



# SEATTLE CITY COUNCIL

## Land Use and Neighborhoods Committee

### Agenda

Wednesday, February 24, 2021

9:30 AM

Remote Meeting. Call 253-215-8782; Meeting ID: 586 416 9164; or  
Seattle Channel online.

Dan Strauss, Chair  
Teresa Mosqueda, Vice-Chair  
Debora Juarez, Member  
Andrew J. Lewis, Member  
Alex Pedersen, Member  
M. Lorena González, Alternate

Chair Info: 206-684-8806; [Dan.Strauss@seattle.gov](mailto:Dan.Strauss@seattle.gov)

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<http://seattle.gov/cityclerk/accommodations>.



**SEATTLE CITY COUNCIL**  
**Land Use and Neighborhoods Committee**  
**Agenda**  
**February 24, 2021 - 9:30 AM**

**Meeting Location:**

Remote Meeting. Call 253-215-8782; Meeting ID: 586 416 9164; or Seattle Channel online.

**Committee Website:**

<http://www.seattle.gov/council/committees/land-use-and-neighborhoods>

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This meeting also constitutes a meeting of the City Council, provided that the meeting shall be conducted as a committee meeting under the Council Rules and Procedures, and Council action shall be limited to committee business.

*In-person attendance is currently prohibited per Washington State Governor's Proclamation 20-28.15, until the COVID-19 State of Emergency is terminated or Proclamation 20-28 is rescinded by the Governor or State legislature. Meeting participation is limited to access by telephone conference line and online by the Seattle Channel.*

Register online to speak during the Public Comment period at the 9:30 a.m. Land Use and Neighborhoods Committee meeting at <http://www.seattle.gov/council/committees/public-comment>.

Online registration to speak at the Land Use and Neighborhoods Committee meeting will begin two hours before the 9:30 a.m. meeting start time, and registration will end at the conclusion of the Public Comment period during the meeting. Speakers must be registered in order to be recognized by the Chair.

Submit written comments to Councilmember Strauss at [Dan.Strauss@seattle.gov](mailto:Dan.Strauss@seattle.gov)

Sign-up to provide Public Comment at the meeting at <http://www.seattle.gov/council/committees/public-comment>

Watch live streaming video of the meeting at <http://www.seattle.gov/council/watch-council-live>

Listen to the meeting by calling the Council Chamber Listen Line at 253-215-8782 Meeting ID: 586 416 9164

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*Please Note: Times listed are estimated*

**A. Call To Order**

**B. Approval of the Agenda**

**C. Public Comment**

(10 minutes)

**D. Items of Business**

**1. Department of Neighborhoods (DON) Overview and Race and Social Justice Initiative (RSJI) Report**

Supporting Documents: [P-Patch 2020 Annual Report](#)  
[P-Patch Video](#)  
[Community Liaison Video Presentation](#)

**Briefing and Discussion** (30 minutes)

**Presenters:** Andrés Mantilla, Director, Sunny Ysa, Kenya Freddie, and Vera Njuguna; Department of Neighborhoods

2. **Urban Forestry Commission (UFC) Annual Report and 2021 Work Plan**

Supporting Documents: [2020 UFC Annual Report](#)  
[2021 UFC Work Plan Presentation](#)

**Briefing and Discussion** (30 minutes)

**Presenters:** Weston Brinkley, Chair, and Sarah Rehder, Urban Forestry Commission; Sandra Pinto Urrutia, Office of Sustainability and Environment

3. [CB 120001](#) **AN ORDINANCE relating to land use regulation of home occupations; adopting interim regulations to allow home occupation businesses to operate with fewer limitations during the COVID-19 civil emergency, amending Seattle Municipal Code Section 23.42.050, and adopting a work plan.**

Supporting Documents: [Summary and Fiscal Note](#)

**Briefing and Discussion** (30 minutes)

**Presenter:** Ketil Freeman, Council Central Staff

**E. Adjournment**



Legislation Text

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**File #:** Inf 1758, **Version:** 1

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Department of Neighborhoods (DON) Overview and Race and Social Justice Initiative (RSJI) Report



P-PATCH COMMUNITY GARDENING

# 2020 YEAR END REVIEW



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Seattle Department of Neighborhoods provides resources and opportunities for community members to build strong communities and improve their quality of life. Through our programs and services, we meet people where they are and help neighbors develop a stronger sense of place, build closer ties, and engage with their community and city government.

P-Patch Program oversees 89 P-Patches located throughout the city. Community gardeners grow food on 14.9 acres and provide stewardship for an additional 18.8 acres of public land for a total of 33.7 acres.

As part of the City of Seattle, the P-Patch Program works to meet the [Race and Social Justice Initiative](#) goals to end racial disparities. Through observation and data analysis, we know that some racial groups have been chronically underrepresented in the program. We have concluded that these racial disparities exist because of a lack of equal access to the program.

## MISSION STATEMENT

The Department of Neighborhood's work is guided by two broad principles:

- Put race and equity at the center of all decisions and actions.
- Invest in the power of community to forge solutions.

City of Seattle's P-Patch program provides community garden space for people to grow their own organic and culturally appropriate food, herbs, and flowers. The P-Path Program is committed to food justice, environmental justice, and racial equity by prioritizing under-represented and marginalized communities. In partnership with residents and community-based groups; P-Patch promotes access to healthy food, community health, and resiliency, stewardship of open green spaces through activities such as emergency preparedness, gardening education, farm stands, and growing for giving.

## ANTI-RACISM STATEMENT

The P-Patch Program is committed to achieving racial equity and dismantling the institutional racism that has prevented people of color from fully participating in our program. We believe that we each have a responsibility to make our gardens more inclusive and welcoming to all. This requires us to commit to addressing racism and all forms of injustice in our communities and center people most impacted by systemic racism: Black, Indigenous, and People of color (BIPOC).



# P-PATCH 2020 ANTI-RACISM HIGHLIGHTS

## Staff Workplan Shift Toward BIPOC Communities

- In early 2020, our staff participated in a full-day retreat and revised the *P-Patch 2019 Workplan* shifting programmatic goals, strategies, and resources toward expanding relationships to BIPOC communities.

## New Plot Assignment Guidelines

- In 2020, we adopted new [plot assignment guidelines](#) to emphasize priority placement of underrepresented communities in our gardens.
- From January – July 2020, 45% of all new gardeners across the program were placed from priority BIPOC groups.

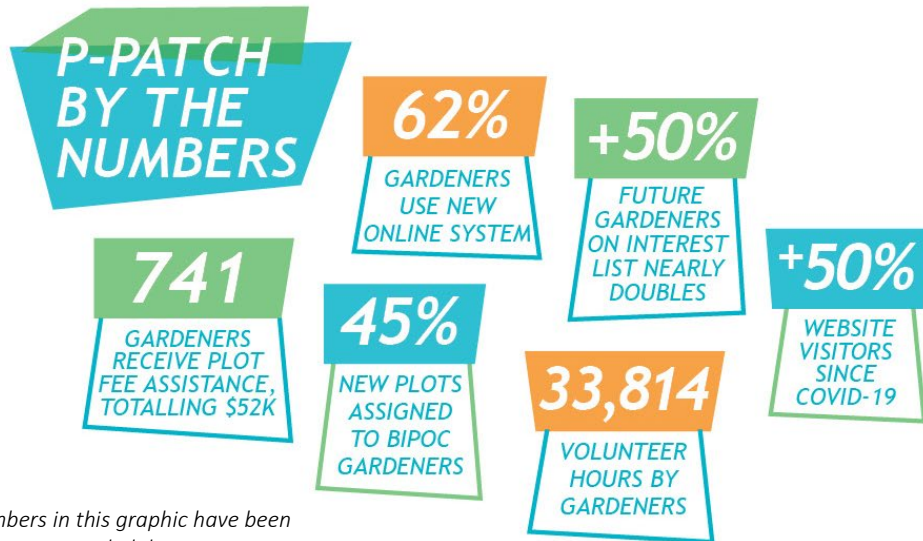
## Anti-Racism Training & New Anti-Racist Strategies Provided to P-Patch Gardeners

- The P-Patch program is partnering with internal city departments and external facilitators to offer free anti-racism trainings to our gardeners.
- GROW & P Patch collaborated in a “Cultivating Inclusive Communities” training. The training generated 51 participants including 6 staff members and a cross-section of P-Patch gardeners.
- Through our training, we encouraged gardeners to:
  - Develop group agreements for making decisions and resolve conflict.
  - Read books or articles to learn and promote discussion on topics such as implicit bias, privilege and power, and structural racism in the food system.
  - Create a land acknowledgment in each garden to recognize the Duwamish and Coast Salish tribes and support tribal rents.



