



CHAIR KAREN SIMMONS; VICE-CHAIR APNEET SIDHU;
COMMISSIONERS LOUISE STRANDER, DENNIS MARTINEZ, SHARON MANN,
AND ALEXANDRIA TEAGUE

CITY OF TUKWILA PLANNING COMMISSION

The meeting will be conducted both virtually and on-site.

To Participate in the Virtual Meeting at 6:30 PM:

By Phone: Dial [+1 253-292-9750](tel:+12532929750), 779 253 241#

Online: To join this meeting virtually please click on Planning Commission on the 6/23/22 calendar date at the events page located at <https://www.tukwilawa.gov/events/>

To attend in-person, please join us at 6:30 PM:

Tukwila Justice Center, 15005 Tukwila International Blvd, Tukwila, WA 98188

FOR TECHNICAL SUPPORT DURING THE MEETING, YOU MAY CALL 1-206-433-7155 or 206-433-7141

MEETING AGENDA JUNE 23, 2022 - 6:30 PM

- I. Call to order
- II. Attendance
- III. Adopt Minutes - 04/28/22 and 5/26/22
- IV. Written Public Comments
 - Staff will provide an update on the City’s policy to accept written general public comments at Board, Commission and Committee meetings per HB 1329 Section 13
 - Members of the public may submit written public comment to the Planning Commission by 5 PM the day before the Planning Commission meeting. Comments shall be submitted to BoardsComms@TukwilaWA.gov. Comments received after 5 PM on 6/22/22 will be forwarded to the Commission for the following meeting.
 - Public comments received will be announced by topic and the name of the individual(s) who submitted the comment will be provided.
 - No oral comments will be accepted (except any presented as a part of a public hearing).
- V. 2023-2024 Biennial Budget Presentation
 - Budget link: <https://www.tukwilawa.gov/wed-like-your-feedback-on-the-upcoming-2023-24-biennial-budget/>
- VI. 2024-2044 Comprehensive Plan Update Briefing
- VII. Director’s Report
- VIII. Adjourn



**CITY OF TUKWILA
BOARD OF ARCHITECTURAL REVIEW (BAR)
PUBLIC HEARING
MINUTES**

Date: April 28, 2022
Time: 6:30 PM
Location: Virtual meeting via Microsoft Teams

Protocol: Max Baker, AICP, Development Supervisor, Department of Community Development (DCD) explained the protocol for the virtual meeting as well as public hearing procedures.

Chair Simmons called the public hearing to order.

The PC Secretary took roll call.

Present: Chair Karen Simmons; Vice Chair Andrea Reay; Commissioners Louise Strander, Sharon Mann, Apneet Sidhu, and Alexandria Teague

Excused
Absent: Commissioner Dennis Martinez

Staff: DCD Director Nora Gierloff, AICP; Development Supervisor Max Baker, AICP; Long Range Planning Manager Nancy Eklund, AICP; Associate Planner Breyden Jager; and PC Secretary Wynetta Bivens

Adopt
Minutes: **Commissioner Strander** moved to adopt the February 24, 2022, minutes. Commissioner Sidhu seconded the motion. Motion passed.

Chair Simmons opened the public hearing for:

CASE NUMBERS: L21-0104
PURPOSE: Major Modification to Approved Design Review for expansion of Vietnamese Martyr’s Church
LOCATION: 6841 S 180TH ST, Parcel No. 3623049087

Chair Simmons swore in persons wishing to speak on the project.

Breyden Jager, Associate Planner, DCD, asked the Commissioners the Appearance of Fairness Questions. There were no disclosures.

Breyden Jager gave the staff presentation on the proposed project, which is a Major Modification to a previously approved Design Review decision. The applicant is requesting approval for:

- Reduced building footprint
- Architectural design changes to all church facades
- Modified parking area
- Revised fire access lane

An overview was provided on the previous request, review process, proposed site plan characteristics and surroundings, previous site plan, and design changes. Both parking and landscaping exceed the code requirements.

Staff read into the record a public comment letter received via email from Nancy Sackman, Duwamish Cultural Preservation Committee on 4/22 that included the following two recommendations:

- An archeological review is performed for the project where there is significant ground disturbance, etc.
- Only native plantings be used for landscaping to provide native habitat, etc.

Staff's Recommendation

As noted in the PC packet Staff Report dated April 28, 2022, staff recommended approval with the three conditions listed.

