



# Puget Sound Regional Council

## Growth Management Policy Board

Thursday, November 19, 2020 • 10:00 AM – 12:00 PM

Virtual Meeting via Teleconference

The meeting will be streamed live over the Internet at [www.psrc.org](http://www.psrc.org).

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PUBLIC NOTICE: In accordance with the Governor's proclamations 20-25.7 and 20-28.12, the PSRC's offices are closed to the public and no in-person meetings are permitted. The public is encouraged to follow the meeting via live stream at <https://www.psrc.org/boards/watch-meetings> or listen by phone at 1-888-475-4499, Meeting ID: 953 6468 3427, Passcode: 459058.

Members of the public may submit comments via email to [kmitchell@psrc.org](mailto:kmitchell@psrc.org) up to one hour before the meeting and comments will be provided to Board members electronically during the meeting. Comments received after that deadline will be provided to Board members after the meeting.

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1. **Call to Order (10:00) - Councilmember Scott Bader, Chair**
2. **Communications**
3. **Report of the Chair**
4. **Director's Report**
5. **Consent Agenda (10:15)**
  - a. Approve Minutes of Growth Management Policy Board Meeting held October 15, 2020
6. **Action Item (10:20)**
  - a. Recommend Certification of Regional Center Subarea Plans for Kirkland-Totem Lake RGC, Kent-Downtown RGC, and Kent MIC -- *Andrea Harris-Long, PSRC*
7. **Discussion Item (10:30)**
  - a. Transportation Work Program Update -- *Gil Cerise, PSRC*
8. **Discussion Item (11:00)**
  - a. Regional Housing Needs Assessment: Current and Future Housing Needs -- *Laura Benjamin, PSRC*
9. **Information Item**
  - a. 2021 Growth Management Policy Board Schedule
10. **Next Meeting: January 7, 2020, 10:00 a.m. - 12:00 p.m., Virtual Meeting**

Major Topics for January:  
Legislative Update  
Growth Targets
11. **Adjourn (12:00)**

Board members please submit proposed amendments and materials prior to the meeting for distribution. Organizations/individuals may submit information for distribution. Send to Kristin Mitchell, e-mail [kmitchell@psrc.org](mailto:kmitchell@psrc.org), fax 206-587-4825; or mail.

Sign language, and communication material in alternative formats, can be arranged given sufficient notice by calling 206-464-7090 or TTY Relay 711. العربية | Arabic, 中文 | Chinese, Deutsch | German, Français | French, 한국어 | Korean, Русский | Russian, Español | Spanish, Tagalog, Tiếng việt | Vietnamese, Call 206-402-1334.



## Puget Sound Regional Council

### **MINUTES Growth Management Policy Board October 15, 2020 Remote Only**

[To watch a video of the meeting and hear the discussion, go to <https://www.psrc.org/boards/watch-meetings>]

### **CALL TO ORDER**

The meeting was called to order at 10:02 a.m. by Chair Bader.

### **COMMUNICATIONS**

No public comments received.

### **CHAIR'S REPORT**

Chair Bader announced the selection of Councilmember Ed Prince of Renton for the Vice Chair position. The board welcomed Vice Chair Prince to the new role.

It was announced that October 15 is the Great Shakeout which provides the opportunity to prepare for earthquakes.

### **DIRECTOR'S REPORT**

Director of Growth Management Paul Inghram shared that the Executive Board recommended adoption of VISION 2050 at its meeting on September 24, 2020. The General Assembly is scheduled to meet on October 29 to consider VISION 2050.

Mr. Inghram updated the board that GMPB dates for 2021 are still being determined. The board schedule may move back to the 1<sup>st</sup> Thursday of the month.

Mr. Inghram stated that Andrea Harris-Long will be presenting on the downtown Kirkland growth center application and early work to update PSRC's Plan Review materials. Laura Benjamin will be presenting the initial findings in the Regional Housing Needs Assessment.

## CONSENT AGENDA

- a. Approve Minutes of Growth Management Policy Board Meeting held September 17, 2020

**ACTION: It was moved and seconded (Putansuu/Mayhew) to adopt the Consent Agenda. Motion passed.**

## APPROVE DEADLINE EXTENSION FOR THE GREATER DOWNTOWN KIRKLAND REGIONAL GROWTH CENTER APPLICATION

Senior Planner Andrea Harris-Long presented on the status of the Kirkland application to designate the greater downtown area as a regional growth center. Ms. Harris-Long highlighted that Kirkland's application meets many of the criteria for a new regional growth center although it does not include an adopted center plan that meets certification requirements. Kirkland plans to meet subarea planning requirements and submit an amended application once work is complete.

