



**Business Improvement Area
Regular Meeting
September 11, 2025 - 1:00 PM
1 East Main Street
Annex Conference Rm 2
2nd Floor**

AGENDA

PUBLIC PARTICIPATION

- A. The Business Improvement Area Committee Meeting scheduled for Thursday, September 11, 2025, at 1:00 p.m. will be held in person and virtually.
Join Zoom Meeting
<https://us06web.zoom.us/j/88056783327?pwd=z4OZe94Nj94YlljH3x4vvVVGNIffuW.1>
Meeting ID: 880 5678 3327
Passcode: 536976
One tap mobile
+12532158782,,88056783327# US (Tacoma)
+12532050468,,88056783327# US

CALL TO ORDER

ROLL CALL

AGENDA MODIFICATIONS

AUDIENCE PARTICIPATION

This is the place on the agenda where the public is invited to speak to the Board on any issue.

- A. The public can participate in-person or submit written comments in advance. Participants can submit written comments via mail, fax, or email. All written comments must be received prior to 5:00 p.m. on the day before the scheduled meeting and must be 350 words or less.

Please mail written comments to:
City of Auburn
Attn: Jenn Francis, Economic Development Manager
25 W Main St
Auburn, WA 98001

Please fax written comments to:
Attn: Jenn Francis, Economic Development Manager
Fax number: 253-804-3114

Email written comments to: jfrancis@auburnwa.gov

If an individual requires accommodation to allow for remote oral comment because of a difficulty attending a meeting of the governing body, the City requests notice of the need for accommodation by 5:00 p.m. on the day before the scheduled meeting. Participants can request accommodation to be able to provide a remote oral comment by contacting the Community Development Department in person, by

phone (253) 215-8744, or by email (jfrancis@auburnwa.gov).

ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

- A. OPMA Requirements Presentation – Shawn Campbell (No Attachments)
- B. Downtown Plan Presentation – Steve Sturza
- C. Downtown Auburn Cooperative Update - Stefanie Cox/Cheryl Rakes (No Attachments)

FINANCIAL REPORT

- A. Financial Report BIA Budget Update - Jenn Francis

ADJOURNMENT

Agendas and minutes are available to the public at the City Clerk's Office and on the City website (<http://www.auburnwa.gov>).



AGENDA BILL APPROVAL FORM

Agenda Subject:

Downtown Plan Presentation – Steve Sturza

Meeting Date:

September 11, 2025

Department:

Community Development

Attachments:

Downtown Subarea Plan
Presentation

Budget Impact:

Administrative Recommendation:

Background for Motion:

Background Summary:

Councilmember:

Staff:

BIA

**DOWNTOWN
SUBAREA PLAN**

**PRESENTED BY, STEVE STURZA
ASSISTANT DIRECTOR
DEPARTMENT OF COMMUNITY DEVELOPMENT
SEPTEMBER 11, 2025**

Department of Community Development
Planning • Building • Development Engineering • Permit Center
Economic Development • Code Enforcement

AUBURN
VALUES

S E R V I C E
E N V I R O N M E N T
E C O N O M Y
C H A R A C T E R
S U S T A I N A B I L I T Y
W E L L N E S S
C E L E B R A T I O N

WHAT IS THE DOWNTOWN SUBAREA PLAN?

- Adopted on May 21, 2001
- Direction over the past 20 years
- Transformed downtown core into a strong, pedestrian-oriented center
- Now ready to plan for the next 20 years