Staff and the applicant addressed clarifying questions from the PC:

- Commissioner Strander requested for the record that staff explain what the term "CUP" means, which was noted on the first slide of the staff presentation. Staff stated CUP means Conditional Use Permit.
- Commissioner Sidhu noted for the record that for this project, 360 parking stalls are required, and after the building sq. ft. reduction, there are still 439 parking stalls. Staff responded in the affirmative.
- Commissioner Sidhu noted for the record, that the applicant widened the fire lane by 2 feet to a width of 14 ft. and removed three trees, which they are now willing to replace. Staff responded in the affirmative.

Prior to the public hearing, the applicant informed staff that they did not wish to give a presentation.

Public Comments

Sean Hill, Architect, Broderick Architects, for the applicant, stated he has been working on this project for over three years. He said he worked with the city on the previous CUP and tried his best to accommodate staff's requested changes. He concluded saying he hopes that the PC finds the changes to their liking and that they will approve the project.

Kevin Broderick, Principal, Broderick Architects, for the applicant commented on the public comment email received from the Duwamish Cultural Preservation Committee concerning the excavation recommendation. He said, “keep in mind the current building is going to be in the same place where the existing building will be torn down.” And that the foundation is on pipe piles that are driven 160 ft. into the ground, so there is very limited excavation associated with the project.

There were no additional public comments.

Staff Amended Condition:

Staff stated that they came to the determination, following a discussion that took place after the PC packet was finalized, that condition number two in the staff report should be revised. The following language for condition number two, on page 16 of the staff report reads in part, “...the applicant shall obtain approval of an amendment to the shoreline permit...” Staff is proposing to revise the language to read in part, “...the applicant shall obtain approval of a new Shoreline Tree Permit...”

Chair Simmons closed the public hearing.

There were no deliberations.

Motions:

Commissioner Reay moved to approve case number L21-0104 based on the findings and conclusions contained in the staff report dated April 28, 2022, with conditions 1a – 1f, 2 as amended by staff, and 3. Commissioner Teague seconded the motion.

Commissioner Strander moved to amend the motion to approve case number L21-0104 based on the findings and conclusions contained in the staff report dated April 28, 2022, with conditions 1b, 2 as amended by staff, and 3. Commissioner Reay seconded the motion.

Final Motion:

Commissioner Reay moved to approve the amended motion to approve case number L21-0104 based on the findings and conclusions contained in the staff report dated April 28, 2022, with conditions 1b, 2 as amended by staff and 3, as follows:

1. Prior to approval of Development Permit D21-0032, submit a complete and detailed landscaping plan that includes irrigation, planting, and soil details in conformance with the requirements of TMC 18.28, Tukwila Urban Center. The City’s Urban Environmentalist has evaluated the preliminary Landscape Plan and required the following conditions of approval:
 - b. Within the shoreline buffer, landscaping trees and shrubs are to be native species per TMC 18.44.060.F.1.g.

2. Prior to approval of Development Permit D21-0032, the applicant shall obtain approval of a Shoreline Tree Permit for removal of three additional trees within the shoreline jurisdiction.
3. Prior to approval of Development Permit D21-0032, the applicant shall submit plans for a trash enclosure to screen the refuse and disposal area in the southern parking area from view of the church development, and particularly, the Green River trail.

Commissioner Mann seconded the motion. All were in favor. Motion passed.

A recess was taken.

The meeting resumed and the BAR transitioned into a PC work session.

Work Session Minutes – Zoning Code Housekeeping Amendments.

Max Baker, AICP, Development Supervisor, DCD, provided an overview and gave some background on the proposed amendments to the Tukwila Municipal Code (TMC) to address housekeeping updates to various chapters of the code. The code has been updated every two or three years. However, due to COVID-19 there has been a stall in the typical timeframe for updating the code, staff intends to start completing code updates annually.

Staff explained the various reasons why code revisions were proposed and addressed the various types of updates recommended. There was discussion on the proposed changes to the Housekeeping code to obtain feedback from the PC. Staff noted that the language in the packet is not what would actually be incorporated into the ordinance to change the code. Rather, it is a list of potential changes that may be implemented, revised, or rejected. The goal of the revisions proposed by staff is to eliminate confusing or inconsistent language in various sections of the code to streamline code interpretation and provide more clarity to development review

Staff walked through the proposed recommendations and addressed clarifying questions from the PC. Below is a summary of PC changes recommended to the language proposed by staff in the staff report:

Staff-proposed changes — and/or PC amendments:

- A. 1. 3. Title 8 - Public Peace Morals and Safety - No changes.
- B. 1. Title 9 - Vehicles and Traffic - No changes.
- C. 1. Title 17 - Subdivisions and Plats - No changes.
- D. Title 18 - Zoning:
 - 1.a. - 1.c. - No changes.
 - 1.d. - Amend paragraph - add a double quotation in front of the word – “Revise
- Replace double quotations with a single quotation around the words –
‘Specified Sexual Activities’.
 2. - 3. - No change.
 4. - Staff will return with additional information on ‘Single Family Dwelling Design Standards.

