



I. CALL TO ORDER

Vice Chair Roger Lee called the virtual meeting to order at 7:10 p.m. via Zoom due to Governor Inslee's "Stay Home, Stay Healthy" initiative due to the Covid 19- Pandemic and City Ordinance No. 5533.

a.) ROLL CALL/ESTABLISHMENT OF QUORUM

Commissioners Present: Vice-Chair Lee, Commissioner Moutzouris, Commissioner Khanal and Commissioner Stephens.

Chair Roland and Commissioner Mason were excused.

Staff present: Jeff Dixon, Planning Services Manager; Anthony Avery, Senior Planner; Alexandria Teague, Planner II; Cecile Malik, Senior Transportation Planner; Tim Mensonides, Airport Manager; Tammy Gallier, Office Assistant.

b.) PLEDGE OF ALLEGIANCE

II. APPROVAL OF MINUTES

A. July 7, 2020 – Regular Meeting Minutes

Commissioner Stephens moved and Commissioner Moutzouris seconded to approve the minutes from the July 7, 2020 meeting as written.

MOTION CARRIED UNANIMOUSLY. 4-0

III. OTHER BUSINESS

A. Comprehensive Plan Amendment Update

Introduction of changes to Transportation Element and Land Use Element as related to proposed transportation policy and airport policy changes.

Alexandria Teague, Planner II presented to the Commission.

BACKGROUND AND ECONOMIC IMPACT

The Auburn Municipal Airport (the airport), also known as Dick Scobee Field, was built in 1969. The airport is classified as a Public-Use, General Aviation Regional-Reliever Airport within the National Plan of Integrated Airport Systems (NPIAS).

The airport is a base for 330 aircraft, and is one of the busiest airports in the state with 142,000 take offs and landings per year, averaging approx. 450 flights a day. The facility is currently heavily used by recreation, instructional and student pilots, and commercial users. The facility primarily serves small, general aviation aircraft with average wingspans of about 38 feet and weights of less than 12,500 pounds, seating 6 or fewer passengers, with approach speeds less than 140 mph and wingspans of less than 49 feet. The airport also functions as a reliever for Sea-Tac Airport, an emergency medical evacuation (medivac) facility, transferring patients from ambulance to helicopters, and the King County Sheriff's Office uses the airfield for training and conducting flight operations.

The airport runway has been extended over the years to increase operational safety. The Auburn Municipal Airport opened with a 2,900 feet long runway and an adjacent paved taxiway. In 1995 the runway was increased to 3,400 feet long and 75 feet wide. This year (2020), the City completed a runway extension providing for a full runway length of 3,841 feet.

Generally, funding for public use airports to develop, maintain, and operate is derived from user fees, revenues from land and facility leases and rents, local government funds, and federal/state grants.

Auburn's airport is self-funded and no local tax monies are used at the airport. Approximately 60 percent of airport revenue is generated from hangar and tie down usage (stowage), 30% on land and building leases (14), and approx. 10 percent on fuel sales. There are a total of 254 total hangar units (145 are city owned) and space for 140 tie downs. Hangar space is fully leased, and customers have a minimum two year wait list for open hangars (five years for enclosed hangars). Additional hangars are proposed in the future to meet current and projected demand. The airport's projected 2020 revenue is approx. \$1.4 million and the 2019 projected expenditures is approx. \$1 million. According to a 2019 Washington State Department of Transportation (WSDOT) Aviation Economic Impact Study, the economic impact of the Auburn Municipal Airport creates:

- 232 jobs (direct jobs, construction, General Aviation visitors)
- \$14.2 million labor income
- \$24 million value added
- \$43.1 million business revenues (also known as total economic impact)

EXTERNAL PLANNING CONSIDERATIONS

The airport also receives Federal Aviation Administration (FAA) and WSDOT Aviation Division grants. Federal funding is provided through the Federal Airport Improvement Program (AIP). The AIP provides grant funding for airports listed in the National Plan of Integrated Airport Systems (NPIAS) which identifies 3,345 public-use airports that are important to national air transportation and therefore eligible to receive grants. The airport receives \$150,000 per year in general aviation "non-primary entitlement" grants. The WSDOT Aviation Division provides an additional source of funding for airport projects in the form of grants through its Airport Aid Grants program. Typical projects eligible for funding include support of infrastructure that do not directly produce revenue. For example, runway/taxiways improvements and lighting are eligible type of projects. As a recipient of both federal and state airport improvement grant funds, the City of Auburn is contractually bound to various sponsor obligations referred to as "grant assurances", that have been put together by the FAA and WSDOT Aviation Division. The obligations document the commitments made by the airport to fulfill the intent of the grantor (the FAA and the State). Grant assurances and their associated requirements are designed to protect the significant investment made by the FAA, State, and City to preserve and maintain the City's airports.

