



# Planning Commission Agenda

February 6, 2024

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), 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	Election of Chair	Action Item	Chair	5:32 (3 min)
3	Election of Vice Chair	Action Item	Chair	5:35 (3 min)
4	Approval of the minutes of January 30, 2024 meeting.	Review and Approve	Members	5:38 (2 min)
5	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	5:40 (5 min)
6	Envision SeaTac 2044: Developing Growth Scenario Options, Session 2 of 2	Presentation and Discussion	Staff and Members	5:45 (90 min)
7	CED Staff Report	Briefing	Staff	7:15 (3 min)
8	Planning Commission Comments (including suggestions for next meeting agenda)	Discussion	Members	7:18 (2 min)
9	Adjourn			7:20

*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**  
**SPECIAL PLANNING COMMISSION MEETING**  
**Minutes of January 30, 2024, Meeting**

**Members present:** Chair Alyne Hansen, Bandhanjit Singh, Damiana Merryweather, Jagtar Saroya, Karin Ellis

**Members absent:** Vice Chair Tony Zuniga Sanchez

**Staff & Other Present:**

Planning Manager Jenn Kester, Principal Planner Kate Kaehny, Senior Planner Zack Shields, Admin Asst 3 Barbara Mailo, OTAK Consultant Mandi Roberts, CED Director Evan Maxim, Deputy City Manager Gwen Voepel, Multimedia Video Specialist David Inman, CM Joe Vinson

**1. Call to Order/Roll Call**

- Chair Hansen called the meeting to order and roll call at 5:37 pm.

**2. Approval of the minutes of January 16, 2023, meeting.**

- Commissioner Merryweather motioned to approve the minutes. Seconded by Commissioner Ellis.

**Motion passed: 5-0**

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

- None

**4. Envision SeaTac 2044: Developing Growth Scenario Options, Session 1 of 2**

Presented by Principal Planner Kaehny and OTAK Consultant Roberts.

Discussion commenced with Commissioner Merryweather, OTAK Consultant Roberts, Principal Planner Kaehny, Chair Hansen, Commissioner Ellis, and Planning Manager Kester.

- Meeting break commenced at 7:20pm and ended at 7:25 pm.

Discussion to be continued at the next Planning Commission meeting on 2/6/24.

**5. CED Staff Report**

- Mayor Egal is interviewing Planning Commission applicants and once an applicant is selected, a new Commission member may start as early as March 1, 2024.
- Continuation of the Envision SeaTac 2044 Session 1 discussion and Session 2 will commence on the next Planning Commission meeting on 2/6/24 and will be recorded as part of a webinar.
- Introduction of the Multi-Family Tax Exemption program update will be brought to the Planning Commission by Associate Planner Laura Stilwell at the 2/20/24 Planning Commission meeting.

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

None

## 7. Adjournment

- Commissioner Merryweather motioned to adjourn the meeting. Seconded by Commissioner Ellis.

**Motion Passed: 5-0**

The meeting adjourned at 7:29 pm.

DRAFT



## MEMORANDUM COMMUNITY & ECONOMIC DEVELOPMENT

Date: 2/2/2024  
To: Planning Commission  
From: Kate Kaehny, Principal Planner  
Subject: **Developing Growth Scenario Options for Envision SeaTac 2044 Project to Explore:  
Work Session 2 of 2**

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The Planning Commission's February 6 meeting will conclude the second of its two-part work-session on developing growth scenario options to explore as part of the Envision SeaTac 2044 project. Please note that the upcoming session, like the one held on January 30, will be recorded. The recordings will be posted on the [Envision SeaTac 2044 Comprehensive Plan Update project website](#) so members of the public can access the information and materials shared at the meetings.