## 2020 PROGRAM OUTCOMES

In 2019, DON P-Patch employed **one** Planning and Development Supervisor who in addition to her core management responsibilities managed three sites, **six** full-time staff who managed 90 P-Patch gardens, and **five** coordinators each managing portfolios of up to 20 sites.



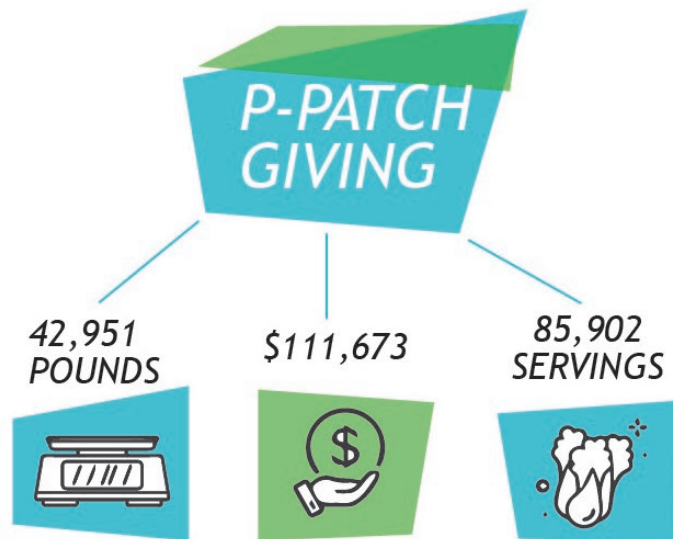
NOTE: Certain numbers in this graphic have been rounded up or rounded down.

- Updated key P-Patch documents (i.e. [Safety in the Garden](#)) to reflect alternatives to calling 911 and to encourage a more compassionate response to food theft, people experiencing homelessness in the gardens, and mental health emergencies.  
<https://www.seattle.gov/neighborhoods/programs-and-services/p-patch-community-gardening/toolkit-for-gardeners/tools-for-running-a-garden>
- Rewrote “[Sharing the Abundance](#)” resource guide thru an equity lens.  
<https://www.seattle.gov/neighborhoods/programs-and-services/p-patch-community-gardening/toolkit-for-gardeners/share-the-harvest#toolsforgiving>
- Garden collaborations resulted in a transfer of excess plants from the Ballard P-Patch to Marra Gardens and other Latinx P-Patches in South Seattle.
- P-Patch staff supported BIPOC groups growing at Seattle Community Farm, Yesler Terrace gardens, Black Farmers Collective, Seattle BIPOC Organic Food Bank, Black Stars Farmers, Judkins giving garden, and supporting the food bank plot at High Point Juneau.
- Expanded our media footprint by completing a 2020 P-Patch video to inform the broader community about our program and shift to BIPOC focused engagement. <https://youtu.be/DuS4b-2zMb4>
- Our staff researched funding opportunities connecting BIPOC businesses and those most heavily impacted by food insecurity.
- Offered 3 virtual Emergency HUB 101 trainings in collaboration with [HUB Captains Network](#); 41 participants- 22 gardens participated. **Recording:** <https://youtu.be/Th681SX5IG0>
- [Offered 5 virtual organic gardening classes in collaboration with Tilth Alliance; 10 sessions total](#), approximate total # of attendees: 366, # of class recording views in 2020:154.

## Class Recordings Available to All:

|   |   |
|---|---|
| <p><b>Max Your P-Patch</b></p> <ul style="list-style-type: none"> <li>- <a href="https://vimeo.com/404571401">https://vimeo.com/404571401</a></li> <li>- password: P-Patch</li> </ul>   | <p><b>Weeds: the good, the bad, the edible</b></p> <ul style="list-style-type: none"> <li>- Date: Jul 11, 2020</li> <li>- <a href="https://us02web.zoom.us/rec/share/RTKie_h8CicNgBhDIRmv8Wg0322OqLSA8Sy1NUufydriIm2pedlelolF6eYl7Le0n.fCvuJZfthpYmfZqV">https://us02web.zoom.us/rec/share/RTKie_h8CicNgBhDIRmv8Wg0322OqLSA8Sy1NUufydriIm2pedlelolF6eYl7Le0n.fCvuJZfthpYmfZqV</a></li> <li>- Access Passcode: w7C=6Bx*</li> </ul> |
| <p><b>Habitat Gardening</b></p> <ul style="list-style-type: none"> <li>- Date: Jun 16, 2020</li> <li>- <a href="https://us02web.zoom.us/rec/share/ku8uBVFhJH02JCFWQIkzk8yXVTIs-shrWbYt1_G2rYqbqw6zssTclQ6QKIRSHyP1.D8N49ar0bxEK95N6">https://us02web.zoom.us/rec/share/ku8uBVFhJH02JCFWQIkzk8yXVTIs-shrWbYt1_G2rYqbqw6zssTclQ6QKIRSHyP1.D8N49ar0bxEK95N6</a></li> <li>- Access Passcode: 1w?=yQ5*</li> </ul>  | <p><b>Making the Most of a Bountiful Harvest</b></p> <ul style="list-style-type: none"> <li>- Date: Aug 22, 2020</li> <li>- <a href="https://us02web.zoom.us/rec/share/5IVLI-iGZXCSCkVxtUwe5e7JaCnVfSd1HpzofonNfEgiTOI69vvpYry9NALjP_i.jH8ywHUIQdFrNuOF">https://us02web.zoom.us/rec/share/5IVLI-iGZXCSCkVxtUwe5e7JaCnVfSd1HpzofonNfEgiTOI69vvpYry9NALjP_i.jH8ywHUIQdFrNuOF</a></li> <li>- Access Passcode: +D?s6=6y</li> </ul>   |
| <p><b>Wind Down the Season</b></p> <ul style="list-style-type: none"> <li>- Date: Sep 14, 2020</li> <li>- <a href="https://us02web.zoom.us/rec/share/4y4lt4gr32STRPcW_H-ft_PKYI3C9wnGiOIHXvpYT2HBtDSZ5dm-ehDuH-A9-Mp.WcqU07A8WAWYGFef">https://us02web.zoom.us/rec/share/4y4lt4gr32STRPcW_H-ft_PKYI3C9wnGiOIHXvpYT2HBtDSZ5dm-ehDuH-A9-Mp.WcqU07A8WAWYGFef</a></li> <li>- Access Passcode: r7C=6Bx#</li> </ul> |   |

## P-Patch Giving



*\*servings based on the USDA's estimate of 1/2lb of produce per serving*

*\*\$111,673.00 based on average price of organic produce of \$2.60 per pound (USDA National Fruit & Vegetable organic summary)*

## P-PATCH RESPONSE TO COVID-19

Following the guidance from Public Health – Seattle & King County, the Washington State Department of Health, and the Centers for Disease Control and Prevention, the P-Patch program ensured all gardeners had the information and resources they needed to stay safe and healthy.

We all have an important role to play in preventing the spread of COVID-19 and the P-Patch Program provides ongoing guidance to help ensure everyone’s safety. Staff developed and translated into 9 languages the *Community Gardening COVID-19 Tip Sheet* offering gardeners the necessary information and resources to stay healthy

[Covid-19FINALTipSheet.pdf \(seattle.gov\)](#)

To better serve our community during the pandemic, we relocated our program staff at the neighborhood level so they could be more accessible to the community.



Our program partnered with City Fruit to host 8 pop-up events at Seattle Housing Authority P-Patches. We served over 750 families with over 2,000 pounds of vegetables from P-Patch gardeners.

### COVID-19 Neighborhood Accomplishments

- ✓ **New Holly Rockery P-Patch and Market Garden** = 220 people served, and 793 pounds of fruit donated from City Fruit at 4 pop up events in collaboration with the P-Patch Gardeners with over 475 lbs. of veggies giveaways.
- ✓ **High Point Juneau P-Patch and Market Garden** = 250 people served, and 886 pounds of fruit donated from City Fruit at 4 pop up events in collaboration with the gardener’s veggie give always.

