



**Planning Commission Meeting
March 7, 2023 - 7:00 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 7:00 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, Vice Chair Phillip Stephens, Hanan Amer, Julie Berry, and Kent Sprague.

Commissioner Dimitri Moutzouris resigned his position on the Planning Commission effective January 29, 2023.

Staff members present: Planning Services Manager Jeff Dixon, Senior Planner Josh Steiner, Development Services Manager Jason Krum, Senior City Staff Attorney Doug Ruth, and Deputy City Clerk Rebecca Wood-Pollock.

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. January 4, 2023 Minutes from the Regular Planning Commission Meeting

Commissioner Stephens moved and Commissioner Sprague seconded to approve the January 4, 2023 minutes.

MOTION CARRIED UNANIMOUSLY. 5-0

V. OTHER BUSINESS

A. 2024 Comprehensive Plan Overview (Steiner)

Senior Planner Steiner presented the Commission with the 2024 Comprehensive Plan Framework and Updates. He explained the Growth Management Act and Puget Sound Regional Council (PSRC) requirements, countywide planning policies, Regional Growth Center (RGC) requirements, the Auburn Comprehensive Plan Amendments, and policy framework. His presentation also included the anticipated scope of comprehensive plan amendments including updates to the Core Plan, Land Use, Housing, Historic Preservation, and Climate Change Elements. Planner Steiner discussed the Public Works Elements including transportation and utilities, as well as the Economic Development, Parks and Recreation, and Capital Facilities Elements. He provided the Commission with updates on the state and regional requirements, as well as the proposed schedule and next steps in the 2024 Periodic Comprehensive Plan Framework.

The Commission requested a map showing the different activity unit allocations within the City, and discussed the updated elements, the Climate Change Element and upcoming changes in legislation, the Transportation Element, new businesses, telework jobs, the Housing Affordability Targets, public outreach, the review and approval process for the Comprehensive Plan, and the Auburn Airport.

B. Annual Review of Planning Commission Rules of Procedure (Dixon)

Planning Services Manager Dixon introduced proposed amendments to the Planning Commission Rules of Procedure. Senior Staff Attorney Ruth discussed changes to the rules to reflect recent changes in state legislation and the Open Public Meetings Act. The proposed changes included continuing to provide a remote attendance option, prohibition of the use of cell phones by Commissioners during meetings, the Chair's ability to create temporary committees, meeting minutes, quorums, notice to the public on continued public hearings, public comment, and public conduct.

The Commission discussed use of cell phones for calendaring purposes, committees, quorums and presence at public gatherings, public comment vs. public hearings, the definition of page size in the Public Comments and Conduct section.

Commissioner Sprague moved and Commissioner Stephens

seconded to adopt the revised Planning Commission Rules of Procedure.

MOTION CARRIES UNANIMOUSLY. 5-0.

VI. COMMUNITY DEVELOPMENT REPORT

Planning Services Manager Dixon presented the Commission with an upcoming City Capital Project for a new roadway connection between A Street SE and Division Street in order to allow for better vehicle and pedestrian traffic flow. He explained that it is scheduled to begin and end during the Summer of 2023.

The Commission discussed the timeline and landmarks at the location of this project, current ownership of the building, Muckleshoot Tribal Land jurisdiction and ongoing projects, employment population, and the future use of the St. Vincent De Paul building.

Manager Dixon explained the process for appointing Planning Commissioners.

Manager Dixon shared that the next Planning Commission Meeting is scheduled for April 4, 2023.

VII. ADJOURNMENT

There being no further business to come before the Planning Commission, the meeting was adjourned at 8:38 p.m.

APPROVED this 4th day of April, 2023.

	
JUDI ROLAND, CHAIR	Rebecca Wood-Pollock, 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.