	<p><b>City Council Study Session Finance - Econ Dev SFA</b>  <b>November 27, 2017 - 5:30 PM</b>  <b>Council Chambers - City Hall</b>  <b>AGENDA</b>  <b>Watch the meeting LIVE!</b></p> <p><b>Watch the meeting video</b>  Meeting videos are not available until 72  hours after the meeting has concluded.</p>
---	--

- I. CALL TO ORDER
  - A. Roll Call
- II. ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS
- III. AGENDA ITEMS FOR COUNCIL DISCUSSION
  - A. Traffic Calming Program Discussion (Snyder) (20 Minutes)
  - B. Resolution No. 5330 - Deed Restriction (Snyder) (10 Minutes)
  - C. Ordinance No. 6667 - 2017 Comprehensive Plan Map and Text Amendments (Snyder) (15 Minutes)
  - D. Ordinance No. 6668 - 2018 School Impact Fees (Snyder) (10 Minutes)
  - E. King County Franchise Fee (Snyder) (10 Minutes)
  - F. Ordinance No. 6669 - Auburn Poet Laureate (Faber) (10 Minutes)
- IV. FINANCE AND ECONOMIC DEVELOPMENT DISCUSSION ITEMS
  - A. Third Quarter 2017 Financial Report (Coleman) (30 Minutes)
  - B. Ordinance No. 6665 - Budget Amendment No. 3 (Coleman) (15 Minutes)
  - C. Council Budget Priorities (Coleman) (30 Minutes)
- V. OTHER DISCUSSION ITEMS
- VI. NEW BUSINESS
- VII. MATRIX
  - A. Matrix
- VIII. ADJOURNMENT

*Agendas and minutes are available to the public at the City Clerk's Office, on the City website (<http://www.aubumwa.gov>), and via e-mail. Complete agenda packets are available for review at the City Clerk's Office.*



## AGENDA BILL APPROVAL FORM

---

**Agenda Subject:**

Traffic Calming Program Discussion (Snyder) (20 Minutes)

**Date:**

November 17, 2017

**Department:**

CD & PW

**Attachments:**

No Attachments Available

**Budget Impact:****Administrative Recommendation:**

For discussion only.

**Background Summary:**

As requested by the Council, staff will provide a presentation and discussion on the Traffic Calming Program including the following areas:

- How traffic calming locations are identified
- How staff evaluate potential traffic calming locations
- When traffic calming is appropriate, what are the measures or options staff consider
- Summary of the various traffic calming measures implemented this last year

**Reviewed by Council Committees:****Councilmember:****Staff:**

Gaub

**Meeting Date:** November 27, 2017

Item Number:



## AGENDA BILL APPROVAL FORM

**Agenda Subject:**

Resolution No. 5330 - Deed Restriction (Snyder) (10 Minutes)

**Date:**

November 17, 2017

**Department:**

Community Development &  
Public Works

**Attachments:**

[Resolution No. 5330](#)

[Exhibit I - Deed Restriction - Restrictive](#)

[Covenant](#)

[Exhibit A - Exhibit A Legal Description to Exhibit](#)

[I](#)

**Budget Impact:****Administrative Recommendation:**

City Council to discuss Resolution No. 5330

**Background Summary:**

In May 2014, the City of Auburn was awarded a \$532,000.00 Competitive Floodplain Management and Control Grant (Agreement No. G1400661 – Mill Creek Restoration Project) from the Washington State Department of Ecology appropriated through the 2013 Washington State legislature under §3069 of the Capital Budget for purchase price and real estate transaction costs and pre-construction activities (invasive species removal) for the Mill Creek Wetland 5K Ecosystem Restoration Project. The Auburn City Council adopted Resolution No. 5083 on July 21, 2014, authorizing the purchase of approximately 21.12 acres of land comprised of four (4) parcels from Willis M. Calhoun and Carolyn M. Calhoun, husband and wife, adjacent to Mill Creek within the corporate municipal limits of the City of Auburn, King County, Washington. The City of Auburn purchased the 21.12 acres from Willis M. Calhoun and Carolyn M. Calhoun for \$511,979.04 utilizing the awarded Competitive Floodplain Management and Control Grant. The City of Auburn utilized remaining awarded grant funds to support needed pre-construction activities that consisted of invasive species removal. The Washington State Department of Ecology required the City of Auburn, as a condition of grant acceptance, to execute and record deed placing a restrictive covenant on the purchased properties. The recorded deed restriction – restrictive covenant is intended to enable floodplain protection and/or restoration and to prevent future development of the affected parcels of land.

The deed restriction and legal description were reviewed by the City Attorney's Office and the Washington Department of Ecology. Resolution No. 5330 is currently scheduled for City Council consideration at its December 4, 2017 regular meeting. If approved by the City Council, the deed restriction will be signed by Mayor Backus and recorded with the King County Recorder's Office and transmitted to the Washington State Department of Ecology.

**Reviewed by Council Committees:**

Other: Legal

**Councilmember:**

**Staff:**

Snyder

**Meeting Date:** November 27, 2017

Item Number:

**RESOLUTION NO. 5 3 3 0**

A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF AUBURN, WASHINGTON, AUTHORIZING  
THE MAYOR TO EXECUTE THE DEED  
RESTRICTION-RESTRICTIVE COVENANT FOR CITY-  
OWNED PARCELS 1221049037, 1221049038,  
1221049039, 1221049007 REQUIRED AS A  
CONDITION OF WASHINGTON DEPARTMENT OF  
ECOLOGY GRANT FUNDING

WHEREAS, in May 2014, the City of Auburn was awarded a \$532,000.00 Competitive Floodplain Management and Control Grant (Agreement No. G1400661 – Mill Creek Restoration Project) from the Washington State Department of Ecology appropriated through the 2013 Washington State legislature under §3069 of the Capital Budget for purchase price and real estate transaction costs and pre-construction activities (invasive species removal); and

WHEREAS, the Auburn City Council adopted Resolution No. 5083 on July 21, 2014, authorizing the purchase of approximately 21.12 acres of land comprised of four (4) parcels from Willis M. Calhoun and Carolyn M. Calhoun, husband and wife, adjacent to Mill Creek within the corporate municipal limits of the City of Auburn, King County, Washington; and

WHEREAS, the City of Auburn purchased the 21.12 acres from Willis M. Calhoun and Carolyn M. Calhoun for \$511,979.04 in July 2014; and

WHEREAS, the City of Auburn utilized remaining authorized grant funds to support needed pre-construction activities; and,

WHEREAS, the Washington State Department of Ecology required the City of Auburn to execute and record a deed placing a restrictive covenant on the purchased properties as a condition of grant acceptance; and

WHEREAS, the City of Auburn has prepared a deed restriction – restrictive covenant suitable to meet the requirements of the Washington State Department of Ecology Competitive Floodplain Management and Control Grant Program.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, HEREBY RESOLVES as follows:

**Section 1 Authorization to Execute.** That the Mayor is authorized to execute and have recorded the Deed Restriction – Restrictive Covenant to meet the requirements of the Washington State Department of Ecology Competitive Floodplain Management and Control Grant Program in substantial conformity with the document and any and all of its affiliated exhibits attached hereto, marked as Exhibit "I" and incorporated herein by this reference.

**Section 2. Implementation of Other Administrative Procedures.** That the Mayor is authorized to implement such other administrative procedures as may be necessary to carry out the directives of this legislation.

**Section 3. Full Force and Effect.** This Resolution shall be in full force and effect upon passage and signatures hereon.

SIGNED and DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2017

**CITY OF AUBURN**

\_\_\_\_\_  
NANCY BACKUS, Mayor

ATTEST:

\_\_\_\_\_  
Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Daniel B. Heid, City Attorney

Return Address:  
Adam P. Sant  
Floodplain Project Manager  
SEA Program, Headquarters  
Washington State Department of Ecology  
300 Desmond Drive SE  
Lacey, WA 98503

Above this line reserved for recording information.

### **DEED RESTRICTION - RESTRICTIVE COVENANT**

(City of Auburn, WA Mill Creek Restoration Project, Washington Department of Ecology  
Grant No. G1400661)

Reference # (if applicable):	N/A
Dedicator:	City of Auburn
Legal Description/STR:	Lots 2, 3, 4 and Tract "B" of City of Auburn Short Plat Number SP 2-86 recorded under Recording No. 8606050395
Assessor's Tax Parcel ID#:	1221049037, 1221049038, 1221049039, 1221049007

This Deed Restriction - Restrictive Covenant for the purposes of Floodplain Protection and/or Restoration (referred to hereinafter as "DEED RESTRICTION") is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2017, by the CITY OF AUBURN, a Washington Municipal Corporation organized under Title 35A RCW, hereinafter referred to as the "CITY".

WHEREAS, the CITY is owner in fee simple of certain real property purchased in August 2014 located in the City of Auburn, King County, Washington, legally described on Exhibit A attached hereto and incorporated herein by reference, which properties are intended to be subject to this DEED RESTRICTION and burdened in perpetuity with this DEED RESTRICTION ("SUBJECT PROPERTY"); and

WHEREAS, the CITY or the representative of the CITY executing this DEED RESTRICTION has the authority to burden the SUBJECT PROPERTY to certain use restrictions enforceable by the Washington State Department of Ecology

(Ecology). The purpose of this DEED RESTRICTION is to ensure that the SUBJECT PRPOERTY will be used to enable floodplain protection and/or restoration and to prevent this land from future development. These restrictions are a condition of the grant funding (Grant No. G1400661, Mill Creek Restoration Project) appropriated by the State of Washington Department of Ecology through the 2013 Washington State legislature under §3069 of the Capital Budget; and

WHEREAS, in order to satisfy a grant funding requirement of the July 2014 Ecology Grant Agreement No. G1400661 between the State of Washington Department of Ecology and the City of Auburn, the CITY agrees to record this DEED RESTRICTION to enable floodplain protection and/or restoration and to prevent the SUBJECT PROPERTY from future development for the benefit of public health, safety, and welfare; and

WHEREAS, the CITY understands that preservation of floodplain protection and/or restoration is an essential public health, safety and welfare measure and that this is best accomplished through the prevention of any future development of the affected parcels of land and that floodplain management as stated herein is in conformity with the CITY’S Comprehensive Plan; and

WHEREAS, the CITY has acknowledged the important environmental value of this DEED RESTRICTION and agrees not to undertake any activity which will in any way be inconsistent with floodplain protection and/or restoration on the SUBJECT PROPERTY.

NOW, THEREFORE, in consideration of funding provided by the Washington State Department of Ecology to assist the CITY in purchasing the SUBJECT PROEPTY, the CITY hereby causes to be recorded against the SUBJECT PROPERTY in perpetuity, a DEED RESTRICTION and restrictive covenants to enable floodplain protection and/or restoration and to prevent the SUBJECT PROPERTY from future development for the benefit of the public, as follows:

1. **Authority to Burden Subject Property.** The CITY is the owner in fee simple of the SUBJECT PROPERTY referred to above and has full power and authority to burden the SUBJECT PROPERTY in perpetuity for the benefit of the public.
2. **No Merger.** The rights that are set forth herein are usually secured by means of an easement, but in this instance there is no separate legal entity to which the City can grant such an easement. Since an easement granted by an

entity to itself would merge into the fee ownership, it would have no legal effect. The City intends by recording of this DEED RESTRICTION to provide actual and constructive notice to the successors, assigns, purchasers, transferees, and lessees of the SUBJECT PROPERTY of the restrictions imposed by this DEED RESTRICTION.

3. **Deed Restriction in Perpetuity.** The CITY intends that the restrictions contained in this DEED RESTRICTION not merge into the fee title and thereby be removed or eliminated. The CITY hereby dedicates in perpetuity and covenants that this DEED RESTRICTION shall run with the land included in the SUBJECT PROPERTY legally described in Exhibit A attached hereto. This DEED RESTRICTION shall burden the SUBJECT PROPERTY and benefit the CITY and the public.
4. **Heirs, Successors, and Assigns.** This DEED RESTRICTION shall be binding on the City's heirs, successors, and assigns.
5. **Scope of Deed Restriction.** This DEED RESTRICTION shall allow the CITY to enter upon the SUBJECT PROPERTY for the purposes of constructing, monitoring, maintaining, preserving, and enhancing the SUBJECT PROPERTY legally described on Exhibit "A" attached hereto. The CITY covenants not to in any way impair or interfere with the function and use of the SUBJECT PROPERTY, and the CITY further covenants to take reasonable and necessary steps to restrict access to the SUBJECT PROPERTY and prohibit construction of any structures or artificial surfaces or alteration of any floodplain area within the SUBJECT PROPERTY. No activity of any kind may take place within the SUBJECT PROPERTY without the prior approval by the CITY's Director of Community Development and Public Works or other CITY official authorized by the Mayor of the CITY and prior written notification to the State of Washington Department of Ecology, except the CITY shall be permitted to enter onto the SUBJECT PROPERTY at all reasonable times for monitoring and maintenance purposes.
6. **Use Restrictions for Subject Property.** Uses of the SUBJECT PROPERTY shall be restricted to:
  - a. Restoring the land to natural habitat conditions by removing human structures, materials, waste, etc.;
  - b. Enhancing the river, stream and/or floodplain to protect Mill Creek from flooding;

- c. Planting of the riparian area and/or floodplain;
- d. Providing vegetation management of exotic species (e.g., reed canary grass, purple loosestrife, etc.);
- e. Allowing for maintenance, repair, and necessary reconstruction of the restoration project and all associated elements;
- f. Allowing for pervious site access;
- g. Enhancement of the river, stream, floodplain, and/or riparian area for fish and wildlife habitat; and
- h. Providing open space and recreation.

The restrictions and obligations described above are intended to run with the land and are intended to be binding on any and all persons who acquire an interest in the SUBJECT PROPERTY. In the event the SUBJECT PROPERTY is no longer included as part of the current undeveloped and/or restored floodplain system, CITY fails to manage the property as outlined above, or ownership interest changes, Ecology may, at its sole discretion, direct CITY to either: 1) to sell the property and pay Ecology one hundred (100) percent based on a \$511,979.04 purchase price and Ecology's contribution of \$511,979.04) of the net sales proceeds (sale price minus actual and reasonable selling expenses, if any); OR 2) to pay Ecology either one hundred (100) percent of the current appraised value of the property or \$511,979.04, whichever is higher.

7. **Reserved Rights.** The CITY reserves to itself all rights, title, interest, and obligations incident to ownership of the SUBJECT PROPERTY.
8. **Enforcement.** In the event that the CITY is no longer the owner of the SUBJECT PROPERTY and a violation of the terms of this DEDICATION is noted to the CITY in writing, the CITY shall notify the then-current owner that the owner has thirty (30) days from receipt of said notice to cure the violation. If the owner does not cure the violation, the CITY may initiate an enforcement action as provided for by law. The CITY, at its option, may take action to preserve and protect the SUBJECT PROPERTY and its floodplain protection or floodplain restoration function, after first giving written notice, and, in such case, the reasonable expenses incurred by the CITY shall be recoverable from the party that is found to be in violation of this DEDICATION.

9. **Costs and Liabilities.** The CITY retains all responsibilities and will bear all costs and liabilities of any kind related to or incidental to the ownership of the SUBJECT PROPERTY and agrees to pay all assessments and taxation (if any) against said SUBJECT PROPERTY assessed by any governmental authority as they become due for as long as the CITY remains the fee owner of the SUBJECT PROPERTY.
10. **Recordation.** The CITY agrees to incorporate the terms of this Agreement in any deed, lease or other agreement which divests the CITY of any interest in any portion of the SUBJECT PROPERTY. The CITY shall record this Dedication immediately in the Office of the King County Department of Records and Elections.
11. **Construction.** This DEDICATION shall be liberally construed to effect the purpose and intent hereof.
12. **Severability.** If any provision of this DEDICATION is ruled invalid or unenforceable for any reason by a court of competent jurisdiction, the remaining provisions hereof shall remain in force and effect.

This DEED RESTRICTION shall be effective as of the date first written above.

**DEED RESTRICTOR:**

CITY OF AUBURN, a municipal corporation

By: \_\_\_\_\_

Name: Nancy Backus

Title: Mayor

ATTEST:

Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

Daniel B. Heid, City Attorney

STATE OF WASHINGTON )  
 ) ss  
COUNTY OF KING )

I certify that I know or have satisfactory evidence that NANCY BACKUS was the person who appeared before me, and said person acknowledged that they signed this instrument, on oath stated that they were authorized to execute the instrument and acknowledged it as the MAYOR of the CITY OF AUBURN to be the free and voluntary act of said city for the uses and purposes mentioned in this instrument.

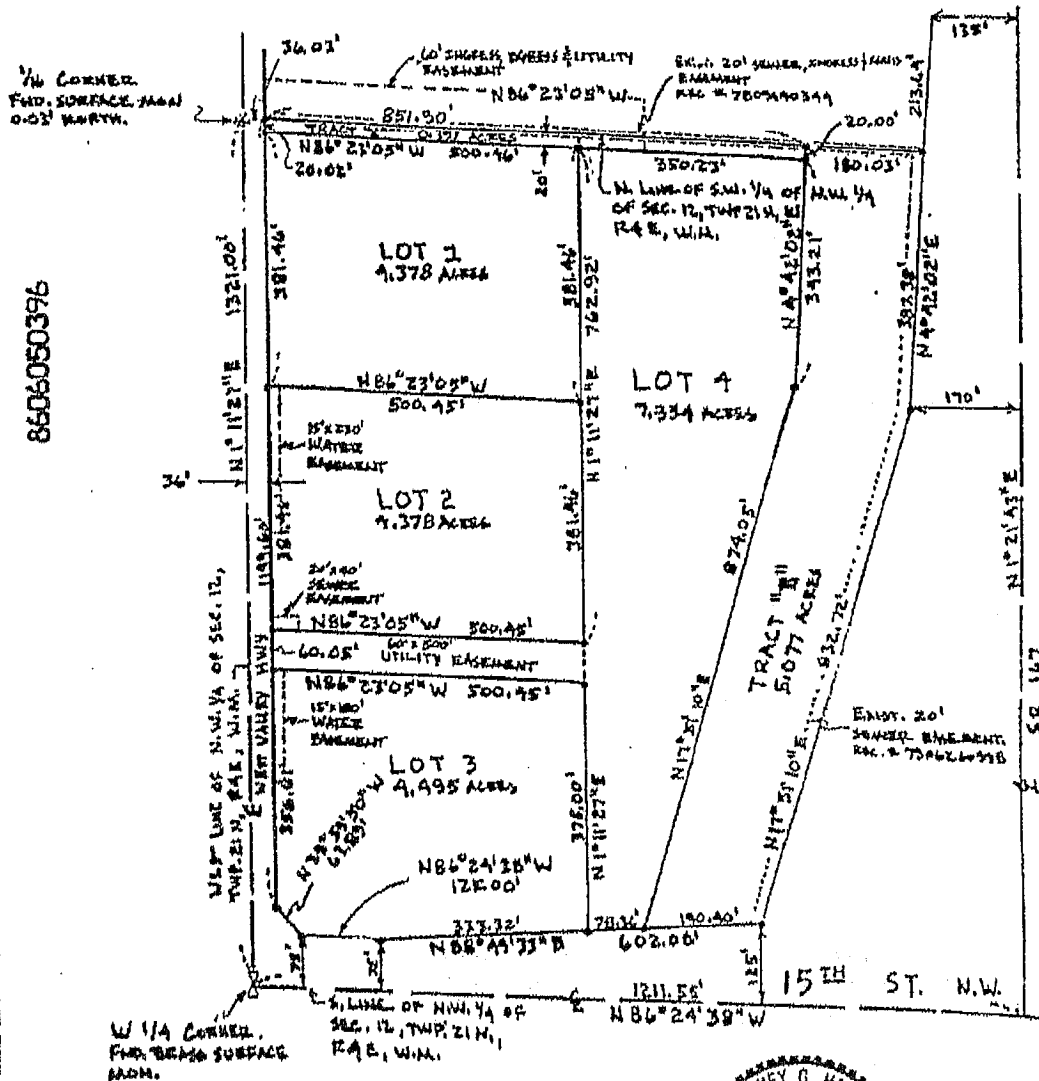
Dated \_\_\_\_\_

Notary Public in and for the State of Washington  
Residing at \_\_\_\_\_  
My appointment expires: \_\_\_\_\_

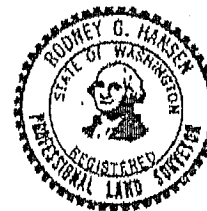
# Exhibit "A"

SHORT SUBDIVISION NO. SP-2-86

PLEASE NOTE: ALL EXISTING STRUCTURES MUST BE IDENTIFIED AND LOCATED, AND ALL SETBACKS INDICATED, THAT ARE SITUATED WITHIN THE SHORT SUBDIVISION.



NOTE: NO DIRECT ACCESS IS ALLOWED TO 15TH AVE. N.W. & ACCESS TO W. VALLEY HWY. IS LIMITED TO ONE PER LOT. ACCESS WIDTH SHALL BE 45' FOR LOTS 1, 2, AND 3.



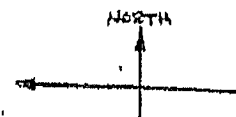
## Land Surveyor's Certificate:

This short subdivision correctly represents a survey made by me or under my direction in conformance with the requirements of appropriate State and County statute and ordinance.

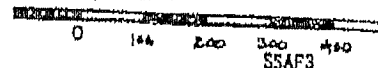
Date 5-13-86 Signature R. G. Hansen

Certificate No.: 211661

Direction:



Scale: 1" = 200'



SP-2-86

ATTACHMENT "A"

LEGAL DESCRIPTIONS:

TOTAL PARCEL:

The Southwest Quarter of the Northwest Quarter of Section 12, Township 21 North, Range 4 East, Willamette Meridian, in King County, Washington; EXCEPT the West 30 feet for Road Number 69 as conveyed to King County by Recording Number 694380; EXCEPT the East 6 feet of the West 36 feet as conveyed to the City of Auburn for 68th. Avenue South by deeds recorded under Recording Numbers 8107150751 and 8107150752;

EXCEPT that portion thereof condemned in King County Superior Court Cause Number 718093 for State Highway SR 167; ALSO EXCEPT that portion thereof condemned in King County Superior Court Cause Number 733305 for 15th. Street Northeast and Northwest in the City of Auburn.

LOT 1:

The North 401.12 feet of the East 500.00 feet of the West 536.00 feet of the Southwest Quarter of the Northwest Quarter of Section 12, Township 21 North, Range 4 East, Willamette Meridian, in King County, Washington; EXCEPT the North 20.00 feet thereof.

LOT 2:

The South 381.12 feet of the North 782.24 feet of the East 500.00 feet of the West 536.00 feet of the Southwest Quarter of the Northwest Quarter of Section 12, Township 21 North, Range 4 East, Willamette Meridian, in King County, Washington.

SUBJECT to an easement for waterline purposes over, under and across the West 15 feet of the North 230 feet of said Lot 2 as described above; ALSO SUBJECT to an easement for sanitary sewer purposes over, under and across the South 20 feet of the West 40 feet of said Lot 2 as described above.

LOT 3:

The East 500.00 feet of the West 536.00 feet of the Southwest Quarter of the Northwest Quarter of Section 12, Township 21 North, Range 4 East, Willamette Meridian, in King County, Washington; EXCEPT the North 842.24 feet thereof; and EXCEPT that portion thereof condemned in King County Superior Court Cause Number 733305 for 15th. Street Northeast and Northwest in the City of Auburn.

SUBJECT to an easement for waterline purposes over, under and across the West 15 feet of the North 180 feet of said Lot 3 as described above.

SP-2-86

ATTACHMENT "A"

LEGAL DESCRIPTIONS CONT:

LOT 4:

The Southwest Quarter of the Northwest Quarter of Section 12, Township 21 North, Range 4 East, Willamette Meridian, in King County, Washington; EXCEPT the West 536.00 feet thereof; and EXCEPT the North 20.00 feet thereof; EXCEPT that portion thereof condemned in King County Superior Court Cause Number 718093 for State Highway SR 167; and EXCEPT that portion thereof condemned in King County Superior Court Cause Number 733305 for 15th. Street Northeast and Northwest in the City of Auburn; ALSO EXCEPT "TRACT B" as described below; TOGETHER WITH the South 60.00 feet of the North 842.24 feet of the East 500.00 feet of the West 536.00 feet of said Southwest Quarter; TOGETHER WITH an easement for ingress and egress and utilities over, under and across the South 60.00 feet of the East 600.00 feet of the West 636.00 feet of the Northwest Quarter of the Northwest Quarter of Section 12, Township 21 North, Range 4 East, Willamette Meridian, in King County, Washington; SUBJECT TO an easement for utilities over, under and across the South 60.00 feet of the North 842.24 feet of the East 500.00 feet of the West 536.00 feet of said Southwest Quarter.

TRACT "B":

That portion of the Southwest Quarter of the Northwest Quarter of Section 12, Township 21 North, Range 4 East, Willamette Meridian, in King County, Washington, described as follows:

Beginning at the intersection of the North line of said Southwest Quarter with the West margin of SR 167 as condemned in King County Superior Court Cause Number 718093; thence West along said North line 180.05 feet; thence S 4°42'02"W parallel with said West margin 363.21 feet; thence S 17°51'10"W parallel with said West margin 874.05 feet to the North margin of 15th. Street Northwest as condemned in King County Superior Court Cause Number 733305; thence East along said North margin of 15th. Street Northwest to the West margin of SR 167; thence North along said West margin to the point of beginning.

TRACT "X":

The North 20.00 feet of the Southwest Quarter of the Northwest Quarter of Section 12, Township 21 North, Range 4 East, Willamette Meridian, in King County, Washington, lying West of "TRACT B" as described above; EXCEPT the West 36.00 feet of said Southwest Quarter.

XX  
XX

SUBJECT TO a storm drainage easement over, under and across said Tract "X" as described above.



## AGENDA BILL APPROVAL FORM

---

**Agenda Subject:**

Ordinance No. 6667 - 2017 Comprehensive Plan Map and Text Amendments (Snyder) (15 Minutes)

**Date:**

November 20, 2017

**Department:**

Community Development &  
Public Works

**Attachments:**

[Agenda Bill for Ordinance No. 6667](#)

[Ordinance No. 6667](#)

**Budget Impact:****Administrative Recommendation:****Background Summary:**

See the attached agenda bill.

**Reviewed by Council Committees:**

Other: Legal, Planning

**Councilmember:****Staff:**

Snyder

**Meeting Date:** November 27, 2017

Item Number:



## AGENDA BILL APPROVAL FORM

<b>Agenda Subject:</b> Ordinance #6667 CPA17-0001, CPA17-0002, REZ17-0001, REZ17-0002, REZ17-0003, & REZ17-0004, 2017 Comprehensive Plan Map and Policy/Text Amendments		<b>Date:</b> November 6, 2017
<b>Department:</b> Community Development & Public Works Dept.	<b>Attachments:</b> Ordinance # 6667 See separate map amendment & policy/text amendment sections of binder	<b>Budget Impact:</b> N/A
<b>Administrative Recommendation:</b> City Council to introduce and approve Ordinance # 6667 amending the Comprehensive Plan to include 2017 Annual Comprehensive Plan Map and Policy/Text Amendments and four associated rezones (zoning map amendments).		
<b>Background Summary:</b> The City of Auburn adopted amendments to its Comprehensive Plan in 1995 in response to the Washington State Growth Management Act (GMA) requirements, as amended. Since then the Auburn Comprehensive Plan has been amended annually. The City adopted a substantially revised Comprehensive Plan in December 2015.  Comprehensive plan amendments can be initiated by the City of Auburn (city-initiated) and by private citizens (privately-initiated). This year the city is initiating: <ul style="list-style-type: none"> <li>Nine policy/text amendments</li> <li>Seventeen map amendments</li> </ul> Also, the city received one private-initiated plan map amendment by the June 9, 2017 submittal deadline.  This staff report and Planning Commission recommendation addresses all of this year's amendments consisting of: <ul style="list-style-type: none"> <li>CPA17-0001, Comprehensive Plan <b>Text</b> Amendments (P/T) # 1-9 – <b>City-initiated applications</b></li> <li>CPA17-0001, Comprehensive Plan <b>Map</b> Amendment (CPM) # 1–17 - <b>City-initiated applications</b></li> <li>CPA17-0002, Comprehensive Plan <b>Map</b> Amendment – <b>private-initiated application</b></li> </ul> Comprehensive plan amendments are initially reviewed during a public hearing process before the City of Auburn Planning Commission, who then provides a recommendation to the City Council for final action. City Council consideration and action on the amendments generally occurs but is not required prior to the end of the year.		
<b>Reviewed by Council &amp; Committees:</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Arts Commission  <input type="checkbox"/> Airport  <input type="checkbox"/> Hearing Examiner  <input type="checkbox"/> Human Services  <input type="checkbox"/> Park Board  <input type="checkbox"/> Planning Comm.         </div> <div style="width: 45%;"> <b>COUNCIL COMMITTEES:</b>  <input type="checkbox"/> Finance  <input type="checkbox"/> Municipal Services  <input type="checkbox"/> Planning &amp; Dev.  <input type="checkbox"/> Public Works  <input type="checkbox"/> Other _____         </div> </div>		<b>Reviewed by Departments &amp; Divisions:</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Building  <input type="checkbox"/> Cemetery  <input type="checkbox"/> Finance  <input type="checkbox"/> Fire  <input checked="" type="checkbox"/> Legal  <input checked="" type="checkbox"/> Public Works         </div> <div style="width: 45%;"> <input type="checkbox"/> M&amp;O  <input type="checkbox"/> Mayor  <input type="checkbox"/> Parks  <input checked="" type="checkbox"/> Planning  <input type="checkbox"/> Police  <input type="checkbox"/> Human Resources         </div> </div>
<b>Action:</b> Committee Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No Council Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No Referred to _____ Until ____/____/____ Tabled _____ Until ____/____/____		
<b>Councilmember:</b>		<b>Staff:</b> Snyder
<b>Meeting Date:</b> November 27, 2017		<b>Item Number:</b>

## **I. Background**

The Planning Commission conducted two hearings on Comprehensive Plan Annual Amendments, consisting of map and policy/text amendments.

At its **October 18, 2017 public hearing**, the Planning Commission considered the following set of Annual Comprehensive Plan Amendments:

### **A. Policy/Text (P/T) Amendments (File #CPA17-0001 – City-Initiated):**

- P/T #1 – Incorporate Auburn School District Capital Facilities Plan
- P/T #2 – Incorporate Dieringer School District Capital Facilities Plan
- P/T #3 – Incorporate Federal Way School District Capital Facilities Plan
- P/T #4 – Incorporate Kent School District Capital Facilities Plan
- P/T #5 – Incorporate City of Auburn Capital Facilities Plan
- P/T #6 - Remove the discussion of a "Mixed Use" land use designation from the text of the Plan and from the Land Use Map. The R10, R16, and R20 residential zoning districts already allow for mixed uses (comprised of residential & commercial) as permitted uses (See Table 18.07.020, Permitted Use Table ).
- P/T #7 - Add text to add back the R5, Residential zoning district back in as an implementing zone for the "Single Family" Land Use Designation. The 2015 Comp Plan this zone was inadvertently omitted as an implementing zoning district of any Comp. Plan land use designation and must be corrected.
- P/T #8 - Change the title of the land use designation of "Residential Transition" to "Moderate Density Residential". Requested to revert to pre-2015 title of the category. Provide a distinct and logical title for the category to address and reflect the range of residential densities.
- P/T #9 - Add the "R-10, Residential" and R-16, Residential" zoning districts back as implementing zones for the "Residential Transition" or if recommended, to the "Moderate Density Residential" Land Use Designation. In the 2015, Comp Plan these zoning districts were inadvertently omitted as an implementing zoning districts of any Comp. Plan land use designation.

### **B. Map (CPM) Amendments (CPA17-0001 – City-Initiated)**

- CPM #1 - Remove the discussion of a "Mixed Use" land use designation from the text of the Plan and remove category from the Land Use Map. "The R-10, R-16 and R-20 residential zoning districts already allow for mixed uses residential & commercial) as permitted uses (See Table 18.07.020, Permitted Use Table). (See also related P/T #6)
- CPM #2 - Change the mapped land use designation of a 2.23-acre city-owned park parcel from "Multiple Family Residential" to "Institutional". Parcel No. 0921059073 is located south of SE 310th ST, 820 feet west of 124th Ave SE.
- CPM #3 - Change the mapped land use designation of a group of 4 privately-owned, previously developed parcels from "Downtown Urban Center" to "Light Industrial" to recognize and be more compatible with developed status of the properties at the perimeter of the land use designation. The sites contain existing uses of warehouses, bulk propane tank distribution and outdoor storage.

At its **November 1, 2017 public hearing**, the Planning Commission considered the following set of Annual Comprehensive Plan Amendments:

**A. Map (CPM) Amendments (CPA17-0001 – City-Initiated)**

- CPM #4 - Change the mapped land use designation of south part of 2.15-acre, privately-owned developed parcel from "Residential Transition" to "Heavy Commercial". Parcel owned by Quality Fence Co. and located on south side of 21st ST SE, 390 feet east of A ST SE.
- CPM #5 - Change the mapped land use designation of 3 parcels (2 privately owned and 1 city-owned) from the "Open Space" to "Downtown Urban Center" land use designation. Parcels are located at the SW corner of Main and Division Street.
- CPM #6 - Change the mapped land use designation of 46 city-owned, parks properties from "Open Space" to "Institutional" land use designation. Also, change the zoning designation from "OS, Open Space" to "I, Institutional" to agree, except for Parcel Nos. 1821059327, 1821059117 & 8581400530.
- CPM #7 - Change the mapped land use designation of 3 Tribal jurisdiction parcels from the "Open Space" to the "Institutional" Land Use designation. The 3 parcels controlled by the Muckleshoot Tribe are developed as a cemetery and thus, the land use designation is inconsistent with the designation criteria and purpose of the "Open Space" land designation of the Comprehensive Plan. Also, change the zoning designation from "OS, Open Space" to "I, Institutional" to agree.
- CPM #8 - Change the mapped land use designation of 2 parcels from "Single Family Residential" to "Light Commercial". Both parcels are located on east side of A ST SE, south of Lakeland Hills WY SE. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation of "Light Commercial". Also, change the zoning designation from "R5, Residential" to "C1, Light Commercial" to agree.
- CPM #9 - Change the mapped land use designation of 2 privately owned vacant parcels from "Multiple Family Residential" to "Light Commercial". Both parcels are located at SE corner of SE 312th ST & 121st PL SE. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.
- CPM #10 - Change the mapped land use designation of a privately owned 0.91-acre parcel containing a single family house from "Multiple Family Residential" to "Single Family Residential". Parcel is located 130 feet south of intersection of 124th AV SE & SE 307th PL. (30811 124TH AVE SE). Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.
- CPM #11 - Change the mapped land use designation of a privately-owned, 13.84 -acre parcel developed with a warehouse from "Heavy Industrial" to "Light Industrial". Parcel is located south of SR 18 at west end of 8th ST SW. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.
- CPM #12 - Change the mapped land use designation of 7.2-acre private developed parcel from "Single Family Residential" to "Multiple Family Residential". Parcel is located NW of intersection of Mill Pond DR SE and Kennedy AV SE. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.
- CPM #13 - Change the mapped land use designation of a group of 10 parcels from "Single Family Residential" to "Multiple Family Residential". Parcels are located

on the north side of Auburn WY S, east of Academy DR SE. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.

CPM #14 - Change the mapped land use designation of 23 parcels from "Institutional" to "Downtown Urban Center". Parcels are at various locations in downtown. Some are City-owned; others are privately owned. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.

CPM #15 - Change the mapped land use designation of numerous parcels within the Lakeland Hills South PUD from "Residential Transition" to "Moderate Density Residential". Parcels are at various locations. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan.

CPM #16 - Change the mapped land use designation of 0.21-acre city-owned stormwater facility serving a plat from "Institutional" to "Multiple Family Residential" to agree with rest of the plat. Parcel is owned by the City and located on south side of 35th St SE, 290 feet west of D ST SE. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.

CPM #17 - Change the mapped land use designation of a 0.71- acre privately-owned and developed parcel from "Residential Transition" to "Multiple Family". Parcel is located east of end of B ST SE between 15th and 16th ST SE. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.

**B. Map (CPM) Amendments (CPA17-0002 – Private-Initiated)**

Application by Nexus Youth & Families to change the mapped land use designation of 3 parcels from "Single Family" with a "Residential Transition Overlay" to "Light Commercial" and change the zoning designation from "R-7, Residential" to "C-1, Light Commercial". The parcels totaling 0.72 acres are owned or proposed for purchase by Nexus Youth & Families are located between Auburn Way S. and 'H' St. SE, approximately 120 ft. south of 9th St. SE. The addresses are 911 'H' St. SE, 915 'H' St. SE, and 921 'H' St. SE.

In short, with conclusion of the two hearings the Planning Commission has forwarded its recommendation for **"approval" to the City Council on all of the year 2017 Comprehensive Plan Amendments.**

---

**II. Comprehensive Plan Related Findings**

1. The purpose of the City's Comprehensive Plan is to provide a policy basis for development regulations to ensure that the Comprehensive Plan and implementing regulations are consistent, as required by the Washington State Growth Management Act (GMA) and the following City Code provision:

***“14.22.050 Conformance and consistency.***

*The zoning, land division and other development codes contained or referenced within Auburn City Code shall be consistent with and implement the intent of the comprehensive plan. Capital budget decisions shall be made in conformity with the comprehensive plan.”*

2. RCW 36.70A.130 (The Washington State Growth Management Act (GMA)) provides the process for amendments to locally adopted GMA-compliant comprehensive plans. Except in limited circumstances provided for in State law and repeated in City Code Section 14.22.060, comprehensive plan amendments shall be considered by the city no more frequently than once per year.
3. The City of Auburn established a Friday, June 9, 2017 deadline for the submittal of private-initiated comprehensive plan applications (map or policy/text). Notice to the public of the application filing deadline was provided on the City’s website, published in the Seattle Times Newspaper, and sent to a compiled notification list in April 2017. The City received only one private-initiated plan map amendment (Nexus Youth & Families CPA17-0002 & REZ17-0001). The City received no applications for policy/text amendments by the submittal deadline.
4. The City of Auburn received annual updates to the four school district Capital Facilities Plans whose districts occur within the City of Auburn. These Capital Facilities Plans, as well as the City’s Capital Facilities Plan are referenced in the Capital Facilities element, of the Auburn Comprehensive Plan and are processed as Policy/Text (P/T) amendments.
5. The environmental review under the State Environmental Policy Act (SEPA) for the school district capital facilities plans were prepared individually by each school district acting as their own lead agency, as allowed by state law.
6. The City conducted the environmental review under the State Environmental Policy Act (SEPA) for the city-initiated policy/text and map amendments. This resulted in a Determination of Non-Significance (DNS) (File #SEP17-0014) issued for the City-initiated Comprehensive Plan Amendments on September 19, 2017. The comment period ended October 3, 2017 and the appeal period ended October 17, 2017. The City did not receive any comments in response to the issuance of the Determination of Non-Significance (DNS). A copy of the DNS and environmental checklist application is provided in the working binder.

Also, the City conducted the environmental review under the State Environmental Policy Act (SEPA) for the private-initiated Comprehensive Plan Map Amendment (File #CPA 17-0002) and Rezone. This resulted in a Determination of Non-Significance (DNS) (File # SEP17-0012), for the Comprehensive Plan amendment and Rezone request issued on August 24, 2017. The comment period ended September 8, 2017 and the appeal period ended September 22, 2017. One public comment was submitted (See Exhibit 8 under “CPA 17-0002” at end of working binder); no appeal was filed.

7. Auburn City Code Chapter 14.22, (Amendments) outlines the process for submittal of private-initiated amendments and the general processing of comprehensive plan amendments as follows:

*“Section 14.22.100, (Public Hearing Required by Planning Commission.)*

- A. The planning commission shall hold at least one public hearing on all proposed amendments to the comprehensive plan. Notice of such public hearing shall be given pursuant to Chapter 1.27 ACC and, at a minimum, include the following:*
    - 1. For site-specific plan map amendments:*
      - a. Notice shall be published once in the official newspaper of the city not less than 10 calendar days prior to the date of public hearing;*
      - b. Notice shall be mailed by first class mail to all property owners of record within a radius of 300 feet of the proposed map amendment request, not less than 10 calendar days prior to the public hearing;*
    - 2. For area-wide plan map amendments:*
      - a. Notice shall be published once in the official newspaper of the city not less than 10 calendar days prior to the date of public hearing;*
      - b. Notice shall be mailed by first class mail to all property owners of record within the area subject to the proposed amendment;*
      - c. Notice shall be posted in at least two conspicuous locations in the area subject to the proposed amendment not less than 10 calendar days prior to the date of the public hearing.*
  - B. Notwithstanding the above, the director may expand the minimum noticing provisions noted above as deemed necessary.*
  - C. Planning Commission Recommendation. The planning commission shall conduct a public hearing on all potential comprehensive plan amendments and shall make and forward a recommendation on each to the city council. The planning commission shall adopt written findings and make a recommendation consistent with those findings to the city council.*
  - D. The city council, if it elects to amend the comprehensive plan, shall adopt written findings and adopt said amendments by ordinance.*
  - E. State Review. All comprehensive plan amendments considered by the planning commission shall be forwarded for state agency review consistent with RCW 36.70A.106.*
  - F. Any appeal of an amendment to the comprehensive plan shall be made in accordance with Chapter 36.70A RCW. (Ord. 6172 § 1, 2008.)”*
8. Thus, Comprehensive Plan amendments are initially reviewed during a public hearing process before the City of Auburn Planning Commission, who then provides a recommendation to the City Council for final action. City Council consideration and action on the amendments generally occurs, but is not required, prior to the end of the year.
  9. Pursuant to RCW 36.70A.106, the proposed comprehensive plan amendments outlined in this agenda bill were sent to the Washington State Office of Commerce and other state agencies as required for the 60-day state review. No comments have been received from the Washington State Department of Commerce or other state agencies as of the writing of this report.
  10. Due to the nature of the city-initiated amendments and the scope and limited number of private-initiated amendments, the optional process available in the city code for staff to hold a public open house was not conducted.

11. With the City adoption of a substantially revised Comprehensive Plan in December 2015, the need for some policy/text amendments and map amendments is needed to correct some inadvertent changes. The changes are necessary to increase the consistency of the Comprehensive Plan and zoning as required by ACC 14.22.050, “Conformance and Consistency”. **Each of the Policy/Text (P/T) and map (CPM) changes are shown in greater detail behind the respective tabs of the ‘Working Binder’.**
12. Three public notices were provided for the two different hearings. A public hearing notice was published on October 5, 2017 in the Seattle Times newspaper which is at least 10-days prior to the Planning Commission public hearing conducted on October 18, 2017 and public hearing notices were published on October 17, 2017 (CPA17-0002-The private-initiated map amendment was noticed separately.) and on October 21, 2017 (CPA17-0001) in the Seattle Times newspaper which is at least 10-days prior to the Planning Commission public hearing conducted on November 1, 2017.

### **III. Zoning Code Related Findings**

13. In June 2017 the City Council adopted Ordinance No. 6655 which allows the Planning Commission and City Council to consider associated map changes (for Comprehensive Plan and Zoning map amendments), concurrently. This eliminates the need for the rezone (zoning map amendment) to subsequently be heard and decided by the Hearing Examiner through a separately scheduled hearing when it is related to a Comprehensive Plan map amendment.
14. Chapter 18.68 ACC (Zoning) Amendments)) outlines the process for submittal of private-initiated zoning amendments and the process. Per ACC 18.68.030(B)(1)(b), when the Planning Commission is considering a rezone (zoning map amendment) which requires a Comprehensive Plan Land Use Map amendment, the public hearings shall be conducted concurrently and a recommendation on both shall be forwarded to the City Council.

### **-----OCTOBER 18, 2017 PLANNING COMMISSION PUBLIC HEARING-----**

#### **Comprehensive Plan Policy/Text (P/T) Amendments (File No. CPA17-0001, City initiated)**

##### **P/T #1**

Incorporate the Auburn School District Capital Facilities Plan 2017 - 2023 into the City of Auburn Comprehensive Plan.

##### **Discussion**

The Auburn School District has provided the City with its annually updated Capital Facilities Plan (CFP) covering from 2017-2023. The CFP was prepared by the district staff and adopted by the Auburn School District School Board of Directors on June 26, 2017 and has been subject to separate SEPA review and a Determination of Non-Significance (DNS). Information contained in the School District CFP serves as the basis for the City's collection of school impact fees on behalf of the school district. The Planning Commission action is to incorporate the Auburn School District Capital Facilities Plan into the City's Comprehensive Plan.

A review of the Auburn School District's updated Capital Facilities Plan indicates the District is requesting a change in the fee obligations. The net fee obligation for single-family

dwelling is proposed to be \$3,321.86, a decrease of \$2,147.51 and the requested fee for multiple-family dwellings is \$2,081.29, an increase of \$441.59. The actual impact fees are established by ordinance through subsequent City Council action.

**PLANNING COMMISSION RECOMMENDATION**

Planning Commission recommended approval of the Auburn School District Capital Facilities Plan 2017 - 2023 to the City Council.

**P/T#2**

Incorporate the Dieringer School District Capital Facilities Plan 2018 - 2023 into the City of Auburn Comprehensive Plan.

**Discussion**

The Dieringer School District has provided the City with its annually updated Capital Facilities Plan 2018 - 2023. The CFP was adopted by the Dieringer School District Board of Directors on May 30, 2017. The CFP has been subject to separate SEPA review and a DNS. Information contained in the School District CFP serves as the basis for the City's collection of school impact fees on behalf of the school district. The Planning Commission action is to incorporate the School District Capital Facilities Plan into the City's Comprehensive Plan.