Two documents guide airport development – they are the Airport Master Plan (AMP) and the Airport Layout Plan (ALP). The AMP is a comprehensive document intended to guide development on an airport. The purpose of an AMP is to define the current, short term, and long terms needs of the airport. This includes a comprehensive evaluation of facilities, conditions, and FAA airport planning and design standards. While the planning period for an AMP is normally 20 years, to maintain eligibility for FAA funding, airports are required to periodically update their master plans as conditions change. Master planning efforts for the airport are reviewed by the City's Airport Advisory Board. The last AMP was updated in 2015. The AMP is adopted by reference in the City's Comprehensive Plan as an appendix (Appendix G).

The Airport Layout Plan (ALP) is a conceptual map included in the AMP depicting current and proposed airport features including runways, taxiways, navigational aids, buildings, aircraft

parking area, and other infrastructure. Airport property boundaries and the limits of required clear areas such as runway protection zones and runway object free areas. In order to be listed in the NPIAS and to be eligible for FAA grant funds an airport must have a current ALP approved by the FAA. Completion of an ALP is also an eligibility requirement for WSDOT Aviation Division Airport Aid Grants program. In tandem with the AMP, the ALP was also updated in 2015 and is also adopted by reference in the Comprehensive Plan as Appendix G.

The FAA does not have the authority to regulate off airport land use. Land use regulation is the responsibility of the local jurisdiction. The FAA does however, have a role in regulating on-airport land use through approval of the ALP and through the AIP grant assurances. As noted above, grant assurances are intended to protect the significant investment made by the FAA and include measures to maintain on-airport land use compatibility and restrict the location of non-aviation land uses. The FAA also has a technical advisory role based on its interest in protecting the airspace associated with an airport as part of the NPIAS. Under the Federal Air Regulation (FAR) Part 77, the FAA has the authority to review proposed construction *on and off* the airport through the Notice of Construction or Alteration process. Though the FAA does not have the authority to prevent airspace hazards from being created, the FAA does review individual proposals for the potential to create a “hazard to air navigation”. A hazard to air navigation, include obstructions and penetration to the airspace. Per the City’s grant assurance obligations, the City is required to review local land use actions to ensure their compliance with the FAR Part 77.

Similar to the FAA, the WSDOT Aviation Division does not have regulatory authority over local land use decisions. WSDOT does, however, have a significant role in promoting land use compatibility of *off airport* land uses and activities. WSDOT promotes land use compatibility through the Airport Aid Grants program via the aforementioned assurance obligations, and through review of local Comprehensive Plans and regulations. Under the Growth Management Act (adopted by the state legislature in 1990), cities are required to address airport land use compatibility and identify airports as “essential public facilities.” The WSDOT Aviation Division explains the intent of the Act as it relates to airports:

“RCW 36.70.547 and RCW 36.70A.510 requires all cities and counties to adopt comprehensive plan goals, policies, and regulations to discourage development of incompatible land uses adjacent to public use airports. Local jurisdictions must consult with aviation interests, including WSDOT Aviation, when adopting comprehensive plan amendment to address airport land use compatibility during GMA updates, subject to the schedule designated by state law.”

WSDOT recommends that local land use jurisdictions add or modify language in the Comprehensive Plan, to address:

- establishing the airport as an essential public facility;
- including the airport in the Transportation System Inventory;
- recognizing the significance of the airport for economic development; and
- discouraging the development of incompatible land uses adjacent to the airport

CITY’S AUTHORITY AND CONCLUSION

As mentioned in the preceding paragraphs, the City has the regulatory authority over how development occurs within the community, including the ability to anticipate, abate, mitigate, and otherwise respond to land use concerns. The City also has the role of defining the current, short term, and long term vision for development within the City. This is completed through the Comprehensive Plan.

Auburn adopted the first modern Comprehensive Plan in 1986, which was overhauled in 1995 to comply with the requirements of the Growth Management Act (GMA). The majority of the

existing airport- related policies can be tied to the 1995 Comprehensive Plan, if not an older plan. Though the existing policies met minimum qualifications for certification under GMA, they have not sufficiently kept pace with changing conditions around the airport. Since the 1995 plan, development has drastically increased, and over the years the airport has had to contend with issues of meeting its own operational, development, and safety needs, with that of area around it. As a result Auburn's airport continues to face challenges such as the of lack of available land for development and safety and the encroachment of incompatible uses and obstructions that penetrate the airspace or noise sensitive uses. Attachment D features aerials maps of the area around the airport from 1990 to 2019.

