code related to advisory committees in order to change the Commission's scope of work to align with the Growth Management Act and change the terms of memberships.  No current commissioners' position will change during their appointment term.
- City Council is developing the next Biennial Budget 2023/24.

6. **Planning Commission Comments (including suggestions for next meeting agenda)**
None

7. **Adjournment**
Commissioner Dantzler moved to adjourn the meeting. Commissioner Damiana second. All were in favor of adjournment. Meeting adjourned at 7:10 pm

**MEMORANDUM**
**COMMUNITY & ECONOMIC DEVELOPMENT**

Date:        September 14, 2022
To:          Planning Commission
From:        Kate Kaehny, Senior Planner
Subject:     **Briefing on SeaTac 2044: Major Comprehensive Plan & Transportation Master Plan (TMP) Update Project**

On September 13, 2022, City Council approved funding for the SeaTac 2044: Major Comprehensive Plan & Transportation Master Plan (TMP) Update Project. The project will re-set the City's twenty-year growth and development policies for the years 2024 to 2044, and will be jointly managed by the Community & Economic Development (CED) and Public Works departments. While the Planning Commission will be fully briefed on the project at the September 20 meeting, the following information is also provided to assist with preparing for the meeting.

**Background**
The state Growth Management Act (GMA) requires periodic review and updates to the Comprehensive Plan and its implementing development regulations on a ten-year cycle. The state's due date for this cycle is year-end 2024. Because of the substantial changes to the city and region since the last periodic update in 2015, including major population increases in the Puget Sound region, multiple new state and regional growth management requirements, and shifts in City priorities, extensive updates to Comprehensive Plan policies and supporting technical data are necessary during this cycle.

**SeaTac 2044 Approach**
In order to leverage staff resources and ensure consistency within the City's policy documents, as required by state law, staff is proposing to follow the same overall process as the 2015 periodic update by concurrently updating the Comprehensive Plan and the Transportation Master Plan (TMP). Because of their technical differences, the two project components may be managed by separate consultants, but will be highly coordinated as follows:

- **Component #1: Major Comprehensive Plan Update Project**: Most of the ten chapters (or "elements") within the current Comprehensive Plan, including their background/data reports, are anticipated to require significant updates based on the following:
    - New state and regional requirements,
    - The integration of new data and City priorities, including strategies from the SeaTac Housing Action Plan, and
    - Input from the inclusive and robust community engagement process that will be undertaken as part of the project. (It should be noted that the community engagement process will be leveraged and coordinated to gather feedback for both the Comprehensive Plan and TMP project updates, to the extent possible.)

  The Major Comprehensive Plan Update Project will also include code amendments to ensure the City's development regulations implement updated policies, as is required by state law. The six code amendment proposals identified in the Housing Action Plan, and others that emerge during the course of the project, will also be addressed.

- **Component #2: Transportation Element & Transportation Master Plan (TMP) Update Project.** The Transportation Element will be updated at the same time as other elements of the Comprehensive Plan to ensure it supports and is consistent with changes to growth and development policies throughout the Plan. The Transportation Master Plan (TMP) is a functional plan that guides the implementation of the Transportation Element. It also serves as the background report to the Transportation Element. The TMP will be updated after key changes to the City's growth policies have been identified through the community engagement process, and the completion of other work as part of the Major Comprehensive Plan Update project component. The TMP update will include:
  - Reviews of existing conditions, level of service standards, the City's concurrency program, other plans and programs (especially those adopted since 2015),
  - The update to the City's travel demand model (TDM), a highly technical, and large undertaking, which the Port of Seattle will participate in, as was the practice for the 2015 periodic update, and
  - Updates to the multi-modal system plans and list of master projects to be completed during 2024-2044 to support the City's growth policies.

**Anticipated Project Schedule**
- Consultant Hiring Process
  - September – December 2022
- Project Kick-Off
  - January 2023
- Project Completion
  - June 2024

**Packet Materials**
- This memo
- Presentation slides for project briefing

SEATAC COMPREHENSIVE PLAN ELEMENTS

VOLUME 1

SeaTac 2035

**Informational Briefing:**

# SeaTac 2044

Major Comprehensive Plan Update Project

- Including Transportation Master Plan Update (TMP)

Planning Commission
September 20, 2022

# PRESENTATION OVERVIEW

## PURPOSE OF PRESENTATION

- To provide an overview of the SeaTac 2044 project.

- To discuss the Commission's role in the project and its review process.

- To get input on the project's community engagement process.

- To answer questions about the project.