A review of the Dieringer School District's updated Capital Facilities Plan indicates the District is requesting a change in the fee obligations. The net fee obligation for single-family dwellings is proposed to be \$3,760.00, an increase of \$360.00 and the requested fee for multiple family dwellings is \$1,081.00; a decrease of \$678.00. The actual impact fees are established by ordinance through subsequent City Council action.

**PLANNING COMMISSION RECOMMENDATION**

Planning Commission recommended approval of the Dieringer School District Capital Facilities Plan 2018-2023 to the City Council.

**P/T #3**

Incorporate the Federal Way School District 2018 Capital Facilities Plan into the City of Auburn Comprehensive Plan.

**Discussion**

The Federal Way School District has provided the City with its annually updated Capital Facilities Plan 2018. The CFP was adopted by the Federal Way School District School Board July 25, 2017 by Resolution No. 2017-12. The CFP has been subject to separate SEPA review and a DNS. Information contained in the School District CFP serves as the basis for the City's collection of school impact fees on behalf of the school district. The Planning Commission action is to incorporate the School District Capital Facilities Plan into the City's Comprehensive Plan.

A review of the Federal Way School District's updated Capital Facilities Plan indicates the District is requesting a change in the fee obligations. The net fee obligation for single-family dwellings is proposed to be \$6,842.00, representing an increase of \$3,644.00 and the requested fee for multi-family dwellings is \$20,086.00, an increase of \$11,700.00. The actual impact fees are established by ordinance through subsequent City Council action.

According to communication from Tanya Nascimento, Student & Demographic Forecaster of the Federal Way Public Schools, there are several factors which have driven the multiple family impact fees to increase quite significantly in this plan. One factor is the steady increase in observed multiple-family student generation rates. In 2015, the first of three multi-family developments was opened and fully occupied in the City of Federal Way. The second was opened and occupied in late 2016 and the third was opened in fully occupied in summer of 2017. The first two developments have been included in the generation rate calculation for this plan. The specific generation rates can be found on Page 29. These multiple-family complexes are generating more than one student per unit which is significantly higher than past developments within the school district.

In addition to the high student generation rates, the district completed work with its Facilities Planning Committee which determined a need for additional capacity at a number of schools. As a result of this work, Phase II of the District's plan will be placed on the November ballot for a bond request. The facilities impacted during Phase II can be found on Page 7 of the Capital Facilities Plan. Anticipated funding for this project can be found on the Six-Year Finance Plan on Page 9. The Finance Plan outlines the anticipated timeline for beginning and completion of the various projects. It is important to note that not all projects within Phase II will create additional capacity. Only costs associated with increasing needed capacity are used in the formula for calculating Impact Fees. The specific cost calculations are outlined on Page 32 of the Capital Facilities Plan.

**PLANNING COMMISSION RECOMMENDATION**

Planning Commission [recommended approval](#) of the Federal Way School District's 2018 Capital Facilities Plan to the City Council

**P/T #4**

Incorporate the Kent School District Capital Facilities Plan 2017-2018 to 2022-2023 into the City of Auburn Comprehensive Plan.

**Discussion**

The Kent School District has provided its annually updated 2017-2018 to 2022-2023 Capital Facilities Plan. The CFP was adopted by the Kent School District School Board on April 26, 2017 and has been subject to separate SEPA review and a DNS. Information contained in the School District CFP serves as the basis for the City's collection of school impact fees on behalf of the school district. The Planning Commission action is to incorporate the School District Capital Facilities Plan into the City's Comprehensive Plan.

A review of the Kent School District's updated Capital Facilities Plan indicates the District is requesting a change in the fee obligations. The net fee obligation for single-family dwellings is proposed to be \$2,267.00, representing an increase of \$57.00 and the requested fee for multi-family dwellings is \$5,235.00, an increase of \$135.00. The actual impact fees are established by ordinance through subsequent City Council action.

**PLANNING COMMISSION RECOMMENDATION**

Planning Commission [recommended approval](#) of the Kent School District Capital Facilities Plan 2017-2018 to 2022-2023 to the City Council.

**P/T #5**

Incorporate the City of Auburn's 6-year Capital Facilities Plan 2018-2023, into the City's Comprehensive Plan.

**Discussion**

A Capital Facilities Plan is one of the comprehensive plan elements required by the Washington State Growth Management Act (GMA) (RCW 36.70A). More specifically, RCW 36.70A.070(3) of the GMA requires the following:

“A capital facilities plan element consisting of:

- (a) An inventory of existing capital facilities owned by public entities, showing the locations and capacities of the capital facilities;
- (b) a forecast of the future needs of such capital facilities;
- (c) the proposed locations and capacities of expanded or new capital facilities;
- (d) at least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and
- (e) a requirement to reassess the land use element if probable funding falls short of meeting existing needs and to ensure that the land use element, capital facilities plan element, and financing plan within the capital facilities plan element are coordinated and consistent. Park and recreation facilities shall be included in the capital facilities plan element.”

A capital facility is defined as a structure, street or utility system improvement, or other long-lasting major asset, including land. Capital facilities are provided for public purposes. Capital facilities include, but are not limited to, the following: streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, domestic water systems, storm and sanitary sewer systems, parks and recreation facilities, and police and fire protection facilities. These capital facilities include necessary ancillary and support facilities.

The memo dated September 27, 2017 prepared by the City's Finance Department contained in the working binder highlights the major changes in the CFP from last year's CFP by projects completed (removed) and projects added. The City of Auburn 6-year Capital Facilities Plan 2018-2023 is proposed to be incorporated by reference in the Comprehensive Plan, Capital Facilities Element (Volume No. 3).

**PLANNING COMMISSION RECOMMENDATION**

Planning Commission [recommended approval](#) of the City of Auburn's 6-year Capital Facilities Plan 2018-2023 to the City Council.

**P/T #6**

Remove the discussion of a "Mixed Use" land use designation from the text of the Plan and from the Land Use Map. The R-10, R-16, and R-20 Residential zoning districts already allow for mixed uses (comprised of residential & commercial) as permitted uses (See Table 18.07.020, Permitted Use Table).

**Discussion**

The Land Use Element (Volume No. 1) of the Comprehensive Plan at Page LU-6 provides for a mapped land use designation of "Mixed Use". This designation is found under the

heading of “Residential Land Use Designations” (Page LU-2), so it is appropriately predominantly a “residential” designation. This focus is reinforced by the stated ‘description’ and ‘designation criteria’ of the Comprehensive Plan, which say:

**“Description**

*This category shall be applied to those areas that are either now developed or are reserved for multiple family dwellings. Densities may range from 20 to 24 units per acre. These communities are served by transit, have non-motorized connections to surrounding amenities and services, or have access to on-site nonresidential amenities and services.”*

**“Designation Criteria**

1. *Previously developed high-density residential; or*
2. *Properties that are connected to single-family and nonresidential designations by the Residential Transition designation or are adjacent to the Multifamily designation, and meet the development parameters of the mixed-use designation.”*

However, the R-10, R-16, and R-20 Residential zoning districts already allow for mixed uses (comprised of residential & other uses) as permitted uses (See Table 18.07.020, Permitted Use Table ).

Table 18.07.020

Permitted Use Table – Residential Zoning Designations (*Excerpt*)

P = Permitted A = Administrative C = Conditional Use X = Not Permitted							
Land Uses	Zoning Designations						
	RC	R-1	R-5	R-7	R-10	R-16	R-20
Mixed-use development <sup>3</sup>	X	X	X	X	P	P	P
Nursing homes	X	X	X	X	C	C	C

3. Individual **uses** that make up a **mixed-use development** must be permitted within the **zone**. If a **use** making up part of a **mixed-use development** requires an administrative or **conditional use** permit, the individual **use** must apply for and receive the administrative or **conditional use** approval, as applicable.

Also, at Section ACC 18.04.625, the Code provides the following definition of “mixed use development”:

**“18.04.625 Mixed-use development.**

*“Mixed-use development” 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. Mixed-use development may be vertically oriented in one or more buildings, or horizontally distributed on a development site. When horizontally distributed, the different uses may be constructed concurrently and in separate phases, and should incorporate common and/or complementary*

*features and/or elements such as pedestrian walkways, access driveways, parking areas, architectural themes, or other techniques that provide integration between uses on the site.”*

The Comprehensive plan language goes on to provide that this designation would be implemented by the “Mixed Use Residential” zoning district. This zoning classification does not currently exist and there are no properties that have this zoning classification or a “Mixed Use” land use map designation; therefore elimination of the “Mixed Use” land use designation from the text of the Plan and from the Land Use Map does not negatively affect any properties. It also does not reduce development potential since mixed use is already allowed by the zoning code. Mixed use is currently allowed in the same areas that are described as appropriate for the designation.

Staff does not question the value of having portions of the city where mixed use development is allowed, but does not require a unique comprehensive plan designation to achieve. See Exhibit: “Excerpt of Volume 1 – Land Use Element”, Page 4 in the working binder

#### **PLANNING COMMISSION RECOMMENDATION**

Planning Commission recommended approval of the text amendment to remove the discussion of a “Mixed Use” land use designation from the text of the Plan to the City Council, as presented by staff.

#### **P/T #7**

Add text to add back the R-5, Residential zoning district back in as an implementing zone for the “Single Family Residential” Land Use Designation. A significant portion of the city is zoned R-5, Residential. In the 2015 Comp Plan this zone was inadvertently omitted as an implementing zoning district of any Comprehensive Plan land use designation and must be corrected.

#### **Discussion**

The Land Use Element (Volume No. 1) of the Comprehensive Plan at Page LU-4 provides for a mapped land use designation of “Single Family Residential”. This designation is found under the heading of “Residential Land Use Designations” (Page LU-2). The stated ‘description’ and ‘designation criteria’ of this land use designation provides:

##### ***“Description***

*This designation is the predominant land use category in the City. Maintaining and creating a diverse arrangement of interconnected subdivisions, neighborhoods, and communities that have a mix of densities and housing types; linkages with other residential areas and commercial hubs through non-motorized modes, such as pedestrian and bicycling, and vehicular modes will be encouraged.”*

##### ***“Designation Criteria***

- 1. Previously developed single-family residential areas;*
- 2. Undeveloped areas that do not meet the designation criteria for other Residential, Commercial, Industrial, or Public/Quasi- Public designations; or*
- 3. Residential Conservancy areas that contain limited critical areas, are served by public utilities (water, sewer, storm services), and meet the development parameters of the single-family designation.”*

***“Implementing Zoning Designations***

*Residential 1 (1 dwelling unit per acre): All properties located within the Urban Separator Overlay is zoned R-1, as consistent with King County county-wide planning policies.*

*Residential 7 (7 dwelling units per acre): All properties not located within the Urban Separator Overlay is zoned R-7.”*

The R-5 Residential (Five dwelling units per acre) zoning classification is not currently identified as an implementing zoning district for any comprehensive plan land use designation and needs to be. A significant portion of the city is zoned R-5, Residential. In the 2015 Comprehensive Plan this zone was inadvertently omitted as an implementing zoning district of any Comprehensive Plan land use designation and must be corrected by adding the R-5, Residential (Five dwelling units per acre) zoning classification as an implementing zoning district for the “Single Family Residential” land use designation. Some other minor wording corrections proposed by staff are also shown. See exhibit “Excerpt of Volume 1 – Land Use Element”, Page 1, in the working binder.

**PLANNING COMMISSION RECOMMENDATION**

Planning Commission recommended approval of the text amendment to add a listing of R-5 Residential zoning district as an implementing zone of the “Single Family Residential” land use designation.

**P/T #8**

Change the title of the land use designation of "Residential Transition" to "Moderate Density Residential". It is requested to revert to pre-2015 title of the category. Provide more logical title for the category to address and reflect the range of residential densities. The implementing zones "R-10, Residential" and "R-16, Residential" are proposed to be added.

**Discussion**

The Land Use Element (Volume No. 1) of the Comprehensive Plan at Page LU-5 provides for a land use designation of “Residential Transition”. This was formerly the “Moderate Density Residential” designation prior to adoption of the updated Comprehensive Plan in 2015. It is requested to revert to the pre-2015 title of the category since the ‘description’ and ‘designation criteria’ remain similar. The stated ‘description’ and ‘designation criteria’ of this land use designation in the latest Plan provides:

***“Description***

*Residential transition areas are planned to accommodate moderate densities of varying residential dwelling types. Varying intensities within a transition area may be permitted based on adjacent density, intensity, and/or character. Appropriate densities in these areas range from 7 to 20 dwelling units per acre. Dwelling types generally range from single-family dwelling to multiple-family dwellings, with larger structures allowed (within the density range) where offsetting community benefits can be identified.”*

***“Designation Criteria***

- 1. Previously developed moderate density residential areas; or*
- 2. Areas that provide a transition between single-family and multifamily, single-family and nonresidential, multifamily and nonresidential zones or development are adjacent and meet the development parameters of the Residential Transition designation.”*

The reversion back to the former name provides a distinct and logical title for the category to address and reflect the range of residential densities. The name change also avoids confusion that would likely occur to potential users by the similarly sounding “Residential Transition Overlay” that was also part of the changes made in the 2015 Comprehensive Plan. Also, the description does not provide for any different uses to serve as a ‘transition’, only intermediate residential densities.

**PLANNING COMMISSION RECOMMENDATION**

Planning Commission [recommended approval](#) of the text amendment to change the title of the land use designation of "Residential Transition" to "Moderate Density Residential"

**P/T #9**

Add the "R-10, Residential" and "R-16, Residential" zoning districts back as implementing zones for the "Residential Transition" or if recommended, to the "Moderate Density Residential" Land Use Designation. Areas of the city are zoned "R-10, Residential" but no areas are currently zoned "R-16, Residential". However, in the 2015, Comp Plan these zoning districts were inadvertently omitted as an implementing zoning districts of any Comprehensive Plan land use designation. To be corrected by adding R-10 and R-16 as implementing zones to either the "Residential Transition" or "Moderate Density" Land Use Designation.

**Discussion**

The Land Use Element (Volume No. 1) of the Comprehensive Plan at Page LU-5 provides for a land use designation of “Residential Transition”. This was formerly the “Moderate Density Residential” designation prior to adoption of the updated Comprehensive Plan in 2015. The title of the category is proposed to change as requested in the preceding text amendment, P/T #8.

The implementing zones "R-10, Residential" and "R-16, Residential" are proposed to be added as implementing zoning districts. The City currently contains properties zoned R-10 Residential; however, there are no properties currently zoned R-16, Residential. The R-10 Residential and R-16 Residential are not currently identified as implementing zoning districts for any comprehensive plan land use designation and needs to be. The "R-10, Residential" and "R-16, Residential" are proposed as implementing zoning districts for the “Moderate Density Residential” land use designation. Some other minor corrections to the wording of this section as proposed by staff are shown. See exhibit “Excerpt of Volume 1 – Land Use Element”, Page 2.

**PLANNING COMMISSION RECOMMENDATION**

Planning Commission [recommended approval](#) of the text amendment to add a listing of R-10 Residential and R-16 Residential zoning districts as implementing zones of the "Residential Transition" or if recommended, to the "Moderate Density Residential" Land Use Designation.

**Comprehensive Plan Map (CPM) Amendments (File No. CPA17-0001, City initiated)**

**CPM #1**

Remove the discussion of a "Mixed Use" land use designation from the text of the Plan and remove category from the Land Use Map (This is the same as P/T #6, above). The R-10, R-16 and R-20 residential zoning districts already allow for mixed uses residential & commercial) as permitted uses (See Table 18.07.020, Permitted Use Table). Thus it was unnecessary to establish a unique land use designation to achieve a zoning district to allow.

**Discussion**

*(This is the same topic as policy/text amendment P/T #6, but is repeated as a map amendment since it requires revision to both the text and map of the comprehensive plan document. See discussion and analysis under text amendment P/T #6. Also, note that a map is not provided as an Exhibit since the "Mixed Use" is not shown on any properties on the map; except in the legend because it does not apply to any properties.)*

**PLANNING COMMISSION RECOMMENDATION**

Planning Commission [recommended approval](#) of the map amendment to remove the "Mixed Use" land use designation from the Comprehensive Plan map (Map No. 1.1).

**CPM #2**

Change the mapped land use designation of a 0.98-acre city-owned park parcel from "Multiple Family Residential" to "Institutional". Parcel No. 0921059073 is located south of SE 310th ST, 820 feet west of 124th Ave SE.

**Discussion**

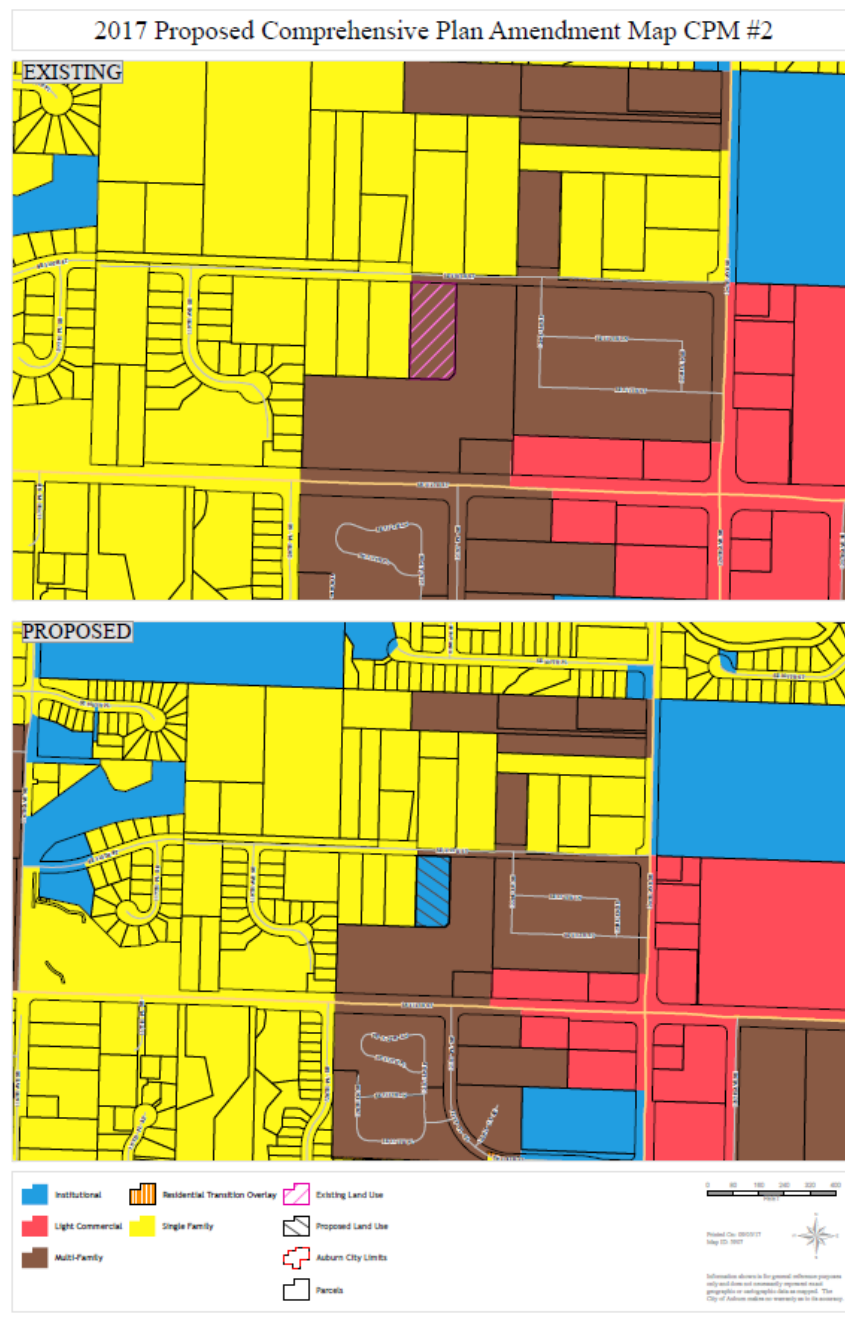
In 1996 the 0.98-acre property was part of a larger 2.23-acre property ownership by Schneider Homes Inc. that was proposed for development as the 'Pasafino Apartments' while in unincorporated King County prior to annexation to the City of Auburn. In 1996 a 'Petition for Annexation Agreement and Declaration of Covenant' was executed between the City and Schneider Homes Inc. in order for the City to provide water and sewer services to the proposed apartment development located outside the city, but within the city's established utility service area. An 'Amended Petition for Annexation Agreement and Declaration of Covenant' was executed on April 21, 1997. The Agreements provided that as a condition of the City providing utility services, Schneider Homes Inc. would develop a park, and after annexation, convey the developed park land to the City of Auburn without obligation or cost. At the time of transfer, the city parks department would assume maintenance responsibility. The property was annexed to the City of Auburn effective in 2008 by Ordinance No. 6121; however, the transfer of ownership of the park land did not take place for many more years since the park land was not a separate parcel that could be deeded separately to the City. A Boundary Line Adjustment (BLA) application (File #BLA14-0005) was filed by Schneider Homes Inc. in May of 2014 to establish the park land as a separate parcel. The processing of the BLA was delayed due to changes in property ownership interest on the part of Schneider Homes Inc. for refinancing purposes. The BLA

was subsequently approved by the City and recorded on November 2, 2016 (Recording #20161102900004) and the property subsequently conveyed to the City.

It was previously appropriate to have the Comprehensive Plan land use designation of "Multiple "Family Residential" applicable to the site when it was privately-owned and part of a larger parcel that is mainly developed with apartments. However, now that Parcel No. 0921059073 is a separate parcel, owned by the City and developed for park purposes, it is appropriate for it to have an "Institutional" land use designation by the Comprehensive Plan consistent with other park properties.

**PLANNING COMMISSION RECOMMENDATION**

Planning Commission [recommended approval](#) of the map amendment to change the mapped land use designation of 0.98-acre city-owned park parcel (Parcel No. 0921059073) from "Multiple Family Residential" to "Institutional" (Map No 1.1).



### CPM #3

Change the mapped land use designation of a group of four privately-owned, previously-developed parcels from "Downtown Urban Center" to "Light Industrial". Parcel No. 5401600200 (0.06 acres) and Parcel No. 5401600175 (0.7 acres) are owned by Ho & Nancy Kim. Parcel No. 5401600235 (0.34 acres) is owned by CHS Inc. Parcel No. 5401600260 (0.24 acres) is owned by Gary & Karen Stamps. This proposal is to change the Comprehensive Plan land use map designation to recognize and be more compatible with

developed status of the properties located at the perimeter of the land use designation. The sites contain existing uses of warehouses, bulk propane tank distribution, and outdoor storage.

### **Discussion**

This is a city-initiated comprehensive plan map amendment to change a group of four adjacent, privately-owned and mostly developed parcels from "Downtown Urban Center" to "Light Industrial". The purpose of this change is to recognize and be more compatible with the developed status of the properties. The characteristics of the affected parcels are as follows:

<b>Parcel ID Number/ address</b>	<b>Property owner</b>	<b>Parcel Size</b>	<b>Comprehensive Plan Designation</b>	<b>Zoning Classification</b>	<b>Current Land Use</b>
5401600175/ 232 C ST NW	Ho & Nancy Kim	0.7 acres	Downtown Urban Center	DUC, Downtown Urban Center	Former Dels Farm Supply consisting of 5,238 sq. ft. of warehouse & 1,500 sq. ft. of attached office/store. Currently unoccupied/
5401600200/ (No address)	Ho & Nancy Kim	0.06 acres	Downtown Urban Center	DUC, Downtown Urban Center	Former railroad spur line bisecting parcel -0200 currently vacant
5401600235/ 301 2nd ST NW	CHS Inc.	0.34 acres	Downtown Urban Center	DUC, Downtown Urban Center	Cenex bulk propane storage tanks
5401600260/ (No address)	Gary & Karen Stamps	0.24 acres	Downtown Urban Center	DUC, Downtown Urban Center	Parking lot /vacant

The sites have a "Downtown Urban Center" land use designation by the Comprehensive Plan and are zoned DUC, Downtown Urban Center. The contiguous sites are located at the northern edge of the "Downtown Urban Center" land use designation and bordered to the north and the east by properties with an industrial designation. The sites align in a row north to south and are bordered by public streets of C ST NW to the west; 3rd ST NW to the north and by the Burlington Northern railroad to the east. The automobile body shop of A-1 Collision borders the sites to the south.

The two largest parcels, Parcel No. 5401600175 (0.7 acres) and Parcel No. 5401600235 (0.34 acres) have been developed for more than 25 years with structures and facilities that are more appropriate characterized as "industrial uses" than suburban downtown development. The configuration and location of the properties sandwiched between transportation corridors makes them less suitable for redevelopment as downtown service or retail type uses geared to leisure shopping. Also, due to the number of zoning inquiries, the City staff has increasingly become aware of the difficulty of the property owner in finding tenants that can occupy the former farm supply building and meet the zoning use regulations of the DUC zoning district. Also, few uses are capable of using the building with limited physical alterations in order to avoid triggering consistency with Downtown Design Standards and significant upgrades.

**PLANNING COMMISSION RECOMMENDATION**

Planning Commission recommended approval of the map amendment to change a group of four privately-owned, mostly developed parcels from "Downtown Urban Center" to "Light Industrial" (Parcel No. 5401600175, 5401600200, 5401600235, and 5401600260)



-----**NOVEMBER 1, 2017 PLANNING COMMISSION PUBLIC HEARING**-----

**Comprehensive Plan Map (CPM) Amendments (File No. CPA17-0001, City initiated)**

**CPM #4**

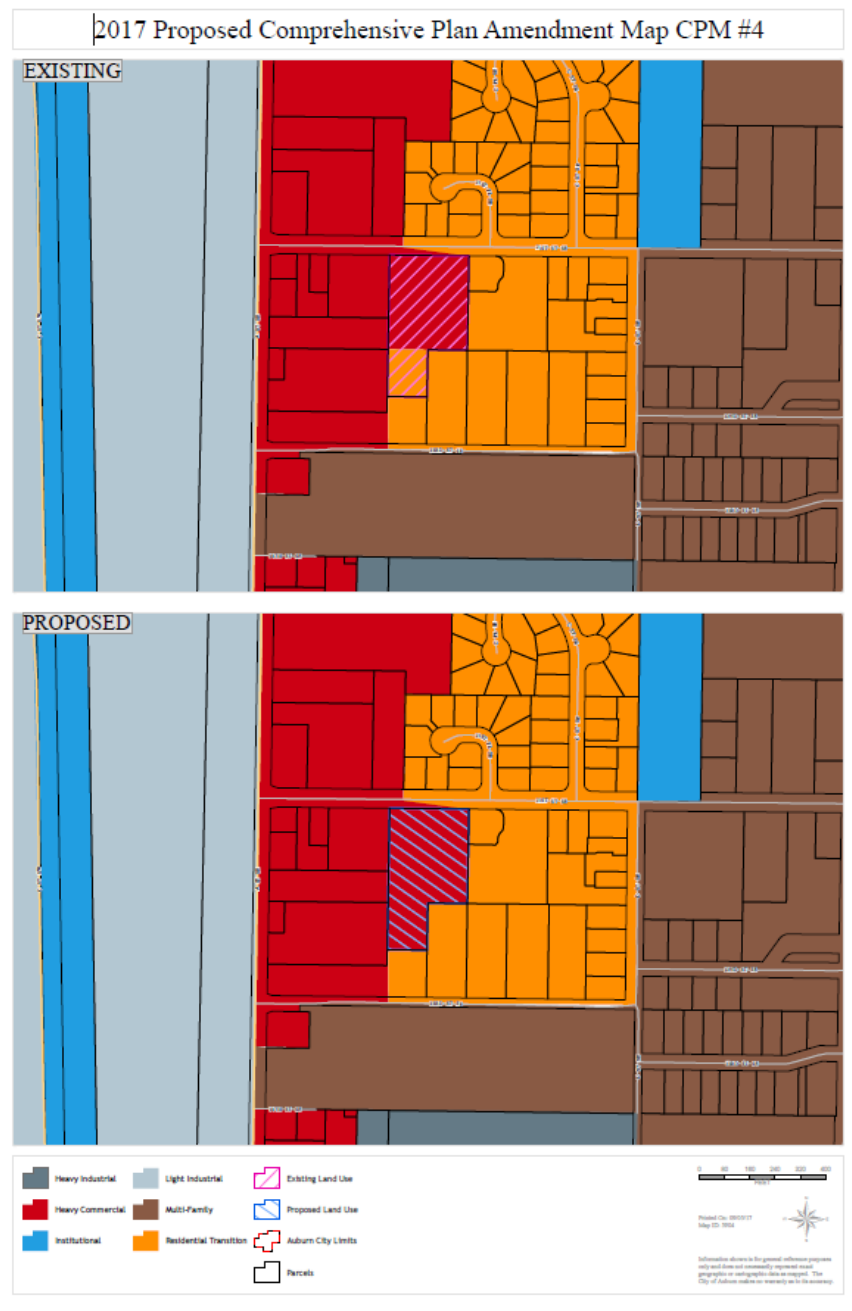
**Change the mapped land use designation of south part of 2.15-acre, privately-owned, developed parcel from "Residential Transition" to "Heavy Commercial".**

**Discussion**

The 2.15-acre property was previously a smaller parcel and the comprehensive plan designation boundary followed this original property boundary. In 2004, a boundary line adjustment application was filed (File No. LLA04-0010), approved by the City, and recorded (Recording No. 20040712003209). The boundary line adjustment expanded the parcel boundary to include additional area to the south. The Comprehensive Plan land use designation boundary was not simultaneously changed to correspond to the property boundary change. In the intervening time, the fence contractor business has using the expansion area as part of their yard. It is appropriate to make the change to avoid split designation of a parcel where warranted by existing development pattern and setting. The "Residential Transition" designation makes up a smaller portion of the lot, while the balance is used by a fencing contractor. As shown on the map below, the designation change is consistent with adjacent property located to the west.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #4 to change the mapped land use designation of the southern part of a 2.15-acre, privately-owned, parcel from "Residential Transition" to "Heavy Commercial" (Parcel No. 8695200020).



### CPM #5

Change the mapped land use designation of 3 parcels (2 privately-owned and 1 city-owned) from the "Open Space" to "Downtown Urban Center" land use designation.

### Discussion

This city-initiated request is to change the land use designation of 2 privately owned parcels, Nos. 7815700095 (0.17 acres – vacant) and 7815700135 (0.33 acres – parking lot) are owned by Levan Auburn Development LLC and the City-owned Parcel No. 7815700085 (0.19 acres - Plaza park). These contiguous properties are located at the SW corner of W

Main ST and Division ST. With adoption of the 2015 Comprehensive Plan and its associated map changes, the properties were assigned an "Open Space" land use designation. The change is requested to remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan. It is requested to revert to former designation of "Downtown Urban Center". These 3 mostly undeveloped parcels are currently zoned "DUC, Downtown Urban Center". Due to their location in the heart of the city center and economic development potential, these parcels should have the designation "Downtown Urban Center".

Parcel ID Number/ address	Property owner	Parcel Size (Approx.)	Current comprehensive Plan Designation	Current Zoning Classification	Current Land Use
7815700095	Levan Auburn Development LLC	0.17 acres	"Open Space"	"DUC, Downtown Urban Center"	Vacant lot
7815700135	Levan Auburn Development LLC	0.33 acres	"Open Space"	"DUC, Downtown Urban Center"	Parking lot
7815700085	City of Auburn	0.19 acres	"Open Space"	"DUC, Downtown Urban Center"	City's Plaza Park

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #5 to change the mapped land use designation of 3 parcels from the "Open Space" to the "Downtown Urban Center" land use designation. (Parcel Nos. 7815700095, 7815700135, & 7815700085)



### CPM #6

**Change the mapped land use designation (and zoning district) of 46 city-owned, parks properties from "Open Space" to "Institutional" land use designation. Also, change the zoning designation from "OS, Open Space" to "I, Institutional" to agree.**

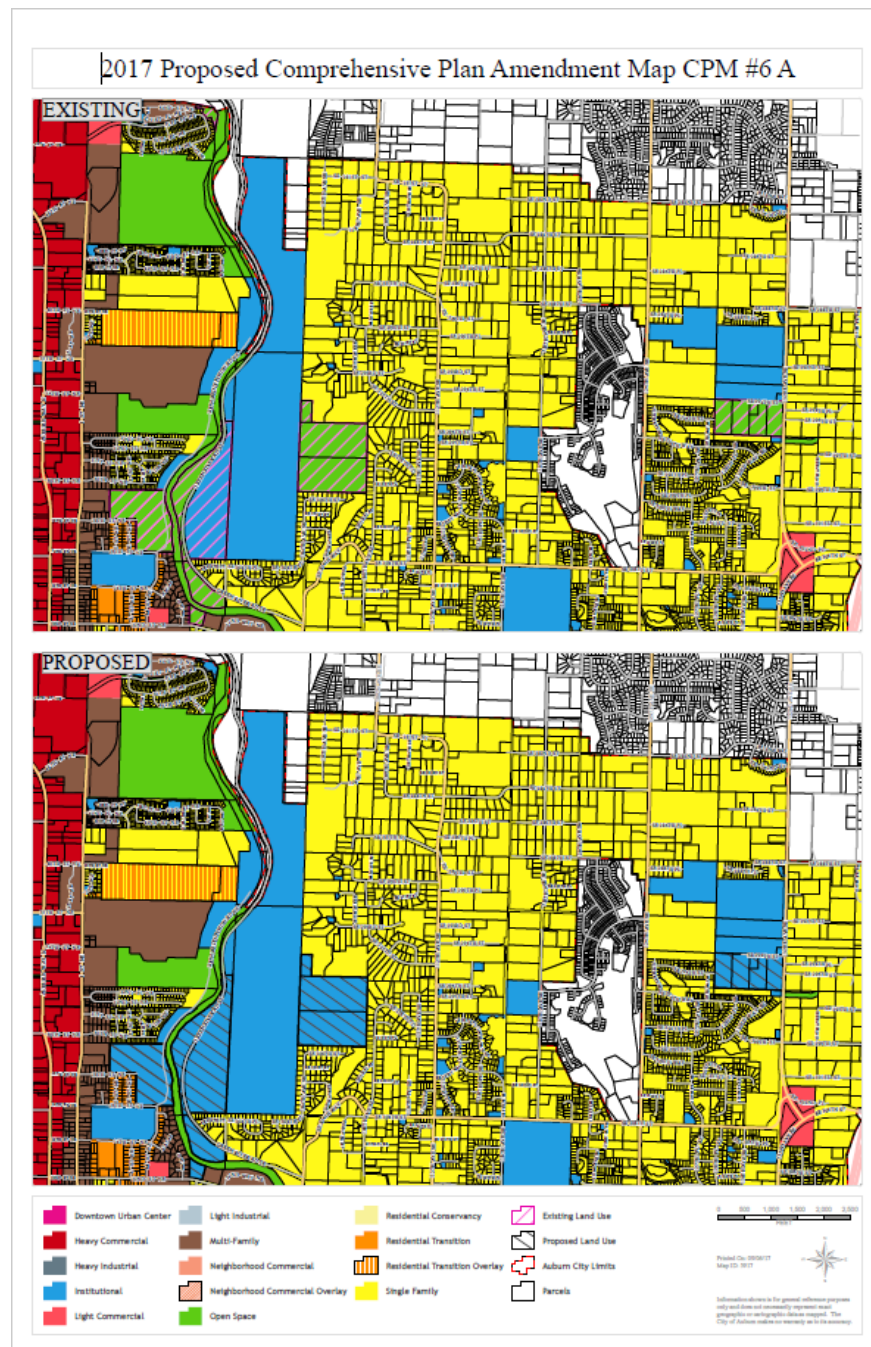
### Discussion

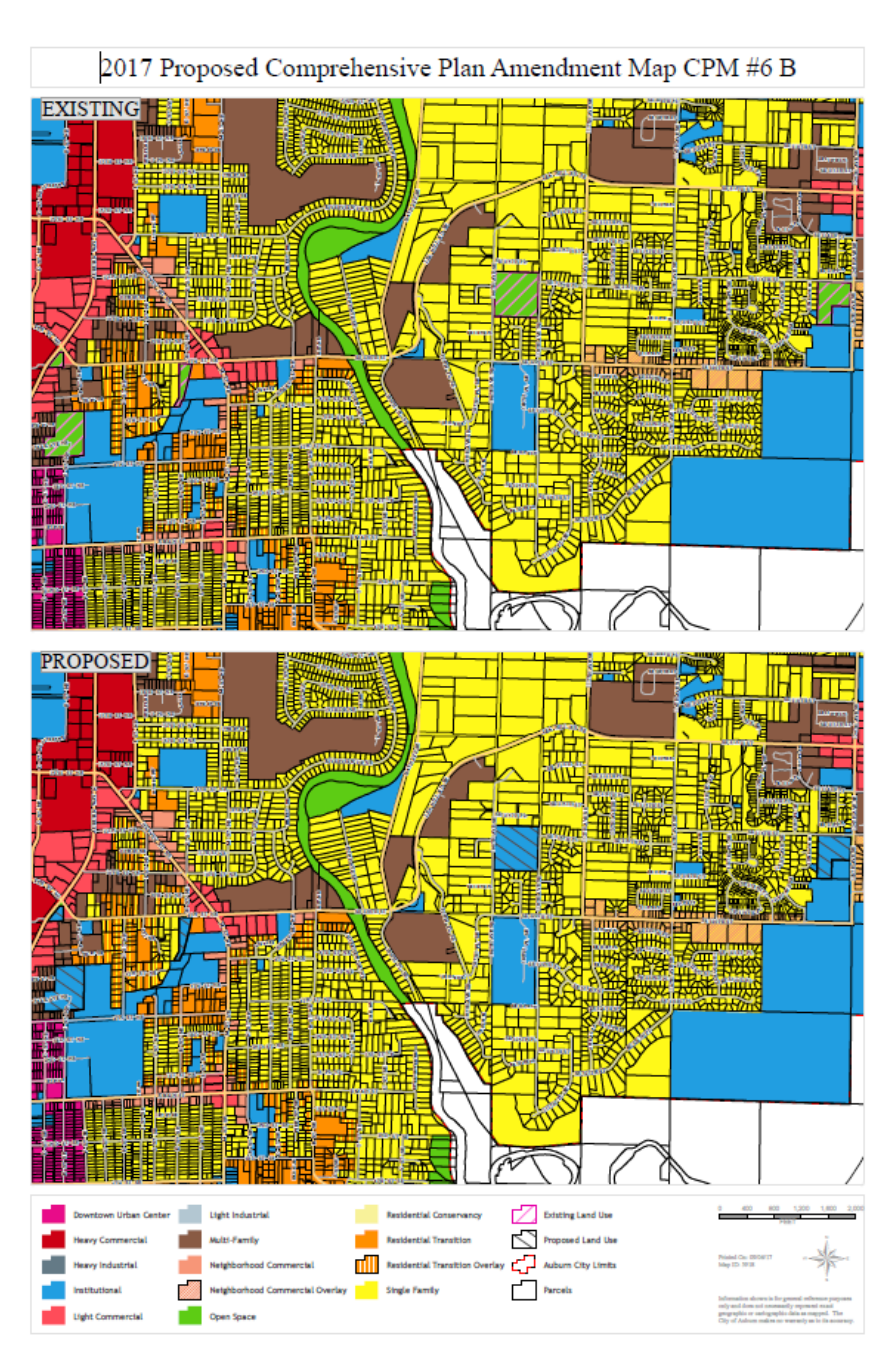
This city-initiated request is to change the land use designation of 46 parcels **46 city-owned, parks properties** from **"Open Space" to "Institutional" land use designation.**

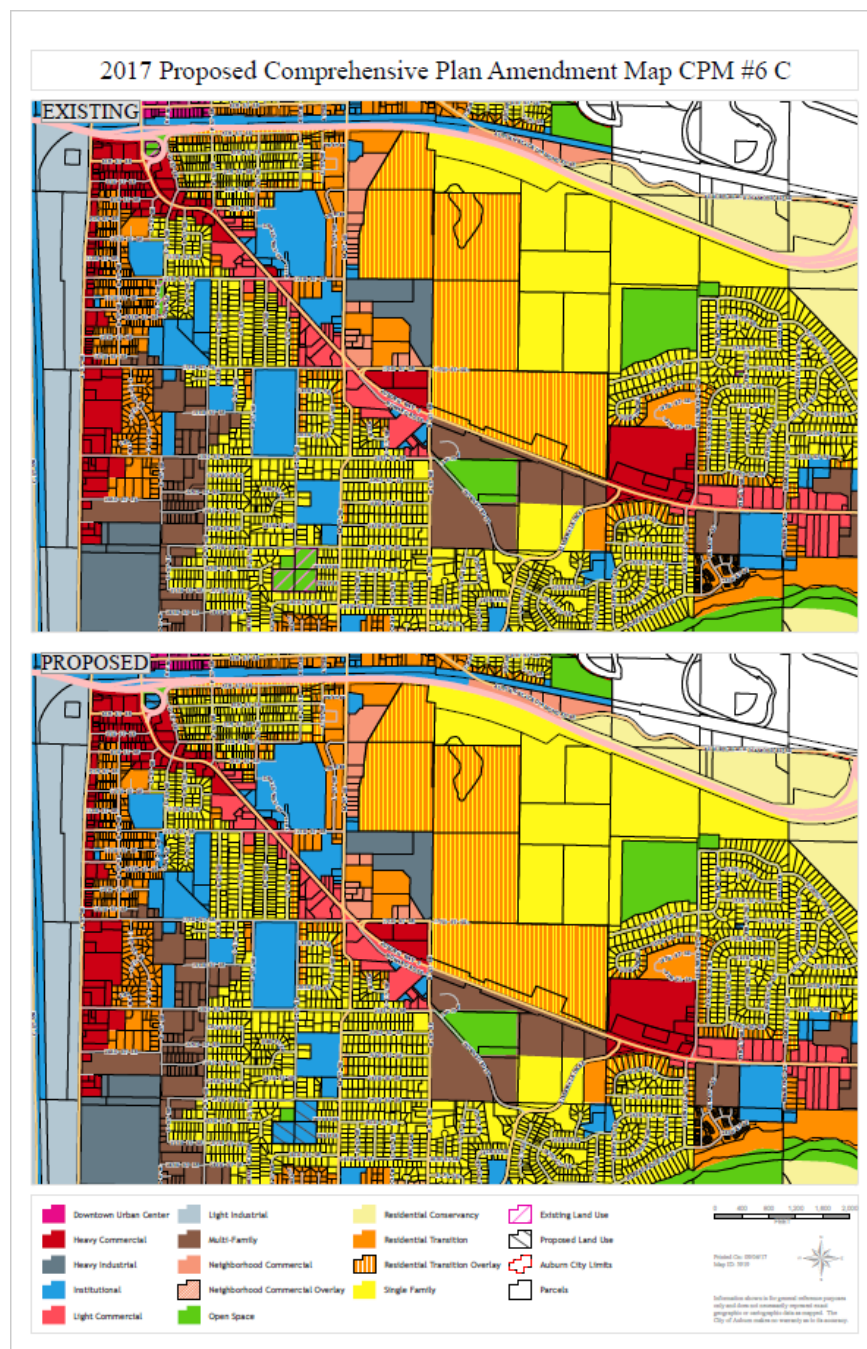
Parcel Nos. 0821059017, 7345300160, 6347000055, 6347000065, 0001000081, 1313500310, 3021059044, 3021059080, 3021059089, 1421049011, 1821059117, 0520061060, 0721059038, 7749501070, 0521059010, 0521059029, 0421059062, 0421059061, 0421059060, 0421059071, 0421059004, 3845000080, 7299602140, 4137070990, 7002181950, 0520051035, 0520051006, 0921059018, 6655000105, 6655000021, 1421049067, 9262800330, 9262800341, 1421049017, 9262800285, 0721059020, 8669150810, 6655000024, 6655000030, 3021059325, 3121059017, 3021059375, 8581400530, 1821059327, 0821059017, & 0621059007 are scattered at various sites. With adoption of the 2015 Comprehensive Plan and its associated map changes, the properties were assigned an "Open Space" land use designation. These properties are city-owned developed parks and contain play areas and active recreational space. And the "Open Space" land use designation is not appropriate to apply to these properties based on the discussion and clarification that occurred with the Planning Commission during discussion of the "OS, Open Space zoning district in July and August of this year. The land use designation is inconsistent with the designation criteria and purpose of the "Open Space" land designation of the Comprehensive Plan (e.g. cemeteries and active and mainly developed parks should not be designated "Open Space"). Also, for most parcels the zoning map classification also needs to change from "OS, Open Space" to "I, Institutional" to agree.

