Planning Commission
Regular Meeting
February 3, 2026 - 7:00 PM
City Hall Council Chambers

AGENDA

PUBLIC PARTICIPATION

A. The Planning Commission Meeting scheduled for Tuesday, February 3, 2026, at 7:00 p.m. will be held in person and virtually.

Virtual Participation Link:
To listen to the meeting by phone or Zoom, please call a number below or click the link:

Phone one-tap:
+12532050468,,85703707788# US
+12532158782,,85703707788# US (Tacoma)

Zoom: https://us06web.zoom.us/j/85703707788
Meeting ID: 293 637 769 229 96
Passcode: mb7kW68x

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

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: Tammy Gallier, Administrative Specialist
25 W Main St
Auburn, WA 98001

Please fax written comments to:
Attn: Tammy Gallier, Administrative Specialist
Fax number: 253-804-3114

Email written comments to: planning@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) 931-3090 or by email (planning@auburnwa.gov.)

AGENDA MODIFICATIONS

APPROVAL OF MINUTES

A. January 6, 2026 Draft Minutes from the Regular Planning Commission Meeting

OTHER BUSINESS

A. **Downtown Design Standards Update and associated Text Amendment (Tatro)**
Planning Commission to review the proposed updates to the Downtown Urban Center Design Standards.

B. **Citywide Design Review Standards Update and associated Text Amendments (Reed)**
Planning Commission to review the proposed updates to the Citywide (formerly Mixed-Use and Multifamily) Design Standards.

C. **BESS Code Update (Clark)**
Planning Commission to review the proposed development standards for Battery Energy Storage Systems.

D. **Rules of Procedure (Hein)**
Planning Commission to review and adopt the 2026 Rules and Procedures and proposed amendments.

COMMUNITY DEVELOPMENT REPORT

ADJOURNMENT

The City of Auburn Planning Commission is a seven member advisory body that provides recommendations to the Auburn City Council on the preparation of and amendments to land use plans and related codes such as zoning. Planning Commissioners are appointed by the Mayor and confirmed by the City Council.

Actions taken by the Planning Commission, other than approvals or amendments to the Planning Commission Rules of Procedure, are not final decisions; they are in the form of recommendations to the City Council which must ultimately make the final decision.

AGENDA BILL APPROVAL FORM

Agenda Subject:
January 6, 2026 Draft Minutes from the Regular Planning Commission Meeting

Meeting Date:
February 3, 2026

Department:
Community Development

Attachments:
01-06-2026 Planning Commission Minutes

Budget Impact:

Administrative Recommendation:

Background for Motion:

Background Summary:
See attached Draft Minutes

Councilmember:

Staff: Jason Krum

Planning Commission
Regular Meeting
January 6, 2026 - 7:00 PM
City Hall Council Chambers

MINUTES

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, Julie Berry, Aaron Vanderpol, Lynn Walters, Kirk Hiller, and Ajay Ganesan.

Staff members present: Assistant Director of Community Development Steven Sturza, Planner II Gabriel Clark, Deputy City Attorney Paul Byrne, Assistant City Attorney Chandra Hein, and Deputy City Clerk Rebecca Wood-Pollock.

PLEDGE OF ALLEGIANCE
Chair Roland led those in attendance in the Pledge of Allegiance.

PUBLIC COMMENT
No one came forward to speak.

AGENDA MODIFICATIONS
There were no modifications to the agenda.

APPROVAL OF MINUTES

A. December 2, 2025 Draft Minutes from the Planning Commission Meeting

Vice Chair Stewart moved and Commissioner VanderPol seconded to approve the December 2, 2025, Planning Commission Meeting minutes.

MOTION CARRIED UNANIMOUSLY. 7-0

OTHER BUSINESS

A. **Planning Commission Chair and Vice Chair Selection**
Select Planning Commission Chair and Vice Chair Selection for 2026.

Commissioner VanderPol nominated Judi Roland as Planning Commission Chair. Commissioner Walters seconded the nomination.

MOTION CARRIED UNANIMOUSLY. 7-0

Commissioner VanderPol nominated William Stewart as Vice Chair. Commissioner Walters seconded the nomination.

MOTION CARRIED UNANIMOUSLY. 7-0

B. **Rules of Procedure (Byrne)**
Planning Commission to review and adopt the 2026 Rules and Procedures and proposed amendments.

Attorney Byrne shared a presentation with the Commission on the proposed updates to the Planning Commission Rules of Procedure, including communication and timelines, powers of the Commission, agenda order, clarity on terms and definitions, public decorum, and amendments.

The Commission discussed alignment with the Revised Code of Washington, Public Hearings, staff presentations, agenda modifications, agenda item order, abstention and recusal, and public decorum.

C. **BESS Code Update (Clark)**
Planning staff to provide an update to the development of BESS code. Staff will present the identified threshold quantities, zoning districts, and project permit decisions for each tier of BESS.

Planner Clark shared a presentation with the Commission on the BESS Code Update, including project permit decision types, watts and watt-hours, threshold quantities, tiers of energy usage, examples of different BESS types, zoning classifications for residential, commercial, industrial, and special purpose zones, stakeholder conversations, and the next steps in the process.

The Commission discussed Zoning classifications, battery storage size, power grid demands, State requirements, the tier model and its alignment with other jurisdictions, diesel generators, and future plans for the City.

COMMUNITY DEVELOPMENT REPORT
Assistant Director Sturza shared information on new construction in the City, and confirmed that the next Planning Commission meeting would be held on Tuesday, February 3, 2026.

The Commission discussed construction at the GSA property, the Auburn Golf Course, and flood damage.

ADJOURNMENT
There being no further business to come before the Planning Commission, the meeting was adjourned at 8:28 p.m.

APPROVED this 3rd day of February, 2026.

_____ _____
JUDI ROLAND, CHAIR Rebecca Wood-Pollock, Deputy City Clerk

AGENDA BILL APPROVAL FORM

Agenda Subject:
Downtown Design Standards Update and associated Text Amendment (Tatro)
Planning Commission to review the proposed updates to the Downtown Urban Center Design Standards.

Meeting Date:
February 3, 2026

Department:
Community Development

Attachments:
Memorandum , PowerPoint Presentation, Downtown Design Standards

Budget Impact:

Administrative Recommendation:

Background for Motion:

Background Summary:
See attached Memorandum

Councilmember:

Staff: Jason Krum

PLANNING COMMISSION MEMORANDUM

TO: Judi Roland, Chair, Planning Commission
Bill Stewart, Vice Chair Planning Commission
Planning Commission Members

FROM: Alyssa Tatro, Senior Planner
Dept. of Community Development

DATE: January 21, 2026

RE: **Downtown Design Standards Update**

I. BACKGROUND & PURPOSE

The City of Auburn is currently working through a comprehensive update of the Downtown Urban Center Design Standards and the associated zoning code chapter (Chapter 18.29 ACC) in association with the newly updated Downtown Subarea Plan. The Downtown Urban Center Design Standards were originally adopted in 2007 and most recently amended in 2021. While the existing standards established a strong foundation for pedestrian-oriented design, they also rely heavily on discretionary guidelines. Since that time, several changes have occurred that warrant an update to the standards.

First, the city adopted a new Downtown Subarea Plan on December 15, 2025. This plan was informed by extensive public participation with Auburn residents, business owners, and stakeholders and it establishes a clear vision for downtown as a walkable, economically vibrant, and people-oriented center. The proposed design standards and code update are intended to serve as the primary regulatory tool to implement the vision of the Downtown Subarea Plan. The Downtown Design Standards are proposed to be applicable to all development activities within the Downtown Urban Center boundary.

Second, Washington State Legislature adopted House Bill (HB) 1293, which requires cities to rely on clear, objective, and predictable design standards and limits the use of subjective design review. The proposed update ensures Auburn's downtown design standards are consistent with state law while still achieving integrated urban design.

Finally, the update reflects the need to modernize the standards to respond to current development patterns, including mixed-use and multifamily projects, and to provide greater clarity and predictability for applicants, residents, and staff.

The purpose of this initial Planning Commission meeting is to introduce the proposed design standards, provide an overview of the proposed approach, and receive early feedback from the Commission. Please note that staff will present on the associated code update (the update to Chapter 18.29 ACC) at the March 3rd Planning Commission meeting. In terms of public outreach, staff is preparing to host an open house in Council Chambers on February 11, 2026, from 4 PM – 6 PM.

II. SUMMARY OF PROPOSED CODE CHANGES

At a high level, the proposed Downtown Design Standards and zoning code update:

- Implements the goals and policies of Auburn's Downtown Subarea Plan related to economic vitality, walkability, placemaking, and community identity;
- Replaces discretionary, guideline-based provisions with clear, measurable, and objective standards in compliance with HB 1293;
- Prioritizes pedestrian-oriented design;
- Improves predictability and transparency in the development review process while maintaining the character of downtown; and
- Allows flexibility through departures, rather than subjective discretion.

The existing Downtown Design Standards rely on intent-based guidelines and qualitative evaluation. Compliance with the design standards is often determined by whether a proposal meets the intent of a guideline, which requires staff judgment and interpretation. The proposed standards instead rely on objective criteria such as minimum and maximum dimensions, percentages, and clearly defined requirements. This allows projects to be evaluated based on measurable outcomes rather than subjective interpretation, which will improve consistency and predictability in the application of the standards.

Block-Frontage-Based Framework:

The proposed update replaces the Pedestrian I and Pedestrian II street classification system with a block-frontage-based framework. Frontage types such as Storefront, Mixed, and Landscaped are assigned to streets and blocks and are paired with standards for building placement, ground-floor design, transparency, weather protection, and parking location.

Emphasis on Pedestrian Experience and Economic Vitality:

The proposed standards strengthen requirements for active ground floors, prominent building entrances, transparency, and weather protection along key streets. These standards are intended to encourage walking, increase foot traffic to businesses, and create streets that are comfortable and engaging year-round.

Ground-Floor Residential Design Standards:

The proposed update introduces clearer standards for ground-floor residential units, including setbacks, elevation, and the transition between public sidewalks and private space. These standards are designed to protect resident privacy while maintaining active and visually interesting streetscapes.

Flexibility Through Departures:

Rather than relying on subjective judgement, the proposed standards identify specific provisions that may be modified through a departure process. Departures are limited in scope and must demonstrate how the alternative design meets the stated purpose of the standard. This approach allows flexibility while maintaining transparency and consistency.

III. ATTACHMENTS

1) PowerPoint Presentation

2) Downtown Design Standards

ATTACHMENT 1

PLANNING COMMISSION

DOWNTOWN DESIGN STANDARDS

PRESENTED BY
ALYSSA TATRO, SENIOR PLANNER
FEBRUARY 3, 2026

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

AUBURN VALUES

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ECONOMY
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WELLNESS
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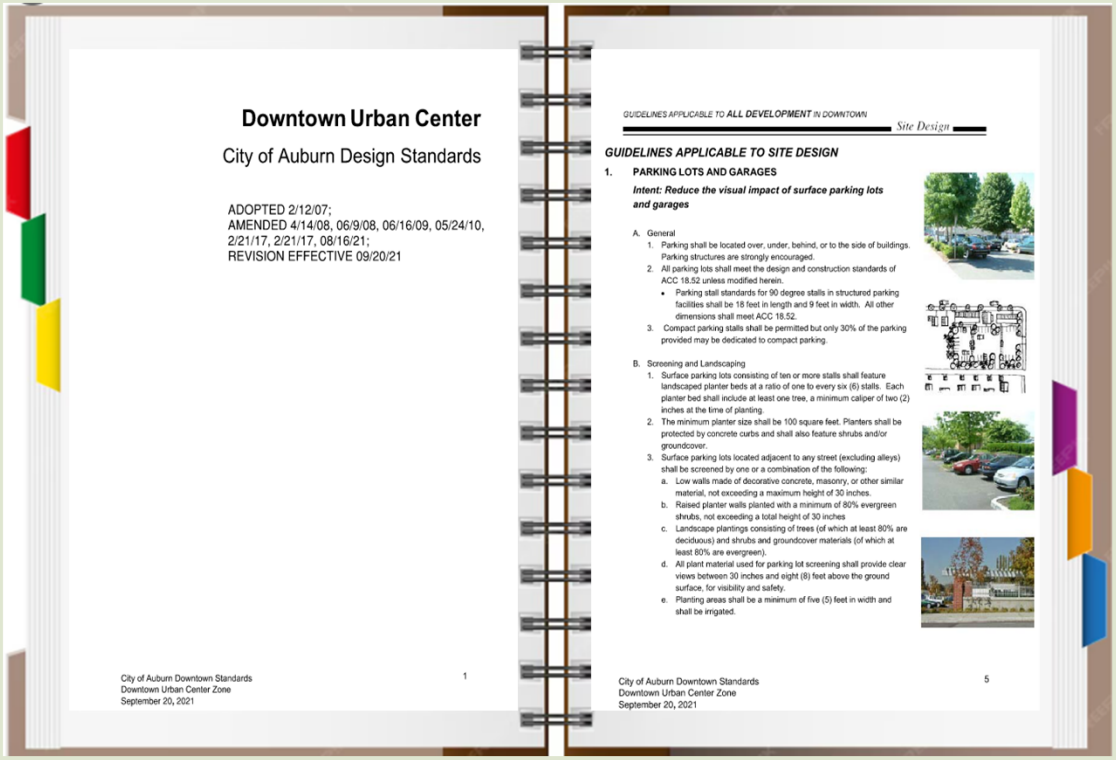
DOWNTOWN DESIGN STANDARDS



Downtown Urban Center

City of Auburn Design Standards

ADOPTED 2/12/07;
AMENDED 4/14/08, 06/9/08, 06/16/09, 05/24/10, 2/21/17, 2/21/17, 08/16/21;
REVISION EFFECTIVE 09/20/21

City of Auburn Downtown Standards
Downtown Urban Center Zone
September 20, 2021 1

GUIDELINES APPLICABLE TO **ALL DEVELOPMENT** IN DOWNTOWN *Site Design*

GUIDELINES APPLICABLE TO SITE DESIGN

1. PARKING LOTS AND GARAGES

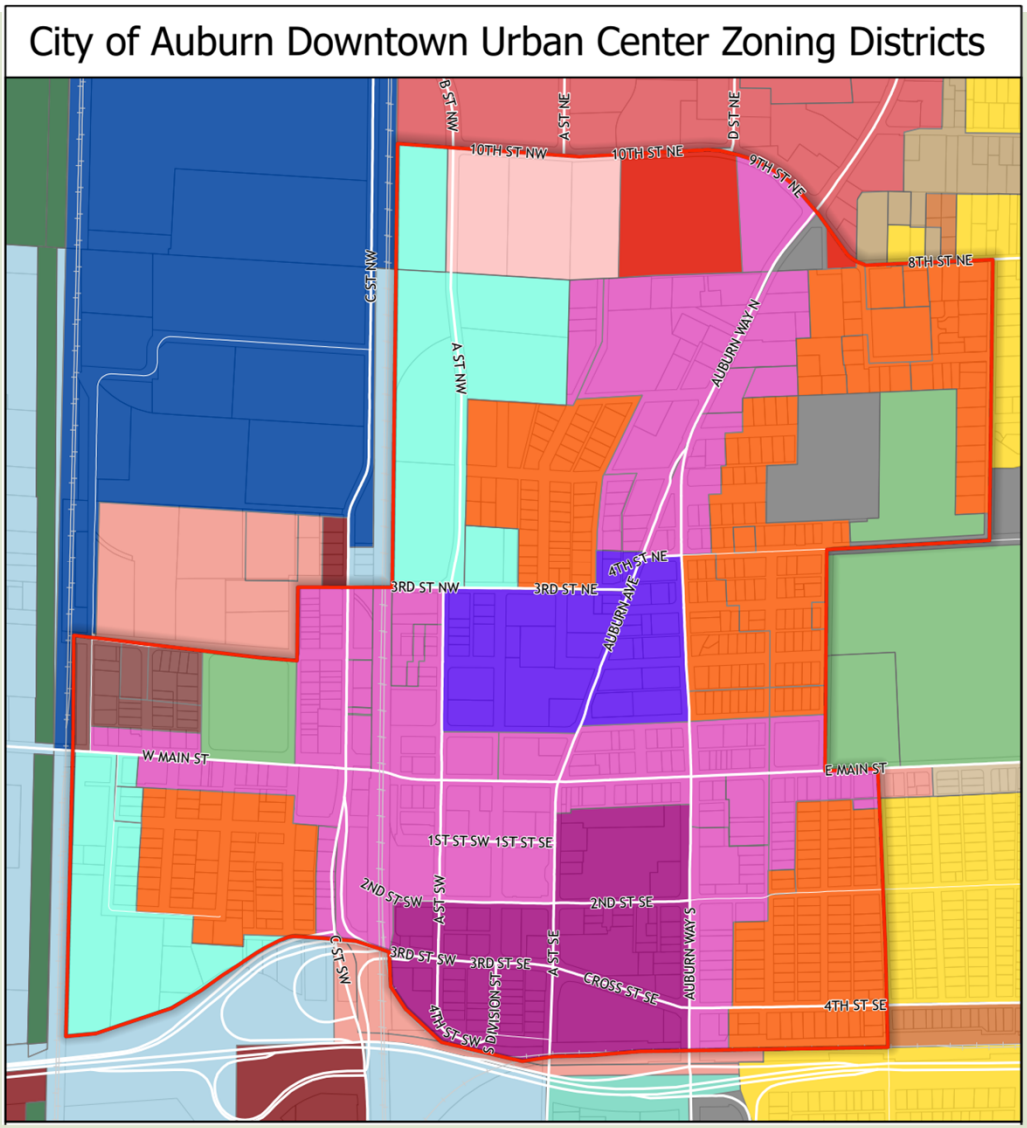
Intent: Reduce the visual impact of surface parking lots and garages

A. General
1. Parking shall be located over, under, behind, or to the side of buildings. Parking structures are strongly encouraged.
2. All parking lots shall meet the design and construction standards of ACC 18.52 unless modified herein.
   - Parking stall standards for 90 degree stalls in structured parking facilities shall be 18 feet in length and 9 feet in width. All other dimensions shall meet ACC 18.52.
3. Compact parking stalls shall be permitted but only 30% of the parking provided may be dedicated to compact parking.

B. Screening and Landscaping
1. Surface parking lots consisting of ten or more stalls shall feature landscaped planter beds at a ratio of one to every six (6) stalls. Each planter bed shall include at least one tree, a minimum caliper of two (2) inches at the time of planting.
2. The minimum planter size shall be 100 square feet. Planters shall be protected by concrete curbs and shall also feature shrubs and/or groundcover.
3. Surface parking lots located adjacent to any street (excluding alleys) shall be screened by one or a combination of the following:
   a. Low walls made of decorative concrete, masonry, or other similar material, not exceeding a maximum height of 30 inches.
   b. Raised planter walls planted with a minimum of 80% evergreen shrubs, not exceeding a total height of 30 inches
   c. Landscape plantings consisting of trees (of which at least 80% are deciduous) and shrubs and groundcover materials (of which at least 80% are evergreen).
   d. All plant material used for parking lot screening shall provide clear views between 30 inches and eight (8) feet above the ground surface, for visibility and safety.
   e. Planting areas shall be a minimum of five (5) feet in width and shall be irrigated.

City of Auburn Downtown Standards
Downtown Urban Center Zone
September 20, 2021 5

- Original adoption: 2007
- Applicable to all development in Downtown
- House Bill 1293



DOWNTOWN BOUNDARY AND PLAN

OVERVIEW OF CHANGES

- Moves from discretionary guidelines to objective standards
- Introduces a block-frontage framework
- Strengthens pedestrian-oriented design
- Improves clarity and predictability
- Allows flexibility through departures

APPLICABILITY

- Level 1 Improvements
- Level 2 Improvements
- Level 3 Improvements

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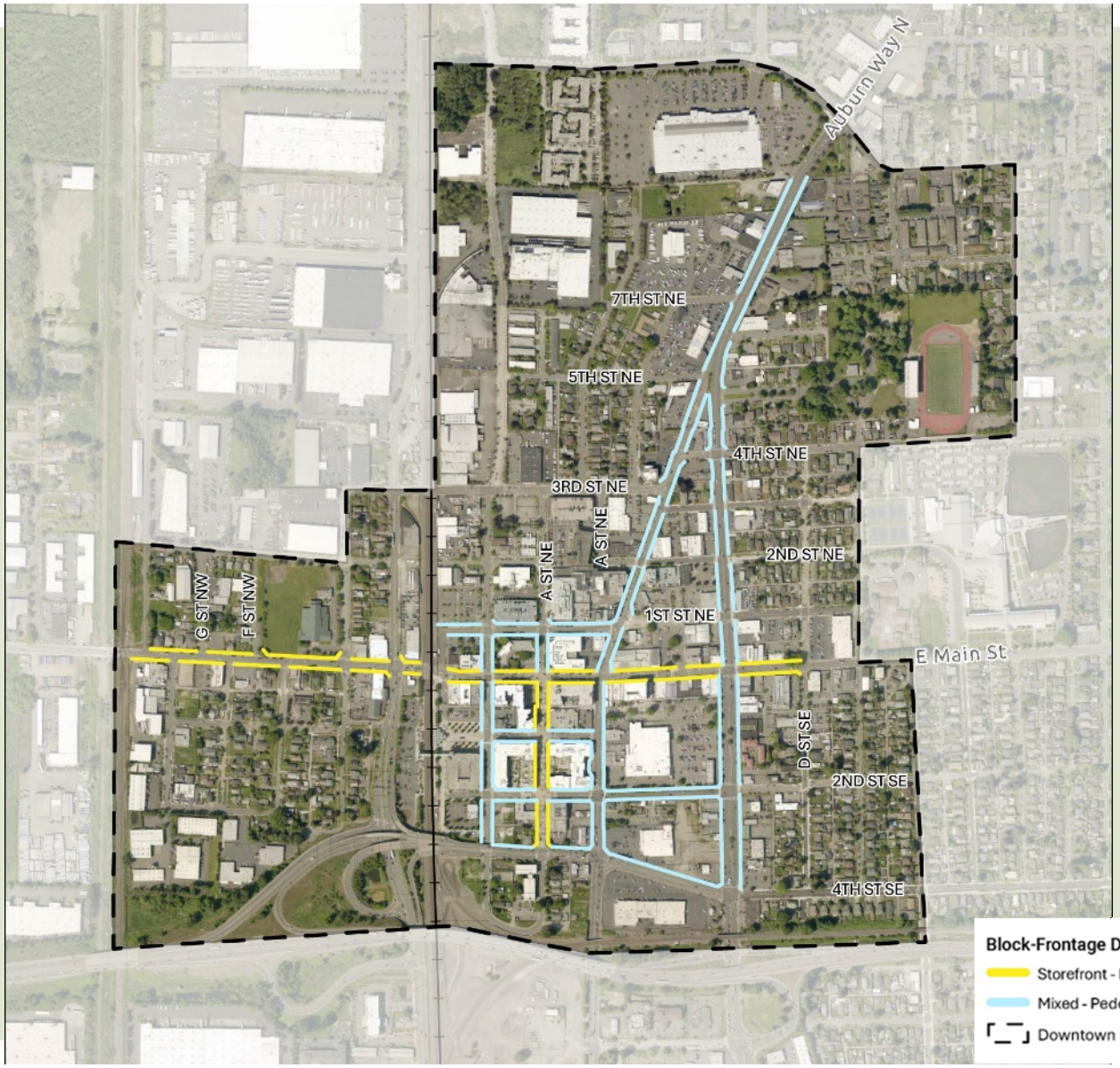
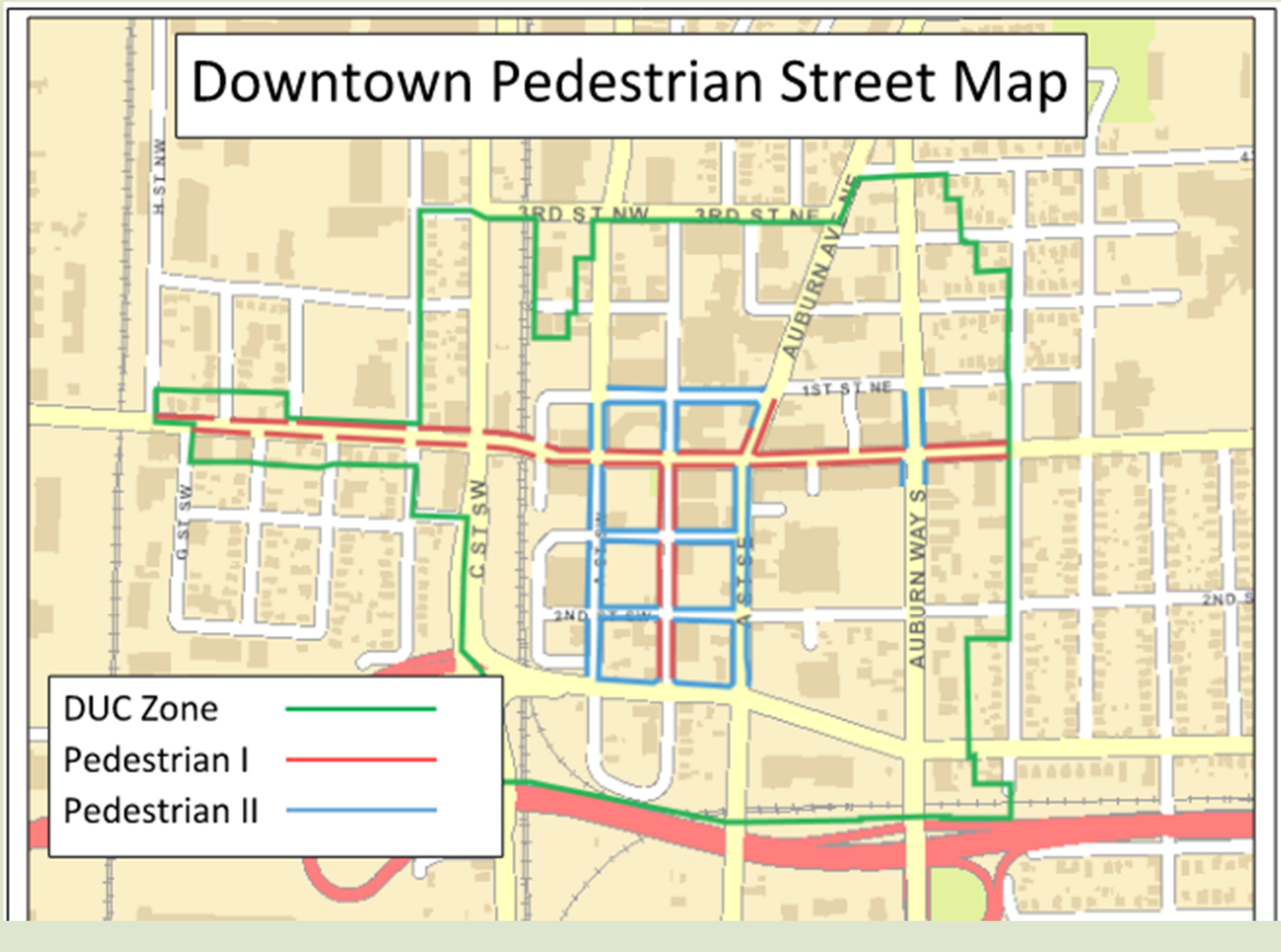
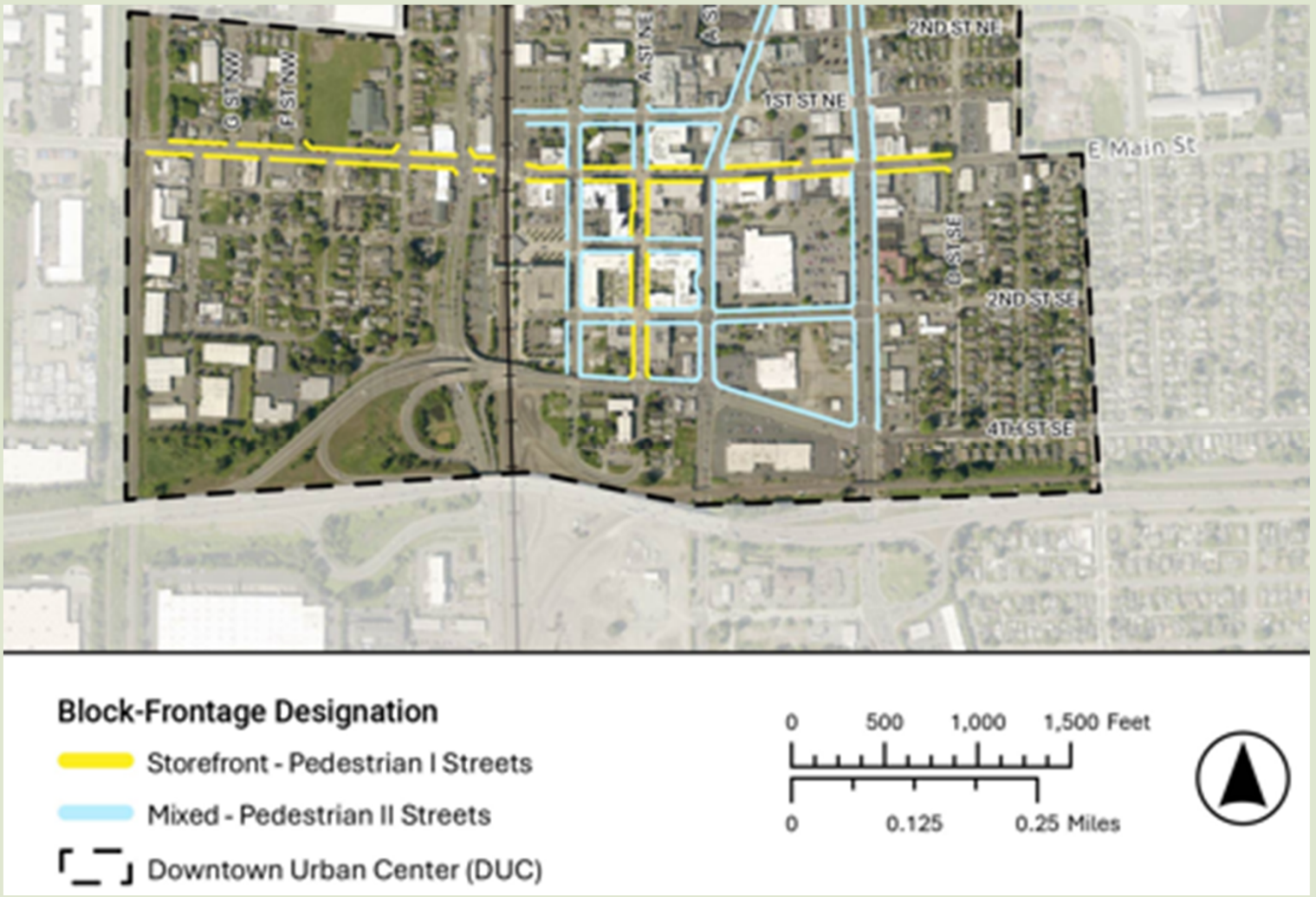
BLOCK-FRONTAGE STANDARDS: OVERVIEW



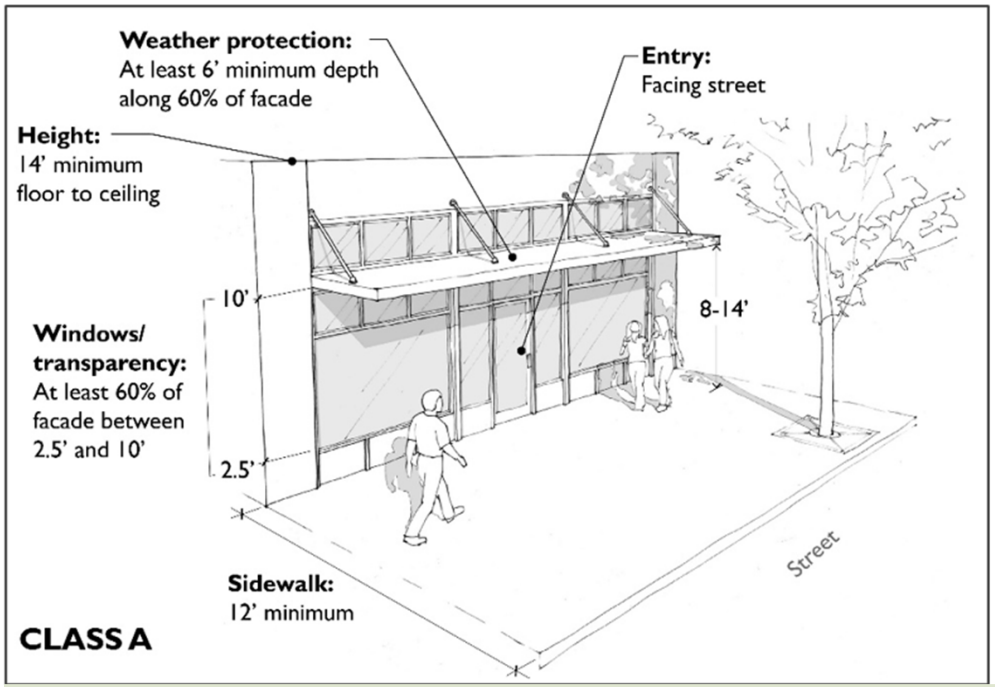


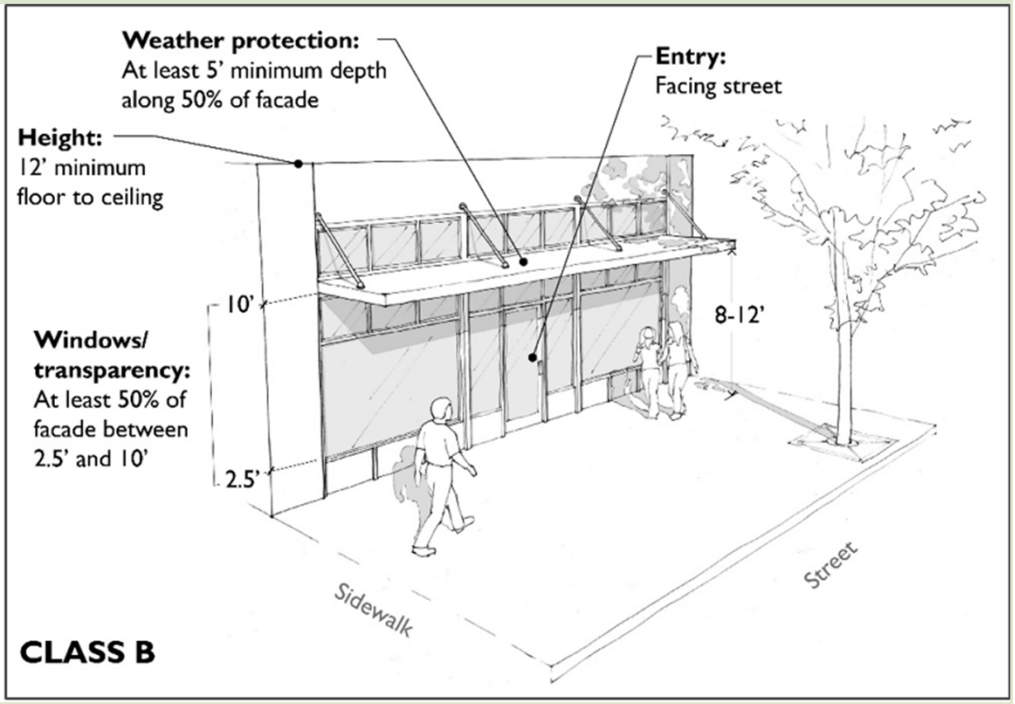
BLOCK-FRONTAGE STANDARDS: OVERVIEW

STOREFRONT BLOCK-FRONTAGE

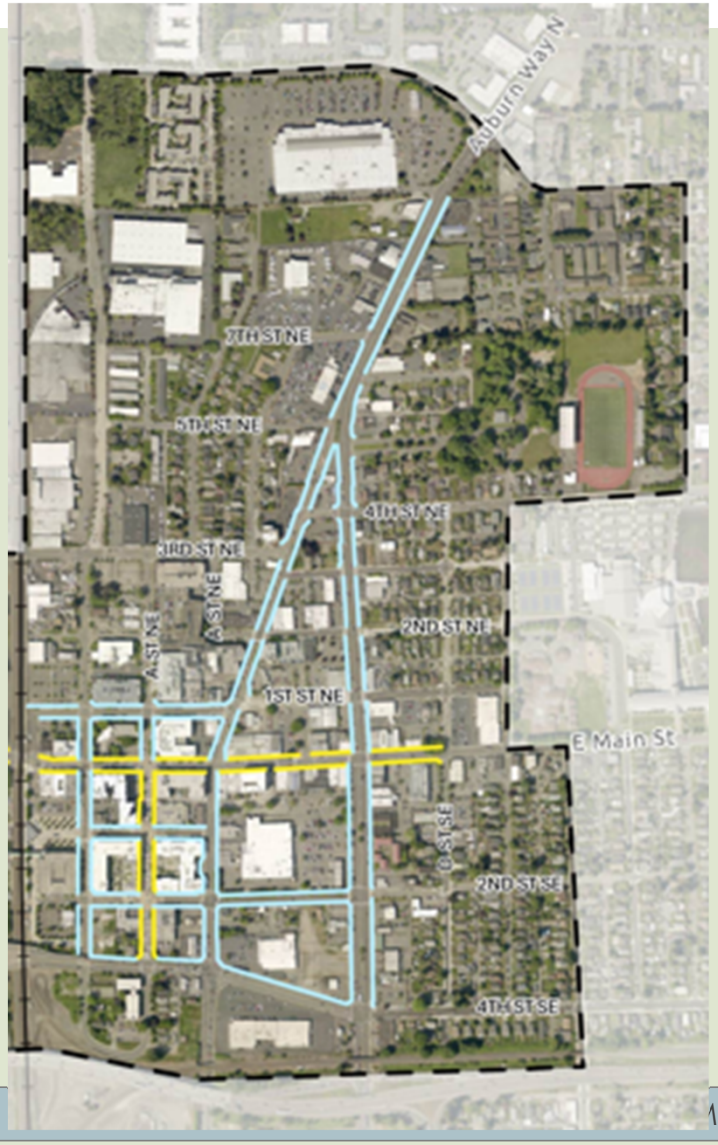


STOREFRONT BLOCK-FRONTAGE





MIXED BLOCK-FRONTAGE STANDARDS



Block-Frontage Designation

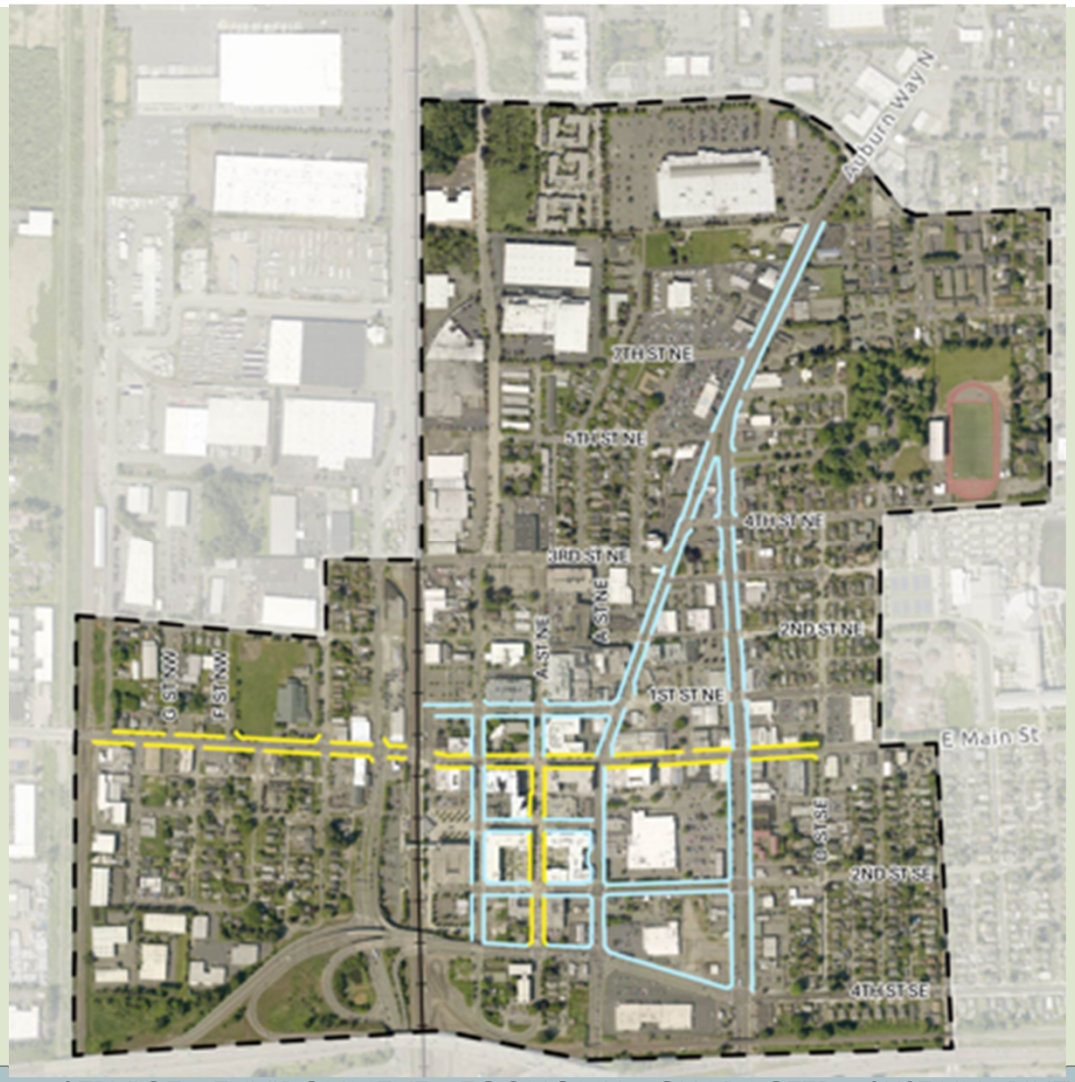
- Storefront - Pedestrian I Streets
- Mixed - Pedestrian II Streets
- Downtown Urban Center (DUC)

0 500 1,000 1,500 Feet

0 0.125 0.25 Miles

LANDSCAPED BLOCK-FRONTAGE STANDARDS

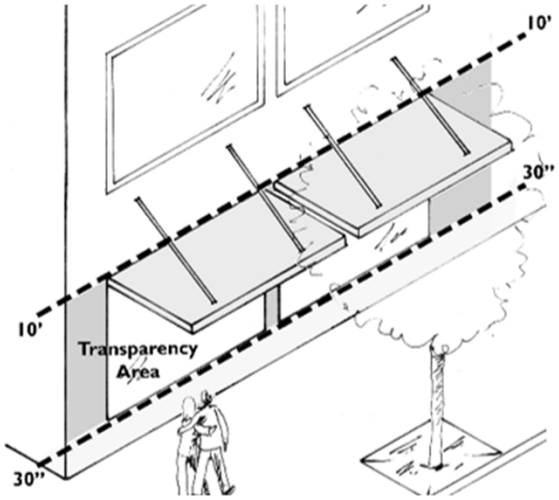
OTHER / UNDESIGNATED BLOCK-FRONTAGE STANDARDS



TRANSPARENCY STANDARDS

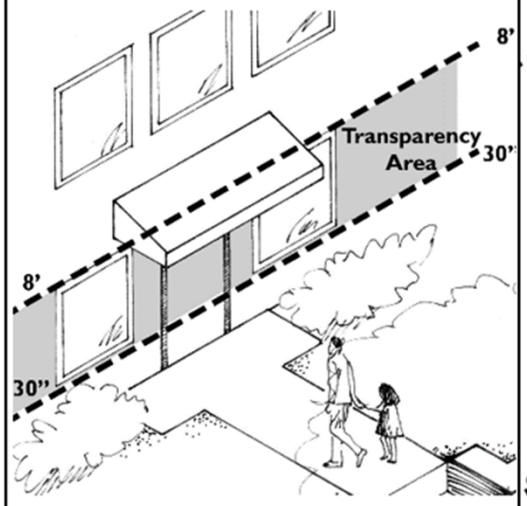
Transparency area

Storefront



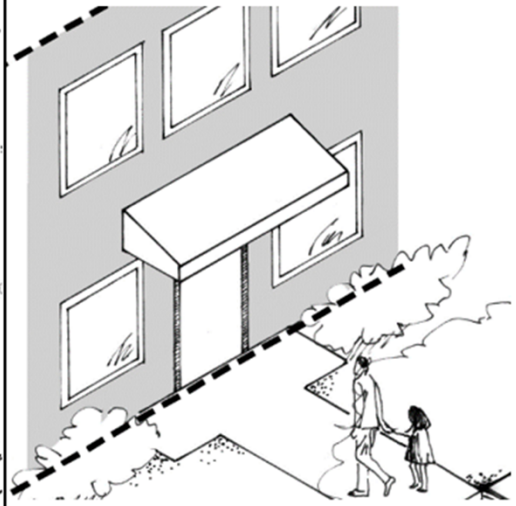
The transparency area is on the ground floor between 30" and 10' above sidewalk grade

Ground floor non-residential on Landscaped block frontage



The transparency area is between 30" and 8' above grade

Residential buildings and residential portions of mixed-use buildings



All vertical surfaces of the façade are used in the calculations

TRANSPARENCY STANDARDS

Covered windows

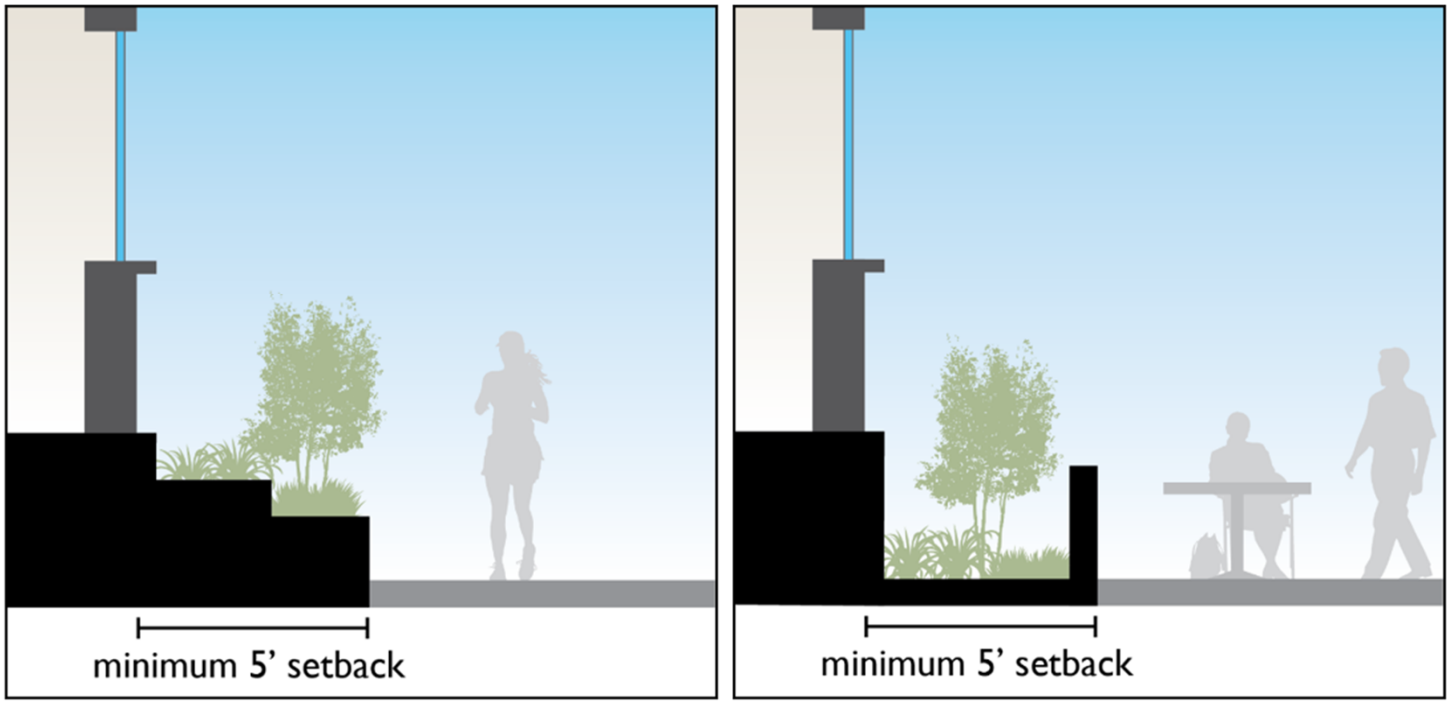
Perforated sign

Parking garage with windows

Parking garage without windows

GROUND-FLOOR RESIDENTIAL FRONTAGE STANDARDS

Minimum setback between a ground floor residence and applicable public and semi-public realm element

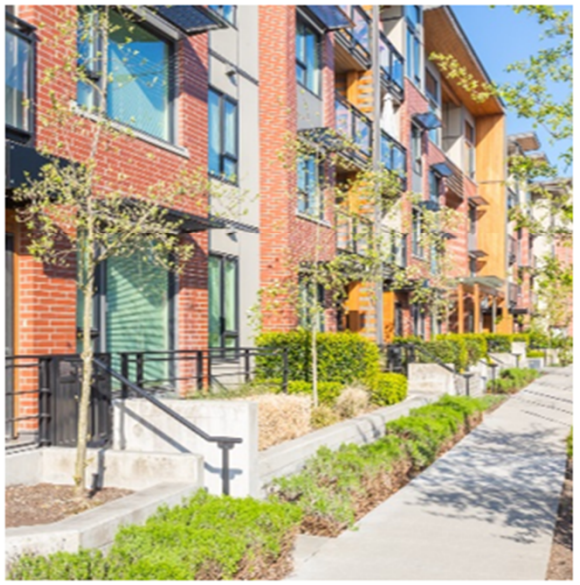


GROUND-FLOOR RESIDENTIAL FRONTAGE STANDARDS

Guidelines and examples of ground-level residential frontages

GROUND-FLOOR RESIDENTIAL FRONTAGE STANDARDS

Guidelines and examples of ground-level residential frontages



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GROUND-FLOOR RESIDENTIAL FRONTAGE STANDARDS

THROUGH-BLOCK CONNECTION FRONTAGE STANDARDS

Good examples of through-block connections in a residential context

HIGH-VISIBILITY STREET CORNER STANDARDS

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Acceptable high visibility street corner examples

The letters on the images refer to the special feature options above that are integrated into the design.

