	Planning Commission Meeting August 20, 2024 - 6:30 PM City Hall Council Chambers AGENDA
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I. PUBLIC PARTICIPATION

A. Public Participation Information

The City of Auburn Planning Commission Meeting scheduled for Tuesday, August 20, 2024, at 6:30 p.m., will be held in-person and virtually. To attend the meeting virtually, please click one of the links below, or call into the meeting at one of the phone numbers below:

Join Zoom Meeting

<https://us06web.zoom.us/j/7999102307>

Meeting ID: 799 910 2307

One tap mobile

+12532158782,,7999102307# US (Tacoma)

+12532050468,,7999102307# US

Dial by your location

• +1 253 215 8782 US (Tacoma)

• +1 253 205 0468 US

• +1 669 444 9171 US

• 888 475 4499 US Toll-free

• 877 853 5257 US Toll-free

Meeting ID: 799 910 2307

Find your local number: <https://us06web.zoom.us/j/7999102307>

II. CALL TO ORDER

A. ROLL CALL/ESTABLISHMENT OF QUORUM

B. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

Comment from the audience on any proposal for action by the Commission. If the comment is related to an action subsequently listed here as a public hearing, the comment should be provided at the time of the public hearing.

IV. APPROVAL OF MINUTES

A. July 2, 2024 Minutes from the Planning Commission Meeting

V. OTHER BUSINESS

A. Proposed Amendments to Title 18

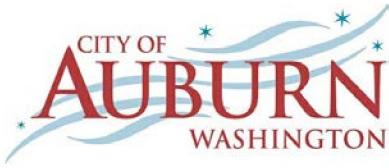
Staff to present key changes to Title 18 Zoning to implement the Periodic Comprehensive Plan Update.

VI. COMMUNITY DEVELOPMENT REPORT

VII. ADJOURNMENT

The City of Auburn Planning Commission is a seven member advisory body that provides recommendations to the Auburn City Council on the preparation of and amendments to land use plans and related codes such as zoning. Planning Commissioners are appointed by the Mayor and confirmed by the City Council.

Actions taken by the Planning Commission, other than approvals or amendments to the Planning Commission Rules of Procedure, are not final decisions; they are in the form of recommendations to the city council which must ultimately make the final decision.



AGENDA BILL APPROVAL FORM

Agenda Subject:

July 2, 2024 Minutes from the Planning Commission Meeting

Date:

July 25, 2024

Department:

Community Development

Attachments:

[July 2, 2024 Draft Minutes](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

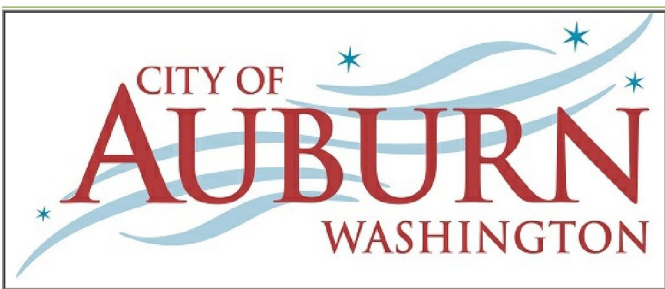
Revised Budget: \$0

Administrative Recommendation:**Background for Motion:****Background Summary:****Reviewed by Council Committees:****Councilmember:****Staff:**

Teague

Meeting Date: August 20, 2024

Item Number:

	Planning Commission Meeting July 2, 2024 - 6:30 PM City Hall Council Chambers MINUTES
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I. PUBLIC PARTICIPATION

A. Public Participation Information

The City of Auburn Planning Commission Meeting was held in person and virtually.

II. CALL TO ORDER

Chair Judi Roland called the meeting to order at 6:30 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street.

A. ROLL CALL/ESTABLISHMENT OF QUORUM

Commissioners present: Chair Judi Roland, Julie Berry, Kent Sprague, William Stewart, Aaron VanderPol, and Lynn Walters. Vice Chair Philip Stephens was excused.

Staff members present: Planning Services Manager Alexandria Teague, Acting City Attorney Doug Ruth, Acting City Attorney Charlotte Storey, Director of Public Works Ingrid Gaub, Senior Planner Josh Steiner, Utilities Engineering Manager Ryan Vondrak, City Clerk Shawn Campbell and, Acting Deputy City Clerk Gerri Blackwell

B. PLEDGE OF ALLEGIANCE

Chair Roland led those in attendance in the Pledge of Allegiance.

