



# Planning Commission Agenda

**June 4, 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, Karin Ellis. One vacant position.

**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 May 21, 2024, regular 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: Review Housing Goals and Policies	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](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 May 21, 2024, Meeting

**Members present:** *Chair Alyne Hansen, Damiana Merryweather, Dee Abasute, Vice Chair Tony Zuniga Sanchez, Bandhanjit Singh (arrived 5:48 pm)*

**Members absent:** Karin Ellis

**Staff & Other**

**Present:** *Planning Manager Jenn Kester, Principal Planner Kate Kaehny, Admin Asst 3 Barbara Mailo, OTAK Consultant Mandi Roberts*

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

- *Chair Hansen called the meeting to order and roll call at 5:34 pm.*

**2. Approval of the minutes of the May 7, 2024, regular meeting.**

- *Commissioner Merryweather motioned to approve the minutes. Seconded by Vice Chair Sanchez.*

**Motion passed:** 4-0

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

None

**4. Envision SeaTac 2044: Urban Center and Neighborhood Elements Review and Introduction to Housing Goals and Policies**

Presented by *Principal Planner Kaehny* and *OTAK Consultant Roberts*.

***Commissioner Comments: Proposed Urban Center and Neighborhoods Chapters Current Housing Policies & Strategies***

Discussion commenced with *Commissioner Merryweather, Principal Planner Kaehny, Chair Hansen, Planning Manager Kester, and Vice Chair Sanchez* regarding 3.4A, 3.9A & B.

***King County-wide Planning Policies Income Needs by King County***

Discussion commenced with *Chair Hansen, Vice Chair Sanchez, OTAK Consultant Roberts, Planning Manager Kester, and Principal Planner Kaehny*.

**In person Public Comment:** None

**5. CED Staff Report**

Presented by *Planning Manager Kester*

- Commission meetings in June will cover Housing Policy proposed changes, also the first draft of Code Amendments particularly related to land use and zoning tables.
- Meetings in July will move into other topics, such as Economic Vitality and Transportation

**6. Planning Commission Comments:**  
None

**7. Adjournment**

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

**Motion Passed: 5-0**

The meeting adjourned at 6:59 pm.

DRAFT



## MEMORANDUM COMMUNITY & ECONOMIC DEVELOPMENT

Date: 5/30/2024  
To: Planning Commission  
From: Kate Kaehny, Principal Planner  
Subject: **6/4 Envision SeaTac 2044 Work Session Overview: Review and Discuss Proposed Housing Policy Updates**

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### SUMMARY

The main goal of the upcoming work session is to familiarize the Commission with the first draft of proposed changes to housing policies within the Chapter 3 Housing & Human Services Element of the Comprehensive Plan.

### OVERVIEW OF PROPOSED CHANGES TO HOUSING POLICIES

As discussed previously with the Commission, including at the 5/21 work session, proposed changes to the City's housing policies are based on advancing the Envision SeaTac 2044 project's multiple goals. This includes changes that:

- Address Envision project themes (see [project website](#) for list of themes), and recommendations from [SeaTac's Housing Action Plan](#) (adopted 2021),
- Support and align with proposed new growth strategies that focus on increasing options for housing and services citywide (through urban villages, neighborhood villages and other centers) and the creation of complete neighborhoods, and
- Align with new state and regional guidance including:
  - State requirements for making adequate provisions for housing for existing and projected needs for all economic segments of the community, addressing and mitigating racially disparate impacts that could result from policy changes, and providing moderate density housing options,
  - Puget Sound Regional Council (PSRC) and King County requirements focused on promoting equitable access to opportunity, increasing housing options and supply for all income levels, mitigating residential displacement, and others.

### PREPARING FOR 6/4 HOUSING POLICY REVIEW

While project staff will present the proposed housing policy changes at the June 4 meeting, Commissioners may want to prepare for the work session by reviewing the Draft Housing and Human Services Policy Review Matrix that is provided within this packet. I will also be sending a Word version of the matrix to you before Tuesday's meeting in case you would like to record your thoughts and questions on the proposals. (Please note that Commissioners' comments on the housing proposals are not requested to be provided to project staff until the June 18 Planning Commission meeting.)

### 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 from past meetings and other background materials.

- [Envision SeaTac 2044 Project Website](#): Scroll down to the section called "Planning Commission Documents" to see materials from all Envision project briefings.

