



January 14, 2008

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 Planning, Building and Community Department Director Cindy Baker, Principal Planner Steve Pilcher, Assistant Building Official Pat Gravseth, Principal Planner Elizabeth Chamberlain, Environmental Protection Manager Aaron Nix, Project Engineer Jacob Sweeting, Government Relations Manager Carolyn Robertson, Economic Development Manager Dave Baron, Mayor Pete Lewis and Planning Secretary Kirsten Reynolds.

Audience Members included: Faith Richie, Jake Dexter, and Tom Dooley

II. **APPROVAL OF MINUTES**

December 10, 2007

Member Wagner moved to approve the minutes from the December 10, 2007 meeting as submitted, seconded by Chair Norman.

Minutes approved unanimously 3-0.

III. **ACTION**

A. **Ordinance No. 6153 – West Hill Annexation Area**

Principal Planner Steve Pilcher discussed the proposal to add a new chapter entitled "West Hill Annexation Area" to the Auburn City Code. Mr. Pilcher explained this would establish zoning provisions to recognize existing platted lots and address keeping of farm animals; similar to how Lea Hill area is addressed.

Member Wagner asked about the acreage in relation to the farm animals. Mr. Pilcher confirmed the proposal would be the same as the zones in Lea Hill.

Member Backus moved to recommend City Council approve Ordinance No. 6134; seconded by Member Wagner.

Motion was approved unanimously 3-0.

B. **Resolution No. 4297 – 2007 Pierce County Buildable Lands Report**

Principal Planner Steve Pilcher asked the Committee to recommended approval of the 2007 Pierce County Buildable Lands Report. The report displays how the City of Auburn is meeting goals for accommodating growth and development. Pierce County and the

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State Department of Community, Trade and Economic Development recommend each jurisdiction to adopt the Buildable Land Reports.

The report represented only the Pierce County section within the Auburn city limits. The analysis showed Auburn has sufficient land to meet employment needs but was lacking land for population growth by 166 dwelling units. There was discussion regarding how population gets allocated. Member Wagner asked staff to follow up on why 211 acres in the Lakeland PUD zone is allocated to both residential and commercial land capacity.

Member Backus moved to forward Resolution No. 4297 on to full Council; seconded by Member Wagner.

Motion was approved unanimously 3-0.

IV. DISCUSSION

A. Wayfinding Update –

Project Engineer Jacob Sweeting gave an updated on the how and when future signs will be installed. Mr. Sweeting reviewed a large visual map that displayed 28 individual signs throughout the city. Next month there will be more signage installed on C Street off Hwy. 18, then working towards the Golf Course. The goal is to have at least two signs a month installed, and to be completed by the end of 2008.

In addition to the 28 sites existing hospital signs will be replace with the new design. Mayor Lewis asked if signage for the Airport will be installed. Mr. Sweeting said he would add it to the working matrix. There was discussion around the great persistence of staff and Committee work and that the Committee is in support of early execution. Each sign installed must follow the Federal Guideline process.

B. 2008 Legislative Agenda –

Government Relations Manager Carolyn Robertson introduced Consultant Tom Dooley, who is working on the Public Facilities District. Ms. Robertson and Mr. Dooley talked about the strategy they are taking at the State Congress level to support this effort; they must prove to the State that because Auburn is one of seven jurisdictions that have split jurisdictional boundaries in King County they should be granted the ability to have a Public Facilities District.

Mr. Dooley talked about the original discussions leading up to the idea of having a Youth Soccer facility; the deliberation was focused on driving more economic activity in to the Downtown Core. Renderings of the facility were displayed and discussed in detail. Mr. Dooley identified the ideal would be to have a multi-use facility that would allow for other functions like basketball or volleyball; there are plans to also have an arcade. The facility would have 5,500 + sq. ft. with one full floor of parking.

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The City would be required to spend \$10 million on developing the facility. Mr. Dooley affirmed there are some extremely supportive legislators and their strategy is firm. Chair Norman added, this project is meant to be an interactive community building structure and should be city owned but not a city run facility. Ms. Robertson acknowledged that is the intent and that letters of support from local agencies would be helpful.

More updates will be given to the Committee throughout the process.

C. Resolution No. 4294 -

Assistant Building Official Pat Gravseth reviewed with the Committee a need to change a Single Family Residence address (parcel # 272105-9150). Mr. Gravseth explained this is a duplicate address on two separate parcels; this is very confusing to emergency services. The Committee understood the situation and was in agreement that this needs to take place.