III. PUBLIC COMMENT

There was no public comment.

IV. APPROVAL OF MINUTES

A. June 4, 2024 Minutes from the Planning Commission Meeting

Commissioner Sprague moved and Commissioner Walters seconded to approve the June 4, 2024 Planning Commission Meeting Minutes.

MOTION CARRIED UNANIMOUSLY. 6-0

V. INTRODUCTION

A. Presentation Overview (Steiner)

Brief overview of upcoming Element Presentations and Public Hearing schedule.

Planner Steiner provided the Commission an overview of the agenda items, the upcoming meeting agenda, and the schedule for the remaining Comprehensive Plan Elements.

VI. PUBLIC HEARINGS

A. Capital Facilities Element (Steiner)

Public Hearing for the public testimony and Planning Commission deliberation on the Capital Facilities Element

Chair Roland opened the Public Hearing at 6:35 p.m.

No one came forward to speak.

Planner Steiner provided the Commission a presentation on the 2024 Capital Facilities Element of the Comprehensive Plan. Including the regulatory requirements per RCW 36.70A.070, the difference between the Capital Facilities Element and the Capital Facilities Plan, changes to the Capital Facilities Element, comments received, and the Departments plan to bring this Element back for action on October 23, 2024.

Chair Roland closed the Public Hearing at 6:44 p.m.

Commissioners discussed benchmarks for levels of service and known capacity issues.

VII. OTHER BUSINESS

A. Utilities Element Presentation (Steiner)

Staff Presentation of the proposed changes to the Utilities Element

Planner Steiner provided the Commission with an update on the 2024 Utilities Facilities Element of the Comprehensive Plan. Including the regulatory requirements per RCW 36.70A.070. He reviewed how the Elements and Plans fit together, what the Utilities Element encompasses, core changes to the Utilities Element, comments received by other agencies, policy updates, and the upcoming Public Hearing and requested action.

Commissioners discussed privately owned utility plans, potential upgrades to Puget Sound Energy towers, and privately owned water utilities.

B. Water System Plan Presentation (Vondrak)

Staff Presentation of the proposed changes to the Water System Plan

Manager Vondrak provided the Commission with a presentation on the 2024 Water System Plan as part of the Comprehensive Plan. He reviewed the schedule for the Plan development, an overview of the water system and sources, private water systems, key elements and chapters of the Water System Plan, system policies, future updates to the system, and the next steps for approval of the Water System Plan.

Director Gaub provided information on significant wages, benefits and insurance costs that increased operating costs since 2022.

Commissioners discussed defining potential hazards to City Water sources, policies and requirements for outside parties, water rates, deferred maintenance, prioritization of projects, future population demand, proposed budget for future plans, well failure, climate change, rate studies, generators at pump stations, administration costs and, private water systems.

VIII. COMMUNITY DEVELOPMENT REPORT

Manager Teague provided information on Auburn Ave Theatre demolition, current Police building modification to office space, new Public Safety building plans, and that there are no plans to widen Kersey Way with the Diamond plat.

Director Gaub provided information on existing Police building plans and upgrades.

Commissioners discussed undeveloped lots in the Bridges community.

IX. ADJOURNMENT

There being no further business to come before the Planning Commission, the meeting was adjourned at 8:04 p.m.

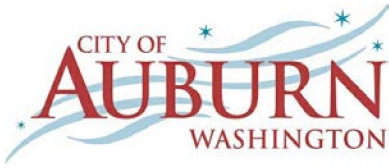
APPROVED this 20th day of August, 2024.