## WHY IS THIS ISSUE IMPORTANT?

1. Project is required by State and needed to ensure alignment with recently revised regional growth plans.

2. Updates are needed to reflect current City priorities and new information.

3. Briefing is timely because Planning Commission will provide regular input into the project.

# NO ACTION REQUESTED

## NO ACTION REQUESTED

- This briefing is informational with a discussion on potential outreach opportunities.

## REVIEWS TO DATE

- Council Study Session:  6/14/2022

- A&F Committee: 7/14/2022

- Regular Council Meeting: 9/13/2022

## RECOMMENDATIONS TO DATE

- A&F Committee: At the 7/14/2022 meeting, A&F recommended the proposed budget amendment be approved and forwarded to the full Council for consideration.

- RCM: On 9/13/2022, City Council approved the proposed budget amendment to fully fund the project.

# WHAT IS A COMPREHENSIVE PLAN & WHY DOES SEATAC HAVE ONE?

## COMPREHENSIVE PLANS ARE GROWTH MANAGEMENT TOOLS

- **Washington State Growth Management Act (GMA) requires many local governments to manage growth by preparing comprehensive plans** that identify goals for accommodating a 20-year population growth projection.

State ——————————— GMA

Region (Puget Sound Regional Council) ——————————— VISION 2050

County ——————————— CPPs

(KC Countywide Planning Policies) Comp Plan

Cities ——————————— Zoning

Cities ———————————

**Comp Plans must be consistent with regional growth plans.**

Consistency = Eligible for state & regional grants & loans
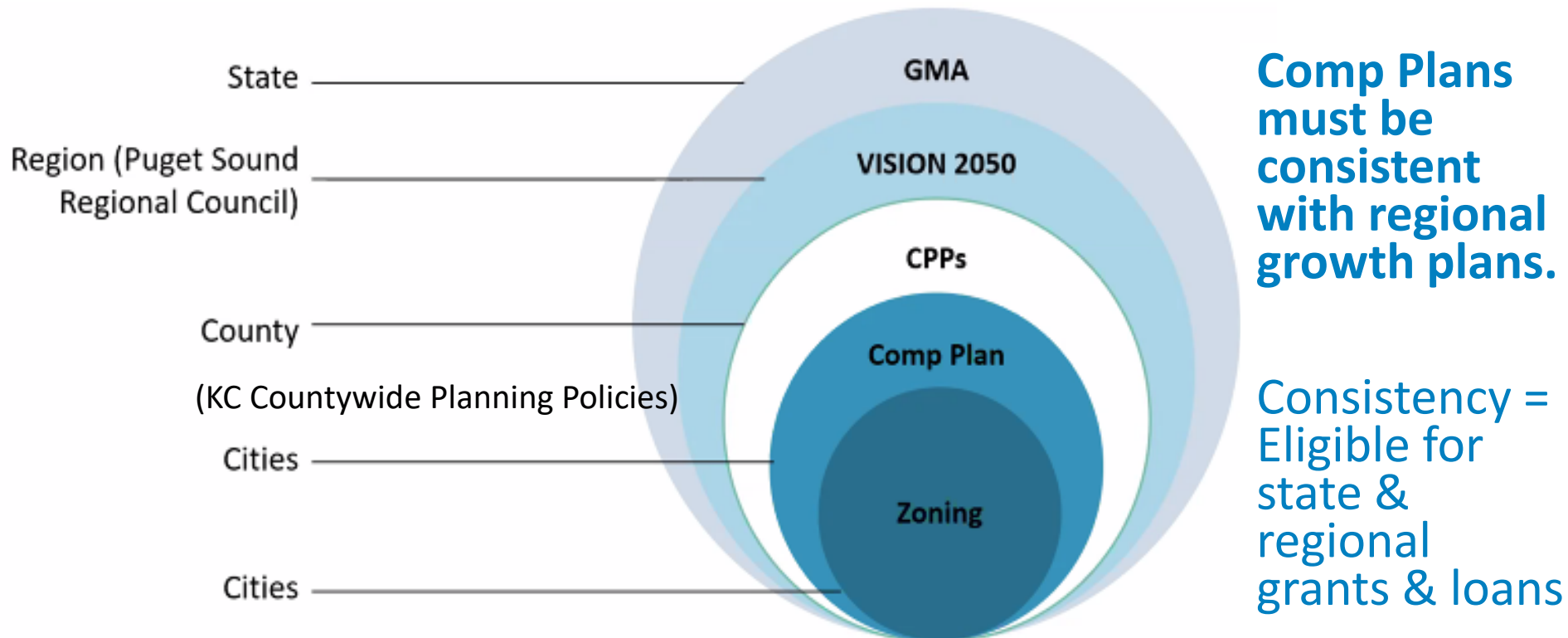
# COMPREHENSIVE PLANS INFORMED BY LOCAL/ REGIONAL/ STATE INPUT & IMPLEMENTED THROUGH CITY ACTIONS
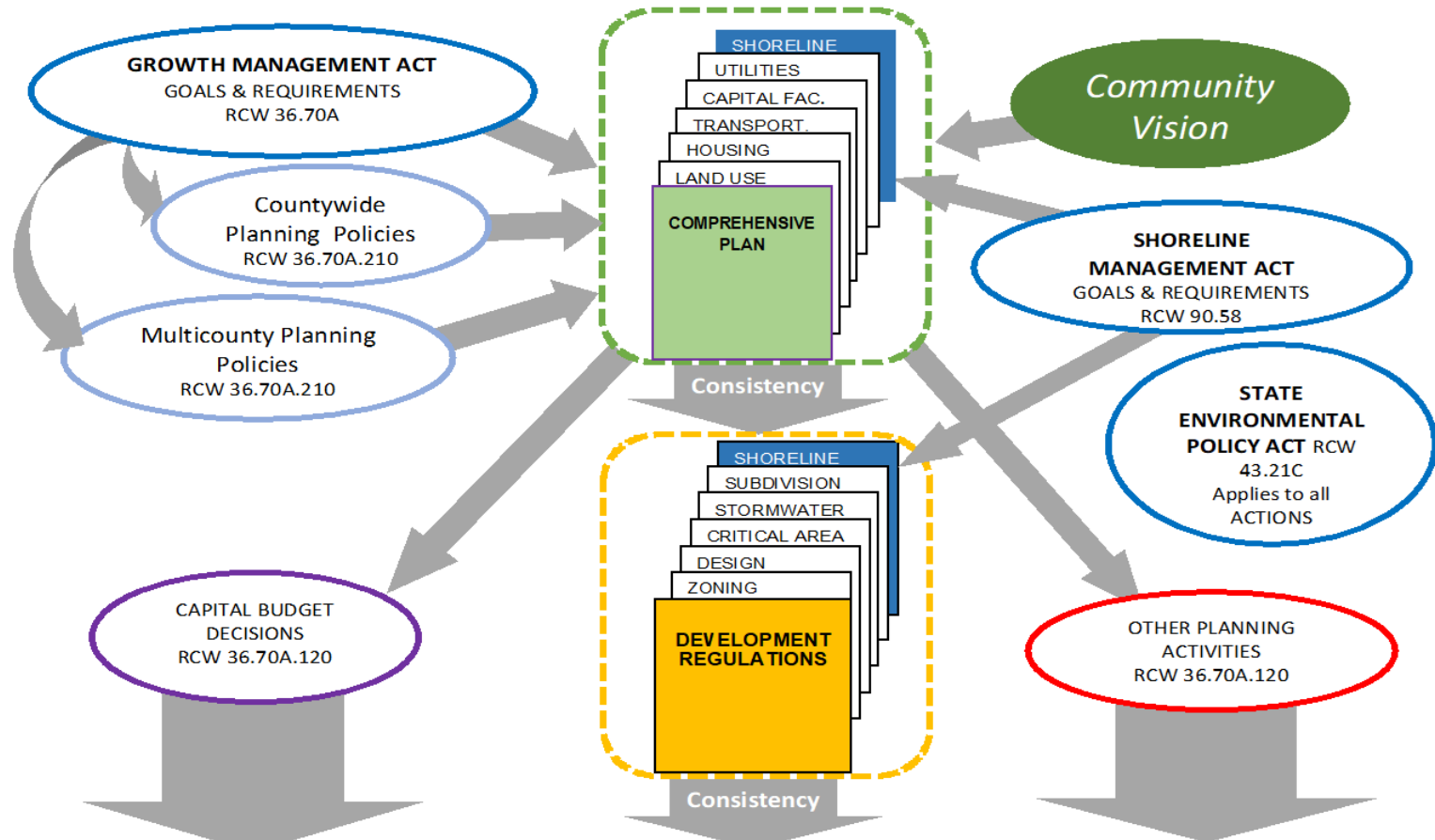
# SEATAC COMPREHENSIVE PLAN: MULTIPLE COMPONENTS

**COMPREHENSIVE PLAN: Developed with SeaTac community over time.** Identifies City's growth & development vision, goals & policies.