- 5.b. - Staff will return with additional information on roof pitch, comprehensive explanation, pros, cons, impacts of changes, and/or other options for consideration.
- 5.c. - 11 - No changes.
- E. 1. Title 19 - Sign -Staff were asked to clean up the sign code because it is confusing.

Director's Report

- A public hearing will be scheduled on the Housekeeping Code Amendments to provide opportunity for the public to give feedback and the PC to give final feedback.
- Upcoming agenda items are a townhouse project for review in the next month or two and an apartment building design review in a few months.
- Staff is providing a briefing on the Comprehensive Plan process to the City Council (CC) on May 9 for their feedback, then staff will start working with PC on how to lay that out over the next few years.
- Director Gierloff said she would like to start thinking about in-person meetings. The PC meetings are currently held virtually, operating under a suspension of the Open Public Meetings Act for COVID. If that suspension expires then the PC members will need to think about returning to in-person meetings or to some kind of hybrid meetings in the future. She mentioned that the CC is completely in-person now. She asked the PC for their feedback to gather input on how they feel about in-person or a hybrid meeting approach. She said she understands their positions are voluntary and wants to work with them in their comfort zone.
- Some PC gave feedback that they would like to remain remote for their safety and said remaining remote would work if someone contracted COVID and felt like joining remotely, and it would ensure there is a quorum by joining remotely when they are unavailable to join in-person. There was opposition regarding meeting physically in a conference room due to the health risk concerns.
- The May PC meeting will be held virtually.
- Director Gierloff informed the PC that she sent them a link addressing Commissioner Mann's request raised at the previous PC meeting regarding housing in Tukwila.

Chair Simmons asked for a motion to adjourn.

Commissioner Reay moved to adjourn, and Commissioner Mann seconded the motion.

Adjourned: 9:10 pm

Submitted by: Wynetta Bivens
PC Secretary



**CITY OF TUKWILA
PLANNING COMMISSION (PC)
PUBLIC HEARING
MINUTES**

Date: May 26, 2022
Time: 6:30 PM
Location: Virtual meeting via Microsoft Teams

Protocol: Max Baker, AICP, Development Supervisor, Department of Community Development (DCD) explained the protocol for the virtual meeting as well as public hearing procedures.

The PC Secretary took roll call.

Present: Chair Karen Simmons; Vice Chair Apneet Sidhu; Commissioners Louise Strander, Sharon Mann, and Dennis Martinez

Excused
Absent: Commissioner Alexandria Teague

Staff: DCD Director Nora Gierloff, AICP; Development Supervisor Max Baker, AICP; Long Range Planning Manager Nancy Eklund, AICP; and PC Secretary Wynetta Bivens

Chair Simmons called the public hearing to order.

Commissioner Martinez moved for Commissioner Sidhu to assume the vacated Vice-Chair position effective immediately, Commissioner Strander seconded the motion. All were in favor.

Adopt
Minutes: **Commissioner Mann** requested that the PC Secretary review the 4/28/22 recording to confirm the accuracy of the transcribed final motion in the minutes. PC agreed the minutes would be adopted at the June meeting.

Upon review of the recording - it was determined that the minutes were accurate as presented.

Chair Simmons opened the public hearing for:

CASE NUMBERS: N/A
PURPOSE: The 2022 Zoning Code Housekeeping Amendments
LOCATION: Citywide

Chair Simmons swore in persons wishing to speak.

Max Baker, AICP, Development Supervisor, DCD, continued from where the meeting left off at the 4/28/22 work session for this same agenda topic. He provided some recap and focused on the items that PC requested staff return and provide additional information.

He noted the following clarifications:

- Title 18 - Zoning, 4. - Staff was asked to return with more information on single-family dwellings standards for; type of review; a variance to the supplement development standards would go through, whether or not a supplemental development standard is needed, such as 5:12 roof pitch requirements.
- On page eight of the packet, staff has stricken, 'Title 9, Traffic Concurrence'. It was determined after a discussion with the Public Works (PW) Department that it would be a larger undertaking of a comprehensive explanation. Further, it would require more input from PW, and they currently do not have the staffing capacity.