JUDI ROLAND, CHAIR

Gerri Blackwell, Acting Deputy City Clerk

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AGENDA BILL APPROVAL FORM

Agenda Subject:

Proposed Amendments to Title 18

Date:

August 9, 2024

Department:

Community Development

Attachments:

[2024 Comp Plan - Code Update Overview](#)

[Memorandum](#)

[2024 Comp Plan - Code Update Presentation](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background for Motion:****Background Summary:**

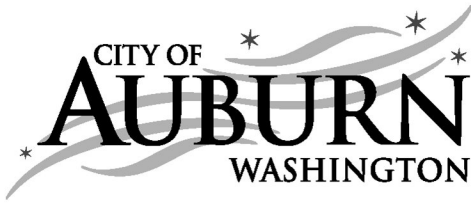
See attached Memorandum

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

Steiner

Meeting Date: August 20, 2024

Item Number:



Memorandum

To: Judi Roland, Chair, Planning Commission
Planning Commission Members

From: Josh Steiner, Senior Long-Range Planner, Comm. Dev. Dept.
Alexandria Teague, Planning Services Manager, Comm. Dev. Dept.

Date: August 20, 2024

Re: **2024 Comprehensive Plan – Code Update Overview**

Staff will be presenting an overview of land use and housing city code changes necessary to implement the 2024 Periodic Comprehensive Plan.

Auburn 2024 Comprehensive Plan Periodic Code Updates

City staff have begun updating various chapters of Auburn's city code to implement the goals, policies, and strategies identified in the draft Periodic Comprehensive Plan Elements that Planning Commission provided a recommendation for city council adoption on July 16, 2024.

The Land Use Element and Housing Element in particular require substantial revision to implement concepts such as middle housing, accessory dwelling units, unit lot subdivision, housing preservation, zoning and land use designations, Downtown Urban Center expansion and rezones related to the Auburn Downtown Plan Update, and growth centers.

Additional city code amendments may be necessary to implement specific policies in the Climate Element and addressed in the 2024 Periodic Comprehensive Plan package scheduled for adoption in December 2024, though many of these code updates may be postponed until 2025 to in an effort to direct staff resources to land use and housing updates.

This overview meeting will be followed by a series of Planning Commission code update workshops scheduled for September and October 2024.

Please contact Alexandria Teague, Planning Services Manager, at ateague@auburnwa.gov or 253-931-3003, with any questions.

CITY DEPARTMENTS

2024 COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW

JOSH STEINER, AICP, SENIOR PLANNER
ALEXANDRIA TEAGUE, AICP, PLANNING
SERVICES MANAGER
CITY COUNCIL STUDY SESSION

AUGUST 20, 2024

Department of Community Development
Planning • Building • Development Engineering • Permit Center
Economic Development • Community Services • Code Enforcement

AUBURN
VALUES

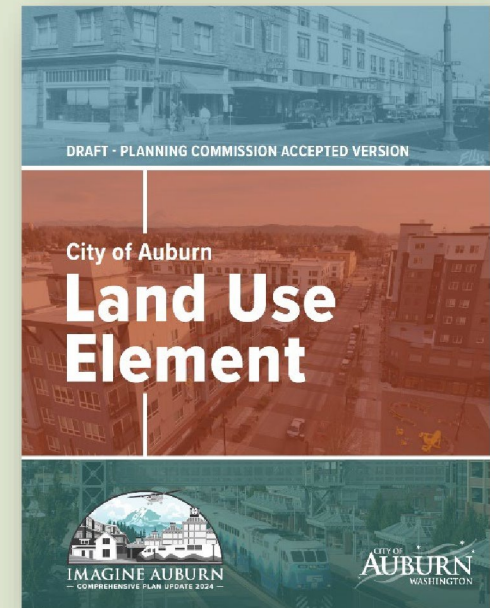
S E R V I C E
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C H A R A C T E R
S U S T A I N A B I L I T Y
W E L L N E S S
C E L E B R A T I O N

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



2024 Comprehensive Plan Elements

- **Auburn Comprehensive Plan Elements**
 - Core Plan (Community Development)
 - **Land Use (Community Development)**
 - **Housing (Community Development)**
 - **Historic Preservation (Community Development)**
 - **Climate Change – NEW (Community Development)**
 - **Economic Development (Community Development)**
 - Capital Facilities (Public Works)
 - Transportation (Public Works)
 - Utilities (Public Works)
 - Parks and Recreation (Parks)



Citywide effort involving all departments coordinating together to create a cohesive, consistent, and forward-thinking Plan covering range of subject areas

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

○ Housing – What is Being Updated

Overall density increases in residential zones

Basic Requirements

- Allow 6 of 9 Middle Housing types in all Residential Zones
- 4 units per lot minimum
- Up to 6 units per lot if near transit and/or with affordability requirement
- Development regulations apply

