



Puget Sound Regional Council

Growth Management Policy Board

Thursday, October 15, 2020 • 10:00 AM – 12:00 PM

Remote Only

The meeting will be streamed live over the Internet at www.psrc.org.

PUBLIC NOTICE: In accordance with the Governor's proclamations 20-25.7 and 20-28.11, 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: 939 5329 3545, Passcode: 141767.

Members of the public may submit comments via email to 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.

- 1. Call to Order (10:00) - Councilmember Scott Bader, Chair**
- 2. Communications**
- 3. Report of the Chair**
 - a. Appointment of Councilmember Ed Prince as GMPB Vice Chair
- 4. Director's Report**
- 5. Consent Agenda (10:15)**
 - a. Approve Minutes of Growth Management Policy Board Meeting held September 17, 2020
- 6. Action Item (10:20)**
 - a. Approve Deadline Extension for the Greater Downtown Kirkland Regional Growth Center Application -- *Andrea Harris-Long, PSRC*
- 7. Discussion Item (10:35)**
 - a. Plan Review Manual Update Project -- *Andrea Harris-Long, PSRC*
- 8. Discussion Item (11:00)**
 - a. Regional Housing Needs Assessment Findings -- *Laura Benjamin, PSRC*
- 9. Information Item**
 - a. Non-voting Seat Application Period Open Now
- 10. Next Meeting: November 19, 2020, 10:00 a.m. - 12:00 p.m., Remote Only**

Major Topic for November:
Centers Certifications
- 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, 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

September 17, 2020

Remote Meeting

[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 10:07 a.m. by Chair Bader

CHAIR'S REPORT

Chair Bader announced that six of the eight nonvoting seats are expiring at the end of this year. Four seats for Business/Labor and two seats for Community/Environment will be open. An announcement will be sent out inviting nominations for these positions. The current members have already been notified and their organizations are welcome to reapply.

The seats are currently held by:

- Master Builders Association
- Municipal League of King County
- NAIOP
- Seattle Children's
- Metro Parks Tacoma
- Futurewise

It was announced that the second General Assembly of the year is scheduled for October 29 and registration will open soon.

COMMUNICATIONS

No public comments were received.

DIRECTOR'S REPORT

Director of Growth Management Paul Inghram updated the board that due to COVID-19 the Executive Board's action on VISION 2050 was delayed this spring. The Executive Board is expected to make its recommendation to the General Assembly on it at the

September meeting. Staff have started to work on early action items in VISION 2050 and are working on engaging counties and cities on updates to the countywide planning policies and growth targets.

CONSENT AGENDA

- a. Approve Minutes of Growth Management Policy Board Meeting held July 16, 2020

ACTION: It was moved and seconded (Young/Cho) to adopt the Consent Agenda. Motion passed.

RECOMMEND CERTIFICATION OF REGIONAL CENTER SUBAREA PLANS FOR BELLEVUE, BURIEN, AND PUYALLUP

Senior Planner Andrea Harris-Long reviewed the history of regional centers and presented the work each of the cities have put into their subarea plans in support of their regional centers.

ACTION: It was moved and seconded (Robinson/Arnold) to recommend the Executive Board certify the Bellevue Downtown Plan, Burien Urban Center Plan, Puyallup Downtown Plan, and Puyallup South Hill Plan address planning expectations for regional centers. Motion passed.

REGIONAL AVIATION BASELINE STUDY UPDATE

Principal Economic Development Manager Jason Thibedeau presented an update on the Regional Aviation Baseline Study. Mr. Thibedeau reviewed the analysis that has been conducted so far on what is needed to address future aviation capacity. Mr. Thibedeau reviewed various factors that were used to screen which regional airports have additional capacity.

There are three upcoming virtual public meetings and an online open house is open until October 19. A final report is expected by the end of the year.

REGIONAL EQUITY STRATEGY UPDATE

Equity Manager Charles Patton presented an overview of the Regional Equity Strategy. Mr. Patton reviewed the key components of capacity building, data and research, community engagement, and best practices. Next steps include developing a workplan and sharing the updated workplan with PSRC boards and committees.