**ACTION: It was moved and seconded (Arnold/Robinson) to direct PSRC to extend consideration of the Kirkland center designation application through June 2022. Motion passed.**

## PLAN REVIEW MANUAL UPDATE PROJECT

Ms. Harris-Long presented on the process to update the plan review manual and certification guidance to reflect VISION 2050. This is identified as an early action in VISION 2050. Work includes updating reporting tools, streamlining the manual, revamping the Plan Review Manual webpage, and developing an ongoing outreach strategy, to be implemented over the next few years. A staff level working group will meet 4-5 times in late 2020/early 2021 to support this project.

## REGIONAL HOUSING NEEDS ASSESSMENT FINDINGS

Senior Planner Laura Benjamin reviewed work conducted on the Regional Housing Needs Assessment, which started with early scoping conversations in 2019. Ms. Benjamin reviewed data collected on housing in the region, household information, and commute information. Next steps include sharing the needs analysis at the November GMPB meeting and a report by end of the year.

## NEXT MEETING

Chair Bader announced the next meeting is scheduled for November 19, 2020.

## ADJOURN

The meeting adjourned at 11:36 a.m.

## GROWTH MANAGEMENT POLICY BOARD Attendance Roster – October 15, 2020

### **GMPB MEMBERS & ALTERNATES PRESENT - All Attendees Remote**

#### ***(Italicized = alternate)***

Dave Andersen, WA State Department of Commerce  
 Deputy Mayor Jay Arnold, Kirkland – Other Cities & Towns in King County  
 Councilmember Scott Bader, Metropolitan Center—Everett  
 Alex Brennan, Futurewise  
 Councilmember Traci Buxton, Des Moines – Other Cities & Towns in King County  
 Caia Caldwell, Master Builders Association – Business/Labor  
 Dr. Anthony Chen, Tacoma-Pierce County Health Department –  
 Community/Environment  
 Commissioner Sam Cho, Port of Seattle – Ports  
 Councilmember Megan Dunn, Snohomish County  
*Deputy Mayor Phillipa Kassover, Lake Forest Park – Other Cities & Towns in King  
 County*  
 Marty Kooistra, Housing Development Consortium – Seattle/King County  
 Councilmember Kathy Lambert, King County  
 Peter Mayer, Metro Parks Tacoma – Community/Environment  
 Robin Mayhew, Transportation Agency – WSDOT  
*Councilmember Jared Mead, Snohomish County*  
 Mayor Joshua Penner, Orting – Other Cities & Towns in Pierce County  
 Councilmember Ed Prince, Renton – Other Cities & Towns in King County  
*Mayor Rob Putaansuu, Port Orchard – Other Cities & Towns in Kitsap County*  
 Mayor Lynne Robinson, Metropolitan Center—Bellevue  
 Edna Shim, Seattle Children's – Business/Labor  
 Andrew Strobel, Puyallup Tribe of Indians  
 Mayor Greg Wheeler, Metropolitan Center – Bremerton  
 Mayor Russell Wiita, Sultan – Other Cities & Towns in Snohomish County  
*Councilmember Steve Worthington, University Place – Other Cities & Towns in Pierce  
 County*  
 Commissioner Edward Wolfe, Kitsap County

### **GMPB MEMBERS ABSENT (\*alternate present)**

Councilmember Chris Beale, Metropolitan Center—Tacoma  
 Clayton Graham, Municipal League of King County – Business/Labor  
 Councilmember Jeanne Kohl-Welles, King County  
 Councilmember Andrew Lewis, Metropolitan Center—Seattle  
 Commissioner Paul McIntyre, Alderwood Water & Wastewater District  
 Barb Mock, Regional Staff Committee  
 Ian Morrison, NAIOP Commercial Real Estate Association – Business/Labor  
 Deputy Mayor Cynthia Pratt, Thurston Regional Planning Council  
 \*Councilmember Michael Pollock, Bainbridge Island – Other Cities & Towns in Kitsap  
 County  
 Rob Purser, Suquamish Tribe  
 Councilmember Dan Strauss, Metropolitan Center—Seattle  
 Councilmember Derek Young, Pierce County