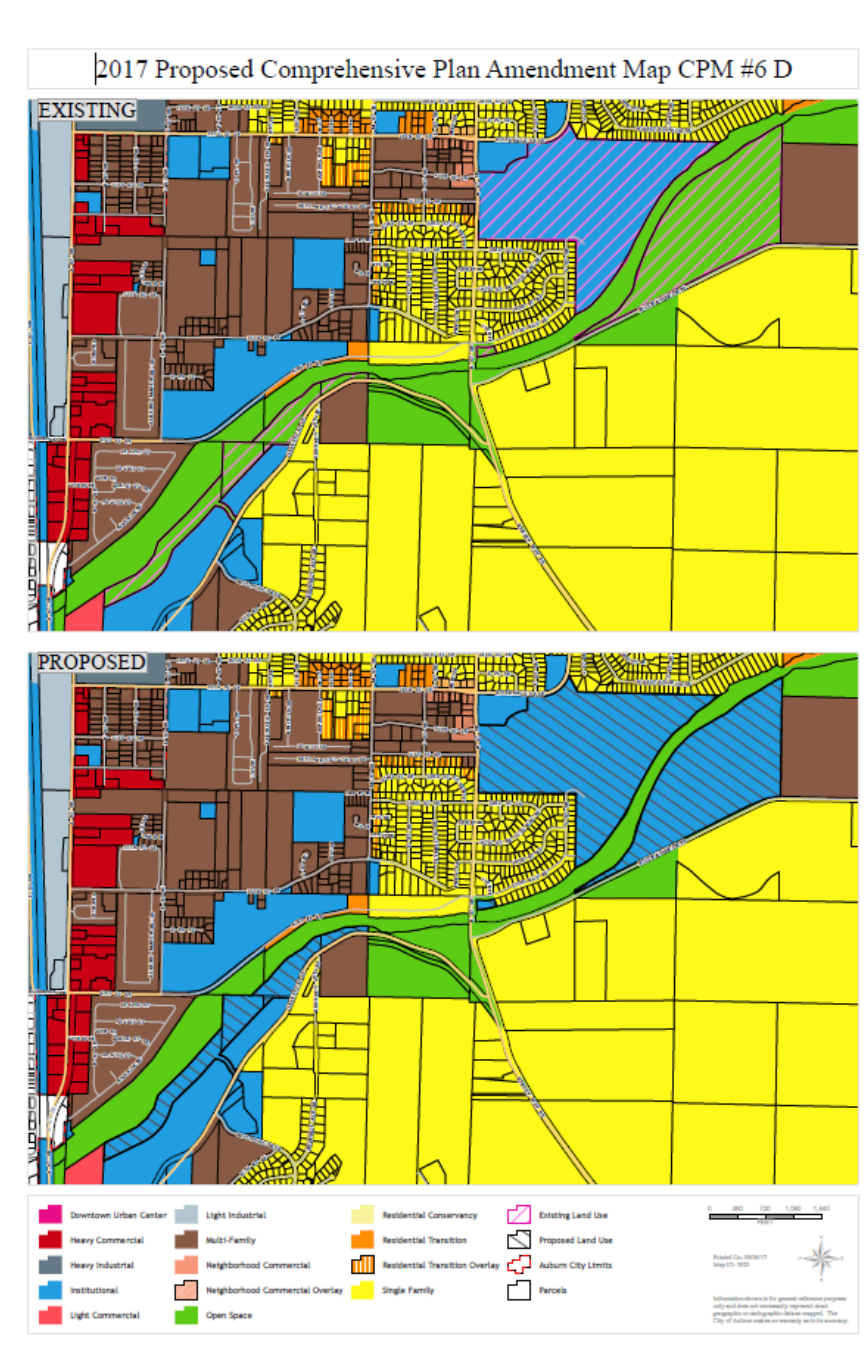
**Staff Recommendation**

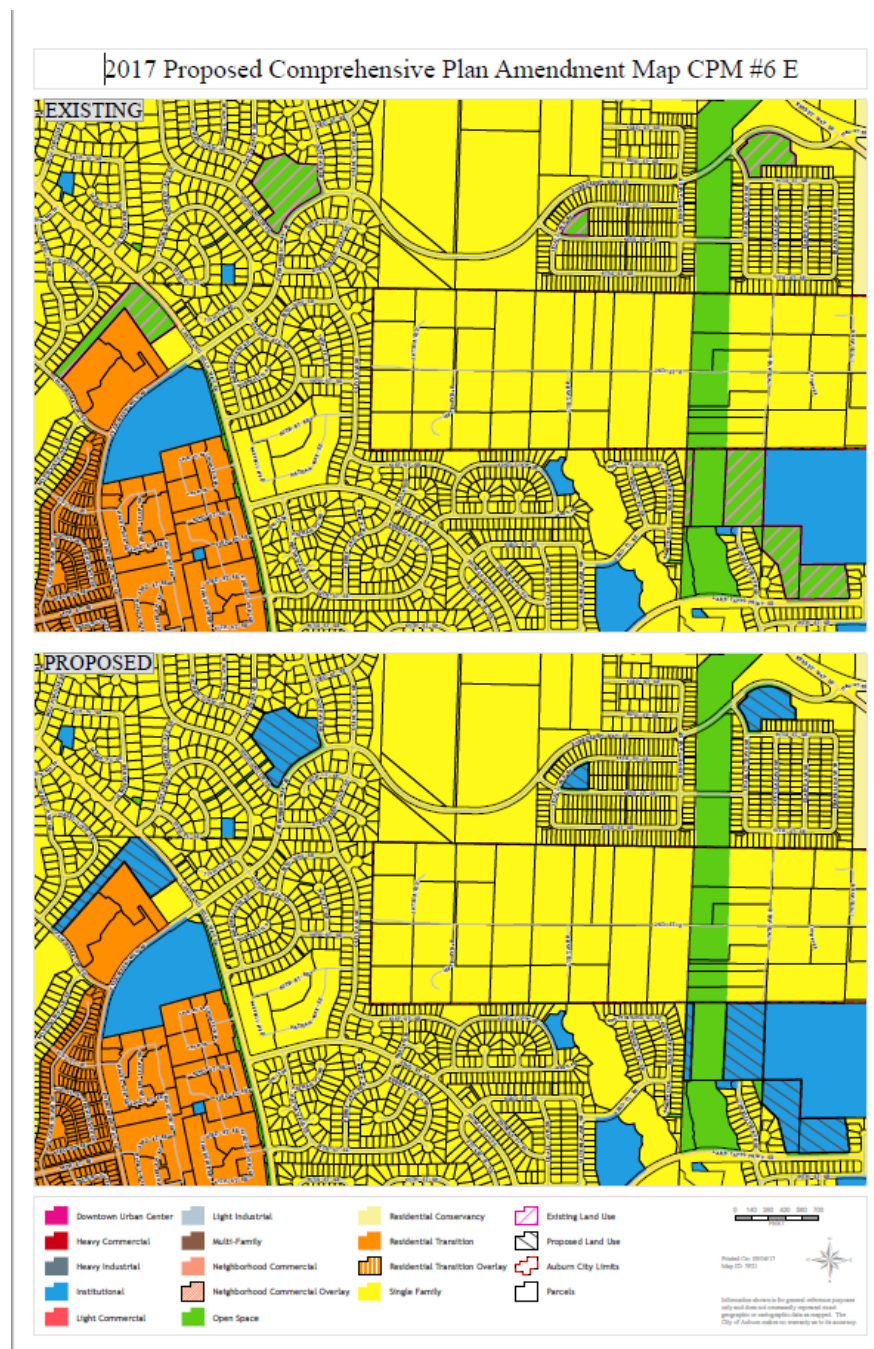
Planning Commission to recommend approval of a map amendment CPM #6 to change the mapped land use designation of multiple City-owned, parks properties from "Open Space" to "Institutional" land use designation and to change the zoning designation (File No. REZ17-0002), to correspond to the "I, Institutional" implementing zoning classification, except for Parcel Nos. 1821059327, 1821059117, & 8581400530 which are already zoned: "I, Institutional".

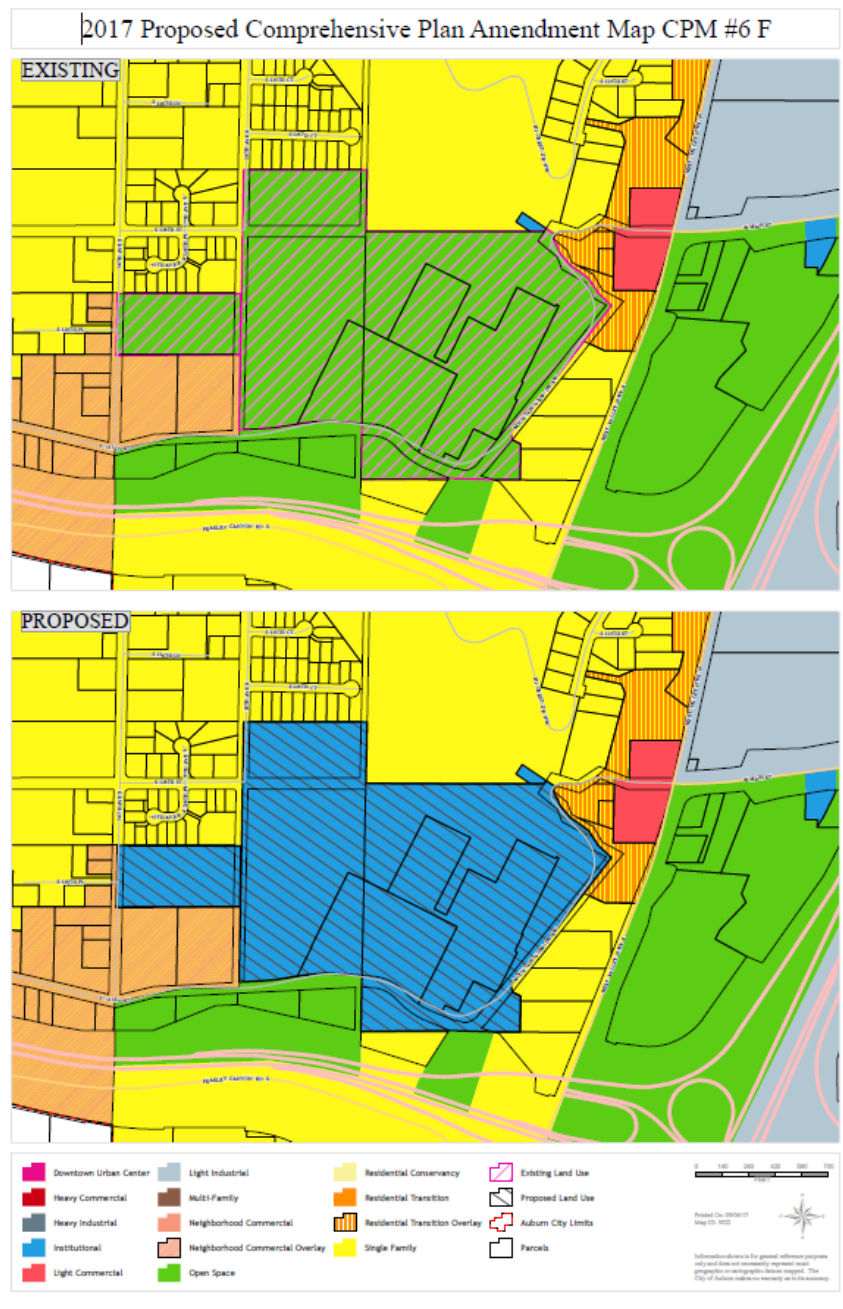


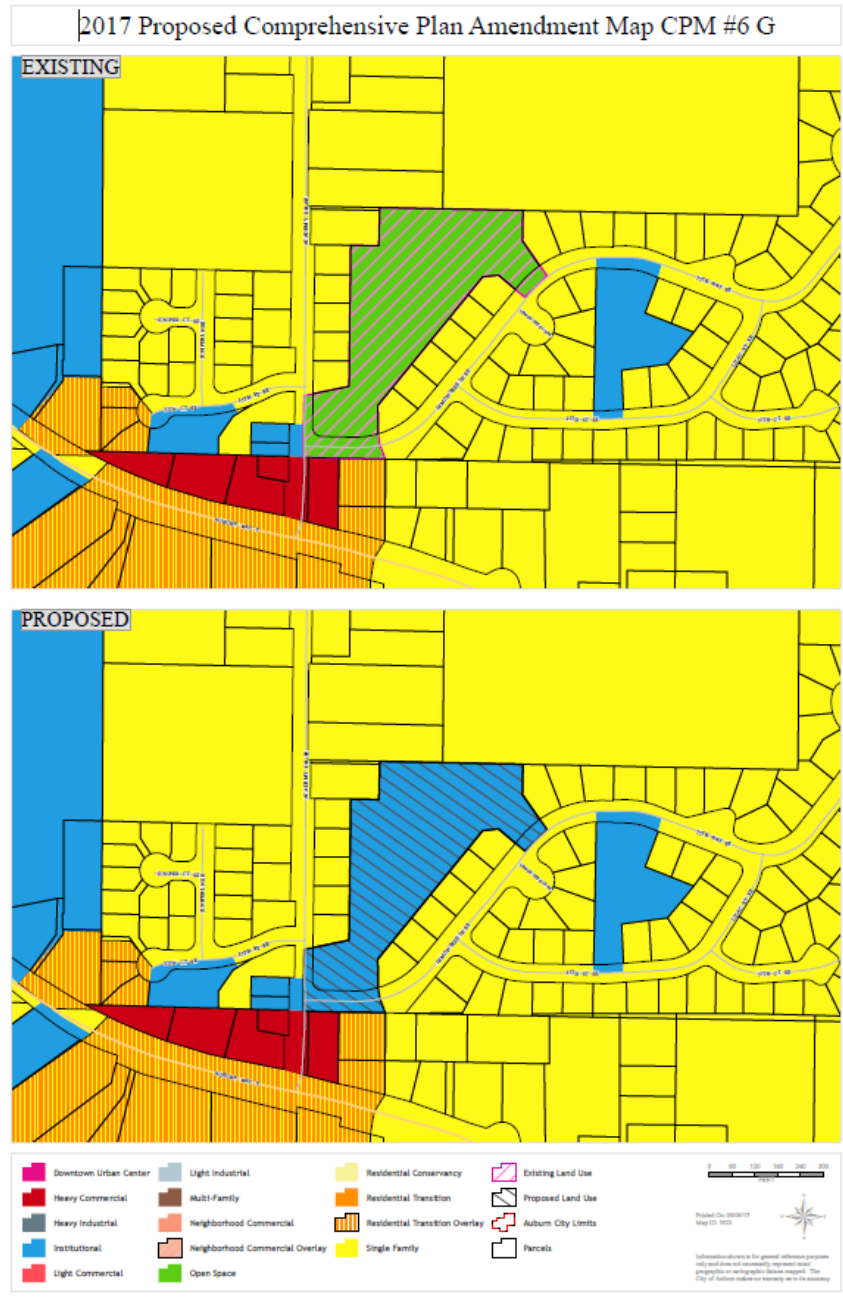












**CPM #7 - Change the mapped land use designation of 3 Tribal parcels from the "Open Space" to the "Institutional" Land Use designation. Also, change the zoning designation from "OS, Open Space" to "I, Institutional" to agree.**

### **Discussion**

This city-initiated request is to change the land use designation of 3 Muckleshoot Tribal parcels from the "Open Space" to the "Institutional" Land Use designation. Parcel No. 2021059041 (1.45 acres US Government)), 2021059047 (24.46 acres, Tribe), & 2021059037 (0.07 acres, Tribe) are proposed for change. With adoption of the 2015

Comprehensive Plan and its associated map changes, the properties were assigned an "Open Space" land use designation. These properties are Muckleshoot Tribal owned properties that are developed as cemeteries. In addition, the "Open Space" land use designation is not appropriate to apply to these properties based on the discussion and clarification that occurred with the Planning Commission during discussion of the "OS, Open Space zoning district in July and August of this year. The land use designation is inconsistent with the designation criteria and purpose of the "Open Space" land designation of the Comprehensive Plan (e.g., cemeteries or parks developed for active recreation should not be designated "Open Space").

Parcel ID Number/address	Property owner	Parcel Size (Approx.)	Current Comprehensive Plan Designation	Current Zoning Classification	Current Land Use
2021059041	US Government	1.45 acres	"Open Space"	"P1, Public Use"	Historic Tribal cemetery
2021059047	Muckleshoot Indian Tribe	24.46 acres	"Open Space"	"P1, Public Use"	Tribal Cemetery
2021059037	Muckleshoot Indian Tribe	0.07 acres	"Open Space"	"P1, Public Use"	Street frontage portion of historic Tribal cemetery

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #7 to change the mapped land use designation of 3 Muckleshoot Tribal properties from "Open Space" to "Institutional" land use designation and to change the zoning designation (File No. REZ17-0002), to correspond to the "I, Institutional" implementing zoning classification (Parcel Nos. 2021059041, 2021059047, & 2021059037).



**CPM #8 - Change the mapped land use designation of 2 parcels from "Single Family Residential" to "Light Commercial" and to change the zoning designation from "R5, Residential" to "C1, Light Commercial" to agree.**

### **Discussion**

This city-initiated request is to change the land use designation of 2 privately-owned parcels from "Single Family Residential" to "Light Commercial". Parcels Nos. are 3121059069, 1.79 acres owned by Alan Clayton and Parcel No. 3121059027, 3.67 acres, owned by John Nixon. Both are located on east side of A ST SE, approx. 600 feet south of Lakeland Hills

WY SE. The change is requested to remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. It is requested to revert to pre-2015 designation of "Light Commercial". Also, change the zoning designation from "R5, Residential" to "C1, Light Commercial" to agree.

Both properties were annexed to the City of Auburn from the City of Pacific in the year 2003 by City of Auburn Ordinance No. 3643. Prior to the annexation, the northern parcel (owned by Mr. Clayton) was zoned "C, Commercial" and the southern parcel (now owned by John Nixon) was zoned "RMH, Multiple Family Residential" in the City of Pacific. Mr. Clayton's zoning designation of "C, Commercial" was a result of an application for zone change requested by Mr. Clayton and approved by the City of Pacific in August of 1992 by Ordinance No. 1177 (The rezone was to the zoning classification of "BC, Business Commercial" which subsequently became "C, Commercial".) At annexation to the City of Auburn, the property assumed an "R-5, Residential" zoning designation by default, while the comprehensive plan designation was made "Light Commercial".

Of late, Mr. Clayton has been contacting the City almost annually requesting that the city initiate a change in the zoning designation back to a commercial category. He has always had the ability to submit a private application to initiate the zoning map change himself, and has been advised of this, but was reluctant.

The 'working binder' under the 'Map Amendments' tab and CPM #8, contains a letter from Mr. Clayton dated July 18, 2017 and supporting information in which he describes the history and his request to have the zoning changed.

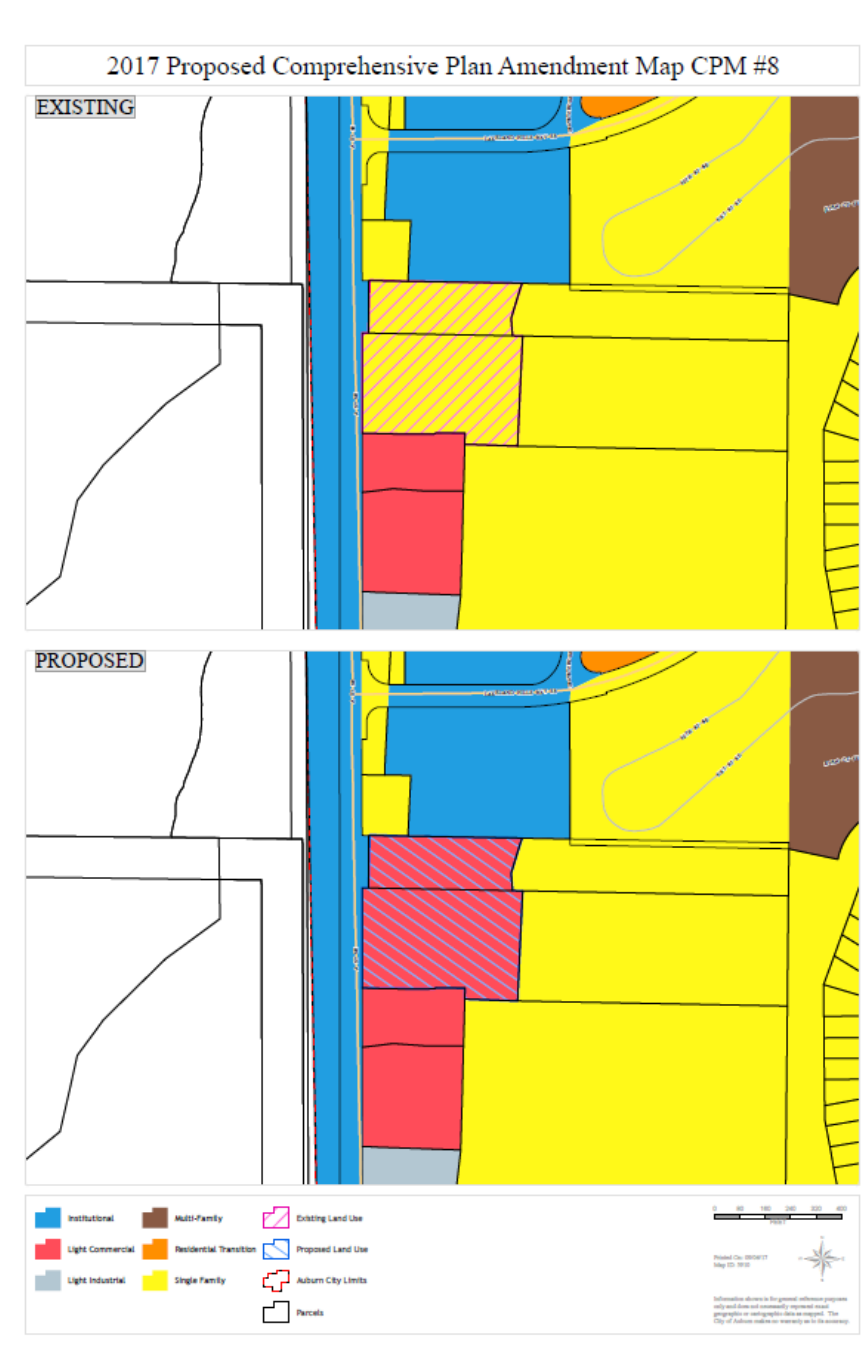
The southern parcel prior to 2015 had a comprehensive plan designation of "Light Commercial" and was previously was zoned "R-5, Residential". These 2 parcels are the only parcels on the east side of A ST SE, in the vicinity that have a Comprehensive Plan designation of "Single Family Residential". The adjacent properties to the south were changed to "light Industrial" due to private com plan application last year. The properties to the north have a comprehensive plan designation of "Institutional".

While the comprehensive plan designation was changed in 2015 to "Single Family Residential", to align with the property's R-5 Residential zoning, it is the zoning classification that should have been changed. The City now seeks to rectify the circumstances by changing the both the comprehensive plan designation and zoning for both parcels

Parcel ID Number/ address	Property owner	Parcel Size (Approx.)	Current Comprehensive Plan Designation	Current Zoning Classification	Current Land Use
3121059069 (northern)	Alan B Clayton	1.79 acres	"Single Family Residential"	R-5, Residential	vacant
3121059027/ 5340 A ST SE (southern)	John Nixon	3.67 acres	"Single Family Residential"	R-5, Residential	Single family residence

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #8 to change 2 privately-owned parcels from "Single Family Residential" to "Light Commercial" and to change the zoning designation (File No. REZ17-0004) to correspond to the "C1, Commercial" implementing zoning classification. Parcels Nos. are 3121059069 and Parcel No. 3121059027



**CPM #9**

**Change the mapped land use designation of 2 privately owned vacant parcels at SE corner of SE 312th ST & 121st PL SE from "Multiple Family Residential: to "Light Commercial".**

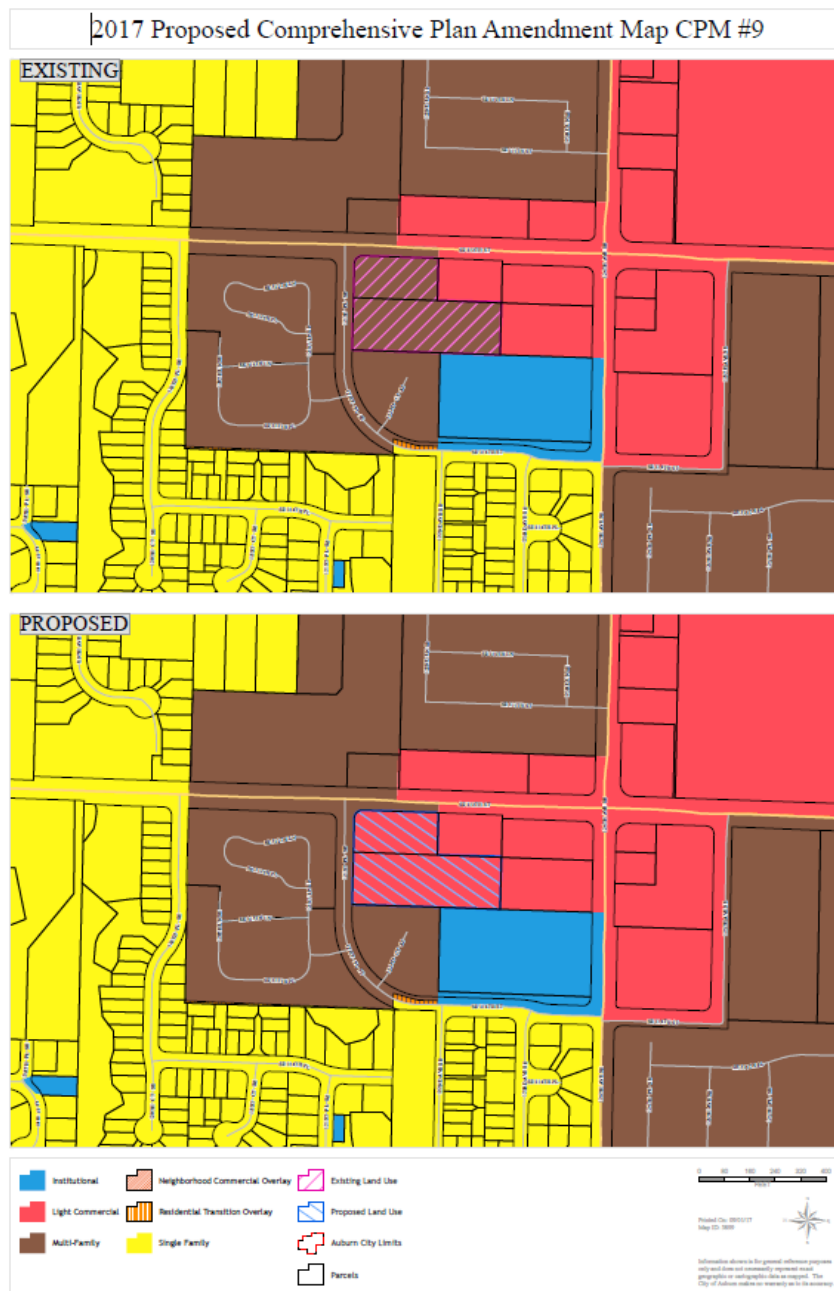
**Discussion**

This city-initiated request is to change the land use designation of 2 privately owned vacant parcels from "Multiple Family Residential" to "Light Commercial". The 1.75 -acre Parcel No. 0921059042 owned by Highlane Prop. LLP and 0.81-acre parcel No. 0921059113 owned by Jennifer & James Hunt both are located at SE corner of SE 312th ST & 121st PL SE. The change is requested to remedy an inadvertent change of mapped land use designation with adoption of 2015 plan and revert to the former designation.

Parcel ID Number/ address	Property owner	Parcel Size (Approx.)	Current Comprehensive Plan Designation	Current Zoning Classification	Current Land Use
0921059042	Highlane Prop. LLP	1.75 -acre	"Multiple Family Residential"	"C1, Light Commercial"	Vacant
0921059113	Jennifer & Eric Hunt	0.81-acre	"Multiple Family Residential"	"C1, Light Commercial"	Vacant

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #9 to change 2 privately-owned parcels from "Multiple Family Residential" to "Light Commercial". (Parcels Nos. are 0921059042 and 0921059113).



#### CPM #10

**Change the mapped land use designation of a privately owned 0.91-acre parcel near the intersection of 124th AV SE & SE 307th PL from "Multiple Family Residential" to "Single Family Residential".**

#### Discussion

This city-initiated request is to change the land use designation of privately owned 0.91-acre parcel containing a single family house from "Multiple Family Residential" to "Single Family Residential". The Parcel No. 0921059101 is owned by Ram Singh Dhaliwal is located 130

feet south of intersection of 124th AV SE & SE 307th PL (Address is 30811 124th AVE SE). The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of map amendment CPM #10 to change the land use designation of a 0.91-acre parcel from "Multiple Family Residential" to "Single Family Residential" (Parcel No. 0921059101).



**CPM #11**

**Change the mapped land use designation of a privately-owned, 13.84-acre parcel addressed as 521 - 8TH ST SW. from "Heavy Industrial" to "Light Industrial".**

**Discussion**

This city-initiated request is to change the land use designation of privately-owned approximately 13.84 -acre parcel developed with a single 286,000 square foot multiple tenant warehouse from "Heavy Industrial" to "Light Industrial". Parcel No. 1321049019 is owned by Western B NW WA LLC and located south of State Route 18 (SR) at the west end of 8th ST SW (Address is 521 8TH ST SW.) The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #11 to change the land use designation of an approximately 13.84-acre parcel from "Heavy Industrial" to "Light Industrial" (Parcel No. 1321049019).



### CPM #12

**Change the mapped land use designation of 7.2-acre private parcel located NW of intersection of Mill Pond DR SE and Kennedy AV SE from "Single Family Residential" to "Multiple Family Residential".**

### Discussion

This city-initiated request is to change the land use designation of privately-owned approximately of 7.2-acre private developed parcel from "Single Family Residential" to "Multiple Family Residential". Parcel No. 5530200000, owned by Lois Maathuis, is located

NW of intersection of Mill Pond DR SE and Kennedy AV SE. The site is developed as a series of 13 multiple-family, 2-story buildings containing a total of 102 dwelling units, known as the 'Mill Pond at Lakeland Condominiums'. The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #12 to change the land use designation of privately-owned approximately of 7.2-acre private parcel developed with condominiums from "Single Family Residential" to "Multiple Family Residential". (Parcel No. 5530200000).



### CPM #13

Change the mapped land use designation of a group of 10 adjacent parcels located north side of Auburn WY S, east of Academy DR SE from "Single Family Residential" to "Multiple Family Residential".

### Discussion

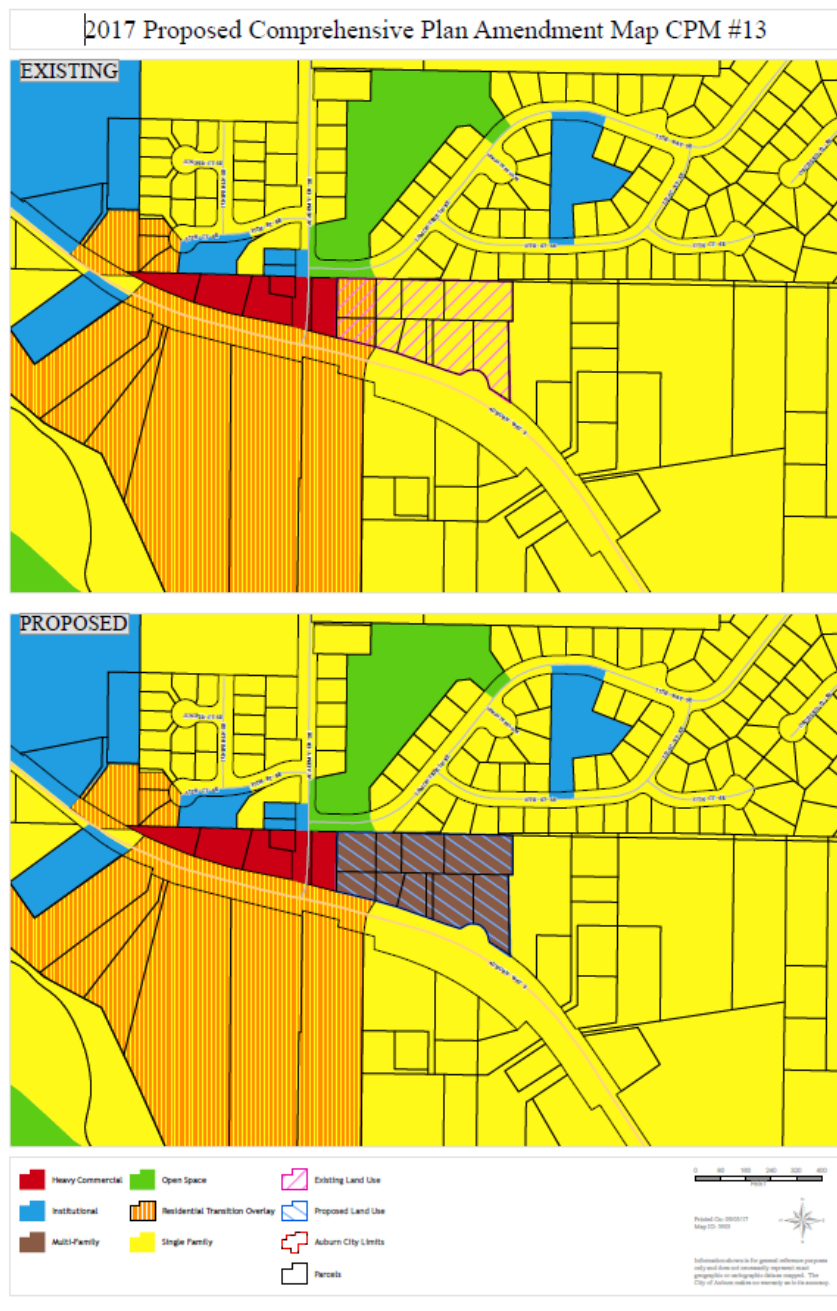
This city-initiated request is to change the land use designation of a group of 10 contiguous parcels from "Single Family Residential" and with "Residential Transition Overlay" to "Multiple Family Residential". Parcel Nos. 2721059053, 2721059063, 2721059066,

2721059126, 2721059156, 2721059157, 2721059162, 2721059168, 2721059179, & 2721059197 are owned by various property owners & located on the north side of Auburn WY S, east of Academy DR SE. The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

Parcel ID Number/ address	Property owner	Parcel Size (Approx.)	Current Comprehensive Plan Designation	Current Zoning Classification	Current Land Use
2721059053	Muckleshoot Tribe	0.22 acres	"Single Family Residential" with "Residential Transition Overlay"	"R-20, Residential"	Duplex
2721059063	Muckleshoot Tribe	0.06 acres	"Single Family Residential"	"R-20, Residential"	Access Tract
2721059066	Orrozco, Salvador and Val	0.23 acres	"Single Family Residential"	"R-20, Residential"	Single Family Residence
2721059126	Muckleshoot Tribe	0.52 acres	"Single Family Residential"	"R-20, Residential"	Duplex
2721059156	Muckleshoot Tribe	0.39 acres	"Single Family Residential"	"R-20, Residential"	Duplex
2721059157	Muckleshoot Tribe	0.36 acres	"Single Family Residential" with "Residential Transition Overlay"	"R-20, Residential"	Duplex
2721059162	Huang, Angelina and Yao	0.63 acres	"Single Family Residential"	"R-20, Residential"	Single Family Residence
2721059168	Bunkhan, Chakkaphan and Suphawan	0.19 acres	"Single Family Residential"	"R-20, Residential"	Single Family Residence
2721059179	Muckleshoot Tribe	0.42 acres	"Single Family Residential"	"R-20, Residential"	Triplex
2721059197	Muckleshoot Tribe	0.23 acres	"Single Family Residential"	"R-20, Residential"	Duplex

### **Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #13 to change the land use designation of a group of 10 contiguous parcels from "Single Family Residential" to "Multiple Family Residential" (Parcel Nos. 2721059053, 2721059063, 2721059066, 2721059126, 2721059156, 2721059157, 2721059162, 2721059168, 2721059179, & 2721059197).



#### CPM #14

**Change the mapped land use designation of 23 parcels located at various locations in downtown from "Institutional" to "Downtown Urban Center".**

#### Discussion

This city-initiated request is to change the land use designation of 23 parcels at various locations in downtown from "Institutional" to "Downtown Urban Center". Some are City-owned; others are privately owned. Parcel Nos. 0492000460, 0492000461, 0492000463,

7816200100, 7816200060, 0498500005, 0492500100, 0303450000, 0492500240, 0492500275, 0492500260, 0483000085, 0483000080, 0489000040, 7331400135, 0489000005, 7331400460, 7331400485, 7331400486, 7331400500, 8698100030, 8698100035, & 8698100040. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan. Requested to revert to pre-2015 designation of "Downtown Urban Center". The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #14 to change the land use designation of 23 parcels at various locations in downtown from "Institutional" to "Downtown Urban Center" (Parcel Nos. 0492000460, 0492000461, 0492000463, 7816200100, 7816200060, 0498500005, 0492500100, 0303450000, 0492500240, 0492500275, 0492500260, 0483000085, 0483000080, 0489000040, 7331400135, 0489000005, 7331400460, 7331400485, 7331400486, 7331400500, 8698100030, 8698100035, & 8698100040).

2017 Proposed Comprehensive Plan Amendment Map CPM #14



### CPM #15

**Change the mapped land use designation of numerous parcels within the Lakeland Hills South PUD from "Residential Transition" to "Moderate Density Residential" and to "Multiple Family Residential".**

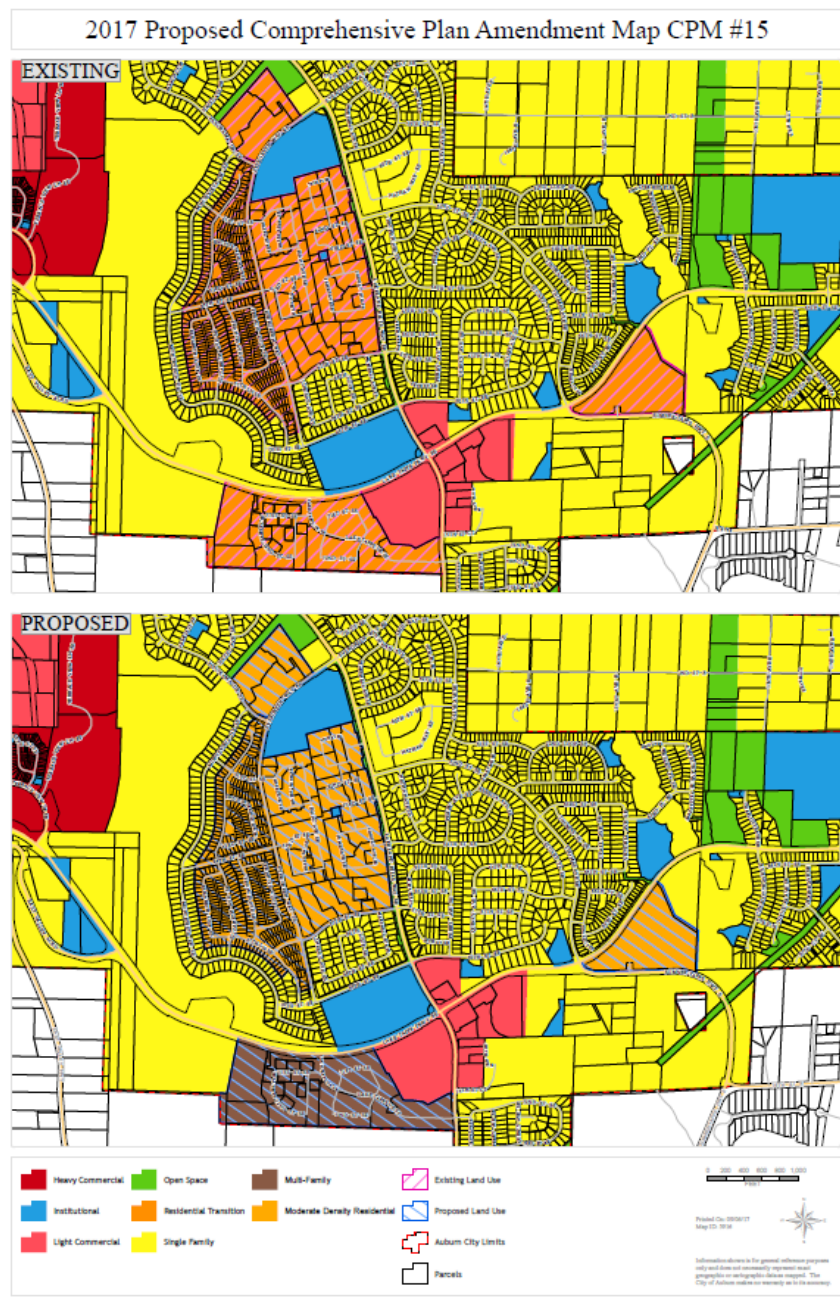
### Discussion

This city-initiated request is to change the land use designation of numerous parcels within the Lakeland Hills community from "Residential Transition" to "Moderate Density

Residential" and to "Multiple Family Residential". The location of the parcels within the Lakeland special planning area is shown on the map. The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #15 to change the land use designation of change the land use designation of numerous parcels within the Lakeland Hills South PUD from "Residential Transition" to "Moderate Density Residential" and to "Multiple Family Residential".



### CPM #16

**Change the mapped land use designation of 0.21-acre city-owned stormwater facility on the south side of 35th St SE, from "Institutional" to "Multiple Family Residential".**

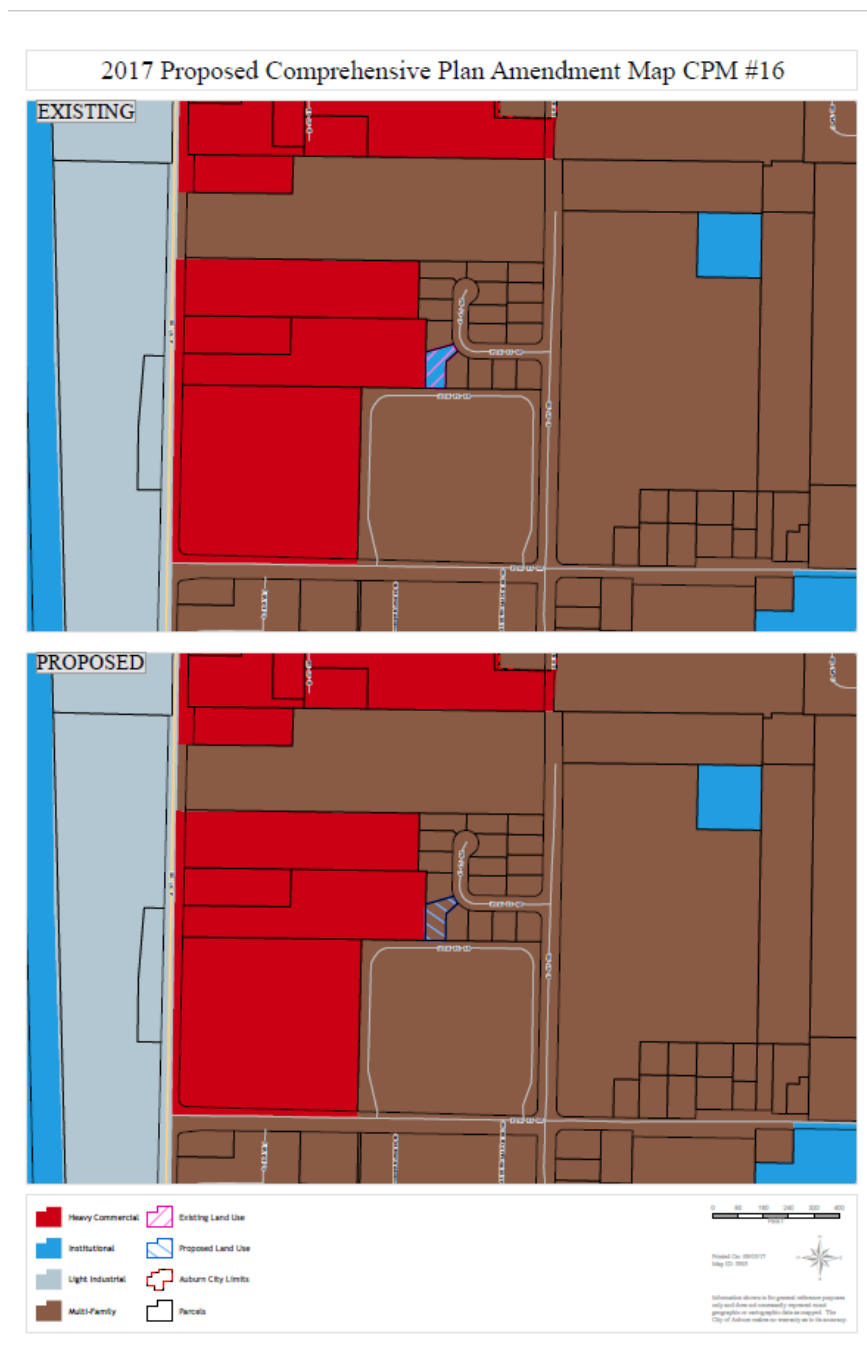
### Discussion

This city-initiated request is to change the land use designation of a 0.21-acre city-owned stormwater facility serving a plat from "Institutional" to "Multiple Family Residential" to agree with designation applicable to the balance of the plat. Parcel No. 1877100170 is owned by

the City and located on south side of 35th St SE, 290 feet west of D ST SE. The lot for the stormwater facility was created from the "D ST SE Plat" and should retain the same comprehensive plan designation as the balance of the plat. It is not the intention of the Comprehensive Plan designation to apply a separate classification to each special purpose lot or tract needed to support the overall subdivision. Land use designations should apply to broad geographic areas based on compatibility and generally not on an individual parcel basis. The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #16 to change the land use designation of change the land use designation of 0.21-acre city-owned stormwater facility serving a plat from "Institutional" to "Multiple Family Residential" (Parcel No. 1877100170).



### CPM #17

Change the mapped land use designation of an approximately 0.71- acre privately-owned parcel located east of end of B ST SE between 15th and 16th ST SE from "Residential Transition" to "Multiple Family Residential".