## MEDIA RELATIONS

P-Patch was proud to partner with media outlets across the region and beyond to promote the value of gardening and growing during a time of crisis. In addition, we were able to complete a P-Patch video highlighting relationships and community building in P-Patch gardens. <https://youtu.be/DuS4b-2zMb4>

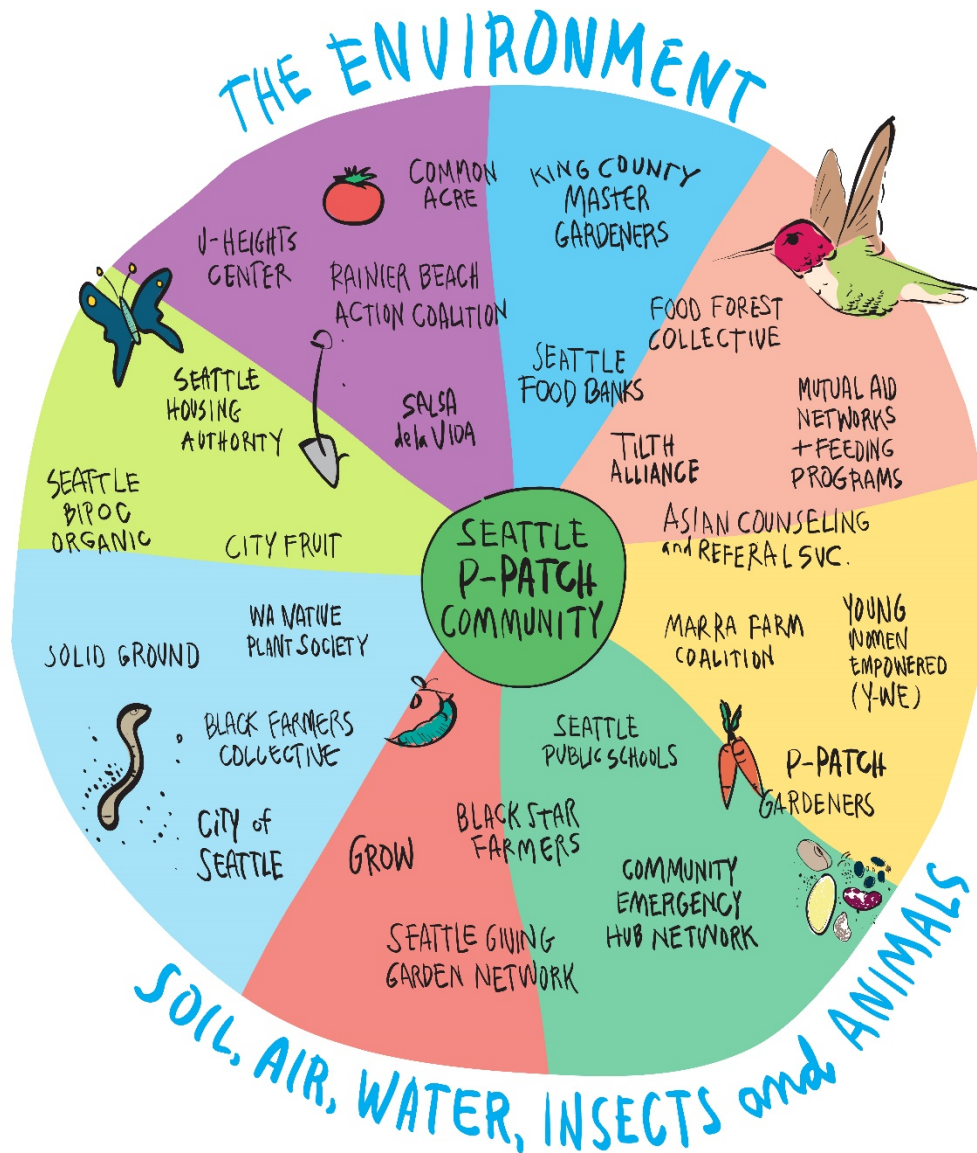
### 2020 Media Credits: P-Patch Community Response to COVID

- <https://foodprint.org/blog/community-gardens/>
- <https://frontporch.seattle.gov/2020/07/21/community-gardeners-growing-a-more-sustainable-future/>
- [https://www.pccmarkets.com/sound-consumer/2020-05/planting-a-legacy-seattles-P-Patch-gardens/?utm\\_source=PCC+Community+Markets&utm\\_campaign=ce93e8d7f5-EMAIL\\_CAMPAIGN\\_2019\\_10\\_04\\_12\\_05\\_COPY\\_01&utm\\_medium=email&utm\\_term=0\\_363ba451d4-ce93e8d7f5-231319525](https://www.pccmarkets.com/sound-consumer/2020-05/planting-a-legacy-seattles-P-Patch-gardens/?utm_source=PCC+Community+Markets&utm_campaign=ce93e8d7f5-EMAIL_CAMPAIGN_2019_10_04_12_05_COPY_01&utm_medium=email&utm_term=0_363ba451d4-ce93e8d7f5-231319525)
- <https://mynorthwest.com/1874657/adopting-old-fashioned-hobbies-quarantine/>
- <https://www.seattletimes.com/pacific-nw-magazine/on-earth-day-and-beyond-seattle-cultivates-a-community-of-gardeners-who-are-growing-food-for-those-in-need/>
- <https://www.creators.com/read/c-force/04/20/you-are-what-you-eat-during-pandemic-isolation-period>



“We noticed that the P-Patch became a haven for people during the shut-down, with some neighbors hosting small "homeschool" sessions on the patio and others playing with their children in the newly landscaped sitting park.”

## 2020 COLLABORATIONS & PARTNERSHIPS



- BIPOC Food Bank
- YES Farm
- Black Farmers Collective
- United Indians of All Tribes Foundation (UIATF)
- Salsa de la Vida
- City Fruit
- Master Gardeners
- GROW
- Tilth Alliance
- Green Thumbs- NYC
- Little Free Pantries
- NW Harvest
- Byrd Barr
- Seattle Peddling Relief/ Cascade Bicycle Club
- Seattle Therapy- Skills for Life
- KCD/ OSE- Grant Technical Reviewers
- HIAB- Emergency Hub in A Box
- Seattle Housing Authority
- Seattle Office of Sustainability & Environment- Food Action Plan
- Seattle Public Utilities - Community Engagement Project & Backflow Assemblies Installation Project
- Seattle Parks & Recreation
- Seattle Parks District
- Seattle Public Library - BLOOM Gardening
- Seattle Public Schools - School Learning Garden Network
- Seattle Together Rainmaker Fun



*“Thank you for all your efforts in keeping the P-Patch Program a successful and wonderful service for Seattle residents.”*

## 2021 PROGRAM PRIORITIES

As COVID-19 continues, more than ever, community gardens are a key component of providing food security, reassurance, and peace to communities heavily impacted by the global pandemic, especially those struggling to put food on their tables. P-Patch program staff is determined to prioritize those who are most in need and who have been most heavily impacted by the injustices of institutional and economic racism.

In 2021 our programmatic goals will continue to elevate BIPOC communities and foster an environment of inclusion and collaboration for all P-Patch gardeners.

| 2021 PROGRAM PRIORITIES  | TACTICS  |
|--|--|
| <p><i>Priority 1:</i></p> <p>Continue to increase BIPOC participation and improve the experiences of P-Patch gardeners</p>     | <ul style="list-style-type: none"> <li>▪ Develop a resource list of anti-racism trainings for all gardeners.</li> <li>▪ Roll out anti-racism/ discrimination statement via 2021 renewal process.</li> <li>▪ Expand on in-language education &amp; trainings.</li> <li>▪ Increase leadership development opportunities for BIPOC and LEP gardeners.</li> <li>▪ Provide ongoing interpretation support.</li> </ul>   |
| <p><i>Priority 2:</i></p> <p>Enhance outreach and engagement of BIPOC communities</p>  | <ul style="list-style-type: none"> <li>▪ Design educational content to reflect interests that are specific to each BIPOC community.</li> <li>▪ Prioritize community- building and storytelling activities.</li> <li>▪ Uplift and build new and creative partnerships with BIPOC gardeners and groups.</li> <li>▪ Offer stipends for POC gardeners and elders to teach organic gardening classes.</li> </ul>  |
| <p><i>Priority 3:</i></p> <p>Develop strategic partnerships &amp; collaborations located in and serving target communities</p> | <ul style="list-style-type: none"> <li>▪ Continue new pilot project at Seattle Community Farm in Rainier Valley.</li> <li>▪ Continue 2021 pop-up partnership with City Fruit @ Market Gardens.</li> <li>▪ Expand relationships with black churches and community groups to grow food.</li> <li>▪ Participate in BIPOC urban ag organizations to support community groups.</li> <li>▪ Collaborate with internal teams including PACE, Parks District, Community Liaisons, and others to learn engagement best practices and integrate gardeners into larger civic engagement opportunities.</li> <li>▪ Offer schools opportunities in garden spaces.</li> <li>▪ Collaborate with existing partners to better reflect cultural structures &amp; meet needs.</li> </ul> |



# Seattle Department of Neighborhoods

Land Use and Neighborhoods Committee Presentation  
February 24, 2021



**Seattle**  
Neighborhoods

# OUR MISSION

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To provide resources and opportunities for community members to build strong communities and improve their quality of life. To meet people where they are and help neighbors develop a stronger sense of place, build closer ties, and engage with their community and city government.

