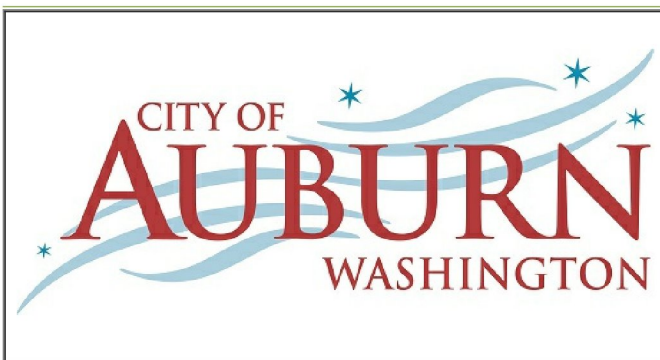
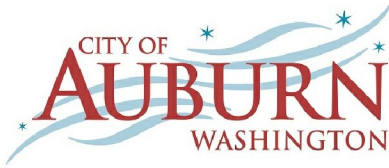


	City Council Study Session HHS SFA January 22, 2018 - 5:30 PM Council Chambers - City Hall AGENDA Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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- I. CALL TO ORDER
 - A. Roll Call
- II. ANNOUNCEMENTS REPORTS AND PRESENTATIONS
- III. AGENDA ITEMS FOR COUNCIL DISCUSSION
 - A. Joint Meeting with Airport Advisory Board (Snyder)(60 Minutes)
Discussion of the Competitive Market Assessment and Long term Rate Study
 - B. Tourism Update (Hinman)(15 Minutes)
 - C. Ordinance No. 6673 (Snyder)(5 Minutes)
Hearing Examiner's recommendation to approve a request to rezone a 7,500 square foot parcel from R-7 Residential to DUC (Downtown Urban Center)
 - D. Auburn Avenue Theater Update (Faber)(20 Minutes)
 - E. Proposed 2018 Legislative Priorities(Hinman)(15 Minutes)
Review of proposed 2018 federal and state legislative priorities
- IV. HEALTH AND HUMAN SERVICES DISCUSSION ITEMS
 - A. Report on 2017 Housing Repair (Hinman)(10 Minutes)
 - B. Human Services Funding Priorities (Hinman)(10 Minutes)
 - C. Human Services Grant Timeline (Hinman)(10 Minutes)
 - D. Proposed Resolution to Increase the Human Services Committee Membership (Hinman)(5 Minutes)
- V. OTHER DISCUSSION ITEMS
- VI. NEW BUSINESS
- VII. MATRIX
 - A. Matrix
- VIII. 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.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Joint Meeting with Airport Advisory Board (Snyder)(60 Minutes)

Date:

January 17, 2018

Department:

Community Development &
Public Works

Attachments:

No Attachments Available

Budget Impact:

Current Budget: \$0
Proposed Revision: \$0
Revised Budget: \$0

Administrative Recommendation:

City Council and Airport Advisory Board to discuss and provide input on Competitive Market Assessment and Long-Term Rate Study for the Auburn Municipal Airport

Background Summary:

The City of Auburn has engaged a consultant, FCS Group, to conduct a competitive market assessment and long-term rate study for the Auburn Municipal Airport. FCS Group began its work with the City in December 2017. As an early effort to gain broad-based perspective and understanding on perceptions, realities, opportunities and constraints pertaining to the Airport, FCS Group will facilitate a discussion between the Mayor, City Council and Airport Advisory Board at the City Council's January 22, 2018 study session. This will be an opportunity for all parties to discuss project goals and objectives, share ideas and concepts and to address airport-related opportunities and constraints.

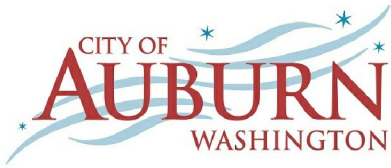
FCS Group will make a presentation at the meeting. Copies of this presentation will be distributed at the meeting to the Mayor, the City Council and the Airport Advisory Board.

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

Snyder

Meeting Date: January 22, 2018

Item Number:



AGENDA BILL APPROVAL FORM

Agenda Subject:

Tourism Update (Hinman)(15 Minutes)

Department:**Attachments:**

[Tourism Business Plan](#)

Date:

January 18, 2018

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:****Staff:**

Hinman

Meeting Date: January 22, 2018

Item Number:

2017 YEAR IN REVIEW AND LOOKING INTO 2018

AUBURN TOURISM

LORRAINE'S 2017 FOCUS

- ❑ Increase overnight visitors and lengths of stay
- ❑ Promote Auburn's attractions, retail, and restaurants
- ❑ Generate enthusiasm and participation from local residents
 - Civics Academy
 - Auburn Int'l. Farmers Market
- ❑ Create alliances and collaborations with regional entities.
- ❑ Continue with hotel staff training, FAMs, and engagement.
 - Concierge Binders
 - Monthly Concierge Newsletters
- ❑ Gauge Groups/Conference Experience
 - PNWFFA Golf Tournament
 - Seattle Parrot Expo

AUBURN TOURISM BOARD'S 2017 ACCOMPLISHMENTS

DEDICATED BOARD

- ❑ Established Rules & Procedures
- ❑ Legal Training with City Attorney and Met with City Staff to Understand Available Resources
- ❑ Identified Short-Term and Long-Term Goals
- ❑ Served as Hosts for Hotel Staff FAMs

MARKETING FOCUSED

- ❑ #ExploreAuburn and #AuburnAdventures
- ❑ 4th Quarter Digital Marketing Campaign
- ❑ Ad Hoc Committee for Interviewing Candidates and making a Marketing Agency Recommendation
- ❑ Drafted Budget for 2019-2020 for LTAC's Review

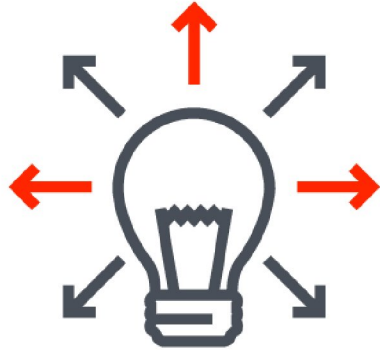
AUBURN TOURISM BOARD'S 2017 RECOMMENDATIONS TO LTAC

- ❑ ATB unanimously recommends to the LTAC to move the unrestricted reserve balance in the 2017 budget for the media buy to the 2018 budget, in addition to any leftover funds from 2017 that can be moved forward. – **UPDATE: The LTAC voted unanimously to recommend that \$61,000 be allocated to Marketing in the 2018 budget. The formal process with Finance will be initiated in early 2018.**
- ❑ Tourism Promotion Area (TPA): Board Members expressed their wish to see Auburn launch marketing campaigns to bolster the city first before partnering with surrounding communities. The possibility of a TPA was seen more as a long range goal of 3-5 years from now rather than an immediate consideration.

LORRAINE'S 2018 FOCUS

- ❑ Tourism Board Expansion
- ❑ Coordinate Marketing Plan Strategy & Implementation w/Selected Agency
- ❑ Content Management of Website and Social Media Platform in conjunction with Marketing Agency Recommendations
- ❑ Integrating Communication with Visitors at the Booking and Departure stage via Hotels
- ❑ Manage the Creation of Tourism Video geared towards Winter Activities
- ❑ Capturing heads in beds from local Sporting Events
- ❑ 2018 Japan-America Grassroots Summit
- ❑ Develop a Volunteer Base for Tourism Endeavors
- ❑ Community Visibility
- ❑ Build Online Presence (e.g. TripAdvisor, WikiTravel, Scenic WA, etc.)

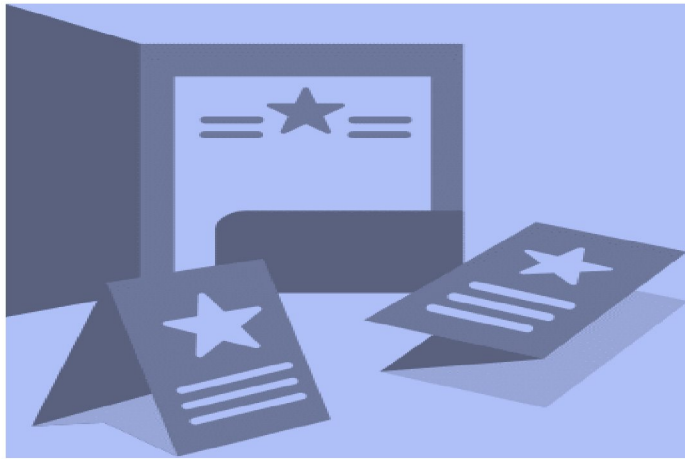
AUBURN TOURISM BOARD FOCUS 2018



DEVELOP STRATEGY

PLANNING FOR THE FUTURE

METRICS	GROUPS	SEASONALITY
Data on Visitors	Identify Niche Groups	Seasonal Activities, Events & Festivals
Visitor experience surveys	Develop Marketing Strategy for Meetings, Groups and Sales	Outdoor Recreation
For initial ad future ad/website/social roll-outs	Create Online User Friendly Tools	Boost Shoulder Season



BUILD COLLATERAL

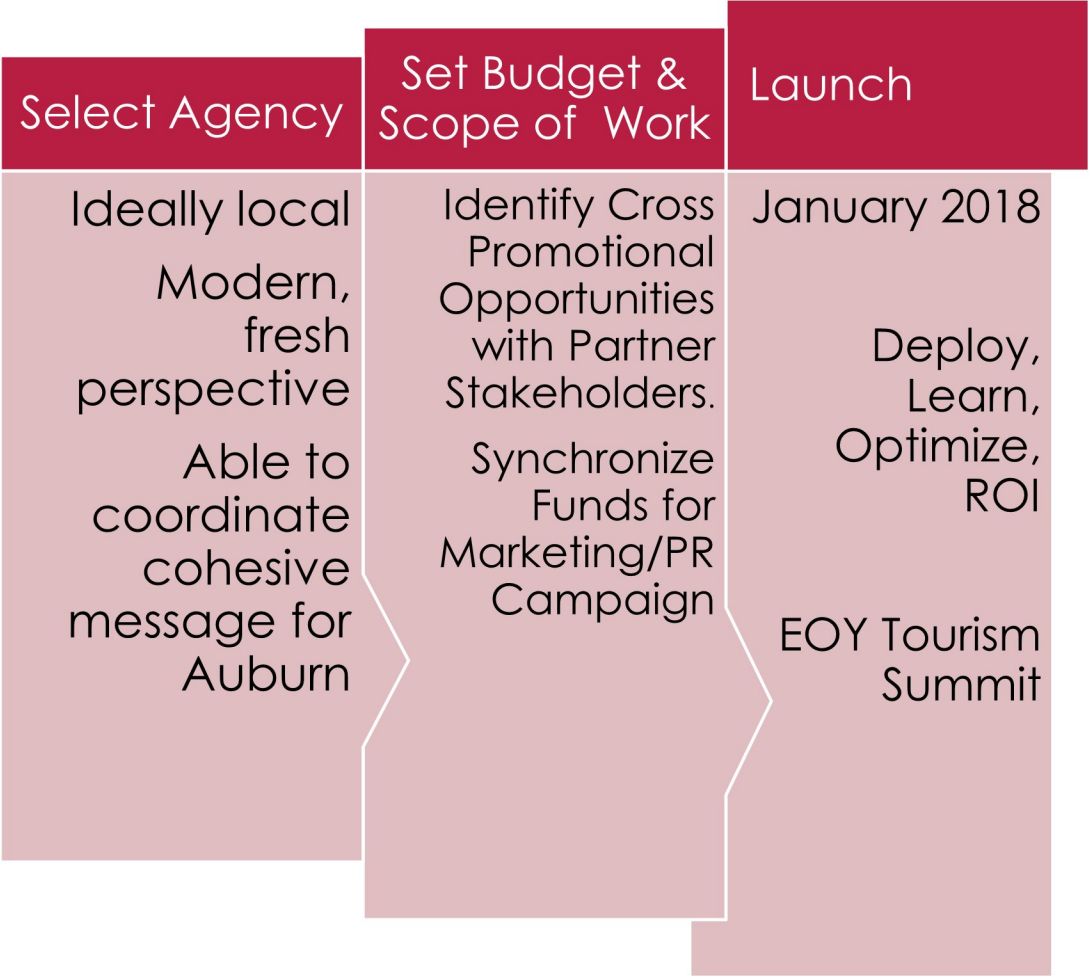
FURTHER BRAND DEVELOPMENT
FOR AUBURN TOURISM





MARKETING

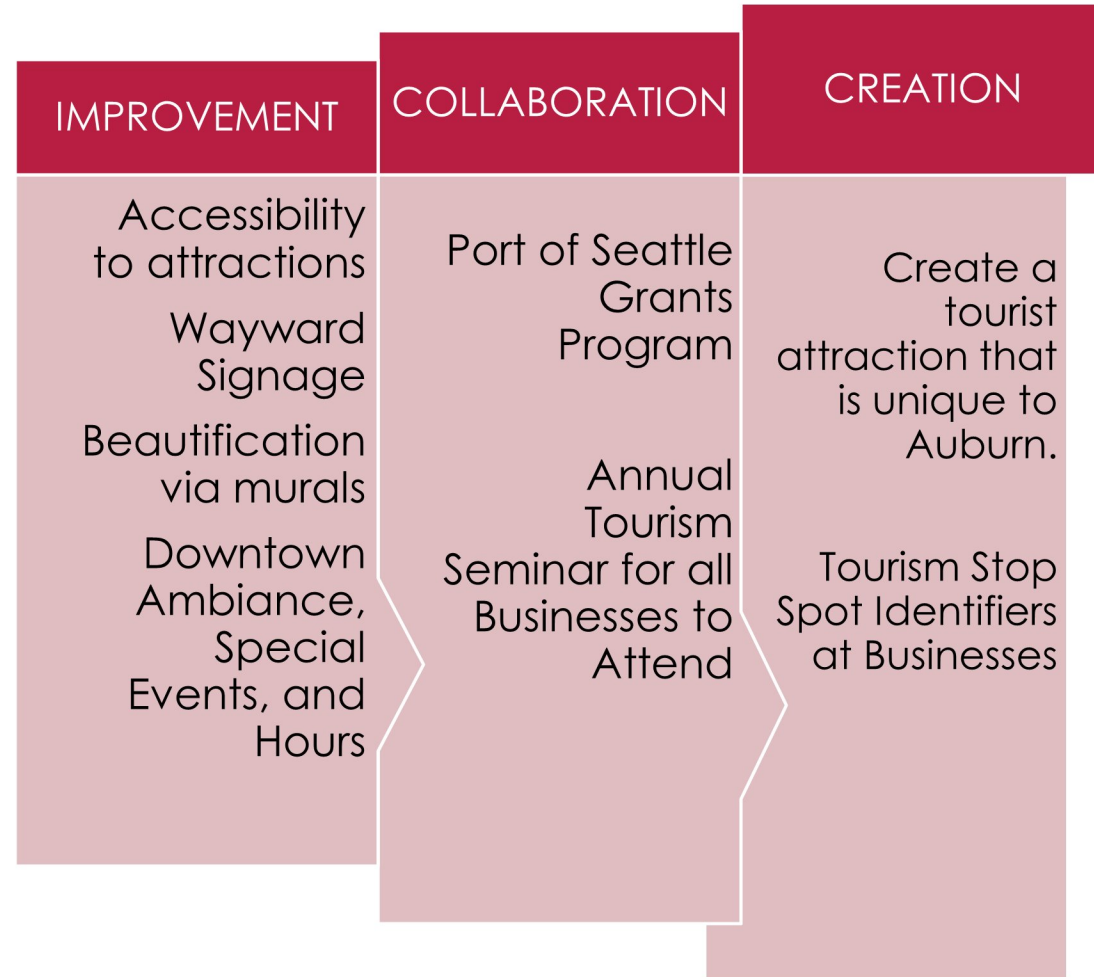
RFP FOR 2018 YEAR LONG
CAMPAIGN

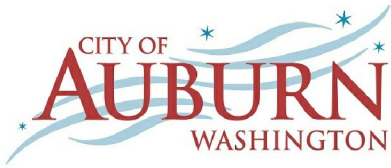




LOOKING AHEAD

LONG TERM GOALS





AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6673 (Snyder)(5 Minutes)

Date:

January 17, 2018

Department:

Community Development &
Public Works

Attachments:

[Agenda Bill, Exhibits, Draft Ordinance No. 6673](#)

Budget Impact:

Current Budget: \$0
Proposed Revision: \$0
Revised Budget: \$0

Administrative Recommendation:

City Council to discuss and review Hearing Examiner's recommendation.

