

**CITY OF SEATAC  
PLANNING COMMISSION  
Minutes of October 12, 2020 Meeting**

**Members present:** Tej Basra, Leslie Baker, Tony Zuniga Sanchez, Jagtar Saroya, Kyle Becker

**Members absent:** Tom Dantzler (excused), Andrew Ried-Munro (excused)

**Staff present:** Gwen Voelpel, *Deputy City Manager*; Evan Maxim, *CED Director*; Jennifer Kester, *Planning Manager*; Kate Kaehny, *Senior Planner*; Anita Woodmass, *Senior Management Analyst*; Mark Johnsen, *Senior Assistant City Attorney*; William Appleton, *Public Works Director*; Lawrence Ellis, *Parks Director*; Barb Mailo, *Administrative Assistant 3*; Erika Rhett, *Consultant to PROS Plan*

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

Chair Basra called the meeting to order at 5:30 p.m.

**2. Approval of minutes of September 15, 2020 regular meeting**

Moved by Commissioner Baker and seconded by Chair Basra to approve the minutes as written; **passed 5-0.**

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

No Public Comments on items not on the agenda.

**4. Public Hearing 2020 Comprehensive Plan Amendments: Parks, Recreation, and Open Space Plan Update**

Kate Kaehny, *Senior Planner* (Presenter), began the staff presentation by briefly providing background on the PROS Plan project and highlighted the following:

- Purpose: provide overview of PROs Plan
- Why is this issue important?
- Planning Commission Action Requested – Reviews to date

Erika Rhett, *Consultant to PROS Plan* (Presenter) then gave an overview of the proposed amendments to the PROS Plan and related policies by explaining the following:

- Potential Commission Action – Recommendation to adopt proposed Comprehensive Plan Amendment
- Reviews to Date
- Project Overview – Project Purpose
- Crafting the PROS Plan: Community Profile, System Inventory, Recreation Demands and Trends, Access gaps, Level of Service, Community Engagement
- The Community Wants: Places to play, Gathering places for information community events, Well maintained parks that feel safe, More programming and events, Free or low-cost opportunities to maintain health and wellness, Places to experience nature, Walking access to parks and rec, More trails in and between parks, Spaces and programs that are welcoming to all

- Comprehensive Plan Updates: PROS Element, Land Use Element, Capital Facilities Element, PROS Background Report, Capital Facilities Background Report
  - Prioritization Considerations: Goals, Policies, Added new emphasis to some policies (10.1A, 10.1C, 10.1D, 10.5C, 10.2B, 10.2C)
  - Priorities for System Development

Chair Basra opened floor for questions from the Commissioners:

Commissioner Baker asked about 10.1C - What service did you add?

Commissioner Sanchez asked – What are active facilities?

Chair Basra asked about existing facilities. Cost or allocated funds?

Lawrence Ellis, Director of Parks, Community Programs & Services, commented – examples of active & passive facilities are the Riverton facility (smaller scale), North SeaTac Park facility, added that there are quite a few that blend both active & passive facilities.

**Chair Basra opened the public hearing for comment.**

Cathy Heiberg (Public hearing comments - 4 minutes 6 secs) identified herself and her family as owners of commercial property in SeaTac. She spoke about the importance of clarifying the difference between Bow Lake (the lake) and Bow Lake Park (the park), in the PROS Plan. She also said she would prefer that any City improvements to the shoreline of Bow Lake be done on the City's property.

Commissioner Baker to Cathy Heiberg – What is your plan, goal for the future? How long are the leases with the hotels?

Earl Gipson (Public hearing comments - 3 minutes 12 secs) commented that he was not fond of the Comprehensive Plan, it takes a lot of staff time to maintain and should be limited to 500 pages. He stated that the PROS Plan was optimistic and unrealistic but that the Planning Commission could go ahead and recommend it, although, in his opinion, it would be sad when it does not work out.

Chair Basra asked if there were any questions

No Questions asked

Jennifer Kester, *Planning Manager* introduced Kate Kaehny to present another slide

Kate Kaehny, *Senior Planner* (Presenter)

- Anticipated next steps
- Potential Commission Action

Commissioner Baker commented that she would like to hear what the committee would like to say.

Commissioner Becker commented the same.

Moved and seconded to approve the PROS Plan amendments. Passed 5-0.

**Chair Basra closed public hearing.**

## **5. Road Standards Code Update**

Will Appleton, *Public Works Director* (Presenter)

- ROW Development Standards Planning Commission
- Overview – Whys is this issue important? – Alignment with Council goals and priorities, Provides clarity, Establishes/clarifies critical development related requirements. Inform – provide a review of the ROW development standards topic.
- Outreach
- Review – Frontage Improvements, ROW Dedication, Deferral of Improvements, ROW Cross Section
- Frontage Improvements – Key Points, Applicability, Other Changes
- ROW Dedication – Key Points, Applicability, Other Changes
- ROW Cross Section - Deferral of Improvements and ROW Cross Section – Key Points,
- Stakeholder Feedback
- Statistics
- Questions
- Concerns
- T&PW Committee Update: Upon further consideration, the Committee recommended to remove the single family home/ADU requirement for frontage improvements/ROW dedication
- Potential Commission Action: Commission Action Requested, Staff Recommendation, Reviews to Date
- Questions?

Cathy Heiberg – (Public Comments - 3 minutes) made comments and asked questions about the agenda item of Road Standards.

Will Appleton addressed Cathy's questions and Anita Woodmass added-on to Will's comments.

Cathy Heiberg expressed concern that 5 feet bike lane is a lot.

Will Appleton commented that the recommended bike lane width is common and standard.

Commissioner Baker commented that bike lane width is probably to accommodate ADA cyclists.

Will Appleton, *Public Works Director* (Presenter)

- Potential Commission Action

Chair Basra asked committee if they have any questions regarding action.

Commissioner Jagtar motioned to take option #2

Commissioner Leslie seconded

Chair Basra motioned "All in favor"

Response - Unanimous

## 6. CED Director's Report

Evan Maxim, *CED Director*

Focused on City's Planning Budget, work plan into 2021, and what the Planning Commission interests are in the City. Asked if there were any questions for him.

Chair Basra welcomed the Director, added that he looks forward to getting to know him.

Jenn Kester, *Planning Manager* (Comments)

She explained that there are no other special meetings planned for 2020. The next meeting on October 20<sup>th</sup> will be a reintroduction of the wireless code update, with a public hearing scheduled on this topic for November 3<sup>rd</sup>. Future topics for the Planning Commission will include the Housing Action Plan and FEMA Floodplain Regulations.

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

**8. Adjournment**

There being no further business, Chair Basra adjourned meeting at 6:55p.m.