# NORTH STAR GOALS

- Put race and equity at the center of all decisions and actions.
- Invest in the power of communities to forge their own solutions.





**Seattle**  
Neighborhoods

# Race and Social Justice: Living Systems

Presented by Sunny Ysa



# OUR RACE & SOCIAL JUSTICE VISION

A Healthy, Whole, Thriving Living System results in...

- A diverse people who are RESILIENT.
- Full of energy, peace, compassion, and balance.
- Interdependent and connected. In community.
- A place where there is movement and growth.
- People feel loved, trusted, grateful, protected, and safe.
- There is integrity and vulnerability. In relationship.
- Everyone is visible. Everyone is seen and heard.

# LIVING SYSTEMS WORKGROUPS

- Learning Community
- Hiring, Recruiting, and Retention Workgroup
- Policy Workgroup (\*NEW\*)
- Networking and Peer Support Group (sunsetting)
- White Caucus
- People of Color Caucus

# LIVING SYSTEMS 2021 GOALS

- Build White Caucus accountability to people of color in the department.
- Increase accountability between Co-leads and department at large to promote two-way communication and create more buy-in among more DON staff more broadly.
- Support DON Staff in developing a racial equity analysis.
- Increase collaboration between workgroups for DON-wide events.
- Invest in growing City-wide RSJ support network and work to address systemic harms impacting staff of color.



**Seattle**  
Neighborhoods

# P-Patch Community Gardening Program

Presented by Kenya Fredie





# P-PATCH 2020 ANTI-RACISM HIGHLIGHTS

- Shifted programmatic goals, strategies, and resources toward expanding relationships to BIPOC communities.
- Adopted new plot assignment guidelines to emphasize priority placement of underrepresented communities.
- Offering anti-racism training and strategies to all P-Patch gardeners.



# P-PATCH BY THE NUMBERS

741

GARDENERS  
RECEIVE PLOT  
FEE ASSISTANCE,  
TOTALLING \$52K

62%

GARDENERS  
USE NEW  
ONLINE SYSTEM

+50%

FUTURE  
GARDENERS  
ON INTEREST  
LIST NEARLY  
DOUBLES

+50%

WEBSITE  
VISITORS  
SINCE  
COVID-19

45%

NEW PLOTS  
ASSIGNED  
TO BIPOC  
GARDENERS

33,814

VOLUNTEER  
HOURS BY  
GARDENERS

# P-PATCH GIVING

42,951  
POUNDS



\$111,673



85,902  
SERVINGS





**Seattle**  
Neighborhoods

# Community Liaisons Program

Presented by Vera Njuguna



# PROGRAM OVERVIEW

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- Trusted advocates model
- In 2020, the Community Liaisons Program partnered with 54 CLs representing 35 different communities and languages.
- Focus Areas:
  - Advise on City outreach plans
  - Conduct outreach & engagement
  - Language Access

# 2020 ACCOMPLISHMENTS

- Partnered with **13** departments on **38** projects
- Covid-19 support:
  - OED - Small business outreach support
  - OLS – Paid Sick and Safe Time, Gig Worker Premium Pay ordinance
  - OIRA – Language Access
- New areas of focus
  - Storytelling
    - Reimagine Seattle
  - Digital engagement
    - Internet for All Initiative
    - Skills Training for CLs

# 2021 & Beyond

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- Support Covid-19 relief, testing and vaccination efforts
- Center BIPOC needs and voices via storytelling, equitable digital access & general support
- Create civic engagement pipelines for CLs via leadership development & capacity building training opportunities
- Build stronger alignment between CLs and departments

THANK YOU!

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**Seattle**  
Neighborhoods





Legislation Text

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**File #:** Inf 1759, **Version:** 1

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Urban Forestry Commission (UFC) Annual Report and 2021 Work Plan

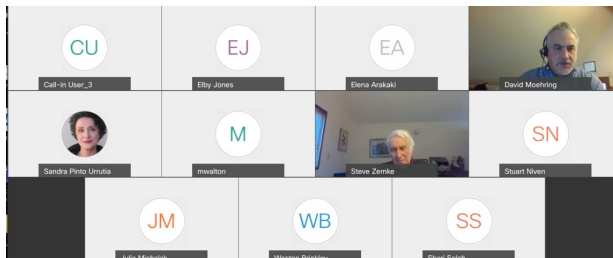


# 2020 Annual Report

## Introduction

2020 was a very challenging year; the Urban Forestry Commission (UFC) worked to respond to the urgent needs associated with the COVID-19 pandemic and Black Lives Matter protests. The UFC continued its mandate to advise the Mayor and City Council on policies and regulations governing the protection, management, and planting of trees and vegetation in the Seattle.

The Tree and Urban Forest Protection Ordinance update, an effort eleven years in the making, continued to be at the forefront of the UFC's efforts. The UFC also issued recommendations on a range of topics to support the City's ongoing decision-making to continue to protect and grow Seattle's trees and urban forest, a critical piece of infrastructure.



The UFC transitioned to remote meetings since March 2020

In 2020 the UFC's primary objectives were to:

1. Support improvement of the City's Tree-related regulations and policies
2. Provide input to the [2020 Urban Forest Management Plan](#) update
3. Advise on City funding for urban forestry as part the budget process
4. Increase outreach and engagement with the public and City staff, and
5. Revise UFC internal operations with a focus on racial and social equity

## UFC 2020 Accomplishments

### Tree Regulation Ordinance Update

The UFC continued to support the City's work on updating the tree regulations through deliberative sessions with City staff and issuing letters of recommendation.



The UFC emphasized its seven key recommendations captured in a [one-pager](#):

1. Expand permit program
2. Certify tree service providers
3. Replace significant trees
4. Track changes in the urban forest
5. Protect exceptional trees, groves, and trees on undeveloped lots
6. Encourage tree retention on already developed lots, and
7. Fund and enforce tree protection regulations.





The UFC was committed to actively share the one-pager with the community. An example of this was the Vice-Chair’s attendance to the Magnolia Community Council to talk about the UFC’s work, the one-pager, and answer questions.

The UFC continued to encourage Seattle residents to provide input on this effort through its mailing list (whose membership has risen to over 700 subscribers). In 2020, the UFC received 2,060 comments from Seattle residents, mostly encouraging the City to update and enhance tree protection regulations. All these communications can be found listed by date at the bottom of the UFC’s Resources [page](#).

### Urban Forestry Commission Mailing List

To keep track of UFC activity, please join the mailing list. You will receive notices of agendas, meeting minutes, and copies of any recommendations or other documents created by the Commission.

Sign up to receive updates from the Urban Forestry Commission.

[Subscribe Now](#)

### UFC Recommendations:

The UFC issued the following letters of recommendation related to SDCI’s tree protection update work:

- [Tree Data Roadmap](#) (May 13)
- [Tree regulations update](#) (July 1)
- [Fee-in-lieu research project](#) (August 5)
- [Director’s Rule 13-2020](#) Exceptional Trees (August 12)
- [Washington, DC urban forestry presentation](#) (providing an example of successful tree

removal permit and fee-in-lieu program – September 9)

- [Director’s Rule 11-2020](#) Landscaping Standards, including Green Factor (September 9)
- [Racial Equity Toolkit](#) for tree regulations update (December 9)

The UFC supported City initiatives and City departments’ work with the following letters:

- SDOT’s [Safe Routes to Schools](#) (February 12)



- SPU’s [Ship Canal Water Quality Project](#) (March 4)
- Thank you [letter to the City’s Navigation Team](#) (May 13)
- [Green New Deal](#) thank you letter (May 13)
- [Black Lives Matter statement of support](#) (July 1)
- SDOT’s [Pest Readiness](#) work (September 9)
- [City’s 2021 Budget](#) (November 18)
- [Draft 2020 Urban Forest Management Plan](#) (December 9)





The UFC had the opportunity to engage and support the work of urban forestry and community partners with the following letters of recommendation and thankyou:

- [King County's 30-year Forest Plan](#) (March 11)



- [Forest Health Watch](#) Project (October 7)
- [iSea Tree application](#) (October 7)
- [Cambium Carbon Reforestation Hub Development Initiative](#) Thank you, and [letter encouraging the City's Urban Forestry Core Team](#) to apply for pilot city status

One of the areas the UFC focused on this year was to improve its internal operations by creating [Guidelines](#) for Briefing Coordination and Letter Drafting (April 8) and updating its [Coordinator Protocols](#) (April 1).