HIGH-VISIBILITY STREET CORNER STANDARDS

USABLE RESIDENTIAL RECREATION SPACE

Shared roof-deck examples

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USABLE RESIDENTIAL RECREATION SPACE

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USABLE RESIDENTIAL RECREATION SPACE

USABLE RESIDENTIAL RECREATION SPACE

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PUBLIC PLAZAS

Example of site development integrating public plazas

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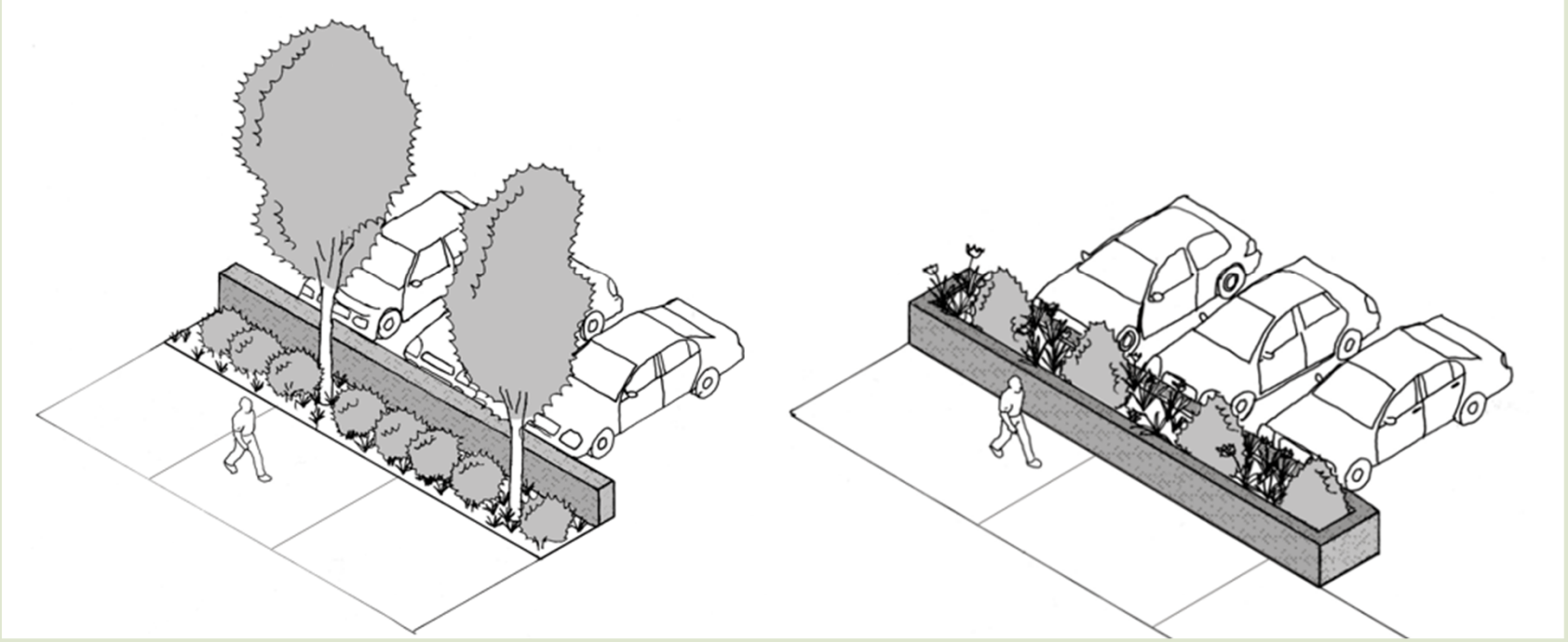
PARKING LOTS, GARAGES, AND DRIVE ACCESS

Parking lot street buffer examples



BUILDING MASSING AND ARTICULATION

Façade articulation examples.

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BUILDING MASSING AND ARTICULATION

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ROOFLINE DESIGN

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ROOFLINE DESIGN

Acceptable and unacceptable roofline design.

BUILDING DETAILS

Examples of architectural elements and façade attachments.

Examples of architectural elements and façade attachments.

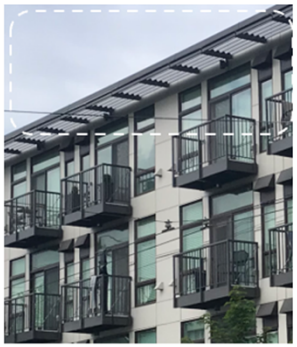
i: Custom designed weather protection

Left: retractable awning. Right: custom decorative canopy

iii: Bay windows, trellises, towers, etc.

Decorative tower

ii: decorative rooflines



Left: decorative cornice and top floor. Right: decorative projecting cornice feature.

v: Other details that meet the purpose of the standards.

Custom hanging bike rack and repair station integrated as a storefront design element

BUILDING DETAILS

Examples of Examples of building material details that enhance the visual intrigue of the building

i: Decorative building materials

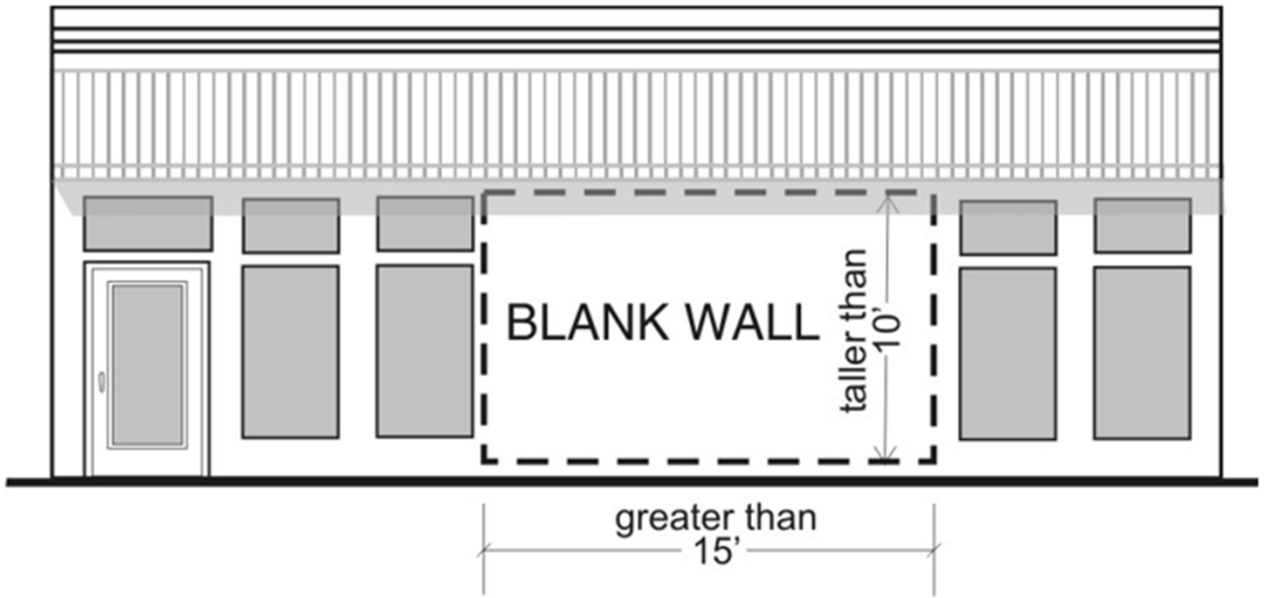
iii: Decorative light fixtures.

ii: Decorative kick-plate, pilaster, base panel, or similar

BUILDING DETAILS

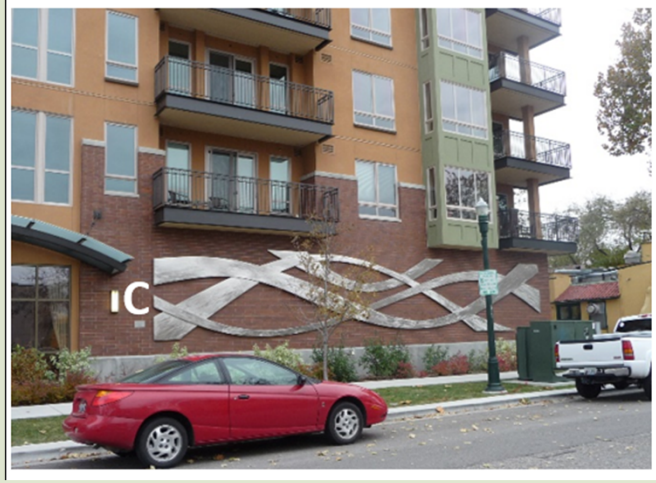
BLANK WALL TREATMENT

Blank wall definition.



BLANK WALL TREATMENT

Blank wall treatment examples.



IMPLICATIONS

- Design Review Application (2026 fee is $2,815.00)
- Tiered and proportional improvement requirements
- Improved predictability and flexibility

NEXT STEPS

- Open House 2/11/26 at 4 PM – 6 PM – City Council Chambers
- Planning Commission Meeting to discuss the Downtown Urban Center Zoning Code Update
- Planning Commission Public Hearing and City Council Adoption

Thank you!

Any questions?

Department of Community Development

Planning • Building • Development Engineering • Permit Center
Economic Development • Code Enforcement

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ATTACHMENT 2

City of Auburn
DOWNTOWN DESIGN STANDARDS

Draft, November 18, 2025

Contents

Chapter 1: Introduction

1.1 Purpose.

These design standards are authorized by the City Council as a major implementation tool of the Auburn Comprehensive Plan and the Downtown Auburn Subarea Plan. Overall, these standards intend to:

- Provide clear objectives for the planning and design of development projects.
- Preserve and protect the public health, safety, and welfare of the citizens of Auburn.
- Ensure that new multifamily, mixed-use, and commercial development enhances the public's experience of Auburn's Downtown Urban Center.
- Promote increased walking, bicycling, and transit use in Auburn's Downtown Urban Center.

1.2 Applicability.

(1) New development. The provisions of this chapter apply to all development within the Downtown Urban Center, except:

  (a) Middle housing developments that meet the standards of ACC 18.25.040 and 18.04.340(B) shall follow the middle housing design standards of ACC 18.25.070.

  (b) Activities identified in ACC 18.29.020(C).

(2) Building additions, remodels, and site improvements. Three different thresholds have been established to determine how the standards herein are applied to such projects.

  (a) Level I improvements include all exterior remodels, building additions, and/or site improvements that affect the exterior appearance of the building/site and/or cumulatively increase the gross floor area on a site by less than 50-percent within three years of the date of permit issuance. The requirement for such improvements is only that the proposed improvements meet applicable standards herein, and do not lead to further nonconformance with the aforementioned standards.

  For example, if a property owner decides to replace a building façade's siding, then the siding shall meet the applicable exterior building material standards, but elements such as building articulation would not be required.

  (b) Level II improvements include all improvements that cumulatively increase the gross floor area on a site by 50-percent to 100-percent within three years of the date of permit issuance. All standards that do not involve repositioning the building or reconfiguring site development shall apply to Level II improvements. In the case where the site includes multiple buildings and one or more of those buildings aren't being enlarged, such buildings are not required to be improved or relocated.

  (c) Level III improvements include all improvements that cumulatively increase the gross floor area on a site by more than 100-percent within three years of the date of permit issuance. Such developments shall conform to all applicable standards, except in a case where there are multiple buildings on one site, and one or more buildings are not being enlarged. In that scenario, improvements to the building or buildings not being enlarged are not required, but conformance with all other standards apply.

(3) Public buildings. Public buildings are exempt from the design standards herein provided design treatments are integrated to meet the following objectives:

(a) Enliven the pedestrian environment along the adjacent sidewalks.

(b) Incorporate a prominent and inviting entry visible from the street.

(c) Building design and materials should evoke a sense of permanence.

(d) Site and building design stands out from the surrounding context as a distinct landmark and provides visual interest from all observable scales.

1.3 How the provisions of this chapter are applied.

Most sections within this chapter herein include the following elements:

(1) Purpose statements, which are overarching objectives.

(2) Standards use words such as "must" and "is/are required," signifying required actions.

(3) Guidelines use words such as "should" or "is/are recommended," signifying voluntary measures.

(4) Design "Departures" are provided for specific standards in this chapter. They allow alternative designs provided the reviewing authority determines the design meets the purpose of the standards and other applicable criteria. See ACC 18.31.200(I) for related procedures associated with departures.

This departure provision is specific to just these design standards – and is an approach we've used for over 25 years to integrate some much needed flexibility to prescriptive standards - at the same time allowing the City to say now if such alternative design doesn't meet the "purpose" of the standard and any special departure criteria. Note that these only apply to specific standards where we ID the departure opportunity (rather than for all standards). This allows more control – and jibes better with the new state legislation (HB-1293).

Departures are also much different than a variance – and in Auburn's case – Administrative Variance – per 18.70.015, which only apply when there are special circumstances and conditions associated with the site that create conformance challenges. A departure doesn't need such special circumstances, it's simply a choice offered to allow different design solutions.

See proposed Title 18 consistency edits for details on how 18.31.200(I) could change.

(5) Relationship to other codes and documents. Where provisions of this chapter conflict with provisions in any other section of the Auburn City Code (ACC), this chapter prevails unless otherwise noted.

(6) This chapter contains some specific standards that are easily quantifiable, while others provide a level of discretion in how they are complied with. In the latter case, the applicant must demonstrate to the director, in writing, how the project meets the purpose of the standard or standards.

1.4 Definitions

(1) Definitions in Chapter 180.04, ACC apply to these standards. Below are supplemental definitions that apply specifically to these design standards:

(a) Articulation - A method of styling the joints and transitions in the formal elements of architectural design for the purpose of creating visual interest. Includes treatments to building joints and transitions such as indents, projections, material changes, façade treatments.

(b) Belt Course - A molding or projecting course running horizontally along the face of a building.

(c) Canopy - A cover over a sidewalk providing protection from the rain or shade from the sun, which is constructed of durable, permanent materials.

(d) Cornice - A horizontal decorative or ornamental molding around a wall or just below a ceiling.

(e) Director - means the director of the Department of Community Development or designee.

(f) Multifamily – Apartment building(s) featuring seven or more dwelling units on a single lot.

(g) Parking, structured - Parking contained within an enclosed building either part of or designed to appear like it is part of the larger building complex, or a freestanding structure devoted exclusively to above-grade parking.

(h) Plinth - A block used as the base of a column or other upright support.

(I) Public art - Any form of painting, mural, mosaic, sculpture, or other work of art, so long as it can be appraised as a work of art and its value as such documented, displayed on the exterior of a building, at or near the pedestrian entrance, or on a public plaza, and visible to users of the public right-of-way at all times.

(J) Public plaza - An open space that is visible and accessible to the public at all times predominantly open to the sky, and for use principally by people, as opposed to merely a setting for the building.

(K) Street level retail - Uses providing goods and services, including food and drink, adjacent to, visible from, and directly accessible from the public sidewalk.

Chapter 2 – Block-Frontage Standards

Creating a separate Chapter or section in the design standards for block frontages is our suggestion to emphasize their importance and provide for clear guidance for the form of development along street fronts. This Chapter identifies where the "storefronts" are required and what standards are they built to, plus what are the standards for the other streets (notably for the disposition of buildings and parking on a lot).

2.1 Purpose.

(1) To achieve the envisioned street level aesthetic and enhance the public's experience of Auburn's Downtown Urban Center.

(2) To enhance pedestrian environments by emphasizing activated ground-level block-frontage designs for commercial, mixed-use, and multifamily developments.

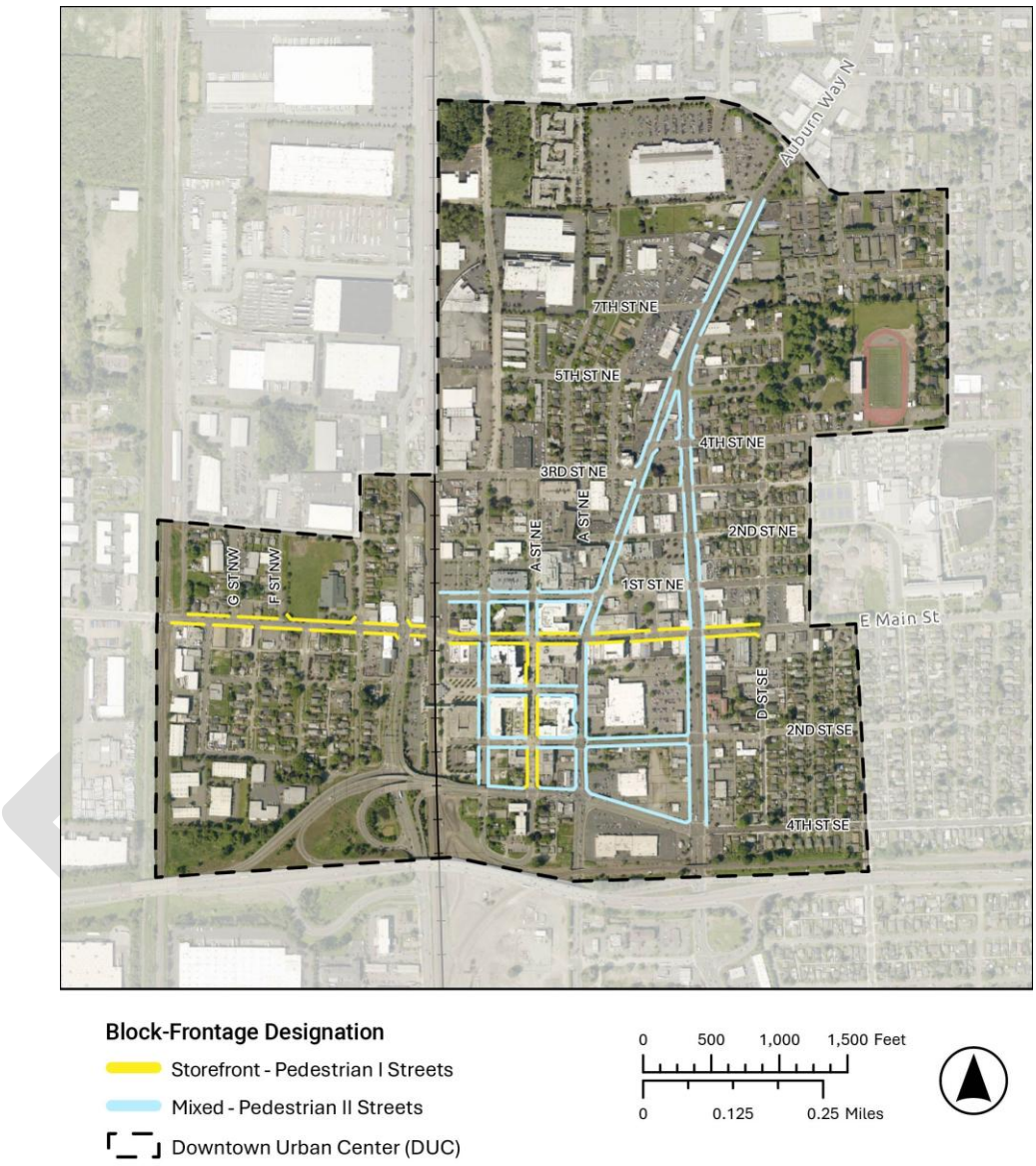
(3) To minimize potential negative impacts of driveways and off-street parking facilities on the streetscape.

(4) To promote good visibility between buildings and the street for security for pedestrians and to create a more welcoming and interesting streetscape.

2.2 Block-frontage designation maps.

(1) The block-frontage designations established by this chapter are maintained under the direction of the director. All notations, references, and other information shown have the same force and effect as if fully described in this title.

Designated block frontages in Downtown

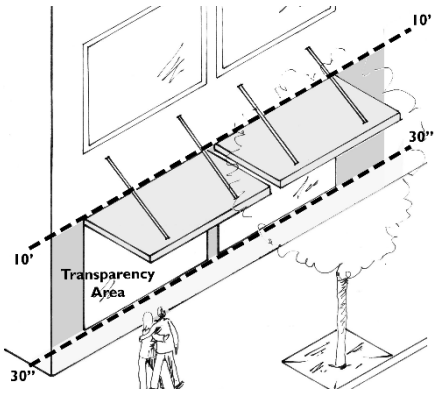
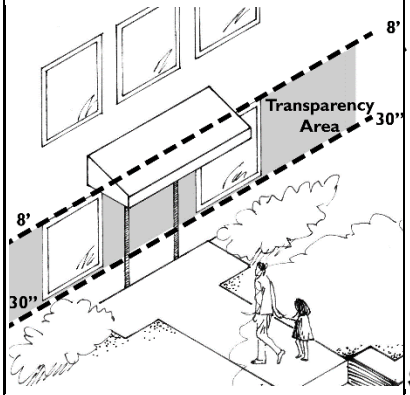
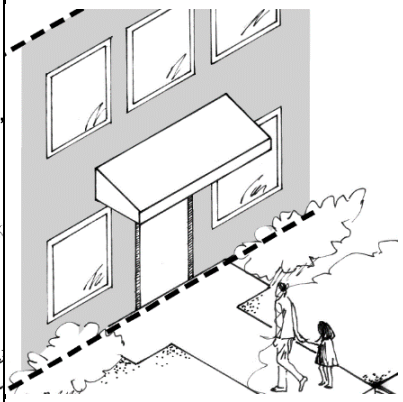


2.3 About the transparency standards.

All block-frontage designations contain distinct minimum façade transparency standards. The purposes of these standards are to maintain "eyes on the street" for safety and create welcoming pedestrian environments. The table below includes details in how they are measured.

Transparency standards

Transparency area

Storefront	Ground floor non-residential on Landscaped block frontage	Residential buildings and residential portions of mixed-use buildings
		
The transparency area is on the ground floor between 30" and 10' above sidewalk grade	The transparency area is between 30" and 8' above grade	All vertical surfaces of the façade are used in the calculations

Other Transparency Provisions

Windows must be transparent

Ground-level window area for storefronts and other non-residential uses that is covered, frosted, or perforated in any manner that obscures visibility into the building must not count as transparent window area. Also, mirrored glass and highly-reflective or darkly-tined windows must not be counted as transparent windows.

Covered windows

Perforated sign

Display windows & parking garages

Display windows may be used for up to 25% of non-residential transparency requirements provided they are at least 30" deep to allow changeable displays and the interior wall is non-structural so it can be removed if the windows are not used for display. Tack-on display cases as

Integrated display windows

Tack-on display cases

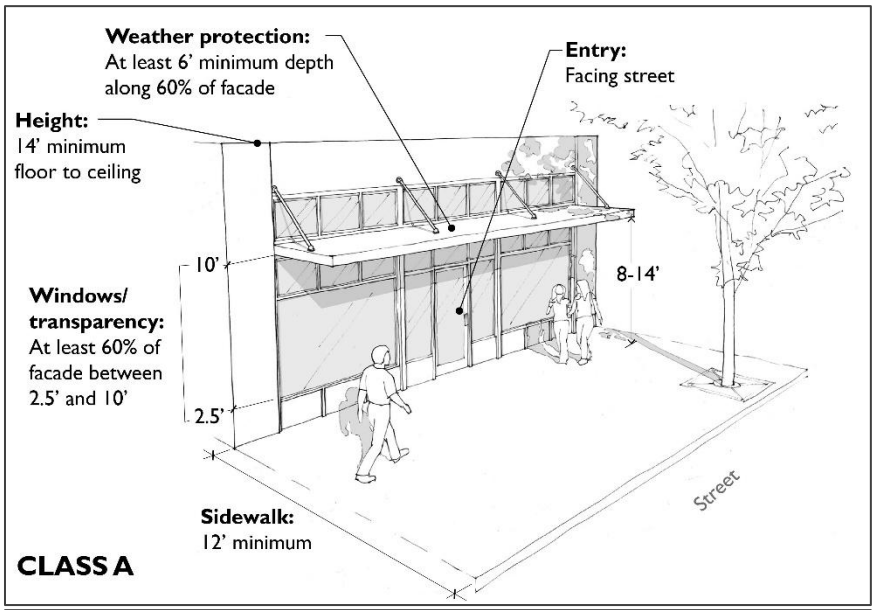
Transparency standards		
shown in the far right example do not qualify as transparent window area. For parking garages (where allowed by block frontage standards), the left image illustrates how such a structure can meet (and not meet) the applicable transparency standards.	 Parking garage with windows	 Parking garage without windows

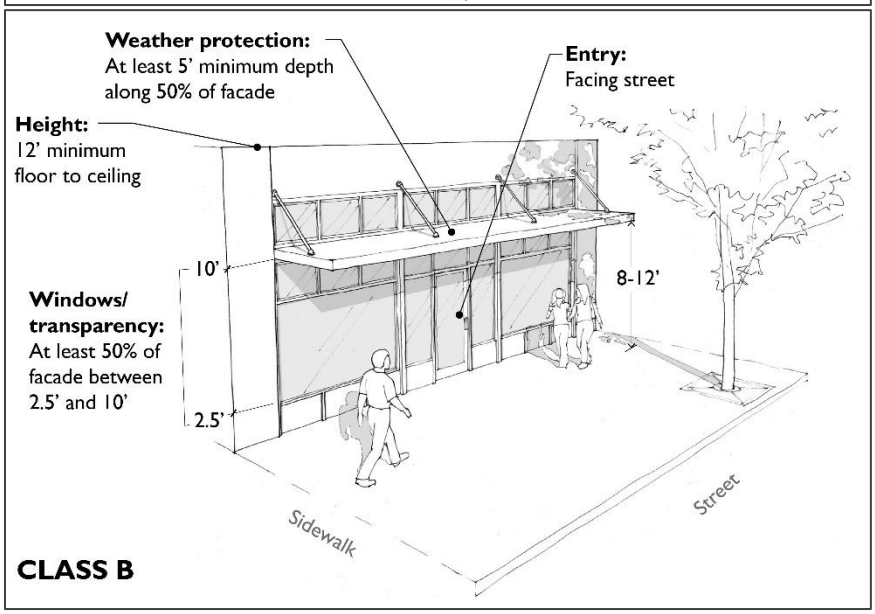
2.4 Storefront block-frontage standards.

(1) Purpose. Storefront block-frontages are the most vibrant and active shopping and dining areas within Auburn. Blocks designated as Storefront block-frontages include continuous storefronts placed along the sidewalk edge with small scale shops and many business entries.

There are two tiers of Storefront block frontage designations: Class A and Class B. Class B Storefronts have slightly relaxed ground-level use, transparency, and weather protection standards.

Storefront block frontage vision and key standards.





(2) Applicability.

(a) Class A Storefront standards apply to designed Storefront block frontages as set forth in the block frontage map above.

(b) Class B Storefront standards apply to situations for Mixed and Undesignated block frontages where developments choose to integrate storefronts on portions or all of their applicable block frontages.

(3) Standards. Applicable development must comply with the standards in Table 2.4 below.

Table 2.4
Storefront block-frontage standards.

NOTE: Italicized text in blue in the chart refers to current regulatory approaches to the design issue in Downtown Urban Center (DUC) design standards to provide a helpful comparison.

The ➲ symbol refers to DEPARTURE opportunities as set forth in Section 1.3 with supplemental criteria in subsection (4) below.

Element	Class A Storefront Standards (Pedestrian 1)	Class B Storefront Standards
Ground-level		
Land use	See ACC18.29.050 for use provisions, except: Residential uses are prohibited except lobbies and accessory-uses associated with multifamily residential uses are allowed provided they are limited to 30% of block-frontages. *DUC currently has active statement that says ground floor "shall" be retail, restaurant, personal service uses. Personal services means uses such as hair salons, nail salons, custom tailoring, dry cleaning, and similar related uses. Personal service uses can also include banks.*	See ACC18.29.050 for use provisions, except: Residential uses are prohibited except: • Live/work units featuring ground level space that complies with minimum floor to floor height and non-residential space depth herein. • Lobbies and accessory-uses associated with multifamily residential uses are allowed provided they are limited to 60% of block-frontages.
Floor to floor height for new buildings (applies to the minimum non-residential space depth)	14' minimum. ➲ *DUC currently requires 14' ground floor height when commercial, thus proposal here consistent with that.*	12' minimum. ➲ *Consider offering slightly relaxed standard for Class B – but still tall enough to be suitable for variety of commercial tenants.*
Non-residential space depth	30' minimum. ➲ *Not currently addressed.*	20' minimum. ➲
Building placement	Buildings must be placed at the back edge of the required sidewalk. Additional setbacks are allowed for a widened sidewalk or providing open space for public use such as plazas, courtyards, and seating areas. *DUC currently requires buildings along pedestrian streets be set immediately at*	Standards in this table apply when buildings are placed at the back edge of the required sidewalk.

Table 2.4
Storefront block-frontage standards.

NOTE: Italicized text in blue in the chart refers to current regulatory approaches to the design issue in Downtown Urban Center (DUC) design standards to provide a helpful comparison.

The ➲ symbol refers to DEPARTURE opportunities as set forth in Section 1.3 with supplemental criteria in subsection (4) below.

Element	Class A Storefront Standards (Pedestrian 1)	Class B Storefront Standards
	the back of the sidewalk with exceptions as listed above.	
Building entrances	Primary building entrances must face the street or a pedestrian-oriented space that is adjacent to the street. For corner sites, the entry may face the corner, or one or both streets.	
Façade transparency (see Section 2.3)	At least 60% of the transparency area. ➲ *NOTE: DUC currently sets 80% transparency for Ped 1 and 60% for Ped 2.*	At least 50% of the transparency area. ➲
Weather protection	Weather protection over the sidewalk is required along at least 60% of the storefront façade, and it must be a minimum of 6' deep and have 8' to 14' of vertical clearance. ➲ *NOTE: DUC does not currently require weather protection but sets a general minimum of 4' depth if included; we typically require 6' minimum depth to provide more substantial coverage – for two people walking side by side out of the rain. Also currently have 8-12 feet vertical clearance.* The director may require reduced width weather protection where necessary to avoid interfering with street trees, street lights, street signs, or extending beyond the edge of the sidewalk.	Weather protection over the sidewalk is required along at least 50% of the storefront façade, and it must be a minimum of 5' deep and have 8' to 12' of vertical clearance. ➲ The director may require reduced width weather protection where necessary to avoid interfering with street trees, street lights, street signs, or extending beyond the edge of the sidewalk.
Parking location	New surface level parking and access features adjacent to the street are prohibited. Parking may be placed below, above, and/or behind storefronts. Driveways are allowed from designated Storefront block frontages only when no other option exists. *NOTE: Above largely matches current provisions – except maybe the language might allow parking on the side of buildings (language is somewhat conflicting)*	Not applicable (sites are subject to applicable designated block frontage parking location provisions).

Table 2.4
Storefront block-frontage standards.

NOTE: Italicized text in blue in the chart refers to current regulatory approaches to the design issue in Downtown Urban Center (DUC) design standards to provide a helpful comparison.

The ➲ symbol refers to DEPARTURE opportunities as set forth in Section 1.3 with supplemental criteria in subsection (4) below.

Element	Class A Storefront Standards (Pedestrian 1)	Class B Storefront Standards
Sidewalk width	Sidewalks abutting storefronts must be at least 12' wide. Where such sidewalks extend beyond right-of-way limits, a public access easement is required to accommodate the full sidewalk width. Upper floors may cantilever over the sidewalk to the right-of-way edge or 4', whichever is less. *Not currently addressed in the DUC standards – but the Engineering and Construction standards say this: Shall be a minimum of 10 feet in width except sidewalks along A Street NE/NW may be 7 1/2 feet wide at some locations, as determined by the City Engineer*	

(4) DEPARTURE criteria. Departures from the standards in Table 2.4 that feature the ➲ symbol will be considered provided the alternative proposal meets the purpose of the standards and the following criteria:

(a) Non-residential space floor to floor height. Some flexibility for reduced non-residential floor to floor heights may be allowed (up to 25-percent of such space) to allow for a greater variety of such spaces where the applicant can successfully demonstrate the proposed alternative design and configuration of the space is viable for a variety of permitted non-residential uses.

(b) Non-residential space depth. Reduced depths on up to 25-percent of the applicable block-frontage will be considered where the applicant can successfully demonstrate the proposed alternative design and configuration of the space is viable for a variety of permitted non-residential uses.

(c) Facade transparency. Departures for facade transparency in the transparency area may be reduced to a minimum of 35-percent for block-frontages if the façade design between ground-level windows provides visual interest to the pedestrian and mitigates the impacts of blank walls.

(d) Weather-protection. The reduced extent (to no less than 50-percent of Class A and no less than 35-percent of Class B Storefront block-frontages) or width weather-protection features (to no less than four-feet in width) will be considered provided the designs are proportional to architectural features of the building and building design trade-offs (elements that clearly go beyond minimum building design standards in this chapter) meet the purpose of the standards.

2.5 Landscaped block-frontage standards.

(1) Purpose. To provide standards for an optional block frontage design along Mixed-designated streets that incorporates modest landscaped setbacks, clear pedestrian connections between the building and the sidewalk, and minimized surface parking lots along the frontages.

(2) Applicability. Standards herein apply as an option for development on Mixed designated block frontages. Note that developments featuring ground-level dwelling units along block frontages, such frontages are subject to the provisions of Section 2.8, Ground-floor residential frontage standards.

(3) Standards. Applicable developments are subject to the Landscaped block frontage standards set forth in Table 2.5.

Landscaped frontage vision and key standards.

Table 2.5
Landscaped block-frontage standards.

The ➲ symbol refers to DEPARTURE opportunities opportunities set forth in Section 1.3 with supplemental criteria in subsection (4) below.

Element	Standards
Ground-level	
Land use	As set forth in ACC 18.29.050 and 18.07.020.
Building placement	5' minimum setbacks are required. ➲ No minimum setback is required for upper building levels. Block frontages with ground floor dwelling units must comply with Section 2.8. *The DUC zone has no minimum setbacks – essentially punting such design issues to the design standards. If we don't map any Landscaped block frontages, then this frontage type will simply be an option if they don't want to do a storefront. The exception is when ground floor residential units are proposed (as lobbies and res common areas may use the storefront design) – where such Landscaped standards would apply.*

Table 2.5 Landscaped block-frontage standards.	
The ➲ symbol refers to DEPARTURE opportunities opportunities set forth in Section 1.3 with supplemental criteria in subsection (4) below.	
Element	**Standards**
Building entrances	Building entries must face the street or a public plaza that is adjacent to the street. For corner sites, the entry may face the corner, or one or both streets.
Façade transparency (see Section 2.3)	For buildings with ground-level non-residential uses, at least 35% of the transparency area. ➲ For buildings with ground-level residential uses, at least 15% of the entire facade.
Weather protection	Weather protection at least 3' deep must be provided over individual residential and commercial tenant entries and at least 5' deep for shared residential and professional office entries. *The 3-5' provisions above are MAKERS recommendations – particularly as the 5' requirement for individual will add cost to construction and impact design options. 3' is sufficient to keep pedestrians covered when knocking on doors or opening doors, and is large enough to help make an architectural statement. The 5' requirement for shared entries is appropriate for such shared entries and is more proportional to their importance and typical larger size of such building types.*
Parking location	Surface level parking and access features must be located to the side or rear of buildings. For sites with multiple buildings, no more than 50 percent of arterial street block frontages may be occupied by parking and vehicular access areas. ➲ *All streets currently treated the same for parking location rules, which say that parking shall be located over, under, behind or to the side of buildings. So the recommendations here are largely consistent with existing, but we've added the clarifying 50% rule for multibuilding developments, which is fair and helpful (in a clarification way).* *The engineering standards manual addresses max driveway widths and basic distance from intersection and spacing standards.*
Landscaping	All areas between the sidewalk and the building must be landscaped, except for walkways, porches, decks, and other areas meeting the definition of public plazas. The required landscaping must meet the provisions of ACC 18.50.040(C). For parking lot perimeter landscaping, see Section 3.3.

(4) DEPARTURE criteria. Departures to the Landscaped block-frontage standards in Table 2.5 that feature the ➲ symbol will be considered provided the alternative proposal meets the purpose of the standards and the following criteria:

(a) Building placement.: Reduced setbacks will be considered for non-residential ground level frontages where the façade effectively integrates a blend of storefront and landscaped frontage elements. For example, window transparency levels should increase towards Class B Storefront standards at a proportional rate as the setback gets smaller.

(b) Façade transparency.: Façade transparency in the transparency area may be reduced from the minimum standards by 50-percent if the façade design between ground-level windows provides visual interest to the pedestrian and mitigates the impacts of blank-walls.

(c) Parking location. Alternative designs may be considered with some parking located between the street and a building or buildings where such design helps to better take advantage of the site's context. Design treatments must be included to mitigate the impact of parking areas along the street (in terms of visual impacts and pedestrian access to the buildings from the street).

2.6 Mixed block-frontage standards.

(1) Purpose. To provide for flexibility in the design of applicable block frontages while ensuring that block frontages create a pedestrian-friendly environment.

(2) Applicability. Standards herein apply to all sites containing designated Mixed block frontages per the map in Figure 2.2. Note that for developments featuring ground level dwelling units adjacent to the street, the design of such block frontages are subject to Section 2.8.

(3) Standards. Applicable development may choose between the Class B Storefront standards set forth in Table 2.4 or Landscaped block frontage standards as set forth in Table 2.5 or some combination of the two, with modifications noted in the scenarios below:

(i) A site with a proposed storefront building (or segment of a building), the building(s) will be subject to the Class B Storefront standards set forth in Table 2.4, except that for parking location standards, sites will be subject to the provisions in the Landscaped block frontage standards in Table 2.5.

(ii) For a site that features proposed a building or buildings with a mix of proposed Storefront and Landscaped block frontage designs, the storefront building segments will be subject to the Class B Storefront standards set forth in Table 2.4, whereas everything else will be subject to the Landscaped block frontage standards as set forth in Table 2.5.

(4) Blending frontages. Buildings may also employ designs that are a hybrid of storefront and landscaped block frontage forms, where they feature a small landscaped setback (less than what is required under the Landscaped block frontage standards), provided the window transparency levels increase towards Class B Storefront standards at a proportional rate as the setback gets smaller. Weather protection isn't required in frontage areas where there's more than 16 inches of landscaping adjacent to the façade (measured perpendicular to the façade). All other standards for Class B Storefront standards in Table 2.4 apply.

2.7 Other/Undesignated block-frontage standards.

(1) Purpose. To provide for flexibility in the design of block frontages in areas where such flexibility is warranted.

(2) Applicability. Standards herein apply to all development on sites that are not otherwise designated as a Storefront, Mixed, or Landscaped block frontage.

(3) Standards. Applicable developments are subject to the Other/Undesignated block frontage standards set forth in Table 2.7, except where developments integrate storefront buildings abutting the sidewalk edge. Such storefront buildings are subject to the Class B Storefront standards set forth in Table 2.4.

Table 2.7 Other/Undesignated block-frontage standards.	
The ➲ symbol refers to DEPARTURE opportunities opportunities set forth in Section 2.7 with supplemental criteria in subsection (4) below.	
Element	**Standards**
Building placement	Where allowed in the applicable zone, buildings may be placed up to the sidewalk edge, provided they meet Class B Storefront block-frontage standards in Table ~~20.26.140.3~~2.4. Buildings and portions thereof with ground floor dwelling units are subject to the standards in Section 2.8. Otherwise, there is no minimum or maximum setback provided buildings meet applicable standards herein.
Building entrances	Building entrances facing the street are encouraged. At a minimum, at least one building entry visible and directly accessible from the street is required. Where buildings are setback from the property line, pedestrian connections from the sidewalk are required.
Façade transparency	Storefronts abutting the back of the sidewalk are subject to Class B Storefront façade transparency standards in Table 2.4. Other buildings designed with non-residential uses on the ground floor within 10 feet of sidewalk, at least 30% of the ground floor between 4-8 feet above the sidewalk. ➲ For residential buildings, at least 15% of the entire façade (all vertical surfaces generally facing the street).
Weather protection	Buildings within 16" of the back of the sidewalk are subject to Class B Storefront block-frontage weather protection standards in Table 2.4. For all other buildings, weather protection at least 3' deep must be provided over individual residential and commercial tenant entries and at least 5' deep for shared residential and professional office entries.
Parking location	There are no parking lot location restrictions, except for landscaped buffer requirements set forth in PMC 20.58.005.
Landscaping	Sites are subject to the landscaping requirements of Section 3.3 and Chapter 18.50 ACC.

(4) DEPARTURE criteria. Departures to the Other/Undesignated block-frontage standards in Table 2.7that feature the ➲ symbol will be considered provided the alternative proposal meets the purpose of the standards and the following criteria:

(a) Façade transparency. Façade transparency in the transparency area may be reduced from the minimum standards by 50-percent if the façade design between ground-level windows provides visual interest to the pedestrian and mitigates the impacts of blank-walls.

2.8 Ground-floor residential frontage standards.

(1) Purpose. The purpose of these standards is to:

(a) Enhance the privacy and security of residents living on the ground floor.

(b) Provide an effective visual and physical transition between the public realm and the private realm.

(c) Enhance the relationship between the building and the street through high-quality landscape and architectural design.

(2) Applicability. All developments with ground-floor residential uses adjacent to public streets, trails, through-block connections or other internal pedestrian connections, parks, publicly accessible common areas, and internal common space (hereafter collectively referred to as "public and semi-public realm") shall comply with the frontage standards herein.