The following are new proposed recommendations as amended by the PC:

- PC recommendations on housekeeping items:
 - o Strike section 2a-2d from 18.50.055 - Single-Family Design Standards Exceptions
 - o Strike section 3b from 18.50.055, regarding criteria that "a house be set back at least twice the minimum front yard setbacks."
- The PC also asks that Council consider future review of distances of adult entertainment establishments from residential areas.

Public Comments

There were no public comments.

The following staff-proposed, and PC-amended recommendations were reviewed and are carrying forth from the 4/28/22 Work Session:

- A. 1. 3. Title 8 - Public Peace Morals and Safety - No amendments.
- B. 1. Title 9 - Vehicles and Traffic - No amendments.
- C. 1. Title 17 - Subdivisions and Plats - No amendments.
- D. Title 18 - Zoning:
 - 1.a. - 1.c. - No amendments.
 - 1.d. - PC Recommended the paragraph be amended to – add a double quotation in front of the word – "Revise" – Replace double quotations with a single quotation around the words – 'Specified Sexual Activities'
 - 2. - 3. - No amendments.
 - 5.c. - 11 - No amendments.
- E. 1. Title 19 - Code interpretation on murals was recommended to be codified with no amendments.

There were no deliberations.

Final Motion

Vice Chair Sidhu moved to approve the 2022 Housekeeping Code amendments to be forwarded to City Council for their review, as amended by the PC. Commissioner Martinez seconded the motion. Motion passed.

Chair Simmons closed the public hearing.

Director's Report

- Director Gierloff informed the PC that the Finance and Communication Departments are presenting to each of the boards and commissions, so they are kept in the loop on upcoming budget issues for 2023-24. They will present to the PC at the June meeting.
- Two design reviews will come to PC for review in July or August.
- The Mayor's Office is working on filling the vacated PC business representative position, and hopefully will have a new member confirmed by the July meeting.
- Director Gierloff also thanked the PC for their hard work and thoughtful review on the Housekeeping Code Amendments.
- Commissioner Martinez requested that staff provide some history on the re-naming of the Planning and Economic Development Committee to Planning and Community Development (PCD).

Adjourned: 8:18 pm

Submitted by: Wynetta Bivens
PC Secretary



TO: Tukwila Planning Commission
FROM: Nora Gierloff, AICP, DCD Director
BY: Nancy Eklund, AICP
DATE: June 23, 2022
SUBJECT: Tukwila 2024-2044 Comprehensive Plan Update Process - Briefing

ISSUE

This agenda item is to brief the Planning Commission at their June 23, 2022 meeting, on the required Periodic Update of the City’s Comprehensive Plan, to be completed by the end of 2024.

Staff briefed the City Council Planning and Community Development Committee on June 6, 2022, and requested direction to begin work on the Tukwila Comprehensive Plan Periodic Update. The Committee has forwarded the item to the City Council Committee of the Whole for consideration at their June 27, 2022, meeting.

BACKGROUND

The Washington State Growth Management Act (GMA) requires certain cities, towns, and counties to develop comprehensive plans that plan for anticipated population growth in a coordinated and intentional way, creating both regional and statewide alignment. Comprehensive Planning provides cities with the opportunity to consider how and where they want to distribute growth, accommodate new trends, and coordinate municipal and community efforts to adapt to change over time.

The GMA requires that each jurisdiction, as part of an eight-year periodic review cycle (RCW 36.70A.130)¹, take legislative action to review and, if needed, revise their comprehensive plan and associated development regulations to ensure that they comply with the GMA. At a minimum, the review must include consideration of critical area ordinances and provide an analysis of how the City will plan for population growth expected over the next 20 years.

The review of the comprehensive plan and development regulations is required to include a public participation program, and needs to address state laws identified through Washington Department of Commerce GMA Periodic Review Checklist; align with the Puget Sound Regional Council’s Vision 2050 and Regional Growth Strategy; respond to the King County Countywide Planning Policies (CPPs); and address any planning issues identified as locally important. The

¹ This interval was amended to require plan updating every 10 years by the 2022 legislature.

City of Tukwila’s periodic review and necessary updates must be adopted by December 31, 2024.