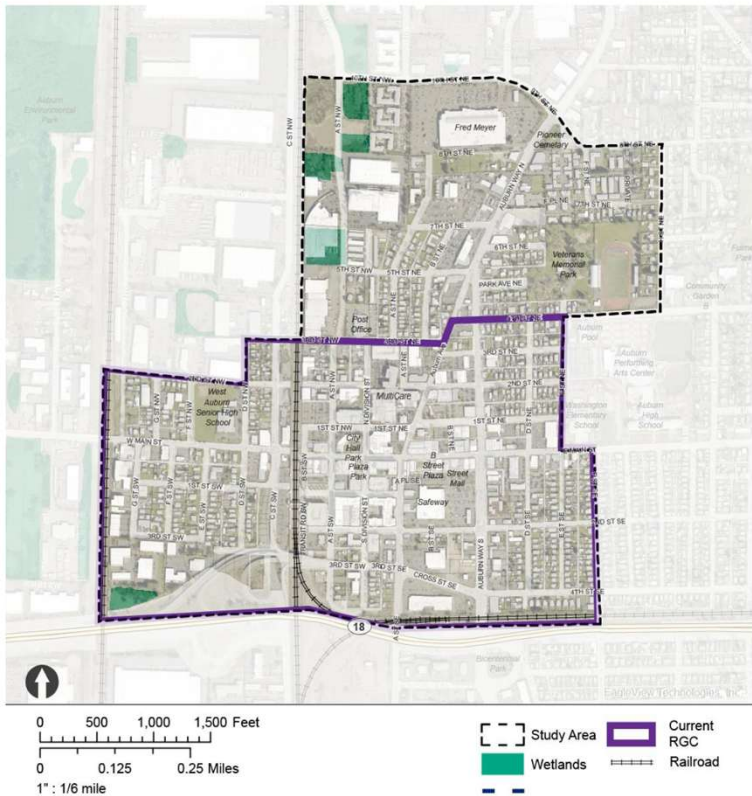




WHAT IS THE REGIONAL CONTEXT?

WHAT DOES THE NEW PLAN FEATURE?

FIGURE 1-1 Study Area Map

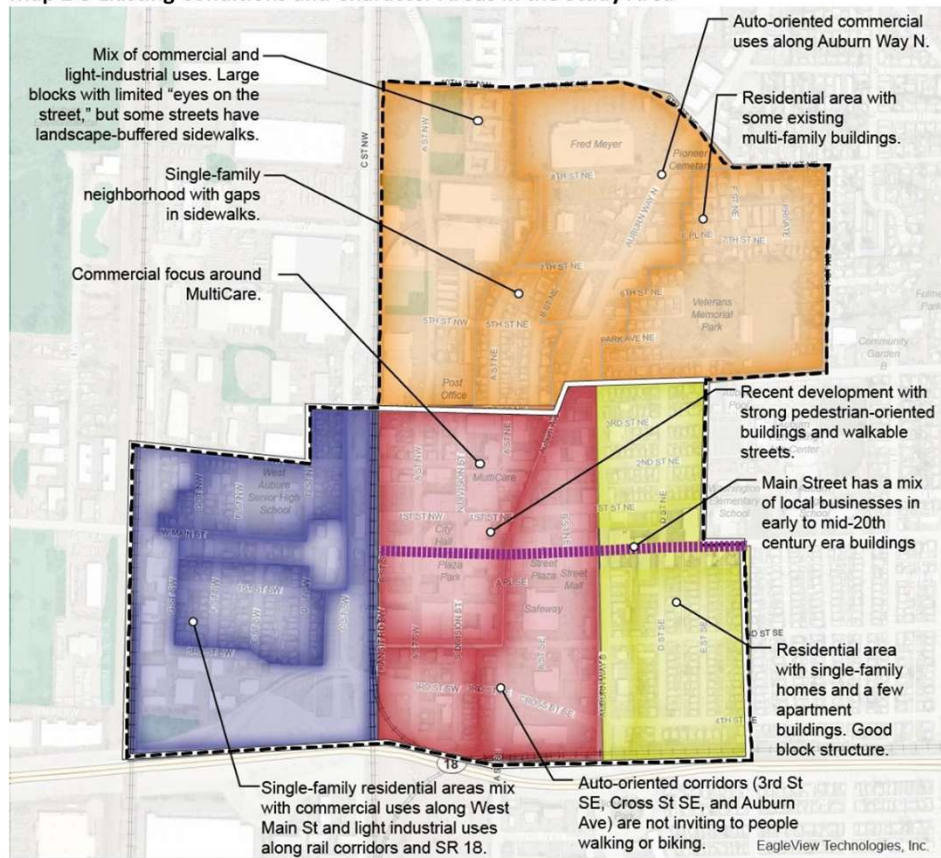


SOURCES: MAKERS (City of Auburn GIS data).

