



**Planning Commission  
Regular Meeting  
December 3, 2024 - 6:30 PM  
City Hall Council Chambers**

**MINUTES**

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**PUBLIC PARTICIPATION**

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

**CALL TO ORDER**

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

**ROLL CALL**

Commissioners present: Vice Chair Phillip Stephens, Julie Berry, Kent Sprague, William Stewart, Aaron VanderPol, and Lynn Walters. Commissioner Aaron VanderPol arrived at 6:31 p.m. Chair Judi Roland was excused.

Staff members present: Planning Services Manager Alexandria Teague, Senior City Staff Attorney Taryn Jones, Director of Community Development Jason Krum, Planner Alyssa Tatro, Utilities Engineering Manager Ryan Vondrak, Water Utility Engineer Senait Gebreeyesus, Acting Deputy City Clerk Gerri Blackwell, and Deputy City Clerk Hannah Scholl.

**PLEDGE OF ALLEGIANCE**

Vice Chair Phillip Stephens led those in attendance in the Pledge of Allegiance.

**AGENDA MODIFICATIONS**

There were no agenda modifications.

**AUDIENCE PARTICIPATION**

No public comments were received.

## **APPROVAL OF MINUTES**

- A. October 8, 2024 Draft Minutes from the Regular Planning Commission Meeting

Commissioner Sprague moved and Commissioner Berry seconded to approve the October 8, 2024, Meeting Minutes.

MOTION CARRIED UNANIMOUSLY. 6-0

- B. October 23, 2024 Draft Minutes from the Special Planning Commission Meeting

Commissioner Sprague moved and Commissioner Berry seconded to approve the October 23, 2024, Meeting Minutes.

MOTION CARRIED UNANIMOUSLY. 6-0

## **INTRODUCTION**

- A. 2024 Comprehensive Plan - Planning Commission (Teague)  
Brief overview of tonight's agenda items.

## **PUBLIC HEARING**

- A. Water Plan (Vondrak)  
Planning Commission deliberation and action on the proposed changes to the Capital Facilities Element

Vice Chair Stephens opened the Public Hearing at 6:34 p.m.

Engineer Gebreeyes provided the Commission with a presentation on the Water Plan including a recap of the Plan, Water System Service Area details, King County Appeals process, and planning data. She also discussed the System Analysis and Asset Management including the Department of Health Regulatory Compliance updates, and Tacoma Water Intertie Capacities. She discussed the Source Water Rights including the Department of Ecology Water Rights, and the Water Use Efficiency Program. She provided an overview of the Capital Improvements Plan, Financial update, Water System Policies, and next steps. Manager Vondrak discussed the necessary upgrades causing the rate increase, and advised Auburn water rates are comparable to other jurisdictions.

The Commission discussed Braunwood Well Water Rights, and Water Rates, and future rate fluctuations.

In-Person Comments:

Bruce Parker - Auburn, WA

Bruce discussed new Water Wells and possible locations.

Vice Chair Stephens closed the Public Hearing at 7:08 p.m.

Commissioner Sprague moved and Commissioner Berry seconded, to provide the recommended Water Plan move forward to the City Council for approval.

5-1. Commissioner Stewart voted no.

**OTHER BUSINESS**

- A. Capital Facilities Element (Tatro)  
Planning Commission deliberation and action on the proposed changes to the Capital Facilities Element

Planner Tatro provided the Commission with a recap on the core changes of the Capital Facilities Element.

Commissioner Stewart moved and Commissioner Sprague seconded to provide the recommended Capital Facilities Element updates to City Council for approval.

MOTION CARRIED UNANIMOUSLY. 6-0

- B. Utilities Element (Tatro)  
Planning Commission deliberation and action on the proposed changes to the Utilities Element

Planner Tatro provided the Commission with a recap on the core changes of the Utilities Element.

The Commission discussed natural gas requirements.

Commissioner Walters moved and Commissioner Sprague seconded to provide the recommended Utilities Element updates to City Council for approval.

MOTION CARRIED UNANIMOUSLY. 6-0

- C. Land Use and Housing Element (Tatro)  
Planning Commission deliberation and action on the proposed changes to the Housing and Land Use Element

Planner Tatro provided the Commission with a presentation on the Land Use Housing Element updates including public comments received and staff responses, updates, and next steps.

The Commission discussed public comments, updates made, and Accessory Dwelling Units (ADUs).

Commissioner Sprague moved and Commissioner VanderPol seconded to provide the recommended Land Use and Housing Elements updates to City Council for approval.

**MOTION CARRIED UNANIMOUSLY. 6-0**

- D. 2024 Period Comprehensive Plan Update Package 2 (Teague)  
Planning Commission deliberation and action on the elements contained in package 2: Transportation Plan, Sewer Plan, Stormwater Plan, Water System Plan, PROS Plan, Parks Element, Capital Facilities Element, Utilities Element, Transportation Element

Manager Teague provided the Commission with an update on the 2024 Periodic Comprehensive Plan Package No. 2, including a recap of the entire update process. She thanked the Commissioners for their help and contributions.

The Commission discussed community outreach, and thanked staff for all of their hard work.

Commissioner Stewart moved and Commissioner Walters seconded to provide the recommended 2024 Period Comprehensive Plan Package No. 2 to City Council for approval.

**MOTION PASSED UNANIMOUSLY. 6-0**

## **COMMUNITY DEVELOPMENT REPORT**

Manager Teague provided the Commission with a Community Development Report including an update on the Auburn Downtown Plan, Auburn City Code clean-up process, State Environmental Policy Act (SEPA) Regulations review, Battery Energy Storage Systems, and an upcoming review of the Commission's Rules of Procedure. She also thanked Vice Chair Stephens for his contributions to the Planning Commission.

The Commission discussed Battery Energy Storage Systems, the Rules of Procedure, and the next meeting date. Staff and Commissioners thanked Vice Chair Stephens for all his hard work during his time on the Planning Commission Board.

## **ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 7:53 p.m.

APPROVED this 7th day of January, 2025.

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Phillip Stephens, Vice Chair

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Gerri Blackwell, Acting Deputy City Clerk