### **RECAP: WHY ENVISION SEATAC 2044 PROJECT IS DEVELOPING GROWTH SCENARIO OPTIONS**

A main goal of the Envision SeaTac 2044 major update to the Comprehensive Plan is to re-set the City's growth and development strategies for the years 2024-2044. To assist with this process, growth scenarios need to be developed so the City and the public can explore growth options that can achieve the various goals of the Envision project. Part of the exploration of growth scenarios will include:

- Identifying potential locations where the City can accommodate anticipated growth and specifically the new job and housing targets identified through the Puget Sound Regional Council and King County growth planning processes,
- Assessing the implications of recent state legislation that will allow "middle housing" types such as duplexes and townhouses (HB1110) in single-family areas, and other legislation (HB1337) that will increase the number of "accessory dwelling units," sometimes called "mother-in law" units allowed on single-family lots,
- Analyzing traffic implications of new growth through the Travel Demand Model (TDM) that is being created as part of the Transportation Master Plan update project that is currently underway,
- Evaluating potential impacts to other City infrastructure such as the park system and other public services, and.
- Understanding how different growth options strengthen the City's current Urban Village and Complete Community policies, and other Envision SeaTac 2044 project goals.
- Opportunities for community input so SeaTac residents and businesses can participate in discussions on how the city should grow.

### **OVERVIEW OF FEB 6 WORK SESSION**

The upcoming work session has three main objectives:

- 1) Understand SeaTac's "Baseline Growth Scenario," that maintains existing City policies while implementing new state and regional growth requirements.
- 2) Review and discuss two growth scenario options that could achieve Envision SeaTac 2044 project goals (including the implementation of new state and regional growth requirements).
- 3) Confirm growth options for further analysis and community input.

The format of the meeting will be similar to the 1/30 work session and discussions will be split into three sections, with opportunities for Commissioners' questions and comments in between.

DISCUSSION SECTION I): UNDERSTAND SEATAC'S BASELINE GROWTH SCENARIO

During the first part of the work session, project staff will engage the Commission in a discussion of what the City's baseline scenario for growth would look like if implemented over the next twenty years. The Baseline Scenario assumes the City will not change current growth strategies, EXCEPT for changes that are needed to comply with new state and regional growth requirements. (

Key components of the Baseline Scenario are below:

- **Baseline – Growth Scenario Option 1:**  
**Maintain Existing City Policies AND Implement New State & Regional Growth Requirements.**
  - **Maintain Current SeaTac Growth Policies:** The Baseline Scenario maintains existing City policy direction that focuses most of the city's future job and housing growth within the designated Urban Center, and the majority of that growth in "urban villages" adjacent to SeaTac's three light rail stations. (The urban village boundaries and characteristics are identified in the City's subarea plans for the S 154<sup>th</sup> and Angle Lake station areas, and within the vision report and current subarea plan update process for the City Center.) The Baseline Scenario also makes no changes to current "complete community" infrastructure and amenity policies or implementation strategies.
  - **Implement State Housing Legislation and Regional Growth Requirements:** The only changes to growth assumptions included within the Baseline Scenario are those that ensure the City complies with new state housing laws and regional growth requirements. This includes:
    - Allowing new middle housing types (i.e., duplexes, townhouses, cottage housing, small apartments) in single-family zoned areas (between 2-4 units depending on location),
    - Allowing two ADUs per lot in single-family zoned areas, and
    - Complying with regional growth targets and other requirements as identified in the Puget Sound Regional Council's Vision 2050 multi-county planning policies and King County Countywide Policies (CPPs).

DISCUSSION SECTION II):

REVIEW TWO GROWTH OPTIONS THAT HELP ACHIEVE ENVISION SEATAC 2044 PROJECT GOALS

In the second part of the work session, the Commission will review and discuss two growth options focused on accommodating new job and housing targets in ways that strengthen the City's Urban Village and Complete Community infrastructure and amenity strategies, two key goals of the Envision SeaTac 2044 project. The main difference between the two options, which are summarized below, is that Option 2 advances the goals of the Envision project, and Option 3 includes additional growth opportunities beyond those identified within Option 2.

