



Planning Commission Agenda

April 16, 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), Bandhanjit Singh, Damiana Merryweather, Dee Abasute, Jagtar Saroya, Karin Ellis.

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 March 19, 2024, 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	Envision SeaTac 2044: Land Use Element Review	Presentation and Discussion	Staff and Members	5:40 (80 min)
5	CED Staff Report	Briefing	Staff	7:00 (3 min)
6	Planning Commission Comments (including suggestions for next meeting agenda)	Discussion	Members	7:03 (2 min)
7	Adjourn			7:05

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. 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 March 19, 2024, Meeting

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

Members absent: Vice Chair Tony Zuniga Sanchez

Staff & Other

Present: Planning Manager Jenn Kester, Principal Planner Kate Kaehny, Admin Asst 3 Barbara Mailo

1. Call to Order/Roll Call

- Chair Hansen called the meeting to order and roll call at 5:36 pm.

2. Approval of the minutes of February 20, 2023, meeting.

- Commissioner Ellis motioned to approve the meeting minutes. Commissioner Merryweather seconded.

Motion passed: 6-0

3. Public Comments on items not on the agenda.

(5:40 pm) In-person public comment by Alan Simon following up on a petition he submitted at the 2/27/24 Council Meeting. (3 mins)

4. Envision SeaTac 2044: City Vision Poll and Next Steps for Policy Updates

Presented by Principal Planner Kaehny.

Discussion commenced with Commissioner Merryweather, Commissioner Ellis, Planning Manager Kester, and Chair Hansen.

5. Bylaw Revision Approval (Action Item)

Presented by Planning Manager Kester.

- Commissioner Ellis motioned to accept the changes to the bylaws. Seconded by Commissioner Merryweather.

Motion Passed: 6-0

6. CED Staff Report

- The city is currently advertising for advisory committees. Two commissioners are expiring this year. They are Chair Hansen and Commissioner Saroya. Email was sent out regarding information on reapplying if they choose to.
- The Commission decided to cancel the April 2nd meeting and to hold a special meeting on April 30th.

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

Planning Commissioners introduced themselves to the new Commissioner Abasute.

8. Adjournment

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

Motion Passed: 6-0

The meeting adjourned at 7:09 pm.

DRAFT



MEMORANDUM COMMUNITY & ECONOMIC DEVELOPMENT

Date: 4/11/2024
 To: Planning Commission
 From: Kate Kaehny, Principal Planner
 Subject: **Overview of Envision SeaTac 2044 Land Use Element Review and Other Topics for April 16 Work Session**

SUMMARY

On 4/16, the Planning Commission will continue work on tasks related to the Envision SeaTac 2044 project’s Phase 2, “Where and How Will SeaTac Grow.” The main focus of the work session will be a review of the first draft of proposed changes to the Land Use Element and its growth and development strategies. In addition to work on the Envision project, staff will also present a brief overview of the status of the three other “Planning Our City Together Projects” currently underway including the Transportation Master Plan (TMP) update, City Center subarea plan, and Citywide Parking Code projects.

ENVISION SEATAC 2044: LAND USE ELEMENT - FIRST DRAFT REVIEW

The main goal of the April 16 work session is for the Planning Commission to understand and provide initial comments on the first draft of proposed changes to the Land Use Element. Project staff will use the Policy Review Matrix template, which the Planning Commission reviewed previously, to highlight proposed changes to goals and policies identified to date. (A copy of the matrix will be provided to Commissioners after the meeting). Changes to goals and policies that describe existing land use designations within the Comprehensive Plan map are still being developed and will not be presented at Tuesday’s meeting.

Overview of Key Proposed Updates

BACKGROUND

Proposed changes to Land Use Element goals and policies were developed based on the following Envision goals that City Council and the Planning Commission have reviewed over the course of the project:

Key Updates for All Elements <i>Reviewed at Commission at 3/19 work session (see more detail in presentation slides here)</i>	Updates Specific to Land Use Element <i>Reviewed by City Council and Planning Commission at start of Envision project</i>
Refine key growth and development policies	<ul style="list-style-type: none"> Clarify and strengthen the Urban Center and urban village growth strategies, complete communities policies, and address other priorities as described in the SeaTac Housing Action Plan and other city initiatives since the last major Comprehensive Plan update in 2015. Relocate information on growth targets from the Land Use Background Report to the Land Use Element to clearly convey growth assumptions and demonstrate compliance
Enhance community identity	
Integrate social equity principles	
Clarify and streamline comprehensive plan	
Include actionable implementation strategies	

	<p>with all other state and regional requirements.</p> <ul style="list-style-type: none"> • Implement updates to the Comprehensive Plan Map, definitions of land use designations, and other policy changes as needed to support updates to the City’s growth vision. • Clarify and add detail to current policies related to the Port of Seattle and Sea-Tac-International Airport.
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PROPOSED UPDATES TO CITYWIDE GROWTH STRATEGY

The most significant Land Use policy changes to be discussed on Tuesday, are those related to proposed refinements to the City’s overall growth strategy. While the updated Citywide Growth Strategy continues to focus on concentrating new housing and job growth within the Urban Center and urban village/subareas adjacent to light rail stations (see [current Land Use Policy 2.1A](#)), the refined growth strategy clarifies and expands on urban village and complete communities strategies to increase opportunities to access housing, jobs, infrastructure and services citywide. The proposed changes were guided by recommendations from the Housing Action Plan and also align with the growth scenario options discussed at the Commission’s [January](#) and [February](#) growth scenario work sessions.