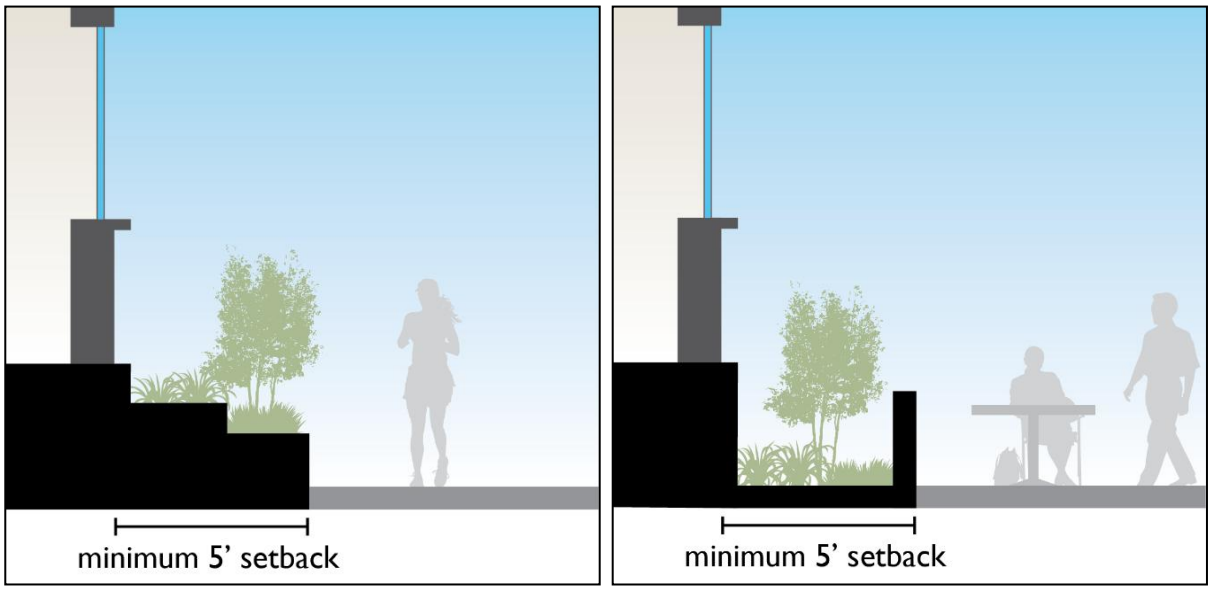
(3) Standards. Design treatments must be integrated to enhance the character of the public and semi-public realm while respecting the privacy of adjacent residential units. Design criteria applicable to ground-floor residential frontages are as follows:

(a) Unit setback and elevation. Provide privacy for people living in the adjacent dwelling units and ensure the applicable public and semi-public realm environment is comfortable through all of the following measures:

(i) Provide a 5 feet minimum setback from applicable public and semi-public realm elements. The setback shall be measured from the edge of the applicable public (e.g., sidewalk) and semi-public realm elements (e.g., walkway, public plaza, shared outdoor space). When adjacent to an applicable public and semi-public realm element with no adjacent walkway, the setback shall be measured from the outside edge (facing away from dwelling unit) of a physical threshold feature (e.g., low fence or hedge) that separates semi-private outdoor space with the applicable public and semi-public realm element as determined by the Director.

DEPARTURES will be considered provided the design enhances the character of the streetscape and respects the privacy of adjacent ground-floor residents.

Minimum setback between a ground floor residence and applicable public and semi-public realm element



In the left example, the 5 foot setback area is used for raised planters next to a sidewalk. In the right example, the minimum 5 foot setback area is used for a wall and landscaped bed next to a public space.

The provision below applies whether or not a unit has direct access to the sidewalk (like a townhouse – which generally aren't subject to ADA requirements unless in a building with an elevator) and/or access to an interior building corridor (where such units will surely comply with ADA requirements). Thus – the provision here is in no way intended to skirt ADA rules. That wouldn't be allowed anyways.

(ii) Where the façade is within ten feet of a sidewalk (when allowed by the applicable zone) or five feet from all other applicable public and semi-public realm elements, the ground floor must be elevated a minimum average of 30-inches to improve privacy of such residential uses and enhance their relationship to the street.

(c) Units with direct physical access and less than ten feet setback to the sidewalk or other applicable public and semi-public realm elements must enhance the privacy of residents and provide an effective transition between the public and private realm by integrating all of the following measures:

(i) Provide a physical "threshold" feature, such as a hedge, retaining wall, rockery, stair, gate, railing, or a combination of such elements on private property, not to exceed 42 inches in height, that defines and bridges the boundary between the applicable public and semi-public realm element and the private entry, porch, yard, or patio. Thresholds may screen, but not completely block, eye-level views to and from the applicable public and semi-public realm element.

(ii) Provide an outdoor space at least four feet deep and six feet wide (24 square feet minimum area) in the front setback, such as a porch, patio, deck, or stoop. Where feasible, this space shall be at the same level as the interior of the unit.

(iii) Provide a covered area, porch or protected entry space, or other architectural weather protection at least three feet deep that provides cover for a person entering the unit and a transitional space between outside and inside the dwelling.

(iv) Landscaping planters shall be integrated into transitional areas between the dwelling unit and the adjacent public and semi-public realm element [see Figure 18.31.370(3) below for examples].

(v) Overhead building projections may cantilever over the outdoor space by up to 50-percent of the minimum ground level setback.

DEPARTURES may be proposed for the design criteria in subsection (c) above provided the design enhances the privacy of adjacent units and provides an effective and attractive transition between the public and private realm.

Guidelines and examples of ground-level residential frontages

The above images show ground-level residential frontages with setbacks of approximately 10 feet (left image) and 5 feet (right image) along different street frontages for the same corner apartment building. These ground level units all have their own private unit access from the sidewalk and are elevated above the sidewalk to enhance the privacy to the units. The landscaping elements, brick posts, split-faced concrete block stoop walls, and black metal railings help to provide an attractive and effective transition between the public and private realms.

Guidelines and examples of ground-level residential frontages

Good examples: Upper left image includes a stoop design with brick terraced planters and low wrought iron fences. Upper right and lower left images include low wrought iron fences that separate the sidewalk/pedestrian walkway from the private open space. Lower center and right images include stoop designs with sidewalk level planters and concrete terrace planters.

Bad examples: Despite the raised ground level, the shallow setback design in the left image above is insufficient to meet the intent of the standards. In the above right image, the upper level building cantilever doesn't meet the standards and creates a cold "cave stoop" like form. The large areas of unscreened concrete walls in both examples are undesirable.

2.9 Through-block connection frontage standards.

(1) Purpose. To promote through-block connection frontage designs that enhance the character and safety of such connections.

(2) Applicability. These standards apply to development adjacent to through-block connections, when required (see Section 3.4).

(3) Standards. Many, but not all standards depend on the type of connection and the adjacent use. Specifically:

(a) Non-residential building elevations (including mixed-use development with ground floor commercial uses) facing a through-block connection are subject to Other/Undesignated block frontage standards in Section 2.7, except that such building elevations must feature at least 10-percent window transparency to enhance the safety and visibility of the trail and connection. ➲

(b) Residential developments adjacent to a through-block connection are subject to both the Landscaped block frontage standards in Section 2.5 and Ground-floor residential frontage standards in Section 2.8.

Good examples of through-block connections in a residential context

2.10 Corner site clarifications.

Special clarification for how the frontage standards work for corner lots. If there's concern over document length – this section isn't necessarily critical. But there are some helpful provisions that add some strategic flexibility for developments – and staff should review and consider – before marking any final call on deleting.

Where a property fronts onto more than one street, each building frontage must comply with the standards for the block-frontage upon which it fronts, with the following clarifications:

(1) Entrances. For corner sites, entrances may be provided on both streets, but only one entrance is required unless the site fronts a Storefront block frontage on both sides, in which case the entrance shall be provided on the corner or on each street.

(2) Transparency and weather protection standards associated with corner storefronts.

(a) For corner-sites featuring a Storefront block frontage designation on one street, corner buildings must meet applicable Storefront block frontage transparency and weather protection standards. Such storefront buildings may be built up to the sidewalk along the other block frontage, provided they contain at least 50-percent of the required Class A transparency and weather protection on Storefront block frontages. Where such corner buildings contain additional storefront uses on the non-Storefront block frontage, then those storefronts are subject to the full Class A Storefront block frontage transparency and weather protection standards.

(b) For street corners with Storefront designations on both block frontages, buildings must employ the full transparency on the dominant frontage (based on the frontage width or established neighborhood pattern), and a 50-percent reduction in minimum transparency and weather protection is permitted on the secondary façade associated with the corner establishment. Other storefront uses the corner establishment are subject to the full Storefront block frontage transparency and weather protection standards.

(c) For corner storefront establishments without a Storefront designation on either street, the block frontage containing the entry is subject to the full Class B Storefront block frontage transparency and weather protection standards. The secondary block frontage associated with the corner establishment must contain at least 50-percent of the required transparency and weather protection for Class B Storefront block frontages.

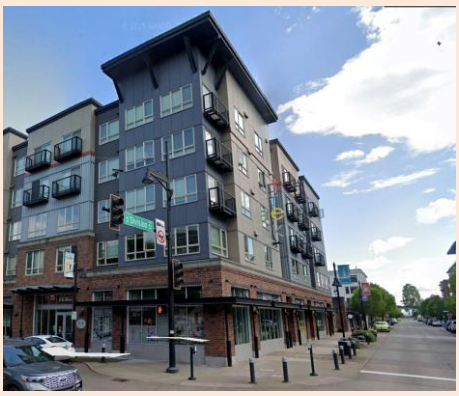
2.11 High-visibility street corner standards.

(1) Applicability/purpose. The high visibility street-corner requirements apply to the following sites to accentuate designated street-corners with high visibility to the public:

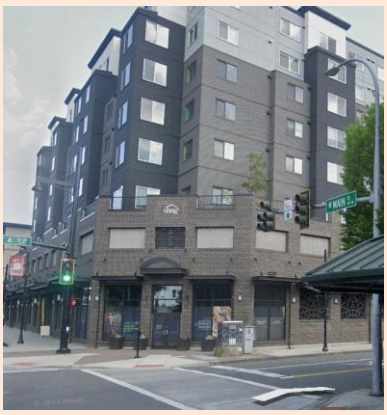
(a) Street corners where at least one block frontage is designated Storefront block frontage.

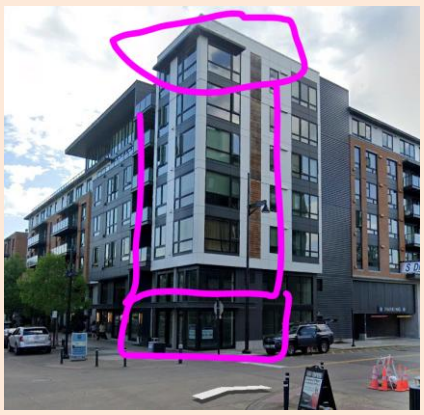
(b) Other sites where a storefront building is proposed.

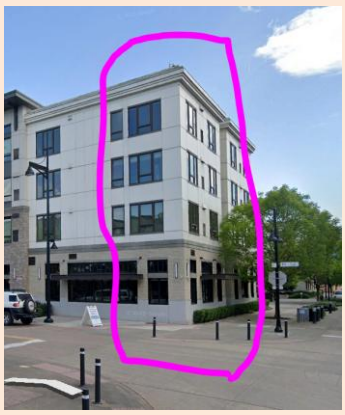
Here are examples of corner treatments on newer buildings in the DUC for reference – plus comments:



Corner plaza obviously complies – and I'd argue that the wrap-around canopy and cornice work for the right building.







The two left buildings I'd say comply, the right building, not so much.

(2) Standards. At least one of the following special features must be included (Figure 20.26.190) below illustrates acceptable examples]:

(a) Corner plaza.

(b) Cropped building corner with a special entry feature.

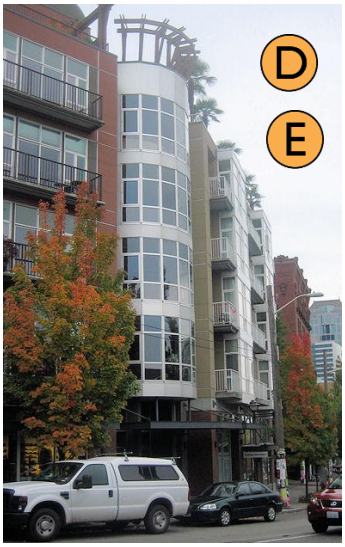
(c) Decorative use of building materials at the corner.

(d) Distinctive façade articulation.

(e) Sculptural architectural element.

(f) Other decorative elements that meet the purpose of the standards.

Acceptable high visibility street corner examples



The letters on the images refer to the special feature options above that are integrated into the design.

Chapter 3 - Site Planning

(Still being evaluated) Interior/side and rear-yard design.

(1) Purpose.

(a) To ensure minimal light and air access for residential units facing the side and rear property lines.

(b) To protect the privacy of residents on adjacent properties.

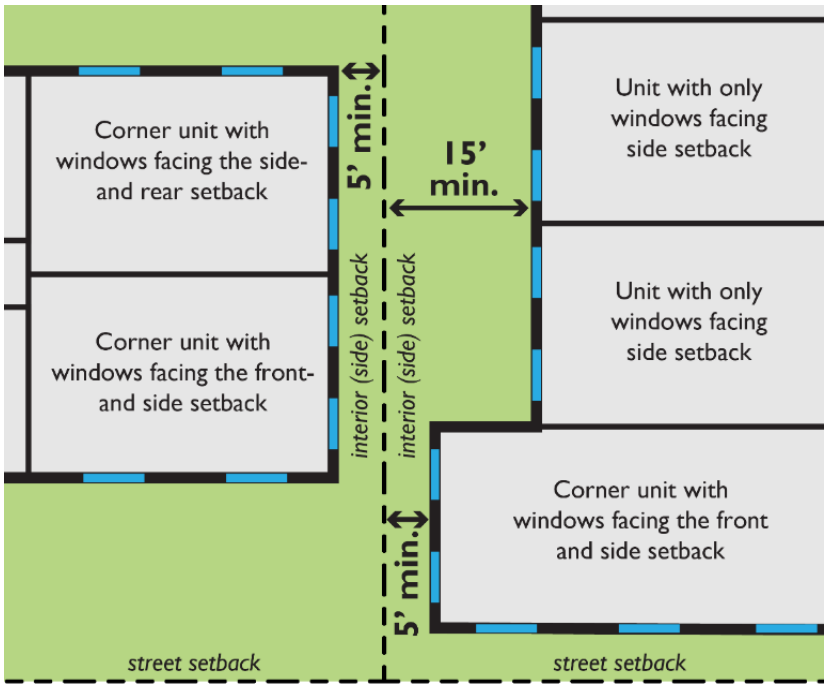
NOTE: The provision below is a possible standard to ensure there is larger separation between adjacent buildings, avoiding situations where adjacent 5-story buildings and possibly windows from another unit are ten feet apart. There can be concern such units get little to no solar access and lower privacy. The standard is intended to nudge thoughtful design in such cases and prevent such situations.

Areas of concern include the standard introducing a secondary setback that doesn't exist in the current zoning regulations. Also, that such a standard may reduce development capacity allowed by current zoning regulations and be in conflict with aspects of state law (HB1293).

(2) Light and air access and privacy near interior property lines. Buildings or portions thereof containing multifamily dwelling units whose only solar access (windows) is from the applicable side or rear of the building (facing towards the interior property lines) must be set back from the applicable property lines at least 15-feet. See Figure 20.26.300.2. For such building elevations taller than four-stories, floors above the fourth-floor must be setback at least 20-feet from the applicable property lines. Note: These standards do not apply to side or rear property lines where adjacent to a street, access corridor, or easement where no building may be developed.

DEPARTURES will be allowed where it is determined that the proposed design will not create a compatibility problem in the near and long-term based on the unique site context.

Light/air access and privacy standards for buildings or portions thereof containing residential units along side or rear property lines



Note that the minimum setbacks noted above only apply to buildings (and portions thereof) featuring the stated characteristics.

3.1 Useable residential recreational space.

(1) Purpose.

(a) To create useable space that is suitable for leisure or recreational activities for residents.

(b) To create open space that contributes to the residential setting.

(2) Applicability. These standards apply to residential developments, including portions of mixed-use development, that include usable recreational or open space towards a density bonus. Otherwise, the following text are guidelines that do not have to be met.

(3) Usable residential recreational space.

Note: Still being evaluated for whether standard applies when open space is used as a FAR density bonus or is a minimum standard that is always required. Percentages may also change, 5 to 10 percent currently being evaluated.

(a) All residential developments, including residential portions of mixed-use development, must provide minimum usable recreational space equal to 5 percent of dwelling unit floor area. This includes all dwelling units, but excludes the floor area of hallways, lobbies, and other common areas. The required recreational space may be provided in a combination of ways:

(i) Shared outdoor space. All of the required recreational space may be in the form of shared outdoor space available to all residents and meeting the requirements of subsection (b) below. Shared roof-decks located on the tops of buildings are addressed in paragraph (v) below.

(ii) Ground/grade-level individual outdoor space. All of the required recreational space for a unit may be provided by ground-level outdoor space that is abutting and directly accessible to the subject unit. Such recreational spaces must be:

(A) Outdoor spaces may be located in the front, side, or rear yard provided they are generally level, feature no dimension less than ten-feet, and enclosed by a fence, railing, and/or hedge at least 32-inches in height to qualify

(B) Private porches may qualify as outdoor space provided they are at least 36-square-feet in area, with no dimension less than six-feet.

Individual ground-level open space that is in excess of minimum requirements must not be used in the calculations for determining the minimum usable recreational space requirements for other units in the development.

(iii) Balconies and other similar private outdoor spaces. Up to 50-percent of the required recreational space for a unit may be provided by private balconies provided such spaces are at least 36-square-feet in area, with no dimension less than four-feet (not including railings), to provide a space usable for human activity.

(iv) Common indoor recreation-areas. Up to 50-percent of the required recreational space may be provided by common indoor recreation areas meeting the following conditions:

(A) The space must meet ADA standards and must be located in a visible area, such as near an entrance, lobby, or high traffic corridors.

(B) The space must be designed specifically to serve interior recreational functions and not merely be leftover unrentable space used to meet the open space requirement.

(v) Shared roof-decks. For apartment buildings, up to 50-percent of the required recreational space may be provided by shared roof-decks located on the top of buildings which are

available to all residents and meet the requirements below. For mixed-use buildings, 100-percent of the required recreational space may be provided by shared roof-decks. Design requirements:

(A) Space must feature hard surfacing, provide amenities such as seating areas, landscaping, and/or other features that encourage use.

(B) Space must integrate landscaping elements (at least 20-percent of the space) that enhance the character of the space and encourage its use.

Shared roof-deck examples

(b) Shared outdoor space design requirements. Shared outdoor space can include landscaped courtyards or decks, entrance plazas, gardens with walkways, children's play areas, pools, and water features provided they are accessible to all residents of the development. Accessible areas used for storm water retention, infiltration, or other multipurpose recreational and/or green spaces that meet the design criteria herein may qualify as shared recreational space.

Special requirements for shared outdoor spaces include the following:

(i) Shared outdoor space must be located in centralized areas that are visible from units within the development.

(ii) Shared outdoor space must feature no dimension less than 15-feet in order to provide functional leisure or recreational activity. Wider minimum dimensions are required perpendicular to building elevations containing windows of dwelling units whose only solar access is from the applicable building wall. Specifically:

(A) 20-feet minimum for such elevations up to three-stories tall.

(B) 25-feet minimum for such elevations four-stories tall.

(C) 30-feet minimum for such elevations five or more stories tall.

(iii) Shared outdoor space must feature paths, landscaping, seating, and lighting plus play structures, sports courts, and/or other pedestrian amenities to make the area more functional and enjoyable for a range of users.

(iv) Stairways and service elements located within or on the edge of shared recreational space must not be included in the open space calculations.

(v) Shared porches may qualify as shared outdoor space, provided they are at least eight-feet in depth and 96-square-feet in total area.

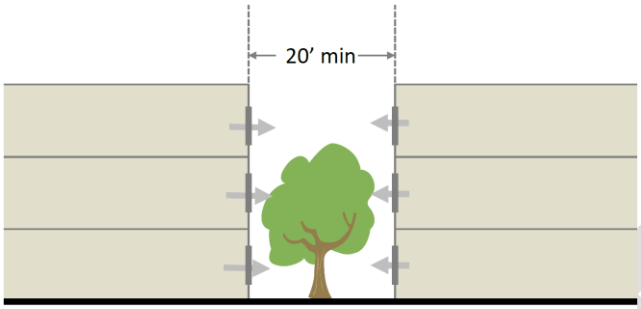
Shared outdoor and indoor recreational space examples

The upper left example is a courtyard over a parking deck. Notice the transition elements between the courtyard and adjacent residential units. The upper right courtyard is shared by ground-level commercial uses and apartments above.

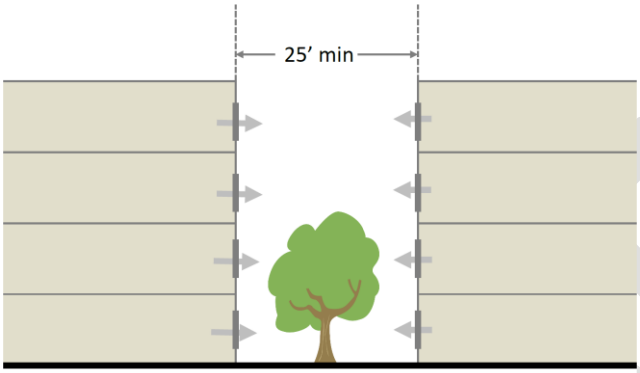
The left image above includes a covered gathering space with outdoor grills adjacent to a landscaped commons with a central walkway. The right image is an example of shared indoor recreation space.

The left image above includes a turf play area with mounds for fun play. The right image shows traditional play equipment.

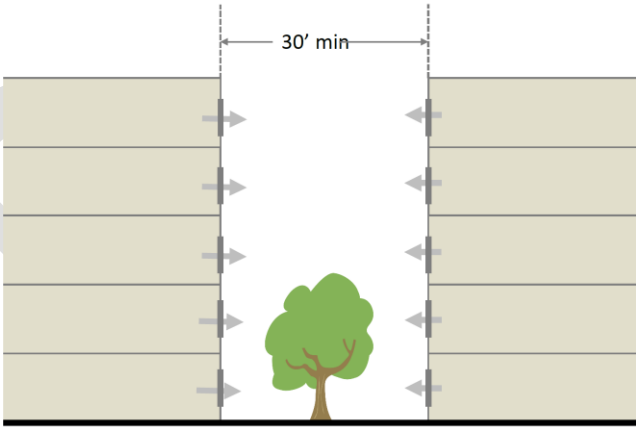
Shared outdoor space – minimum widths when abutting building elevations containing windows of dwelling units whose only solar access is from the applicable building wall



20-feet minimum for such elevations up to three-stories tall.



25-feet minimum for such elevations four-stories tall.



30-feet minimum for such elevations five or more stories tall

3.2 Public plazas.

(1) Purpose.

(a) To encourage plazas and other pedestrian oriented spaces in downtown that enhance the public's opportunity for active and passive activities, such as dining, resting, people watching, and recreational activities.

(b) To enhance the comfort and leisure capabilities of public plazas.

(c) To enhance the development character and attractiveness of the Downtown Urban Center.

(2) Applicability. These standards apply when publicly accessible plazas are included in the development.

(3) Public plaza standards.

(a) Public plazas must abut and be within three feet in elevation of a public sidewalk. Ramps must be provided consistent with ADA standards.

(b) Public plazas must be at least 25 feet wide.

(c) At least 10% of the plaza area shall be planted with trees and other vegetation. Planters with trees, shrubs, or other vegetation are permitted to count towards the 10%.

(d) At least 20% of the plaza shall have physical or natural shade structures. Seated areas with umbrellas, planted trees that will have a canopy radius of at least 2.5 feet, canopies, and other shade structures are permitted to count towards the 20%.

(e) At least two-feet of seating area (a bench or ledge at least 16-inches deep and appropriate seating height) or one individual seat per 60-square-feet of plaza area or open space. Moveable seating may be used to meet up to 75-percent of this requirement.

(f) Desirable public plaza features (to be encouraged) include site furniture, artwork, drinking fountains, water features, kiosks, play structures, or other similar features.

Example of site development integrating public plazas

Example of site development integrating public plazas

All of the above spaces front onto sidewalks and include bordering storefronts to help enliven the spaces. The bottom plaza includes a crushed rock surface, with concrete pathways on the side to facilitate pedestrian movement. Note the mix of fixed and movable seating options.

3.3 Parking lots, garages, and drive access design.

(1) Purpose.

(a) To create a safe, convenient, and efficient network for vehicle circulation and parking that minimizes conflicts with pedestrian circulation and activity.

(b) To mitigate the visual impact of parking lots on the streetscape and development context.

(c) To enhance the function, safety, and visual appearance of parking garages.

(2) Parking lot pedestrian circulation and design.

The project must provide an integrated and connected pedestrian circulation network that encourages walking and functions as one of the defining features of the development. Specifically:

(a) Pedestrian connections not less than five feet wide shall be provided through parking lots where they separate building entrances from sidewalks and/or transit stops. Pedestrian connection walkways are required to meet minimum ADA requirements.

(b) Pedestrian connections through parking lots shall be clearly defined by at least two of the following:

(i) Six-inch vertical curb in combination with a raised walkway.

(ii) Textured paving, including across vehicular lanes, such as unit pavers, stamped and scored concrete.

(iii) Bollards.

(iv) Trellis.

(v) Continuous landscape area on at least one side of the walkway that is at least three feet wide.

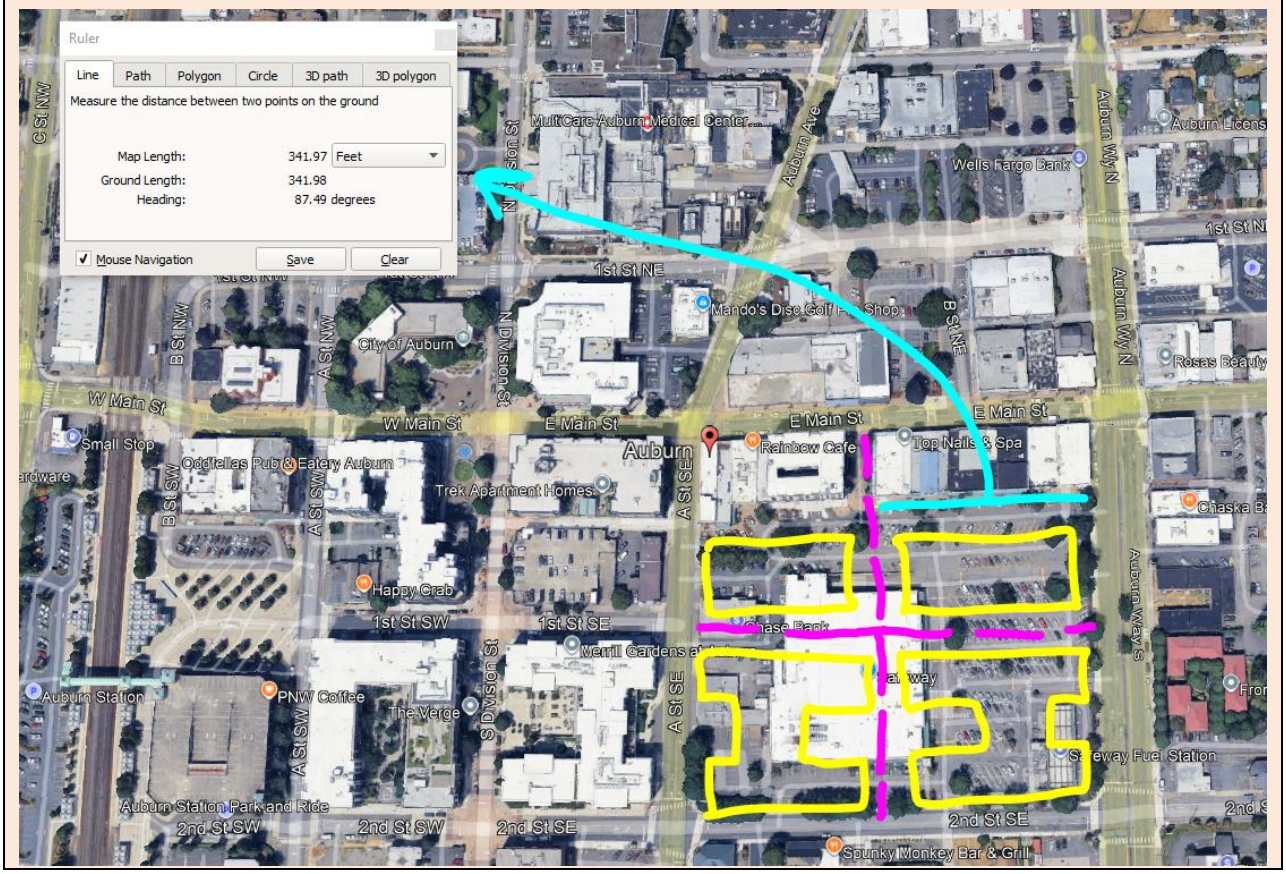
(vi) Pedestrian-scale lighting.

(c) Parking lot walkways. For developments with large surface parking lots, one walkway shall be provided for every four rows of parking, or at a maximum spacing of 200 feet.

(d) Crosswalks. Crosswalks are required when a walkway crosses an on-site paved area accessible to vehicles.

(ii) Raised crosswalks (speed tables). On sites larger than one acre, all crosswalks near major building entrances, parking garage entries, vehicular entries to the site, and other high-traffic areas shall be vertically raised to sidewalk level. The purpose of raised crosswalks is to provide a continuous walking or rolling surface, increase the visibility of pedestrians, and slow the speed of vehicular traffic. This requirement does not apply to crosswalks crossing public roadways.

Through-block connections. This would only apply to large sites if they were to redevelop – with the superblock Safeway and Fred Meyer sites being prime examples (see screenshot below). The standard blocks downtown are about 250' long. But the proposed 330 allows a little more flexibility – and is the length of the storefront building segments in the screenshot below. Thus if the Safeway site were to be redeveloped using this model, you could end with TBC's built something like the example below. This standard also draws on our substantial work over the past five years on the subject including an APA conference session we led with planners from Kirkland and Shoreline and similar codes integrated with several cities over the past few years.



(3) Through-block connection standards for the development of large sites.

Through-block connections may include private streets, shared pedestrian and vehicular access routes, and other non-motorized routes that are intended to run between streets through an entire block. The standards herein allow flexibility in the type of connections best suited for the particular development and its use mix. Specific regulations for such through-block connections:

(a) The maximum distance between a street and through block connection or between through-block connection is 330 feet.

Development sites with smaller dimensions are not required to integrate through-block connections with new development.

(b) Departures and exceptions to the through-block connection standards:

(i) The Director may approve a departure from the dimensional standards set forth in paragraph (a) by up to 25-percent provided the quality of the through-block connection exceeds minimum design standards.

(ii) The Director may approve an exception from the dimensional standards set forth in paragraph (a) where topography, existing uses/construction, or other geographic conditions prevent compliance or impose an unusual hardship on the applicant, provided the proposed design maximizes pedestrian and vehicular connectivity on the site given the constraints.

(c) Public access easement. Such through-block connections shall be provided within a public access easement.

(d) Alignment. Specific alignments for the through-block connections will be developed during the development review process for applicable sites.

(e) Accessibility. Through-block connections must be accessible to the public at all times and may take a variety of forms, depending on the block size and use mix, as specified in subsection (F), Through-block connections, below.

(f) Cantilever design. Buildings may project or cantilever into minimum required easement areas on building levels above the connection provided a 13-foot, six-inch vertical clearance is maintained and all other regulations are met.

(g) Through-block connection types. Unless otherwise noted below and elsewhere in this chapter, required through-block connections may take any of the following forms set forth below. A combination of designs set forth above may be used for each connection.

(i) Private street. Such streets shall comply with the Engineering Design and Construction Standards.

(ii) Alley. Alleys shall comply with the Engineering Design and Construction Standards.

(iii) Shared lane. The shared-lane approach can work well for lower traffic situations and helps to reduce the total space needed to accommodate access. They must include a 20-foot wide minimum two-way shared travel lane within a 32-foot wide public access easement. Parallel or angled parking pockets may be integrated into the lane. Landscape planters with a mixture of trees, shrubs, and ground cover must be integrated on at least one side of the shared-lane.

(iv) Landscaped passageway design. This includes an eight-foot minimum width paved pathway within a 24-foot public access easement. Six-foot minimum landscaping strips (with a mixture of trees, shrubs, and ground cover) are required on each side of the path.

(v) Urban passageway design. This is a 12-foot minimum width concrete or unit paver walkway within a public access easement (same width) with buildings generally on each side. The

building elevations on each side of an Urban passageway must include 40 percent transparency between 30 inches and eight feet above grade. Weather protection is required over all building entrances (at least three feet deep across the full width of the entrance).

Shared lane examples

Image courtesy eya.com

Shared lane examples

Landscaped passageway examples above and urban passageway examples below, though the lower right is a blended example of urban and landscaped passageway.

(4) Vehicular access and design.

(a) Driveways. Driveways, where permitted by applicable Block Frontage Standards in Chapter 2, shall meet the standards of the Engineering Design and Construction Standards, including, but not limited to, standards for intersection spacing, distance from crosswalks, and width.

(b) Parking lot location and design. Parking lot location standards are set forth in the Block Frontage Standards in Chapter 2. All other parking lot design standards are set forth in ACC Chapter 18.52 unless modified herein.

(i) See paragraph (2) above for interior parking lot pathways.

(ii) See paragraph (5) below for parking lot landscaping standards.

(c) Garage and parking structures.

NOTE: The provisions below are not currently addressed in the DUC standards, but are some good design provisions we've developed over the years to enhance the design/safety/functionality of such entries and should be considered here. Some features in the list were had inspiration from recent garage projects in the city.

(i) The ground level of free-standing parking structures shall include at least three of the following elements:

(A) Pedestrian scale signs.

(B) Canopies.

(C) Plinths for columns.

(D) Containers for seasonal plantings.

(E) Ornamental tilework.

(F) Glass elevator and/or stair tower.

(G) An element, as approved by the City, which meets the intent of this section.

(ii) Upper levels of structured parking shall be screened or treated architecturally by two or more of the following:

(A) Roughly square openings rather than horizontal;

(B) Planting designed to grow on the façade;

(C) Louvers;

(D) Expanded metal panels;

(E) Decorative metal grills;

(F) Spandrel (opaque) glass;

(E) An element, as approved by the City, which meets the intent of this section.

(iii) Parking garage entries and service area entries should be well-integrated into the design of the building and should not dominate the streetscape. They should be designed and sited to complement, not subordinate, the pedestrian entry.

(iv) Garage entry doors and gates, if provided, shall be at least 50 percent transparent between the bottom and top of the door or gate in order to enhance the safety of garage users.

(v) Lighting fixtures within garages are encouraged to be screened from view from the street.

(5) Parking lot landscaping.

(a) Surface parking lots consisting of ten or more stalls shall feature landscaped planter beds at a ratio of one to every six stalls. Each planter bed shall include at least one tree, a minimum caliper of two inches at the time of planting. ➲

(b) The minimum planter size shall be 100 square feet. Planters shall be protected by concrete curbs and shall also feature shrubs and/or groundcover. ➲

(c) Surface parking lots located adjacent to any street (excluding alleys) shall be screened by one or a combination of the following:

(i) Low walls made of decorative concrete, masonry, or other similar material, not exceeding a maximum height of 30 inches.

(ii) Raised planter walls (not exceeding a total height of 30 inches) planted with shrubs (a minimum of 80 percent of which must be evergreen).

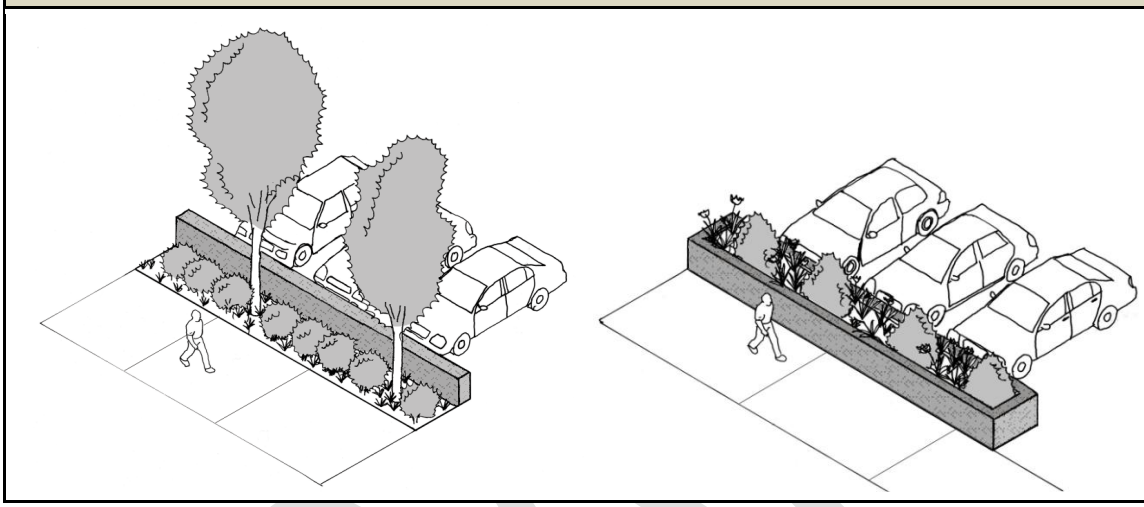
(iii) Landscape plantings consisting of trees (of which at least 80 percent are deciduous) and shrubs and groundcover materials (of which at least 80 percent are evergreen).

(iv) All plant material used for parking lot screening shall provide clear views between 30 inches and eight feet above the ground surface, for visibility and safety.

(v) Planting areas shall be a minimum of five feet in width and shall be irrigated.

DEPARTURES will be considered provided the design enhances the function, safety, convenience, or visual appearance of the parking lot and mitigates the visual appearance on the streetscape and development context.

Parking lot street buffer examples



3.4 Service areas and mechanical equipment.

(1) Purpose.

(a) To minimize adverse visual, odor, and noise impacts of mechanical equipment, utility cabinets and service areas at ground and roof levels.

(b) To provide adequate, durable, well-maintained, and accessible service and equipment areas.

(c) To protect residential uses and abutting properties from impacts due to location and utilization of service areas.

(2) Location of ground related service areas and mechanical equipment.

The provisions below align pretty well with current DUC provisions – just in different words with a few extra details in some cases.

(a) Service areas (loading docks, trash dumpsters, compactors, recycling areas, electrical panels, and mechanical equipment areas) must be located for convenient service access while avoiding negative visual, auditory, olfactory, or physical impacts on the streetscape environment, public plazas, uses within the development, and abutting residentially zoned properties.

(b) Exterior loading areas. Exterior loading areas for commercial uses must not be located within 20-feet of a residentially zoned property. Where the director finds that this is the only option for locating an exterior loading area, design measures will be required to mitigate impacts to adjacent uses, such as adding a masonry wall at least eight-feet high.

(c) Service areas must not be visible from the sidewalk and abutting properties. Where the director finds that the only option for locating a service area is an area visible from a street, internal walkway or pedestrian area, or from an abutting property, the area must be screened with structural and/or landscaping screening measures.

(3) Screening of ground related service areas and mechanical equipment.
Service elements are encouraged to be integrated within the structure. Where they are not provided within the structure, the following standards apply:

(a) Where screening of ground-level service areas is required [see paragraph (2) above], the following applies:

(i) A structural enclosure (including gates) must be constructed of masonry, heavy-gauge metal, or decay-resistant material that is also used with the architecture of the main building. Alternative materials other than those used for the main building may be allowed if the finishes are similar in color and texture or if the proposed enclosure materials are more durable than those for the main structure. The walls must be sufficient to provide full screening from the affected roadway, pedestrian areas and adjacent use. The enclosure may use overlapping walls to screen dumpsters and other materials.

(ii) Where the interior of a service enclosures is visible from surrounding streets, walkways, and buildings, an opaque or semi-opaque horizontal cover or screen must be used to mitigate unsightly views. The horizontal screen/cover should be integrated into the enclosure design (in terms of materials and/or design).

(b) Where loading docks are sited along block frontages (only allowed when no other reasonable options are available as determined by the director), they must be designed to minimize impacts on the pedestrian environment. Standards:

(i) Configure loading docks/bays to minimize their frontage length along blocks.

(ii) Integrate architectural and/or landscaping design features to screen loading dock elements and add visual interest to pedestrians along adjacent sidewalks. See Blank Wall provisions of Section 4.5 for standards and examples.

(4) Utility meters, electrical conduit, and other service utility apparatus.

(a) Utility equipment such as power and gas meters, electrical boxes, and small-scale battery storage systems shall have at least one of the following treatments:

(i) Screened with vegetation or landscaping;

(ii) Integrated into the building's architecture or screened with decay-resistant material similar in color and texture to the main building;

(iii) Wrapped with a City approved utility wrap.

(b) Project designers are strongly encouraged to coordinate with applicable service providers early in the design process to determine the best approach in meeting these standards.

Utility meter location and screening - good and bad examples

Place utility meters in less visible locations. The lower left example is successfully tucked away in a less visible location and screened by vegetation. The right image is poorly executed and would not be permitted in such visible locations (along the sidewalk). Such meters must be coordinated and better integrated with the architecture of the building.

Chapter 4 - Building Design

4.1 Building massing and articulation.

(1) Purpose.

To employ façade articulation techniques that reduce the perceived scale of large buildings and add visual interest from all observable scales.

(2) Façade-articulation. All buildings must include façade-articulation features at maximum-specified intervals to create a human-scaled pattern. These standards apply to building elevations facing streets and parks.

(a) Maximum facade-articulation intervals:

(i) Storefronts: 35 feet. Buildings 50 feet wide or less are exempt.

(ii) Large footprint non-residential buildings (individual establishments with a building footprint of more than 50,000 square feet). 75 feet.

(iii) Residential buildings: 30 feet. Buildings 60 feet wide or less are exempt.

(b) Articulation features. At least two of the following articulation features must be employed for all buildings in compliance with the maximum-specified façade-articulation intervals.

(i) Use of a window-fenestration pattern.

(ii) Use of weather protection features. An example is a different canopy for each articulation interval (rather than a continuous canopy).

(iii) Use of vertical piers/columns (applies to all floors of the façade, excluding upper level stepbacks).

(iv) Change in building height or roofline with a difference in height, slope or pitch, direction, or shape (such as towers or dormers).

(v) Change in building material and/or siding style (applies to all floors of the façade, excluding upper-level stepbacks).

(vi) Vertical elements such as a trellis with plants, green wall, art element that meet the purpose of the standard.

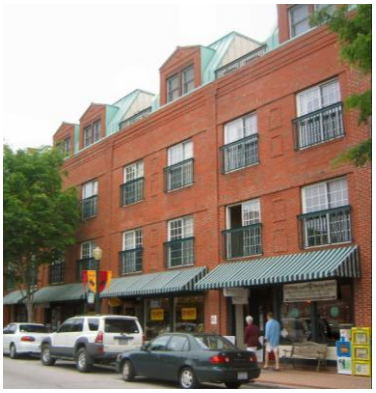
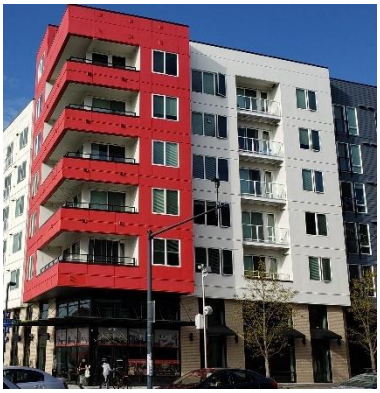
(vii) Providing vertical building modulation of at least 12-inches in depth if tied to a change in roofline or a change in building material, siding style, or color. Balconies may be used to qualify for this option if they are recessed or projected from the façade by at least 18-inches.

DEPARTURES will be considered provided they meet the purpose of the standards and the design criteria below.

Façade articulation examples.



All three buildings above include a combination of window patterns, vertical building modulation, and changes in building material/siding style. The varying styles of balconies in each also help to articulate the facades. The mixed-use example on the let also uses separate awnings above the storefront to articulate the facade. The middle image also uses roofline modulation.

The buildings on the left uses a combination of window patterns, vertical building modulation, roofline modulation, and changes in building material/siding style. The middle image uses window patterns, awnings, and vertical piers. The right image uses window patterns, vertical building modulation, and weather protection elements.

(c) DEPARTURE criteria associated with articulation standards. Proposals must meet the purpose of the standards. The following criteria will be considered in determining whether the proposed articulation treatment meets the "purpose".

(i) Consider the type and width of the proposed articulation treatment and how effective it is in meeting the purpose given the building's current and desired context if a subarea plan is in effect where the building is proposed.

(ii) Consider the applicable block-frontage designation. Undesigned block-frontages warrant more flexibility than Storefront block-frontages.

(iii) Consider the size and width of the building. Smaller buildings (less than 120-feet wide) warrant greater flexibility than larger buildings.

(iv) Consider the quality of façade materials in concert with doors, windows, and other façade features and their ability to add visual interest to the street from a pedestrian scale and more distant observable scales.

(3) Maximum façade length. Facades of buildings longer than 150 feet and containing four or more stories must include at least one of the following features to break up the massing of the building and add visual interest.

This is an important standard that applies to those vary large buildings – requiring a more significant articulation features to help break up the massing visually – and as we say – add visual interest. Note that we've included design options that don't include modulation.

(a) Provide vertical building modulation at least six-feet deep and 15-feet long. For multi-story buildings, the modulation must extend through at least one-half of the building floors.

(b) Use of a contrasting vertical modulated design component featuring all of the following:

(i) Utilizes a change in building materials that effectively contrast from the rest of the façade.

(ii) Component is modulated vertically from the rest of the façade by an average of six-inches.

(c) Façade employs building walls with contrasting articulation that make it appear like multiple distinct buildings. To qualify for this option, these contrasting façades must employ all of the following:

(i) Different building materials and/or configuration of building materials.

(ii) Contrasting window design (sizes or configurations).