- Includes several refinements:
 - Expansion of Downtown north of 3rd St NE
 - More housing areas downtown
 - Creation of districts

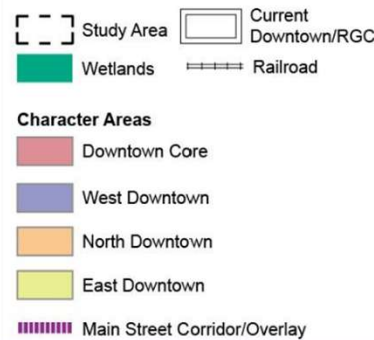
WHAT DOES THE NEW PLAN FEATURE?

Map 2-5 Existing Conditions and Character Areas in the Study Area



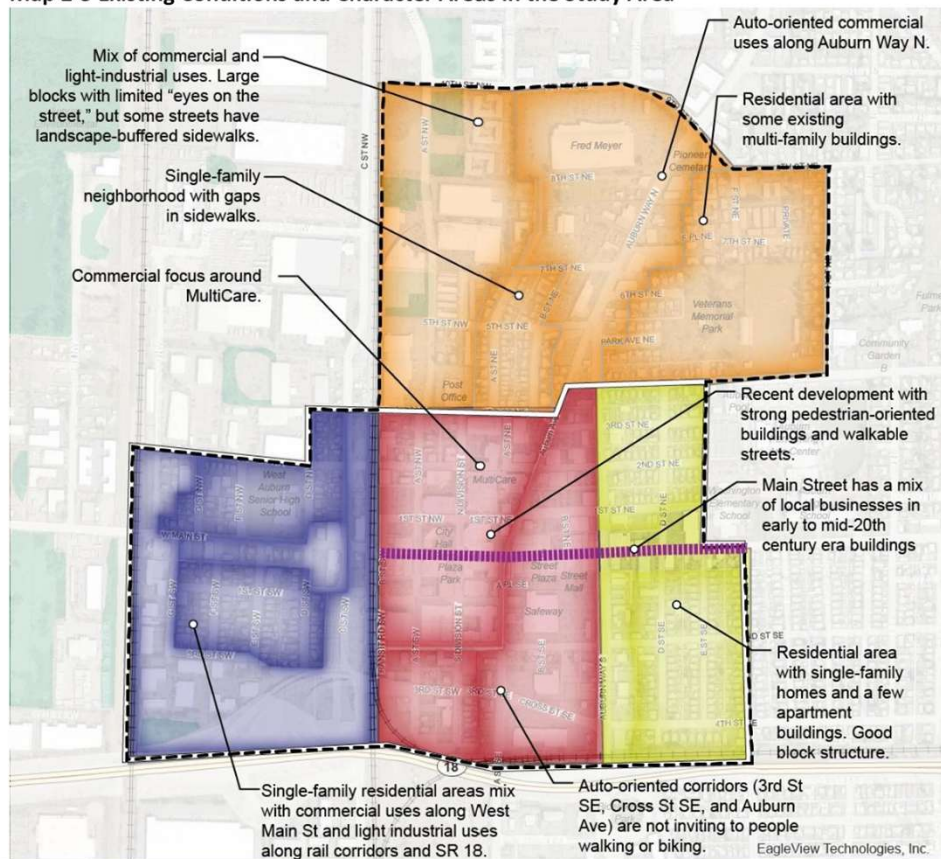
SOURCES: MAKERS (City of Auburn GIS data).

- Includes key themes:
 - Expanding Downtown
 - West Downtown
 - North Downtown
 - Main Street



WHAT DOES THE NEW PLAN FEATURE?

Map 2-5 Existing Conditions and Character Areas in the Study Area



SOURCES: MAKERS (City of Auburn GIS data).