Tukwila’s Comprehensive Plan

A comprehensive plan is a broad statement of community goals and policies that direct the orderly and coordinated physical development of a jurisdiction into the future. It reflects the results of public involvement, technical analysis, and the judgment of decision makers. The goals, policies, and maps of this Comprehensive Plan provide the guide for designating the use of land, implementing regulations, investing in infrastructure, and developing programs and services.

The City’s first Comprehensive Plan under GMA was adopted in 1995. The Plan has been kept current with specific annual updates, as well as through a more comprehensive review in 2004 and in a phased review from 2011 through 2015. During each update, the City reached out to City residents, employees, and property owners to encourage them to participate in shaping the priorities that would be identified in the Plan. A plan for how that outreach will occur for this coming update is being developed.

The City’s current Comprehensive Plan includes the following elements (i.e., chapters):

Required Elements	Optional Elements
Land Use*	Natural Environment
Housing	Shoreline
Capital Facilities	Residential Neighborhoods
Utilities	Subarea plans
Transportation	Tukwila International Boulevard District
Economic Development	Tukwila South
Parks, Recreation and Open Space	Southcenter – Tukwila’s Urban Center
	Manufacturing / Industrial Center
	Community Image and Identity
	Roles and Responsibilities
*The City does not have a single Land Use element but has individual elements for the major areas of the City.	

Each element provides goals and policies, which are realized through the implementation of the City’s associated development regulations. At the time of the adoption of the Comprehensive Plan, all implementing regulations must also be adopted.

2024 Tukwila Comprehensive Plan Update

The 2024 update will integrate state, regional, and county requirements with community feedback, the City Council's vision for the City, and guidance from City studies and plans. The scope of the update includes:

1. Confirming and updating the vision for growth and development in the City, including expanding housing and employment capacity within the City, its identified Regional Growth Centers, and targeted local centers, to be consistent with the growth targets identified in the Countywide Planning Policies (CPPs);
2. Amending the Housing element section to be consistent with the revised Housing section of the CPPs and addressing the need for more housing types and affordable options for all;
3. Including policies that address and aim to correct the legacy of discrimination;
4. Employing consistent, equitable outreach and engagement with the full diversity of the City's communities;
5. Including policies that address the causes and impacts of climate change and enhance the resiliency of the built and natural environments;
6. Making policy changes in all the elements that reflect the City's priorities for the next 20 years;
7. Updating the Plan's implementation strategies to ensure local accountability for implementing the plan, and enabling the City to comply with new requirements that an implementation monitoring report be submitted within 5 years of the Plan Update's adoption; and
8. Exploring opportunities to modify the format and presentation of the Plan and its goals and policies to enhance the document's accessibility and utility to the City Council, City departments and staff, and residential, commercial, and business communities. This could mean reviewing existing policies to identify opportunities for consolidating policy intent to help streamline the City's policy direction.

The update will include changes to numerous elements of the plan and, possibly, the future land use map. Updates to the vision and policy direction of the plan may be required as public outreach either confirms or revises the community vision. The level of environmental review that will be needed for this update (per the State Environmental Policy Act) will likely be an addendum to the existing environmental documents, depending on the degree of "course correction" expressed during the public outreach.

DISCUSSION

The horizon year for the upcoming comprehensive plan update is 2044. To plan for 2044, the comprehensive plan will need edits to many sections. As guided by policy direction from Vision 2050 and the CPPs, one significant focus of the update will be to evaluate and enhance the jobs and housing balance within the City. This balance is key to supporting regional mobility, access to living-wage jobs, and affordable housing.

Housing and Jobs Targets

Housing and jobs targets are based on population forecasts done by the Washington Office of Financial Management (OFM). Population is then allocated to counties by the PSRC, and then to the regional geographies and individual cities by the County. In King County, the Urban Growth Capacity Analysis (Buildable Lands) evaluates housing unit and employment capacity in each city based on existing development, zoning, and development projects in the pipeline. The capacity analysis informs the assignment of housing and employment targets for each City, which are then adopted as part of the King County Countywide Planning Policies (CPPs).