Over the years, the UFC has been monitoring several key Seattle Parks and Recreation initiatives. In 2020 SPR delivered updates for Cheasty Bike Trail Project, Viewpoint Policy, Colman Park Vegetation Management Plan, and the Green Seattle Partnership, including SPR's response to Council's [2020 Statement of Legislative Intent](#) about program goals and funding. The UFC will be issuing recommendations on these programs in early 2021.



## Urban Forestry Commission/Urban Forest Inter-departmental Team Annual Meeting

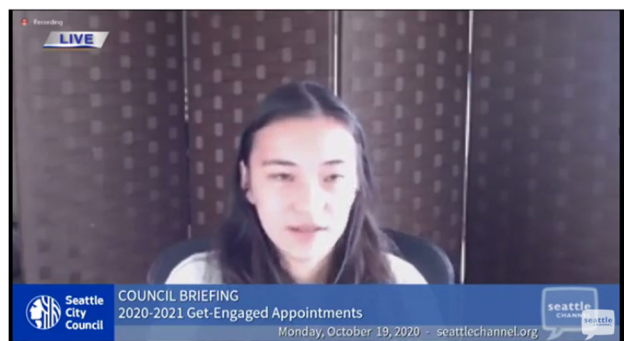
The Commission and the Urban Forest Interdepartmental Team (IDT) pivoted from the traditionally in-person annual meeting to a remote training on racial equity and urban forestry. The meeting goals were to strengthen the partnership between the UFC and the IDT in order to accomplish the goals of the Urban Forest Management Plan (UFMP); to understand the complexities of urban forestry work on the ground; share examples of good work; and discuss challenges.

The UFC added the following language to its website regarding accessibility options for Seattle residents wanting to engage with the UFC: "The City of Seattle encourages everyone to participate in its programs and activities. For disability accommodations, materials in alternate formats, accessibility information, or any other question please contact the Urban Forestry Commission coordinator: Sandra Pinto at [Sandra.PintoUrrutia@seattle.gov](mailto:Sandra.PintoUrrutia@seattle.gov) or via phone at [\(206\) 684-3194](tel:2066843194)."

## Commission Membership

The Commission recruited two new members in 2020:

- Julia Michalak – Position #1 (Wildlife Biologist), and
- Elena Arakaki - Position #10 (Get Engaged member)



New Get Engaged Member, Elena Arakaki, during her remote confirmation by the City Council





Weston Brinkley was re-elected as Chair for 2020 with Sarah Rehder serving as Vice-Chair.

The Commission wants to thank Steve Zemke (Position #1 – Wildlife Biologist); Steven Fry (Position #8 - Development Representative); and Neeyati Johnson (Position #10 – Get Engaged) for their contribution to the Commission’s work in 2020.

**Conclusion**

The UFC had numerous successes this past year, advancing policy and partnerships for Seattle’s urban forest, again setting a new standard for the volume of recommendations, presentations, and meetings held. However, Seattle still continues a streak of now 11 years without an adequate tree protection ordinance. And as Commissioners we represent a City still imbedded with institutional racism. In 2021 the UFC will resume efforts on both these fronts.

Under weight of numerous Executive Orders and Council Resolutions, thousands of pleas from Seattle residents, and the urgent need of our local environment, the UFC will continue its resolve to see enacted clear, meaningful, and effective tree protections. Importantly, the UFC will also continue work incorporating race and social justice language into its protocols and work plan; and will revisit recruitment and other processes to encourage more diversity of perspectives and membership.

**Contact:**

Additional information about the Urban Forestry Commission visit the Commission’s [website](#), or by contacting:

Sandra Pinto Urrutia  
 Coordinator, Urban Forestry Commission  
 Seattle Office of Sustainability & Environment  
 P.O. Box 94729  
 Seattle, WA 98124-4649  
 Sandra.PintoUrrutia@seattle.gov  
 (206) 684-3194

**2020 Urban Forestry Commission**

Weston Brinkley, Chair  
 Position #3—University Representative

Sarah Rehder, Vice-Chair  
 Position #4—Hydrologist

Steve Zemke/Julia Michalak  
 Position #1—Wildlife Biologist

Elby Jones  
 Position #2—Urban Ecologist

Stuart Niven  
 Position #5—Arborist

Michael Walton  
 Position #6—Landscape Architect

Joshua Morris  
 Position #7—NGO Representative

Steven Fry  
 Position #8—Development Community

Blake Voorhees  
 Position #9—Realtor

Neeyati Johnson/Elena Arakaki  
 Position #10—Get Engaged

Whitman Bouton  
 Position #11—Environmental Justice

Jessica Jones  
 Position #12—Public Health

Shari Selch  
 Position #13—Community/Neighborhood





**Weston Brinkley** (Position #3 – University), Chair  
**Sarah Rehder** (Position #4 – Hydrologist), Vice-chair  
**Julia Michalak** (Position #1 – Wildlife Biologist) • **Elby Jones** (Position #2 – Urban Ecologist - ISA)  
**Stuart Niven** (Position #5 – Arborist – ISA) • **Michael Walton** (Position #6 – Landscape Architect – ISA)  
**Joshua Morris** (Position #7 – NGO) • **David Moehring** (Position # 8 – Development)  
**Blake Voorhees** (Position # 9 – Realtor) • **Elena Arakaki** (Position #10 – Get Engaged)  
**Whit Bouton** (Position #11 – Environmental Justice - ISA)  
**Jessica Jones** (Position # 12 – Public Health) • **Shari Selch** (Position # 13 – Community/Neighborhood)

**Adopted February 3, 2021**

**2021 Priority Actions:**

|  |                               |
|--|-------------------------------|
| 1. Council’s urban forestry management consolidation SLI | 4. Outreach and Engagement    |
| 2. Tree-related City Regulations/Policies                | 5. Funding for Urban Forestry |
| 3. Urban Forest Management Plan                          | 6. Internal Operations        |

| Topic Area / Action   | UFC lead                          | Parties involved       | Start date | Agenda date | Outcome /deliverable                    |
|---|-----------------------------------|------------------------|------------|-------------|---|
| <b>1. Tree-related City Regulations/Policies</b>  |                                   |                        |            |             |   |
| 1.1 Urban Forestry Consolidation Statement of Legislative Intent  |                                   |                        |            |             |   |
| 1.1.1 Participate in deliberative sessions with City staff and Council around SLI response  | Weston/Sandra                     | Council, MO, Core Team | Ongoing    | Ongoing     | Recommendation                          |
| 1.2. Advise the City on its tree and urban forest protection ordinance update   |                                   |                        |            |             |   |
| 1.2.1 Participate in deliberative sessions on Tree and Urban Forest Protection Ordinance update   | Weston, Stuart, Josh, Sarah, Elby | SDCI/OSE               | Ongoing    | Ongoing     | Updated ordinance Recommendation        |
| 1.2.2 SDCI payment in lieu as mitigation  | David, Blake                      | SDCI                   | TBD        | TBD         | Deliberative session/recommendation     |
| 1.2.3 SDCI Hazardous tree definition  | Michael, Stuart, Whit             | SDCI                   | TBD        | TBD         | Deliberative session/recommendation     |
| 1.2.4 Develop recommendations for revising Director’s Rules and TIPs relevant to clarify the interpretation of the tree protection ordinance<br>1.2.4.1 Exceptional Tree Director’s Rule<br>- Participate in deliberative sessions with staff | Josh, Sarah, Stuart, Weston, Whit | SDCI                   | Ongoing    | March       | Ongoing input via deliberative sessions |

