



**Planning Commission  
Special Meeting  
October 21, 2025 - 7:00 PM  
City Hall Council Chambers**

**MINUTES**

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**PUBLIC PARTICIPATION**

The City of Auburn Planning Commission Meeting was held in person and virtually.

**CALL TO ORDER**

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

**ROLL CALL**

Commissioners present: Chair Judi Roland, Vice Chair William Stewart, Aaron Vanderpol, Lynn Walters, and Ajay Ganesan. Commissioner Julie Berry and Commissioner Kirk Hiller were excused.

Staff members present: Planning Services Manager Alexandria Teague, Senior Planner Dinah Reed, Senior Planner Alyssa Tatro, Planner II Gabriel Clark, Senior City Staff Attorney Chandra Hein, and Deputy City Clerk Rebecca Wood-Pollock.

**PLEDGE OF ALLEGIANCE**

Chair Roland led those in attendance in the Pledge of Allegiance.

**AUDIENCE PARTICIPATION**

No one came forward to speak.

**APPROVAL OF MINUTES**

- A. September 16, 2025 Draft Minutes from the Special Planning Commission Meeting

Commissioner Vanderpol moved and Commissioner Walters seconded to approve the September 16, 2025, Special Planning Commission Meeting minutes.

MOTION CARRIED UNANIMOUSLY. 5-0

## **OTHER BUSINESS**

### **A. CAO Code Update Comments (Tatro/Teague)**

Discussion of the comments received up to date regarding the critical areas code update.

Manager Teague and Planner Tatro provided the Commission with an overview of the comments received from the Department of Ecology, Department of Natural Resources, Master Builders Association, and Department of Fish and Wildlife regarding the Critical Area Ordinance (CAO) Code Update.

Commission discussed stream impacts from property development, the Code Update process, stream buffers, and tree height and growth.

### **B. Downtown Plan Follow Up Discussion (Teague)**

More in-depth discussion of the land use map change, zoning map change, and new DUC zoning districts associated with the Downtown Subarea Plan.

Manager Teague discussed details regarding the Downtown Subarea Plan, including a status update on the Plan, proposed Land Use Designation and Zoning changes, an overview of the districts, and the next steps in the process. She shared that the Public Hearing for this item is scheduled to be held on Wednesday, November 5th, 2025.

Commission discussed empty storefronts in the Downtown area, auto-oriented retail spaces, and long-term goals.

## **PUBLIC HEARINGS**

### **A. Auburn School District Comprehensive Map Amendment & Rezone (Reed)**

Public Hearing for the public testimony and Planning Commission deliberation on the Auburn School District Comprehensive Map Amendment & Rezone to change the land use designation for 15 parcels to Public/Quasi Public and to rezone the 15 parcels to P-1 Public Use District.

Chair Roland opened the Public Hearing at 7:46 p.m.

Planner Reed shared a presentation with the Commission on the Auburn School District Private-Initiated Land Use Map Amendment, including an overview of the Map Amendment and Staff recommendations.

#### Written Comments

City of Bonney Lake

The City of Bonney Lake submitted public comment in writing prior to the meeting which was shared with the Commission.

In-Person Comments

Jeff Grose, Auburn School District  
Jeff provided public comment.

Commission discussed the public comment submitted by the City of Bonney Lake.

Chair Roland closed the Public Hearing at 7:55 p.m.

**B. 2025 City Initiated Annual Amendments (Clark)**

The City of Auburn Planning Commission will hold a public hearing to receive testimony and conduct deliberations regarding the proposed 2025 City-Initiated Annual Amendments to the Comprehensive Plan. The scope of the amendments include:

- Adoption of Capital Facilities Plans for the Auburn, Dieringer, Federal Way, and Kent School Districts.
- Land Use Map Amendment: Redesignation of 23 parcels from Public/Quasi-Public to Residential Neighborhood Two.
- Technical Corrections to the Capital Facilities Element, Housing Element, and Housing Needs Assessment to address minor errors and improve clarity.
- Removal of the Core Plan as a reference document in the Comprehensive Plan update process.