It is therefore the purpose of the proposed text amendment to reinforce the importance our the airport and protect the significant investment that has been made by not only the FAA and WSDOT, but also the City. While the city has acted upon WSDOT's recommended language and has established the airport as an essential facility (in the Capital Facilities Element) and has included the airport in the Transportation System Inventory (in the Comprehensive Transportation Plan), new and revised policies are needed. The proposed text amendment in Attachments A and B are intended to strengthen the protection of the airport and its operations by:

1. creating a stronger connection between the AMP and the Comprehensive Plan;
2. allowing for the mitigation of nonconforming uses;
3. standardizing terminology and improving the clarity of policy language;
4. recognizing the significance of the airport for economic development; and
5. discouraging the development of incompatible land uses adjacent to the airport.

The proposed map amendment corresponds to the revision of policy no. LU-129 of the Land Use Element. This policy provides guidance as to what needs to be considered or addressed when adopting a subarea plan for the Auburn Municipal Airport Area. It is shown on Map 1.3 as the "Airport" designated special planning area.

This policy is originally derived from a previous version of the Land Use Element. In a subsequent update to the Land Use Element, it was converted into a special planning area. The original intent of this policy was not to create a special planning area, and accomplished by strengthening airport related economic and land use policies. Staff has proposed to remove the "Airport" designated special planning area and revise Land Use Policy LU-129 to its original intent. The proposed map amendment is included in the Planning Commission Packet as Attachment C.

The Commission inquired if any accidents or fatalities have occurred since the airport was established in 1969. The airport manager gave a brief background to the Commission that the Airport has always been City owned, however, the management of it was contracted out over the past several years. Approximately 17 months ago, the City took over the management of the facility. Airport Manager, Tim Mensonides mentioned that there have been minor incidents that have happened but he was not aware of any major accidents or fatalities.

The Commission commented that while reading through the Proposed Text Amendments to the Land Use Element, that policy LU-111 seemed out of place in the land use element. LU-111 is defined as:

"The City should recognize and support the Auburn Municipal Airport's potential as an economic driver in the City and seek shared opportunities to recruit air-related and/or complimentary industries."

Staff suggested that LU-111 a currently worded would possibly fit better in the Economic Development Element and the Commission agreed. Staff commented that they would work on revising the language to make it more land use-oriented to move forward.

The subsequent presentation to the Commission was on the topic of an update to the Comprehensive Transportation Plan. Cecile Malik presented the following information to the Planning Commission.

The Comprehensive Transportation Plan is the framework for transportation planning in Auburn. It functions as the overarching guide for changes to the transportation system. The Plan evaluates the existing system by identifying key assets and improvement needs. These findings are then incorporated into a needs assessment, which guides the future of the transportation system. This Plan is multi-modal, addressing multiple forms of transportation in Auburn including the street network, non-motorized travel, and transit. Evaluating all modes enables the City to address its future transportation needs in a comprehensive and balanced manner.

The last major update of the Comprehensive Transportation Plan was adopted in 2015. During the creation of this plan, specific data was collected, analysis performed, and projects were identified.

The intent of this update is to bring some information of to date, based on changes that took place in the City and its programs since the last major update.

Summary of the text changes:

Section 1.2:

- Added more details to explain what the Transportation Improvement Program is and how it is utilized in transportation planning.
- Changed the language related to the ADA Transition Plan, which was completed in 2020.
- Made corrections to the Title IV compliance language.

Section 1.3:

- Added a reference to the Memorandum of Understanding the City and the Muckleshoot Tribe are in the process of developing.

Section 1.4:

- Added reference to the new Appendix A, with the complete list of Comprehensive Plan Projects
- Removed table of projects completed since 2015, replaced with a summary of major projects completed since 2015. (The comprehensive plan projects identified in the 2022 and 2035 analysis, which are now complete, are highlighted in the analysis section)

Section 2.1:

- Removed the reference to 15th St SW rail crossing condition, as it is addressed in the comprehensive project list.
- Changed "Collisions" into "Crashes", which is the industry standard term.

