



September 24, 2007

MINUTES

I. CALL TO ORDER – 5:00 PM, COUNCIL CHAMBERS

Chair Lynn Norman called the meeting to order at 5:00 p.m. in the Council Chambers located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, WA. Committee members present were: Chair Lynn Norman, Member Backus and Member Wagner. Also present were Interim Director, Planning, Building and Community Department David Osaki, Development Services Coordinator Steve Pilcher, Senior Planner Jeff Dixon, Planner Stacey Borland, Senior Planner Chris Hankins, Parks, Arts and Recreation Director Daryl Faber, City Engineer/Assistant Public Works Director Dennis Selle, Assistant City Engineer Ingrid Gaub, Economic Development Manager Dave Baron, Mayor Pete Lewis and Planning Secretary Kirsten Reynolds.

II. APPROVAL OF MINUTES

September 10, 2007

Member Backus moved to approve the minutes from the September 10, 2007 meeting as submitted, seconded by Member Wagner.

Minutes approved unanimously 3-0.

III. ACTION

A. Resolution No. 4241 - United Way granting funds for the Rainier Middle School After school Program - Arts and Recreation Director Daryl Faber talked about utilizing this grant funding to continue last years pilot program that included a recreation component and a SNAP component; the program drew 30-40 kids every day after school and was very successful; Res. No. 4241 would fund this permanent after school program, the City's costs would be approximately \$500.

Member Backus moved to forward **Resolution No. 4241** on to Full Council for consideration; seconded by Member Wagner.

Approved unanimously 3-0.

IV. DISCUSSION

A. Access Tract Design Standards

Assistant City Engineer Ingrid Gaub and City Engineer/Assistant Public Works Director Dennis Selle discussed modifications of the current access tract design standards.

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Ms. Gaub asked the PCD Committee for input on when and what type of pedestrian accommodations should be required for access tracts. Committee input included requiring facilities when two or more dwellings are served regardless of the length of the tract, placing facilities on both sides of the tract and using a vertical curb separation from the travel way within the tract. The pedestrian accommodations can be either asphalt or concrete. Staff suggested using 5 ft. wide sidewalks, PCD agreed. Discussion took place regarding the ADA requirements for sidewalk widths and keeping both the width and materials consistent with the neighborhoods, ensuring materials match the neighborhood character. Connection of the vehicle travel way to the public street will be by a standard driveway apron.

The final decision regarding appropriateness of individual applications and their pedestrian accommodations on long plats will be determined by Council at the time of a preliminary plat approval. Current standards allow an access tract to look more like a driveway than a public roadway. Staff will combine the input received from both the PCD and PW Committees and begin the process to revise the design standards and City codes to implement these changes.

B. Les Gove Community Center

Parks, Arts and Recreation Director Daryl Faber gave an update on the process. There will be a new request for qualifications (RFQ) for architectural services issued in the Business Examiner later this week; responses are due by October 12th. After this tight three week timeline, interviews will be held on October 26th and a recommendation to Council the first week of November. The goal is to have something financially feasible by December 2007.

There was discussion about ensuring adequate parking, but not overbuilding parking, to serve a future community center including shared parking between other uses on-site and considering time of day of usage. The agreement needs to reflect reality in usage.

The next update on the Les Gove Community Center will be brought back for discussion on November 13 for a report on the consultant selection and progress.

C. Theater Plan

Parks, Arts and Recreation Director Daryl Faber reported that the inside of the theater all painted and has new carpet; everything looks fresh and clean. The outside paint was almost matched after a little research the paint turned out to be a light cream with red window trim. New consultant was hired for the facilities redevelopment. Arnet Shore Architects submitted a plan for the project. This project will be done in two phases; the first phase done on an hourly rate some pre-design ideas will be discussed. The second phase will be a typical construction contract which will be 12% of the total construction drawings.

Mr. Faber reviewed the steps to move forward. Phase one will be presented in three

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weeks reviewing the values and constraints of the overall project. PCD Members asked if it would be possible to do some capital campaigning/fundraising. There was a discussion about what groups will be coming to the facility to perform.

