A. Background
On July 19, 2019, the Director of Planning and Development Services enacted Director’s Rule 01-2019, requiring staff to facilitate early involvement community meetings for certain projects.

On February 29, 2020, the Governor of the State of Washington issued a State of Emergency for all counties throughout Washington as a result of COVID-19.

On March 24, 2020, to limit the spread of COVID-19, the Governor amended the State of Washington Open Public Meetings Act (OPMA) to suspend in-person meetings or contact.

Until such a time when the Governor lifts the suspension on in-person meetings and contact, the Director of Planning and Development Services amends Director’s Rule 01-2019 to read as follows:

The Director of Planning and Development Services directs staff to facilitate an early public comment period for projects that exceed 12,000 square feet in area; and/or 20 dwelling units; and/or 40 parking spaces, and that meet the following criteria:

- Projects sited in a Mixed-Use Center District (NCX, CCX, UCX, RCX, CIX, NRX, URX, AND HMX designations) that are adjacent to or across the street/alley from a residential zoning district1.

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1 The Director may waive the requirement if the R-District property is in long-term use for a purpose other than residential, and which would not be negatively impacted by adjacency to a more intensive use.
• Projects sited in a Commercial District (T, C-1, C-2, PDB designations) that are adjacent to or across the street/alley from single family residential development.²

B. Expanded Mail Notification Distribution and Public Comment
Notification of the designated projects will be mailed by first-class mail to the applicant; property owner (if different than the applicant); affected neighborhood councils and business districts; and to owners of property and/or taxpayers of record, as indicated by the records of the Pierce County Assessor/Treasurer. Notification distance for a project will be 1,000 feet from the site. Written comments will be accepted for 30 days from the date of mailing.

C. Termination of this Amendment
This Amendment will terminate automatically upon the Governor lifting suspension of the OPMA.

² Ibid.