



PLANNING COMMISSION

March 3, 2015

MINUTES

I. CALL TO ORDER

Chair Judi Roland called the meeting to order at 7:00 p.m. in the Council Chambers located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, WA.

II. ROLL CALL/ESTABLISHMENT OF QUORUM

Planning Commission Members present were: Chair Judi Roland, Vice-Chair Copple, Commissioner Lee, Commissioner Mason, Commissioner Baggett, Commissioner Pondelick, and Commissioner Smith.

Staff present included: Assistant Director of Community Development Jeff Tate, Planning Services Manager Jeff Dixon, Office Assistant Jennifer Oliver, and Community Development Secretary Tina Kriss.

Members of the public present: Russ Campbell and Colin Thorpe of the Village Square Condominiums.

III. APPROVAL OF MINUTES

A. January 6, 2015

The Commission asked that staff correct the minutes to include Commissioner Lee and remove Commissioner Couture.

Commissioner Copple moved and Commissioner Smith seconded to approve the minutes from the January 6, 2015 meeting as corrected.

Motion carried unanimously. 7-0

IV. PUBLIC COMMENT

There were no public comments on any item not listed on the agenda for discussion or public hearing.

V. PLANNING DEPARTMENT REPORT

Assistant Director Tate reported that the TREX building continues to progress and staff is expecting to see a Certificate of Occupancy date around April 30, 2015. The owner of the building will be seeking a temporary Certificate of Occupancy to set up a leasing office, model units, and efforts to fill the market-rate rental housing units. On the ground level there will be mixed-use commercial but tenants are not known.

The Merrill Gardens Senior Living project, south of the TREX apartments, has begun development. The demolition of existing building has taken place and grading for a preload is underway.

The City has received a proposal to build an apartment complex called "Promenade Apartments" on Lea Hill. The Complex will be located east and adjacent to "The Seasons at Lea Hill Village". This project is the early stages of application with a lot of work left to review and discuss.

As part of the 2015-2016 biennial budget approval, City Council included a new program budgeted item called the Downtown Façade Improvement Program. The program allows the city to create and market a grant program for downtown businesses for facade improvements.

Assistant Director Tate updated the Commission on the Comprehensive Plan update review timeline and materials that will be brought forward, including a utility draft plans which will be brought forward by staff at the next meeting.

VI. PUBLIC HEARINGS

There were no Public Hearing items scheduled.

VII. OTHER BUSINESS

A. Communal Residences.

Assistant Director Tate presented the staff report regarding Communal Residences. Staff provided background information on the previous Ordinance No. 6477 and the draft code amendments for consideration to this Ordinance and to eliminate the moratorium. A strikethrough and underlined version of the draft code amendments was distributed by staff. An email from Colin Thorpe to staff regarding the draft code amendments for consideration was also provided to the Commission.

The Commission and staff discussed options to determine the number of tenants per an overall square footage ratio and if this would be a reasonable standard and other options for determining the number of tenants. The International Property Maintenance Code Standards were discussed. Staff reviewed the code in regards to parking requirements for communal housing and the requirements of Auburn City Code.

Staff briefed the Commission on the activity to date by Green River College regarding college housing. A discussion was held regarding business licensing requirements and the inspections for those properties. A discussion was held regarding the number of cases noted to date regarding code enforcement of those in violation of the City's code on communal housing.

Planning Commissioner Scot Pondelick announced that as of this evening he would be resigning from his position as a Planning Commissioner due to taking on a leadership position at a non-profit and a King County advisory board for veterans as well as other commitments.

The next meeting will be held March 17, 2015 from 6:00 p.m. to 9:00 p.m.

VIII. ADJOURNMENT

There being no further business to come before the Planning Commission, Chair Roland adjourned the meeting at 8:25 p.m.