- **Ch. 1 Introduction & Framework Policies**
- **Ch. 2 Land Use**
- **Ch. 3 Housing & Human Services**
- **Ch. 4 Transportation**
- **Ch. 5 Capital Facilities**

- **Ch. 6 Utilities**
- **Ch. 7 Community Design**
- **Ch. 8 Economic Vitality**
- **Ch. 9 Environment**
- **Ch. 10 Parks, Recreation & Open Space**
- Background/Data Reports

**Shoreline Master Program:** Policies/code for area within 200 ft of Angle Lake.

**Three Subarea Plans:** Vision & growth strategies for City Center Plan *(update project underway)*, S. 154th Street Station Area, and Angle Lake Station Area.

**Two Functional Plans:** Transportation Master Plan (TMP) & Parks, Recreation & Open Space (PROS) Plan: Provide 5-10 year implementation strategies for related policies in Comprehensive Plan.

# SEATAC COMPREHENSIVE PLAN'S CURRENT VISION & GROWTH STRATEGY

## SUMMARY

**"…to be economically strong, environmentally sensitive, visually pleasing, and people-oriented** with a socially diverse but cohesive population and employment mix…"

- **Focus housing & jobs in the Urban Center within three "urban villages"** adjacent to light rail stations - with supportive infrastructure and amenities.

- **Create complete communities** that are healthy, equitable, and connected.

Urban Center
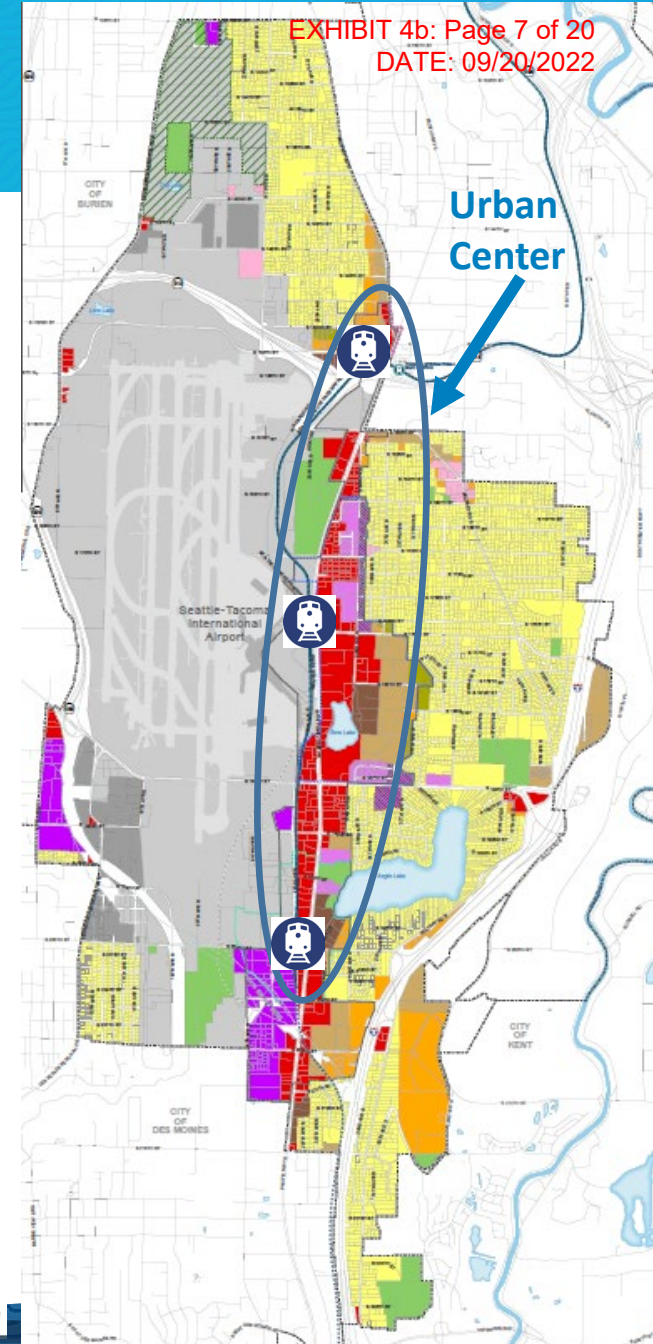
# WHY MAJOR COMPREHENSIVE PLAN UPDATE REQUIRED?