- Includes key themes:
 - MultiCare Hub
 - Displacement Risks
 - Arts and Cultural Public Investments
 - Housing & Affordability
 - Increasing Activity
 - Thriving Business Center

PUBLIC ENGAGEMENT

March 2022 - City Council Update

June 2022 - Planning Commission update

July 2022 - Interviews with Large Employers & Property Owners

July 2022 - Interviews w Development Comm. & Housing Advocates

July 2022 - Interview with Business Community

August 2022 - Farmer's Market Engagement

Oct. 2022 - Subarea Plan & EIS Scoping Notice issued

December 2022 - Planning Commission Downtown Overview Presentation

Summer 2021 to 2023 - Online Survey

March to Nov. 2023 – Comprehensive Plan Presentation Planning Comm. and City Council

November 2023 - City Council Visioning

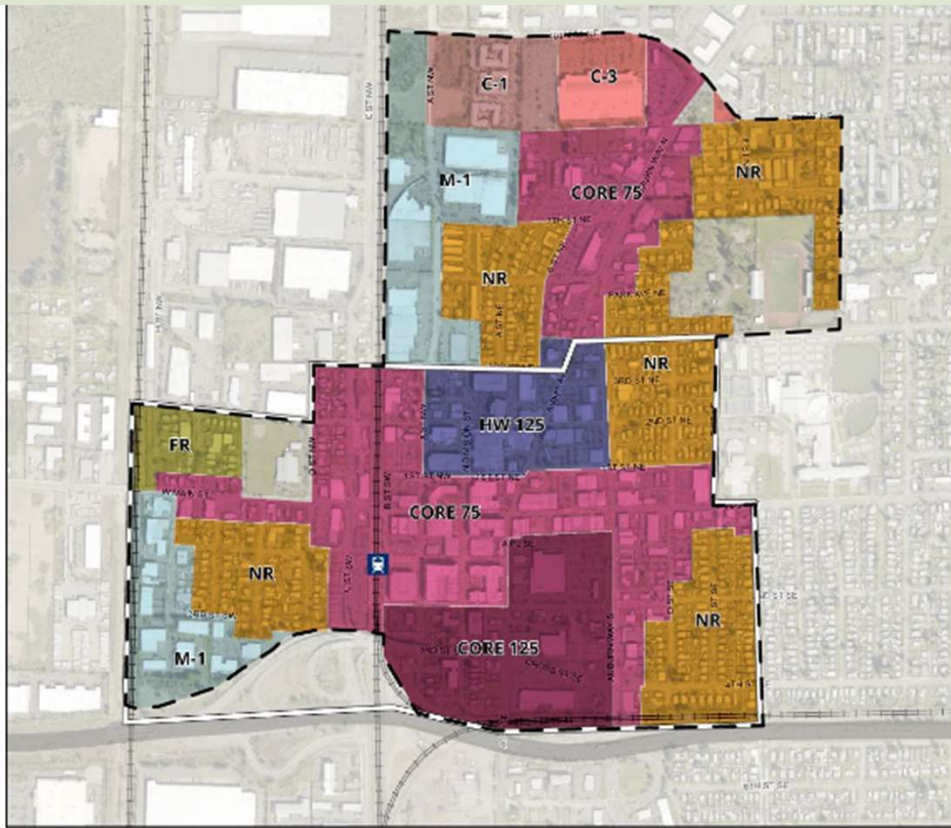
April 2023 - Comprehensive Plan Update Open House

Sept. 2024 - DEIS Notice issued

Oct. 2024 – DEIS Open House held in Council Chambers

Jan. 2025 - FEIS Notice issued

FEIS & PREFERRED ALTERNATIVE



- Alternative 3 is the preferred alternative
 - Concentrated growth
 - 17% of new jobs
 - 49% of new housing units
 - Regional transportation investments
 - Maintain sufficient activity units for future 2044 growth

Building Form

Expected Building Types

- Mid-rise apartments
- Office buildings
- Parking structures

Development Standards

- Maximum height 55-125 feet depending on area
- FAR based on location, use mix, and bonuses
- No maximum density