| Topic Area / Action   | UFC lead                   | Parties involved | Start date   | Agenda date  | Outcome /deliverable     |
|---|----------------------------|------------------|--------------|--------------|--------------------------|
| <ul style="list-style-type: none"> <li>- Update recommendations to reflect Law Department, and other considerations</li> <li>- Produce document with recommendation on development activity and trees</li> </ul>  |                            |                  |              |              |                          |
| 1.2.5 Explore opportunity to change setbacks for residential zones in the land use code   | Weston, Blake, Elby, David | SDCI             | Ongoing      | Ongoing      | Recommendation           |
| 1.2.6 Understand the City's Design Review Guidelines and opportunities for tree preservation. Actual design impacts for tree preservation. Tree preservation actual impact on housing capacity and affordability.   | Weston, Julia              | SDCI             | May          | May          | Received briefing        |
| 1.2.7 Legislation dealing with zoning that can affect urban forestry  | Josh, Julia, Blake, David  | State            | TBD          | TBD          | Monitor                  |
| <b>1.3 Advise the City on urban forestry policies</b>   |                            |                  |              |              |                          |
| 1.3.1 SPR tree policies/programs: <ul style="list-style-type: none"> <li>- Supplemental Use Guidelines for Natural Areas/Greenbelts</li> <li>- Cheasty Mountain Bike/Pedestrian Trail Pilot</li> <li>- Tree maintenance program</li> <li>- Viewpoints policy</li> <li>- Colman Park follow-up</li> <li>- Green Seattle Partnership</li> </ul> | Whit, Julia, Sarah         | Parks            | Dec briefing | Dec briefing | Monitor progress         |
| 1.3.2 Explore opportunities for tree planting in industrial areas: Port of Seattle, Freight Advisory Board; SDOT  | Whit, Michael              | Port of Seattle  | TBD          | TBD          | Build Relationship       |
| 1.3.3 Follow up on recommendation for increased coordination between SDOT and SCL on tree maintenance and pruning cycles.   | Whit, Sandra               | UF IDT           | Ongoing      | Ongoing      | TBD                      |
| 1.3.4 Seattle tree list update (OPCD, SDCI, and SDOT) including what not to plant (Holly, English ivy, etc.)  | Whit, Michael, Sarah, Elby | OPCD, SDCI, SDOT | TBD          | TBD          | Recommendation           |
| 1.3.5 Climate Change <ul style="list-style-type: none"> <li>- Green New Deal</li> <li>- Climate Action Plan</li> <li>- Carbon accounting/credits</li> </ul>   | Julia                      | OSE              | TBD          | TBD          | TBD                      |
| <b>2. Urban Forest Management Plan</b>  |                            |                  |              |              |                          |
| <b>2.1 Support UFMP update</b>  |                            |                  |              |              |                          |
| 2.1.1 Provide review and input to draft plan as part of City Council's public comment process   | Weston, Jessica, Sarah     | Core Team        | Mar/June     | TBD          | Letter of recommendation |

| Topic Area / Action  | UFC lead                          | Parties involved | Start date | Agenda date | Outcome /deliverable           |
|--|-----------------------------------|------------------|------------|-------------|--------------------------------|
| <b>3. Outreach and Engagement</b>  |                                   |                  |            |             |                                |
| 3.1 City council and Mayor's Office interaction  |                                   |                  |            |             |                                |
| 3.1.1 Present 2020 Annual Report and 2021 Work Plan to Council and the Mayor   | Weston, Sandra                    | CC, OSE          | April      | April       | Transmittal letter             |
| 3.1.2 Hold meetings with Council and Mayor's Office  | Weston                            | CC, OSE          | Ongoing    | Ongoing     | Build relationships            |
| 3.2 Community Engagement/Education   |                                   |                  |            |             |                                |
| 3.2.1 Develop info sheet to respond to community inquiries/communications<br>3.2.1.1 Break down the conversation of trees vs. X (gentrification, development vs. trees, affordable housing vs. trees, etc.)  | Whit, Elena, Sandra, Julia, Sarah | UFC/Community    | Q1         | March       | One-pager                      |
| 3.2.2 Intentionally expand the diversity of voices the UFC engages with. Expressly seek out underrepresented communities that have not been historically at the table  | Whit, Sarah, Elby, Elena          | UFC/Community    | Ongoing    | Ongoing     | TBD                            |
| 3.2.3 Support City departments on promoting the "What not to Plant" list   | Weston, Michael, Elby, Elena      | Core Team        | TBD        | TBD         | TBD                            |
| 3.2.4 Meet with community groups to engage in dialogue about the importance of trees, the UFC role, and community interests/priorities<br>3.2.4.1 Key Arena redevelopment<br>3.2.4.2 Tree protection ordinance update<br>3.2.4.3 Development and real estate community | Weston, Jessica, Sarah, Elena     | TBD              | TBD        | TBD         | Build relationship             |
| 3.2.5 Plan urban forestry outreach and engagement and attend events such as Arbor Day, Green Seattle Day, and Trees for Seattle events   | Sandra, Blake, Elena              | UF IDT           | Ongoing    | Ongoing     | Participation                  |
| 3.2.6 City of Seattle applications and engagement programs   | Sandra, Blake, Elena              | UF IDT           | Ongoing    | Ongoing     | Participation                  |
| 3.3 Internal Engagement  |                                   |                  |            |             |                                |
| 3.3.1 Develop annual calendar to invite City Departments to brief the UFC  | Weston, All                       | UF IDT           | January    | Ongoing     | Discussion                     |
| 3.3.2 Introduce the UFC at commission meetings (Planning, Pedestrian, Bike, Parks, MPD Oversight Committee); Neighborhood Council meetings; and  | Weston, David                     | OSE              | Ongoing    | Ongoing     | UFC promotion and coordination |



| Topic Area / Action   | UFC lead                             | Parties involved          | Start date | Agenda date | Outcome /deliverable        |
|---|--------------------------------------|---------------------------|------------|-------------|-----------------------------|
| public meetings   |                                      |                           |            |             |                             |
| 3.3.3 Align UF IDT and UFC's work plan<br>3.3.3.1 Hold annual joint UFC/IDT meeting   | Weston, Sandra                       | OSE                       | Ongoing    | Ongoing     | Coordination                |
| <b>3.4 Engagement with Community Organizations and Urban Forestry Partners</b>  |                                      |                           |            |             |                             |
| 3.4.1. Integrated perspective (including public health)<br>- King County Public Health<br>- King County Authority on Homelessness   | Weston, Shari,<br>Julia, Jessica     | SSD, DON, OSE,<br>Assoc's | TBD        | TBD         | Build Relationship          |
| 3.4.2 Engagement with landowners<br>- Seattle School District<br>- WA State Department of Transportation<br>- Port of Seattle   | Weston, Sandra,<br>Julia             | TBD                       | TBD        | TBD         | Briefing on Pest Resilience |
| 3.4.3 Engagement with urban forestry organizations including: UW and community colleges with horticulture programs and landscape architecture; Tilth Alliance; Seattle Green Ways; Native Plant Society; Citizen Science – SnoKing Watershed Council; Washington State Urban and Community Forestry | Michael, Whit,<br>Elby, Shari, Julia | TBD                       | TBD        | TBD         | Build Relationship          |
| 3.4.4 Engagement with tree care professionals<br>- Understanding tree code<br>- Working with homeowners<br>- Jobs pipeline (including increasing diversity)   | Weston, Sandra                       | SDOT, Parks               | TBD        | TBD         | Build Relationship          |
| 3.4.5 The last 6,000 majestic trees (civic campaign)  | Weston, David                        | TBD                       | TBD        | TBD         | TBD                         |
| <b>3.5 Race and Social Justice Initiative</b>   |                                      |                           |            |             |                             |
| 3.5.1 Incorporate RSJI principles into UFC work   | Whit, Sandra,<br>Julia               | OSE                       | January    | Ongoing     | New language                |
| <b>3.6 State legislation</b>  |                                      |                           |            |             |                             |
| 3.6.1 Track legislation being considered in Olympia affecting Seattle's urban forest  | Josh, Elena                          | OSE, OIR                  | Ongoing    | Ongoing     | Recommendations to CoS?     |
| <b>4. Funding for Urban Forestry</b>  |                                      |                           |            |             |                             |
| 4.1 City budget tracking  | Sandra                               | UF Core Team              | Ongoing    | Ongoing     | Recommendation              |
| 4.2 Encourage City to allocate necessary budget to implement new tree ordinance   | Steve, Sandra                        | SDCI, MO, CC              | Ongoing    | Ongoing     | Letter of recommendation    |

| Topic Area / Action   | UFC lead                      | Parties involved | Start date | Agenda date | Outcome /deliverable        |
|---|-------------------------------|------------------|------------|-------------|-----------------------------|
| 4.3 Green Seattle Partnership ongoing briefings on use of funds and reimagining process           | Weston, Sandra                | OSE, SPR (GSP)   | Ongoing    | Ongoing     | Recommendation              |
| 4.4 Transfer of development rights for protection of tree groves (Seattle Times building example) | Weston, Michael, Julia, David | SDCI             | TBD        | TBD         | TBD                         |
| 4.5 Trees for Seattle program update  | Weston, Sandra                | OSE              | Q2         | Q2          | Ongoing support             |
| 4.6 Carbon Economy (State, County, City levels)   | Weston, Sandra, Julia         | OSE              | TBD        | TBD         | TBD                         |
| <b>5. Internal Operations</b>   |                               |                  |            |             |                             |
| 5.3 Issue 2020 Annual Report  | Weston, Sandra                | OSE              | Dec/Jan    | Nov/Dec     | Annual report               |
| 5.2 Create 2021 work plan   | Weston, Sandra                | OSE              | Dec/Jan    | Nov/Dec     | Annual work plan            |
| 5.3 Participate in interviews for UFC members recruitment   | All, Sandra                   | OSE              | Ongoing    | Ongoing     | Appointment recommendations |
| 5.4 Hold Chair and Vice-chair elections   | Weston, Sandra                | OSE              | Dec        | Nov/Dec     | New leadership              |