EQUITY MAPPING TOOLS

Data Solutions and Research Manager Brian Lee presented on the technical work that supports the Equity Mapping Tools. Mr. Lee reviewed the data inputs that go into Opportunity Mapping and Displacement Risk Mapping and showed the board the Displacement Risk Map. Next steps for equity data work include household travel survey data tabulation & modeling, trends analysis examining housing and travel, an update to the regional demographic profile, and an equity dashboard.

NEXT MEETING

Chair Bader announced the next meeting is on October 15, 2020.

ADJOURN

The meeting adjourned at 11:58 a.m.

GROWTH MANAGEMENT POLICY BOARD Attendance Roster – September 17, 2020

GMPB MEMBERS & ALTERNATES PRESENT - All Attendees Remote
(Italicized = alternate)

Deputy Mayor Jay Arnold, Kirkland – Other Cities & Towns in King County
 Councilmember Scott Bader, Metropolitan Center—Everett
 Councilmember Chris Beale, Metropolitan Center—Tacoma
 Alex Brennan, Futurewise
 Councilmember Traci Buxton, Des Moines
 Caia Caldwell, Master Builders Association – Business/Labor
 Dr. Anthony Chen, Tacoma-Pierce County Health Department –
 Community/Environment
 Commissioner Sam Cho, Port of Seattle – Ports
Deputy Mayor Claude DaCorsi, Auburn – Other Cities & Towns in King County
 Councilmember Megan Dunn, Snohomish County
Deputy Mayor Phillippa Kassover, Lake Forest Park – Other Cities & Towns in King County
 Councilmember Jeanne Kohl-Welles, King County
 Marty Kooistra, Housing Development Consortium – Seattle/King County
 Councilmember Andrew Lewis, Metropolitan Center—Seattle
Councilmember Tola Marts, Issaquah – Other Cities & Towns in King County
 Peter Mayer, Metro Parks Tacoma – Community/Environment
 Robin Mayhew, Transportation Agency – WSDOT
Councilmember Jared Mead, Snohomish County
 Barb Mock, Regional Staff Committee
 Deputy Mayor Cynthia Pratt, Thurston Regional Planning Council
 Councilmember Ed Prince, Renton – Other Cities & Towns in King County
 Mayor Lynne Robinson, Metropolitan Center—Bellevue
 Edna Shim, Seattle Children’s – Business/Labor
 Mayor Greg Wheeler, Metropolitan Center—Bremerton
 Commissioner Edward Wolfe, Kitsap County
 Councilmember Derek Young, Pierce County

GMPB MEMBERS ABSENT (*alternate present)

Dave Andersen, WA State Department of Commerce
 Clayton Graham, Municipal League of King County – Business/Labor
 Councilmember Kathy Lambert, King County
 Commissioner Paul McIntyre, Alderwood Water & Wastewater District
 Ian Morrison, NAIOP Commercial Real Estate Association – Business/Labor
 Mayor Joshua Penner, Orting – Other Cities & Towns in Pierce County
 Councilmember Michael Pollock, Bainbridge Island – Other Cities & Towns in Kitsap County
 Rob Purser, Suquamish Tribe
 Councilmember Dan Strauss, Metropolitan Center—Seattle
 Andrew Strobel – Puyallup Tribe of Indians
 Mayor Russell Wiita, Sultan – Other Cities & Towns in Snohomish County

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

Katie Baker, City of Puyallup
Ben Bakkena, PSRC
Laura Benjamin, PSRC
Carolyn Downs, PSRC
Nicole Gaudette, City of Burien
Erika Harris, PSRC
Andrea Harris-Long, PSRC
Paul Inghram, PSRC
Kathryn Johnson, PSRC
Thara Johnson, City of Bellevue
Piset Khoun, PSRC
Brian Lee, PSRC
Susan McLain, City of Burien
Kristin Mitchell, PSRC
Charles Patton, PSRC
Jason Thibedeau, PSRC
Liz Underwood-Bultmann, PSRC



Puget Sound Regional Council

ACTION ITEM

October 8, 2020

To: Growth Management Policy Board

From: Paul Inghram, Director of Growth Management

Subject: **Approve Deadline Extension for the Greater Downtown Kirkland Regional Growth Center Application**

IN BRIEF

Staff will provide an overview of the City of Kirkland's application for designating Greater Downtown Kirkland as a Regional Growth Center and ask the board to take action on extending the application window to allow time for the city to complete its application.

RECOMMENDED ACTION

Move to direct PSRC to extend consideration of the Kirkland center designation application through June 2022.