Section 2.2:

- Added clarification language related to Level of Service standards, and how they are used.
- Updated the Average daily trip information that was presented to the

most recently collected data, in 2019.

Section 2.3:

- Added a section which described some projects by outside agencies, which was removed previously, but was still needed for clarification.
- Added shading to projects within the list of future capacity projects used in the 2022 and 2035 analysis, to indicate that they were completed.
- Provided updated information for planned projects in the text.
- Removed road pricing as a transportation demand management tool, as this is not a tool the city is considering.

Section 3.1:

- Edited the sidewalk inventory section to clarify which data was available, and to refer to the ADA transition plan, which was completed in 2020.
- Updated the High Priority Pedestrian Corridors section to provide additional details, and explain the updated map, which shows a comprehensive network of existing and planned sidewalks and key trail connections.

Section 3.2:

- Added a reference to the F Street Bike Boulevard, which is scheduled to be completed in 2020.

Section 3.3:

- Added the A St SE trail to the list of future trails.

Section 4.1:

- Updated the transit information to reflect the transit changes identified during the Renton-Kent- Auburn Area Mobility Plan (RKAAMP), led by King County Metro, and the transit changes taking place in September 2020 as a result of this work.
- Added a reference to the RapidRide I Line, a bus Rapid Transit service which will serve Auburn, Kent, and Renton starting in September 2023.

Section 4.2:

- Updated information related to a King County program, which partially funded a transit service in Auburn, which was discontinued in 2020.
- Removed reference to a transit route which was discontinued more than 5 years ago.

Section 4.3:

- Removed a statement about preserving route 910, which was discontinued in 2020.

Section 5.2:

- Updated policy number Street-03 to include the ADA transition plan and its policies
- Updated Policy number LC-01 to add “payback” as another term for “latecomer” agreements.
- Updated Policy number NM-04 to refer to the “current” comprehensive transportation plan.

Additional changes:

- Font was changed to Calibri
- Page numbers are now continuous
- Language, spelling, grammar, edits – minor corrections
- Removed some pictures
- Added a new cover page
- Created Appendix A: Comprehensive Transportation Plan Project List
- Move all maps to Appendix B:

Comprehensive Transportation Plan
Maps were provided to the Planning
Commission in the packet. Below is a
Summary of map changes.

- Map 2.1 Functional Road Classification: updated to correct road classifications that were incorrect
- Map 2.2 Average Daily Trips (ADT) : updated with 2019 ADT data
- Map 2.3 Truck Routes: no changes
- Map 2.4 freight classification: updated the map with WSDOT map layers, based on 2019 freight data collected
- Map 2.5 2015 Level of service: no change
- Map 2.6 2015 Transportation Improvement Program (TIP) projects: Removed (this map is available in the TIP, which is updated annually)
- Map 2.7 Intelligent Transportation Systems: updated to current existing conditions
- Map 3.1 Sidewalks: changed visible layers to improve map visuals, added existing sidewalk data, differentiating where sidewalks exist on one or both sides, to show a comprehensive network of existing and future priority pedestrian corridor, highlighting where gaps exist
- Map 3.2 Bicycle and mixed use trails: updated to current conditions
- Map 3.3 2015 bike connectors: no change
- Map 4.1 Transit: update to show new route numbers and alignments which take effect in September 2020
- Map 4.2 Transit Dependent Areas: update to show new route numbers and alignments which take effect in September 2020
- Map 5.1: Comprehensive Transportation Plan Projects: new map to give a visual of the projects location listed in Appendix A

The Commission asked for clarification of the date range for the TIP (Transportation Improvement Program). Staff confirmed the TIP, is a financial planning tool used to implement the list of transportation improvement projects identified in the Transportation Plan. It is a six-year plan which is reviewed and updated annually by the City Council to reflect changes to project priorities and funding circumstances. The date range is 2020-2026.

The Planning Commission inquired if there were to be a budget cut for any of the improvements, would that trigger an update to the Comp Plan and would it come back to the Commission for review again. The Transportation Staff confirmed that yes, it would. Staff has been in touch with King Co. Metro and continue to be in touch about any budget cuts that would be anticipated in the future, but as of right now, no budget cuts are taking place.

With no further comments or questions from the Commission, Anthony Avery, Senior Planner, addressed the Commission regarding the schedule for the Annual Comprehensive Plan Amendments as well as two other subjects that are anticipated for future Planning Commission meetings in October and November.