Land Use

Allowed Uses

- Retail/residential vertical mix
- Office commercial
- Retail
- Multifamily residential
- Restaurants/bars
- Craft industry/light industrial
- Arts/Entertainment (gallery, theater, fine arts studio)

Prohibited

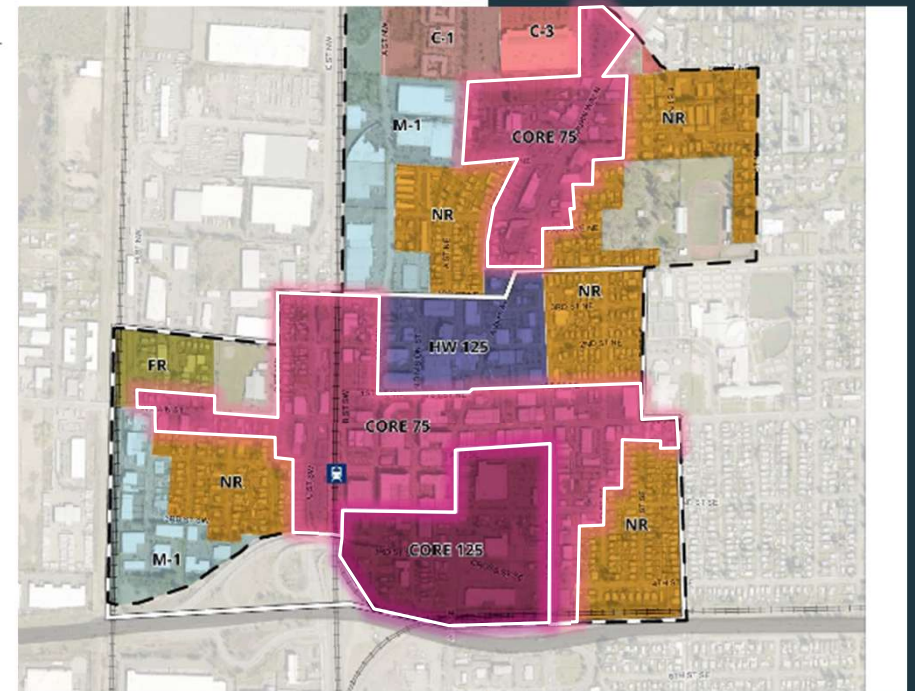
- FAR below 0.75
- Outdoor storage and sales
- Most industrial uses
- Self-storage
- On Pedestrian I Streets: Drive-throughs, ground-floor office and residential

Development Examples



L-R: Mixed-use buildings in Salem, OR; Seattle, WA; and Kirkland, WA

DUC CORE DISTRICT



Building Form

Expected Building Types	Development Standards
<ul style="list-style-type: none"> Medical/office buildings Mid-rise apartments Parking structures 	<ul style="list-style-type: none"> Maximum height 125 feet Reduced height allowances for non-medical uses. FAR based on use mix and bonuses No maximum density