PREPARING FOR TUESDAY’S WORK SESSION - OPTIONAL

While project staff will do a full presentation on the proposed changes to the Land Use Element at the upcoming meeting, if Commissioners would like to become refamiliarized with the current Land Use goals and policies, please see the following:

- Current [Land Use Element](#) and [Land Use Background Report](#)
- Planning Commission packet materials from 11/23/2023 Land Use Element deep dive: [memo](#), [presentation](#)

PLANNING OUR CITY TOGETHER PROJECT UPDATES

While recent Planning Commission work sessions have focused on the Envision project, work on all Planning Our City Together Projects has continued over the last several months. Because the Planning Commission is the main community advisory group for these projects, the following information is provided to ensure the Commission is up to date on project activities. While staff will brief the Commission on key highlights from the Planning Our City Together projects at the upcoming work session, the table below provides a more detailed overview of work completed in 2023, and through mid-April of 2024. More information will be provided at future Planning Commission meetings, that will also include opportunities for input from Commissioners.

Planning Our City Together Projects	2023: Work Completed	2024: Work to Date
<p>Envision SeaTac 2044 Comprehensive Plan Update Project</p>	<p><i>Technical Work:</i></p> <ul style="list-style-type: none"> • Comprehensive Plan and code audits and identification of potential changes • SeaTac equity index development <p><i>Community Engagement:</i></p> <ul style="list-style-type: none"> • Public Participation Plan • Ph 1 City Vision Poll 	<p><i>Technical Work:</i></p> <ul style="list-style-type: none"> • Ph 2 Where & How Will SeaTac Grow <ul style="list-style-type: none"> - Growth scenario work sessions with Planning Commission completed - Identification of proposed updates to Land Use Element and drafting of new Urban Center and Neighborhoods elements underway <p><i>Community Engagement:</i></p> <ul style="list-style-type: none"> • Ph 1 City Vision Poll Findings Report completed • Ph 2 Engagement activities plan under development
<ul style="list-style-type: none"> • 2024 Docket Process 	<p><i>Technical Work:</i></p> <ul style="list-style-type: none"> • Preliminary Docket compiled and Staff Evaluation Report on proposals completed including assessments of: <ul style="list-style-type: none"> - City-initiated citywide rezones to current land use designations - Land use designation and zoning reclassifications of 30 Port-owned properties per Interlocal Agreement - Private proposal to add new higher density zone (UH-450) and rezone four properties north of Safeway on Military Rd S 	<p><i>City Council Approval:</i></p> <ul style="list-style-type: none"> • Adoption of Final Docket of proposals January 2024 <p><i>Technical Work:</i></p> <ul style="list-style-type: none"> • Developing data and maps related to City-initiated rezones, and reclassification of Port-owned parcels <p><i>Community Engagement:</i></p> <ul style="list-style-type: none"> • Developing community engagement activities as part of Envision project outreach processes
<p>Transportation Master Plan Update</p>	<p><i>Technical Work:</i></p> <ul style="list-style-type: none"> • Travel Demand Model development including coordination with Port • Existing conditions assessments 	<p><i>Technical Work:</i></p> <ul style="list-style-type: none"> • Travel Demand Model completed and analysis of growth scenario options and impacts to transportation system underway

Planning Our City Together Projects	2023: Work Completed	2024: Work to Date
		<ul style="list-style-type: none"> • Transportation Element policy development underway in coordination with Envision project • Transportation Master Plan strategy development underway <p><i>Community Engagement:</i></p> <ul style="list-style-type: none"> • Developing transportation-related engagement activities in coordination with Envision project
City Center Subarea Plan	<p><i>Technical Work:</i></p> <ul style="list-style-type: none"> • Existing conditions assessments <p><i>Community Engagement:</i></p> <ul style="list-style-type: none"> • Big Ideas Poll • Community Design Workshops 	<p><i>Technical Work:</i></p> <ul style="list-style-type: none"> • Concept planning underway to identify future growth and development strategies • Draft City Center market study completed <p><i>Community Engagement:</i></p> <ul style="list-style-type: none"> • Targeted engagement underway; community planning meetings with Windsor Heights Apartments and Bow Lake Estates (55+ manufactured/mobile home park) communities completed
Citywide Parking Code Study	<p><i>Technical Work:</i></p> <ul style="list-style-type: none"> • Data gathered on existing parking conditions • Parking policy and code analysis completed • Drafting of study document 	<p><i>Technical Work:</i></p> <ul style="list-style-type: none"> • Drafting of study document <p><i>Community Engagement:</i></p> <ul style="list-style-type: none"> • Citywide Parking Survey to close 4/19, additional outreach to ride hailing operators (Uber/Lyft/etc.) will be conducted

Packet Materials

Packet materials include the following:

- This memo

Please note that presentation materials for the April 16 meeting will be provided at or immediately after that meeting.