How it is Implemented

- Allow all 9 types in different zones
- ADUs can satisfy MH requirements
- Rethinking intent of zones, amending zoning and land use designations
- New R-NM Residential Mixed-Use
- DUC Neighborhood Residential zone
- R-MHC Exclusion
- Development Regulations Updates
 - Consultant assistance

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

○ Housing – General Definitions

■ ACC 18.04 Definitions

- Middle Housing
- Include all 9 types of middle housing
- Accessory Dwelling Unit (attached and detached)
- Single-Family Dwelling to Single-Unit Detached Dwelling
- Multiple-Family Dwelling to Apartment
- Emergency Housing, Permanent Supporting Housing, Emergency Shelter
- Definition of Major Transit Stop



2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

○ Housing – Middle Housing Code

- ACC 18.25 Middle Housing Development Standards
 - Repurposes current Infill Residential Development Standards
 - Purpose and Intent of Middle Housing:

~~development~~ middle housing should be encouraged. Middle Housing shall be compatible in scale, form, and character with ~~single-family~~ single-unit detached houses that are allowed within the underlying zoning designation. This chapter identifies the standards for middle housing development. ~~conditions under which~~

- Applicability: Eligibility Criteria and Exceptions
- Calculating Permitted Middle Housing Units
 - ¼ mile walkshed from major transit stop – 6 units per lot, outside ¼ mile 4
- Affordability bonus
- Parking Requirements – one stall per unit outside ½ mile of major transit stop
- Inclusion of ADU as acceptable Middle Housing development type for purposes of density
- Design Standards
- Usable Open Space

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

● Housing – Design Review

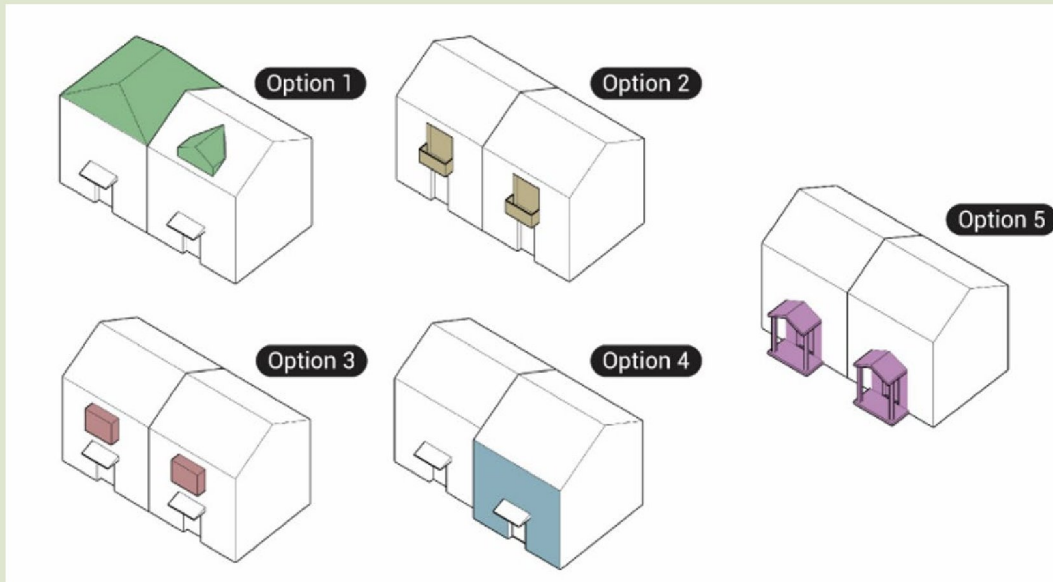
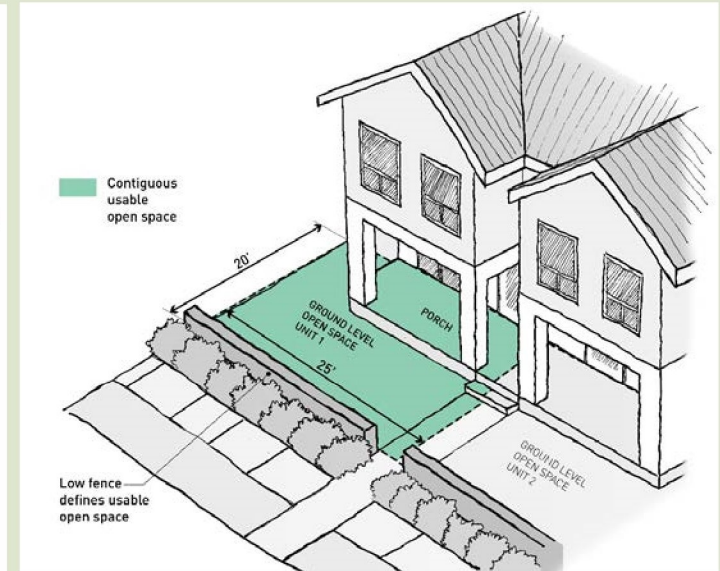


