



**Planning Commission  
Regular Meeting  
May 5, 2026 - 7:00 PM  
City Hall Council Chambers**

**MINUTES**

---

**CALL TO ORDER**

Vice Chair Stewart called the meeting to order at 7:04 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street.

**PUBLIC PARTICIPATION**

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

**PLEDGE OF ALLEGIANCE**

Vice Chair Stewart led those in attendance in the Pledge of Allegiance.

**ROLL CALL**

Commissioners present: Vice Chair William Stewart, Julie Berry, Lynn Walters, and Kirk Hiller. Chair Judi Roland was excused. Commissioner Aaron Vanderpol appeared virtually via Zoom at 7:06 p.m.

Staff members present: Planning Services Manager Alexandria Teague, Assistant Director of Community Development Steve Sturza, Senior Planner Dinah Reed, Senior Planner Alyssa Tatro, Planner II Owen Goode, Senior City Staff Attorney Chandra Hein, City Clerk Shawn Campbell, and Deputy City Clerk Rebecca Wood-Pollock.

**AGENDA MODIFICATIONS**

There were no modifications to the agenda.

**PUBLIC COMMENT**

Bonnie Helms provided comments.

**APPROVAL OF MINUTES**

- A. 04/07/26 Draft Minutes from the Regular Planning Commission Meeting

Commissioner Walters moved and Commissioner Berry seconded to approve the March 3, 2026, Planning Commission Meeting minutes.

MOTION CARRIED UNANIMOUSLY. 5-0

## **BUSINESS ITEM #1**

### **A. City Clerks OPMA and Parliamentary Procedures Staff Introduction/Presentation (Wood)**

City Clerk to provide an overview of OPMA and Parliamentary Procedures

Deputy City Clerk Wood and City Clerk Campbell provided the Commission with a presentation on the Open Public Meetings Act (OPMA), Parliamentary Procedure, and Planning Commission Rules of Procedure, including the role and scope of the Planning Commission, actions within and outside of the Planning Commission's authority, the order of events on the agenda, voting, amendments, motions, questions during a meeting, and key takeaways.

The Commission discussed the order of agenda items, the voting process, and amendments.

## **BUSINESS ITEM #2**

### **A. Citywide Design Standards Update and Related Code Update Staff Introduction/Presentation (Reed)**

Staff will present the proposed updates to the Citywide Design Standards and amended code to Planning Commission for a recommendation to City Council.

Planner Reed provided the Commission with a presentation on the Citywide Design Standards Update and Related Code Update, including procedural steps, background, an overview of frontage standards, transparency standards, other prominent design standards, parking, code text amendments, and staff recommendations.

### **B. Public Hearing**

Vice Chair Stewart opened the Public Hearing at 7:41 p.m.

No one came forward to speak.

Vice Chair Stewart closed the Public Hearing at 7:41 p.m.

### **C. Deliberation and Vote**

Commissioner Berry moved and Commissioner Vanderpol seconded to recommend to Council the proposed Citywide Design Standards and Related Code Update as presented by staff.

MOTION CARRIED UNANIMOUSLY. 5-0

## **BUSINESS ITEM #3**

### **A. Downtown Design Standards Update and Associated Zoning Code Update**

**Staff Introduction/Presentation (Tatro)**

Staff will present the proposed updates to the Downtown Design Standards and amended code to Planning Commission for a recommendation to City Council.

Planner Tatro provided the Commission with a presentation on the Downtown Design Standards Update and Associated Zoning Code Update, including the background and purpose of the 2024 Auburn Downtown Subarea Plan, goals, procedural steps, public outreach, an overview of the changes, block-frontage standards, departures, text amendments, Downtown Urban Core (DUC) zones and districts, the impact of changes, and staff recommendations.

**B. Public Hearing**

Vice Chair Stewart opened the Public Hearing at 7:51 p.m.

No one came forward to speak.

Vice Chair Stewart closed the Public Hearing at 7:51 p.m.

**C. Deliberation and Vote**

Commissioner Vanderpol moved and Commissioner Walters seconded to recommend to Council the proposed Downtown Design Standards Update and Associated Zoning Code Update as presented by staff.

MOTION CARRIED UNANIMOUSLY. 5-0

**BUSINESS ITEM #4**

**A. Density Bonus for Existing Buildings Code Update  
Staff Introduction/Presentation (Goode)**

The City of Auburn is updating the Density Bonus Code for Existing Buildings as required under HB 1757. This update allows for the density bonuses awarded under Auburn City Code 18.02.067 to expand to the Residential Conservancy Zone, the R-1 Residential Zone, and the R-2 Residential Low Zone. Density bonuses awarded under this code section are required to be within existing buildings and shall not expand the square footage of the building or the building footprint.

Planner Goode provided the Commission with a presentation on the Density Bonus for Existing Buildings Code Update, including its purpose and effect, the reasons for the text amendment, and staff recommendations.

**B. Public Hearing**

Vice Chair Stewart opened the Public Hearing at 7:58 p.m.

No one came forward to speak.

Vice Chair Stewart closed the Public Hearing at 7:58 p.m.

**C. Deliberation and Vote**

Commissioner Vanderpol moved and Commissioner Walters seconded to recommend to Council the Density Bonus for Existing Buildings Code Update as proposed by staff.

MOTION CARRIED UNANIMOUSLY. 5-0

**BUSINESS ITEM #5**

**A. Nonconforming Code Update  
Staff Introduction/Presentation (Teague)**

Staff to discuss an update to Chapter 18.54 “Nonconforming Structures, Land And Uses”.

Manager Teague provided the Commission with a presentation on the Nonconforming Code Update, including nonconforming uses, zoning maps, governing standards, proposed code changes, and the next steps in the process, sharing that the Public Hearing for this item is currently scheduled for the next Planning Commission meeting on June 2, 2026.

The Commission discussed timeline extensions and increments, nonconforming use and tracking, public comments received, and administrative and community impacts.

**COMMUNITY DEVELOPMENT REPORT**

Assistant Director Sturza shared an update on the GSA lot progress, Sound Transit Garage progress, and the Auburn Ave Theater ground breaking event.

**ADJOURNMENT**

There being no further business to come before the Planning Commission, the meeting was adjourned at 8:19 p.m.

APPROVED this 2nd day of June, 2026.

---

JUDI ROLAND, CHAIR

---

Rebecca Wood-Pollock, Deputy City Clerk