## GMA REQUIRES MAJOR, PERIODIC UPDATES

- **Cities and counties fully planning under GMA must complete periodic updates for their entire comprehensive plan and development regulations every ten years** (recent legislation changed the major update schedule from eight to ten years).

- **Major updates are required to ensure Comprehensive Plans are consistent with new state and regional requirements** and address changed conditions that may impact localities.
    - Optional minor updates are allowed, and the City has chosen to open SeaTac's Comprehensive Plan for minor updates biennially in odd-numbered years.

- **During this cycle, major updates must be completed by December 31, 2024.**

# WHAT CHANGES TO BE ADDRESSED IN SEATAC 2044 PROJECT?

## KEY UPDATES TO MEET STATE & REGIONAL REQUIREMENTS

- **Job and housing targets through 2044**: Update targets to reflect numbers identified through countywide process.

| SeaTac Growth Targets | Housing | Jobs |
|---|---|---|
| 2019 - 2044 | 5,900 | 14,810 |

- **Integrate affordable housing unit allocations**: These 20-year allocations were required by recent state legislation and the King County Countywide Policies.
  - A state and countywide process to determine allocations for each city in King County is underway.

# WHAT CHANGES TO BE ADDRESSED IN SEATAC 2044 PROJECT?

## KEY UPDATES TO MEET STATE & REGIONAL REQUIREMENTS

- **New/increased policy emphasis on**:
  - Focusing growth near transit with supportive infrastructure.
  - Centering equity in Comprehensive Plans & increasing access to opportunity.
  - Demonstrating understanding of potential policy impacts on historically marginalized communities.
  - Climate change, others.

- **New jobs, housing and transit-oriented development requirements for designated urban centers** to encourage more pedestrian activity and higher intensity development near high- capacity transit.
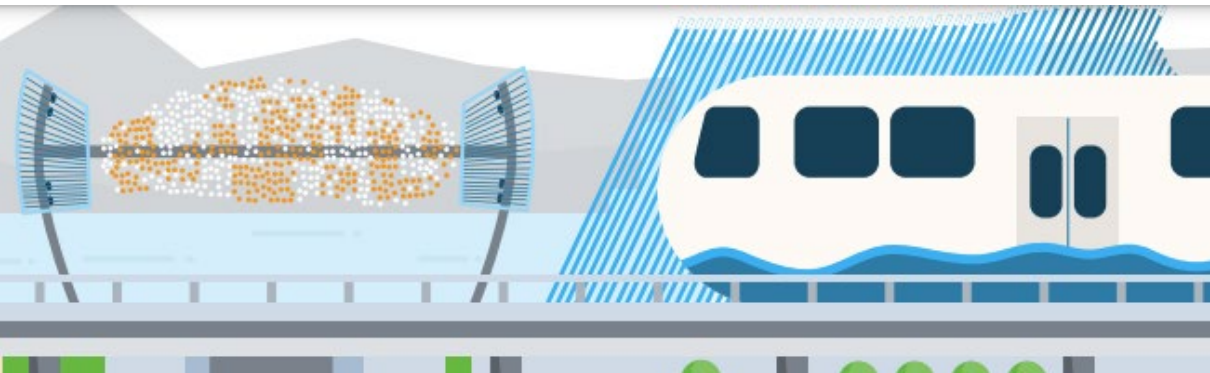
# WHAT CHANGES TO BE ADDRESSED IN SEATAC 2044 PROJECT?

## KEY UPDATES TO REFLECT NEW CITY PRIORITIES & INFORMATION

- **Update City vision statement and policies through inclusive public engagement process throughout entire project.**

- **Incorporate new City priorities**, goals and policies adopted after the last major update in 2015 including:
  - New PROS Element & PROS Plan (adopted 2020)
  - Housing Action Plan (adopted 2021)
  - Others

- **Incorporate new information and data**:
  - 2020 Census data, new housing and jobs data
  - Major transportation, parks, and other large public and private development projects
  - Other information
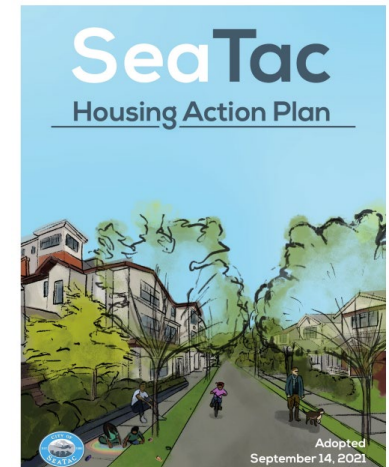
# PRIORITY TOPICS FOR SEATAC 2044

