



City Council Study Session

June 8, 2015 - 5:30 PM

Auburn City Hall

AGENDA

[Watch the meeting LIVE!](#)

[Watch the meeting video](#)

Meeting videos are not available until 72 hours after the meeting has concluded.

I. CALL TO ORDER

A. Roll Call

II. ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

III. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Public Works Project No. CP1412 - Auburn Community and Youth Center Project - 15 Minute Presentation / 15 Minute Q & A* (Sweeting)

B. Recreational Vehicles as Dwelling Units - 15 Minute Presentation / 15 Minute Q & A* (Tate)

Review and discuss Auburn City Code (ACC) Chapters 18.07 and 18.46A relating to Recreational Vehicles (RV) and Temporary Use Permits associated with Recreational Vehicles

IV. OTHER DISCUSSION ITEMS

V. 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.

*Denotes attachments included in the agenda packet.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Public Works Project No. CP1412 - Auburn Community and Youth Center Project - 15 Minute Presentation / 15 Minute Q & A

Date:

June 1, 2015

Department:

CD & PW

Attachments:

[Project Summary](#)

Budget Impact:

\$0

Administrative Recommendation:

CP1412 Auburn Community and Teen Center Project, Final Design.

Background Summary:

This project will design and construct a community and youth center at the north end of the Les Gove Community Campus. The community and youth center will provide approximately 21,000 square feet of building space to be used for educational, cultural, and social activities. Emphasis will be made on creating spaces that will attract teens and encourage cross-generational interactions with the existing neighboring Senior Center. The community and youth center will be created by renovating the City's existing Parks, Recreation and Arts Administration Building (approximately 7,300 square feet) and adding approximately 13,700 square feet of new building space.

The project design is complete and the construction contract will be advertised for bids starting June 9th. The project team will present a summary of the final design at the Study Session.

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

Sweeting

Meeting Date: June 8, 2015

Item Number: DI.A

AUBURN COMMUNITY AND YOUTH CENTER

PROJECT SUMMARY - UPDATE

June 8, 2015

PROJECT DESCRIPTION

This project will design and construct a community and youth center at the north end of the Les Gove Community Campus. The community and youth center will provide approximately 21,000 square feet of building space to be used for educational, cultural, and social activities. Emphasis will be made on creating spaces that will attract teens and encourage cross-generational interactions with the existing neighboring Senior Center. The community and youth center will be created by renovating the City's existing Parks, Recreation and Arts Administration Building (approximately 7,300 square feet) and adding approximately 13,700 square feet of new building space.

ENGAGEMENT and OUTREACH (recently completed and upcoming)

February 10, 2015 – Community Groups Meeting, discussed project with specific community groups.

February 23, 2015- City Council Study Session, present schematic design

- February to August – Public engagement through internet, virtual open house, social media
- April 13, 2015 – City Council Study Session, provide project update
- June 2015 – City Council Study Session, provide project update
- August 2015 – City Council Meeting, Award Construction Contract
- August 2015 – Community Meeting after project award to discuss construction schedule and impacts and building design/programming.
- August 2015 to June 2016 – Public engagement through internet and social media.

PROJECT SCHEDULE (project is currently on-schedule)

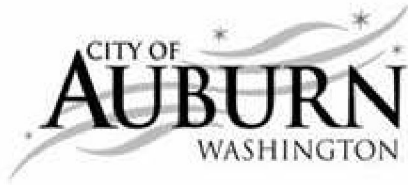
Design and Permitting	November 2014 – June 2015
Bidding and Award	June 2015 – July 2015
Construction	August 2015 – June 2016
Grand Opening	June 2016

PROJECT BUDGET (Project is currently within budget)

Design and Permitting	\$1.9 million
Construction, Furniture, Commissioning	\$6.7 million
<u>Project Contingency</u>	<u>\$0.4 million</u>
Total	\$9.0 million