- **Growth Scenario Option 2: Advance Envision SeaTac 2044 Goals INCLUDING Implementation of New State & Regional Growth Requirements**

Key components of Option 2 include:

- **Strengthen Urban Village Strategy:** Continue efforts to focus most new job and housing growth within the Urban Center and in urban villages near light rail stations (specifically within the three designated urban village/subareas).
- **Strengthen Complete Community Infrastructure/Amenities Outside of the Urban Center: Increase Access to Neighborhood Services & Diverse, Affordable Housing**
  - The main focus of Option 2 is to explore how to increase access to neighborhood services and diverse, affordable housing types (both are existing complete community infrastructure policy goals) by “maximizing” existing neighborhood service centers outside of the designated Urban Center.
  - **Maximize Existing Neighborhood Service Centers:** “Maximizing” existing neighborhood centers means identifying the locations of existing areas that currently have clusters of stores and diverse housing types, and exploring how they could provide more neighborhood services and housing choices than currently allowed. (“Existing” neighborhood service centers also mean locations where the current zoning or land use designations allow for this type of development, even if not yet constructed.)
- **Implement State Housing Legislation and Regional Growth Requirements:** This includes the same type of considerations as described in the Baseline Option above:
  - Allowing new middle housing types (i.e., duplexes, townhouses, cottage housing, small apartments) in single-family zoned areas,
  - Allowing two ADUs per lot in single-family zoned areas, and
  - Complying with regional growth targets and other requirements as identified in the Puget Sound Regional Council’s Vision 2050 multi-county planning policies and the King County Countywide Policies (CPPs).

- **Growth Scenario Option 3: Optimize Advancement of Envision SeaTac 2044 Goals INCLUDING Implementation of New State & Regional Growth Requirements**

Option 3 includes growth opportunities beyond those identified within Option 2.

Key components of Option 3 include:

- **Option 2 Components (see above):** Option 3 includes all of Option 2 components and the following other growth opportunities.
- **Additional Growth Opportunities to Explore:**
  - **Address gaps in Neighborhood Service Center Locations:** Identify areas not served within ½ mile by neighborhood service centers (per current complete community policy guidance) and explore potential for allowing new clusters of neighborhood-oriented services and diverse housing types that could contribute more neighborhood service and housing choices.
  - **Expand locations where 4 units of Middle Housing allowed:** Evaluate implications of expanding locations where state’s recent Middle Housing legislation (HB1110) allows 4 units of middle housing from ¼ mile from high-capacity transit to ½ mile.

Exploring middle housing types within ½ mile of high-capacity transit stops (light rail stations and RapidRide stops) aligns with the City’s “transit community” goals codified by resolution in 2013. (See [Growing Transit Communities Compact](#) at this link or as described in the Comprehensive Plan’s [Land Use Element](#), page LU-10, in purple discussion box.)

- **Potentially others** to be shared at meeting and/or as shared by Commissioners.

DISCUSSION SECTION III): CONFIRM GROWTH OPTIONS FOR FURTHER ANALYSIS AND COMMUNITY INPUT.

At the end of discussion sections I and II, the Commission will be asked to confirm which growth options the project team should further explore and present to the public for input.

GROWTH SCENARIO DEVELOPMENT NEXT STEPS

After the 2/6 work session, the following next steps are anticipated.

- **Planning & Economic Development (PED) Council Committee Review, February 15, 2024:** Envision SeaTac 2044 project team will present Planning Commission’s recommendations for growth options to analyze and explore with the public. The Chair of Planning Commission will be invited to attend this meeting.
- **Technical Assessment & Community Input**

**Packet Materials**

Packet materials include the following:

- This memo
- Link to January 30 Work Session Presentation: [Growth Scenario Work Session 1 Presentation](#)

Please note that additional materials for the February 6 meeting will be provided at that meeting, including a copy of the 2/6 presentation slides.