



# Planning Commission Agenda

May 2, 2023  
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 April 18, 2023, meeting.	Review and Approve	Members	5:32 (3 min)
3	Public Comment on items <u>not</u> on the agenda.  <i>Comments on agenda items will be addressed after the staff presentation and Commission discussion on each item below.</i>  <i>See Public Comment Process below.</i>		Chair	5:35 (5 min)
4	City Center/Airport District Subarea Plan Project Briefing	Presentation and Discussion	Staff and Members	5:40 (45 min)
5	CED Staff Report	Briefing	Staff	6:25 (3 min)
6	Planning Commission Comments (including suggestions for next meeting agenda)	Discussion	Members	6:28 (2 min)
7	Adjourn			6:30

*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://www.seatacwa.gov/seatvlive>.*

**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**  
**Minutes of April 18, 2023, Meeting**

**Members present:** Chair Alyne Hansen, Bandhan (Brandon) Singh, Damiana Merryweather, Karin Ellis, Tom Dantzler, Vice Chair Tony Zuniga Sanchez

**Members absent:** Jagtar Saroya

**Staff & Other**

**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 at 5:33 pm and roll call.

**2. Approval of the minutes of March 21, 2023, meeting**

Commissioner Merryweather motioned to approve the meeting minutes. Vice Chair Sanchez second.

**Minutes passed: 6:0**

**3. Public Comments on items not on the agenda**

None

**4. Sign Code Amendments: Building Mounted Signage**

Presented by Associate Planner Stilwell.

The purpose of the presentation was to solicit feedback for proposed sign code revisions related to building-mounted signage.

**5. CED Staff Report**

Report by Planning Manager Kester.

- On 4/11 the City Council adopted the rental housing ordinance with minor changes to ordinance reviewed at the public open house.
- Call for applications went out for PC new applicants, existing terms expired at end of March, everyone can stay on in the meantime.

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

Discussion commenced with Chair Hansen, Planning Manager Kester, and Commissioner Merryweather regarding multi-family zoning.

**7. Adjournment**

Commissioner Merryweather motioned to adjourn the meeting. Commissioner Dantzler second. The meeting adjourned at 6:11pm.



## MEMORANDUM COMMUNITY & ECONOMIC DEVELOPMENT

Date: 4/27/2023  
To: Planning Commission  
From: Kate Kaehny  
Subject: City Center/Airport District Subarea Plan Project Briefing

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### Summary

City staff will provide the Planning Commission with its second briefing and input session on the City Center/Airport District planning effort at the May 2 meeting. This memo provides a brief status update on the project and highlights issues that will be further discussed at the upcoming meeting.

### Project Status Update

Since the Commission's last briefing on March 7, City staff and the project consultant have been working on the following activities:

- Encouraging participation in Community Engagement Activity #1: The online "Big Ideas Poll,"
- Working on identifying community liaisons for project outreach,
- Preparing for business and property owner engagement process,
- Continuing work on economic/market study and report on existing conditions and infrastructure assessment, and other items.

### Focus of May 2 Briefing Session

The main goal of Tuesday's briefing is to bring the Commission up to date on the advertising process for and preliminary results from the project's first major community engagement activity, the online "Big Ideas Poll." Staff is particularly interested in providing information on the use of social media to raise awareness of the poll, and the significant effect of these new communications tools. Staff will also share how the information from the poll will help inform the overall planning project.

### Packet Materials

Packet materials include the following:

- This memo
- Copy of presentation slides to be reviewed at meeting



## City Center Plan Update Phase 2

EXHIBIT 4b: Page 1 of 15  
DATE: 5/2/2023

# Project Briefing: SeaTac City Center/ Airport District Subarea Plan Project

Planning Commission  
May 2, 2023



## PURPOSE OF PRESENTATION

- Update on Community Engagement Activity #1: “Big Ideas Poll”
  - Overview and Summary of Results So Far
  - How “Big Ideas” Will Shape Project Vision and Development Concepts
- Next Steps/Upcoming Engagement Activities

## WHY IS THIS PROJECT IMPORTANT?

1. To keep Planning Commission up to date on project activities and get Commissioners’ input on key issues.

# “BIG IDEAS” ONLINE POLL - INSTRUCTIONS & QUESTIONS:

## WHAT ARE YOUR BIG IDEAS FOR THE CITY CENTER?

EXHIBIT 4b: Page 3 of 15  
DATE: 5/2/2023

### Help Confirm the Vision

The City would like to gather your ideas to support the early stages of planning and confirm the vision for the City Center/Airport Business District

#### 1. What is your connection to the City Center/Airport District today? (See map and choose as many responses as apply to you below.)