The CPPs define the growth targets for housing and jobs for each city within King County. Based on forecasts, the population growth for the Puget Sound region for 2019-2044 period is anticipated to be approximately 1.3 million and job growth projection is 884,450 jobs. King County is expected to take approximately 50 percent of this growth. Tukwila is one of the 10 Core cities in King County, and collectively these Core cities are expected to plan for 112,850 new housing units and 222,800 new jobs. Tukwila’s 2044 growth targets (in the blue column below) are as follows:

King County Growth Targets for the City of Tukwila			
Housing	2021 Housing Units ¹ (Estimated)	Existing Target ² (2015-2035 planning period)	New Target³ (2019-2044 planning period) ⁴
	8,839	5,626 new units	6500 new units
Jobs	2020 Employment ⁴ (Covered)	Existing Target ² (2015-2035 planning period)	New Target³ (2019-2044 planning period)
	45,180	20,358 new jobs	15,890 new jobs
<p>¹ Washington State Office of Financial Management, Forecasting and Research Division, Postcensal Estimates of Housing Units, April 1, 2020 to April 1, 2021 (Revised)</p> <p>² King County, 2021 King County Urban Growth Capacity Report, June 2021, pages 32 and 42.</p> <p>³ King County, 2021 King County Countywide Planning Policies, p. 23.</p> <p>⁴ PSRC, 2020 Covered Employment Estimates by Jurisdiction, (based on the Washington State Employment Security Department's (ESD) Quarterly Census of Employment and Wages (QCEW) series)</p>			

(Covered employment refers to a specific category of work that is protected by the United States labor laws. These laws prohibit employers from discriminating against employees or applicants based on certain characteristics, such as race, sex, or age. Covered employment also includes workers who are eligible for overtime pay and other benefits.)

The Buildable Lands process indicated that Tukwila has both sufficient housing and job capacity to absorb the targets for housing units and jobs for the 2044 horizon. Although the City has capacity for this growth, the City's overall rate of growth has been well below that needed to achieve the targets. Between 2018 and 2020, a total of 846 housing units were constructed in Tukwila, a sharp rise from the 2006-2018 period when a total of 130 new units were added. This reflects new multifamily developments in the Tukwila Urban Center and the Tukwila International Blvd. corridor.

Affordable Housing

In addition, the 2021 Washington Legislature instructed local governments to “plan for and accommodate” housing affordable to *all income levels*. These requirements include an inventory and analysis of existing and projected housing needs for all economic segments, as well as the need for permanent supportive housing, emergency housing, and emergency shelters.

The requirements mandate that jurisdictions link their goals with overall County goals to ensure that the comprehensive plan housing element goals are met. Commerce will be providing these projections of affordable housing need to King County, and then the County will work with its cities to project their individual housing need, broken out by income levels (moderate, low, very low and extremely low income), as well as special housing needs (emergency housing, emergency shelters and permanent supportive housing). The County's [Affordable Housing Committee](#) of the Growth Management Planning Council (GMPC) will identify the affordable housing need allocations by November 2022, and will provide a recommendation to the GMPC for their action in early 2023.

One of the largest challenges that Washington communities are facing is how to provide “missing middle” housing. Missing Middle Housing is defined as a range of modestly sized buildings with multiple units – compatible in scale and form with detached single family homes – that are located within walkable neighborhoods. This housing can include duplexes, triplexes, fourplexes, cottage courts, multiplexes, and other small-footprint homes, and is typically two to three stories in height. Because of the diversity in unit footprint, this type of housing also provides a wider range of housing costs. Tukwila has also prioritized greater housing development and options in the City's Urban Center and those areas adjacent to the transit hubs.

Additional Focus Areas of the Update (based on direction CPPs and Vision 2050)

In addition to addressing the strategy for achieving the City’s housing and job targets, the Comprehensive Plan’s update will also need to:

- embed race and social equity into the planning process and plan content;
- address the potential for displacement of residents and jobs;
- strengthen and preserve a strong sense of community in the face of environmental and social changes;
- improve the quality of life for Tukwila residents; and
- consider how to support community resilience in response to disruptive environmental, economic, and social events.

The updated comprehensive plan will address these values and issues in a cohesive, accessible document that expresses continuity in community vision, goals, policies, strategies, and implementation actions.

Several ongoing parallel efforts may continue to shift the direction of Plan update work over the next couple years. Ongoing legislative actions, particularly regarding potential requirements for a new Climate and Resiliency Element, and additional provisions for “missing middle” housing may continue to impact the baseline state requirements. Rulemaking for the 2022 legislation will also guide the update. Staff will provide additional detail at subsequent study sessions highlighting the schedule and potential impacts for this ongoing work. A high-level draft schedule is included as an attachment to this memo (Attachment A).

