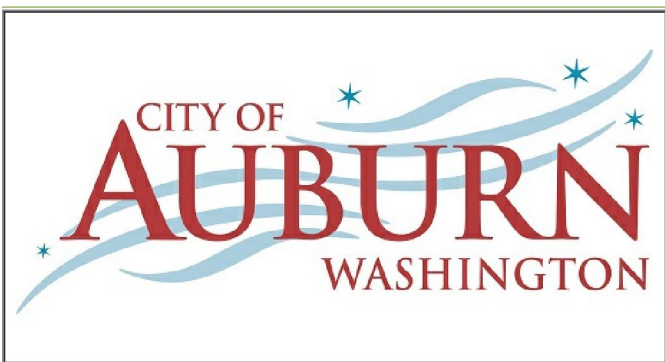


	City Council Study Session PWCD SFA October 22, 2018 - 5:30 PM Council Chambers - City Hall AGENDA Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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I. CALL TO ORDER

- A. Roll Call

II. ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

- A. Affordable Housing South King Housing & Homelessness Partners (Hinman) (20 Minutes)

III. AGENDA ITEMS FOR COUNCIL DISCUSSION

- A. Ordinance No. 6697 (Gross) (5 Minutes)
An Ordinance of the City Council of the City of Auburn, Washington relating to criminal offenses, amending Section 9.22.010 of the Auburn City Code

IV. PUBLIC WORKS AND COMMUNITY DEVELOPMENT DISCUSSION ITEMS

- A. Vacant Housing Update (Tate) (10 Minutes)
Overview of City's approach to vacant homes in Auburn
- B. Affordable Housing Stock (Tate) (20 Minutes)
Overview of the City's Comprehensive Plan Housing Element and data associated with affordable housing in Auburn
- C. Amendments to Title 5 Business Licensing (Tate) (10 Minutes)
Overview of draft amendments intended to comply with State legislation that defines what it means to engage in business
- D. Payback Code Revisions (Ordinance No. 6696) (Gaub) (15 Minutes)
- E. Auburn City Code Chapter 12.64A Half Street Improvement Requirements (Gaub) (20 Minutes)
- F. Traffic Impact Fee Update (Gaub) (10 Minutes)

V. OTHER DISCUSSION ITEMS

VI. NEW BUSINESS

VII. MATRIX

- A. Matrix

VIII. ADJOURNMENT

Agendas and minutes are available to the public at the City Clerk's Office, on the City website (<http://www.auburnwa.gov>), and via e-mail. Complete agenda packets are available for review at the City Clerk's Office.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Affordable Housing South King Housing & Homelessness
Partners (Hinman) (20 Minutes)

Date:

October 18, 2018

Department:

Administration

Attachments:

No Attachments Available

Budget Impact:

Current Budget: \$0
Proposed Revision: \$0
Revised Budget: \$0

Administrative Recommendation:**Background Summary:**

Marty Kooistra from the Housing Development Consortium and John Howell from Cedar River Group will be providing a presentation/update on South King Housing and Homelessness Partners, the creation of a formal interlocal collaboration among South King County jurisdictions to address our sub-regional affordable housing and homelessness needs

Reviewed by Council Committees:**Councilmember:****Staff:**

Hinman

Meeting Date: October 22, 2018

Item Number:



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6697 (Gross) (5 Minutes)

Department:

City Attorney

Attachments:

[ORD NO. 6697](#)
[Exhibit A](#)

Date:

October 16, 2018

Budget Impact:

Current Budget: \$0
Proposed Revision: \$0
Revised Budget: \$0

Administrative Recommendation:

City Council adopt Ordinance No. 6697

Background Summary:

On August 20, 2018, Council adopted Ordinance No. 6689. This ordinance amended (in part) Section 9.22.010 of the Auburn City Code related to controlled substances. However, those amendments did not include language that reflected the permissible possession of marijuana under Chapters 69.50 and 69.41A of the Revised Code of Washington. In order to have a complete reference to state law, staff recommends adoption of these technical corrections.

Reviewed by Council Committees:**Councilmember:**

Meeting Date: October 22, 2018

Staff:

Gross

Item Number:

ORDINANCE NO. 6697

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON RELATING TO CRIMINAL OFFENSES, AMENDING SECTION 9.22.010 OF THE AUBURN CITY CODE

WHEREAS, the City Council adopted Ordinance No. 6689 on August 20, 2018, which amended (in part) Section 9.22.010 of the Auburn City Code related to controlled substances; and,

WHEREAS, those amendments did not include language related to the permissible possession of marijuana under Chapters 69.50 and 69.41A of the Revised Code of Washington; and,

WHEREAS, staff recommends adoption of these technical corrections to make the City's ordinance consistent with state law.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN as follows:

Section 1. Amendment to City Code. Section 9.22.010 of the Auburn City Code is amended to read as shown in Exhibit A.

Section 2. Implementation. The Mayor is authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation.

Section 3. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance, or the invalidity of the application thereof to any person or circumstance shall not affect the validity of the

remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 4. **Effective date.** This Ordinance shall take effect and be in force five days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

Published: _____

9.22.010 Controlled substances prohibited.

A. Restrictions on marijuana.

1. Except as otherwise authorized by United States Code (USC) Title 21, RCW 69.50, or RCW 69.51A, it is unlawful for any person to knowingly grow, manufacture, process, deliver, or sell marijuana.
2. Except as otherwise authorized by RCW 69.50 or RCW 69.51A, it is unlawful for any person aged 21 or older to knowingly possess marijuana in an amount that violates RCW 69.50.4013(3).
3. Except as otherwise authorized by RCW 69.50 or RCW 69.51A, it is unlawful for any person under age 21 to knowingly possess marijuana in any amount.
4. "Marijuana," also known as "marihuana," means all parts of the plant genus *Cannabis* and all of its species, subspecies, taxa and hybridizations, whether growing or not; the seeds thereof; the resins extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of such plant, its seeds or resin, and includes all marijuana concentrates, useable marijuana, and marijuana-infused products. Such term does not include the mature stalks of such plant, fiber produced from such stalks, oil or cake made from the seeds of such plant, any other compound, manufacture, salt, derivative, mixture, or preparation of such mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of such plant which is incapable of germination.

B. It is unlawful for any person to knowingly possess a controlled substance other than marijuana as defined by RCW 69.50.101(f) unless the substance was obtained directly from, or pursuant to, a valid prescription or order of a practitioner while acting in the course of his or her professional practice.

C. It is unlawful for any person to knowingly possess a legend drug in violation of RCW 69.41.

D. Penalties.

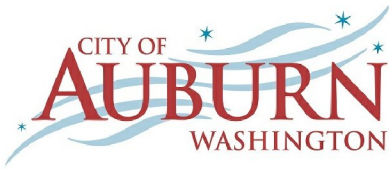
1. Violation of subsection A of this section is a misdemeanor. For a first offense, the maximum penalty shall be 90 days in jail and/or a \$1,000 fine. For a second or subsequent offense, the maximum penalty shall be 180 days in jail and/or a \$2,000 fine. For a first offense, there shall be

a mandatory minimum penalty of 1 day in jail and a \$250 fine. For a second or subsequent offense, there shall be a mandatory minimum penalty of 1 day in jail and a \$500 fine.

2. Violation of subsection B of this section is a gross misdemeanor punishable by up to 364 days in jail and/or a \$5,000 fine.

3. Violation of subsection C of this section is a misdemeanor punishable by up to 90 days in jail and/or a \$1,000 fine.

(Ord. 6595 § 4, 2016; Ord. 6525 § 4, 2014; Ord. 6300 § 1, 2010; Ord. 5682 § 1, 2002.)



AGENDA BILL APPROVAL FORM

Agenda Subject:

Vacant Housing Update (Tate) (10 Minutes)

Department:

Community Development

Attachments:

[Vacant Housing PowerPoint](#)

Date:

October 15, 2018

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:**

Please see the attached PowerPoint Presentation.

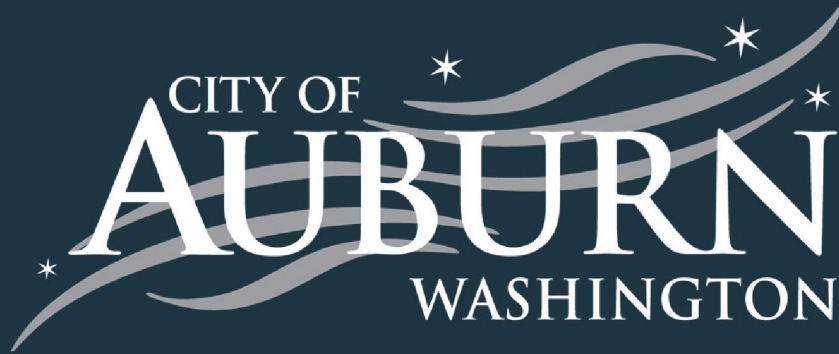
Reviewed by Council Committees:**Councilmember:**

Meeting Date: October 22, 2018

Staff:

Tate

Item Number:



VACANT PROPERTY REGISTRATION

CHRIS BARACK
LEAD COMPLIANCE OFFICER
CITY COUNCIL STUDY SESSION
OCTOBER 22, 2018

Department of Community Development

Planning • Building • Development Engineering
Permit Center • Code Enforcement • Environmental

AUBURN
VALUES

S E R V I C E

E N V I R O N M E N T

E C O N O M Y

C H A R A C T E R

S U S T A I N A B I L I T Y

W E L L N E S S

C E L E B R A T I O N

AUBURN CITY CODE 15.20

PROPERTY MAINTENANCE CODE

In August 2016, City Council adopted new chapters of ACC title 15 pertaining to property maintenance. These new chapters of City code required a new process for registering vacant properties.

ACC 15.20.080 Vacant property registration

A. The vacant property registration program is hereby established. All vacant properties shall be registered with the city when it remains vacant for more than 30 days. Failure to register a vacant property shall constitute a violation that is punishable under the terms and procedures of Chapter 1.25 ACC. This section shall not apply to properties that are the subject of a current rental business license issued pursuant to Chapter 5.22 ACC or are inhabited by the property owner part-time.

BENEFITS TO THE COMMUNITY

- With this new registration in place, it will allow the City at a quick glance to see which properties are vacant and to help monitor them.
- The Code Compliance team will conduct routine inspections of the registered properties to ensure they remain violation free.
- This will also help ease the minds of the adjacent property owners, knowing the City is monitoring the properties on a regular basis.
- The requirement pressures the bank/preservation companies to disclose all contact information to the City, even if there are no other code violations on the property.
- If the bank/preservation companies ignore the requirements, or will not engage with the City, we will use our authority and abate the property.

JORDAN v. NATIONSTAR

HOUSE BILL 2057

In 2015, Jordan v. Nationstar (now Mr. Cooper) changed the way some Property Preservation companies approached properties in Washington State. Because of the decision of the case, Property Preservation companies took a hands off approach to vacant properties. Their hands off approach made it difficult to obtain compliance. In most cases, properties incurred penalties and the violations were resolved through abatements.

In March, 2018, the State of Washington House of Representatives approved House Bill 2057 (HB2057). With the approval, it will allow banks and Property Preservation companies to “preserve” properties. This would include:

- Abating identified nuisances;
- Installing missing/broken locks on exterior doors;
- Replacing or boarding broken or missing windows;
- Winterizing homes;
- Eliminating building or other code violations;
- Securing exterior pools and spas;
- Performing routine yard maintenance; and
- Performing pest and insect control

PROPERTY REQUIREMENTS

B. In addition to registration, vacant properties shall be managed as follows:

1. The property must be kept free of code violations.
2. The structure and property must remain secure from unauthorized access. All doors and windows must be in place and remain locked. Broken doors and windows must be repaired or replaced consistent with all provisions of this title.
3. The roof, flashing, rain gutters, and down spouts must be present and functional.
4. Exterior lighting, consistent with the requirements of this code, shall remain functional and shall be set on a timer to provide nighttime illumination. **Battery powered or solar lighting options may be utilized.**
5. Water service shall be disconnected.
6. All vegetation shall be maintained consistent with Auburn City Code. Additionally, shrubs, ground covers, vines, and trees must be kept trimmed and not encroach into the public right-of-way or onto neighboring properties.

PROPERTY REQUIREMENTS CONTINUED

7. The exterior appearance of all structures shall be kept clean and in good condition, consistent with Section 304 of the International Property Maintenance Code. Tarps are not allowed as a means of securing or screening damaged, degraded or moss covered roofs, doors, windows or walls, except as a temporary measure prior to a permanent repair or replacement.
8. Appropriate winterization measures shall be taken to ensure that the structure and property is not further degraded due to extended periods of cold and/or wet weather.
9. Gas, electrical, and plumbing fixtures shall be maintained in a condition that is safe and that avoids risk to public health and safety.
10. A notice shall be placed in a visible location on the property that indicates who the property is registered to and must include contact information for the responsible party.
11. The property must be registered with the City of Auburn Police Department trespass program.

ONLINE REGISTRATION FORMS

CITY OF AUBURN WASHINGTON
CODE COMPLIANCE
COMMUNITY DEVELOPMENT & PUBLIC WORKS
25 West Main Street • Auburn, WA 98001 • P: 253-931-3000 • F: 253-801-3114 • www.auburnwa.gov

**VACANT PROPERTY REGISTRATION FORM /
AUBURN POLICE DEPARTMENT NO TRESPASSING AUTHORIZATION/RELEASE**

The City of Auburn has adopted a Vacant Property Registration Program as a result of code violations and criminal activities that have historically occurred on such properties. Proactively identifying vacant properties, and establishing a set of guidelines in which these properties will be maintained, will help reduce the repetitive and continuous nuisance complaints and criminal activities for these properties. The proceeding is a list of guidelines in which these properties must be maintained, and a registration form for the Vacant Property Registration. This form will assist the City and its Officials with identifying contact information for the property to promptly notify the responsible party in the event that there are any code or police-related issues present. This registration form also grants permission to the Auburn Police Department to become an agent of the property to enforce Washington State Criminal Trespass Laws in the absence of an owner to help reduce criminal activities on the property and in the neighborhood.

VACANT BUILDING OWNER REQUIREMENTS

Pursuant to Auburn City Code 15.30.080, if a building in the City of Auburn is vacant for longer than 30 days, the owner must manage the property as follows:

1. The property must be kept free of code violations.
2. The structures and property must remain secure from unauthorized access. All doors and window(s) must be in place and remain locked. Broken doors and windows must be repaired or replaced consistent with all provisions of Title 15 of the Auburn City Code.
3. The roof, flashing, rain gutters, and down spouts must be present and functional.
4. Exterior lighting, consistent with the requirements of this code, shall remain functional and shall be set on a timer to provide nighttime illumination. Battery powered or solar lighting options may be utilized.
5. Water service shall be disconnected (City of Auburn Utility department: 253.931.3038).
6. All vegetation shall be maintained consistent with Auburn City Code Titles 8 & 18. Additionally, shrubs, ground covers, vines, and trees must be kept trimmed and not encroach into the public right-of-way or onto other neighboring properties.
7. The exterior appearance of all structures shall be kept clean and in good condition, consistent with Section 304 of the International Property Maintenance Code. Tents are not allowed as a means of securing or screening damaged, degraded or moss covered roofs, doors, windows or walls, except as a temporary measure prior to a permanent repair or replacement.
8. Appropriate winterization measures shall be taken to ensure that the structure and property is not further degraded due to extended periods of cold and/or wet weather.
9. Gas, electrical, and plumbing fixtures shall be maintained in a condition that is safe and that avoids risk to public health and safety.
10. A notice shall be placed in a visible location on the property that indicates who the property is registered to and must include contact information for the responsible party (permit sticker will satisfy this requirement).
11. The property must be registered with the City of Auburn Police Department trespass program. All required signs must be posted at time of vacant property inspection.

AUBURN * MORE THAN YOU IMAGINED

CITY OF AUBURN WASHINGTON
CODE COMPLIANCE
COMMUNITY DEVELOPMENT & PUBLIC WORKS
25 West Main Street • Auburn, WA 98001 • P: 253-931-3000 • F: 253-801-3114 • www.auburnwa.gov

12. An inspection of the property will be conducted by the City of Auburn Code Compliance staff to verify all steps have been completed.

13. Upon completion of all registration steps, and the application has been approved, a permit sticker will be issued. The permit sticker will be placed in a discrete location on the property by the Code Compliance Department.

☐ I understand and agree to the above listed Vacant Building Owner Requirements.

Property Information

Property Address: _____ Permit #: _____
(internal use only)

Parcel #: _____

Business type: Residential ☐ Commercial ☐ (select one)

Property Owner or Lienholder Information

Company Name: _____

Contact Person: _____

Phone number: _____

E-mail Address: _____

Mailing Address: _____

Property Preservation and Management Information

Company Name: _____

Contact Person: _____

Phone number: _____

E-mail Address: _____

Mailing Address: _____

AUBURN * MORE THAN YOU IMAGINED

CITY OF AUBURN WASHINGTON
CODE COMPLIANCE
COMMUNITY DEVELOPMENT & PUBLIC WORKS
25 West Main Street • Auburn, WA 98001 • P: 253-931-3000 • F: 253-801-3114 • www.auburnwa.gov

Once this application is processed, you will be contacted for the \$65.00 registration fee payable to the "City of Auburn".

The registration is valid until December 31st and must be renewed annually before December 31st of each year. You are required to renew your registration every year that your property is vacant. Renewal fee is \$50. You will not be notified when your registration has expired or when renewal is required. If you have any questions, contact the City of Auburn Code Compliance Department at 253.804.9530 or email at ccharrach@auburnwa.gov.

I give the Auburn Police Department and its officers permission to enforce the Washington State Criminal Trespass Law, per RCW 9A.52.070, RCW 9A.53.080 and Auburn City Code 9.56.900 at the above location (property address). By signing this authorization and release form, the Auburn Police Department has been made an agent of the above property and is empowered to enforce the property rights of the business/property owner in the absence of a business/property representative.

If a subject enters or remains at the above location he/she will be subject to arrest and criminal prosecution for trespass. When the business is closed, no one has permission to use the property for any purpose. The parking lot and surrounding property are reserved for the exclusive use of customers and employees during business hours. Our company/I will cooperate with the Auburn Police Department and the City of Auburn Attorney for any violation occurring on our property where a citation or arrest may occur.

Registrant:

☐ I have the authority to restrict use of the property for the purposes of Trespass Enforcement.

Print name: _____ (printed name acts as a digital signature)

Date: _____

Company Name: _____

Mailing Address: _____

Phone Number: _____

AUBURN * MORE THAN YOU IMAGINED

www.auburnwa.gov/vacant

SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

OUR PROCESS

- Once an application contact/owner information



- Properties must be registered (registration valid January 1st through December 31st)

CITY OF AUBURN WASHINGTON
CODE COMPLIANCE
 DEPARTMENT OF COMMUNITY DEVELOPMENT
 38 West North Street • Auburn, WA 98001 • P: 253-531-3095 • F: 253-531-5112 • www.ci.auburn.wa.us

VACANT PROPERTY AFFIDAVIT

Property Address: _____ Date: _____

This notice is concerning the vacant building at the above address, following mid-foreclosure, and a nuisance.

I am present at this property and have observed the following conditions:

_____ are present at this property.

_____ are consistent with residential use.

_____ have been disconnected;

_____ are up or closed off or are in poor repair;

_____ are damaged, broken off, unhinged, or missing;

_____ other materials, or interior contents, are present on the property.

_____ at least one report within the last 12 months by persons who are not the owner or occupant.

_____ occupancy and ordered to remove the same by a court of competent jurisdiction.

_____ and was discontinued before the property was placed for at least six months for sale.

_____ accumulated on the property.

_____ or materials have accumulated on the property.

_____ intent to vacate and abandon the property.

_____ mid-foreclosure is attached to the property.

☐ A notice of trustee's sale has been recorded in the office of the county clerk.

The attached Notice to Correct had a compliance date of _____. Pursuant to ACC 8.12.020, the property is found and declared to be a nuisance (attached).

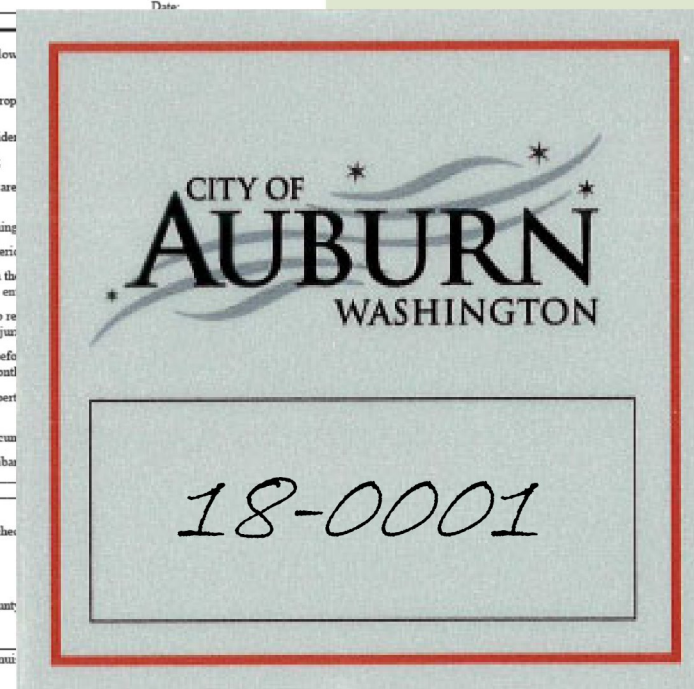
I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

EXECUTED this ____ day of _____, 20__ at Auburn, King County, Washington

AUBURN * MORE. THAN YOU IMAGINED

AKiT (CRW) and all other documents

compliance



SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

VACANT VS MAINTAINED



SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

THANK YOU!!

QUESTIONS??

Department of Community Development

Planning • Building • Development Engineering
Permit Center • Code Enforcement • Environmental

AUBURN
VALUES

S E R V I C E

E N V I R O N M E N T

E C O N O M Y

C H A R A C T E R

S U S T A I N A B I L I T Y

W E L L N E S S

C E L E B R A T I O N



AGENDA BILL APPROVAL FORM

Agenda Subject:

Affordable Housing Stock (Tate) (20 Minutes)

Department:

Community Development

Attachments:

[Attachment A - Appendix B](#)

Date:

October 15, 2018

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:**

In recent months, a few City Councilmembers have asked City staff if there is data that inventories affordable housing in Auburn. Because affordable housing is defined in many ways and the inventory is constantly changing it is difficult to provide exact inventory figures. The following are factors that make affordability difficult to define, identify, and quantify:

- Affordability is defined or categorized in many different ways. Rental vs. ownership; serving a population that is below 80% of the average median income (AMI) or 50% or 30%; publicly owned/operated vs. privately owned.
- Some private properties establish rental rates based on fair market but are more accepting of government housing vouchers for rental payment. Therefore, these properties or dwelling units appear as market rate units but are still contributing to the provision of affordable housing.
- There are non-profit organizations that provide affordable housing yet they do not necessarily show up within the inventory data.
- Inventory is fluid and constantly changing. For example, King County may provide 2,000 housing vouchers to residents within Auburn one year and then 2,100 or 1,900 the following year. Additionally, a 100 unit multifamily property may have 30 tenants paying rent with a housing voucher one year and 25 or 35 the next year. This is because tenants move in and move out as time goes on.
- Affordability is also relative to the surrounding region. What is affordable in Auburn is different than what is affordable in Seattle. Most of Auburn is affordable relative to the cost of housing in Seattle. Auburn may be expensive compared to other parts of the nation.

Recognizing the above limitations, there are data sources that can help explain affordable housing in Auburn. For example, Appendix B of the Comprehensive Plan (Housing Element Needs and Characteristics Assessment), and adopted by City Council in December of 2015,

provides a great starting point to understand the overall profile of housing in the City of Auburn (Attachment A). This very data rich document provides a great deal of information related to housing quality/age/condition, housing attainability, household economics,

Page 37 of Appendix B of the Assessment provides a good starting point to help understand affordability and attainability of housing in Auburn. This section provides data on income in Auburn and how it compares to King County and Pierce County. Note that in this section, and the sections that follow, there are a number of tables that break households into categories of Area Median Income (AMI), Moderate (80% of AMI), Low (50% of AMI), and Very Low Income (30% of AMI). As indicated in Exhibit 39 on page 38 of the Assessment, the King County countywide AMI was \$88,200 (in 2014 dollars as determined by HUD), the King County countywide AMI was \$71,175 (in 2012 dollars as determined by the American Community Survey), and the Auburn AMI was \$54,329 (in 2012 dollars). Understanding the data is important because determining 80%, 50% and 30% yields a different outcome depending upon the data source and the geography of the data.

The above figures are adjusted on an annual basis as the average median income changes within the region. The King County Housing Authority provides the following table on their webpage, which is useful not only because it utilizes 2018 dollars, but it also considers household size as a variant in determining household income:

Family Size	30%AMI	80%AMI
1	\$22,500	\$56,200
2	\$25,700	\$64,200
3	\$28,900	\$72,250
4	\$32,100	\$80,250
5	\$34,700	\$86,700
6	\$37,250	\$93,100
7	\$39,850	\$99,550
8	\$42,400	\$105,950
9	\$46,560	\$112,350
10	\$50,740	\$118,750

Why establish these types of categories? In part, this is a common structure that is used by all cities in King County and that are identified in the King County Countywide Planning Policies. These categories are used to establish metrics that can help establish and monitor affordable housing goals.

INVENTORY INFORMATION

As indicated at Exhibit 42 on page 40 of the Assessment there are approximately 3,199 renting households that fall into the Very Low Income category (<30% of AMI). However, there are only about 769 available dwelling units to serve this population. This has two meanings: (1) that there is a shortfall of 2,430 dwelling units to serve this population, and (2) that there are 2,430 households that are “rent burdened” (households that are paying more than 30% of their income to rent). Exhibit 42 also indicates that there are approximately 2,729 renting households that fall into the Low Income category (30% to 50% of AMI), however there are 3,330 dwelling units to serve this population. In other words, there is a surplus of 601 dwelling units to serve this population. Likewise, there is a surplus of dwelling units to serve the Moderate Income category (50% to 80% of AMI). There are 2,292 renting households in this category and a supply of 5,405 dwelling units. Page 40 of the Assessment is an important summary that helps describe housing supply and housing demand.

Page 41 provides a table (Exhibit 43) that itemizes the number of properties that are Housing Authority Subsidized Rental Units and any populations that those properties may directly serve. Units owned and operated by the Housing Authority are an important part of the solution when it comes to filling housing availability gaps for those who struggle to afford the cost. As indicated in this table, there were 2,339 units at the time that the Assessment was published. Additional units have been added since this Assessment was conducted.

Not contained within the report, but made available to the City by the King County Housing Authority, is the total number of housing vouchers that are provided to recipients within Auburn. KCHA has indicated that there are 1,142 voucher holders in Auburn. This figure represents single family, duplex, triplex, fourplex, and multifamily housing types. It is important to understand that many private property owners accept these forms of payment even though their property is not specifically categorized as affordable housing. They are privately owned properties participating in affordable housing programs. For example, at the recently developed 294 unit Promenade Apartment complex on Lea Hill, there are 73 recipients of voucher housing.

In addition to publicly issued housing vouchers there are other private properties that participate in the provision of affordable housing by controlling rent prices. What is the motivation for a private property owner to limit rental rates? Washington State law includes a number of financial incentives for the creation and preservation of affordable housing. Many of these incentives are administered by the Washington State Housing Finance Commission and the financial programs that have been made available under state and federal law. Financial programs offer tax credits, tax exempt bond financing, low interest financing, and land acquisition opportunities. According to the Washington State Housing Finance Commission there are 1,965 privately owned multifamily dwelling units in Auburn that have received some form of public financing benefit in order to serve affordable housing objectives. Here are a few examples:

- At the newly constructed 295 unit Villas complex, rent-restricted housing is provided for residents whose income does not exceed a maximum allowable amount for their

household. They structure rental rates differently for households that are earning less than 60% AMI and households that are earning 50% of AMI or less.

- At the newly constructed 297 units Reserve complex (a 55+ community) tenants are only qualified if they earn 60% of AMI or less.
- At the newly constructed Estates at Hillside Garden (a 55+ community) there are income qualifications tenants must meet that document that they are at 60% AMI.

Additionally, there are a number of non-profit organizations that either own and provide housing to income qualified populations or that provide financial assistance for rental payments. The number of dwelling units or households that benefit from these resources is difficult to quantify but likely does not exceed 100 dwelling units community wide. Examples include Nexus (formally Auburn Youth Resources), Valley Cities, Mary's Place, Catholic Community Services, and Terry Home.

Reviewed by Council Committees:

Other: Planning

Councilmember:

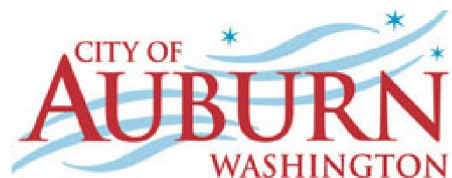
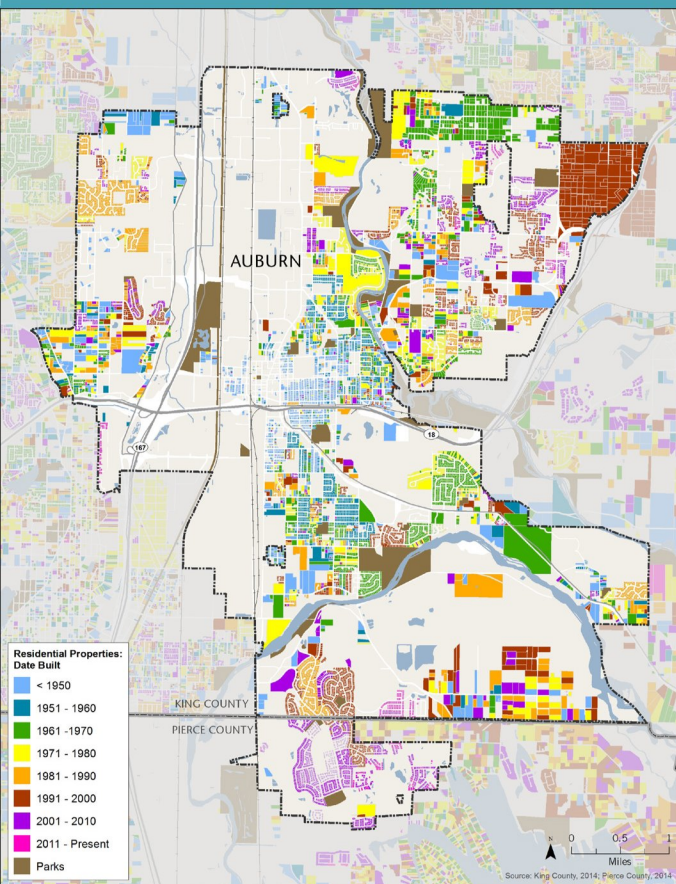
Staff:

Tate

Meeting Date: October 22, 2018

Item Number:

DRAFT



Housing Needs & Characteristics Assessment

and

Summary of Community Outreach Objectives & Activities

October 2014

Prepared by:



Page 24 of 160



AUBURN HOUSING ELEMENT UPDATE

Part I. Housing Needs & Characteristics Assessment

ABOUT THIS DOCUMENT

A housing element is a plan that addresses a community's current and projected needs for housing, including housing variety, attainability, and preservation. This document is intended to provide an assessment of housing needs and characteristics to support Auburn's Housing Element Update as part of the City's effort to update its Comprehensive Plan. This report also meets the requirements of the Countywide Planning Policies for King County (2012) to assess housing needs and conditions in order to help meet the countywide need for housing as well as the City's specific needs.

The report is structured in three parts:

- Population and Community Characteristics
- Household Economics
- Housing Inventory and Affordability

The conditions report draws on publically available data from the following sources:

U.S. Census Bureau

- Decennial Census
- American Community Survey (5-year estimates)

Federal Agencies

- U.S. Department of Housing and Urban Development

Washington State Agencies

- Washington State Office of Financial Management
- The Office of Superintendent of Public Instruction

County and Regional Agencies

- King County Assessor's Office
- Puget Sound Regional Council
- Public Health of Seattle/King County
- Seattle/King County Coalition on Homelessness

Other

- Dupre and Scott
- Zillow.com

Qualitative information about housing and livability conditions based on community outreach is also considered in the housing element update, and can be found in Part II of this document.

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1.0 POPULATION AND COMMUNITY CHARACTERISTICS

This section describes who lives in Auburn, including total population, age distribution, household size, racial and ethnic composition, and languages spoken at home. This information allows the City an understanding of who the City serves and whether some persons have special housing needs.

Auburn Population and Community Characteristics

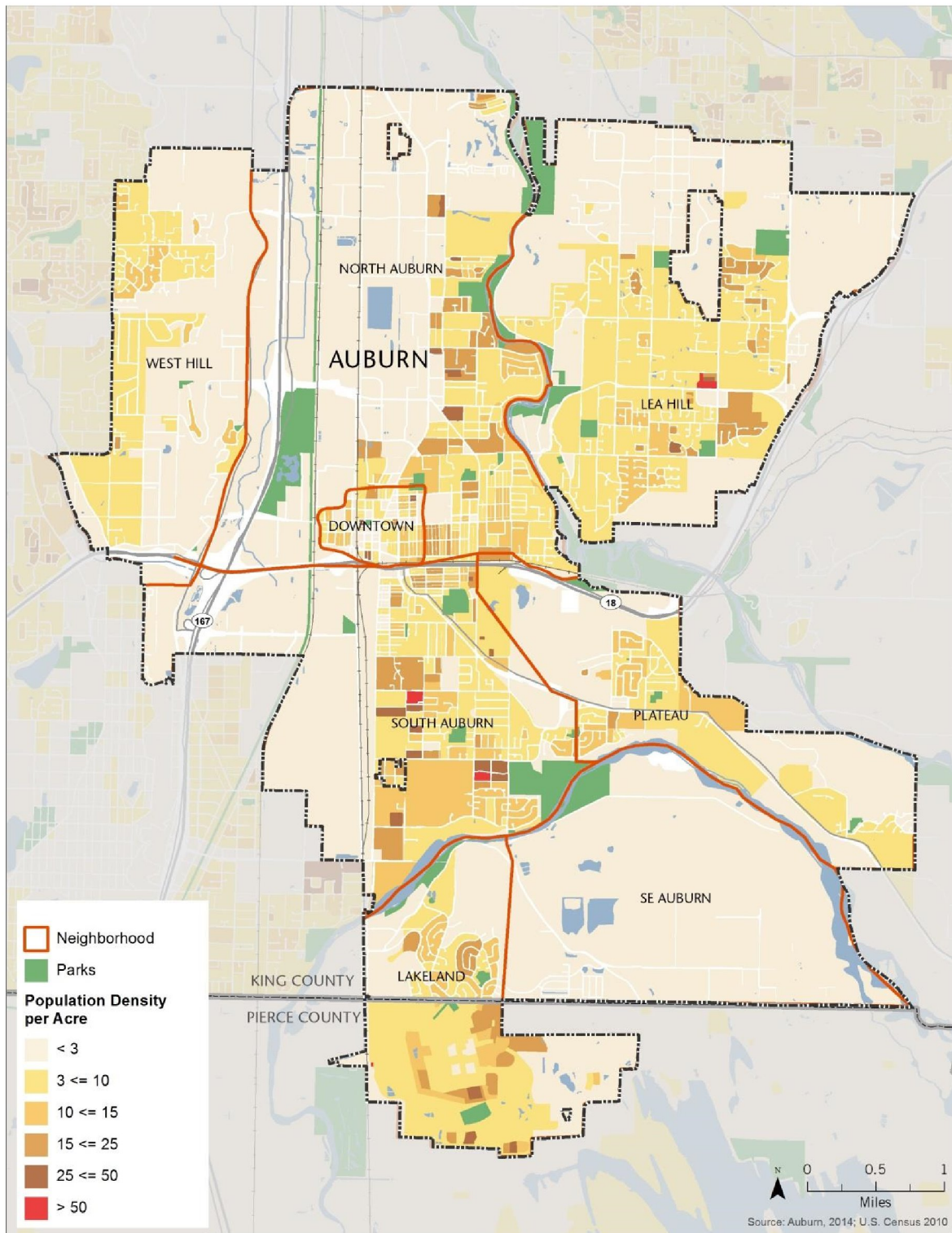
Exhibit 1
Population Growth Rate Comparison

	2010 Population Census	2011 Population Estimate	2012 Population Estimate	2013 Population Estimate	2014 Population Estimate	Compound Annual Growth Rate
Auburn	70,180	70,705	71,240	73,235	74,630	2%
King County	1,931,249	1,942,600	1,957,000	1,981,900	2,017,250	1%
Pierce County	795,225	802,150	808,200	814,500	821,300	1%

Source: OFM Forecasting Division, 2014

- As of 2014, about 74,630 residents live in the City of Auburn.
- Auburn's population is growing faster than King County and Pierce County. Auburn's compound annual growth rate of 2% between 2010 and 2014 is twice as high as both King and Pierce County's compound annual growth rate of 1% in the same years.