Extending the application window allows time for Kirkland to finish additional planning work necessary to complete its center application. This action recognizes the city's work to prepare and submit the application by the December 2019 deadline, while also providing additional time to fully meet center planning requirements to complete the application. The city outlines its additional work in a letter received August 28, 2020 (see Attachment A). If the board approves the extension, Kirkland can submit the new adopted subarea planning documents, along with an amended application, for PSRC to review for designation and plan certification.

BACKGROUND

In March 2018, PSRC adopted the [Regional Centers Framework Update](#). This policy document clarifies the types of central places within the region; establishes criteria and planning expectations to ensure centers are continuing to be successful; provides for consistent designation for regional and countywide centers across the region; and

addresses requirements for new centers and redesignation of existing regional centers. The Framework supports VISION 2050's objective of encouraging development of compact, livable centers as an opportunity to accommodate a significant portion of the region's growth. The Framework also defines two types of Regional Growth Centers (RGCs): Urban and Metro. Each type has specific designation criteria that requires a minimum number of existing and planned activity unit densities (people and jobs), mix of uses, transit access, and market potential.

Following the adoption of the Framework, PSRC's Executive Board adopted revised [designation procedures for new centers](#) in June 2018. The Framework established application deadlines, with the first application period for new regional centers ending on December 31, 2019. After this deadline, application and review of new regional centers is limited to approximately every five years, following the results of centers performance monitoring or during VISION updates.

Greater Downtown Kirkland Regional Center Designation Application

On December 30, 2019, PSRC received an application from the City of Kirkland for designation of Greater Downtown Kirkland as an Urban Regional Growth Center. PSRC staff reviewed the application materials for consistency with the designation procedures criteria. A fundamental change with the Regional Centers Framework is adding a new criterion that requires center planning to occur prior to designation of a new center. With this requirement, jurisdictions complete center plans and submit them with the designation application. PSRC then reviews and certifies the center plan concurrent with center designation. PSRC used this process for the Cascade Industrial Center (formerly the Arlington-Marysville MIC), which was designated in June 2019.

In staff review of Kirkland's designation application, it is clear that Greater Downtown Kirkland is a growing urban hub that meets many of the criteria to be designated a regional growth center. However, the city has not yet completed an adopted center plan for the new Greater Downtown Kirkland center that meets the designation criterion and requirements for subarea plan certification.

While COVID-19 disrupted the process this year, Kirkland and PSRC have closely coordinated since the fall of 2019 to define an approach to completing the application requirements through planning efforts already included in the city's work program. The city provided a letter on August 28, 2020 (Attachment A) that details how the city plans to meet center planning requirements through two planning efforts: the Moss Bay neighborhood plan update and the I-405 Bus Rapid Transit Station Area Plan. Together, these two plans will comprise the proposed regional center and plan for future growth. The letter notes that the city plans to revise the urban center boundaries and adopt the necessary subarea plans and comprehensive plan amendments in 2021. An updated market study and State Environmental Policy Act (SEPA) documentation will be completed as part of this work.

In an effort to work with the city and recognize the substantial work done so far to prepare the application, staff recommends that review of the Kirkland regional growth center application be extended through June 2022 to allow time for the city to adopt this additional planning work. Alternatively, the board could decline the application at this time and recommend resubmittal during the next center application period in 2024 or consider other exceptions to the application requirements.

NEXT STEPS

If the board approves an extension for Kirkland's center application, the city will proceed with completing the center planning requirements for the proposed regional growth center. Once the additional work has been completed and adopted, the designation application and center plan will be brought to a future Growth Management Policy Board meeting, where the board will be asked to consider designation of the center and certification of the plan.

For more information, please contact Andrea Harris-Long at 206-464-6179 or aharris-long@psrc.org.