Background Summary:**Reviewed by Council Committees:****Councilmember:**

Meeting Date: January 22, 2018

Staff:

Item Number:



AGENDA BILL APPROVAL FORM

Agenda Subject: REZ17-0005, The Keimig Associates Office Relocation Rezone Request		Date: January 16, 2018
Department: Community Development & Public Works, Planning Services	Attachments: (See exhibit listing below)	Budget Impact: N/A
Administrative Recommendation: City Council to introduce and adopt Ordinance No. 6673 approving The Keimig Associates Zoning Map Amendment (Rezone) without conditions as recommended by the Hearing Examiner.		
Background Information: APPLICANT: Alan Keimig The Keimig Associates 216 'A' St. NW Auburn, WA 98001 PROPERTY OWNER: Alan Keimig The Keimig Associates 216 'A' St. NW Auburn, WA 98001 REQUEST: Request to rezone 307 'D' St. SE (the "Site"), a 7,500 sq. ft. parcel, from R-7 Residential Zone (Seven Dwelling Units per Acre) to DUC Downtown Urban Center for eventual conversion of the existing single-family residence to an office (relocating The Keimig Associates from 216 'A' St. NW). Although the Applicant proposes to retain the existing structure, any future development would need to meet the Floor Area Ratio ("FAR") of the DUC zone as well as any applicable requirements of the "Downtown Urban Center Design Standards" document applicable at that time. The Comprehensive Plan Land Use Designation of the Site is Downtown Urban Center and DUC Downtown Urban Center is the implementing zoning district for this Designation; the Rezone request therefore would make the zoning of the Site consistent with the Comprehensive Plan Land Use Designation. The Site is in a neighborhood that is characterized as predominantly single-family homes along 'D' St. SE. However, there is an existing professional office (dental office) 2 lots south at the corner of 'D' St. SE and 4th St. SE and an apartment complex to the north at the 'D' St. SE and 2nd St. SE intersection. The properties to the west, across the alley, are commercial, including a Burger King drive-through directly behind the Site. Parking for the proposed office use has been reviewed by the City's Traffic Engineer and will be provided for with a combination of 3 new parking stalls off of the alley in the rear, one on-street ('D' St. SE), and 2, including the handicap-accessible stall, within the existing driveway off of 'D' St. SE. The City's Hearing Examiner has reviewed the proposed Rezone request, held a public hearing, and recommends approval of the Rezone to the City Council. This recommendation is based on the findings and conclusions in the Hearing Examiners Recommendation (Exhibit 1) and the Staff Report to the Hearing Examiner (Exhibit 2). LOCATION: 307 'D' St. SE, Auburn, WA. Approximately 130 ft. north of 4th St. SE. King County No. 733140-0655.		

EXHIBIT 1. Hearing Examiner Recommendation
EXHIBIT 2. Staff Report to the Hearing Examiner (with exhibits)
EXHIBIT 3. Draft Ordinance No. 6673

Reviewed by Council & Committees:

☐ Arts Commission	COUNCIL COMMITTEES:
☐ Airport	☐ Finance
☒ Hearing Examiner	☐ Municipal Serv.
☐ Human Services	☐ Planning & CD
☐ Park Board	☐ Public Works
☐ Planning Comm.	☐ Other _____

Reviewed by Departments & Divisions:

☒ Building	☐ M&O
☐ Cemetery	☐ Mayor
☐ Finance	☐ Parks
☒ Fire	☒ Planning
☐ Legal	☐ Police
☒ Public Works	☐ Human Resources
☐ Information Services	

Action:

Committee Approval: ☐ Yes ☐ No
Council Approval: ☐ Yes ☐ No
Referred to _____
Tabled _____

Call for Public Hearing ____/____/____
Until ____/____/____
Until ____/____/____

Councilmember:

Staff: Gouk

Meeting Date: January 22, 2018

Item Number:

BEFORE THE HEARING EXAMINER FOR THE CITY OF AUBURN

Emily Terrell, Hearing Examiner

RE: The Keimig Associates
REZ15-0005

**FINDINGS OF FACT, CONCLUSIONS
OF LAW AND RECOMMENDATION**

INTRODUCTION

The Applicant has requested a rezone of a 7,500sf parcel from R7, Residential Zone to DUC, Downtown Urban Center. The parcel is located at 307 D Street. The rezone is necessary to make the Zoning Map designation consistent with the underlying DUC, Downtntown Urban Center Comprehensive Plan Land Use Map designation for the parcel. Approval of the rezone is recommended to provide for consistency between the Comprehensive Plan Land Use Map and the Zoning Map.

TESTIMONY

Thaniel Gouk, senior planner, summarized the proposal.

Neil Eugenio, of the Keimig Associates stated the proposal was a straightforward rezone that implemented the Comprehensive Plan. The home will be converted to a professional office. There are already other office and commercial uses in the area. The business will generate very little traffic. They will take care of the yardwork. They had considered converting the office via a home occupation, but the rezone makes more sense.

Alan Keimig, of the Keimig Associates, stated the business will be low impact. He has considered living in the existing home. He's been an Auburn resident for many decades and owned a business in Auburn for most of that time.

EXHIBITS

Exhibits 1-11 identified in the Exhibit List at page 16 of the December 12, 2017 staff report, were admitted into the record during the December 20, 2017 public hearing.

FINDINGS OF FACT

Procedural:

1. Applicant. The Applicant is Alan Keimig.
2. Hearing. A hearing on the application was held on December 20, 2017 at 5:30 p.m. at the City Council chambers at Auburn City Hall.

Substantive:

3. Site/Proposal Description. The Applicant has requested a rezone of a 7,500sf parcel from R7, Residential Zone to DUC, Downtown Urban Center. The parcel is located at 307 D Street. The project site is currently single family residential. As indicated by the Applicant at hearing, the rezone will convert an existing single-family home into an architectural office. Professional offices are allowed in the DUC zone. The Comprehensive Plan Land Use Designation for the parcel is Downtown Urban Center.

The site is 50 feet wide by 150 feet deep. The Site has an existing driveway off of 'D' St. SE which is proposed to remain and serve as the required ADA accessible parking stall for the future professional office as well as provide one additional stall in the driveway or garage. Three off-street parking stalls will also be provided from the alley and an additional on-street parking stall will also be available on 'D' St. SE, pursuant to ACC 18.29.060(H)(5). There will be a total of 6 parking stalls to meet the minimum required. The Applicant requested and was granted a deviation by the City Engineer from the Public Works Design Standards that requires a project to take access only from the lower-classification roadway (the alley in this case) as well as allowing the parking stalls in the rear to be less than 40 ft. from the right-of-way.

4. Characteristics of the Area: The neighborhood is characterized by predominantly single-family homes along D St. SE. However, there is an existing professional office (dental office) two lots south at the corner of D St. SE and 4th St. SE and an apartment complex at the D St. SE and 2nd St. SE intersection. The properties to the west, across the alley, are commercial, including a Burger King drive-through directly behind the site.

5. Adverse Impacts. There are no significant adverse impacts associated with the proposal. Compatibility with adjoining land uses is the only issue of concern at this stage of project review. Properties immediately adjacent to the subject on the north, south and east are zoned R7 residential and are developed as single-family homes. However, there are higher intensity uses within a block of the subject. Properties to the west of the subject are zoned Downtown Urban Center. The subject will be a low impact professional office with a small staff and limited daily visits from clientele. The external appearance of the existing residential structure will not be significantly altered. The Comprehensive Plan Land Use Designation is Downtown Urban Center and it is

likely homes in the community will become commercial or office in nature as implementation of the Comprehensive Plan. No compatibility problems are reasonably apparent from the administrative record.

CONCLUSIONS OF LAW

Procedural:

1. Authority of Hearing Examiner. ACC 18.68.030(B)(1)(a) grants the Hearing Examiner with the authority to review and make a recommendation on rezone requests to the City Council if the Planning Director determines that the rezone requests are consistent with the Comprehensive Plan. The Planning Director has determined that the rezone request is consistent with the Comprehensive Plan.

Substantive:

2. Comprehensive Plan Land Use Map Designation. The Comprehensive Plan Land Use Map designation for the proposed rezone area is Downtown Urban Center.

3. Case Law Review Criteria and Application. Once it is concluded that a rezone is necessary for consistency with a Comprehensive Plan Land use map designation, approval of the rezone is essentially legally mandated except in extraordinary circumstances such as perhaps gross inconsistencies with other parts of the comprehensive plan. None of those circumstances are present here. The Auburn City Code does not include any criteria for rezone applications. Washington appellate courts have imposed some rezone criteria, requiring that the proponents of a rezone must establish that conditions have substantially changed since the original showing and that the rezone must bear a substantial relationship to the public health, safety, morals or welfare. *See Ahmann-Yamane, LLC v. Tabler*, 105 Wn. App. 103, 111 (2001). If a rezone implements the Comprehensive Plan, a showing that a change of circumstances has occurred is not required. *Id.* at 112.

The proposed rezone clearly meets the judicial criteria for a rezone. There is no question that the proposal is necessary to implement the Comprehensive Plan, as the Comprehensive Plan Land Use Map designation for the property is currently Downtown Urban Center and the current R7 Residential zoning is inconsistent with that designation. In point of fact, approval of a rezone to an implementing zone is mandated by RCW 36.70A.120 and ACC 14.22.050, which requires the City's zoning regulations to be consistent with its comprehensive plan. The requested rezone is to the DUC, Downtown Urban Center, the implementing zone for this Comprehensive Plan Land Use Designation.

The rezone bears a substantial relationship to the public health, safety, morals and welfare because it will not result in any significant adverse impacts as determined in Finding of Fact No. 5 while providing a significant opportunity for economic development in the City of Auburn.

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RECOMMENDATION

The Hearing Examiner recommends approval of REZ17-0005 without conditions.

DATED this 3rd day of January 2018.



Emily Terrell
City of Auburn
Hearing Examiner Pro Tem



AGENDA BILL APPROVAL FORM

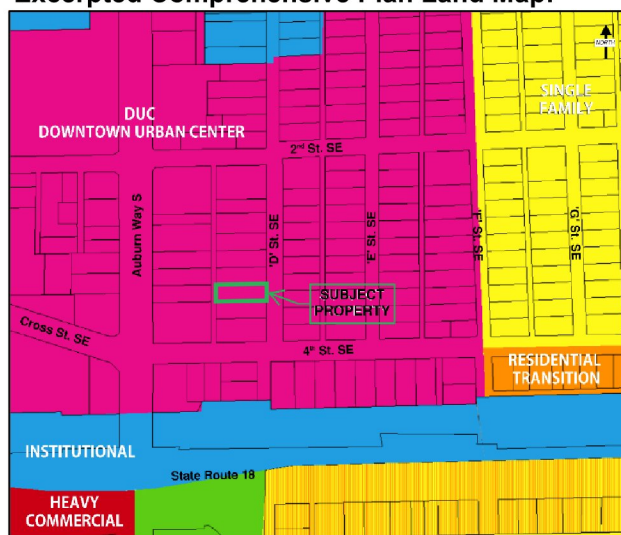
Note: Exhibits from this Staff Report to the Hearing Examiner are

Agenda Subject: REZ17-0005, The Keimig Associates Office Relocation		Date: December 12, 2017	
Department: Community Development & Public Works, Planning Services		Attachments: (See exhibit listing at the end of this report)	
Budget Impact: N/A			
Administrative Recommendation: Hearing Examiner to conduct a public hearing and recommend to City Council approval of The Keimig Associates Office Relocation rezone request, without conditions.			
Background Information:			
APPLICANT: Alan Keimig The Keimig Associates 216 'A' St. NW Auburn, WA 98001		PROPERTY OWNER: Alan Keimig The Keimig Associates 216 'A' St. NW Auburn, WA 98001	
REQUEST: File No. REZ17-0005: Request to rezone a 7,500 sq. ft. parcel from R-7 Residential Zone -Seven Dwelling Units per Acre) to DUC, Downtown Urban Center for eventual conversion of the existing single-family residence to an office (relocating The Keimig Associates from 216 'A' St. NW).			
LOCATION: 307 'D' St. SE, Auburn, WA. Approximately 130 ft. north of 4th St. SE. King County No. 733140-0655.			
Reviewed by Council & Committees: ☐ Arts Commission COUNCIL COMMITTEES: ☐ Airport ☐ Finance ☐ Hearing Examiner ☐ Municipal Serv. ☐ Human Services ☐ Planning & CD ☐ Park Board ☐ Public Works ☐ Planning Comm. ☐ Other _____		Reviewed by Departments & Divisions: ☒ Building ☐ M&O ☐ Cemetery ☐ Mayor ☐ Finance ☐ Parks ☒ Fire ☒ Planning ☐ Legal ☐ Police ☒ Public Works ☐ Human Resources ☐ Information Services	
Action: Committee Approval: ☐ Yes ☐ No Council Approval: ☐ Yes ☐ No Referred to _____ Tabled _____			
Councilmember:		Staff: Gouk	
Meeting Date: December 20, 2017		Item Number:	

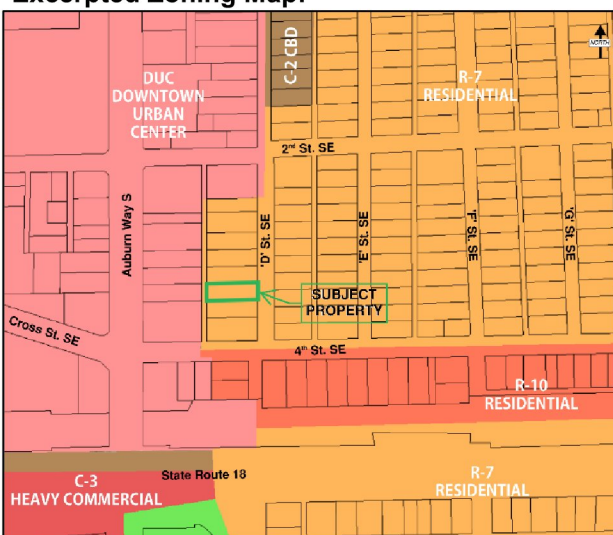
Subject Property and Adjacent Property Comprehensive Plan Designation, Zoning Classification and Current Land Use:

	Comprehensive Plan Designation	Zoning Classification	Current Land Use
Project Site	DUC Downtown Urban Center	R-7 Residential Zone – Seven Dwelling Units per Acre	Single-Family Residence
North	DUC Downtown Urban Center	R-7 Residential	Single-Family Residence
South	DUC Downtown Urban Center	R-7 Residential	Single-Family Residence
East	DUC Downtown Urban Center	R-7 Residential	Single-Family Residence
West	DUC Downtown Urban Center	DUC Downtown Urban Center	Burger King Restaurant

Excerpted Comprehensive Plan Land Map:



Excerpted Zoning Map:



SEPA STATUS:

A Determination of Non-Significance (DNS) was issued under City File No. SEP17-0015 on November 9, 2017, see Exhibit 6. The comment period ended November 17, 2017 and the appeal period ended December 11, 2017. One written comment letter was submitted, see Exhibit 8, with City response. No appeal of the SEPA decision was received.

FINDINGS OF FACT:

1. Alan Keimig, of The Keimig Associates, property owner and Applicant, submitted a Rezone application (a.k.a. zoning map amendment) and associated SEPA application on September 21, 2017 to rezone a 7,500 sq. ft. lot from R-7 Residential – Seven Dwelling Units per Acre which allows between 5 and 7 dwelling units per acre, to DUC Downtown Urban Center (“Rezone”).

2. The subject property is located 307 'D' St. SE, Auburn, WA, approximately 130 ft. north of 4th St. SE. There is currently one single-family residence on the site which is proposed to remain and be converted to a professional office for The Keimig Associates (architecture firm). The site is located within the City of Auburn's corporate limits, and referenced by King County Tax Assessor Parcel No. (APN) 733140-0655 ("Site").
3. Per Chapter 18.29 of the Auburn City Code ("ACC"), professional offices are not a prohibited use in the DUC zoning district and are therefore permitted. The DUC zoning district is unique among City zoning districts as it allows all land uses that are not specifically listed as subject to a land use approval process, prohibited, or interpreted by the Director to be similar in general character to other prohibited uses listed.
4. The Comprehensive Plan Land Use Designation for the Site is "Downtown Urban Center", for which the DUC Downtown Urban Center zoning designation is an appropriate implementing zone, as identified on Page LU-7 of the Comprehensive Plan.
5. The Site is rectangular in shape, 50 ft. in width (east to west) and 150 ft. depth (north to south) with no slope or other environmental issues.
6. The Site has an existing driveway off of 'D' St. SE which is proposed to remain and serve as the required ADA accessible parking stall for the future professional office as well as provide one additional stall in the driveway or garage. Three off-street parking stalls will also be provided from the alley and an additional on-street parking stall will also be available on 'D' St. SE (ACC 18.29.060(H)(5) allows "*On-street parking that is located directly adjacent to a development site may be used to satisfy minimum parking requirements and shall not be included in determining maximum surface parking allowances.*"), for a total of 6 parking stalls to meet the minimum required. The Applicant requested and was granted a deviation by the City Engineer from the Public Works Design Standards that requires a project to take access only from the lower-classification roadway (the alley in this case) as well as allowing the parking stalls in the rear to be less than 40 ft. from the right-of-way ("ROW").
7. 'D' St. SE is classified as a "local residential" roadway and is currently fully built-out with on-street parking allowed on one side (the west side). The paved width of 'D' St. SE is 28 ft. which keeps 20 ft. of open pavement when a vehicle is parked on the street. The Site is located on the west side of 'D' St. SE and as indicated in 'Findings of Fact' No. 5, will be utilizing one on-street parking space to satisfy zoning code minimum number of required parking.
8. The Site is in a neighborhood that is characterized as predominantly single-family homes along 'D' St. SE. However, there is an existing professional office (dental office) 2 lots south at the corner of 'D' St. SE and 4th St. SE and an apartment complex at the 'D' St. SE and 2nd St. SE intersection. The properties to the west, across the alley, are commercial, including a Burger King drive-through directly behind the Site.
9. As indicated by the Applicant in the narrative submitted with the application, the rezone has been requested for the purposes of converting the existing house into a professional office for The Keimig Associates (architectural services business).
10. The Site was included in the original incorporation of the City in 1890 and has retained a form of residential zoning ever since. This contrasts with the mixed land use designation history. The Comprehensive Plan Land Use Designation of the Site had a commercial designation from at least 1952 until a new Comprehensive Plan was adopted in 1986, which then changed the designation to a residential category. In 2001 the Downtown Special Planning Area was adopted which included the Site, however, the land use designation was not changed until the major overhaul of the

Comprehensive Plan was completed at the end of 2015, officially designating the site as “Downtown Urban Center”. See Exhibit 9 for a visual representation of this timeline.