- a. Live in the district
- b. Live in SeaTac (but not the district)
- c. Work in the district
- d. Work at the airport
- e. Visit the district
- f. Other, please specify: \_\_\_\_\_

#### 2. When you think of a vibrant place and the positive experiences of a city center, central business district, or downtown, what activities and places come to mind?

#### 3. What do you think the biggest challenge or concern is for the City Center/Airport District currently?

#### 4. Name one thing you want to make sure is improved in the City Center/Airport District.

#### 5. My “Big Idea” for SeaTac City Center/Airport District is: \_\_\_\_\_

#### 6. In 20 years, I would like SeaTac City Center/Airport District to be known for:

\_\_\_\_\_



# “BIG IDEAS” POLL OVERVIEW

EXHIBIT 4b: Page 4 of 15  
DATE: 5/2/2023

## PURPOSE OF THE POLL

- To gather input on big picture topics in order to inform any updates to the Vision for the City Center/Airport District subarea.

## AVAILABILITY AND ADVERTISING

- Project webpage (City’s website)
- Multiple articles on City’s blog
- Facebook and Instagram postings (reaching over 7,500 people with 277 people clicking the survey as of April 25)
- Email blasts to 39 CBOs and “Interested Parties” project email list
- Poll flyers are posted at the
  - SeaTac City Hall (for visitors and employees),
  - SeaTac Community Center,
  - SeaTac Senior Center,
  - Matt Griffin YMCA, and
  - Around the airport offices (for airport workers).

