



**TO:** Tukwila Planning Commission  
**FROM:** Nora Gierloff, AICP, DCD Director  
**BY:** Nancy Eklund, AICP  
**DATE:** November 29, 2022  
**SUBJECT:** Tukwila 2024-2044 Comprehensive Plan Update Process - Briefing

## **ISSUE**

This agenda item is to brief the Planning Commission at their December 8, 2022, meeting, on the required Periodic Update of the City’s [Comprehensive Plan](#) and the proposed activities to follow in 2024.

## **BACKGROUND**

As we presented in [June](#), Tukwila is required by the state’s Growth Management Act (GMA) to develop a comprehensive plan (“comp plan”) that anticipates population growth in a coordinated and intentional way, and that is consistent with both regional and statewide plans. The planning process provides the City with the opportunity to consider how and where to distribute growth, accommodate new trends, and coordinate local community efforts to adapt to change over time. In discussing these issues, staff will provide the Commission with general information about the context of the issue, as well as information about any regulatory requirements directing the City to consider certain policies.

The Plan is required to address state, regional and county laws as well as to provide a public participation program that considers input from the breadth of the community. The Planning Commission will be instrumental in shaping the Plan update. Ultimately, the Commission will hold a public hearing on the draft Plan and will provide a recommendation to the City Council regarding its passage. This discussion with the Commission is intended to provide an update on the Plan’s progress to date, and to receive initial input on the planning process.

## **Plan Development**

As of mid-September, the City had increased its staff available to work on the Plan to three individuals with the addition of two senior planners. This brings the staffing levels up to about 1.6 FTEs. In addition, the City received two grants from the Washington Department of Commerce, allowing us to hire consultant assistance. This assistance focuses on two aspects of the Comp Plan amendment process:

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1. **Middle Housing Grant** – This grant supports the City's work on three items:
  - An analysis of historic and existing racial equity in the City's housing and regulatory framework, and to develop associated anti-displacement policies;
  - An analysis of whether the City Council should adopt policies and code language to allow "Middle Housing" on at least 30 percent of the lots (or the area) currently zoned as single family residential; and
  - Outreach to numerous community-based organizations in order to bring historically underrepresented voices into discussions about housing needs and supply. This is provided through funds available to contract directly with these organization to facilitate their involvement.

Deliverables for this project are due June 30, 2023.

2. **Periodic Update Grant** – This grant is intended to support the work needed by local governments to prepare their Plans. As noted in the June memo, there are numerous objectives for the City's 2024-2044 Plan Update: ensuring consistency with required policy guidance across the Plan's elements; reflecting local priorities; and improving the utility and accessibility of the Plan for City leadership and staff, business and other local communities, and the public (this effort may include consolidation of some current plan elements, or sections, into others). Deliverables from this grant are due by December 2024.

The Council approved acceptance of the Middle Housing grant and the City has just received four responses for our request for statements of qualifications. We plan to interview the short list of candidates in mid-December, and have those contracts signed by late-January. We have not yet received the contracts for the Periodic Update grant from Commerce and hope to have those grants approved by Council and a consultant identified by the end of February.

Several Plan elements are being or have been addressed by other City Departments (e.g., Transportation, Utilities – Water, Sewer, Stormwater; Parks, Recreation, and Open Space; Economic Development) and staff will ensure consistency and integrate those Plans into the Comprehensive Plan. Because of the grant deadlines, staff will be addressing housing and land use issues early in 2023, and will then continue with additional housing issues, environmental policies (e.g., Climate change), and then ensuring that all remaining elements of the plan have been updated. GMA requires that code amendments for Plan modifications be largely adopted along with the Plan. In addition, the Plan must include implementation strategies for how the City will realize the Plan's goals. Following completion of the required environmental review and agency review, the final draft of the Plan will be provided to the City Council in mid-2024 for a public hearing and decision.

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### Community Outreach

Our community outreach will be more refined once we have our consultant on board since that is a large portion of their scope of work, however we envision reaching out using different means to many community groups:

- City Departments and Boards and Commissions;
- Community Organizations focusing on health, employment, and housing (e.g., culture-based groups such as African Community Housing and Development), seniors, youth (schools), people with disabilities, etc.
- Business and Development groups (e.g., Chamber of Commerce, Master Builders, business development groups from local educational institutions)
- Cultural and Religious groups
- Agency and other representatives: utility providers and districts, Port of Seattle (SeaTac Airport), officials within the City, etc.

As we begin the process of shaping our priorities, we are interested in receiving Commission thoughts on the Plan:

- How well do you feel you know the existing comp plan?
- How do you use the comp plan in your work or considerations as a planning commissioner?
- How would you rate your understanding of the comp plan process and various requirements?
- Would you like additional background on the comp plan update process, requirements or otherwise?
- What areas of the comp plan do you especially feel should be updated or revised, or deserve additional attention?
- How do you feel about your current understanding of the city's zoning and housing distribution?
- What information would help in making informed decisions regarding housing and land use?
- What information would help you in engaging in these topics?
- What elements or topic areas do you want to have more or less involvement?
- Are there specific topics or areas on which more information is needed from staff?
- Are there specific approaches relating to equity planning, inclusionary methods of public outreach, access to affordable housing, new forms of housing or other topics pertinent to ensuring broad public outreach that might help inform the development of the Comprehensive Plan update?
- What should we know about conducting community outreach in Tukwila?
- What kinds of activities regarding outreach would you like to see to ensure equitable involvement in the community engagement in the comp plan process?

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- What is the appropriate level of interactions on elements of the comp plan? Would you like periodic updates that consolidate multiple elements into individual presentations or updates in another format?
- What questions do you have on the overall process, general items or what you see as the planning commission's role?

We look forward to receiving your input.