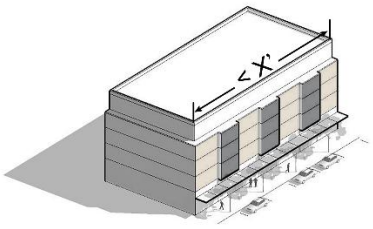
(d) DEPARTURES to the above standards will be considered provided the design meets the purpose of the standards. Supplemental consideration for approving alternative designs:

(i) Width of the façade. The larger the façade, the more substantial articulation/ modulation features need to be.

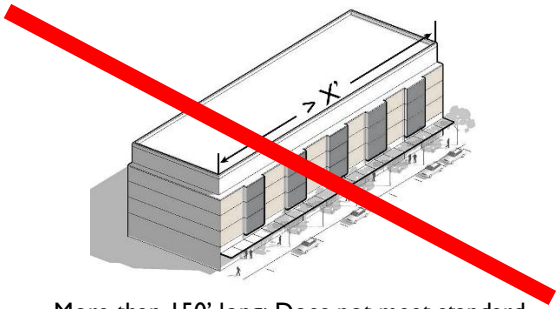
(ii) Block-frontage designation and visibility/street context. Storefront block-frontages warrant the most scrutiny, whereas narrow Mixed or Undesignated side streets might warrant more flexibility in design.

(iii) The type of articulation treatment and how effective it is in meeting the purpose given the building's context.

Illustrating maximum façade length standards and good and bad examples.

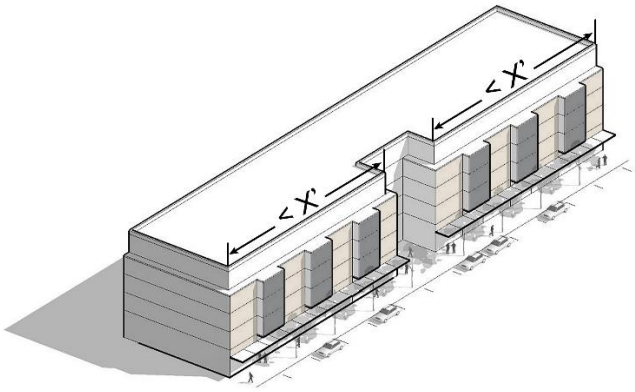


Less than 150' long: Meets standard



More than 150' long: Does not meet standard

Illustrating maximum façade length standards and good and bad examples.



Building incorporates a courtyard along the façade (technique #1 noted above) to effectively break it up into smaller components: Meets standard.

The left building uses technique # 1 (vertical building modulation at least six-feet deep and 15-feet wide). The right building uses technique #2 (contrasting vertical modulated design component) together with different window fenestration designs on each side. Both examples are effective in breaking up the perceived scale of the building and adding visual interest.

4.2 Roofline design

(1) Purpose.

To employ roofline design techniques for visual interest and help direct water away from the structure.

(2) Flat roofline/cornice design. All buildings more than three stories tall shall employ a distinctive roofline that effectively provides an identifiable "top" to the building, including one of the following:

(a) A traditional cornice line (a horizontal decorative molding that projects along the top of a wall or building, serving both as a decorative element and a functional component to help direct water away from the structure).

(b) Understated cornice lines are permitted depending on the materials and design of the base and middle elements in reinforcing the base/middle/top configuration.

(c) Contemporary overhanging cornice line, which overhangs the façade by at least four feet. Such rooflines shall be proportional to the size and scale of the building.

(d) Employ roofline modulation option to help comply with façade articulation standards in Section 4.1. This includes adjustments in height of roofline/cornice elements.

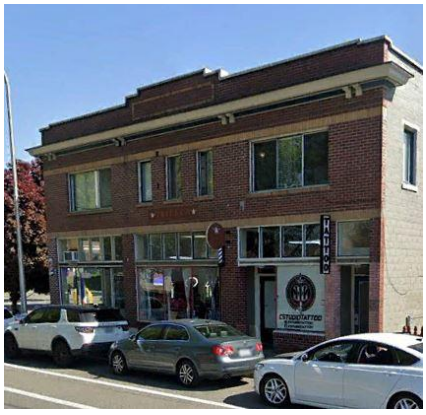
Rooftop solar units are permitted, provided the placement and design of units visible from the surrounding streetscape are carefully integrated into the overall design concept of the building.

DEPARTURE: Alternative roofline designs may be acceptable provided the building design, collectively, meets the purpose of the standards. For example, additional articulation treatments and/or detailing may help the building meet the departure criteria.

There are a lot of examples below – probably more than needed – but it allows us to take some out if necessary (if they don't seem appropriate)

Acceptable and unacceptable roofline design.

(a) Traditional cornice lines



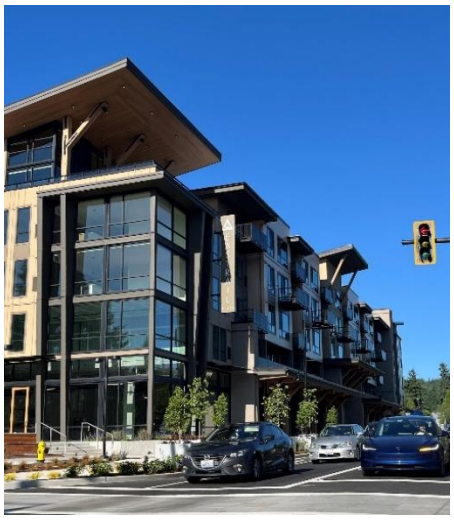
(b) Understated cornice lines

Acceptable and unacceptable roofline design.

(c) Contemporary overhanging cornice lines

Acceptable and unacceptable roofline design.

(d) Modulated roofline



Other acceptable rooflines (departures)

The left image features a combination of understated cornice line on main façade, with a setback upper level with a large overhanging cornice line. The right example also features an understated cornice line but also integrates multiple modulated elements and a top floor stepback.

Acceptable and unacceptable roofline design.

Unacceptable roofline

Basic roofline with no detail or articulation that help to define the "top" of the building.

4.3 Building details.

(1) Purpose.

(a) To encourage the incorporation of design details and small-scale elements into building façades that are attractive at a pedestrian scale.

(b) To integrate window design that adds depth, richness, and visual interest to the façade.

(2) Façade details – Storefront block frontages and other storefront designs. Storefront buildings on designated Storefront block frontages and Mixed or Undesignated block frontages must be enhanced with appropriate details. Such buildings must employ at least one detail element from each of the three categories below for each façade articulation interval (see subsection 4.1.2).

(a) Window and/or entry treatment, such as:

(i) Transom windows.

(ii) Roll-up windows/doors. [Use of this feature exempts buildings from having to meet detailed standards in paragraphs (b) and (c) below.]

(iii) Recessed entry.

(iv) Decorative door.

(v) Other decorative or specially designed window or entry treatment could be proposed via DEPARTURE provided they meet the purpose of the standards.

Examples of architectural elements and façade attachments.

i: Transom windows

iii: Recessed entry

ii: Roll-up or similar windows/doors

iv: Decorative door.

Examples of architectural elements and façade attachments.

(b) Architectural elements and façade attachments, such as:

(i) Custom-designed weather protection element such as a steel canopy, glass, or retractable awning. Custom-designed cloth awnings may be counted as a detail provided they are constructed of durable, high-quality material.

(ii) Decorative rooflines, which could take a variety of forms. It could include an ornamental molding, entablature, frieze or other roofline device visible from the ground level. If the roofline decoration is in the form of a linear molding or board, then the molding or board must be at least 8-inches wide. Such details could occur at an intermediate floor, where the upper floors are set back beyond the front façade. Examples could also include a modern interpretation of a traditional cornice line with distinct detailing.

(iii) Bay windows, trellises, towers, and similar elements.

(iv) The use of neon in artwork or to emphasize building features.

(v) Other architectural element or façade attachment details could be proposed via DEPARTURE provided they meet the purpose of the standards.

Examples of architectural elements and façade attachments.

i: Custom designed weather protection

Left: retractable awning. Right: custom decorative canopy

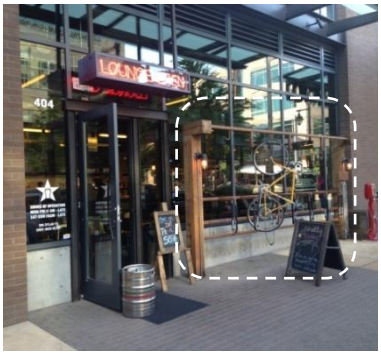
iii: Bay windows, trellises, towers, etc.

Decorative tower

ii: decorative rooflines

Left: decorative cornice and top floor. Right: decorative projecting cornice feature.

v: Other details that meet the purpose of the standards.



Custom hanging bike rack and repair station integrated as a storefront design element

(c) Building material details, including:

(i) Use of decorative building materials/use of building materials. Examples include decorative use of brick, tile, or stonework.

(ii) Decorative kick-plate, pilaster, base panel, or other similar feature.

(iii) Decorative building-mounted light fixtures.

(iv) Hand-crafted material, such as special wrought iron or carved wood.

(v) Other building material details could be proposed via DEPARTURE provided they meet the purpose of the standards.

Examples of Examples of building material details that enhance the visual intrigue of the building

i: Decorative building materials

iii: Decorative light fixtures.

ii: Decorative kick-plate, pilaster, base panel, or similar

iv: Hand-crafted material or other details that meet the purpose of the standards.

DEPARTURES for façade detail standards of subsection (2) of this section will be considered provided the façade (at the overall scale and at the individual articulation scale) meets the purpose of the standards.

4.4 Blank wall treatment.

(1) Purpose.

(a) To avoid untreated blank walls.

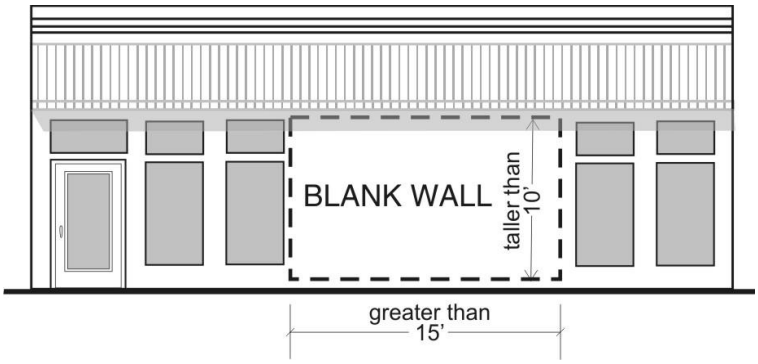
(b) To retain and enhance the character of Auburn's streetscapes.

(2) Blank wall definition. "Blank wall" means:

(a) For storefront and other buildings placed within ten feet of the sidewalk, a ground floor wall or portion of a ground floor wall over 10-feet in height and a horizontal length greater than 15-feet and does not include a transparent window or door.

(b) For all other buildings, a ground floor wall or portion of a ground floor wall over 10-feet in height and a horizontal length greater than 30-feet and does not include a transparent window or door.

Blank wall definition.



(3) Blank wall treatment standards. Untreated blank walls abutting a public street, public plazas, shared outdoor space, or pedestrian walkway are prohibited. Methods to treat blank walls can include:

(a) Display windows at least 16-inches of depth to allow for changeable displays. Tack-on display cases do not qualify as a blank wall treatment.

(b) Landscape planting bed at least five-feet deep or a raised planter bed at least two-feet high and three-feet deep in front of the wall with planting materials that are sufficient to obscure or screen at least 60-percent of the wall's surface within three years.

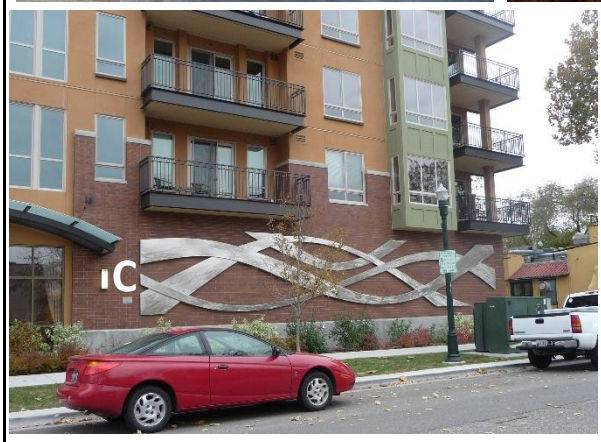
(c) Installing a vertical trellis in front of the wall with climbing vines or plant materials.

(d) Installing a mural. The use of neon in artwork is permitted.

DEPARTURES. Other design including special building detailing that adds visual interest at a pedestrian scale will be considered. Such detailing must use a variety of surfaces.

For large visible blank walls, a variety of treatments may be required to meet the purpose of the standards.

Blank wall treatment examples.



Buildings A-C feature acceptable treatments including a combination of high quality materials and landscaping (A), decorative lighting/sculptural element (B), and special building detailing (C). The display cases in Building D don't meet the 16" depth requirement, nor do they meet the purpose of the standards.

(4) Firewalls. Firewalls along property lines are exempt from the above standards, but where they are visible to the public (from the adjacent street), they must be designed to provide visual interest from all observable distances. Examples may include the use of varying materials, textures, and/or colors, the use of green or living walls, and/or the use of modulated building walls to form design patterns.

Murals are also encouraged as a firewall treatment. Commercial advertisements are not permitted on such murals.

Acceptable firewall design where visible to the public.

The left images uses a combination of paint bands and climbing vines to enhance the appearance of this large exposed firewall. The building in the right image uses simple scoring patterns and change in materials and color on part of the top floor to add visual interest.

Plain-gray concrete block firewalls such as this are not allowed when visible from the street.

4.5 Rooftop services area and mechanical equipment.

(1) Purpose.

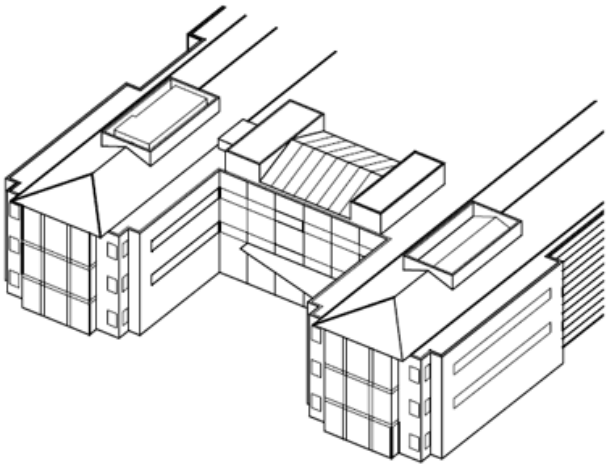
To obscure service and mechanical equipment from the visual sightlines of people walking through Downtown Auburn.

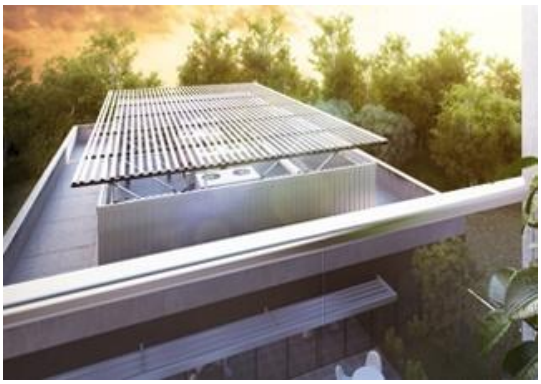
(2) Rooftop equipment screening.

(a) All rooftop mechanical equipment, including air conditioners, heaters, vents, and similar equipment must be effectively screened from public view. Screening shall be integrated with the architecture of the building.

(b) An access easement to rooftops shall be provided to the City of Auburn, which will allow the installation of devices for wireless coverage and maintenance of those devices. The applicant shall also provide access to power on rooftops to be used for City wireless facilities. The parameters of the access easement and location of devices shall be approved by the City. Any cabling and/or power shall be secured so the facilities are not damaged by other activity on the roof.

Examples of how to screen roof-mounted mechanical equipment





The left illustration shows how rooftop mechanical equipment can be located and screened effectively. The right images shows effective location and screening, including side walls and a trellis to screen views from taller surrounding buildings.

Proposed Title 18 Consistency Edits

18.29 DUC Downtown Urban Center District.

- Remove item (D) from **ACC 18.29.020,** as 1.2 (Applicability) paragraph 2, in this Downtown Design Standards document will address when design standards apply. Also note, section 1.2 paragraph 1, includes exemption language that aligns with ACC 18.29.020(C) and maintains consistency with section 1.2 of the Downtown Design Standards.
- Move reference for minimum ground floor retail height from **ACC 18.29.060(F)(1)** into the Downtown Design Standards document. Let Table 2.4 be where the ground floor minimum height lives (14' minimum on "A storefronts" and 12' minimum on "B storefronts"), which also allows the director an easier time allowing departures listed for ground floor minimum height. Can strike 18.29.060(F)(1) and adjust subsequent numbering.

18.31.200 Architectural and site design review standards and regulations.

- Remove items 5 and 6 from **ACC 18.31.200(C)** for consistency with changes suggested above in 18.29.
- Remove **ACC 18.31.200(J)(3) and (4)** to avoid confusion or limit any second level of design requirements that aren't included in the design standard document.
- Changes would happen to **ACC 18.31.200(I)**. See suggested code edits below:

I. *Design Review* Departure~~Adjustment~~s.

1. *Authority for Design Review* Departure~~Adjustment~~s. The community development director or designee shall have the authority, subject to the provisions for departures within design standard documents~~of this section and upon such conditions as the community development director or designee may deem necessary to comply with the provisions of this section~~, to approve design departures or alternative design treatments.~~design adjustments as follows:~~

~~a. An adjustment to architectural or site design requirements such that no more than two of the total number of required menu items in the city of Auburn apartment and mixed-use design standards are out of compliance.~~

~~b. An adjustment to required building wall and roof modulation standards, as contained in the city of Auburn apartment and mixed-use design standards, up to 20 percent of the amount of any quantified standards contained therein.~~

~~c. An adjustment to the architectural or site design requirements that remains consistent with the purpose and intent of the architectural and site design standards.~~

2. *Required Findings to Grant Design Review* Departure~~Adjustment~~s. Each determination granting a departure~~n adjustment~~ by the community development director or designee shall be supported by written findings showing specifically wherein all of the following conditions exist:

a. That the granting of such departure~~adjustment~~ meets the purpose of the standards and any other ~~the~~ applicable departure criteria that applies to the specific standard~~does not constitute a grant of special privilege inconsistent with the limitations upon uses of other properties in the vicinity and/or zone of the subject site~~; and

b. That the granting of such departure~~adjustment meets the purpose or goals of the design standard document and/or the comprehensive plan, and~~ will not ~~adversely affect the established character of the surrounding neighborhood,~~ discourage maintenance or upgrades on surrounding properties~~, nor result in perpetuation of those design qualities and conditions which the comprehensive plan intends to eliminate or avoid~~; and

c. That the project incorporates alternate design characteristics that are equivalent or superior to those otherwise achieved by strict adherence to ~~stated menu options~~ while meeting the ~~purpose or intent of~~ the standard.~~; and~~

3. *Public Notification and Action on Design Review Departure~~Adjustment~~ Applications.* Upon the filing of a properly completed application and associated request for a design review departure~~adjustment~~, the community development director or designee shall comply with the city's Type II land use review requirements for issuance of a properly noticed and appealable land use decision.

4. *Appeal of Director's Decision on Design Review Departure~~Adjustment~~s.*

a. If a written objection to the initial determination notice is filed within 14 business days of said notification, the community development director or designee shall reconsider the initial determination in light of the objection(s) as raised and render a final decision on the permit. This final decision shall result in either the community development director's affirmation of the original determination of approval, the approval with additional modifications or denial.

b. Upon completion of the community development director's reconsideration, all parties notified of the original determination shall receive notification of the community development director's final decision. Any party aggrieved by the community development director's final decision may file an appeal of that decision to the hearing examiner in accordance with the city's land use appeal provisions. Such appeals for hearing examiner review must be filed within 14 business days from the date the written decision was made and shall include the following:

i. The appeal shall be filed on forms provided by the department of planning and development.

ii. The appeal shall clearly state the decision being appealed, setting forth the specific reason, rationale, and/or basis for the appeal.

iii. Fees associated with the appeal shall be paid to the city upon filing of the appeal in accordance with a fee schedule established by resolution.

5. Upon filing of a timely and complete appeal, the hearing examiner shall conduct a public hearing to consider the merits of the appeal. This hearing shall be subject to the city's public noticing and public hearing requirements and shall include notification of all parties notified of the community development director's final decision. The hearing examiner may affirm the community development director's decision or may remand the matter to the community development director for further review in accord with the examiner's direction.

6. If no written objection is filed to the initial determination within the specified time limits, the community development director shall render a final decision on the permit in accord with the initial determination.

AGENDA BILL APPROVAL FORM

Agenda Subject:
Citywide Design Review Standards Update and associated Text Amendments (Reed)
Planning Commission to review the proposed updates to the Citywide (formerly Mixed-Use and Multifamily) Design Standards.

Meeting Date:
February 3, 2026

Department:
Community Development

Attachments:
Memorandum , Attachment 1
Citywide Design Standards DRAFT CLEAN , Attachment 2
Citywide PowerPoint Presentation

Budget Impact:

Administrative Recommendation:

Background for Motion:

Background Summary:
See attached Memorandum

Councilmember:

Staff: Jason Krum

CITY OF AUBURN WASHINGTON

Memorandum

TO: Judi Roland, Chair, Planning Commission
Bill Stewart, Vice Chair
Planning Commission Members

FROM: Dinah Reed, Senior Planner
Department of Community Development

DATE: February 3, 2026

RE: Citywide Design Standards Update

I. BACKGROUND & PURPOSE

House Bill (HB) 1293, an Act relating to streamlining development regulations for design review, was passed by the Legislature in the 2023 Regular Session. HB 1293 requires counties and cities planning under RCW 36.70A.040 have clear and objective development regulations governing the exterior design of new development. Clear and object development regulations must:

a) Contain ascertainable and measurable guidelines, standards, or criterion so that an applicant can determine if their proposed building design is permissible under the development regulations;
b) Not result in a reduction in density, height, bulk, or scale below the general applicant development regulations for a development proposal in the applicants zone;
c) Not apply to designated landmarks or historic districts under a local preservation ordinance;
d) Be reviewed concurrently with, or integrated into, the consolidated review and decision process; and
e) Be implemented by counties or cities no later than six months after its next periodic comprehensive plan update.

The updated Citywide Design Standards provide clear objectives for the planning and design of development projects. The standards will preserve and protect the public health, safety, and welfare of the citizens of Auburn. They will ensure that new multifamily, mixed-use, and commercial development enhances the public's experience of Auburn and promote increased walkability, bicycling, and transit use in Auburn's Growth Centers.

The updated design standards for re-development contain three different thresholds of construction (building additions, remodels, and site improvements) that have been established based on the percentage of the site improvement that affects the exterior appearance of the building/site and/or cumulative increase in gross floor area.

Design "Departures" are also provided for specific standards in the chapter. The departures allow for alternative designs provided the reviewing authority determines the design meets the purpose of the standards and other applicable criteria.
Prominent design standards incorporated include mixed-use street corner standards (page 22). These standards would apply to new developments that include a street corner site. The intent

of the specific design for street corners is to accentuate highly visible developments to the public and create a sense of place for a neighborhood. Corner sites lend themselves to having a public plaza /open space at the corner entryways.

Another prominent design standard includes “Building Massing and Articulation” (Chapter 4, page 41). All new development of large-scale buildings except free-standing parking structures must include façade-articulation features at maximum-specified intervals to create a human-scaled pattern.

Public buildings are exempt from the design standards provided the designs enliven the pedestrian experience by incorporating inviting entryways visible from the street, that the building design materials evoke a sense of permanence, and that the site stands out from the surrounding context as a distinct landmark.

II. DESIGNATED AREAS

The updated Citywide Design Standards contain design standards specifically for areas that are listed as “Designated”. These prominent areas and intersections are subject to the “Block Frontage Standards” (page 6 with the corresponding maps on pages 7 and 8). The purpose for these specific standards is to enhance pedestrian environments by emphasizing ground-level block-frontage designs for commercial, mixed-use, and multifamily developments. The standards will promote a street level aesthetic, minimize negative impacts of driveways and off-street parking facilities, and promote good visibility between buildings and the street for security of pedestrians. These block frontage standards will apply to specific “Designated” areas located at RapidRide Bus Stops along Auburn Way N. In addition, there are three other growth center intersections: M Street/E Main Street, Lea Hill at SE 312th St/124th Ave SE, and Auburn Way S/12 St SE where the “Designated” standards apply. The standards apply to mixed-use and apartment buildings (buildings containing seven or more units on a single lot). as well as non-residential, e.g. commercial uses.

There are three versions of block frontage standards; 1) Storefront, 2) Landscaped, and 3) Mixed (pages 11-16). All citywide “Designated” areas are subject to the design standards categorized as “Mixed” block frontage standards (page 16). Applicable development may choose between Storefront and Landscaped standards, or some combination of the two. If the development contains ground level dwelling units adjacent to the street, the design is subject to Section 2.8, specific for residential uses. Examples of ground level details for residential uses are shown on page 20 of the Citywide Design Standards. The landscaping standards for ground level residential uses enhance the privacy of the ground floor units.

All the designated intersections along the RapidRide bus line in the citywide area are zoned C-2, Heavy Commercial with some intersections also having R-NM, Residential Mixed-use zoning. The three other growth centers are zoned R-NM, Residential Mixed-use with one area (Auburn Way S/12th St SE having C-2, Heavy Commercial zoning as well.

The C-2, Heavy Commercial zoning allows for apartment units, as part of a mixed-use development. A “mixed-use” means a single unified development that incorporates the planned integration of two or more different land uses consisting of some combination of office, light industrial, hotel, retail, entertainment, public uses, along with residential uses(ACC 18.04.625). Therefore, new development in C-2 zone will require Storefront block frontage standards, unless it contains ground level residential, in which case, it will require landscaped block frontage standards.

III. UNDESIGNATED AREAS

Other than the designated intersections and growth centers of the Citywide Design Standards, all other areas outside of the DUC are considered “undesignated areas” and are subject to the standards in Table 2.7 (page 17 of the Citywide Design Standards). The standards under the

undesignated section apply to all development on sites that are not otherwise designated as Mixed. The purpose for these standards is to provide for flexibility in the design of block frontages in areas where such flexibility is warranted. However, if new development in undesignated areas integrate storefront buildings abutting a sidewalk edge, such storefront buildings are subject to the Storefront standards.

IV. STAFF REQUEST

To review the proposed Citywide Design Standards update and provide feedback. At the March 3rd meeting staff proposes to discuss an update to the zoning development standards related to the design standards and the public comments from the open house held on Feb. 4th at the Auburn Resource Center.

V. ATTACHMENTS

1 Citywide Design Standards_DRAFT CLEAN 12-11-25.
2 -Citywide PowerPoint presentation

City of Auburn
CITYWIDE DESIGN STANDARDS

Draft, December 10, 2025

Contents

Chapter 1: Introduction

1.1 Purpose.

These design standards are authorized by the City Council as a major implementation tool of the Auburn Comprehensive Plan. Overall, these standards intend to:

- Provide clear objectives for the planning and design of development projects.
- Preserve and protect the public health, safety, and welfare of the citizens of Auburn.
- Ensure that new multifamily, mixed-use, and commercial development enhances the public's experience of Auburn.
- Promote increased walking, bicycling, and transit use in Auburn's Growth Centers.

1.2 Applicability.

(1) New development. The provisions of this chapter apply to all non-residential, mixed-use, and apartment building (containing seven or more units on a single lot) developments within the City, except:

  (a) Developments within Downtown Urban Center, which are subject to their own design standards.

  (b) Middle housing developments that meet the standards of ACC 18.25.040 and 18.04.340(B) shall follow the middle housing design standards of ACC 18.25.070.

  (c) Developments within the M-2 zone.

(2) Building additions, remodels, and site improvements. Three different thresholds have been established to determine how the standards herein are applied to such projects.

  (a) Level I improvements include all exterior remodels, building additions, and/or site improvements that affect the exterior appearance of the building/site and/or cumulatively increase the gross floor area on a site by less than 50-percent within three years of the date of permit issuance. The requirement for such improvements is only that the proposed improvements meet applicable standards herein, and do not lead to further nonconformance with the aforementioned standards.

  For example, if a property owner decides to replace a building façade's siding, then the siding shall meet the applicable exterior building material standards, but elements such as building articulation would not be required.

  (b) Level II improvements include all improvements that cumulatively increase the gross floor area on a site by 50-percent to 100-percent within three years of the date of permit issuance. All standards that do not involve repositioning the building or reconfiguring site development shall apply to Level II improvements. In the case where the site includes multiple buildings and one or more of those buildings aren't being enlarged, such buildings are not required to be improved or relocated.

  (c) Level III improvements include all improvements that cumulatively increase the gross floor area on a site by more than 100-percent within three years of the date of permit issuance. Such developments shall conform to all applicable standards, except in a case where there are multiple buildings on one site, and one or more buildings are not being enlarged. In that

scenario, improvements to the building or buildings not being enlarged are not required, but conformance with all other standards apply.

(3) Public buildings. Public buildings are exempt from the design standards herein provided design treatments are integrated to meet the following objectives:

(a) Enliven the pedestrian environment along the adjacent sidewalks.

(b) Incorporate a prominent and inviting entry visible from the street.

(c) Building design and materials should evoke a sense of permanence.

(d) Site and building design stands out from the surrounding context as a distinct landmark and provides visual interest from all observable scales.

1.3 How the provisions of this chapter are applied.

Most sections within this chapter herein include the following elements:

(1) Purpose statements, which are overarching objectives.

(2) Standards use words such as "must" and "is/are required," signifying required actions.

(3) Guidelines use words such as "should" or "is/are recommended," signifying voluntary measures.

(4) Design "Departures" are provided for specific standards in this chapter. They allow alternative designs provided the reviewing authority determines the design meets the purpose of the standards and other applicable criteria. See ACC 18.31.200(I) for related procedures associated with departures.

(5) Relationship to other codes and documents. Where provisions of this chapter conflict with provisions in any other section of the Auburn City Code (ACC), this chapter prevails unless otherwise noted.

(6) This chapter contains some specific standards that are easily quantifiable, while others provide a level of discretion in how they are complied with. In the latter case, the applicant must demonstrate to the director, in writing, how the project meets the purpose of the standard or standards.

1.4 Definitions

Definitions in Chapter 10.04, ACC apply to these standards. Below are supplemental definitions that apply specifically to these design standards:

(1) Articulation - A method of styling the joints and transitions in the formal elements of architectural design for the purpose of creating visual interest. Includes treatments to building joints and transitions such as indents, projections, material changes, façade treatments.

(2) Belt Course - A molding or projecting course running horizontally along the face of a building.

(3) Canopy - A cover over a sidewalk providing protection from the rain or shade from the sun, which is constructed of durable, permanent materials.

(4) Cornice - A horizontal decorative or ornamental molding located at the top of a building facade.

(5) Director - means the director of the Auburn Planning and Development Department.

(6) Façade – Street facing building elevations.

(7) Multifamily – Apartment buildings featuring seven or more dwelling units on a single lot.

(8) Parking, structured - Parking contained within an enclosed building either part of or designed to appear like it is part of the larger building complex, or a freestanding structure devoted exclusively to above-grade parking.

(9) Plinth - A block used as the base of a column or other upright support.

(10) Public art - Any form of painting, mural, mosaic, sculpture, or other work of art, so long as it can be appraised as a work of art and its value as such documented, displayed on the exterior of a building, at or near the pedestrian entrance, or on a public plaza, and visible to users of the public right-of-way at all times.

(11) Public plaza - An open space that is visible and accessible to the public at all times predominantly open to the sky, and for use principally by people, as opposed to merely a setting for the building.

(12) Storefront – A building featuring a ground level abutting the sidewalk and complying with the provisions of Section 2.4.

(13) Street level retail - Uses providing goods and services, including food and drink, adjacent to, visible from, and directly accessible from the public sidewalk.

Chapter 2 – Block-Frontage Standards

NOTE: The recommendations here follow the same approach here as in Downtown, except in this case there are fewer designated (mapped) block frontages. Creating a separate Chapter or section in the design standards for block frontages is our suggestion to emphasize their important and provide for clear guidance for the form of development along streets.

2.1 Purpose.

(1) To achieve the envisioned street level aesthetic and enhance the public's experience of Auburn.

(2) To enhance pedestrian environments by emphasizing activated ground-level block-frontage designs for commercial, mixed-use, and multifamily developments.

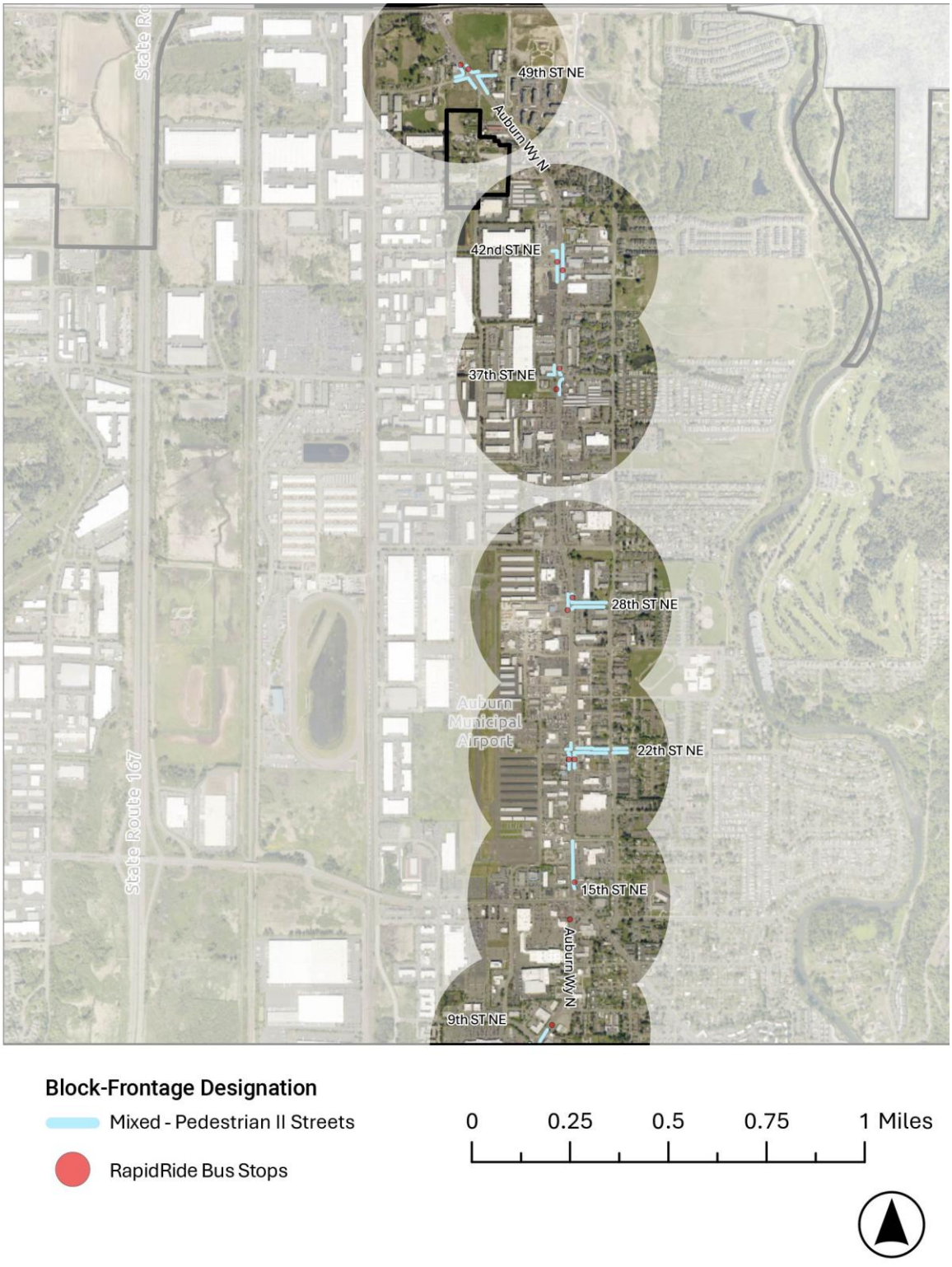
(3) To minimize potential negative impacts of driveways and off-street parking facilities on the streetscape.

(4) To promote good visibility between buildings and the street for security for pedestrians and to create a more welcoming and interesting streetscape.

2.2 Block-frontage designation maps.

(1) The block-frontage designations established by this chapter are maintained under the direction of the director. All notations, references, and other information shown have the same force and effect as if fully described in this title.

Designated block frontages



Designated block frontages

M Street/ E Main St

Lea Hill
(SE 312th St/ 124th Ave SE)

Auburn Way S/ 12th St SE

Block-Frontage Designation

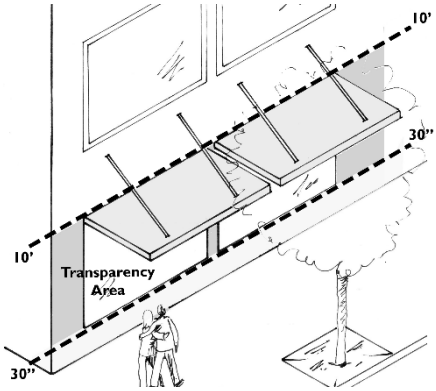
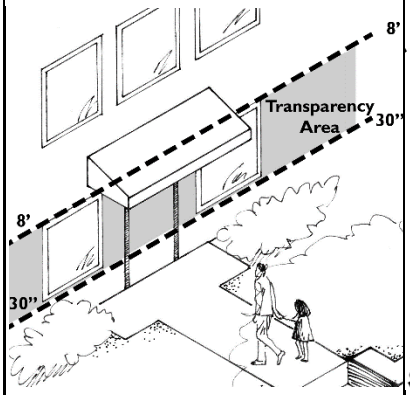
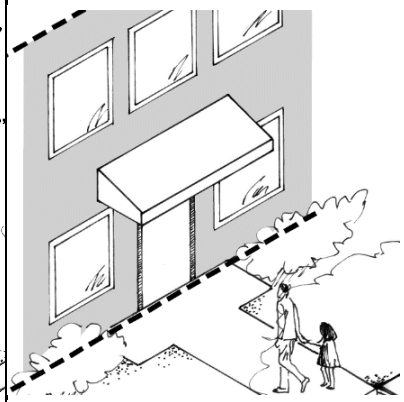
Mixed - Pedestrian II Streets

0 100 200 300 400 Feet

2.3 About the transparency standards.

NOTE: This will be the same as for Downtown.

All block-frontage designations contain distinct minimum façade transparency standards. The purposes of these standards are to maintain "eyes on the street" for safety and create welcoming pedestrian environments. The table below includes details in how they are measured.

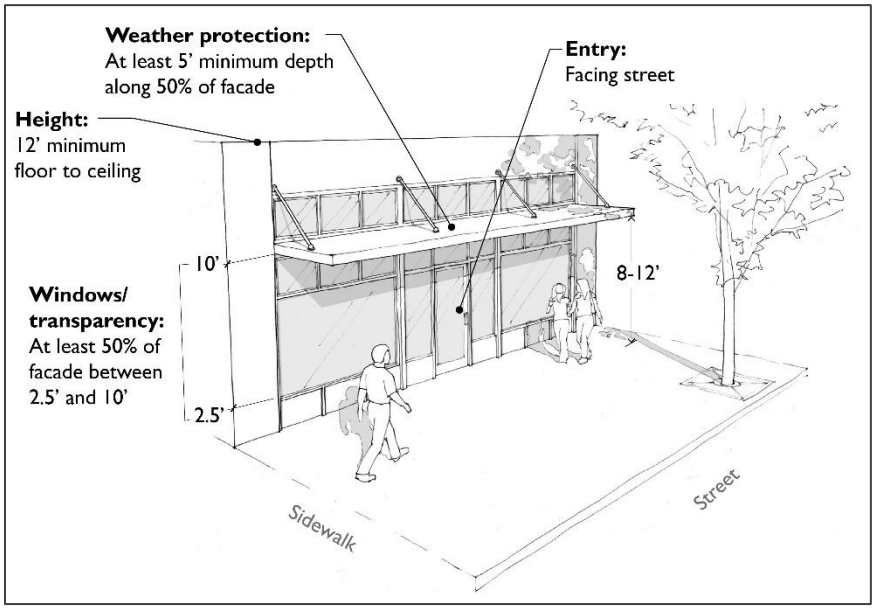
Transparency standards		
Transparency area		
Storefront	**Ground floor non-residential on Landscaped block frontage**	**Residential buildings and residential portions of mixed-use buildings**
		
The transparency area is on the ground floor between 30" and 10' above sidewalk grade	The transparency area is between 30" and 8' above grade	All vertical surfaces of the façade are used in the calculations
Other Transparency Provisions		
Windows must be transparent Ground-level window area for storefronts and other non-residential uses that is covered, frosted, or perforated in any manner that obscures visibility into the building must not count as transparent window area. Also, mirrored glass and highly-reflective or darkly-tined windows must not be counted as transparent windows.	 Covered windows	 Perforated sign
Display windows & parking garages Display windows may be used for up to 25% of non-residential transparency requirements provided they are at least 30" deep to allow changeable displays and the interior wall is non-structural so it can be removed if the windows are not used		

Transparency standards		
for display. Tack-on display cases as shown in the far right example do not qualify as transparent window area. For parking garages (where allowed by block frontage standards), the left image illustrates how such a structure can meet (and not meet) the applicable transparency standards.	Integrated display windows	Tack-on display cases
	 Parking garage with windows	 Parking garage without windows

2.4 Storefront standards.

(1) Purpose. Storefronts abutting public sidewalks help to create vibrant and active pedestrian-oriented shopping and dining areas within Auburn. The high visibility of such facades warrants minimum design standards for transparency, weather protection, interior storefront depth and height, and entries to better ensure the long term success of these buildings and their districts or neighborhoods.

Storefront vision and key standards.



(2) Applicability.

Storefront standards apply to situations for Mixed and Undesignated block frontages where developments choose to integrate storefronts on portions or all of their applicable block frontages.

(3) Standards. Applicable development must comply with the standards in Table 2.4 below.

NOTE: Since there likely won't be any designated Storefront block frontages, suggest that we use the Class B Storefront Standards that we land with in Downtown as "the standard".

Table 2.4
Storefront standards.

The ➲ symbol refers to DEPARTURE opportunities opportunities set forth in Section 1.3 with supplemental criteria in subsection (4) below.

Element	Storefront Standards
Ground-level	
Land use	See ACC 18.07.020 and 18.23.030, except: Residential uses are prohibited except: • Live/work units featuring ground level space that complies with minimum floor to floor height and non-residential space depth herein.

Table 2.4 Storefront standards.	
The ➲ symbol refers to DEPARTURE opportunities opportunities set forth in Section 1.3 with supplemental criteria in subsection (4) below.	
Element	**Storefront Standards**
	• Lobbies and accessory-uses associated with multifamily residential uses are allowed provided they are limited to 60% of block-frontages.
Floor to floor height for new buildings (applies to the minimum non-residential space depth)	12' minimum. ➲
Non-residential space depth	20' minimum. ➲
Building placement	Standards in this table apply when buildings are placed within 10' of the required sidewalk. *STAFF NOTE – we'll either need to update the zoning provisions to allow zero setbacks, refer to these design standards for exceptions to those setbacks, and/or include a provision here emphasizing that the provisions here supersede setback provisions in Title 18.*
Building entrances	Primary building entrances must face the street or a pedestrian-oriented space that is adjacent to the street. For corner sites, the entry may face the corner, or one or both streets.
Façade transparency (see Section 2.3)	At least 50% of the transparency area. ➲
Weather protection	Weather protection over the sidewalk is required along at least 50% of the storefront façade, and it must be a minimum of 5' deep and have 10' to 15' of vertical clearance. ➲ The director may require reduced width weather protection where necessary to avoid interfering with street trees, street lights, street signs, or extending beyond the edge of the sidewalk.
Parking location	Not applicable (sites are subject to applicable designated block frontage parking location provisions).
Sidewalk width	Sidewalks abutting storefronts must be at least 12' wide. Where such sidewalks extend beyond right-of-way limits, a public access easement is required to accommodate the full sidewalk width. Upper floors may cantilever over the sidewalk to the right-of-way edge or 4', whichever is less.

(4) DEPARTURE criteria. Departures from the standards in Table 2.4 that feature the ➲ symbol will be considered provided the alternative proposal meets the purpose of the standards and the following criteria:

(a) Non-residential space depth. Reduced depths on up to 25-percent of the applicable block-frontage will be considered where the applicant can successfully demonstrate the proposed alternative design and configuration of the space is viable for a variety of permitted non-residential uses.

(b) Facade transparency. Departures for facade transparency in the transparency area may be reduced to a minimum of 35-percent for block-frontages if the façade design between ground-level windows provides visual interest to the pedestrian and mitigates the impacts of blank walls.

(c) Weather-protection. The reduced extent (to no less than 35-percent) or width (to no less than four-feet in width) will be considered provided the designs are proportional to architectural features of the building and building design trade-offs (elements that clearly go beyond minimum building design standards in this chapter) meet the purpose of the standards.

2.5 Landscaped block-frontage standards.

NOTE: Suggest going with same approach here as in Downtown – thus I've deleted all notes/comments from the Downtown document – and highlighted any changes here that are relevant to Citywide context.

(1) Purpose. To provide standards for an optional block frontage design along Mixed-designated streets that incorporates modest landscaped setbacks, clear pedestrian connections between the building and the sidewalk, and minimized surface parking lots along the frontages.

(2) Applicability. Standards herein apply as an option for development on Mixed designated block frontages and a requirement for new multifamily and mixed-use development. Note that developments featuring ground-level dwelling units along block frontages, such frontages are subject to the provisions of Section 2.8, Ground-floor residential frontage standards.

(3) Standards. Applicable developments are subject to the Landscaped block frontage standards set forth in Table 2.5.

Landscaped frontage vision and key standards.

Table 2.5
Landscaped block-frontage standards.

The ➲ symbol refers to DEPARTURE opportunities opportunities set forth in Section 1.3 with supplemental criteria in subsection (4) below.

