



PLANNING COMMISSION

January 6, 2015

MINUTES

I. CALL TO ORDER

Chair Judi Roland called the meeting to order at 7:00 p.m. in Annex Conference Room 2 located on the second floor of One Main Professional Plaza, One East Main Street, Auburn, WA.

II. ROLL CALL/ESTABLISHMENT OF QUORUM

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

Staff present included: Assistant Director of Community Development Jeff Tate, City Attorney Dan Heid, Planning Services Manager Jeff Dixon, Urban Design Planner Lauren Flemister, Senior Planner Thaniel Gouk, Planner II Gary Yao, and Community Development Secretary Tina Kriss.

III. APPROVAL OF MINUTES

A. November 5, 2014

Staff informed the Commission that a Scrivener's error has been corrected; the word "Agenda" in the heading has been replaced by the word "Minutes"

Vice-Chair Copple moved and Commissioner Baggett seconded to approve the minutes from the November 5, 2014 meeting as corrected.

MOTION CARRIED UNANIMOUSLY 7-0

After consulting with staff, the Commission determined that at the beginning of each Planning Commission meeting, after the "Call to Order", they would like to begin reciting the Pledge of Allegiance.

IV. PUBLIC COMMENT

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

V. PLANNING DEPARTMENT REPORT

Assistant Director Tate distributed a table showing the valuation and number of SFR – Single Family Residential building permits issued; the valuation and number of commercial year-end building permits approved, the number of code violations, and number of inspections from 2002 to 2014. He also reviewed the pre-application conferences for 2014 which is an indicator of future development activity.

Assistant Director Tate distributed and reviewed the Community Development Division organizational chart and also discussed the new process where the City of Auburn transitioned from standing Council committees to Council Study Session. Council Study Sessions are the 2nd, 4th and 5th Monday's of every month at 5.30 PM in Council Chambers.

VI. ACTION

A. Election of Planning Commission Chair and Vice Chair

Chair Roland called for nominations for the election of a Chairperson of the City of Auburn Planning Commission for the 2015 year

Commissioner Mason nominated Commissioner Roland as the 2015 Chairperson. Commissioner Copple seconded the nomination. No other Commissioners were nominated.

By majority vote of the Commissioners, 7-0, Chair Roland was re-elected as the Planning Commission Chairperson for 2015.

Motion carried. 7-0

Chair Roland called for nominations for the election of Vice-Chairperson of the City of Auburn Planning Commission for the 2015 year. Commissioner Mason nominated Commissioner Copple as Vice-Chairperson. Commissioner Baggett seconded the nomination. No other Commissioners were nominated.

By majority vote of Commissioners, 7-0, Vice-Chair Copple was elected as the Planning Commission Vice-Chairperson for 2015

Motion Carried. 7-0

VII. OTHER BUSINESS

A. Comprehensive Plan Update Schedule

After generally discussing the workload to complete the Comprehensive Plan update before the Planning Commission, the Commission determined they would like to begin meeting from 6:00 p.m. to 9:00 p.m. the 1st and 3rd Tuesdays in March and April to begin with. Staff will forward a calendar to confirm the 2015 meeting dates.

B. Value Statement Discussion

Assistant Director Tate provided background information on the draft value statements section of the Comprehensive Plan Update under development. The draft values statements are derived from the 2014 "Imagine Auburn" community visioning effort; feedback and input from the public; the City Council visioning exercises that occurred during their annual retreats; general conversations with Council Sub-Committees and the Planning Commission; and ideas generated internally by staff

After reviewing and discussing the draft Value Statements for the Comprehensive Plan the Commission provided the following comments regarding the value statements:

- The Commission explained that the public may not be able to understand the value statement summary term "Place", noted on page 3, and would like to consider changing the word to convey the message and intent of this term as used in the value statement and summary term.
- The Commission emphasized that they like the term: "One Auburn" found on page 3 and discussed using it as a horizontal acronym within the draft Value Statement.
- The Commission felt the word "infrastructural", on page 3 in the "What it means" section of "Place" needs to be changed to provide clarity on what is being referred to.

The Commission and staff determined that at future meetings, an ongoing electronic list will be used to keep track of topics and ideas that are identified for future discussion; tracking these will allow the Commission to keep records of items to potentially revisit these topics at a later date.

VIII. ADJOURNMENT

There being no further business to come before the Planning Commission, Chair Roland adjourned the meeting at 9:37 p.m.