October 6th Planning Commission Meeting:

- Proposed Amendments to Auburn City Code Title 15 (Building and Construction) Summary: Background on building code update and review of proposed amendments to ACC Title Staff: Jason Krum, COA Development Services Manager
- Comprehensive Plan Amendment Briefing #1. Summary: City-initiated amendments and capital facility plans briefing. Staff: Anthony Avery, COA Senior Planner.

October 20th Planning Commission Meeting:

- ACC Title 15 (Building and Construction) Summary: Conduct public hearing on the proposed amendments to ACC Title 15 for Building Code Update. The docket was previously discussed on October 6, 2020. Staff: Jason Krum, COA Development Services Manager
- Comprehensive Plan Amendment Briefing #2 Summary: Private amendments. Staff: Anthony Avery, COA Senior Planner
- Introductory Discussion of Zoning code amendments for wireless communication facilities. Affects multiple code sections, including ACC 18.04.912 (definitions), ACC 18.07 (Residential zones), ACC 18.31.100 (Wireless communications facilities siting standards), ACC 18.23 (Commercial and Industrial zones), and ACC 18.35 (Special Purpose Zones), Summary: The purpose of the changes are to modernize the code in response to changes in federal regulations that affect the permitting of expansion of existing wireless communication facilities. Staff: Jeff Dixon, COA Planning Services Manager

November 4th Planning Commission Meeting:

- Comprehensive Plan Amendment Public Hearing
Summary: Public hearing concerning policy and text amendments and map amendments to the city's Comprehensive Plan. Staff: Anthony Avery, COA Senior Planner
- Public Hearing for Zoning code amendments for wireless communication facilities. Affects multiple code sections, including ACC 18.04.912 (definitions), ACC 18.07 (Residential zones), ACC 18.31.100 (Wireless communications facilities siting standards), ACC 18.23 (Commercial and Industrial zones), and ACC 18.35 (Special Purpose Zones), Summary: The purpose of the changes are to modernize the code in response to changes in federal regulations that affect the permitting of expansion of existing wireless communication facilities. Staff: Jeff Dixon, COA Planning Services Manager

November 17th Planning Commission Meeting:

- Possible continuance of the Public Hearings from the Planning Commission Meeting held on November 4th.

IV. COMMUNITY DEVELOPMENT REPORT

Planning Services Manager, Jeff Dixon reported that King County has just recently opened up a new Covid-19 Testing Facility in Auburn. It is located right next to Boeing at the General Services Administration Offices at 400 15th St SW. The testing operates Monday through Saturday 9:30 a.m. to 4:30 p.m. with no charge to customers. The Commission asked if it was a drive through testing site. Staff confirmed that it is expected to be similar to other sites in Auburn that accommodate an option for walk up, as well as drive through from what they understand.

The Devine Court Project, which is replacing the Heritage Building that burned down in 2017, has had the civil plans approved. Next step is to issue the building permits. There is negotiations with the City for an easement through the City-owned parking lot near Safeway so they can have a driveway access to their parking garage. Once that is determined, permits can be issued and construction should begin soon.

Construction has begun for clearing, development of roads and utilities for the Lea Hill project, Stacia Bloom by KB Homes, for a 20-lot plat located east of 116th Ave SE and SE 304th Street. Homes will start be built in the summer of 2021.

On August 19, the City issued a temporary Certificate of Occupancy for Dick Scobee Elementary School. This allows them to go in, start setting up furniture, and finish interior work before the final certificate of occupancy is issued.

Staff informed the Commission that the FEMA maps have been adopted and are now in effect as of August 19th. The Planning Commission was directly involved with the Floodplain Code changes that were coincident with adoption of the new floodplain maps for Auburn. The Maps shows a greater extent of floodplain in North Auburn. With the change, there are new regulations in place to administer floodplain permits for individuals seeking to develop in the floodplain.

It was reported to the Commission that Senior Planner, Anthony Avery recently worked with several other jurisdictions on a south King County housing needs assessment project that was funded by WA State House Bill 1923. He is working on the next phase of the program that is a housing action plan that will be specific to the City of Auburn.

An email was sent out to the Commission regarding an opportunity to receive emails each week from City Administration Dept. regarding different projects/actions happening within the City. Staff indicated that the intent of the weekly e-mail is to provide information for the City Council, however staff recognized that the information might be useful to the Planning Commission, as well. Staff asked the Commission if they were ok with receiving those emails and each Commissioner confirmed they appreciated the updates.

V. ADJOURNMENT

There being no further business to come before the Planning Commission, Vice Chair Lee adjourned the meeting at 8:26 p.m.