Element	Standards
Ground-level	
Land use	As set forth in ACC 18.07.020 and 18.23.030.
Building placement	10' minimum setbacks are required or as required in the applicable zone, whichever is greater. ➲ Block frontages with ground floor dwelling units must comply with Section 2.8,

Table 2.5 Landscaped block-frontage standards.	
The ➲ symbol refers to DEPARTURE opportunities opportunities set forth in Section 1.3 with supplemental criteria in subsection (4) below.	
Element	**Standards**
	The min setbacks for commercial zones is actually 20' - so this, let alone storefronts - would require us to add a footnote or exception to those rules pointing to these design standards. The min front setback for residential zones is 10' or 20' with garage.
Building entrances	Building entries must face the street or a pedestrian-oriented space that is adjacent to the street. For corner sites, the entry may face the corner, or one or both streets. *This essentially matches approach in the MF+MU Design Standards.*
Façade transparency (see Section 2.3)	For buildings with ground-level non-residential uses, at least 35% of the transparency area. ➲ For buildings with ground-level residential uses, at least 15% of the entire facade.
Weather protection	Weather protection at least 3' deep must be provided over individual residential and commercial tenant entries and at least 5' deep for shared residential and professional office entries. *Current MF+MU Design Standards technically don't have a minimum requirement, but do require entry details from a list of options to be incorporated. We suggest this basic provision as an important livability component that adds integrity to buildings. 3' is sufficient to keep pedestrians covered when knocking on doors or opening doors, and is large enough to help make an architectural statement. The 5' requirement for shared entries is appropriate for such shared entries and is more proportional to their importance and typical larger size of such building types.*
Parking location	Surface level parking and access features must be located to the side or rear of buildings. For sites with multiple buildings, no more than 50 percent of arterial street block frontages may be occupied by parking and vehicular access areas. ➲ *This largely matches the approach in the Current MF+MU Design Standards.* *The engineering standards manual addresses max driveway widths and basic distance from intersection and spacing standards.*
Landscaping	All areas between the sidewalk and the building must be landscaped, except for walkways, porches, decks, and other areas meeting the definition of pedestrian-oriented space. The required landscaping must meet the provisions of ACC 18.50.040(C). For parking lot perimeter landscaping, see Section 3.3.

(4) DEPARTURE criteria. Departures to the Landscaped block-frontage standards in Table 2.5 that feature the ➲ symbol will be considered provided the alternative proposal meets the purpose of the standards and the following criteria:

(a) Building placement: Reduced setbacks will be considered for non-residential ground level frontages where the façade effectively integrates a blend of storefront and landscaped frontage elements. For example, window transparency levels should increase towards Storefront standards at a proportional rate as the setback gets smaller.

(b) Façade transparency: Façade transparency in the transparency area may be reduced from the minimum standards by 50-percent if the façade design between ground-level windows provides visual interest to the pedestrian and mitigates the impacts of blank-walls.

(c) Parking location. Alternative designs may be considered with some parking located between the street and a building or buildings where such design helps to better take advantage of the site's context. Design treatments must be included to mitigate the impact of parking areas along the street (in terms of visual impacts and pedestrian access to the buildings from the street).

2.6 Mixed block-frontage standards.

(1) Purpose. To provide for flexibility in the design of applicable block frontages while ensuring that block frontages create a pedestrian-friendly environment.

(2) Applicability. Standards herein apply to all sites containing designated Mixed block frontages per the maps in Section 2.2. Note that for developments featuring ground level dwelling units adjacent to the street, the design of such block frontages are subject to Section 2.8.

(3) Standards. Applicable development may choose between Storefront standards set forth in Table 2.4 or Landscaped block frontage standards as set forth in Table 2.5 or some combination of the two, with modifications noted in the scenarios below:

(i) A site with a proposed storefront building (or segment of a building), the building(s) will be subject to the Storefront standards set forth in Table 2.4, except that for parking location standards, sites will be subject to the provisions in the Landscaped block frontage standards in Table 2.5.

(ii) For a site that features a building or buildings with a mix of proposed Storefront and Landscaped block frontage designs, the storefront building segments will be subject to the Storefront standards set forth in Table 2.4, whereas everything else will be subject to the Landscaped block frontage standards as set forth in Table 2.5.

(4) Blending frontages. Buildings may also employ designs that are a hybrid of storefront and landscaped block frontage forms, where they feature a small landscaped setback (less than what is required under the Landscaped block frontage standards), provided the window transparency levels increase towards Storefront standards at a proportional rate as the setback gets smaller. Weather protection isn't required in frontage areas where there's more than 16 inches of landscaping adjacent to the façade (measured perpendicular to the façade). All other standards for Storefront standards in Table 2.4 apply.

2.7 Other/Undesignated block-frontage standards.

NOTE: No changes here from approach/details in DUC draft except where highlighted.

(1) Purpose. To provide for flexibility in the design of block frontages in areas where such flexibility is warranted.

(2) Applicability. Standards herein apply to all development on sites that are not otherwise designated as a Storefront, Mixed, or Landscaped block frontage.

(3) Standards. Applicable developments are subject to the Other/Undesignated block frontage standards in Table 2.7, except where developments integrate storefront buildings abutting the sidewalk edge. Such storefront buildings are subject to the Storefront standards in Table 2.4.

Table 2.7
Other/Undesignated block-frontage standards.

The ➲ symbol refers to DEPARTURE opportunities opportunities set forth in Section 2.7 with supplemental criteria in subsection (4) below.

Element	Standards
Building placement	Where allowed in the applicable zone, buildings may be placed within 10' of the required sidewalk, provided they meet Storefront standards in Table 2.4. Buildings and portions thereof with ground floor dwelling units are subject to the standards in Section 2.8. Otherwise, buildings shall meet the applicable standards set forth in ACC 18.07.030 and 18.23.040.
Building entrances	Building entrances facing the street are encouraged. At a minimum, at least one building entry visible and directly accessible from the street is required. Where buildings are setback from the property line, pedestrian connections from the sidewalk are required.
Façade transparency (see Section 2.3)	Storefronts adjacent to the back of the sidewalk are subject to Storefront façade transparency standards in Table 2.4. Other buildings designed with non-residential uses on the ground floor within 20 feet of sidewalk, at least 30% of the ground floor between 30" and 8' above grade. ➲ For residential buildings, at least 15% of the entire façade.
Weather protection	Weather protection at least 3' deep must be provided over individual residential and commercial tenant entries and at least 5' deep for shared residential and professional office entries.
Parking location	There are no parking lot location restrictions, except for landscaped buffer requirements set forth in ACC 18.50.040.C.4 and 18.50.040(B)
Landscaping	Sites are subject to the landscaping requirements of Section 3.3 and Chapter 18.50, ACC.

(4) DEPARTURE criteria. Departures to the Other/Undesignated block-frontage standards in Table 20.26.170.3 that feature the ➲ symbol will be considered provided the alternative proposal meets the purpose of the standards and the following criteria:

(a) Façade transparency: Façade transparency in the transparency area may be reduced from the minimum standards by 50-percent if the façade design between ground-level windows provides visual interest to the pedestrian and mitigates the impacts of blank-walls.

2.8 Ground-floor residential frontage standards.

NOTE: No changes here from approach/details in DUC draft except where highlighted.

(1) Purpose. The purpose of these standards is to:

(a) Enhance the privacy and security of residents living on the ground floor.

(b) Provide an effective visual and physical transition between the public realm and the private realm.

(c) Enhance the relationship between the building and the street through high-quality landscape and architectural design.

(2) Applicability. All developments with ground-floor residential uses adjacent to public streets, trails, through-block connections or other internal pedestrian connections, parks, publicly accessible common areas, and internal common space (hereafter collectively referred to as "public and semi-public realm") shall comply with the frontage standards herein.

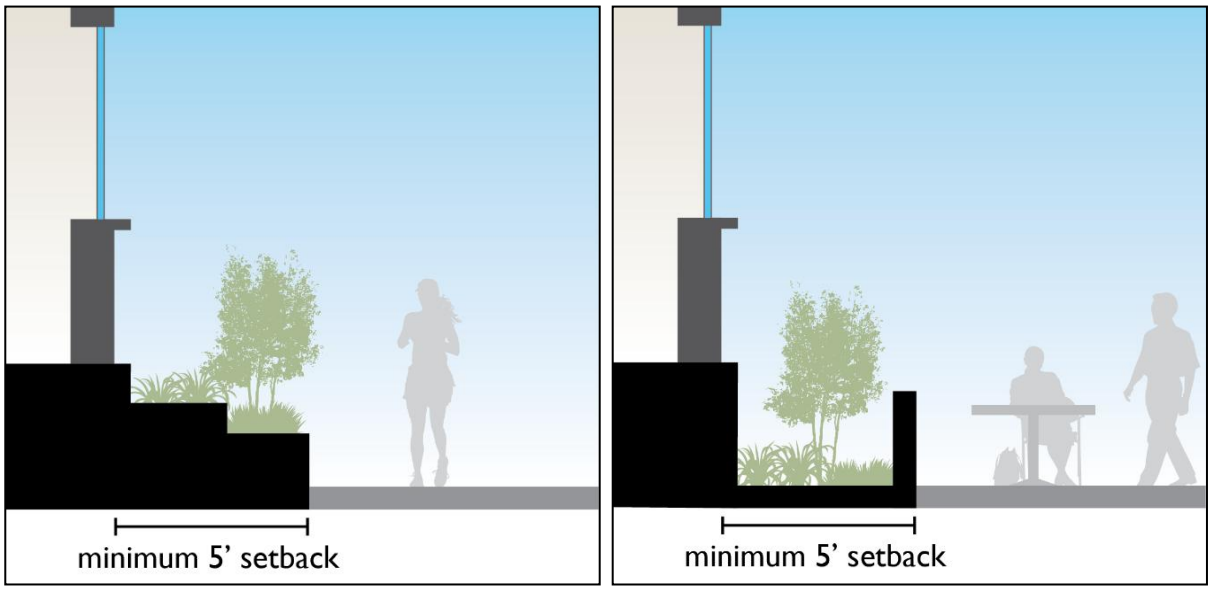
(3) Standards. Design treatments must be integrated to enhance the character of the public and semi-public realm while respecting the privacy of adjacent residential units. Design criteria applicable to ground-floor residential frontages are as follows:

(a) Unit setback and elevation. Provide privacy for people living in the adjacent dwelling units and ensure the applicable public and semi-public realm environment is comfortable through all of the following measures:

(i) Provide a 5 feet minimum setback from applicable public and semi-public realm elements. The setback shall be measured from the edge of the applicable public (e.g., sidewalk) and semi-public realm elements (e.g., walkway, pedestrian-oriented space, common open space). When adjacent to an applicable public and semi-public realm element with no adjacent walkway, the setback shall be measured from the outside edge (facing away from dwelling unit) of a physical threshold feature (e.g., low fence or hedge) that separates semi-private outdoor space with the applicable public and semi-public realm element as determined by the Director.

DEPARTURES will be considered provided the design enhances the character of the streetscape and respects the privacy of adjacent ground-floor residents.

Minimum setback between a ground floor residence and applicable public and semi-public realm element



In the left example, the 5 foot setback area is used for raised planters next to a sidewalk. In the right example, the minimum 5 foot setback area is used for a wall and landscaped bed next to a public space.

The provision (ii) below applies whether or not a unit has direct access to the sidewalk (like a townhouse – which generally aren't subject to ADA requirements unless in a building with an elevator) and/or access to an interior building corridor (where such units will surely comply with ADA requirements). Thus – the provision here is in no way intended to skirt ADA rules. That wouldn't be allowed anyways.

(ii) Where the façade is within ten feet of a sidewalk (when allowed by the applicable zone) or five feet from all other applicable public and semi-public realm elements, the ground floor must be elevated a minimum average of 30-inches to improve privacy of such residential uses and enhance their relationship to the street.

(c) Units with direct physical access and less than ten feet setback to the sidewalk or other applicable public and semi-public realm elements must enhance the privacy of residents and provide an effective transition between the public and private realm by integrating all of the following measures:

(i) Provide a physical "threshold" feature, such as a hedge, retaining wall, rockery, stair, gate, railing, or a combination of such elements on private property, not to exceed 42 inches in height, that defines and bridges the boundary between the applicable public and semi-public realm element and the private entry, porch, yard, or patio. Thresholds may screen, but not completely block, eye-level views to and from the applicable public and semi-public realm element.

(ii) Provide an outdoor space at least four feet deep and six feet wide (24 square feet minimum area) in the front setback, such as a porch, patio, deck, or stoop. Where feasible, this space shall be at the same level as the interior of the unit.

(iii) Provide a covered area, porch or protected entry space, or other architectural weather protection at least three feet deep that provides cover for a person entering the unit and a transitional space between outside and inside the dwelling.

(iv) Landscaping planters shall be integrated into transitional areas between the dwelling unit and the adjacent public and semi-public realm element.

(v) Overhead building projections may cantilever over the outdoor space by up to 50-percent of the minimum ground level setback.

DEPARTURES may be proposed for the design criteria in subsection (c) above provided the design enhances the privacy of adjacent units and provides an effective and attractive transition between the public and private realm.

Guidelines and examples of ground-level residential frontages

The above images show ground-level residential frontages with setbacks of approximately 10 feet (left image) and 5 feet (right image) along different street frontages for the same corner apartment building. These ground level units all have their own private unit access from the sidewalk and are elevated above the sidewalk to enhance the privacy to the units. The landscaping elements, brick posts, split-faced concrete block stoop walls, and black metal railings help to provide an attractive and effective transition between the public and private realms.

Guidelines and examples of ground-level residential frontages

Good examples: Upper left image includes a stoop design with brick terraced planters and low wrought iron fences. Upper right and lower left images include low wrought iron fences that separate the sidewalk/pedestrian walkway from the private open space. Lower center and right images include stoop designs with sidewalk level planters and concrete terrace planters.

Bad examples: Despite the raised ground level, the shallow setback design in the left image above is insufficient to meet the purpose of the standards. In the above right image, the upper level building cantilever doesn't meet the standards and creates a cold "cave stoop" like form. The large areas of unscreened concrete walls in both examples are undesirable.

2.9 Through-block connection frontage standards.

This is to ensure that there are some standards for development along future through-block connections.

(1) Purpose. To promote through-block connection frontage designs that enhance the character and safety of such connections.

(2) Applicability. These standards apply to development adjacent to through-block connections, when required (see Section 3.4).

(3) Standards. Many, but not all standards depend on the type of connection and the adjacent use. Specifically:

(a) Non-residential building elevations (including mixed-use development with ground floor commercial uses) facing a through-block connection are subject to Other/Undesignated block frontage standards in Section 2.7, except that such building elevations must feature at least 10-percent window transparency to enhance the safety and visibility of the trail and connection. ➲

Residential developments are more clear cut – and should be oriented to these trails/connections. These two sections hit all the elements.

(b) Residential developments adjacent to a through-block connection are subject to both the Landscaped block frontage standards in Section 2.5 and Ground-floor residential frontage standards in Section 2.8.

Good examples of through-block connections in a residential context

2.10 Corner site clarifications.

Where a property fronts onto more than one street, each building frontage must comply with the standards for the block-frontage upon which it fronts, with the following clarifications:

(1) Entrances. For corner sites, entrances may be provided on both streets, but only one entrance is required.

(2) Transparency and weather protection standards associated with corner storefronts. The block frontage containing the entry is subject to the full Storefront transparency and weather protection standards in Table 2.4. The secondary block frontage associated with the corner establishment must contain at least 50-percent of the required transparency and weather protection for Storefronts.

2.11 Mixed-use street corner standards.

(1) Applicability/purpose. The mixed-use street-corner requirements apply to new mixed-use developments located on street corner sites. The intent is to accentuate these high visibility developments to the public and create a unique sense of place.

(2) Standards. At least one of the following special features must be included :

(a) Corner plaza.

(b) Cropped building corner with a special entry feature.

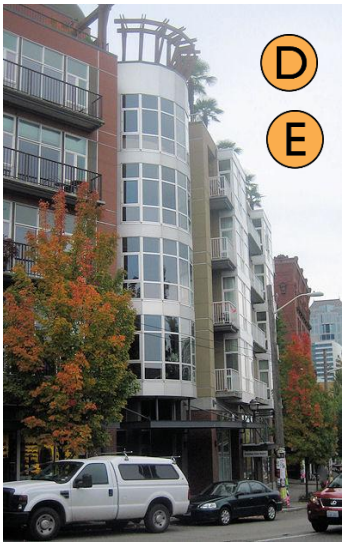
(c) Decorative use of building materials at the corner.

(d) Distinctive façade articulation.

(e) Sculptural architectural element.

(f) Other decorative elements that meet the purpose of the standards.

Acceptable high visibility street corner examples



The letters on the images refer to the special feature options above that are integrated into the design.

Chapter 3 - Site Planning

NOTE: Consider the same provision here as in downtown. Slightly less likely to happen in citywide context as downtown – but perhaps along BRT line there may be more pressure for such higher density developments where this could become an issue. If staff is concerned about the document being too long – this is probably a good candidate to remove.

(Still being evaluated) Interior/side and rear-yard design.

(1) Purpose.

(a) To ensure minimal light and air access for residential units facing the side and rear property lines.

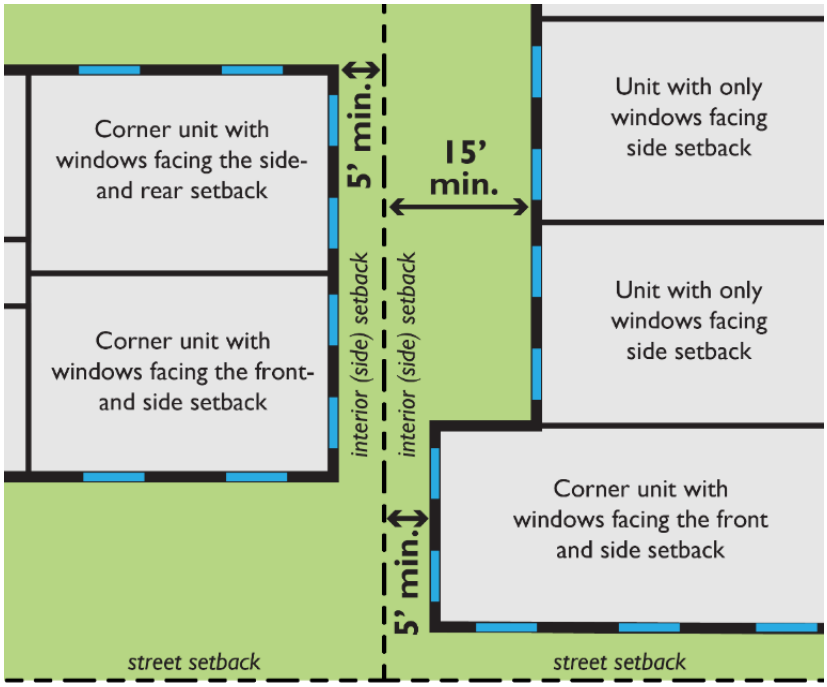
(b) To protect the privacy of residents on adjacent properties.

NOTE: The provision below is not currently addressed in Auburn – but is an important one to ensure that developments create "livable" residential units. Without such rule, it's not uncommon to see adjacent 5-story buildings only ten feet apart – where a unit's only window face another unit's windows just ten feet away. Such units get little to no solar access and can have very little privacy. Thoughtful design (in this case minimal regulations) can prevent these situations.

(2) Light and air access and privacy near interior property lines. Buildings or portions thereof containing multifamily dwelling units whose only solar access (windows) is from the applicable side or rear of the building (facing towards the interior property lines) must be set back from the applicable property lines at least 15-feet. For such building elevations taller than four-stories, floors above the fourth-floor must be setback at least 20-feet from the applicable property lines. Note: These standards do not apply to side or rear property lines where adjacent to a street, access corridor, or easement where no building may be developed.

DEPARTURES will be allowed where it is determined that the proposed design will not create a compatibility problem in the near and long-term based on the unique site context.

Light/air access and privacy standards for buildings or portions thereof containing residential units along side or rear property lines



Note that the minimum setbacks noted above only apply to buildings (and portions thereof) featuring the stated characteristics.

3.1 Useable residential recreational space.

Open Space
We've had discussion whether multifamily open space standards should be voluntary guidelines or requirements particularly given that open spaces were one of the density bonus provisions (in downtown). Per last discussion – Alex had suggested that "providing" open space was voluntary – but if you provided such space – then they must meet the standards.

Those density bonus provisions don't currently apply outside of the DUC. I'd recommend including at least some open space standards to enhance the livability of these developments. Though we have some internal disagreements about the subject as reflected in the comments. Ultimately this will be the City's call on what's appropriate Citywide.

(1) Purpose.

(a) To create useable space that is suitable for leisure or recreational activities for residents.

(b) To create open space that contributes to the residential setting.

(2) Usable residential recreational space.

Verge – Smallest studio is 473sf, largest is 576sf, one bedroom get as large as 665 sf, smallest 2 bedroom is 1,167 sf; doing rough math the lower open space deck is 5% of total project sf and 8% of total residential space (discounting circulation); the upper deck is 2% of total and 4% of total residential, totaling 7% of total project and 12% of residential sf. Also, has private balconies on the front façade. Bob calculated approximately 31,750sf of rec space out of 205,680sf res floor area = 15.4% of the res floor area. Rec space including the courtyard and decks, 105 balconies, and fitness center, two-level lounge, hideaway lounge, theater, and spa.

Trek – Studios are 536 sf, smallest one bedroom is 543 sf, largest one bedroom is 633 sf, 2 bedroom is 821sf or 856 sf; doing rough math the open space deck is 3% of the total project sf and 5% of total residential space. Also, Trek has private balconies on all sides of the building except the side facing the alley. Bob notes – the balconies are essentially Juliet form – so I wouldn't even count them for space purposes. Trek has some some indoor community space and fitness center that would qualify as rec space. Assuming it may be less than 10% of residential floor area.

Divine Courts – Studio listed at 374 and 395 sf, one bedroom listed at 495 and 515 sf; building footprint is 13k sf. Doing rough math the internal courtyard is 1.5% of the total project sf and 2% of total residential space. Bob notes – DC definitely has the least amount of open space as all the others.

(a) All residential developments, including residential portions of mixed-use development, must provide minimum usable recreational space equal to 10 percent of dwelling unit floor area. This includes all dwelling units, but excludes hallways, lobbies, and other common areas. The required recreational space may be provided in a combination of ways:

(i) Shared outdoor space. All of the required recreational space may be in the form of shared outdoor space available to all residents and meeting the requirements of subsection (b) below. Shared roof-decks located on the tops of buildings are addressed in paragraph (v) below.

(ii) Ground/grade-level individual outdoor space. All of the required recreational space for a unit may be provided by ground-level outdoor space that is abutting and directly accessible to the subject unit. Such recreational spaces must be:

(A) Outdoor spaces may be located in the front, side, or rear yard provided they are generally level, feature no dimension less than ten-feet, and enclosed by a fence, railing, and/or hedge at least 32-inches in height to qualify

(B) Private porches may qualify as outdoor space provided they are at least 36-square-feet in area, with no dimension less than six-feet.

Individual ground-level open space that is in excess of minimum requirements must not be used in the calculations for determining the minimum usable recreational space requirements for other units in the development.

(iii) Balconies and other similar private outdoor spaces. Up to 50-percent of the required recreational space for a unit may be provided by private balconies provided such spaces are at least 36-square-feet in area, with no dimension less than four-feet (not including railings), to provide a space usable for human activity.

(iv) Common indoor recreation-areas. Up to 50-percent of the required recreational space may be provided by common indoor recreation areas meeting the following conditions:

(A) The space must meet ADA standards and must be located in a visible area, such as near an entrance, lobby, or high traffic corridors.

(B) The space must be designed specifically to serve interior recreational functions and not merely be leftover unrentable space used to meet the open space requirement.

(v) Shared roof-decks. For apartment buildings, up to 50-percent of the required recreational space may be provided by shared roof-decks located on the top of buildings which are available to all residents and meet the requirements below. For mixed-use buildings, 100-percent of the required recreational space may be provided by shared roof-decks. Design requirements:

(A) Space must feature hard surfacing, provide amenities such as seating areas, landscaping, and/or other features that encourage use.

(B) Space must integrate landscaping elements (at least 20-percent of the space) that enhance the character of the space and encourage its use.

Rooftop deck examples

(b) Shared recreational space design requirements. Shared recreational space can include landscaped courtyards or decks, entrance plazas, gardens with walkways, children's play areas, pools, and water features provided they are accessible to all residents of the development. Accessible areas used for storm water retention, infiltration, or other multipurpose recreational

and/or green spaces that meet the design criteria herein may qualify as shared recreational space.

Special requirements for shared recreational spaces include the following:

(i) Shared recreational space must be located in centralized areas that are visible from units within the development.

(ii) Shared recreational space must feature no dimension less than 15-feet in order to provide functional leisure or recreational activity. Wider minimum dimensions are required perpendicular to building elevations containing windows of dwelling units whose only solar access is from the applicable building wall. Specifically:

(A) 20-feet minimum for such elevations up to three-stories tall.

(B) 25-feet minimum for such elevations four-stories tall.

(C) 30-feet minimum for such elevations five or more stories tall.

(iii) Shared recreational space must feature paths, landscaping, seating, and lighting plus play structures, sports courts, and/or other pedestrian amenities to make the area more functional and enjoyable for a range of users.

(iv) Stairways and service elements located within or on the edge of shared recreational space must not be included in the open space calculations.

(v) Shared porches may qualify as shared recreational space, provided they are at least eight-feet in depth and 96-square-feet in total area.

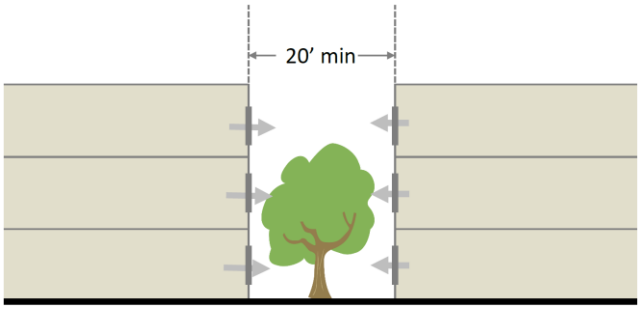
Shared recreational space examples

The upper left example is a courtyard over a parking deck. Notice the transition elements between the courtyard and adjacent residential units. The upper right courtyard is shared by ground-level commercial uses and apartments above.

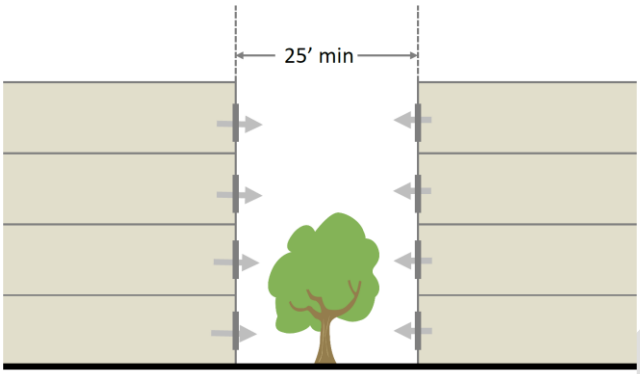
The left image above includes a covered gathering space with outdoor grills adjacent to a landscaped commons with a central walkway. The right image is an example of shared indoor recreation space.

The left image above includes a turf play area with mounds for fun play. The right image shows traditional play equipment.

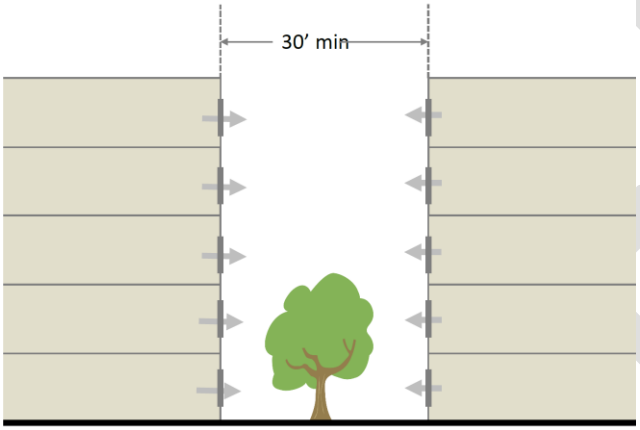
Shared recreational space – minimum widths when abutting building elevations containing windows of dwelling units whose only solar access is from the applicable building wall



20-feet minimum for such elevations up to three-stories tall.



25-feet minimum for such elevations four-stories tall.



30-feet minimum for such elevations five or more stories tall

3.2 Public Plazas and pedestrian-oriented space.

(1) Purpose.

(a) To encourage plazas and other pedestrian oriented spaces in downtown that enhance the public's opportunity for active and passive activities, such as dining, resting, people watching, and recreational activities.

(b) To enhance the comfort and leisure capabilities of public plazas.

(c) To enhance the development character and attractiveness of the Downtown Urban Center.

(2) Applicability. These standards apply when publicly accessible plazas are included in the development.

(3) Public plaza standards.

(a) Public plazas must abut and be within three feet in elevation of a public sidewalk. Ramps must be provided consistent with ADA standards.

(b) Public plazas must be at least 25 feet wide.

(c) At least 10% of the plaza area shall be planted with trees and other vegetation. Planters with trees, shrubs, or other vegetation are permitted to count towards the 10%.

(d) At least 20% of the plaza shall have physical or natural shade structures. Seated areas with umbrellas, planted trees that will have a canopy radius of at least 2.5 feet, canopies, and other shade structures are permitted to count towards the 20%.

(e) At least two-feet of seating area (a bench or ledge at least 16-inches deep and appropriate seating height) or one individual seat per 60-square-feet of plaza area or open space. Moveable seating may be used to meet up to 75-percent of this requirement.

(f) Desirable public plaza features (to be encouraged) include site furniture, artwork, drinking fountains, water features, kiosks, play structures, or other similar features.

Example of site development integrating pedestrian-oriented space

All of the above spaces front onto sidewalks and include bordering storefronts to help enliven the spaces. The bottom plaza includes a crushed rock surface, with concrete pathways on the side to facilitate pedestrian movement. Note the mix of fixed and movable seating options.

3.3 Parking lots, garages, and drive access design.

(1) Purpose.

(a) To create a safe, convenient, and efficient network for vehicle circulation and parking that minimizes conflicts with pedestrian circulation and activity.

(b) To mitigate the visual impact of parking lots on the streetscape and development context.

(c) To enhance the function, safety, and visual appearance of parking garages.

(2) Parking lot pedestrian circulation and design.

The project must provide an integrated and connected pedestrian circulation network that encourages walking and functions as one of the defining features of the development. Specifically:

(a) Pedestrian connections not less than five feet wide shall be provided through parking lots where they separate building entrances from sidewalks and/or transit stops. Pedestrian connection walkways are required to meet minimum ADA requirements.

NOTE: The below provision stems from an existing standard for Downtown. Since we're adding standards for commercial development – it makes sense to apply the same standard here.

(b) Pedestrian connections through parking lots shall be clearly defined by at least two of the following:

(i) Six-inch vertical curb in combination with a raised walkway.

(ii) Textured paving, including across vehicular lanes, such as unit pavers, stamped and scored concrete.

(iii) Bollards.

(iv) Trellis.

(v) Continuous landscape area on at least one side of the walkway that is at least three feet wide.

(vi) Pedestrian-scale lighting.

(c) Parking lot walkways. For developments with large surface parking lots, one walkway shall be provided for every four rows of parking, or at a maximum spacing of 200 feet.

(d) Crosswalks. Crosswalks are required when a walkway crosses an on-site paved area accessible to vehicles.

(ii) Raised crosswalks (speed tables). On sites larger than one acre, all crosswalks near major building entrances, parking garage entries, vehicular entries to the site, and other high-traffic areas shall be vertically raised to sidewalk level. The purpose of raised crosswalks is to provide a continuous walking or rolling surface, increase the visibility of pedestrians, and slow the speed of vehicular traffic. This requirement does not apply to crosswalks crossing public roadways.

(3) Through-block connection standards for the development of large sites.

Through-block connections may include private streets, shared pedestrian and vehicular access routes, and other non-motorized routes that are intended to run between streets through an entire block. The standards herein allow flexibility in the type of connections best suited for the particular development and its use mix. The M and I zones are exempt from this standard. Specific regulations for such through-block connections:

(a) The maximum distance between a street and through block connection or between through-block connection is 500 feet.

Development sites with smaller dimensions are not required to integrate through-block connections with new development.

NOTE: We used the 330' dimension based on the tighter grid in downtown. Having such a standard citywide is even more important considering city has many very large parcels that could be developed/redeveloped. Thus having this as a backstop to promote good connectivity is critical. Reviewing the updated LU and zoning map – in trying to figure out the metric strategy per the relevant zones here – I landed at a consistent 500 feet but exempting the M-1 zone. Otherwise this would apply to the C-1, C-2, R-3, R-4, and RNM zones. I considered whether the R zones and RNM zones warrant smaller dimension – but then given the great mixtures of sites, 500' likely works well. Likewise, considered if some zones might have a larger dimension – but given the flexibility that the exceptions/departures below offer – ended with the 500' first draft recommendation.

NOTE: The rest of these provisions are the same as proposed for DUC.

(b) Departures and exceptions to the through-block connection standards:

(i) The Director may approve a departure from the dimensional standards set forth in paragraph (a) by up to 25-percent provided the quality of the through-block connection exceeds minimum design standards.

(ii) The Director may approve an exception from the dimensional standards set forth in paragraph (a) where topography, existing uses/construction, or other geographic conditions prevent compliance or impose an unusual hardship on the applicant, provided the proposed design maximizes pedestrian and vehicular connectivity on the site given the constraints.

(c) Public access easement. Such through-block connections shall be provided within a public access easement.

(d) Alignment. Specific alignments for the through-block connections will be developed during the development review process for applicable sites.

(e) Accessibility. Through-block connections must be accessible to the public at all times and may take a variety of forms, depending on the block size and use mix, as specified in subsection (F), Through-block connections, below.

(f) Cantilever design. Buildings may project or cantilever into minimum required easement areas on building levels above the connection provided a 13-foot, six-inch vertical clearance is maintained and all other regulations are met.

(g) Through-block connection types. Unless otherwise noted below and elsewhere in this chapter, required through-block connections may take any of the following forms set forth below. A combination of designs set forth above may be used for each connection.

(i) Private street. Such streets shall comply with the Engineering Design and Construction Standards.

(ii) Alley. Alleys shall comply with the Engineering Design and Construction Standards.

(iii) Shared lane. The shared-lane approach can work well for lower traffic situations and helps to reduce the total space needed to accommodate access. They must include a 20-foot wide minimum two-way shared travel lane within a 32-foot wide public access easement. Parallel or angled parking pockets may be integrated into the lane. Landscape planters with a mixture of trees, shrubs, and ground cover must be integrated on at least one side of the shared-lane.

(iv) Landscaped passageway design. This includes an eight-foot minimum width paved pathway within a 24-foot public access easement. Six-foot minimum landscaping strips (with a mixture of trees, shrubs, and ground cover) are required on each side of the path.

(v) Urban passageway design. This is a 12-foot minimum width concrete or unit paver walkway within a public access easement (same width) with buildings generally on each side. The building elevations on each side of an Urban passageway must include 40 percent transparency between 30 inches and eight feet above grade. Weather protection is required over all building entrances (at least three feet deep across the full width of the entrance).

Shared lane examples

Image courtesy eya.com

Shared lane examples

Landscaped passageway examples above and urban passageway examples below, though the lower right is a blended example of urban and landscaped passageway.

(4) Vehicular access and design.

(a) Driveways. Driveways, where permitted by applicable Block Frontage Standards in Chapter 2, shall meet the standards of the Engineering Design and Construction Standards, including, but not limited to, standards for intersection spacing, distance from crosswalks, and width.

(b) Parking lot location and design. Parking lot location standards are set forth in the Block Frontage Standards in Chapter 2. All other parking lot design standards are set forth in ACC Chapter 18.52 unless modified herein.

(i) See paragraph (2) above for interior parking lot pathways.

(ii) See paragraph (5) below for parking lot landscaping standards.

(c) Garage and parking structures. Where such structures are located along a public street, they are subject to applicable block frontage standards as set forth in Chapter 2. Supplemental standards:

We opted to use the current DUC Standards for ground floor parking garages – but with the following recommended alterations. Please consider whether the additional language is useful or if you prefer the language in the Downtown design standards.

(i) The ground level of free-standing parking structures shall include at least three of the following elements along block frontages and/or other elevations adjacent to internal streets and other required through-block connections, customer and/or resident parking lots, and pedestrian-oriented space:

(A) Pedestrian scale signs, associated with storefront uses integrated into the ground floor frontage.

(B) Canopies and other forms of weather protection where the parking structure integrates storefronts along the ground floor frontage.

(C) Plinths for columns.

(D) Ground level and/or terraced planting beds integrated between the sidewalk and the parking structure.

(E) Ornamental tilework.

(F) Glass elevator and/or stair tower.

(G) Departure. Other design features will be considered provided they meet the purpose of this section.

(ii) Upper levels of structured parking shall be screened or treated architecturally by two or more of the following:

(A) Roughly square openings rather than horizontal.

(B) Planting designed to grow on the façade.

(C) Louvers.

(D) Expanded metal panels.

(E) Decorative metal grills.

(F) Spandrel (opaque) glass.

Departure. Other design features will be considered provided they meet the purpose of this section.

(iii) Parking garage entries and service area entries should be well-integrated into the design of the building and should not dominate the streetscape. They should be designed and sited to complement, not subordinate, the pedestrian entry.

(iv) Where vehicles enter and exit a parking garage or service area across a sidewalk or internal walkway, direct visibility between pedestrians and motorists shall be provided. Possible treatments to meet this requirement may include setback entries, cropped wall corners, wall openings, or other treatments to enhance safety and visibility. Treatments should also include pavement markings or changes in pavement materials. Mirrors and electronic visual/audio warnings alone are not acceptable methods of visibility.

(v) Parking garage entries are encouraged to have flat driveways behind the sidewalk for the length of at least one vehicle in order to enhance visibility between pedestrians and motorists exiting the garage. Steeply sloping driveways abutting a sidewalk or internal walkway require greater application of visibility treatments described in (iii) above.

(vi) Garage entry doors and gates, if provided, shall be at least 50 percent transparent between the bottom and top of the door or gate to enhance the safety of garage users.

(v) Lighting fixtures within garages are encouraged to be screened from view from the street.

(5) Parking lot landscaping.

NOTE: The provisions below are directly copied from current DUC standards. Tracks below are changes from current language – also see other notes and column comments. SAME AS FOR PROPOSED DUC STANDARDS.

(a) Surface parking lots consisting of ten or more stalls shall feature landscaped planter beds at a ratio of one to every six stalls. Each planter bed shall include at least one tree, a minimum caliper of two inches at the time of planting. ➲

(b) The minimum planter size shall be 100 square feet. Planters shall be protected by concrete curbs and shall also feature shrubs and/or groundcover. ➲

(c) Surface parking lots located adjacent to any street (excluding alleys) shall be screened by one or a combination of the following:

(i) Low walls made of decorative concrete, masonry, or other similar material, not exceeding a maximum height of 30 inches.

(ii) Raised planter walls (not exceeding a total height of 30 inches) planted with shrubs (a minimum of 80 percent of which must be evergreen).

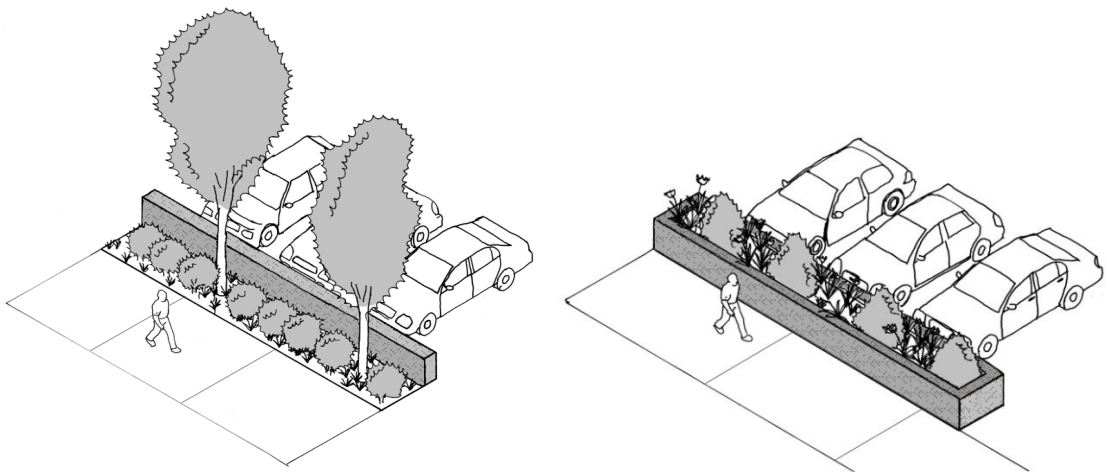
(iii) Landscape plantings consisting of trees (of which at least 80 percent are deciduous) and shrubs and groundcover materials (of which at least 80 percent are evergreen).

(iv) All plant material used for parking lot screening shall provide clear views between 30 inches and eight feet above the ground surface, for visibility and safety.

(v) Planting areas shall be a minimum of five feet in width and shall be irrigated.

DEPARTURES will be considered provided the design enhances the function, safety, convenience, or visual appearance of the parking lot and mitigates the visual appearance on the streetscape and development context.

Parking lot street buffer examples



3.4 Service areas and mechanical equipment.

(1) Purpose.

(a) To minimize adverse visual, odor, and noise impacts of mechanical equipment, utility cabinets and service areas at ground and roof levels.

(b) To provide adequate, durable, well-maintained, and accessible service and equipment areas.

(c) To protect residential uses and abutting properties from impacts due to location and utilization of service areas.

(2) Location of ground related service areas and mechanical equipment.

The provisions below align pretty well with current MF+MU DS provisions – just in different words with a few extra details in some cases.

(a) Service areas (e.g., loading docks, trash dumpsters, compactors, recycling areas, electrical panels, and mechanical equipment areas, etc.) must be located for convenient service access while avoiding negative visual, auditory, olfactory, or physical impacts on the streetscape environment, pedestrian-oriented spaces, uses within the development, and abutting residentially zoned properties.

(b) Exterior loading areas. Exterior loading areas for commercial uses must not be located within 20-feet of a residentially zoned property. Where the director finds that this is the only option for locating an exterior loading area, design measures will be required to mitigate impacts to adjacent uses, such as adding a masonry wall at least eight-feet high.

(c) Service areas must not be visible from the sidewalk and abutting properties. Where the director finds that the only option for locating a service area is an area visible from a street, internal walkway or pedestrian area, or from an abutting property, the area must be screened with structural and/or landscaping screening measures.

(3) Screening of ground related service areas and mechanical equipment.

Service elements are encouraged to be integrated within the structure. Where they are not provided within the structure, the following standards apply:

(a) Where screening of ground-level service areas is required [see paragraph (2) above], the following applies:

(i) A structural enclosure (including gates) must be constructed of masonry, heavy-gauge metal, or decay-resistant material that is also used with the architecture of the main building. Alternative materials other than those used for the main building may be allowed if the finishes are similar in color and texture or if the proposed enclosure materials are more durable than those for the main structure. The walls must be sufficient to provide full screening from the affected roadway, pedestrian areas and adjacent use. The enclosure may use overlapping walls to screen dumpsters and other materials.

(ii) Where the interior of a service enclosures is visible from surrounding streets, walkways, and buildings, an opaque or semi-opaque horizontal cover or screen must be used to mitigate unsightly views. The horizontal screen/cover should be integrated into the enclosure design (in terms of materials and/or design).

(b) Where loading docks are sited along block frontages (only allowed when no other reasonable options are available as determined by the director), they must be designed to minimize impacts on the pedestrian environment. Standards:

(i) Configure loading docks/bays to minimize their frontage length along blocks.

(ii) Integrate architectural and/or landscaping design features to screen loading dock elements and add visual interest to pedestrians along adjacent sidewalks. See Blank Wall provisions of Section 4.5 for standards and examples.

(4) Utility meters, electrical conduit, and other service utility apparatus.

(a) Utility equipment such as power and gas meters, electrical boxes, and small-scale battery storage systems mounted in a location visible from the street, pedestrian walkway, shared recreational space, or shared auto courtyards, shall have at least one of the following treatments:

(i) Screened with vegetation or landscaping.

(ii) Integrated into the building's architecture or screened with decay-resistant material similar in color and texture to the main building.

(iii) Wrapped with a City approved utility wrap.

(b) Project designers are strongly encouraged to coordinate with applicable service providers early in the design process to determine the best approach to meet these standards.

Utility meter location and screening - good and bad examples

Place utility meters in less visible locations. The lower left example is successfully tucked away in a less visible location and screened by vegetation. The right image is poorly executed and would not be permitted in such visible locations (along the sidewalk). Such meters must be coordinated and better integrated with the architecture of the building.

Chapter 4 - Building Design

4.1 Building massing and articulation.

(1) Purpose.

To employ façade articulation techniques that reduce the perceived scale of large buildings and add visual interest from all observable scales.

(2) Façade-articulation. All buildings except free-standing parking structures must include façade-articulation features at maximum-specified intervals to create a human-scaled pattern.

(a) Maximum facade-articulation intervals:

(i) Storefronts: 35 feet. Buildings 50 feet wide or less are exempt.

(ii) Large footprint non-residential buildings (individual establishments with a building footprint of more than 50,000 square feet). 75 feet.

(iii) Residential buildings: 30 feet. Buildings 60 feet wide or less are exempt.

NOTE that these articulation standards attempt to consolidate what's now two sets of standards – one for massing and form and a second list for articulation. Also – the current standards require two features to be used from a different list of options for very small MF developments (less than 12 units), three features for MF developments with 13-24 and inclusion of ALL of the options for larger MF developments. This approach sticks with consistent approach (and approach used in DUC) of 2 features for all developments but notes that buildings 60' wide or less are exempt. Two features is the very minimum bar we'd recommend.