Land Use

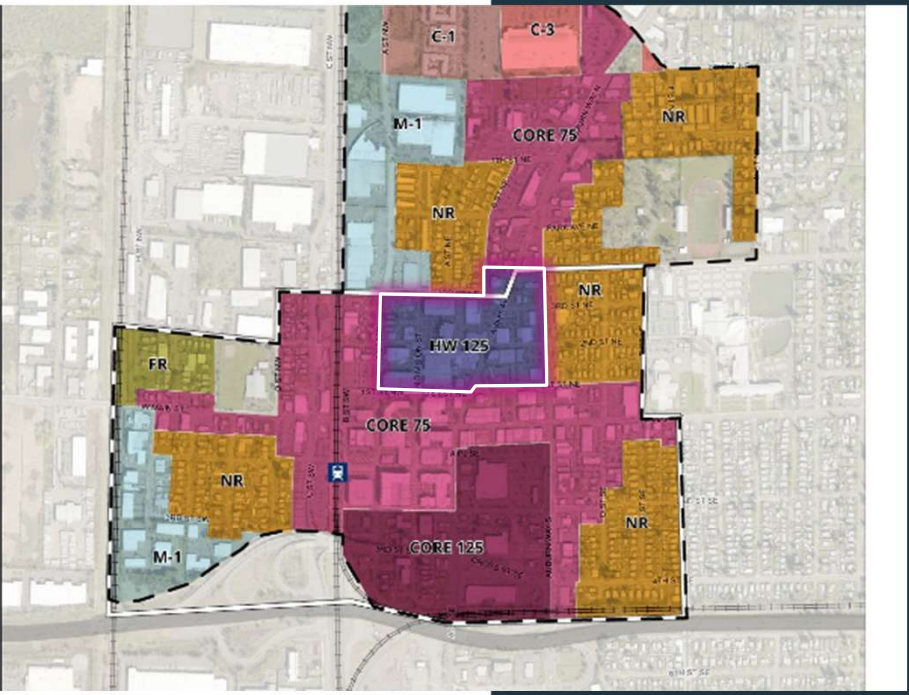
Allowed Uses	Prohibited
<ul style="list-style-type: none"> Medical offices and services Hospital-related Office commercial Retail/residential vertical mix Retail Multifamily residential Food production, i.e. brewery, coffee roastery Arts/Entertainment (gallery, theater, fine arts studio) 	<ul style="list-style-type: none"> FAR below 0.75 Outdoor storage and sales On Pedestrian I streets: Drive-throughs, ground-floor office and residential Most industrial uses Self-storage

Development Examples



L-R: Office building in Seattle, WA; office/retail mixed-use buildings in Boise, ID, and residential/medical mixed-use building in Seattle, WA.

DUC HEALTH & WELLNESS



Building Form

Expected Building Types	Development Standards
<ul style="list-style-type: none"> Middle housing (2- 6 units) Townhouses Backyard infill detached houses and ADUs Live/work offices Small apartment buildings (up to 20 units) 	<ul style="list-style-type: none"> Min lot size 2,000 sf Maximum height 45 ft One unit per 700-1000 sf lot area

Land Use

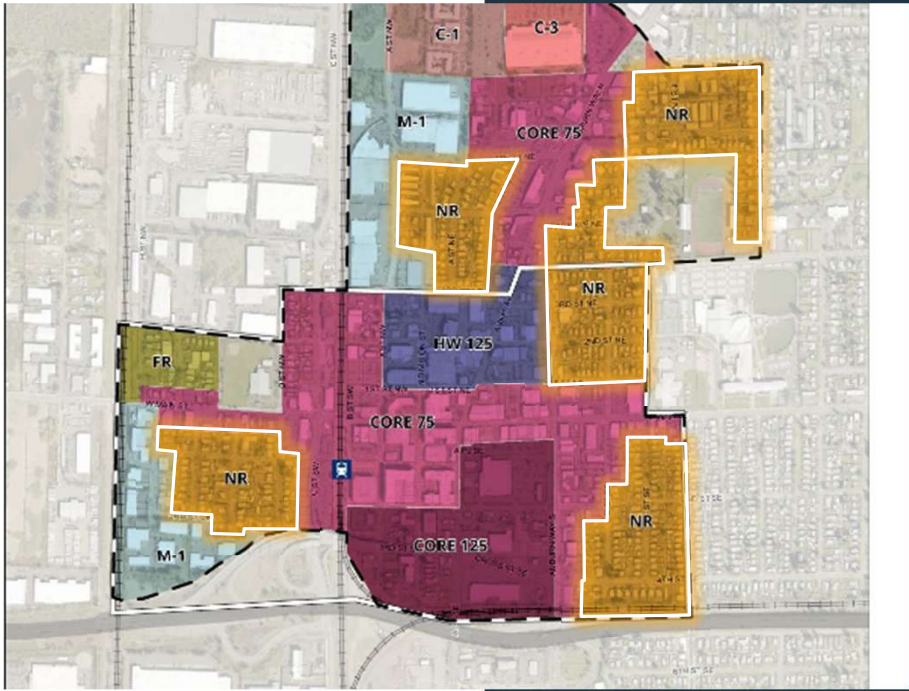
Allowed Uses	Prohibited
<ul style="list-style-type: none"> Single-unit detached, middle housing, townhouses, small apartments Retail under 4,000 sf, including mixed use Small medical/professional offices 	<ul style="list-style-type: none"> Most commercial uses Industrial uses