## PROPOSED KEY THEMES FOR COMMUNITY FEEDBACK

**Themes were developed from existing policies and recent guidance from the Housing Action Plan and other policy documents.**
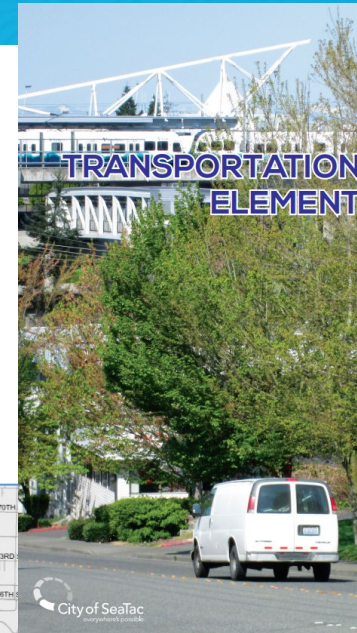
They help prioritize key issues to be addressed within the Major Comprehensive Plan & TMP Update Project.

- Increase access to opportunity & well-being.

- Strengthen neighborhoods & create healthy, equitable, connected complete communities.

- Grow urban villages near light rail with a variety of options for living, working, and recreating.

- Provide connected, efficient, multi-modal transportation networks.

- Housing for all - increase housing types and affordable options.

- Economic vitality – increase economic opportunities that empower residents and support the business community.

- Enhance resiliency of the built and natural environments.
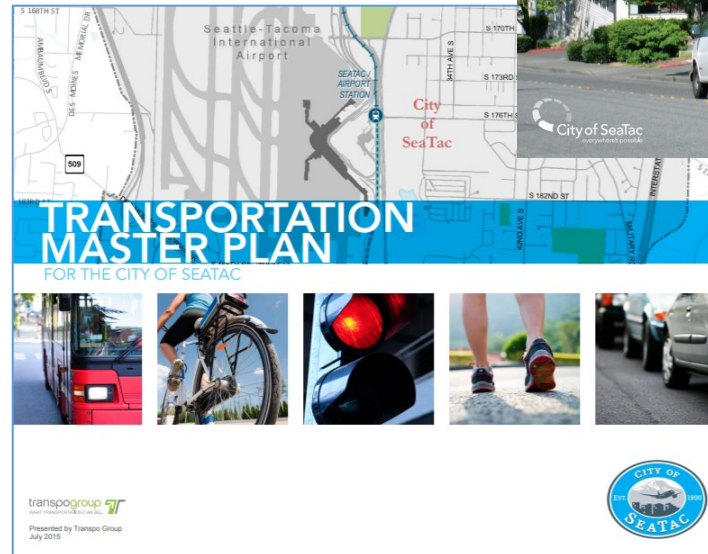
# TRANSPORTATION MASTER PLAN (TMP)

## WHAT IS THE TMP?

- It is a functional plan that serves as background report and companion document to the Transportation Element (TE) (Chapter 4) of the Comprehensive Plan

- The TE provides the long-range vision and policies for the City's transportation system, and the TMP identifies how to implement the TE.