(b) Articulation features. At least two of the following articulation features must be employed for all buildings in compliance with the maximum-specified façade-articulation intervals.

(i) Use of a window-fenestration pattern.

(ii) Use of weather protection features. An example is a different canopy for each articulation interval (rather than a continuous canopy).

(iii) Use of vertical piers/columns (applies to all floors of the façade, excluding upper level stepbacks).

(iv) Change in building height or roofline with a difference in height, slope or pitch, direction, or shape (such as towers or dormers).

(v) Change in building material and/or siding style (applies to all floors of the façade, excluding upper-level stepbacks).

(vi) Vertical elements such as a trellis with plants, green wall, art element that meet the purpose of the standard.

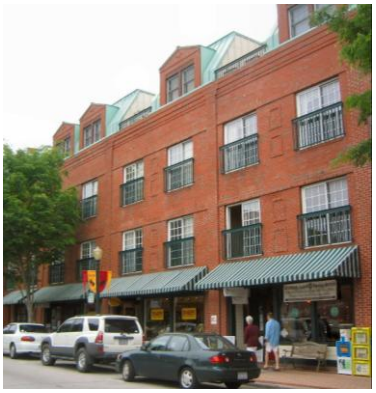
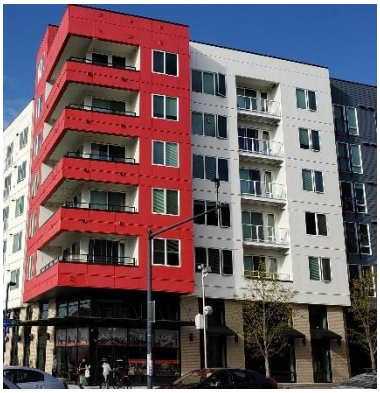
(vii) Providing vertical building modulation of at least 12-inches in depth if tied to a change in roofline or a change in building material, siding style, or color. Balconies may be used to qualify for this option if they are recessed or projected from the façade by at least 18-inches.

DEPARTURES will be considered provided they meet the purpose of the standards and the design criteria below.

Façade articulation examples.



All three buildings above include a combination of window patterns, vertical building modulation, and changes in building material/siding style. The varying styles of balconies in each also help to articulate the facades. The mixed-use example on the let also uses separate awnings above the storefront to articulate the facade. The middle image also uses roofline modulation.

The buildings on the left uses a combination of window patterns, vertical building modulation, roofline modulation, and changes in building material/siding style. The middle image uses window patterns, awnings, and vertical piers. The right image uses window patterns, vertical building modulation, and weather protection elements.

(c) DEPARTURE criteria associated with articulation standards. Proposals must meet the purpose of the standards. The following criteria will be considered in determining whether the proposed articulation treatment meets the "purpose".

(i) Consider the type and width of the proposed articulation treatment and how effective it is in meeting the purpose given the building's current and desired context if a subarea plan is in effect where the building is proposed.

(ii) Consider the applicable block-frontage designation. Undesigned block-frontages warrant more flexibility than Mixed block-frontages.

(iii) Consider the size and width of the building. Smaller buildings (less than 120-feet wide) warrant greater flexibility than larger buildings.

(iv) Consider the quality of façade materials in concert with doors, windows, and other façade features and their ability to add visual interest to the street from a pedestrian scale and more distant observable scales.

(3) Maximum façade length. Facades of buildings longer than 150 feet and containing four or more stories must include at least one of the following features to break up the massing of the building and add visual interest. Freestanding parking structures are exempt from this standard.

This is an important standard that applies to those vary large buildings – requiring a more significant articulation features to help break up the massing visually – and as we say – add visual interest. Note that we've included design options that don't include modulation.

(a) Provide vertical building modulation at least six-feet deep and 15-feet long. For multi-story buildings, the modulation must extend through at least one-half of the building floors.

(b) Use of a contrasting vertically modulated design component featuring all the following:

(i) Utilizes a change in building materials that effectively contrast from the rest of the façade.

(ii) Component is modulated vertically from the rest of the façade by an average of six inches.

(c) Façade employs building walls with contrasting articulation that make it appear like multiple distinct buildings. To qualify for this option, these contrasting façades must employ all the following:

(i) Different building materials and/or configuration of building materials.

(ii) Contrasting window design (sizes or configurations).

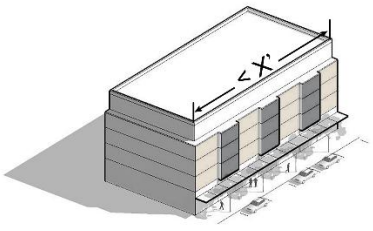
(d) DEPARTURES to the above standards will be considered provided the design meets the purpose of the standards. Supplemental consideration for approving alternative designs:

(i) Width of the façade. The larger the façade, the more substantial articulation/ modulation features need to be.

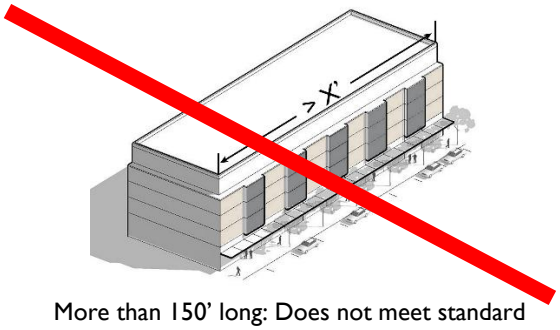
(ii) Block-frontage designation and visibility/street context. Mixed block-frontages warrant the most scrutiny than Undesignated block frontages, and narrow side streets warrant more flexibility than collector or arterial streets.

(iii) The type of articulation treatment and how effective it is in meeting the purpose given the building's context.

Illustrating maximum façade length standards and good and bad examples.

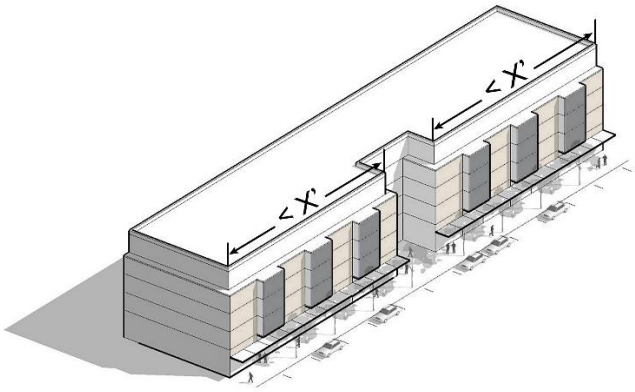


Less than 150' long: Meets standard



More than 150' long: Does not meet standard

Illustrating maximum façade length standards and good and bad examples.



Building incorporates a courtyard along the façade (technique #1 noted above) to effectively break it up into smaller components: Meets standard.

The left building uses technique # 1 (vertical building modulation at least six-feet deep and 15-feet wide). The right building uses technique #2 (contrasting vertical modulated design component) together with different window fenestration designs on each side. Both examples are effective in breaking up the perceived scale of the building and adding visual interest.

4.2 Building details.

(1) Purpose.

(a) To encourage the incorporation of design details and small-scale elements into building façades that are attractive at a pedestrian scale.

(b) To integrate window design that adds depth, richness, and visual interest to the façade.

Suggesting we use the same approach here as in Downtown – which is to apply the standards only to Storefronts: (1) Those on designated storefront block frontages – of which there will be very few outside or downtown, or perhaps none; and (2) When developers choose to construct a storefront building right up against the sidewalk. This setup seems good – as it applies to those facades that are most visible AND allows developers a choice (if they don't want to have to comply – they can choose to build something other than a storefront building.

(2) Façade details – Storefront block frontages and other storefront designs. Storefront buildings must be enhanced with appropriate details. Such buildings must employ at least one detail element from each of the three categories below for each façade articulation interval (see subsection 4.1.2).

(a) Window and/or entry treatment, such as:

(i) Transom windows.

(ii) Roll-up windows/doors. [Use of this feature exempts buildings from having to meet detailed standards in paragraphs (b) and (c) below.]

(iii) Recessed entry.

(iv) Decorative door.

(v) Other decorative or specially designed window or entry treatment could be proposed via DEPARTURE provided they meet the purpose of the standards.

Examples of architectural elements and façade attachments.

i: Transom windows

iii: Recessed entry

ii: Roll-up or similar windows/doors

iv: Decorative door.

Examples of architectural elements and façade attachments.

(b) Architectural elements and façade attachments, such as:

(i) Custom-designed weather protection element such as a steel canopy, glass, or retractable awning. Custom-designed cloth awnings may be counted as a detail provided they are constructed of durable, high-quality material.

(ii) Decorative rooflines, which could take a variety of forms. It could include an ornamental molding, entablature, frieze or other roofline device visible from the ground level. If the roofline decoration is in the form of a linear molding or board, then the molding or board must be at least 8-inches wide. Such details could occur at an intermediate floor, where the upper floors are set back beyond the front façade. Examples could also include a modern interpretation of a traditional cornice line with distinct detailing.

(iii) Bay windows, trellises, towers, and similar elements.

(iv) The use of neon in artwork or to emphasize building features.

(v) Other architectural element or façade attachment details could be proposed via DEPARTURE provided they meet the purpose of the standards.

Examples of architectural elements and façade attachments.

i: Custom designed weather protection

Left: retractable awning. Right: custom decorative canopy

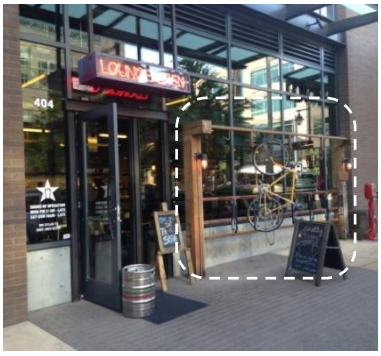
iii: Bay windows, trellises, towers, etc.

Decorative tower

ii: decorative rooflines

Left: decorative cornice and top floor. Right: decorative projecting cornice feature.

v: Other details that meet the purpose of the standards.



Custom hanging bike rack and repair station integrated as a storefront design element

(c) Building material details, including:

(i) Use of decorative building materials/use of building materials. Examples include decorative use of brick, tile, or stonework.

(ii) Decorative kick-plate, pilaster, base panel, or other similar feature.

(iii) Decorative belt course.

(iv) Decorative building-mounted light fixtures.

(v) Hand-crafted material, such as special wrought iron or carved wood.

(vi) Other building material details could be proposed via DEPARTURE provided they meet the purpose of the standards.

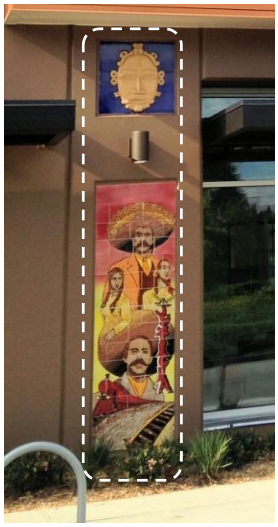
Examples of Examples of building material details that enhance the visual intrigue of the building

i: Decorative building materials

iii: Decorative light fixtures.

ii: Decorative kick-plate, pilaster, base panel, or similar

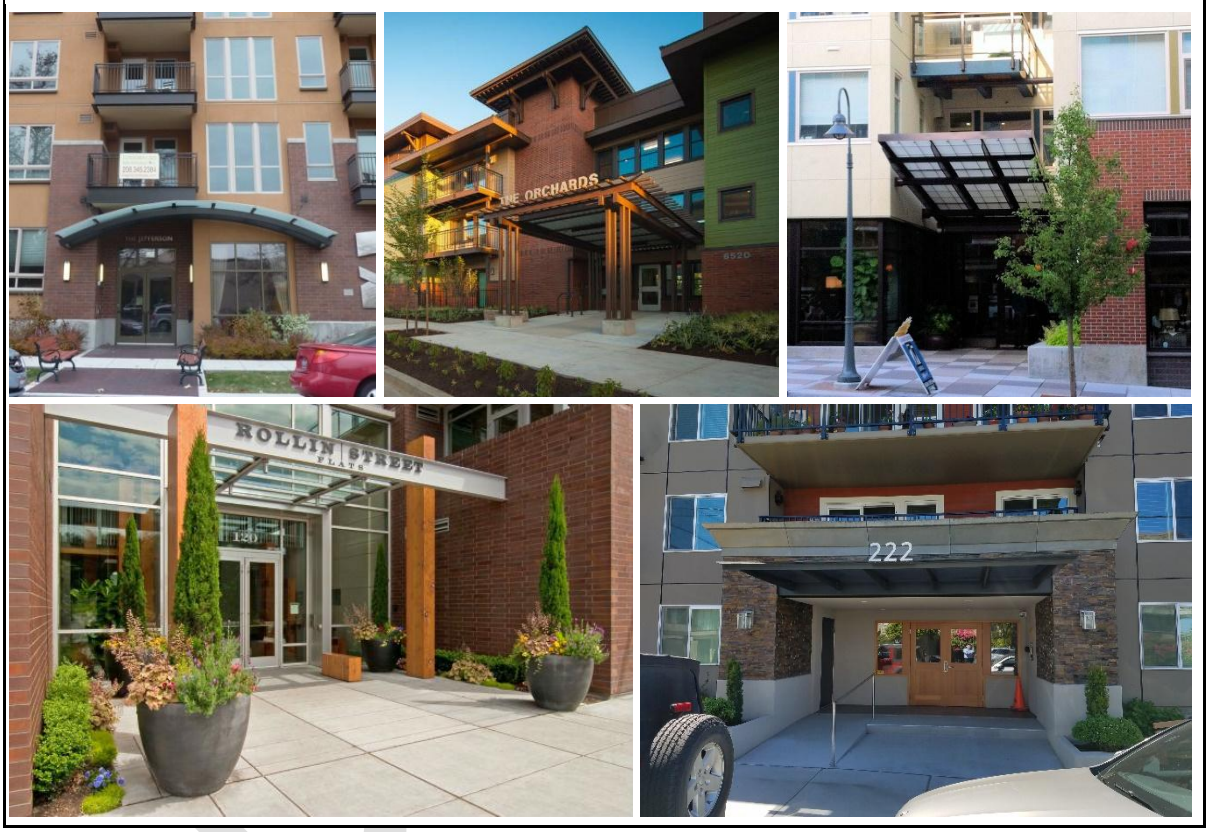
iv: Hand-crafted material or other details that meet the purpose of the standards.



DEPARTURES for façade detail standards of subsection (2) of this section will be considered provided the façade (at the overall scale and at the individual articulation scale) meets the purpose of the standards.

4. **Articulated building entries.** The primary building entrance for an office building, hotel, apartment building of more than 50 units, or community-based facility or other multi-story commercial building must be designed as a clearly defined and demarcated standout architectural feature of the building. Such entrances must be distinguishable from regular storefront entrances on the building. Such entries must be scaled proportional to the building.

Acceptable building entry examples.



4.3 Building materials.

SB 5571 prohibits cities from prohibiting (or requiring) specific cladding materials, provided those materials are in compliance with state building codes. We've assumed that cities can place some conditions and limitations (within reason!) on materials in design standards (though communication with legislators during the 2025 session) as long as the material isn't outright prohibited. That said, the language in the law is short and direct: "a city is prohibited from requiring or excluding exterior cladding materials that are in compliance with the state building code."

Thus our recommended approach is to cautiously add some limitations and conditions and avoid such prohibitions.

(1) Purpose.

(a) To encourage the use of durable, high quality, and urban building materials that minimize maintenance cost and provide visual interest from all observable vantage points.

(b) To promote the use of a distinctive mix of materials that helps to articulate façades and lends a sense of depth and richness to the buildings.

(c) To place the highest priority on the first floor in the quality and detailing of materials at the pedestrian scale.

Currently – only mixed-use buildings are subject to materials standards – so that's our starting point. But what about multifamily buildings/developments, large and small? What about commercial buildings?

(2) Applicability. Standards in this section apply to only to mixed-use developments.

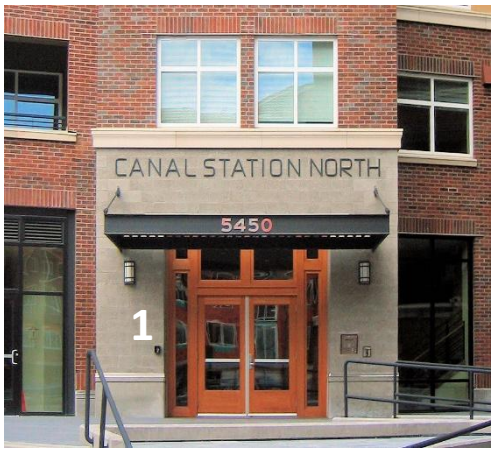
(3) Special conditions and limitations for the use of certain cladding materials.

Current standards prohibit smooth-faced CMU – but given legislation, we suggest some flexibility per the approach below.

(a) Concrete block (a.k.a. Concrete Masonry Unit or CMU) may be used as a secondary cladding material (no more than 1/3 of total façade cladding) on all building façades and other building elevations facing parks, pedestrian-oriented spaces, and containing primary building entrances provided it is incorporated with other permitted materials.

DEPARTURES will be considered for alternative designs that use concrete block as the primary, but not the only, cladding material provided the design incorporates a combination of textures and/or colors to add visual interest. For example, combining split or rock-façade units with smooth blocks can create distinctive patterns. The figures below illustrate acceptable concrete block use/designs.

Acceptable concrete block use/design.



Building 1 uses smooth-faced CMU as a contrasting feature that helps to highlight the main building entry. The simple design helps to add emphasis to the doors, canopy and decorative sconce lights.

Building 2 illustrates an acceptable departure example, as CMU is used as the primary cladding material. Note the use of beige split-façade CMU's above each of the awnings and coupled with the use of smooth-faced gray CMU's on the vertical columns (which employ black accent tiles for added interest).

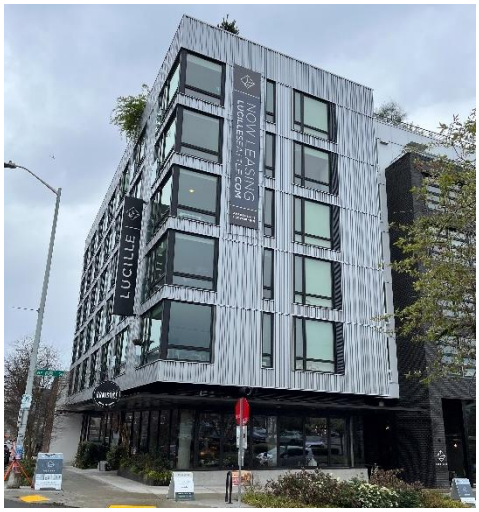
(b) Metal siding may be used on all building façades and other building elevations facing parks, pedestrian-oriented spaces, and containing primary building entrances provided it complies with the following standards:

Current standards only allow Metal as a secondary material. Consider the more flexible approach above, or if current approach is preferred – go with this approach: *Metal siding may be as a secondary cladding material (no more than 1/3 of total façade cladding) on all building façades and other building elevations facing parks, pedestrian-oriented spaces, and containing primary building entrances provided it is incorporated with other permitted materials and it meets the following conditions:*

It must feature visible corner molding and trim and does not extend to the ground-level of non-residential and mixed-use buildings and no lower than two-feet above grade for residential buildings. Masonry, concrete, or other durable material must be incorporated between the metal siding and the ground plane.

DEPARTURES will be considered provided the material's integration and overall façade composition meets the purpose of the standards.

Acceptable metal siding examples



The upper building examples successfully use metal siding more as an accent element to help articulate the façade. Metal siding is the primary material for the lower building examples. The lower left building integrate subtle changes in color to go with articulation features and design details. The right building uses an intricate scaling pattern combined with recessed windows to add depth and interest to the façade.

(c) Standards for the use of Exterior Insulation and Finish System (EIFS). Such material/finishes may be used when it complies with the following:

Due to maintenance and durability challenges, many cities have been prohibiting this material. But new legislation prevents that. The 20% provision allows some, but…. In reality, most builders are using hardi-panel/siding as a more durable alternative anyways. Current standards don't reference EIFS – but we'd still recommend the limitation below due to reasons noted above.

i. EIFS is limited to no more than 20-percent of the total façade area and may not be the primary cladding material on non-residential and mixed-use buildings.

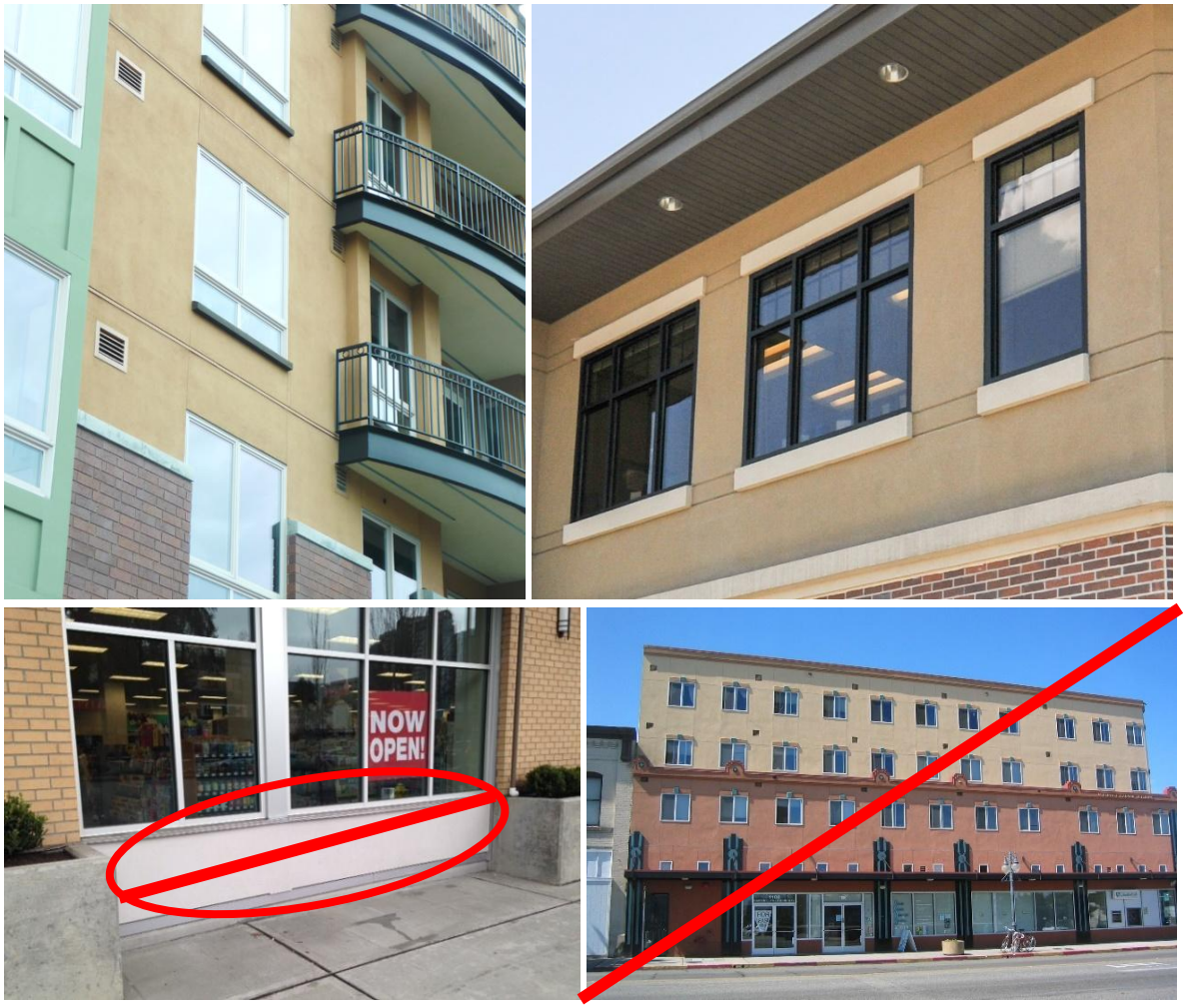
ii. EIFS must feature a smooth or sand finish only.

iii. EIFS must be trimmed in wood, masonry, or other material and must be sheltered from weather by roof overhangs or other methods.

iv. EIFS must not be used on the ground floor of facades containing non-residential uses.

DEPARTURES will be considered provided the material's integration and overall façade composition meets the purpose of the standards.

Acceptable and unacceptable EIFS examples.



The upper building examples mix EIFS with brick and other materials and integrate trim details around windows to add a sense of depth to the façade. The lower left building uses EIFS is between the window and sidewalk - this design is prohibited. The lower right building uses EIFS as the primary siding material, which is prohibited.

(d) Cementitious wall board paneling/siding may be used provided it meets the following provisions:

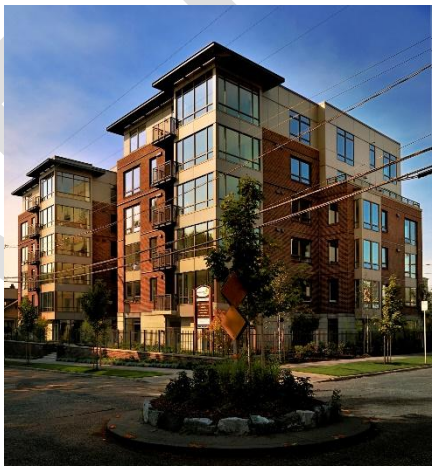
This siding material isn't directly referenced in current standards – but below are common standards we've used in similar communities and might be considered. Another view however, is that mixing up the style of such wall board could be accomplished as an articulation feature (thus perhaps this standard is not needed).

i. Cement board paneling/siding may not be used on ground-level elevation (containing non-residential uses) of mixed-use building facades.

ii. Where cement board paneling/siding is the dominant siding material, the design must integrate a mix of colors and/or textures that are articulated consistent with windows, balconies, and modulated building surfaces and are balanced with façade details that add visual interest from the ground-level and adjacent buildings.

DEPARTURES will be considered provided the material's integration and overall façade composition meets the purpose of the standards.

Acceptable and unacceptable cementitious wall board examples.



The above buildings use cementitious wall board in different textures and colors to help articulate the façade.

The wall board panels covering a large area in a single color in the left building would not meet the purpose of the standards. The right building's design is a better example and combines larger panels (dark maroon color) with horizontal wall board siding (beige color) as effective articulation features. Below is a similar acceptable example.

4.4 Blank wall treatment.

(1) Purpose.

(a) To avoid untreated blank walls.

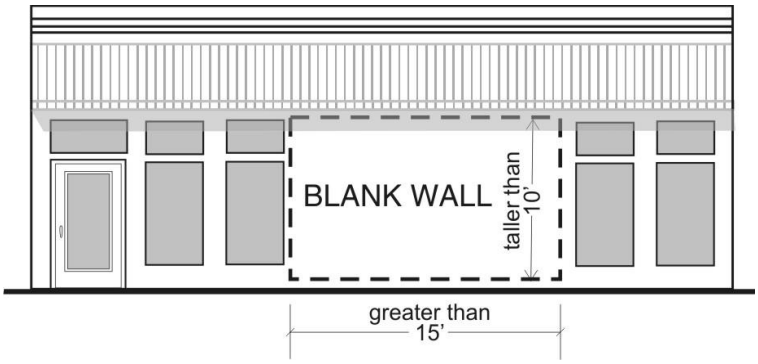
(b) To retain and enhance the character of Auburn's streetscapes.

(2) Blank wall definition. "Blank wall" means:

(a) For storefront and other buildings placed within ten feet of the sidewalk, a ground floor wall or portion of a ground floor wall over 10-feet in height and a horizontal length greater than 15-feet and does not include a transparent window or door.

(b) For all other buildings, a ground floor wall or portion of a ground floor wall over 10-feet in height and a horizontal length greater than 30-feet and does not include a transparent window or door.

Blank wall definition.



(3) Blank wall treatment standards. Untreated blank walls adjacent to a public street, pedestrian-oriented space, common usable open space, or pedestrian walkway are prohibited. Methods to treat blank walls can include:

(a) Display windows at least 16-inches of depth to allow for changeable displays. Tack-on display cases do not qualify as a blank wall treatment.

(b) Landscape planting bed at least five-feet deep or a raised planter bed at least two-feet high and three-feet deep in front of the wall with planting materials that are sufficient to obscure or screen at least 60-percent of the wall's surface within three years.

(c) Installing a vertical trellis in front of the wall with climbing vines or plant materials.

(d) Installing a mural. Commercial advertisements are not permitted on such murals. The use of neon in artwork is permitted.

DEPARTURES. Other design including special building detailing that adds visual interest at a pedestrian scale will be considered. Such detailing must use a variety of surfaces.

For large visible blank walls, a variety of treatments may be required to meet the purpose of the standards.

Blank wall treatment examples.

Buildings A-C feature acceptable treatments including a combination of high quality materials and landscaping (A), decorative lighting/sculptural element (B), and special building detailing (C). The display cases in Building D don't meet the 16" depth requirement, nor do they meet the purpose of the standards.

(4) Firewalls. Firewalls along property lines are exempt from the above standards, but where they are visible to the public (from the adjacent street), they must be designed to provide visual interest from all observable distances. Examples may include the use of varying materials, textures, and/or colors, the use of green or living walls, and/or the use of modulated building walls to form design patterns.

Murals are also encouraged as a firewall treatment. Commercial advertisements are not permitted on such murals.

Acceptable firewall design where visible to the public.

The left images uses a combination of paint bands and climbing vines to enhance the appearance of this large exposed firewall. The building in the right image uses simple scoring patterns and change in materials and color on part of the top floor to add visual interest.

Plain-gray concrete block firewalls such as this are not allowed when visible from the street.

4.5 Rooftop services area and mechanical equipment.

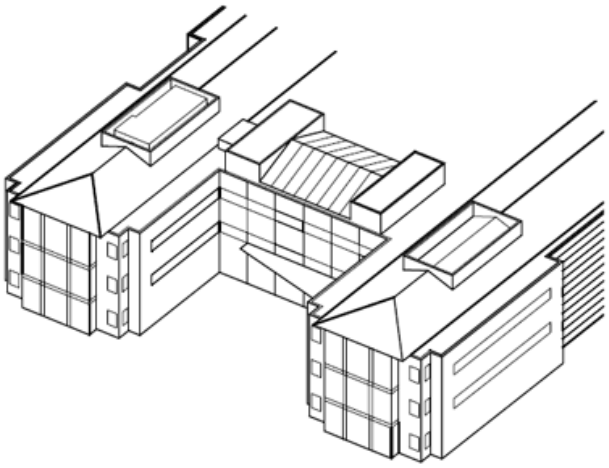
(1) Purpose.

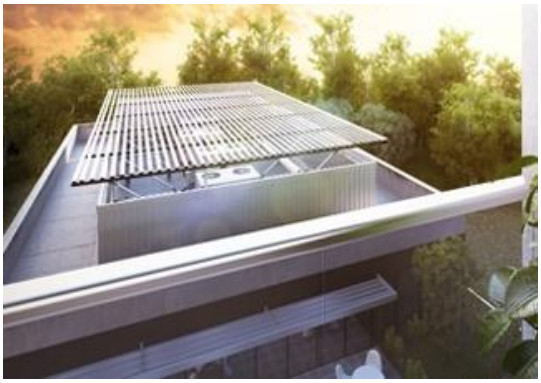
To obscure service and mechanical equipment from the visual sightlines of people walking through Auburn.

(2) Rooftop equipment screening.

(a) All rooftop mechanical equipment, including air conditioners, heaters, vents, and similar equipment must be effectively screened from public view. Screening shall be integrated with the architecture of the building.

Examples of how to screen roof-mounted mechanical equipment





The left illustration shows how rooftop mechanical equipment can be located and screened effectively. The right images shows effective location and screening, including side walls and a trellis to screen views from taller surrounding buildings.

Chapter 5 – Guidelines For All Developments

5.1 Climate Friendly Design.

(1) Purpose.

To encourage design techniques that reduce greenhouse gas emissions (GHG) and help buildings be more resilient to extreme heat and wildfire smoke.

(2) Applicability. The following standards are recommended, not required.

(3) Guidelines. Projects are encouraged to incorporate one or more of the following:

(a) Design buildings in accordance with the principles and guidelines of Passive House, LEED, or Built Green design.

(b) Buildings designed with triple glazed windows.

(c) Buildings designed with exterior shading features on windows to help regulate heat gain and energy used for cooling. Shading features can be operable or inoperable.

5.2 Defensive Space (CPTED).

(1) Purpose.

To encourage design techniques that reduce the rate of crime associated with persons and property.

(2) Applicability. The following standards are recommended, not required.

(3) Guidelines. Projects are encouraged to incorporate one or more of the following:

(a) Building entryways should be oriented to be visible from other buildings, apartments, and houses.

(b) Screening such as landscaping, fences, and screen wall should not block visibility and make two-way surveillance difficult.

(c) Lighting for trails and bike paths should be provided at an appropriate scale and have appropriate spacing to avoid creation of dark spots of insufficiently lighted areas.

(d) Over-illumination and glare should be avoided where pedestrians and vehicles meet to minimize pedestrian vehicle conflicts.

Proposed Title 18 Consistency Edits

18.07 Residential Zones.

- Add a 9th note to the notes list at the bottom of 18.07.030. Add numbered superscript to row E1 – "Residence front setback."
- The note should say something like: "Mixed-use buildings may have a reduce front setback if the applicable Citywide "Storefront" design standards are met."

18.23 Commercial and Industrial Zones.

- Add a 4th note to the notes list at the bottom of 18.23.040A. Add numbered superscript to row front minimum setbacks.
- The note should say something like: "Mixed-use and commercial buildings may have a reduce front setback if the applicable Citywide "Storefront" design standards are met."
- Add a 3rd note to the notes list at the bottom of 18.23.040B. Add numbered superscript to the M-1 Light Industrial zone.
- The note should say something like: "Mixed-use and commercial buildings may have a reduce front setback if the applicable Citywide "Storefront" design standards are met."

CITYWIDE DESIGN STANDARDS UPDATE

PLANNING COMMISSION MEETING

PRESENTED BY
DINAH REED, SENIOR PLANNER
FEBRUARY 3, 2026

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

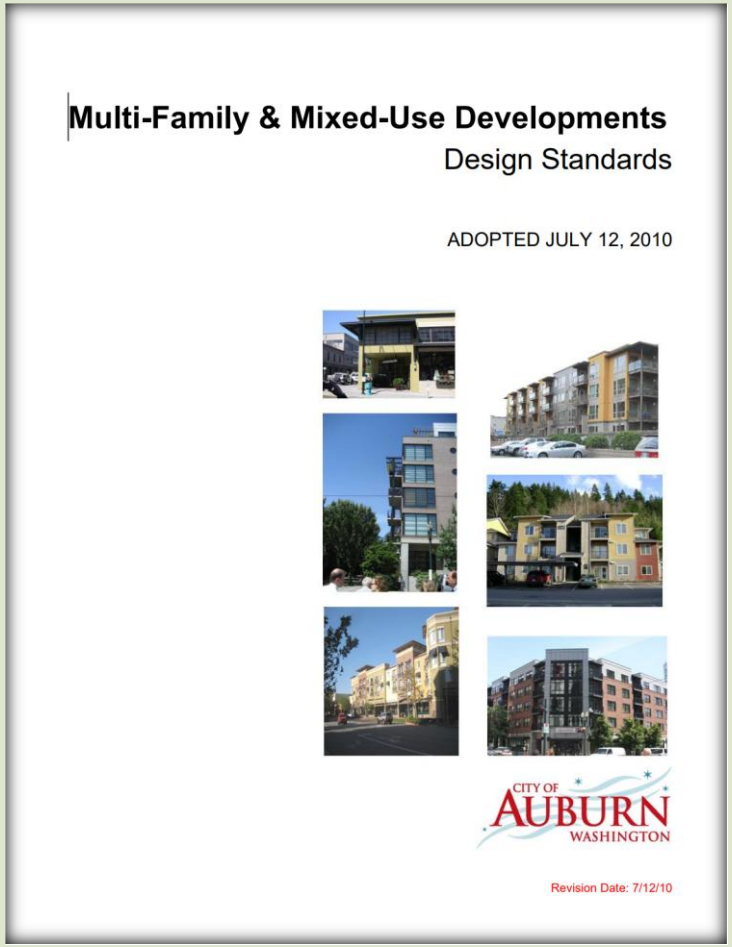
AUBURN VALUES

SERVICE
ENVIRONMENT
ECONOMY
CHARACTER
SUSTAINABILITY
WELLNESS
CELEBRATION

CITYWIDE DESIGN STANDARDS UPDATE

PURPOSE FOR UPDATE

- House Bill (HB) 1293 relating to streamlining development regulations for design review was passed and adopted January 2025.
- Cities must comply with the requirements of HB 1293 beginning six months after its next periodic comprehensive plan update.



CITYWIDE DESIGN STANDARDS UPDATE
PROPOSAL

- To update existing City of Auburn “Citywide” design standards.
- To provide clear and objective development regulations for the design review process.
- The regulations apply to the exterior design of new development.

CITYWIDE DESIGN STANDARDS UPDATE
APPLICABLE LOCATION(S)

- Apply to new development that is:
  - Non-residential
  - Mixed-use
  - Apartment buildings (with 7 or more units)

- Do not apply to:
  - DUC zone
  - Middle housing
  - Developments in the M-1 and M-2 (Industrial) zones

CITYWIDE DESIGN STANDARDS UPDATE
OVERVIEW

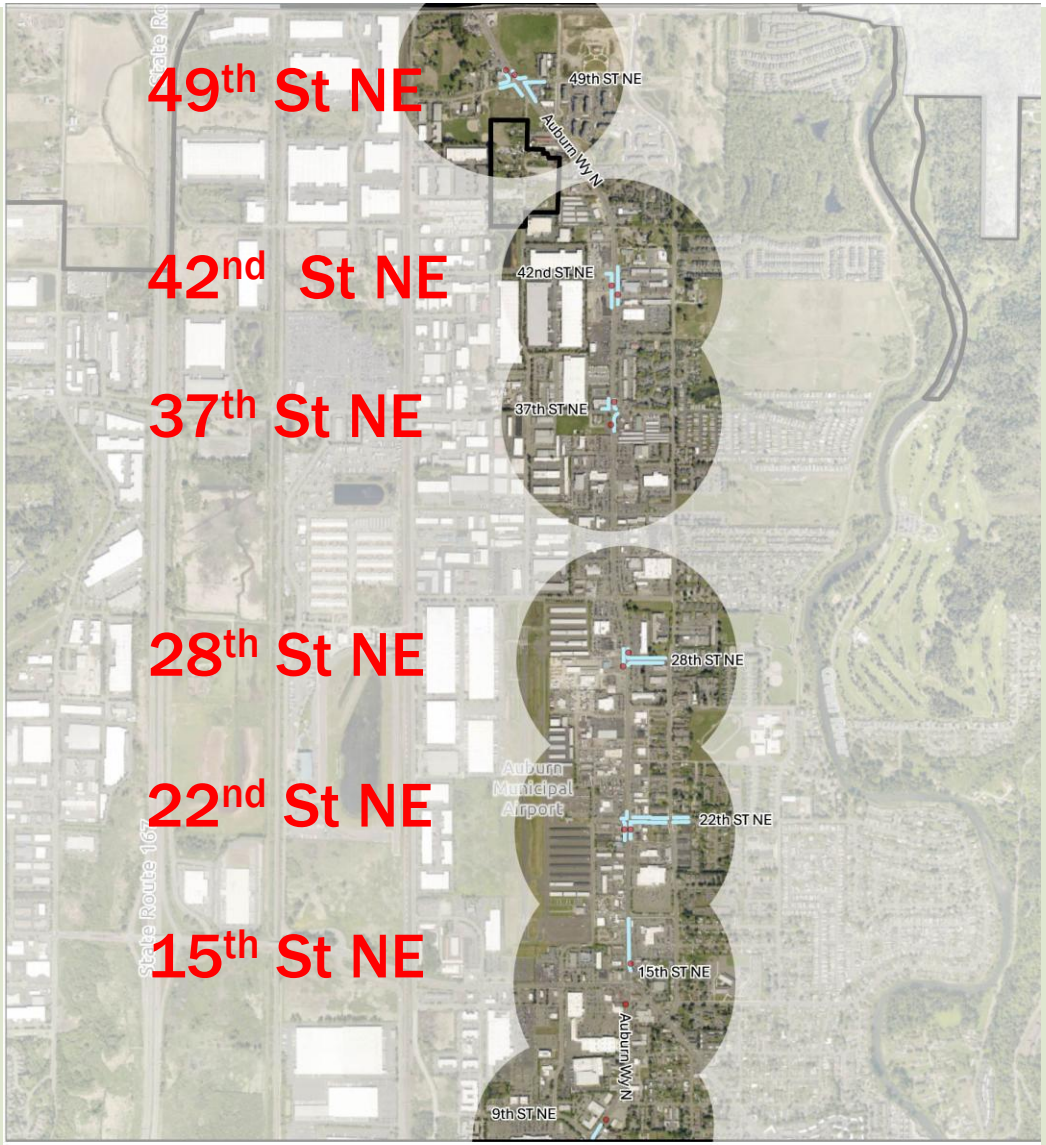
- Designated and Undesignated areas
- Block frontage standards
- Other prominent design features

CITYWIDE DESIGN STANDARDS UPDATE
DESIGNATED AREAS

- Specific intersections are subject to "**Designated**" design standards
  - RapidRide Bus Stops along Auburn Way N

Designated Areas

RapidRide Intersection Map



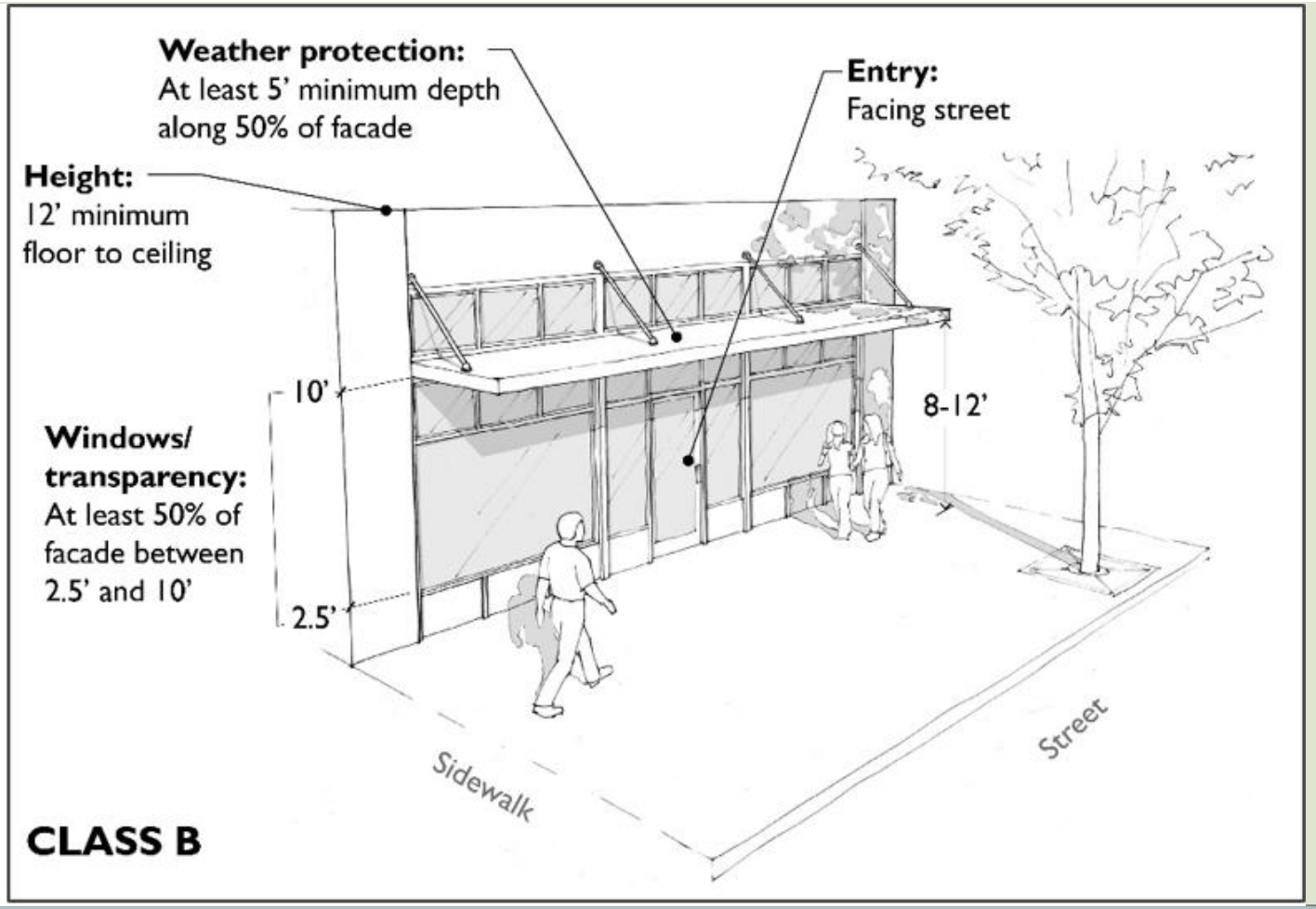
CITYWIDE DESIGN STANDARDS UPDATE

- Designated areas will incorporate "**Block Frontage Standards**" for new development.
  - Enhance pedestrian environment
  - Emphasize ground level design
  - Promote street level aesthetic and pedestrian security

CITYWIDE DESIGN STANDARDS UPDATE

- There are three versions of Block Frontage Standards:
  - Storefront
  - Landscaped
  - Mixed

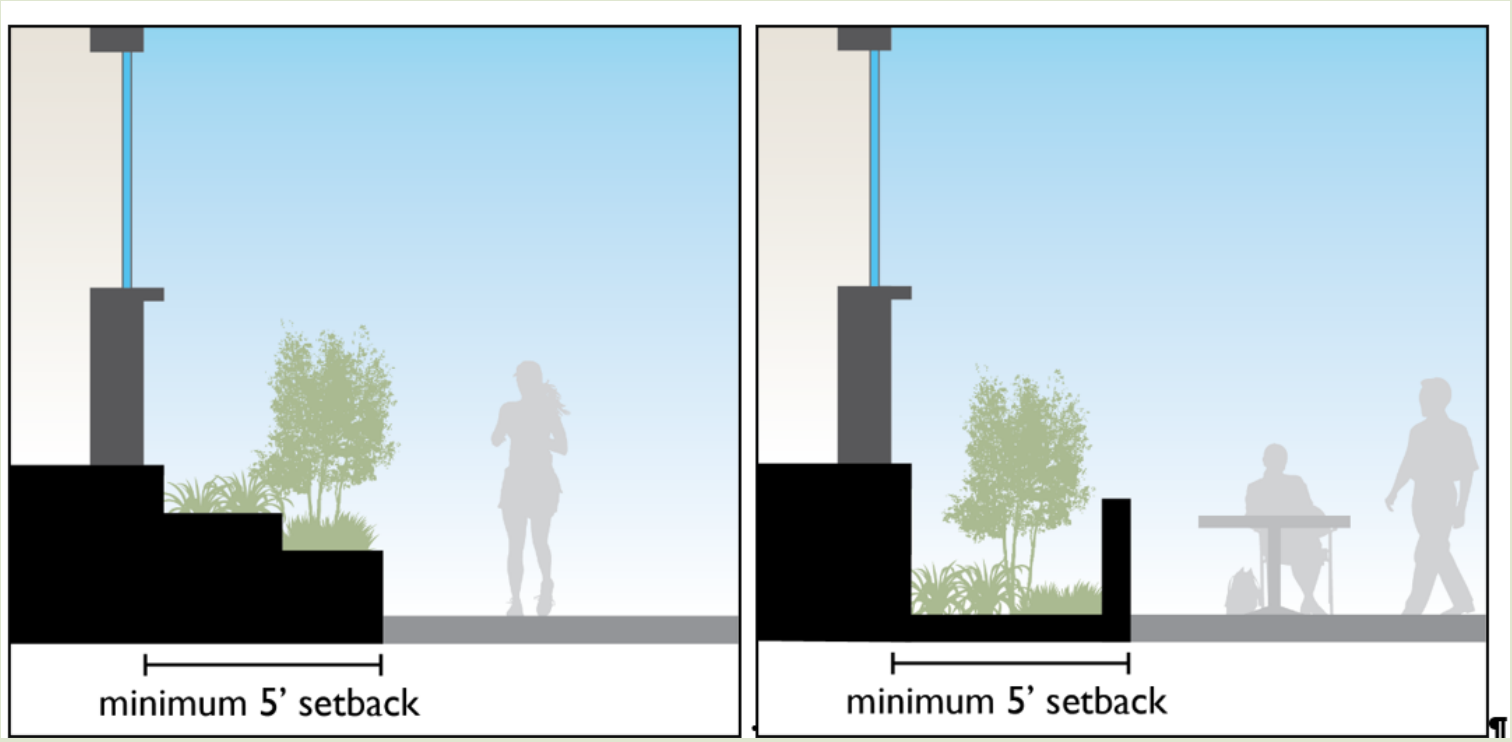
STOREFRONT BLOCK-FRONTAGE



LANDSCAPED BLOCK-FRONTAGE

SETBACKS FOR RESIDENCES

- Minimum setback between ground floor residences and public realm.