Exhibit 2 Population Density



Source: US Census 2010 Block Groups, City of Auburn 2014

- Population density is generally between 3-10 persons per acre across the City with greater nodes of density in North Auburn, South Auburn, Lea Hill and Lakeland Hills where there are smaller lot single family homes and attached housing.

Population by Age

Based on the 2010 Census, the last universal assessment of population structure, Auburn's population under 20 years old was 20,485, or 29.2% of the total population, and the senior population (ages 65 years and over) was 7,138, or 10.2% of the total population.

Exhibit 3 compares Auburn to King County and Pierce County averages using broad age categories.

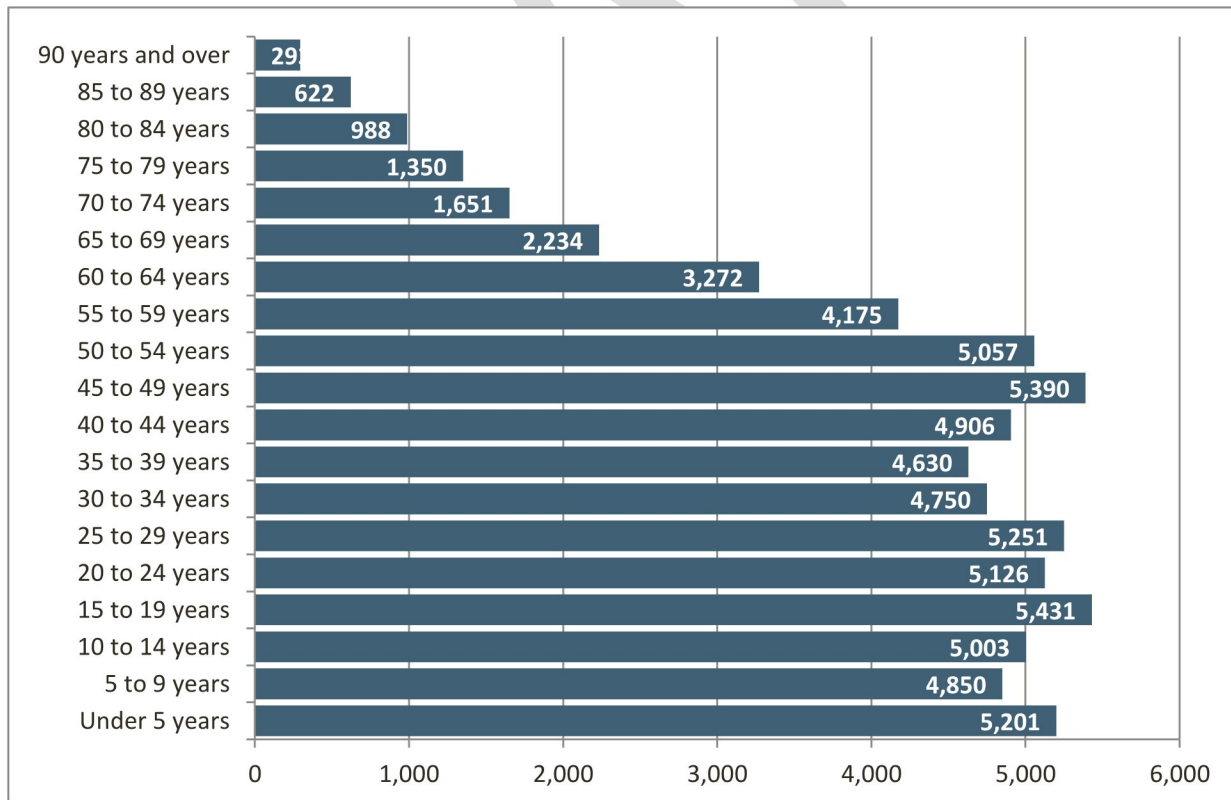
Exhibit 3
Auburn, King, and Pierce County Broad Age Category Distributions, 2010

	Under 20 Years	20 - 64 Years	65 Years and Over
Auburn	29.2%	60.6%	10.2%
King County	23.9%	65.2%	10.9%
Pierce County	27.7%	61.2%	11.0%

Source: US Census, 2010.

- Auburn has a higher percentage of residents under 20 years old than both King and Pierce County averages, a lower percentage of residents between 20-64 years old compared to both counties, and a lower percentage of residents over 65 years old compared to both counties, but the differences are not substantial.

Exhibit 4
Auburn Age Distribution, 2010



Source: US Census, 2010.

- There will be a large portion of the population that will be 65 and over by 2035. Currently, 45-59 year olds make up about 15% of Auburn's total population. They will be part of the senior population by 2035.

Household Size

Exhibit 5
Average Household Size: Auburn, King County, and Pierce County

	Average Household Size	Average Family Size
Auburn	2.67	3.22
King County	2.40	3.05
Pierce County	2.59	3.09

Source: US Census, 2010.

- According to US Census data from 2010, Auburn has an average household size of 2.67 persons.
- This is larger compared to King County which has an average household size of 2.40 persons, and larger than Pierce County which has an average household size of 2.59 persons.

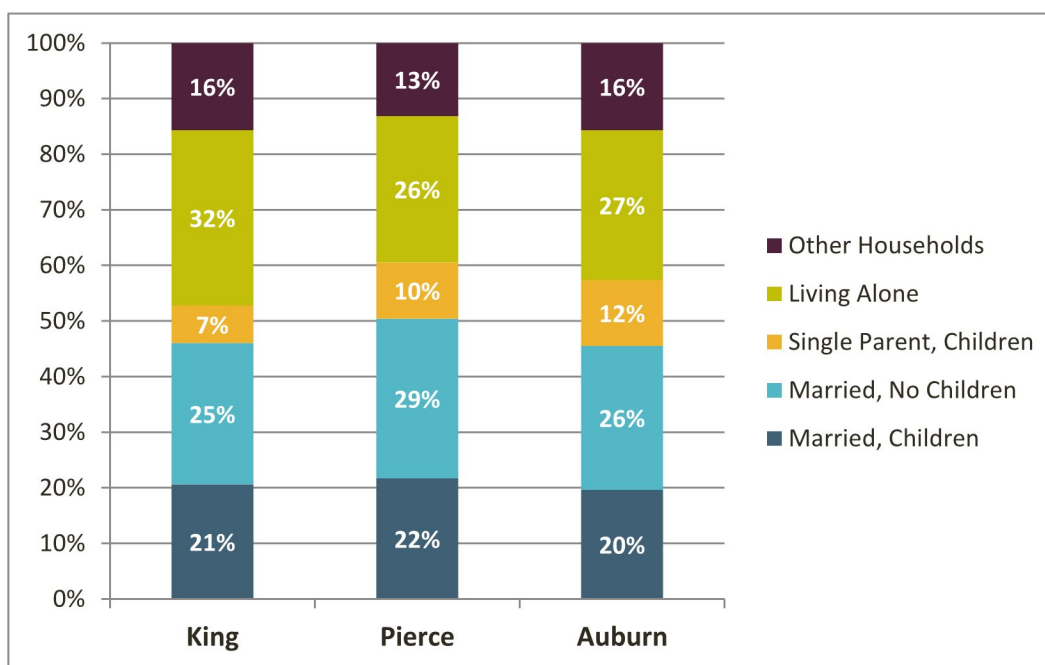
Exhibit 6
Household Size: Auburn, King County, and Pierce County

Household Size	Auburn	King	Pierce
1-person household	27%	32%	27%
2-person household	33%	33%	34%
3-person household	17%	15%	16%
4-person household	14%	13%	14%
5-person household	5%	5%	6%
6-person household	3%	2%	2%
7-or-more person household	1%	1%	1%

Source: 2008-2012 American Community Survey 5-Year Estimates.

- Auburn has a slightly smaller percentage of 1-person households than King County households (27% in Auburn, 32% in King County).
- Auburn has slightly larger percentages of family households with three persons and larger compared to King County, but is similar to the Pierce County averages for these household sizes

Exhibit 7
Household Composition: Auburn, King County, and Pierce County



Source: 2008-2012 American Community Survey 5-Year Estimates.

- Fifty-three percent of the households are one or two persons with no kids. The type of homes needed for smaller households may be different than for larger households.
- In general, Auburn's household composition is similar to both King and Pierce Counties.
- Auburn has a slightly larger percentage of single parents with children households (12%) compared to King County (7%) and Pierce County (10%).

Racial Composition

Exhibit 8
Racial Composition, 2012

	Auburn	King County	Pierce County
White alone	70%	68%	76%
Black or African American alone	6%	6%	7%
American Indian and Alaska Native alone	1%	2%	1%
Asian alone	15%	10%	6%
Native Hawaiian and Other Pacific Islander alone	1%	1%	1%
Some other race alone	3%	5%	2%
Two or more races	5%	7%	7%

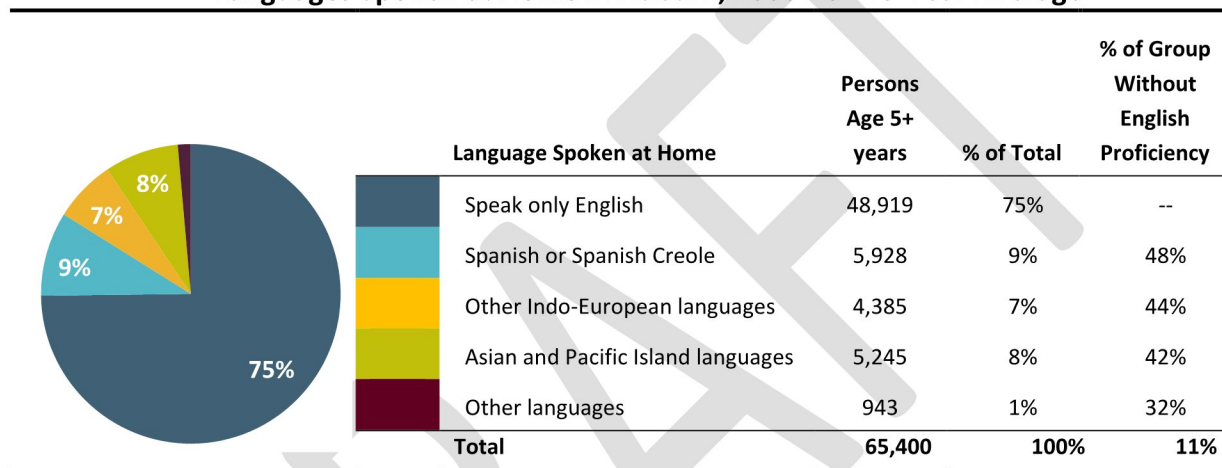
Source: 2008-2012 American Community Survey 5-Year Estimates.

- According to ACS data from 2012, Auburn is slightly less diverse than King County overall, and somewhat more diverse than Pierce County overall, with 30% of its population being races other than white compared to 32% in King County and 24% in Pierce County.

- About 15% of Auburn’s population identifies as Asian. This is higher compared to King (10%) and Pierce (6%) Counties. Within this category, the population consists of Filipino (2.1%), Korean (1.5%), Vietnamese (1.3%), Asian Indian (1.3%), Other Asian (1.3%), Chinese (1%) and Japanese (.5%).
- Auburn’s American Indian and Native Alaskan is 2%, compared to 1% in King County and 1% in Pierce County.
- Auburn has a higher “Some Other Race” population (5%), compared to 3% in King County and 2% in Pierce County. Auburn also has a slightly higher mixed race population (7%), compared to 5% in King County, but similar to Pierce County.

Languages Spoken at Home

Exhibit 9
Languages Spoken at Home in Auburn, 2008-2012 5-Year Average



Source: 2008-2012 American Community Survey 5-Year Estimates

- Approximately 25% of Auburn residents speak a language other than English. This is similar to King County (25%) and higher than Pierce County (14%). Spanish (9%), Asian and Pacific Island languages (8%), and other Indo-European languages (7%) are the most common languages spoken other than English.

Exhibit 10
Languages Spoken at Home in Auburn, King County, and Pierce County
2008-2012 5-Year Average

	Auburn		King County		Pierce County	
Language Spoken at Home	% of Total	% of Group Without English Proficiency	% of Total	% of Group Without English Proficiency	% of Total	% of Group Without English Proficiency
Speak only English	75%	--	75%	--	86%	--
Speak a language other than English	25%	44%	25%	43%	14%	40%
Spanish or Spanish Creole	9%	48%	7%	46%	6%	37%
Other Indo-European languages	7%	44%	6%	31%	3%	34%
Asian and Pacific Island languages	8%	42%	11%	47%	5%	45%
Other languages	1%	32%	2%	44%	1%	38%

Source: 2008-2012 American Community Survey 5-Year Estimates.

- Of the population who speak a language other than English, approximately 44% speak English “less than well”. This is slightly higher than in King County (43%) and Pierce County (40%).
- Among Auburn’s Spanish speaking population, nearly half of the group is not proficient in English (48%). Among Auburn’s population that speaks other Indo-European languages, 44% are not proficient in English. Among Auburn’s population that speaks Asian and Pacific Island languages, 42% are not proficient in English.

Population Living with a Disability

Exhibit 11 compares Auburn, King County and Pierce County populations living with a disability. Exhibit 12 shows characteristics about Auburn’s population living with a disability.

Exhibit 11
Auburn, King County, Pierce County Population Living with a Disability

	Total civilian non-institutionalized population	With Disability	% of Total
Auburn	69,958	9,221	13.2%
King County	1,927,850	177,577	9.2%
Pierce County	770,973	97,178	12.6%

Source: 2008-2012 American Community Survey 5-Year Estimates.

Exhibit 12
Auburn's Estimated Population Living with a Disability

	Total	With a disability	Percent with a disability
Total civilian non-institutionalized population	69,958	9,221	13.2%
Population 5 to 17 years	12,639	505	4.0%
With a hearing difficulty	(X)	70	0.6%
With a vision difficulty	(X)	140	1.1%
With a cognitive difficulty	(X)	304	2.4%
With an ambulatory difficulty	(X)	89	0.7%
With a self-care difficulty	(X)	108	0.9%
Population 18 to 64 years	44,740	5,527	12.4%
With a hearing difficulty	(X)	1,265	2.8%
With a vision difficulty	(X)	844	1.9%
With a cognitive difficulty	(X)	2,504	5.6%
With an ambulatory difficulty	(X)	2,494	5.6%
With a self-care difficulty	(X)	910	2.0%
With an independent living difficult	(X)	2,028	4.5%
Population 65 years and over	7,682	3,189	41.5%
With a hearing difficulty	(X)	1,306	17.0%
With a vision difficulty	(X)	494	6.4%
With a cognitive difficulty	(X)	716	9.3%
With an ambulatory difficulty	(X)	2,015	26.2%
With a self-care difficulty	(X)	793	10.3%
With an independent living difficulty	(X)	1,256	16.3%

Source: 2008-2012 American Community Survey 5-Year Estimates.

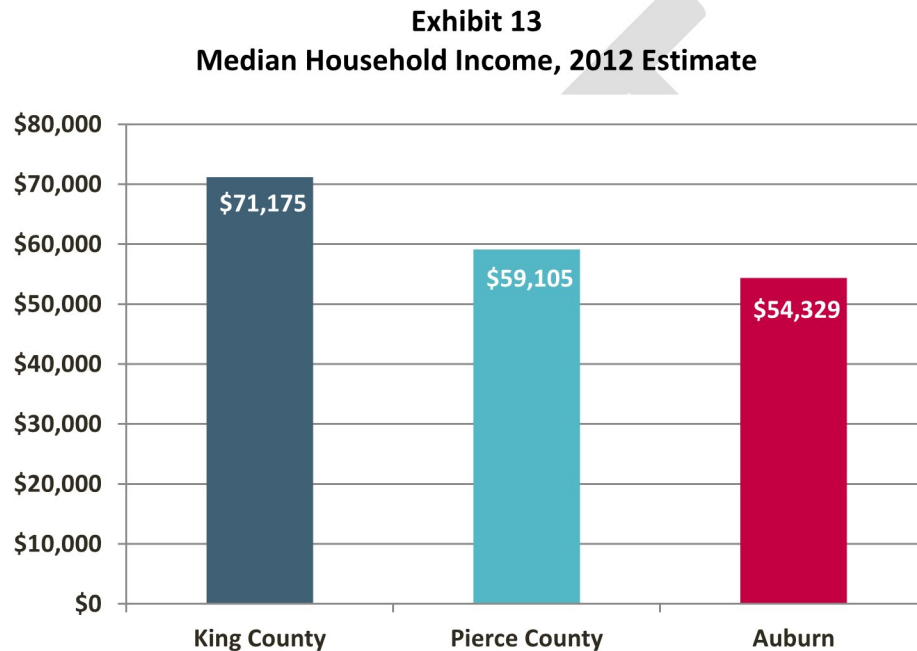
- Approximately 13.2% of Auburn's total population is living with a disability. This is higher compared to King County (9.2%) and slightly higher than Pierce County (12.6%).
- About 12% of the adult population ages 18 to 64 are living with a disability. The most prevalent disabilities include cognitive difficulty (5.6%) and ambulatory difficulty (difficulty walking around) at 5.6%.

2.0 HOUSEHOLD ECONOMICS

This section examines household incomes, and households' ability to provide for food, shelter, and transportation. It helps us estimate what portion of the population does not have the resources necessary to meet basic needs, as well as where assistance may be most beneficial.

Household Income

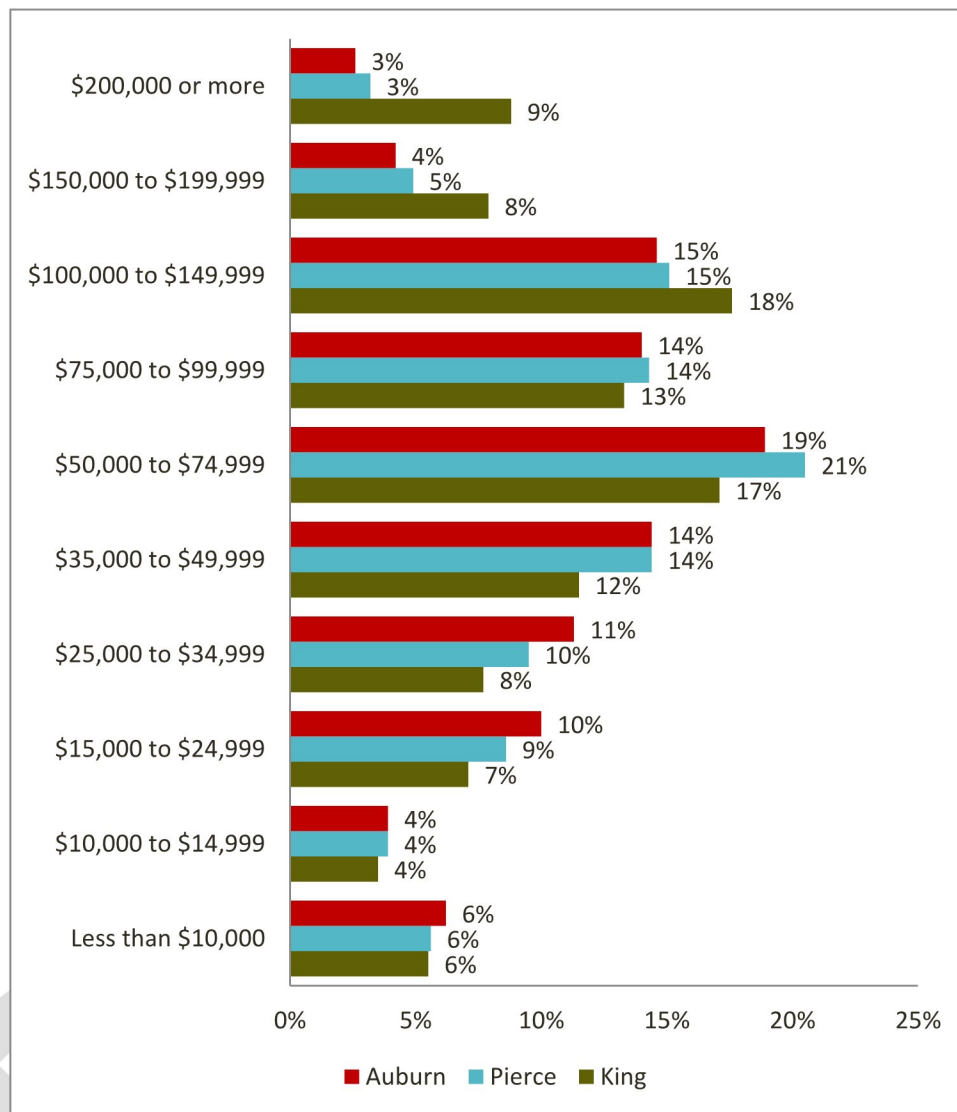
Exhibit 13 compares median household income for King County, Pierce County, and Auburn, and Exhibit 14 shows the segmentation of household income for Auburn and the two counties. The data reflect income for all households regardless of size.



Source: 2008-2012 American Community Survey 5-Year Estimates.

- Auburn's median household income is lower than both King County's and Pierce County's median household income.

Exhibit 14
Household Income Segmentation, 2012



Source: 2008-2012 American Community Survey 5-Year Estimates

- Auburn is more similar to Pierce County in household income segmentation than it is to King County.
- 45% of households in Auburn earn less than \$50,000 per year, compared to 43% in Pierce County and 37% in King County.
- The American Community Survey indicates the percent of Auburn persons below the poverty level (2008-2012 ACS) was 14.9%. This is higher than Pierce County (11.9%) and higher than King County (10.9%).

Food stamps/SNAP

- Approximately 19% of households in Auburn receive food stamps. This is higher compared to the percentage of households receiving food stamps in King and Pierce Counties, where 9% of households in King County receive food stamps, and 13% of households in Pierce County receive food stamps.

- Approximately 55% of households in Auburn receiving food stamps have children under 18 years. This is higher compared with King County, where 44% of households receiving food stamps have children under 18, and slightly higher compared with Pierce County, where 52% of households receiving food stamps have children under 18 years.
- 17% of households receiving food stamps in Auburn identify as being Hispanic or of Latino origin. This is slightly higher compared to King County (12%) and Pierce County (11%). 6% of households receiving food stamps in Auburn identify as “some other race”. This is slightly higher compared to King County (4%) and Pierce County (3%).
- 35% of households receiving food stamps in Auburn have had 2 or more workers in the past 12 months. This is slightly higher compared to King County (34%) and Pierce County (31%).
- According to the Office of Superintendent of Public Instruction Washington State Report Card May 2014 data, 54.3% of the Auburn School District student population are eligible for Free or Reduced-Price meals. This is nearly 10 percentage points higher than the Washington State average (45.9%).

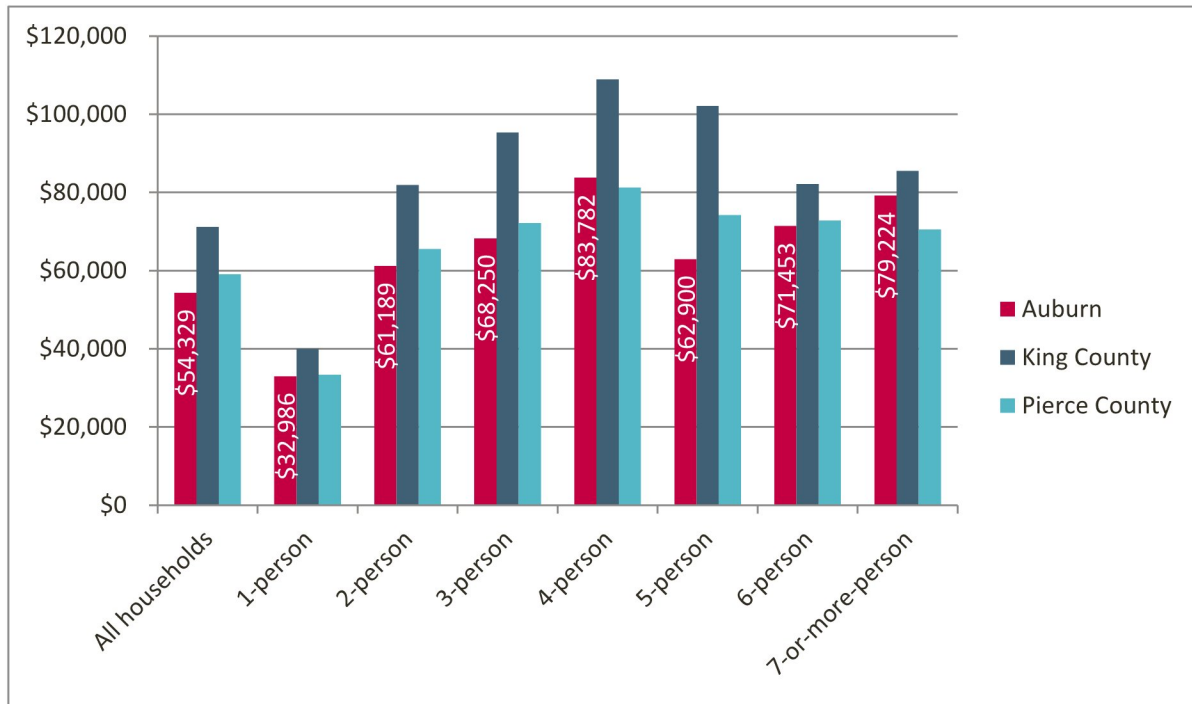
Median Household Income by Size Estimates

Exhibit 15
Median Household Income by Household Size

	Auburn	King County	Pierce County
Average Median Income:	\$54,329	\$71,175	\$59,105
1-person households	\$32,986	\$40,023	\$33,376
2-person households	\$61,189	\$81,907	\$65,531
3-person households	\$68,250	\$95,350	\$72,180
4-person households	\$83,782	\$108,946	\$81,277
5-person households	\$62,900	\$102,121	\$74,237
6-person households	\$71,453	\$82,179	\$72,851
7-or-more-person households	\$79,224	\$85,539	\$70,487

Source: 2008-2012 American Community Survey 5-Year Estimates.

Exhibit 16.
Median Household Income by Household Size



Source: 2008-2012 American Community Survey 5-Year Estimates.

- The median household income for single person households is similar for Auburn (\$32,986) and Pierce County (\$33,376). It is lower compared to King County (\$40,023).
- Auburn's median income for households with two or more people is below the King County median, but is similar to the Pierce County median.

Homeless Population

Estimating the total homeless population is difficult. In King County, a 2014 one-night analysis of homelessness in King County found that 3,123 were outside between the hours of 2 and 5 am on a January night.

Unsheltered homeless counts illuminate the local gap in services for the homeless.

Exhibit 17 shows unsheltered homeless counts in Auburn based on the Seattle/King County Coalition on Homelessness counts. The one-night unsheltered homeless counts in Auburn show unsheltered homelessness in the City ranging from 45-97 persons over the last four years. These figures are known to undercount the unsheltered homeless, since not all areas are searched and many homeless persons do not want to be seen. There are likely individuals and families that are improvising with camping, sleeping in their cars, rotating through weekly motels, and spending nights in someone's spare room or couch with no fixed living situation.

Exhibit 17
Auburn Unsheltered Homeless Counts, 2010 – 2014

Unsheltered Homeless Count	Auburn					TOTAL Selected Areas*				
	2010	2011	2012	2013	2014	2010	2011	2012	2013	2014
Men	9	4	4	6	5	919	860	882	897	944
Women	4	1	0	2	0	159	191	174	205	213
Gender Unknown	37	40	40	49	92	1,664	1,357	1,531	1,615	1,942
Minor (under 18)	0	0	0	0	0	17	34	7	19	24
Total	50	45	44	57	97	2,759	2,442	2,594	2,736	3,123
Benches	0	0	0	0	0	42	21	23	16	56
Parking Garages	0	0	0	0	0	19	23	5	28	15
Cars/Trucks	31	21	34	27	49	891	767	791	878	993
Structures	4	0	0	4	2	316	249	348	353	409
Under Roadways	3	1	2	5	5	191	196	163	225	249
Doorways	0	0	2	1	0	136	131	154	163	228
City Parks	4	5	2	10	27	114	25	30	23	88
Brushes/undergrowth	6	0	2	6	4	129	89	77	88	118
Bus Stops	0	16	0	0	0	28	42	24	40	26
Alleys	0	0	0	0	0	16	21	14	48	47
Walking around	1	0	1	1	9	331	261	300	305	302
Other	1	2	1	3	1	546	617	665	569	592
Total	50	45	44	57	97	2,759	2,442	2,594	2,736	3,123

*Selected Areas include: Seattle, Kent, North End, East Side, White Center, Federal Way, Renton, Night Owl Buses and Auburn.

Source: Seattle/King County Coalition on Homelessness

- The homelessness data in the chart above was collected during one-night counts in January of each year. The highest counts of unsheltered homeless individuals was in cars/trucks and city parks.
- Relative to the total unsheltered homeless count, Auburn had 3%; it is likely that throughout the areas of the survey there was an undercount of homeless unsheltered persons.

Exhibit 18
Homeless Students in Auburn and Washington State, 2012-2013 School Year

	Total Number of Students	Shelters	Doubled Up	Unsheltered	Hotels or Motels	Total Number of Homeless Students	Percentage of Students who are Homeless
Auburn School District	15,046	43	333	4	5	385	3%
Washington State	1,056,809	6,527	21,153	1,254	1,675	30,609	3%

Source: Office of Superintendent of Public Instruction (OSPI), Feb 2014; OSPI Washington State Report Card.

- According to the Office of Superintendent of Public Instruction Communication and Community Outreach news in February 2014, the number of homeless students in Washington State has increased for the sixth year in a row. The 2012-2013 number is an 11.8% increase from 2011-2012 and a 47.3% increase from 2007-2008.
- Auburn School District's student homeless population matches the state percentage.

Employment & Labor Force Participation

Exhibit 19
Labor Force Participation and Unemployment Rate for Civilians 16+ Years Old,
2008-2012 5-Year Average

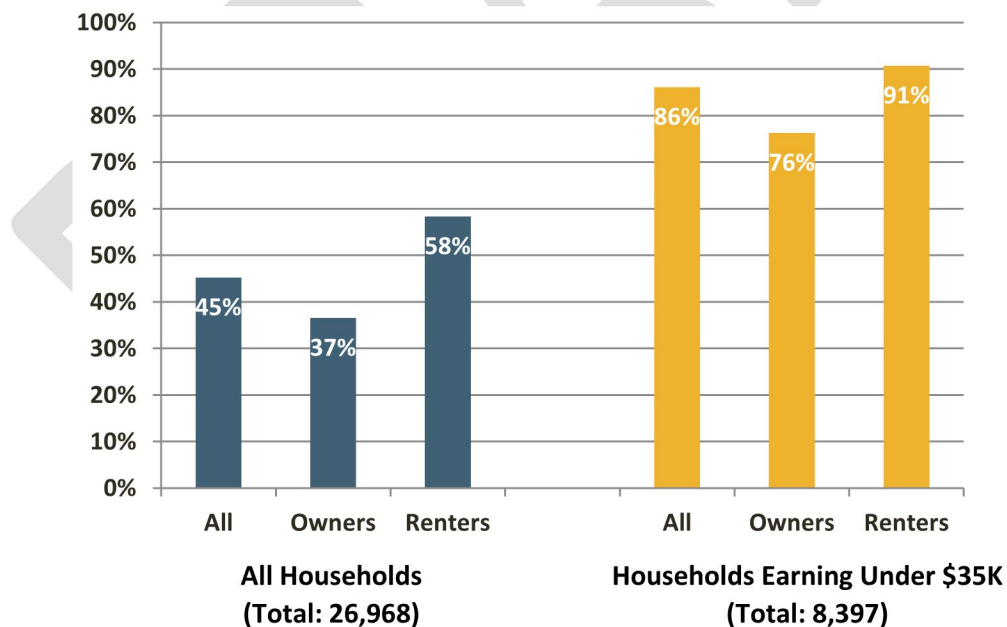
	Population 16+ Years Old	% in Civilian Labor Force	Unemployment rate	% of Civilian Labor Force Below Poverty Level
Auburn	54,889	66.7%	10.6%	45.8%
King County	1,574,056	70.4%	7.3%	52.7%
Pierce County	623,960	66.2%	10.3%	49.0%

Source: 2008-2012 American Community Survey 5-Year Estimates.

- About 45.8% of Auburn's civilian labor force is below poverty level. This is slightly lower than Pierce County, where 49.0% of the civilian labor force is below poverty level, and slightly lower than King County, where 52.7% of the civilian labor force is below poverty level. This means a relatively high percentage of the population consists of the "working poor".

Housing Cost Burden

Exhibit 20
Percent of Auburn Households Spending More than 30% of Income on Housing,
2008-2012 5-Year Average



Source: ACS, 2012 (5-year estimates)

Exhibit 21
Number of HH Spending More than 30% of Income on Housing
(2008-2012) 5-Year Average

	Auburn	King County	Pierce County
All Households			
All	45%	41%	43%
Owners	37%	35%	37%
Renters	58%	50%	54%
Households Earning <\$35K			
All	86%	88%	85%
Owners	76%	77%	70%
Renters	91%	93%	95%

Source: 2008-2012 American Community Survey 5-Year Estimates.

- A vast majority of Auburn's households (86%) earning under \$35,000 a year are spending more than 30% of their income on housing, including nearly 91% of renter households and 76% of owner-occupied households.
- Nearly half (45%) of all households regardless of income are spending more than 30% of their income on housing, including 58% of renters and 37% of owners.
- Auburn's housing cost burden characteristics are similar to King and Pierce Counties. It has a slightly higher percentage of all households that are cost burdened (45%) compared with King County (41%) and Pierce County (43%).

Housing and Transportation Costs

Means of Transportation and Travel Time to Work

Exhibit 22 shows the means of transportation for workers over 16 years old in Auburn, King County and Pierce County, while Exhibit 23 provides information on travel time to work for workers over 16 years who do not work at home. These indicators provide a sense of how Auburn compares to both Counties overall in terms of convenience of and preference for using alternative modes of transportation (excluding car, truck, or van) and commute burden.

Exhibit 22
Means of Transportation to Work, 2008-2012 5-Year Estimates

Total Workers 16 and Older	Auburn	King	Pierce
Total Workers 16 and Older	32,009	1,004,804	363,532
Car, truck, or van - drove alone	74%	65%	77%
Car, truck, or van - carpooled	13%	11%	11%
Public transportation	6%	11%	3%
Walked	2%	4%	3%
Taxicab, motorcycle, bicycle, or other means	2%	3%	2%
Worked at home	3%	6%	4%

Source: American Community Survey, 2012 5-year average

Exhibit 23
Travel Time to Work, 2012 Estimates

	Auburn	King	Pierce
Total Workers 16 and Older Not Working at Home	30,897	946,540	348,223
Less than 10 minutes	8%	9%	11%
10 - 19 minutes	27%	26%	25%
20 - 29 minutes	21%	24%	21%
30 - 44 minutes	23%	26%	18%
44 - 59 minutes	10%	9%	14%
60 minutes or more	11%	7%	11%
Average Mean Travel Time			

Source: American Community Survey, 2012 5-year average.