CURRENT STATUS

The project design is complete and the construction contract will be advertised for bids starting June 9th.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Recreational Vehicles as Dwelling Units - 15 Minute
Presentation / 15 Minute Q & A

Date:

June 1, 2015

Department:

Planning and Development

Attachments:

[Memorandum](#)
[Attachment A](#)

Budget Impact:

\$0

Administrative Recommendation:**Background Summary:**

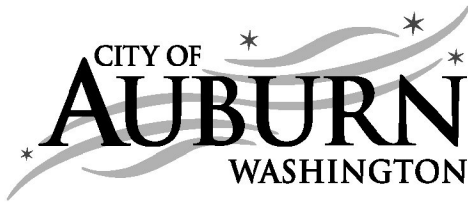
See the attached Memorandum.

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

Tate

Meeting Date: June 8, 2015

Item Number: DI.A



MEMORANDUM

TO: Mayor Backus and City Council Members

FROM: Jeff Tate, Assistant Director of Community Development

DATE: June 3, 2015

RE: Recreational Vehicles as Dwelling Units

Background

On a somewhat routine basis City Code Enforcement receives inquiries and/or complaints regarding people who are living in a Recreational Vehicle (RV). A typical inquiry directed to Code Enforcement is that an RV has been placed within a residential neighborhood where the occupant of a single family home has allowed the RV to be parked on their property and occupied by another family, friend, or renters to reside within the unit for an extended period of months.

While Auburn City Code (ACC) provides definitions, permitting requirements and development regulations for RV parks it does not provide guidance on how RV living should be regulated outside of RV parks. Most cities establish regulations that describe the permitting requirements, circumstances, and durations under which living within an RV is allowed. Additionally, most cities do not permit living within an RV outside of an RV park in perpetuity. A common allowance for temporary RV living is where a property owner is building a permanent residence and the owner desires to live on site during the construction activity.

Other Jurisdictions

Kent – An RV may be used as a dwelling unit on a temporary basis that does not exceed 90 days and provided the use of the RV is consistent with the underlying zone. This means that Kent allows an RV to be used for temporary living quarters in residential and mixed use zones for up to 90 days and that they prohibit an RV as a dwelling unit in commercial and industrial zones. Requires obtaining a Temporary Use Permit from City.

Federal Way – Living within an RV outside of an approved RV park is not permitted.

Puyallup – RV's may be used for temporary lodging on the site of an active construction project but for no longer than 6 months. Requires that the owner obtain a temporary use permit in order to place the RV and allow it to be used as temporary lodging.

Renton – Living within an RV outside of an approved RV park is not permitted.

Tacoma – Living within an RV outside of an approved RV park is not permitted.

Discussion

Staff proposes to add clarifying language to Chapter 18.07 that prohibits living within an RV in any residential zone unless it is located within an approved RV park. As noted in Attachment A, staff also included automobiles and boats as prohibited types of residences. This addition is proposed because Code Enforcement has experienced situations where someone is living in a van or boat that is sitting on a trailer.

Staff also proposes to add language to Chapter 18.46A, the temporary use section of Auburn City Code that provides for an allowance that a property owner can obtain a Temporary Use Permit to live in an RV for a period of 6 months during construction of a permanent residence. The draft language also states that a single 6 month extension can be granted in the event the permanent residence has not been finished.

There are times where Auburn Code Enforcement visits a property and finds that someone has out of town visitors that are staying in an RV that is parked on site. These types of visits tend to last no more than a few days and very rarely more than a month. When Code Enforcement learns of this situation the policy has been to inform the property owner that it is not the intent of the residential zoning designation to allow RV living but that they will revisit the property in a few weeks to verify that the RV has moved on. This interaction is verbal and occurs without any written notification unless they find the RV is still there. Staff suggests that the City continue with this type of policy rather than codifying standards that create an inflexible box to work within.