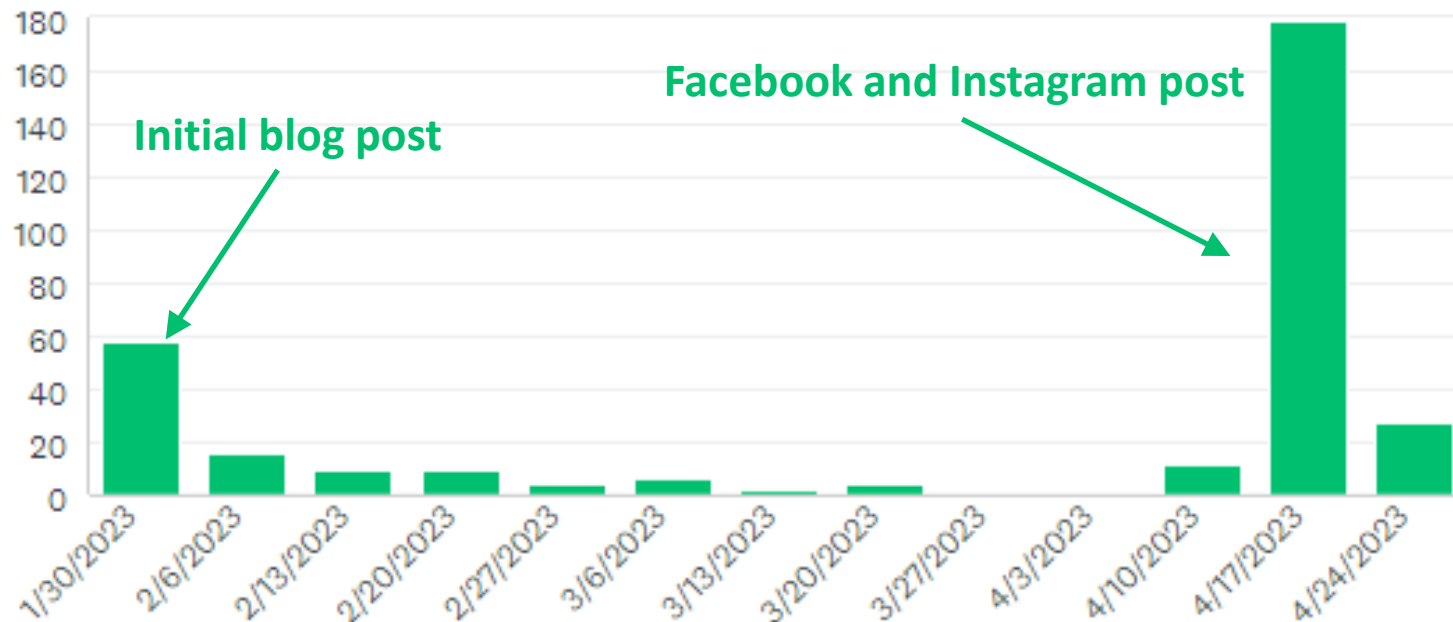




# “BIG IDEAS” POLL OVERVIEW

## RESPONSE STATISTICS AS OF 4/25 (poll end date: 4/30)

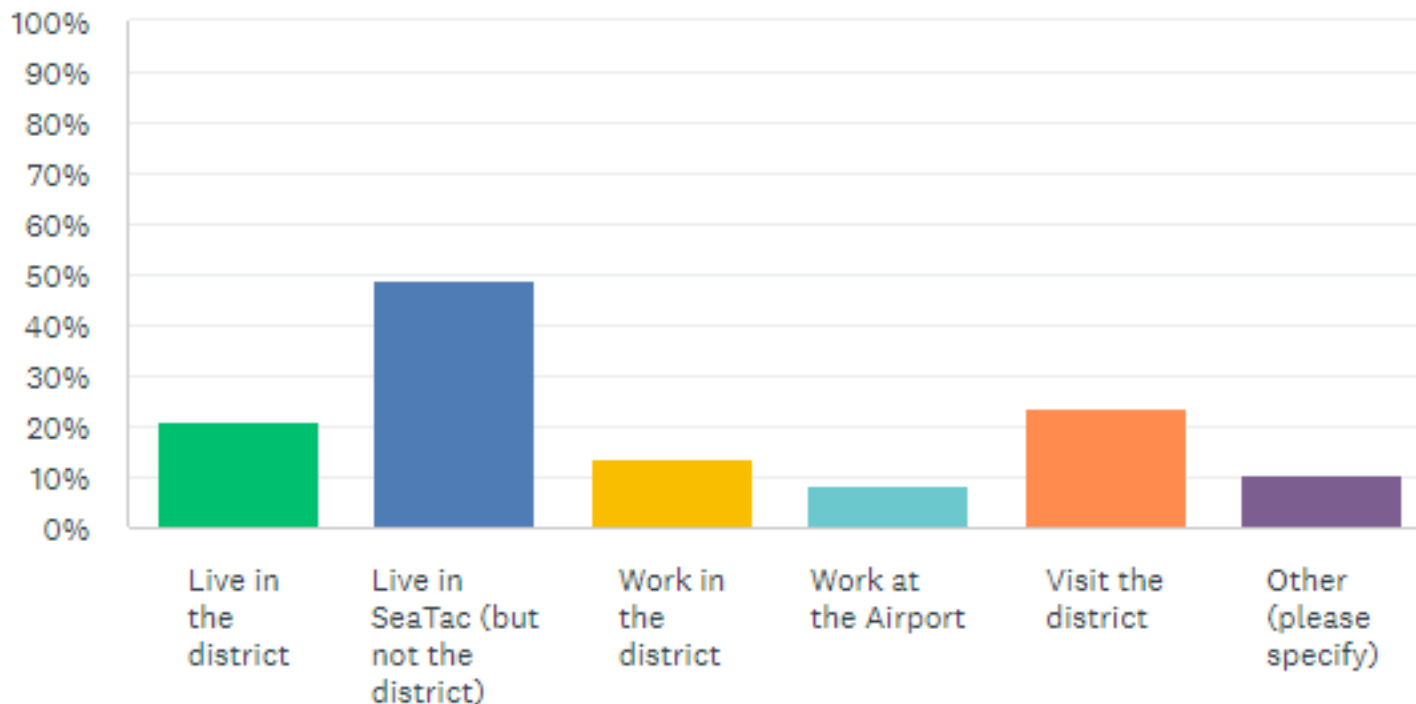
- 335 surveys responses to date
- 72% completion rate
- One non-English response (*available in Spanish, Amharic, Vietnamese, Somali*)



Responses by week

# “BIG IDEAS” POLL SUMMARY OF RESULTS SO FAR

Respondents were asked to identify their connection to the District. Over half of respondents either lived within SeaTac or within the District