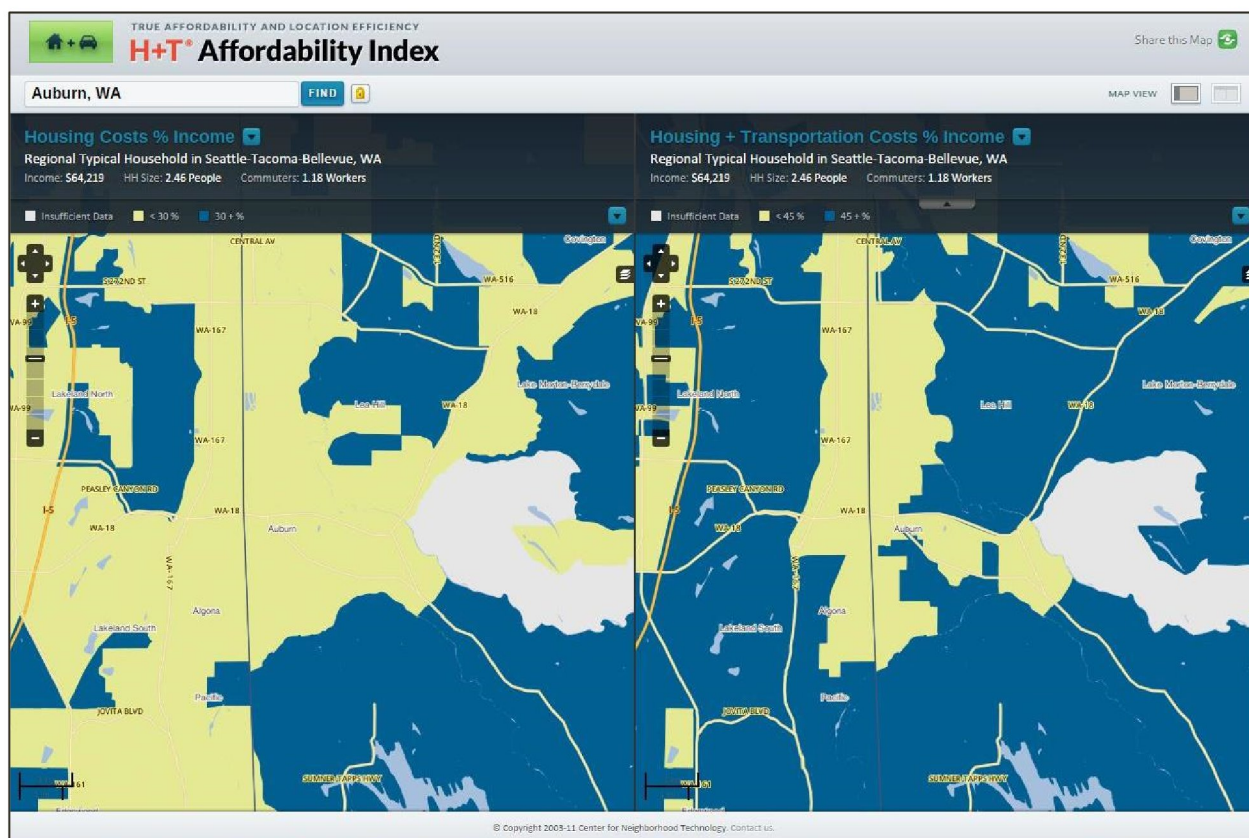
- Auburn has a higher percentage (74%) of workers over 16 years old who travel to work via car, truck or van alone compared to King County overall (65%), but a slightly lower percentage compared to Pierce County overall (77%).
- Auburn has a lower percentage of workers who use public transportation (6%) compared to King County overall (11%), but a higher percentage compared to Pierce County overall (3%).
- Travel time to work for workers 16 and older not working at home is relatively similar to both King and Pierce Counties overall.
- Approximately 27% of workers not working at home have a commute between 10-19 minutes. This is slightly larger compared to King and Pierce Counties.

Housing and Transportation Costs

Housing costs combined with transportation costs can exacerbate households' ability to meet their basic living needs within their means. Exhibit 24 shows there are several census tracts (in yellow, at left) where households are spending more than 30% of their income on housing. For the same location over the Auburn vicinity, the same census tracts show that the cost of housing and transportation combined consumes 45% of the households' income.

Exhibit 24

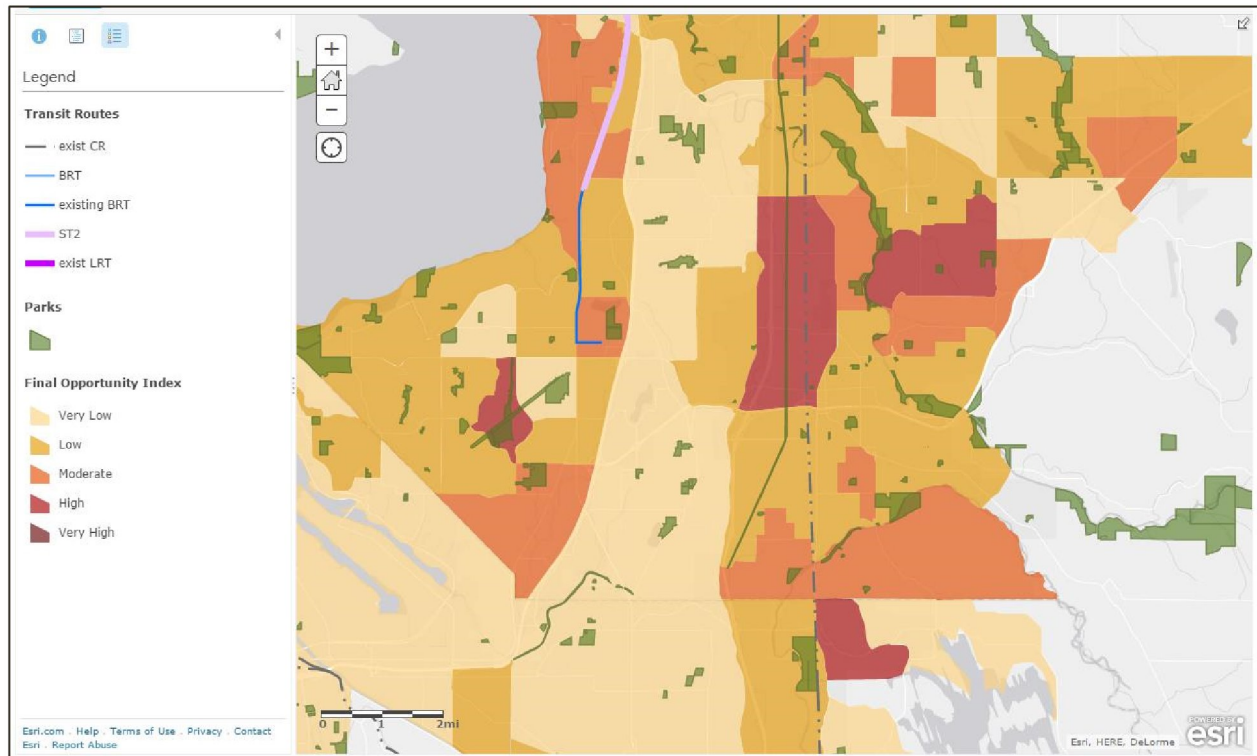
Housing Costs Compared to Housing + Transportation Costs



Source: H+T Transportation Costs, <http://htaindex.cnt.org/>, 2011

Placing housing near multiple modes of travel can help reduce travel costs to some degree. Exhibit 25 shows an opportunity index regarding where there is relatively more access to transit or less. Downtown Auburn and other areas to the northeast and southeast have more transit service than other parts of Auburn.

Exhibit 25
South King County Transit Opportunity Map
[this is 2011 information; determine value of map in 2014]



Source: PSRC 2011

3.0 HOUSING INVENTORY AND AFFORDABILITY

The Growth Management Act requires each city and county to prepare a housing element including an inventory and analysis of existing and projected housing needs, 1) identifying the number of housing units necessary to manage projected growth, 2) providing sufficient land for housing, including, but not limited to, government-assisted housing, housing for low-income families, manufactured housing, multifamily housing, and group homes and foster care facilities, 3) and making adequate provisions for existing and projected needs of all economic segments of the community.

VISION 2040, a regional growth strategy adopted by the City and 80 other jurisdictions in the four-county region also identifies that the housing element should provide opportunities for a range of housing types and choices to meet the housing needs of all income levels and demographic groups.

Additionally, King County's Countywide Planning Policies provide a framework for all jurisdictions to plan for and promote a range of affordable, accessible, and healthy housing choices for current and future residents. In King County, there is currently an unmet need for housing that is affordable for households earning less than 80 percent of the Area Median Income.

This section describes the City's housing inventory including the proportion of housing that is affordable to segments of the City's population. The information shows information citywide and compares information to King County and Pierce County statistics.

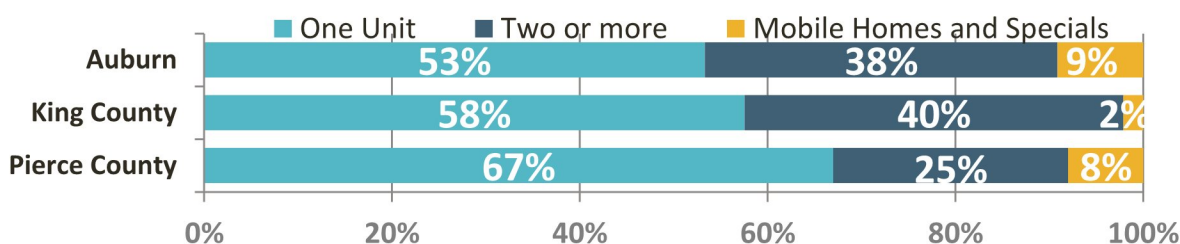
Housing Units

The housing inventory changes daily as new units are built and older units are torn down. The Washington State Office of Financial Management estimates current housing units for all Washington jurisdictions over time.

Exhibit 26 and Exhibit 27 present the proportion of housing units by unit type. The types include:

- One unit,
- Two or more units, and
- Mobile homes and special units. Special units include permanent residents living in travel trailers, RVs, boats, sheds, tents, and others.

Exhibit 26
2014 Housing Unit Estimates



Source: OFM Forecasting Division, April 1, 2013

Exhibit 27
Housing Unit Estimates 2010 - 2014

	2010	2011	2012	2013	2014	Change 2010 - 2013	Compound Annual Growth Rate
Auburn Total	27,834	28,002	28,206	28,864	29,276	1,442	1.3%
One Unit	14,641	14,775	14,957	15,393	15,804	1,163	1.9%
Two or more	10,560	10,592	10,631	10,841	10,841	281	0.7%
Mobile Homes and Specials	2,633	2,635	2,618	2,630	2,631	(2)	0.0%
King County Total	851,261	857,354	862,091	869,835	880,013	28,752	0.8%
One Unit	494,230	496,208	498,131	500,599	503,464	9,234	0.5%
Two or more	338,645	342,852	345,684	350,970	358,262	19,617	1.4%
Mobile Homes and Specials	18,386	18,294	18,276	18,266	18,287	(99)	-0.1%
Pierce County Total	325,375	327,308	329,158	331,861	335,252	9,877	0.8%
One Unit	218,828	220,245	221,566	223,235	225,693	6,865	0.8%
Two or more	80,645	81,069	81,552	82,486	83,301	2,656	0.8%
Mobile Homes and Specials	25,902	25,994	26,040	26,140	26,258	356	0.3%

Source: OFM Forecasting Division, April 1, 2013

- The majority of housing units in Auburn, King County, and Pierce County are single family units (one unit). Auburn has a slightly lower proportion of single family units (53%) compared to King County overall with 58% of all housing units as single family, and a much lower proportion compared to Pierce County overall with 67%.
- Auburn has a larger proportion of housing units in mobile homes and specials (9%) compared to King County (2%), but is similar to Pierce County (8%).

- New housing growth in Auburn has been concentrated in single-family units, with limited attached units added since 2010. Auburn added an estimated 1,442 housing units between 2010 and 2014, resulting in a most recent count of 29,276. This represents a compound annual growth rate of 1.3% a year, nearly twice the growth rate of King County and Pierce County as a whole which both had a compound growth rate of 0.8% a year from 2010 to 2014.
- Most added housing units in Auburn were single family units; this is different from King County which mostly added attached units. The single family unit compound annual growth rate for Auburn was 1.9%, almost four times the rate in King County, which saw .5% annual growth rate a year in single family units, and more than twice the rate in Pierce County (.8%).

Housing Types and Sizes

Exhibit 28
Number of Bedrooms

Bedrooms	Auburn		King County	Pierce County
	Housing Units	Percent	Percent	Percent
No bedroom (studios)	236	0.8%	3.9%	1.8%
1 bedroom	3,405	12.0%	17.1%	10.4%
2 bedrooms	9,063	31.9%	26.3%	25.0%
3 bedrooms	9,230	32.5%	29.4%	41.9%
4 bedrooms	4,956	17.4%	17.8%	17.2%
5 or more bedrooms	1,515	5.3%	5.6%	3.7%
Total Housing Units	28,405	100%	100%	100%

Source: 2008-2012 American Community Survey 5-Year Estimates.

- The majority of Auburn's housing types have 2-3 bedrooms, accounting for 64.4% of housing units. This is much higher compared to King County (55.7%), and slightly lower than Pierce County (66.9%).
- Auburn has 6,471 large units (having 4 or more bedrooms), which aligns with the approximately 6,300 households with 5 or more persons (see Exhibit 6). This suggests Auburn does not have a severe shortage of larger units to accommodate its larger households.
- Auburn has a lower percentage of units with no bedrooms (studios) compared to King County and Pierce County.

Tenure

Exhibit 29
Housing Tenure

	Auburn		King County	Pierce County
	Occupied Units	Percent	Percent	Percent
Owner-occupied	16,208	60.1%	58.9%	62.2%
Renter-occupied	10,760	39.9%	41.1%	37.8%
Occupied Housing Units	26,968	100%	100%	100%

Source: 2008-2012 American Community Survey 5-Year Estimates.

- Auburn is similar to both King and Pierce Counties in housing tenure rates. Approximately 60% of housing units are owner-occupied and about 40% are renter-occupied.

Vacancy Rates

Vacancy rates are a leading indicator of a housing market, which can indicate future changes in housing prices and demand.

Exhibit 30
Vacancy Rates

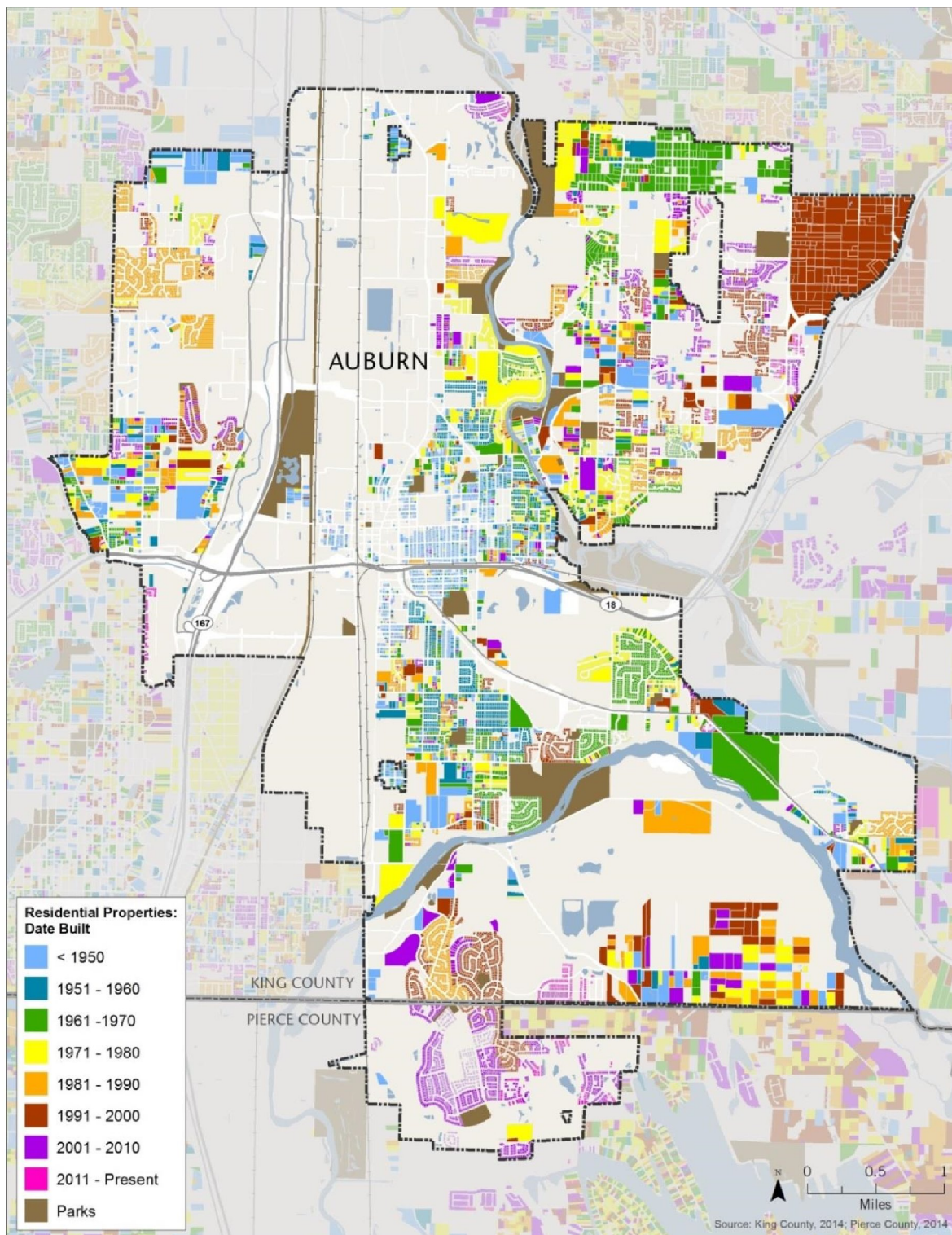
Unit Type	Auburn Percent	King County Percent	Pierce County Percent
Homeowner	2.1%	1.9%	2.5%
Renter	4.8%	4.4%	5.8%
Vacant Housing Units	5.1%	6.4%	8.1%

Source: 2008-2012 American Community Survey 5-Year Estimates.

- Auburn's overall vacancy rate is 5.1%, which is lower than both King County and Pierce County.
- Auburn's vacancy for owner-occupied units is 2.1%, falling between King County and Pierce County. The homeowner vacancy rate is low for Auburn and both King and Pierce Counties, suggesting limited supply for those seeking to purchase a home.
- Auburn's renter vacancy rate is 4.8%, falling between King and Pierce counties. In general, a vacancy rate of 5% or less for rental units is considered a very tight market that will put upward pressure on prices and potentially stimulate investment for new housing stock.

Housing Units by Year Built

Exhibit 31
Residential Housing by Date Built in Auburn



Source: King County and Pierce County Assessors Offices, 2014; BERK Consulting 2014

Across all housing units, age of structure is the single most important physical attribute in predicting the degree of structure quality. National research has demonstrated a negative correlation between the age of a unit and its condition. Generally speaking, a residential unit will have a functional life of around 40 years, at which point additional investments will be needed to maintain structural adequacy. Exhibit 31 presents the age of housing units for all residential structures in Auburn.

- Most of the new housing (built in 2001 to present) has been concentrated mainly in the south and northeast regions of the city, particularly the Lakeland neighborhood and Lea Hill neighborhood.
- Most of the lots in the Downtown vicinity were developed before 1950. In South Auburn, housing was generally built in the 1950s. These structures are more than 50 years old, and it is likely that many have structural deficiencies. There is some evidence of site-level redevelopment within these neighborhoods, which bodes well for future investment by property owners.

Housing Condition and Quality

Housing quality has many dimensions including structural integrity, energy efficiency, wear and tear, housing design, and relationship to amenities and services. There is no comprehensive data set that reports the quality of housing across all these domains. This analysis examines multiple dimensions of housing quality to ascertain the specific housing quality challenges experienced in Auburn.

County Assessors rate the building condition of each residential unit in their jurisdiction. The Building Condition values are rated relative to age and grade (that is, taking into account the age of the structure and the original building quality in terms of materials, craftsmanship, and design). They include:

1 = Poor- Worn out. Repair and overhaul needed on painted surfaces, roofing, plumbing, heating, and numerous functional inadequacies. Excessive deferred maintenance and abuse, limited value-in-use, approaching abandonment or major reconstruction; reuse or change in occupancy is imminent. Effective age is near the end of the scale regardless of the actual chronological age.

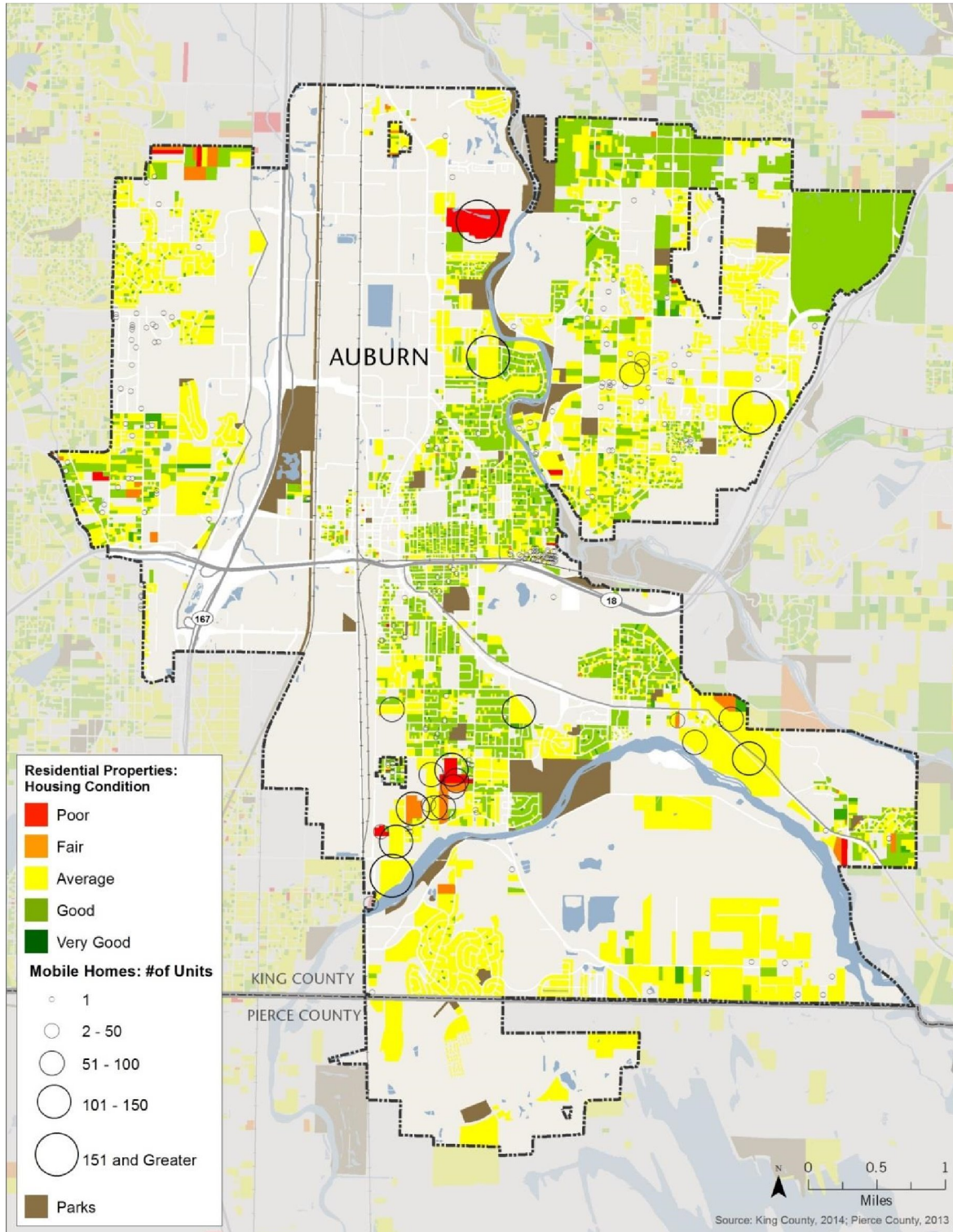
2 = Fair- Badly worn. Much repair needed. Many items need refinishing or overhauling, deferred maintenance obvious, inadequate building utility and systems all shortening the life expectancy and increasing the effective age.

3 = Average- Some evidence of deferred maintenance and normal obsolescence with age in that a few minor repairs are needed, along with some refinishing. All major components still functional and contributing toward an extended life expectancy. Effective age and utility is standard for like properties of its class and usage.

4 = Good- No obvious maintenance required but neither is everything new. Appearance and utility are above the standard and the overall effective age will be lower than the typical property.

5= Very Good- All items well maintained, many having been overhauled and repaired as they have shown signs of wear, increasing the life expectancy and lowering the effective age with little deterioration or obsolescence evident with a high degree of utility.

Exhibit 32 Residential Building Condition and Mobile Homes in Auburn



Source: King County and Pierce County Assessors Offices, 2014; BERK Consulting 2014

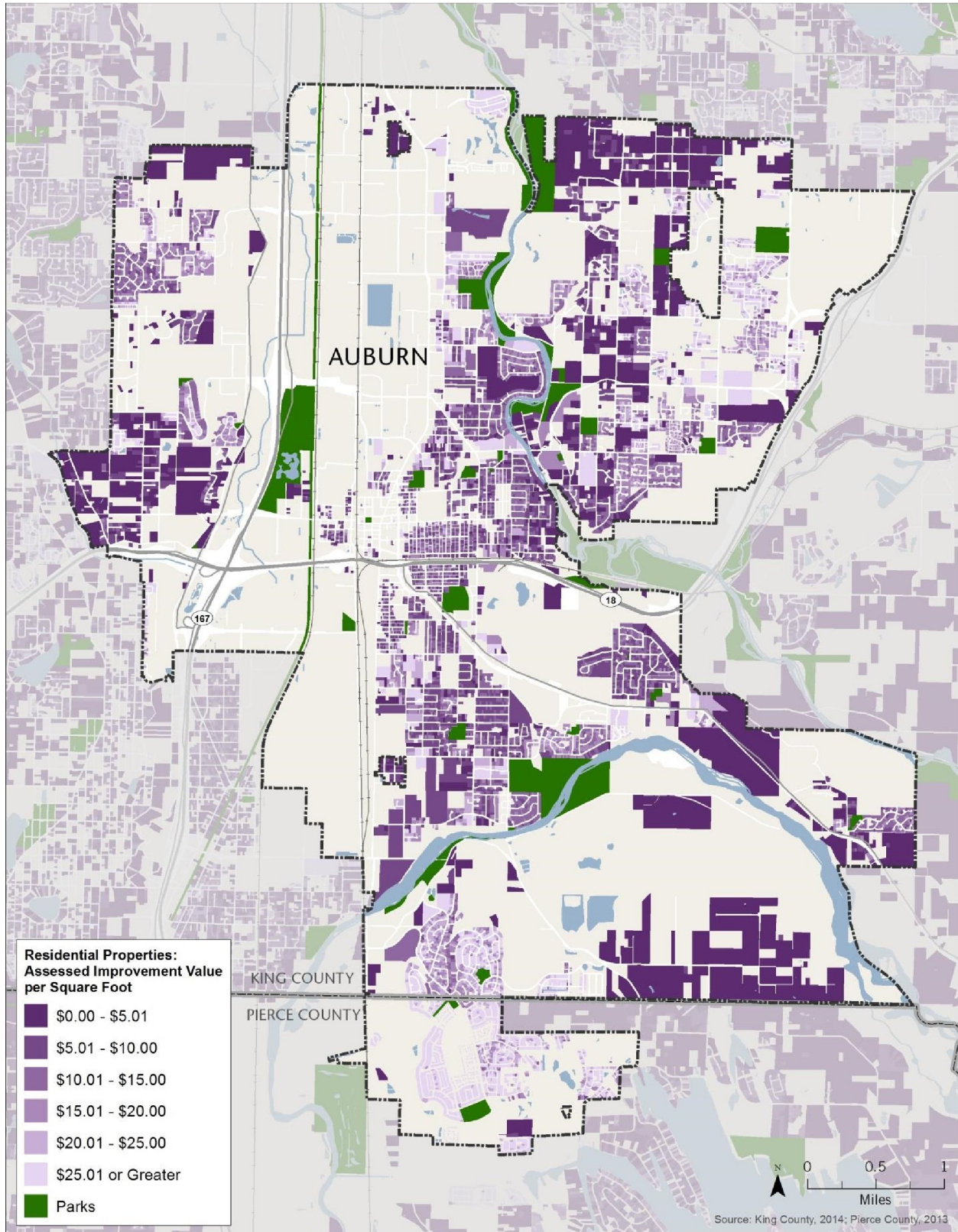
- King County and Pierce County Assessors' ratings of residential structure quality show a large proportion of the residential structures is considered to have average conditions (depicted in yellow), suggesting Auburn has a significant amount of housing stock for which maintenance has been deferred. Much of the housing stock in Auburn is older than 40 years and many structures may

be approaching the need for more comprehensive refurbishment and updates to keep structures in a useful condition.

- Areas close to the downtown are dominated by housing rated as “good”, and show evidence of investment indicated by the intermixing of higher-rated quality buildings such as in the area around Auburn High School and Washington Elementary School. Areas that are both dominated by lower ratings (average and poor) and showing more homogeneity (lacking newer or higher rated-structures) are likely to have more significant housing quality deficiencies.
- Building conditions rated ‘poor’ represent housing that has the greatest quality deficiencies and may be posing a health or safety risk to inhabitants. Exhibit 32 overlays the number of mobile homes, demonstrating areas with higher concentrations of mobile homes tend to show average to fair to poor conditions. Mobile homes differ from stick-on-site built homes, and are more difficult to update in an incremental way due to both structural and financing constraints. As a result, full replacement is necessary for mobile units with deferred maintenance or outdated systems.

Another indicator of housing quality is the improvement value of the structure. To a large degree, the price of a home will be driven by location factors. However, assessor information on improvement value gives an indication of the overall quality of the structure apart from the land costs. Overall, higher values per square foot indicate higher levels of housing quality.

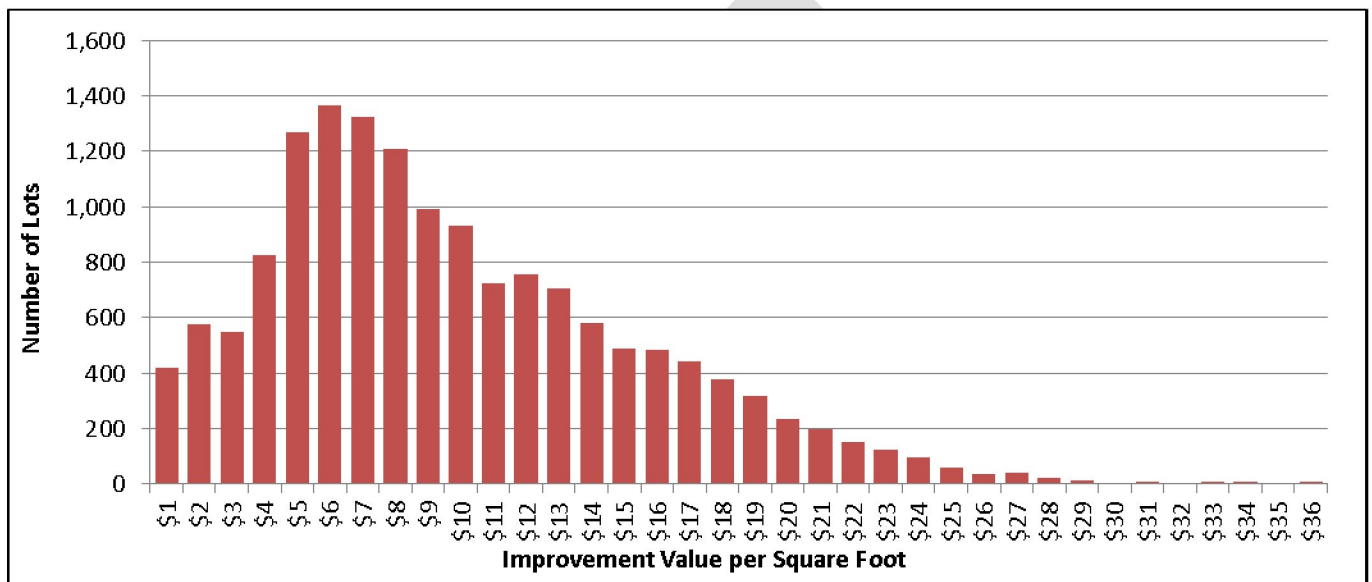
Exhibit 33 Residential Assessed Improvement Value per Square Foot



In Auburn, improvement value per square foot ranges from 0 dollars in cases where the structure has no utility as a housing unit and is ready to be torn down, to \$312/sq. ft. indicating a superior craftsmanship and/or premium or custom finishes.

- Overall, the assessed improvement value per square foot in Auburn is relatively low. This is likely owing to the age of much of Auburn's housing as well as its position in the overall metropolitan market.
- At today's prices, construction costs independent of land and site work for in-fill development are between \$100 - \$150 dollars per square foot. The assessors' data indicate that about 300 units have improvement values per square foot higher than \$100.
- Similar to the patterns presenting in building condition rating (Exhibit 32), housing with the lowest improvement values per square foot are concentrated in the periphery areas outside of the city center. Exceptions include northeast Auburn around 132nd SE and the Lakeland Hills area.

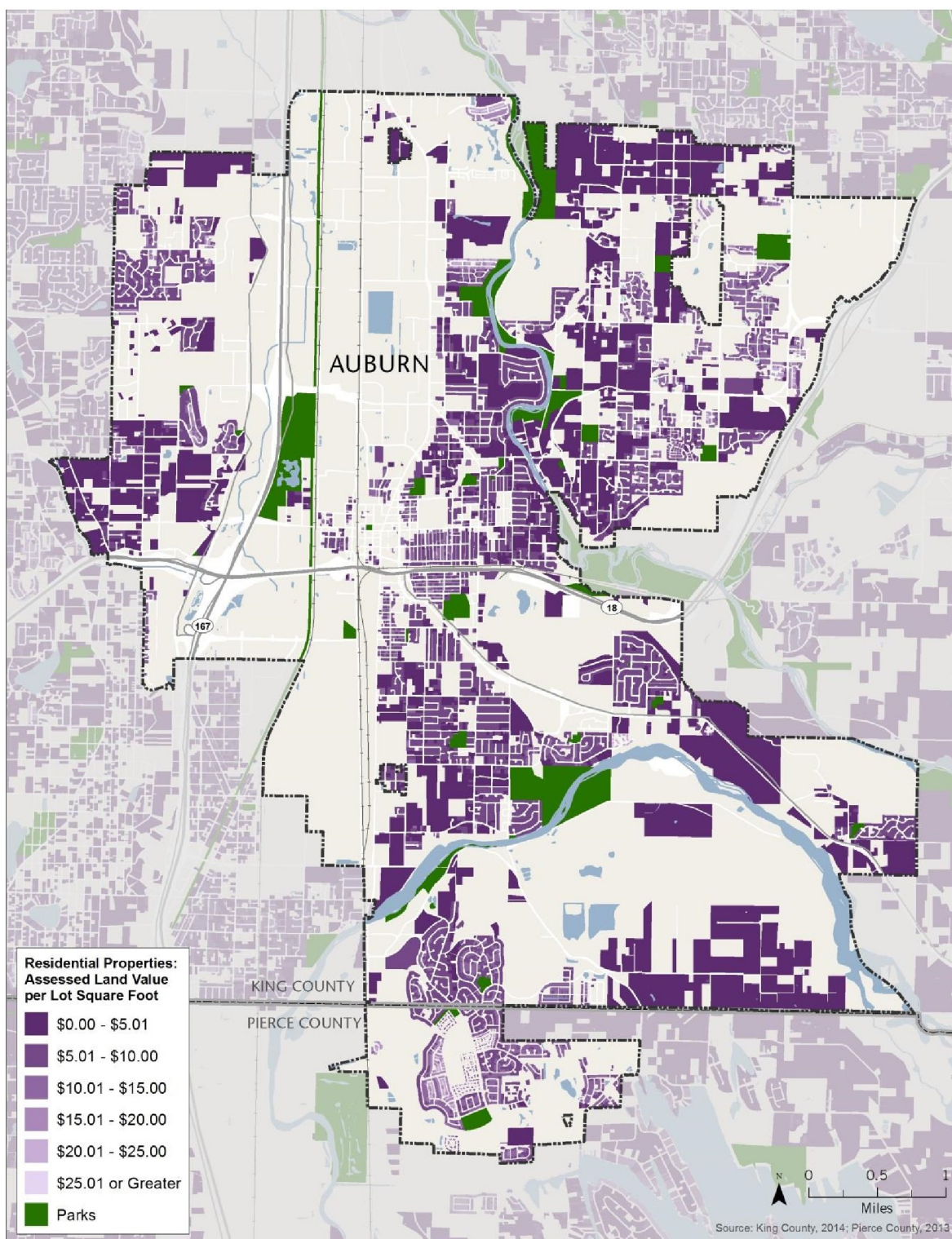
Exhibit 34
Assessed Improvement Value per Square Foot



A closer look at the improvement value per square foot demonstrates the distribution of housing units in Auburn.