Staff presented the attached draft code amendments to the Planning Commission on June 2, 2015 as a discussion item. Staff did not present the materials as part of a public hearing or make a request that the Planning Commission make a decision. The following points of discussion were raised during their meeting by individual Commission members (e.g. they do not necessarily represent majority or minority sentiment):

- It was suggested that if RV(s) are located on private residential properties it is appropriate to allow friends or family to live within those units in order reduce homelessness. Staff responded by indicating that surrounding neighbors perceive RV living on adjacent lots as degrading their property values and it has been our observation that other types of undesirable activity accompanies these situations.
- If the City were to require a permit for placement of a RV on a residential lot the inspection should be focused on making sure that the occupants are living within a safe and healthy environment and not on whether there is an impact to the surrounding residential neighbors. Staff responded to this comment by indicating that we do not have any standards to utilize in this type of inspection. Recreational Vehicles are not regulated under the International Building Code which is the set of rules that govern occupancy limits, utility connections, structural integrity, etc. It would therefore be difficult to make a life/safety determination in these scenarios.

Questions:

1. Is it appropriate to make amendments to the draft proposal that would allow for limited or unlimited living within an RV on a residential lot?
2. Are there other considerations that should be included the draft proposal before a formal draft is transmitted to Planning Commission for public hearing?

ATTACHMENT A

18.04.330 Dwelling.

“Dwelling” means a building designed exclusively for residential purposes for occupancy by a person, family, or unrelated group with one or more rooms for living and sleeping purposes, containing kitchen facilities and rooms with internal accessibility, including single-family, two-family, multiple-family dwellings, and townhouse dwellings but not including Recreational Vehicles, or hotels or motel units without kitchens

18.07.020 Uses.

Table 18.07.020

Permitted Use Table – Residential Zoning Designations

P = Permitted A = Administrative C =Conditional Use X = Not Permitted							
Land Uses	Zoning Designations						
	RC	R-1	R-5	R-7	R-10	R-16	R-20
A. Residential Uses.							
Accessory dwelling units	P	P	P	P	X ¹	X ¹	X ¹
Accessory use, residential	P	P	P	P	P	P	P
Adult family home	P	P	P	P	P	P	P
Bed and breakfast	P	P	P	P	P	P	P
Communal residence four or less individuals	P	P	P	P	P	P	P
Duplexes; provided, that minimum lot size of zoning designation is met and subject to compliance with Chapter 18.25 ACC (Infill Residential Development Standards)	X	X	A	P	P	P	X
Foster care homes	P	P	P	P	P	P	P
Group residence facilities (7 or more residents)	X	X	X	X	C	C	C
Group residence facilities (6 or fewer residents)	P	P	P	P	P	P	P
Keeping household pets ⁴	P ²	P ²	P ²	P ²	P ²	P ²	P ²
Multiple-family dwellings	X	X	X	X	A	P	P

Table 18.07.020

Permitted Use Table – Residential Zoning Designations

P = Permitted A = Administrative C =Conditional Use X = Not Permitted							
Land Uses	Zoning Designations						
	RC	R-1	R-5	R-7	R-10	R-16	R-20
Neighborhood recreational buildings and facilities owned and managed by the neighborhood homeowners' association	A ⁶	A ⁶	A ⁶	A ⁶	A ⁶	P	P
<u>Recreational vehicles, that are not part of an approved recreational vehicle park, and boats, automobiles, and other vehicles used as a dwelling unit</u>	X	X	X	X	X	X	X
Renting of rooms, for lodging purposes only, to accommodate not more than two persons in addition to the family or owner occupied unit ¹	P	P	P	P	P	P	P
Residential care facilities including but not limited to assisted living facilities, convalescent homes, continuing care retirement facilities	P	P	X	X	A	P	P
Single-family detached dwellings, new	P	P	P	P	P	P	X
Supportive housing, subject to the provisions of ACC 18.31.160	X	X	X	X	X	P	P
Swimming pools, tennis courts and similar outdoor recreation uses only accessory to residential or park uses	P	P	P	P	P	P	P
Townhouses (attached)	X	X	X	X	P	P	P
B. Commercial Uses.							
Commercial horse riding and bridle trails	A	X	X	X	X	X	X
Commercial retail, included as part of mixed-use development and not a home occupation in compliance with Chapter 18.60 ACC	X	X	X	X	A	A	A
Daycare, limited to a mini daycare center. Daycare center, preschool or nursery school	X	A	A	A	A	A	A

¹ An owner occupant that rents to more than two persons but no more than four persons is required to obtain a City of Auburn Rental Housing Business License and shall meet the standards of the International Property Maintenance Code.