11. Per ACC 18.02.030(A), the intent of Title 18 ACC, “Zoning”, is to:

“...to implement the City’s Comprehensive Plan. This title will be used to further the growth and development of the City consistent with the adopted Comprehensive Plan and its implementing elements. This title will also further the purpose of promoting the health, safety, morals, convenience, comfort, prosperity, and general welfare of the city’s population and to prevent and abate public nuisances.”

12. Per ACC 18.29.010, the DUC zone is intended to:

“... create a distinct and strong identity for downtown Auburn by establishing land use and design standards for review of development proposals within the core area of the city of Auburn’s designated urban center, in order to implement the city of Auburn downtown plan and the goals, policies and objectives of the Auburn comprehensive plan. This zone is intended to produce a concentration and mixture of commercial, office, medical, retail, residential and civic uses within the downtown area; to encourage private and public investment, attract shoppers and visitors, and appeal to existing and new residents; to provide a development pattern that supports pedestrian movement, bicycles and use of public transit; and to provide opportunities to increase the city’s tax base, thereby helping to fund public improvements and public services.”

13. A combined Notice of Application, Notice of Public Hearing, and Determination of Non-Significance was issued on November 9, 2017 (Exhibit 7), a minimum of 10 days prior to the public hearing, as required by ACC 18.68.040(B)(1)(a). The notices were also posted at the Site, mailed to adjacent property owners within 300 ft. of the Site, and published in The Seattle Times, consistent with the noticing requirements of ACC 14.07.040.

14. Per ACC 18.68.030(B), site-specific rezone requests by an applicant other than the City, that are consistent with the Comprehensive Plan, shall have a public hearing before the City Hearing Examiner who then makes a recommendation on the application to City Council. Staff finds that:

- a. The property owner, Alan Keimig, is not the City and has filed an application requesting a rezone of a single property;
- b. The Rezone is consistent with the adopted Comprehensive Plan, as discussed in ‘Conclusions’ section below;
- c. Site-specific rezones must be adopted by Ordinance by the City Council after a recommendation by the City Hearing Examiner. The City Council may affirm, modify, or disaffirm the Hearing Examiner’s recommendation.

CONCLUSIONS:

Chapter 18.68 ACC contains the intent and process for zoning code amendments, in this case a site-specific zoning map amendment has been requested and shall be processed as outlined in ‘Finding of Fact’ No. 14, above. Auburn City Code does not contain any specific rezone criteria for City Staff to review; however, Case Law offers some rezone criteria:

Ahmann-Yamane, LLC v. Tabler, 105 Wn. App. 103, 111 (2001): proponents of a rezone must establish that conditions have substantially changed since the original showing and that the rezone must bear a substantial relationship to the public health, safety, morals or welfare;

provided, that a showing of a change of circumstances has occurred is not required if a rezone implements the Comprehensive Plan.

Past decisions by the City Hearing Examiner have also used this criteria. Staff therefore provides the following analysis of the Rezone (The criteria is underlined followed by a Staff Analysis):

1. Criterion that the rezone is in response to changes in conditions since original adoption, or implements the Comprehensive Plan.

The Rezone request implements the Comprehensive Plan, and therefore the proponent (the Applicant) does not need to show a change in conditions or circumstances. Staff provides the following analysis on how the Rezone request implements the Comprehensive Plan:

- On December 14, 2015 the City Council adopted Ordinance No. 6584, which included an area-wide Comprehensive Plan Land Use change that included the subject property, changing the Comprehensive Plan Land Use Designation from “Single-Family” to “Downtown Urban Center”, reference ‘Findings of Fact’ No. 10, above for background.
- The subject property meets the “Designation Criteria” for the Downtown Urban Center Designation in that it is located within the boundaries of the “Urban Center” (Page LU-7 of the Comprehensive Plan):

*Downtown Urban Center Designation
Designation Criteria*

Located within the Urban Center boundaries established by the King County Countywide planning policies or within the Business Improvement Area Boundaries.

- The subject Rezone request is to change from the “R-7, Residential Zone” to “DUC Downtown Urban Center” (“DUC”). The change implements the Comprehensive Plan Land Use Designation of Downtown Urban Center since the DUC zoning district is the only implementing zoning district of the Downtown Urban Center Designation.
- While approval of the rezone would allow any of the range of land uses authorized by the DUC zoning district, the is requested to convert a single-family residence into a professional office that is served by adequate public facilities and services. Although not determined to be an “historic property”, based on conversations with the Applicant, they propose minimal alterations to the exterior of the building and it will retain a residential character, compatible with other existing properties along this stretch of ‘D’ St. SE. The Rezone therefore facilitates “adaptive reuse” that is consistent with Land Use Goal 52 listed under the Downtown Urban Center Designation (Page LU-8 of the Comprehensive Plan):

*Downtown Urban Center
Policies*

LU-52: Encourage adaptive reuse, particularly of historic properties.

Although the Applicant proposes to retain the existing structure, any future development would need to meet the Floor Area Ratio (“FAR”) of the DUC zone as well as any applicable requirements of the “Downtown Urban Center Design Standards” document.

2. Criterion that rezone request bears a substantial relationship to the public health, safety, morals and welfare.

Any development on the site would be required to provide adequate facilities of public and private utilities such as water, sewer, and electricity, and would therefore it is not anticipated that the rezone will be detrimental to the public health.

The Traffic Engineer has reviewed the requested deviations for parking and determined that no adverse impacts are expected to public traffic safety. No other impacts to public safety are anticipated through approval of the Rezone or future conversion of the residence to a professional office. The conversion of the residence will be required to meet all applicable zoning, building, and fire codes

Neither the Rezone itself or the office conversion would allow any uses or acts that would pose any detrimental effects on the morals or welfare of the public.

STAFF RECOMMENDATION:

Based upon the application, accompanying materials, Findings of Fact, and Conclusions of this Staff Report, Staff recommends that the Hearing Examiner recommend **approval** of the Rezone, with no conditions, to the City Council.

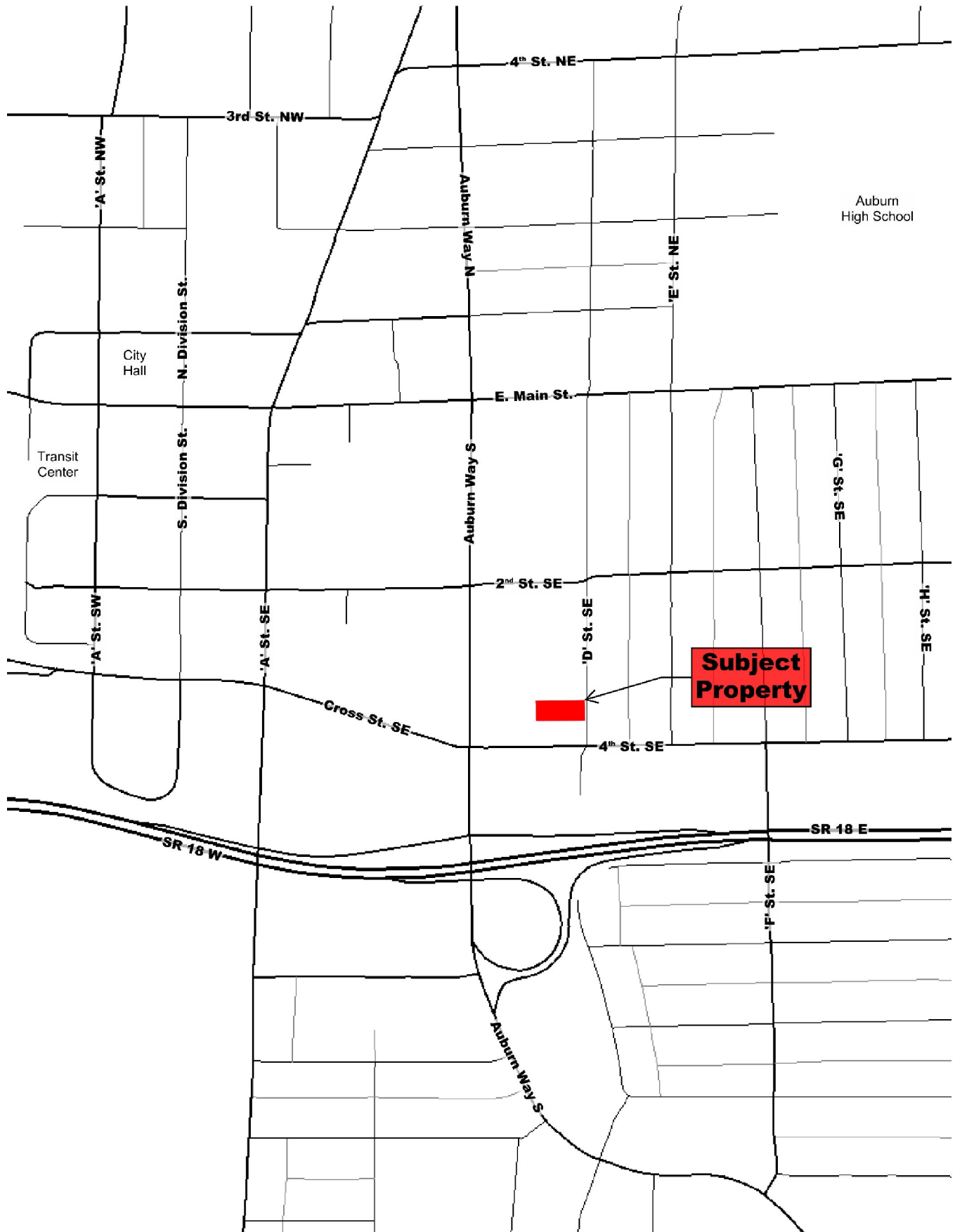
Staff reserves the right to supplement the record of the case to respond to matters and information raised subsequent to the writing of this report

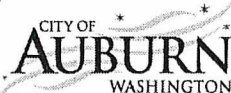
EXHIBIT LIST:

- Exhibit 1. Staff Report
- Exhibit 2. Vicinity Map
- Exhibit 3. Rezone / SEPA Application Form
- Exhibit 4. Rezone Site Plan, Prepared by The Keimig Associates, received 10/27/2017
- Exhibit 5. Trip Generation Letter, received 10/27/2017
- Exhibit 6. Written Statement From Applicant, received 9/21/2017
- Exhibit 7. Notice of Application, Notice of Public Hearing, and Determination of Non-Significance, SEPA Checklist Final Staff Evaluation
- Exhibit 8. Trott SEPA Comment Letter with City Responses
- Exhibit 9. Land Use Map History
- Exhibit 10. Excerpts from the Adopted Comprehensive Plan
- Exhibit 11. 2015 Aerial Photograph of the site and vicinity

These exhibits listed are in blue and in

VICINITY MAP





CITY OF AUBURN

Planning & Development Department
Auburn City Hall Annex, 2nd Floor
1 East Main Street
Auburn, Washington 98001-4998
Tel: 253.931.3090
Fax: 253.804.3114
permitcenter@auburnwa.gov
www.auburnwa.gov

OFFICE USE ONLY

FILE #: _____
FILE NAME: _____
TYPE: _____ RECEIVED BY: _____
FEES PAID: _____ CHECK/CASH: _____
SUBMITTAL DATE: _____
LAND USE DESIGNATION: _____

REZONE APPLICATION

APPLICANT: ☒ Use mailing address for meeting notification.

☒ Check box if Primary Contact

COMPANY: The Keimig Associates

ADDRESS: 216 A Street NW

(CITY, STATE, ZIP) Auburn, WA 98001

PHONE: 253-939-3232 FAX: 253-735-1309 E-MAIL: neil.e@comcast.net

SIGNATURE:
(Signature Required)

PRINTED NAME: Neil P. Eugenio

APPLICANT'S REPRESENTATIVE:

☐ Check box if Primary Contact

COMPANY: _____

ADDRESS: _____

(CITY, STATE, ZIP) _____

PHONE: _____ FAX: _____ E-MAIL: _____

SIGNATURE: _____
(Signature Required)

PRINTED NAME: _____

PROPERTY OWNER(S): ☐ Attach separate sheet if needed.

☐ Check box if Primary Contact

COMPANY: Alan C. Keimig

ADDRESS: 307 D Street SE

(CITY, STATE, ZIP) Auburn, WA 98002

PHONE: 253-939-3232 FAX: 253-735-1309 E-MAIL: ackeimig@msn.com

SIGNATURE:
(Signature Required)

PRINTED NAME: Alan C. Keimig

Note: Applicant or representative must have property owner's consent to file this application form in order for it to be accepted

PROPERTY INFORMATION (REQUIRED)

SITE ADDRESS: _____

ASSESSOR'S PARCEL ID#

LOT SIZE

ZONING DISTRICT

7331400655

7,500 SF

R7

EXISTING USE OF SITE

Single-family residence, vacant

PROPOSED USE OF SITE:

Professional business office

AREA TO DEVELOPED (s.f.): _____



CITY OF AUBURN

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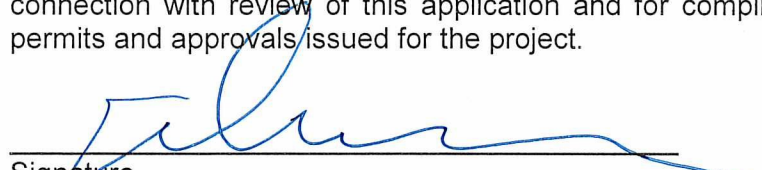
REZONE APPLICATION

REZONE – LETTER OF AUTHORIZATION

(A copy of this letter must be submitted for each property owner involved)

I, Alan C. Keimig declare under penalty of perjury under the laws of the State of Washington as follows;

1. I am the owner of the property that is the subject of the application.
2. I ☐ have not appointed anyone, or ☒ have appointed Neil P. Eugenio, to act as my agent regarding this application.
3. All statements, answers, and information submitted with this application are true and correct to the best of my knowledge and belief.
4. I agree to hold the City of Auburn harmless as to any claim (including costs, expenses and attorney's fees incurred in the investigation of such claim) which may be made by any person, including the undersigned, and filed against the City of Auburn, but only where such claim arises out of the reliance of the City, including its officers and employees, upon the accuracy of the information provided to the City as part of this application.
5. I hereby grant permission for representatives of the City of Auburn and any other Federal, State, or local unit of government with regulatory authority over the project to enter onto my property to inspect the property, take photographs, and post public notices as required in connection with review of this application and for compliance with the terms and conditions of permits and approvals issued for the project.