Development Examples



L-R: Small apartment building in Seattle, WA; cottage cluster in Portland, WA; townhouses in Seattle, WA

DUC NEIGHBORHOOD RESIDENTIAL



Building Form

Expected Building Types	Development Standards
<ul style="list-style-type: none"> Workshops and single-story flexible buildings Middle housing types Small mixed-use buildings Small footprint retail/services Houses with stores or shops in front 	<ul style="list-style-type: none"> Min lot size 3000 sf Maximum height 45 ft No front setback

Land Use

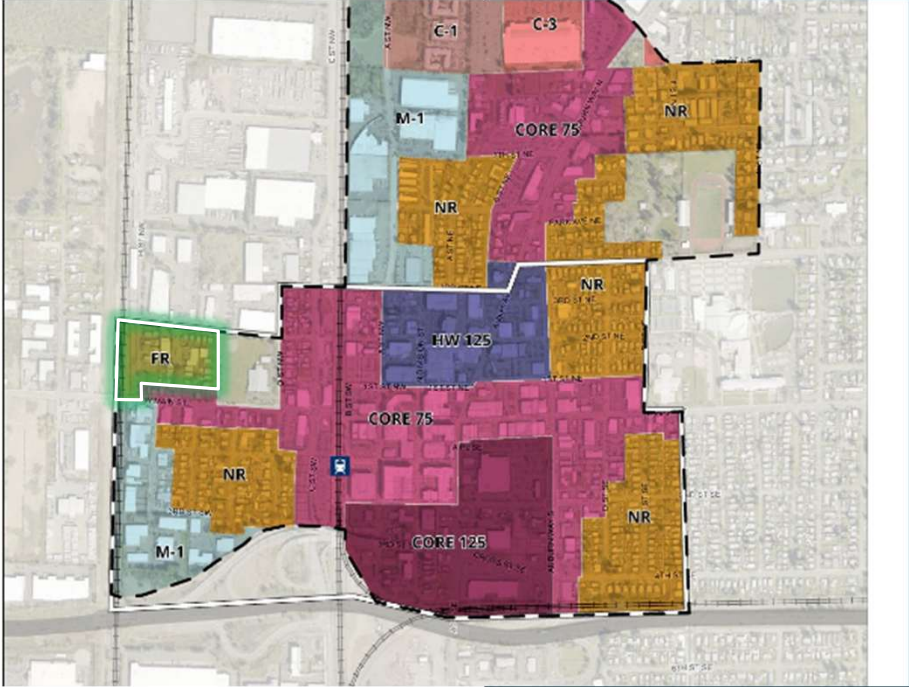
Allowed Uses	Prohibited
<ul style="list-style-type: none"> Commercial/light industrial Residential Artisan/small workshops/manufacturing/flex-tech Vertical and horizontal mixed use Outdoor storage/sales with screening 	<ul style="list-style-type: none"> Heavy industrial uses

Development Examples



L-R: Small retail office building in Seattle, WA; converted workshop in Bozeman, MT; live/work building in Bozeman, MT.