Figure 18.25.050(I) Middle Housing Articulation Options



ACC 18.25.100 Usable Open Space

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

Land Use and Zoning – Table of Changes

Proposed Land and Zoning - Overall Density Increases in Residential Zones

Existing Zoning District	Proposed Zoning	Existing Land Use	Proposed Land Use	Description
RC RESIDENTIAL CONSERVANCY	RC RESIDENTIAL CONSERVANCY	Residential Conservancy	Residential Conservancy	Allow for Middle Housing
R1 - RESIDENTIAL 1 DU/ACRE	R1 - RESIDENTIAL 1 DU/ACRE	Single Family	Neighborhood Residential One	Allow for Middle Housing SF, Townhouse, Duplex, Triplex, Fourplex, Two-Story Stacked Flats, Courtyard Apartments, Cottage Housing - 4-6 units/lot, ADUs
R-5, R-7	R2 - Residential Low	Single Family	Neighborhood Residential Two	R2 (No SF)+ Fiveplex, Sixplex, 3-Story Stacked Flats, Apartment Buildings and Mixed-Use up to 20 units/3 Stories, ADUs
R-10, R-16	R3 - Residential Moderate	Moderate Density Residential	Neighborhood Residential Two	R3 + Apartment Buildings and Mixed-Use over 20 units/3-Stories, ADUs
R-20	R4 - Residential High	Multiple-Family	Neighborhood Residential Three	R4 and C1 Uses + Mixed-Use (horizontal or vertical) Emphasis
N/A	R-NM NEIGHBORHOOD MIXED-USE	N/A	Mixed-Use	Smaller-scale R-NM with emphasis on conversion of existing structure, middle housing not to exceed two stories. No new SF.
RO - Residential Office	RF - FLEX-RESIDENTIAL	Varies	Mixed-Use	
Downtown Urban Center	DUC Downtown Urban Center - 125 District	Downtown Urban Center	Downtown Urban Center	DUC up to 125' tall buildings where permitted
Downtown Urban Center	DUC Downtown Urban Center - 75 District	Downtown Urban Center	Downtown Urban Center	DUC up to 75' tall buildings where permitted
Downtown Urban Center	DUC Downtown Urban Center - 55 District	Downtown Urban Center	Downtown Urban Center	DUC up to 55' tall buildings where permitted
Downtown Urban Center	DUC Neighborhood Residential District	Downtown Urban Center	Downtown Urban Center	R-3
Downtown Urban Center	DUC Health and Wellness District	Downtown Urban Center	Downtown Urban Center	Multicare Zone RF with permitted specific industrial uses (craft workshops, breweries, coffee, etc.)
Downtown Urban Center	DUC Flex-Residential District	Downtown Urban Center	Downtown Urban Center	C-1 but DUC Design Guidelines Apply
Downtown Urban Center	DUC Light Commercial District	Downtown Urban Center	Downtown Urban Center	C-2 but DUC Design Guidelines Apply
Downtown Urban Center	DUC Heavy Commercial District	Downtown Urban Center	Downtown Urban Center	M-1 but DUC Design Guidelines Apply
Downtown Urban Center	DUC Light Industrial District	Downtown Urban Center	Downtown Urban Center	

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Core Changes to Land Use Element