### Discussion

This city-initiated request is to change the land use designation of an approximately 0.71- acre privately-owned and developed parcel from "Residential Transition" to "Multiple Family". Parcel No. 1921059271 owned by Mayfield TNC LLC is located east of end of B

ST SE between 15th and 16th ST SE. According to KC Assessor records, the property is developed with two, 2-story buildings as the "Mayfield Apartments" containing 31 dwelling units. The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #17 to change the land use designation of an approximately 0.71- acre privately-owned and developed parcel from "Residential Transition" to "Multiple Family" (Parcel No. 1921059271).



**Private-Initiated Map Amendment (File # CPA17-0002) and Rezone (File #REZ17-0001) Nexus Youth and Families** (Please refer to the last section in the working binder for the exhibits referenced for the Nexus Youth & Families applications.)

1. The Applicant, Sylvia Fuerstenberg, representing Nexus Youth & Families ("Nexus"), submitted a Comprehensive Plan Map Amendment (City File No. CPA17-0002) and Rezone request (REZ17-0001) applications on June 8, 2017, before the year 2017 application deadline for Comprehensive Plan amendments (June 9, 2017).

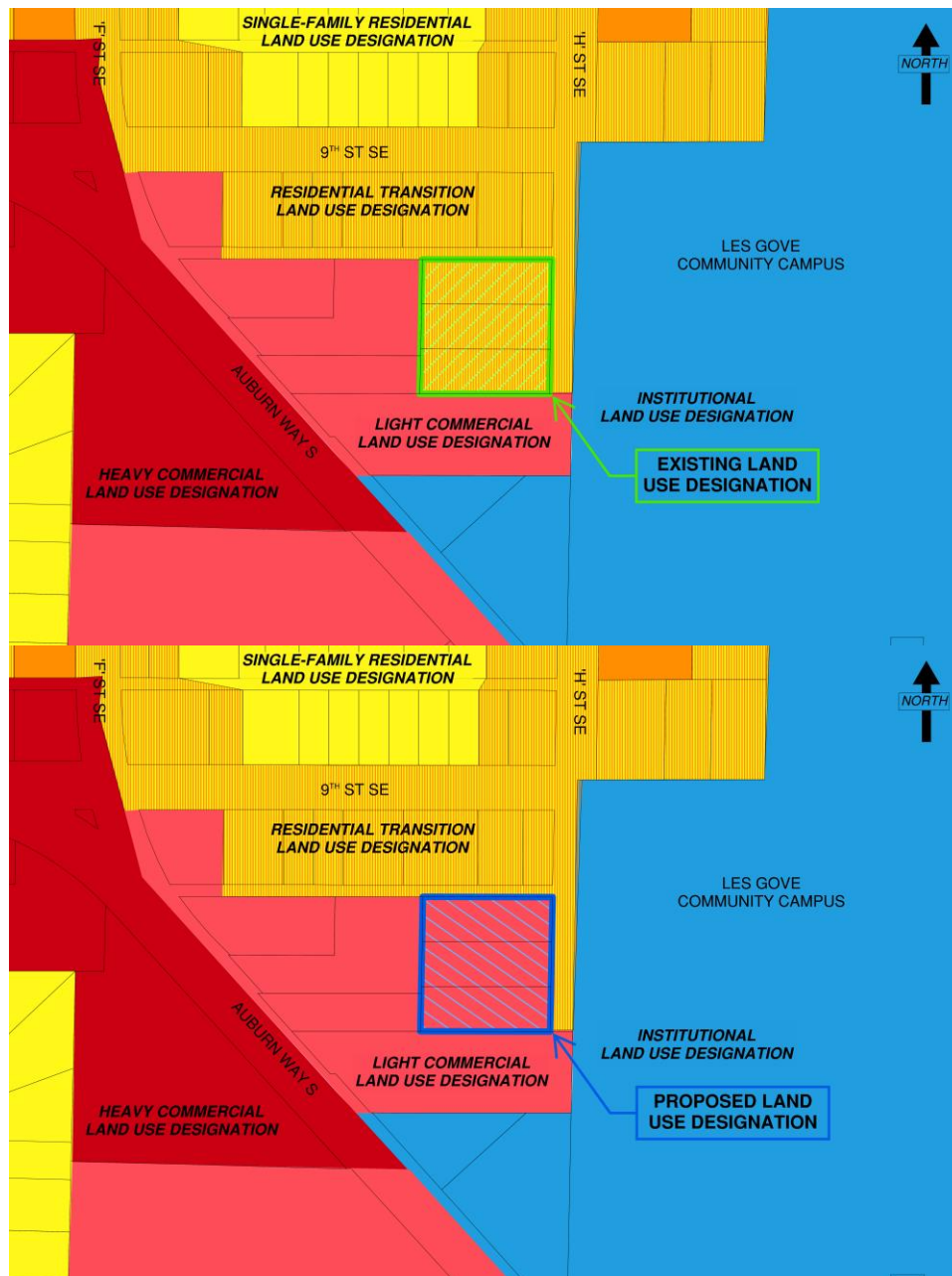
2. The Comprehensive Plan amendment seeks to change the designation of three parcels from “Single Family Residential” with a “Residential Transition Overlay” to “Light Commercial”. The parcels are King Co. Parcel Nos. 192105-9142, 192105-9145, and 192105-9077; and the addresses are 911 ‘H’ St. SE, 915 ‘H’ St. SE, and 921 ‘H’ St. SE. The three parcels total approximately 0.72 acres. See [Exhibit 10](#).
3. Similarly, the Rezone (zoning map amendment) seeks to change the classification of the same three parcels from “R-7, Residential Seven Dwelling Units per Acre” to “C-1, Light Commercial”. The parcels are King Co. Parcel Nos. 192105-9142, 192105-9145, and 192105-9077; and the addresses are 911 ‘H’ St. SE, 915 ‘H’ St. SE, and 921 ‘H’ St. SE. See [Exhibit 11](#).
4. As indicated by the Applicant’s narratives (See [Exhibit 12](#) and [Exhibit 13](#)), the requested changes are to accommodate future expansion of the Nexus Youth & Families Campus. Nexus Youth & Families (formerly Auburn Youth Resources (AYR)) is a non-profit organization that provides mental health counseling for youth, groups and families through chemical dependency prevention, treatment and aftercare and homeless services of emergency shelter, intercept homeless youth through a street outreach program and provide supportive housing across South King County. The facilities at this location include a clinic, 2 administrative buildings, 2 youth shelters, storage buildings, and the Arcadia House which will be under construction soon (Arcadia House is a replacement building for an existing supportive house, which will be demolished). See [Exhibit 14](#) for reference.
5. At its ultimate buildout, the Nexus Campus will intend to serve homeless youth and single mothers through provision of permanent supportive housing, clinic services, and case management and support services. Nexus has also requested in the Rezone request for a new use to be added to the C-1, Light Commercial zoning district that fully encompasses their proposed uses; this text amendment will be subsequently considered under a separate application and presented to Planning Commission after review of the 2017 Comprehensive Plan amendments have been completed.
6. The current Comprehensive Plan Land Use designation, zoning classification, and current land uses of the subject properties and surrounding properties are as follows:

	Comp Plan Designation	Zoning Classification	Existing Land Use
<b>On-Site</b>	“Single Family Residential” w/ “Residential Transition Overlay”	R-7, Residential	3 single-family homes; 2 are currently used as shelters by Nexus, the other is used as a residence by the Bartholomews
<b>North</b>	“Single Family Residential” w/ “Residential Transition Overlay”	R-7, Residential	Single-family homes
<b>South</b>	“Light Commercial”	C-1, Light Commercial	Nexus Clinic
<b>East</b>	“Institutional”	I, Institutional	Les Gove Community Campus
<b>West</b>	“Light Commercial”	C-1, Light Commercial	Nexus Admin.

7. The three parcels front onto ‘H’ St. SE, which is classified as a ‘Local Residential’ street; ‘H’ St. SE is then connected to Auburn Way S (‘Principal Arterial’ classified street) via 9<sup>th</sup> St. SE (‘Local Residential’) and the unnamed alley on the north side of the project site. Part of the western portion of the alley will be widened to 20 ft. to support emergency services in conjunction with the Arcadia House construction (the alley is currently approximately 12 ft. wide). The remainder of the alley will be widened with subsequent / future development of the Nexus Campus. Circulation plans for eventual

buildout would be to direct a majority of the traffic either directly onto Auburn Way S or via the alley to Auburn Way S. See the Conceptual Campus Site Plan, Exhibit 14.

8. Based on historic zoning maps, the subject properties have had similar single-family zoning designations since at least 1964 (note these parcels were annexed into the City in 1948). The Comprehensive Plan designation has also been single-family since at least 1960.



**COMPREHENSIVE PLAN RELATED – CONCLUSIONS:**

The City code provides that applicant requesting a comprehensive plan amendment must demonstrate that the request complies with the following decision criteria:

**“ACC 14.22.110 Decision criteria for plan amendments.**

A. The comprehensive plan was developed and adopted after significant study and public participation. The principles, goals, objectives and policies contained therein shall be granted substantial weight when considering a proposed amendment. Therefore, the burden of proof for justifying a proposed amendment rests with the applicant, who must demonstrate that the request complies with and/or relates to the following decision criteria:

1. The proposed change will further and be consistent with the goals and objectives of the plan and the plan will remain internally consistent;
2. Whether the capacity to provide adequate services is diminished or increased;
3. Assumptions upon which the comprehensive plan is based are found to be invalid;
4. A determination of change or lack of change in conditions or circumstances has occurred since the adoption of the latest amendment to the specific section of the comprehensive plan that dictates the need for a proposed amendment;
5. If applicable, a determination that a question of consistency exists between the comprehensive plan and Chapter 36.70A RCW, the countywide planning policies for either King and/or Pierce County, as appropriate, and Vision 2040: Growth and Transportation Strategy for the Puget Sound Region.”

These criteria are repeated in bold below, followed by a Staff Analysis indicated in italics. The Applicant's responses to these criteria are included as Exhibit 12.

**Criterion #1 – ACC 14.22.110(A)(1): The proposed change will further and be consistent with the goals and objectives of the plan and the plan will remain internally consistent.**

*Staff Analysis: The Comprehensive Plan (Land Use Element, Page LU-9) provides the following explanation for the “Light Commercial” Land Use Designation:*

***“Light Commercial***

***Description***

*This category represents the prime commercial designation for small to moderate scale commercial activities. These commercial areas should be developed in a manner, which is consistent with and attracts pedestrian oriented activities. Such areas should encourage walkability, leisure shopping, engaging public space, and should provide other amenities conducive to attracting shoppers.*

***Designation Criteria***

- 1. Previously developed light commercial areas buffered from more intense commercial or industrial designations by landscaping or environmental features; or*
- 2. Located along arterial or collector streets;*
- 3. Properties that are buffered from the Single Family designation by landscaping, environmental features, or the Residential Transition designation; and*
- 4. Meets the development parameters of the Light Commercial designation.*

Implementing Zoning Designations

Light Commercial

Policies

- Policy LU-60. A wide range of consumer-oriented goods and services are compatible within this designation since creating an attractive shopping environment is a primary emphasis. Permitted uses would consist of local-serving and community-serving retail trade, offices, personal services, eating establishments, financial institutions, governmental offices, and similar uses.
- Policy LU-61. Parking lots must be located and designed in a manner that softens their appearance from adjacent public roads. This is accomplished through landscaping, pedestrian spaces, and the location of buildings on the property. Where practicable, low impact development techniques and landscaping should be used to promote on site stormwater infiltration and shading of hard surfaces. Minimum and maximum parking ratios must be established for each type of permitted use.
- Policy LU-62. Development incentives should be established that encourage the creation of electric car charging stations, use of sustainable building and/or operational practices, development of non-motorized infrastructure, and proximity and connection to public transit.
- Policy LU-63. Multiple family dwellings are only allowed as part of mixed-use developments where they do not interfere with the shopping character of the area, such as within the upper stories of buildings.
- Policy LU-64. Drive in windows should only be allowed accessory to a permitted use, and only when carefully sited under the administrative use process, in order to ensure that an area's pedestrian environment is not compromised.
- Policy LU-65. Large scale regional retail uses and uses which rely on direct access by vehicles or involve heavy truck traffic (other than for merchandise delivery) are not appropriate in this category.
- Policy LU-66. Unsightly outdoor storage and similar activities should be prohibited.
- Policy LU-67. Encourage adaptive reuse, particularly of historic properties.
- Policy LU-68. Upzone requests to the next zone should be approved based on the innovations in transportation and stormwater management and public amenities proposed for the development associated with the request."

Per ACC 18.23.030(C), the intent of the C-1, Light Commercial zoning district is:

*"...intended for lower intensity commercial adjacent to residential neighborhoods. This zone generally serves as a transition zone between higher and lower intensity land uses, providing retail and professional services. This zone represents the primary commercial designation for small- to moderate-scale commercial activities compatible by having similar performance standards and should be developed in a manner which is consistent with and attracts pedestrian-oriented activities. This zone encourages leisure shopping and provides amenities conducive to attracting shoppers and pedestrians."*

As identified in the C-1 intent statement above, this zoning district allows provisions for retail uses as well as professional services. Nexus does not engage in any retail or commercial uses, however, does provide professional services such as counseling for homeless youth and single mothers. Nexus has also applied for a zoning text amendment to include their specific unique set of uses and facility as an allowed use in the C-1 zoning district (to be reviewed by the Planning Commission and City Council at a future date).

*With the described emphasis on commercial uses, an argument could be made that the C-1 zone may not be the most suitable location for this type of facility. However, an argument could also be made that this is a suitable use for this location; 1) with the exception of the Bartholomew parcel, the other 2 parcels as well as two located to the west are already owned and operated by Nexus as similar uses (although to a much-lesser scale), 2) the campus fronts-on and has direct access to Auburn Way S, a principal arterial, 3) there is an existing Metro transit stop in front of the campus that can serve the population, 4) the campus has an intervening alley right-of-way to the north, providing a delineated separation to the existing single-family homes, and 5) there are existing public services and facilities located in close proximity to the campus, including the library, community center, and Nexus' other service (e.g. clinic) that the homeless occupants can utilize.*

Other applicable policies from the City's Comprehensive Plan that support the Nexus application are as follows:

From the 'Core Plan':

Policy 11. Participate in and support efforts to provide solutions for persons experiencing homelessness.

Policy LU-30. Encourage development of permanent supportive housing to address the homeless population and those with special needs.

Policy H-10. Provide a land use plan and zoning that offers opportunities to achieve a variety of housing styles and densities for private and non-profit housing providers.

Policy H-31. Encourage and support human and health service organizations that offer programs and facilities for people with special needs. Support programs in particular that help people to remain within the community, including those that are veterans, disabled, seniors, single parent households, and the homeless.

Policy H-43. Work with other jurisdictions and health and social service organizations to implement a coordinated, regional approach to homelessness.

Policy H-47. Support nonprofit organizations during all stages of siting and project planning and when applying for county, state, and federal funding.

**Criterion #2 – ACC 14.22.110(A)(2): Whether the capacity to provide adequate services is diminished or increased.**

*Staff Analysis:* The proposed application for a change in the Comprehensive Plan designation has been reviewed by the City's Utilities division, Traffic division, and the Valley Regional Fire Authority. Based on these reviews, the change would not adversely affect the provision of services. As is typical with development in the City, adequate infrastructure improvements will be required to be provided concurrent with future development. Although the specific construction activity for the three subject parcels is still in the master planning stages and thus not exactly known, future development is not anticipated to be detrimental to public services. Traffic impacts will be reviewed once the campus planning by the applicant has been finalized to ensure accurate mitigation measures are provided (through Applicant preparation and City review of a Traffic Impact Analysis).

**Criterion #3 – ACC 14.22.110(A)(3): Assumptions upon which the comprehensive plan is based are found to be invalid.**

*Staff Analysis:* While the policies of the Comprehensive Plan are not invalid, the Applicant's request to change three parcels from residential to commercial designations are consistent with the

*designations and uses in the immediate vicinity. The subject parcels are bordered by other parcels owned by Nexus that are part of the campus and campus is bordered on three sides by public rights-of-way and to the south is a City-owned parking lot (west of the Library). The requested change is a logical expansion of the Light Commercial land use designation for this particular use.*

**Criterion #4 – ACC 14.22.110(A)(4): A determination of change or lack of change in conditions or circumstances has occurred since the adoption of the latest amendment to the specific section of the comprehensive plan that dictates the need for a proposed amendment.**

*Staff Analysis: A change is proposed for three parcels to Light Commercial which is consistent with the adjacent parcels to the south and west, all of which are also owned by Nexus. A change in conditions or circumstances would be the increasing number of homeless persons. Nexus seeks to assist the community and help vulnerable homeless populations of the youth/young adults and single mothers. Also, as stated under Criterion #1, above, the Comprehensive Plan lists numerous goals/policies to respond to homelessness.*

**Criterion #5 – ACC 14.22.110(A)(5): If applicable, a determination that a question of consistency exists between the comprehensive plan and Chapter 36.70A RCW, the countywide planning policies for either King and/or Pierce County, as appropriate, and Vision 2040: Growth and Transportation Strategy for the Puget Sound Region.**

*Staff Analysis: The change, if approved, would continue to be consistent with the Growth Management Act (Chapter 36.70A RCW), the King County Countywide Planning Policies and Puget Sound Regional Council's Vision 2040. The proposal is consistent because it furthers provision of services and housing for the homeless population.*

**Criterion #6 – ACC 14.22.110(A)(6): If the request is to change the land use designation of a specific property on the comprehensive plan land use map, the applicant must demonstrate one of the following:**

- a. The current land use designation was clearly made in error or due to an oversight;
- b. The proposed land use designation is adjacent to property having a similar or compatible designation, or other conditions are present to ensure compatibility with surrounding properties;
- c. There has been a change in conditions since the current land use designation came into effect.

*Staff Analysis: The requested change is consistent with Item b in that the adjacent properties to the west and south also have the comprehensive plan designation of "Light Commercial".*

#### **REZONE (Zoning Map Amendment) RELATED – CONCLUSIONS:**

Chapter 18.68 ACC ((Zoning Code) Amendments) specifies the intent and process for zoning code amendments; in this case, a site-specific zoning map amendment has been requested. While the City Code does not contain any rezone criteria; case law offers some criteria ("A Little Bit Pregnant: The Multi-Personalities of Site Specific Rezones - Or - A Cheat Sheet for Everything You Need to Know about Site-Specific Rezones", by Phil Olbrechts on MSRC.org, April 1, 2013) as follows:

*"...require that the proponents of a rezone must establish that conditions have substantially changed since the original adoption and that the rezone must bear a substantial relationship to the public health, safety, morals or welfare. If a rezone implements the comprehensive plan, a showing that a change of circumstances has occurred is not required."*

With the change in City procedures by Ordinance No. 6655 to allow concurrent recommendations by the Planning Commission on both the Comprehensive plan and zoning map changes, the recommendations

on each should be consistent and therefore the rezone will implement the comprehensive plan designation, making it unnecessary to demonstrate that a change in circumstances has occurred.

Related to the other criteria, the requested rezone bears a substantial relationship to the public health, safety, morals, and welfare. Adequate public facilities such as water and sewer services are capable of being provided for the parcels at future development and would therefore not be detrimental to public health. The rezone itself is not anticipated to allow uses that would pose any detrimental effects on the morals or welfare of the public; the uses planned by Nexus as a redeveloped campus generally are beneficial to the community by serving a vulnerable population. As for impacts to public safety, the proposed Nexus facilities could be seen to have either favorable or unfavorable impacts. Providing services for homeless youth could attract this special population to the neighborhood that may not already be present, however, the services are also intended to assist by providing shelter and integration into productive society.

### **PLANNING COMMISSION RECOMMENDATION**

Planning Commission recommended approval of the Nexus Youth & Families request for a Comprehensive Plan Land Use Map amendment for three parcels from “Single Family Residential” with a “Residential Transition Overlay” to “Light Commercial”; and a rezone (zoning map amendment) from “R-7, Residential” to “C-1, Light Commercial”.

### **EXHIBIT LIST:**

*(Please see the last divider in the ‘working binder’ for these exhibits.)*

- Exhibit 1. CPA17-0002 and REZ17-0001 Staff Report
- Exhibit 2. Comprehensive Plan Amendment Application
- Exhibit 3. Rezone Application
- Exhibit 4. Vicinity Map
- Exhibit 5. Ownership Map
- Exhibit 6. Chapter 14.22 ACC
- Exhibit 7. Chapter 18.68 ACC
- Exhibit 8. SEPA Comment Letter
- Exhibit 9. Dept. of Commerce 60-Day Acknowledgement Letter, received August 22, 2017
- Exhibit 10. Comprehensive Plan Land Use Maps

**ORDINANCE NO. 6 6 6 7**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, RELATING TO PLANNING; ADOPTING 2017 ANNUAL COMPREHENSIVE PLAN MAP AND TEXT AMENDMENTS PURSUANT TO THE PROVISIONS OF RCW CHAPTER 36.70A AND ADOPTING CORRESPONDING REZONES RELATED TO CERTAIN OF THE MAP AMENDMENTS

WHEREAS, on August 18, 1986, the City Council of the City of Auburn adopted a Comprehensive Plan by Resolution No. 1703 which includes a Map establishing the location of the Comprehensive Plan Land Use Designations throughout the City; and

WHEREAS, on April 17, 1995, the Auburn City Council adopted Comprehensive Plan Amendments by Resolution No. 2635 to comply with the Washington State Growth Management Act; and

WHEREAS, on September 5, 1995, the Auburn City Council reaffirmed that action by its adoption of Ordinance No. 4788; and

WHEREAS, on December 14, 2015, the Auburn City Council adopted an updated Comprehensive Plan which includes a Map establishing the location of the Comprehensive Plan Land Use Designations throughout the City by Ordinance No. 6584; and

WHEREAS, in April 2017 the City of Auburn published in the *Seattle Times Newspaper* an advertisement that the City was accepting comprehensive plan amendment applications and established a deadline for submittal of June 9, 2017; and

WHEREAS, the City of Auburn received one private-initiated map amendment for the year 2017 annual amendments; (Nexus Youth & Families, File No. CPA17-0002); and

WHEREAS, the City of Auburn initiated seventeen map amendments (CPA17-0001) and nine policy/text amendments (File No. CPA17-0001); and

WHEREAS, in June 2017 the City Council adopted Ordinance No. 6655 allowing the Planning Commission and City Council to consider zoning map changes associated with comprehensive map changes (for Comprehensive Plan and Zoning map amendments), concurrently, thereby eliminating the need for a subsequent hearing conducted by the Hearing Examiner on the rezone (zoning map amendment) as under the previous regulations; and

WHEREAS, three of the City-initiated map amendments (CPA17-0001, REZ17-0002, REZ17-0003, & REZ17-0004) and the one private initiated map amendment (CPA17-0002 & REZ17-0001) have an associated rezone (zoning map amendment) to maintain consistency with the Comprehensive Plan; and

WHEREAS, the Comprehensive Plan text/policy amendments and map amendments were processed by the Community Development & Public Works Department as proposed Year 2017 annual amendments to the City of Auburn Comprehensive Plan; and

WHEREAS, maintaining a current Capital Facilities Plan is required of the City in order to meet regulations of the Growth Management Act under RCW 36.70A; and

WHEREAS, the environmental impacts of the proposed Year 2017 Comprehensive Plan amendments and rezones were considered in accordance with procedures of the State Environmental Policy Act (File No. SEP17-0014 (city-initiated amendments) & SEP17-0012 (Nexus Youth & Families, private-initiated amendment)) and were determined to have no environmental significance; and

WHEREAS, the proposed amendments were transmitted to the Washington State Department of Commerce, Growth Management Services Division and other State agencies for the 60-day review period in accordance with RCW 36.70A.106; and

WHEREAS, after proper notice published in the City's official newspaper at least ten (10) days prior to the date of the hearings, the Auburn Planning Commission on October 18, 2017 and on November 1, 2017, conducted public hearings on the proposed amendments; and

WHEREAS, at the public hearings the Auburn City Planning Commission heard and considered the public testimony and the evidence and exhibits presented to it; and

WHEREAS, the Auburn City Planning Commission thereafter made recommendations to the City Council on the proposed Year 2017 annual Comprehensive Plan map and text amendments and for certain amendments, on the associated rezone; and

WHEREAS, on November 27, 2017, the Auburn City Council reviewed the Planning Commission's recommendations to the City Council; and

WHEREAS, on **December 4, 2017**, the Auburn City Council considered the proposed Comprehensive Plan amendments and rezones as recommended by the City of Auburn Planning Commission.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN AS FOLLOWS:

**Section 1.** Application CPA17-0002 & REZ17-0001, Nexus Youth & Families Comprehensive Plan Map Amendment, requesting a land use designation change from "Single Family Residential" with a "Residential Transition Overlay" to "Light

Commercial”; and a rezone (zoning map amendment) from “R-7, Residential” to “C-1, Light Commercial” for three parcels totaling 0.72 acres, identified by parcel numbers: 192105-9142, 192105-9145, and 192105-9077 is approved as set forth in Exhibit “A” attached hereto and incorporated herein by reference. Council adopts both the Planning Commission’s November 1, 2017 recommendations, and the findings and conclusions outlined in the October 24, 2017 (private-initiated) staff report, both attached as Exhibit “B”.

**Section 2.** The 2017 Comprehensive Plan city-initiated Map Amendments (CPA17-0001) and associated rezones (REZ17-0002, REZ17-0003, & REZ17-0004) are adopted and approved as set forth in Exhibit “C” as attached hereto and incorporated herein by reference. The City Clerk shall file Exhibit “C” along with this Ordinance and keep them available for public inspection.

**Section 3.** The 2017 annual Comprehensive Plan city-initiated Text Amendments (CPA17-0001), as set forth in Exhibit "D" attached hereto and incorporated herein by reference, are adopted and approved. The City Clerk shall file Exhibit "D" along with this Ordinance and keep them available for public inspection. The full text of the Capital Facilities Plan of the City and the four school district’s Capital Facilities Plans are adopted with the City’s Comprehensive Plan, copies of which shall be on file with the Office of the City Clerk. The City Clerk shall file them along with this Ordinance and keep them available for public inspection. Council adopts both the Planning Commission’s recommendations, dated November 1, 2017, and the Findings and Conclusions outlined in the October 3, 2017 (Group #1) and October 19, 2017 (Group #2), staff reports, attached as Exhibit "C".

**Section 4.** The 2017 Comprehensive Plan amendments modify the Comprehensive Plan adopted on August 18, 1986, by Resolution No. 1703; and adopted by Ordinance No. 4788 on September 5, 1995; and adopted December 14, 2015 by Ordinance No. 6584.

**Section 5.** The adopted Comprehensive Plan as amended is designated as a basis for the exercise of substantive authority under the Washington State Environmental Policy Act by the City's responsible environmental official in accordance with RCW. 43.21C.060.

**Section 6.** The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation to include incorporating into one document the adopted Comprehensive Plan map and text amendments, attached hereto as Exhibit "A", Exhibit "B", Exhibit "C", and Exhibit "D", and preparing and publishing the amended Comprehensive Plan.

**Section 7.** The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance, or the invalidity of the application thereof to any person or circumstance shall not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

**Section 8.** This Ordinance shall take effect and be in force five days from and after its passage, approval and publication as provided by law.

INTRODUCED:\_\_\_\_\_

PASSED: \_\_\_\_\_

APPROVED:\_\_\_\_\_

CITY OF AUBURN

---

Nancy Backus  
MAYOR

ATTEST:

---

Danielle E. Daskam,  
City Clerk

APPROVED AS TO FORM:

---

Daniel B. Heid,  
City Attorney

Published: \_\_\_\_\_

## Exhibit "A"

Colored Map as an excerpt of the City's Comprehensive Plan Map showing a change from "Single Family Residential" with a "Residential Transition Overlay" to "Light Commercial"; for three parcels totaling 0.72 acres, identified by parcel numbers: 192105-9142, 192105-9145, and 192105-9077 for Nexus Youth & Families. (CPA17-0002)

Colored Map as an excerpt of the City's Zoning Map showing a change from "R-7, Residential" to "C-1, Light Commercial" for three parcels totaling 0.72 acres, identified by parcel numbers: 192105-9142, 192105-9145, and 192105-9077 for Nexus Youth & Families. (REZ17-0001)

(Please see "Comp. Plan Map Amendments CPA17-0002" tab in the working binder).

## **Exhibit "B"**

Agenda bill/staff report dated October 24, 2017.

*CPA17-0002 & REZ17-0001, land use designation change from "Single Family Residential" with a "Residential Transition Overlay" to "Light Commercial"; and a rezone (zoning map amendment) from "R-7, Residential" to "C-1, Light Commercial" for three parcels totaling 0.72 acres, for Nexus Youth & Families.*



## AGENDA BILL APPROVAL FORM

<b>Agenda Subject:</b> CPA17-0002 & REZ17-0001, Nexus Youth & Families Comprehensive Plan Land Use Amendment and Rezone		<b>Date:</b> October 24, 2017
<b>Department:</b> Community Development & Public Works, Planning Services	<b>Attachments:</b> (See exhibit listing at the end of this report)	<b>Budget Impact:</b> N/A
<b>Administrative Recommendation:</b> Planning Commission to conduct a public hearing and recommend to City Council approval of the Nexus Youth & Families Comprehensive Plan Amendment and Rezone (zoning map amendment) request.		
<b>Background Information:</b>  <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>APPLICANT:</b> Sylvia Fuerstenberg Nexus Youth &amp; Families 1000 Auburn Way South Auburn, WA 98002</p> </div> <div style="width: 45%;"> <p><b>PROPERTY OWNERS:</b> Nexus Youth &amp; Families (Parcels 192105-9142, 9145) Jay &amp; Daniel Bartholomew (Parcel 192105-9077)</p> </div> </div> <p><b>REQUEST:</b> File Nos. CPA17-0002 &amp; REZ17-0001: Request to amend the Comprehensive Plan Land Use Map Designation of three parcels from "Single Family Residential" with a "Residential Transition Overlay" to "Light Commercial"; and the zoning (zoning map amendment) from "R-7, Residential" to "C-1, Light Commercial". Two of the three parcels are owned by Nexus Youth &amp; Families ("Nexus"), the other is owned by Jay &amp; Daniel Bartholomew.</p> <p><b>LOCATION:</b> The proposal consists of three adjacent parcels located between Auburn Way S. and 'H' St. SE, approximately 120 ft. south of 9th St. SE. King Co. Parcel Nos. 192105-9142, 192105-9145, and 192105-9077. The addresses for the three parcels are 911 'H' St. SE, 915 'H' St. SE, and 921 'H' St. SE. See "Vicinity Map", <u>Exhibit 3</u>, and "Ownership Map", <u>Exhibit 4</u>.</p>		
<b>Reviewed by Council &amp; Committees:</b> <div style="display: flex;"> <div style="flex: 1;"> <input type="checkbox"/> Arts Commission  <input type="checkbox"/> Airport  <input type="checkbox"/> Hearing Examiner  <input type="checkbox"/> Human Services  <input type="checkbox"/> Park Board  <input type="checkbox"/> Planning Comm.         </div> <div style="flex: 1;"> <b>COUNCIL COMMITTEES:</b>  <input type="checkbox"/> Finance  <input type="checkbox"/> Municipal Serv.  <input type="checkbox"/> Planning &amp; CD  <input type="checkbox"/> Public Works  <input type="checkbox"/> Other _____         </div> </div>		<b>Reviewed by Departments &amp; Divisions:</b> <div style="display: flex;"> <div style="flex: 1;"> <input checked="" type="checkbox"/> Building  <input type="checkbox"/> Cemetery  <input type="checkbox"/> Finance  <input checked="" type="checkbox"/> Fire  <input type="checkbox"/> Legal  <input checked="" type="checkbox"/> Public Works  <input type="checkbox"/> Information Services         </div> <div style="flex: 1;"> <input type="checkbox"/> M&amp;O  <input type="checkbox"/> Mayor  <input type="checkbox"/> Parks  <input checked="" type="checkbox"/> Planning  <input type="checkbox"/> Police  <input type="checkbox"/> Human Resources         </div> </div>
<b>Action:</b> <div style="display: flex; justify-content: space-between;"> <div>           Committee Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No            Council Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No            Referred to _____            Tabled _____         </div> <div style="text-align: right;">           Call for Public Hearing ____/____/____            Until ____/____/____            Until ____/____/____         </div> </div>		
<b>Councilmember:</b>		<b>Staff:</b>
<b>Meeting Date:</b>		<b>Item Number:</b>

**FINDINGS OF FACT:**

1. The Applicant, Sylvia Fuerstenberg, representing Nexus Youth & Families (“Nexus”), submitted a Comprehensive Plan Map Amendment (City File No. CPA17-0002) and Rezone request (REZ17-0001) applications on June 8, 2017, before the year 2017 application deadline for Comprehensive Plan amendments (June 9, 2017).
2. The City of Auburn first adopted amendments to its Comprehensive Plan in compliance with the Washington State Growth Management Act (GMA) requirements, as amended, in 1995. The Auburn Comprehensive Plan has been amended annually each year since, generally for housekeeping items and for coordination with the Capital Facilities Plan.
3. The City of Auburn adopted a substantially revised Comprehensive Plan (including map amendments) in response to periodic updates required by the GMA under Ordinance No. 6584 on December 15, 2015.
4. RCW 36.70A.130 (GMA) provides for annual amendments to locally adopted comprehensive plans. Except in limited circumstances, these amendments shall be considered by the City’s Legislative body no more frequently than once per year. The annual limitation and exceptions are also restated under ACC 14.22.060.

**Comprehensive Plan Related Findings**

5. In June 2017 the City Council adopted Ordinance No. 6655 which allows the Planning Commission and City Council to consider associated map changes (for Comp. Plan and Zoning map amendments), concurrently. This eliminates the need for the Hearing Examiner to subsequently consider a zoning map amendment public hearing when it is related to a Comprehensive Plan map amendment.
6. Auburn City Code (ACC) Chapter 14.22 outlines the process for submittal of privately-initiated comprehensive plan amendments and the general processing as follows:

“Section 14.22.100

- A. The planning commission shall hold at least one public hearing on all proposed amendments to the comprehensive plan. Notice of such public hearing shall be given pursuant to Chapter 1.27 ACC and, at a minimum, include the following:
  1. For site-specific plan map amendments:
    - a. Notice shall be published once in the official newspaper of the city not less than 10 calendar days prior to the date of public hearing;
    - b. Notice shall be mailed by first class mail to all property owners of record within a radius of 300 feet of the proposed map amendment request, not less than 10 calendar days prior to the public hearing;
  2. For area-wide plan map amendments:
    - a. Notice shall be published once in the official newspaper of the city not less than 10 calendar days prior to the date of public hearing;
    - b. Notice shall be mailed by first class mail to all property owners of record within the area subject to the proposed amendment;
    - c. Notice shall be posted in at least two conspicuous locations in the area subject to the proposed amendment not less than 10 calendar days prior to the date of the public hearing.
- B. Notwithstanding the above, the director may expand the minimum noticing provisions noted above as deemed necessary.
- C. Planning Commission Recommendation. The planning commission shall conduct a public hearing on all potential comprehensive plan amendments and shall make and forward a

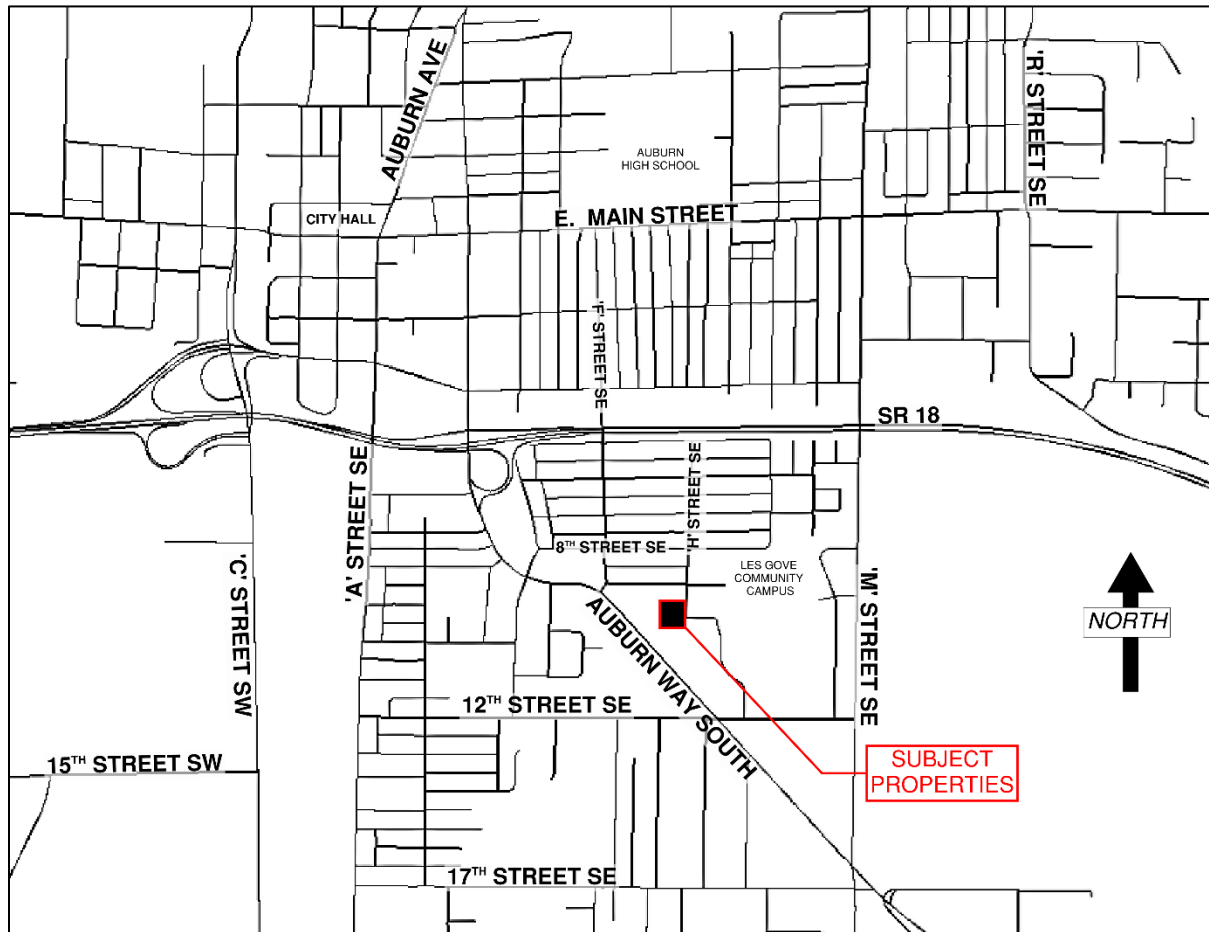
- recommendation on each to the city council. The planning commission shall adopt written findings and make a recommendation consistent with those findings to the city council.
- D. The city council, if it elects to amend the comprehensive plan, shall adopt written findings and adopt said amendments by ordinance.
  - E. State Review. All comprehensive plan amendments considered by the planning commission shall be forwarded for state agency review consistent with RCW 36.70A.106.
  - F. Any appeal of an amendment to the comprehensive plan shall be made in accordance with Chapter 36.70A RCW. (Ord. 6172 § 1, 2008.)”
7. Per Chapter 14.22 Auburn City Code (“ACC”), privately-initiated amendments to the Comprehensive Plan shall have at least one public hearing before the Planning Commission who then forward on a recommendation to the City Council. City Council consideration and action on the amendments generally occurs, but is not required, prior to the end of the year. Chapter 14.22 ACC ‘Comprehensive Plan’ is attached as Exhibit 6 for reference.
8. Due to the nature of policy/text changes, and the minimal amount of private-initiated map amendments, the optional process for conducting a public open house on the docket of comprehensive plan amendments as provided for in the city code, was not conducted.

#### Zoning Code Related Findings

9. Chapter 18.68 ACC (Zoning) Amendments)) outlines the process for submittal of privately-initiated zoning amendments and the general processing. Per ACC 18.68.030(B)(1)(b), when the Planning Commission is considering a rezone (zoning map amendment) which requires a Comprehensive Plan Land Use Map amendment, the public hearings shall be conducted concurrently and a recommendation on both shall be forwarded to the City Council. Chapter 18.68 ACC ‘Amendments’ is attached as Exhibit 7 for reference
10. Pursuant to Chapter 197-11 WAC and Chapter 16.06 ACC, this project is subject to State Environmental Policy Act (“SEPA”) environmental review. A Determination of Non-Significance (“DNS”), for the Comprehensive Plan amendment and Rezone request was issued under City File No. SEP17-0012 on August 24, 2017; with the comment period ending September 8, 2017 and an appeal period ending September 22, 2017. One public comment was submitted (See Exhibit 8); no appeal was filed.
11. Pursuant to RCW 36.70A.106, the proposed Comprehensive Plan amendment outlined in this agenda bill were sent to the Washington State Dept. of Commerce and other State agencies as required for the 60-day State review. See Exhibit 9. No comments have been received from the Dept. of Commerce or other State agencies as of the date of this report.
12. The public hearing notice was published on October 17, 2017 in the Seattle Times, at least 10 days prior to this November 1, 2017 Planning Commission public hearing. Public notice was also mailed to property owners within 300 feet and those requesting said notice, posting on the City’s website, and posting on the subject properties.
13. The following Staff Report and recommendation describes and addresses the Comprehensive Plan Land Use Map amendment and Rezone request by Nexus.

**COMPREHENSIVE PLAN AMENDMENT AND REZONE REQUEST – STAFF ANALYSIS:**

1. The Comprehensive Plan amendment seeks to change the designation of three parcels from “Single Family Residential” with a “Residential Transition Overlay” to “Light Commercial”. The parcels are King Co. Parcel Nos. 192105-9142, 192105-9145, and 192105-9077; and the addresses are 911 ‘H’ St. SE, 915 ‘H’ St. SE, and 921 ‘H’ St. SE. The three parcels total approximately 0.72 acres. See [Exhibit 10](#) and the following vicinity map:



2. Similarly, the Rezone request seeks to change the classification of the same three parcels from “R-7, Residential Seven Dwelling Units per Acre” to “C-1, Light Commercial”. The parcels are King Co. Parcel Nos. 192105-9142, 192105-9145, and 192105-9077; and the addresses are 911 ‘H’ St. SE, 915 ‘H’ St. SE, and 921 ‘H’ St. SE. See [Exhibit 11](#).
3. As indicated by the Applicant’s narratives (See [Exhibit 12](#) and [Exhibit 13](#)), the requested changes are to accommodate future expansion of the Nexus Youth & Families Campus. Nexus Youth & Families (formerly Auburn Youth Resources (AYR)) is a non-profit organization that provides mental health counseling for youth, groups and families through chemical dependency prevention, treatment and aftercare and homeless services of emergency shelter, intercept homeless youth through a street outreach program and provide supportive housing across South King County. The facilities at this location include a clinic, 2 administrative buildings, 2 youth shelters, storage buildings, and the Arcadia House which will be under construction soon (Arcadia House is a replacement building for an existing supportive house, which will be demolished). See [Exhibit 14](#) for reference.

4. At its ultimate buildout the Nexus Campus will intend to serve homeless youth and single mothers through provision of permanent supportive housing, clinic services, and case management and support services. Nexus has also requested in the Rezone request for a new use to be added to the C-1, Light Commercial zoning district that fully encompasses their proposed uses; this text amendment will be subsequently considered under a separate application and presented to Planning Commission after review of the 2017 Comprehensive Plan amendments have been completed.
5. The current Comprehensive Plan Land Use designation, zoning classification, and current land uses of the subject properties and surrounding properties are as follows:

	Comp Plan Designation	Zoning Classification	Existing Land Use
On-Site	"Single Family Residential" w/ "Residential Transition Overlay"	R-7, Residential	3 single-family homes; 2 are currently used as shelters by Nexus, the other is used as a residence by the Bartholomews
North	"Single Family Residential" w/ "Residential Transition Overlay"	R-7, Residential	Single-family homes
South	"Light Commercial"	C-1, Light Commercial	Nexus Clinic
East	"Institutional"	I, Institutional	Les Gove Community Campus
West	"Light Commercial"	C-1, Light Commercial	Nexus Admin.

6. The three parcels front onto 'H' St. SE, which is classified as a 'Local Residential' street; 'H' St. SE is then connected to Auburn Way S ('Principal Arterial' classified street) via 9<sup>th</sup> St. SE ('Local Residential') and the unnamed alley on the north side of the project site. Part of the western portion of the alley will be widened to 20 ft. to support emergency services in conjunction with the Arcadia House construction (the alley is currently approximately 12 ft. wide). The remainder of the alley will be widened with subsequent / future development of the Nexus Campus. Circulation plans for eventual buildout would be to direct a majority of the traffic either directly onto Auburn Way S or via the alley to Auburn Way S. See the Conceptual Campus Site Plan, Exhibit 14.
7. Based on historic zoning maps, the subject properties have had similar single-family zoning designations since at least 1964 (note these parcels were annexed into the City in 1948). The Comprehensive Plan designation has also been single-family since at least 1960.

#### **COMPREHENSIVE PLAN RELATED – CONCLUSIONS:**

The purpose of the City's Comprehensive Plan is to provide a policy basis for potential future zoning changes to ensure that the Comprehensive Plan and Zoning Ordinance are consistent, as required by the following City Code provision:

***"14.22.050 Conformance and consistency.***

*The zoning, land division and other development codes contained or referenced within Auburn City Code shall be consistent with and implement the intent of the comprehensive plan. Capital budget decisions shall be made in conformity with the comprehensive plan."*

The City Code provides certain criteria for decisions on amending the Comprehensive Plan under ACC 18.14.22.110. These criteria are listed below, followed by a Staff Analysis in *italics*. The Applicant's responses to these criteria are included in Exhibit 12.