- There are approximately 1,600 units with no or very limited improvement value listed.
- There is a long tail stretching towards higher improvement values per square foot, demonstrating the presences of some higher value housing stock.
- The median improvement value (not including lots with no improvement value) is \$16.73.

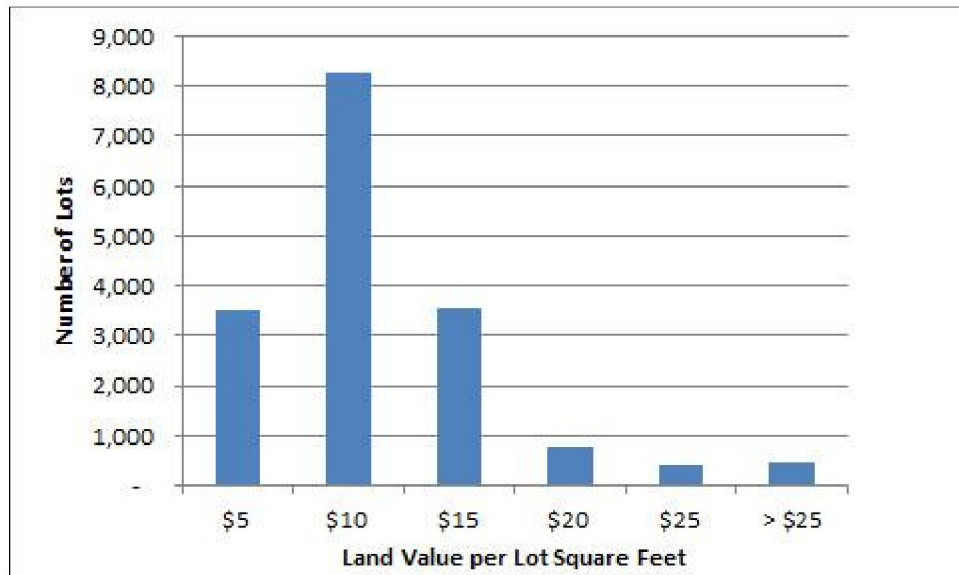
Exhibit 35
Land Value per Lot Square Foot



Source: King County and Pierce County Assessors Offices, 2014; BERK Consulting 2014

- Much of the City's land value per lot square foot shows most land is valued in the lower to moderate levels, whether the lots are large or small.

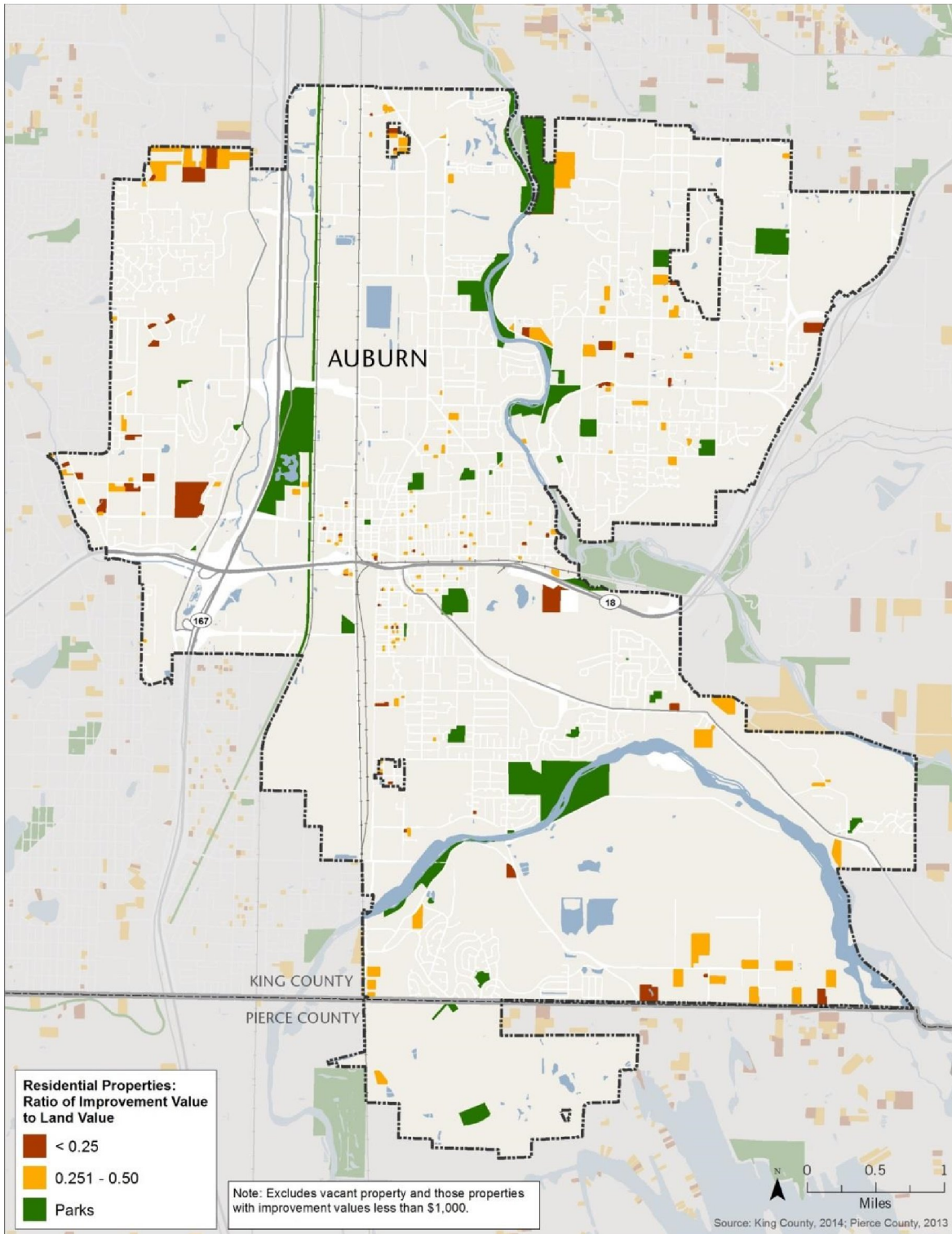
Exhibit 36
Assessed Value of Land per Lot Square Foot – Histogram



Source: King County and Pierce County Assessors Offices, 2014; BERK Consulting 2014

- Most parcels have an assessed value of land per lot square feet that is low to moderate.

Exhibit 37
Residential Land with Low Building to Land Value Ratios



Source: King County and Pierce County Assessors Offices, 2014; BERK Consulting 2014

- Combining lot and structure value relationships, there are lots with relatively low improvement value to land value and may be areas of potential subdivision or redevelopment to higher densities.

Code Enforcement

The City enforces a number of City ordinances including property maintenance and public nuisance regulations regarding junk vehicles, tall grass, and others to help maintain the character and quality of neighborhoods. About 1,000 complaints are addressed each year, with 8-10% associated with housing conditions (personal communication, Jeff Tate, October 29, 2014).

Code enforcement staff address abandoned properties. There are several properties (~15-20) that are unmaintained and a detriment to neighborhoods – the City calls out abandoned properties on its “wall of shame” on its website intending to spur mortgage holders, often out of state financial institutions, to take action.

More recently the City has addressed a trend of increased rental housing such as near the Green River Community College by instituting a Rental Housing Business License program involving an informal inspection. This is intended to help address the impacts of communal residences on a neighborhood. This inspection is intended to ensure the criteria for the rental business license is met, but does not address conditions per se.

In the future, the City may establish more specific requirements for housing condition as City staff have seen tenants living in substandard conditions with mold, moisture, rodent and insect problems. The City has investigated a number of methods to address substandard housing conditions, such as establishing a housing inspection program, a landlord / manager training program, and loan repair programs. (public works, 2012) Different tools are under consideration in the Housing Element Update.

Neighborhoods with Unique Housing Conditions or Amenities

As shown in Exhibit 2, the City is made up of a number of neighborhoods, with Downtown in particular highlighted in central Auburn. A summary of housing conditions and amenities is included below.

Downtown

Downtown is the City’s core, and was developed early in the late 1880s and early 1900s. The City has designated it as a Regional Growth Center. It has a population of about 1,366 and an employment base of 2,888 as of 2010 (PSRC 2013). The City has developed incentives for mixed use development in Downtown, and requires ground floor retail, unlimited density (based on floor area ratio), and height bonuses for features that promote pedestrian movement. Housing conditions are rated by the Assessor as generally “good” or “average”.

North Auburn

North Auburn has housing focused east of Auburn Way North. Many of the properties were developed prior to the 1950s, with others developed in the 1970s, and some more recently after the year 2000. The majority of residential properties in North Auburn are in “good” or “average” condition. There are a few concentrated areas of mobile home units in the northern part of the neighborhood near the river that are in “poor” condition. Parkland is located in several locations, along the river, the freeway, as well as in the southern portions of this neighborhood.

South Auburn

South Auburn was largely developed before or during the 1950s and 1960s. The majority of residential properties in the South Auburn neighborhood are in “good” or “average” condition. There are large concentrated areas of mobile homes in the southern part of the neighborhood near the river that are in “poor”, “fair” or “average” condition. The City’s Les Gove Community Campus with the library and Senior Center, as well as other centers and play areas is located in South Auburn.

West Hill

West Hill to the north has single family homes built in the 1980's predominantly, with some apartment complexes developed prior to the 1950s. Most of the residential properties in the West Hill neighborhood are in "average" condition. West Hill has few mobile home units dispersed throughout the neighborhood. There are a few properties near the northern city boundary that are in "fair" or "poor" condition, representing units built in the 1950s. There is little parkland in the West Hill Area, but there are some schools that provide some amount of open space and recreation opportunity.

Lea Hill

Lea Hill reflects development across many decades, with the central area developed pre-1950s to present day. The northern area developed in the 1960s, and the northeast in the 1990s. The majority of residential properties in the Lea Hill neighborhood are in "good" or "average" condition. There is a concentrated area of mobile homes near the southeast city boundary that are in "average" condition. Parks are located along the river as well as scattered to the south and east.

Plateau

The Plateau neighborhood was developed in the 1960s and 1970s predominantly. The majority of residential properties in the Plateau neighborhood are in "good" or "average" condition. There are a few concentrated areas of mobile homes that are in "average" condition.

Lakeland

Lakeland is a master planned community at the City's southern border, and was developed between 1990 and 2010. The majority of residential properties in the Lakeland neighborhood are in "average" condition or are new. There are little to no mobile home units in the neighborhood. Parks are located in several places within the development.

Southeast Auburn

Southeast Auburn is more lightly populated than other areas of the City. Homes are focused to the south and were developed generally between 1950 and 1990. The majority of residential properties in Southeast Auburn neighborhood are in "average" condition. There are few mobile home units dispersed near the City's southern border. Open space is located along the river.

Capacity for Additional Housing

The City is required to provide capacity for its fair share of population as determined through countywide planning with King and Pierce Counties. Pierce County targets address the year 2030 and King County targets address the year 2031. However, per GMA, the City will need to plan to the year 2035.

Every five years approximately, a buildable lands report is prepared by both counties to determine progress towards targets. Exhibit 38 shows the combined remaining growth target to the years 2030/2031 and the City estimated growth capacity. The additional straight-line growth from the 2030 Pierce County target and 2031 King County target is also shown.

Exhibit 38
Land Capacity and Growth Target

Capacity and Target	Number of Dwellings
Total Capacity (units), King and Pierce Counties	15,519
Remaining Housing Target (2012-2031) King County	9,004
Pierce County Housing Target (2010-2030)	493
Total Target	9,497
Surplus/Deficit Capacity at 2030/2031	6,022
Additional growth 2030 / 2031 to 2035: King and Pierce Counties	1,829
Balance with additional 2031-2035 deduction	4,193

Source: King County 2014, Pierce County 2014

- The BLR indicates the City has capacity to meet its remaining housing targets to the year 2031.
- If growth is carried forward to the full 20-year planning period – 2015-2035 the City would still be able to meet its targets and has excess development capacity.
- Based on buildable lands report information for the portion of Auburn in King County, a little more than half of the City’s land capacity is for mixed use (6,396) and multifamily (1,616) units, and nearly half is in single family (6,585) capacity.
- Based on buildable lands report information for the portion of Auburn in Pierce County, Auburn’s capacity is for dwellings in single family (323), planned unit development (513), and Terrace View (86) zoning designations. The capacity provides single family units predominantly around Lakeland Hills though the area does have some elements of attached units.

Housing Attainability

A primary determinant of whether housing is attainable for a household is whether the household’s income can support the cost of the housing. King County’s Countywide Planning Policies require each jurisdiction to assess the affordability of its housing inventory and to plan for meeting local needs for affordable housing as well as accommodating a share of the countywide need for affordable housing.

The Countywide Planning Policies provide guidelines for determining housing affordability using Area Median Income (AMI) to establish housing market segments ranging from Very-Low Income Housing Needs to Moderate Housing Income Needs. Area Median Income is the midpoint of all household income, so that half the households earn more than the median income and half the households earn less than the median.

Exhibit 39 presents the Area Median Income estimates for King County, using three different data sources. The HUD AMI of \$88,200 relates to a family of four, which is different than the true median which would be based on all households of every household size in a community. The median household income estimate for King County reported by the American Community Survey is \$71,175, quite a bit less than HUD’s estimate. For purposes of determining housing affordability, this analysis uses the American Community Survey (5-year estimate) for King County. While Auburn’s AMI is also reported, and is lower, it is not the basis for the income analysis that follows as the analysis keys on the countywide information.

The Countywide Planning Policies require jurisdictions to analyze housing affordability using 30%, 50%, and 80% ratios to the HUD published Area Median Income. Exhibit 39 also presents the upper income bounds of each Housing Need category.

Exhibit 39
Income Ranges and Area Median Income

Upper Bounds of Income Category	King County (2014 Dollars)	King County (2012 Dollars)	Auburn (2012 Dollars)
Area Median Income	\$88,200	\$71,175	\$54,329
Moderate Income Housing Need (80% of AMI)	\$70,560	\$56,940	\$43,463
Low Income Housing Need (50% of AMI)	\$44,100	\$35,588	\$27,165
Very-Low Income Housing Need (30% of AMI)	\$26,460	\$21,353	\$16,299
	HUD AMI	ACS	ACS

Source: ACS 2012

Estimating Households by Percent of Median Income

To estimate the demand for affordable housing, the analysis estimates the number of households that belong to each of the Housing Need categories. The American Community Survey (ACS) provides information on the number of households by income in \$5,000 to \$10,000 income ranges, but not the number of households according to ratios of Area Median Income (AMI). Using the available household income data, this analysis groups households according to affordability income categories. In cases where the income category falls between the income ranges reported by the ACS, we assume that households are evenly distributed within the ACS's household income range. For example, if there are 5,000 households in the \$20,000 to \$24,999 income range, we assume there are 1,000 households with income between \$20,000 to \$21,000, or 20% of that income range's households. If 30% of the County's median income was \$21,000, to estimate the number of households at or below 30% of median income, the methods includes all households below \$20,000 plus the 1,000 households assumed to earn between \$20,000 and \$21,000.

Using King County's 2012 area median income of \$71,175, Exhibit 40 presents the estimated number of households in each income category for King County and Auburn. In the most recent Countywide Planning Policies, King County estimates that 12% of households in King County have incomes at 30% or below AMI. This analysis, using ACS 2011 5-year estimates (the best available estimates with least margin of error) estimates approximately 13% of all households having income at 30% or below AMI.

Exhibit 40
Household Estimates by Percentage Median Income, 2012 dollars

			Rounded (1,000s)		Estimated Households		
Income Ranges			Income Ranges				
	Low	High	Low	High	Auburn	Percent	King County
Under 30%	\$0	\$21,353	\$0	\$21,000	4,497	16.7%	13.1%
30 - 50%	\$21,353	\$35,588	\$21,000	\$36,000	4,161	15.4%	11.4%
50 - 80%	\$35,588	\$56,940	\$36,000	\$57,000	5,238	19.4%	15.8%
80 - 100%	\$56,940	\$71,175	\$57,000	\$71,000	2,788	10.3%	9.4%
100 - 120%	\$71,175	\$85,410	\$71,000	\$85,000	2,280	8.5%	8.0%
120% or Over	\$85,410	\$1,000,001	\$85,000	\$1,000,001	8,004	29.7%	42.3%
Total					26,968	100%	100%

Source: Figures based on American Community Survey 2008 – 2012 5-year average; BERK, 2014. Figures may not add to total due to rounding.

- **Under 30% AMI (HUD Extremely Low / County Very Low).** Auburn has a higher percentage of the population earning less than 30% of the AMI at 16.7% versus 13.1% for King County.
- **Between 30-50% AMI (HUD Very Low / County Low Income Housing Need).** Auburn also has a higher proportion of households earning 30-50% of the County AMI than King County at 15.4% versus 11.4%.
- **Between 50-80% AMI (HUD Low / County Moderate Income Housing Need).** Auburn's proportion of moderate income households at 50-80% of the King County AMI is likewise higher than the County proportion at 19.4% versus 15.8%.
- **Above 80% AMI.** At 80-100% and 100-120% of AMI, generally middle incomes, Auburn is similar to King County. At over 120% AMI, Auburn has a much lower percent of households in high income levels compared to King County as a whole.

Affordability of Renter Occupied Housing

In general, attached housing, such as apartments, is less expensive partly owing to the lower cost of land per unit and thus serves a greater proportion of lower-income households. To improve understanding of housing attainability for households with lower incomes, we examine the income distribution of households who rent compared to the supply of available rental housing.

Breaking out renter occupied housing units according to income levels, households that rent housing in Auburn and King County tend to have lower incomes. For example, estimated households earning 30% or below AMI represent 30% of Auburn renter households compared to 16.7% of all households. The distribution of household income skews lower in Auburn than King County. In general, Auburn has higher percentages of households in lower income categories and lower percentages of households in higher income categories compared to King County.

Exhibit 41
Income Levels and Renter Households

	Rounded (1,000s) Income Ranges		City of Auburn Estimated		King County Estimated	
	Low	High	HHs	Percent	HHs	Percent
Under 30%	\$0	\$21,000	3,199	30%	78,076	24%
30 - 50%	\$21,000	\$36,000	2,729	25%	56,813	17%
50 - 80%	\$36,000	\$57,000	2,292	21%	65,338	20%
80 - 100%	\$57,000	\$71,000	925	9%	33,842	10%
100 - 120%	\$71,000	\$85,000	612	6%	24,120	7%
120% or Over	\$85,000	\$1,000,001	1,004	9%	69,337	21%
Total			10,760	100%	327,525	100%

Source: Figures based on American Community Survey 2008 – 2012 5-year average; BERK, 2014. Figures may not add to total due to rounding.

Exhibit 42 compares the number of renter households by housing need category to the number of units being rented at rents affordable to each category. Exhibit 42 compares renters (people) with housing rents (unit costs) and does not speak to the housing burden of any particular household or group. Very low income households may be renting at prices much more than they can afford, and median and upper income households may be paying a smaller proportion of their monthly income on rent.

Exhibit 42
Auburn Renter-Occupied Income and Current Rents

Ratio to King County AMI \$71,175	Income Ranges		Monthly Housing Budget*		 Estimated Renter HHs		 Estimated	Gap
	Low	High	Low	High	Count	Percent	Units	over/(under)
Under 30%	\$0	\$21,000	\$0	\$525	3,199	30%	769	(2,430)
30 - 50%	\$21,000	\$36,000	\$525	\$900	2,729	25%	3,330	601
50 - 80%	\$36,000	\$57,000	\$900	\$1,425	2,292	21%	5,405	3,114
80 - 100%	\$57,000	\$71,000	\$1,425	\$1,775	925	9%	661	(263)
100 - 120%	\$71,000	\$85,000	\$1,775	\$2,125	612	6%	113	(499)
120% or Over	\$85,000		\$2,125	\$0	1,004	9%	350	(654)
Total					10,760		10,628	

*Estimated monthly housing budget based on 30% of monthly gross income.

Source: Figures based on American Community Survey 2008 – 2012 5-year average; BERK, 2014. Figures may not add to total due to rounding.

In March 2014, the average market rent for an apartment in Auburn was \$929 (Dupre & Scott, 2014). This is above the self-reported rents presented in Exhibit 42. The self-reported rents reflect what households pay, including any discounts or subsidies. For example, the King County Housing Authority, along with rent vouchers ported in from other public housing authorities, subsidizes approximately 2,339 units of housing in Auburn (see Exhibit 43). These subsidized units likely account for a large portion of the households that report paying less than \$525 per month in rent and some portion of the households that pay less than \$900 per month in rent. There are also other housing subsidies, at much smaller scales, offered by other organizations.

Accounting for all the non-market factors that may reduce the rent a household pays, the gap analysis shows:

- There are approximately 3,199 renting households in Auburn with incomes under 30% of AMI. There is a gap in housing units affordable to this Housing Need category of 2,430 units.
- Auburn has more units with rents affordable to households with annual incomes of \$21,000 to \$36,000 than there are households earning those annual incomes (+601). Due to the gap in units available at the extremely low income level, it is likely that many households in the very low-income category (less than \$21,000 annual income) are renting in the \$525- \$900 monthly rent range. These households would be considered “rent burdened” because they are spending more than 30% of their income on rent.
- About 21% of Auburn’s renting households can afford rentals in the range of \$900 - \$1,425 per month. In this market bracket, there is a surplus of units (+3,114). These units are likely occupied by households with lower incomes and are rent burdened, as well as households in higher income brackets who are paying less than 30% of their income on rent. Households in the median income ranges (80 – 120% of AMI) are good candidates for entry-level homeownership housing.

Exhibit 43
Housing Authority Subsidized Rental Units

Affordable Housing Properties	Number of Units	Subsidy Type
Family	1,369	
Auburn Manor Apartments	25	Tax Credit
Auburn Square	160	Other
Cedar Pointe	89	Tax Credit
Cedar Ridge Apartments	48	Tax Credit
Cedar Village	24	Other
City Park Townhomes	11	Other
Green River Homes	60	Other
Gustaves Manor	35	Other
Harkey House	4	Other
Jack J. Lobdell Apartments	48	Other
Mansard Estates	9	Other
Meadows on Lea Hill	90	Other
Parkview Homes VI	4	Other
Rita's House (formerly Elizabeth's House)	8	Other
Seasons	332	Tax Credit
Severson House	7	Other
Skopabash Village	40	Other
Tall Cedars Mobile Home Park	128	Other
Valley Cities Landing	25	Other
Wesley Homes Lea Hill	174	Other
White River Apartments	24	Other
White River Garden	24	Tax Credit
Mental Health	16	
D Street Homes	11	Other
Project Hope	5	Other
Senior Housing	611	
Auburn Court Apartments	296	Tax Credit
Auburn Meadows Senior Community	78	Other
Burndale Homes	50	Public Housing
Firwood Circle	50	Public Housing
Plaza Seventeen	70	Public Housing
Wayland Arms	67	Public Housing
Transitional	61	
Auburn Homeless House - Stabilization Project	1	Other
Valley Park East & West	60	Tax Credit
Vouchers	274	
Ames Apartments	12	Section 8
Auburn Community Living	8	Section 8
Buena Vista Apartments	17	Section 8
Homewood Terrace I	44	Section 8
Homewood Terrace II	50	Section 8
Homewood Terrace III	68	Section 8
Northwood Square	24	Section 8
River Terrace Apartments	40	Section 8
Valleywood Apartments	11	Section 8
Youth	8	
South King County Youth Shelter	8	Other
Total	2,339	

Source: PSRC, 2013

Larger units tend to command higher rents, and this is shown in Exhibit 44, where units that have 3+ bedrooms are renting for \$1,000 or more.

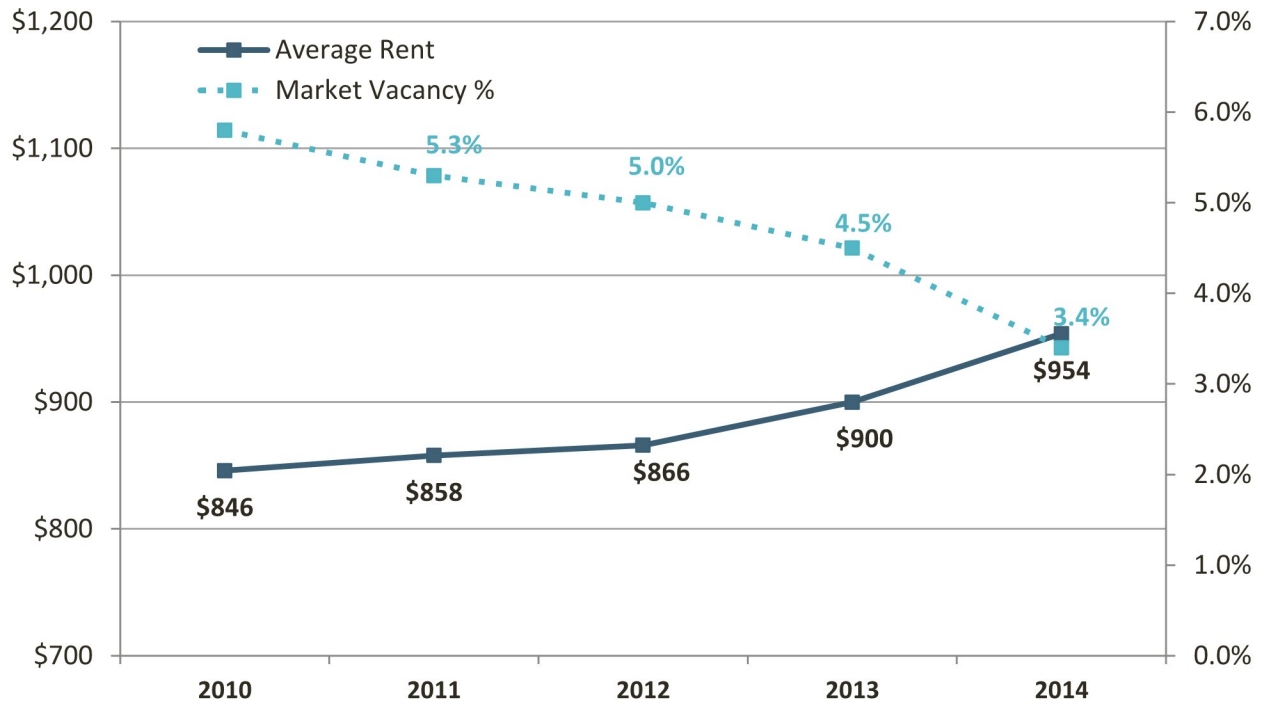
Exhibit 44
Auburn Gross Rent by Bedroom

Rental Level	No Bedroom	1 bedroom	2 bedrooms	3+ bedrooms	Total	Category %
Less than \$200	23	68	19	50	160	1%
\$200 to \$299	6	85	114	3	208	2%
\$300 to \$499	21	133	174	24	352	3%
\$500 to \$749	50	857	432	187	1,526	14%
\$750 to \$999	18	1,402	1,840	231	3,491	32%
\$1,000 or more	79	394	2,584	1,834	4,891	45%
No cash rent	-	-	57	75	132	1%
Total	197	2,939	5,220	2,404	10,760	
Percent of Total	2%	27%	49%	22%		

Source: 2008-2012 American Community Survey 5-Year Estimates.

Dupre and Scott conduct on-going surveys of apartments in the Puget Sound Region. Exhibit 45 presents the average rent and market vacancies for Auburn from 2005 to 2012, the most current available estimate. Market vacancy figures do not include units undergoing renovation or lease up.

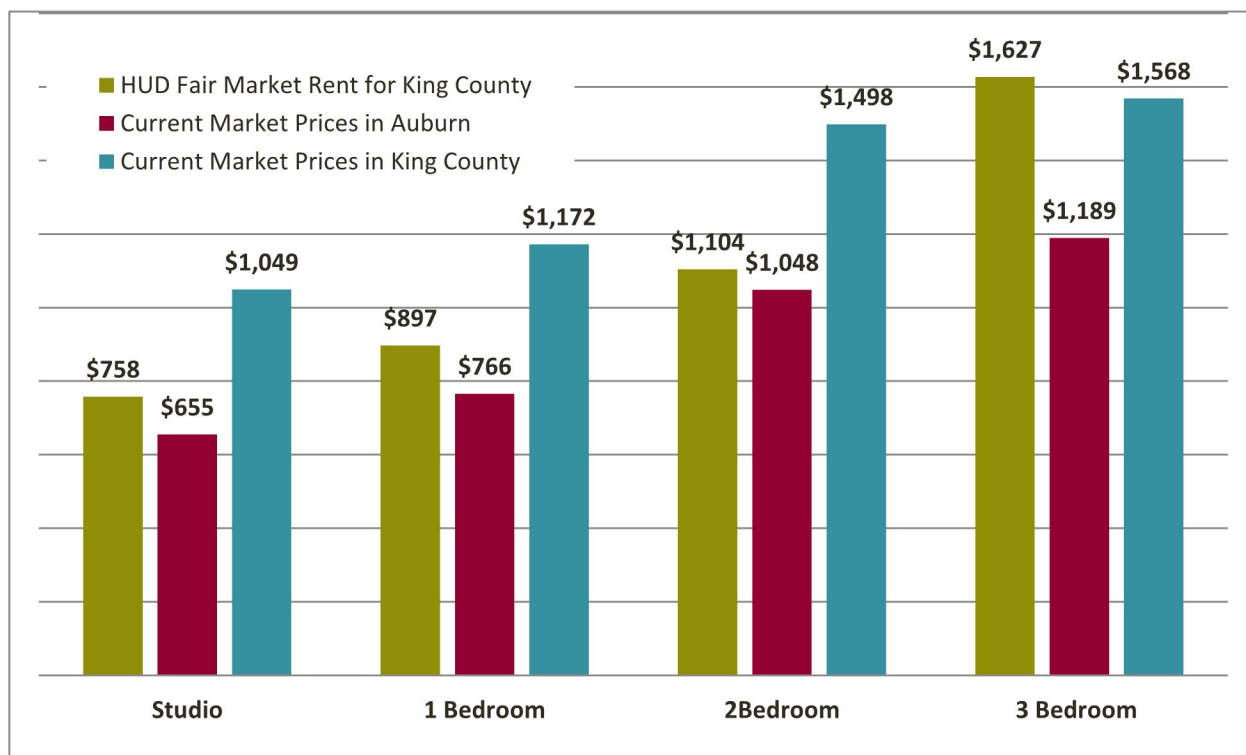
Exhibit 45
Auburn Apartment Rents and Vacancy Rates



- Since 2010, apartment vacancy rates in Auburn have continued to drop to 3.4% in 2014, and there has been a corollary increase in average rents to \$954. A 5% market vacancy is considered healthy, with slightly higher vacancy rates expected in more suburban markets. If vacancies continue to remain below 5%, average rents will likely increase.

Exhibit 46 presents a comparison of the current market prices for rental housing in Auburn with HUD's published fair market rents for King County.

Exhibit 46
Current and Fair Market Rents in Auburn and King County



Source: Dupre and Scott, 2014

- Considering the overall housing picture in King County, Auburn offers affordable market rents, particularly in 3 bedroom units. As expected given its suburban location in King County, Auburn's market rents trend lower than the County as a whole for each unit size. Auburn's rents also trend lower than HUD's fair market rents for King County, suggesting that current market prices will accommodate HUD's federal subsidy programs.

Exhibit 47
Gross Rent by Bedroom

			No Bedroom	1 bed-room	2 bed-rooms	3+ bed-rooms	Total	Category %
Low	High							
\$0	\$200	Less than \$200	23	68	19	50	160	1%
\$200	\$299	\$200 to \$299	6	85	114	3	208	2%
\$300	\$499	\$300 to \$499	21	133	174	24	352	3%
\$500	\$749	\$500 to \$749	50	857	432	187	1,526	14%
\$750	\$999	\$750 to \$999	18	1,402	1,840	231	3,491	32%
\$1,000		\$1,000 or more	79	394	2,584	1,834	4,891	45%
		No cash rent	-	-	57	75	132	1%
Total			197	2,939	5,220	2,404	10,760	
<i>Percent of Total</i>			<i>2%</i>	<i>27%</i>	<i>49%</i>	<i>22%</i>		

Source: 2008-2012 American Community Survey 5-Year Estimates

Overcrowding

HUD defines an overcrowded housing unit as one where there is an average of more than 1 person living per room. Exhibit 48 shows the percentage of rental units that are overcrowded in Auburn, King County, and Pierce County.

Exhibit 48
Percentage of Rental Units that are Overcrowded, 2008-2012 5-Year Average

	Auburn	King County	Pierce
Occupants per room	10,760	327,525	113,139
0.50 or less	6,492	201,460	69,343
0.51 to 1.00	3,585	110,330	39,084
1.01 to 1.50	622	10,382	3,419
1.51 to 2.00	41	4,672	876
2.01 or more	20	681	417
Number of Overcrowded Units (>1)	683	15,735	4,712
Percent of Units that are Overcrowded (>1)	6.3%	4.8%	4.2%

Source: U.S. Census Bureau, 2008-2012 American Community Survey.

- Auburn has a higher percentage of rental units that are overcrowded (6.3%) than King County overall (4.8%) and Pierce County overall (4.2%). This is likely somewhat driven by the larger average household size in Auburn.

Affordability of Owner Occupied Housing

Home ownership helps create stability in neighborhoods, and has historically been a significant driver of personal and household wealth for individuals and families. A key aspect to addressing a community's housing needs is to ensure there are opportunities for home ownership for moderate-income levels and first time homebuyers. The exhibits below assess the opportunity in Auburn's owner-occupied housing market based on housing need category. Exhibit 49 shows the distribution of households living in owner occupied housing in Auburn and King County by housing need category.