Table 18.07.020

Permitted Use Table – Residential Zoning Designations

P = Permitted A = Administrative C =Conditional Use X = Not Permitted							
Land Uses	Zoning Designations						
	RC	R-1	R-5	R-7	R-10	R-16	R-20
may also be permitted but must be located on an arterial							
Home-based daycare as regulated by RCW 35.63.185 and through receipt of approved city business license	P	P	P	P	P	P	P
Home occupations subject to compliance with Chapter 18.60 ACC	P	P	P	P	P	P	P
Mixed-use development ³	X	X	X	X	P	P	P
Nursing homes	X	X	X	X	C	C	C
Private country clubs and golf courses, excluding driving ranges	X	X	C	C	C	X	X
Privately owned and operated parks and playgrounds and not homeowners' association-owned recreational area	X	A	A	A	A	P	P
Professional offices, included as part of mixed-use development and not a home occupation in compliance with Chapter 18.60 ACC	X	X	X	X	A	A	A
C. Resource Uses.							
Agricultural enterprise: ⁷							
When 50 percent, or more, of the total site area is dedicated to active agricultural production during the growing season, and with 52 or less special events per calendar year	A ⁷	X	X	X	X	X	X
When less than 50 percent of the total site area is dedicated to active agricultural production during the growing season, or with more than 52 special events per calendar year	C ⁷	X	X	X	X	X	X
Agricultural type uses are permitted provided they are incidental and secondary to the single-family use:							
Agricultural crops and open field growing	P	X	X	X	X	X	X

Table 18.07.020

Permitted Use Table – Residential Zoning Designations

P = Permitted A = Administrative C =Conditional Use X = Not Permitted							
Land Uses	Zoning Designations						
	RC	R-1	R-5	R-7	R-10	R-16	R-20
(commercial)							
Barns, silos and related structures	P	X	X	X	X	X	X
Commercial greenhouses	P	X	X	X	X	X	X
Pasturing and grazing ⁴	P	X	X	X	X	X	X
Public and private stables ⁴	P	X	X	X	X	X	X
Roadside stands, for the sale of agricultural products raised on the premises. The stand cannot exceed 300 square feet in area and must meet the applicable setback requirements	P	X	X	X	X	X	X
Fish hatcheries	C	X	X	X	X	X	X
D. Government, Institutional, and Utility Uses.							
Civic, social and fraternal clubs	X	X	X	X	A	A	A
Government facilities	A	A	A	A	A	A	A
Hospitals (except animal hospitals)	X	X	X	X	X	C	C
Municipal parks and playgrounds	A	P	P	P	P	P	P
Museums	X	X	X	X	A	A	A
Religious institutions, less than one acre lot size	A	A	A	A	A	A	A
Religious institutions, one acre or larger lot size	C	C	C	C	C	C	C
Transmitting towers	C	C	C	C	C	C	C
Type 1-D Wireless Communication Facility (see ACC 18.04.912(J))	P	P	P	P	P	P	P
Utility facilities and substations	C ⁵	C ⁵	C ⁵	C ⁵	C ⁵	C ⁵	C ⁵

1. An accessory dwelling unit may be permitted with an existing single-family residence pursuant to ACC 18.31.120.

2. Please see the supplemental development standards for animals in ACC 18.31.220.

3. Individual uses that make up a mixed-use development must be permitted within the zone. If a use making up part of a mixed-use development requires an administrative or conditional use permit, the individual use must apply for and receive the administrative or conditional use approval, as applicable.
4. Proximity of pasture or livestock roaming area to wells, surface waters, and aquifer recharge zones is regulated by the King or Pierce County board of health, and property owners shall comply with the provisions of the King County board of health code.
5. Excludes all public and private utility facilities addressed under ACC 18.02.040(E).
6. Administrative use permit not required when approved as part of a subdivision or binding site plan.