# Urban Forestry Commission 2020 Annual Report

Land Use and Neighborhoods Committee  
February 24, 2021

Weston Brinkley, Chair  
Sarah Rehder, Vice-chair  
Sandra Pinto, UFC Coordinator (OSE)



# Today's presentation

- UFC Background
- 2020 Annual Report
  - Tree regulations update
  - City initiatives
  - Urban forestry community partners
- 2021 Work Plan



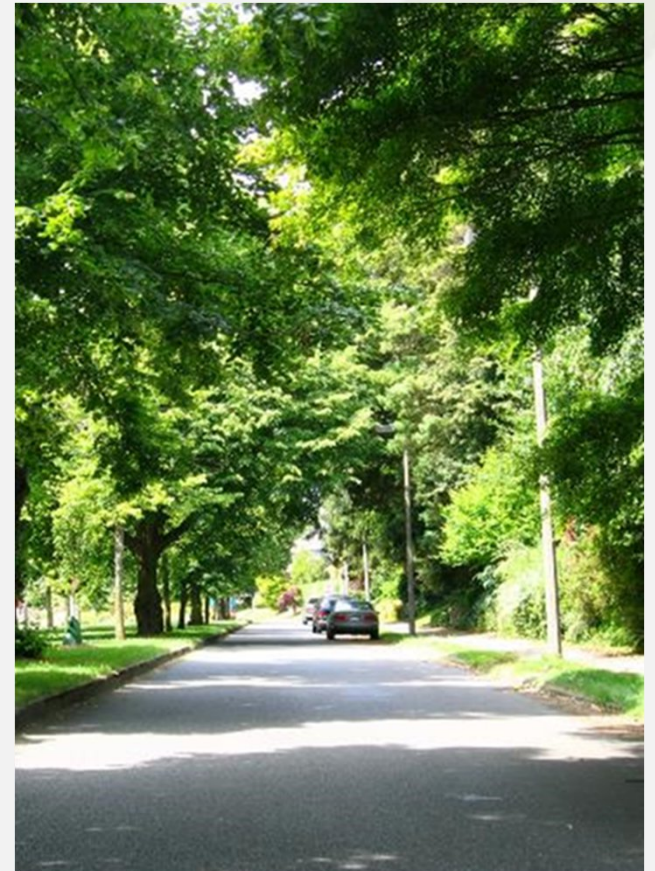
# UFC Mission

The Urban Forestry Commission was established to advise the Mayor and City Council concerning the establishment of policy and regulations governing the protection, management, and conservation of trees and vegetation in the city of Seattle



# UFC Objectives

- Support tree and UF protection ordinance update
  - Input to Resolution 31902
- UFMP update
- Urban forestry funding
- Increase outreach and engagement
- RSJI in internal UFC operations



# 2020 Highlights

- Tree protection regulations update
  - Seven key recommendations:
    - Expand permit program
    - Certify tree service providers
    - Replace significant trees
    - Track changes in the urban forest
    - Protect exceptional trees, groves, and trees on undeveloped lots
    - Encourage tree retention on already developed lots, and
    - Fund and enforce



# 2020 Highlights

## Tree Protection regulations update continues...

- Shared one-pager with community
- Encouraged residents to provide input on tree ordinance update
  - Received 2,060 emails from residents mostly in support
  - Posted in Resources page
- Issued seven recommendations related to tree ordinance update





# 2020 Highlights

- City initiatives and departmental work:
  - SDOT's Safe Routes to Schools
  - SPU's Ship Canal Water Quality Project
  - Navigation Team
  - Green New Deal
  - Black Lives Matter statement of support
  - SDOT's pest readiness
  - 2021 budget
  - Draft 2020 UFMP



Seattle Urban Forestry Commission



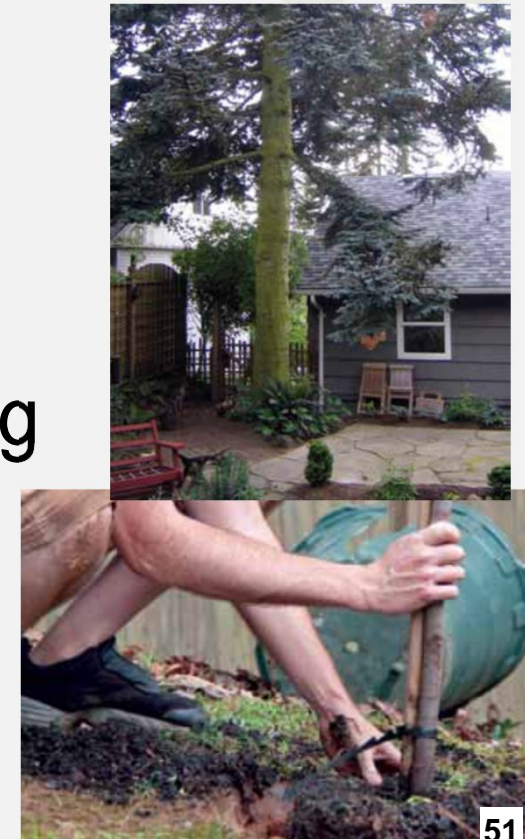
# 2020 Highlights

- UF community partners
  - King County's 30-year forest plan
  - Forest Health Watch project
  - iSea Tree application
  - Cambium Carbon reforestation hub development initiative



# 2020 Highlights

- Internal operations
  - Briefing coordination and letter writing guidelines
  - Coordinator protocols update
  - Added ADA accessibility language to webpage
  - Explored including more RSJI into work
- Annual UFC and IDT working meeting
  - Training on racial equity and UF

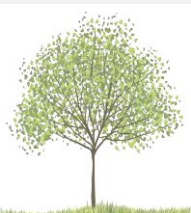


# 2021 Workplan

- Priority actions:
  - Council's urban forestry consolidation SLI
  - Tree-related regulations and policies
  - UFMP update
  - Outreach and engagement
  - Funding for urban forestry
  - Internal operations



# Thank you!



Seattle Urban Forestry Commission



Legislation Text

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**File #:** CB 120001, **Version:** 1

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**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE relating to land use regulation of home occupations; adopting interim regulations to allow home occupation businesses to operate with fewer limitations during the COVID-19 civil emergency, amending Seattle Municipal Code Section 23.42.050, and adopting a work plan.

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. The City Council finds and declares that:

A. On February 29, 2020, Governor Inslee proclaimed a State of Emergency for all counties throughout the State of Washington as a result of the confirmed person-to-person spread of COVID-19 in Washington State.

B. The COVID-19 disease, caused by a coronavirus that spreads easily from person to person and which may cause serious injury and death, has spread throughout King County and the City of Seattle.

C. On March 3, 2020, Mayor Durkan issued a Proclamation of Civil Emergency declaring a civil emergency within the City of Seattle based on the confirmed spread of COVID-19 in King County and resulting deaths.

D. In recognition of the danger that hospitals may become overwhelmed with COVID-19 patients unless the spread of the disease is slowed, on March 23, 2020, Governor Inslee imposed a stay-home order throughout Washington State prohibiting all people in the State from leaving their homes or participating in gatherings with only limited exceptions for participating in essential activities or essential business services. While the order initially was for a term of two weeks, the Governor has issued subsequent orders limiting business and economic activity to prevent the further spread of the coronavirus and maintain hospital capacity

for people with severe cases of COVID-19.

E. Limitations on business and economic activity disproportionately impact small businesses, which are less likely to have financial reserves to withstand extended periods of closure or limited operations.

F. The changes in this ordinance are designed to allow small businesses, which may at one-time have operated out of a storefront or other commercially-leased location, to operate more easily out of a home. This is especially important given the length of time that the State shutdown order has been in place, because much in-person business activity continues to be limited.