Community Engagement Strategy: Throughout the development of the plan, staff will periodically check in with the Council regarding the plan’s progress. The Tukwila Planning Commission is tasked with reviewing proposed amendments, and conducting public outreach and ultimately a public hearing, after which the plan is forwarded to the Council (TMC 18.80). The Council will then review the recommendation, hold another public hearing, and issue a decision. DCD staff will develop a public engagement plan for the process that will be shared with the Council at a future meeting.

DCD is coordinating with other City departments to combine engagement efforts as they work on related projects such as Public Works’ Transportation Master Plan and the Economic Development Plan. The intent of this coordination is to increase efficiency and reduce outreach fatigue. We are also drawing on information from other efforts such as Health Point’s community engagement report.

Public engagement will be conducted through surveys, outreach to identified community groups deemed relevant for revising each element, and through limited meetings with the public. While a robust outreach is desirable, the staff will work within its available resources, unless the Council wishes to have more public engagement than can be reasonably conducted

in-house. Staff will evaluate options and make a request of council if appropriate. Phases of the public engagement plan are as follows:

- **Phase 1: Vision Engagement** – Prepares residents to participate by building awareness of the Comprehensive Plan, gathering feedback on livability-related issues, and building relationships with diverse community groups through conversations about key data and trends.
- **Phase 2: Policy Engagement** – Engages public in discussions about policy direction and growth strategy.
- **Phase 3: Revise and Refinement** – Residents will be invited to respond to the draft and contribute to refining policy changes. The timeline is integrated with the overall timeline.

FINANCIAL IMPACT

The process of reviewing, analyzing, and updating the City’s Comprehensive Plan in order to align with the new policy direction and other state and regional mandates will require significant staff time and possible consultant assistance. Limited funding from the Washington Department of Commerce has been made available for periodic update work; “missing middle” housing planning as well as racial equity analysis and development of anti-displacement policies; and development of an optional climate action element. Staff are currently developing grant applications for some of that funding. The department may provide a request for additional City funds to support the effort as a part of the City’s annual budget process.

RECOMMENDATION

No recommendation at this time. This item will be reviewed by the City Council Committee of the Whole on June 27th, 2022.

ATTACHMENTS

A. Project Schedule

Attachment A

SCHEDULE

Updating the Comprehensive Plan will be a two-year process to adequately address the full scope of work.

The following phases will be informed by the input received from the City's elected and appointed officials, staff, and various stakeholders, and the public.

- Phase 1: Project Kick-off and Vision Statement Update. The goals of this phase are to refine and update the Vision in the Comprehensive Plan to align with the community's and the Council's vision for the City. During this phase, we will initiate the community engagement plan.
- Phase 2a: Analyze and Lay the Foundation. This is a technical exercise ensuring that language and policies are consistent with the City Council direction and priorities across elements. This effort will also provide data to the community about the City's current environment and will seek feedback and input on local priorities in order to build the foundation of understanding needed to develop a Plan for the City's future.
- Phase 2b: Audit and Evaluate Plan Goals and Policy Foundation. Relative to required Plan modifications necessary due to state, regional, and county policy guidance, and City Council direction and priorities, and community input, assess the degree of modification needed to comply with update requirements. The Washington Department of Commerce checklist (expected to be released in Summer 2022) will be used, along with the Puget Sound Regional Council Certification Checklist.
- Phase 3: With an understanding of the breadth of regulatory requirements, and community guidance, the city will develop any land use alternatives necessary, which may require substantive environmental review. At this time, the City is intending to use the ability to update the environmental review of the Plan with an addendum. This phase will define whether greater environmental review (i.e., an environmental impact statement) of alternatives is warranted, in which case, additional city funding will be necessary.
- Phase 4: Revise and Refine. This phase includes the revision of the draft update based on feedback from the Council, boards, and commissions (including Planning Commission), and community.

The state requires the Plan be adopted no later than December 2024. Staff's timeline plans on discussing plan updates with the Planning Commission starting in Summer

2022 and conducting public hearings on the various elements between 2023 and 2024, with the Planning Commission holding final public hearings on the full document in early 2024 and Council adopting the Plan in Summer or fall 2024.