SETBACKS FOR RESIDENCES

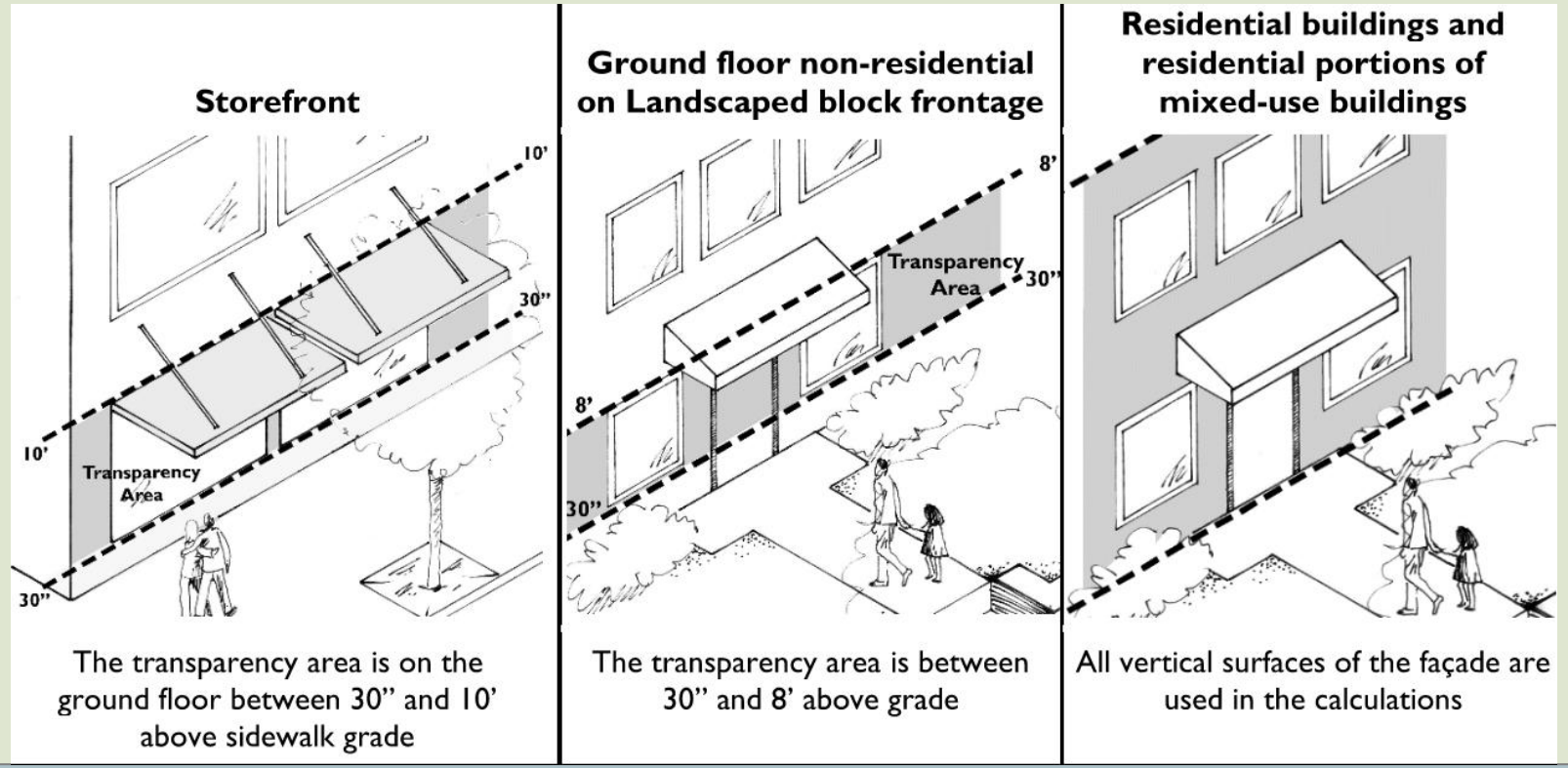
Guidelines and examples of ground-level residential frontages¤

MIXED BLOCK FRONTAGES

- Mixed block frontages provide for flexibility in the design.
- May choose between Storefront or Landscaped or some combination of the two.

TRANSPARENCY STANDARDS

- Block frontage designations contain distinct minimum façade transparency standards.



The transparency area is on the ground floor between 30" and 10' above sidewalk grade

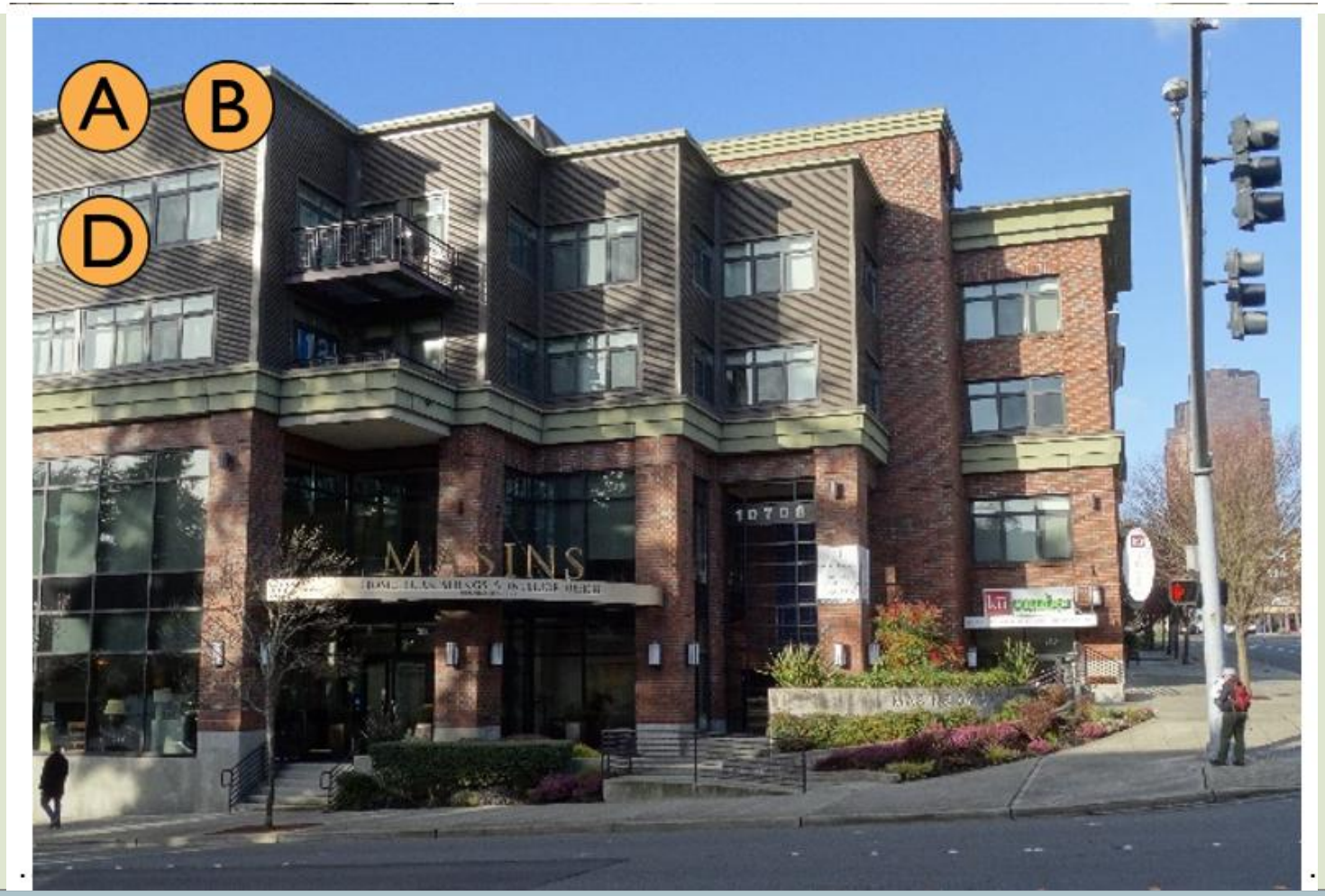
The transparency area is between 30" and 8' above grade

All vertical surfaces of the façade are used in the calculations

CITYWIDE DESIGN STANDARDS UPDATE

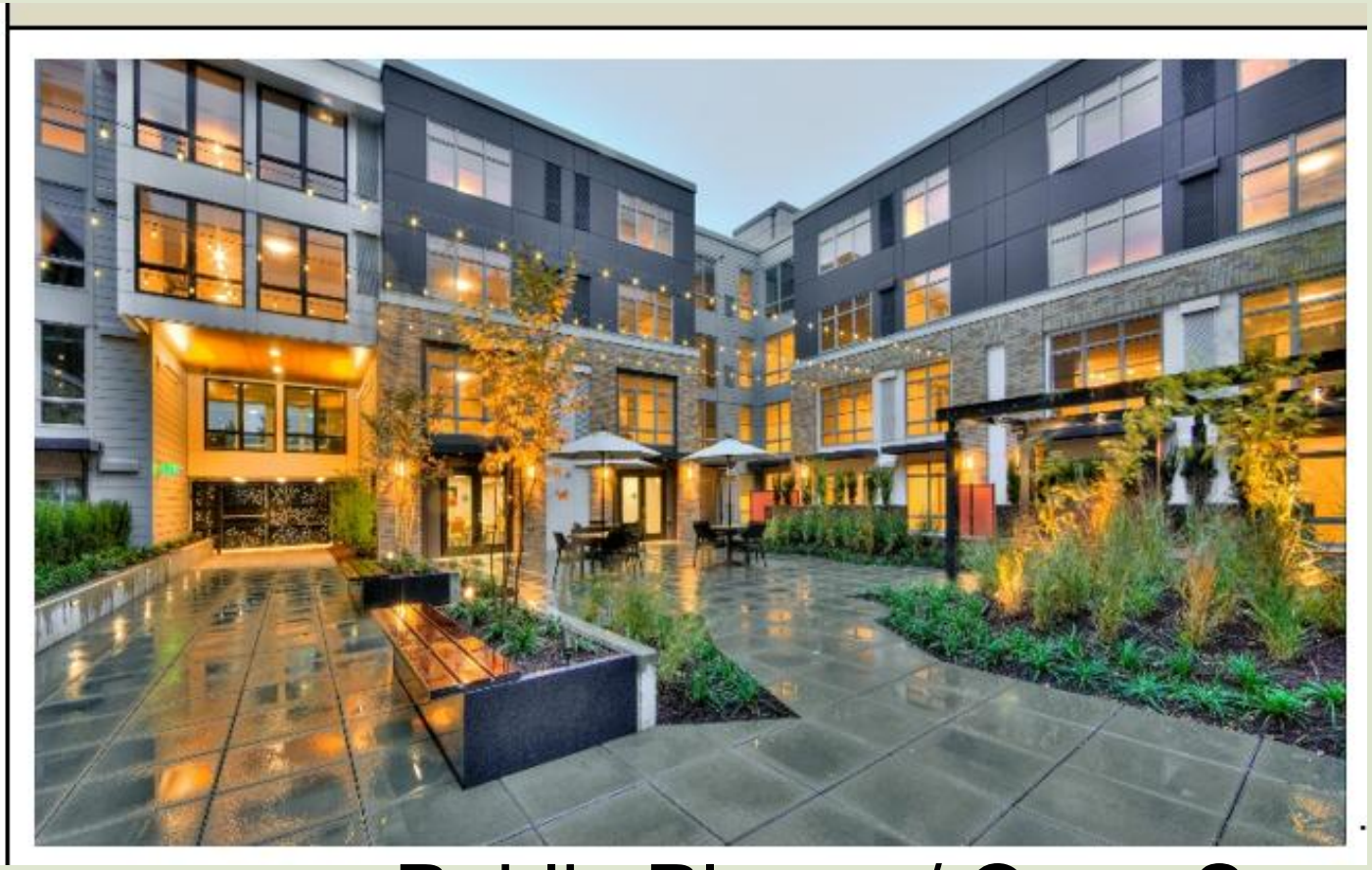
- All other citywide areas are categorized as “Undesignated”.

OTHER PROMINENT DESIGN STANDARDS



Mixed-use street corner standards

OTHER PROMINENT DESIGN STANDARDS



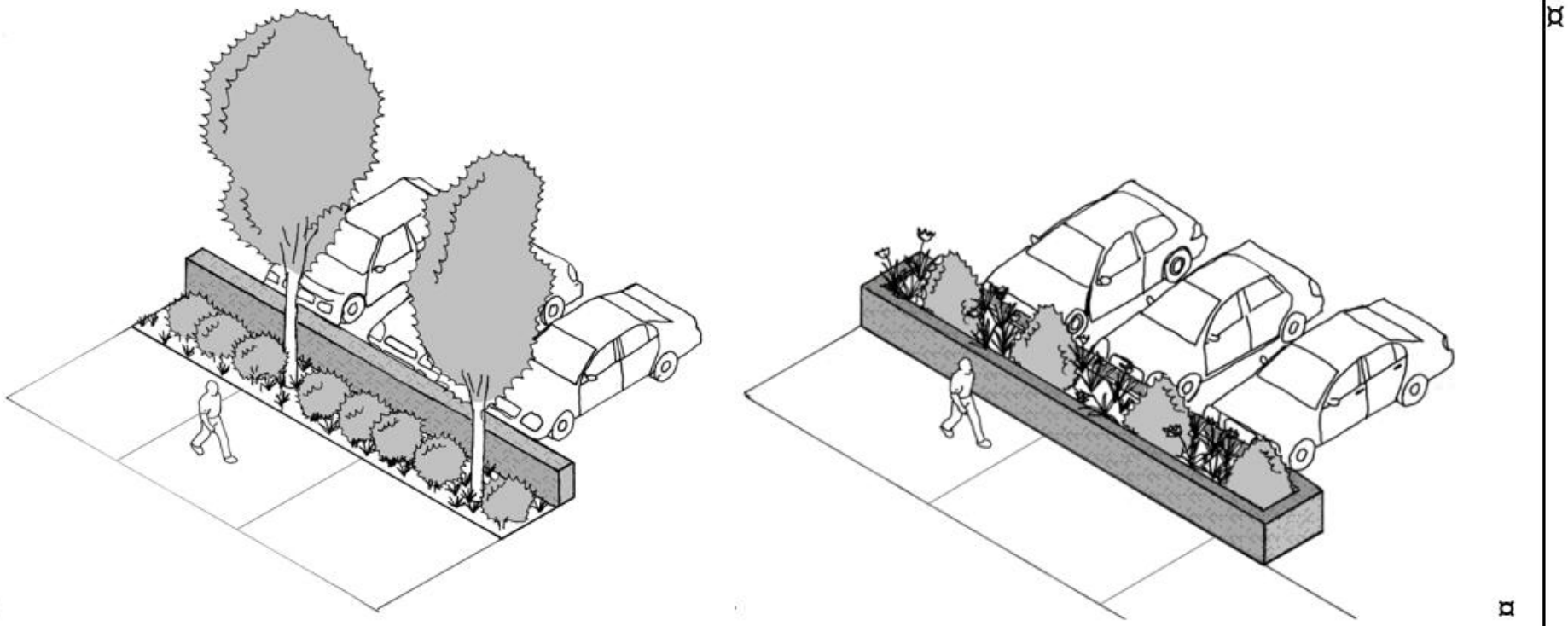
Public Plazas / Open Space

OTHER PROMINENT DESIGN STANDARDS

Building Massing and Articulation

PARKING

Parking lot street buffer examples¤



PLANNING COMMISSION INPUT

- We would like your input regarding our preliminary concepts, to include;
  - Designated RapidRide Intersections
  - Stand-alone Commercial development
  - Impacts to the developer

NEXT STEPS

- Open House for Citywide Design Standards at Auburn Resource Center, Wednesday, February 4th, 4:00 – 6:00 pm
- PC Meeting – March 3, 2026

Thank you!
Any questions?

Department of Community Development

Planning • Building • Development Engineering • Permit Center
Economic Development • Code Enforcement

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AGENDA BILL APPROVAL FORM

Agenda Subject:
BESS Code Update (Clark)
Planning Commission to review the proposed development standards for Battery Energy Storage Systems.

Meeting Date:
February 3, 2026

Department:
Community Development

Attachments:
Memorandum, Attachment 1
Staff Presentation, Attachment 2
ACC 18.31.240 Text Amendment, Attachment 3 Model Ordinance (PSE), Attachment 4
WAC 51-54A-1207

Budget Impact:

Administrative Recommendation:

Background for Motion:

Background Summary:
See attached Memorandum

Councilmember:

Staff: Jason Krum

MEMORANDUM

TO: Judi Roland, Chair, Planning Commission
Bill Stewart, Vice-Chair, Planning Commission
Planning Commission Members

FROM: Gabriel Clark, Planner II
Department of Community Development

DATE: January 14th, 2026

RE: City File No. ZOA24-0004 – City of Auburn Battery Energy Storage Code

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I. INTRODUCTION AND BACKGROUND

Battery Energy Storage Systems, also known as BESS, are systems of rechargeable batteries that moderate the demand for electricity on our grid. During peak usage or extreme weather events, BESS can react quickly, providing electricity. In extreme cases BESS protect sensitive equipment such as transformers, transmission lines, switches and other infrastructure from overload preventing blackouts or long-term service outages.

Figure 1 BESS, Tier I

Figure 2 BESS, Tier II

Figure 3 BESS, Tier III

At the December 2nd, 2025, meeting, staff presented background information which described the purpose of the code updates. At this meeting staff will introduce the land use tables of each zone and the proposed "project permit decision" (Title 14 ACC) applicable to each tier of BESS.

At the January 6th, 2026, meeting, staff presented contextual information to describe how BESS are sized, what the intention of the regulations were, and formalized land use approval pathways for each tier of BESS. Staff also briefed Planning Commission with a memo from Puget Sound Energy advising staff to increase the threshold quantities of each tier to align with existing end-user installations. A primary concern was limiting capacities with the Tier I systems which are permitted in residential zones.

At the February 3rd, 2026, meeting, staff will present the proposed development standards, staff comments received, and notification of any public comments received during the SEPA process.

II. SUMMARY OF KEY CODE CHANGES

Staff is preparing revisions to Title 18 "Zoning," to incorporate these changes.

Given that the City is granted the authority to develop regulatory standards, the proposed code will contain the following standards to supplement the regulatory minimums provided by statute.

Land Use Tables

Revisions to Chapters 18.04 "Deffinitions," 18.07 "Residential Zones," 18.23 "Commercial and Industrial Zones," 18.29 "DUC Downtown Urban Center District," and 18.35 "Special Purpose

Zones" do not change substationally. Changes are limited to expanding "BESS" to "Battery Energy Storage System" in the land use tables where BESS has not been defined.

Supplemental Development Standards
In conjunction with Community Development, Public Works, Valley Regional Fire Authority, and Legal staff members, a set of supplemental standards to regulate the development of BESS throughout the City have been developed. These supplemental standards also include regulations adopted by the State of Washington and the International Code Councils and their amendments.

The structure of the code includes general standards which apply to each of the three Tiers, followed by two sections which offer specific requirements for each tier.

General Standards
General standards include references to citations such as the Washington Administrative Code (WAC) 51-54A-1207, International Building Code (IBC), and the International Fire Code (IFC) 1207 which provides supplemental standards for BESS facilities, fire suppression, secondary containment, and spill neutralization. These three codebooks provide the foundation for the City's regulations, as such adopting the WAC, IBC, and IFC by reference allows the City to incorporate standards of the best available science without needing to perform a code cycle update.

This subsection also places general restrictions on BESS. These restrictions inclde prohibiting the construction or siting of BESS within critical areas and the floodplain. According to the United States Department of Transportation, lithium batteries have been classified as a hazardous substance. Per our floodplain development code, Chapter 15.68 ACC, hazardous materials and substances are prohibited from being located within the floodplain.

Additionally, Chapter 16.10 ACC prohibits development within the City's regulated critical areas and its buffers. As a result, BESS will be subject to the standard buffer widths aplicable to each critical area.

BESS facilities that are below the threshold quantities table identified in WAC 51-54A-1207 would be exempt from portions of the chapter.

The next three sections will provide context for the three tiers of BESS; Tier I, Tier II, and Tier III.

BESS, Tier I
BESS, Tier I is intended to serve residential and small commercial customers due to the restricted energy storage capacity of 100 kWh. These systems are required to be installed in one of the four prescribed locations specified by WAC 51-54A-1207. If located on the exterior of a structure, then some amount of screening would be required. This could include a fence or located behind the front façade of the structure.

It should be noted that when the energy storage capacity of BESS, Tier I surpasses the thresholds set by the threshold quantity table of WAC 51-54A-1207, the applicant would be required to submit commissioning plans, construction documents, hazard mitigation analyses, as well as meet additional requirements of the WAC.

BESS, Tier II and Tier III
BESS, Tier II is intended to serve moderate intensity residential and commercial customers as the threshold is designated at 4 MWh. The structure of this section incorporates language from Title 18 "Zoning" ACC, the model ordinance, and the WAC.

Similarly, BESS, Tier III systems are systems with energy storage capacities beyond 4 MWhs and are intended to serve micro and regional grids. Tier III systems follow the same list of requirements to Tier II systems.

At this capacity, large-scale fire testing, vegetation control, secondary containment, access, hydrant spacing, and financial securities are required.

System testing, location, fencing, and vegetation controls are standards contained in the WAC, IFC, or IBC standards.

Staff has worked with the Valley Regional Fire Authority to determine the minimum applicable standards for emergency vehicle access and availability of hydrants. Included in the proposed code are two standards (1) access and (2) hydrant spacing.

Valley Regional Fire Authority had significant concerns regarding access to the site, especially if the site is served by a dead-end road. If a fire were to break out, a secondary access point would provide a safe alternative to approach the site and avoid any additional exposure to the smoke.

If a BESS facility is proposed in an area where hydrants do not meet the minimum commercial hydrant spacing requirements contained within the City of Auburn Engineering Design Standards, the applicant is required to install hydrants to the minimum specification.

Since BESS, Tier II and Tier III are larger systems intended to support moderate to large commercial/residential projects and the grids, staff determined the applicant of such system shall provide a financial security or bond equal to 125% of the estimated costs associated to decommissioning. The decommissioning security will aid to protect the interests of the City and the applicant in the event of failure or abandonment.

The financial security will operate in a similar manner to a mitigation or landscape bond. When the BESS facility is decommissioned in accordance with the approved decommissioning plan the city may release the bond back to the owner of the facility. In the event the facility is abandoned or ceases to operate consistenly, the City reserves the right enter the facility to decommission the facility and utilize the available bond to cover the costs associated with the site.

The site may be in operation for a number of decades resulting the need for language where the financial security can be renewed on a regular basis to ensure the security maintains its position with rising costs due to inflation. Staff are refining the language to ensure the requirement is clear.

III. STAFF COMMENTS

Staff has colleced the first round of comments from Public Works department, Valley Regional Fire Authority, Legal Departlent, Building Division, and Development Engineering Divisions of the City.

To summarize the comments:

1. Public Works has concerns over the existence of critical areas on sites where a BESS facility may be sited and whether the City has the authority to have additional restrictions for these sites.

    a. Staff response: BESS and their impacts on critical areas are a concern of the City. Development of a site which contains critical areas shall conform to the minimum local, federal, and state requirements. Within the City of Auburn Title 16 "Environment" of the Auburn City Code provides explicit restrictions on the development of critical areas. For projects that do have temporary or permanent impacts, ACC 16.10.100 provides standards for alteration or development of critical areas which requires mitigation strategies, monitoring, and implements replacement/enhancement ratios. BESS shall meet the standard buffer width required by the applicable critical area.

    To reduce risk, the City proposes to incorporate a financial security component which will provide the property owner or City with a direct source of funds to decommission and restor the site to prior conditions when the BESS was planned.

    This financial security will be a required component of the decommissioning plan.

2. Public Works had a concern with the language pertaining to noise. Public Works Staff pointed to Chapter 8.28 ACC "Noise" which contains what are considered public disturbances.

    a. Staff response: Planning will incorporate by reference Chapter 8.28 ACC "Noise" into the proposed code.

3. Public Works and Development Engineering provided recommendations for updated language pertaining to secondary containment for Tier II and Tier III systems.

    a. Staff response: Planning staff will update the language to include requirements for BESS facilities to meet the minimum standards of City standards, International Fire Code (IFC) and NPDES requirements.

4. Public Works Staff provided comments for the required decommissioning bond.

    a. Staff response: The applicant and/or owner of the BESS project will be required by code to obtain a financial security and will not be released until the criteria of the decommissioning bond have been satisfied. The exact bond and duration of the bond is still under review. Staff is working with the City's Legal department to identify what type of security is the most risk adverse.

5. Valley Regional Fire Authority (VRFA) provided comments regarding secondary emergency vehicle access (EVA) and hydrant spacing.

    a. Staff response: staff has incorporated VRFAs comments to include a secondary EVA route and compliance with the City of Auburn Engineering Design Standards for commercial hydrant spacting for sites that do not meet these standards.

IV. SEPA

A DNS has been distributed to agencies and parties of record for comment. In accordance to WAC 197-11-340 the City will not act on the proposal for a period of 14 days. The comment period began on January 28th and is set to expire at 5:00 PM February 11th 2026.

Staff will provide comments received from agencies and the public at the February 3rd Meeting.

V. TEXT AMENDMENT

Draft text amendments are shown by strikeout/underline and are attached to this memo as Attachment 2.

VI. STAFF REQUEST

Staff requests Planning Commission to review the items listed in the memo and corresponding attachments.

VII. ATTACHMENTS

(1) Staff Presentation
(2) ACC 18.31.240 Text Amendment
(3) Model Ordinance (PSE)
(4) WAC 51-54A-1207

VIII. GLOSSARY OF KEY TERMS

(1) Battery Energy Storage System (BESS)

A system of rechargeable batteries that stores electricity for later use. BESS improves

grid stability, captures excess renewable energy, and provides backup power for homes, businesses, and essential facilities.

(2) Buffer or Buffer Area, Critical Area

Means a naturally vegetated, undisturbed, enhanced or revegetated zone surrounding a critical area that protects the critical area from adverse impacts to its integrity and value, and is an integral part of the resource's ecosystem.

(3) Critical Areas or Environmentally Sensitive Areas

Means areas that possess important natural functions and embody a variety of important natural and community values. Such areas include wetlands, streams, fish and wildlife habitat, geologically hazardous areas, aquifer recharge areas, and flood hazard areas. If not conducted properly, development or alteration of such areas may cause significant impacts to the valuable functions and values of these areas and/or may generate risks to the public health and general welfare, and/or to public and private property.

(4) Floodplain or Flood Prone Area

Means any land area susceptible to being inundated by water from any source.

(5) International Building Code (IBC)

Guidelines and requirements for the design, construction, and maintenance of buildings. Aiming to protect the health, safety, and well-being of the occupants and the surrounding community.

(6) International Fire Code (IFC)

A set of regulations designed to safeguard life and property from fire and explosion hazards. It covers various topics including emergency planning, fire department access, automatic sprinkler systems, fire alarm systems, and the storage and use of hazardous materials.

(7) Kilowatt Hour (kWh)

A unit of energy that represents the amount of electricity generated or consumed over a period of one hour. One kilowatt hour is the energy equivalent to using a 1,000-watt microwave for 1 hour. This is a smaller unit of measurement and is most found on your monthly electrical bill. The average household in the US consumes 30 kWh per day.

(8) National Fire Protection Association

A nonprofit organization dedicated to eliminating death, injury, property damage, and economic loss due to fire, electrical, and related hazards.

(9) Megawatt Hour (MWh)

A unit of energy that represents the amount of electricity generated or consumed over a period of one hour. One Megawatt hour is equal to 1,000 kilowatt hours. The same 1,000-watt microwave could operate for 1 thousand hours or approximately 300 to 1,000 homes for one hour.

(10) Special Flood Hazard Area (SFHA)

Means the land subject to inundation by the base flood. Special flood hazard areas are designated on Flood Insurance Rate Maps with the letters "A" or "V" including "AE

(Floodway),” “AO,” “AH,” “A1-99”, and “VE.” The special flood hazard area is also referred to as the area of special flood hazard or SFHA.

(11) Stored Energy Capacity

The total capacity of a BESS in either kilowatt hours or megawatt hours.

(12) Supplemental Development Standards (ACC 18.31)

Citywide development requirements that apply across multiple zones, including screening, siting, landscaping, and safety standards applicable to BESS installations.

(13) WAC 51-54A-1207

Washington State’s adopted safety standards for electrical energy storage systems. Including fire protection, hazard mitigation, separation distances, and commissioning requirements.

PLANNING COMMISSION

ENERGY STORAGE SYSTEM CODE UPDATE

PRESENTED BY
GABRIEL CLARK, PLANNER II
FEBRUARY 3RD, 2026

Department of Community Development

Planning • Building • Development Engineering • Permit Center
Economic Development • Code Enforcement

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OBJECTIVE

- Describe the proposed development standards
- Take feedback on proposed development standards

REFERENCE BOOKS AND STANDARDS

- WAC 51-54A-1207 (incorporates International Building Codes (IBC))
- International Fire Code (IFC) 1207
- City of Auburn Engineering Design Standards
- National Pollutant Discharge Elimination System (NPDES)

STRUCTURE OF SUPPLEMENTAL STANDARDS

- General – includes references and standards applicable to all BESS
- Tiers – describes requirements for each tier

GENERAL STANDARDS

- Minimum requirements specified by the referenced code books
- Noise generated from a BESS facility shall remain below adopted thresholds
- BESS and equipment shall be UL 9540 certified

GENERAL STANDARDS

- Restricted from the Floodplain and Special Flood Hazard Area
- Critical Area buffer widths
- Required documentation when triggered by WAC 51-54A-1207

GENERAL STANDARDS

- City of Auburn GIS
- City of Auburn Critical Areas Code (Chapter 16.10 ACC)

BESS, TIER I STANDARDS

- Restricted to 100 kWh in capacity
- Permitted installation locations
- Minimum screening requirements

BESS, TIER II AND TIER III STANDARDS

- BESS, Tier II capacity threshold of 4 MWh
- BESS, Tier III capacities above 4 MWh
- Vegetation control, secondary containment, access, hydrant spacing, application documents, and financial securities

PROPOSED TIMELINE

FEB

- Planning Commission Meeting

MAR

- Planned Public Hearing

APR

- Planned Council Study Session and Action

QUESTIONS?

Department of Community Development

Planning • Building • Development Engineering • Permit Center
Economic Development • Code Enforcement

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Chapter 18.31

SUPPLEMENTAL DEVELOPMENT STANDARDS

Sections:

18.31.240 Battery energy storage systems (BESS)

A. *Purpose.* The requirements contained in this section are intended to capture the minimum requirements set by International Code Councils, National Laboratories, and State Law. This section contains general and specific standards applicable to all BESS, and specific standards for each tier of BESS.

B. *General Standards.*

1. Adoption by reference. WAC 51-54A-1207 including any amendments thereto, are adopted by reference as if fully set forth in addition to IBC, IFC, and NFPA.

2. Setbacks. BESS shall comply with the minimum setback requirements of the underlying zoning district.

3. Noise. Average operational noises heard at the property line to adjacent land uses shall be subject to Chapter 8.28 ACC and be limited to;

a. Residential: 60 decibels.

b. Commercial: 65 decibels.

c. Industrial: 70 decibels.

4. Safety. BESS and equipment shall be UL 9540 rated.

5. Floodplain. BESS facilities shall be prohibited from being installed within the floodplain and special flood hazard area regulated by Chapter 15.68 ACC.

6. Critical Areas. In areas which contain regulated critical areas defined in Chapter 16.10 ACC, BESS shall be subject to the standard buffer widths, applicable to each critical area.

7. Supplemental Information Required for Applications. BESS installations that surpass the energy storage capacities identified in the Threshold Quantities Table of WAC 51-54A-1207 the permit application shall contain the following information:

a. Construction Documents. The applicant shall include all information specified in WAC 51-54A-1207.

b. Commissioning Plan. The applicant shall submit a commissioning plan consistent with the requirements of WAC 51-54A-1207.

c. Decommissioning Plan. The applicant shall submit a decommissioning plan consistent with the requirements of WAC 51-54A-1207.

d. Hazard Mitigation Analysis. The applicant shall submit a hazard mitigation analysis consistent with the requirements of WAC 51-54A-1207.

C. *BESS, Tier I.*

1. Capacity Threshold. BESS, Tier I shall be limited to 100 kWh of total system capacity.

2. Location. BESS, Tier I may be installed only in the following locations and size limitations specified in WAC 51-54A-1207:

a. Within utility closets, basements, and storage or utility spaces.

b. In attached or detached garages and detached accessory structures.

c. On exterior walls.

d. Outdoors on the ground.

3. Screening. If installed exterior to the structure, BESS, Tier I shall be screened from the public right-of-way and located behind the extent of the front façade of the primary structure on the property.

D. BESS, Tier II and BESS, Tier III

1. Capacity Threshold. BESS, Tier II shall not exceed a total energy capacity of 4 MWh. BESS Tier, III includes systems with a total energy capacity beyond 4 MWhs.

2. System Testing. Large-scale fire testing shall be conducted on a representative BESS in accordance with UL 9540A by the methods contained in WAC 51-54A-1207.

3. Location. If located within rooms, areas, or walk in structures, capacities shall not exceed the maximum allowable quantities contained in WAC 51-54A-1207.

4. Fencing. BESS that do not occur within an enclosed principle structure shall be fenced with a self-locking gate in accordance to IFC 1207. Fencing shall comply with ACC 18.31.020 applicable to the zone which the site is located.

5. Vegetation Control. Areas within 10 feet on each site of outdoor ESS shall be cleared of combustible vegetation and other combustible growth per IFC 1207.

6. Secondary Containment and Spill Neutralization. Secondary containment facilities shall meet the applicable standards contained in the current National Pollutant Discharge Elimination System (NPDES) and the City of Auburn Engineering Design Standards and as amended. Secondary spill containment and neutralization shall comply with IFC 1207.6 and as amended.

7. Access. Where access to a tier II Facility is provided from a street that would otherwise function as a dead-end, a minimum of one secondary emergency vehicle access EVA rout shall be provided to allow alternate emergency repose access and staging.

The secondary emergency vehicle access shall be designed and constructed in accordance with the City of Auburn Engineering Design Standards and applicable fire code requirements and shall provide a continuous, unobstructed route suitable for emergency vehicle operations.

8. Hydrant Spacing. Hydrant spacing shall meet the minimum requirements for commercial structures in the City of Auburn Engineering Design Standards and as amended.

9. Decommissioning Bond. The permit applications shall contain the information cited by ACC 18.31.240(B)(7) including:

a. Decommissioning Bond. The owner and/or operator of the BESS facility shall maintain a bond payable to the City of Auburn, in the amount of ***125%*** of the estimated costs associated to decommissioning activities specified by the decommissioning plan. The bond shall remain active and be renewed every five years for the period of the life of the facility or until all requirements of the decommissioning plan have been satisfied.

i. Abandonment. BESS shall be considered abandoned when it ceases to operate consistently or when permits issued for the facility have been suspended or revoked. If the owner and/or operator fails to comply with decommissioning upon any abandonment, the City of Auburn may, at its discretion, enter the property and utilize the

available bond and/or security for the removal of the facility and restore the site in accordance with the approved decommissioning plan.

10. Administrative Use. In respect to the land use decision required by the applicable zoning district, by authorization of an administrative use permit, the planning director or designee, may attach thereto conditions regarding the location, character, and other features of the proposed structure or use as they may deem necessary to carry out the intent and purpose of this title and in the public interest.

11. Conditional Use. In respect to the land use decision required by the applicable zoning district, by authorization of a conditional use permit, the hearing examiner may attach thereto such conditions regarding the location, character, and other features of the proposed structure or use as they may deem necessary to carry out the intent and purpose of this title and in the public interest.

CITY OF _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER X.X OF THE CITY LAND USE CODE TO DEFINE AND REGULATE BATTERY ENERGY STORAGE SYSTEMS.

WHEREAS, the State Legislature has enacted the Washington Clean Energy Transformation Act to initiate a transition to a clean energy economy, including specific goals for the reduction of greenhouse gas emissions;

WHEREAS, the Washington Clean Energy Transformation Act requires that electric utilities generate 100% non-emitting power by 2045;

WHEREAS, the transition to clean energy generation resources increases our collective reliance on renewable and variable energy sources;

WHEREAS, renewable energy resources, and particularly solar and wind energy, reduce the climate change impacts of electrical generation, but the availability of these resources cannot be controlled;

WHEREAS, battery energy storage facilities smooth out energy supply, ensuring a consistent flow to the grid during periods of fluctuating supply and demand;

WHEREAS, with all infrastructure, safety is a paramount concern when siting BESS facilities and, for those reasons, nationally recognized certification and testing laboratories, such as Underwriters Laboratories ("UL"),the National Fire Protection Association ("NFPA"), the American National Standards Institute ("ANSI"), and the Institute of Electrical and Electronic Engineers ("IEEE"), have developed safety standards for testing, installation, and operation of BESS facilities;

WHEREAS, with all clean energy resources, technologies may also change over time, and for that reason local regulations should build in flexibility to ensure safety and performance standards are complied with over time;

WHEREAS, battery energy storage systems do not result in land use impacts that are greater than those already contemplated for other uses in the local land use codes including "utility" uses that classify electric transmission infrastructure such as the substations to which many standalone BESS are connected;

WHEREAS, the potential impacts of a battery energy storage system may be mitigated through the implementation of siting and development standards, consistent with how local codes already regulate other land uses, and can rely on the robust section of building code regulations that directly addresses and imposes adequate standards to resolve those concerns. International Fire Code Section 1207 adopted by Washington Legislature in WAC 51-54A-1207 is one such example of building code developed with input from technical experts, and represents state of the art regulatory control over the evolving technology;

WHEREAS, most modern BESS facilities are developed according to strict safety certification standards, including but not limited to UL 9450, and NFPA 70, and that compliance with these standards and certifications will adequately address the risks of battery technology through site and component design by addressing key components of facility design such as ventilation, fire detection, fire suppression, impact protection, and seismic and structural design;

WHEREAS, beyond the technical aspects of BESS installation and design, these building codes implement operational processes for the commissioning, maintenance, and decommissioning for BESS facilities;

WHEREAS, These processes require hazard mitigation plans, designate fire mitigation personnel, implement testing and maintenance processes, and verify that BESS installations are installed and operated according to approved plans and specifications;

WHEREAS, the building code also establishes minimum setback and development standards, ensuring that compliance with even the minimum standard still sets a high bar for safety, while allowing jurisdictions to implement additional development standards on an as-needed basis tailored to individual requirements;

WHEREAS, having evaluated those standards, the City/County has confirmed that compliance with governing regulations prepared by state agencies with expert input are adequate to address regulatory concerns over the potential impact issues of concern;

WHEREAS, the County/City intends to require compliance with these constantly evolving, state-of the art standards and does not intend to duplicate or add potentially inconsistent regulations.

NOW, THEREFORE, BE IT ORDAINED:

SECTION 1. Chapter X of the City Land Use Code is hereby amended to include add the following definitions:

A. Battery energy storage system: A facility designed and constructed for the purpose of storing and deploying electrical energy. Battery energy storage system uses may include associated electrical equipment including, but not limited to, generation interconnection lines (“gen-tie lines”), transformers, and cooling equipment as facility components.

B. Consumer scale battery energy storage systems. A facility designed and constructed for the purpose of storing electrical energy primarily for use upon the site which the facility occurs and as an accessory to a principle residential or commercial use, using battery technology and equipment.

C. Nationally recognized testing laboratory: An independent, nationally recognized association that researches and tests batteries and electrical components used in a battery energy storage system and provides a certification where proper use of the technology is safe.

D. Nationally recognized safety standard: A set of criteria or certifications that ensure the safety, quality, and reliability of a product or installation. These standards define specific requirements related to

design, manufacturing, performance, and usage. When a product or installation adheres to these standards, it demonstrates that it meets widely accepted safety benchmarks.

SECTION 2. A new Section X.X is added to the City Land Use Code is hereby added to read as follows:

A. Permits Required. A building permit and electrical permit shall be required for installation of all battery energy storage systems.

B. Fencing. Battery Energy Storage Systems that do not occur within an enclosed principle structure shall be fenced with a self-locking gate. Fence heights in excess of generally prescribed standards shall not apply if an increased fence height is required to adequately secure or obscure the facility.

C. Screening. Where screening requirements are established for a zone or based on proximity to an adjacent land use, Battery Energy Storage Systems shall be screened using the same methods and thresholds established for screening electrical substations.

D. Vegetation clearing. Areas within 10 feet of a battery energy storage system shall be cleared of vegetation and trees, including any overhanging limbs, or as prescribed by nationally recognized safety standards, whichever is greater.

E. Secondary Containment. Secondary spill containment and neutralization shall comply with IFC 1207.6.2, or other equivalent safety standard.

F. Height. Battery Energy Storage Systems shall comply with the building height limitations of the underlying zoning district for principle structures, except that aboveground generation interconnect ("gen-tie") lines shall be subject to the height standards for utility poles.

G. Setbacks. Battery energy storage systems shall comply with the setback requirements of the underlying zoning district for principle structures or any setbacks established in applicable nationally recognized safety standards, whichever is greater.

H. Lighting. Lighting of the battery energy storage systems shall be limited to that minimally required for safety and operational purposes and shall be shielded to prevent spillage to abutting properties.

I. Fire detection system. A fire detection system shall be designed and installed as required by WAC 51-54A-1207.5.4 and in accordance with NFPA 72, or other equivalent nationally recognized safety standard, where applicable.

J. Limits on sound levels. Operational phase exterior sound level limits are based on the Leq during the measurement interval, using a minimum measurement interval of one minute for a constant sound source, or a one-hour measurement for a non-continuous sound source, as measured from any property line of the lot the battery energy storage facility is located on.

1. For sound sources located within the [City or County], the exterior sound level limits as measured at the property line are as shown in the Table below:

K.	L. Zone classification of receiving land use

	M. Residential (dB(A)) (Leq)	N. Commercial (dB(A)) (Leq)	O. Industrial (dB(A)) (Leq)
P. Sound levels generated by Battery Energy Storage Systems	Q. 60	R. 65	S. 70

T. Safety.

1. Battery energy storage systems and equipment shall be listed by a Nationally Recognized Testing Laboratory to UL 9540 or an equivalent nationally recognized safety standard, with subcomponents meeting each of the following standards as applicable:

    a. Certified under the applicable electrical, building, and fire prevention codes as required by nationally recognized safety standards.

    b. Alternatively, field evaluation by a testing laboratory for compliance with UL 9540 (or other applicable nationally recognized safety standard) and applicable codes, regulations and safety standards may be used to meet system certification requirements.

2. Site Access. Site access points shall be maintained at all times, including reasonably timely snow removal if applicable, to ensure facility components are accessible by emergency personnel.