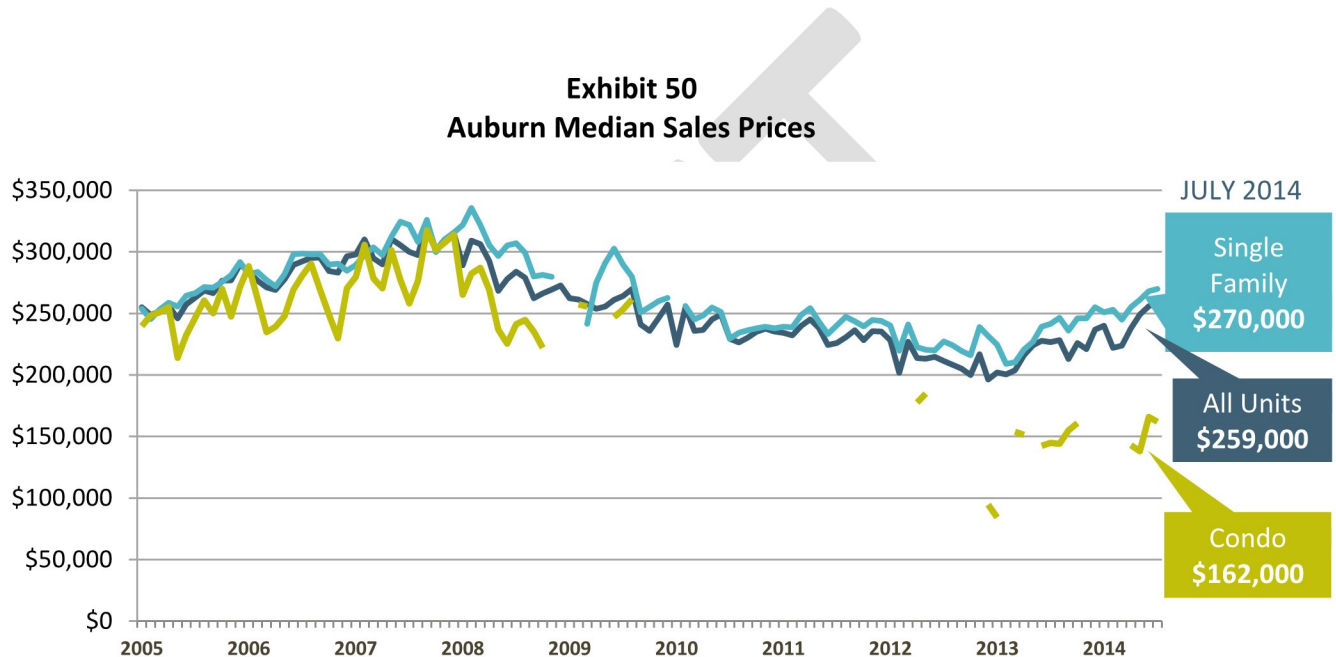
Exhibit 49
Household Estimates of Owners by Percent of Median Income

	Rounded (1,000s) Income Ranges		King County		City of Auburn	
	Low	High	Estimated HHs	Percent	Estimated HHs	Percent
Under 30%	\$0	\$21,000	27,378	6%	1,146	7%
30 - 50%	\$21,000	\$36,000	33,372	7%	1,646	10%
50 - 80%	\$36,000	\$57,000	58,125	12%	2,770	17%
80 - 100%	\$57,000	\$71,000	42,437	9%	1,935	12%
100 - 120%	\$71,000	\$85,000	40,109	9%	1,712	11%
120% or Over	\$85,000		267,608	57%	7,000	43%
Total			469,030	100%	16,208	100%

Source: ACS, 2012 5-year estimates (King County and Auburn).

- For both Auburn and King County, there is owner-occupied housing across all income categories. Given the age and current condition of a significant portion of Auburn's housing stock, some very low-income households may struggle to maintain their homes.
- Generally, Auburn has more households in the moderate and middle income levels that are able to own a home compared to King County, suggesting that Auburn offers more affordable homeownership opportunities than available in other parts of King County.

Exhibit 50 provides median sales prices in Auburn over the last nine years by housing type, and Exhibit 51 estimates the income needed to purchase a home, as well as the percentage of households that meet the income thresholds.



Source: Auburn Median Sales Price Jan 2005 - July 2014, Zillow.com

- In July 2014, Auburn's median sales price across all units was \$306,300, about \$100,000 less than King County's median selling price of \$406,200 (not shown).
- After a peak in 2007 and 2008, home prices in Auburn trended downward due to the economic recession, and are trending upwards more recently.
- Single family units have a median sales price of \$270,000, much higher than the median sales price of condominiums at \$162,000.

Exhibit 51 presents an assessment of the attainability of housing at current median sales prices using standard assumptions, including:

- A down payment of 20% of the sale price;
- Interest rate of 5.5%;
- 30 year fixed rate mortgage;
- Taxes at 10.73%;
- Insurance at \$3.50 per \$1,000 value; and
- Housing cost burden not to exceed 30% of gross income.

Exhibit 51

Annual Income Needed to Purchase a Home at Current Median Selling Price, 2013

Single Family

Monthly Mortgage

Median Selling Price	\$270,000
Down Payment (20%)	\$54,000
Mortgage Amount	\$216,000
Interest Rate	5.50%
Payments over 30 years	360
Monthly Mortgage Payment	\$1,221

Annual Housing Expenses

Mortgage Payments	\$14,650
Taxes (10.73%)	\$2,897
Insurance (\$3.50 per \$1000)	\$907
Annual	\$18,454
Monthly	\$1,538

Monthly Income Needed **\$5,126**

Annual Income Needed **\$61,514**

Households

Number of households with	
with income > \$60,000	12,410
Total households	26,968
Estimate of households that	46%
can afford median home price	

Condominiums

Monthly Mortgage

Median Selling Price	\$162,000
Down Payment (20%)	\$32,400
Mortgage Amount	\$129,600
Interest Rate	5.50%
Payments over 30 years	360
Monthly Mortgage Payment	\$736

Annual Housing Expenses

Mortgage Payments	\$8,830
Taxes (10.73%)	\$1,738
Insurance (\$3.50 per \$1000)	\$544
Annual	\$11,113
Monthly	\$926

Monthly Income Needed **\$3,087**

Annual Income Needed **\$37,043**

Households

Number of households with	
with income > \$35,000	18,508
Total households	26,968
Estimate of households that	69%
can afford median condo price	

Source:

Zillow, ACS, 2012 (5-year estimates), BERK

- To purchase a single family home at the current median selling price a household would need to earn \$61,514 annually or \$5,126 monthly. There are an estimated 12,410 households in Auburn with incomes greater than \$60,000, or 46% of the population that can afford the median home price in Auburn.
- Current condominium prices present a more affordable housing ownership opportunity. Households with incomes of \$37,043 would be able to afford a condominium at current median prices, making condominium ownership affordable for a much higher percentage of the population (69%) than single family home ownership.

AUBURN HOUSING ELEMENT UPDATE

Part II. Summary of Community Outreach Objectives and Activities

OBJECTIVES

In the first part of 2014, the City conducted a broad community visioning process to inform its overall Comprehensive Plan Update. To ensure that the Housing Element best reflects the needs and desires of Auburn's minority populations and protected classes, the Auburn Housing Element Updated called for additional targeted outreach to complement the recently established Community Vision. City staff and BERK Consulting established the following outreach and engagement objectives for the Auburn Housing Element Update during a kick-off meeting on August 19, 2014:

- Meet the public participation goals of the Growth Management Act (GMA);
- Ask new questions of the community specific to housing needs of diverse and targeted populations;
- Provide multiple outreach strategies and diverse activities to encourage inclusive outreach;
- Collect information that useful not only for the Housing Element, but also for the Parks and Recreation Department that is seeking feedback on the Les Gove campus and new youth center.
- Broaden connections with Auburn's Russian speakers, Hispanic and Latino populations, Asian & Pacific Islander community, the Marshallese community, older residents, and other identified subpopulations.
- Demonstrate how public input was considered in the development of the Housing Element update.

METHODS

Outreach and engagement activities were designed to reach targeted populations within the compressed project timeline. At the project start, BERK worked with City staff to identify ethnic groups and sub-populations that the City desired to hear from, including the Ukrainian/Russian-speaking community, the Hispanic community, and sub-populations including seniors and renters in Auburn.

BERK conducted initial interviews with City staff and other community leaders to identify possible outreach strategies that would meet the project's objectives and be implementable within the project timeframe.

To establish the best outreach strategies BERK employed the following methods:

- **Key informant interviews.** The City of Auburn provided a list of several key City staff who had existing relationships with key ethnic population leaders. BERK employed a snow ball strategy for informant interviews, beginning with City staff and following up with secondary contacts including the Auburn School District, King County Housing Authority, and Auburn Library. In addition, BERK conducted intercept interviews with other individuals encountered in the field as well as individuals known to BERK staff.

- **Informal group interview.** A BERK staff person attended a Community Meeting at the Auburn Library in September 2014, which attracted representatives of many local community and social organizations in the Auburn area.
- **Research and Document Review.** BERK also performed online research to learn more about Auburn's ethnic communities, including local newspaper articles written about Auburn's diversity¹, and looking for local community gathering places such as churches, restaurants and ethnic grocery stores.
- **Field visits and reconnaissance.** BERK staff spent the better part of a day visiting unannounced neighborhoods and sites associated with Auburn's minority populations to learn more about daily community activity and identify potential sites for outreach activities. Targeted sites include Marvel Deli, a local fixture in the Ukrainian and Russian-speaking community, large apartment communities, the library, and other locations. BERK collected additional information in the form of local newspapers, advertisements, and business cards from community boards. We combed the printed materials for potential leads, identifying the Continental Village apartment complex as a potential site due to its large Hispanic community.

Community-specific Strategies and Events

Three outreach activities were prioritized based on likelihood of success and in consultation with City staff. To ensure results were comparable across various outreach activities and staff, BERK developed a standard set of questions specific to housing needs and concerns. The questions were coupled with additional, activity specific questions for each engagement, and deployed in various ways including self-administered surveys, as an intercept questionnaire, or as a basis for an informal conversation or group interview with interpreter support.

After making initial contacts and scoping potential sites for outreach activities, BERK developed several outreach activities that reflect a strategy to "go to the community." To date, the following outreach activities have been completed:

- **Senior population: Lunch time interviews at Auburn Senior Activity Center.** Working with Senior Center staff, we arranged a time to interview seniors who attend the lunch program at the Senior Activity Center. We conducted intercept interviews with seniors as they were waiting for lunch or eating lunch and were willing to participate. We were able to interview approximately eighteen seniors during the lunch hour.
- **Russian Speaking Community: Interviews at Marvel Deli.** We set up a small outreach table in the store café and conducted intercept surveys with interpreter support. We engaged nine customers during the 90 minute visit.
 - **Phone interview with Russian-speaking Real Estate Agent.** To supplement the information we gained through intercept surveys, we also conducted an informational interview with a few local real-estate agents who advertised in the local Russian paper on their perception of housing needs and concerns among their clients who have bought or are looking to buy a home in Auburn.

¹ Whale, Robert. "Emerging Auburn, a diverse community: Show of more color." The Auburn Reporter, Aug 12, 2011. Accessed online October 2014, <http://www.auburn-reporter.com/news/127490453.html>

- **Hispanic community: Event at Continental Village apartment complex.** After an initial meeting with the property manager, we arranged a weekend event to set up canopies and tables, and the manager would arrange to provide a taco lunch to residents. We distributed Spanish flyers a week before the event and also brought an interpreter from Dynamic Language. We learned from this event to be prepared to ask questions in a way that is most comfortable for the community. In this case, residents were more comfortable answering questions in a small group discussion. We used a flip chart and relied on the interpreter to translate the questions to the residents. We had about thirty residents, a mix of children and adults, who attended the event. The apartment manager was very important in the success of this event. He helped to arrange lunch, helped spread the word to residents about the event, and provided assistance with equipment (tables, chairs).

RESULTS

While the survey questions were focused on housing and neighborhood needs and concerns, residents expressed thoughts and concerns about other needs or issues that they thought the City could address. Some cross-cutting themes that emerged from these targeted outreach events include:

- In general, residents are satisfied with city services and local amenities (health, commercial, recreational) and would recommend Auburn as a place to live for family and friends. In general, we heard positive feedback about Auburn as a community and as a place to live.
- Both ethnic communities and the senior community have strong community ties- these strong community bonds also attract other families and friends to Auburn.
- Participants in the outreach did not express significant concern about housing conditions. In general, affordability was a more pressing concern among participants.
- In areas that need improvement, public safety was an expressed concern, with some participants describing activity they have witnessed such as drug selling, vandalism, youth gangs, and violence. There is also concern for pedestrian safety, particularly in the Hispanic community where many children play outside in areas with cars. Some felt that there were not enough youth activities at affordable levels which may solve some of these issues.
- Many participants, particularly those in the Hispanic community, want to get more involved with the City but either don't know how to or feel that the language barrier is a challenge.
- There is also some general concern over affordability issues. For example, a few residents in the Russian speaking community expressed a desire to be homeowners. Some senior participants feel that assisted living is expensive for them as they are on limited incomes in retirement.

FUTURE EFFORTS

Contacts were initiated with the Asian and Pacific Islander communities, but developing activities proved to be difficult in the timeframe. BERK intends to try to reach at least one of the target Asian or Pacific Islander community through phone interviews or an in person meeting prior to the conclusion of the Housing Element Update process.

Attachments

- A. Outreach Summary: Senior Population
- B. Outreach Summary: Russian Speaking Population
- C. Outreach Summary: Hispanic Community
- D. Frequently Asked Questions
- E. General Housing Survey
- F. Senior Housing Survey
- G. Short Form Questions
- H. Continental Village Flyer

AUBURN HOUSING ELEMENT UPDATE

Outreach to Senior Citizens



Outreach at Auburn Senior Center

Friday, September 26, 2014

11:00am - 12:30pm

Participants

- 18 total participants, including 3 staff/volunteers (2 of whom were Auburn residents over the age of 55)

OUTREACH SUMMARY

In general, respondents at the senior center were satisfied with their current housing needs and the services available to them in Auburn. Most participants were satisfied with the range of housing options available to them. Many expressed concern or dismay at the cost while others felt that Auburn was an affordable place to retire. The majority of interviewees consisted of longtime Auburn residents and would like to continue to live in their current housing (mostly single family homes) in Auburn for the near future (next 3-5 years). Respondents most often cited being close to family and friends, access to services, activities for seniors to do, and size of the community as reasons why they like living in Auburn and would continue to stay.

Additional observations show that Auburn's Senior Center even attracts many individuals from outside the City, who think that Auburn's Senior Center services are better than their cities' services, or because they have friends here.

In areas where the City could improve, respondents felt that there needed to be more affordable housing options that are a good size, easy to maintain, and have features that support independent living for seniors (ramps, etc.). There were also several participants who voiced concern over public safety, noting that youth gangs, vandalism and theft were a problem.

SURVEY QUESTIONS

Length of time in Auburn.

Length of time in Auburn ranged from 8 to 58 years.

- Two people did not currently live in Auburn. One was originally from Auburn and looking to move back and the other had lived in Auburn but moved to be closer to her husband's care facility. She came to the Senior Activity Center because that is where her friends were.
- Seven people had lived in Auburn for more than 20 years.

What do you like the most about where you live?

Comments about Auburn or the community

In general, participants were satisfied with the services and opportunities available to them in Auburn. Attributes or qualities that were specifically mentioned include:

- Access to social services and amenities. Seniors emphasized that everything is nearby so they didn't have to drive too far. This includes medical services, banking options (with actual tellers), and a variety of grocery stores.
- Many services are close to one another so you can run multiple errands in a single stop.
- Auburn was said to be a nice community...it is not too big and not too small. They liked the size of the community and its slower pace than Seattle.
- Auburn had a true downtown, a sense of place and a city center. The downtown area is wheel-chair accessible.
 - At least one senior was looking to move into a new apartment in the downtown area.
- Many liked that their family and friends live close by.
- There are a lot of things for seniors to do, and there are good services for seniors.

Most participants were satisfied with the range of housing options available to them, but many expressed concern or dismay at the cost.

- There are some quality assisted-living options, but they are far too expensive for any ordinary person. Prices can range from \$4,000 to \$10,000 a month.
- Many of the women were struggling to balance meeting the current needs of their husbands while maintaining long-term security for themselves. They note that even if you had a middle class career and were able to save; at \$10,000 a month those savings diminish very quickly. Participants described this conundrum as "scary."

What type of home do you current reside in?

- Most participants lived in single-family homes.
- Three participants lived in attached housing. At least one person had recently "downsized" to an apartment and one was looking to downsize to an apartment. Both these individuals sold (or are selling) their single family home in another jurisdiction and are moving to Auburn to be closer to their family or social networks.
- Four people lived in mobile homes. One person lived in a mobile home in a 55+ community. She liked the housing option because it provided privacy with a sense of community and close neighbors.
- One man commented that he bought his house on 4 acres because he wanted the privacy, but now it was becoming too much to maintain.
- One senior lived in a duplex.

Where would you like to live in the next 3-5 years?

- Most participants wished to stay in Auburn in their current home. Many answered that they wish to stay in their current home as long as possible.
- One was looking to move into one of the senior apartments in downtown Auburn.
- One felt she would have to downsize from her single family home due to rising medical costs for her husband.
- One was seeking to move to something that required less maintenance. This couple is considering moving to Oregon to be closer to family.

What supports for independent living are most needed in Auburn?

- Trash removal.
- Checking in on the elderly.
- The home repair programs were good, but their income limitations were too limiting. The combination of very limited or fixed incomes coupled with rising medical or care costs mean that some older adults may have assets but still cannot afford to make housing repairs.
- Participants volunteered positive comments and shared their personal experiences with the fire department and the police department. First responders were said to be helpful, responsive, and respectful.
- While many noted there were a lot of services available, they also noted it was confusing and difficult to know all what was available. Participants suggested producing a pamphlet or detailed directory of all the services available.

Auburn housing, neighborhood, and services that need improvement:

- **Affordable housing options.** While there are some options, for the most part rents are too high.
 - Disperse low income housing/residents among all Auburn's neighborhoods so that there is not a designated low income area, and that there is more intermixing of the population.
- Need more housing options with ramps and other accessible features.
- More housing options with secured parking.
- More 'nice' restaurants like Olive Garden, a lot of fast food options but not many other options for eating out.
- More shopping centers like Target.
- **Transportation options.** Some note that bus services is limited in some areas, that taxis are not reliable, and that there are van services but you must call and schedule up to 3 weeks in advance. Some felt transportation options had been better in the past, but that services had been getting cut.
- **Safety.** One interviewee commented on the problem of young gangs and associated violence, vandalism and graffiti

Auburn housing, neighborhood, and services that are good:

- Community and social opportunities including the Senior Activity Center, though prices can be limiting for some. Some participants emphasize that Auburn has "a lot" of opportunities in this category.
- The lunch program was described as "awesome" because it gets people out of their home and is affordable. Some seniors come to the lunch program every day.
- One man brought his wife regularly because the social environment encouraged her to eat.
- Many participants used the library.
- The YMCA was a valued service, but at least one person had to give it up so they could care for their spouse.
- Access to hospitals and health services.
- Parks and recreation opportunities.

Auburn housing, neighborhood, and services that are average:

- Public safety received mixed reviews. Participants were happy with the quality of service of first responders in the City of Auburn, but many had concerns over public safety. Many participants had personal experiences with car theft and had witnessed drug transactions.

AUBURN HOUSING ELEMENT UPDATE

Outreach to Russian Speakers (Slovak, Russian, and Ukrainian groups)



OUTREACH AT MARVEL DELI

615 C St SW, Auburn

Monday, October 20, 2014, 9:00 – 10:30 am

Number of interviews: 9 adults

- 7 answered the short general questions
- 2 answered the general housing questionnaire

Summary

On Monday October 20, 2014 from 9:00am to 10:30 am, BERK Consulting held an outreach event at Marvel Deli on C Street in Auburn, supported by a Russian-speaking interpreter from Dynamic Language Translation Services. The team set up a table in the café area at the front of the store, and conducted an intercept survey asking shoppers if they had time to talk about the City's plans for housing and their thoughts on their neighborhoods. The survey questions were prompts for the discussion, and two forms were available, a short one page form and a more detailed form, both having similar questions about their homes, housing preferences, neighborhoods, and services. The majority of participants were more comfortable answering short discussion questions than filling out the survey questions.

In general, respondents were all residents of Auburn. They were mostly satisfied with their current housing needs, living in Auburn and the City services provided to their community. Few had pressing housing concerns. The most common housing concern was a desire to own a home. However, it is unknown what challenges or barriers they face in becoming homeowners.

The majority of respondents had a positive perception of Auburn as a good place for their family and would recommend Auburn to family and friends as a place to live. Some expressed that they moved to Auburn because family and friends live in the City, and it was the first American city they lived in since immigrating to the United States.

Their desired features in a neighborhood included being near family and friends, good schools, parks, religious centers, and safety. Important places in their community include Marvel Deli, schools for their children, religious centers, and shopping areas (Super Mall). Many respondents felt the City was doing a good job in the services it provides, but could improve roads in their neighborhood.

Intercept Survey Questions and Answers

What is your perception of Auburn?

- Good/nice (6)
- I like Auburn (1)
- No response (1)

What is your greatest housing need?

- I would like to own a home (3)
- Home repairs (1)
- None (4)

What are your desired features in a neighborhood?

- Good place to live
- Near family and friends (2)
- Parks (3)
- Religious centers (2)
- Near good schools for children
- Safety

Would you recommend a relative to move to Auburn?

- Yes (6) – also depends on neighborhood
- Not necessarily (1)
- No response (1)

Why do you live in Auburn?

- Strong Ukrainian community. One respondent said his sponsors were from the Ukraine and lived in Auburn so he moved to the city in 1991.

Do you envision your children living here and raising a family?

- Yes, my children live here (2)
- No response (1)

What is the right role for the City in property maintenance?

- Streetscape (2)
- Roads (2)
- Same as today (1)
- Parks (2)
- Safety (1)

What services can the City bring into your neighborhood? What can be improved?

- Roads (3)
- More parks (1)
- Parking (1)
- Safety (1)
- Everything is good as is (2)

PHONE INTERVIEW

Lyudmila Shornal, Real Estate Agent Better Properties, Lakewood

October X, 2014

Phone: 206-919-9678

Email: Lyudashor@gmail.com

Ukrainian population housing typology preferences

- Want little more privacy, big lots that can accommodate activities like gardening, and growing vegetables
- Don't want just a cookie-cutter house
- Big yard is very important – single family detached house is preferred typology
- Affordability is a factor

Ukrainian population neighborhood preferences:

- Prefer to live up the hill, not in the valley- Lea Hill, West Hill in Auburn. They would prefer living on the hill because of possible flooding, natural hazards, and it's more prestigious.
- Ukrainian community is spread out in Auburn; they are in Lakeland Hill and Lea Hill. They are not trying to live next to other Ukrainian families.
- Considerations also include that the home is close to a freeway or road to get to work, getting around
- Parks are nice but not a priority
- School is also nice but not a priority



AUBURN HOUSING ELEMENT UPDATE

Outreach to Hispanic Community

OUTREACH AT CONTINENTAL VILLAGE

560 21st Street SE, Auburn

Saturday, October 25, 2014, 11:00 am – 1:30 pm

Number of attendees: Approximately 30 (adults and children)

- Approximately 15 adults participated in a group discussion
- Four adults answered the general housing survey (1 couple and 2 singles filled out a form)

SUMMARY

On Saturday October 25, 2014 from 11:00am to 1:30pm, BERK Consulting held an outreach event at the basketball court in Continental Village Apartments at 560 21st Street SE in Auburn. Jesus Ostos, the property manager, arranged tables, tents, and chairs and provided tacos to residents. A Spanish-speaking interpreter from Dynamic Language helped to facilitate the event. Participants were more comfortable speaking Spanish with the interpreter and gave responses as a small group discussion while BERK staff took notes on their responses on a flip chart. A few adults filled out the general housing questionnaire.

In general, the participants moved to Auburn because it is quiet, affordable, near friends and near their needs. They envision their children staying in Auburn too as they grow up. They didn't express specific personal housing needs, but primarily expressed concerns about their needs for safety and security – safety from crime, safety from street traffic, and a great desire to have education and recreation activities for their children, and to have opportunities to volunteer to improve their neighborhood. They would like to participate more with the City and to instill a love for the community in their children, but they would appreciate an invitation to participate and more information on events, services, and meetings, and translation capabilities in Spanish.

Small Group Discussion

Why do you live in Auburn?

- Quiet neighborhood
- Affordable small town
- Close to needs
- To be near friends

Do you envision your children living here and raising a family?

- Yes – would like children to be able to live in Auburn.

What is your greatest housing need?

- Residents at the meeting all live in the Continental Plaza. No particular housing need was mentioned. There was greater discussion about needs in the neighborhood, community services, recreation and activities for kids, and ways the community can help volunteer.
- Other comment:
 - Continental Plaza has a good manager, but he is one person.

What are your desired features in a neighborhood?

- Many apartment complexes concentration leads to crime and violence.
 - Separate the complexes so there are not too many together.

How would you rate Auburn on service qualities (housing, health, community and social services, transportation, public safety, parks)?

- Services – regular/average in general
- Security – needs improvement
- See specific concerns about traffic speed, security, recreation, education, and others below.

What services can the City bring into your neighborhood? What can be improved?

- Need speed bumps on 22nd Street.
 - Question: How can the community request the speed bumps?
 - Answer: City Public Works Department manages roads. Write to City Council or Mayor. You can write in Spanish.
- Need more signals
- More security from police – regular visits.
- Video security for complex and neighborhood.
- Enforce against drug dealing.
- More community programs.
- Need more health clinics and access to affordable services; need information on insurance and more access to public health

- More activities for kids and teens after school – summer schools, sports, busy activities.
- Avoid violence – activities for young would help.
- City should involve teens 12 – 16 years old in summertime.
 - Avoid exposure to bad influences.
 - Families/parents work – need programs.
- More help with affordable education after school.
- On 22nd Street, cars stay parked too long, can they be removed?
- More access to legal services to help obtain jobs – what happens when losing a husband/parent who had legal papers to work?
- Not enough support from DSHS – so many asking.
- All residents here pay taxes – need support.
- Need help to be self-sufficient; not just money, need access to education, jobs, technical help (skills, like car repair, etc.)
- Need inside activities in winter, such as indoor soccer; keep these affordable.
- Neighborhood night out – have for block, welcome in Spanish.
- Bilingual Senior Center.
- Office with information on community events.
- Need Hispanic mass/church; Spanish language services for whole family.
- Participate more at church – Spanish services.

Does your family use the Les Gove Community Campus? What facilities do you or your family use at Les Gove Community Campus? What kinds of uses would you like to see that aren't currently provided at Les Gove Community Campus?

- Les Gove, yes use library and center – need college students to help community become more involved.

What age-groups within your family would use a new Youth Center or Community Center?

- Yes – youth center welcome.

How do you want to hear from the City of Auburn?

- Communication with residents.
- More public meetings like this event.
- Be welcoming; provide translation services; don't judge whether someone has the appearance of citizens or not.
- Spanish translation desired – feel included.
- City should help residents feel part of the community.
- More information to new residents.
- Invite community to help.

- Encourage volunteers in the community.
- More leadership opportunities to instill love for the community.

What does the City want to hear from us? What can we do for the community?

- Give opinion at City Council meetings.
- Volunteer with the City on neighborhood improvements, parks, schools, etc.
 - Want to help quality of life of kids.
 - Most important = kids.
 - Help kids have love for the community.
- People have the will to help their community, but need to know how.
- We are eager to help improve the neighborhood.
- Have incentives for residents, and especially kids to participate. Such as have prizes for litter clean up; could have more motivation.

Long Questionnaire

Four participants (one couple and two single persons) filled out three questionnaires.

Are you a resident of Auburn? If yes, how long have you lived in Auburn?

- Yes: 3
- Lived in Auburn between 5 and 18 years.

How many people are in your household?

- Four (2)
- Six (1)

What is your age (ex: 34 or 30s)?

- 20, 29, 39, 44

What is/are your ethnicity/ethnicities?

- Hispanic; Latino; Mexican

What type of home do you reside in currently? (Select only one that best describes your home.)

- Apartment in a multi-unit building - 3

Who owns your home?

- I live with family / friends - 2
- I rent my home - 1

Do you currently need physical or financial assistance with any of the following? (Select all that apply.)

- Home repairs (to building) - 1

Do you find your current housing satisfactory? Why or why not? (Select one and describe why.)

- Yes, because (2) "Regular" and "We keep everything fixed and up to date"
- No, because (1) "Not enough security"

What are your desired features in a housing unit? (Select all that apply.)

- Has yard or private open space - 1
- Has a washer and dryer within the unit - 2
- Other (please describe) - 1 “Washer and dryers that work”

Where would you like to live in the next 3-5 years? (Select only one.)

- Stay in Auburn but relocate to a new home - 3

If you would prefer to relocate to a new home, which of the follow housing types would best meet your needs? (Pick your top 3 choices.)

- Stay in own home - 1
- Single family house - 1

If you prefer to relocate, what are the reasons for moving? (Select all that apply.)

- Lower crime/more safety - 2
- Other – 1, Closer to work

Why do you live in Auburn? (Select all that apply.)

- I grew up here - 1
- My family and friends live here - 1
- Access to commercial services and businesses (shopping, grocery) - 2

How would you rate Auburn on the following housing, neighborhood, and service qualities? (Check one for each quality.)

Quality	Good	Average	Needs Improvement
Affordable housing options	1		1
Accessible housing features (e.g. ramps, one-story layout, wide doorways)	1	1	
Access to hospitals and health services	1	1	
Community and social opportunities		1	1
Transportation options		2	1: Speed bumps on 22 nd .
Public safety		1	1
Parks and recreation		1	
Other			

What are your desired features in a neighborhood? Rank these types of places in order of importance to you. (1=most important.)

- Only One Respondent answered this question. This is their ranking.
 - 3 Has or near parks or recreational sites
 - 4 Has or near social services (library, senior center, community center)
 - 1 Has or near school
 - 2 Has or near religious site
 - 5 Has or near commercial services (grocery store, etc.)
 - 6 Has or near health services (hospital, medical center)

Would you recommend a relative or friend to move to Auburn?

- Yes - 2
- No - 0

Do you envision your children living here and raising a family?

- Yes - 2
- No - 0

Does your family use the Les Gove Community Campus?

- Yes - 1
- No (skip next question) - 1

What facilities do you or your family use at Les Gove Community Campus?

- Discovery Playground -1

What kinds of uses would you like to see that aren't currently provided at Les Gove Community Campus? (See list above for current uses.)

- No responses

What age-groups within your family would use a new Youth Center or Community Center? (Select all that apply.)

- Children (6-11) - 1 - More advertising that the community center/youth centers are free?

How do you want to hear from the City of Auburn?

- Mailings - 1
- Other: 1 – talk and speak



AUBURN HOUSING ELEMENT UPDATE

Frequently Asked Questions

What is a housing element?

A housing element is a plan that addresses a community's current and projected needs for housing, including housing variety, attainability, and preservation.

Why is the City updating its housing element?

The Washington Growth Management Act (GMA) requires cities and counties to include a housing element in their comprehensive plans. A housing element is one of many required chapters of a comprehensive plan. Each community in King County, including Auburn, must update its Comprehensive Plan by June 30, 2015.

Why is housing an important topic for Auburn's future?

The housing element can serve as a useful management tool to meet changing community needs for housing, as well as to address land use, economic development, transportation, environmental and other concerns.

- A variety of housing choices can meet the needs of Auburn's residents at all ages and affordability levels, help residents maintain and retain their homes, and promote services and amenities that improve neighborhood livability.
- Well planned housing can support Auburn's economic goals by attracting residents to live near their jobs, and by serving as a source of customers to support commercial districts.
- Housing in proximity to transit or mixed-use projects can help reduce the need for costly infrastructure (e.g. roads and sewer). Housing in proximity to a variety of transportation modes can increase a household's disposable income and savings by reducing the cost of transportation.
- Well designed and located housing can reduce energy and water consumption, and promote healthy lifestyles.

How can I participate in the update process?

The City of Auburn is reaching out to residents and stakeholders in fall 2014 at community events and meetings, and providing questionnaires. Additionally, the housing element will be the subject of Planning Commission, Human Services Commission, and City Council meetings in fall 2014 and winter and spring 2015.

How can I find out more information?

Please refer to the City of Auburn's website for more information and a schedule of events: http://www.auburnwa.gov/doing_business/community_development/planning/comprehensive_plan.htm

To speak to City staff about the project, you may also contact: Elizabeth F. Chamberlain, AICP, Planning and Design Services Manager, Community Development Services, echamberlain@auburnwa.gov, 253-931-3092



CITY OF AUBURN HOUSING ELEMENT UPDATE GENERAL HOUSING SURVEY

Instructions

Thank you for taking the time to complete the Auburn Housing Survey. The goal of this survey is to gather your ideas and concerns about housing needs and opportunities in Auburn as part of an update to the city's comprehensive plan housing element and to inform future housing policy.

This is a unique opportunity to let your voice be heard; your input is a crucial part of the planning process! The information collected will be considered by the City of Auburn. All information collected will be kept confidential and anonymous.

This survey is being administered by City of Auburn Community Development Services. To speak to City staff about the project, you may also contact: Elizabeth F. Chamberlain, AICP, Planning and Design Services Manager, Community Development Services, echamberlain@auburnwa.gov, 253-931-3092.

PART 1: ABOUT YOU

Are you a resident of Auburn? (Circle one.)

Yes No

If yes, how long have you lived in Auburn?

How many people are in your household?

What is your age (ex: 34 or 30s)?

What is/are your ethnicity/ethnicities?

PART 2: CURRENT HOUSING PREFERENCES

What type of home do you reside in currently? (Select only one that best describes your home.)

- ☐ Single family house (detached)
- ☐ Apartment in a multi-unit building
- ☐ Condominium in a multi-unit building
- ☐ Attached townhouse or row house
- ☐ Mobile home

- ☐ Retirement community, senior housing
- ☐ Assisted living (nursing home, housing with health or social services)
- ☐ Other

Who owns your home?

- ☐ I own my home
- ☐ I live with family / friends
- ☐ I rent my home

Do you currently need physical or financial assistance with any of the following? (Select all that apply.)

- ☐ Home repairs (to building)
- ☐ Home upkeep (landscaping or other maintenance)
- ☐ Snow or ice removal
- ☐ Trash removal
- ☐ Other: _____

Do you find your current housing satisfactory? Why or why not? (Select one and describe why.)

- ☐ Yes, because _____
- ☐ No, because _____

What are your desired features in a housing unit? (Select all that apply.)

- ☐ Number of desired bedrooms: _____
 - ☐ Number of desired bathrooms: _____
 - ☐ Has covered parking
 - ☐ Has yard or private open space
 - ☐ Has a washer and dryer within the unit
 - ☐ Other (please describe)
-

Where would you like to live in the next 3-5 years? (Select only one.)

- ☐ Stay in Auburn and stay in current home (skip next 2 questions)
- ☐ Stay in Auburn but relocate to a new home
- ☐ Move outside of Auburn

If you would prefer to relocate to a new home, which of the follow housing types would best meet your needs? (Pick your top 3 choices.)

- | | |
|--|--|
| ☐ Stay in own home | ☐ Retirement community/ assisted living with senior only units (housing with health or social services) |
| ☐ Single family house | ☐ Mobile home |
| ☐ Multi-unit apartment building | ☐ Move in with family or relatives |
| ☐ Multi-unit condominium building | ☐ Other _____ |
| ☐ Attached cluster housing | |

If you prefer to relocate, what are the reasons for moving? (Select all that apply.)

- | | |
|--|--|
| ☐ No longer able to maintain home | ☐ Access to community and social activities |
| ☐ Reduced living costs | ☐ Lower crime/more safety |
| ☐ Better weather/climate | ☐ Access to transportation services |
| ☐ Closer to family | ☐ Other _____ |
| ☐ Access to hospitals/health services | |
| ☐ Accessible features not currently in home | |

PART 3: COMMUNITY / NEIGHBORHOOD PREFERENCES

Why do you live in Auburn? (Select all that apply.)

- | | |
|---|--|
| ☐ I grew up here | ☐ Affordability |
| ☐ My family and friends live here | ☐ Safe place to live |
| ☐ Community character and atmosphere | ☐ Access to jobs |
| ☐ Sense of community/supportive community | ☐ Good location for my business |
| ☐ Quality city services | ☐ Recreational amenities |
| ☐ Good schools | ☐ Convenient location |
| ☐ Access to commercial services and businesses (shopping, grocery) | ☐ Transportation choices- options to use bus, rail, bike, or walk |
| ☐ Beautiful natural surroundings | ☐ Other: _____ |

How would you rate Auburn on the following housing, neighborhood, and service qualities? (Check one for each quality.)