Signature

Alan C. Keimig
Printed Name

9-20-2017
Date

Auburn, Washington
City and State where signed

216 A Street NW
Auburn, WA 98002
Address



CITY OF AUBURN

Planning & Development Department
Auburn City Hall Annex, 2nd Floor
1 East Main Street
Auburn, Washington 98001-4998
Tel: 253.931.3090
Fax: 253.804.3114
permitcenter@auburnwa.gov
www.auburnwa.gov

REZONE APPLICATION

REZONE – CONCURRENT APPLICATIONS

Please indicate whether you are submitting one or more concurrent applications with this application by checking one or more of the boxes below:

Type I Applications

(administrative decisions made by the city which are not subject to environmental review under the State Environmental Policy Act [SEPA]):

- ☐ Administrative Use Permit
- ☐ Boundary Line Adjustment
- ☐ Boundary Line Elimination
- ☐ Building Permit
- ☐ Excavation Permit
- ☐ Floodplain Development Permit
- ☐ Grading Permit
- ☐ Home Occupation Permit
- ☐ Land Clearing Permit
- ☐ Mechanical Permit
- ☐ Plumbing Permit
- ☐ Public Facility Extension Agreement
- ☐ Right-of-way Use Permit
- ☐ Short Subdivision
- ☐ Special Permit
- ☐ Temporary Use Permit (administrative)

- ☐ Utility Permit

Type II Applications (administrative decisions made by the city which include threshold determinations under SEPA):

- ☐ Administrative Use Permit
- ☐ Building Permit
- ☐ Floodplain Development Permit
- ☐ Grading Permit
- ☐ Land Clearing Permit
- ☐ Public Facility Extension Agreement
- ☐ Short Subdivision

Type III Applications (quasi-judicial final decisions made by the hearing examiner following a recommendation by staff:

- ☐ Conditional Use Permit
- ☐ Preliminary Plat
- ☐ Special Exceptions

- ☐ Special Home Occupation Permit

- ☐ Substantial Shoreline Development Permit
- ☐ Surface Mining Permit
- ☐ Temporary Use Permit
- ☐ Variance

Type IV Applications (quasi-judicial decisions made by the city council following a recommendation by the hearing examiner):

- ☒ Rezone (site-specific)

OTHERS - as may apply:

- ☒ SEPA
- ☐ SHORELINE EXEMPT
- ☐ _____
- ☐ _____



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REZONE APPLICATION

REZONE – SUBMITTAL CHECKLIST

DIGITAL COPIES OF WRITTEN MATERIALS & GRAPHICS



Please provide a labeled readable compact disc(s) containing digital versions of all submitted written materials and plans and graphics for use by the City of Auburn during the rezone review process. Staff will use this information in report preparation and public noticing so please be sure to provide current and accurate information. Written materials should be submitted to be compatible with Microsoft Office desktop software products. Plans and graphics should be submitted in *pdf* or *tif* format.

APPLICATION FEES - Make checks payable to the City of Auburn



All application fees, including, but not limited to: Rezone, Environmental Review, and Public Notice Board Posting Fee. Some fees will not be invoiced until actual costs are known. Link to current fee schedule can be found @ <http://www.auburnwa.gov/community/about/forms.asp>.

WRITTEN MATERIALS – Total of ten (10) copies unless otherwise noted



A. **APPLICATION FORM** Provide a **completed** application form signed by the property owner(s) and/or applicant with the completed Application Submittal Checklist. (**One [1] original and 9 copies**)



B. **LETTER OF AUTHORIZATION** Provide a letter of authorization to act contained with this application packet inclusive of all required signatures.



C. **CONCURRENT APPLICATIONS FORM** Identify applications that are being submitted concurrent with the map amendment application. Make sure to mark off rezone and SEPA (if applicable).



D. **WRITTEN STATEMENT** about how the proposed rezone complies with following decision criteria:

1. The intent of the zoning code and the comprehensive plan of the City. Is the rezone consistent with the comprehensive plan?
2. The availability of municipal services such as water, sewer, roads, fire, and police protection which might be required by reason of the proposed rezone.

☒ E. **LEGAL DESCRIPTION** – Provide on a separate sheet a legal description of the property(ies) upon which zoning will change. The legal description shall be prepared by a professional land surveyor registered in the State of Washington.

☒ F. **SEPA CHECKLIST**. Submit a **completed** environmental checklist together with the Supplemental Sheet for Non-Project Actions and any supporting documentation, such as a critical areas report (see below), or information to address potential or known environmental impacts resulting from the proposal.

N/A ☐ G. **CRITICAL AREAS REPORT (6 copies)**, if applicable, addressing compliance ACC 16.10 (Critical Areas) prepared by a qualified consultant as defined by ACC 16.10.020 as a person who has attained a degree from an accredited college or university in the subject matter necessary to evaluate the critical area in question (e.g., biology, ecology, or horticulture/arboriculture for wetlands, streams, wildlife habitat, and geology and/or civil engineering for geologic hazards, and hydrogeologist for ground water protection areas), and/or who is professionally trained and/or certified or licensed by the State of Washington to practice in the scientific disciplines necessary to identify, evaluate, manage, and mitigate impacts to the critical area in question.

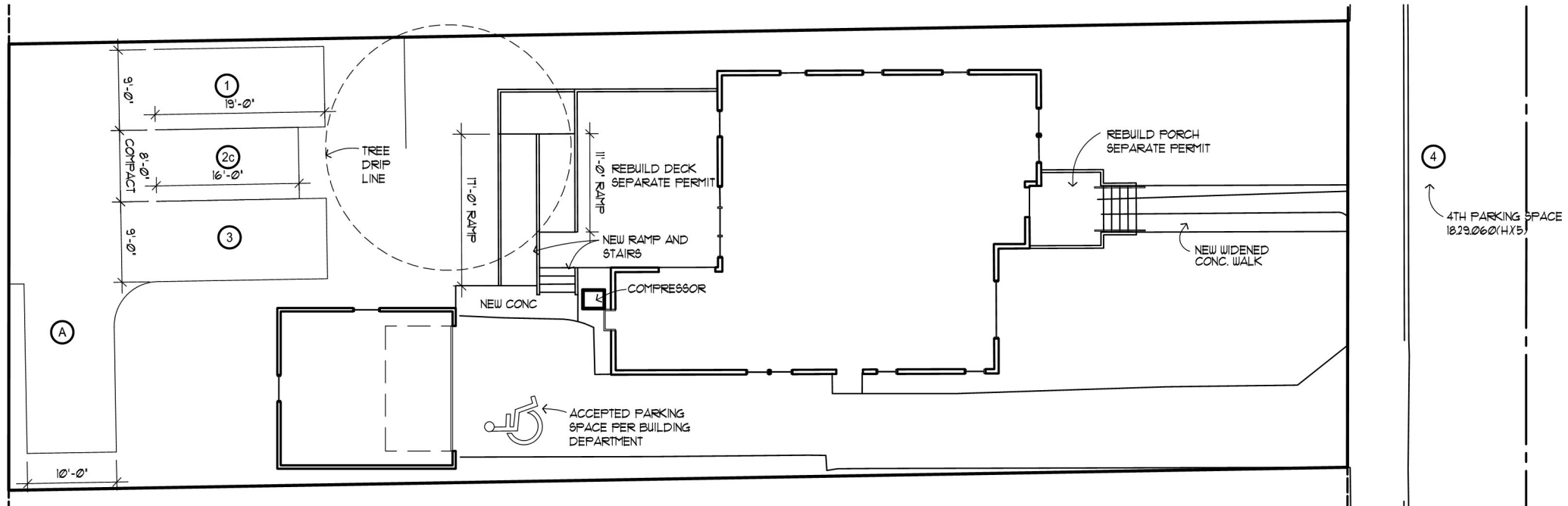
Known or Suspected Critical Area	Class	Analysis Required	Analysis Prepared
☐ Wetlands	_____	☐	☐
☐ Stream	_____	☐	☐
☐ Wildlife Habitat Area	_____	☐	☐
☐ Geologic Hazard Area	_____	☐	☐
Seismic, steep slope, landslide, & erosion			
☐ Groundwater Protection Area	_____	☐	☐
Other:			
☐ Flood Hazard - ACC 15.68	_____	☐	☐

N/A ☐ H. **TRAFFIC IMPACT ANALYSIS (6 copies)**. If the rezone application is for a new use or an expanded use that will generate traffic, safety or other issues, the City Engineer may require submittal of a traffic analysis prepared by a professional engineer licensed in the State of Washington. The City Engineer may make this determination prior to application submittal as part of a pre-application conference meeting request or as part of coordination with the applicant prior to application submittal.

- ☐ Traffic Analysis required and attached.
- ☐ Traffic Analysis is not applicable as determined by the City Engineer
- ☐ Don't know

PLANS & GRAPHICS - Total of ten (10) copies unless otherwise noted

- ☒ A. **SCALE & LEGIBILITY** All plans, except architectural elevations, should be to scale (engineering scale) and drawn on **24" x 36"** reproducible Mylar or similar paper at a scale no less than **1"=50'**. An index sheet, in above-specified size, is required for multi-sheet submittals. All plans should be folded to fit a legal size file jack.
- ☒ B. **VICINITY MAP** sufficient to define the parcel's location and boundaries including, but not limited to:
- ☒ 1. Parcel number of the property for proposed rezone;
 - ☒ 2. North arrow, graphic scale, and date plan was prepared;
 - ☒ 3. Location and boundaries of existing and proposed land use and zoning designations;
- ☒ C. **SITE PLAN:**
- ☒ 1. North arrow, graphic scale, and date plan was prepared;
 - ☒ 2. Boundaries and dimensions of the property;
 - ☒ 3. Acreage of the property;
 - ☒ 4. Adjacent public streets;
 - ☒ 5. Existing and proposed easements and such easements' purposes;
 - ☒ 6. Location and size of all existing and proposed utilities, including sewer, storm drainage, and water lines lying within or adjacent to the property
 - ☒ 7. If known, Location and height of buildings and structures, existing and proposed, with setbacks;
 - ☒ 8. If known, Location and layout of off-street parking, loading, and unloading areas;
 - ☒ 9. Location of walls and fences around the perimeter of the property, and an indication of their height and materials;
- N/A ☐ 10. If applicable, flood hazards, geological hazards (seismic, steep slope, landslide, erosion), groundwater protection areas, streams, significant trees, wetlands, and wildlife habitat.





October 26, 2017

Neil Eugenio
The Keimig Associates
216 A Street NW
Auburn, Washington 98001

Subject: Trip Generation Letter for Keimig Office

Mr. Eugenio:

This letter provides trip generation information for an office conversion from an existing house at 307 D Street SE in Auburn. The square footage for the new office is 2,025 square feet based on our conversation.

The information for trip generation is taken from the ITE Trip Generation, 9th Edition and assumes Land Use Code 210 for the existing single family dwelling and Land Use Code 710 for the office use.

Building Use

The remodeled building will be repurposed to provide use as an architectural office with operations primarily from 8 AM to 5 PM. Aside from employees, the building will be visited by clients infrequently. Occupancy of the building in the evening will also take place from time to time predicated on work load and deadlines for delivery of work product.

Existing Use – Trip Generation

As the attached worksheets show, the existing single family use, Land Use Code 210, would generate the following:

AWDT = 10 vehicles per day
AM Peak Hour = 1 vehicle per hour
PM Peak Hour = 1 vehicle per hour

New Use – Trip Generation

The new use assumes General Office, Land Use Code 710 and the following trips are expected using 2,025 square feet.

AWDT = 22 vehicles per day

AM Peak Hour = 3 vehicle per hour

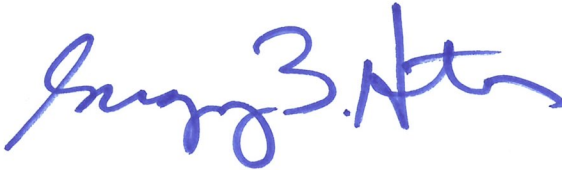
PM Peak Hour = 3 vehicle per hour

Conclusion

Traffic to the site is estimated to increase by 12 daily trips from 10 trips a day for the single family use to 22 trips for the office use. In addition the AM peak hour and the PM peak hour will see increase from 1 trip to 3 trips.

Please call if you require anything further.

Sincerely,



Gregary B. Heath, P.E.

Detailed Average Rate Trip Calculations
For 1 Dwelling Units of Single Family Detached Housing(210) - [R]

Project: Keimig Office
Phase:

Open Date:
Analysis Date:

Description: Existing

	Average Rate	Standard Deviation	Adjustment Factor	Driveway Volume
Avg. Weekday 2-Way Volume	9.52	3.70	1.00	10
7-9 AM Peak Hour Enter	0.19	0.00	1.00	0
7-9 AM Peak Hour Exit	0.56	0.00	1.00	1
7-9 AM Peak Hour Total	0.75	0.90	1.00	1
4-6 PM Peak Hour Enter	0.63	0.00	1.00	1
4-6 PM Peak Hour Exit	0.37	0.00	1.00	0
4-6 PM Peak Hour Total	1.00	1.05	1.00	1
AM Pk Hr, Generator, Enter	0.20	0.00	1.00	0
AM Pk Hr, Generator, Exit	0.57	0.00	1.00	1
AM Pk Hr, Generator, Total	0.77	0.91	1.00	1
PM Pk Hr, Generator, Enter	0.65	0.00	1.00	1
PM Pk Hr, Generator, Exit	0.37	0.00	1.00	0
PM Pk Hr, Generator, Total	1.02	1.05	1.00	1
Saturday 2-Way Volume	9.91	3.72	1.00	10
Saturday Peak Hour Enter	0.50	0.00	1.00	1
Saturday Peak Hour Exit	0.43	0.00	1.00	0
Saturday Peak Hour Total	0.93	0.99	1.00	1
Sunday 2-Way Volume	8.62	3.36	1.00	9
Sunday Peak Hour Enter	0.46	0.00	1.00	0
Sunday Peak Hour Exit	0.40	0.00	1.00	0
Sunday Peak Hour Total	0.86	0.95	1.00	1

Note: A zero indicates no data available.

Source: Institute of Transportation Engineers
Trip Generation Manual, 9th Edition, 2012

TRIP GENERATION 2013, TRAFFICWARE, LLC

Detailed Average Rate Trip Calculations
For 2.03 Th.Sq.Ft. GFA of General Office Building(710) - [R]

Project: Keimig Office
Phase:

Open Date:
Analysis Date:

Description: Proposed

	Average Rate	Standard Deviation	Adjustment Factor	Driveway Volume
Avg. Weekday 2-Way Volume	11.03	6.15	1.00	22
7-9 AM Peak Hour Enter	1.37	0.00	1.00	3
7-9 AM Peak Hour Exit	0.19	0.00	1.00	0
7-9 AM Peak Hour Total	1.56	1.40	1.00	3
4-6 PM Peak Hour Enter	0.25	0.00	1.00	1
4-6 PM Peak Hour Exit	1.24	0.00	1.00	2
4-6 PM Peak Hour Total	1.49	1.37	1.00	3
AM Pk Hr, Generator, Enter	1.37	0.00	1.00	3
AM Pk Hr, Generator, Exit	0.19	0.00	1.00	0
AM Pk Hr, Generator, Total	1.56	1.40	1.00	3
PM Pk Hr, Generator, Enter	0.25	0.00	1.00	1
PM Pk Hr, Generator, Exit	1.24	0.00	1.00	2
PM Pk Hr, Generator, Total	1.49	1.37	1.00	3
Saturday 2-Way Volume	2.46	2.21	1.00	5
Saturday Peak Hour Enter	0.23	0.00	1.00	0
Saturday Peak Hour Exit	0.20	0.00	1.00	0
Saturday Peak Hour Total	0.43	0.72	1.00	1
Sunday 2-Way Volume	1.05	1.43	1.00	2
Sunday Peak Hour Enter	0.09	0.00	1.00	0
Sunday Peak Hour Exit	0.07	0.00	1.00	0
Sunday Peak Hour Total	0.16	0.44	1.00	0

Note: A zero indicates no data available.

Source: Institute of Transportation Engineers
Trip Generation Manual, 9th Edition, 2012

TRIP GENERATION 2013, TRAFFICWARE, LLC

THE KEIMIG ASSOCIATES

ARCHITECTS-PLANNERS

216 A STREET NW, AUBURN, WA 98001

(253) 939-3232, FAX (253) 735-1309

Re-zone Application

307 D Street SE, Auburn, WA 98002

APN# 733140-0655

Although the property located at 307 D Street SE is currently zoned within the R7 Residential zone, it is located within the Adopted Downtown Special Plan Area. Therefore its proposed rezone to a DUC (Downtown Urban Center) would be a natural fit. In addition to already being located within the Downtown Special Plan Area, the existing DUC zone boundary is immediately adjacent to the west.

All of the municipal services are already available to the site and its surrounding vicinity, especially to those of the designate DUC zone. The proposed re-zone will not require any additional municipal services than what is already provided. The intended professional office is low impact and will not require any more or less than a residential use of the property.

**NOTICE OF APPLICATION (NOA)
NOTICE OF PUBLIC HEARING (NOH) and
DETERMINATION OF NON-SIGNIFICANCE (DNS)
The Keimig Associates Office Relocation
SEP17-0015 / REZ17-0005**

The City of Auburn is issuing a Notice of Application (NOA), Notice of Public Hearing (NOH), and Determination of Non-Significance (DNS) for the following described project. The permit applications and listed studies may be reviewed at the Auburn Community Development & Public Works Department at 1 E Main ST, 2nd Floor, Customer Service Center, Auburn, WA 98001.

Proposal: Rezone a 7,500 sq. ft. parcel from R-7 Residential (5-7 dwelling units per acre) to DUC, Downtown Urban Center to allow for conversion of an existing single-family house into a professional office.

Location: The project site is located at 307 'D' St. SE, approximately 130 ft. north of 4th St. SE. King County Assessor Parcel No. 733140-0655.

Notice of Application: November 9, 2017
Application Complete: October 16, 2017
Permit Application: September 21, 2017

File Nos. SEP17-0015
REZ17-0005

**Applicant and
Property Owner:** Alan Keimig
The Keimig Associates
216 'A' St. NW
Auburn, WA 98001

Studies/Plans Submitted With Application:

- Conceptual Site Plan, by The Keimig Associates
- Trip Generation Letter, by Heath & Associates

Other Permits, Plans, and Approvals Needed:

- SEPA: None
- Rezone: Hearing Examiner and City Council Approval(s)
- Development: Tenant Improvement / Change of Use Permit

Statement of Consistency and List of Applicable Development Regulations: This proposal is subject to and shall be consistent with the Auburn City Code, Comprehensive Plan, and Public Works Design and Construction Standards.