1. Criterion #1 – ACC 14.22.110(A)(1): The proposed change will further and be consistent with the goals and objectives of the plan and the plan will remain internally consistent.

Staff Analysis: The Comprehensive Plan (Land Use Element, Page LU-9) provides the following explanation for the “Light Commercial” Land Use Designation:

**“Light Commercial**

Description

*This category represents the prime commercial designation for small to moderate scale commercial activities. These commercial areas should be developed in a manner which is consistent with and attracts pedestrian oriented activities. Such areas should encourage walkability, leisure shopping, engaging public space, and should provide other amenities conducive to attracting shoppers.*

Designation Criteria

1. Previously developed light commercial areas buffered from more intense commercial or industrial designations by landscaping or environmental features; or
2. Located along arterial or collector streets;
3. Properties that are buffered from the Single Family designation by landscaping, environmental features, or the Residential Transition designation; and
4. Meets the development parameters of the Light Commercial designation.

Implementing Zoning Designations

Light Commercial

Policies

- Policy LU-60.** *A wide range of consumer-oriented goods and services are compatible within this designation since creating an attractive shopping environment is a primary emphasis. Permitted uses would consist of local-serving and community-serving retail trade, offices, personal services, eating establishments, financial institutions, governmental offices, and similar uses.*
- Policy LU-61.** *Parking lots must be located and designed in a manner that softens their appearance from adjacent public roads. This is accomplished through landscaping, pedestrian spaces, and the location of buildings on the property. Where practicable, low impact development techniques and landscaping should be used to promote on site stormwater infiltration and shading of hard surfaces. Minimum and maximum parking ratios must be established for each type of permitted use.*
- Policy LU-62.** *Development incentives should be established that encourage the creation of electric car charging stations, use of sustainable building and/or operational practices, development of non-motorized infrastructure, and proximity and connection to public transit.*
- Policy LU-63.** *Multiple family dwellings are only allowed as part of mixed-use developments where they do not interfere with the shopping character of the area, such as within the upper stories of buildings.*
- Policy LU-64.** *Drive in windows should only be allowed accessory to a permitted use, and only when carefully sited under the administrative use process, in order to ensure that an area's pedestrian environment is not compromised.*
- Policy LU-65.** *Large scale regional retail uses and uses which rely on direct access by vehicles or involve heavy truck traffic (other than for merchandise delivery) are not appropriate in this category.*
- Policy LU-66.** *Unightly outdoor storage and similar activities should be prohibited.*
- Policy LU-67.** *Encourage adaptive reuse, particularly of historic properties.*

*Policy LU-68. Upzone requests to the next zone should be approved based on the innovations in transportation and stormwater management and public amenities proposed for the development associated with the request."*

*Per ACC 18.23.030(C), the intent of the C-1, Light Commercial zoning district is:*

*"...intended for lower intensity commercial adjacent to residential neighborhoods. This zone generally serves as a transition zone between higher and lower intensity land uses, providing retail and professional services. This zone represents the primary commercial designation for small- to moderate-scale commercial activities compatible by having similar performance standards and should be developed in a manner which is consistent with and attracts pedestrian-oriented activities. This zone encourages leisure shopping and provides amenities conducive to attracting shoppers and pedestrians."*

*As identified in the C-1 intent statement above, this zoning district allows provisions for retail uses as well as professional services. Nexus does not engage in any retail or commercial uses, however, does provide professional services for homeless youth and single mothers. Nexus has also applied for a zoning text amendment to include their specific type of facility as an allowable use in the C-1 zoning district (to be reviewed by the Planning Commission at a future date).*

*Although an argument could be made that the C-1 zone may not be the most suitable location for this type of facility, looking at certain facts an argument could also be made that this is a suitable use for this location; 1) with the exception of the Bartholomew parcel, the other four parcels within the Nexus campus are already owned and operated by Nexus as similar uses (although to a much-lesser scale), 2) the campus fronts-on and has direct access to Auburn Way S, a principal arterial, 3) there is an existing Metro transit stop in front of the Arcadia House, 4) the campus has an intervening alley right-of-way to the north, providing a delineated buffer to the existing single-family homes, and 5) there are existing public services and facilities located in close proximity to the campus, including the library, community center, and Nexus' other service (e.g. clinic) that the homeless occupants could utilize.*

*Other applicable policies from the City's Comprehensive Plan that support the Nexus application are as follows:*

*From the 'Core Plan':*

*Policy 11. Participate in and support efforts to provide solutions for persons experiencing homelessness.*

*Policy LU-30. Encourage development of permanent supportive housing to address the homeless population and those with special needs.*

*Policy H-10. Provide a land use plan and zoning that offers opportunities to achieve a variety of housing styles and densities for private and non-profit housing providers.*

*Policy H-31. Encourage and support human and health service organizations that offer programs and facilities for people with special needs. Support programs in particular that help people to remain within the community, including those that are veterans, disabled, seniors, single parent households, and the homeless.*

*Policy H-43. Work with other jurisdictions and health and social service organizations to implement a coordinated, regional approach to homelessness.*

*Policy H-47. Support nonprofit organizations during all stages of siting and project planning and when applying for county, state, and federal funding.*

2. Criterion #2 – ACC 14.22.110(A)(2): Whether the capacity to provide adequate services is diminished or increased.

*Staff Analysis:* The proposed application for a change in the Comprehensive Plan designation has been reviewed by the City's Utilities, Traffic division, and the Valley Regional Fire Authority. Based on these reviews, the change would not adversely affect the provision of services. As is typical with development in the City, adequate infrastructure improvements will be required to be provided concurrent with future development. Although no specific construction activity is proposed or permitted with this amendment, eventual buildout of these three parcels in relation to the overall Nexus Campus is not anticipated to be detrimental to public services. Traffic impacts will be reviewed once the campus planning by the applicant has been finalized to ensure accurate mitigation measures are provided (through Applicant preparation and City review of a Traffic Impact Analysis).

3. Criterion #3 – ACC 14.22.110(A)(3): Assumptions upon which the comprehensive plan is based are found to be invalid.

*Staff Analysis:* While the policies of the Comprehensive Plan are not invalid, the Applicant's request to change three parcels from residential to commercial designations are not out of character with the designations or uses in the immediate vicinity. The Nexus Campus is bordered on three sides by public rights-of-way and to the south is a City-owned parking lot. The requested change is a logical expansion of the Light Commercial land use for this particular use.

4. Criterion #4 – ACC 14.22.110(A)(4): A determination of change or lack of change in conditions or circumstances has occurred since the adoption of the latest amendment to the specific section of the comprehensive plan that dictates the need for a proposed amendment.

*Staff Analysis:* The proposed change is for three parcels to Light Commercial which is consistent with the adjacent parcels to the south and west, all of which are also owned by Nexus. A change in conditions or circumstances would be the ever-increasing number of homeless people. Nexus seeks to help with the especially vulnerable homeless populations, the youth/young adults and single mothers. Also, as stated under Criterion #1, above, the Comprehensive Plan lists numerous goals/policies to address homelessness.

5. Criterion #5 – ACC 14.22.110(A)(5): If applicable, a determination that a question of consistency exists between the comprehensive plan and Chapter 36.70A RCW, the countywide planning policies for either King and/or Pierce County, as appropriate, and Vision 2040: Growth and Transportation Strategy for the Puget Sound Region.

*Staff Analysis:* The change, if approved, would continue to be consistent with the Growth Management Act (Chapter 36.70A RCW), the King County Countywide Planning Policies and Vision 2040. The proposal is consistent because it furthers provision of services and housing for the homeless population.

6. Criterion #6 – ACC 14.22.110(A)(6): If the request is to change the land use designation of a specific property on the comprehensive plan land use map, the applicant must demonstrate one of the following:
- a. The current land use designation was clearly made in error or due to an oversight;
  - b. The proposed land use designation is adjacent to property having a similar or compatible designation, or other conditions are present to ensure compatibility with surrounding properties;
  - c. There has been a change in conditions since the current land use designation came into effect.

*Staff Analysis:* The requested change is consistent with item b in that the adjacent properties to the west and south are designated Light Commercial.

**REZONE RELATED – CONCLUSIONS:**

The Applicant has requested a rezone from “R-7, Residential” to “C-1, Light Commercial”. Per ACC 18.68.030(B)(1)(b) if the rezone request also requires changes to the Comprehensive Plan, the Planning Commission shall hold a public hearing and make a recommendation to the City Council. Chapter 18.68 ACC contains the intent and process for zoning code amendments, in this case a site-specific zoning map amendment has been requested. Auburn City Code does not contain any specific rezone criteria for City Staff to review; however, Case Law offers some rezone criteria (“*A Little Bit Pregnant: The Multi-Personalities of Site Specific Rezones - Or - A Cheat Sheet for Everything You Need to Know about Site-Specific Rezones*”, by Phil Olbrechts on mrsc.org, April 1, 2013) as follows:

*“...require that the proponents of a rezone must establish that conditions have substantially changed since the original adoption and that the rezone must bear a substantial relationship to the public health, safety, morals or welfare. If a rezone implements the comprehensive plan, a showing that a change of circumstances has occurred is not required.”*

With the change in City procedures by ordinance No. 6655 to allow concurrent recommendations by the Planning Commission on both the Comprehensive plan and zoning map changes, the recommendations on each should be consistent and therefore does not need to show a change in circumstances has occurred.

The requested rezone bears a substantial relationship to the public health, safety, morals and welfare. Adequate public facilities such as water, sewer, and electricity, are capable of being provided for the parcels upon future development and would therefore not be detrimental to public health. The rezone itself is not anticipated to allow any uses or acts that would pose any detrimental effects on the morals or welfare of the public; the uses planned by Nexus for future development of the campus would be a benefit to the community by serving a vulnerable population. As for impacts to public safety, the proposed Nexus facilities could be seen to have favorable or unfavorable impacts. Providing services for homeless youth could attract users to the neighborhood that may not typically be there, however, the services are also intended to assist homeless youth to provide shelter and integrate into productive society.

**STAFF RECOMMENDATION:**

Planning Commission to recommend to City Council **approval** of the Nexus Youth & Families request for a Comprehensive Plan Land Use Map amendment for three parcels from “Single Family Residential” with a “Residential Transition Overlay” to “Light Commercial”; and a rezone from “R-7, Residential” to “C-1, Light Commercial”.

**EXHIBIT LIST:**

*(Please see the last divider in the ‘working binder’ for these exhibits.)*

- Exhibit 1. CPA17-0002 and REZ17-0001 Staff Report
- Exhibit 2. Comprehensive Plan Amendment Application
- Exhibit 3. Rezone Application
- Exhibit 4. Vicinity Map
- Exhibit 5. Ownership Map
- Exhibit 6. Chapter 14.22 ACC
- Exhibit 7. Chapter 18.68 ACC
- Exhibit 8. SEPA Comment Letter
- Exhibit 9. Dept. of Commerce 60-Day Acknowledgement Letter, received August 22, 2017
- Exhibit 10. Comprehensive Plan Land Use Maps

- Exhibit 11. Rezone Maps
- Exhibit 12. Comprehensive Plan Written Statement from Applicant
- Exhibit 13. Rezone Written Statement from Applicant
- Exhibit 14. Conceptual Nexus Campus Plan
- Exhibit 15. Notice of Application and Determination of Non-Significance
- Exhibit 16. Notice of Public Hearing

## Exhibit "C"

Agenda bill/staff report dated October 3, 2017 (Group #1).

Agenda bill/staff report dated October 19, 2017 (Group #2).

### **Annual Comprehensive Plan Map (CPM) Amendments (CPA17-0001 – City Initiated)**

- CPM #1 - Remove the discussion of a "Mixed Use" land use designation from the text of the Plan and remove category from the Land Use Map. "The R-10, R-16 and R-20 residential zoning districts already allow for mixed uses residential & commercial) as permitted uses (See Table 18.07.020, Permitted Use Table). (See also related P/T #6)
- CPM #2 - Change the mapped land use designation of a 2.23-acre city-owned park parcel from "Multiple Family Residential" to "Institutional". Parcel No. 0921059073 is located south of SE 310th ST, 820 feet west of 124th Ave SE.
- CPM #3 - Change the mapped land use designation of a group of 4 privately-owned, previously developed parcels from "Downtown Urban Center" to "Light Industrial" to recognize and be more compatible with developed status of the properties at the perimeter of the land use designation. The sites contain existing uses of warehouses, bulk propane tank distribution and outdoor storage.
- CPM #4 - Change the mapped land use designation of south part of 2.15-acre, privately-owned developed parcel from "Residential Transition" to "Heavy Commercial". Parcel owned by Quality Fence Co. and located on south side of 21st ST SE, 390 feet east of A ST SE.
- CPM #5 - Change the mapped land use designation of 3 parcels (2 privately owned and 1 city-owned) from the "Open Space" to "Downtown Urban Center" land use designation. Parcels are located at the SW corner of Main and Division Street.
- CPM #6 - Change the mapped land use designation of 46 city-owned, parks properties from "Open Space" to "Institutional" land use designation. Also, change the zoning designation from "OS, Open Space" to "I, Institutional" to agree, except for Parcel Nos. 1821059327, 1821059117 & 8581400530.
- CPM #7 - Change the mapped land use designation of 3 Tribal jurisdiction parcels from the "Open Space" to the "Institutional" Land Use designation. The 3 parcels controlled by the Muckleshoot Tribe are developed as a cemetery and thus, the land use designation is inconsistent with the designation criteria and purpose of the "Open Space" land designation of the Comprehensive Plan. Also, change the zoning designation from "OS, Open Space" to "I, Institutional" to agree.
- CPM #8 - Change the mapped land use designation of 2 parcels from "Single Family Residential" to "Light Commercial". Both parcels are located on east side of A ST SE, south of Lakeland Hills WY SE. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation of "Light Commercial". Also,

change the zoning designation from "R5, Residential" to "C1, Light Commercial" to agree.

- CPM #9 - Change the mapped land use designation of 2 privately owned vacant parcels from "Multiple Family Residential: to "Light Commercial". Both parcels are located at SE corner of SE 312th ST & 121st PL SE. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.
- CPM #10 - Change the mapped land use designation of a privately owned 0.91-acre parcel containing a single family house from "Multiple Family Residential" to "Single Family Residential". Parcel is located 130 feet south of intersection of 124th AV SE & SE 307th PL. (30811 124TH AVE SE). Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.
- CPM #11 - Change the mapped land use designation of a privately-owned, 13.84 -acre parcel developed with a warehouse from "Heavy Industrial" to "Light Industrial". Parcel is located south of SR 18 at west end of 8th ST SW. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.
- CPM #12 - Change the mapped land use designation of 7.2-acre private developed parcel from "Single Family Residential" to "Multiple Family Residential". Parcel is located NW of intersection of Mill Pond DR SE and Kennedy AV SE. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.
- CPM #13 - Change the mapped land use designation of a group of 10 parcels from "Single Family Residential" to "Multiple Family Residential". Parcels are located on the north side of Auburn WY S, east of Academy DR SE. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.
- CPM #14 - Change the mapped land use designation of 23 parcels from "Institutional" to "Downtown Urban Center". Parcels are at various locations in downtown. Some are City-owned; others are privately owned. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.
- CPM #15 - Change the mapped land use designation of numerous parcels within the Lakeland Hills South PUD from "Residential Transition" to "Moderate Density Residential". Parcels are at various locations. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan.
- CPM #16 - Change the mapped land use designation of 0.21-acre city-owned stormwater facility serving a plat from "Institutional" to "Multiple Family Residential" to agree with rest of the plat. Parcel is owned by the City and located on south side of 35th St SE, 290 feet west of D ST SE. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.
- CPM #17 - Change the mapped land use designation of a 0.71- acre privately-owned and developed parcel from "Residential Transition" to "Multiple Family". Parcel is located east of end of B ST SE between 15th and 16th ST SE. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan adoption. Requested to revert to pre-2015 designation.



## AGENDA BILL APPROVAL FORM

<b>Agenda Subject</b> CPA17-0001, 2017 Annual Comprehensive Plan Amendments – <b>Group # 1</b> , City Initiated Plan Policy/Text Amendments		<b>Date:</b> <b>October 3, 2017</b>
<b>Department:</b> Community Development & Public Works	<b>Attachments:</b> See separate text & map amendment sections of working binder	<b>Budget Impact:</b> N/A
<b>Administrative Recommendation:</b> Planning Commission to recommend to City Council approval of Group #1 of the 2017 City-Initiated Comprehensive Plan Amendments.		
<b>Background Summary:</b> The City of Auburn adopted amendments to its Comprehensive Plan in 1995 in response to the Washington State Growth Management Act (GMA) requirements, as amended. Since then the Auburn Comprehensive Plan has been amended annually. At the end of 2015 the City adopted a substantially updated Comprehensive Plan in compliance with state-required periodic updates.  Annual Comprehensive plan amendments can be initiated by the City of Auburn (city-initiated) and by private citizens (private-initiated). This year the city is initiating: <ul style="list-style-type: none"> <li>Nine policy/text amendments</li> <li>Seventeen map amendments</li> </ul> Also, the city received one private-initiated plan map amendment by the submittal deadline which will be presented in a separate staff report in advance of a subsequent hearing.  Due to the number of amendments and Planning Commission's request to phase consideration, this staff report and recommendation addresses a portion of the amendments (Group #1) and specifically: <ul style="list-style-type: none"> <li>Policy/Text (P/T) Amendments P/T # 1 through # 9 and</li> <li>Map Amendments # 1 through # 3.</li> </ul> The remaining amendments will be addressed in subsequently provided staff reports and scheduled for a subsequent hearing(s) before the Planning Commission.  In terms of process, the Comprehensive plan amendments are initially reviewed during a public hearing process before the City of Auburn Planning Commission, who then provides a recommendation to the City Council for final action. City Council consideration and action on the amendments generally occurs but is not required prior to the end of the year.		
<b>Reviewed by Council &amp; Committees:</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Arts Commission  <input type="checkbox"/> Airport  <input type="checkbox"/> Hearing Examiner  <input type="checkbox"/> Human Services  <input type="checkbox"/> Park Board  <input type="checkbox"/> Planning Comm.         </div> <div style="width: 45%;"> <b>COUNCIL COMMITTEES:</b>  <input type="checkbox"/> Finance  <input type="checkbox"/> Municipal Services  <input type="checkbox"/> Planning &amp; Dev.  <input type="checkbox"/> Public Works  <input type="checkbox"/> Other _____         </div> </div>		<b>Reviewed by Departments &amp; Divisions:</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Building  <input type="checkbox"/> Cemetery  <input type="checkbox"/> Finance  <input type="checkbox"/> Fire  <input type="checkbox"/> Legal  <input checked="" type="checkbox"/> Public Works         </div> <div style="width: 45%;"> <input type="checkbox"/> M&amp;O  <input type="checkbox"/> Mayor  <input type="checkbox"/> Parks  <input checked="" type="checkbox"/> Planning  <input type="checkbox"/> Police  <input type="checkbox"/> Human Resources         </div> </div>
<b>Action:</b> Committee Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No Council Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No                      Call for Public Hearing    ___/___/___ Referred to _____ Until ___/___/___ Tabled _____ Until ___/___/___		
<b>Councilmember:</b>		<b>Staff:</b> Dixon
<b>Meeting Date:</b> October 18, 2017		<b>Item Number:</b>

## **A. Findings**

1. RCW 36.70A.130 (Washington State Growth Management Act (GMA)) provides for amendments to locally adopted GMA comprehensive plans. Except in limited circumstances provided for in State law and City Code, comprehensive plan amendments shall be considered by the city legislative body no more frequently than once per year.
2. The City of Auburn established a June 9, 2017 deadline for the submittal of private-initiated comprehensive plan applications (map or policy/text). Notice to the public of the application filing deadline was provided on the City's website, the Seattle Times Newspaper, and sent to a compiled notification list in April 2017. The City received one private-initiated map amendment by the submittal deadline.
3. The City of Auburn received annual updates to the four school district Capital Facilities Plans whose districts occur within the City of Auburn. These Capital Facilities Plans, as well as the City's Capital Facilities Plan are proposed to be incorporated by reference in the current Capital Facilities Element (Volume 3), of the 2015 Auburn Comprehensive Plan and are processed as Policy/Text (P/T) amendments.
4. The environmental review decision under the State Environmental Policy Act (SEPA) for the school district capital facilities plans were prepared separately by each school district acting as their own lead agency, as allowed by state law.
5. The environmental review under the State Environmental Policy Act (SEPA) for the remaining amendments, the City Capital Facilities Plan, and the remaining policy/text and map amendments resulted in a Determination of Non-Significance (DNS) issued for the City-initiated Comprehensive Plan Amendments on September 19, 2017 (City File # SEP17-0014). The comment period ended October 3, 2017 and the appeal period ended October 17, 2017. The City did not receive any comments in response to the issuance of the Determination of Non-Significance (DNS). A copy of the DNS and environmental checklist application is provided in the working binder.
6. Auburn City Code (ACC) Chapter 14.22 outlines the process for submittal of privately-initiated amendments and the general processing of comprehensive plan amendments as follows:

“Section 14.22.100

- A. The planning commission shall hold at least one public hearing on all proposed amendments to the comprehensive plan. Notice of such public hearing shall be given pursuant to Chapter 1.27 ACC and, at a minimum, include the following:
  1. For site-specific plan map amendments:
    - a. Notice shall be published once in the official newspaper of the city not less than 10 calendar days prior to the date of public hearing;
    - b. Notice shall be mailed by first class mail to all property owners of record within a radius of 300 feet of the proposed map amendment request, not less than 10 calendar days prior to the public hearing;
  2. For area-wide plan map amendments:
    - a. Notice shall be published once in the official newspaper of the city not less than 10 calendar days prior to the date of public hearing;

- b. Notice shall be mailed by first class mail to all property owners of record within the area subject to the proposed amendment;
    - c. Notice shall be posted in at least two conspicuous locations in the area subject to the proposed amendment not less than 10 calendar days prior to the date of the public hearing.
  - B. Notwithstanding the above, the director may expand the minimum noticing provisions noted above as deemed necessary.
  - C. Planning Commission Recommendation. The planning commission shall conduct a public hearing on all potential comprehensive plan amendments and shall make and forward a recommendation on each to the city council. The planning commission shall adopt written findings and make a recommendation consistent with those findings to the city council.
  - D. The city council, if it elects to amend the comprehensive plan, shall adopt written findings and adopt said amendments by ordinance.
  - E. State Review. All comprehensive plan amendments considered by the planning commission shall be forwarded for state agency review consistent with RCW 36.70A.106.
  - F. Any appeal of an amendment to the comprehensive plan shall be made in accordance with Chapter 36.70A RCW. (Ord. 6172 § 1, 2008.)”
7. As provided in the City code, the Comprehensive Plan amendments are initially reviewed during a public hearing process before the City of Auburn Planning Commission, who then provides a recommendation to the City Council for final action which generally occurs, but is not required to, prior to the end of the year.
8. Pursuant to RCW 36.70A.106, the proposed comprehensive plan amendments outlined in this agenda bill were sent to the Washington State Department of Commerce and other state agencies for the required state review. The Washington State Department of Commerce acknowledged receipt on September 25, 2017 by letter and Material ID #24153. No comments have been received from the Washington State Department of Commerce or other state agencies as of the writing of this report. A copy of the transmittal and acknowledgement is provided in the working binder.
9. Due to the nature of policy/text changes, and the minimal amount of private-initiated map amendments, the optional process for conducting a public open house as provided for in the city code, was not conducted.
10. The notice of public hearing was published on October 5, 2017 in the Seattle Times Newspaper which is at least 10 days prior to the Planning Commission public hearing scheduled for October 18, 2015. A copy of the request to publish is provided in the working binder. Also, a notice was mailed by first class mail to all property owners of record within a radius of 300 feet of the proposed map amendments.
11. The following report identifies Comprehensive Plan Policy/Text (P/T) and Map (CPM) amendments scheduled for the Planning Commission’s October 18, 2017 public hearing with a staff recommendation.

**Comprehensive Plan Policy/Text Amendments (File No. CPA17-0001, City initiated)**

**P/T #1**

Incorporate the Auburn School District Capital Facilities Plan 2017 through 2023 into the City of Auburn Comprehensive Plan.

**Discussion**

The Auburn School District has provided the City with its annually updated Capital Facilities Plan (CFP) covering from 2017-2023. The CFP was prepared by the district staff and adopted by the Auburn School District School Board of Directors on June 26, 2017 and has been subject to separate SEPA review and a Determination of Non-Significance (DNS). Information contained in the School District CFP serves as the basis for the City's collection of school impact fees on behalf of the school district. The Planning Commission action is to incorporate the Auburn School District Capital Facilities Plan into the City's Comprehensive Plan.

The CFP includes the following:

- six-year enrollment projections
- Auburn school district level of service standards
- An inventory of existing facilities
- The district's overall capacity of the 6-year period
- District capital construction Plan
- Impact fee calculations

A review of the Auburn School District's updated Capital Facilities Plan indicates the District is requesting a change in the fee obligations. The net fee obligation for single-family dwellings is proposed to be \$3,321.86, a decrease of \$2,147.51 and the requested fee for multiple-family dwellings is \$2,081.29, an increase of \$441.59. The actual impact fees are established by ordinance through subsequent City Council action.

**Recommendation**

Planning Commission to recommend approval of the Auburn School District Capital Facilities Plan 2017 through 2023 to the City Council.

**P/T#2**

Incorporate the Dieringer School District Capital Facilities Plan 2018-2023 into the City of Auburn Comprehensive Plan.

**Discussion**

The Dieringer School District has provided the City with its annually updated Capital Facilities Plan 2018 - 2023. The CFP was adopted by the Dieringer School District Board of Directors on May 30, 2017. The CFP has been subject to separate SEPA review and a DNS. Information contained in the School District CFP serves as the basis for the City's collection of school impact fees on behalf of the school district. The Planning Commission action is to incorporate the School District Capital Facilities Plan into the City's Comprehensive Plan.

The CFP includes the following:

- Overview

- An inventory of existing facilities
- six-year enrollment projections
- standard of service
- Capacity projects
- Finance plan
- Impact fee calculations

A review of the Dieringer School District's updated Capital Facilities Plan indicates the District is requesting a change in the fee obligations. The net fee obligation for single-family dwellings is proposed to be \$3,760.00, an increase of \$360.00 and the requested fee for multiple family dwellings is \$1,081.00; a decrease of \$678.00. The actual impact fees are established by ordinance through subsequent City Council action.

### **Recommendation**

Planning Commission to recommend approval of the Dieringer School District Capital Facilities Plan 2018-2023 to the City Council.

### **P/T #3**

Incorporate the Federal Way School District 2018 Capital Facilities Plan into the City of Auburn Comprehensive Plan.

### **Discussion**

The Federal Way School District has provided the City with its annually updated Capital Facilities Plan 2018. The CFP was adopted by the Federal Way School District School Board July 25, 2017 by Resolution No. 2017-12. The CFP has been subject to separate SEPA review and a DNS. Information contained in the School District CFP serves as the basis for the City's collection of school impact fees on behalf of the school district. The Planning Commission action is to incorporate the School District Capital Facilities Plan into the City's Comprehensive Plan.

The CFP includes the following:

- Introduction
- Inventory of educational facilities & non-instructional facilities
- Needs forecast, existing & new facilities
- Six-year finance plan
- Maps of district boundaries
- Building capacities & portable locations
- Student forecast
- Capacity summaries
- Impact fee calculations
- Summary of changes from the 2017 plan

A review of the Federal Way School District's updated Capital Facilities Plan indicates the District is requesting a change in the fee obligations. The net fee obligation for single-family dwellings is proposed to be \$6,842.00, representing an increase of \$3,644.00 and the requested fee for multi-family dwellings is \$20,086.00, an increase of \$11,700.00. The actual impact fees are established by ordinance through subsequent City Council action.

According to communication from Tanya Nascimento, Student & Demographic Forecaster of the Federal Way Public Schools, there are several factors which have driven the impact fees to increase quite significantly in this plan. One factor is the steady increase in observed multiple-family student generation rates. In 2015, the first of three multi-family developments was opened and fully occupied in the City of Federal Way. The second was opened and occupied in late 2016 and the third was opened in fully occupied this summer. The first two developments have been included in the generation rate calculation for this plan. The specific generation rates can be found on Page 29. These multiple-family complexes are generating more than one student per unit which is significantly higher than past developments within the school district.

In addition to the high student generation rates, the district completed work with its Facilities Planning Committee which determined a need for additional capacity at a number of schools. As a result of this work, Phase II of the District's plan will be placed on the November ballot for a bond request. The facilities impacted during Phase II can be found on Page 7 of the Capital Facilities Plan. Anticipated funding for this project can be found on the Six-Year Finance Plan on Page 9. The Finance Plan outlines the anticipated timeline for beginning and completion of the various projects. It is important to note that not all projects within Phase II will create additional capacity. Only costs associated with increasing needed capacity are used in the formula for calculating Impact Fees. The specific cost calculations are outlined on Page 32 of the Capital Facilities Plan.

### **Recommendation**

Planning Commission to recommend approval of the Federal Way School District's 2018 Capital Facilities Plan to the City Council

### **P/T #4**

Incorporate the Kent School District Capital Facilities Plan 2017-2018 to 2022-2023 into the City of Auburn Comprehensive Plan.

### **Discussion**

The Kent School District has provided its annually updated 2017-2018 to 2022-2023 Capital Facilities Plan. The CFP was adopted by the Kent School District School Board on April 26, 2017 and has been subject to separate SEPA review and a DNS. Information contained in the School District CFP serves as the basis for the City's collection of school impact fees on behalf of the school district. The Planning Commission action is to incorporate the School District Capital Facilities Plan into the City's Comprehensive Plan.

The CFP includes the following:

- Executive Summary
- Six-year enrollment projection & history
- District standard of service
- Inventory, capacity & maps of existing schools
- Six-year planning & construction plan
- Portable classrooms
- Projected classroom capacity
- Finance Plan, cost basis and impact fee schedules

- Summary of changes to previous plan

A review of the Kent School District's updated Capital Facilities Plan indicates the District is requesting a change in the fee obligations. The net fee obligation for single-family dwellings is proposed to be ~~\$4,990.00~~\$5,235.00, representing a ~~decrease~~increase of ~~\$496.00~~\$135.00 and the requested fee for multi-family dwellings is ~~\$2,163.00~~\$2,267.00, a ~~decrease~~increase of ~~\$1,215.00~~\$57.00. The actual impact fees are established by ordinance through subsequent City Council action.

### **Recommendation**

Planning Commission to recommend approval of the Kent School District Capital Facilities Plan 2017-2018 to 2022-2023 to the City Council.

### **P/T #5**

Incorporate the City of Auburn's 6-year Capital Facilities Plan 2018-2023, into the City's Comprehensive Plan.

### **Discussion**

A Capital Facilities Plan is one of the comprehensive plan elements required by the Washington State Growth Management Act (GMA) (RCW 36.70A). The GMA requires that a capital facilities plan include an inventory of existing capital facilities (showing locations and capacities), a forecast of future needs for such capital facilities, proposed locations and capacities of new or expanded capital facilities, and a minimum of a six-year plan to finance capital facilities with identified sources of funding. The proposed City of Auburn 6-year Capital Facilities Plan 2018-2023 satisfies the GMA requirements for a capital facilities element as part of the Comprehensive Plan.

Each comprehensive plan prepared under the GMA must include a capital facilities plan element. More specifically, RCW 36.70A.070(3) of the GMA requires the following:

"A capital facilities plan element consisting of:

- (a) An inventory of existing capital facilities owned by public entities, showing the locations and capacities of the capital facilities;
- (b) a forecast of the future needs of such capital facilities;
- (c) the proposed locations and capacities of expanded or new capital facilities;
- (d) at least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and
- (e) a requirement to reassess the land use element if probable funding falls short of meeting existing needs and to ensure that the land use element, capital facilities plan element, and financing plan within the capital facilities plan element are coordinated and consistent. Park and recreation facilities shall be included in the capital facilities plan element."

A capital facility is defined as a structure, street or utility system improvement, or other long-lasting major asset, including land. Capital facilities are provided for public purposes. Capital facilities include, but are not limited to, the following: streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, domestic water systems, storm

and sanitary sewer systems, parks and recreation facilities, and police and fire protection facilities. These capital facilities include necessary ancillary and support facilities.

The memo dated September 27, 2017 prepared by the City's Finance Department contained in the working binder highlights the major changes in the CFP from last year's CFP by projects completed (removed) and projects added. The City of Auburn 6-year Capital Facilities Plan 2018-2023 is proposed to be incorporated by reference in the Comprehensive Plan, Capital Facilities Element (Volume No. 3).

### **Recommendation**

Planning Commission to recommend approval of the City of Auburn's 6-year Capital Facilities Plan 2018-2023 to the City Council.

### **P/T #6**

Remove the discussion of a "Mixed Use" land use designation from the text of the Plan and from the Land Use Map. The R-10, R-16, and R-20 Residential zoning districts already allow for mixed uses (comprised of residential & commercial) as permitted uses (See Table 18.07.020, Permitted Use Table).

### **Discussion**

The Land Use Element (Volume No. 1) of the Comprehensive Plan at Page LU-6 provides for a mapped land use designation of "Mixed Use". This designation is found under the heading of "Residential Land Use Designations" (Page LU-2), so it is appropriately predominantly a "residential" designation. This focus is reinforced by the stated 'description' and 'designation criteria' of the Comprehensive Plan, which say:

#### **"Description**

This category shall be applied to those areas that are either now developed or are reserved for multiple family dwellings. Densities may range from 20 to 24 units per acre. These communities are served by transit, have non-motorized connections to surrounding amenities and services, or have access to on-site nonresidential amenities and services."

#### **"Designation Criteria**

1. Previously developed high-density residential; or
2. Properties that are connected to single-family and nonresidential designations by the Residential Transition designation or are adjacent to the Multifamily designation, and meet the development parameters of the mixed-use designation."

However, the R-10, R-16, and R-20 Residential zoning districts already allow for mixed uses (comprised of residential & other uses) as permitted uses (See Table 18.07.020, Permitted Use Table ).

Table 18.07.020

Permitted Use Table – Residential Zoning Designations (Excerpt)

P = Permitted A = Administrative C = <b>Conditional Use</b> X = Not Permitted							
Land <b>Uses</b>	Zoning Designations						
	RC	R-1	R-5	R-7	R-10	R-16	R-20
<b>Marijuana</b> researcher	X	X	X	X	X	X	X
<b>Marijuana</b> retailer	X	X	X	X	X	X	X
<b>Marijuana</b> transporter business	X	X	X	X	X	X	X
Mixed-use development <sup>3</sup>	X	X	X	X	P	P	P
Nursing homes	X	X	X	X	C	C	C

3. Individual **uses** that make up a **mixed-use development** must be permitted within the **zone**. If a **use** making up part of a **mixed-use development** requires an administrative or **conditional use** permit, the individual **use** must apply for and receive the administrative or **conditional use** approval, as applicable.

Also, at Section ACC 18.04.625, the Code provides the following definition of “mixed use development”:

“18.04.625 Mixed-use development.

“Mixed-use development” 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. Mixed-use development may be vertically oriented in one or more buildings, or horizontally distributed on a development site. When horizontally distributed, the different uses may be constructed concurrently and in separate phases, and should incorporate common and/or complementary features and/or elements such as pedestrian walkways, access driveways, parking areas, architectural themes, or other techniques that provide integration between uses on the site.”

The Comprehensive plan language goes on to provide that this designation would be implemented by the “Mixed Use Residential” zoning district. This zoning classification does not currently exist and there are no properties that have this zoning classification or a “Mixed Use” land use map designation; therefore elimination of the “Mixed Use” land use designation from the text of the Plan and from the Land Use Map does not negatively affect any properties. It also does not reduce development potential since mixed use is already allowed by the zoning code. Mixed use is currently allowed in the same areas that are described as appropriate for the designation.

Staff does not question the value of having portions of the city where mixed use development is allowed, but does not require a unique comprehensive plan designation to achieve. See exhibit: “Excerpt of Volume 1 – Land Use Element”, Page 4.

### **Recommendation**

Planning Commission to recommend approval of a text amendment to remove the discussion of a "Mixed Use" land use designation from the text of the Plan to the City Council, as presented by staff.

### **P/T #7**

Add text to add back the R-5, Residential zoning district back in as an implementing zone for the "Single Family Residential" Land Use Designation. A significant portion of the city is zoned R-5, Residential. In the 2015 Comp Plan this zone was inadvertently omitted as an implementing zoning district of any Comprehensive Plan land use designation and must be corrected.

### **Discussion**

The Land Use Element (Volume No. 1) of the Comprehensive Plan at Page LU-4 provides for a mapped land use designation of "Single Family Residential". This designation is found under the heading of "Residential Land Use Designations" (Page LU-2). The stated 'description' and 'designation criteria' of this land use designation provides:

#### **"Description"**

This designation is the predominant land use category in the City. Maintaining and creating a diverse arrangement of interconnected subdivisions, neighborhoods, and communities that have a mix of densities and housing types; linkages with other residential areas and commercial hubs through non-motorized modes, such as pedestrian and bicycling, and vehicular modes will be encouraged."

#### **"Designation Criteria"**

1. Previously developed single-family residential areas;
2. Undeveloped areas that do not meet the designation criteria for other Residential, Commercial, Industrial, or Public/Quasi- Public designations; or
3. Residential Conservancy areas that contain limited critical areas, are served by public utilities (water, sewer, storm services), and meet the development parameters of the single-family designation."

#### **"Implementing Zoning Designations"**

Residential 1 (1 dwelling unit per acre): All properties located within the Urban Separator Overlay is zoned R-1, as consistent with King County county-wide planning policies.

Residential 7 (7 dwelling units per acre): All properties not located within the Urban Separator Overlay is zoned R-7."

The R-5 Residential (Five dwelling units per acre) zoning classification is not currently identified as an implementing zoning district for any comprehensive plan land use designation and needs to be. A significant portion of the city is zoned R-5, Residential. In the 2015 Comp Plan this zone was inadvertently omitted as an implementing zoning district of any Comprehensive Plan land use designation and must be corrected by adding wording to list the R-5. Residential (Five dwelling units per acre) zoning classification as an implementing zoning district for the "Single Family Residential" land use designation. Some other minor wording corrections proposed by staff are also shown. See exhibit "Excerpt of Volume 1 – Land Use Element", Page 1.

### **Recommendation**

Planning Commission to recommend approval of a text amendment to add a listing of R-5 Residential zoning district as an implementing zone of the “Single Family Residential” land use designation.

### **P/T #8**

Change the title of the land use designation of "Residential Transition" to "Moderate Density Residential". It is requested to revert to pre-2015 title of the category. Provide more logical title for the category to address and reflect the range of residential densities. The implementing zones "R-10, Residential" and "R-16, Residential" are proposed to be added.

### **Discussion**

The Land Use Element (Volume No. 1) of the Comprehensive Plan at Page LU-5 provides for a land use designation of “Residential Transition”. This was formerly the “Moderate Density Residential” designation prior to adoption of the updated Comprehensive Plan in 2015. It is requested to revert to the pre-2015 title of the category since the ‘description’ and ‘designation criteria’ remain similar. The stated ‘description’ and ‘designation criteria’ of this land use designation in the 2015 Plan provides:

#### **“Description**

Residential transition areas are planned to accommodate moderate densities of varying residential dwelling types. Varying intensities within a transition area may be permitted based on adjacent density, intensity, and/or character. Appropriate densities in these areas range from 7 to 20 dwelling units per acre. Dwelling types generally range from single-family dwelling to multiple-family dwellings, with larger structures allowed (within the density range) where offsetting community benefits can be identified.”

#### **“Designation Criteria**

1. Previously developed moderate density residential areas; or
2. Areas that provide a transition between single-family and multifamily, single-family and nonresidential, multifamily and nonresidential zones or development are adjacent and meet the development parameters of the Residential Transition designation.”

The reversion back to the former name provides a more logical title for the category to address and reflect the range of residential densities. The name change also avoids confusion that would likely occur to potential users by the similarly sounding “Residential Transition Overlay” that was also part of the changes made in the 2015 Comprehensive Plan. Also, the description does not provide for any different uses to serve as a ‘transition’, only intermediate residential densities.

**Recommendation**

Planning Commission to recommend approval of a text amendment to change the title of the land use designation of "Residential Transition" to "Moderate Density Residential"

**P/T #9**

Add the "R-10, Residential" and R-16, Residential" zoning districts back as implementing zones for the "Residential Transition" or if recommended, to the "Moderate Density Residential" Land Use Designation. Areas of the city are zoned "R-10, Residential" but no areas are currently zoned "R-16, Residential". However, in the 2015, Comp Plan these zoning districts were inadvertently omitted as an implementing zoning districts of any Comprehensive Plan land use designation. To be corrected by adding R-10 and R-16 as implementing zones to either the "Residential Transition" or "Moderate Density" Land Use Designation.

**Discussion**

The Land Use Element (Volume No. 1) of the Comprehensive Plan at Page LU-5 provides for a land use designation of "Residential Transition". This was formerly the "Moderate Density Residential" designation prior to adoption of the updated Comprehensive Plan in 2015. The title of the category is proposed to change as requested in the preceding text amendment, P/T #8.

The implementing zones "R-10, Residential" and "R-16, Residential" are proposed to be added as implementing zoning districts. The City currently contains properties zoned R-10 Residential; however, there are no properties currently zoned R-16, Residential. The R-10 Residential and R-16 Residential are not currently identified as implementing zoning districts for any comprehensive plan land use designation and needs to be. The "R-10, Residential" and "R-16, Residential" are proposed as implementing zoning districts for the "Moderate Density Residential" land use designation. Some other minor corrections to the wording of this section as proposed by staff are shown. See exhibit "Excerpt of Volume 1 – Land Use Element", Page 2.

**Recommendation**

Planning Commission to recommend approval of a text amendment to add a listing of R-10 Residential and R-16 Residential zoning districts as implementing zones of the "Residential Transition" or if recommended, to the "Moderate Density Residential" Land Use Designation.

**Comprehensive Plan Map Amendments (File No. CPA17-0001, City initiated)**

**CPM #1**

Remove the discussion of a "Mixed Use" land use designation from the text of the Plan and remove category from the Land Use Map (See P/T #6, above). The R-10, R-16 and R-20 residential zoning districts already allow for mixed uses residential & commercial) as permitted uses (See Table 18.07.020, Permitted Use Table). Thus it was unnecessary to establish a unique land use designation to achieve a zoning district to allow.

**Discussion**

*(This is the same topic as text amendment P/T #6, but is repeated as a map amendment since it requires revision to both the text and map of the comprehensive plan document. See discussion and analysis under text amendment P/T #6. Also,*

*note that a map is not provided as an exhibit since the "Mixed Use" is not shown on the map except in the legend because it does not apply to any properties.)*

**Recommendation**

Planning Commission to recommend approval of a map amendment to remove the "Mixed Use" land use designation from the Comprehensive Plan map (Map No. 1.1).

**CPM #2**

Change the mapped land use designation of a 0.98-acre city-owned park parcel from "Multiple Family Residential" to "Institutional". Parcel No. 0921059073 is located south of SE 310th ST, 820 feet west of 124th Ave SE.

**Discussion**

The 0.98-acre property was part of a larger 2.23-acre property ownership by Schneider Homes Inc. that was proposed for development as the Pasafino Apartments while in unincorporated King County prior to annexation to the City of Auburn. In 1996 a 'Petition for Annexation Agreement and Declaration of Covenant' was executed between the City and Schneider Homes Inc. in order for the City to provide water and sewer services outside the city limits, but within the city's established utility service area, to the proposed apartment development. An 'Amended Petition for Annexation Agreement and Declaration of Covenant' was executed between the City and Schneider Homes Inc. on April 21, 1997. The Agreements provided that as a condition of the City providing utility services, Schneider Homes Inc. would develop a park to city standards and after annexation, convey the developed park land to the City of Auburn without obligation or cost. At the time of transfer, the city parks department would assume maintenance responsibility. The property was annexed to the City of Auburn effective in 2008 by Ordinance No. 6121, however, the transfer of ownership of the park land did not take place for many more years since the park land was not a separate parcel that could be deeded separately to the City. A Boundary Line Adjustment (BLA) application (File No. BLA14-0005) was filed by Schneider Homes Inc. in May of 2014 to establish the park land as a separate parcel. The processing of the BLA was delayed due to changes in property ownership interest on the part of Schneider Homes Inc. for refinancing purposes. The BLA was subsequently approved by the City and recorded on November 2, 2016 (Recording No. 20161102900004) and the property subsequently conveyed to the City.

It was previously appropriate to have the Comprehensive Plan land use designation of "Multiple "Family Residential" applicable to the site when it was privately-owned and part of a larger property that is mainly developed with apartments. However, now that Parcel No. 0921059073 is a separate parcel that is owned by the City and developed for park purposes, it is appropriate for it to have an "Institutional" land use designation by the Comprehensive Plan consistent with other park properties.

**Recommendation**

Planning Commission to recommend approval of a map amendment to change the mapped land use designation of 0.98-acre city-owned park parcel (Parcel No. 0921059073) from "Multiple Family Residential" to "Institutional" (Map No 1.1).