- [SeaTac Comprehensive Plan Website](#): Includes Comprehensive Plan document (Volumes 1 and 2) and links to adopted subarea plans and materials related to the City Center Plan (existing), S 154<sup>th</sup> Station Area Plan, and Angle Lake Station Area Plan.

**PACKET MATERIALS**

Packet materials include the following:

- This memo
- Housing & Human Services Policy Review Matrix – Draft 1

Existing Goal / Policy #	Housing and Human Services Element Draft 1 Existing and Proposed Goal/Policy	Key City Themes (1)	Equity Assessment Status	Complies with State, Regional, County (2)	Notes	Proposed Goal / Policy #	Planning Commission Comments
<b>(1) AO = Access to Opportunity; UV = Urban Villages; CN = Complete Neighborhoods; MT = Multi-Modal Transportation; HA = Housing for All; EV = Economic Vitality; RE = Resilient Environment</b>							
<b>(2) MPP = PSRC's Multi-County Planning Policies   CPP = King County's Countywide Planning Policies</b>							
<b>Housing Capacity and Growth Strategy</b>							
New Goal	<a href="#">Provide sufficient capacity and housing densities to equitably meet the city's population and housing needs.</a>		Goal and policies approaching completion	MPP-RSG-7; MPP-H-1; CPP-H-1;	Added to provide guidance on meeting growth strategy and ensuring enough land capacity for housing needs.	Goal 3.1	
New Policy	<a href="#">Plan for housing supply, form, and densities to meet the City's current and projected needs consistent with the Puget Sound Regional Council and King County regional growth strategies and SeaTac's goals and vision.</a>	AO HA		MPP-RSG-7; MPP-H-1;	Added to align with MPPs.		
New Policy	<a href="#">Provide sufficient land capacity allowing for a variety of housing types, and the equal distribution of those land uses to provide a variety of housing options throughout the city.</a>	AO HA		MPP-H-1; CPP-H-12; CPP-H-20	Added to align with MPPs/CPPs.		
New Policy	<a href="#">Align housing-related policies, programs, and actions with the City's goal of providing complete neighborhoods, by promoting diverse, affordable housing and equitable access to opportunities across SeaTac.</a>	AO HA CN			Added to provide additional connection to the City's provide Complete Neighborhoods goals.		
<b>Mitigate Disparate Impacts and Displacement</b>							
New Policy	<a href="#">Implement and promote fair housing policies and practices that guarantee equitable access and opportunity for everyone to live and thrive within the City.</a>	AO HA		CPP-H-21	Added to align with CPPs.		
New Policy	<a href="#">Identify and use a range of strategies to mitigate potential physical, economic, and cultural displacement of low-income and marginalized households that may result from planning efforts, large-scale public or private investments, private development, and market pressure.</a>	AO HA		MPP-H-12; CPP-H-20	Added to align with MPPs/CPPs.		
New Policy	<a href="#">Identify and use strategies to address the impacts of current local policies and regulations that may result in disparate impacts and displacement.</a>	AO HA		CPP-H-6; CPP-H-10	Added to align with CPPs.		
New Policy	<a href="#">Recognize the local history of racially exclusive and discriminatory land use and housing practices that exist within the city and implement strategies and actions that work to repair past harms to Black, Indigenous, and other People of Color households resulting from these past practices, including the establishment of partnerships with communities most affected to promote equitable outcomes in future land use and housing actions.</a>	AO HA		CPP-H-6; CPP-H-10	Added to align with CPPs.		