Lead Agency: City of Auburn

The lead agency for this proposal has determined that it does not have probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

Public Comment Period: This may be your only opportunity to comment on the environmental impact of the proposal. All persons may comment on this application. This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 15 days from the date issued below. Comments must be in writing and submitted by 5:00 pm on **November 27, 2017** to the mailing address of 25 W Main ST, Auburn, WA, 98001, or to the email below. Any person wishing to become a party of record, shall include in their comments that they wish to receive notice of and participate in any hearings, if relevant, and request a copy of decisions once made.

Any person aggrieved of the City's determination may file an appeal with the Auburn City Clerk at 25 West Main Street, Auburn, WA 98001- 4998 within 14 days of the close of the comment period, or by 5:00 p.m. on **December 11, 2017**.

For questions regarding this project, please contact Thaniel Gouk, Senior Planner, at tgouk@auburnwa.gov or 253-804-5031.

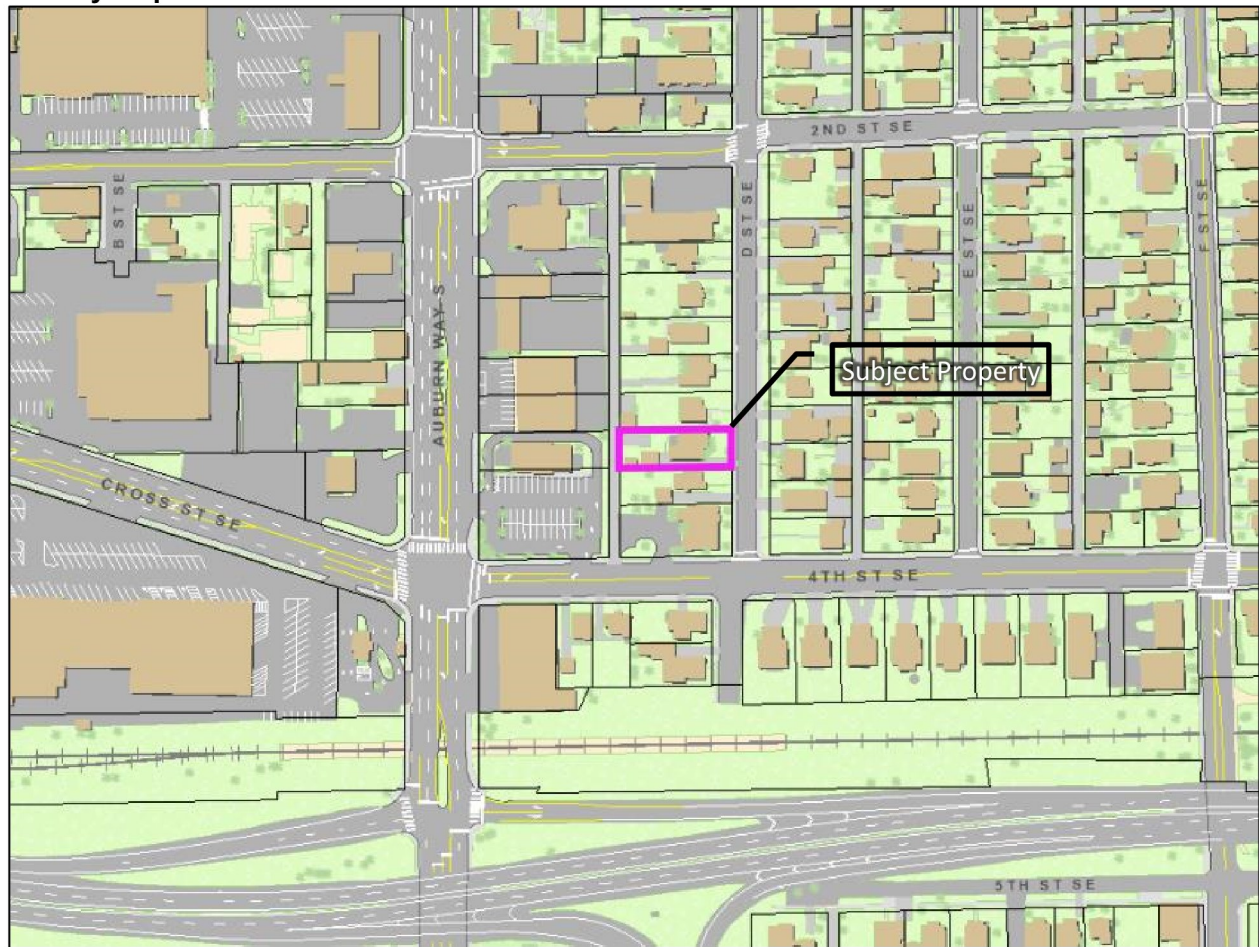
Public Hearing: December 20, 2017

RESPONSIBLE OFFICIAL:	Jeff Tate
POSITION/TITLE:	Assistant Director, Community Dev. & Public Works Dept.
ADDRESS:	25 West Main Street Auburn, Washington 98001 253-931-3090

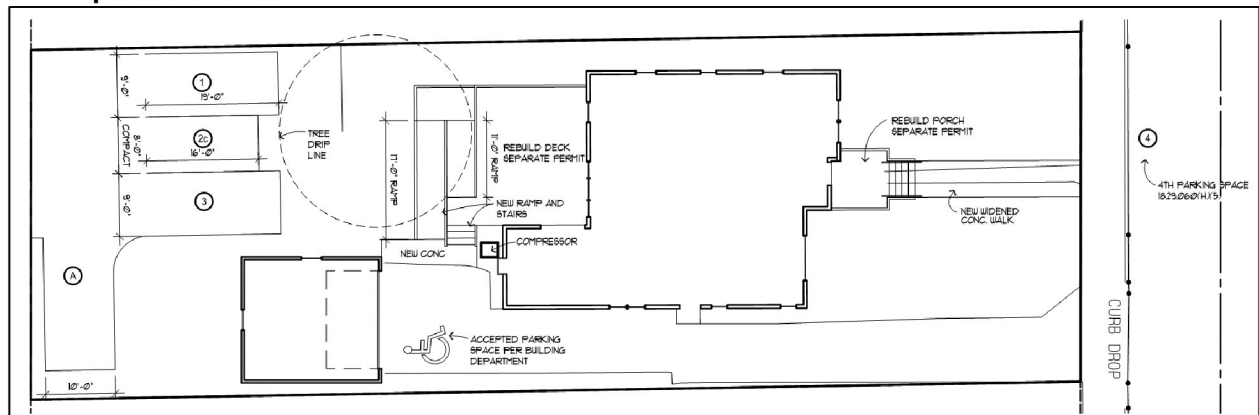
DATE ISSUED: **November 9, 2017** SIGNATURE: [Signature on File]

Note: This determination does not constitute approval of the proposal. Approval of the proposal can only be made by the legislative or administrative body vested with that authority. The proposal is required to meet all applicable regulations.

Vicinity Map



Conceptual Site Plan



FINAL STAFF EVALUATION FOR ENVIROMETNAL CHECKLIST (SEP17-0015)

Date: November 7, 2017

Project: The Keimig Associates Office Relocation

Applicant: Alan Keimig
The Keimig Associates
216 'A' St. NW
Auburn, WA 98001

Property Owner: Same as Applicant

Location: The project site is located at 307 'D' St. SE, approximately 130 ft. north of 4th St. SE.

Parcel No. King County Parcel No. 733140-0655.

Parcel Size: 7,500 sq. ft.

Proposal: Rezone a 7,500 sq. ft. parcel from R-7 Residential (5-7 dwelling units per acre) to DUC, Downtown Urban Center to allow for conversion of an existing single-family house into a professional office.

Existing Zoning: R-7 Residential

Existing Comprehensive Plan Designation: Downtown Urban Center

A. BACKGROUND:

Pursuant to WAC 197-11-340(2), the City of Auburn is required to send any Determination of Non-Significance (DNS) which may result from this environmental review, along with the checklist, to the Washington State Department of Ecology (DOE), U.S. Army Corps of Engineers, or other agencies with jurisdiction, affected tribes, and interested parties. Therefore, the City will not act on this proposal for fifteen days after the issuance of a DNS.

8. Other Environmental Information: Other environmental information prepared or will be prepared directly related to this proposal includes:

- Conceptual Site Plan, prepared by The Keimig Associates
- Trip Generation Letter, prepared by Heath & Associates

10. Other Approvals/Permits Needed:

- SEPA: None

- Rezone: Hearing Examiner and City Council Approval(s)
- Development: Tenant Improvement / Change of Use Permit.

B. ENVIRONMENTAL ELEMENTS:

1. Earth: Concur with checklist.

The project site is essentially flat, with some areas containing slight slopes (~1%) There is no prime farmland within or adjacent to the project site and the soils are classified as Urban Land (Ur).

The site is currently developed with a single-family home and detached garage. The Applicant proposes to convert the home into a professional office with approximately 4 employees.

2. Air: Concur with checklist.

Short term impacts on air quality, such as an increase in local suspended particulate levels, may occur during construction activity associated with the project. To minimize short term impacts to air quality, contract specifications will require the development and implementation of dust and emission control measures such as watering and sweeping and turning off equipment and vehicles when not in use, as consistent with the City's Construction Standards.

3. Water:

A. Surface: Concur with checklist.

No surface water bodies are located on or near this site.

B. Ground: Concur with checklist.

Stormwater will be controlled via existing facilities for the home (gutters, etc).

C. Runoff/Storm water: Concur with checklist.

Future development of the parking area may trigger some minor stormwater requirements and will be reviewed with the tenant improvement plans.

D. Proposed Measures to Reduce or Control Surface, Ground, and Runoff Water Impacts: Concur with checklist.

Best Management Practices (BMPs) will be employed during and after construction to control any impacts to ground/surface/storm water.

4. Plants: Concur with checklist.

No threatened or endangered species are known to be on or near the site. Per the City's eGIS maps, there are no priority habitats or any other fish and wildlife habitat within proximity of the project site.

D. Landscape Preservation and Use of Native Plants: Concur with checklist.

Minimal landscaping may be included with development of the small parking area, however, none is proposed or required at this time.

5. Animals: Concur with checklist.

No threatened or endangered species are known to be on or near the site. Per the City's eGIS maps, there are no priority habitats or any other fish and wildlife habitat within proximity of the project site.

6. Energy and Natural Resources: Concur with checklist.

Impacts to energy and natural resources will be consistent with what is expected for a typical office use. The project will comply with applicable building and energy codes.

7. Environmental Health: Concur with checklist.

No environmental health hazards above normal construction activities are expected and risk reduction measures consistent with the City's Construction Standards will be implemented and followed.

B. Noise: Concur with checklist.

No long-term changes to existing noise levels are anticipated. Short-term changes to noise levels from construction should be expected; these activities will be subject to City noise and construction hour standards.

8. Land and Shoreline Use: Concur with checklist.

The current zoning designation of R-7 Residential is not consistent with the Comprehensive Plan Land Use Designation of Downtown Urban Center. The appropriate implementing zoning district for the Downtown Urban Center designation is DUC, Downtown Urban Center. The Applicant has requested a rezone to DUC which allows professional offices. The Applicant is currently located at 216 'A' St. NW, however, this lot has been sold to MultiCare for their future expansion.

9. Housing: Concur with checklist.

The existing single-family residence will eventually be converted to a professional office.

10. Aesthetics: Concur with checklist.

Only minimal exterior changes (replacement of decks) is proposed at this time.

11. Light and Glare: Concur with checklist.

12. Recreation: Concur with checklist.

13. Historic and Cultural Preservation: Concur with checklist.

No historic or culturally sensitive places or objects are present on the site, nor would any be affected by this project.

14. Transportation: Concur with checklist.

Access to the site will be the alley to the rear which will provide access for 3 of the required 4 parking stalls. One additional on-street parking stall will be provided on 'D' St. SE and one ADA accessible stall within the existing driveway.

A Traffic Impact Analysis is not required for this project as it does not generate more than 30 new peak PM trips and, in addition, the Traffic Engineer has indicated that this rezone does not necessitate a TIA. A Trip Generation letter was provided along with the application which has been reviewed and approved of by the Traffic Engineer.

15. Public Services: Concur with checklist.

16. Utilities: Concur with checklist.

C. CONCLUSIONS:

The proposal can be found to not have a probable significant adverse impact on the environment.

The City reserves the right to review any future revision or alterations to the site or to the proposal in order to determine the environmental significance or non-significance of the project at that point in time.

Prepared by: Thaniel Gouk, Senior Planner, Community Development and Public Works
Department, City of Auburn

Thaniel Gouk

From: Thaniel Gouk
Sent: Tuesday, November 28, 2017 5:12 PM
To: 'talk2trott@comcast.net'
Subject: RE: Submission of Public Comment - File Nos. SEP17-0015 / REZ 17-0005

Mr. and Mrs. Trott:

Thank you for the submittal of your comments in the email below. These will be included in the Staff Report to the Hearing Examiner and City Council.

In response to some of your questions, please see the following information:

- Rezoning and how it will impact the rest of the block. Should this project move forward, it will isolate a private residence between a dental office and this proposed project. Will a rezone create precedent for other single family residences on the second block of D ST SE to become commercial? What is the City of Auburn's plan for our neighborhood?. Your neighborhood is currently zoned for R-7, Residential, however, the future land use map (the "Comprehensive Plan") shows the neighborhood as DUC, Downtown Urban Center. The DUC zone expands to the east to 'F' St. SE, partially as shown in this image from the City's GIS map:



Note that your property is the yellow circle, the proposed rezone property is outlined in cyan. If you would like to view a full-size version of the map, please click here: [Comprehensive Land Use Map](#). Although many of the

existing properties in your neighborhood already have the DUC zoning applied, any that don't could apply to have their property changed as well. I would also point out that the development regulations in the DUC zone are pretty restrictive (meaning in this case the look of the building and site are highly regulated) and at this point, other than replacing the front porch, and adding a ramp and parking in the rear, no other changes are proposed at this time by the owner/applicant.

- Traffic/Parking concerns. Proposal lists four parking spots on property, 22 vehicular trips per day, peak volumes between 7-9am and 4-6 pm and four employees.
Plan calls out (1) additional on-street parking stall will be provided on 'D' St. SE. with potential "remediation" of the drive apron along D Street. What does that entail?. Per Auburn City Code (ACC) Table [18.52.030\(6\)](#), *"...nonresidential uses located adjacent to a public right-of-way where on-street parking is permitted may receive credit for one off-street parking stall for each 22 linear feet of abutting right-of-way for parallel parking, excluding curb cuts. This provision shall be applied for on-street parking on the same side of the street as the proposed land use. All parking for employees must be provided on-site."* Based on the length of the frontage of the parcel and where legal parking is allowed, one of the Code required parking stalls will be allowed to be accommodated on-street. Remediation refers to the reconstruction of the driveway apron (curb cut) between 'D' St. SE and the driveway to meet the requirements of the Americans with Disabilities Act (ADA).

Parking on D Street SE is already challenging to residents, as parking is available only on one side of the street and is consumed by residents. 'D' St. SE is classified as a "local residential" street by the City, as such parking is only allowed along one side of the street per the City's Design Standards. Allowing parking along both sides of the street would result in a driving land which is too narrow to safely accommodate two-way traffic and provide adequate width for emergency vehicles.

On-street parking is a public resource available to anybody to use whether they reside on a specific street or not. Allowing the business to use on-street parking is not anticipated to have any impact to the availability of on-street parking relative to the existing residential use. If the property were to remain a single-family residence, the residents would also be able to use the on-street parking along 'D' St. SE, and could potentially park more vehicles for longer periods of time than the proposed office use, specifically overnight when residential parking demand is at its highest level.

A street sign is posted entering the second block of D Street SE (north/heading south) saying; "NO TRUCKS" "LOCAL DELIVERY ONLY". If the City posted this sign as being necessary, due to street parking one side only (creating a narrow road for two way traffic), how does the City account for increased commercial traffic/parking? How would the business regulate customers who would park on the street and not in the parking spaces off the alley? The local delivery signage is not associated with the width of the street and the presence of parking along one side, but is to prevent the use of the street by commercial vehicles cutting through the neighborhood to another destination. As a local residential street, 'D' St. SE is not designed or constructed to accommodate this type of truck use, which is why it has been prohibited. The proposed office use is not anticipated to generate any additional truck traffic, beyond those needed for the business to move in.

It is anticipated that the off-street parking would be used by employees of the business (as required in the Code section identified above), with the on-street parking used by visitors. Provided that on-street parking associated with the business is according to the regulations included in the Code, no regulation is required. Should the parking be in violation of City parking regulations then parking enforcement can ticket vehicles as appropriate.

- Police emergency responders frequently drive down D Street SE at high speed , often with two to five vehicles in succession. (This can be confirmed with the City of Auburn Police logs.) It isn't a safe scenario for residences, let alone commercial businesses. The conversion of the residence to a commercial-office use is not anticipated to have any impact to the use of 'D' St. SE by emergency vehicles.