### CPM #3

Change the mapped land use designation of a group of four privately-owned, previously-developed parcels from "Downtown Urban Center" to "Light Industrial". Parcel No. 5401600200 (0.06 acres) and Parcel No. 5401600175 (0.7 acres) are owned by Ho & Nancy Kim. Parcel No. 5401600235 (0.34 acres) is owned by CHS Inc. Parcel No. 5401600260 (0.24 acres) is owned by Gary & Karen Stamps. This proposal is to change the Comprehensive Plan land use map designation to recognize and be more compatible with developed status of the properties located at the perimeter of the land use designation. The sites contain existing uses of warehouses, bulk propane tank distribution, and outdoor storage.

### Discussion

This is a city-initiated comprehensive plan map amendment to change a group of four adjacent, privately-owned and mostly developed parcels from "Downtown Urban Center" to "Light Industrial". The purpose of this change is to recognize and be more compatible with the developed status of the properties. The characteristics of the affected parcels are as follows:

Parcel ID Number/ address	Property owner	Parcel Size	Comprehensive Plan Designation	Zoning Classification	Current Land Use
5401600175/ 232 C ST NW	Ho & Nancy Kim	0.7 acres	Downtown Urban Center	DUC, Downtown Urban Center	Former Dels Farm Supply consisting of 5,238 sq ft of warehouse & 1,500 sq ft of attached office/store. Currently unoccupied/
5401600200/ (No address)	Ho & Nancy Kim	0.06 acres	Downtown Urban Center	DUC, Downtown Urban Center	Former railroad spur line bisecting parcel -0200 currently vacant
5401600235/ 301 2nd ST NW	CHS Inc.	0.34 acres	Downtown Urban Center	DUC, Downtown Urban Center	Cenex bulk propane storage tanks
5401600260/ (No address)	Gary & Karen Stamps	0.24 acres	Downtown Urban Center	DUC, Downtown Urban Center	Parking lot /vacant

The sites have a "Downtown Urban Center" land use designation by the Comprehensive Plan and are zoned DUC, Downtown Urban Center. The contiguous sites are located at the northern edge of the "Downtown Urban Center" land use designation and bordered to the north and the east by properties with an industrial designation. The sites align in a row north to south and are bordered by public streets of C ST NW to the west; 3rd ST NW to the north and by the Burlington Northern railroad to the east. The automobile body shop of A-1 Collision borders the sites to the south.

The two largest parcels, Parcel No. 5401600175 (0.7 acres) and Parcel No. 5401600235 (0.34 acres) have been developed for more than 25 years with structures and facilities that are more appropriate characterized as "industrial uses" than suburban downtown development. The configuration and location of the properties sandwiched between transportation corridors makes them less suitable for redevelopment as downtown

service or retail type uses geared to leisure shopping. Also, due to the number of zoning inquiries, the City staff has increasingly become aware of the difficulty of the property owner in finding tenants that can occupy the former farm supply building and meet the zoning use regulations of the DUC zoning district. Also, few uses are capable of using the building with limited physical alterations in order to avoid triggering consistency with Downtown Design Standards and significant upgrades.

**Recommendation**

Planning Commission to recommend approval of a map amendment to change a group of four privately-owned, mostly developed parcels from "Downtown Urban Center" to "Light Industrial" (Parcel No. 5401600175, 5401600200, 5401600235, and 5401600260)



## AGENDA BILL APPROVAL FORM

<b>Agenda Subject</b> CPA17-0001, 2017 Annual Comprehensive Plan Amendments – <b>Group # 2</b> , City-Initiated Plan Map Amendments and associated rezones REZ17-0002, REZ17-0003, & REZ17-0004		<b>Date:</b> <b>October 19, 2017</b>
<b>Department:</b> Community Development & Public Works, Planning Services Div.	<b>Attachments:</b> See Exhibit list at end of report and the separate text & map amendment sections of working binder	<b>Budget Impact:</b> N/A
<b>Administrative Recommendation:</b> Planning Commission to recommend to City Council approval of Group #2 of the 2017 City-Initiated Comprehensive Plan Map Amendments and associated rezones (zoning map amendments).		
<b>Background Summary:</b> The City of Auburn adopted amendments to its Comprehensive Plan in 1995 in response to the Washington State Growth Management Act (GMA) requirements, as amended. Since then the Auburn Comprehensive Plan has been amended annually. At the end of 2015 the City adopted a substantially updated Comprehensive Plan in compliance with state-required periodic updates.  Annual Comprehensive plan amendments can be initiated by the City of Auburn (city-initiated) and by private citizens (private-initiated). This year the city is initiating: <ul style="list-style-type: none"> <li>9 policy/text amendments</li> <li>17 map amendments</li> </ul> Also, the city received one private-initiated plan map amendment by the submittal deadline which will be presented in a separate staff report in advance of a subsequent hearing.  Due to the number of amendments and Planning Commission's request to phase consideration, this staff report and recommendation addresses a portion of the amendments (Group #2) and specifically: <ul style="list-style-type: none"> <li>Map Amendments # 4 through # 17.</li> </ul> These map amendments are the remaining amendments that were not part of Group #1, previously addressed at the Planning Commission's October 19, 2017 meeting.  In terms of process, the Comprehensive Plan amendments are initially reviewed during a public hearing process before the City of Auburn Planning Commission, who then provides a recommendation to the City Council for final action. City Council consideration and action on the amendments generally occurs, but is not required, prior to the end of the year.		
<b>Reviewed by Council &amp; Committees:</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Arts Commission  <input type="checkbox"/> Airport  <input type="checkbox"/> Hearing Examiner  <input type="checkbox"/> Human Services  <input type="checkbox"/> Park Board  <input type="checkbox"/> Planning Comm.         </div> <div style="width: 45%;"> <b>COUNCIL COMMITTEES:</b>  <input type="checkbox"/> Finance  <input type="checkbox"/> Municipal Services  <input type="checkbox"/> Planning &amp; Dev.  <input type="checkbox"/> Public Works  <input type="checkbox"/> Other _____         </div> </div>		<b>Reviewed by Departments &amp; Divisions:</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Building  <input type="checkbox"/> Cemetery  <input type="checkbox"/> Finance  <input type="checkbox"/> Fire  <input type="checkbox"/> Legal  <input checked="" type="checkbox"/> Public Works         </div> <div style="width: 45%;"> <input type="checkbox"/> M&amp;O  <input type="checkbox"/> Mayor  <input type="checkbox"/> Parks  <input checked="" type="checkbox"/> Planning  <input type="checkbox"/> Police  <input type="checkbox"/> Human Resources         </div> </div>
<b>Action:</b> Committee Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No Council Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No Referred to _____ Until ____/____/____ Tabled _____ Until ____/____/____ <div style="text-align: right; margin-top: 5px;">           Call for Public Hearing ____/____/____         </div>		
<b>Councilmember:</b> _____		<b>Staff:</b> Dixon
<b>Meeting Date:</b> November 1, 2017		<b>Item Number:</b> _____

## **A. Findings**

1. RCW 36.70A.130 (Washington State Growth Management Act (GMA)) provides for amendments to locally adopted GMA comprehensive plans. Except in limited circumstances provided for in State law and City Code, comprehensive plan amendments shall be considered by the city legislative body no more frequently than once per year.
2. The City of Auburn established a June 9, 2017 deadline for the submittal of private-initiated comprehensive plan applications (map or policy/text). Notice to the public of the application filing deadline was provided on the City's website, the Seattle Times Newspaper, and sent to a compiled notification list in April 2017. The City received one private-initiated map amendment by the submittal deadline. This private-initiated amendment is addressed in a separate staff report (File No. CPA17-0002).
3. The environmental review under the State Environmental Policy Act (SEPA) for the policy/text and map amendments resulted in a Determination of Non-Significance (DNS) issued for the City-initiated Comprehensive Plan Amendments on September 19, 2017 (City File # SEP17-0014). The comment period ended October 3, 2017 and the appeal period ended October 17, 2017. The City did not receive any comments in response to the issuance of the Determination of Non-Significance (DNS). A copy of the DNS and environmental checklist application is provided in the working binder.
4. Auburn City Code (ACC) Chapter 14.22 outlines the process for submittal of privately-initiated amendments and the general processing of comprehensive plan amendments as follows:

“Section 14.22.100

- A. The planning commission shall hold at least one public hearing on all proposed amendments to the comprehensive plan. Notice of such public hearing shall be given pursuant to Chapter 1.27 ACC and, at a minimum, include the following:
  1. For site-specific plan map amendments:
    - a. Notice shall be published once in the official newspaper of the city not less than 10 calendar days prior to the date of public hearing;
    - b. Notice shall be mailed by first class mail to all property owners of record within a radius of 300 feet of the proposed map amendment request, not less than 10 calendar days prior to the public hearing;
  2. For area-wide plan map amendments:
    - a. Notice shall be published once in the official newspaper of the city not less than 10 calendar days prior to the date of public hearing;
    - b. Notice shall be mailed by first class mail to all property owners of record within the area subject to the proposed amendment;
    - c. Notice shall be posted in at least two conspicuous locations in the area subject to the proposed amendment not less than 10 calendar days prior to the date of the public hearing.
- B. Notwithstanding the above, the director may expand the minimum noticing provisions noted above as deemed necessary.
- C. Planning Commission Recommendation. The planning commission shall conduct a public hearing on all potential comprehensive plan amendments and shall make and forward a recommendation on each to the city council. The planning commission

- shall adopt written findings and make a recommendation consistent with those findings to the city council.
- D. The city council, if it elects to amend the comprehensive plan, shall adopt written findings and adopt said amendments by ordinance.
- E. State Review. All comprehensive plan amendments considered by the planning commission shall be forwarded for state agency review consistent with RCW 36.70A.106.
- F. Any appeal of an amendment to the comprehensive plan shall be made in accordance with Chapter 36.70A RCW. (Ord. 6172 § 1, 2008.)”
5. As provided in the City code, the Comprehensive Plan amendments are initially reviewed during a public hearing process before the City of Auburn Planning Commission, who then provides a recommendation to the City Council for final action which generally occurs, but is not required to, prior to the end of the year.
  6. Pursuant to RCW 36.70A.106, the proposed comprehensive plan amendments outlined in this agenda bill were sent to the Washington State Department of Commerce (Commerce) and other state agencies for the required state review. The Washington State Department of Commerce acknowledged receipt on September 25, 2017 by letter and Material ID #24153. No comments have been received from the Washington State Department of Commerce or other state agencies as of the writing of this report. A copy of the transmittal by the City and written acknowledgement of receipt by Commerce is provided in the working binder.
  7. Due to the nature of policy/text changes, and the minimal amount of private-initiated map amendments, the optional process for conducting a public open house as provided for in the city code, was not conducted.
  8. The notice of public hearing was published on October 21, 2017 in the Seattle Times Newspaper which is at least 10 days prior to the Planning Commission public hearing scheduled for November 1, 2017. A copy of the request to publish is provided in the working binder. Also, a notice was mailed by first class mail to all property owners of record.
  9. Many of these comprehensive plan changes are corrections to the mapped land use designations made after adoption of the updated comprehensive plan in 2015. The changes increase the consistency of the Comprehensive Plan and zoning as required by ACC 14.22.050, “Conformance and Consistency”. **The maps related to these proposed changes are also available to review in the ‘Comp. Plan Map Amendments’ tab of the ‘Working Binder’.**
  10. The following report identifies Comprehensive Plan Map (CPM) amendments scheduled for the Planning Commission’s November 1, 2017 public hearing with a staff recommendation. All of the Policy/Text (P/T) amendments were presented at the October meeting; so no Policy/Text (P/T) amendments are described in this report.

**Comprehensive Plan Map Amendments (File No. CPA17-0001, City initiated)**

**CPM #4**

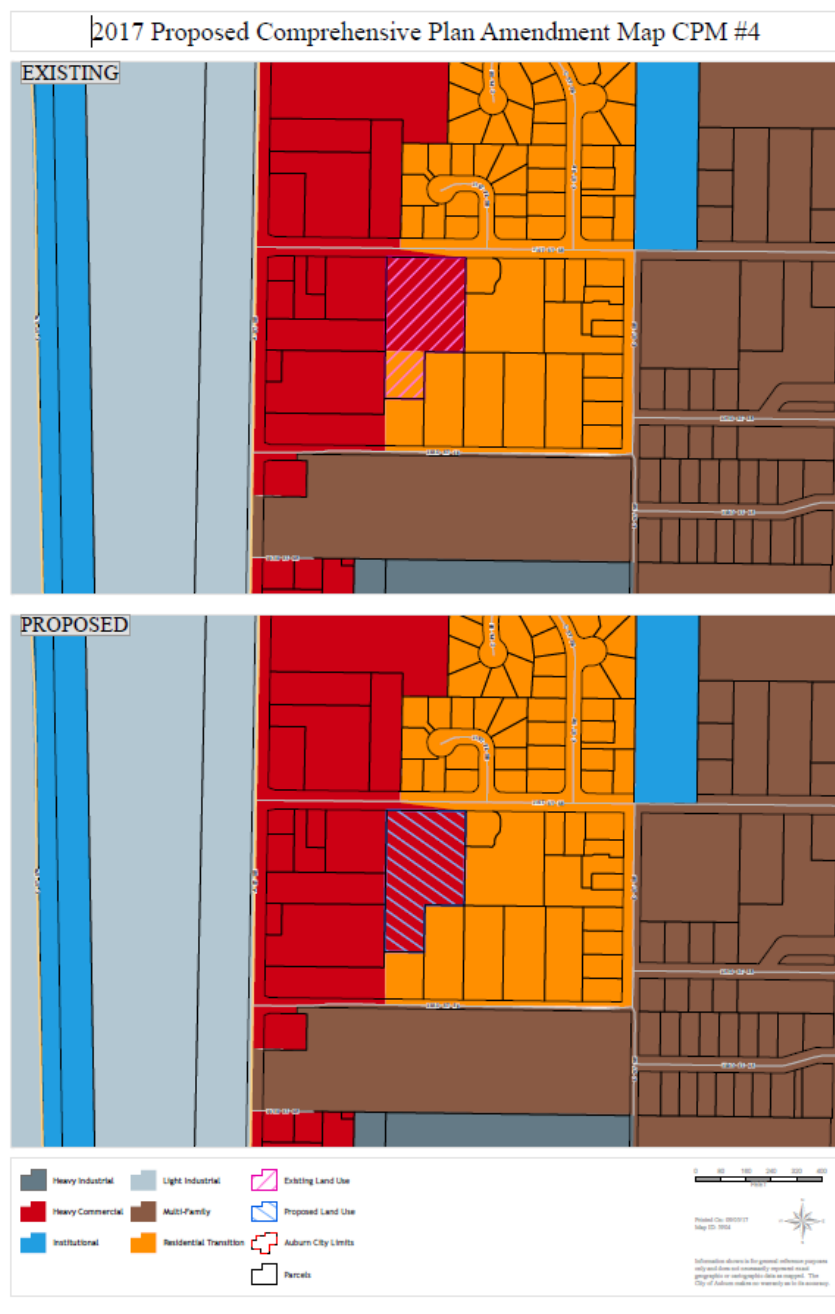
**Change the mapped land use designation of south part of 2.15-acre, privately-owned, developed parcel from "Residential Transition" to "Heavy Commercial".**

**Discussion**

The 2.15-acre property was previously a smaller parcel and the comprehensive plan designation boundary followed this original property boundary. In 2004, a boundary line adjustment application was filed (File No. LLA04-0010), approved by the City, and recorded (Recording No. 20040712003209). The boundary line adjustment expanded the parcel boundary to include additional area to the south. The Comprehensive Plan land use designation boundary was not simultaneously changed to correspond to the property boundary change. In the intervening time, the fence contractor business has using the expansion area as part of their yard. It is appropriate to make the change to avoid split designation of a parcel where warranted by existing development pattern and setting. The "Residential Transition" designation makes up a smaller portion of the lot, while the balance is used by a fencing contractor. As shown on the map below, the designation change is consistent with adjacent property located to the west.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #4 to change the mapped land use designation of the southern part of a 2.15-acre, privately-owned, parcel from "Residential Transition" to "Heavy Commercial" (Parcel No. 8695200020).



### CPM #5

**Change the mapped land use designation of 3 parcels (2 privately-owned and 1 city-owned) from the "Open Space" to "Downtown Urban Center" land use designation.**

#### Discussion

This city-initiated request is to change the land use designation of 2 privately owned parcels, Nos. 7815700095 (0.17 acres – vacant) and 7815700135 (0.33 acres – parking lot) are owned by Levan Auburn Development LLC and the City-owned Parcel No. 7815700085 (0.19 acres - Plaza park). These contiguous properties are located at the SW corner of W Main ST and Division ST. With adoption of the 2015 Comprehensive

Plan and its associated map changes, the properties were assigned an “Open Space” land use designation. The change is requested to remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan. It is requested to revert to former designation of "Downtown Urban Center". These 3 mostly undeveloped parcels are currently zoned “DUC, Downtown Urban Center”. Due to their location in the heart of the city center and economic development potential, these parcels should have the designation "Downtown Urban Center".

Parcel ID Number/ address	Property owner	Parcel Size (Approx.)	Current comprehensive Plan Designation	Current Zoning Classification	Current Land Use
7815700095	Levan Auburn Development LLC	0.17 acres	“Open Space”	“DUC, Downtown Urban Center”	Vacant lot
7815700135	Levan Auburn Development LLC	0.33 acres	“Open Space”	“DUC, Downtown Urban Center”	Parking lot
7815700085	City of Auburn	0.19 acres	“Open Space”	“DUC, Downtown Urban Center”	City’s Plaza Park

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #5 to change the mapped land use designation of 3 parcels from the "Open Space" to the "Downtown Urban Center" land use designation. (Parcel Nos. 7815700095, 7815700135, & 7815700085)



### CPM #6

**Change the mapped land use designation (and zoning district) of 46 city-owned, parks properties from "Open Space" to "Institutional" land use designation. Also, change the zoning designation from "OS, Open Space" to "I, Institutional" to agree.**

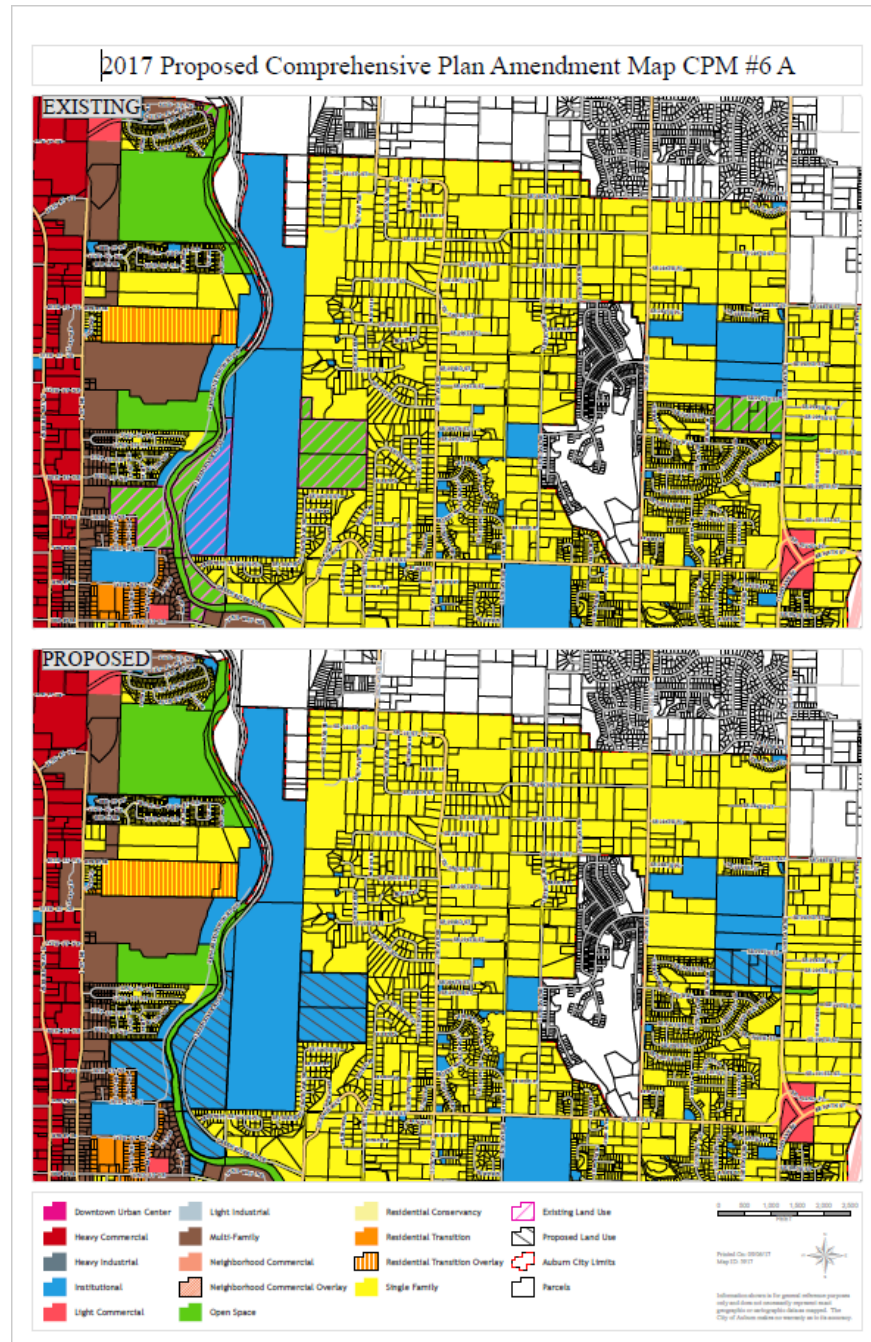
### Discussion

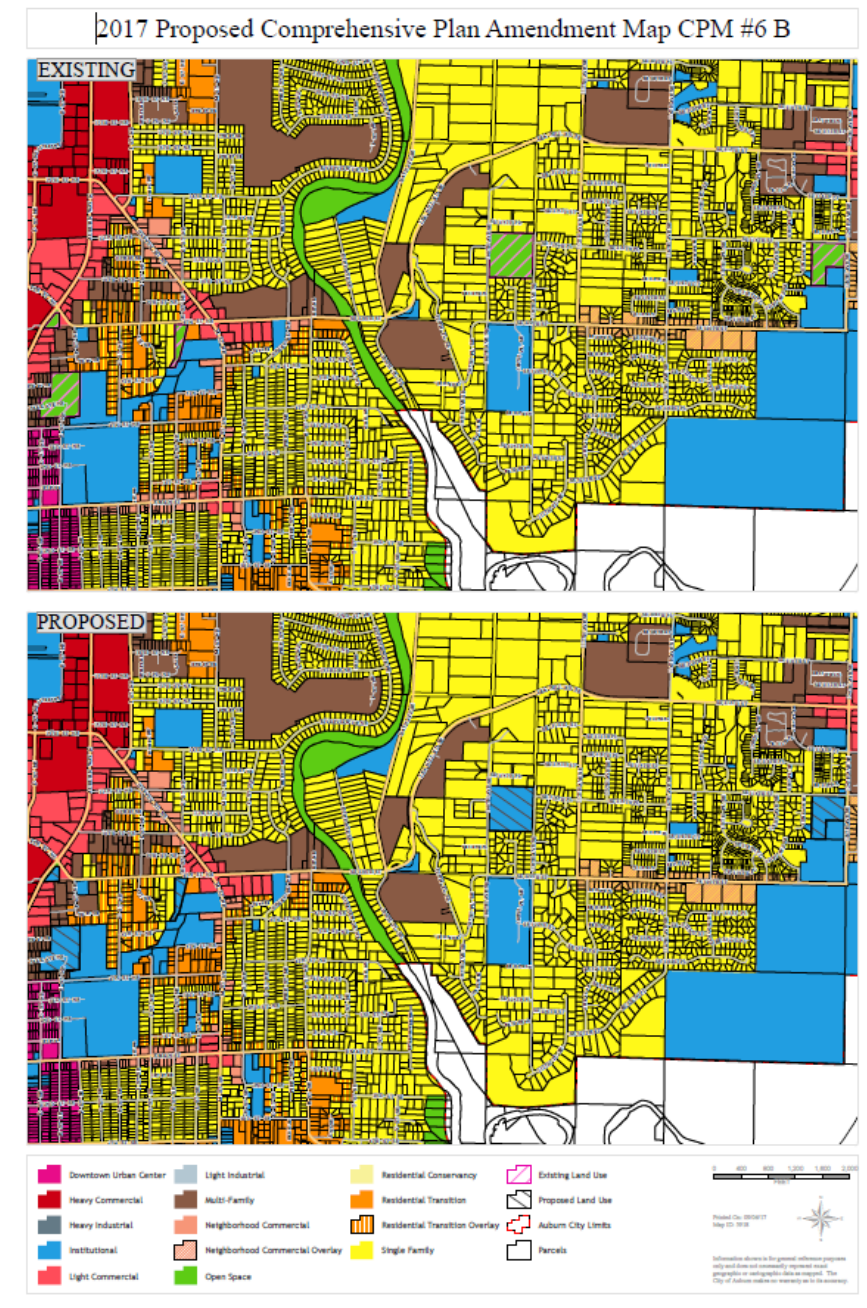
This city-initiated request is to change the land use designation of 46 parcels **46 city-owned, parks properties from "Open Space" to "Institutional" land use designation.** Parcel Nos. 0821059017, 7345300160, 6347000055, 6347000065,

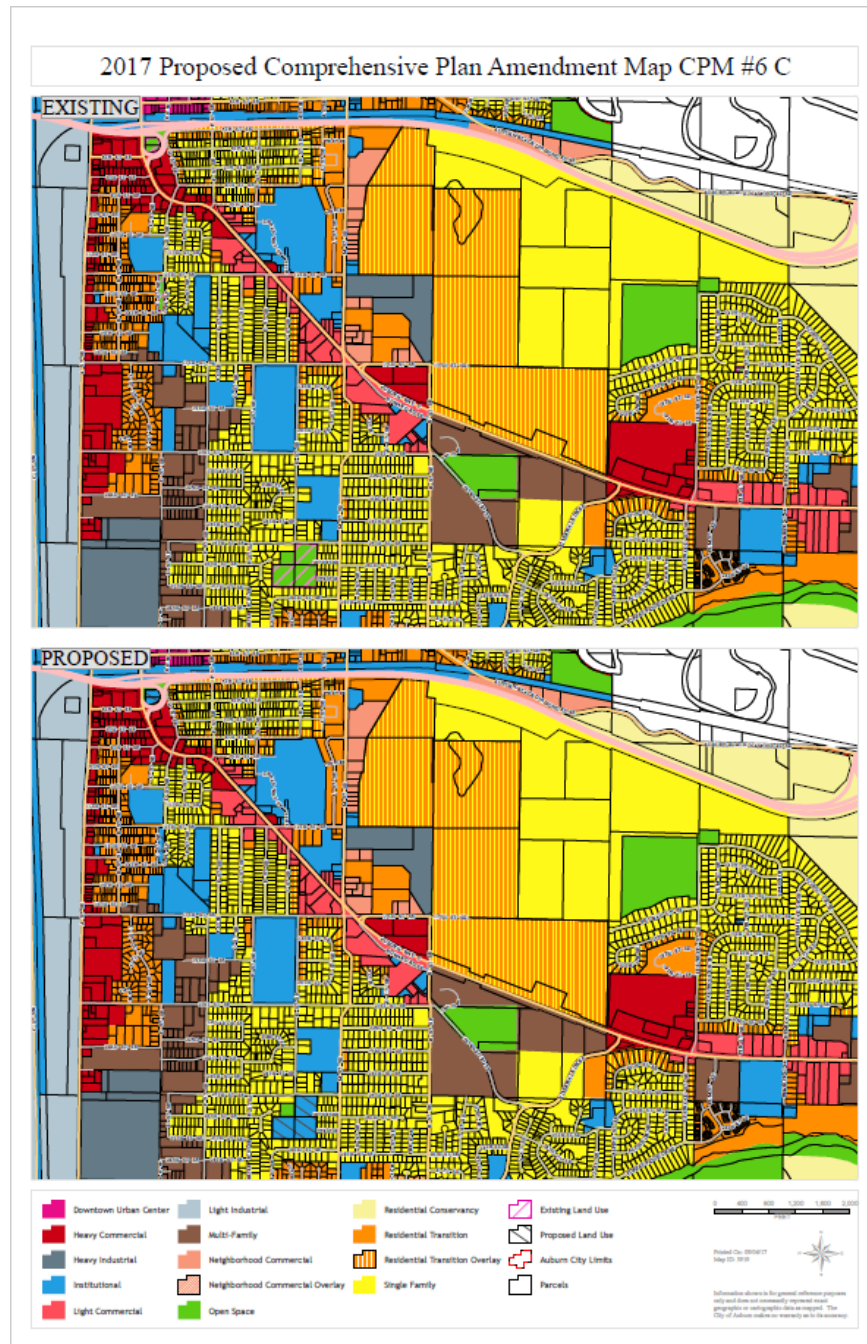
0001000081, 1313500310, 3021059044, 3021059080, 3021059089, 1421049011, 1821059117, 0520061060, 0721059038, 7749501070, 0521059010, 0521059029, 0421059062, 0421059061, 0421059060, 0421059071, 0421059004, 3845000080, 7299602140, 4137070990, 7002181950, 0520051035, 0520051006, 0921059018, 6655000105, 6655000021, 1421049067, 9262800330, 9262800341, 1421049017, 9262800285, 0721059020, 8669150810, 6655000024, 6655000030, 3021059325, 3121059017, 3021059375, 8581400530, 1821059327, 0821059017, & 0621059007 are scattered at various sites. With adoption of the 2015 Comprehensive Plan and its associated map changes, the properties were assigned an “Open Space” land use designation. These properties are city-owned developed parks and contain play areas and active recreational space. And the “Open Space” land use designation is not appropriate to apply to these properties based on the discussion and clarification that occurred with the Planning Commission during discussion of the “OS, Open Space” zoning district in July and August of this year. The land use designation is inconsistent with the designation criteria and purpose of the “Open Space” land designation of the Comprehensive Plan (e.g. cemeteries and active and mainly developed parks should not be designated “Open Space”). Also, for most parcels the zoning map classification also needs to change from “OS, Open Space” to “I, Institutional” to agree.

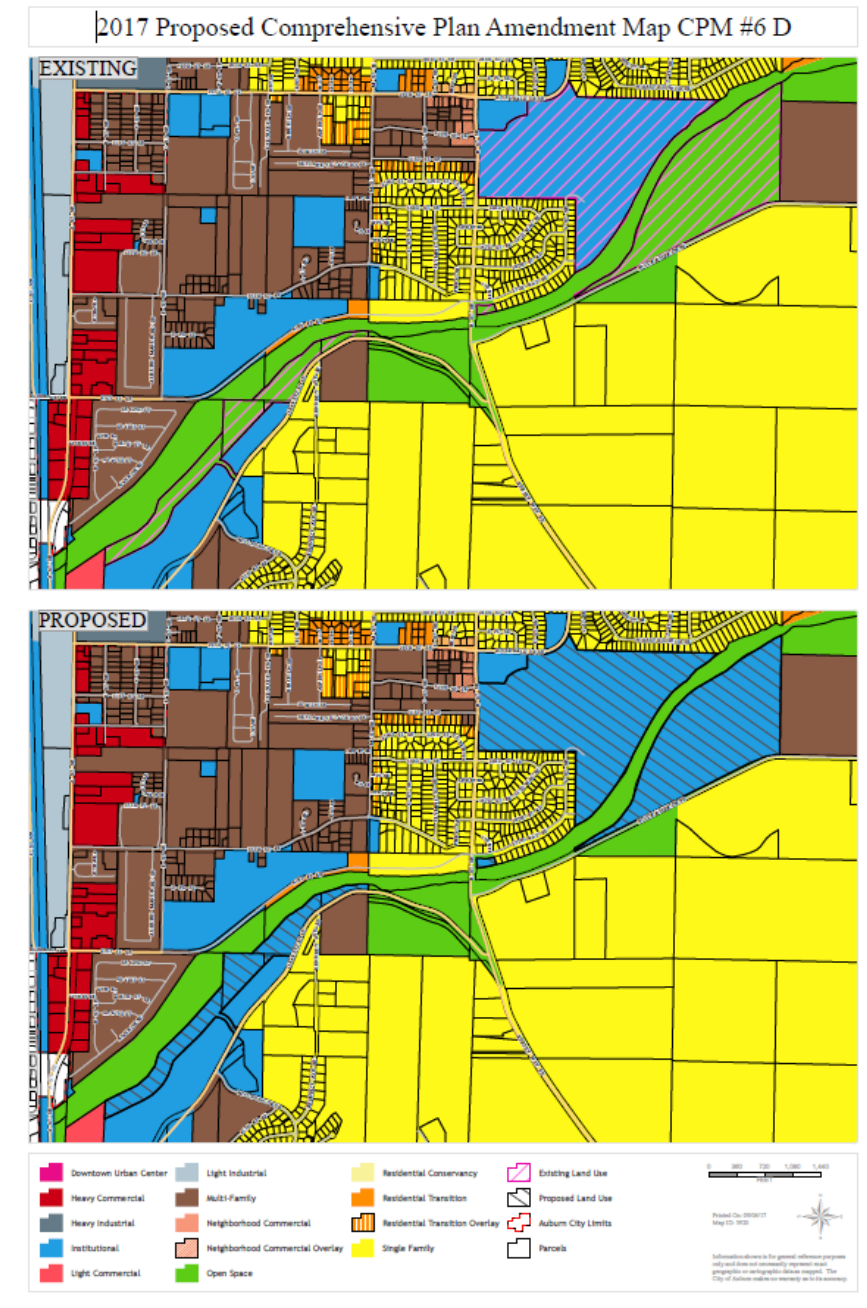
**Staff Recommendation**

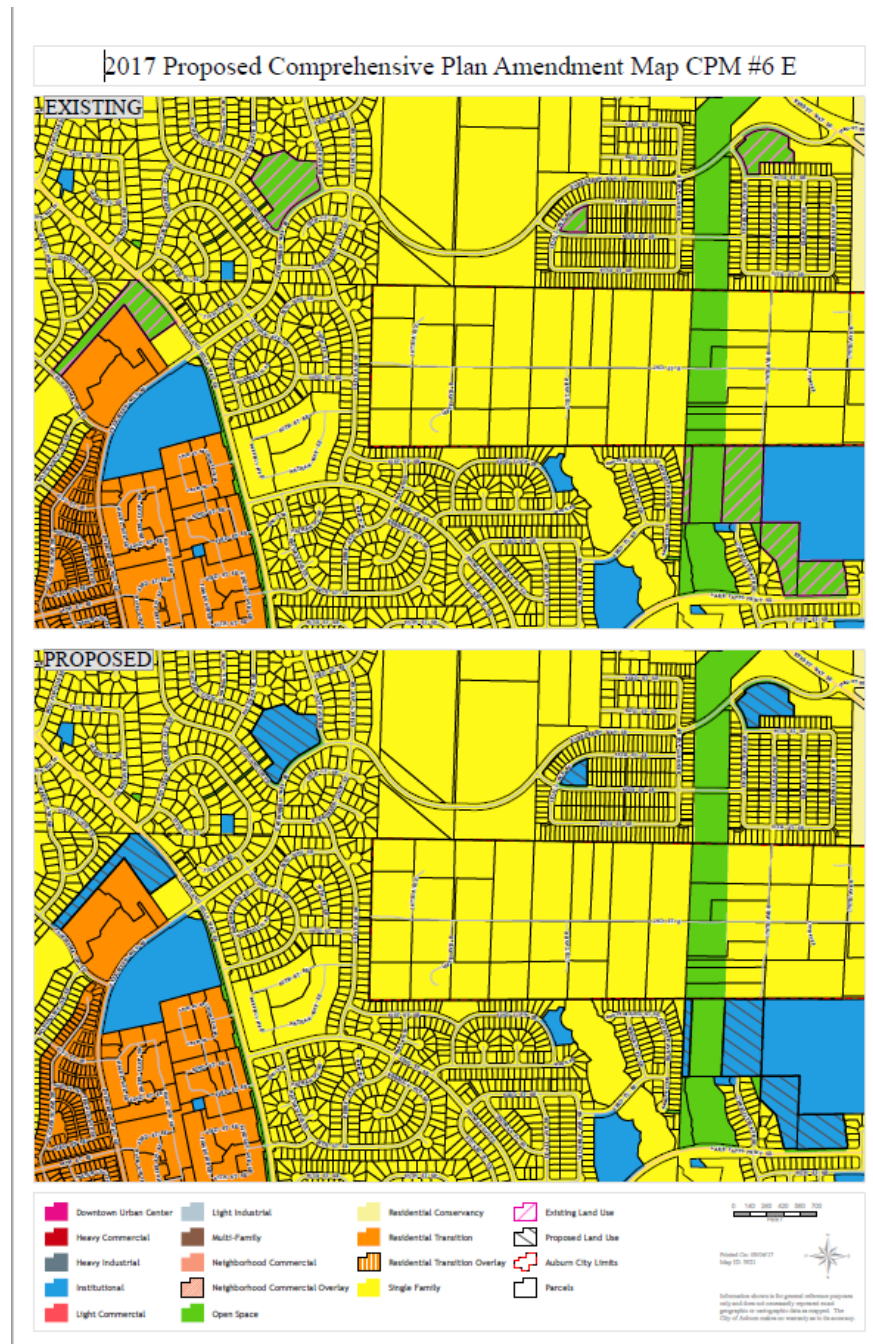
Planning Commission to recommend approval of a map amendment CPM #6 to change the mapped land use designation of multiple City-owned, parks properties from “Open Space” to “Institutional” land use designation and to change the zoning designation (File No. REZ17-0002), to correspond to the “I, Institutional” implementing zoning classification, except for Parcel Nos. 1821059327, 1821059117, & 8581400530 which are already zoned: “I, Institutional”.



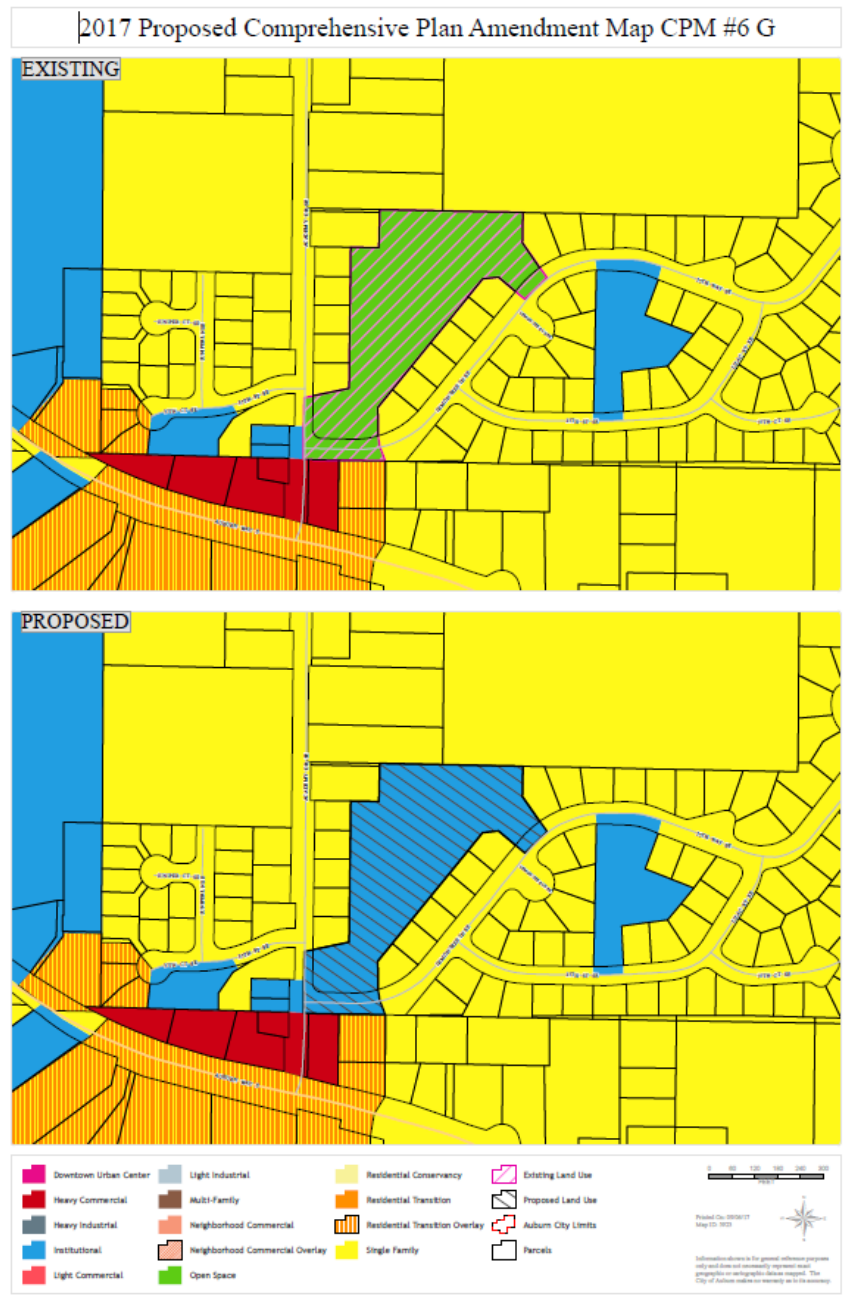












**CPM #7 - Change the mapped land use designation of 3 Tribal parcels from the "Open Space" to the "Institutional" Land Use designation.** Also, change the zoning designation from "OS, Open Space" to "I, Institutional" to agree.

### Discussion

This city-initiated request is to change the land use designation of 3 Muckleshoot Tribal parcels from the "Open Space" to the "Institutional" Land Use designation. Parcel No. 2021059041 (1.45 acres US Government)), 2021059047 (24.46 acres, Tribe), & 2021059037 (0.07 acres, Tribe) are proposed for change. With adoption of the 2015 Comprehensive Plan and its associated map changes, the properties were assigned an

“Open Space” land use designation. These properties are Muckleshoot Tribal owned properties that are developed as cemeteries. And the “Open Space” land use designation is not appropriate to apply to these properties based on the discussion and clarification that occurred with the Planning Commission during discussion of the “OS, Open Space zoning district in July and August of this year. The land use designation is inconsistent with the designation criteria and purpose of the "Open Space" land designation of the Comprehensive Plan (e.g. cemeteries and active and mainly developed parks should not be designated "Open Space").

Parcel ID Number/ address	Property owner	Parcel Size (Approx.)	Current Comprehensive Plan Designation	Current Zoning Classification	Current Land Use
2021059041	US Government	1.45 acres	“Open Space”	“P1, Public Use”	Historic Tribal cemetery
2021059047	Muckleshoot Indian Tribe	24.46 acres	“Open Space”	“P1, Public Use”	Tribal Cemetery
2021059037	Muckleshoot Indian Tribe	0.07 acres	“Open Space”	“P1, Public Use”	Street frontage portion of historic Tribal cemetery

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #7 to change the mapped land use designation of 3 Muckleshoot Tribal properties from "Open Space" to "Institutional" land use designation and to change the zoning designation (File No. REZ17-0002), to correspond to the “I, Institutional” implementing zoning classification (Parcel Nos. 2021059041, 2021059047, & 2021059037).



**CPM #8 - Change the mapped land use designation of 2 parcels from "Single Family Residential" to "Light Commercial" and to change the zoning designation from "R5, Residential" to "C1, Light Commercial" to agree.**

#### **Discussion**

This city-initiated request is to change the land use designation of 2 privately-owned parcels from "Single Family Residential" to "Light Commercial". Parcels Nos. are 3121059069, 1.79 acres owned by Alan Clayton and Parcel No. 3121059027, 3.67 acres, owned by John Nixon. Both are located on east side of A ST SE, approx. 600 feet south of Lakeland Hills WY SE. The change is requested to remedy an inadvertent

change of mapped land use designation with adoption of map as part of 2015 plan adoption. It is requested to revert to pre-2015 designation of "Light Commercial". Also, change the zoning designation from "R5, Residential" to "C1, Light Commercial" to agree.

Both properties were annexed to the City of Auburn from the City of Pacific in the year 2003 by City of Auburn Ordinance No. 3643. Prior to the annexation, the northern parcel (owned by Mr. Clayton) was zoned "C, Commercial" and the southern parcel (now owned by John Nixon) was zoned "RMH, Multiple Family Residential" in the City of Pacific. Mr. Clayton's zoning designation of "C, Commercial" was a result of an application for zone change requested by Mr. Clayton and approved by the City of Pacific in August of 1992 by Ordinance No. 1177 (The rezone was to the zoning classification of "BC, Business Commercial" which subsequently became "C, Commercial".) At annexation to the City of Auburn, the property assumed an "R-5, Residential" zoning designation by default, while the comprehensive plan designation was made "Light Commercial".

Of late, Mr. Clayton has been contacting the City almost annually requesting that the city initiate a change in the zoning designation back to a commercial category. He has always had the ability to submit a private application to initiate the zoning map change himself, and has been advised of this, but was reluctant.

The 'working binder' under the 'Map Amendments' tab and CPM #8, contains a letter from Mr. Clayton dated July 18, 2017 and supporting information in which he describes the history and his request to have the zoning changed.