18.46A.070 General and specific temporary use permits.

A. General Type I Temporary Use Permits. In accordance with ACC 18.46A.030, the planning director or designee may approve the following general Type I temporary uses and structures:

1. For all zoning districts:

- a. Temporary use of land to conduct nonprofit events of up to six calendar days or less, where the events are of a kind not typically used by the sponsor at the location or site of the event;
- b. Temporary parking facilities for private uses for four weeks or less per year;
- c. Temporary fencing for public or private uses for four weeks or less per year;
- d. Temporary use of privately owned property for temporary offices, construction trailers, materials storage, equipment storage or vehicle parking essential to and only in conjunction with the construction or building of public buildings, structures, road, or utility improvements.

2. For residential zoning districts:

- a. Temporary modular sales and leasing offices for on-site residential development properties;
- b. Placement of tents, canopies, or membrane structures for zero to two weeks per year that meet setbacks of the underlying zone;
- c. Placement of portable moving and storage containers for no greater than three weeks per year;
- d. On-site temporary caretaker trailers for private or nonprofit residential construction;
- e. On-site temporary construction trailers and offices and storage areas for construction materials and equipment for private or nonprofit residential construction;

f. Special events such as a community block party, neighborhood parade or similar event involving multiple properties and causing temporary impacts to public rights-of-way or potential increased need for public services.

g. Living within a recreational vehicle on a property when a building permit to construct a permanent dwelling unit has been issued and construction activity remains active.

3. For nonresidential zoning districts:

- a. Commercial carnivals, circuses and shows;
- b. Temporary sales and leasing offices for on-site commercial or industrial development properties;
- c. On-site temporary construction trailers and offices and storage areas for construction materials and equipment for commercial, industrial or institutional construction;
- d. On-site temporary caretaker trailers for commercial, industrial or institutional construction sites;
- e. Temporary changes of uses and associated temporary structures for four weeks or less per year;
- f. Temporary mobile sales for the sale of plants, flowers, books, crafts, produce, beverages, food, and other similar items in a single location for no more than two hours per day;
- g. Placement of commercial storage containers for no more than three weeks per year;
- h. Special events such as a weekend sales event or outdoor concert causing temporary impacts to public rights-of-way or potential increased need for public services;
- i. Holiday-related seasonal sales lots along with their associated temporary structures subject to compliance with the following:
 - i. Applicant demonstrates written proof of property owner permission for use of the subject property;
 - ii. Adequate off-street parking is provided;
 - iii. The use will not interfere with adequate vision clearance, as governed by the city of Auburn engineering design standards, as amended;

- iv. The use will not obstruct pedestrian access on public rights-of-way;
 - v. Signage shall comply with the city's signage regulations;
 - vi. Compliance to conditions required by the building official and fire marshal for minimum building, fire and life safety codes;
 - vii. Adequate provisions for trash disposal and sanitary facilities are provided.
- j. Agricultural seasonal sale of produce subject to compliance with the following:
- i. Demonstrates written proof of property owner permission for use of the subject property;
 - ii. Adequate off-street parking is provided;
 - iii. The use will not interfere with adequate vision clearance, as governed by the city of Auburn engineering design standards, as amended;
 - iv. The use will not obstruct pedestrian access on public rights-of-way;
 - v. Signage shall comply with the city's signage regulations;
 - vi. Compliance to conditions required by the building official and fire marshal for minimum building, fire and life safety codes;
 - vii. Adequate provisions for trash disposal and sanitary facilities are provided.