G. Providing regulatory flexibility for home-based businesses will keep more small businesses operating and speed the economic recovery once COVID-19 restrictions are lifted.

H. The City Council determines that the foregoing creates a basis for adopting interim regulations under RCW 36.70A.390 which authorizes adoption of the ordinance without a required pre-adoption public hearing and a SEPA threshold determination. Following the standard process would delay the proposed changes for several months. During that period, for the reasons discussed above, more small businesses may fail leading to increased unemployment. This would stymie the City's and region's recovery from the COVID-19 emergency.

I. The City has legal authority to establish interim measures pursuant to the authority granted by Article 11, Section 11 of the Washington Constitution, the Growth Management Act, RCW 36.70A.390, and *Matson v. Clark County*, 79 Wn. App. 641 (1995).

Section 2. Section 23.42.050 of the Seattle Municipal Code, last amended by Ordinance 126131, is amended as follows:

**23.42.050 Home occupations**

A home occupation of a person residing in a dwelling unit is permitted outright in all zones as an accessory use to any residential use permitted outright or to a permitted residential conditional use, subject to the following requirements:

A. The occupation is clearly incidental to the use of the dwelling unit as a dwelling.

B. Commercial deliveries and pickups to the dwelling unit are limited to one per day Monday through Friday. No commercial deliveries or pickups are permitted on Saturday, Sunday or federal holidays.

[C. Reserved.] (~~Customer visits are by appointment only.~~)

D. The occupation may be conducted within any legal principal or accessory dwelling unit or structure. Home occupations may be conducted by residents of a principal dwelling unit and/or an accessory dwelling unit. The presence of one home occupation does not preclude a resident of another legally established dwelling unit on the property from also conducting a home occupation.

E. Parking of vehicles associated with the home occupation is permitted anywhere that parking is permitted on the lot.

[F. Reserved.] (~~To preserve the residential appearance of the dwelling unit, there shall be no evidence of the home occupation visible from the exterior of the structure, provided that:~~

1. ~~Outdoor play areas for child care programs and outdoor activities customarily incidental to the residential use are permitted;~~

2. ~~Interior and exterior alterations and additions that comply with the development standards of the zone are permitted;~~

3. ~~Alterations and additions that are required by licensing or construction codes for child care programs are permitted; and~~

4. ~~Signs identifying the home occupation are permitted subject to compliance with Chapter 23.55, Signs.)~~

G. No outdoor storage is permitted in connection with a home occupation.

[H. Reserved.] (~~Except for child care programs, no more than two persons who are not residents of a dwelling unit on the lot may work in a home occupation, regardless of whether the persons work full or part-~~



~~time or are compensated.))~~

~~[I. Reserved.] ((The home occupation shall not cause a substantial increase in on-street parking congestion or a substantial increase in traffic within the immediate vicinity.))~~

J. A maximum of two passenger vehicles, vans and similar vehicles each not exceeding a gross vehicle weight of 10,000 pounds are permitted to operate in connection with the home occupation, independent of commercial deliveries and pickups as provided for in subsection 23.42.050.B.

K. The home occupation shall be conducted so that noise, odor, smoke, dust, light and glare, and electrical interference and other similar impacts are not detectable by sensory perception at or beyond the property line of the lot where the home occupation is located.

L. Notwithstanding the requirements of Table B of Section 23.54.015, a home occupation may temporarily occupy a required parking space for home occupation business activity, as long as there are no structural changes that would preclude the use of the space for parking in the future.

M. Notwithstanding the requirements of Chapter 23.55, Signs, while this ordinance is in effect, home occupations may have one nonilluminated sign, not exceeding 720 square inches, bearing the name of the home occupation.

Section 3. Pursuant to RCW 36.70A.390, the Council will hold a public hearing within 60 days of adoption of this ordinance to take public testimony and consider adopting further findings.

Section 4. Under RCW 36.70A.390, the Council approves the following work plan for the development of permanent regulations to address the issues in this ordinance and directs the Seattle Department of Construction and Inspections, in consultation with the Office of Economic Development, to transmit proposed legislation to the Council by July 2021. Interim regulations can be authorized up to one year if accompanied by a work plan. The work plan is set forth below:

**WORK PLAN:**

|   |                  |
|---|------------------|
| Analyze Current Land Uses, Draft Legislation, and Conduct State Environmental Policy Act (SEPA) Review on Interim Regulations | March - May 2021 |
| Publish SEPA Threshold Determination  | June 2021        |
| Outreach on proposed permanent legislation  | July 2021        |
| Draft permanent legislation and conduct SEPA review on draft permanent legislation  | September 2021   |
| Mayor Transmits Legislation to Council  | November 2021    |
| Council Deliberations and Public Hearing on Proposed Legislation  | December 2021    |
| Legislation Effective   | January 2022     |

Section 5. This ordinance shall automatically expire after the 12-month period unless the same is extended as provided by statute, or unless terminated sooner by the City Council.

Section 6. The provisions of this ordinance are declared to be separate and severable. If any clause, sentence, paragraph, subdivision, section, subsection, or portion of this ordinance is held to be invalid, it shall not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 7. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2021, and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_

President \_\_\_\_\_ of the City Council

Approved / returned unsigned / vetoed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)

## SUMMARY and FISCAL NOTE\*

| <b>Department:</b> | <b>Dept. Contact/Phone:</b> | <b>CBO Contact/Phone:</b> |
|--------------------|-----------------------------|---------------------------|
| LEG                | Ketil Freeman / 48178       | n/a                       |

*\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

### 1. BILL SUMMARY

**Legislation Title:** AN ORDINANCE relating to land use regulation of home occupations; adopting interim regulations to allow home occupation businesses to operate with fewer limitations during the COVID-19 civil emergency, amending Seattle Municipal Code Section 23.42.050, and adopting a work plan.

**Summary and background of the Legislation:** This legislation will allow home occupation businesses accessory to a residential use to operate with fewer limitations during the COVID-19 civil emergency. Specifically, during the COVID-19 civil emergency, the bill would remove the following requirements that currently apply to home occupations:

- Customer visits are by appointment only
- There shall be no evidence of the home occupation visible from the exterior of the structure
- No more than two persons who are not residents of a dwelling unit on the lot may work in a home occupation, regardless of whether the persons work full or part-time or are compensated.
- The home occupation shall not cause a substantial increase in on-street parking congestion or a substantial increase in traffic within the immediate vicinity

In addition, the legislation would (1) allow a home business to operate in a required parking space provided that no changes are made that would prevent the space from being used for parking in the future and (2) allow home businesses to install a nonilluminated sign up to 720 square inches bearing the name of the home occupation.

### 2. CAPITAL IMPROVEMENT PROGRAM

**Does this legislation create, fund, or amend a CIP Project?** \_\_\_ Yes  No

### 3. SUMMARY OF FINANCIAL IMPLICATIONS

**Does this legislation amend the Adopted Budget?** \_\_\_ Yes  No

**Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?**  
No

**Is there financial cost or other impacts of *not* implementing the legislation?**

No

**4. OTHER IMPLICATIONS**

**a. Does this legislation affect any departments besides the originating department?**

Yes, the Seattle Department of Construction and Inspections and the Office of Economic Development.

**b. Is a public hearing required for this legislation?**

A public hearing is required to be held within 60 days after passage of the bill.

**c. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**

Yes, hearing notice is required in the Daily Journal of Commerce.

**d. Does this legislation affect a piece of property?**

This legislation affects home occupations on properties in many areas of the city.

**e. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?**

This legislation will allow home occupation businesses to operate with fewer limitations during the COVID-19 civil emergency. Limitations on business and economic activity disproportionately impact small businesses, which are less likely to have financial reserves to withstand extended periods of closure or limited operations and likely disproportionately impacts small business owned by black, indigenous, and people of color. As an example, Seattle has over 4,000 active business licenses for restaurants, caterers, and other businesses in the food industry; the 2016 Annual Survey of Entrepreneurs estimates that nearly 48 percent of the firms in the accommodation and food services industry in the Seattle metropolitan area are owned by black, indigenous, and people of color.

**f. Climate Change Implications**

**1. Emissions: Is this legislation likely to increase or decrease carbon emissions in a material way?**

No.

**2. Resiliency: Will the action(s) proposed by this legislation increase or decrease Seattle's resiliency (or ability to adapt) to climate change in a material way? If so, explain. If it is likely to decrease resiliency in a material way, describe what will or could be done to mitigate the effects.**

No.

**g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**

Not applicable.

**List attachments/exhibits below:**