Quality	Good	Average	Needs Improvement
Affordable housing options	☐	☐	☐
Accessible housing features (e.g. ramps, one-story layout, wide doorways)	☐	☐	☐
Access to hospitals and health services	☐	☐	☐
Community and social opportunities	☐	☐	☐
Transportation options	☐	☐	☐
Public safety	☐	☐	☐
Parks and recreation	☐	☐	☐
Other	☐	☐	☐

What are your desired features in a neighborhood? Rank these types of places in order of importance to you. (1=most important.)

- ☐ Has or near parks or recreational sites
- ☐ Has or near social services (library, senior center, community center)
- ☐ Has or near school
- ☐ Has or near religious site
- ☐ Has or near commercial services (grocery store, etc.)
- ☐ Has or near health services (hospital, medical center)
- ☐ Other _____

Would you recommend a relative or friend to move to Auburn?

- ☐ Yes
- ☐ No

Do you envision your children living here and raising a family?

- ☐ Yes
- ☐ No

PART 4: PARKS AND RECREATION

Does your family use the Les Gove Community Campus?

- ☐ Yes
- ☐ No (skip next question)

What facilities do you or your family use at Les Gove Community Campus?

- ☐ Multipurpose building
- ☐ Gymnasium (open gym basketball and volleyball, indoor playground, etc.)
- ☐ Climbing wall
- ☐ Community facilities
- ☐ Discovery Playground
- ☐ Bocce Courts
- ☐ Rotary spray playground (summer only)
- ☐ Horseshoe pits
- ☐ Half-mile (800 meters) Loop Trail
- ☐ Outdoor Fitness Equipment

- ☐ Softball fields
- ☐ Other:
-

What kinds of uses would you like to see that aren't currently provided at Les Gove Community Campus? (See list above for current uses.)

What age-groups within your family would use a new Youth Center or Community Center? (Select all that apply.)

- ☐ Preschool (3-5)
- ☐ Children (6-11)
- ☐ Young Teens and Teenagers (12-17)
- ☐ Young adults (18-24)
- ☐ Adults (25-64)
- ☐ Seniors (65 and over)

PART 5: ADDITIONAL COMMENTS

How do you want to hear from the City of Auburn?

- ☐ Mailings
- ☐ Online- through email or on website
- ☐ In-person visits
- ☐ Other: _____

Please provide any additional comments or feedback below.

Thank you for taking the time to participate in our survey!

For more information on the comprehensive plan update, visit:

www.auburnwa.gov/doing_business/community_development/planning/comprehensive_plan.htm



APPENDIX F

CITY OF AUBURN HOUSING ELEMENT UPDATE SENIOR HOUSING QUESTIONNAIRE

INSTRUCTIONS

Thank you for responding to the Auburn Senior Housing Questionnaire

The City of Auburn wants to hear your ideas and concerns about housing and quality of life in Auburn to guide the updating of the City's goals and policies described in the housing chapter of its Comprehensive Plan.

The information collected will be used by the City of Auburn. All information will be kept confidential and anonymous.

This questionnaire is being administered by City of Auburn Community Development Services. To speak to City staff about the project, you may also contact: Elizabeth F. Chamberlain, AICP, Planning and Design Services Manager, Community Development Services, echamberlain@auburnwa.gov, 253-931-3092.

PART 1: ABOUT YOU

What is your age?

- ☐ 55-59 years
- ☐ 60-64
- ☐ 65-74
- ☐ 75-84
- ☐ 85+

How long have you lived in Auburn?

- ☐ Less than 1 year
- ☐ 1-5 years
- ☐ 5-10 years
- ☐ 10-20 years
- ☐ More than 20 years

What do you think about Auburn? Why do you choose to live here?

What do you like most about where you live? (Check all that apply)

- | | |
|---|---|
| ☐ My family and friends live nearby | ☐ Parks and recreation opportunities |
| ☐ My neighborhood and community | ☐ Cost of living is affordable |
| ☐ Access to social services and amenities | ☐ Transportation options |
| ☐ Access to health services | ☐ Other (please describe) |
| ☐ Access to commercial services (shopping centers, grocery stores) | |

What type of home do you reside in currently? (Choose the one that best describes your current home.)

- ☐ Single family house
- ☐ Apartment or Condominium
- ☐ Retirement community, senior housing
- ☐ Assisted living (nursing home, housing with health or social services)
- ☐ Mobile home
- ☐ Other

Where would you like to live in the next 3-5 years? (Rank by preference.)

- ☐ Stay in Auburn and stay in current home
- ☐ Stay in Auburn but relocate to a new home
- ☐ Move outside of Auburn

If you would prefer to relocate to a new home, which of the follow housing types would best meet your needs? (Pick your top 3 choices)

- | | |
|---|---|
| ☐ Stay in own home | ☐ Assisted living (housing with health or social services) |
| ☐ Single family house | ☐ Mobile home |
| ☐ Apartment building | ☐ Move in with family or relatives |
| ☐ Condominium building | ☐ _____ |
| ☐ Retirement community | |

In choosing where to live, what community amenities are most important to you? (Rank in order of preference, 1 = most preferred, 7 = least preferred/not important)

- ___ Near my immediate and extended family members
- ___ In or near my current neighborhood
- ___ Near commercial amenities (grocery stores, shopping, etc.)
- ___ Near a senior center
- ___ Near religious activities
- ___ Near recreational activities, parks and open space
- ___ Near health services, caregivers, medical facilities

PART 2: AUBURN'S HOUSING NEEDS

Is Auburn a good place to live after retirement? Why or why not?

What supports for independent living are most needed in Auburn?

(Select all that apply.)

- | | |
|---|--------------------------------|
| ☐ Home repairs (to building) | ☐ _____ |
| ☐ Home upkeep (landscaping or other maintenance) | ☐ _____ |
| ☐ Snow or ice removal | ☐ _____ |
| ☐ Trash removal | |

Which of the following services or amenities does Auburn need more of?

(Rank in order of importance. 1=most important.)

- ___ Parks or recreational sites
- ___ Social services (library, senior center, community center)
- ___ School
- ___ Religious site
- ___ Commercial services (grocery store, etc.)
- ___ Health services (hospital, medical center)
- ___ Other _____

How would you rate Auburn on the following housing, neighborhood, and service attributes? (Check one for each attribute.)

Attributes	Good	Average	Needs Improvement
Affordable housing options	☐	☐	☐
Accessible housing features (e.g. ramps, one-story layout, wide doorways)	☐	☐	☐
Access to hospitals and health services	☐	☐	☐
Community and social opportunities	☐	☐	☐
Transportation options	☐	☐	☐
Public safety	☐	☐	☐
Parks and recreation	☐	☐	☐
Other	☐	☐	☐

If you identified areas of improvement above, do you have comments to share?

ADDITIONAL COMMENTS

Please provide any additional comments or feedback below.

Thank you for taking the time to participate in our survey!

For more information on the comprehensive plan update, visit:

http://www.auburnwa.gov/doing_business/community_development/planning/comprehensive_plan.htm



CITY OF AUBURN HOUSING ELEMENT UPDATE

GENERAL DISCUSSION QUESTIONS

Ask about the individual.

Notes about interviewee (age, sex, ethnicity)

How many people in your household?

How long have you lived in Auburn?

Where did you live before Auburn?

Describe current housing conditions.

What kind of home do you live in? Do you own or rent?

Are you satisfied with your current housing conditions? Why or why not?

Describe ideal housing conditions.

If you had the opportunity, what would be your ideal housing type? (How many bedrooms? How many bathrooms? Do you need a yard? Garage?)

Describe your community.

Why do you choose to live in Auburn? What do you like most about it?

What are important places in your community? (ex: religious centers, schools, stores, restaurants). Ask for specifics if possible.

How would you rate Auburn on the following services? *Good, Average, or Needs Improvement regarding:*

a) affordable housing, b) accessible housing features (e.g. ramps, single story), c) access to hospitals/health services, d) community and social opportunities, e) transportation options, f) public safety, g) parks and recreation, h) other _____?)

What can be improved in your neighborhood? What services can the City of Auburn bring into your neighborhood?

Will you continue to live in Auburn in the next 3-5 years? Why or why not?

Would you recommend your family and friends to move here?

How do you want to hear from the City? (Personal visits? Phone calls? Mail? Attend public meetings?)

Parks and Recreation opportunities in Auburn.

Do you use the Les Gove Campus? For what activities?

Would anyone in your family use a new Youth Center? If yes, what kind of activities would they want to see at the Youth Center?



PLAN INTEGRAL ACTUALIZACIÓN DEL ELEMENTO DE VIVIENDA



¿Cuáles son sus mayores necesidades y preocupaciones con respecto a la vivienda?
¿Tiene ideas que aportar sobre la calidad de vida en su vecindario?

¡Está invitado!

REUNIÓN COMUNITARIA

Sábado 25 de octubre, de 11:00 a.m. a 12:30 p.m.
Continental Village 560 21st St SE, Auburn WA
Reúnase en la cancha de básquetbol
Se ofrecerán tacos!

La Ciudad de Auburn desea escuchar sus ideas y preocupaciones sobre la vivienda y la calidad de vida en Auburn a fin de guiar la actualización de los objetivos y las políticas de la Ciudad que se describen en el capítulo de vivienda de su Plan Integral. Asista a la reunión para obtener más información y aportar sus comentarios!

PARA MÁS INFORMACIÓN, PÓNGASE EN CONTACTO CON:

Elizabeth Chamberlain

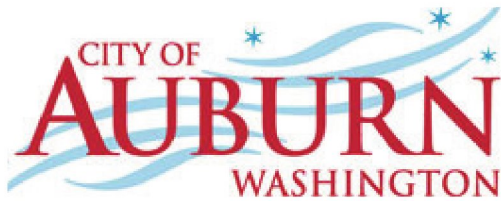
Gerente de Servicios de Planificación y
Desarrollo, Ciudad de Auburn
echamberlain@auburnwa.gov
253-931-3092

Jesus Ostos

Gerente de la Propiedad
Continental Village
206-715-0929

Para obtener más información sobre la actualización del plan integral, visite:

www.auburnwa.gov/doing_business/community_development/planning/comprehensive_plan.htm



COMPREHENSIVE PLAN HOUSING ELEMENT UPDATE



**What are your greatest housing needs and concerns?
Do you have ideas about the quality of life in your
neighborhood?**

You're Invited!

COMMUNITY MEETING

Saturday, October 25, 11:00 am -12:30 pm

Continental Village 560 21st St SE, Auburn WA

Gather in the basketball court.

Tacos provided!

The City of Auburn wants to hear your ideas and concerns about housing and quality of life in Auburn to guide the updating of the City's goals and policies described in the housing chapter of its Comprehensive Plan. Attend the meeting to learn more and provide your feedback!

FOR MORE INFORMATION, CONTACT:

Elizabeth Chamberlain

Planning & Development Services Manager

City of Auburn

echamberlain@auburnwa.gov

253-931-3092

Jesus Ostos

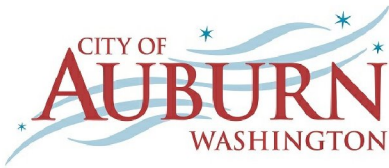
Property Manager

Continental Village

206-715-0929

For more information on the comprehensive plan update, visit:

www.auburnwa.gov/doing_business/community_development/planning/comprehensive_plan.htm



AGENDA BILL APPROVAL FORM

Agenda Subject:

Amendments to Title 5 Business Licensing (Tate) (10 Minutes)

Date:

October 15, 2018

Department:

Community Development

Attachments:

[Attachment A - Ordinance No. 6692](#)

[Exhibit A to Ordinance No. 6692](#)

[Exhibit B to Ordinance No. 6692](#)

[Attachment B - Engrossed House Bill 2005](#)

[Attachment C - AWC Webpage Article](#)

[Attachment D - Model Business License](#)

[Threshold](#)

[Attachment E - Side by Side Comparison](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:**

On August 13, 2018, during a City Council Study Session, staff provided an overview of EHB 2005, which requires that the City of Auburn modify its business license regulations for the purpose of creating a uniform definition of what it means to engage in business in Washington State. EHB applies to all cities that administer a business license program. City staff informed City Council that the Association of Washington Cities was charged with developing the model ordinance and that cities were required to adopt this language by January 1, 2019. The intent of EHB 2005 is to establish a consistent definition and process for businesses to operate under which is designed to streamline business licensing throughout the State.

During the August 13, 2018 study session staff indicated that a draft ordinance would be presented to City Council during the October 22, 2018 study session. Ordinance No. 6692 is attached for City Council review and consideration.

EHB 2005 Overview:

The Washington State Legislature enacted Engrossed House Bill (EHB) 2005 during the 2017 legislative session which then went into effect on July 23, 2017 (EHB 2005 is included as Attachment B). The purpose of EHB 2005 was to help simplify the administration of municipal general business licenses, which is intended to enhance the business climate in Washington State.

Generally speaking, EHB 2005 establishes two mandates directed at local government. Each mandate has a different compliance deadline. The two mandates are described as follows:

1. By January 1, 2019, municipalities are required to amend how their local code defines "engaging in business." This definition is important because it determines the types of

businesses that are required to obtain a business license. Currently, every City has its own definition for what it means to engage in business within its boundaries. The purpose of this legislative mandate is to provide the business community with a standardized definition in order to level the playing field between communities and to remove the complexity for a business that is trying to understand the different sets of rules within all of the municipalities that they operate.

2. By 2022 (or earlier as described later) municipalities are required to administer their business license program through the State's Business Licensing System. The purpose of this requirement is to ensure that the business community is provided a one-stop shop for obtaining and renewing all of their business licenses statewide. Instead of a franchise restaurant having to obtain or renew 40 separate business licenses in 40 separate communities, this mandate will allow that business to obtain or renew through a singular portal. The legislation does not eliminate a local municipality's right to collect their adopted business license fees or to remove the local municipality's authority to approve or deny a license. City fees are paid through the State Business License System and transferred to the City. New applications are submitted through the State Business License System and routed to the City for review (e.g. in the same fashion that the State routes a liquor license application to the City before it will issue the permit).

EHB 2005 specifically directs cities to work with the Association of Washington Cities to develop a model ordinance that addresses item #1 above. AWC was required to complete this process by July 1, 2018. That effort has concluded and a final model ordinance has been distributed to the City of Auburn and others. The final model ordinance is included as Attachment C. Attachment D is an excerpt from the AWC webpage that provides additional information and links to other resources. This webpage provides a good summary of the requirements, process, and other details associated with this effort.

MODIFYING THE BUSINESS LICENSE THRESHOLD – DEADLINE OF JANUARY 1, 2019

In Auburn, Business Licensing is administered under Title 5 of the Auburn City Code. ACC 5.10.020.A defines "Business" as follows:

"Business means all activities, occupations, trades, pursuits, professions, and matters located within the city or within the city's jurisdiction, with a physical presence in the city and operated on a permanent or ongoing basis whether operated with the object of gain, benefit, advantage or profit, or operated not for profit, to the business enterprise or to another person, directly or indirectly; provided that 'business' shall not mean governmental agencies."

Attachment E provides a side-by-side comparison of the City's definition of "business" and AWC's model language for what it means to "engage in business". EHB 2005 will require that the City of Auburn amend Title 5 in order to be consistent with state law.

SHIFTING ADMINISTRATION OF THE PROGRAM TO THE STATE – DEADLINE OF 2022

The State Mandate related to administration of the business license program is found under New Section. Section 2 of EHB 2005. It reads as follows:

“Except as otherwise provided in subsection (7) of this section, a city that requires a general business license of any person that engages in business activities within that city must partner with the department to have such license issued, and renewed if the city requires renewal, through the business licensing service in accordance with chapter 19.02 RCW.”

EHB 2005 states that the deadline for partnering with the State is 2022, however, it also states that a city may decline to partner with the State by 2022 if the city already participates in the “online local business license and tax filing portal known as ‘FileLocal’ as of July 1, 2020. FileLocal is an already existing licensing portal that was developed by the cities of Bellevue, Seattle, Everett, Tacoma and Lake Forest Park. These cities developed the portal in order to streamline administration of their B&O tax programs and to create a location where a single business may apply for and obtain a business license within those municipalities. The FileLocal consortium has offered Auburn and other municipalities the opportunity to participate in this program in lieu of partnering with the State. **The City of Auburn will have a choice as to whether it is in the City’s best interest to partner with the State or join the FileLocal program; but that discussion and decision will not be ripe until additional information has been collected.**

Reviewed by Council Committees:

Other: Planning, Legal

Councilmember:

Staff:

Tate

Meeting Date: October 22, 2018

Item Number:

ORDINANCE NO. 6692

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON RELATED TO BUSINESS LICENSES, AMENDING DEFINITIONS, AND AMENDING CHAPTER 5.10 OF THE AUBURN CITY CODE

WHEREAS, the Washington State Legislature adopted Engrossed House Bill 2005 during the 2017 legislative session; and,

WHEREAS, the Bill requires, among other things, that cities who license businesses use the same definition for “engaging in business” as provided for in the bill.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN as follows:

Section 1. Amendment to City Code. Section 5.10.020A of the Auburn City Code is amended as shown in Exhibit A.

Section 2. Amendment to City Code. Section 5.10.040 of the Auburn City Code is amended as shown in Exhibit B.

Section 3. Implementation. The Mayor is authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation.

Section 3. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance, or the invalidity of the application thereof to any person or circumstance shall not affect the validity of the

remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 4. **Effective date.** This Ordinance shall take effect and be in force five days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

Published: _____

5.10.020 Definitions.

For the purpose of this chapter and Chapter 5.15 ACC, the following terms, phrases, words and their derivations will have the meaning given in this section.

- A. “Business” means all activities, occupations, trades, pursuits, professions, and matters located within the city or within the city’s jurisdiction, with a physical presence in the city and operated on a permanent or ongoing basis whether operated with the object of gain, benefit, advantage or profit, or operated not for profit, to the business enterprise or to another person, directly or indirectly; provided that “business” will not mean governmental agencies.
- B. “Business enterprise” means any entity, person, partnership, association, corporation, trust, society, or club engaged in a business within the city of Auburn.
- C. “Director” means the Director of Community Development or the Director’s designee.
- D. “Department” means the city of Auburn department of planning and development.
- E. “Employee” means any person employed at any business enterprise who performs any part of their duties within the city. All officers, agents, dealers, franchisees, etc., of a corporation or business trust, and partners of a partnership, except limited partners, are employees within this definition.
- F. “Engage in business” means commencing, conducting, or continuing in business, and also the exercise of corporate or franchise powers, as well as liquidating a business when the liquidators thereof hold themselves out to the public as conducting such business.
- G. “Licensee” means any business granted a business license.
- H. “Nonprofit” means any business enterprises registered as nonprofit corporations within the state of Washington or granted nonprofit status through the code of the Internal Revenue Service of the United States.
- I. “Physical presence” means an address where the business is located. A post office box with an Auburn address for a business is considered a physical presence.
- J. “Place of business” means the physical location of the business.
- K. “Business license year” means that period of time between July 1st of one year and June 30th of the following year.
- L. “Life and safety codes” mean building codes, fire codes, electrical codes and other codes of the city relating to health, safety and related requirements for use and occupancy of buildings.

5.10.040 General business license required.

A. Any person desiring to establish or conduct any business enterprise or undertaking as defined in ACC 5.10.020 within the corporate limits of the city shall first apply to the business license clerk, as designated by the mayor, for a license to conduct such business and obtain such license as approved by the city. The application shall be upon a form furnished by the business license clerk on which the applicant shall state the business name, address, and telephone number; the owner's date of birth and government-issued identification number (e.g., driver's license number); the nature of the business activity or activities in which the applicant desires to engage; the place where the business will be conducted; the number of employees, and the name of the contact person along with an address, date of birth, government-issued identification number, and telephone number, and the business identification number issued by the state of Washington; and the IRS letter testifying to nonprofit status or the copy of the application to the IRS.

B. This section sets forth examples of activities that constitute engaging in business in the City, and establishes safe harbors for certain of those activities so that a person who meets the criteria may engage in de minimus business activities in the City without having to pay a business license fee. The activities listed in this section are illustrative only and are not intended to narrow the definition of "engaging in business" in ACC 5.10.020.F. If an activity is not listed, whether it constitutes engaging in business in the City shall be determined by considering all the facts and circumstances and applicable law.

C. Without being all inclusive, any one of the following activities conducted within the City by a person, or its employee, agent, representative, independent contractor, broker or another acting on its behalf constitutes engaging in business and requires a person to register and obtain a business license.

1. Owning, renting, leasing, maintaining, or having the right to use, or using, tangible personal property, intangible personal property, or real property permanently or temporarily located in the City.

2. Owning, renting, leasing, using, or maintaining, an office, place of business, or other establishment in the City.

3. Soliciting sales.

4. Making repairs or providing maintenance or service to real or tangible personal property, including warranty work and property maintenance.

5. Providing technical assistance or service, including quality control, product inspections, warranty work, or similar services on or in connection with tangible personal property sold by the person or on its behalf.

6. Installing, constructing, or supervising installation or construction of, real or tangible personal property.

7. Soliciting, negotiating, or approving franchise, license, or other similar agreements.

8. Collecting current or delinquent accounts.

9. Picking up and transporting tangible personal property, solid waste, construction debris, or excavated materials.

10. Providing disinfecting and pest control services, employment and labor pool services, home nursing care, janitorial services, appraising, landscape architectural services, security system services, surveying, and real estate services including the listing of homes and managing real property.

11. Rendering professional services such as those provided by accountants, architects, attorneys, auctioneers, consultants, engineers, professional athletes, barbers, baseball clubs and other sports organizations, chemists, consultants, psychologists, court reporters, dentists, doctors, detectives, laboratory operators, teachers, veterinarians.

12. Meeting with customers or potential customers, even when no sales or orders are solicited at the

meetings.

13. Training or recruiting agents, representatives, independent contractors, brokers or others, domiciled or operating on a job in the City, acting on its behalf, or for customers or potential customers.

14. Investigating, resolving, or otherwise assisting in resolving customer complaints.

15. In-store stocking or manipulating products or goods, sold to and owned by a customer, regardless of where sale and delivery of the goods took place.

16. Delivering goods in vehicles owned, rented, leased, used, or maintained by the person or another acting on its behalf.

D. If a person, or its employee, agent, representative, independent contractor, broker or another acting on the person's behalf, engages in no other activities in or with the City but the following, it need not register and obtain a business license.

1. Meeting with suppliers of goods and services as a customer.

2. Meeting with government representatives in their official capacity, other than those performing contracting or purchasing functions.

3. Attending meetings, such as board meetings, retreats, seminars, and conferences, or other meetings wherein the person does not provide training in connection with tangible personal property sold by the person or on its behalf. This provision does not apply to any board of director member or attendee engaging in business such as a member of a board of directors who attends a board meeting.

4. Renting tangible or intangible property as a customer when the property is not used in the City.

5. Attending, but not participating in a "trade show" or "multiple vendor events". Persons participating at a trade show shall review the City's trade show or multiple vendor event ordinances.

6. Conducting advertising through the mail.

7. Soliciting sales by phone from a location outside the City.

D. A seller located outside the City merely delivering goods into the City by means of common carrier is not required to register and obtain a business license, provided that it engages in no other business activities in the City. Such activities do not include those in subsection (C). The City expressly intends that engaging in business include any activity sufficient to establish nexus for purposes of applying the license fee under the law and the constitutions of the United States and the State of Washington. Nexus is presumed to continue as long as the taxpayer benefits from the activity that constituted the original nexus generating contact or subsequent contacts.

E. Threshold Exemption. For purposes of the license by this chapter, any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the city is equal to or less than \$2,000 and who does not maintain a place of business within the city, shall submit a business license registration to the Director or designee. The threshold does not apply to regulatory license requirements or activities that require a specialized permit.

BF. It is unlawful for any person to operate or physically conduct any business within the city without having first obtained a general business license for the current business year or portion thereof. The applicant for a business license required under this title shall be over the age of 18 years. If any person required to pay a license fee, by the terms and provisions of this chapter, for any period fails or refuses to do so, they shall not be granted a license for the current period until such delinquent license fee, together with penalties, has been paid in full.

EG. Specific businesses identified in Chapters 3.80, 3.84, 3.88, 5.20, 5.30 and 5.84 ACC or elsewhere in this title or other titles of the Auburn City Code will be required to obtain an individual business license as otherwise indicated.

DH. Any business within the city jurisdiction on any project requiring a permit must have a business license.

CERTIFICATION OF ENROLLMENT

ENGROSSED HOUSE BILL 2005

Chapter 209, Laws of 2017

65th Legislature
2017 Regular Session

MUNICIPAL BUSINESS LICENSING--STATE PARTNERSHIP--TAX APPORTIONMENT

EFFECTIVE DATE: 7/23/2017

Passed by the House April 17, 2017
Yeas 97 Nays 0

FRANK CHOPP

Speaker of the House of Representatives

Passed by the Senate April 12, 2017
Yeas 49 Nays 0

CYRUS HABIB

President of the Senate

Approved May 5, 2017 10:37 AM

JAY INSLEE

Governor of the State of Washington

CERTIFICATE

I, Bernard Dean, Chief Clerk of the House of Representatives of the State of Washington, do hereby certify that the attached is **ENGROSSED HOUSE BILL 2005** as passed by House of Representatives and the Senate on the dates hereon set forth.

BERNARD DEAN

Chief Clerk

FILED

May 5, 2017

**Secretary of State
State of Washington**

ENGROSSED HOUSE BILL 2005

AS AMENDED BY THE SENATE

Passed Legislature - 2017 Regular Session

State of Washington 65th Legislature 2017 Regular Session

By Representatives Lytton, Nealey, Kagi, and Ormsby

Read first time 02/07/17. Referred to Committee on Finance.

1 AN ACT Relating to improving the business climate in this state
2 by simplifying the administration of municipal general business
3 licenses; adding a new chapter to Title 35 RCW; and creating a new
4 section.

5 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

6 NEW SECTION. **Sec. 1.** The definitions in this section apply
7 throughout this chapter unless the context clearly requires
8 otherwise.

9 (1) "Business licensing service," "business licensing system,"
10 and "business license" have the same meaning as in RCW 19.02.020.

11 (2) "City" means a city, town, or code city.

12 (3) "Department" means the department of revenue.

13 (4) "General business license" means a license, not including a
14 regulatory license or a temporary license, that a city requires all
15 or most businesses to obtain to conduct business within that city.

16 (5) "Partner" means the relationship between a city and the
17 department under which general business licenses are issued and
18 renewed through the business licensing service in accordance with
19 chapter 19.02 RCW.

20 (6) "Regulatory business license" means a license, other than a
21 general business license, required for certain types of businesses

1 that a city has determined warrants additional regulation, such as
2 taxicab or other for-hire vehicle operators, adult entertainment
3 businesses, amusement device operators, massage parlors, debt
4 collectors, door-to-door sales persons, trade-show operators, and
5 home-based businesses.

6 NEW SECTION. **Sec. 2.** (1) Except as otherwise provided in
7 subsection (7) of this section, a city that requires a general
8 business license of any person that engages in business activities
9 within that city must partner with the department to have such
10 license issued, and renewed if the city requires renewal, through the
11 business licensing service in accordance with chapter 19.02 RCW.

12 (a) Except as otherwise provided in subsection (3) of this
13 section, the department must phase in the issuance and renewal of
14 general business licenses of cities that required a general business
15 license as of July 1, 2017, and are not already partnering with the
16 department, as follows:

17 (i) Between January 1, 2018, and December 31, 2021, the
18 department must partner with at least six cities per year;

19 (ii) Between January 1, 2022, and December 31, 2027, the
20 department must partner with the remaining cities; or

21 (iii) Between July 1, 2017 and December 31, 2022, the department
22 must partner with all cities requiring a general business license if
23 specific funding for the purposes of this subsection (iii) is
24 appropriated in the omnibus appropriations act.

25 (b) A city that imposes a general business license requirement
26 and does not partner with the department as of January 1, 2018, may
27 continue to issue and renew its general business licenses until the
28 city partners with the department as provided in subsection (4) of
29 this section.

30 (2)(a) A city that did not require a general business license as
31 of July 1, 2017, but imposes a new general business license
32 requirement after that date must advise the department in writing of
33 its intent to do so at least ninety days before the requirement takes
34 effect.

35 (b) If a city subject to (a) of this subsection (2) imposes a new
36 general business license requirement after July 1, 2017, the
37 department, in its sole discretion, may adjust resources to partner
38 with the imposing city as of the date that the new general business
39 licensing requirement takes effect. If the department cannot

1 reallocate resources, the city may issue and renew its general
2 business license until the department is able to partner with the
3 city.

4 (3) The department may delay assuming the duties of issuing and
5 renewing general business licenses beyond the dates provided in
6 subsection (1)(a) of this section if:

7 (a) Insufficient funds are appropriated for this specific
8 purpose;

9 (b) The department cannot ensure the business licensing system is
10 adequately prepared to handle all general business licenses due to
11 unforeseen circumstances;

12 (c) The department determines that a delay is necessary to ensure
13 that the transition to mandatory department issuance and renewal of
14 general business licenses is as seamless as possible; or

15 (d) The department receives a written notice from a city within
16 sixty days of the date that the city appears on the department's
17 biennial partnership plan, which includes an explanation of the
18 fiscal or technical challenges causing the city to delay joining the
19 system. A delay under this subsection (3)(d) may be for no more than
20 three years.

21 (4)(a) In consultation with affected cities and in accordance
22 with the priorities established in subsection (5) of this section,
23 the department must establish a biennial plan for partnering with
24 cities to assume the issuance and renewal of general business
25 licenses as required by this section. The plan must identify the
26 cities that the department will partner with and the dates targeted
27 for the department to assume the duties of issuing and renewing
28 general business licenses.

29 (b) By January 1, 2018, and January 1st of each even-numbered
30 year thereafter, the department must submit the partnering plan
31 required in (a) of this subsection (4) to the governor; legislative
32 fiscal committees; house local government committee; senate
33 agriculture, water, trade and economic development committee; senate
34 local government committee; affected cities; association of
35 Washington cities; association of Washington business; national
36 federation of independent business; and Washington retail
37 association.

38 (c) The department may, in its sole discretion, alter the plan
39 required in (a) of this subsection (4) with a minimum notice of
40 thirty days to affected cities.

1 (5) When determining the plan to partner with cities for the
2 issuance and renewal of general business licenses as required in
3 subsection (4) of this section, cities that notified the department
4 of their wish to partner with the department before January 1, 2017,
5 must be allowed to partner before other cities.

6 (6) A city that partners with the department for the issuance and
7 renewal of general business licenses through the business licensing
8 service in accordance with chapter 19.02 RCW may not issue and renew
9 those licenses.

10 (7) A city may decline to partner with the department for the
11 issuance and renewal of a general business license as provided in
12 subsection (1) of this section if the city participates in the online
13 local business license and tax filing portal known as "FileLocal" as
14 of July 1, 2020. For the purposes of this subsection (7), a city is
15 considered to be a FileLocal participant as of the date that a
16 business may access FileLocal for purposes of applying for or
17 renewing that city's general business license and reporting and
18 paying that city's local business and occupation taxes. A city that
19 ceases participation in FileLocal after July 1, 2020, must partner
20 with the department for the issuance and renewal of its general
21 business license as provided in subsection (1) of this section.

22 (8) By January 1, 2019, and each January 1st thereafter through
23 January 1, 2028, the department must submit a progress report to the
24 legislature. The report required by this subsection must provide
25 information about the progress of the department's efforts to partner
26 with all cities that impose a general business license requirement
27 and include:

28 (a) A list of cities that have partnered with the department as
29 required in subsection (1) of this section;

30 (b) A list of cities that have not partnered with the department;

31 (c) A list of cities that are scheduled to partner with the
32 department during the upcoming calendar year;

33 (d) A list of cities that have declined to partner with the
34 department as provided in subsection (7) of this section;

35 (e) An explanation of lessons learned and any process
36 efficiencies incorporated by the department;

37 (f) Any recommendations to further simplify the issuance and
38 renewal of general business licenses by the department; and

39 (g) Any other information the department considers relevant.

1 NEW SECTION. **Sec. 3.** (1) A general business license that must
2 be issued and renewed through the business licensing service in
3 accordance with chapter 19.02 RCW is subject to the provisions of
4 this section.

5 (2)(a) A city has broad authority to impose a fee structure as
6 provided by RCW 35.22.280, 35.23.440, and 35A.82.020. However, any
7 fee structure selected by a city must be within the department's
8 technical ability to administer. The department has the sole
9 discretion to determine if it can administer a city's fee structure.

10 (b) If the department is unable to administer a city's fee
11 structure, the city must work with the department to adopt a fee
12 structure that is administrable by the department. If a city fails to
13 comply with this subsection (2)(b), it may not enforce its general
14 business licensing requirements on any person until the effective
15 date of a fee structure that is administrable by the department.

16 (3) A general business license may not be renewed more frequently
17 than once per year except that the department may require a more
18 frequent renewal date as may be necessary to synchronize the renewal
19 date for the general business license with the business's business
20 license expiration date.

21 (4) The business licensing system need not accommodate any
22 monetary penalty imposed by a city for failing to obtain or renew a
23 general business license. The penalty imposed in RCW 19.02.085
24 applies to general business licenses that are not renewed by their
25 expiration date.

26 (5) The department may refuse to administer any provision of a
27 city business license ordinance that is inconsistent with this
28 chapter.

29 NEW SECTION. **Sec. 4.** The department is not authorized to
30 enforce a city's licensing laws except to the extent of issuing or
31 renewing a license in accordance with this chapter and chapter 19.02
32 RCW or refusing to issue a license due to an incomplete application,
33 nonpayment of the appropriate fees as indicated by the license
34 application or renewal application, or the nonpayment of any
35 applicable penalty for late renewal.

36 NEW SECTION. **Sec. 5.** Cities whose general business licenses are
37 issued through the business licensing system retain the authority to
38 set license fees, provide exemptions and thresholds for these

1 licenses, approve or deny license applicants, and take appropriate
2 administrative actions against licensees.

3 NEW SECTION. **Sec. 6.** Cities may not require a person to obtain
4 or renew a general business license unless the person engages in
5 business within its respective city. For the purposes of this
6 section, a person may not be considered to be engaging in business
7 within a city unless the person is subject to the taxing jurisdiction
8 of a city under the standards established for interstate commerce
9 under the commerce clause of the United States Constitution.

10 NEW SECTION. **Sec. 7.** A general business license change enacted
11 by a city whose general business license is issued through the
12 business licensing system takes effect no sooner than seventy-five
13 days after the department receives notice of the change if the change
14 affects in any way who must obtain a license, who is exempt from
15 obtaining a license, or the amount or method of determining any fee
16 for the issuance or renewal of a license.

17 NEW SECTION. **Sec. 8.** (1)(a) The cities, working through the
18 association of Washington cities, must form a model ordinance
19 development committee made up of a representative sampling of cities
20 that impose a general business license requirement. This committee
21 must work through the association of Washington cities to adopt a
22 model ordinance on general business license requirements by July 1,
23 2018. The model ordinance and subsequent amendments developed by the
24 committee must be adopted using a process that includes opportunity
25 for substantial input from business stakeholders and other members of
26 the public. Input must be solicited from statewide business
27 associations and from local chambers of commerce and downtown
28 business associations in cities that require a person that conducts
29 business in the city to obtain a general business license.

30 (b) The department, association of Washington cities, and
31 municipal research and services center must post copies of, or links
32 to, the model ordinance on their internet web sites. Additionally, a
33 city that imposes a general business license requirement must make
34 copies of its general business license ordinance or ordinances
35 available for inspection and copying as provided in chapter 42.56
36 RCW.

1 (c) The definitions in the model ordinance may not be amended
2 more frequently than once every four years, except that the model
3 ordinance may be amended at any time to comply with changes in state
4 law or court decisions. Any amendment to a mandatory provision of the
5 model ordinance must be adopted with the same effective date by all
6 cities.

