

**Planning Commission Meeting
July 2, 2024 - 6:30 PM
City Hall Council Chambers
MINUTES**

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.

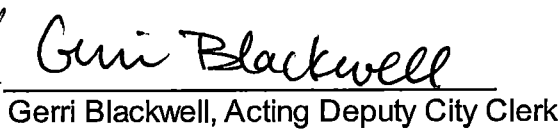
Director Gaub provided information on existing Police building plans and upgrades.

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

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.