Attachments:

A - Letter from Kirkland re Amended App August 2020



CITY OF KIRKLAND
Planning and Building Department
123 5th Avenue, Kirkland, WA 98033
425.587.3600- www.kirklandwa.gov

August 28, 2020

Andrea Harris-Long, Liz Underwood Bultmann, and Paul Inghram
 Puget Sound Regional Council
 1011 Western Avenue, Suite 500
 Seattle, WA 98104-1035

Re: Greater Downtown Kirkland Regional Growth Center (Urban Center) – Revised Application

Dear Andrea, Liz and Paul,

Thanks for meeting with us on Monday to discuss a potential new approach to fulfilling PSRC's application requirements to designate Greater Downtown Kirkland as an Urban Growth Center. As we discussed, this approach involves updating the Moss Bay Neighborhood Plan and developing a new Station Area Plan (both anticipated for adoption in 2021), the combined boundaries of which would comprise the Greater Downtown Urban Center. We would also prepare a comprehensive Market Study to support the growth assumptions embodied in our Urban Center application and follow-up further on some of your recent questions about the relationship of Greater Downtown to the Totem Lake Urban Center. Although there are undoubtedly additional questions to resolve, we are optimistic about this approach, and believe it will satisfy PSRC's desire for new center planning while avoiding redundant policy-making in the context of the City's rich history of neighborhood planning.

Per your request, we have reviewed the Urban Center application the City submitted on December 27, 2019 to ascertain what in the old application would need to change to reflect this new approach. The identified changes (keyed to the PDF pages of the application) are summarized below:

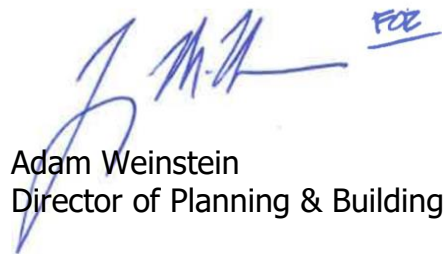
- Page 1 and 2, Cover Letter: Revise with new projections for job and population growth that reflect the new Urban Center boundaries.
- Pages 3 and 4, Applicant Information: Revise date of application re-submittal, along with acreage encompassed within the Urban Center (we would commit to not exceeding the 640-acre limit in PSRC's criteria).
- Page 4, Completed Center Plan: Refer to Moss Bay Neighborhood Plan and

Station Area Plan, with their associated environmental review documents, instead of Greater Downtown Plan; also revise narrative accordingly.

- Page 4, Historical and Planned Investments: Add-in any planned capital improvements identified in Station Area Plan.
- Page 6, Environmental Sustainability: Add additional mitigation strategies from Station Area Plan Supplemental Environmental Impact Statement (EIS).
- Page 7, Mix of Housing and Employment: Update population and employment data to reflect new center boundaries, and clarify the location of the Google Campus within Kirkland Urban.
- Pages 8 and 9, Compatibility with VISION 2040: Update with a reference to the new Market Study, and clarify that the Google Campus within the Urban Center is located within Kirkland Urban.
- Page 9, Size and Shape: Include new map showing revised center boundaries; revise the acreage of the center. Note that the Station Area Plan has cast a broad "study area" across multiple neighborhoods to ensure a comprehensive analysis of impacts and benefits. The planning process and SEIS will be used to define the exact boundaries of the Station Area and the Urban Center.
- Pages 9 and 10, Existing and Planned Activity Levels: Revise existing/planned totals and densities to reflect new center boundaries.
- Pages 10 and 11, Mix of Housing and Employment: Revise proportions of residential and commercial development in the future, to reflect revised center boundaries.
- Page 11, Zoned Development Capacity: Revise zoned capacity numbers to reflect revised center boundaries.
- Pages 11 and 12, Long-term Growth: Revise pipeline development data, and discuss new growth strategies identified in the Station Area Plan and revised Moss Bay Neighborhood Plan.
- Page 13, Market Potential: Update with data from new Market Study.
- Page 13 and 14, Attachment List: Revise to include maps showing new center boundaries, include new adopted plans and Market Study.
- Page 14, Additional Information: Revise to reflect completion of Station Area Plan.

Thanks again for your collaborative work with City staff, and please let us know the best way to proceed with our application.

Sincerely,



Adam Weinstein
Director of Planning & Building

Jeremy McMahan
Deputy Director of Planning & Building



Puget Sound Regional Council

DISCUSSION ITEM

October 8, 2020

To: Growth Management Policy Board
From: Paul Inghram, Director of Growth Management
Subject: **Plan Review Manual Update Project**

IN BRIEF

The draft VISION 2050 plan calls for PSRC to support efforts to update countywide planning policies, local comprehensive plans, and infrastructure and utility plans by updating the [Plan Review Manual](#), including plan certification guidance (RC-Action-1). PSRC staff will brief the board on this action and ask for feedback on the proposed project scope of work.