Chair Roland opened the Public Hearing for the Adoption of Capital Facilities Plans for the Auburn, Dieringer, Federal Way, and Kent School Districts at 7:56 p.m.

Planner Clark shared a presentation with the Commission on the Adoption of Capital Facilities Plans for the school districts, including an overview of the plans and provided Staff recommendations.

No one came forward to speak.

Commission discussed new schools in Kent and Federal Way.

Chair Roland closed the Public Hearing at 8:00 p.m.

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Chair Roland opened the Public Hearing for the Land Use Map Amendment at 8:01 p.m.

Planner Clark shared a presentation with the Commission on an overview of

the Comprehensive Land Use Map Update and provided Staff recommendations.

No one came forward to speak.

Chair Roland closed the Public Hearing at 8:02 p.m.

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Chair Roland opened the Public Hearing for Technical Corrections to the Capital Facilities Element, Housing Element, and Housing Needs Assessment at 8:03 p.m.

Planner Clark shared a presentation with the Commission with an overview of the technical corrections, and provided Staff recommendations.

No one came forward to speak.

Commission discussed the action recommended to be taken by staff.

Chair Roland closed the Public Hearing at 8:05 p.m.

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Chair Roland opened the Public Hearing for the Removal of the Core Plan at 8:05 p.m.

Planner Clark shared Staff recommendations of the removal of the Core Plan.

No one came forward to speak.

Chair Roland closed the Public Hearing at 8:07 p.m.

## **ACTION ITEMS**

### **A. Auburn School District Comprehensive Map Amendment & Rezone (Reed)**

Planning Commission to take action on the Auburn School District Comprehensive Map Amendment & Rezone to change the land use designation for 15 parcels to Public/Quasi Public and to rezone the 15 parcels to P-1 Public Use District.

Vice Chair Stewart moved and Commissioner Vanderpol seconded to recommend to City Council the adoption of the Auburn School District Comprehensive Map Amendment and Rezone as recommended by Staff.

MOTION CARRIED UNANIMOUSLY. 5-0

**B. 2025 City Initiated Annual Amendments (Clark)**

Planning Commission to take action on the proposed 2025 City-Initiated Annual Amendments to the Comprehensive Plan. The scope of the amendments include:

- Adoption of Capital Facilities Plans for the Auburn, Dieringer, Federal Way, and Kent School Districts.
- Land Use Map Amendment: Redesignation of 23 parcels from Public/Quasi-Public to Residential Neighborhood Two.
- Technical Corrections to the Capital Facilities Element, Housing Element, and Housing Needs Assessment to address minor errors and improve clarity.
- Removal of the Core Plan as a reference document in the Comprehensive Plan update process.

Commissioner Walters moved and Commissioner Ganesan seconded to recommend to City Council the adoption of the Capital Facilities Plans for the Auburn, Dieringer, Federal Way, and Kent School Districts as recommended by Staff.

MOTION CARRIED UNANIMOUSLY. 5-0

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Vice Chair Stewart moved and Commissioner Walters seconded to recommend to City Council the adoption of the Land Use Map Amendment as recommended by Staff.

MOTION CARRIED UNANIMOUSLY. 5-0

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Vice Chair Stewart moved and Commissioner Ganesan seconded to recommend to City Council the recommendation of the text and calculation changes in the Housing Element and Housing Needs Assessment as recommended by Staff.

MOTION CARRIED UNANIMOUSLY. 5-0

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Commissioner Walters moved and Commissioner Ganesan seconded to recommend to City Council the removal of the Core Plan as a reference document in the Comprehensive Plan update process.

MOTION CARRIED UNANIMOUSLY. 5-0

**ADJOURNMENT**

There being no further business to come before the Planning Commission, the meeting was adjourned at 8:08 p.m.

APPROVED this 2nd day of December, 2025

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JUDI ROLAND, CHAIR

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Rebecca Wood-Pollock, Deputy City Clerk