**GUESTS AND PSRC/STAFF PRESENT - All Attendees Remote**  
**(As determined by staff.)**

Laura Benjamin, PSRC  
Carolyn Downs, PSRC  
Andrea Harris-Long, PSRC  
Paul Inghram, PSRC  
Kathryn Johnson, PSRC  
Thara Johnson, City of Bellevue  
Piset Khuon, PSRC  
Brian Lee, PSRC  
Jeremy McMahan, City of Kirkland  
Casey Moreau, PSRC  
Kristin Mitchell, PSRC  
Liz Underwood-Bultmann, PSRC  
Adam Weinstein, City of Kirkland



## Puget Sound Regional Council

### ACTION ITEM

November 12, 2020

**To:** Growth Management Policy Board

**From:** Paul Inghram, Director of Growth Management

**Subject:** **Recommend Certification of Regional Center Subarea Plans for Kirkland-Totem Lake RGC, Kent-Downtown RGC, and Kent MIC**

### IN BRIEF

Consistent with PSRC's [adopted plan review process](#), PSRC staff recommends certification of subarea plans for the following regional centers: Kent-Downtown RGC, Kent-MIC, and Kirkland-Totem Lake RGC.

### RECOMMENDED ACTION

The Growth Management Policy Board and Transportation Policy Board should:

**Recommend that the Executive Board certify that the following subarea plans address planning expectations for regional centers:**

1. City of Kent Downtown Strategic Action Plan ([certification report](#))
2. City of Kent Rally the Valley Plan ([certification report](#))
3. City of Kirkland Totem Lake Business District Plan ([certification report](#))

### DISCUSSION

A major emphasis of the Washington State Growth Management Act (GMA) is the need to coordinate local, regional, and state planning efforts. Within the central Puget Sound region, local governments and the Puget Sound Regional Council (PSRC) have worked together to develop an overall process for reviewing local, countywide, regional, and transit agency policies and plans for compatibility and consistency.

VISION 2040, the Regional Transportation Plan, and the Adopted Policy and Plan Review Process call for PSRC to review and certify subarea planning efforts of

jurisdictions with designated regional centers. VISION 2040 included an action (DPAAction-17, p. 98) for jurisdictions with regional centers to develop subarea plans for those centers.<sup>1</sup> This expectation has been in place since the PSRC Executive Board adopted its Plan Review Process in 2003. Review of center subarea plans provides an opportunity to coordinate and share information related to local and regional planning.

In 2018, PSRC adopted the Regional Centers Framework Update, which further emphasizes the importance of subarea planning in regional centers and includes a requirement that all existing centers must have an adopted center plan (subarea plan, plan element, or functional equivalent) by 2020. Several jurisdictions have updated existing plans and adopted new subarea plans in recent years. PSRC has spent an extensive amount of time working with these jurisdictions to review subarea plans and prepare certification reports. The Regional Centers Framework calls for review of centers in 2025, following local plan updates. All regional growth centers are expected to have subarea plans adopted and updated to be consistent with the Framework and VISION 2050 by that time. Certification of a subarea plan now reaffirms the planning work for the regional growth center is consistent with VISION 2040<sup>2</sup> and is an opportunity to identify whether any additional planning work is required by 2025. At this board meeting, staff will present the following subarea plans certification reports for board consideration:

#### **Kent Downtown Strategic Action Plan**

Downtown Kent was designated as a regional growth center by PSRC in 1995. The city of Kent adopted the Downtown Subarea Action Plan (DSAP) in 2013, and the plan offers opportunities to cultivate mixed use and dense development as a response to considerable planned growth. In the plan, the city addresses the growing community by prioritizing a walkable environment within the center and beyond and ensures diversity in land use and urban form. Kent has a rich history of downtown planning, beginning with the 1966 John Graham Plan. The Downtown Subarea Action Plan builds off this long history of planning.

#### **Kent Manufacturing/Industrial Center Rally the Valley Subarea Plan**

The Kent Manufacturing/Industrial Center (MIC) is located in the Kent Valley just north of downtown Kent and was designated as a regional manufacturing/industrial center by PSRC in 2002. The center is generally bounded by SR-167 (Valley Freeway) on the east and south, SW 43rd Street on the north, and West Valley Highway on the west. The city adopted the Rally the Valley plan in April 2020, and the plan evaluated the entire North Valley Industrial Area in Kent, including the MIC. Through this process, the city amended the regional center boundaries to encompass all of the contiguous industrial lands,

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<sup>1</sup> The specific requirements for center planning are provided in PSRC's Plan Review Manual, and the process is also described in VISION 2040, Part IV: Implementation. Certification of the jurisdiction's comprehensive plan for consistency with the regional transportation plan, regionally established guidelines and policies, and Growth Management Act requirements for transportation planning is completed through a separate board action.