DISCUSSION

Background

A major emphasis of the Growth Management Act is coordination of local, regional, and state planning efforts. To advance this coordination, the law requires PSRC to review and certify that local comprehensive plans, countywide planning policies, and regional transit plans within the region conform to established regional guidelines and principles (multicounty planning policies), the regional transportation plan, and planning requirements in the Growth Management Act. Certification of local plans and policies is a requirement for jurisdictions and agencies that intend to apply for PSRC funding.

Within the central Puget Sound region, local governments and PSRC have worked together to develop an overall process ([Adopted Policy and Plan Review Process, Revised Sept. 2003](#)) for reviewing and certifying local, countywide, and transit agency policies and plans. A set of materials, compiled in a [Plan Review Manual](#), provides details on the review and certification process, background, and framework. The manual was last updated in 2014, prior to the 2015/2016 local plan updates.

The 2015/2016 local plan updates and subsequent reviews and certifications were the first major updates completed after the adoption of VISION 2040, which included the region's first numeric Regional Growth Strategy. PSRC staff worked diligently with local jurisdictions to review draft and adopted plans and policies for certification.

The updated VISION 2050 carries forward many of the goals from VISION 2040. However, more emphasis on housing, climate change, racial equity, and other key policy areas requires the Plan Review Manual to be updated to reflect the region's new policy direction. Specifically, plan reporting tools that highlight relevant multicounty planning policies and actions need to be updated to reflect new and revised policies.

Project Scoping

Updating the Plan Review Manual is an important early step in VISION 2050 implementation, as counties and cities have already begun work to update countywide planning policies, which are due in December 2021 (MPP-RC-13). Local comprehensive plans must be updated by June 2024.

In addition to updating the manual to reflect VISION 2050 policy direction, there is an opportunity to update materials to address comments from previous comprehensive plan review cycles. PSRC's 2016 [Taking Stock](#) project assessed the collective efforts of the region's counties and cities to implement VISION 2040 and the plan review and certification process. This process highlighted the successes of the region's plan review process and offered several suggestions for improving the process and materials prior to the next major update (2024). Additionally, during the development of VISION 2050, PSRC staff heard more about the plan review process from jurisdictions, which informed several sections and policies in the draft plan.

PSRC has been reviewing the Taking Stock recommendations, along with feedback received through the development of VISION 2050 and recent Regional Staff Committee meetings, to develop a scope of work (see Attachment A) for updating the manual and ensuring jurisdictions have clear expectations for plan certification.

At the October board meeting, staff will review the scope of work for updating the Plan Review Manual, which includes:

- Streamlining the [manual](#) to be more concise and easier to read
- Updating reporting tools to clarify planning expectations and highlight VISION 2050 focus areas and policy revisions
- Revamping the Plan Review Manual [webpage](#) to include more resources for local planning
- Developing an ongoing outreach strategy, to be implemented over the next few years, that provides information about the plan review process and technical assistance in specific topic areas

This work will be supported by convening a Plan Review Working Group comprised of local planning staff and state agency partners to review and provide feedback on the draft materials and approach.

At the October meeting, the board will be asked to provide any feedback on the draft project scope of work.

NEXT STEPS

Staff will refine the scope of work based on the board's feedback. The Plan Review Working Group will begin meeting in late October 2020. The board will be briefed as work on the project is completed.

For more information, please contact Andrea Harris-Long at AHarris-Long@psrc.org.

Attachments:

A - Plan Review Manual Update Scope of Work (draft)

Plan Review Manual Update | Scope of Work

VISION 2050 calls for PSRC to support efforts to update countywide planning policies, local comprehensive plans, and infrastructure and utility plans by updating the [Plan Review Manual](#), including plan certification guidance (RC-Action-1). The Plan Review Manual must be updated to reflect revised and new policies and actions in VISION 2050. Updating the manual offers an opportunity to better clarify the plan review and certification process, as well as local planning expectations to implement regional goals set forth in VISION 2050.

This update is important to do early in VISION 2050 implementation, as counties and cities have already begun work to update countywide planning policies, which are due in December 2021. Local comprehensive plans must be updated by June 2024.