## Challenges

- Safety, no sense of place
- Cleanliness, lack of retail shops, restaurants and curb appeal, problems with walkability
- Transit access is more difficult than it should be, long waiting times for buses especially at night.
- Lack of playgrounds and other centers for our kids
- Heavy traffic, parking concerns

## Opportunities

- Parks, walkable areas with small businesses and shops, family run restaurants.
- Town center with small stores with shopping, cafes, pubs and public amenities...
- It should be a safe, clean, well-lit place where travelers want to hang out either before or after their flights. Even a destination, where you can walk to various restaurants, cafés and shop.



## INPUT RECEIVED FROM THE BIG IDEAS POLL WILL HELP INFORM UPDATES TO THE VISION FOR THE CITY CENTER/AIRPORT DISTRICT

### District's Current Vision & Development Principles (adopted 2020):

#### VISION STATEMENT

The global gateway to the Pacific Northwest, the District is an active, hub providing residents, workers and visitors alike with a diverse set of experiences in an enticing, contemporary, and walkable urban district.

#### DEVELOPMENT PRINCIPLES

- Economic Prosperity
- Attractive Public Realm
- Mix of Complementary Uses
- Efficient Circulation

## REFINEMENTS FROM POLL TO CONSIDER INCORPORATING


- Neighborhood safety and cleanliness
- More emphasis on attractive environment with strong “sense of place”
- Specify types of desired destinations such as restaurants, shops, small/locally owned/family run businesses, and parks with playgrounds


# INFORMING DEVELOPMENT CONCEPTS & SCENARIOS

Input received also will help shape development concepts and scenarios to be further studied:

**Airport Business District (orange area)**

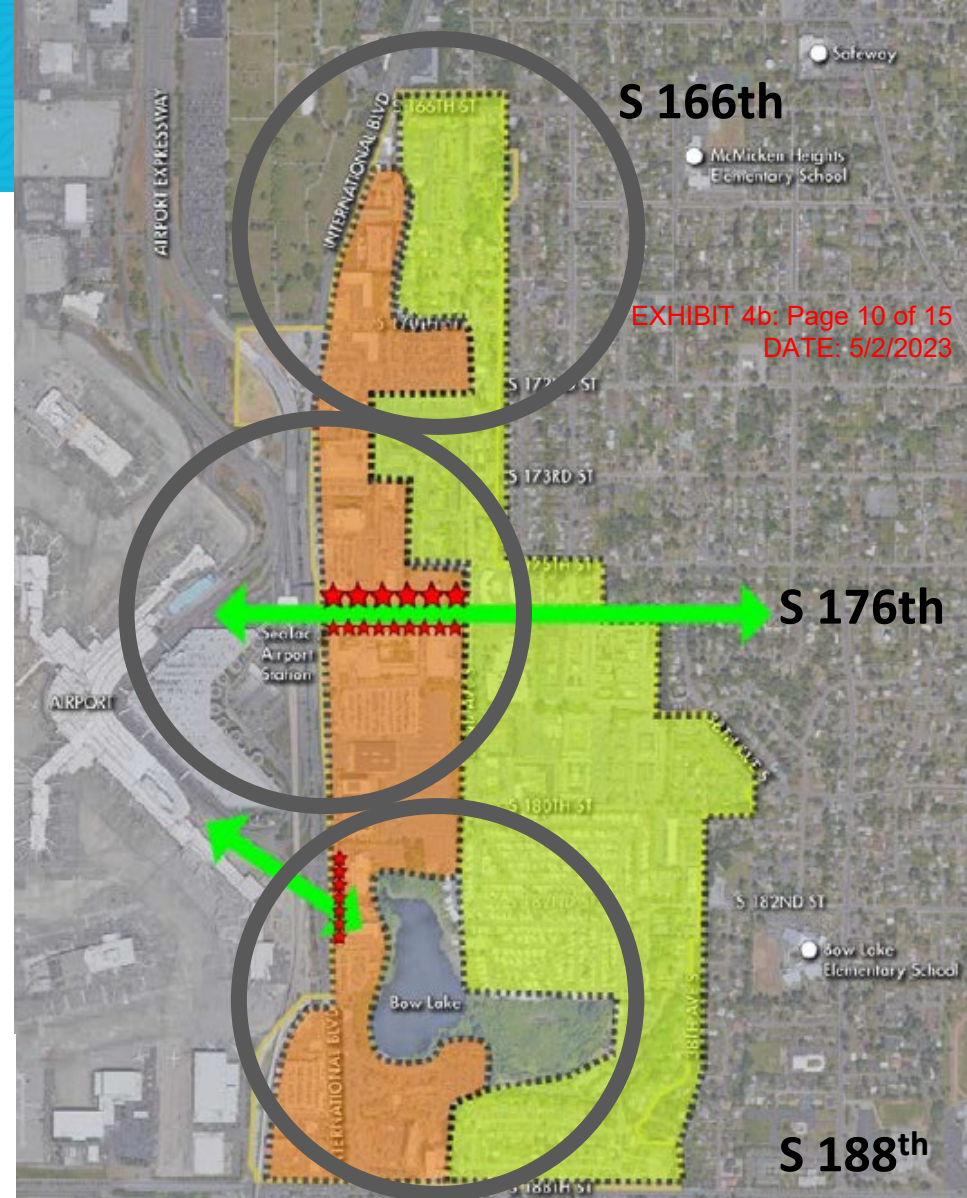
**Multi-family Neighborhood District (yellow area)**