Land Use and Zoning - Residential

■ ACC 18.07 Residential Zones

- RC and R1 – Largely the same as currently adopted
- R2 – Residential Low Zone (R5 and R7) – SUD, Middle Housing, ADUs | Primary Residential Zone in Auburn.
- R3 – Residential Moderate Zone (R10 and R16) – Middle Housing, ADU, Smaller Apartments and mixed-use, Supportive Housing
 - Zone may be used more broadly moving forward
- R4 – Residential High (R20) – R3 uses plus larger mixed-use and apartment development
- RF Residential Flex – Similar to R0 with focus on conversion of existing SUD into retail/flexible space near E Main and other key corridors
- Neighborhood-service small commercial allowed in R2-R4, R-NM

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

Land Use and Zoning - Residential

■ ACC 18.07 Residential Zones

■ R-NM Neighborhood Mixed-Use

1. The intent of the R-NM Residential Mixed-Use zone is to provide a flexible approach that achieves a mix of dense residential development and light commercial uses in either a vertical or horizontal configuration. Within this zone there will be a mix of retail, office, middle housing, and multi-story residential uses, with attractive design and accessible spaces for people to live, work, and visit. This zoning designation is served primarily by a combination of transit, pedestrian, and bicycle facilities allowing people to access amenities without needing a personal vehicle. Uses and densities allowed within this zone will be consistent with the uses permitted in the C-1 Light Commercial and the densities of the R4 - Residential High zone. New development and redevelopment will incorporate a mix of residential and commercial uses. In addition, parks and open spaces are encouraged and will be permitted through the administrative use permit process. ~~allowed via administrative permit.~~

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

Land Use and Zoning - Residential

ACC 18.07 Residential Zones

- 18.07.020 Uses updated to reflect intent of zones, new zones, and other considerations

18.07.020 Uses.

Table 18.07.020. Permitted Use Table – Residential Zones

<u>P = Permitted A = Administrative C = Conditional Use X = Not Permitted</u>							
<u>Land Uses</u>	<u>Zoning Designations</u>						
	<u>RC</u>	<u>R-1</u>	<u>R-2</u>	<u>R-3</u>	<u>R-4</u>	<u>R-NM</u>	<u>R-F</u>
<u>A. Residential Uses.</u>							
<u>Accessory dwelling units subject to the provisions contains in ACC 18.31.120</u>	<u>P¹</u>	<u>P¹</u>	<u>P¹</u>	<u>P¹</u>	<u>P¹</u>	<u>P¹</u>	<u>P¹</u>

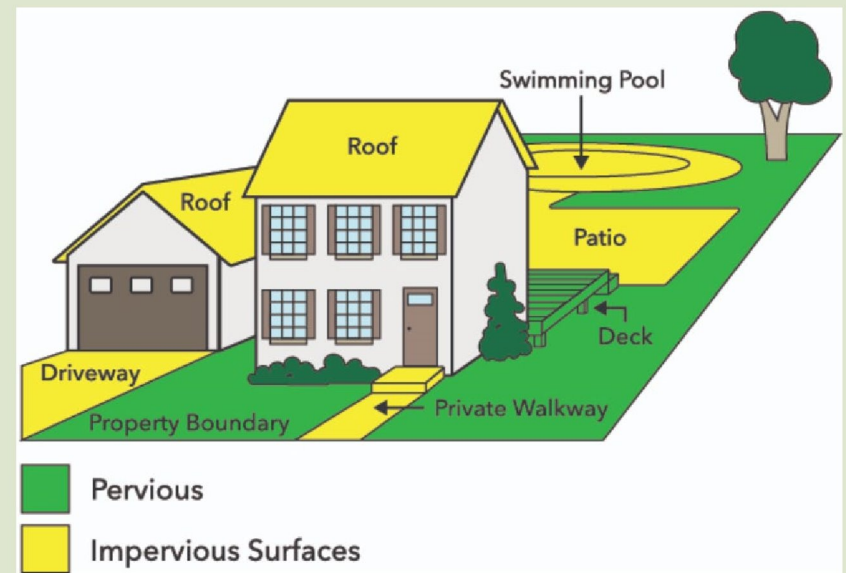
2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

Land Use and Zoning - Residential

- ACC 18.07 Residential Zones
 - 18.07.030 Development Standards – substantial updates to incorporate middle housing
 - Base units, lot area per unit above base allowance, maximum units per lot, setbacks reductions to accommodate middle housing
 - Maximum impervious surface area (%) – removed lot coverage, now primary coverage requirement