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New Policy	<a href="#">Identify opportunities to expand and improve partnerships, policies, and resources dedicated to meeting the city's housing needs and eliminating racial and other disparities in access to housing.</a>	AO HA		CPP-H-5	Added to align with CPPs.		
New Policy	<a href="#">Work with King County and other organizations to monitor progress toward meeting the City's housing growth targets and addressing resident's housing needs, and use the resulting reports to guide ongoing and future efforts to continue meeting those goals.</a>	AO HA		CPP-H-25; CPP-H-26; CPP-H-27	Added to align with CPPs.		
New Policy	<a href="#">Periodically evaluate the effectiveness of housing policies and strategies to meet housing needs of current and future residents and identify opportunities to address potential shortcomings through the use of policy or regulatory changes, public investment, incentives, public investment, or other methods.</a>	AO HA		PP-H-3; CPP-H-4	Added to align with MPPs/CPPs.		
<b>Variety of Housing Types</b>							
Goal 3.4	<a href="#">Increase housing options in ways that complement and enhance nearby residential and commercial uses by providing a range of housing types and densities available in all neighborhoods of the city.</a>	AO CN HA	Goal and policies approaching completion	MPP-H-2; CPP-H-15; CPP-H-16; CPP-H-18;	Updated language to gear towards providing variety of housing options citywide.	Goal 3.2	
Policy 3.4A	Encourage development of residential areas and lots with adequate existing utilities and transportation systems <a href="#">and prioritize the funding and development of infrastructure improvements to support the growing housing need in the city.</a>	AO CN MT HA		MPP-RC-9; MPP-H-7; MPP-H-8;	Updated language to better align with MPPs/CPPs.  (May relocate to Access to RGS/Capacity section)		
Policy 3.4B	Promote a variety of housing types and options in all neighborhoods, particularly in proximity to <a href="#">parks, pedestrian and bicycle routes, resident-oriented services,</a> transit, employment, and educational opportunities.	AO CN MT HA		MPP-RC-9; MPP-H-2; MPP-H-7; MPP-H-8; CPP-H-16; CPP-H-24	Expand list to include additional aspects of a complete community.		
New Policy	<a href="#">Plan for and provide a range of housing choices for workers at all income levels throughout the city, with nearby access to transportation choices that facilitate -modal commute options to employment centers.</a>	AO HA		MPP-H-6; CPP-H-15	Added to align with MPPs/CPPs.		
New Policy	<a href="#">Expand housing capacity for middle density housing to bridge the gap between single-family and more intensive multifamily developments and provide more affordable ownership and rental opportunities for a broader range of households to live within the city.</a>	AO HA		MPP-RGS-7; MPP-H-9	Added to align with MPPs.		

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New Policy	<a href="#">Expand the supply and range of housing types and densities to maximize the benefits of and investment in the Urban Center and high-capacity transit station areas in the city.</a>	AO HA		MPP-H-7; CPP-H-16	Added to align with MPPs/CPPs.		
<b>Housing Security and Stability Neighborhood Preservation</b>							
Goal 3.5	<a href="#">Strengthen the housing security and stability of SeaTac's residents, and the continued longevity of the city's existing residential neighborhoods, and foster a high degree of pride in residency or ownership.</a>	HA	Goal and policies approaching completion		Updated language to be geared more towards security and stability.	Goal 3.3	
Policy 3.5A	Use City programs <a href="#">and partnerships with community groups and local organizations</a> to support physical, <a href="#">cultural</a> , and social stability in established residential neighborhoods.	HA		MPP-H-12; CPP-H-22	Updated language to better align with MPPs/CPPs.		
Policy 3.5B	Support <a href="#">and implement</a> programs that repair and maintain existing single family, multifamily, owner-occupied, and rental housing to preserve and enhance the housing stock and retain the availability of safe, sanitary, and affordable units.	HA RE		MPP-H-3; CPP-H-23	Updated language to be more actionable.		
New Policy	<a href="#">Promote homeownership opportunities in the city for low-, moderate-, and middle-income households, while recognizing and working to address historic inequities in access to ownership for communities of color.</a>	AO HA		MPP-H-5; MPP-H-9; CPP-H-19	Added to align with MPPs/CPPs.		
New Policy	<a href="#">Adopt and implement regulations and programs, such as the City's Rental Housing Protection Ordinance, that work to provide housing stability for renter households, with additional support for renters with disabilities and low incomes.</a>	AO HA		CPP-H-22	Added to align with CPPs.		
Policy 3.5C	<a href="#">Continue to a</a> Advocate for programs that require the insulation of housing units affected by aircraft noise through the Port of Seattle and Federal Aviation Administration Noise Remedy Program.	AO HA			Updated language to reflect current status of program.		
New Policy	<a href="#">Continue to participate in local and regional efforts to better identify and understand potentially adverse impacts that may result from living near the airport.</a>	AO HA			Added to address the City's desire to further understand the effects of living near the airport.		