Upcoming Planning Work



Background

A major emphasis of the Growth Management Act is coordination of local, regional, and state planning efforts. To advance this coordination, the law requires PSRC to review and certify that local comprehensive plans, countywide planning policies, and regional transit plans conform to established regional guidelines and principles (multicounty planning policies), the regional transportation plan, and planning requirements in the Growth Management Act. Certification of local plans and policies is a requirement for jurisdictions and agencies that intend to apply for PSRC funding.

Within the central Puget Sound region, local governments and PSRC have worked together to develop an overall process ([Adopted Policy and Plan Review Process, Revised Sept. 2003](#)) for

reviewing and certifying local, countywide, and transit agency policies and plans. The [Plan Review Manual](#) includes a set of materials that detail the review and certification process, background, and framework. The manual was last updated in 2014, prior to the 2015/2016 local plan updates.

Scoping

Following the 2015/2016 review and certification process, PSRC undertook [Taking Stock](#), an effort to assess the collective efforts of the region's counties and cities to implement VISION 2040 and the plan review and certification process. This process highlighted the successes of the region's plan review process and offered many good suggestions for improving the process and materials prior to the next major plan update (2024). Additionally, during the development of VISION 2050, PSRC staff heard more about the plan review process from jurisdictions, which informed several sections and policies in VISION 2050.

PSRC reviewed the Taking Stock recommendations, along with feedback received through the development of VISION 2050, to inform this scope of work. Additionally, PSRC consulted with the Regional Staff Committee to further refine the project scope.

Guiding Principles

This project will be guided by the following principles. The Plan Review Manual update should:

- Advance the Growth Management Act and VISION 2050
- Support meaningful local planning that implements VISION 2050 and leads to full certification
- Maintain a consistent and transparent plan review process for jurisdictions
- Clarify and streamline, where possible, the review and certification process for PSRC staff and boards

Work Plan

Scoping conversations demonstrated that the Plan Review Manual and supporting materials are helpful for local jurisdictions. The plan review process is largely effective and fosters collaboration between PSRC and local jurisdictions. The Manual update is not intended to overhaul the current process or resources. Rather, the intent is to ensure consistency with new VISION 2050 policy direction and when possible, make existing materials more concise and easier to reference. The work plan items listed below respond to feedback and aim to improve resources and clarify expectations, while maintaining the integrity of the existing plan review process.

- **Manual narrative.** The manual will be streamlined to eliminate redundant text and unnecessary reference appendices. The objective is to have a shorter, more concise

manual that outlines the framework for the plan review process, answers frequently asked questions, and directs local jurisdictions to pertinent resources.

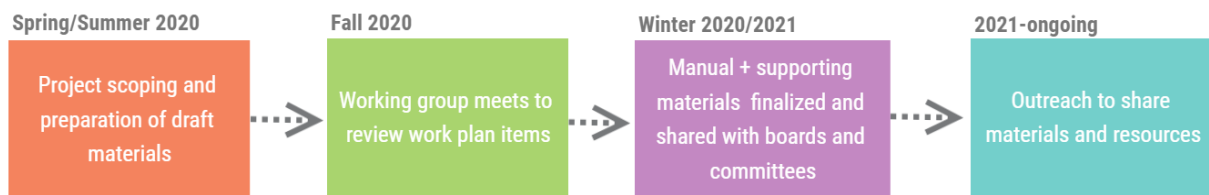
- **Reporting tools.** As valuable tools that convey certification requirements and planning expectations, the reporting tools will be updated to reflect VISION 2050 policy direction and focus areas for plan certification.
- **Online resources.** The Plan Review Manual webpage will be updated to showcase revised materials and include a comprehensive list of guidance documents to assist local jurisdictions. Currently, planning resources are interspersed throughout the PSRC webpage, organized by topic. Prior to local plan updates, PSRC plans to consolidate resources for easier access.
- **Outreach.** With four counties and over 80 jurisdictions undertaking local planning efforts on a continuous basis, outreach related to plan review is ongoing. PSRC will develop a dynamic outreach strategy that will include a variety of ways to share revised Plan Review Manual materials with jurisdictions. Outreach will also be done to understand local planning schedules and technical assistance needs. The outreach strategy will evolve over time and be carried out over multiple years.