Source: City of Savage, MN

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

Land Use and Zoning – Commercial and Industrial

- ACC 18.23 Commercial and Industrial Zones
 - Consolidate C-N Neighborhood Shopping Center Zone into C-1 Light Commercial – lower intensity
 - Existing C3 Heavy Commercial now C2 Heavy Commercial – medium to high intensity
 - C-AG Auburn Gateway Zone – renaming previous C4 zone that implemented this
 - Uses updated to reflect intent of C1, C2 zones
 - Few updates to Development Standards

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

Land Use and Zoning – Landscape and Screening

- ACC 18.50 Landscape and Screening
 - Incorporation of new/amended zoning designations
 - Reduction in minimum landscape coverage and landscape perimeter area butting residential property to accommodate middle housing
 - 18.50.045 Preservation of significant trees and other tree code updates under consideration

Table 18.50.040(A). Minimum Landscape Requirements by Zoning District

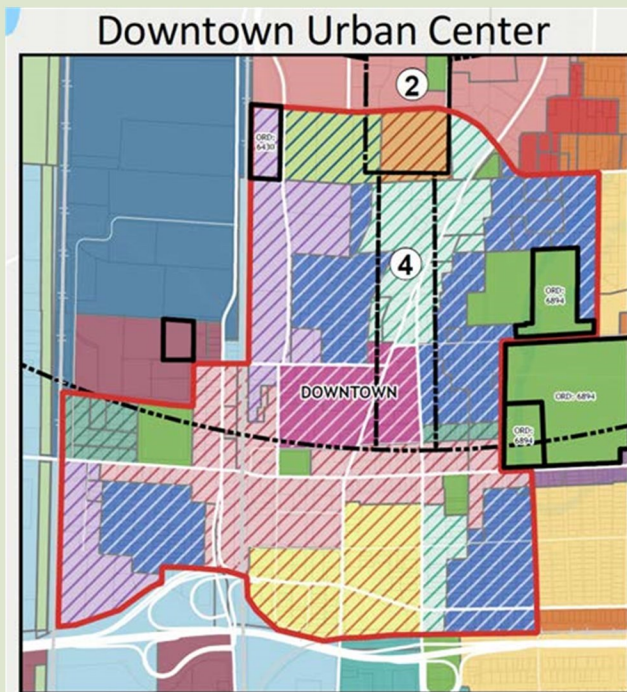
Zones	Minimum Landscape Coverage ¹	Minimum Landscape Planter Width – Perimeter Areas ²	
		Abutting Street ³	Abutting Residential Property
Residential Zones			
RC and , R-1, R-5, and R-7 Residential Zones ⁴	N/A	N/A	N/A
R-2 and R-3 Zones ⁵	10%	N/A	N/A
R-10, R-16 and R-20 R-4 and R-NM Zones ⁵	1020%	6 ft.	610 ft.
Nonresidential Zones			

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

● Downtown Urban Center/Regional Growth Center



- Auburn Downtown Plan Update - 2025
- Expanded Regional Growth Center (RGC)
- Expanded Downtown Boundary Changes
- RGC and DUC Land Use Boundaries are Consistent

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

Land Use and Zoning - DUC

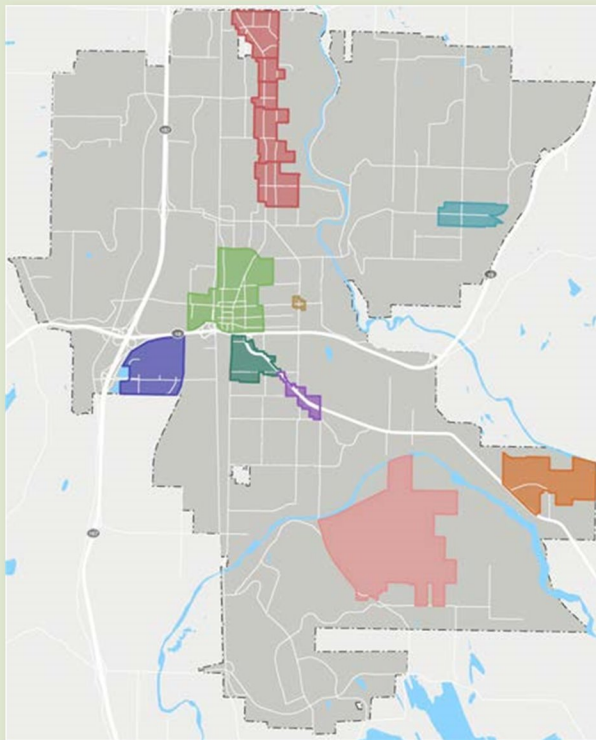
- ACC 18.29 DUC Downtown Urban Center District
 - Incorporates zoning and land use from Downtown Plan and Comprehensive Plan
 - New zoning districts implement variety of uses and development types throughout expanded downtown
 - More neighborhood areas as a result of expansion – DUC Neighborhood Residential
 - DUC Health and Wellness District to thoughtfully plan for role of hospital and medical use in downtown
 - Removal of exclusion of Taverns, restricting new SUDs
 - Development standards largely the same
 - Enhanced explanation of Floor Area Ratio (FAR)
 - Downtown Design Guidelines update to follow