<sup>2</sup> VISION 2050, an update to VISION 2040, was adopted in fall 2020. PSRC's plan review materials will be updated to be consistent with the new plan in early 2021. Subarea plans adopted prior to VISION 2050 will be reviewed for consistency with review criteria developed under VISION 2040.



resulting in an increase of the center size to 3,899 acres. The Boeing Company is a major property owner and business presence. The plan continues to prioritize preservation of industrial uses through innovative zoning and regulatory techniques.

#### **Kirkland Totem Lake Business District Subarea Plan**

Kirkland's Totem Lake regional growth center was designated by PSRC in 2003. The city adopted the Totem Lake Business District plan in 2015. The center is characterized by office, retail, and institutional uses, as well as moderate and high-density residential. Totem Lake is home to Evergreen Hospital, a regional transit center and Totem Lake Mall. The center offers redevelopment opportunities and access to the regional transportation system via I-405. Natural features that act as center amenities include Totem Lake and its wetland trail.

PSRC staff has reviewed these subarea plans and find that they address the planning expectations for regional centers. PSRC staff coordinated with city staff in the review of each plan and drafting of the certification reports. The newly adopted Regional Centers Framework (2018) calls for review of centers and center planning again in 2025, and PSRC may provide additional comments or guidance for center planning as part of that work.

For more information, please contact Andrea Harris-Long at [AHarris-Long@psrc.org](mailto:AHarris-Long@psrc.org).



## Puget Sound Regional Council

### **DISCUSSION ITEM**

November 12, 2020

**To:** Growth Management Policy Board  
**From:** Paul Inghram, Director of Growth Management  
**Subject:** **Transportation Work Program Update**

### **IN BRIEF**

Staff will brief the Growth Management Policy Board on the 2022 Regional Transportation Plan update and other Transportation Department work program items.

### **DISCUSSION**

Under federal and state law, PSRC is required to develop a long-range regional transportation plan every four years. The current plan, adopted in 2018, highlights the significant investments in transportation that have occurred over the last decade while raising awareness of the remaining needs to be addressed.

The next Regional Transportation Plan is underway and is scheduled to be adopted in May 2022. The 2022 plan will address the transportation system needs and opportunities for the growth expected by 2050, building from the work completed under VISION 2050. The plan will continue to address critical needs to maintain the current system and improve mobility but will also look ahead to address future challenges with potential new investments, such as in rail, aviation, and passenger-only ferries. It will help to implement the policies and goals in VISION 2050 and assist and inform the local planning to be undertaken by cities and counties as they develop their comprehensive plans by 2024.

Staff will brief the board on the significant data collection and research efforts conducted throughout 2019 in support of the Regional Transportation Plan update, as well as the key focus areas identified by the Transportation Policy Board in February 2020, including safety and equity. Staff will also provide information on upcoming outreach and engagement efforts.

In addition to the Regional Transportation Plan, staff will provide reports on other work program items recently completed or currently underway. These include the 2020 Transit Integration Report; the Puget Sound Passenger-Only Ferry Study; and the next Project Selection Task Force for PSRC's federal funds.

For more information, please contact Gil Cerise, Program Manager, at 206-971-3053 or [gcerise@psrc.org](mailto:gcerise@psrc.org), or Kelly McGourty, Director of Transportation Planning, at 206-971-3601 or [kmcgourty@psrc.org](mailto:kmcgourty@psrc.org).



## Puget Sound Regional Council

### DISCUSSION ITEM

November 12, 2020

**To:** Growth Management Policy Board

**From:** Paul Inghram, Director of Growth Management

**Subject:** **Regional Housing Needs Assessment: Current and Future Housing Needs**

### IN BRIEF

Housing access and affordability are key policy areas in [VISION 2050](#), the region's long-range plan for growth. VISION 2050 calls for the region to assess and address housing needs through a coordinated regional housing strategy and a regional housing needs assessment. Staff will brief the board on current and future housing need and next steps in the development of the Regional Housing Strategy.