DUC FLEX RESIDENTIAL



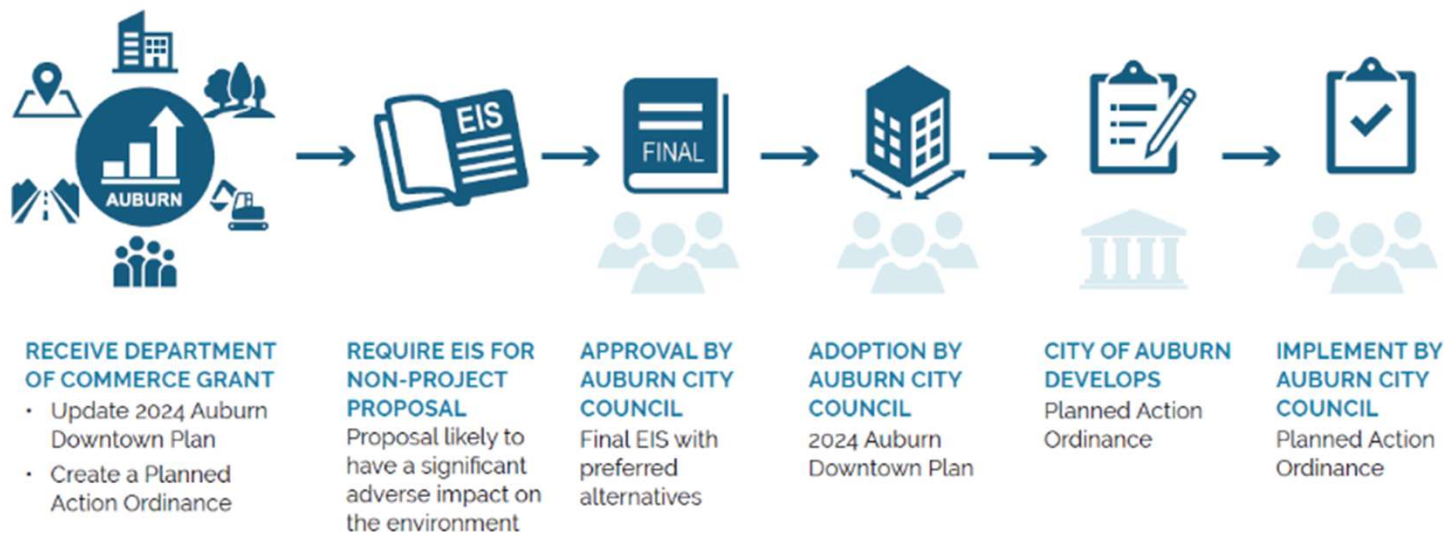


FIGURE 1-1 Downtown Subarea Plan Process

NEXT STEPS

Thank you for your time
Any questions?

Department of Community Development
Planning • Building • Development Engineering • Permit Center
Economic Development • Code Enforcement

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S E R V I C E

E N V I R O N M E N T

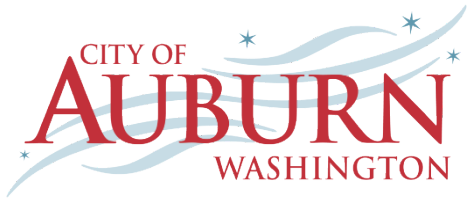
E C O N O M Y

C H A R A C T E R

S U S T A I N A B I L I T Y

W E L L N E S S

C E L E B R A T I O N



AGENDA BILL APPROVAL FORM

Agenda Subject:

Financial Report BIA Budget Update - Jenn Francis

Meeting Date:

September 11, 2025

Department:

Community Development

Attachments:

September 2025 Budget Update

Budget Impact:

Administrative Recommendation:

N/A

Background for Motion:

N/A

Background Summary:

Councilmember:

Staff:

Business Improvement Area: \$90,000		
Item	Date	Amount
January Invoice from DAC	1/31/2025	\$5,428.81
February Invoice from DAC	2/28/2025	\$17,677.78
March Invoice from DAC	4/13/2025	\$5,226.46
April Invoice from DAC	5/8/2025	\$8,065.11
May Invoice from DAC	6/13/2025	\$7,353.89
June Invoice from DAC	7/9/2025	\$1,681.35
July Invoice from DAC	8/5/2025	\$11,917.57
August invoice from DAC	9/4/2025	\$7,322.48
Total Dollars Spent for BIA/DAC Contract		\$64,673.45
Funding Still Available from Approved BIA/DAC Contract		\$2,326.55
BIA Approved Expenditure to Community Development for Party on the Plaza Events	5/8/2025	\$16,500.00
BIA Approved Expenditure to Legal for Downtown Cleanup Employees	5/8/2025	\$5,000.00
2025 BIA Funds Still Available (Unallocated)		\$1,500.00
Total BIA Budget		\$90,000.00