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Overview of Code Updates

Land Use and Zoning – Growth Centers



Growth Centers

- Primary areas for residential and employment growth
- Located at key intersections, travel corridors, or previously adopted areas
- Smaller “Downtown Urban Centers”
- Downtown Urban Center, I-Street, Stuck River Subarea are primary growth centers
 - I-Street 2021 Housing is 6%, employment 9% of city total; 2044 – housing 7%, employment 13%
- Core of Growth Center is Mixed-Use Designation (horizontal or vertical)
- Zoning based on context
- Growth Centers should be Performance-Based to ensure consistency with accommodating growth targets

Downtown Urban Center	Outlet Collection	I Street Corridor
South Downtown	Auburn Way S	Academy
Lea Hill	Stuck River Road Subarea	M Street/ E Main

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW

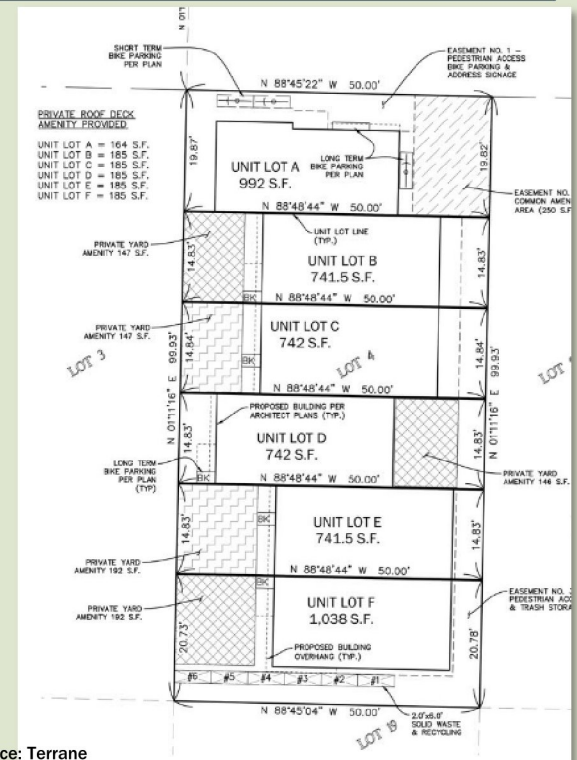


Overview of Code Updates

Unit Lot Subdivision

Intent of Change

- Alternative to condominium ownership; Unit is individually owned including land beneath it
- Complies with HB 1110 Requirements
- Ownership opportunities – middle housing is more affordable than traditional single-family houses
- “Parent Lot” and “Unit Lot”
- Easements for shared areas, owned in common (often through HOA)
- Implemented in development regulations and code; can be processed like standard subdivision



Source: Terrane

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Next Steps:

- Tonight: Land Use and Housing Code Update Overview
- August 19, 2024: Council Action on Resolution 5780 (PC Package 1)
- September 17, 2024: Planning Commission Code Workshop #1
- October 8, 2024: Planning Commission Code Workshop #2
- October 23, 2024: Planning Commission Code Workshop #3; PC Comp Plan Final Action; Annual Comp Plan
- December 2, 2024: City Council Action on Adoption of Comprehensive Plan and Related Code Amendments

2024 PERIODIC COMPREHENSIVE PLAN – CODE UPDATE OVERVIEW



Questions, Discussion, and Feedback