- Last updated in 2015 in conjunction with the last Comp Plan update
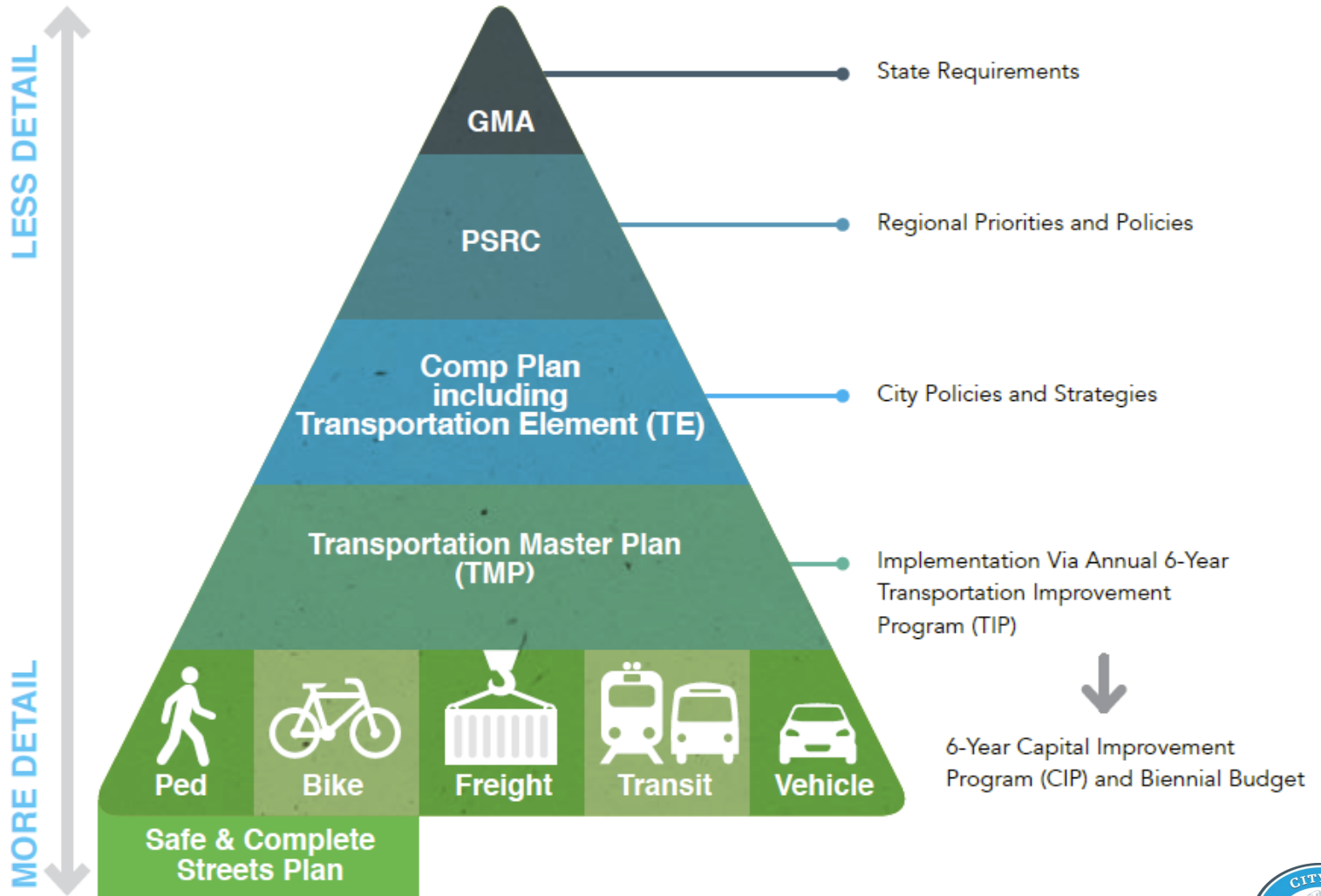
- Currently looks out to 2035

# TRANSPORTATION MASTER PLAN (TMP)

## CHAPTERS

1. Introduction

2. Inventory of Existing Transportation Systems and Conditions

3. Travel Forecasts and Alternatives Evaluation

4. Multimodal Transportation Systems Plans

5. Funding and Implementation Strategies

# Transportation Master Plan (TMP)

# TRANSPORTATION MASTER PLAN (TMP)

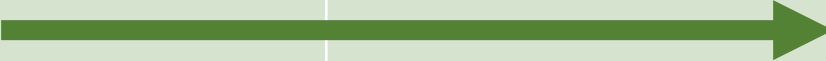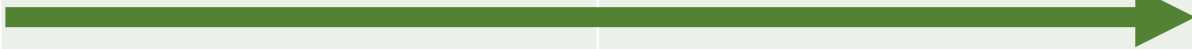## MAJOR COMPONENTS TO PURSUE IN TMP UPDATE

- Inventory of Existing Conditions (a lot of projects have been built or advanced since 2015)

- City's new Level-of-Service (LOS) Standard and Concurrency Program

- Adopted Plans and Programs since 2015
    - Angle Lake District Station Area Plan
    - ADA Transition Plan
    - Permit Parking Program
    - City Center Phases I and II
    - Military Road Five-Way Intersection Study
    - South 200th Street Corridor Study
    - International Boulevard Corridor Safety Study
    - Local Road Safety Plan (LRSP)

- Update Multimodal Plans and Master Project Lists
    - Plans: Bicycle, Pedestrian, Vehicular/Roadway, Freight
    - Project Lists: Transportation Programs, External Agency Projects, Road Projects, Non-Motorized Projects