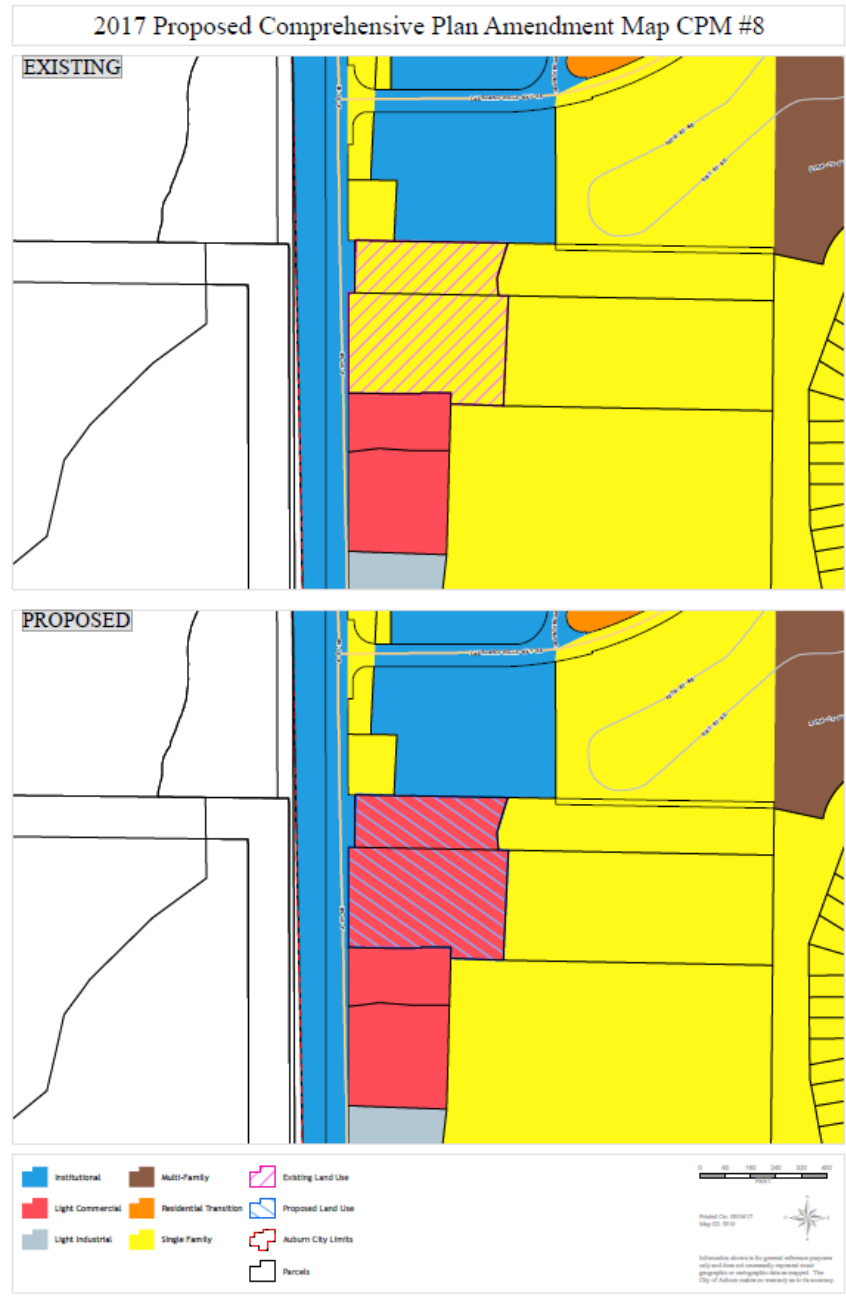
The southern parcel prior to 2015 had a comprehensive plan designation of "Light Commercial" and was previously was zoned "R-5, Residential". These 2 parcels are the only parcels on the east side of A ST SE, in the vicinity that have a Comprehensive Plan designation of "Single Family Residential". The adjacent properties to the south were changed to "light Industrial" due to private com plan application last year. The properties to the north have a comprehensive plan designation of "Institutional".

While the comprehensive plan designation was changed in 2015 to "Single Family Residential", to align with the property's R-5 Residential zoning, it is the zoning classification that should have been changed. The City now seeks to rectify the circumstances by changing the both the comprehensive plan designation and zoning for both parcels

Parcel ID Number/ address	Property owner	Parcel Size (Approx.)	Current Comprehensive Plan Designation	Current Zoning Classification	Current Land Use
3121059069 (northern)	Alan B Clayton	1.79 acres	"Single Family Residential"	R-5, Residential	vacant
3121059027/ 5340 A ST SE (southern)	John Nixon	3.67 acres	"Single Family Residential"	R-5, Residential	Single family residence

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #8 to change 2 privately-owned parcels from "Single Family Residential" to "Light Commercial" and to change the zoning designation (File No. REZ17-0004) to correspond to the "C1, Commercial" implementing zoning classification. Parcels Nos. are 3121059069 and Parcel No. 3121059027



**CPM #9**

**Change the mapped land use designation of 2 privately owned vacant parcels at SE corner of SE 312th ST & 121st PL SE from "Multiple Family Residential: to "Light Commercial".**

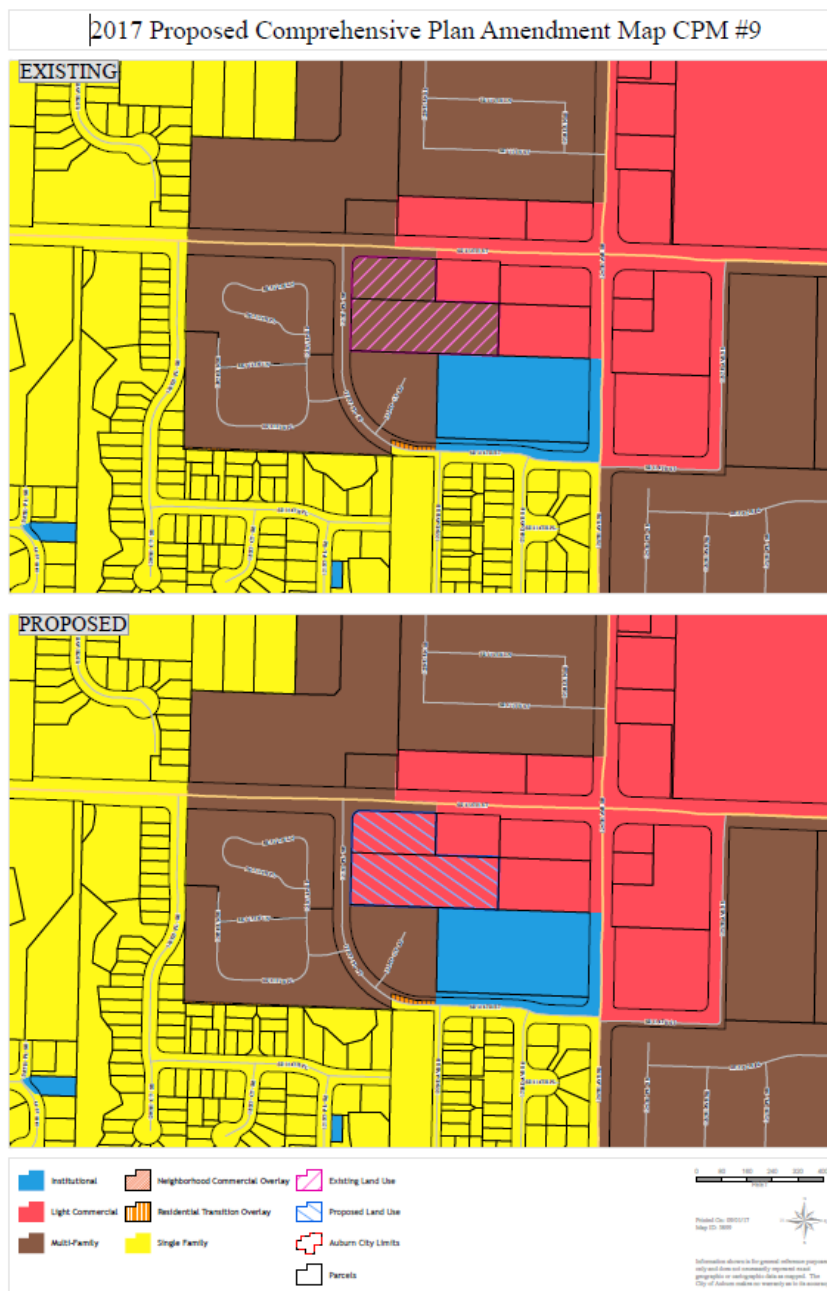
**Discussion**

This city-initiated request is to change the land use designation of 2 privately owned vacant parcels from "Multiple Family Residential" to "Light Commercial". The 1.75 -acre Parcel No. 0921059042 owned by Highlane Prop. LLP and 0.81-acre parcel No. 0921059113 owned by Jennifer & James Hunt both are located at SE corner of SE 312th ST & 121st PL SE. The change is requested to remedy an inadvertent change of mapped land use designation with adoption of 2015 plan and revert to the former designation.

Parcel ID Number/ address	Property owner	Parcel Size (Approx.)	Current Comprehensive Plan Designation	Current Zoning Classification	Current Land Use
0921059042	Highlane Prop. LLP	1.75 - acre	"Multiple Family Residential"	"C1, Light Commercial"	Vacant
0921059113	Jennifer & Eric Hunt	0.81-acre	"Multiple Family Residential"	"C1, Light Commercial"	Vacant

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #9 to change 2 privately-owned parcels from "Multiple Family Residential" to "Light Commercial". (Parcels Nos. are 0921059042 and 0921059113).



### CPM #10

Change the mapped land use designation of a privately owned 0.91-acre parcel near the intersection of 124th AV SE & SE 307th PL from "Multiple Family Residential" to "Single Family Residential".

#### Discussion

This city-initiated request is to change the land use designation of privately owned 0.91-acre parcel containing a single family house from "Multiple Family Residential" to "Single Family Residential". The Parcel No. 0921059101 is owned by Ram Singh Dhaliwal is located 130 feet south of intersection of 124th AV SE & SE 307th PL (Address is 30811

124th AVE SE). The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of map amendment CPM #10 to change the land use designation of a 0.91-acre parcel from "Multiple Family Residential" to "Single Family Residential" (Parcel No. 0921059101).



**CPM #11**

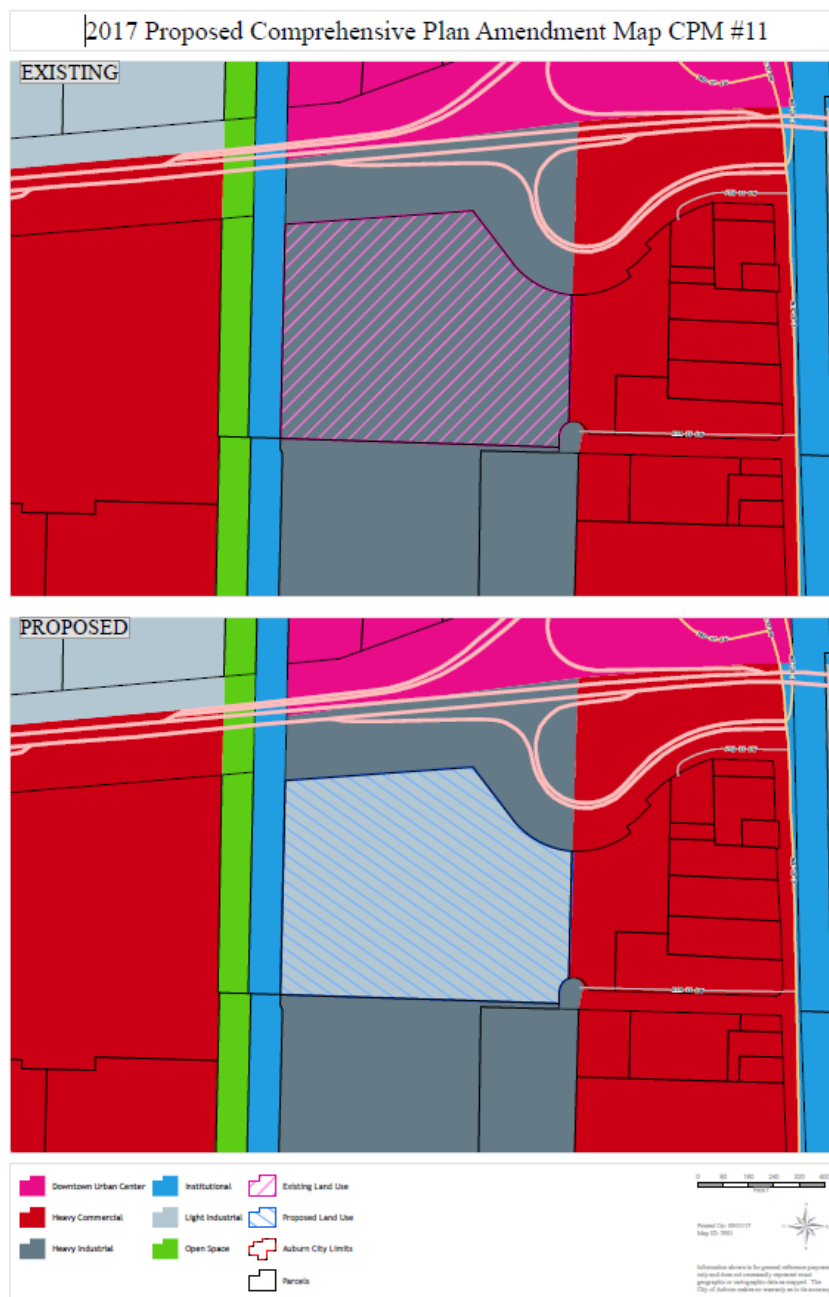
**Change the mapped land use designation of a privately-owned, 13.84 -acre parcel addressed as 521 - 8TH ST SW. from "Heavy Industrial" to "Light Industrial".**

**Discussion**

This city-initiated request is to change the land use designation of privately-owned approximately 13.84 -acre parcel developed with a single 286,000 square foot multiple tenant warehouse from "Heavy Industrial" to "Light Industrial". Parcel No. 1321049019 is owned by Western B NW WA LLC and located south of State Route 18 (SR) at the west end of 8th ST SW (Address is 521 8TH ST SW.) The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #11 to change the land use designation of an approximately 13.84-acre parcel from "Heavy Industrial" to "Light Industrial" (Parcel No. 1321049019).



### CPM #12

**Change the mapped land use designation of 7.2-acre private parcel located NW of intersection of Mill Pond DR SE and Kennedy AV SE from "Single Family Residential" to "Multiple Family Residential".**

#### Discussion

This city-initiated request is to change the land use designation of privately-owned approximately of 7.2-acre private developed parcel from "Single Family Residential" to "Multiple Family Residential". Parcel No. 5530200000, owned by Lois Maathuis, is located NW of intersection of Mill Pond DR SE and Kennedy AV SE. The site is

developed as a series of 13 multiple-family, 2-story buildings containing a total of 102 dwelling units, known as the 'Mill Pond at Lakeland Condominiums'. The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #12 to change the land use designation of privately-owned approximately of 7.2-acre private parcel developed with condominiums from "Single Family Residential" to "Multiple Family Residential". (Parcel No. 5530200000).



**CPM #13**

**Change the mapped land use designation of a group of 10 adjacent parcels located north side of Auburn WY S, east of Academy DR SE from "Single Family Residential" to "Multiple Family Residential".**

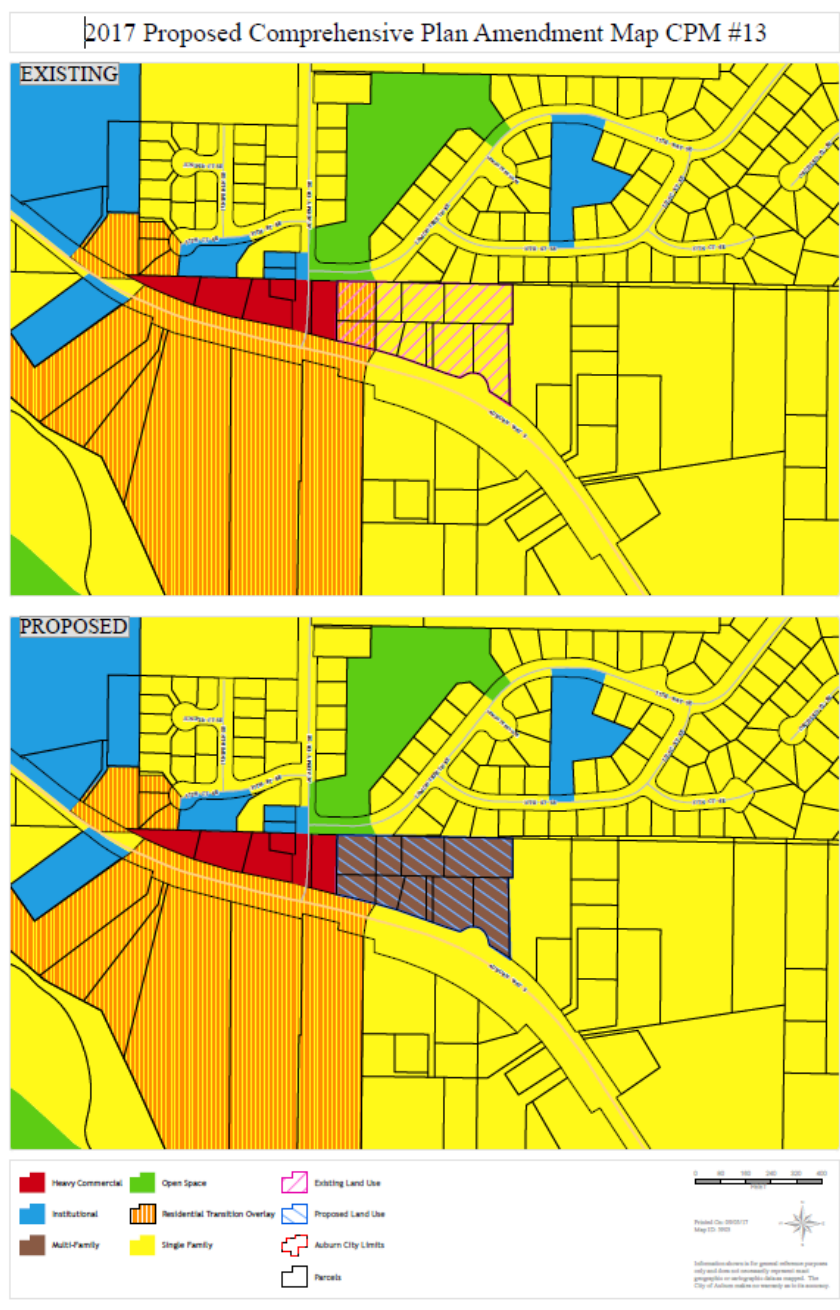
**Discussion**

This city-initiated request is to change the land use designation of a group of 10 contiguous parcels from "Single Family Residential" and with "Residential Transition Overlay" to "Multiple Family Residential". Parcel Nos. 2721059053, 2721059063, 2721059066, 2721059126, 2721059156, 2721059157, 2721059162, 2721059168, 2721059179, & 2721059197 are owned by various property owners & located on the north side of Auburn WY S, east of Academy DR SE. The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

Parcel ID Number/ address	Property owner	Parcel Size (Approx.)	Current Comprehensive Plan Designation	Current Zoning Classification	Current Land Use
2721059053	Muckelshoot Tribe	0.22 acres	"Single Family Residential" with "Residential Transition Overlay"	"R-20, Residential"	Duplex
2721059063	Muckelshoot Tribe	0.06 acres	"Single Family Residential"	"R-20, Residential"	Access Tract
2721059066	Orrozco, Salvador and Val	0.23 acres	"Single Family Residential"	"R-20, Residential"	Single Family Residence
2721059126	Muckelshoot Tribe	0.52 acres	"Single Family Residential"	"R-20, Residential"	Duplex
2721059156	Muckelshoot Tribe	0.39 acres	"Single Family Residential"	"R-20, Residential"	Duplex
2721059157	Muckelshoot Tribe	0.36 acres	"Single Family Residential" with "Residential Transition Overlay"	"R-20, Residential"	Duplex
2721059162	Huang, Angelina and Yao	0.63 acres	"Single Family Residential"	"R-20, Residential"	Single Family Residence
2721059168	Bunkhan, Chakkaphan and Suphawan	0.19 acres	"Single Family Residential"	"R-20, Residential"	Single Family Residence
2721059179	Muckelshoot Tribe	0.42 acres	"Single Family Residential"	"R-20, Residential"	Triplex
2721059197	Muckelshoot Tribe	0.23	"Single Family Residential"	"R-20, Residential"	Duplex

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #13 to change the land use designation of a group of 10 contiguous parcels from "Single Family Residential" to "Multiple Family Residential" (Parcel Nos. 2721059053, 2721059063, 2721059066, 2721059126, 2721059156, 2721059157, 2721059162, 2721059168, 2721059179, & 2721059197).



**CPM #14**

**Change the mapped land use designation of 23 parcels located at various locations in downtown from "Institutional" to "Downtown Urban Center".**

**Discussion**

This city-initiated request is to change the land use designation of 23 parcels at various locations in downtown from "Institutional" to "Downtown Urban Center". Some are City-owned; others are privately owned. Parcel Nos. 0492000460, 0492000461, 0492000463, 7816200100, 7816200060, 0498500005, 0492500100, 0303450000, 0492500240, 0492500275, 0492500260, 0483000085, 0483000080, 0489000040, 7331400135, 0489000005, 7331400460, 7331400485, 7331400486, 7331400500, 8698100030, 8698100035, & 8698100040. Remedy an inadvertent change of mapped land use designation with adoption of map as part of 2015 plan. Requested to revert to pre-2015 designation of "Downtown Urban Center". The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #14 to change the land use designation of 23 parcels at various locations in downtown from "Institutional" to "Downtown Urban Center" (Parcel Nos. 0492000460, 0492000461, 0492000463, 7816200100, 7816200060, 0498500005, 0492500100, 0303450000, 0492500240, 0492500275, 0492500260, 0483000085, 0483000080, 0489000040, 7331400135, 0489000005, 7331400460, 7331400485, 7331400486, 7331400500, 8698100030, 8698100035, & 8698100040).



### CPM #15

Change the mapped land use designation of numerous parcels within the Lakeland Hills South PUD from "Residential Transition" to "Moderate Density Residential" and to "Multiple Family Residential".

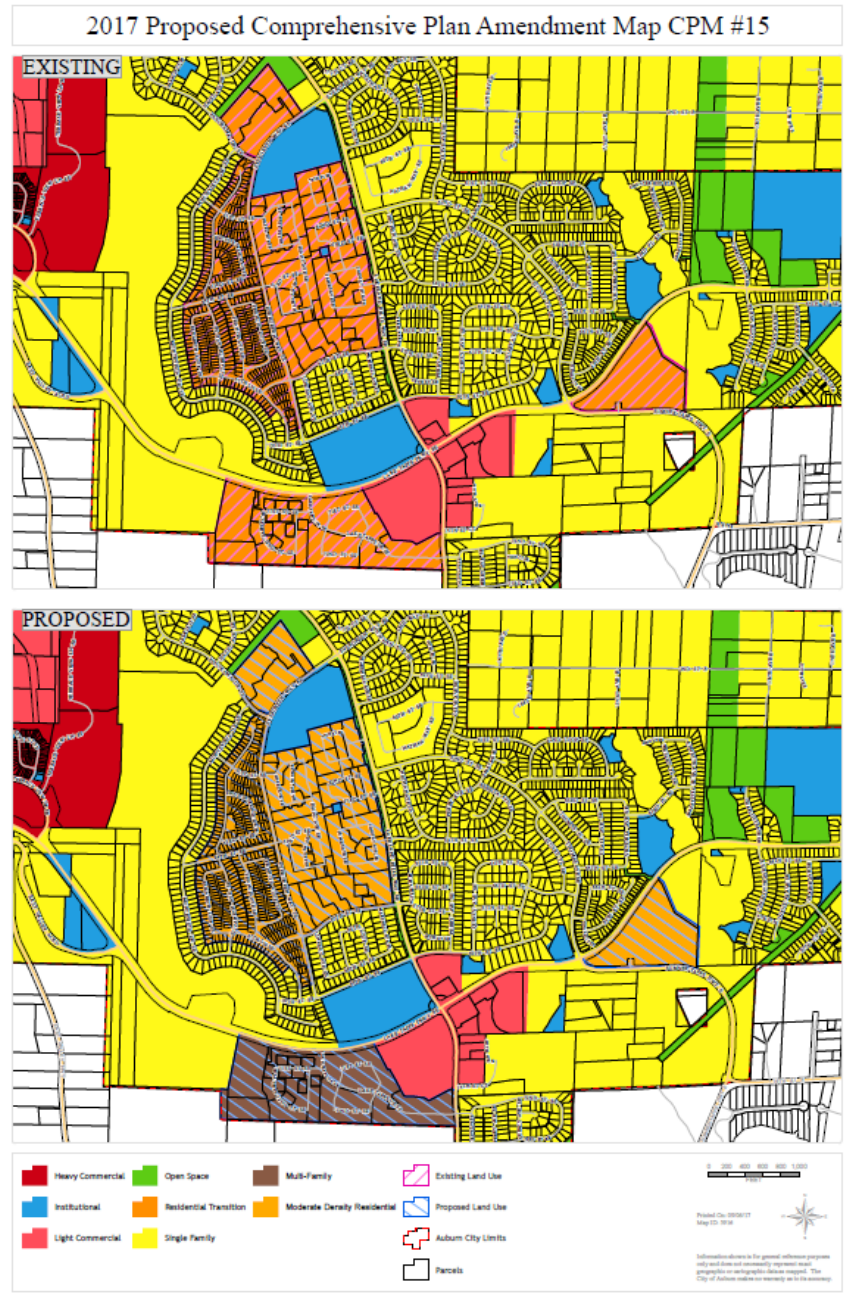
#### Discussion

This city-initiated request is to change the land use designation of numerous parcels within the Lakeland Hills community from "Residential Transition" to "Moderate Density Residential" and to "Multiple Family Residential". The location of the parcels within the

Lakeland special planning area is shown on the map. The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #15 to change the land use designation of change the land use designation of numerous parcels within the Lakeland Hills South PUD from "Residential Transition" to "Moderate Density Residential" and to "Multiple Family Residential".



**CPM #16**

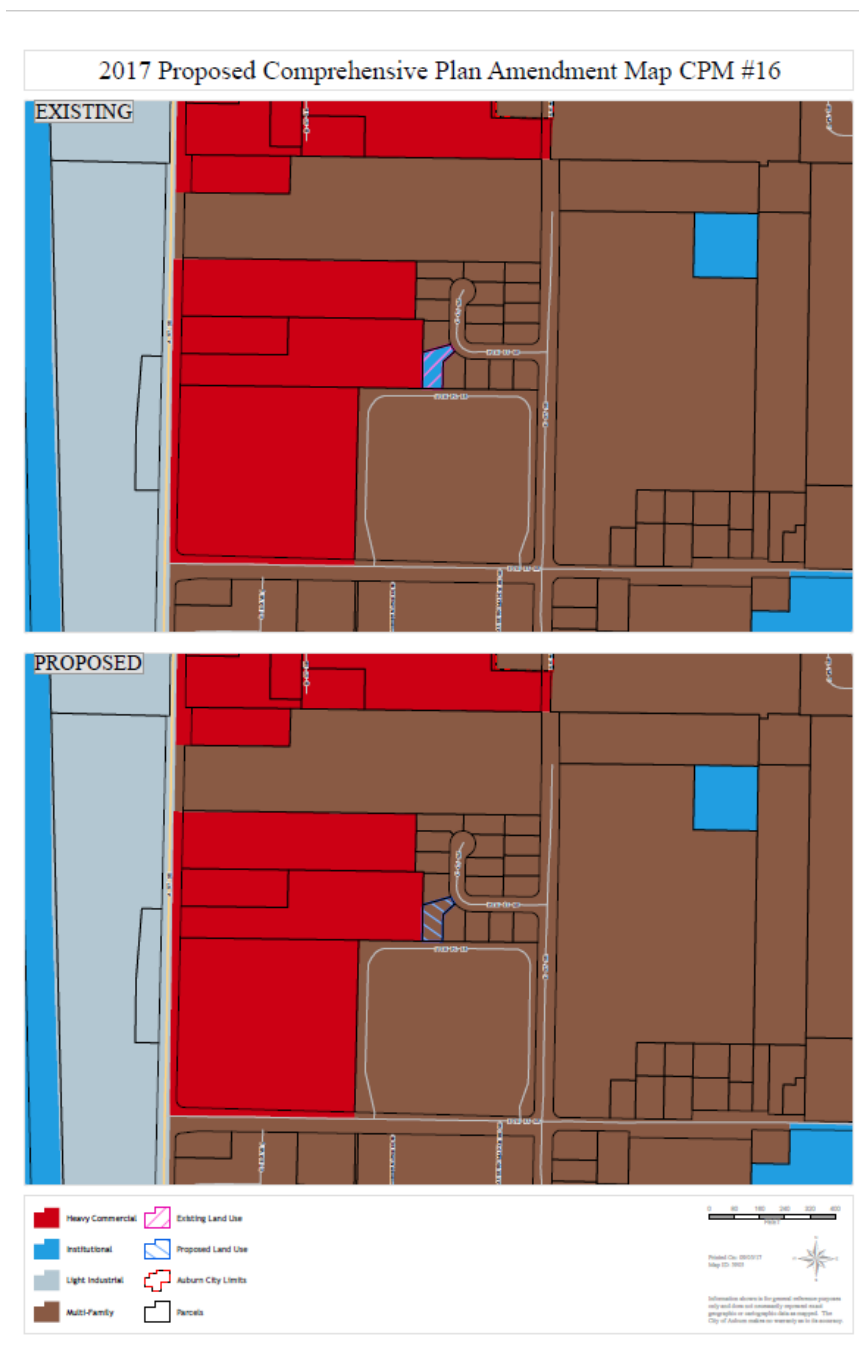
**Change the mapped land use designation of 0.21-acre city-owned stormwater facility on the south side of 35th St SE, from "Institutional" to "Multiple Family Residential".**

**Discussion**

This city-initiated request is to change the land use designation of a 0.21-acre city-owned stormwater facility serving a plat from "Institutional" to "Multiple Family Residential" to agree with designation applicable to the balance of the plat. Parcel No. 1877100170 is owned by the City and located on south side of 35th St SE, 290 feet west of D ST SE. The lot for the stormwater facility was created from the "D ST SE Plat" and should retain the same comprehensive plan designation as the balance of the plat. It is not the intention of the Comprehensive Plan designation to apply a separate classification to each special purpose lot or tract needed to support the overall subdivision. Land use designations should apply to broad geographic areas based on compatibility and generally not on an individual parcel basis. The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #16 to change the land use designation of change the land use designation of 0.21-acre city-owned stormwater facility serving a plat from "Institutional" to "Multiple Family Residential" (Parcel No. 1877100170).



### CPM #17

**Change the mapped land use designation of an approximately 0.71- acre privately-owned parcel located east of end of B ST SE between 15th and 16th ST SE from "Residential Transition" to "Multiple Family Residential".**

### Discussion

This city-initiated request is to change the land use designation of an approximately 0.71- acre privately-owned and developed parcel from "Residential" to "Multiple Family". Parcel No. 1921059271 owned by Mayfield TNC LLC is located east of end of B ST SE between 15th and 16th ST SE. According to KC Assessor records,

the property is developed with two, 2-story buildings as the "Mayfield Apartments" containing 31 dwelling units. The change would remedy an inadvertent change of mapped land use designation as part of 2015 plan adoption and revert to the former designation.

**Staff Recommendation**

Planning Commission to recommend approval of a map amendment CPM #17 to change the land use designation of an approximately 0.71- acre privately-owned and developed parcel from "Residential Transition" to "Multiple Family" (Parcel No. 1921059271).



**EXHIBIT LIST:**

- Exhibit 1. Staff Report Group #2 Amendments - CPA17-0001 and REZ17-0002, REZ17-0003 & REZ17-0004
- Exhibit 2. Comprehensive Plan Land Use Maps (Thumbnails of maps are provided in the staff report and full size maps are available in the 'working binder')
- Exhibit 3. Rezone Maps (Full size maps are in the 'working binder')
- Exhibit 4. WA State Dept. of Commerce 60-Day Acknowledgement Letter dated September 26, 2017 (in the 'working binder')
- Exhibit 5. Notice of Application and Determination of Non-Significance (in the 'working binder')
- Exhibit 6. Notice of Public Hearing (Attached)

## Exhibit "D"

### *The Auburn, Dieringer, Federal Way, and Kent School District Capital Facilities Plans*

#### *City of Auburn Capital Facilities Plan*

*Excerpt of "Volume 1 - Land Use Element" of the City  
Comprehensive Plan (Pages LU-4 through LU-7) with strike  
through and underlines to show changes (Four of the nine text  
amendments are contained within this excerpt).*

- P/T #6 - Remove the discussion of a "Mixed Use" land use designation from the text of the Plan and from the Land Use Map. The R10, R16, and R20 residential zoning districts already allow for mixed uses (comprised of residential & commercial) as permitted uses (See Table 18.07.020, Permitted Use Table ).
- P/T #7 - Add text to add back the R5, Residential zoning district back in as an implementing zone for the "Single Family" Land Use Designation. The 2015 Comp Plan this zone was inadvertently omitted as an implementing zoning district of any Comp. Plan land use designation and must be corrected.
- P/T #8 - Change the title of the land use designation of "Residential Transition" to "Moderate Density Residential". Requested to revert to pre-2015 title of the category. Provide a distinct and logical title for the category to address and reflect the range of residential densities.
- P/T #9 - Add the "R-10, Residential" and R-16, Residential" zoning districts back as implementing zones for the "Residential Transition" or if recommended, to the "Moderate Density Residential" Land Use Designation. In the 2015, Comp Plan these zoning districts were inadvertently omitted as an implementing zoning districts of any Comp. Plan land use designation.

*(See "Comp. Plan Policy/Text Amendments" tab in the working binder)*

## AGENDA BILL APPROVAL FORM

---

**Agenda Subject:**

Ordinance No. 6668 - 2018 School Impact Fees (Snyder) (10 Minutes)

**Date:**

November 20, 2017

**Department:**

Community Development & Public Works

**Attachments:**

[Agenda Bill Ordinance No. 6668](#)

[Ordinance No. 6668](#)

[Table Comparison Chart for 2018 Fees](#)

[Pierce County 2018 School Impact Fee](#)

[Ordinance](#)

**Budget Impact:****Administrative Recommendation:**

City Council review Ordinance No. 6668.

**Background Summary:**

See the attached agenda bill.

**Reviewed by Council Committees:**

Other: Legal & Planning

**Councilmember:****Staff:**

Snyder

**Meeting Date:** November 27, 2017

Item Number:



## AGENDA BILL APPROVAL FORM

<b>Agenda Subject:</b> ZOA17-0007; Ordinance # 6668 to revise school district impact fees for year 2018		<b>Date:</b> November 16, 2017			
<b>Department:</b> Community Development & Public Works Dept.	<b>Attachments:</b> Ordinance # 6668 Table Comparison of Impact Fees indicated in each CFPs Pierce Co. Ordinance #2017-78	<b>Budget Impact:</b> (none)			
<b>Administrative Recommendation:</b> City Council to discuss school impact fee ordinance revisions					
<b>Background Summary:</b> <p>Title 19 (Impact Fees) of the Auburn City Code contains standards and regulations pertaining to the collection of impact fees in the City of Auburn. Specifically, Chapter 19.02 (School Impact Fees) addresses the establishment, calculation, collection and amendment of <b>school impact fees</b> within the municipal boundaries of the City of Auburn. The city originally established school impact fees in 1998 by Ordinance No. 5078. Portions of four school districts occur within the City limits.</p> <p>Pursuant to Code Section 19.02.060 (Annual Council Review) of the Auburn City Code, on at least an annual basis, the Auburn City Council shall review the information submitted by the Districts pursuant to ACC 19.02.050. The review shall be in conjunction with any update of the capital facilities plan element of the city's comprehensive plan. The City Council may also at this time determine if an adjustment to the amount of the impact fees is necessary.</p> <p>The City of Auburn Annual Comprehensive Plan Amendment process for 2017 included requests for City approval of the Capital Facilities Plans of the four districts as follows:</p> <ul style="list-style-type: none"> <li>* 2017 - 2023 Auburn School District Capital Facilities Plan;</li> <li>* 2018-2023 Dieringer School District Capital Facilities Plan;</li> <li>* 2018 Federal Way School District Capital Facilities Plan; and</li> <li>* 2017-2018 through 2022-2023 Kent School District Capital Facilities Plan.</li> </ul> <p>These requests were submitted in accordance with the provisions of Section 19.02.050 (Submission of District Capital Facilities Plan and Data) of the Auburn City Code.</p> <p>The School Districts' Capital Facilities Plans are contained in the working notebooks (three-ring binders) for the 2017 Annual Comprehensive Plan Amendments, distributed to the City Council prior to the 11-27-17 study session.</p>					
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> <b>Reviewed by Council &amp; Committees:</b>  <input type="checkbox"/> Arts Commission  <input type="checkbox"/> Airport  <input type="checkbox"/> Hearing Examiner  <input type="checkbox"/> Human Services  <input type="checkbox"/> Park Board  <input checked="" type="checkbox"/> Planning Comm.         </td> <td style="width: 33%; vertical-align: top;"> <b>COUNCIL COMMITTEES:</b>  <input type="checkbox"/> Finance  <input type="checkbox"/> Municipal Serv.  <input checked="" type="checkbox"/> Planning &amp; CD  <input type="checkbox"/> Public Works  <input type="checkbox"/> Other _____         </td> <td style="width: 33%; vertical-align: top;"> <b>Reviewed by Departments &amp; Divisions:</b>  <input type="checkbox"/> Building  <input type="checkbox"/> Cemetery  <input type="checkbox"/> Finance  <input type="checkbox"/> Fire  <input checked="" type="checkbox"/> Legal  <input type="checkbox"/> Public Works  <input type="checkbox"/> M&amp;O  <input type="checkbox"/> Mayor  <input type="checkbox"/> Parks  <input checked="" type="checkbox"/> Planning  <input type="checkbox"/> Police  <input type="checkbox"/> Human Resources         </td> </tr> </table>			<b>Reviewed by Council &amp; Committees:</b> <input type="checkbox"/> Arts Commission <input type="checkbox"/> Airport <input type="checkbox"/> Hearing Examiner <input type="checkbox"/> Human Services <input type="checkbox"/> Park Board <input checked="" type="checkbox"/> Planning Comm.	<b>COUNCIL COMMITTEES:</b> <input type="checkbox"/> Finance <input type="checkbox"/> Municipal Serv. <input checked="" type="checkbox"/> Planning & CD <input type="checkbox"/> Public Works <input type="checkbox"/> Other _____	<b>Reviewed by Departments &amp; Divisions:</b> <input type="checkbox"/> Building <input type="checkbox"/> Cemetery <input type="checkbox"/> Finance <input type="checkbox"/> Fire <input checked="" type="checkbox"/> Legal <input type="checkbox"/> Public Works <input type="checkbox"/> M&O <input type="checkbox"/> Mayor <input type="checkbox"/> Parks <input checked="" type="checkbox"/> Planning <input type="checkbox"/> Police <input type="checkbox"/> Human Resources
<b>Reviewed by Council &amp; Committees:</b> <input type="checkbox"/> Arts Commission <input type="checkbox"/> Airport <input type="checkbox"/> Hearing Examiner <input type="checkbox"/> Human Services <input type="checkbox"/> Park Board <input checked="" type="checkbox"/> Planning Comm.	<b>COUNCIL COMMITTEES:</b> <input type="checkbox"/> Finance <input type="checkbox"/> Municipal Serv. <input checked="" type="checkbox"/> Planning & CD <input type="checkbox"/> Public Works <input type="checkbox"/> Other _____	<b>Reviewed by Departments &amp; Divisions:</b> <input type="checkbox"/> Building <input type="checkbox"/> Cemetery <input type="checkbox"/> Finance <input type="checkbox"/> Fire <input checked="" type="checkbox"/> Legal <input type="checkbox"/> Public Works <input type="checkbox"/> M&O <input type="checkbox"/> Mayor <input type="checkbox"/> Parks <input checked="" type="checkbox"/> Planning <input type="checkbox"/> Police <input type="checkbox"/> Human Resources			
<b>Action:</b> Committee Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No Council Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No      Call for Public Hearing ____/____/____ Referred to _____ Until ____/____/____ Tabled _____ Until ____/____/____					
<b>Councilmember:</b>		<b>Staff:</b> Snyder			
<b>Meeting Date:</b> November 27, 2017		<b>Item Number:</b>			

**Definition**

The city's code section 19.02 contains the city's regulations governing school impact fees. It provides the following definition:

*"Impact fee" means a payment of money imposed upon development as a condition of development approval to pay for school facilities needed to serve new growth and development that is reasonably related to the new development that creates additional demand and need for public facilities, that is a proportionate share of the cost of the school facilities, and that is used for such facilities that reasonably benefit the new development.*

**Related Authority**

Other key points of the city's regulations include:

- ❖ The impact fee shall be based on a capital facilities plan adopted by the school district and incorporated by reference by the city as part of the capital facilities element of the city's comprehensive plan, adopted pursuant to Chapter 36.70A RCW, for the purpose of establishing the fee program.
- ❖ Separate fees shall be calculated for single-family and multifamily types of dwelling units, and separate student generation rates must be determined by the district for each type of dwelling unit.
- ❖ The fee shall be calculated on a district-wide basis using the appropriate factors and data supplied by the district. The fee calculations shall also be made on a district-wide basis to assure maximum utilization of all available school facilities in the district which meet district standards.
- ❖ As a condition of the city's authorization and adoption of a school impact fee ordinance, the city and the applicable district shall enter into an interlocal agreement governing the operation of the school impact fee program, and describing the relationship and liabilities of the parties. The agreement must provide that the district shall hold the city harmless for all damages.
- ❖ On an annual basis (by July 1st or on a date agreed to by district and the city and stipulated in the interlocal agreement), any district for which the city is collecting impact fees shall submit the Capital facilities plan and supporting information to the city.
- ❖ Applicants for single-family and multifamily residential building permits shall pay the total amount of the impact fees assessed before the building permit is issued, using the impact fee schedules in effect, unless the fee has been deferred pursuant to City Ordinance No. 6341.
- ❖ The impact fee calculation shall be based upon the formula set forth in ACC 19.02.110, "Impact fee formula". The formula is the city's determination of the appropriate proportionate share of the costs of public school capital facilities needed to serve new growth and development to be funded by school impact fees based on the factors defined in ACC 19.02.020. Based on this formula, the "Fee Obligation" is the "Total Unfunded Need" x 50% = Fee Calculation.

The Capital Facilities Plans that were approved by each of the school boards contain proposed school impact fees for each of the Districts. The requests for adjustment of the school impact fees are required to be submitted concurrent with the submittal of the Capital Facilities Plans. Under City regulations, a separate letter request is only required to be submitted to the city when the fee adjustment is requested to increase.

**Council Review and Decision**

The establishment of the actual fees occurs through separate Council action amending Chapter 19.02 of the Auburn City Code. Section 19.02.060, (Annual Council Review) specifies the following:

*“On at least an annual basis, the city council shall review the information submitted by the district pursuant to ACC 19.02.050. The review shall be in conjunction with any update of the capital facilities plan element of the city's comprehensive plan. The city council may also at this time determine if an adjustment to the amount of the impact fees is necessary; provided, that any school impact fee adjustment that would increase the school impact fee shall require the submittal of a written request for the adjustment by the applicable school district concurrent with the submittal of the annual capital facilities plan pursuant to ACC 19.02.050. In making its decision to adjust impact fees, the city council will take into consideration the quality and completeness of the information provided in the applicable school district capital facilities plan and may decide to enact a fee less than the amount supported by the capital facilities plan.”*

Section 19.02.060 establishes that the Auburn City Council is not obligated to accept the fees proposed by the School Districts within their submitted Capital Facilities Plans and may establish fees that the Council determines are more appropriate and consistent with the public's interest in reasonably mitigating school impacts within the affected portion of the City.

**Recommendation (Contained in draft Ordinance No. 6668)**

**Auburn School District:**

The Auburn School District indicated by letter submitted with their Capital Facilities Plan, that they are requesting an increase in school impact fees for the year 2018. The year 2018 for single-family dwellings is proposed to be \$3,321.86, a decrease of \$2,147.51 and the requested fee for multiple-family dwellings is \$2,081.29, an increase of \$441.59. The actual impact fees are established by ordinance through subsequent City Council action.

**Dieringer School District:**

The Dieringer School District indicated by letter submitted with their Capital Facilities Plan that they are requesting an increase in school impact fees for year 2018. The year 2018 fees for single-family dwellings as identified in the CFP is proposed to be \$3,760.00, an increase of \$360.00 and the requested fee for multiple family dwellings is \$1,081.00; a decrease of \$678.00. The actual impact fees are established by ordinance through subsequent City Council action.

While, a proposed fee calculation of \$3,760.00 for single family residential and \$1,081.00 for multiple family residential is identified based on their Capital Facilities Plan, related to this, the Pierce County Council by Ordinance No. 2017-78 adopted November 7, 2017; effective January 1, 2018, establishing a school impact fee for the Dieringer School District of \$3,485.00 for single family residential and \$1,081.00 for multiple family residential (See Exhibit). Pierce County routinely establishes a uniform rate for all districts within their jurisdiction and only makes yearly adjustments based on the Consumer Price Index. The Dieringer School District is the only school district common to both the jurisdictions of the City of Auburn and Pierce County.

It appears appropriate to establish a fee applicable in the City of Auburn for the Dieringer School district that is the same as the fee implemented in Pierce County's fee since it is more appropriate and consistent with the public's interest in reasonably mitigating school impacts within the affected portion of the City. The draft Ordinance No. 6668 has been prepared to reflect school impact fees that are the same as Pierce County's school impact fee and differs from what the Dieringer School District has requested, as historically has been done.