### DISCUSSION

A new housing action in the draft VISION 2050 plan (H-Action-1) directs PSRC to develop a regional housing strategy, including a regional housing needs assessment. The regional housing strategy is intended to serve as a “playbook” of regional and local actions to move towards the region's goal to preserve, improve, and expand its housing stock to provide a range of affordable, accessible, healthy, and safe housing choices to every resident and to promote fair and equal access to housing for all people. Findings from the Regional Housing Needs Assessment (RHNA) will inform the actions included in the Regional Housing Strategy.

Based on board and committee review and direction set in H-Action-1, the [project work plan](#) identifies general direction for the project, issues to address, roles and responsibilities, and timeline. A [Housing 101 presentation](#) provides a glossary of common terms and background about housing issues.

## Regional Housing Needs Assessment

The Regional Housing Needs Assessment seeks to answer the central question of “What are gaps between current and projected housing needs and housing supply?” The needs assessment analyzes conditions, trends and gaps in the region’s housing stock and demonstrates how local and subregional housing need and supply fit into the regional picture. The findings of the needs assessment will inform the forthcoming strategy. The final Regional Housing Needs Assessment will include regional and county data for the majority of data measures, and data at the sub-county and center/high-capacity transit area scale will be included for select measures.

Early findings shared with the board at the October 2020 meeting looked at market trends, demand, and affordability.

Forthcoming findings that will be included in the draft report will include:

- Market Rate Rents in Regional Growth Centers and High Capacity Transit Areas
- Housing Production in High Capacity Transit Areas
- Subsidized Housing

## Housing Need

A key component of the Regional Housing Needs Assessment is to understand how much and what kinds of housing are needed to meet current and future needs. This is a critical step for identifying the market segments or categories of people with housing needs that the housing market or other housing providers are not adequately meeting.

As an early step, staff reviewed existing housing needs assessments from across the region to better understand the methodologies in use and to coordinate the regional analysis with local work. PSRC staff worked with technical committees and local staff to refine the following methodologies for assessing need:

- **Supply** – *Housing units needed to accommodate current and forecasted population.* This analysis identifies the number of housing units needed to accommodate the projected population growth in the region. The VISION 2050 Regional Growth Strategy serves as the basis for the needs assessment, and population allocations will be translated into housing units.
- **Affordability: Income Level Analysis** – *Housing units needed at income thresholds for forecasted households.* With a few assumptions, future need can be described based on the percent of households in each income category.
- **Affordability: Cost Burden Analysis** – *Housing units needed to ensure households do not pay more than 30% of income on housing costs.* According to HUD, any household spending more than 30% of household income on housing is considered cost burdened. Extremely cost burdened households are defined as households that pay more than 50% of income on housing. A cost burden analysis is applied both to renter and owner households.

These methods recognize multiple ways of defining the type and amount of housing needed in local analyses. Assessing need in multiple ways helps to better understand

the numerous dimensions of need. Findings from each type of needs analysis will be shared with the board.

In addition to the needs analysis methodology outlined above, many of the data measures in the Regional Housing Needs Assessment relate to current housing need and help to identify trends in the needs of current households. This type of needs analysis can illustrate trends in the types of housing that are needed to better meet current residents' needs.

**Questions for the committee:**

- Are there any aspects of housing not covered by the presentation – or identified as forthcoming findings – that would be helpful to address in preparation for future strategy discussions?

**Next Steps**

PSRC will work with the Regional Staff Committee and other staff to review a draft report of the Regional Housing Needs Assessment this winter. PSRC will also convene focus groups to support this project in late 2020/early 2021. The Growth Management Policy Board will be asked to review the final Regional Housing Needs Assessment report and begin to identify potential housing strategies to address the gaps identified in the needs assessment in 2021.

For more information, contact Laura Benjamin at 206-464-7134 or [LBenjamin@psrc.org](mailto:LBenjamin@psrc.org), or Paul Inghram at 206-464-7549 or [Pinghram@psrc.org](mailto:Pinghram@psrc.org).

# 2021

## GROWTH MANAGEMENT POLICY BOARD MEETINGS

(published November 2020)

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<b>No Meeting in December</b>						

Communication: 2021 Growth Management Policy Board Schedule (Information Item)

**Meetings held at regular time from 10:00 a.m.-12:00 p.m.**

As the need arises, the Transportation Policy Board and the Growth Management Policy Board meet in joint session to coordinate activities and make decisions/recommendations.

Meeting dates & times are subject to change. If a meeting is changed or cancelled, members & alternates will be notified.

Updated meeting dates are also listed on PSRC's website at <https://www.psrc.org/board/growth-management-policy-board>