- Update Travel Demand Model (TDM) – shared with Port of Seattle

- Connectivity Strategies



Level of Service Standards
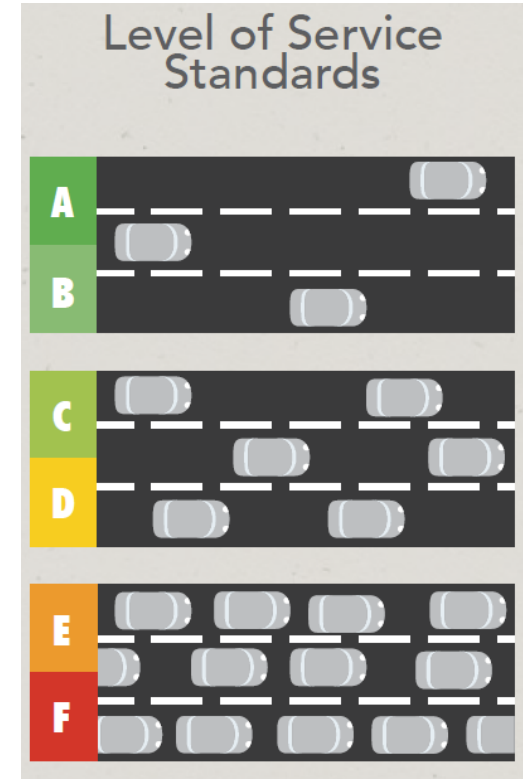
# SCHEDULE/NEXT STEPS FOR SEATAC 2044: MAJOR COMPREHENSIVE PLAN & TMP UPDATE PROJECT

## ANTICIPATED TIMELINE

SeaTac 2044 to be closely coordinated with City Center/Airport Business District Subarea Plan & Code Project.

| 2022 | 2023 | 2024 |
|---|---|---|
| **City Center/Airport District Subarea Plan & Code Project**<br>- Currently: Early work underway | | |
| **SeaTac 2044 Project**<br>- Fall: Consultant hiring process<br>- Winter: Project kick-off | | |

# PLANNING COMMISSION'S ROLE IN SEATAC 2044

## PC TO BE KEY ADVISORY BODY FOR SEATAC 2044 PROJECT

- **PC Review & input process will be developed with project consultant team**
- Likely activities:
  - Community Engagement Plan review
  - Regular project review & input opportunities
  - Invited to all public events
  - Others (tbd)
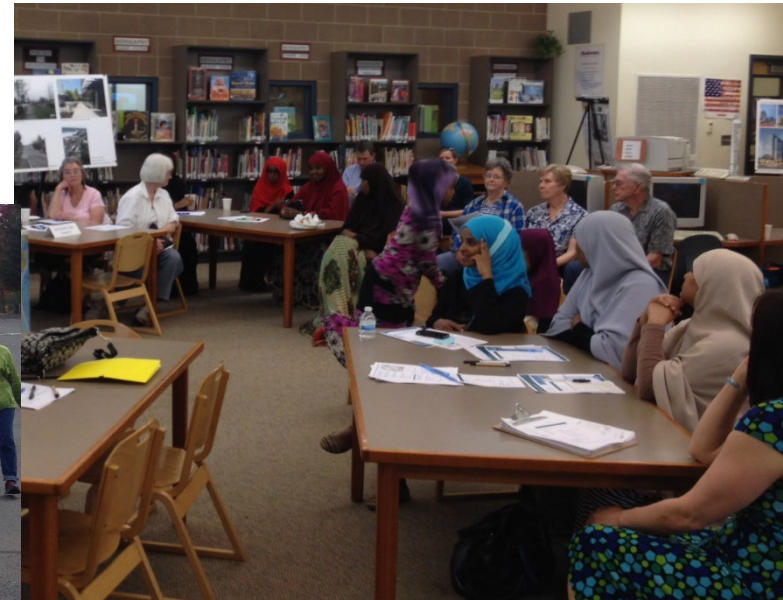
# PC INPUT REQUESTED

## SEATAC 2044 COMMUNITY ENGAGEMENT PROCESS

- **Question: What type of outreach activities do you think work best to inform and engage SeaTac's different communities?**
    - Examples:
        - Emails, postcards, project webpage, on-line surveys
        - Translation/interpretation services
        - Big/small in-person or on-line meetings
        - Traveling "pop-up" display at various locations
        - Community liaisons* (also called "trusted advisors")

*\*Community liaisons are typically community members from area neighborhoods that interact with local residents and stakeholders on behalf of an organization, such as a city or school.*

*They often have language ability, cultural skills, and local community knowledge not possessed by project staff, and are therefore able to provide information, translation, or training, to people in the community that are difficult to communicate with using traditional outreach techniques.*

# SEATAC 2044:
# MAJOR COMPREHENSIVE PLAN & TMP UPDATE PROJECT

# Questions?