7 (2) A city that imposes a general business license requirement
8 must adopt the mandatory provisions of the model ordinance by January
9 1, 2019. The following provisions are mandatory:

10 (a) A definition of "engaging in business within the city" for
11 purposes of delineating the circumstances under which a general
12 business license is required;

13 (b) A uniform minimum licensing threshold under which a person
14 would be relieved of the requirement to obtain a city's general
15 business license. A city retains the authority to create a higher
16 threshold for the requirement to obtain a general business license
17 but must not deviate lower than the level required by the model
18 ordinance.

19 (3)(a) A city may require a person that is under the uniform
20 minimum licensing threshold as provided in subsection (2) of this
21 section to obtain a city registration with no fee due to the city.

22 (b) A city that requires a city registration as provided in (a)
23 of this subsection must partner with the department to have such
24 registration issued through the business licensing service in
25 accordance with chapter 19.02 RCW. This subsection (3)(b) does not
26 apply to a city that is excluded from the requirement to partner with
27 the department for the issuance and renewal of general business
28 licenses as provided in section 2 of this act.

29 NEW SECTION. **Sec. 9.** Cities that impose a general business
30 license must adopt the mandatory provisions of the model ordinance as
31 provided in section 8 of this act by January 1, 2019. A city that has
32 not complied with the requirements of this section by January 1,
33 2019, may not enforce its general business licensing requirements on
34 any person until the date that the mandatory provisions of the model
35 ordinance take effect within the city.

36 NEW SECTION. **Sec. 10.** Cities must coordinate with the
37 association of Washington cities to submit a report to the governor;
38 legislative fiscal committees; house local government committee; and

1 the senate agriculture, water, trade and economic development
2 committee by January 1, 2019. The report must:

3 (1) Provide information about the model ordinance adopted by the
4 cities as required in section 8 of this act;

5 (2) Identify cities that have and have not adopted the mandatory
6 provisions of the model ordinance; and

7 (3) Incorporate comments from statewide business organizations
8 concerning the process and substance of the model ordinance.
9 Statewide business organizations must be allowed thirty days to
10 submit comments for inclusion in the report.

11 NEW SECTION. **Sec. 11.** (1) The legislature directs cities,
12 towns, and identified business organizations to partner in
13 recommending changes to simplify the two factor apportionment formula
14 provided in RCW 35.102.130.

15 (2)(a) The local business and occupation tax apportionment task
16 force is established. The task force must consist of the following
17 seven representatives:

18 (i) Three voting representatives selected by the association of
19 Washington cities that are tax managers representing municipalities
20 that impose a local business and occupation tax, including at least
21 one jurisdiction that has performed an audit where apportionment
22 errors were discovered.

23 (ii) Three voting representatives selected by the association of
24 Washington business, including at least one tax practitioner or legal
25 counsel with experience representing business clients during
26 municipal audits that involved apportionment errors or disputes.

27 (iii) One nonvoting representative from the department.

28 (b) The task force may seek input or collaborate with other
29 parties, as it deems necessary. The department must serve as the task
30 force chair and must staff the task force.

31 (c) Beginning in the first month following the effective date of
32 this section, the task force must meet no less frequently than once
33 per month until it reports to the legislature as provided under
34 subsection (3) of this section.

35 (3) By October 31, 2018, the task force established in subsection
36 (2) of this section must prepare a report to the legislature to
37 recommend changes to RCW 35.102.130 and related sections, as needed,
38 to develop a method for assigning gross receipts to a local
39 jurisdiction using a market-based model. The task force must focus on

1 methods that rely on information typically available in commercial
2 transaction receipts and captured by common business recordkeeping
3 systems.

4 (4) The task force terminates January 1, 2019, unless legislation
5 is enacted to extend such termination date.

6 NEW SECTION. **Sec. 12.** Sections 1 through 10 of this act
7 constitute a new chapter in Title 35 RCW.

Passed by the House April 17, 2017.

Passed by the Senate April 12, 2017.

Approved by the Governor May 5, 2017.

Filed in Office of Secretary of State May 5, 2017.

--- END ---



Published on Jul 18, 2018

Final city business license model threshold

Contact: [Victoria Lincoln](#), [Andrew Pittelkau](#), [Sheila Gall](#)

Business license and city B&O tax simplification

In the 2017 session, [EHB 2005](#) (RCW 35.90) passed requiring three actions by cities with business licenses and local B&O taxes. The law:

- Requires cities with business licenses to establish a workgroup to create a model business license with a licensing threshold by July 2018 for adoption by all business license cities by January 1, 2019;
- Requires all cities with business license to administer their business license through the state's Business Licensing System (BLS) by 2022 or FileLocal by 2020; and
- Establishes a task force on local B&O tax service apportionment under RCW 35.102.130 to report to the Legislature by October 2018.

Final model ordinance for local business licenses – minimum threshold

Cities were required to develop a model ordinance for business licensing by July 1, 2018. The ordinance includes a mandatory definition of “engaging in business” and a minimum threshold (or occasional sale) exemption to establish when out-of-town or transient businesses are required to be licensed. All business license cities must adopt it by the end of the year ([RCW 35.90.080](#)).

[Model threshold language](#)

What is in the model?

The [model threshold](#) has two pieces: a model threshold and a definition of “engaging in business.”

- The model business license threshold language would:
 - Apply a minimum threshold of \$2,000 per year in the city for businesses that do not have a location in the city;
 - Require a license for businesses with a location in the city without regard to the threshold;
 - Allow cities the option to require registration with no fee for businesses under the threshold; and
 - Only apply to general business licenses, not regulatory licenses or local taxes.
- The definition of “engaging in business” includes examples of what constitutes business activities in cities that would subject a business to license requirements, as well as those activities that would not. The model language is adapted from the definition that the 45 cities with local B&O taxes have already adopted for the definition of “engaging in business” in the B&O tax model ordinance.

What are the deadlines for all cities with business licenses to adopt the model?

Cities with a business license must adopt the model by January 1, 2019. However, cities that currently partner with the state’s Business Licensing Service (BLS) for business licensing administration have a deadline of October 17, 2018, because they must provide BLS 75-day notice of any changes to their business licenses (including this mandatory change).

Where can I learn more about implementing the threshold?

AWC is hosting a webinar to tell you everything you need to know to comply with the mandatory model threshold.

Prepare to streamline your business license

August 8 at 10 am | Webinar

AWC also held a presentation on this topic at its [Annual Conference](#) in June and will present at the WFOA Annual Conference on September 19 and EWFOA on October 12.

What happens if we don't enact the threshold by the deadline?

RCW 35.90.090 provides that a city cannot enforce its business license after January 1, 2019, until it has adopted the mandatory threshold.

RCW 35.90.090: “A city that has not complied with the requirements of this section by January 1, 2019, may not enforce its general business licensing requirements on any person until the date that the mandatory provisions of the model ordinance take effect within the city.”

What if my city wants a higher threshold?

Cities can choose to enact a higher threshold. The \$2,000 threshold level per city per year for out-of-city businesses is the minimum level that every city must enact.

How was the business license threshold developed?

Section 8 of **EHB 2005** required cities to work through the Association of Washington Cities (AWC) to develop a model business license threshold by July 1, 2018 with a focus on determining a threshold for when a license should be required for out-of-city businesses. The bill also required input from the business community.

AWC convened a task force of city business license officials to begin drafting a model license threshold in August 2017. The group met monthly in person or via conference call to research city business license systems and existing options for establishing a model threshold and to review feedback on the proposed model from cities and the business community. AWC sent a survey to cities last fall on preferences for approaching the model threshold and sent a draft for review to cities in March 2018. In April-June 2018, AWC sent drafts of the model to the business community for comment, and the task force met in person with business community representatives.

In response to business community concerns about the level of the threshold, the committee proposed doubling its initial proposed level to \$2,000 per year in the city for businesses without a location in the city. The committee agreed to review the

threshold level in four years when the model B&O tax model ordinance will also be due for review and more information on impacts of the license threshold is known. In late June, the committee finalized the model language.

Business license model threshold implementation timeline

July 2017 – EHB 2005 takes effect

August 2017 – First meeting of city workgroup

July 1, 2018 – Deadline for city work group to develop model ordinance with minimum threshold to get a license

August 8, 2018 – AWC webinar on implementing model threshold

October 17, 2018 – Deadline for current BLS partner cities to adopt model minimum threshold and notify DOR of changes to business license for threshold adoption (Cities on BLS plan but not yet onboarded would have later deadline of January 1, 2019)

January 1, 2019 – Deadline for all other cities to adopt model minimum threshold

How many cities does this impact?

More than 230 cities issue local business licenses.

Where can I find more information on the Business Licensing Service or FileLocal?

[Business licensing service](#)

[FileLocal](#)

What about the provision of EHB 2005 and the scope of work for the B&O service apportionment task force?

The two-factor formula for B&O tax service apportionment was required by RCW 35.102.130, effective in 2008. The two factors, payroll and service income, have complicated multi-part tests to determine how much of business service revenues should be apportioned to a city.

EHB 2005 created a seven-member task force to make recommendations to simplify two-factor service apportionment by October 2018 with the following members:

- One Department of Revenue, non-voting chair
- Three cities with local B&O taxes
- Three business representatives

The task force has been meeting monthly since August 2017, and the deadline by which it must submit a report to the Legislature is October 31, 2018. The city representatives are:

- Chris Bothwell, Lake Forest Park
- Joseph Cunha, Seattle
- Danielle Larson, Tacoma

How did this legislation come about?

During the 2016 legislative session, lawmakers passed [HB 2959](#), establishing a task force to evaluate options to continue local business tax and licensing simplification. On December 30, 2016, the task force released its final report on local tax and licensing simplification with four main recommendations. The task force did not recommend that all cities with a business license be required to participate in the state's Business Licensing Service, nor did it recommend any centralized collection of city B&O tax at the state level. However, some of the items recommended represented a significant compromise on the part of cities.

Where can I find more information on the 2016 task force?

The report included four recommendations related to licensing, establishing a business license threshold, recommending a task force on service income apportionment, and providing for data sharing between DOR and FileLocal. Read the [full report](#).

[Back to Advocacy news by category](#)

Model Business License Threshold Final Version

June 2018

Model business license threshold options: (cities would adopt one of the options)

1. Threshold Exemption:

To the extent set forth in this section, the following persons and businesses shall be exempt from the registration, license and/or license fee requirements as outlined in this chapter:

- (1) Any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the city is equal to or less than \$2,000 (or higher threshold as determined by city) and who does not maintain a place of business within the city shall be exempt from the general business license requirements in this chapter. The exemption does not apply to regulatory license requirements or activities that require a specialized permit.

2. Threshold with Fee-free License/Registration-only Option:

For purposes of the license by this chapter, any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the city is equal to or less than \$2,000 (or higher threshold as determined by city) and who does not maintain a place of business within the city, shall submit a business license registration to the Director or designee. The threshold does not apply to regulatory license requirements or activities that require a specialized permit.

[City would list this fee-free license in its business license rates section as \$0 or no fee.]

Engaging in business model definition:

"Engaging in business"

(1) The term "engaging in business" means commencing, conducting, or continuing in business, and also the exercise of corporate or franchise powers, as well as liquidating a business when the liquidators thereof hold themselves out to the public as conducting such business.

(2) This section sets forth examples of activities that constitute engaging in business in the City, and establishes safe harbors for certain of those activities so that a person who meets the criteria may engage in de minimus business activities in the City without having to pay a business license fee. The activities listed in this section are illustrative only and are not intended to narrow the definition of "engaging in business" in subsection (1). If an activity is not listed, whether it constitutes engaging in business in the City shall be determined by considering all the facts and circumstances and applicable law.

(3) Without being all inclusive, any one of the following activities conducted within the City by a person, or its employee, agent, representative, independent contractor, broker or another acting on its behalf constitutes engaging in business and requires a person to register and obtain a business license.

(a) Owning, renting, leasing, maintaining, or having the right to use, or using, tangible personal property, intangible personal property, or real property permanently or temporarily located in the City.

(b) Owning, renting, leasing, using, or maintaining, an office, place of business, or other establishment in the City.

(c) Soliciting sales.

(d) Making repairs or providing maintenance or service to real or tangible personal property, including warranty work and property maintenance.

(e) Providing technical assistance or service, including quality control, product inspections, warranty work, or similar services on or in connection with tangible personal property sold by the person or on its behalf.

(f) Installing, constructing, or supervising installation or construction of, real or tangible personal property.

(g) Soliciting, negotiating, or approving franchise, license, or other similar agreements.

(h) Collecting current or delinquent accounts.

(i) Picking up and transporting tangible personal property, solid waste, construction debris, or excavated materials.

(j) Providing disinfecting and pest control services, employment and labor pool services, home nursing care, janitorial services, appraising, landscape architectural services, security system services, surveying, and real estate services including the listing of homes and managing real property.

(k) Rendering professional services such as those provided by accountants, architects, attorneys, auctioneers, consultants, engineers, professional athletes, barbers, baseball clubs and other sports organizations, chemists, consultants, psychologists, court reporters, dentists, doctors, detectives, laboratory operators, teachers, veterinarians.

(l) Meeting with customers or potential customers, even when no sales or orders are solicited at the meetings.

(m) Training or recruiting agents, representatives, independent contractors, brokers or others, domiciled or operating on a job in the City, acting on its behalf, or for customers or potential customers.

(n) Investigating, resolving, or otherwise assisting in resolving customer complaints.

(o) In-store stocking or manipulating products or goods, sold to and owned by a customer, regardless of where sale and delivery of the goods took place.

(p) Delivering goods in vehicles owned, rented, leased, used, or maintained by the person or another acting on its behalf.

(4) If a person, or its employee, agent, representative, independent contractor, broker or another acting on the person's behalf, engages in no other activities in or with the City but the following, it need not register and obtain a business license.

(a) Meeting with suppliers of goods and services as a customer.

(b) Meeting with government representatives in their official capacity, other than those performing contracting or purchasing functions.

(c) Attending meetings, such as board meetings, retreats, seminars, and conferences, or other meetings wherein the person does not provide training in connection with tangible personal property sold by the person or on its behalf. This provision does not apply to any board of director member or attendee engaging in business such as a member of a board of directors who attends a board meeting.

(d) Renting tangible or intangible property as a customer when the property is not used in the City.

(e) Attending, but not participating in a "trade show" or "multiple vendor events". Persons participating at a trade show shall review the City's trade show or multiple vendor event ordinances.

(f) Conducting advertising through the mail.

(g) Soliciting sales by phone from a location outside the City.

(5) A seller located outside the City merely delivering goods into the City by means of common carrier is not required to register and obtain a business license, provided that it engages in no other business activities in the City. Such activities do not include those in subsection (4).

The City expressly intends that engaging in business include any activity sufficient to establish nexus for purposes of applying the license fee under the law and the constitutions of the United States and the State of Washington. Nexus is presumed to continue as long as the taxpayer benefits from the activity that constituted the original nexus generating contact or subsequent contacts.

Attachment D – Side by Side Comparison

	Existing City of Auburn	AWC Model
Definition of Business	“Business” means all activities, occupations, trades, pursuits, professions, and matters located within the city or within the city’s jurisdiction, with a physical presence in the city and operated on a permanent or ongoing basis whether operated with the object of gain, benefit, advantage or profit, or operated not for profit, to the business enterprise or to another person, directly or indirectly; provided that “business” shall not mean governmental agencies.	“Engaging in Business” means commencing, conducting, or continuing in business, and also the exercise of corporate or franchise powers, as well as liquidating a business when the liquidators thereof hold themselves out to the public as conducting such business.
Exemption Thresholds (Under Auburn column – actual codified exemptions; under AWC column – suggested exemptions)	None provided in City Code	1. Apply a minimum threshold of \$2,000 per year in the city for businesses that do not have a location in the city (the city can choose a different threshold); 2. Require a license for businesses with a location in the city without regard to the threshold; 3. Allow the city to require registration with no fee for businesses under the threshold.
Examples of Engaging in Business	None provided in City Code. In practice, the City has not required licenses for the following types of businesses: • Landscape contractors based outside of Auburn but that have a job inside Auburn. • Individual real estate agents (an Auburn based real estate office requires a license but an agent based in another city that is listing a property in Auburn has not needed an Auburn business license). • Vendors at city sponsored events (e.g. a vendor at the Farmers Market or at Petpalooza). •	Many examples are provided on pages 2 thru 4 of Attachment 2. On page 2 of Attachment 2, subsection (3) identifies a non-exhaustive list of examples of what it means to “engage in business.” On page 3 of Attachment 2, subsection (4) identifies a non-exhaustive list of examples of activities that would not qualify as “engaging in business.”



AGENDA BILL APPROVAL FORM

Agenda Subject:

Payback Code Revisions (Ordinance No. 6696) (Gaub) (15 Minutes)

Date:

October 16, 2018

Department:

Public Works

Attachments:

[Draft Ordinance No. 6696](#)

[Exhibit A](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

Under Washington state law, a developer or property owner ("applicant") has the right to seek reimbursement from other property owners ("benefited properties") who connect to the public streets or utilities that the applicant constructed as part of the applicant's property development. The payback agreement between the City and the applicant provides the mechanism for the City to collect the reimbursement from the benefited properties as a condition of service, and to provide the reimbursement to the applicant.

On June 16, 2014, the City Council adopted Ordinance No. 6512 to consolidate several code sections into a new Auburn City Code regulation (ACC 3.25) relating to street and utility payback agreements to reflect some recently-enacted changes to the state law governing payback agreements. Staff recommends the following additional changes to ACC 3.25 to make the City's administration of the payback agreement process more efficient and to provide better notification to the benefited property owners.

- Applicant to submit the payback agreement application before construction begins instead of after construction is complete.
- City to recover administration costs of collecting reimbursements by adding a payment processing fee to the City's fee schedule.

Reviewed by Council Committees:**Councilmember:**

Meeting Date: October 22, 2018

Staff:

Gaub

Item Number:

ORDINANCE NO. 6696

AN ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF AUBURN, WASHINGTON RELATED TO
INFRASTRUCTURE PAYBACK AGREEMENTS,
AMENDING CHAPTER 3.25 OF THE AUBURN CITY
CODE

WHEREAS, Chapter 3.25 of the Auburn City Code authorize developers, property owners, and the City who build improvements to the City's infrastructure to recover a portion of their costs from other property owners that benefit from those improvements; and,

WHEREAS, after reviewing the current process, staff recommends adding clarifying language to those Chapters that will make the City's administration of the process more efficient, and that will provide better notification to the benefited property owners.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN as follows:

Section 1. Amendment to City Code. Chapter 3.25 of the Auburn City Code is amended to read as shown in Exhibit A.

Section 2. Implementation. The Mayor is authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation.

Section 3. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance, or the invalidity of the

application thereof to any person or circumstance shall not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 4. **Effective date.** This Ordinance shall take effect and be in force five days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

Published: _____

Chapter 3.25**PAYBACK AGREEMENTS**

Sections:

- 3.25.010 Purpose.
- 3.25.020 Definitions.
- 3.25.030 City funding.
- 3.25.040 Agreement – When mandatory.
- 3.25.050 City engineer’s authority.
- 3.25.060 Application – Process.
- 3.25.070 Costs eligible for reimbursement.
- 3.25.080 Formation of reimbursement area.
- 3.25.090 Contract execution and recording.
- 3.25.100 Implementation of agreement.

3.25.010 Purpose.

The purpose of this chapter is to provide a mechanism to reimburse an eligible applicant and/or the city for costs associated with the construction of public street or public utility system improvements. This chapter is intended to implement ~~and thereby make available to the public~~ the provisions of Chapters 35.72 and 35.91 RCW as presently adopted or as may be subsequently amended. (Ord. 6512 § 1, 2014.)

3.25.020 Definitions.

A. Use of Words and Phrases. As used in this chapter, unless the context or subject matter clearly requires otherwise, the words or phrases defined in this section ~~shall~~ have the indicated meanings.

B. “Applicant” means the owner, developer, or building permit applicant who is required by any ordinance of the city to construct improvements as a prerequisite of property development. Street or utility improvements constructed in order to comply with the city’s subdivision code, zoning code, comprehensive plan, and ACC Title 12 or 13 are ~~hereby~~ declared to be prerequisites to further property development for the purposes of RCW 35.72.010 and 35.91.020(1)(a).

C. “Assessment reimbursement area” means all real properties that will benefit from a street or utility system improvement.

D. “Connection” for utility services means the initial provision of water, sewer or storm drainage service for an individual property after the issuance of an appropriate permit under Chapters 13.06 or 13.20 ACC, where the property benefits from utility services as described in ACC 3.25.100, and which results in the creation of a utility payment account with the city, and service fees being assessed under that account. Connection does not include the physical tie-in or attachment of mainline water, sewer, or storm drainage infrastructure to the city’s system or to infrastructure being dedicated or conveyed to the city after construction ~~thereof of that infrastructure that is~~ required under Chapter 13.40 ACC.

E. “Payback agreement” means contracts authorized by Chapters 35.72 and 35.91 RCW and this chapter, as presently adopted or as may be subsequently amended, for transportation or utility system improvements.

F. “Transportation system improvements” means ~~such those~~ improvements to the public street transportation facilities including, but not limited to, paving, installation of curbs, gutters, storm drainage, sidewalks, street lights, right-of-way landscaping, traffic signals, and traffic control signs and markings.

G. “Utility system improvements” means ~~such those~~ improvements to the public water, sewer, or storm drainage systems including, but not limited to, pumping stations, conveyance, distribution and service lines, structures, storm drainage storage and treatment ponds/vaults, and disposal plants, water mains, hydrants, reservoirs, wells, or appurtenances ~~thereto those systems~~. (Ord. 6512 § 1, 2014.)

3.25.030 City funding.

The city may participate in funding of an applicant's required street or utility system improvements or may enact a street or utility payback agreement for a city-funded street or utility improvement project following a public hearing and council approval as specified in this chapter. (Ord. 6512 § 1, 2014.)

3.25.040 Agreement – When mandatory.

A. The city council reserves the right to refuse to enter into any street payback ~~agreement as allowed by law-~~
~~agreement or to reject an application therefor.~~

B. As provided for in RCW 35.91.020(1)(a), the city ~~shall~~will enter into a utility payback agreement at the owner's request if the owner meets all conditions set forth in the statute and code. (Ord. 6512 § 1, 2014.)

3.25.050 City engineer's authority.

The city engineer ~~shall~~will establish administrative rules, regulations, policies, and procedures necessary to implement the provisions of this chapter and is authorized and directed to execute payback agreements for public street and utility system improvements ~~upon~~after council approval. ~~The city engineer will determine eligibility consistent with Chapters 35.72 and 35.91 RCW.~~ (Ord. 6512 § 1, 2014.)

3.25.060 Application – Process.

~~For each~~An applicant required to construct- public street or utility system improvements ~~on public rights-of-way~~the applicant is required to construct that is determined by the city engineer to be eligible for a payback agreement, the applicant may apply to the city to establish a payback agreement ~~for recovery of a pro-rata share of the costs of constructing the improvements, from the property owners of record who will subsequently derive a benefit from the improvements. The application must be received not later than 10 business days after the date that the City's letter of eligibility is postmarked, or the applicant will be deemed to have waived the right to request a payback agreement.~~

~~The application to enter into a payback agreement~~Applications for a payback agreement shall be made to the city no later than 30 calendar days before the system improvements have been completed and accepted by the city, and shall must include all the following items:

A. A nonrefundable application fee in ~~an~~the amount ~~as indicated specified~~ in the city's fee schedule.

B. An estimate of all costs of the project including, but not limited to, design engineering, permitting, property acquisition, construction engineering, contract administration, surveying, and construction costs associated with the system improvements.

C. A map and legal description identifying the proposed boundaries of the assessment reimbursement area and each separately-owned parcel within ~~such~~that area and including the applicable amount of area and/or front footage of the property. ~~Such~~The map ~~shall~~will identify the location of the project in relation to the parcels of property in ~~such~~the area.

D. A preliminary assessment reimbursement roll stating the proposed assessment for each separate parcel of property within the proposed assessment reimbursement area as determined by apportioning the total project cost on the basis of the benefit of the project to each ~~such~~ parcel of property within ~~said~~the area. The payback reimbursement charge to other properties ~~shall~~will be based on the total project cost, figured on a front foot or area assessment basis, or other equitable method, as determined by the city, or any combination of these methods at the reasonable discretion of the city engineer.

E. A complete list of record owners of property within the proposed assessment reimbursement area certified as complete and accurate by the applicant and which states names and mailing addresses for each ~~such~~ owner.

F. The applicant's acknowledgement that a street payback agreement may extend for a period of up to 15 years (unless extended as provided for by statute), and a utility payback agreement may extend for a period of not less than 20 years (unless extended as provided for by statute), from the date of final acceptance by the city and the recovery shall be assigned to run with the land.

EXHIBIT A

Auburn Municipal Code

Page 3/4

Chapter 3.25 PAYBACK AGREEMENTS

G. The applicant's acknowledgement that approval of the payback agreement will be conditioned on the applicant agreeing to waive any claims for liability of the city in establishment and enforcement of payback agreements, including an acknowledgement that the city is not responsible for locating a beneficiary or survivor.

H. The applicant's acknowledgement that it must provide sufficient security to ensure to complete the improvements.

~~I. The applicant's acknowledgement that it must submit the total cost of the improvements to the city within 120 days of completion of the improvements. The applicant shall, if necessary, provide a proposed final roll if directed to do so by the city.~~ (Ord. 6512 § 1, 2014.)

3.25.070 Costs eligible for reimbursement.

The city council may provide for the reimbursement of all or part of the costs advanced by the city funds and/or applicant for ~~such the~~ street or utility system improvements, including:

A. The design engineering, permitting, property acquisition, construction engineering, contract administration, surveying, and construction costs associated with the street or utility system improvements.

B. The cost of all advertising, mailing and publishing of notices.

C. The cost of legal services and any other expenses incurred by the city in connection with ~~such the~~ construction or ~~financing of the~~ improvement ~~and in the financing thereof~~, including the issuance of any bonds.

D. City costs of administering the agreement.

E. Outside professional services as applicable.

Costs eligible for reimbursement to the applicant ~~shall will~~ not include ~~required~~ frontage street or utility improvements that would have been normally required of the applicant per Chapters 12.64A, 13.08, or 13.40 ACC. (Ord. 6512 § 1, 2014.)

3.25.080 Formation of reimbursement area.

A. If the city engineer finds that the request complies with the requirements of this chapter, ~~a public hearing of the city council will conduct a public hearing shall to~~ ~~be set for~~ consider ~~ation of~~ an ordinance approving the payback agreement. The draft ordinance ~~shall will~~ constitute the preliminary determination on the assessment reimbursement area and method of assessment as recommended by the city engineer.

B. A notice of hearing on the proposed ordinance ~~shall will~~ be published no less than 20 days before the date of the hearing in a newspaper of general circulation in the area of the assessment reimbursement area.

C. A notice of hearing ~~shall will~~ be given to each owner of record of each lot, tract or parcel of land or other property within the proposed reimbursement assessment area by mailing by certified mail ~~to the address as~~ shown on the tax rolls of the county treasurer. The notice of hearing ~~shall will~~ be mailed not less than 20 ~~calendar~~ days before the date of the hearing.

D. The notice ~~shall will~~ refer to the proposed ordinance and designate the proposed assessment reimbursement area by number and include the information specified in ACC 3.25.060 ~~and the amount of the proposed payback amounts for each property.~~

E. On the date and at the time specified in the notice, the city council will conduct a hearing and listen to testimony as it relates to the desirability and the sufficiency of the proposed assessment reimbursement area and methods of calculating reimbursement assessments and the amounts ~~thereof apportioned to each property.~~ The city council may continue the hearing to allow for further information to be provided.

F. Following the hearing, the city council may adopt an ordinance which establishes the assessment reimbursement area, determines the amount of the reimbursement assessment to be charged to each lot, tract or parcel, and provides for the payment and collection of such assessments. (Ord. 6512 § 1, 2014.)

3.25.090 Contract execution and recording.

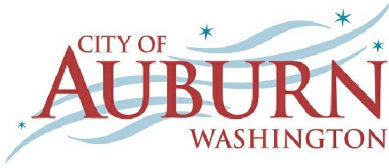
A. ~~Within 30 days of final city council approval of a street and utility payback agreement, t~~The applicant ~~shall~~will ~~provide a signed copy of the execute and present such payback agreement to the City no later than 20 business days before it is scheduled for final Council approval for the signature of the appropriate city official.~~

B. The payback agreement ~~shall~~will be recorded in the King or Pierce County department of records, as appropriate. Once recorded, the payback agreement is binding on property owners of record within the assessment area who are not party to the agreement. (Ord. 6512 § 1, 2014.)

3.25.100 Implementation of agreement.

A. All owners of properties for which a payback agreement is in force and who have not previously paid their ~~fair-share~~assessment will be assessed the charge as provided in the agreement at the time they receive benefit from the street or utility system improvements. A property benefits from a street improvement when it receives the beneficial use of the street as provided for in the payback agreement. A property benefits from a water, sewer, or storm improvement when any of the following occur: (1) the applicant applies for a water connection permit under ACC 13.06.050; (2) the applicant applies for a sewer connection permit under ACC 13.20.060; or (3) the applicant applies for a storm drainage permit under ACC 13.48.240. The payback assessments ~~shall~~will be based on the costs and methodology identified in the approved payback agreement. Assessments due under a payback agreement ~~shall~~will be paid in full before the city issuance of any ~~such applicable~~ permits.

B. Monies collected by the city (~~less the payment processing fee established in the City's fee schedule~~) will ~~then~~ be reimbursed to the applicant within 60 days after the ~~City's receipt thereof, for the duration of the agreement~~. The applicant is required to provide changes of address or ownership every two years from the date of the signing of the agreement. If the applicant fails to provide the notification within 60 days of this date, the city may collect any reimbursement funds owed to the applicant under the contract ~~and shall not reimburse those funds to the applicant~~. ~~Any money~~The funds collected by the ~~e~~City ~~and not refunded to the applicant shall~~will be deposited in the ~~City's capital fund of the city~~. (Ord. 6512 § 1, 2014.)



AGENDA BILL APPROVAL FORM

Agenda Subject:

Auburn City Code Chapter 12.64A Half Street Improvement Requirements (Gaub) (20 Minutes)

Date:

October 17, 2018

Department:

Public Works

Attachments:

No Attachments Available

Budget Impact:

Current Budget: \$0
Proposed Revision: \$0
Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

At a previous Council study session in July 2018, staff discussed potential revisions to the City's development standards related to public improvements required by development activities. Based on this discussion, revisions to City Code Chapter 12.64A are being developed that, if adopted, would change when public improvements are triggered and clarify what public improvements are required. Staff will present the proposed revisions for discussion and consensus.

Reviewed by Council Committees:**Councilmember:****Staff:**

Gaub

Meeting Date: October 22, 2018

Item Number:



AGENDA BILL APPROVAL FORM

Agenda Subject:

Traffic Impact Fee Update (Gaub) (10 Minutes)

Date:

October 17, 2018

Department:

Public Works

Attachments:

[Transportation Impact Fee Update Memo](#)

[2019 Transportation Impact Fee Comparison](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

Present the proposed 2019 update to the transportation impact fees, including changes to the project list and associated costs, changes in the number of growth trips, and a comparison with other jurisdictions.

Reviewed by Council Committees:**Councilmember:****Staff:**

Gaub

Meeting Date: October 22, 2018

Item Number:

	Memorandum
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TO: City Council, Mayor Backus

FROM: Public Works

RE: DRAFT 2019 Transportation Impact Fee Update

DATE: October 16, 2018

The Public Works Department is recommending an update to the Transportation Impact Fee program, to be consistent with the projects funding needs identified in the adopted 2019-2024 Transportation Improvement Program (TIP).

Purpose

The purpose of this memorandum is to present staff's recommendation for updating the Transportation Impact Fee program. The most recent update to the City's transportation impact fee occurred on January 1, 2018, and was based on the previous 2018-2023 TIP. Transportation impact fees are updated annually to stay current with the need to fund road capacity projects identified in the recently adopted 2019-2024 TIP. The update accounts for changes to the project list, updated funding needs, and the portion of each projects cost which is attributable to new development. The update also accounts for revised growth forecasts developed as part of the 2015 Comprehensive Transportation Plan Update, and includes updated trip generation information published in the 10th Edition of the Trip Generation Manual published by the Institute of Transportation Engineers (ITE). These changes will ensure that the collection of impact fees is consistent with the capacity projects identified in the current TIP.

Impact Fee Project List Changes

Not all of the projects included in the TIP are included in the impact fee program. Only projects which increase vehicular capacity at intersections and along roadway segments are eligible to be included in the impact fee program. A list of the projects included in the impact fee calculations is included as an attachment to this memo.

The majority of the projects included in the impact fee program are carried over from the previous year, but have been revised as appropriate to reflect current funding needs. Three projects have been removed from the list because they have been completed, combined with other projects, or they have moved beyond year six in the current TIP. Five new projects have been added based on changes to anticipated funding for the project or new capacity needs.

Impact Fee Project Cost Changes

Table 1 summarizes the total cost for the capacity projects which are included in the traffic impact fee program and the portion of this total cost which the traffic impact fee actually funds

(unfunded growth costs). The table also provides a comparison of the cost basis for the previous (2016 and 2017), current (2018), and proposed updates (2019).

Table 1. Impact Fee Project Cost Comparison

Year	Total Eligible Cost	Unfunded Growth Cost
2016	\$104,425,000	\$61,985,000
2017	\$103,622,000	\$65,083,309
2018	\$107,666,000	\$67,123,000
2019	\$98,098,000	\$61,569,141

As shown in the table, the total cost for the capacity projects has decreased by approximately \$10M from 2018. Consistent with that, the unfunded impact fee portion of the costs has also decreased, by approximately \$6M. The level of service analysis used to determine the existing deficiency portion and future growth portion of each project was updated based on the most recent (2018) count data collected by the City.

Citywide Growth Trips

The proposed 2019 update is based on the number of growth trips forecast in the 2015 Comprehensive Transportation Plan. The plan anticipated 16,100 additional trips would be generated by new land uses developed within the City between 2012 and 2035. This total number was reduced by the number of growth trips which are estimated to have already occurred since 2012. Currently, approximately 13,500 additional growth trips are anticipated between 2019 and 2035.

Trip Rate Changes

The City uses the information published in the Trip Generation Trip Generation Handbook to determine the traffic impact fee rates for the individual land-use categories included in the fee schedule. The ITE recently published the 10th Edition of the Handbook which included updated trip rate information and included some new land use categories. These changes have been incorporated into the traffic impact fee program as part of this update. The changes to the trip generation rates have reduced the traffic impact fees for certain land-uses included in the fee schedule.

Proposed Citywide Transportation Impact Fees

The current cost per new PM Peak hour trip in the transportation impact fee rate schedule is \$3,889.62. The changes identified above increase the impact fee per weekday PM peak hour trip by \$348.68 to a total of \$4,238.30. The increase, approximately 9 percent, is attributable to the current amount of funding being sought through the impact fee program. This fee is applicable to all new uses citywide except in Lakeland Hills and the Downtown Urban Center (DUC) zone as described below.

Downtown Urban Center Zone Rate

In an effort to acknowledge the trip generation characteristics of the downtown urban center, the City added a second zone to the transportation impact fee program. The program charges reduced impact fees for development occurring in the downtown urban center. The applicable downtown area in which fees are reduced is shown in Figure 1.

Reduced impact fees for the downtown urban center account for anticipated reduced trip generation resulting from the availability of transit service (both bus and rail), the completeness

of non-motorized facilities, and the close proximity of complementary land-uses (retail, commercial, medical, etc.). This provides a better nexus between transportation impact fees and the impacts of development in the downtown urban center.