- Signage. What will it consist of and what size? On the building or on the street? Lighted? No signage at this time has been proposed, however, there will likely be some signage for the business. Signage within the DUC zone has specific restrictions which does allow backlit signs and the sign areas is limited based on the size of the building and lot.

Also, as was stated in the mailed notice you received, a public hearing before the Hearing Examiner is scheduled for December 20, 2017. This hearing will held in the [City Council Chambers](#) at 7:00 PM and please feel free to attend and participate (provide verbal comments).

Please feel free to reach out if you have any other questions.

Thaniel Gouk | Senior Planner
253-804-5031



From: Steve Trott [mailto:talk2trott@comcast.net]
Sent: Sunday, November 26, 2017 9:11 PM
To: Thaniel Gouk <tgouk@auburnwa.gov>
Subject: Submission of Public Comment - File Nos. SEP17-0015 / REZ 17-0005

To: Mr. Thaniel Gouk – Senior Planner

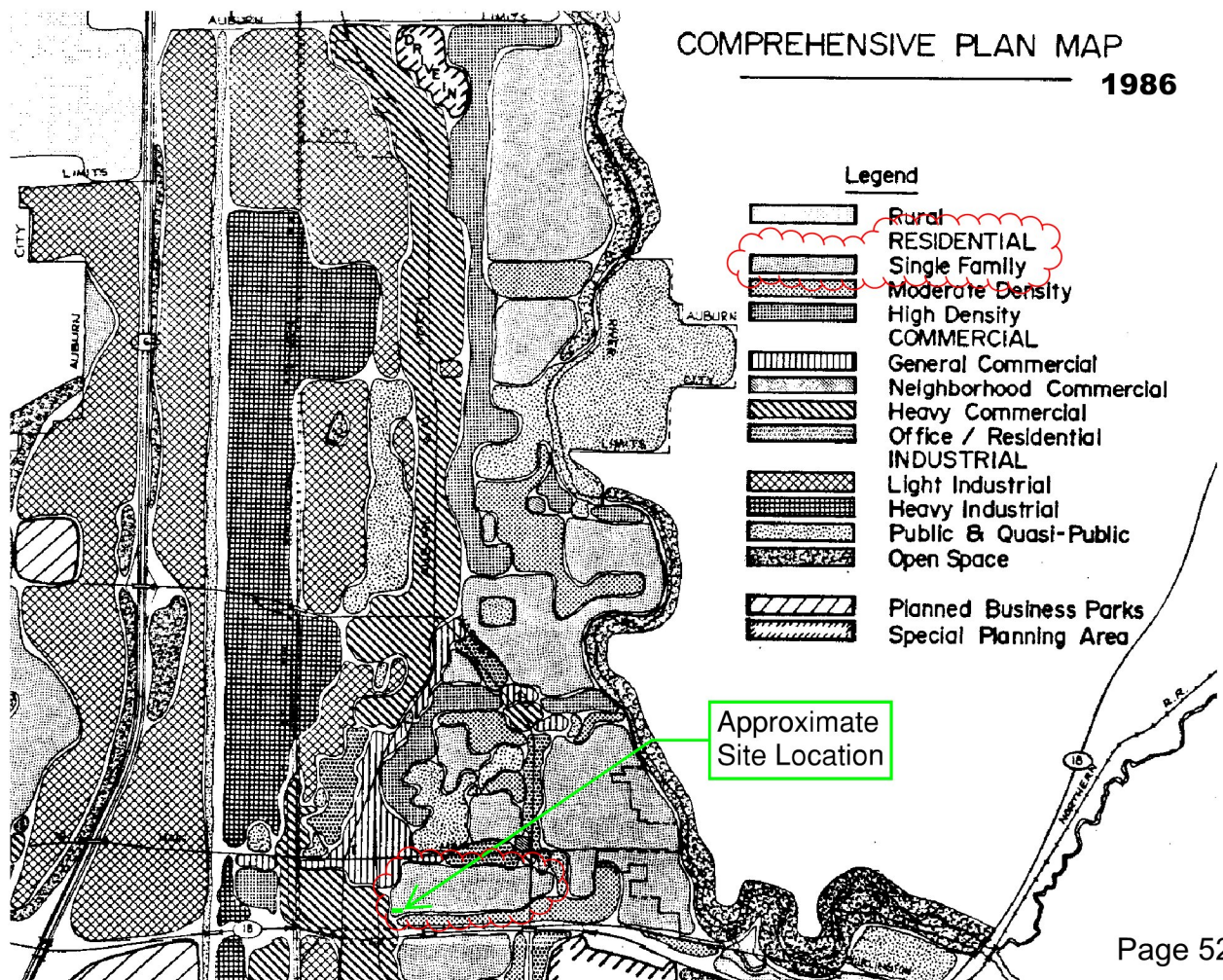
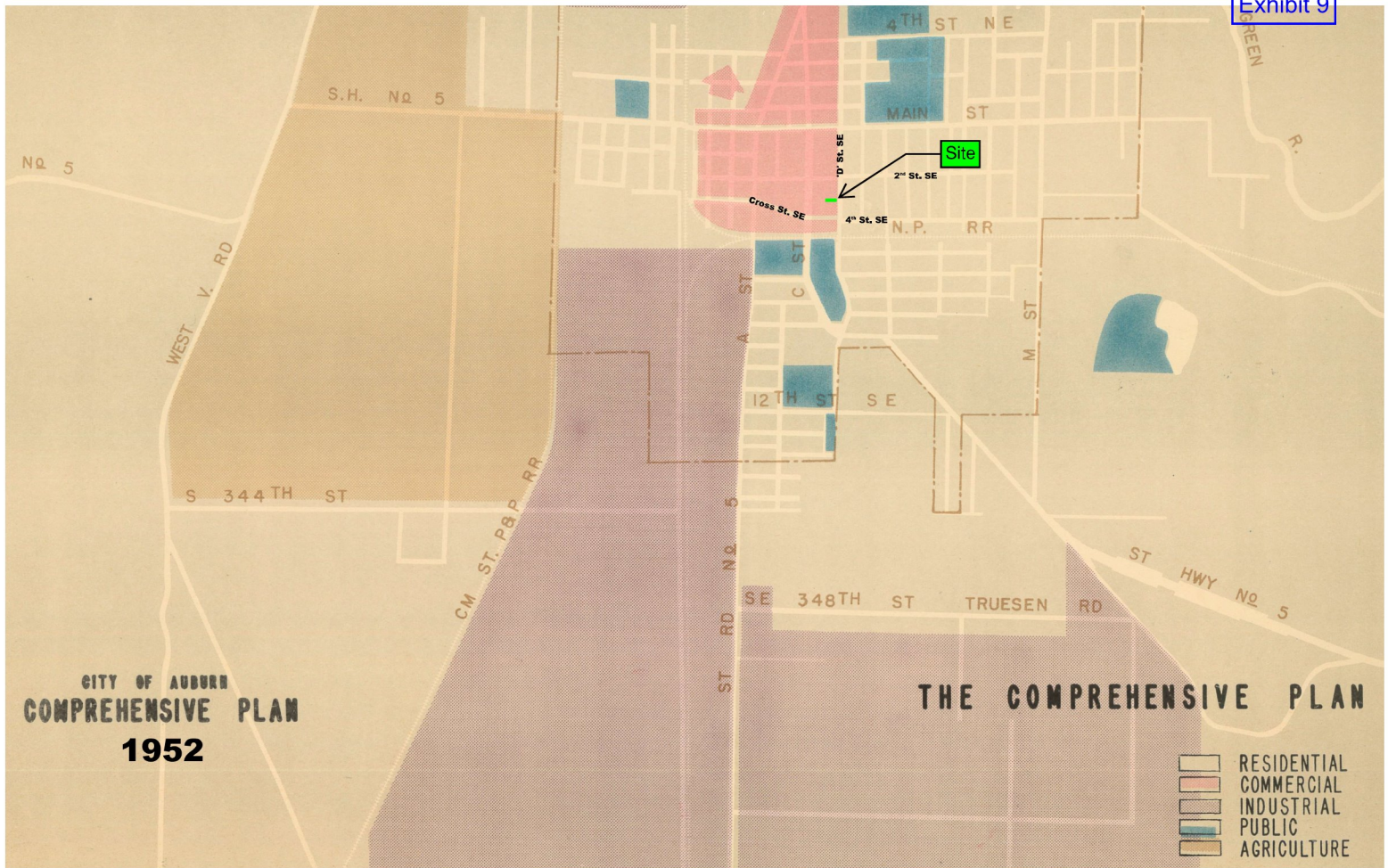
We wish to submit concerns and comments pertaining to the proposed rezone site located at 307 D ST SE, Auburn, WA.

Our single occupant residence is located at 220 D ST SE, Auburn, WA. It is a historic home built in 1913. We have lived here since 1988. Several of our concerns are, but not limited to:

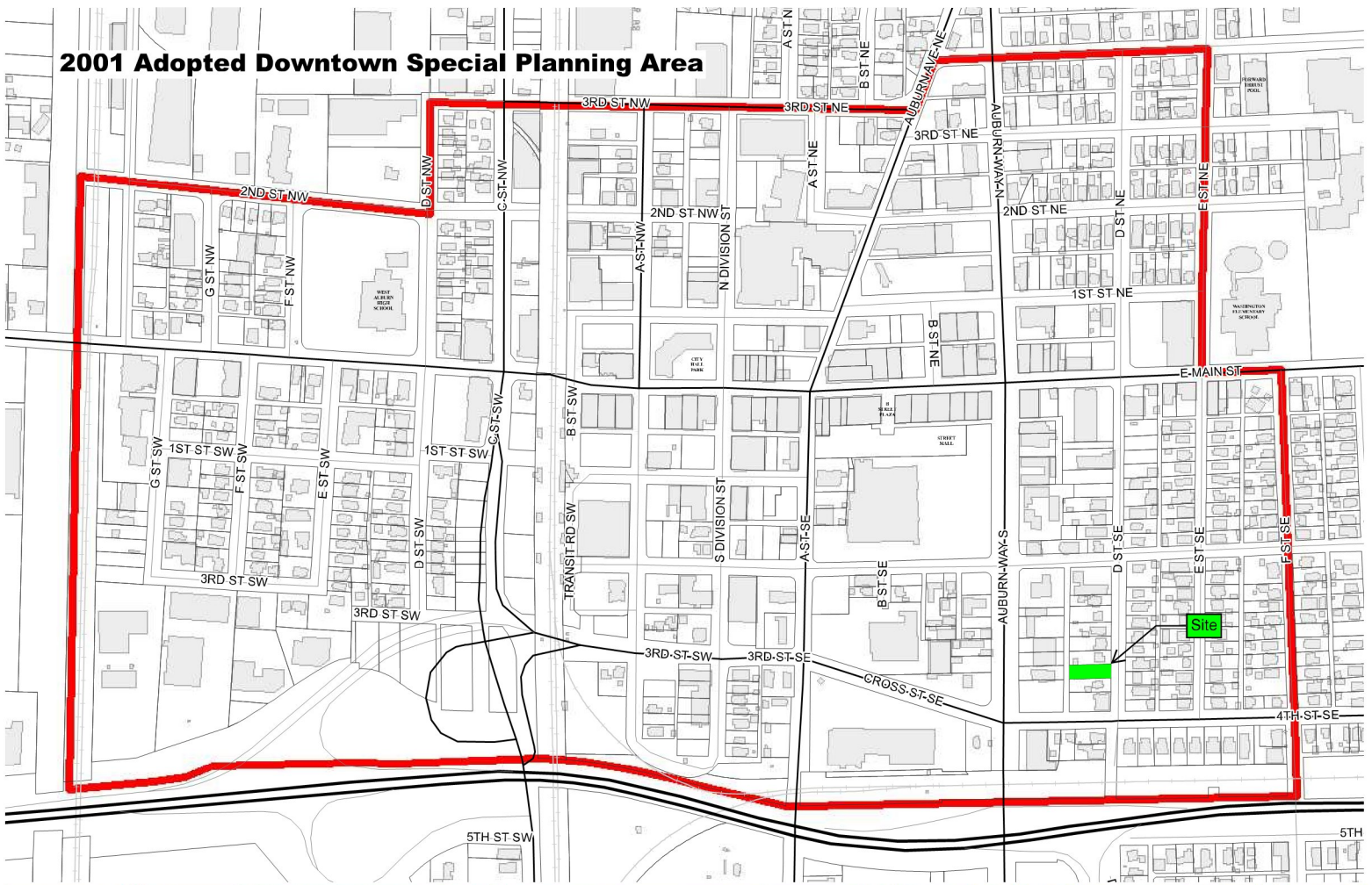
- Rezoning and how it will impact the rest of the block. Should this project move forward, it will isolate a private residence between a dental office and this proposed project. Will a rezone create precedent for other single family residences on the second block of D ST SE to become commercial? What is the City of Auburn’s plan for our neighborhood?
- Traffic/Parking concerns. Proposal lists four parking spots on property, 22 vehicular trips per day, peak volumes between 7-9am and 4-6 pm and four employees.
 Plan calls out (1) additional on-street parking stall will be provided on ‘D’ St. SE. with potential “remediation” of the drive apron along D Street. What does that entail?
 Parking on D Street SE is already challenging to residents, as parking is available only on one side of the street and is consumed by residents.
 A street sign is posted entering the second block of D Street SE (north/heading south) saying; “NO TRUCKS” “LOCAL DELIVERY ONLY”. If the City posted this sign as being necessary, due to street parking one side only (creating a narrow road for two way traffic), how does the City account for increased commercial traffic/parking? How would the business regulate customers who would park on the street and not in the parking spaces off the alley?
- Police emergency responders frequently drive down D Street SE at high speed , often with two to five vehicles in succession. (This can be confirmed with the City of Auburn Police logs.) It isn’t a safe scenario for residences, let alone commercial businesses.
- Signage. What will it consist of and what size? On the building or on the street? Lighted?

We do wish to receive notice of and participate in, any hearings relevant to this project, and request a copy of decisions once made.

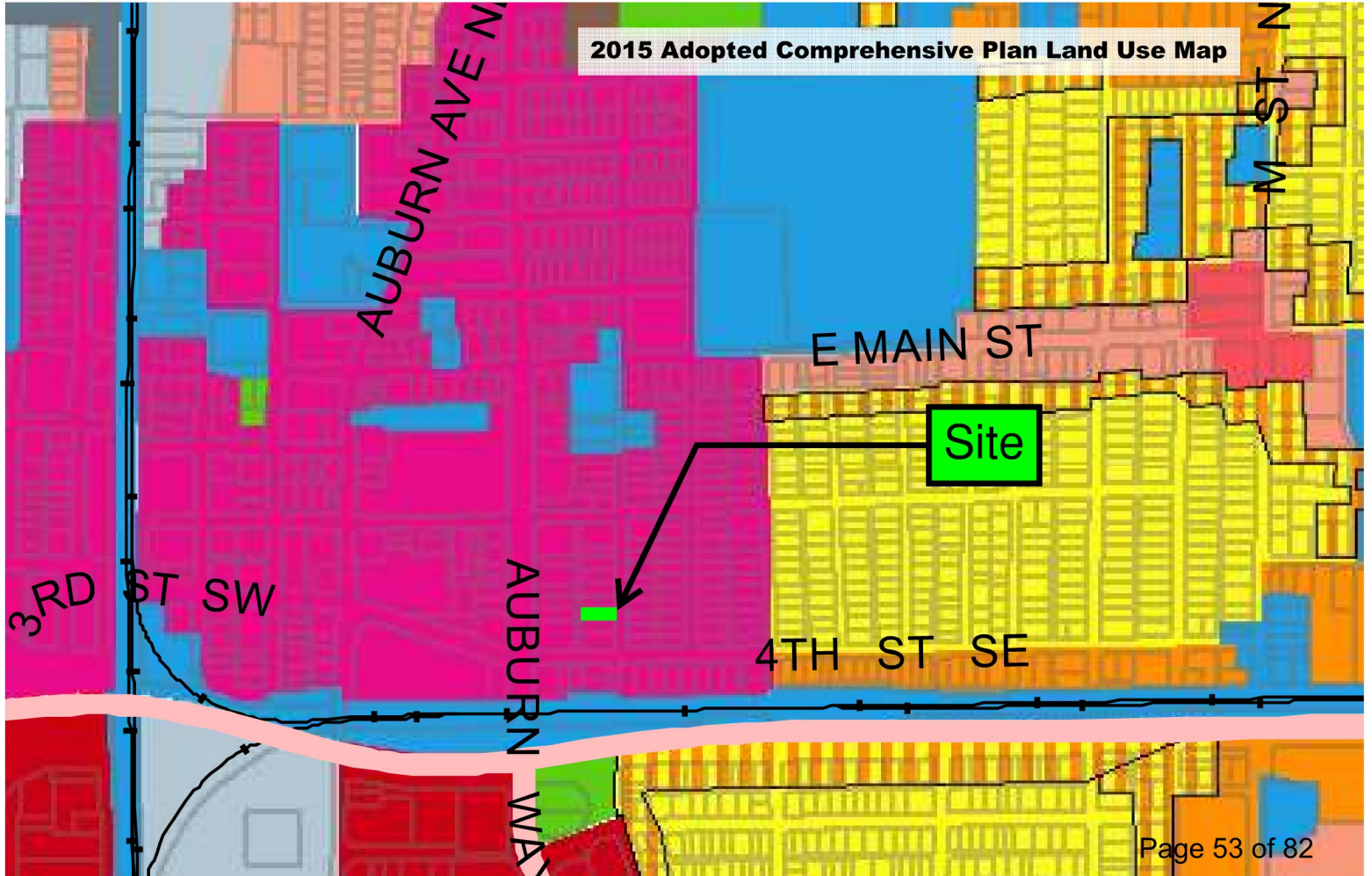
Steve and Debra Trott
220 D Street SE
Auburn, WA 98002
253.939.1957
253.486.8497 cell/Steve
talk2trott@comcast.net



2001 Adopted Downtown Special Planning Area



2015 Adopted Comprehensive Plan Land Use Map



LU-36 Establish intensity limitations such as floor area ratios, density, building height, coverage ratios, setbacks, and other standards.