Special focus for district access (*based on pedestrian activity*) 

Retail service hubs   
(i.e. Restaurants & shops)

## REFINEMENTS TO CONSIDER

- Focus on walkable development pattern that supports pedestrian-oriented services (i.e., restaurants, shops) and better access to transit and parks.




Is walkable approx. ¼ mile (~around 5" walk)? What destinations should be within walking distance?


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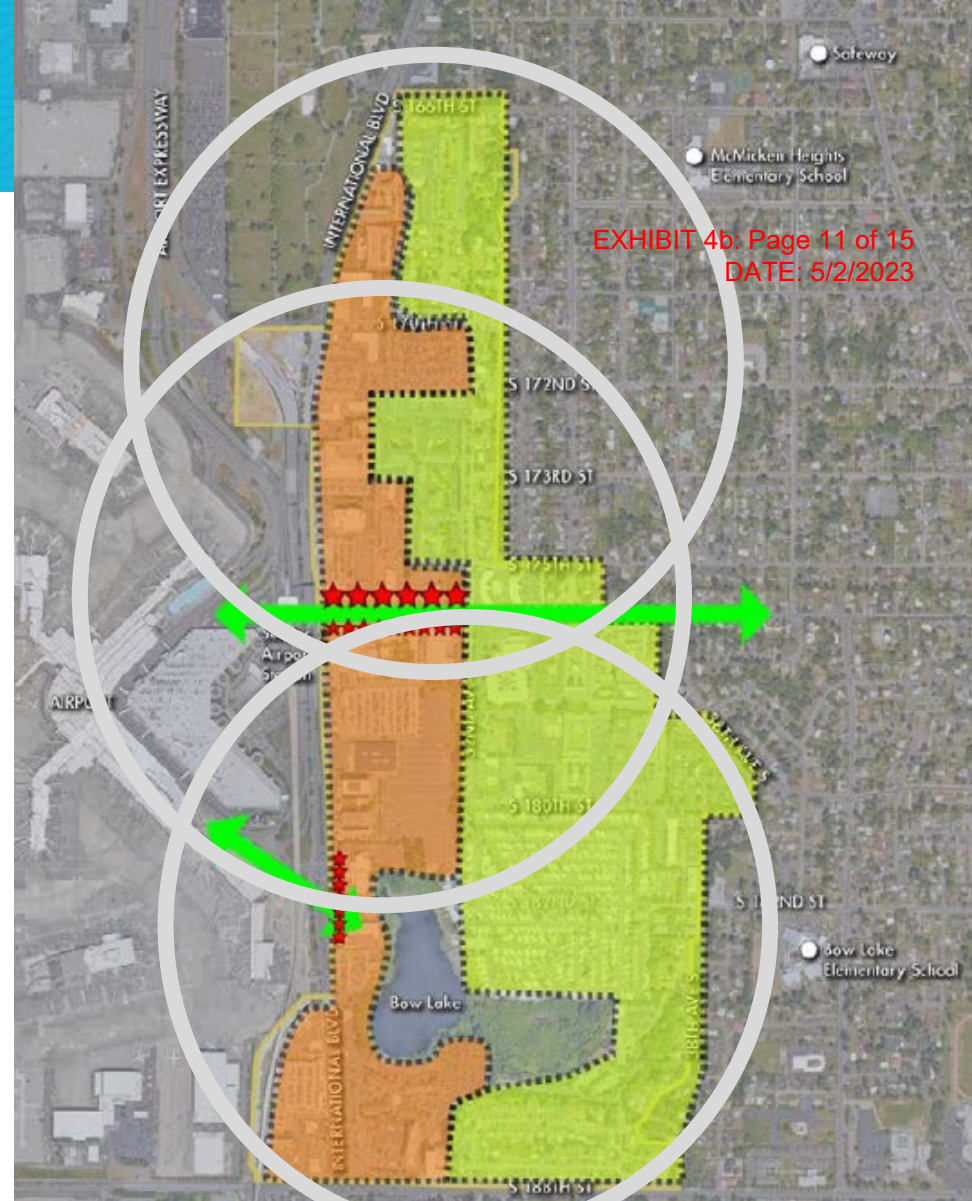