The following reductions are used for each land use category in the downtown urban center:

<i>Residential, Lodging, and Medical</i>	-19%
<i>Recreation, Institutional, Retail, and Service</i>	-26%
<i>Office</i>	-32%

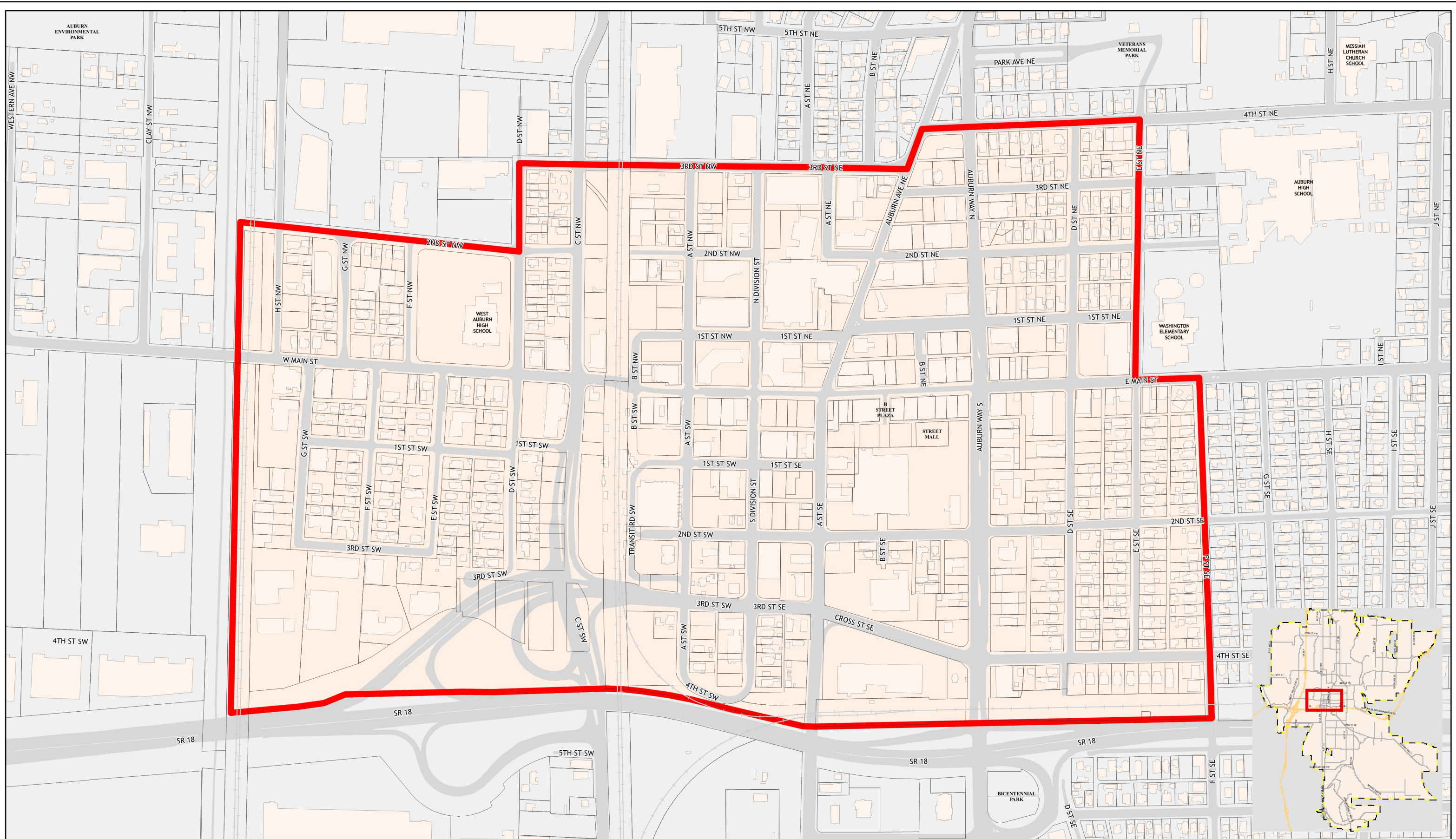
Citywide and separate Downtown Transportation Impact fee rates are shown in Table 2. National and local data was used to estimate the reductions for downtown land-uses in Auburn. This approach is consistent with other local jurisdictions, including the City's of Federal Way and Kent.

Lakeland Hills Rate

Transportation mitigation fees for Lakeland Hills were established in 1998 by Resolution 2955. At that time the initial impact fees were identified for detached single-family units, attached single-family and multi-family units, senior family residential units, and commercial and retail space. The fees are updated annually based on the Consumer Price Index for the Seattle-Metropolitan area. The most recent annual data shows that during the previous 12 month period, prices have increased by 3.0 percent.

TIF Comparison by Agency

Included in your packet is a comparison of the basic transportation impact fee for 60 Western Washington Cities and 5 Counties. The comparison shows that Auburn's current fee is about average. Even with the increase proposed for next year, our fee would remain similar to Federal Way, and lower than Puyallup, Covington, Kent, Bonney Lake, and Maple Valley.



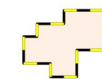
INFORMATION SHOWN IS FOR GENERAL REFERENCE PURPOSES ONLY AND DOES NOT NECESSARILY REPRESENT EXACT GEOGRAPHIC OR CARTOGRAPHIC DATA AS MAPPED. THE CITY OF AUBURN MAKES NO WARRANTY AS TO ITS ACCURACY.

Auburn Downtown Map

Figure 1



Urban Center Boundary (231.34 Acres)



Auburn City Limits

B. ENGINEERING AND PUBLIC WORKS FEES

1. Transportation Impact Fee Rate Schedule: (Per Ordinance No. 5763 as amended by Resolution No. 3953, Ordinance No. 6005, Resolution No. 4103, Resolution No. 4424, Resolution 4964, Resolution No. 5114, Resolution No. 5181, Resolution No. 5255, and Resolution No. 5319.)					
Land Use	ITE Land Use Code	Independent Variable	Trip Rate	Non-Downtown Fee Rate	Downtown Fee Rate
Industrial					
General Light Industrial	110	sf/gfa	<u>0.970.63</u>	\$8.02 <u>\$5.68</u>	-
General Heavy Industrial	120	sf/gfa	0.68	\$6.30	-
Industrial Park	130	sf/gfa	<u>0.850.40</u>	\$7.03 <u>\$3.60</u>	-
Manufacturing	140	sf/gfa	<u>0.730.67</u>	\$3.62 <u>\$3.62</u>	-
Warehousing	150	sf/gfa	<u>0.320.19</u>	\$3.70 <u>\$2.40</u>	-
Mini-Warehouse/Storage	151	sf/gfa	<u>0.260.17</u>	\$1.98 <u>\$1.41</u>	-
Residential					
Single-Family (detached)	210	du	<u>1.000.99</u>	\$4,537.89 <u>\$4,895.23</u>	\$3,675.69 <u>\$3,965.14</u>
<u>Accessory Dwelling Unit</u>	<u>N/A</u>	<u>du</u>	<u>0.51</u>	<u>\$2,545.52</u>	<u>\$2,061.87</u>
Multi-Family <u>without commercial</u>	220-233 <u>221</u>	du	<u>0.620.50</u>	\$2,974.26 <u>\$2,613.62</u>	\$2,409.15 <u>\$2,117.03</u>
<u>Multi-Family with commercial</u>	<u>231</u>	<u>du</u>	<u>0.36</u>	<u>\$1,881.80</u>	<u>\$1,524.26</u>
Mobile Home	240	du	<u>0.590.46</u>	\$2,141.88 <u>\$1,819.64</u>	-
Senior Housing	251, 252	du	<u>0.270.28</u>	\$980.18 <u>\$1,107.61</u>	\$793.95 <u>\$897.16</u>
<u>Congregate Care Facility</u>	<u>253</u>	<u>du</u>	<u>0.17</u>	<u>\$672.78</u>	<u>\$544.71</u>
Lodging					
Hotel	310	room	0.60	\$3,111.69 <u>\$3,390.64</u>	\$2,520.47 <u>\$2,746.42</u>
Motel	320	room	<u>0.470.38</u>	\$2,437.49 <u>\$2,147.40</u>	-
Recreational					
Movie Theater	444, 445	seat	0.08	\$202.78 <u>\$220.96</u>	\$150.06 <u>\$163.51</u>
Health Club	492, 493	sf/gfa	<u>3.534.87</u>	\$10.64 <u>\$16.00</u>	\$7.88 <u>\$11.84</u>

Land Use	ITE Land Use Code	Independent Variable	Trip Rate	Non-Downtown Fee Rate	Downtown Fee Rate
<i>Institutional</i>					
Elementary School	520	student	0.150 <u>.17</u>	\$264.49 <u>\$326.63</u>	\$195.73 <u>\$241.71</u>
Middle School/Jr. High	522	student	0.160 <u>.17</u>	\$448.08 <u>\$518.77</u>	\$331.58 <u>\$383.89</u>
High School	530	student	0.130 <u>.14</u>	\$498.91 <u>\$585.45</u>	\$369.19 <u>\$433.23</u>
Church	560	sf/gfa	0.550 <u>.49</u>	\$2.64 <u>\$2.56</u>	\$1.95 <u>\$1.90</u>
Day Care Center	565	sf/gfa	12.34 <u>11.12</u>	\$24.00 <u>\$31.42</u>	\$17.76 <u>\$23.25</u>
Library	590	sf/gfa	7.308 <u>.16</u>	\$12.07 <u>\$14.70</u>	\$8.93 <u>\$10.88</u>
<i>Medical</i>					
Hospital	610	sf/gfa	0.930 <u>.97</u>	\$4.82 <u>\$5.48</u>	\$3.91 <u>\$4.44</u>
Asst. Living, Nursing Home	254, 620	bed	0.220 <u>.24</u>	\$798.67 <u>\$949.38</u>	-
<i>Office</i>					
General Office	710, 715, 750	sf/gfa	1.491 <u>.24</u>	\$8.87 <u>\$8.04</u>	\$6.03 <u>\$5.47</u>
<u>Small Office</u>	<u>712</u>	sf/gfa	<u>2.45</u>	<u>\$15.89</u>	<u>\$10.80</u>
Medical Office	720	sf/gfa	3.573 <u>.46</u>	\$16.66 <u>\$17.60</u>	\$11.33 <u>\$11.97</u>
Post Office	732	sf/gfa	11.22 <u>11.21</u>	\$18.55 <u>\$20.19</u>	\$12.61 <u>\$13.73</u>
<i>Retail</i>					
Free Standing Discount Superstore	813	sf/gla	4.354 <u>.33</u>	\$8.53 <u>\$9.12</u>	\$6.31 <u>\$6.75</u>
Free Standing Discount Store	815	sf/gla	4.984 <u>.83</u>	\$11.26 <u>\$11.89</u>	\$8.33 <u>\$8.80</u>
Hardware/Paint Store	816	sf/gla	4.842 <u>.68</u>	\$7.90 <u>\$4.76</u>	\$5.84 <u>\$3.53</u>
Shopping Center	820	sf/gla	3.713 <u>.81</u>	\$6.67 <u>\$7.46</u>	\$4.93 <u>\$5.52</u>
Car Sales – New	841 <u>840</u>	sf/gla	2.595 <u>.13</u>	\$12.36 <u>\$26.67</u>	\$9.14 <u>\$19.74</u>
<u>Car Sales – Used</u>	<u>841</u>	<u>sf/gla</u>	<u>3.75</u>	<u>\$19.50</u>	<u>\$14.43</u>
Automobile Parts Sales	843	sf/gla	5.984 <u>.91</u>	\$7.51 <u>\$6.72</u>	\$5.56 <u>\$4.97</u>
Tire Store	848	sf/gla	4.153 <u>.98</u>	\$8.52 <u>\$8.91</u>	\$6.31 <u>\$6.59</u>
Supermarket	850	sf/gla	9.481 <u>0.94</u>	\$16.52 <u>\$20.77</u>	\$12.22 <u>\$15.37</u>
Convenience Market	851	sf/gla	52.41 <u>49.11</u>	\$34.45 <u>\$44.20</u>	\$25.49 <u>\$32.71</u>

Home Improvement Store	862	sf/gla	2.33	\$3.30 <u>\$4.01</u>	\$2.44 <u>\$2.97</u>
Drugstore w/o Drive-Through	880	sf/gla	8.40 <u>8.51</u>	\$8.70 <u>\$9.61</u>	\$6.44 <u>\$7.11</u>
Drugstore w/ Drive-Through	881	sf/gla	9.91 <u>10.29</u>	\$11.14 <u>\$12.60</u>	\$8.24 <u>\$9.33</u>
<u>Marijuana Dispensary</u>	<u>882</u>	<u>sf/gla</u>	<u>21.83</u>	<u>\$113.49</u>	<u>\$83.99</u>
Furniture Store	890	sf/gla	0.45 <u>0.52</u>	\$0.47 <u>\$0.59</u>	\$0.35 <u>\$0.43</u>

Land Use	ITE Land Use Code	Independent Variable	Trip Rate	Non-Downtown Fee Rate	Downtown Fee Rate
Services					
Drive-in Bank	912	sf/gfa	24.30 <u>24.45</u>	\$25.05 <u>\$28.17</u>	\$18.54 <u>\$20.85</u>
Quality Restaurant	931	sf/gfa	7.49 <u>7.80</u>	\$18.49 <u>\$20.98</u>	\$13.68 <u>\$15.53</u>
High Turnover Restaurant	932	sf/gfa	9.85 <u>9.77</u>	\$16.74 <u>\$18.10</u>	\$12.39 <u>\$13.39</u>
Fast Food Restaurant w/o Drive-Through	933	sf/gfa	26.15 <u>26.34</u>	\$34.58 <u>\$40.84</u>	\$25.59 <u>\$30.22</u>
Fast Food Restaurant w/ Drive-Through	934	sf/gfa	32.65 <u>32.67</u>	\$43.18 <u>\$46.16</u>	\$31.95 <u>\$34.16</u>
Espresso Stand w/ Drive-Through	938	sf/gfa	75.00 <u>75.33</u>	\$33.06 <u>\$40.03</u>	\$24.47 <u>\$29.62</u>
Auto Care Center	942	sf/gfa	3.11	\$6.21 <u>\$6.77</u>	\$4.60 <u>\$5.01</u>
Service Station	944	vfp	13.87 <u>14.03</u>	\$17,731.23 <u>\$19,543.60</u>	\$13,121.11 <u>\$14,462.26</u>
Service Station w/ Mini-Mart	945	vfp	13.51 <u>13.99</u>	\$13,102.15 <u>\$14,793.91</u>	\$9,695.59 <u>\$10,940.09</u>
Lakeland PUD (Per Ordinance No. 4867 as amended by Resolution No. 2955, Ordinance No. 6176 and Resolution No. 5181.)					
Detached Single-Family Residential Unit	N/A	du	n/a	\$1,307.06 <u>\$1,352.83</u>	-
Attached Single-Family/Multi-Family Unit	N/A	du	n/a	\$848.37 <u>\$878.08</u>	-
Senior-Family Unit	N/A	du	n/a	\$291.53 <u>\$301.74</u>	-
Commercial/Retail Units	N/A	sf/gfa	n/a	\$3.39 <u>\$3.51</u>	-
Administrative Fee for Independent Fee Calculation					\$200 <u>\$205.00</u>

Notes:

- A. Basic trip rates are based on the ITE Trip Generation Manual, 10th Edition.
- B. Impact fee rate calculation is based upon the following methodology:
 - Basic Trip Rate = PM Peak Hour Trip Generation (per unit of measure)
 - Basic Trip Rate x Percent of New Trips x Trip Length Adjustment x Per Trip Fee/(divide by) 1,000 for rate per square foot (where applicable) = Impact Fee Rate (per unit of measure)
- C. For land uses not specifically identified here, trip generation rates could be derived from ITE or a special study by the applicant.
- D. sf/GFA= Square feet Gross Floor Area; sf/GLA= Square Feet Gross Leasable Area; VFP=Vehicle Fueling Position.
- E. Projects eligible for the Downtown Fee Rate are those located entirely within the boundary identified on Figure 1.

2. Truck-Dependant Land Use Supplementary Transportation Impact Fee Rate Schedule:
(Per Resolution No. 4122, Resolution No. 4424, Resolution No. 5181, and Resolution No. 5319.)

Land Use	ITE Land Use Code	Independent Variable	Truck Trip Rate	Impact Fee Rate (per sf)
Industrial				
Light Industry/Manufacturing	110, 130, 140	sf/gfa	0.06	\$0.12
Heavy Industry	120	sf/gfa	0.04	\$0.07 <u>\$0.08</u>
Retail				
Shopping Center	820	sf/gla	0.01	\$0. 02
Car Sales	841	sf/gfa	0.09	\$0.14
Supermarket	850	sf/gfa	0.33	\$0.62 <u>\$0.64</u>
Free-Standing Discount Store	813, 815, 861, 863, 864	sf/gfa	0.10	\$0.19 <u>\$0.20</u>
Home Improvement Store	862	sf/gfa	0.37	\$0.70 <u>\$0.73</u>

Land Use	ITE Land Use Code	Independent Variable	Truck Trip Rate	Impact Fee Rate (per sf)
Services				
Restaurant	931, 932	sf/gfa	0.63	\$1.18 <u>\$1.23</u>
Fast Food Restaurant	933, 934	sf/gfa	2.87	\$5.41 <u>\$5.60</u>
Notes:				
A. ITE Land Use Code based on ITE Trip Generation, <u>910</u> th Edition				
B. Impact fee rate calculation is based upon the following methodology:				
- Truck Trip Rate = Daily Truck Trip Generation (per unit of measure)				
- Truck Trip Rate x Per Trip Fee = Impact Fee Rate (per unit of measure)				
C. For land uses not specifically identified in the table, trip generation rates could be derived from a special study by the applicant.				
D. sf /gfa=square feet of gross floor area				

Traffic Impact Fee Project List

Ongoing TIP Projects to remain on the Transportation Impact Fee List

- TIP I-5: Harvey Rd NE/8th Street NE Intersection Improvements
- TIP I-6: Lake Tapps Parkway ITS Expansion
- TIP I-8: 29th St SE/R Street SE Intersection Improvements
- TIP I-12: C St SW/15th St SW Intersection Improvements
- TIP I-13: 124th Ave SE/SE 320th St Intersection Improvements
- TIP I-14: 124th Ave SE/SE 284th St Intersection Safety Improvements
- TIP N-5: F Street SE Non-Motorized Improvements (Downtown to Les Gove)
- TIP N-8: Evergreen Heights SRTS
- TIP R-2: I Street NE Corridor (45th St NE to S 277th St)
- TIP R-3: M Street Underpass (3rd St SE to 8th St SE)
- TIP R-4: A Street Loop
- TIP R-5: A Street NW, Phase 2 (W Main St to 3rd St NW)
- TIP R-6: Auburn Way S Widening (Hemlock St SE to Poplar St SE)
- TIP R-7: M Street NE (E Main St to 4th St NE)
- TIP R-8: 49th Street NE (Auburn Way N to I St SE)
- TIP R-9: 46th Place S Realignment
- TIP R-11: 124th Ave SE Corridor (SE 312th St to SE 318th St)
- TIP R-12: R Street Bypass (M St SE to SR-18)
- TIP R-13: SE 320th Corridor Improvements (116th Ave SE to 122nd Ave SE)
- TIP R-14: W Valley Highway Improvements (15th St NW to W Main St)
- TIP R-16: Auburn Regional Growth Center Access Improvements
- TIP R-17: M Street SE Improvements (8th St SE to Auburn Way S)
- TIP R-20: Lea Hill Road Segment 1 (Harvey Rd/M St SE 105th Pl S)
- TIP R-21: Lea Hill Road Segment 2 (105th Pl S to 112th Ave SE)
- TIP R-22: Lea Hill Road Segment 3 (112th Ave SE to 124th Ave SE)
- TIP R-23: West Valley Hwy Improvements (SR-18 to 15th St SW)
- TIP S-1: A Street NW, Phase 1 (3rd St NW to 14th St NW)
- TIP S-2: S 277th Street Environmental Monitoring
- TIP S-3: A St SE/Lakeland Hills Way Intersection Study
- TIP S-4: Kersey Way SE Corridor Study

New TIP Projects to be added to the Transportation Impact Fee List

- TIP I-7: SE 320th St/116th Ave SE Roundabout
- TIP I-9: M St SE/29th St SE Intersection Safety Improvements
- TIP I-10: R St SE/21st St SE Intersection Safety Improvements
- TIP I-11: Auburn Way S/6th St SE Intersection Improvements
- TIP I-15: 10th St NW/A St NW Intersection Improvements

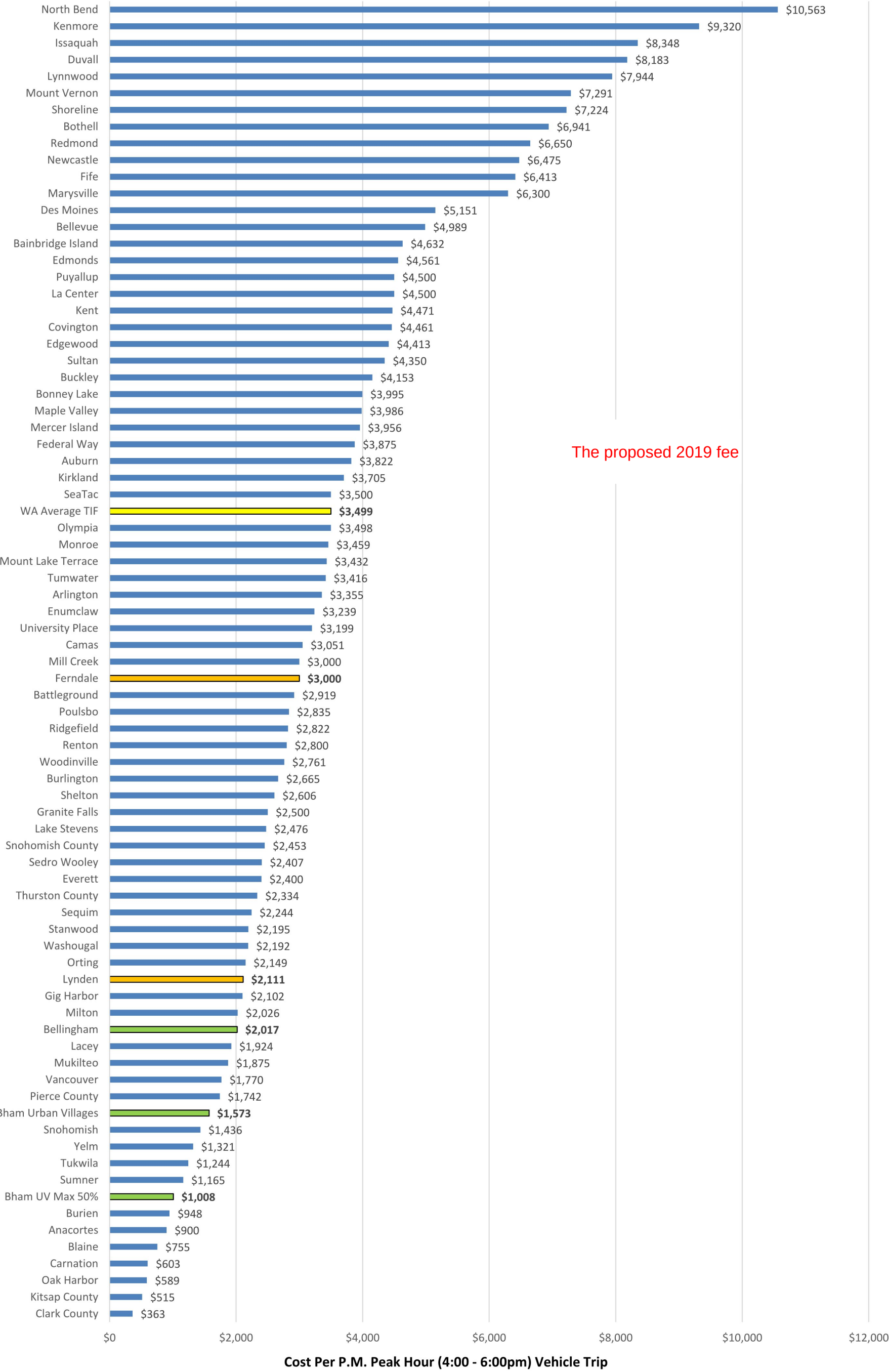
TIP Projects removed from the Transportation Impact Fee List

- TIP #12: BNSF Railyard Grade Separation
- TIP #15: 8th St NE Widening (Pike St NE to R St NE)
- TIP #53: AWS/12th Street Intersection Improvements

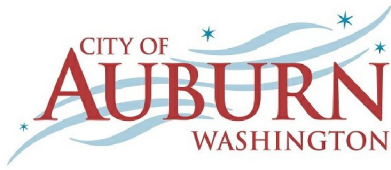
Comparison of 2017-2018 TIF Base Rates in 72* Cities and 5 Counties in Western Washington
With Whatcom County Cities and Bellingham's Urban Village TIF Reductions Highlighted for Emphasis

[*City of Sammamish, WA \$14,707 TIF base rate excluded from graphic due to size - see TIF rate table on next page]

Data compiled October 2017 by Chris Comeau, AICP-CTP, Transportation Planner, Bellingham Public Works ccomeau@cob.org or (360) 778-7946



2018 Transportation Impact Fee Comparison: 72 Cities + 5 Counties in Western Washington							
Data compiled October 2017 from public web sites, telephone calls, and email inquiries by Chris Comeau, AICP-CTP, Transportation Planner, Bellingham Public Works ccomeau@cob.org or (360) 778-7946							
City	Population	2018 Base Rate	2018 CBD- Incentive	City	Population	2018 Base Rate	2018 CBD- Incentive
Anacortes ¹	16,780	\$900		Mill Creek	19,960	\$3,000	
Arlington	18,690	\$3,355		Milton	7,900	\$2,026	
Auburn ²	78,960	\$3,822	\$3,479	Monroe	18,350	\$3,459	
Bainbridge Island	23,950	\$4,632		Mount Vernon	34,360	\$7,291	
Battleground	20,370	\$2,919		Mount Lake Terrace	21,290	\$3,432	
Bellevue	140,700	\$4,989		Mukilteo	21,240	\$1,875	
Bellingham ³	86,720	\$2,017	\$1,573	Newcastle	11,280	\$6,475	
Blaine ⁴	5,075	\$755		North Bend ¹⁸	6,605	\$10,563	
Bonney Lake	20,500	\$3,995		Oak Harbor ¹⁹	22,840	\$589	
Bothell	44,370	\$6,941		Olympia ²⁰	52,160	\$3,498	\$1,287
Buckley	4,670	\$4,153		Orting	7,835	\$2,149	
Burien ⁵	50,680	\$948		Poulsbo	10,510	\$2,835	
Burlington	8,715	\$2,665		Puyallup	40,500	\$4,500	
Camas ⁶	23,080	\$3,051		Redmond ²¹	62,100	\$6,650	
Carnation	2,030	\$603		Renton	102,700	\$2,800	
Covington	19,850	\$4,461		Ridgefield	7,235	\$2,822	
Des Moines	30,860	\$5,151		Sammamish ²²	62,240	\$14,707	
Duvall	7,500	\$8,183		SeaTac	28,850	\$3,500	
Edgewood	10,420	\$4,413		Sedro Wooley ²³	10,950	\$2,407	\$1,341
Edmonds	41,260	\$4,561		Sequim	7,280	\$2,244	\$2,020
Enumclaw	11,450	\$3,239		Shelton	10,120	\$2,606	
Everett	109,800	\$2,400		Shoreline	55,060	\$7,224	
Federal Way ⁷	96,350	\$3,875		Snohomish	10,010	\$1,436	
Ferndale ⁸	13,470	\$3,000	\$2,550	Stanwood	6,785	\$2,195	
Fife ⁹	10,100	\$6,413		Sultan	5,030	\$4,350	
Gig Harbor	9,500	\$2,102		Sumner	9,920	\$1,165	
Granite Falls	3,485	\$2,500		Tukwila ²⁴	19,660	\$1,244	
Issaquah ¹⁰	36,030	\$8,348		Tumwater	23,210	\$3,416	
Kenmore ¹¹	22,580	\$9,320		University Place	31,440	\$3,199	
Kent ¹²	127,100	\$4,471	\$3,223	Vancouver ²⁵	162,400	\$1,770	
Kirkland	86,080	\$3,705		Washougal	13,807	\$2,192	
La Center ¹³	3,195	\$4,500		Woodinville ²⁶	9,200	\$2,761	
Lacey	48,700	\$1,924		Yelm	6,242	\$1,321	
Lake Stevens ¹⁴	31,740	\$2,476		County	Population	Base Rate	
Lynden ¹⁵	13,620	\$2,111		Clark County ²⁷	471,000	\$363	
Lynnwood ¹⁶	36,950	\$7,944	\$5,107	Kitsap County	240,862	\$515	
Maple Valley ¹⁷	24,900	\$3,986		Pierce County	796,836	\$1,742	
Marysville	65,900	\$6,300		Snohomish County	694,571	\$2,453	
Mercer Island	24,210	\$3,956		Thurston County ²⁸	256,591	\$2,334	
Notes: <i>All data above obtained from public web sites, telephone, and email inquiries.</i>							
1. Anacortes has a very old TIF system, which is being updated, and new TIF rates of \$3,000 anticipated in 2018..							
2. Auburn adopted rates August 1, 2013.							
3. In Urban Villages, Bellingham allows automatic 22% to 25% TIF reduction and voluntary TDM performance measures up to 50% TIF reduction.							
4. The City of Blaine future pm peak hour vehicle trip rate is currently being evaluated.							
5. Burien limited improvement project costs to keep rates low. TIF was adopted in 2009.							
6. Camas uses a 2-zone TIF system; Average = \$3,051.							
7. Federal Way charges 3% non-refundable admin. fee + base rate + 3-yr WSDOT construction cost index. SF fee = City 2014 rate schedule summary							
8. Ferndale uses 3-zone TIF system. \$3,000 citywide; \$3,750 for 443-acre "Main Street" Planned Action; \$2,550 downtown Ferndale.							
9. Fife uses a VMT-based TIF system adjusted from ITE ADT rates.							
10. Issaquah created development incentive in which the first 10,000 SF of commercial TIF paid from other public funding sources (per WA State law).							
11. Kenmore uses a "Person Trip" based TIF system.							
12. Kent TIF rates are based on 30% of maximum rate from Rate Study (May 2010) and downtown Kent rate memorandum.							
13. La Center allows TIF to be deferred to occupancy by requiring lien on property.							
14. Lake Stevens uses a 3-zone TIF system; average - \$2,476							
15. Lynden TIF allows up to 50% reduction in industrial areas where there is a significant chance that grants can be obtained.							
16. Lynnwood has two TIF zones and reduces TIF by 15% (per ITE) in portion of City Center.							
17. Maple Valley fee per 2013 rate schedule (R-13-909 Jan 28, 2013)							
18. North Bend is similar to Sammamish in that most development is residential with little to no pass-by, diverted link trips.							
19. Oak Harbor uses a very old TIF system.							
20. Olympia TIF allows up to 20% reduction in downtown for accepted TDM performance measures.							
21. Redmond uses "Person Trips/Mobility Units" for Concurrency and TIF							
22. Sammamish has highest TIF (\$14,707) in all of Washington due to primarily residential development with little to no pass-by, diverted link trips.							
23. Sedro-Woolley uses a 15-zone TIF system; Average = \$2,407; TIF reduction in downtown Sedro-Woolley							
24. Tukwila = 4-zone TIF system: Average =\$1,244							
25. Vancouver uses 5-zone ADT-based TIF system; Average = \$1,770.							
26. Woodinville calculates ADT; Average = \$2,761.							
27. Clark County has a four zone TIF system, similar to City of Vancouver, based on ADT; Average \$363							
28. Thurston County uses a 6-zone TIF system; Average = \$2,334							



AGENDA BILL APPROVAL FORM

Agenda Subject:

Matrix

Date:

October 18, 2018

Department:

Council

Attachments:

[Special Focus Areas Key](#)
[Matrix](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:**

Meeting Date: October 22, 2018

Staff:

Item Number:

SPECIAL FOCUS AREAS

HEALTH & HUMAN SERVICES	FINANCE & ECONOMIC DEVELOPMENT	PUBLIC WORKS & COMMUNITY DEVELOPMENT	MUNICIPAL SERVICES
HUMAN SERVICES FUNDING PUBLIC WELLNESS DOMESTIC VIOLENCE SERVICES HOMELESSNESS SERVICES AFFORDABLE HOUSING COMMUNITY SERVICES HUMAN RESOURCES MEDICAL COMMUNITY RELATIONS	CITY BUDGET & AMENDMENTS RISK MANAGEMENT EQUIPMENT RENTAL FACILITIES CITY REAL PROPERTY LEGAL DEVELOPMENT INCENTIVES BUSINESS DEVELOPMENT ECONOMIC DEVELOPMENT STRATEGIES	UTILITIES ZONING, CODES & PERMITS INNOVATION & TECHNOLOGY TRANSPORTATION STREETS ENGINEERING CAPITAL PROJECTS SUSTAINABILITY ENVIRONMENTAL PROTECTION CULTURAL ARTS & PUBLIC ARTS PLANNING	POLICE SCORE JAIL DISTRICT COURT PARKS & RECREATION ANIMAL CONTROL SOLID WASTE EMERGENCY PLANNING AIRPORT AIRPORT BUSINESSES SISTER CITIES MULTIMEDIA
Councilmember Trout-Manuel, Chair Councilmember Wales, Vice Chair	Councilmember Holman, Chair Councilmember Brown, Vice Chair	Councilmember DaCorsi, Chair Deputy Mayor Baggett, Vice Chair	Councilmember Brown, Chair Councilmember Pelosa, Vice Chair
2018 MEETING DATES January 22, 2018 March 26, 2018 May 29, 2018 July 23, 2018 September 24, 2018 November 26, 2018	2018 MEETING DATES February 12, 2018 April 9, 2018 June 11, 2018 August 13, 2018 October 8, 2018 December 10, 2018	2018 MEETING DATES February 26, 2018 April 23, 2018 June 25, 2018 August 27, 2018 October 22, 2018 December 24, 2018	2018 MEETING DATES January 8, 2018 March 12, 2018 May 14, 2018 July 9, 2018 September 10, 2018 November 13, 2018

COUNCIL MATRIX

NO.	TOPIC	Chair	STAFF LEAD(S)	STUDY SESSION REVIEW DATE(S)	COUNCIL DISCUSSION SUMMARY	ACTION DATE
1	Capital Projects Update and Featured Capital Project Discussion	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Gaub	1/14/2019		
2	Vacant Housing Discussion	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Tate	10/22/2018		
3	Roads Ad Hoc committee Report	Chair DaCorsi Vice Chair Deputy Mayor Baggett		10/29/2018		
4	Affordable Housing Stock	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Tate	10/22/2018		
5	Plastic Bag Ban	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Tate	1/14/2019		
6	Community Court	Chair Brown Vice Chair Peloza	Director Martinson	11/13/2018		
7	Park Rules	Chair Brown Vice Chair Peloza	Director Faber	11/13/2018		
8	Graffiti	Chair Brown Vice Chair Peloza	Director Tate/Chief Pierson	11/13/2018		
9	Auburn Avenue Theater Update	Chair Brown Vice Chair Peloza	Director Faber	11/13/2018		
10	One Table Presentation	Chair Trout-Manuel Vice Chair Wales	Director Hinman	11/26/2018		
11	Blue Ribbon Committee Update	Chair Trout-Manuel Vice Chair Wales	Director Hinman	11/26/2018		
12	Cost of Service Study - Planning and Development Fees	Chair Holman Vice Chair Brown	Director Coleman	10/8/2018		
13	Identity Theft	Chair Holman Vice Chair Brown	City Attorney Gross	TBD		
14	Annexations (islands and peninsulas)	Chair Holman Vice Chair Brown	City Attorney Gross	12/10/2018		
15	Gambling/Card Room Revenue	Chair Holman Vice Chair Brown	Director Coleman	12/10/2018		