D. Potential Zoning Code Amendment re: Individual Supportive Housing –

Principal Planner Steve Pilcher presented revisions to the draft code language last provided at the December meeting. Staff has made some additional changes based upon comments provided by the Committee and information provided by King County Housing.

The changes include requiring a conditional use permit process; this would ensure that any proposal would have to come before Council for final approval.

Mr. Pilcher discussed population densities in the different zoning areas. An R-4 zone could potentially allow a maximum of 72 people per an acre, assuming maximum density of 18 dwelling units per acre, with apartments being 3 bedroom units and occupied by a family of four. In a C-3 zone, twice that density could be allowed. Staff proposed two options for supportive housing: 1) allow no more than 36 single occupancy units per acre or 2) have the density determined as part of the conditional use permit process, similar to the Federal Way approach.

Language was added to ensure that a management plan must be approved as part of the conditional use permit process. For parking, there must be one stall per every two units. A provision was added to allow for a parking reduction if the site is located within 500 ft. of public transit, support services and/or retail services that meet daily needs.

The Committee asked for the code to be checked to ensure that all the language is consistent; the City has had a 1,000 foot separation standard for adult uses as compared to the 880 foot standard that was proposed. Other concerns from the Committee included policing of the management plan and providing additional language to ensure off-street parking is provided directly adjacent to the facility.

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Faith Richie with Valley Cities Authority, 2704 I Street, was invited to discuss the potential size of the units. Director Baker recommended taking out the term "occupancy rooms" and further discussed adding a maximum of 450 sq. ft. per a unit.

Member Wagner asked for language to be added to ensure these types of developments do not adversely affect the community. Mr. Pilcher pointed out the criteria for granting a conditional use permit includes this standard. Next steps are to have staff make the corrections, have copies made and distributed to the Committee Members and also move it forward to the Planning Commission.

- E. Les Gove Community Center Update** – Member Wagner gave a brief update on the Les Gove Community Center meetings that have been taking place. The budget came in much higher than expected so there have been some changes. The meetings have been scheduled to involve citizens and a number of the meetings have been scheduled with the architect. On January 25, 2008 the group will be taking an all day tour of other facilities with a couple staff members and the architects. Renderings will be available for the Council Retreat. After the Retreat all Council the group will host an open house. The square footage between the gym and the center is still being decided.

Chair Norman asked if Member Wagner could give periodic updates to the PCD Committee as things move forward. More information will be presented at the February 25th PCD meeting and then at the Council Retreat.

V. INFORMATION

A. Department Activities / 2007 Accomplishments

Director Baker reported on a few of the departments accomplishments that included, but not limited to the following topics:

- **Downtown Parking** – the Auburn Downtown Association (ADA) will be managing the program. Member Wagner asked for clarification around the \$500 maintenance costs. Staff will pull the figures and get back to them.

EDD Grant – the City was ranked number one.

Farmer's Market - a vision has been developed and named The International Market. Councilmember Pelosa is running the effort to get this started. Member Wagner stated on the record that he is not yet a supporter with out seeing the business plan. There were concerns around ensuring a direct link to the local farmers and that it won't take a lot of city money.

Klump/Totem Annex. - Totem Open House is: Wednesday, January 23, 2008 at 6:30 p.m. at Pioneer Elementary School 2301 M Street S.E.

Klump Open House is: Thursday, January 24, 2008 at 6:30 p.m. at Cascade Middle School (1015 24th Street NE)

New Planning Commission Members - Ron Copple and Bob Baggett were welcomed at the last meeting on January 8, 2008

Addressing – has been done in-house for less than \$30,000. Quyen Thai was

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complemented for his efforts.

Mayor Lewis talked about the King County projects that have already started the permitting process. There are 30 + in Lea hill and 12 in West Hill. There will be quasi-judicial issues to deal with if issues are brought to the Council on these projects. Council will discuss this at the next COW meeting on March 31, 2008.

- B. **PCDC Status Matrix** - The matrix was reviewed and updated line by line.

- C. **Other Information** – Chair Norman asked to have a few new staff members added to the Downtown Committee, to include: Cindy Baker, Elizabeth Chamberlain, Dave Baron and a note taker for future Downtown Committee meetings.

VI. ADJOURNMENT

There being no further business to come before the Planning and Community Development Committee, Chair Norman adjourned the meeting at 7:29 p.m.

APPROVED THE _____ DAY OF _____.

Lynn Norman, Chair

Kirsten Reynolds, Secretary