COMMERCIAL LAND USE DESIGNATIONS

Character Sketch

Commercial uses will be wide ranging in terms of scale and type. A mix of businesses – local, regional, and national – will be among the businesses in the various designations, and will be carefully located to create balance and maintain appropriateness based on adjacent uses. These commercial areas will be economically vibrant, unique, and active outside of traditional work hours. They will be accessible by foot, bike, car, and public transport.

Values

Character – Active gathering spaces, such as parks, plazas, cafes, concert venues, festivals and markets, will be distributed throughout the City; these spaces will be engaging and filled with people interacting, irrespective of culture, age, or income level.

Wellness: A variety of healthy food options will be physically and economically accessible to all members of the Auburn community.

Service: The City's resources and services are available and utilized by the business community. The business community finds the City approachable, empathetic, and responsive. An open and collaborative dialogue exists to help identify problems and find solutions.

Economy: A wide complement of retail, service, and dining options will cater to local needs, attract visitors, and encourage consistent patronage of local businesses.

Celebration: Auburn will have a thriving and expanding arts and culture community. There will be events, amenities, and attractions that draw people to congregate and socialize.

Environment: Local businesses benefit from Auburn's collection of natural resources and amenities because residents and visitors are choosing Auburn as their home or destination.

Sustainability: Local businesses benefit from, and contribute to, a sustainable economy because Auburn is an easy location to start up, maintains opportunity for growth, and has a business friendly economic climate.

General Policies

LU-37 The commercial uses permitted must be carefully regulated in regards to performance criteria and design.

LU-38 Permitted uses would consist of local-serving and community-serving retail trade, offices, personal services, and eating establishments.

LU-39 Encourage uses that provide health and human services to the adjacent community.

LU-40 Encourage adaptive reuse, particularly of historic properties.

LU-41 Promote the use of energy and water conservation measures (PSRC 11/12/15)

LU-42 Ensure that legally established existing uses that may not conform with the underlying zone, but that are compatible with their surrounding uses, and are allowed to continue to evolve and operate without being classified as "nonconforming" uses.

Downtown Urban Center Designation

Description

This category should be applied exclusively in downtown Auburn. The area should be developed in a manner consistent with and conducive to pedestrian-oriented activities. The ambiance of the downtown should encourage leisure shopping, provide services to local residents and area employees, and provide amenities that attract regional visitors and shoppers.

Designation Criteria

1. Located within the Urban Center boundaries established by the King County Countywide planning policies or within Business Improvement Area boundaries.

Implementing Zoning Designations

Downtown Urban Center

Policies

- LU-43 Vertical mixed-use should be encouraged; the location of retail sales and services should predominately be on the ground floor with residential or more retail or services above. However, small freestanding commercial spaces may be established as an accessory use to a larger vertical mixed-use development.
- LU-44 Deviations of height, density or intensity limitations should be allowed when supplemental amenities are incorporated into site and building design. Examples of amenities include use of low-impact development, use of sustainable site and building techniques, public space and art, transit-oriented development, landscaping and lighting, and bike shelters.
- LU-45 Encourage a broad mix of uses within the downtown area. A wide range of consumer-oriented goods and services are compatible within this designation since creating an attractive shopping environment is a primary emphasis. Permitted uses include retail trade, offices, personal services, eating and drinking establishments, financial institutions, governmental offices, and similar uses. Legally established existing uses that do not fit within the range of desired new uses continue to be a valuable part of the downtown economy and character and should be allowed to evolve and operate in a manner that resembles listed permitted uses.
- LU-46 Encourage multiple family dwellings, particularly within the upper stories of buildings.
- LU-47 Drive-in windows should not be permitted to maintain the area's pedestrian environment.
- LU-48 Parking standards within the downtown should reflect the pedestrian orientation of the area, but also consider parking's impact for economic development.

- LU-49 Discourage uses that rely on direct access by vehicles or involve heavy truck traffic (other than for merchandise delivery).
- LU-50 Unsightly outdoor storage and similar activities should be prohibited.
- LU-51 The downtown should capitalize on opportunities for multimodal transportation.
- LU-52 Encourage adaptive reuse, particularly of historic properties.
- LU-53 As a designated VISION 2040 Regional Growth Center that contains a transit station, land use policies and regulations should encourage population and employment growth.

Neighborhood Commercial Designation**Description**

Low-intensity, small-scale commercial services that meet the daily needs of and complement the quality of the residential neighborhoods they serve. Commercial uses need to be carefully located (if located within single-family residential neighborhoods) or should be buffered from single-family residential areas. These areas are characterized by lower traffic generation, fewer operating hours, smaller-scale buildings, and less signage than light commercial areas.

Designation Criteria

1. Located along arterial or collector streets;
2. Properties that are buffered from the single-family designation by landscaping, environmental features, or the Residential Transition designation; and
3. Meets the development parameters of the Neighborhood Commercial designation.

Implementing Zoning Designations**Neighborhood Commercial****Policies**

- LU-54 The commercial uses permitted must be carefully regulated in regards to performance criteria and design. Architectural style, building height and size, lighting,

REZ17-0001 Aerial Map



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Date: 12/11/2017



King County
GIS CENTER

Page 56 of 82

ORDINANCE NO. 6 6 7 3

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, REZONING ONE PARCEL, 7,500 SQUARE FEET IN SIZE, FROM R-7 RESIDENTIAL TO DUC DOWNTOWN URBAN CENTER, TO IMPLEMENT THE COMPREHENSIVE PLAN AND AMENDING THE CITY'S COMPREHENSIVE ZONING MAP

WHEREAS, the City Council of the City of Auburn, Washington, adopted, on August 18, 1986, a Comprehensive Plan by Resolution No. 1703, which included a Map establishing the location of the Comprehensive Plan Land Use Designations throughout the City; and

WHEREAS, on April 17, 1995, the City Council of the City of Auburn adopted Comprehensive Plan Amendments by Resolution No. 2635 to comply with the Washington State Growth Management Act; and

WHEREAS, on September 5, 1995, the City of Auburn reaffirmed that action with the adoption of Ordinance No. 4788; and

WHEREAS, on December 14, 2015, the City Council of the City of Auburn adopted an updated Comprehensive Plan which includes a Map establishing the location of the Comprehensive Plan Land Use Designations throughout the City by Ordinance No. 6584; and

WHEREAS, Alan Keimig, of The Keimig Associates, Applicant and Property Owner, submitted a rezone application on September 21, 2017 for King County Parcel Number 733140-0655; and

WHEREAS, the environmental impacts of the proposed rezone were considered in accordance with procedures of the State Environmental Policy Act with a Determination of Non-Significance issued on November 9, 2017; and

WHEREAS, after proper notice published in the City's official newspaper at least ten (10) days prior to the date of public hearing, the City of Auburn Hearing Examiner heard public testimony and took evidence and exhibits into consideration; and

WHEREAS, on December 20, 2017 the City of Auburn Hearing Examiner recommended approval of the rezone application, and made and entered findings of fact and conclusions of law based thereon in support of that recommendation, as set forth in the Findings of Fact, Conclusions of Law and Recommendation of the Hearing Examiner attached hereto, marked as Exhibit "A" and incorporated herein by this reference; and

WHEREAS, the City Council concurs with the findings of fact and conclusions of law of the Hearing Examiner; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN as follows:

Section 1. Adoption of the Hearing Examiner's Findings of Fact and Conclusions of Law. The City Council adopts the findings of fact and conclusions of law based thereon, made and entered by the Hearing Examiner in support of the recommendation to the City Council, as set forth in the "Findings of Fact, Conclusions of Law and Recommendation for The Keimig Associates Rezone, City File Number REZ17-0005, dated January 3, 2018".

Section 2. Approval. The City Council adopts and approves the rezone request for a rezone from R-7 Residential to DUC Downtown Urban Center for King County Parcel Number 733140-0655.

Section 3. Amendment to the Zoning Map. The official zoning map of the City of Auburn titled "Comprehensive Zoning Map" shall be amended to reflect this rezone

once this ordinance is effective.

Section 4. Constitutionality or Invalidity. If any section, subsection clause or phase of this Ordinance is for any reason held to be invalid or unconstitutional such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this Ordinance, as it is being hereby expressly declared that this Ordinance and each section, subsection, sentence, clause and phrase hereof would have been prepared, proposed, adopted and approved and ratified irrespective of the fact that any one or more section, subsection, sentence, clause or phrase be declared invalid or unconstitutional.

Section 5. Recordation. Upon the passage, approval and publication of this Ordinance as provided by law, the City Clerk of the City of Auburn shall cause this Ordinance to be recorded in the office of the King County Auditor's Division.

Section 6. Implementation. The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation.

Section 7. Effective Date. This ordinance shall take effect and be in force five (5) days from and after its passage, approval and publication, as provided by law.

FIRST READING: _____

SECOND

READING:

PASSED: _____

APPROVED:

CITY OF AUBURN

NANCY BACKUS, MAYOR

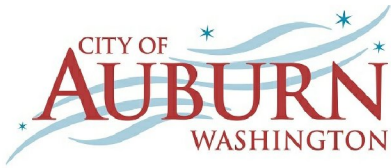
ATTEST:

Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

Daniel B. Heid, City Attorney

Published: _____



AGENDA BILL APPROVAL FORM

Agenda Subject:

Auburn Avenue Theater Update (Faber)(20 Minutes)

Department:

Parks/Art and Recreation

Attachments:

[powerpoint](#)

Date:

January 17, 2018

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

Presentation and discussion regarding current programming as well as upcoming decision points related to the Auburn Avenue Theater.

Background Summary:

The City of Auburn operates the Auburn Avenue Theater providing full scale theater productions, performances and a private rental venue for theater goers in the region. Staff will provide Council information related to current programming and discuss potential options to explore prior to the end of the lease that will terminate on December 31, 2021 (per Res. 4063).

Reviewed by Council Committees:**Councilmember:**

Meeting Date: January 22, 2018

Staff:

Faber

Item Number:

AUBURN AVE

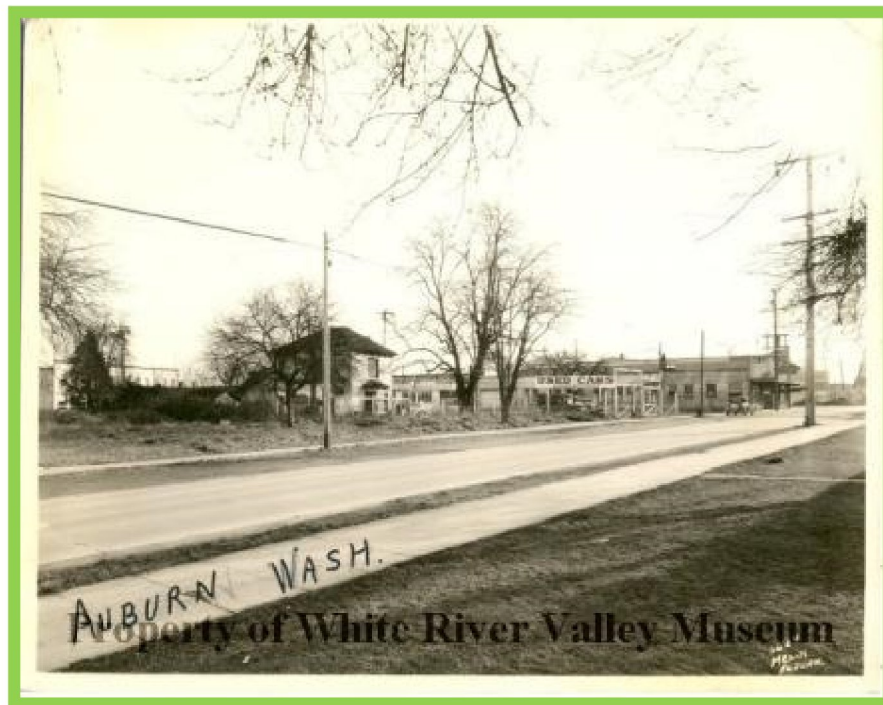
Theater

AUBURN
MORE THAN YOU IMAGINED



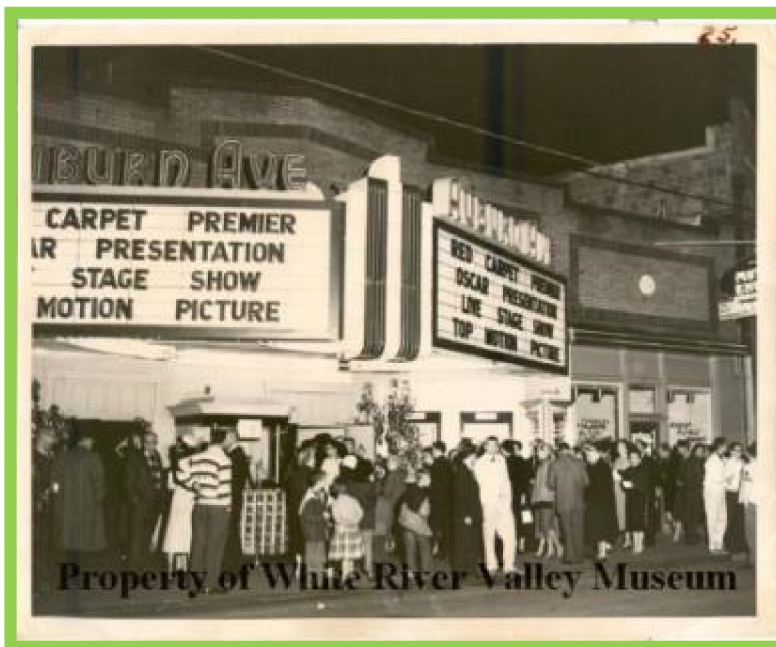
AUBURN AVE Theater

Background



Built in 1926, the Auburn Avenue Theater has been used as a bus depot, movie theater as well as a dinner theater.

Since 2007, Auburn Avenue Theater has been managed and operated by the City of Auburn.



