



Planning Commission Agenda

Special Meeting
April 30, 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 April 16, 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 and Introduction to Urban Center and Neighborhood Elements	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 April 16, 2024, Meeting

Members present: *Chair Alyne Hansen, Bandhanjit Singh, Damiana Merryweather, Dee Abasute, Karin Ellis, Vice Chair Tony Zuniga Sanchez*

Members absent: **Jagtar Saroya**

Staff & Other

Present: *CED Director Evan Maxim, 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 5:33 pm.*

2. Approval of the minutes of, 2024, March 19.

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

Motion passed: 6-0

3. Public Comments on items not on the agenda.

None

4. Envision SeaTac 2044: Land Use Element Review

Presented by *Principal Planner Kaehny.*

Proposed changes to the Land Use Element were presented and discussed including comments from *Commissioner Merryweather, Planning Manager Kester, Principal Planner Kaehny, Chair Hansen, and CED Director Maxim.*

5. CED Staff Report

Presented by *Planning Manager Kester.*

- *Reminder Special PC Meeting on April 30th and upcoming meeting on May 7th.*
- *Bylaws have been finalized, email sent out to PC, bylaws are on City website.*
- *Follow up regarding gentleman with petition.*
- *Opportunity for Commissioners to apply, Chair Hansen has reapplied. Commissioner Saroya chose not to reapply. Applications are still open.*

In person Public Comment: *Daryl Jordan provided clarification on a question regarding footage for Principal Planner Kate.*

6. Planning Commission Comments:

Commissioner Merryweather expressed gratitude to *Chair Hansen* for reapplying and to *Commissioner Saroya* for his service in the Planning Commission.

7. Adjournment

Commissioner Merryweather motioned to adjourn the meeting. Seconded by *Vice Chair Sanchez*.

Motion Passed: 6-0

The meeting adjourned at 6:57 pm.

DRAFT



MEMORANDUM COMMUNITY & ECONOMIC DEVELOPMENT

Date: 4/26/2024
To: Planning Commission
From: Kate Kaehny, Principal Planner
Subject: **Continued Work on Envision SeaTac 2044 Phase 2: Land Use Draft 1 Proposals Discussion and Introduction to New Urban Center and Neighborhoods Chapters**

SUMMARY

The main goals of the upcoming 4/30 Envision SeaTac 2044 work session are:

- 1) To discuss the Planning Commission's comments and questions on proposed changes to goals and policies identified within the Land Use Element Draft 1 Policy Review Matrix presented at the 4/16 meeting, and
- 2) To introduce the Commission to the types of content and information that will be provided within the new Urban Center and Neighborhoods chapters of the Comprehensive Plan.

DISCUSS COMMISSIONER COMMENTS ON LAND USE ELEMENT DRAFT 1 PROPOSALS

In the first part of Tuesday's work session, project staff will facilitate a discussion on Commissioners' comments on the Land Use Element Draft 1 proposals that were presented in the "policy review matrix" at the 4/16 meeting. Commissioners have the option of providing comments before the meeting in the following ways:

- Provide your comments by typing them directly into the Word version of the policy review matrix sent to Commissioners last week and then send the document to me at kkaehny@seatacwa.gov by 4/29, or
- Just send your comments to me within an email (without using the matrix document).

INTRODUCTION TO URBAN CENTER AND NEIGHBORHOODS CHAPTERS

During the second part of the 4/30 work session, project staff will provide an introduction to the Urban Center and Neighborhoods chapters. The presentation will include the following:

- Background on why the City is creating the new Urban Center and Neighborhoods chapters
- Urban Center Chapter overview:
 - Description of existing conditions in the Urban Center (including information on the City Center and S 154th Station and Angle Lake Station urban villages)
 - Policy guidance to be included within the chapter related to:
 - Compliance with regional growth policies, especially Puget Sound Regional Council (PSRC) Regional Growth Center (RGC) requirements,
 - Supporting and implementing SeaTac's updated growth strategy including promoting increasing access to opportunity through the development of "Centers, Villages, and Complete Neighborhoods."
- Neighborhoods Chapter overview:
 - Description of existing conditions in neighborhoods outside of the Urban Center, and
 - Policy guidance to be included within the chapter related to:

- Supporting and implementing SeaTac’s updated growth strategy, specifically around creating high quality, livable Neighborhood Centers, Corner Stores, and Complete Neighborhoods throughout SeaTac.
- Providing a policy basis for compliance with new state requirements for allowing middle housing (HB 1110) and at least two accessory dwelling units (HB 1337) within properties currently zoned for single-family uses.

PROJECT RESOURCES AND INFORMATION FROM PAST MEETINGS

The following links to information are provided as resources for Commissioners who would like to refamiliarize themselves with presentations and other materials provided at past meetings.

- [Envision SeaTac 2044 Project Website](#): Scroll down to the section called “Planning Commission Documents” to see materials from all Envision project briefings.
- **April 16 PC Meeting Materials**: Land Use Element Draft 1 Proposed Updates [memo](#), [presentation](#), [Land Use Policy Review Matrix](#)

PACKET MATERIALS

Packet materials include the following:

- This memo

Please note that presentation materials for the April 30 meeting will be provided at or immediately after that meeting.