A high-level scope of work and schedule follows:

COMPREHENSIVE PLAN UPDATE PROGRAM	2022	2023	2024	Tasks
Initial Approach and Discussion				<ul style="list-style-type: none"> • Review existing comp plan, subarea plan(s) and development regulations • Review requirements in WA Dept of Commerce and PSRC Checklists, and King County Countywide Planning Policies, and recent legislation • Apply for grant funding • Determine approach and extent of update, work program, and schedule
Data Collection and Mapping				<ul style="list-style-type: none"> • Update relevant inventories, demographics, and population projections • Housing Needs Assessment • Capacity analysis • GIS mapping • Contract with consultant/s
Foundational Work and Element Review				<ul style="list-style-type: none"> • Allocate King County Countywide Planning Policy requirements to Plan elements • Allocate PSRC Vision 2050 Multicounty Planning Policy requirements to Plan elements • Address & Complete PSRC Checklist analysis • Coordinate with other departments on Transportation, Utilities (Sewer Water Plan, Stormwater Plan), Economic Development, and Parks Plans/Element revisions, and other City departments (Finance, TIS, Police, Fire) • Review all elements; identify/complete potential plan amendments and policy language

COMPREHENSIVE PLAN UPDATE PROGRAM	2022	2023	2024	Tasks
				<ul style="list-style-type: none"> • Address specific area plans (SRO Subarea?) • Identify potential zoning amendments
Prepare Draft Comprehensive Plan Amendments				<ul style="list-style-type: none"> • Draft goals, policies, maps, etc. • Draft code and map changes • City Council review of draft elements at committee level.
SEPA Compliance and Notice				<ul style="list-style-type: none"> • Informal Scoping - Determine if plan update warrants SEPA EIS, or if 1995 and subsequent analysis mitigates impacts • Complete environmental checklist • Publish notice of SEPA decision and public hearing • Provide information and notice to interested parties
Draft and Final Plan Review				<ul style="list-style-type: none"> * Planning Commission Review * Planning Commission Public Hearing and recommendation * City Council preliminary review of elements * City Council review, revision, and adoption * Provide 60-day notice to Department of Commerce
Public Outreach				<ul style="list-style-type: none"> * Develop/implement public outreach program * Develop informational materials * Continuous public involvement events



2024-2044 Comprehensive Plan Update

Planning Commission Briefing

June 23, 2022



Background

- Washington Growth Management Act
 - Requires planning for anticipated population growth
 - Plans to be updated every 8-10 years
 - Plans required to be consistent with GMA, Regional and County policy direction, and to provide a public participation program
 - Updated to be adopted by December 31, 2024



Tukwila Comprehensive Plan

- Adopted in 1995, with updates
- Contains these elements:

Required Elements	Optional Elements
Land Use*	Natural Environment
Housing	Shoreline
Capital Facilities	Residential Neighborhoods
Utilities	Subarea plans
Transportation	Tukwila International Boulevard District
Economic Development	Tukwila South
Parks, Recreation and Open Space	Southcenter – Tukwila’s Urban Center
	Manufacturing / Industrial Center
	Community Image and Identity
	Roles and Responsibilities
*The City does not have a single Land Use element but has individual elements for the major areas of the City.	



Scope of Update

- Consistent with policy guidance:
 1. Confirm/update Tukwila vision for growth and development consistent with Puget Sound Regional Council Vision 2050 and King County Countywide Planning Policies
 2. Update Housing element to address need for more housing types and affordable options for all;
 3. Address the impacts of the legacy of discrimination;
 4. Address causes/impacts of climate change and enhance City's resiliency;
 5. Make policy changes in Plan elements to reflect City's priorities for 2044;
 6. Updating the Plan's Implementation Strategies to ensure accountability;
 7. Explore opportunities to improve the format and presentation of the Plan to enhance the document's accessibility and utility to the City community; and
 8. Employ consistent, equitable outreach to the full diversity of the City.
- Will require new mapping and potential update of Land Use Map
- Will require some level of Environmental review



Big Issues to Address

1. Housing and Job targets
2. Affordable Housing
 1. Requirement to plan for and accommodate “housing affordable to *all income levels*”; and
 2. Address special housing needs (emergency housing, emergency shelters and permanent supportive housing)
3. Missing Middle Housing
4. Address potential for displacement of residents and jobs
5. Support community resilience – environmental, economic, and social
6. Continue to improve quality of life for community



Community Engagement

- Elected Officials and Boards and Commissions
- Coordination with other City Divisions
- Various ways to identify public comment:
 - Surveys, website, mailings
 - Targeted outreach
 - Community meetings
 - Previous outreach work: Housing Action Plan, Health Point, etc.



Financial Impact

- Department of Commerce grants
- Potentially, local funding



Next Steps

- Council direction on 6/27/2022
- Success of grant applications success potential funding request of Council
- Community Engagement process
- Refine Schedule



Schedule

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Questions?