EXHIBIT 4b: Page 11 of 15  
DATE: 5/2/2023

Is walkable approx. ¼ mile (~around 5" walk)? What destinations should be within walking distance?

# NEXT STEPS AND UPCOMING COMMUNITY ENGAGEMENT ACTIVITIES

## WRAP UP ENGAGEMENT ACTIVITY #1: BIG IDEAS POLL

- Set to close at end of April and report on full results
- May continue to convey these or similar questions through Community Liaisons

## GET STARTED ON ENGAGEMENT ACTIVITY #2: INPUT ON HOW TO ACHIEVE REFINED VISION

### Activity #2 will seek public input on:

- Proposed refinements to vision and development concept from Big Ideas Poll
- Options for how the district become a more:
  - “Walkable urban district” (quote from current vision statement)
  - “Complete community” (from original project goals)

### What is a “complete community?”

“Complete community” policies generally promote multi-modal, connected neighborhoods, with a mix of housing options and access to parks, neighborhood-oriented commercial and other services.

(See [SeaTac Housing Action Plan](#), pp.31-32 & 45-46)





# GOALS OF UPCOMING ENGAGEMENT ACTIVITIES COMMUNITY “DESIGN DIALOGUE” WORKSHOP SERIES

EXHIBIT 4b: Page 13 of 15

DATE: 5/2/2023

## BRINGING DIVERSE INTERESTS TOGETHER IN SHORT TIME FRAME

### **Discuss, conceptual, and sketch potential scenarios with the planning team**

- Individual group sessions – facilitated to gather meaningful input and shape concepts and scenarios

### **Immediate realization of needs and possibilities**

- Everyone is invited to “roll up their sleeves” and “design” their vision for the future
- Ideas immediately move forward in the planning process



## HOW CAN COMMISSIONERS ASSIST IN OUTREACH?

**Continue to provide input and guidance at regular briefings**

**Continue to help distribute project information**

- City blog articles
- Advertisements for future activities

**Help facilitate the Community Design Dialogue workshop sessions (more info to come soon)**

### **Question:**

- **Do you know groups or individuals within or near the district who might be interested in participating in large or small group workshop session?**
- For Example: Bow Lake or McMicken Heights elementary parents/PTA contacts, HOA members (we're checking with local condos and Bow Lake Mobile Home Park HOA).



# PROJECT ACTIVITIES TO DATE & ANTICIPATED NEXT STEPS

## Planning Process



### SUMMER to FALL 2022 LAUNCH AND ENVISION

- Project kick-off
- Review Phase 1 Vision Report and Related Plans
- Develop Branding & Project Identity
- Begin Public Engagement

- Review Existing Conditions
- Prepare Market Potential & Development Feasibility Assessment
- Develop Infrastructure Needs Assessment
- Analyze Opportunities & Constraints
- Identify Preferred Land Use and Development Concepts

### FALL 2022 to SPRING 2023 ANALYZE AND COORDINATE

- Draft Full Subarea Plan
- Develop Recommended Code Updates
- Review Environmental Impacts

### SPRING to FALL 2023 and Beyond PLAN AND IMPLEMENT

2024  
COMP  
PLAN

2022

2023