D. Off Street Parking Standards

Planner Stacey Borland asked for feedback and suggestions in areas that the Committee would like to see. Chair Norman stated the need for a careful balance and encouragement for development to have enough parking spaces. Member Wagner inquired about how the numbers represented in the report from 1987 were picked. Staff replied that the numbers came from an existing study off a County website. There are several other cities that have similar parking standards. Member Wagner suggested to make #7 the same as #3 for Senior Housing.

The Committee asked previous recommendations for codes changes for senior housing and the parking standards of the DUC zone be provided. The Committee will review to decide if further changes are warranted. Considerable discussion on balancing parking needs of a suburban downtown and pressure for requiring less parking encouraging transit use.

E. Electronic Message Boards

Interim Director David Osaki recapped the process to date. The Planning Commission held a public hearing on the proposed code amendments in May and recommended that an Ad Hoc Sign Committee be formed to provide advice and recommendations for consideration.

The Chamber of Commerce formed an ad hoc sign code committee and organized two meetings. Based on those meetings and other information, staff developed a matrix reflecting the Ad Hoc Committee's comments on the proposed ordinance as well as comments by the PCD Committee to date.

The PCD Committee discussed where such signs should be allowed, the number of signs allowed per a business and controlling the programming of the electronic messages.

The PCD Committee offered several changes to the matrix. Staff will draft another ordinance reflecting the PCD comments and return it for review. The proposed ordinance would then still need to go back to the Planning Commission for public hearing and a recommendation to the City Council.

V. INFORMATION

A. Latino Friendship Center - The City, the Auburn School District, various non-profit agencies and leaders of the Latino community have been participating in the discussions to determine a feasible site. The conversation surrounding this

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development has sparked interest and a widening involvement in planning for the next steps of the Latino Friendship Center. The Committee and Mayor Lewis opposed the last statement in the memo that the Human Services Center will be located at Les Gove; they would like that statement to be removed.

Mayor Lewis stated that the Latino Center is has been discussed but there is no site available. Cedar Lanes was discussed to be a temporary home. Director Faber talked about the importance of letting the Latino agency develop on their own and not have the City tell them what they should be.

- B. Shoreline Master Program** - Mr. Osaki stated that Aaron will be in a meeting with the DOE's project manager on the 8th and will provide an updated memo afterwards.

Hwy 18 Signage – Also while not on the agenda, the PCD and Mayor discussed the DOT response letter to the request for highway signage identification of Auburn. Mayor requested info on the existing signs NB and SB on SR 167 and then he will escalate the request to head of DOT.

- C. PCDC Matrix Update with VISION 2016** – The Committee reviewed the Vision 2016 priority list in efforts to update goals on the Matrix.

Member Backus listed her preferred line items to focus on: # 2, 9, 12, 22, 28, 32, 36, 43, 49, C, E and Q. Items suggested to be taken off were: 9, 13, and 32.

Chair Norman listed her preferred line items to focus on: #1, 7, 16, 21, 24, 27, C, D, G, J, P, and BB.

Member Wagner listed his preferred line items to focus on: 49, 30, Q, 11, 36, 41, (Tribal related issues to be combined and put on the matrix), 7, C, 21, 8, 9 and 24.

PCD agreed upon adding the following line items to their working matrix: 36, 7, 21, 24, 36, 49, C, D, Q, 30 and Tribal issues as one topic of focus. All the other items that did not get on the replenishment of the matrix will be listed out and assigned timelines for completion.

Chair Norman discussed the importance of community input when making decisions on projects. Chair Norman stated that there are a lot of misrepresentations in the community's perception of City projects. The Committee decided it would be a good idea to hold an open house for the public to hear what is happening with some of the downtown projects; items would include, but are not limited to the new design standards and Heartland "talking points". Member Backus stated it would be of benefit to have and share "clear communication of what we can when we can". Another step, in efforts to keep the public informed on City projects is to add the downtown strategic plan on-line. Mayor Lewis asked to have the open house called "Downtown Redevelopment

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Today”.

There was a short discussion regarding the B Street Plaza smoking problem.

VI. ADJOURNMENT

There being no further business to come before the Planning and Community Development Committee, Chair Norman adjourned the meeting at 7:10 p.m.

APPROVED THE _____ DAY OF _____.

Lynn Norman, Chair

Kirsten Reynolds, Secretary