- **Performing Arts at the Auburn Ave. Theater includes touring groups from across the northwest**
- **Season includes music, dance, comedy, tribute shows, the AveKids series, and full-scale theater productions**
- **71 City-presented shows held at the Auburn Ave. Theater in 2017**
- **Also serves as a rental venue**



Auburn Community Players

Full-scale theater productions produced by the City of Auburn; contracted stage team working with volunteer actors. Productions often include a youth component

Three productions a year; 2017 shows included:

Hairspray, *Annie* & *Scrooge, The Musical*

Auburn Community Players productions continue to grow in popularity



Auburn Community *Teen* Players

- Full-scale theater production produced by the City of Auburn; contracted stage team working with teen actors in the summer.
- Teens learn voice, acting, dance, set building and more and produce four shows in total.
- One production a year in the summer; 2017 show: *The Wedding Singer*



Youth Theater Camps & Classes



- City hosts two youth theater productions a year – *Spring & Summer*
- Camps serve approximately 50 kids for each production; teaches voice, acting, dance, stage sets and more and culminates in a four-show production at the end of camp



- On-going youth acting classes at the Theater during the year through Auburn Parks, Arts & Recreation

Current Operations

Ticketed Attendance	2015	2016	2017
Music, Tribute & Other	2,954	3,098	2,698
Ave Kids Shows	1,289	993	875
AveKids & Teen Theater Productions	2,076	2,138	2,187
Comedy	855	1,064	884
Community Theater Productions	2,329	3,727	4,494
Total Attendance	9,503	11,020	11,138



Expenses and Revenue

Actual Expenses	2015	2016	2017
Salaries, Wages & Benefits	\$150,836	\$154,599	\$175,065
Expenses (artist fees, equipment, etc)	\$221,474	\$212,819	\$225,235
Theater Lease Payments	\$77,998	\$77,699	\$78,168
Subtotal	\$450,308	\$445,117	\$478,468
Interfund Printing Services	\$66,696	\$67,596	\$34,104
Interfund Facilities	\$117,204	\$115,704	\$85,596
Interfund IS Services	\$12,036	\$11,856	\$14,760
Grand Total	\$646,244	\$640,273	\$612,928

Revenue	2015	2016	2017
Ticket Sales	\$126,583	\$148,089	\$178,118
Theater Class Revenue	\$37,929	\$41,736	\$42,420
Theater Rental Income	\$4,635	\$1,915	\$2,853
Subtotal	\$169,147	\$191,740	\$223,391

Current Lease Expires – December 31, 2021

Option 1:

**Renegotiate
current lease**

Option 2:

**Purchase
Theater and
Remodel/
Rebuild
On
current site**

Option 3:

**Property
Acquisition
Opportunities:

Develop new
theater in
different
location**

Option 4:

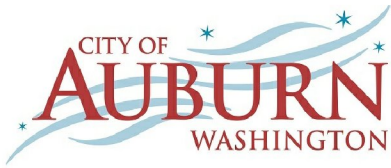
**Enter into
public/private
partnership with
potential
downtown
developer to
include a civic
theater**

AUBURN AVE
Theater

Looking forward



Property of White River Valley Museum



AGENDA BILL APPROVAL FORM

Agenda Subject:

Proposed 2018 Legislative Priorities(Hinman)(15 Minutes

Department:**Attachments:**

[Legislative Priorities](#)

Date:

January 18, 2018

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:**

Meeting Date: January 22, 2018

Staff:

Item Number:

STATE PRIORITIES

Streamlined Sales Tax

The Streamlined Sales Tax (SST) effort was born out of a 1991 Supreme Court decision that stated the tax system at that time was too complicated to impose on retailers that did not have a physical presence within a particular state. Thus, e-commerce retailers hold a distinct advantage over “brick and mortar” storefronts which not only hurt our local businesses but deprive our community of vital tax revenues. Even though the Streamlined Sales Tax program that Washington State is a part of intends to simplify tax code for resident businesses and online retailers, the program is not perfect. The City of Auburn and many others suffer the consequences. While the State of Washington and Country see tremendous retail activity from out of state sellers, the associated tax revenues are not materializing as they should. In response, the City of Auburn is pushing for mitigation solutions to the current shortfall in tax revenues so that services such as police and fire do not feel any impact. The City of Auburn is involved in a newly formed group of Cities and business organizations to analyze the local impacts of the SST program, including the Market Place Fairness Act . The City will also advocate for timely results from the Department of Revenue study currently underway to determine SST impacts on communities like our own. The City is not advocating for new or increased taxes, just fair tax revenues we use for our critical community services, and a level playing field for our local businesses.

Priorities for our Community

The City of Auburn, like most communities, faces a number of issues that impact our community negatively. What is becoming very clear, we cannot treat each issue as separate. Instead, the City is committed to continue efforts that look at solving our challenges in a comprehensive manner. Our belief is that the following problems can only be solved with an interconnected strategy for success.

Homelessness

As we all know, homelessness can result from a number of issues in one’s life. Reasons include those within, and those outside of our control, but whatever the cause, the City of Auburn is working to assist in the stabilization of our entire homeless population. At all levels, the City will work to secure and grow funding for programs and services that prevent and end the cycle of homelessness. Auburn must be afforded the opportunity to take full advantage of funding streams to implement on the ground solutions to provide access and long term assistance for a number of homelessness triggers such as job loss, addiction, untreated mental health issues, cost of living, and many others.

Mental Health

Many suffering from an acute mental illness crisis require inpatient treatment, which is more effective, cost efficient, and appropriate for care. Unfortunately, inpatient psychiatric beds in the U.S. have dropped from more than 550,000 beds in 1955 to 43,000 today. Between 1990 and 2000, inpatient psychiatric beds per capita declined by 44% in state and county mental hospitals, 43% in non-governmental psychiatric hospitals, and 32% in general hospital psychiatric units. Patient needs, however, have not declined. As a result, those with mental and addictive disorders end up in hospital emergency rooms for days or weeks – often without needed treatment, which

emergency rooms are not equipped to provide. Those who cannot wait in emergency rooms often wind up in jail instead. And military veterans end up on the streets with untreated post-traumatic stress disorder.

The shortage is acute in Washington State, especially in Pierce and South King Counties. Washington State ranks 48th out of 50 when looking at prevalence of mental health compared to access of care, and near the lowest in the nation in terms of inpatient psychiatric capacity at 8.3 beds versus the National average of 26.1.

- Pierce County's capacity is dramatically lower than the state average, at 2.5 beds per 100,000 residents -- the worst in the State of Washington.
- There is a major active duty/veteran population, and there are military families that are underserved.

The City of Auburn is focused and committed to bolstering the availability of care for some of our most vulnerable citizens. The City has pushed for increased capacity not only within City limits but within both Counties in which we reside. Having access to care is paramount if we are to serve those that served us in the military and members of our community that have nowhere else to turn. The solutions need to be found at the local, State, and Federal levels which is why the City of Auburn plans to pursue every opportunity to assist individuals and families in desperate need of help.

Opioids

The proliferation of potent and highly addictive pain medication has put entire communities across the country at risk. The overuse of opioids and the influence that abuse has on crime rates and the migration to illegal street drugs is a progression the City of Auburn intends to combat at every step. Auburn will seek funds to expand programs to give those struggling to cope with an addiction the means to be treated and the opportunity to recover. The City will be able to this through our prevention efforts inside our schools, correctional system, and most importantly our ongoing work through social services. As a community, we will seek all necessary and available tools to prevent further infiltration of opioids, provide recovery help to those who seek it, and protection of our citizens from those who don't.

Affordable Housing

To ensure the City of Auburn continues its positive growth as a thriving community we must ensure that there is safe and affordable housing for our multi generations of residents. The issues communities face up north are something we will work to avoid here. Auburn will support developers that choose to build affordable housing into their projects while pursuing outside funding, like the State Housing Trust to not only provide incentive for new living spaces but the preservation and upgrade of existing affordable housing.

Tiny Houses

The International Code Council is developing an appendix to the International Residential Code for tiny houses. Encourage legislature to lay the foundation to adopt the 2018 Tiny House Appendix. The Legislature's action to adopt the 2018 codes won't occur until the 2019 session. However, the State Building Code Council will have already

made their recommendation for the Legislature's action item. When session convenes in 2018 it would be good to start the lobbying effort.

Capital Budget approval by the Legislature so that City can get funds released for planned waterline across the White River. Sustainable and certain transportation funding by the Legislature for needed local transportation projects.

Authorizing legislation for a Street Maintenance Utility

This would allow local governments the opportunity to directly engage in substantive local funding discussions with residents, citizens and businesses to provide a sustainable and on-going financial foundation to address current and future street maintenance deficiencies.

\$1 million direct appropriation to the City of Auburn for:

- 1) Conduct a Design Alternatives & Cost Analysis Study for completion of state system connection between SR-18 and SR-167 to alleviate congestion and maintenance impacts on West Valley Highway and 15th Street SW resulting from the current use by vehicles and trucks of these roadways to connect northbound and southbound (estimated cost = \$500,000); and
- 2) Conduct a Capacity Study for the eastbound section of SR-18 between SR-167, SR 164 and SR-18 to identify potential short-term strategies and costs as well as long-term strategies and cost to reduce current and future highway capacity and access issues (estimated cost = \$500,000). Please note that these two issues are interrelated and should be studied concurrently.

Puget Sound Gateway Project funding – This issue is regional in nature and likely should be part of a regional legislative issues discussion at SCA or a similar forum. There are two key concerns: 1) \$130 million local funding contribution expectation of the State Legislature for state facilities. It is unclear how and where this local funding would come from and what is a reasonable funding expectation for highly benefitted and less benefitted communities; and 2) there was a recent statement made by WSDOT staff and their consultants, Andrey Chapel and Mike Rigsby, of working to use state TIB and federal PSRC grant funds to address the local funding expectation. This would deplete an already challenged transportation funding environment and reduce funding available for necessary local capital projects due to lack of funding support from these funding sources.

DRAFT 2018 City of Auburn Federal Agenda

I. Invest in local transportation and infrastructure priorities.

Auburn supports a strong partnership with the federal government and encourages Congress to fund transportation and infrastructure programs. The City supports federal efforts to pass an infrastructure package that provides federal resources for local infrastructure and transit programs that ensure the efficient movement of people and goods in our community. Please support local funding priorities in any upcoming infrastructure investment package and also fully fund the transportation and transit programs included in the FAST Act.

II. Support comprehensive policies to address homelessness and housing challenges.

The increase in homelessness has reached a state of emergency in King and Pierce Counties, and the lack of affordable housing places a heavy burden on many in our community. On any given day last year in just King County more than 11,000 people were experiencing homelessness, almost 47% or nearly 5,500 people were unsheltered. Population growth and regional issues of housing affordability exacerbate the problem. Studies show that every \$100 a month increase in rental rates can increase the homeless population by 15% in metro areas and by 39% in rural and suburban areas. With local rents skyrocketing in recent years, housing is becoming out of reach for many. Please support increased funding for federal housing assistance programs including rental assistance, Section 8 vouchers, and Veterans Affairs Supportive Housing. Please also support expansion of the Low Income Housing Tax Credit and programs that support affordable homeownership.

III. Ensure access to mental health and substance abuse treatment.

Too often, lack of providers or available hospital beds stand in the way of those seeking treatment. The shortage of available care leaves low income patients, in particular, at risk for waiting for care in hospital emergency rooms until an acute care hospital bed opens. Changing outdated Medicaid payment policies that exacerbate this shortage can help. Reforms included in legislation, such as the Mental Health Reform Act introduced in the 114th Congress, can help. The City supports a permanent, workable solution to the outdated Medicaid payment policy to allow for hospitals to have greater numbers of beds devoted to psychiatric care either through administrative action or through legislation like the Medicaid CARE Act. Please support legislation to address the availability and affordability of mental health care.

Ensuring adequate access to substance abuse and opioid addiction treatment programs is a critical component to keeping people employed and housed. Please support funding for the Substance Abuse and Mental Health Services Administration (SAMHSA) and ongoing implementation of the Comprehensive Addiction and Recovery Act passed in the 114th Congress as well as efforts to address the growing crisis of opioid addiction in our communities.

IV. Support funding stability and predictability for municipalities.

The City of Auburn works hard to provide for the needs of our residents while maintaining a balanced budget and exercising fiscal responsibility. The City relies on the stability and predictability of revenue and municipal financing options to maintain that careful balance. Please preserve essential public financing tools, like the income tax exemption for municipal bonds, and avoid any further impacts to the State and Local Tax deduction.

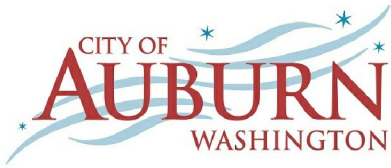
In addition to avoiding any additional tax burdens on municipal governments, action on e-fairness legislation, such as the Marketplace Fairness Act or the Remote Transactions Parity Act, would provide a useful tool in addressing a backlog of infrastructure and human services needs. Please pass e-fairness legislation to close the online sales tax loophole and allow state and local

governments to enforce their existing sales tax laws regardless of whether a purchase is made in a store, online, or through a catalog retailer.

V. Support federal funding for local programs.

Auburn will continue to advocate on behalf of federal funding that allows the City to serve its citizens and provide services to those in need, provide for the public's safety and maintain its transportation infrastructure. Auburn also supports federal funding for programs operated in partnership with other local jurisdictions and tribes, including the Healthy Auburn for Life committee. Please support funding for programs including the Community Development Block Grant, Byrne Grant Funding through the Department of Justice, and Airport Improvement Funds, among others.

There is a need for additional services for the many veterans who call Auburn home. Please continue to fund programs that assist transitioning service members, veterans, and military spouses to connect with career opportunities; provide access to quality, affordable education; reduce the tolls that the stress of war, multiple deployments, and frequent moves can take on veterans and their families.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Human Services Funding Priorities (Hinman)(10 Minutes)

Department:**Attachments:**

[funding priorities](#)

Date:

January 18, 2018

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:**

Meeting Date: January 22, 2018

Staff:

Item Number:

Human Services Funds

Human Services funds are 1% of the City's General Fund that goes to the biennial, competitive human services fund application cycle and other supportive service programs in Auburn. Funds are awarded to programs of nonprofit organizations, **not** the entire organization. This means that organizations can apply multiple times depending on how many programs they want to have funded. The funds must benefit Auburn residents and have to align with the City's areas of focus which include:

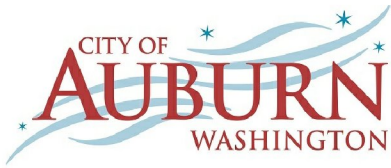
- poverty reduction
- child abuse and neglect
- domestic violence and sexual assault
- health care

Applications open in the spring prior to the new contract year and applicants are given six weeks to submit a completed application. Applications require:

- full organizational and program descriptions
- budgets for both the organization and the program
- proof of 501c3 status
- a financial summary including a management letter
- number of Auburn residents served
- narrative on how the program will benefit our community

All completed applications are submitted to the City's Human Services Committee and evaluated using a rating tool. After evaluating all applications the committee carefully selects which programs they want to fund for the next two years.

It has been suggested that the four priority areas be re-evaluated and changed, if necessary, to reflect the current needs of Auburn.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Matrix

Date:

January 18, 2018

Department:**Attachments:**

[Matrix](#)

[Special Focus Areas](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:****Staff:**

Meeting Date: January 22, 2018

Item Number:

COUNCIL MATRIX

NO.	TOPIC	Chair	STAFF LEAD(S)	STUDY SESSION REVIEW DATE(S)	COUNCIL DISCUSSION SUMMARY	ACTION DATE
1	Capital Projects Update and Featured Capital Project Discussion	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Snyder	TBD		
2	Community Sustainability Series: Economic and Statutory Considerations for Municipalities	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Snyder	TBD		
3	Centers Designation Overview	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Snyder	TBD		
4	IT Update	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Snyder	2/26/2018		
5	Airport Facilities Assessment Report	Chair Brown Chair Peloza	Vice Director Snyder	3/12/2018		
6	Airport Capital Needs Update	Chair Brown Chair Peloza	Vice Director Snyder	3/12/2018		
7	Homelessness Update	Chair Trout-Manuel Vice Chair Wales	Director Hinman	TBD		
8	Update on Court-DV Filings/Hearings and DV Model Firearms Program	Chair Trout-Manuel Vice Chair Wales	City Attorney Heid	TBD		
9	READY Program Update	Chair Trout-Manuel Vice Chair Wales	City Attorney Heid	TBD		
10	Streamlined Sales Tax Update	Chair Holman Chair Brown	Vice Finance Director Coleman	2/12/2018		
11	Cost of Service Study - Planning and Development Fees	Chair Holman Chair Brown	Vice Finance Director Coleman	2/12/2018		

SPECIAL FOCUS AREAS

HEALTH & HUMAN SERVICES	FINANCE & ECONOMIC DEVELOPMENT	PUBLIC WORKS & COMMUNITY DEVELOPMENT	MUNICIPAL SERVICES
HUMAN SERVICES FUNDING PUBLIC WELLNESS DOMESTIC VIOLENCE SERVICES HOMELESSNESS SERVICES AFFORDABLE HOUSING COMMUNITY SERVICES HUMAN RESOURCES MEDICAL COMMUNITY RELATIONS	CITY BUDGET & AMENDMENTS RISK MANAGEMENT EQUIPMENT RENTAL FACILITIES CITY REAL PROPERTY LEGAL DEVELOPMENT INCENTIVES BUSINESS DEVELOPMENT ECONOMIC DEVELOPMENT STRATEGIES	UTILITIES ZONING, CODES & PERMITS INNOVATION & TECHNOLOGY TRANSPORTATION STREETS ENGINEERING CAPITAL PROJECTS SUSTAINABILITY ENVIRONMENTAL PROTECTION CULTURAL ARTS & PUBLIC ARTS PLANNING	POLICE SCORE JAIL DISTRICT COURT PARKS & RECREATION ANIMAL CONTROL SOLID WASTE EMERGENCY PLANNING AIRPORT AIRPORT BUSINESSES SISTER CITIES MULTIMEDIA
Councilmember Trout-Manuel, Chair Councilmember Wales, Vice Chair	Councilmember Holman, Chair Councilmember Brown, Vice Chair	Councilmember DaCorsi, Chair Deputy Mayor Baggett, Vice Chair	Councilmember Brown, Chair Councilmember Pelosa, Vice Chair
2018 MEETING DATES January 22, 2018 March 26, 2018 May 29, 2018 July 23, 2018 September 24, 2018 November 26, 2018	2018 MEETING DATES February 12, 2018 April 9, 2018 June 11, 2018 August 13, 2018 October 8, 2018 December 10, 2018	2018 MEETING DATES February 26, 2018 April 23, 2018 June 25, 2018 August 27, 2018 October 22, 2018 December 24, 2018	2018 MEETING DATES January 8, 2018 March 12, 2018 May 14, 2018 July 9, 2018 September 10, 2018 November 13, 2018