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<b>Housing Affordability</b> <b>Diverse Affordable Housing</b>							
Goal 3.6	Increase <b>affordable</b> housing opportunities for all economic segments of the community, <b>especially in SeaTac's transit communities.</b>	OA HA CN MT	Goal and policies approaching completion	MPP-H-2; MPP-H-7; MPP-H-8; CPP-H-1; CPP-H-11; CPP-H-15; CPP-H-16; CPP-H-17; CPP-H-18;	Updated language to be broader.	Goal 3.4	
Policy 3.6A	Identify, maintain, and enhance the existing affordable housing stock in SeaTac, <b>with a focus on units available for very low-, low-, moderate-, and middle-income households.</b>	AO HA		MPP-H-2; MPP-H-3; MPP-H-4; MPP-H-8; CPP-H-11; CPP-H-17	Updated language to better align with MPPs/CPPs.		
Policy 3.6B	Use City land use and construction-related codes to encourage development and adequate supply of affordable housing for all economic segments of the forecast population.	AO HA		MPP-H-2; CPP-H-23			
Policy 3.6C	Offer incentive programs for developers to preserve, replace, or build additional affordable housing units.	HA		MPP-H-3; CPP-H-23			
Policy 3.6H	Encourage equitable dispersal of affordable housing throughout the City, <b>by exploring methods such as inclusionary zoning and incentives for private development.</b>	AO HA CN		MPP-H-2; CPP-H-18; CPP-H-21; CPP-H-27	Updated language to better align with MPPs/CPPs.		
New Policy	<b>Align with the countywide effort to prioritize the development of housing that is affordable to households less than or equal to 30 percent area median income (extremely low-income) by identifying opportunities such as increasing available funding, adopting supportive policies and land use regulations, and collaborating with adjacent jurisdictions and local organizations.</b>	AO HA		CPP-H-2	Added to align with CPPs.		
New Policy	<b>Support the development and preservation of long-term affordable, including income-restricted housing options, particularly those within walking distance to transit.</b>	AO HA CN		MPP-H-8; CPP-H-17	Added to align with MPPs/CPPs.		
New Policy	<b>Support the prioritization of local and regional resources for the preservation and development of income-restricted housing, particularly for extremely low-income households, populations with special needs, and others with disproportionately greater housing needs including in areas within walking distance to high-capacity and frequent transit.</b>	AO HA CN		CPP-H-14; CPP-H-17	Added to align with CPPs.		

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Existing Goal / Policy #	<h2 style="text-align: center;">Housing and Human Services Element</h2> <p style="text-align: center;">Draft 1 Existing and Proposed Goal/Policy</p>	Key City Themes (1)	Equity Assessment Status	Complies with State, Regional, County (2)	Notes	Proposed Goal / Policy #	Planning Commission Comments
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Policy 3.6E	In <u>areas near high-capacity transit transit communities, use a range of strategies to reduce displacement risk and ensure strive for</u> no net loss of affordable housing units.	HA CN		MPP-RSG-7; MPP-H-12; CPP-H-20	Updated language to better align with MPPs/CPPs.		
<del>Policy 3.6F</del>	<del>Work with regional and local governments to establish a transit-oriented development (TOD) property acquisition fund to encourage development of affordable housing in transit communities.</del>	HA CN		MPP-H-4; CPP-H-7;	Remove – this can be a specific implementation action for Policy 3.6D.		
Policy 3.6G	Continually review <u>and look for opportunities to provide flexibility in the application of</u> City codes and development regulations to ensure they do not create barriers to affordable housing opportunities.	HA		MPP-H-10; CPP-H-13;	Updated language to better align with MPPs/CPPs.		
Policy 3.6I	<del>Expand</del> <u>Maintain the</u> Multifamily Tax Credit program <del>to SeaTac's Transit Communities and explore opportunities to further expand the program beyond the Urban Center.</del>	AO HA CN		CPP-H-13;	Updated to reflect current status of program, and to set up future expansion.		
<b>Collaboration and Partnerships</b>							
Policy 3.6D	Cooperate with the private sector, non-profit agencies, and public entities in the planning, <del>and</del> development, <u>and funding</u> of affordable housing in SeaTac.	HA		MPP-H-4; MPP-H-11; CPP-H-7;	Updated language to better align with MPPs/CPPs.		
Policy 3.6J	Support and encourage legislation at the County, State, and federal level, as well as the regional pooling of resources, to promote SeaTac's affordable housing goals.	HA		MPP-H-11;			
New Policy	<u>Collaborate with other jurisdictions and develop public-private partnerships to develop a coordinated effort in addressing the affordable housing needs in the region.</u>	HA		MPP-H-11	Added to align with MPPs.		
<b>Data Gathering and Monitoring Housing Goals</b>							
New Policy	<u>Work with populations and communities most disproportionately impacted by housing cost burden, to develop, implement, and monitor strategies to achieve the city's housing goals, and prioritize addressing the needs and implementing the solutions identified by this group.</u>	AO HA		CPP-H-8	Added to align with CPPs.		
New Policy	<u>Explore options and methods to identify and track naturally occurring affordable housing for the purpose of long-term preservation, particularly in the Urban Center and near high-capacity transit stations where redevelopment pressure is anticipated.</u>	AO HA CN			Aligns with SKHHP guidance on potential housing preservation strategies.		