3. Battery energy storage systems, components, and associated ancillary equipment shall have required working space clearances, and electrical circuitry shall be within weatherproof enclosures marked with the environmental rating suitable for the type of exposure in compliance with nationally recognized safety standards. Battery energy storage systems shall be maintained in good working order and in accordance with industry standards.

U. Hearing Examiner Decision Criteria and Conditions

1. Where not a permitted use, the hearing examiner may approve or approve with conditions, a conditional use permit for a battery energy storage system when the proposal complies with the applicable requirements of chapters [conditional use permit criteria section] and this chapter. The hearing examiner may also consider whether the proposal is consistent with the following factors:

    a. The design, use, and operation of the battery energy facility complies with applicable guidelines, rules, regulations or statutes adopted by state law, or any agency or jurisdiction with authority;

    b. The conditional use will not be materially detrimental to uses or property in the immediate vicinity of the subject property;

    c. The proposal is consistent with the objectives and policies of the [natural environment, or equivalent] chapter of the Comprehensive Plan;

V. Additional Permit Submittal Requirements. In addition to other building permit submittal requirements, a building permit application for a battery energy storage system shall contain the following information:

1. Construction Documents. In addition to the other construction document submittal requirements of [plan submittal format code section], the applicant shall include in the permit application all information specified by WAC 51-54A-1207.1.3.

2. Commissioning Plan. The applicant shall submit a commissioning plan containing the information specified by WAC 51-54A-1207.2.1 to be referenced during commissioning, decommissioning, and/or abandonment activities associated with a battery energy storage system.:

    a. Decommissioning Bond. The owner and/or operator of the energy storage system, shall continuously maintain a fund or bond payable to the [jurisdiction], in a form approved by the [jurisdiction] for the removal of the battery energy storage system, in an amount sufficient to fund required decommissioning activities specified by the decommissioning plan, for the period of the life of the facility or until all requirements of the decommissioning plan have been satisfied. This fund may consist of a letter of credit from a Washington State licensed financial institution. All costs of the financial security shall be borne by the applicant.

3. The battery energy storage system shall be considered abandoned when it ceases to operate consistently or when permits issued for the facility have been suspended or revoked for [duration]. If the owner and/or operator fails to comply with decommissioning upon any abandonment, the [jurisdiction] may, at its discretion, enter the property and utilize the available bond and/or security for the removal of a battery energy storage system and restoration of the site in accordance with the decommissioning plan.

SECTION 3. Table X.X of the City Land Use Code is hereby amended to read as follows:

Land Use	Zone classification					
	Rural	Resource	Industrial	Commercial	Residential	All Other Zones
Battery Energy Storage System						
Consumer Scale Battery Energy Storage System						

P = Permitted; C = Conditional Use Permit; # = Refer to note

1. Battery energy storage systems are permitted in all zones as an accessory use to a utility facility, solar energy facility, wind energy facility, and electrical substation.

2. Permitted only as an accessory use.

WAC 51-54A-1207 Electrical energy storage systems.

1207.1 General. The provisions in this section are applicable to stationary and mobile electrical energy storage systems (ESS).

EXCEPTION: ESS in Group R-3 and R-4 occupancies not exceeding thresholds in Section 1207.11.4 shall comply with Section 1207.11 through 1207.11.9.

1207.1.1 Scope. ESS having capacities exceeding the values shown in Table 1207.1.1 shall comply with this section.

TABLE 1207.1.1
Energy Storage System (ESS) Threshold Quantities

Technology	Energy Capacity[a]
Capacitor ESS	3 kWh
Flow batteries[b]	20 kWh
Lead-acid batteries, all types	70 kWh[c]
Lithium-ion batteries	20 kWh
Sodium nickel chloride batteries	70 kWh
Nickel-cadmium batteries (Ni-Cd), Nickel Metal Hydride (Ni-MH), and Nickel Zinc (Ni-Zn) batteries	70 kWh
Nonelectrochemical ESS[d]	70 kWh
Other battery technologies	10 kWh
Other electrochemical ESS technologies	3 kWh
Zinc manganese dioxide batteries (Zn-MnO2)	70 kWh

For SI: 1 kilowatt-hour = 3.6 megajoules.

[a] Energy capacity is the total energy capable of being stored (nameplate rating), not the usable energy rating. For units rated in amp-hours, kWh shall equal rated voltage times amp-hour rating divided by 1,000.

[b] Shall include vanadium, zinc-bromine, polysulfide-bromide and other flowing electrolyte-type technologies.

[c] Fifty gallons of lead-acid battery electrolyte shall be considered equivalent to 70 kWh.

[d] Covers nonelectrochemical technologies such as flywheel and thermal ESS.

1207.1.1.1 Utilities and industrial applications. This section shall not apply to capacitors and capacitor equipment for electric utilities and industrial facilities used in applications such as flexible ac transmission (FACTS) devices, filter capacitor banks, power factor correction, and standalone capacitor banks for voltage correction and stabilization.

1207.1.1.2 Mobile ESS. Mobile ESS deployed at an electric utility substation or generation facility for 90 days or less shall not add to the threshold values in Table 1207.1.1 for the stationary ESS installation if both of the following conditions apply:

1. The mobile ESS complies with Section 1207.10.
2. The mobile ESS is only being used during periods in which the facility's stationary ESS is being tested, repaired, retrofitted, or replaced.

1207.1.3 Construction documents. The following information shall be provided with the permit application:

1. Location and layout diagram of the room or area in which the ESS is to be installed.
2. Details on the hourly fire-resistance ratings of assemblies enclosing the ESS.
3. The quantities and types of ESS to be installed.

4. Manufacturer's specifications, ratings, and documentation of the listings of each ESS and associated equipment.

5. Description of energy (battery) management systems and their operation.

6. Location and content of required signage.

7. Details on fire suppression, smoke or fire detection, thermal management, ventilation, exhaust, and deflagration venting systems, if provided.

8. Support arrangement associated with the installation, including any required seismic restraint.

9. A commissioning plan complying with Section 1207.2.1.

10. A decommissioning plan complying with Section 1207.2.3.

11. A fire safety and evacuation plan in accordance with Section 404.

1207.1.3.1 Utilities applicability. Plans and specifications associated with ESS owned and operated by electric utilities as a component of the electric grid that are considered critical infrastructure documents in accordance with the provisions of the North American Electric Reliability Corporation and other applicable governmental laws and regulations shall be made available to the fire code official for viewing based on the requirements of the applicable governmental laws and regulations.

1207.1.4 Hazard mitigation analysis. Failure modes and effects analysis (FMEA) or other *approved* hazard mitigation analysis shall be provided in accordance with Section 104.8.2 under any of the following conditions:

1. Where ESS technologies not specifically identified in Table 1207.1.1 are provided.

2. More than one ESS technology is provided in a single fire area where there is a potential for adverse interaction between technologies.

3. Where allowed as a basis for increasing maximum allowable quantities. See Section 1207.5.2.

4. Where flammable gases can be produced under abnormal conditions.

5. Where required by the fire code official to address a potential hazard with an ESS installation that is not addressed by existing requirements.

1207.1.4.1 Fault condition. The hazard mitigation analysis shall evaluate the consequences of the following failure modes. Only single failure modes shall be considered.

1. A thermal runaway condition in a single electrochemical ESS unit.

2. A mechanical failure of a nonelectrochemical ESS unit.

3. Failure of any battery (energy) management system or fire protection system within the ESS equipment that is not covered by the product listing failure mode effects analysis (FMEA).

4. Failure of any required protection system external to the ESS including, but not limited to, ventilation (HVAC), exhaust ventilation, smoke detection, fire detection, gas detection, or fire suppression system.

1207.1.4.2 Analysis approval. The fire code official is authorized to approve the hazardous mitigation analysis provided that the consequences of the hazard mitigation analysis demonstrate:

1. Fires will be contained within unoccupied ESS rooms or areas for the minimum duration of the fire-resistance-rated separations identified in Section 1207.7.4.

2. Fires involving the ESS will allow occupants or the general public to evacuate to a safe location.

1207.1.5 Large-scale fire test. Where required elsewhere in Section 1207, large-scale fire testing shall be conducted on a representative ESS in accordance with UL 9540A. The testing shall be conducted or witnessed and reported by an approved testing laboratory and show that a fire involving one ESS will not propagate to an adjacent ESS, and where installed within buildings, enclosed areas and walk-in units will be contained within the room, enclosed area or walk-in unit for the duration of the test. The test report shall be provided to the fire code official for review and approval in accordance with Section 104.8.2.

1207.1.6.1 Fire mitigation personnel. Where, in the opinion of the fire code official, it is essential for public safety that trained personnel be on-site to respond to possible ignition or re-ignition of a damaged ESS, the system owner, agent, or lessee shall dispatch within 15 minutes one or more fire mitigation personnel to the premise, as required and approved, at their expense. These personnel shall remain on duty continuously after the fire department leaves the premise until the damaged energy storage equipment is removed from the premises, or earlier if the fire code official indicates the public safety hazard has been abated.

1207.2.1 Commissioning. Commissioning of newly installed ESS and existing ESS that have been retrofitted, replaced, or previously decommissioned and are returning to service shall be conducted prior to the ESS being placed in service in accordance with a commissioning plan that has been approved prior to initiating commissioning. The commissioning plan shall include the following:

1. A narrative description of the activities that will be accomplished during each phase of commissioning, including the personnel intended to accomplish each of the activities.

2. A listing of the specific ESS and associated components, controls, and safety-related devices to be tested, a description of the tests to be performed, and the functions to be tested.

3. Conditions under which all testing will be performed, which are representative of the conditions during normal operation of the system.

4. Documentation of the owner's project requirements and the basis of design necessary to understand the installation and operation of the ESS.

5. Verification that required equipment and systems are installed in accordance with the approved plans and specifications.

6. Integrated testing for all fire and safety systems.

7. Testing for any required thermal management, ventilation, or exhaust systems associated with the ESS installation.

8. Preparation and delivery of operation and maintenance documentation.

9. Training of facility operating and maintenance staff.

10. Identification and documentation of the requirements for maintaining system performance to meet the original design intent during the operation phase.

11. Identification and documentation of personnel who are qualified to service, maintain and decommission the ESS, and respond to incidents involving the ESS, including documentation that such service has been contracted for.

12. A decommissioning plan for removing the ESS from service, and from the facility in which it is located. The plan shall include details on providing a safe, orderly shutdown of energy storage and safety systems with notification to the code officials prior to the actual decommissioning of the system. The decommissioning plan shall include contingencies for removing an intact operational ESS from service, and for removing an ESS from service that has been damaged by a fire or other event.

EXCEPTIONS:

Commissioning shall not be required for lead-acid and nickel-cadmium battery systems at facilities under the exclusive control of communications utilities that comply with NFPA 76 and operate at less than 50 VAC and 60 VDC. A decommissioning plan shall be provided and maintained where required by the fire code official.

1. Lead-acid and nickel-cadmium battery systems less than 50 VAC, 60 VDC that are in telecommunications facilities for installations of communications equipment under the exclusive control of communications utilities and located outdoors or in building spaces or walk-in units used exclusively for such installations that are in compliance with NFPA 76 shall be permitted to have a commissioning plan in compliance with recognized industry practices in lieu of complying with Section 1207.2.1.

2. Lead-acid and nickel-cadmium battery systems that are used for dc power for control of substations and control or safe shutdown of generating stations under the exclusive control of the electric utilities, and located in building spaces or walk-in units used exclusively for such installations shall be permitted to have a commissioning plan in compliance with applicable governmental laws and regulations in lieu of developing a commissioning plan in accordance with Section 1207.2.1.

1207.3.1 Energy storage system listings. ESS shall be listed in accordance with UL 9540.

EXCEPTIONS:

1. Lead-acid and nickel-cadmium battery systems less than 50 VAC, 60 VDC in telecommunications facilities for installations of communications equipment under the exclusive control of communications utilities located outdoors or in building spaces used exclusively for such installations that are in compliance with NFPA 76.

2. Lead-acid and nickel-cadmium battery systems that are used for dc power for control of substations and control or safe shutdown of generating stations under the exclusive control of the electric utility, and located outdoors or in building spaces used exclusively for such installations.

3. Lead-acid battery systems in uninterruptible power supplies listed and labeled in accordance with UL 1778 and utilized for standby power applications.

1207.3.7.1 Retrofitting lead acid and nickel cadmium. Changing out or retrofitting of lead-acid and nickel-cadmium batteries in the following applications shall be considered repairs where there is no increase in system size or energy capacity greater than 10 percent of the original design.

1. At facilities under the exclusive control of communications utilities that comply with NFPA 76 and operate at less than 50 VAC and 60 VDC.

2. Battery systems used for dc power for control of substations and control or safe shutdown of generating stations under the exclusive control of the electric utility, and located outdoors or in building spaces used exclusively for such installations.

3. Batteries in uninterruptible power supplies listed and labeled in accordance with UL 1778 and used for standby applications only.

1207.5 Electrochemical ESS protection. The protection of electrochemical ESS shall be in accordance with Sections 1207.5.1 through 1207.5.8 where required by Sections 1207.7 through 1207.10.

TABLE 1207.5

Maximum Allowable Quantities of Electrochemical ESS

Technology	Maximum Allowable Quantities[a]
Storage Batteries	

Technology	Maximum Allowable Quantities[a]
Flow batteries[b]	600 kWh
Lead-acid, all types	Unlimited
Lithium-ion	600 kWh
Sodium nickel chloride	600 kWh
Nickel-cadmium (Ni-Cd), Nickel metal hydride (NI-MH) and nickel zinc (Ni-Zn)	Unlimited
Zinc manganese dioxide (Zn-MnO2)	Unlimited
Other battery technologies	200 kWh
Capacitors	
All types	20 kWh
Other Electrochemical ESS	
All types	20 kWh

For SI: 1 kilowatt hour = 3.6 megajoules.

[a] For electrochemical ESS units rated in amp-hours, kWh shall equal rated voltage times the amp-hour rating divided by 1,000.

[b] Shall include vanadium, zinc-bromine, polysulfide-bromide, and other flowing electrolyte-type technologies.

1207.5.1 Size and separation. Electrochemical ESS shall be segregated into groups not exceeding 50 kWh (180 mega-joules). Each group shall be separated a minimum of three feet (914 mm) from other groups and from walls in the storage room or area. The storage arrangements shall comply with Chapter 10.

EXCEPTIONS:

1. Lead-acid and nickel-cadmium battery systems in facilities under the exclusive control of communications utilities and operating at less than 50 VAC and 60 VDC in accordance with NFPA 76.
2. Lead-acid and nickel-cadmium systems that are used for dc power for control of substations and control or safe shutdown of generating stations under the exclusive control of the electric utility, and located outdoors or in building spaces used exclusively for such installations.
3. Lead-acid battery systems in uninterruptible power supplies and labeled in accordance with UL 1778, utilized for standby power applications, and limited to not more than 10 percent of the floor area on the floor on which the ESS is located.
4. The fire code official is authorized to approve larger capacities or smaller separation distances based on large-scale fire testing complying with Section 1207.1.5.

1207.5.3 Elevation. Electrochemical ESS shall not be located in the following areas:

1. Where the floor is located more than 75 feet (22,860 mm) above the lowest level of fire department vehicle access.
2. Where the floor is located below the lowest level of exit discharge.

EXCEPTIONS:

1. Lead-acid and nickel-cadmium battery systems less than 50 VAC and 60 VDC installed in facilities under the exclusive control of communications utilities in accordance with NFPA 76.
2. Lead-acid and nickel-cadmium systems that are used for dc power for control of substations and control or safe shutdown of generating stations under the exclusive control of the electric utility, and located outdoors or in building spaces used exclusively for such installations.
3. Lead-acid battery systems in uninterruptible power supplies and labeled in accordance with UL 1778, utilized for standby power applications, and limited to not more than 10 percent of the floor area on the floor on which the ESS is located.
4. Where approved, installations shall be permitted in underground vaults complying with NFPA 70, Article 450, Part III.
5. Where approved by the fire code official, installations shall be permitted on higher and lower floors.

1207.5.4 Fire detection. An approved automatic smoke detection system or radiant energy-sensing fire detection system complying with Section 907.2 shall be installed in rooms, indoor areas, and walk-in units containing electrochemical ESS. An approved radiant energy-sensing fire detection system shall be installed to protect open parking garage and rooftop installations. Alarm signals from detection systems

shall be transmitted to a central station, proprietary or remote station service in accordance with NFPA 72, or where approved to a constantly attended location.

EXCEPTION: Normally unoccupied, remote stand-alone telecommunications structures with a gross floor area of less than 1500 ft^2 (139 m^2) utilizing lead-acid or nickel-cadmium batteries shall not be required to have a fire detection system installed.

1207.5.4.1 System status. Lead-acid and nickel-cadmium battery systems that are used for dc power for control of substations and control or safe shutdown of generating stations under the exclusive control of the electric utility, and located outdoors or in building spaces used exclusively for such installations shall be allowed to use the process control system to monitor the smoke or radiant energy-sensing fire detectors required in Section 1207.5.4.

1207.5.5 Fire suppression systems. Rooms and areas within buildings and walk-in units containing electrochemical ESS shall be protected by an automatic fire suppression system designed and installed in accordance with one of the following:

1. Automatic sprinkler systems, designed and installed in accordance with Section 903.3.1.1 for ESS units (groups) with a maximum stored energy capacity of 50 kWh, as described in Section 1207.5.1, shall be designed with a minimum density of 0.3 gpm/ft^2 (1.14 L/min) based over the area of the room or 2,500 square-foot (232 m^2) design area, whichever is smaller, unless a lower density is approved based upon large-scale fire testing in accordance with Section 1207.1.5.
2. Automatic sprinkler system designed and installed in accordance with Section 903.3.1.1 for ESS units (groups) exceeding 50 kWh shall use a density based on large-scale fire testing complying with Section 1207.1.5.
3. The following alternative automatic fire-extinguishing systems designed and installed in accordance with Section 904, provided that the installation is approved by the fire code official based on large-scale fire testing complying with Section 1207.1.5:
   3.1. NFPA 12, Standard on Carbon Dioxide Extinguishing Systems.
   3.2. NFPA 15, Standard for Water Spray Fixed Systems for Fire Protection.
   3.3. NFPA 750, Standard on Water Mist Fire Protection Systems.
   3.4. NFPA 2001, Standard on Clean Agent Fire-Extinguishing Systems.
   3.5. NFPA 2010, Standard for Fixed Aerosol Fire-Extinguishing Systems.

EXCEPTIONS:
1. Fire suppression systems for lead-acid and nickel-cadmium battery systems at facilities under the exclusive control of communications utilities that operate at less than 50 VAC and 60 VDC shall be provided where required by NFPA 76.
2. Lead-acid and nickel-cadmium systems that are used for dc power for control of substations and control or safe shutdown of generating stations under the exclusive control of the electric utility, and located outdoors or in building spaces used exclusively for such installations, shall not be required to have a fire suppression system installed.
3. Lead-acid battery systems in uninterruptible power supplies listed and labeled in accordance with UL 1778, utilized for standby power applications, which is limited to not more than 10 percent of the floor area on the floor on which the ESS is located, shall not be required to have a fire suppression system.

1207.6 Electrochemical ESS technology-specific protection. Electrochemical ESS installations shall comply with the requirements of this section in accordance with the applicable requirements of Table 1207.6.

TABLE 1207.6
Electrochemical ESS Technology-Specific Requirements

Compliance Required[b]		Battery Technology							
Feature	Section	Lead -acid	Nickel cadmium (Ni-Cd), nickel metal hydride (Ni-MH) and nickel zinc (Ni-Zn)	Zinc manganese dioxide (ZnMnO2)	Lithium-ion	Flow	Sodium nickel chloride	Other ESS and Battery Technologies[b]	Capacitor ESS[b]
Exhaust ventilation	1207.6.1	Yes	Yes	Yes	No	Yes	No	Yes	Yes
Explosion control	1207.6.3	Yes[a]	Yes[a]	Yes	Yes	No	Yes	Yes	Yes
Safety caps	1207.6.4	Yes	Yes	Yes	No	No	No	Yes	Yes
Spill control and neutralization	1207.6.2	Yes[c]	Yes[c]	Yes[f]	No	Yes	No	Yes	Yes
Thermal runaway	1207.6.5	Yes[d]	Yes[d]	Yes[e]	Yes[e]	No	Yes	Yes[e]	Yes

[a] Not required for lead-acid and nickel-cadmium batteries at facilities under the exclusive control of communications utilities that comply with NFPA 76 and operate at less than 50 VAC and 60 VDC.
[b] Protection shall be provided unless documentation acceptable to the fire code official is provided in accordance with Section 104.8.2 that provides justification why the protection is not necessary based on the technology used.
[c] Applicable to vented-type (i.e., flooded) nickel-cadmium and lead-acid batteries.
[d] Not required for vented-type (i.e., flooded) batteries.
[e] The thermal runaway protection is permitted to be part of a battery management system that has been evaluated with the battery as part of the evaluation to UL 1973.
[f] Not required for batteries with jelled electrolyte.

1207.6.3 Explosion control. Where required by Table 1207.6 or elsewhere in this code, explosion control complying with Section 911 shall be provided for rooms, areas, ESS cabinets, or ESS walk-in units containing electrochemical ESS technologies.

EXCEPTIONS:
1. Where approved, explosion control is permitted to be waived by the fire code official based on large-scale fire testing complying with Section 1207.1.5 that demonstrates that flammable gases are not liberated from electrochemical ESS cells or modules.
2. Where approved, explosion control is permitted to be waived by the fire code official based on documentation provided in accordance with Section 104.8 that demonstrates that the electrochemical ESS technology to be used does not have the potential to release flammable gas concentrations in excess of 25 percent of the LFL anywhere in the room, area, walk-in unit or structure under thermal runaway, or other fault conditions.
3. Where approved, ESS cabinets that have no debris, shrapnel, or enclosure pieces ejected during large scale fire testing complying with Section 1207.1.5 shall be permitted in lieu of providing explosion control complying with Section 911.
4. Explosion control is not required for lead-acid and nickel-cadmium battery systems less than 50 VAC, 60 VDC in telecommunication facilities under the exclusive control of communications utilities located in building spaces or walk-in units used exclusively for such installations.
5. Explosion control is not required for lead-acid and nickel-cadmium systems used for dc power for control of substations and control or safe shutdown of generating stations under the exclusive control of the electric utility located in building spaces or walk-in units used exclusively for such installations.
6. Explosion control is not required for lead-acid battery systems in uninterruptible power supplies listed and labeled in accordance with UL 1778, utilized for standby power applications, and housed in a single cabinet in a single fire area in buildings or walk-in units.

1207.10.1 Charging and storage. For the purpose of Section 1207.10, charging and storage covers the operation where mobile ESS are charged and stored so they are ready for deployment to another site, and where they are charged and stored after a deployment.

EXCEPTION: Mobile ESS used to temporarily provide power to lead-acid and nickel-cadmium systems that are used for dc power for control of substations and control or safe shutdown of generating stations under the exclusive control of the electric utility, and located outdoors or in building spaces used exclusively for such installations.

1207.10.2 Deployment. For the purpose of Section 1207.10, deployment covers operations where mobile ESS are located at a site other than the charging and storage site and are being used to provide power.

EXCEPTION: Mobile ESS used to temporarily provide power to lead-acid and nickel-cadmium systems that are used for dc power for control of substations and control or safe shutdown of generating stations under the exclusive control of the electric utility, and located outdoors or in building spaces used exclusively for such installations.

1207.11 ESS in Group R-3 and R-4 occupancies. ESS in Group R-3 and R-4 occupancies shall be in accordance with Sections 1207.11.1 through 1207.11.9.

EXCEPTIONS: 1. ESS listed and labeled in accordance with UL 9540 and marked "For use in residential dwelling units", where installed in accordance with the manufacturer's instructions and NFPA 70.

2. ESS rated less than 1 kWh (3.6 megajoules).

1207.11.1 Equipment listings. ESS shall be listed and labeled in accordance with UL 9540.

EXCEPTIONS: Not adopted.

1207.11.2.1 Spacing. Individual ESS units shall be separated from each other by at least three feet (914 mm) except where smaller separation distances are documented to be adequate based on large-scale fire testing complying with Section 1207.1.5.

1207.11.3 Location. ESS shall be installed only in the following locations:

1. Detached garages and detached accessory structures.

2. Attached garages separated from the dwelling unit living space and sleeping units in accordance with Section 406.3.2 of the International Building Code.

3. Outdoors or on the exterior side of exterior walls located a minimum of three feet (914 mm) from doors and windows directly entering the dwelling unit.

4. Enclosed utility closets, basements, storage or utility spaces within dwelling units and sleeping units with finished or noncombustible walls and ceilings. Walls and ceilings of unfinished wood-framed construction shall be provided with not less than 5/8 in. Type X gypsum wallboard.

ESS shall not be installed in sleeping rooms, or closets or spaces opening directly into sleeping rooms.

1207.11.4 Energy ratings. Individual ESS units shall have a maximum rating of 20 kWh. The aggregate rating of the ESS shall not exceed:

1. 40 kWh within utility closets, basements, and storage or utility spaces.

2. 80 kWh in attached or detached garages and detached accessory structures.

3. 80 kWh on exterior walls.

4. 80 kWh outdoors on the ground.

ESS installations exceeding the permitted individual or aggregate ratings shall be installed in accordance with Sections 1207.1 through 1207.9.

1207.11.6 Fire detection. ESS installed in Group R-3 and R-4 occupancies shall comply with the following:

1. Rooms and areas within dwelling units, sleeping units, basements and attached garages in which ESS are installed shall be protected by smoke alarms in accordance with Section 907.2.11.

2. A listed heat alarm shall be installed in locations where smoke alarms cannot be installed based on their listing.

1207.11.7 Protection from impact. ESS installed in a location subject to vehicle damage shall be protected by approved barriers. Appliances in garages shall also be installed in accordance with Section 304.3 of the International Mechanical Code.

1207.11.8 Ventilation. Indoor installations of ESS that include batteries that produce hydrogen or other flammable gases during charging shall be provided with exhaust ventilation in accordance with Section 304.5 of the International Mechanical Code.

1207.11.9 Toxic and highly toxic gas. Model code section not adopted.

1207.11.10 Electric vehicle use. The temporary use of an owner or occupant's electric-powered vehicle to power a dwelling unit or sleeping unit while parked in an attached or detached garage or outdoors shall comply with the vehicle manufacturer's instructions and NFPA 70.

[Statutory Authority: RCW 19.27.031 and 19.27.074. WSR 23-22-119, § 51-54A-1207, filed 10/31/23, effective 3/15/24; WSR 22-13-093, 23-12-107, and 23-20-027, § 51-54A-1207, filed 6/14/22, 6/7/23, and 9/25/23, effective 3/15/24.]

CITY OF AUBURN WASHINGTON

AGENDA BILL APPROVAL FORM

Agenda Subject:
Rules of Procedure (Hein)
Planning Commission to review and adopt the 2026 Rules and Procedures and proposed amendments.

Meeting Date:
February 3, 2026

Department:
Legal

Attachments:
Attachment 1 2026 AMENDED PC Rules of Procedure Feedback Edits

Budget Impact:

Administrative Recommendation:
Adopt suggested edits to the Planning Commission Rules of Procedure

Background for Motion:
After reviewing the 2025 Planning Commission's Rules of Procedure (Rules), staff approached the Legal Department for guidance, and concluded that the Planning Commission's Rules would benefit from an update. At the Planning Commission Meeting on January 6, 2026, Deputy City Attorney Paul Byrne presented the suggested edits to the Commission, received feedback, and further edited the Rules with said feedback, for further Planning Commission consideration.

Background Summary:
The suggested edits are for both housekeeping items (consistent formatting, updated terminology, etc.) and for streamlining and clearly defining Planning Commission processes.

Councilmember:

Staff: Jason Whalen

ATTACHMENT 1

CITY OF AUBURN

PLANNING COMMISSION

RULES OF PROCEDURE

ADOPTED NOVEMBER, 1983
REVISED NOVEMBER, 1988
UPDATED APRIL, 2000
REVISED FEBRUARY, 2007
REVISED APRIL 2, 2013
REVISED MARCH 8, 2016
REVISED May 2, 2017
REVISED February 6, 2018
REVISED, 2018
REVISED June 5, 2018
REVISED March 5, 2019
REVISED March 3, 2020
REVISED June 8, 2021
REVISED May 3, 2022
REVISED March 7, 2023
REVISED JUNE 4, 2024
REVISED December 17, 2024
REVISED February 3, 2026

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PLANNING COMMISSION - RULES OF PROCEDURE

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CITY OF AUBURN PLANNING COMMISSION

RULES OF PROCEDURE

We, the members of the Planning Commission of the City of Auburn, do hereby adopt, publish, and declare the following Rules of Procedure:

I. NAME:

The official name of the City of Auburn advisory planning agency shall be "The City of Auburn Planning Commission." The membership and terms of office of the members of the Planning Commission ("Commission") shall be as provided in Chapter 2.45 of the Auburn City Code (ACC).

II. MEETINGS:

1. All meetings will be held at the Auburn City Hall, Auburn, Washington, unless otherwise directed by the Chair of the Planning Commission ("Chair"). Commissioners shall attend in person at the notified location unless the Chair consents to remote attendance by a member(s).

   If, after a declaration of an emergency by the mayor, governor, or the federal government, the Chair determines that a meeting in-person with public attendance cannot be held with reasonable safety due to the emergency, the Chair may order the meeting held at a site other than City Hall, held remotely without a physical location, or held with limitations on the physical attendance of some or all members of the public. At any such meeting, the Commission may determine if future meetings will be held in the same manner until the declaration is terminated or the Commission determines that an in-person meeting with public attendance is reasonably safe. Remote or partially remote meetings shall comply with Revised Code of Washington (RCW) 42.30.230.

   "Remotely" and "remote attendance" means attending a meeting virtually or using an internet connection where all persons attending the meeting in any manner can hear one another, including telephonic connections and broadcasting the meeting.

2. Regular meetings are held on the Tuesday following the first Monday of each month and are open to the public. The meeting convenes at 7:00 P.M.

3. If the first Monday of the month is a legal holiday, the regular meeting shall be held on the following Wednesday. If a regular meeting day

(Tuesday) falls on a legal holiday or on the November General Election, the Commission will convene on the following Wednesday.

4. Special meetings of the Commission may be called by the Chair or by a majority of the Commission by complying with RCW 42.30.080. A minimum notice of 24 hours will be provided for special meetings.

5. If no matters over which the Commission has jurisdiction are pending upon its calendar, a meeting may be canceled at the notice of the Chair provided at least 24 hours in advance.

6. Except as modified by these Rules of Procedure, Robert's Rules of Order, Newly Revised, most current version, shall govern the conduct of the meetings.

7. Meetings of the Planning Commission are conducted in conformity with the requirements of the Washington State Open Public Meetings Act, Chapter 42.30 RCW.

9. An agenda is prepared in advance of every regular and special meeting of the Commission. The Commission finds that receiving meeting agendas and materials for a regular meeting at least five (5) days in advance of the regular meeting allows Commissioners adequate time to review relevant materials and prepare. By law, meeting agendas and materials on items on an agenda for a special meeting must be provided to members of the Commission and the public at least 24 hours in advance of the special meeting.

10. At all meetings of the Commission, Commissioners are prohibited from using cell phones or other personal communication devices and shall not send, receive, or read e-mails, text messages, or any other social media postings.

III. ELECTION OF OFFICERS:

1. The officers of the Commission shall consist of a Chair and Vice Chair elected from the appointed members of the Commission and such other officers as the Commission may, by the majority vote, approve and appoint.

2. The election of officers shall take place once each year at the Commission's first regular meeting of each calendar year, or as soon thereafter as possible. The term of office of each officer shall run until the subsequent election.

2. If the Chair or Vice-Chair vacates their position mid-term, the Commission will re-elect officers at its next scheduled meeting and as

its first order of business. If it is the Chair position that has been vacated, the Vice-Chair will administer the election proceedings.

IV. CHAIR:

1. The Chair shall preside over the meetings of the Commission and may exercise all the powers usually incident of the office. The Chair shall be considered as a member of the Commission and have the full right to have their own vote recorded in all deliberations of the Commission.

2. The Chair shall have the power to create temporary committees of any size that do not constitute a quorum of the Commission. Standing committees of the Commission shall be created at the direction of the Commission and appointed by the Chair. Standing or temporary committees may be charged with such duties, examinations, investigations, and inquiries relative to one or more subjects of interest to the Commission. No standing or temporary committee shall have the power to commit the Commission to the endorsement of any plan or program without the approval at the regular or special meeting of the Commission.

3. The Vice Chair shall, in the absence of the Chair, perform all the duties incumbent upon the Chair.

4. In the event of the absence of the Chair and Vice Chair, the senior member of the Commission present shall act as Chair for that meeting or may delegate the responsibility to another member.

V. CLERK:

The City Clerk's Office keeps a record of all meetings of the Commission and its committees. These records are retained by the City Clerk ("Clerk"). Further, all public meetings are electronically recorded.

The Clerk records the meeting minutes, which include the meeting date, time, and place; Commissioner attendance; and official acts taken at the meeting. The Clerk prepares the minutes in writing and presents them to the Commission for correction and approval.

VI. QUORUM:

1. A majority of the appointed members shall constitute a quorum for the transaction of business. A majority vote of the quorum present shall be sufficient to take action on the matters before the Commission; provided that if, at any time during the meeting, a quorum is no longer present, the Commission cannot take action on any matter.

2. At least one (1) week before the scheduled meeting, Commissioners shall notify the Director of Community Development or their designated liaison ("Liaison"), in writing, whether they will be in attendance.

VII. ABSENCE OF MEMBERS:

Participation in Commission responsibilities is essential; not only so that a quorum can be established but also to ensure that discussions and decision making are as representative of the community as possible. Recurring absence also diminishes a Commission's ability to vote on matters discussed during prior meetings. It is, therefore, important for all appointed members to participate to the maximum extent possible. If a member is unable to participate on a regular basis, it may be appropriate for a Commissioner to be replaced. This section of the rules is intended to provide standards that ensure that the regular absence of one member does not become disruptive to, or impede the work of, the full Commission.

In the event of a Commissioner being absent for two (2) consecutive regular meetings, or being absent from 25% of the regular meetings during any calendar year, without being excused by the Chair, the Chair may request that the Mayor ask for their resignation. To be excused, Commissioners must inform the Liaison in advance if they cannot attend a scheduled meeting.

VIII. POWERS OF THE COMMISSION

The Commission may act as the research and fact-finding agency of the City. To that end, it may make such surveys, analyses, researches and reports as are generally authorized or requested by the Council.

The Commission, upon such request or authority may also:

1. Make inquiries, investigations, and surveys concerning the resources of the county, including, but not limited to, the potential for solar energy development and alternative means to encourage and protect access to direct sunlight for solar energy systems;

2. Assemble and analyze the data thus obtained and formulate plans for the conservation of such resources and the systematic utilization and development thereof;

3. Make recommendations from time to time as to the best methods of such conservation, utilization, and development;

4. Cooperate with other commissions and other public agencies of the municipality, state and United States in such planning, conservation, and development; and

5. In particular cooperate with and aid the state within its territorial limits in the preparation of the state master plan provided for in RCW 43.21A.350 and in advance planning of public works programs.

6. In carrying out its powers and duties, the Commission should demonstrate how land use planning is integrated with transportation planning.

IX. AGENDA:

The Commission shall conduct its business in the following order:

1. Call to order

2. Public Participation

3. Pledge of Allegiance

4. Roll Call

5. Agenda Modifications

6. Public Comment

7. Approval of Minutes

8. Business Items

    a. Staff Introduction/Presentation

    b. Public Hearing (if needed)

    c. Deliberation and Vote (if needed)

~~8.~~ 9. Community Development Report

~~9.~~ 10. Adjournment

Additional items may be added to the agenda by the Commission, except at Special Meetings.

The Chair or a majority of the Commission shall have the discretion to amend the order of business.

X. BUSINESS ITEMS:

The Liaison or other Community Development staff member will introduce the "Business Item," which are topics related to the official business of the Commission, by way of a summary or more detailed presentation. At the conclusion of the summary or presentation, a public hearing may follow, if required by law. The public hearing can occur at the same meeting at which the presentation is made or at a future meeting. After the public hearing occurs, if a public hearing is needed, the Commission may proceed with deliberation and a vote on the item. Deliberation and voting can occur at the same meeting at which the presentation and/or public hearing occur or at a future meeting.

See sections XI and XII for more information on public hearings and voting procedures.

XI. PUBLIC HEARINGS:

1. A Public Hearing is an opportunity for members of the public to offer testimony to the Commission on a specific business item being considered by the Commission for action. Public Hearings are topic specific.

2. All Public Hearings will adhere to the following protocol:

   A. The Chair opens the Public Hearing and calls for public testimony. The Chair will recognize those members of the public who have added their names to the speaker sign-in sheet first. After those who have signed-in have spoken, the Chair will invite all others to provide testimony.

   B. Members of the public addressing the Commission during a Public Hearing will be requested to step up to the podium, give their name for the record, and limit their remarks to three (3) minutes. All remarks will be addressed to the Commission as a whole. The Clerk serves as timekeeper. The Chair may make exceptions to the time restrictions when warranted. Members of the public addressing the Commission will be given equal time and equal opportunity to speak.

   C. Commissioners may, if necessary, ask clarifying questions of the speaker, but no debate is allowed.

   D. A call for additional testimony will be announced before the Chair closes the Public Hearing. Once testimony has concluded, the Chair shall close the Public Hearing.

E. A Public Hearing may be reopened by a majority vote of the Commission.

3. Continuing an Item:

A. If the Commission wishes to continue a Public Hearing item, the Chair should open the Public Hearing, solicit testimony, and request a motion from the Commission to continue the Public Hearing item to a time, place, and date certain. If any matter is tabled or postponed without establishing a date, time, and place certain, the Commission requests that the Liaison schedule the continued hearing for a future regular meeting of the Commission.

B. In accordance with applicable law and City practices, the Liaison will conspicuously post notice that a hearing has been continued, which will include the date, time, and location of the continued hearing.

4. Findings of Fact:

The Commission should adopt findings of fact and conclusions for actions taken involving Public Hearing items. The findings and conclusions may be approved by any one of the following methods:

A. The Commission may adopt in whole, in part, or with amendments, the written findings prepared by staff. Motions to approve the staff recommendations shall be deemed to incorporate such findings and conclusions unless otherwise indicated. Such findings and conclusions do not have to be read into the record to be deemed a part of the record.

B. The motion to take action may adopt oral statements made by Commissioners or staff during the hearing or deliberation.

C. The motion to take an action may request that the Liaison develop additional written findings and conclusions based on the hearing and deliberation of the Commission.

D. Findings and conclusions may be approved or amended at any time by the Commission, but all such actions shall be based on the record of the matter at hand.

5. Order of Hearings:

Normally, the order of hearings shall be published in the agenda. However, the Chair, in order to avoid unnecessary inconvenience to

people wishing to testify, may change the order as may be necessary to facilitate the meeting. The Commission may also continue the Public Hearing until the next meeting in order to ensure adequate consideration of the proposal. However, in such case, the Chair shall take whatever testimony that may be given before accepting a motion to continue pursuant to Section X(3).

6. Hearing Record:

A. The "record" for a Public Hearing shall consist of all testimony or comment presented at the hearing and all documents or exhibits that have been submitted, according to these rules, in connection with the matter being considered. Specifically, the record shall include, but is not limited to, the following:

- Recordings of a hearing;
- The hearing agenda, attendance sheet(s), and the Clerk's minutes;
- All final staff recorded testimony, presentations, documents, maps, reports, memos, and other staff-produced evidence submitted to the Commission to assist the Commission in making a decision or recommendation regarding the agenda topic that is the subject of the hearing;
- All submissions to the City on the hearing subject matter;
- The Commission's findings of fact, formal recommendation, and record of any other action taken by the Commission;
- Any document publicly cited by the Commission or a Commissioner in connection with a decision or recommendation.

B. Anyone wanting to submit into the record physical evidence (e.g. documents, letters, photographs, maps) shall provide the evidence to the Liaison.

C. Persons may submit evidence by email or other electronic means to: Planning@auburnwa.gov

or by mail to:
Planning Commission
c/o Community Development Dept.
City of Auburn
25 West Main Street
Auburn, WA 98001-4998

D. Additionally, a person may submit evidence into the record at the Public Hearing. However, Commissioners may not be able to consider evidence that is submitted at the time of the hearing. The Liaison will enter the evidence into the record without the necessity of it being read into the record, and the Clerk will make note in the minutes that the evidence was entered. Members of the public submitting evidence are discouraged from reading verbatim the evidence at a hearing; they are encouraged, rather, to summarize such evidence during testimony. It may not be possible to copy evidence submitted at the time of a hearing. All material submitted for the record, by whatever means, may be subject to disclosure to the public under the Public Records Act, RCW 42.56.

E. The Commission will accept evidence into the record through the conclusion of the Public Hearing. The Commission reserves the right to accept late submissions if approved by a majority of the Commission.

F. All evidence shall be suitable for copying for distribution (e.g. will be legible and on paper not exceeding 8-1/2 x 14 inches in size, except diagrams or drawings) and shall identify at the top of the first page or on a cover sheet the date(s) of the Public Hearing, the date the evidence was submitted, and the submitter's contact information. All pages shall be consecutively numbered, regardless of the number of different documents submitted. Any submitted material proposing revisions to Auburn City Code shall show the revisions by striking out the text proposed to be removed from the code (e.g. ~~for example~~) and underlining text proposed to be added to the code (e.g. <u>for example</u>).

G. Submitted evidence must consist of less than 100 pages, unless a majority of the Commission approves accepting submissions exceeding that number. If the Commission does not approve, a person submitting evidence exceeding this page number shall have three (3) business days from the close of the hearing to comply with the page limit. Evidence submitted by the City is not subject to this page limitation.

H. All digital or electronic submissions shall be sent to the Commission Liaison as an attachment to an email and may not exceed 20 megabytes. The email shall state the hearing date and topic that the digital documents regard. Submissions larger than 20 megabytes shall be transmitted by a different electronic method pre-arranged with the Liaison. The digital or electronic evidence shall be in portable document format (PDF) and otherwise meet the requirements for physical evidence (e.g.

consist of no more than 100 pages, be consecutively paginated, etc.). No audio or video evidence will be accepted without prior consent of a majority of the Commission. Evidence submitted by email shall be considered received at the date and time the email arrives in the Liaison's email inbox, or the date and time of a delivery receipt if one is requested by the sender. If desired, it is the sender's responsibility to remove metadata from digital submissions.

XII VOTING:

1. The Chair shall call for a motion.

2. The Chair shall call for a second.

3. Once moved and seconded, the Chair shall call for discussion.

4. Once discussion has concluded, the Chair shall call for a vote.

5. Commissioners shall vote by voice, unless a Commissioner is unable to do so or a Commissioner requests a vote by show of hands.

6. The Chair or a Commissioner may request that the Clerk take a roll call vote or a vote by show of hands. Also, to ensure an accurate record of voting, the Clerk may take either on their own initiative.

7. A Commissioner may abstain from voting but otherwise participate in the item before the Commission.

8. A Commissioner who recuses themselves from an item shall remove and absent themselves from the deliberations and consideration of the matter. The Commissioner shall have no further participation in the matter. The Commissioner should make this determination prior to any discussion or participation on the subject matter or as soon thereafter as the Commissioner decides to recuse themselves. A Commissioner may confer with the City Attorney to determine if recusal is required.

9. If a tie vote exists, the motion fails.

XIII. PUBLIC COMMENT AND CONDUCT:

1. In any meeting when the Commission takes final action, the Commission shall provide an opportunity for the submission of written comment at or before its meeting and oral comment, whether in person or remotely, during the meeting.

"Final action" means a collective positive or negative decision, or an actual vote by a majority of Commission members on a motion, proposal, resolution, or order.

2. Persons may address the Commission, when recognized by the Chair, by stepping to the podium, lectern, or table designated by the Chair for speaking.

3. Public remarks will be limited to three (3) minutes. The Chair may make exceptions to the time limit, when warranted. Members of the public addressing the Commission will be given equal time and equal opportunity to speak. Speakers may not "donate" their speaking time to others. Comments will be addressed to the Commission as a body and not to individual Commissioners.

4. Written public comments not submitted for a Public Hearing, shall be submitted to the Liaison no later than 5:00 P.M. on the day before the scheduled meeting for which the comments will be distributed. Written comments shall be limited to 350 words or less of 12-point font. Any related diagrams, pictures, or drawings will be limited to three (3) pages. Once submitted, the Liaison shall distribute the written comments to the Commissioners for consideration.

5. These rules are intended to promote an orderly system of holding public meetings and Public Hearings. Any person causing a disruption will be admonished by the Chair. If disruptions continue despite admonitions from the Chair, the Chair may escalate enforcement by first giving an additional warning and opportunity to behave in an orderly manner. If a person making disruptions fails to heed such admonitions and warnings, the Chair may request that the person causing the disruption leave Council Chambers for the duration of the Commission's discussion of that item, or, as a last resort, by requesting that the person causing the disruption leave that meeting entirely. The Commission reserves the right to recess or adjourn as necessary if the person causing the disruption fails to abide by the instructions of the Chair.

6. Disruptions include, but are not limited to, making remarks or noises, while seated in the audience, by using speech intended to incite fear of violence, by failing to comply with the allotted time established for testimony or comment, by yelling or screaming in a manner that prevents the Commission from conducting the meeting, or by any other disruptive conduct during a Public Hearing or meeting.

7. No comments shall be made from any other location other than the podium, lectern, or table set up for people to address the Commission unless approved in advance by the Chair.

XIV. ETHICS IN PUBLIC SERVICE:

Commissioners will at all times conduct themselves in accordance with Chapters 42.23 and 42.52 of the Revised Code of Washington.[1]

XV. AMENDMENT:

The Rules of Procedure may be amended at any regular meeting of the Commission by a majority vote. The proposed amendment should be presented in writing at a preceding regular meeting

[1]Because the content found within these statutory chapters is lengthy, please click on the chapter number to view the respective statutes; each contains a hyperlink.