Process, Roles, and Responsibilities

To ensure the Plan Review Manual and supporting materials continue to be helpful for local jurisdictions, PSRC will convene a small working group comprised of local planning staff and representatives from WSDOT and Washington Department of Commerce. The working group will review and provide feedback on the work plan items as they are developed. PSRC anticipates that there will be up to five meetings between October 2020 and January 2021. PSRC will work with transit agency staff to inform transit-related aspects of the project and staff from jurisdictions with regional centers to inform updates to the Regional Center Plans Checklist. The Regional Staff Committee will be briefed after the staff-level working group has completed their work. The Plan Review Manual is an administrative tool and guidance document to reflect adopted policy. The final draft of the Plan Review Manual will be presented to policy boards, similar to other PSRC guidance documents. The board could choose to adopt the manual, but formal adoption is not required.

Timeline

The update is anticipated to be finalized in 2021 so that it may help guide and support local plan efforts. Outreach is ongoing, kicking off with the completion of the manual update in 2021. The high-level schedule is outlined below.





Puget Sound Regional Council

DISCUSSION ITEM

October 8, 2020

To: Growth Management Policy Board
From: Paul Inghram, Director of Growth Management
Subject: **Regional Housing Needs Assessment Findings**

IN BRIEF

The Growth Management Policy Board will be briefed on early findings from the Regional Housing Needs Assessment and next steps in the development of the Regional Housing Strategy.

DISCUSSION

Background

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 will inform the actions included in the Regional Housing Strategy.

Based on feedback from the GMPB, Regional Staff Committee, and Regional TOD Advisory Committee and direction set in H-Action-1, staff developed a work plan to identify general direction for the project, issues to address, roles and responsibilities, and timeline. The work plan is available [online](#).

To foster a shared understanding of the region’s housing affordability and accessibility challenges, staff developed “Housing 101” materials that cover: definitions of commonly used terms; factors that influence housing markets and the role of local government in

housing; and the events and policies that created and exacerbated past and current disparities. The presentation and glossary are available [online](#).

Needs Assessment Early Findings

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 to be shared with the board will look at market trends, demand, and affordability, including:

- Population and Employment Growth
- Cost of Housing
- Household Income
- Housing Production
- Housing Type
- Tenure
- Household Characteristics/Changing Demographics
- Jobs-Housing Balance/Commute Flow
- Cost Burden
- Housing Availability
- Displacement
- Special Needs

Forthcoming findings to be shared with the committee will include:

- Housing Production and Market Rate Rents in High Capacity Transit Areas
- Inventory of Subsidized Housing Projects
- Housing Needed to Meet Future Supply, Affordability, and Cost Burden

Question for the board:

- 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?

Additional Data Work

In addition to the quantitative data analysis included in the needs assessment, staff also plan to engage residents dealing with the day-to-day impacts of rising housing costs and disparities in access to housing that were created and have been perpetuated by systemic racism. Residents’ lived experience of how systems impact their life adds a vital perspective that helps the region to avoid unintended consequences and grow in a more equitable manner. PSRC will hold focus groups to review findings from the Regional Housing Needs Assessment and provide feedback on whether these findings

are consistent with lived experiences, and if/what findings are most important for informing forthcoming strategy discussions. Feedback from the focus groups will be incorporated into the Regional Housing Needs Assessment and help to set up future strategy discussions.

NEXT STEPS

Additional findings from the Regional Housing Needs Assessment will be available for review and discussion in late 2020, including a discussion at the November GMPB meeting. PSRC boards and committees will begin discussing potential 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, or Paul Inghram at 206-464-7549 or PInghram@psrc.org.



Puget Sound Regional Council

INFORMATION ITEM

October 8, 2020

To: Growth Management Policy Board
From: Paul Inghram, Director of Growth Management
Subject: **Non-voting Seat Application Period Open Now**

IN BRIEF

Know someone interested in regional planning? PSRC is offering an opportunity to participate in long-range policy making. Please help us spread the word!

DISCUSSION

The [Transportation Policy Board](#) and [Growth Management Policy Board](#) are looking for interest group representatives to serve as non-voting members. Each board has openings in the categories of organizations that represent business or labor and community or environment. The seats are for three-year terms.

Interested groups that would like to apply should do so by 5 p.m. on Friday, November 13, 2020. The [application is available here](#).

The decision will be made in December for new members to be seated in January 2021. PSRC seeks and encourages racial diversity in its boards to develop a more holistic perspective of regional problems and solutions.