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<b>Special Needs and Supportive Housing</b>							
Goal 3.7	Encourage a variety of housing opportunities for <del>individuals</del> persons with special needs.	HA	Goal and policies approaching completion	MPP-H-3; MPP-H-11; CPP-H-1; CPP-H-11;		Goal 3.5	
Policy 3.7A	Support and plan for assisted housing opportunities using available federal, State, and County resources.	AO HA		MPP-H-3; MPP-H-11; CPP-H-7; CPP-H-11;			
Policy 3.7B	Encourage the equitable distribution of special needs housing throughout the City, <del>through inclusionary zoning and incentives for private development.</del>	AO HA		MPP-H-2; MPP-H-3; MPP-H-3; CPP-H-11; CPP-H-18; CPP-H-27	Updated language to better align with MPPs/CPPs.		
New Policy	<u>Support the development of emergency, transitional, and permanent supportive housing that include services for people with special needs, such people fleeing domestic violence or natural disasters, those experiencing homelessness, or households experiencing displacement.</u>	AO HA		MPP-H-11; CPP-H-6; CPP-H-12; CPP-H-3	Added to address supportive and emergency housing.		
New Policy	<u>Continue to work with and contribute to the South King County Housing and Homelessness Partners (SKHHP) to work towards addressing housing affordability and stability within the region.</u>	HA		MPP-H-3; MPP-H-11; CPP-H-7; CPP-H-11;	Added to align with MPPs and CPPs and note the City's involvement in SKHHP.		
<b>Mobile Manufactured Home Parks Maintenance / Mobile Home Relocation</b>							
Goal 3.8	Support the <del>continued</del> maintenance of SeaTac's existing <del>mobile manufactured</del> home parks as a source of affordable housing and promote the housing security of its residents.	HA	Goal and policies approaching completion	MPP-H-2; CPP-H-12; CPP-H-20;	Merged with Goal 3.9. Updated language to refer to 'manufactured' homes.	Goal 3.6	
<del>Goal 3.9</del>	<del>Minimize the impacts of mobile manufactured home relocation on low and moderate income residents.</del>				<del>Merged with Goal 3.8.</del>		
Policy 3.8A	Encourage cooperation between the State, County, City, and other groups concerned with <del>mobile-manufactured</del> home issues to increase opportunities for tenant ownership of <del>mobile-manufactured</del> home parks.	HA		MPP-H-5; CPP-H-12; CPP-H-20;	Updated language to refer to 'manufactured' homes.		
Policy 3.8B	Encourage essential safety upgrades for older <del>mobile-manufactured</del> homes.	HA		MPP-H-3; CPP-H-12; CPP-H-20; CPP-H-23	Updated language to refer to 'manufactured' homes.		

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Policy 3.8C	Where owners meet low income guidelines, utilize City resources to upgrade existing <a href="#">mobile-manufactured</a> homes to meet minimum building standards.	HA		CPP-H-12; CPP-H-20; CPP-H-23	Updated language to refer to 'manufactured' homes.		
Policy 3.9A	Assist with identifying relocation options for <a href="#">mobile-manufactured</a> home park tenants forced to move due to <a href="#">mobile-manufactured</a> home park closure.	HA		CPP-H-12; CPP-H-20;	Updated language to refer to 'manufactured' homes.		
Policy 3.9B	Ensure that sufficient relocation plans are in place prior to the closure of any <a href="#">mobile-manufactured</a> home park.	HA		CPP-H-12; CPP-H-20;	Updated language to refer to 'manufactured' homes.		
<b>Access to Human Services</b>							
<i>Note: Human Services goals and policies are still under development and will be included in this table at a later date.</i>							