Federal Way School District:

The Federal Way School District indicated by letter submitted with their Capital Facilities Plan that they are requesting an increase in school impact fees for year 2018. The year 2018 fees for single-family dwellings is proposed to be \$6,842.00, representing an increase of \$3,644.00 and the requested fee for multi-family dwellings is \$20,086.00, an increase of \$11,700.00. The actual impact fees are established by ordinance through subsequent City Council action.

According to communication from Tanya Nascimento, Student & Demographic Forecaster of the Federal Way Public Schools, there are several factors which have driven the multiple family impact fees to increase quite significantly in this plan. One factor is an increase in observed multiple-family student generation rates. When calculating the impact fees for their capital facilities plan, the District can only use actual student generation rates, either based on district or the King County average. Prior to 2016, there had been no multi-family developments in our District, so we were using the King County average. In 2015, the first of three multi-family developments was opened and fully occupied in the City of Federal Way. The second was opened and occupied in late 2016 and the third was opened in fully occupied in summer of 2017. The first two developments have been included in the generation rate calculation for this plan. The specific generation rates can be found on Page 29. These multiple-family complexes are generating more than one student per unit which is significantly higher than past developments within the School District.

In addition to the high student generation rates, the District completed work with its Facilities Planning Committee which determined a need for additional capacity at a number of schools. As a result of this work, Phase II of the District's plan will be placed on the November ballot for a bond request. The facilities impacted during Phase II can be found on Page 7 of the Capital Facilities Plan. Anticipated funding for this project can be found on the Six-Year Finance Plan on Page 9. The Finance Plan outlines the anticipated timeline for beginning and completion of the various projects. It is important to note that not all projects within Phase II will create additional capacity. Only costs associated with increasing needed capacity are used in the formula for calculating Impact Fees. The specific cost calculations are outlined on Page 32 of the Capital Facilities Plan.

Kent School District

The Kent School District indicated by letter submitted with their Capital Facilities Plan that they are requesting an increase in school impact fees for year 2018. The year 2018 fees for single-family dwellings is proposed to be \$2,267.00, representing an increase of \$57.00 and the requested fee for multi-family dwellings is \$5,235.00, an increase of \$135.00. The actual impact fees are established by ordinance through subsequent City Council action.

Scheduling of Actions

A discussion of the School District Capital Facilities Plans school impact fee changes and Ordinance No. 6668 is scheduled for Council Work Session November 27, 2017. City Council consideration is tentatively planned for December 4, 2017.

**ORDINANCE NO. 6 6 6 8**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY  
OF AUBURN, WASHINGTON AMENDING SECTIONS  
19.02.115, 19.02.120, 19.02.130 AND 19.02.140 OF THE  
AUBURN CITY CODE RELATING TO SCHOOL IMPACTS  
FEES

WHEREAS, the City of Auburn has adopted a school impact fee ordinance and collects school impact fees on behalf of certain school districts located or located in part within the City of Auburn; and

WHEREAS, the Auburn School District, Dieringer School District, Federal Way School District, and the Kent School District, each being located in part within the City of Auburn, have provided the City of Auburn with updated capital facilities plans to be considered during the City's 2017 annual comprehensive plan amendment process that addresses among other things, the appropriate school impact fee for single family residential dwellings and multi- family residential dwellings for each district; and

WHEREAS, the Auburn School District issued a Determination of Non-Significance for the 2017 - 2023 Auburn School District Capital Facilities Plan June 9, 2017; the Dieringer School District issued a Determination of Non- Significance for the 2018-2023 Dieringer School District Capital Facilities Plan May 16, 2017; the Federal Way School District issued a Determination of Non-Significance for the 2018 Federal Way School District Capital Facilities Plan May 12, 2017; and the Kent School District issued a Determination of Non-Significance for the 2017-2018 through 2022-2023 Kent School District Capital Facilities Plan May 9, 2017; and

WHEREAS the City of Auburn issued a Determination of Non-Significance (DNS)

on September 19, 2017 for the City of Auburn Year 2017 city-initiated comprehensive plan map and text amendments (File No. SEP17-0014), and

WHEREAS, after proper notice published in the City's official newspaper at least ten (10) days prior to the date of hearing, the Auburn Planning Commission on October 18, 2017 and November 1, 2017 conducted public hearings on the proposed Auburn School District 2017-2023 Capital Facilities Plan, the proposed Dieringer School District 2018 - 2023 Capital Facilities Plan; the proposed Federal Way School District 2018 Capital Facilities Plan; and for the proposed Kent School District 2017-2018 through 2022-2023 Capital Facilities Plan; and

WHEREAS, following the conclusion of the public hearing on October 18, 2017 and November 1, 2017, and subsequent deliberations, the Auburn Planning Commission, following individual positive motions, made separate recommendations to the Auburn City Council on the approval of the Auburn School District 2017-2023 Capital Facilities Plan, the Dieringer School District 2018 - 2023 Capital Facilities Plan; the Federal Way School District 2018 Capital Facilities Plan; and for the Kent School District 2017-2018 through 2022-2023 Capital Facilities Plan; and

WHEREAS, the Auburn City Council reviewed the recommendations of the Auburn Planning Commission on the school district capital facilities plans at a regularly scheduled study session on November 27, 2017; and

WHEREAS, the Auburn City Council considered the recommendations of the Auburn Planning Commission on the capital facilities plans at a regularly scheduled meeting on **December 4, 2017**, and a positive motion approved the Auburn School

District 2017-2023 Capital Facilities Plan, the Dieringer School District 2018 - 2023 Capital Facilities Plan; the Federal Way School District 2018 Capital Facilities Plan; and for the Kent School District 2017-2018 through 2022-2023 Capital Facilities (Ordinance No. 6667); and

WHEREAS, on November 27, 2017 the Auburn City Council at a regularly scheduled study session reviewed amendments to Title 19 (Impact Fees) and more specifically, Chapter 19.02 (School Impact Fees) pertaining to school impact fees for single family residential dwelling units and multi-family dwelling units to be applied in the City of Auburn for the Auburn School District; Dieringer School District, Federal Way School District, and the Kent School District; respectively, based on the aforementioned capital facilities plans for each of these districts; and

WHEREAS, the Auburn City Code provides for adjustments to school impact fees based on a review of the capital facilities plans for each of the districts; and

WHEREAS, Section 19.02.060 (Annual Council Review) of the Auburn City Code specifies that the Auburn City Council will in making its decision to adjust impact fees take into consideration the quality and completeness of the information provided in the applicable school district capital facilities plan and may decide to enact a fee less than the amount supported by the capital facilities plan. NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN AS FOLLOWS:

**Section 1.** Amendment to the City Code. Section 19.02.115 of the Auburn City Code is hereby amended to read as follows.

19.02.115 Impact fee calculation and schedule for the Dieringer School

District.

The impact fee calculation and schedule below is based upon a review of the impact fee calculation for single-family residences and for multifamily residences set forth in the most recent version of the Dieringer School District Capital Facilities Plan adopted by the Auburn city council as an element of the Auburn comprehensive plan. The calculation is the determination of the appropriate proportionate share of the costs of public school capital facilities needed to serve new growth and development to be funded by school impact fees based on the factors defined in ACC 19.02.020.

Effective January 1, ~~2017~~2018, or the effective date of this ordinance whichever is later, the school impact fee shall be as follows:

Per Single-Family Dwelling Unit    ~~\$3,400.00~~\$3,485.00

Per Multifamily Dwelling Unit        ~~\$1,759.00~~\$1,081.00

(Ord. 6627 § 1, 2016; Ord. 6581 § 1, 2016; Ord. 6542 § 1, 2014; Ord. 6488 § 1, 2013; Ord. 6445 § 1, 2012; Ord. 6393 § 1, 2011; Ord. 6341 § 2, 2011; Ord. 6340 § 1, 2010; Ord. 6279 § 1, 2009; Ord. 6214 § 1, 2008; Ord. 6134 § 1, 2007; Ord. 6060 § 1, 2006; Ord. 5950 § 2, 2005.)

**Section 2.** Amendment to the City Code. Section 19.02.120 of the Auburn City

Code is hereby amended to read as follows.

19.02.120 Impact fee calculation and schedule for the Auburn School District.

The impact fee calculation and schedule is based upon a review of the impact fee calculation for single-family residences and for multifamily residences set forth in the most recent version of the Auburn School District's Capital Facilities Plan adopted by the Auburn city council as an element of the Auburn comprehensive plan. The calculation is the determination of the appropriate proportionate share of the costs of public school capital facilities needed to serve new growth and development to be funded by school impact fees based on the factors defined in ACC 19.02.020.

Effective January 1, ~~2017~~2018, or the effective date of this ordinance

whichever is later, the school impact fee shall be as follows:

Per Single-Family Dwelling Unit ~~\$5,469.37~~ \$3,321.86

Per Multifamily Dwelling Unit ~~\$1,639.70~~ \$2,081.29

(Ord. 6627 § 1, 2016; Ord. 6581 § 2, 2016; Ord. 6542 § 2, 2014; Ord. 6488 § 2, 2013; Ord. 6445 § 2, 2012; Ord. 6393 § 2, 2011; Ord. 6341 § 2, 2011; Ord. 6340 § 2, 2010; Ord. 6279 § 2, 2009; Ord. 6214 § 2, 2008; Ord. 6134 § 2, 2007; Ord. 6060 § 2, 2006; Ord. 5950 § 1, 2005; Ord. 5793 § 1, 2003; Ord. 5232 § 1, 1999.)

**Section 3.** Amendment to the City Code. Section 19.02.130 of the Auburn City

Code is hereby amended as follows.

19.02.130 Impact fee calculation and schedule for the Kent School District.

The impact fee calculation and schedule is based upon a review of the impact fee and calculation for single-family residences and for multifamily residences set forth in the most recent version of the Kent School District's Capital Facilities Plan adopted by the Auburn city council as an element of the Auburn comprehensive plan. The calculation is the determination of the appropriate proportionate share of the costs of public school capital facilities needed to serve new growth and development to be funded by school impact fees based on the factors defined in ACC 19.02.020.

Effective January 1, ~~2017~~2018, or the effective date of this ordinance whichever is later, the school impact fee shall be as follows:

Per Single-Family Dwelling Unit ~~\$5,100.00~~ \$5,235.00

Per Multifamily Dwelling Unit ~~\$2,210.00~~ \$2,267.00

(Ord. 6627 § 1, 2016; Ord. 6581 § 3, 2016; Ord. 6542 § 3, 2014; Ord. 6488 § 3, 2013; Ord. 6445 § 3, 2012; Ord. 6393 § 3, 2011; Ord. 6341 § 2, 2011; Ord. 6340 § 3, 2010; Ord. 6279 § 3, 2009; Ord. 6214 § 3, 2008; Ord. 6134 § 3, 2007; Ord. 6060 § 3, 2006; Ord. 5950 § 1, 2005; Ord. 5233 § 1, 1999.)

**Section 4.** Amendment to the City Code. Section 19.02.140 of the Auburn City

Code is hereby amended to read as follows.

19.02.140 Impact fee calculation and schedule for the Federal Way School District.

The impact fee calculation and schedule is based upon a review of the impact fee and calculation for single-family residences and for multifamily residences set forth in the most recent version of the Federal Way School District's Capital Facilities Plan adopted by the Auburn city council as an element of the Auburn comprehensive plan. The calculation is the determination of the appropriate proportionate share of the costs of public school capital facilities needed to serve new growth and development to be funded by school impact fees based on the factors defined in ACC 19.02.020.

Effective January 1, ~~2017~~2018, or the effective date of this ordinance whichever is later, the school impact fee shall be as follows:

Per Single-Family Dwelling Unit ~~\$3,198.00~~\$6,842.00

Per Multifamily Dwelling Unit ~~\$8,386.00~~\$20,086.00

(Ord. 6627 § 1, 2016; Ord. 6581 § 4, 2016; Ord. 6542 § 4, 2014; Ord. 6488 § 4, 2013; Ord. 6445 § 4, 2012; Ord. 6393 § 4, 2011; Ord. 6341 § 2, 2011; Ord. 6340 § 4, 2010; Ord. 6279 § 4, 2009; Ord. 6214 § 4, 2008; Ord. 6134 § 4, 2007; Ord. 6060 § 4, 2006; Ord. 6042 § 1, 2006.)

**Section 5.** Constitutionality and Invalidity. If any section, subsection sentence, clause, phrase or portion of this Ordinance, is for any reason held invalid or unconstitutional by any Court of competent jurisdiction such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**Section 6.** The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance, or the invalidity of the application thereof to any person or

circumstance shall not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

**Section 7.** Implementation. The Mayor is authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation.

**Section 8.** Effective Date. This Ordinance shall take effect and be in force five days from and after its passage, approval and publication as provided by law.

INTRODUCED: \_\_\_\_\_

PASSED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

CITY OF AUBURN

ATTEST:

\_\_\_\_\_  
NANCY BACKUS, Mayor

\_\_\_\_\_  
Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Daniel B. Heid, City Attorney

Published: \_\_\_\_\_

## School Impact Fee Proposal (Effective Year 2018)

School District	Multiple Family				Single Family			
	Past 2017 fee, Per ACC 19.02	CFP says:	Requested Amount	Change?	Past 2017 fee, Per ACC 19.02	CFP says:	Requested Amount	Change?
Auburn	\$1,639.70	\$2,081.29 Page 29	\$2,081.29	Increase of \$441.59	\$5,459.37	\$3,321.86 Page 29	\$3,321.86	Decrease of \$2,147.51
Dieringer	\$1,759.00	\$1,081.00 Page 16	\$1,081.00	Decrease of \$678.00	\$3,400.00	\$3,760.00 Page 16	\$3,760.00	Increase of \$360.00
Federal Way	\$8,386.00	\$20,086.00 Page 28 & 30	\$20,086.00	Increase of \$11,700.00	\$3,198.00	\$6,842.00 Page 28 & 30	\$6,842.00	Increase of \$3,644.00
Kent	\$2,210.00	\$2,267.00 Page 31-32	\$2,267.00	Increase of \$57.00	\$5,100.00	\$5,235.00 Page 31-32	\$5,235.00	Increase of \$135.00

CFP = Capital Facilities Plan  
ACC = Auburn City Code

Sponsored by: Councilmember Derek Young  
Requested by: Pierce County Council

## ORDINANCE NO. 2017-78

### **An Ordinance of the Pierce County Council Amending Section 4A.30.030 of the Pierce County Code (PCC), "School Impact Fee Schedule," to Adjust School Impact Fees for 2018 Based Upon Changes in the Consumer Price Index; and Setting an Effective Date.**

**Whereas**, school impact fees in Pierce County are calculated according to the formulas in Section 4A.30.020 of the Pierce County Code (PCC), then the fee is "capped" by a "Maximum Fee Obligation" (MFO) which increases annually according to the Consumer Price Index for the Seattle/Tacoma/Bremerton Standard Metropolitan Statistical Area (PCC 4A.30.020 D.); and

**Whereas**, the annual adjustment must be adopted by Ordinance following the adoption of the Capital Facilities Plan and any review of impact fees; and

**Whereas**, it has been the practice of the Pierce County Council (Council) to only adjust impact fees in increments of five dollars, rounding up to the nearest five dollar increment; and

**Whereas**, the Council temporarily suspended inflationary adjustments to park and school impact fees for the years 2012 and 2013 for economic reasons through the adoption of Ordinance Nos. 2011-81s and 2012-71; and

**Whereas**, school impact fees are collected for residential development in the unincorporated County for school districts that meet the requirements in Title 4A PCC; and

**Whereas**, the Consumer Price Index for all urban customers for the Seattle-Tacoma-Bremerton area for January 2006 was calculated to be 202.25 (the base index for school impact fees); for August 2017 it was 263.333, which is an increase of 30.20 percent; and

**Whereas**, the MFO for school districts effective in January 2006 and adopted in Ordinance No. 2004-94s was \$2,675.00 for single-family dwelling units, and \$1,410.00 for each multi-family dwelling unit; and

**Whereas**, as a result of inflationary adjustments from prior years, the current MFO for schools is \$3,400.00 for single-family dwelling units, and \$1,790.00 for multi-family dwelling units; and

1       **Whereas**, after adjusting for changes to the Consumer Price Index through  
2 August 2017 and rounding up to the nearest five dollar increment, the adjusted school  
3 MFOs are \$3,485.00 for single-family dwelling units, and \$1,840.00 for multi-family  
4 dwelling units, an increase of \$85.00 and \$50.00, respectively; and

5  
6       **Whereas**, pursuant to PCC 4A.10.130 and 4A.30.010 C., the County has  
7 reviewed the relevant School Districts' Capital Facilities Plans, County Comprehensive  
8 Plan Amendments, and Title 4A PCC; and

9  
10       **Whereas**, the White River and Carbonado School Districts have requested that  
11 no impact fees be collected by Pierce County within their respective districts; **Now**  
12 **Therefore**,

13  
14       **BE IT ORDAINED by the Council of Pierce County:**

15  
16       Section 1. Section 4A.30.030 of the Pierce County Code, "School Impact Fee  
17 Schedule," is hereby amended as shown in Exhibit A, which is attached hereto and  
18 incorporated herein by reference.

19  
20       Section 2. This Ordinance shall become effective on January 1, 2018.

21  
22  
23       **PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.**

24  
25       ATTEST:

26                               **PIERCE COUNTY COUNCIL**  
27                               Pierce County, Washington

28  
29  
30       \_\_\_\_\_  
31       **Denise D. Johnson**  
32       Clerk of the Council

33  
34       \_\_\_\_\_  
35       **Douglas G. Richardson**  
36       Council Chair

37                               \_\_\_\_\_  
38       **Bruce F. Dammeier**  
39       Pierce County Executive  
40       Approved \_\_\_\_\_ Vetoed \_\_\_\_\_, this  
41       \_\_\_\_\_ day of \_\_\_\_\_,  
42       2017.

43       Date of Publication of  
44       Notice of Public Hearing: \_\_\_\_\_

      Effective Date of Ordinance: \_\_\_\_\_

Only those portions of Section 4A.30.030 that are proposed to be amended are shown.  
Remainder of text, tables and/or figures is unchanged.

#### 4A.30.030 School Impact Fee Schedule.

SCHOOL DISTRICT	PER SINGLE-FAMILY DWELLING UNIT		PER MULTI-FAMILY DWELLING UNIT	
	School District Fee Calculation for 20172018	20172018 Impact Fee (Maximum Fee Obligation Effective 1/01/1718 is \$3,3303,485)	School District Fee Calculation for 20172018	20172018 Impact Fee (Maximum Fee Obligation Effective 1/01/1718 is \$1,7551,840)
Bethel	\$13,797	\$3,400 \$3,485	\$10,369	\$1,795 \$1,840
Carbonado	0	0	0	0
Dieringer	\$5,053 \$3,760	\$3,400 \$3,485	\$1,759 \$1,081	\$1,759 \$1,081
Eatonville	0	0	0	0
Fife	\$6,670 \$1,527	\$3,400 \$1,527	\$1,772 \$290	\$1,772 \$290
Franklin Pierce	\$10,032	\$3,400 \$3,485	\$4,530	\$1,795 \$1,840
Orting	\$4,841 \$10,730	\$3,400 \$3,485	\$163 \$11,611	\$163 \$1,840
Peninsula	\$5,296 \$8,061	\$3,400 \$3,485	\$3,085 \$4,800	\$1,795 \$1,840
Puyallup	\$8,144 \$14,462	\$3,400 \$3,485	\$2,202 \$4,233	\$1,795 \$1,840
Steilacoom	\$6,184 \$4,217	\$3,400 \$3,485	0	0
Sumner	\$12,750 \$11,851	\$3,400 \$3,485	\$4,302 \$1,772	\$1,755 \$1,772
White River	0	0	0	0
Yelm	\$4,450	\$3,400 \$3,485	\$1,812	\$1,755 \$1,795



## AGENDA BILL APPROVAL FORM

---

**Agenda Subject:**

King County Franchise Fee (Snyder) (10 Minutes)

**Date:**

November 17, 2017

**Department:**

CD & PW

**Attachments:**

[Figure 1 - City of Auburn Utilities in](#)

[Unincorporated King County](#)

[King County Ordinance 18403](#)

[Proposed Annual Fee Methodology](#)

**Budget Impact:****Administrative Recommendation:**

For discussion only.

**Background Summary:**

On November 8, 2016, the King County Council passed Ordinance 18403 that requires utility providers with franchise facilities in King County's right-of-way (ROW) to pay an annual fee for use of their ROW. The City of Auburn's water, sewer, and storm utilities each have a few facilities that are in unincorporated areas within the City's utilities service areas, as shown on Figure 1. The City has 25-year franchise agreements with King County for water (1996-2021) and for sewer (2002-2027).

King County has developed a proposed methodology (attached) for determining the annual fee that each franchisee would owe, and is accepting comments about the methodology from October 23, 2017 to December 7, 2017. The methodology is based on 10% of the assessed land value (not including the value of improvements) of the properties adjacent to ROW, with a 6.6% rate of return on that value. There are provisions in the methodology for periodically updating the fee. The methodology assumes that the annual fee will be divided among the number of customers/parcels adjacent to the utilities. The methodology limits the fee to a maximum amount of \$5 per month per parcel.

Based on the methodology, City staff estimates that the initial annual fee to be paid to King County would total approximately \$2,000 (\$600 for 30 parcels adjacent to the water lines, \$600 for 20 parcels adjacent to the sewer line, and \$800 for 20 parcels adjacent to the storm lines).

Failure to pay the fee means the City's franchise agreements would not be renewed, and the City may be subject to legal action for failing to comply with existing franchise terms.

**Potential Actions by Other Entities**

This Ordinance primarily affects water and sewer districts and private utility providers (e.g.,

Puget Sound Energy [PSE], telecommunications, etc.). Both the Washington Association of Sewer and Water Districts (WASWD) and PSE have indicated their intent to challenge the legality of the Ordinance.

Many cities have little or no affected utilities; some cities have indicated their intention to pass the fees on to non-City residents.

### **Points for Discussion**

1. Should the City to pass the fees on to non-City residents who are water and sewer utility customers?
2. Should the City pay the fees from the utility operating fund and factor this into our rates for all customers?

### **Reviewed by Council Committees:**

**Councilmember:**

**Staff:**

Gaub/Tobin

**Meeting Date:** November 27, 2017

Item Number:

A map of King County, Washington, showing its unincorporated areas. The county boundary is outlined in a thick black line. Three specific unincorporated areas are highlighted with red circles and labeled with red text: "KING COUNTY UNINCORPORATED AREAS". Red arrows point from this text to the three circled areas. A north arrow is located in the upper right corner of the map. The map includes various geographical features such as rivers (e.g., Duwamish River, Green River), lakes (e.g., Lake Washington, Lake Union), and major roads (e.g., I-5, I-90, SR-520). The map is oriented with North at the top.



## KING COUNTY

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

### Signature Report

November 8, 2016

### Ordinance 18403

Proposed No. 2016-0521.3

Sponsors Balducci, Upthegrove, Lambert and  
Dembowski

1 AN ORDINANCE setting the reasonable compensation,  
2 fees and costs to be paid by a utility company applying for  
3 a franchise or using the right-of-way of county roads under  
4 a franchise, and authorizing a utility company to make a  
5 forbearance payment to King County; amending Ordinance  
6 17515, Section 4, as amended, and K.C.C. 4A.675.020,  
7 Ordinance 17515, Section 8, as amended, and K.C.C.  
8 4A.675.030, Ordinance 1710, Section 2, as amended, and  
9 K.C.C. 6.27.020, Ordinance 1710, Section 3, and K.C.C.  
10 6.27.030, Ordinance 10171, Section 1, as amended, and  
11 K.C.C. 6.27.054, Ordinance 1710, Section 6, as amended,  
12 and K.C.C. 6.27.060, Ordinance 1711, Section 4, as  
13 amended, and K.C.C. 14.44.040 and Ordinance 11790,  
14 Section 1, as amended, and K.C.C. 14.44.055 and adding  
15 new sections to K.C.C. chapter 6.27.

16 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

17 SECTION 1. Findings:

18 A. RCW 36.75.020 grants King County broad authority to establish and regulate  
19 the use of county roads.

20           B. RCW 36.55.010 authorizes King County "to grant franchises . . . to use the  
21 right-of-way of county roads . . . for the construction and maintenance of waterworks, gas  
22 pipes, telephone, telegraph, and electric light lines, sewers and any other such facilities."

23           C. RCW 80.32.010 authorizes the legislative authority of King County to grant  
24 authority and prescribe the terms and conditions for the construction, maintenance and  
25 operation of electrical lines for the transmission of electrical power upon, over, along or  
26 across the county streets and roads.

27           D. King County grants franchises to public and private utility companies that  
28 authorize the utility companies to use the right-of-way of county roads to provide utility  
29 service within King County and elsewhere. Franchises grant a valuable property right to  
30 utility companies to use the right-of-way, which allows the utility companies to profit and  
31 benefit from the use of the right-of-way in a manner not generally available to the public.

32           E. Utility companies must apply for a franchise to use the right-of-way under  
33 K.C.C. chapter 6.27. Franchises are memorialized in a franchise agreement that is  
34 negotiated by the parties and approved by the King County council. King County  
35 currently recovers from utility companies some but not all of the cost of reviewing and  
36 processing the application for a franchise and in some cases has reserved the right in  
37 franchise agreements to be compensated for the use of the right-of-way that is authorized  
38 by a franchise.

39           F. In exchange for the valuable property right to use the right-of-way, King  
40 County has authority to require utility companies to provide reasonable compensation.

41           G. Under these authorities and in light of the valuable property right granted by a  
42 franchise, it is in the best interests of the public to require a utility to provide reasonable

43 compensation in return for its use of the right-of-way of county roads. In pursuing the  
44 best interests of the public, King County intends to evaluate the use of the right-of-way  
45 by utilities not subject to the requirement for reasonable compensation in this ordinance,  
46 and as appropriate to extend the requirement for reasonable compensation to such  
47 utilities.

48 H. RCW 35.58.050 authorizes King County to perform water supply and water  
49 pollution abatement and RCW 58.08.010 authorizes the County to establish a public  
50 utility district to form an electric utility, which authorities provide the opportunity for  
51 King County to establish its own municipal utilities for the benefit of the public.

52 I. To assure access to the right-of-way of county roads, to increase long term  
53 certainty as to the compensation due for use of the right-of-way, and to ease the  
54 administrative burden of determining such compensation, some utility companies may  
55 desire to enter into an agreement to pay a negotiated amount in exchange for a  
56 commitment from King County to grant a franchise and to forbear from competing with  
57 the utility company or from requiring the utility company to pay reasonable  
58 compensation for use of the right-of-way. Subject to approval by the King County  
59 council, such an agreement would be in the best interests of the public.

60 SECTION 2. Ordinance 17515, Section 4, as amended, and K.C.C. 4A.675.020  
61 are each hereby amended to read as follows:

62 A. The franchise application fee for a party requesting a new franchise, an  
63 amended franchise, a renewal((;)) or extension of an existing franchise or a transfer of its  
64 franchise rights under K.C.C. 6.27.054 is two thousand five hundred dollars.

65 B. The advertising fee under K.C.C. 6.27.054 is the full advertising costs  
66 associated with the application.

67 C. The real estate services section of the facilities management division may  
68 assess a surcharge to recover the actual costs (~~((and all expenses))~~) as specified in K.C.C.  
69 6.27.054.B.

70 SECTION 3. Ordinance 17515, Section 8, as amended, and K.C.C. 4A.675.030  
71 are each hereby amended to read as follows:

72 A. The right-of-way construction permit application fee for a party requesting a  
73 permit under K.C.C. chapter 14.44, is two hundred dollars, as specified in K.C.C.  
74 14.44.040.A.

75 B. The real estate services section of the facilities management division may  
76 assess a surcharge to recover the actual costs (~~((and all expenses))~~) as specified in K.C.C.  
77 14.44.040.B.

78 ~~((C. The total of the permit application fee under subsection A. of this section  
79 and the surcharge assessed under Subsection B. of this section shall not exceed two  
80 thousand dollars.))~~

81 SECTION 4. Ordinance 1710, Section 2, as amended, and K.C.C. 6.27.020 are  
82 each hereby amended to read as follows:

83 ~~((Persons or private or municipal corporations are required, in accordance with  
84 RCW 36.55.010, to obtain a right-of-way))~~ In accordance with RCW 36.55.010, the  
85 county requires persons or private or municipal corporations to obtain a franchise  
86 approved by the King County council in order to use the right-of-way of county roads for  
87 the construction and maintenance of waterworks, gas pipes, telephone, telegraph and

88 electric lines, sewers, cable TV and petroleum products and any other such public and  
89 private utilities. This requirement may be waived for the purpose of issuing  
90 ~~((emergency))~~ right-of-way construction permits as provided in K.C.C. 14.44.055.

91 SECTION 5. Ordinance 1710, Section 3, and K.C.C. 6.27.030 are each hereby  
92 amended to read as follows:

93 Applications for ~~((right-of-way))~~ franchises shall be submitted, in a form  
94 approved by the ~~((property and purchasing))~~ facilities management division, to the clerk  
95 of the King County council.

96 SECTION 6. Ordinance 10171, Section 1, as amended, and K.C.C. 6.27.054 is  
97 hereby further amended to read as follows:

98 A. A party requesting a new franchise, an amended franchise, a renewal~~((;))~~ or  
99 extension of an existing franchise or a transfer of its franchise rights shall pay a franchise  
100 application fee as set forth in K.C.C. 4A.675.020. The fee is for ~~((reimbursement to the~~  
101 ~~real estate services section of the facilities management division for))~~ the administrative  
102 costs ~~((and expenses))~~ incurred by the county in the reviewing and processing of the  
103 franchise application. The franchise application fee is payable at the time ~~((the~~  
104 ~~application is filed with the clerk of the council))~~ of franchise issuance. In addition, each  
105 applicant shall pay an advertising fee as set forth in K.C.C. 4A.675.020.B. ~~((Franchise~~  
106 ~~application and a))~~ A advertising fees are not refundable, even if the application is  
107 disapproved.

108 B. The real estate services section may require applicants to reimburse the ~~((real~~  
109 ~~estate services section))~~ county for the actual costs ~~((and all expenses))~~ incurred by the  
110 ~~((real estate services section as a result of))~~ county in the reviewing and processing of an

111 application for the issuance, renewal or extension, amendment(~~(,-extension)~~) or transfer  
112 of ((a)) franchise rights, to the extent the costs exceed the costs of reviewing and  
113 processing the application recovered by the application fee. The payment of actual cost  
114 balances shall be made at the time of the franchise issuance.

115 C. If a franchise is granted to an applicant, the real estate services section may  
116 require the grantee of the franchise to reimburse the county for the actual costs incurred  
117 by the county in administering a grantee's activities under the franchise, including but not  
118 limited to costs incurred for inspections, relocations, abatements and enforcement.

119 D. The facilities management division is authorized to establish rules or policies  
120 that define actual costs that may be charged to an applicant for a franchise or to a grantee  
121 of a franchise under subsections B. and C. of this section. Costs related to reviewing and  
122 processing applications for franchises and administering franchises may include, but are  
123 not limited to costs for:

- 124 1. Personnel, including payroll and management;
- 125 2. Overhead, including office rent, maintenance and utilities;
- 126 3. Program planning and development;
- 127 4. Data processing and computer;
- 128 5. Legal and accounting services; and
- 129 6. Consulting services such as engineering and environmental assessment.

130 E. The facilities management division is authorized to establish rules or policies  
131 to assess annual administration charges to grantees of franchises under subsection C. of  
132 this section to reasonably cover the costs incurred by the county in administering  
133 franchises. If the facilities management division institutes such an administration charge,

the real estate services section may require applicants to reimburse the county for the actual costs incurred by the county in administering a franchise, to the extent the costs exceed the costs recovered by the administration charge.

F. All ~~((franchise application))~~ payments received under this section shall be credited to the county current expense fund. The franchise application fee received under K.C.C. 4A.675.020.A. and K.C.C. 6.27.054.A. and any reimbursement of actual costs under K.C.C. 6.27.054.B. shall be credited against any franchise compensation required by K.C.C. 6.27.060.B.

~~((D.))~~ G. This section shall not apply to franchise applications, amended franchises, renewal ~~((, amendments))~~ or extension of existing franchises or transfers ~~((made))~~ or franchise rights or franchise administration under the county's cable television regulations, K.C.C. chapter 6.27A.

SECTION 7. Ordinance 1710, Section 6, as amended, and K.C.C. 6.27.060 are each hereby amended to read as follows:

A. All franchises ~~((granted for county rights-of-way))~~ shall be consistent with the following criteria:

1. A previously approved comprehensive plan for the applicant; if required to have such a plan by K.C.C. 13.24.010;

2. The county ~~((e))~~Comprehensive ~~((p))~~Plan;

3. The standards of good practice regarding accommodation of utilities on county road right-of-way as stated in the King County Road Standards, ~~((pursuant to Washington Administrative Code,))~~ under ~~((C))~~chapter 136-40 WAC;

156           4. The franchise shall include provisions requiring the grantee of a franchise to  
157 carry out a program acceptable to the county for the grantee to remove or relocate at its  
158 cost its facilities in the right-of-way that pose a hazard to the general public; and

159           5. The franchise shall include provisions acceptable to the county requiring the  
160 grantee of the franchise to indemnify, defend and hold harmless the county against  
161 damages, including environmental damages, caused by, arising out of, or incidental to the  
162 grantee's exercise of rights and obligations set forth in the franchise agreement.

163           B. All franchises granted for electric, gas, water and sewer utilities shall include a  
164 requirement that the grantee provide the county with franchise compensation under  
165 section 8 of this ordinance in return for the right to use the right-of-way.

166           C. In addition, all franchises granted for water and sewer utilities shall be  
167 consistent with the following criteria:

168           1. Health and sanitation regulations of the Seattle-King County department of  
169 public health ((department)) and the state;

170           2. County standards for water mains and fire hydrants and other fire suppression  
171 water facilities and services as defined in chapter 70.315 RCW. Consistent with the  
172 authority in chapter 70.315 RCW, except when the county is acting as a customer or as a  
173 purveyor, the grantee of a water utility franchise shall, at no expense to the county,  
174 provide fire suppression water facilities and services required by applicable law and shall  
175 indemnify, defend and hold harmless the county against damages arising from fire  
176 suppression activities during fire events. The costs incurred by the grantee for such fire  
177 suppression water facilities and services shall be credited against any franchise  
178 compensation required by K.C.C. 6.27.060.B;

179           3. The grantee of the franchise shall, at no expense to the county, repair all  
180 existing facilities that it owns within county road rights-of-way, including all appurtenant  
181 facilities and service lines connecting its system to users, if ~~((such))~~ the repair is required  
182 by the county for any reasonable purpose;

183           4. The grantee of the franchise shall, at no expense to the county, adjust, remove  
184 or relocate existing facilities with county road rights-of-way, including all appurtenant  
185 facilities and service lines connecting its system to users, if the county determines  
186 ~~((such))~~ the adjustment, removal or relocation is reasonably necessary to allow for an  
187 improvement or alteration planned by the county in ~~((such))~~ the road right-of-way. The  
188 county shall give the grantee written notice of ~~((such))~~ the requirement as soon as  
189 practicable, with the goal to provide the notice at the beginning of the ~~((pre-design))~~  
190 predesign stage for projects that are part of the county's capital improvement program,  
191 including such available information as is reasonably necessary for the grantee to plan for  
192 ~~((such))~~ the adjustment, removal or relocation;

193           5. For projects that are a part of the county's capital improvement program, in  
194 addition to any other notice given to the grantee of the franchise, the county shall provide  
195 a vertical and horizontal profile of the roadway and drainage facilities within it, both  
196 existing and as proposed by the county, and the proposed construction schedule;  
197 notwithstanding any permit conditions that may later be applied to the county project, this  
198 initial design information shall be given at least ~~((180))~~ one hundred eighty days before  
199 construction is scheduled to begin, except in cases of urgent construction or emergencies.  
200 The grantee shall respond to this notice, and to any later notices of revised designs based  
201 on permit conditions, within no more than ~~((30))~~ thirty days by providing to the county

the best available information as to the location of all of the grantee's facilities, including all appurtenant facilities and service lines connecting its system to users and all facilities that it has abandoned, within the area proposed for the public works project. The county shall offer the grantee the opportunity to participate in the preparation of bid documents for the selection of a contractor to perform the public works project as well as all required adjustments, removals or relocations of the grantee's facilities. ~~((Such))~~ The bid documents shall provide for an appropriate cost allocation between the parties. The county shall have sole authority to choose the contractor to perform ~~((such))~~ the work. The grantee and the county may negotiate an agreement for the grantee to pay the county for its allocation of costs, but neither party shall be bound to enter into such an agreement. Under such an agreement, in addition to the grantee's allocation of contractor costs, the grantee shall reimburse the county for costs, such as for inspections or soils testing, related to the grantee's work and reasonably incurred by the county in the administration of ~~((such))~~ the joint construction contract~~((s))~~. ~~((Such))~~ The costs shall be calculated as the direct salary cost of the time of county professional and technical personnel spent productively engaged in ~~((such))~~ the work, plus overhead costs at the standard rate charged by the county on other similar projects, including joint projects with other county agencies~~((:));~~ and

6. The grantee of the franchise shall, at no expense to the county, assume the following obligations with respect to facilities connected to its system that are within county road rights-of-way and ~~((which))~~ that it does not own, including appurtenant facilities and service lines connecting its system to users:

224           a. The grantee shall apply for, upon request and on behalf of the owner of the  
225 facilities, a county right-of-way construction permit for any repairs required for ~~((such))~~  
226 the facilities~~((; provided such))~~, but only if the owner agrees to reimburse the grantee for  
227 all costs incurred by the grantee and any other reasonable conditions the grantee requires  
228 as a precondition to applying for the permit. All work to be performed in the county  
229 right-of-way shall comply with all conditions of the county permit and all applicable  
230 county requirements. The grantee may at its option perform any part of the repair with its  
231 own forces or require the owner to employ a contractor for that purpose, ~~((provided~~  
232 ~~such))~~ but only if the contractor is approved by the county;

233           b. In the event that the county determines emergency repair of ~~((such))~~ the  
234 owner's facilities is necessary to halt or prevent significant damage to county road rights-  
235 of-way or significant threats to the health, safety or welfare of parties other than the  
236 owner or the occupants of the building served by ~~((such))~~ the facilities, the grantee shall  
237 take prompt remedial action to correct the emergency to the county's approval, which the  
238 county shall not unreasonably withhold; and

239           c. When the county or its contractor provides notice to the grantee, ~~((pursuant~~  
240 ~~to))~~ in accordance with chapter 19.122 RCW, of its intent to excavate with county road  
241 rights-of-way, the grantee shall provide to the county or its contractor the best  
242 information available from the grantee's records or, where reasonable, from the use of  
243 locating equipment as to the location of ~~((such))~~ the facilities, including surface markings  
244 where these would reasonably be of use in the excavation. If the grantee fails to make  
245 good faith efforts to provide the ~~((above))~~ information required in this subsection C.6.c.  
246 within the deadlines provided by chapter 19.122 RCW, the grantee shall defend,

247 indemnify and hold the county harmless for all claims and reasonable costs that result  
248 from damage to ~~((such))~~ the facilities if ~~((such))~~ the damage occurs as a result of the  
249 failure to provide ~~((such))~~ the information. Nothing in this subsection is intended or shall  
250 be construed to create any rights in any third party or to form the basis for any obligation  
251 or liability on the part of the county or the grantee toward any third party, nor is anything  
252 in this subsection intended or to be construed to alter the rights and responsibilities of the  
253 parties under chapter 19.122 RCW, as amended.

254 NEW SECTION. SECTION 8. There is hereby added to K.C.C. chapter 6.27 a  
255 new section to read as follows:

256 A. Each franchise for electric, gas, water or sewer utilities granted by King  
257 County shall include a requirement that the grantee of the franchise provide the county  
258 reasonable compensation in return for the right to use the right-of-way for the purposes of  
259 constructing, operating, maintaining and repairing utility facilities and related  
260 appurtenances, which for the purposes of this section is "franchise compensation." This  
261 requirement and the process outlined in this section for determining franchise  
262 compensation shall apply to franchises granted after the effective date of this ordinance,  
263 and to existing franchises that include terms that authorize compensation in return for the  
264 right to use the right-of-way. For the purpose of determining franchise compensation  
265 under this section, an applicant for a franchise and a grantee of an existing franchise that  
266 includes terms that authorize compensation in return for the right to use the right-of-way  
267 is "the applicant."

268 B. Franchise compensation shall be in the nature of rent and shall be paid  
269 annually. Franchise compensation may be in the form of money, in-kind services or  
270 other nonmonetary benefits, accruing to King County.

271 C. Franchise compensation shall be determined through consideration of the  
272 following relevant factors, not all of which must be applied to each franchise: the land  
273 value of right-of-way within the applicant's service area; the approximate amount of area  
274 within the right-of-way that will be needed to accommodate the applicant's use; a  
275 reasonable rate of return to King County for the applicant's use of the right-of-way; the  
276 business opportunity made available to the applicant; density of households served; a  
277 reasonable annual adjustment; and other factors that are reasonably related to the value of  
278 the franchise or the cost to King County of negotiating the franchise.

279 D. The facilities management division is authorized to establish policies that  
280 create a process for the determination of franchise compensation. These policies may  
281 include different processes for the determination of franchise compensation depending on  
282 the size and complexity of the franchise. As part of the process, the facilities  
283 management division may request from the applicant information relevant to the  
284 determination of franchise compensation. Also as part of the process, the facilities  
285 management division shall make a reasonable estimate of franchise compensation and  
286 provide that estimate to the applicant. Thereafter, the applicant shall have a reasonable  
287 opportunity to suggest adjustments to the estimate in order to reach agreement with King  
288 County as to the amount and type of franchise compensation.

289 NEW SECTION. SECTION 9. There is hereby added to K.C.C. chapter 6.27 a  
290 new section to read as follows:

291 A. The executive is authorized to consider alternative means of providing utility  
292 services, including but not limited to:

- 293 1. Establishing a King County utility to provide utility services, or
- 294 2. Granting nonexclusive franchises.

295 B. In exchange for a forbearance payment by a utility company, the county may  
296 contract with the utility company:

- 297 1. To forbear from establishing a King County utility to compete with the utility  
298 company; and
- 299 2. To forbear from requiring the utility company to provide the county  
300 reasonable compensation in return for the right to use the right-of-way as required by  
301 K.C.C. 6.27.060.B.

302 C. The forbearance agreement may take the form of a franchise agreement, an  
303 interlocal agreement under chapter 39.34 RCW or an agreement under other contracting  
304 authority, and shall be subject to approval by the King County council.

305 NEW SECTION. SECTION 10. There is hereby added to K.C.C. chapter 6.27 a  
306 new section to read as follows:

307 If any person or entity installs or maintains utility facilities in the right-of-way of  
308 county roads without the required franchise, or has not complied with the terms of an  
309 existing franchise, the executive is authorized to initiate legal proceedings to seek all  
310 legal and equitable remedies to effectuate this chapter, including, but not limited to:

311 A. Ejecting a person or entity occupying the right-of-way of county roads that  
312 refuses to enter into a franchise with King County or to pay franchise compensation as

required by K.C.C. 6.27.060.B., or an application fee or other cost related to use of the right-of-way;

B. Confirming the reasonableness of the franchise compensation required by K.C.C. 6.27.060.B. that is sought by King County;

C. Enforcing the terms and conditions of a franchise; or

D. Revoking a franchise.

NEW SECTION. SECTION 11. There is hereby added to K.C.C. chapter 6.27 a new section to read as follows:

In addition to judicial enforcement under section 10 of this ordinance, the manager of the real estate services section and the director of the road services division are authorized to enforce this chapter and any rules or regulations adopted under this chapter in accordance with the enforcement and penalty provisions of K.C.C. Title 23. A citation under K.C.C. 23.32.010.A.1.a. for violation of this chapter and any rules or regulations adopted under this chapter shall be in the amount of two hundred fifty to one thousand dollars, depending on the amount of right-of-way being occupied by the person or entity responsible for code compliance. A violation of a notice and order under K.C.C. 23.32.010.A.1.b. for violation of this chapter and any rules or regulations adopted under this chapter shall be two hundred fifty to one thousand dollars, depending on the amount of right-of-way being occupied by the person or entity responsible for code compliance.

SECTION 12. Ordinance 1711, Section 4, as amended, and K.C.C. 14.44.040 are each hereby amended to read as follows:

334 A. Each application for a right-of-way construction permit requires a fee payable  
335 to the ~~((real estate services section))~~ county as set forth in K.C.C. 4A.675.030 for the  
336 administrative costs ~~((and expenses))~~ of reviewing and processing the application.

337 B. The real estate services section shall have the authority to require applicants to  
338 reimburse the ~~((real estate services section))~~ county for the actual costs ~~((and all~~  
339 ~~expenses))~~ incurred by the ~~((real estate services section))~~ county as a result of issuance,  
340 renewal or amendment of a right-of-way construction permit, to the extent the costs ~~((and~~  
341 ~~expenses))~~ exceed the costs of reviewing and processing the application recovered by the  
342 application fee. The payment of actual costs shall be made at the time of permit issuance.

343 SECTION 13. Ordinance 11790, Section 1, as amended, and K.C.C. 14.44.055  
344 are each hereby amended to read as follows:

345 A. Before January 1, 2018, ~~((F))~~the facilities management division may issue  
346 right-of-way construction permits to unfranchised utilities. Thereafter, the facilities  
347 management division may issue right-of-way construction permits to unfranchised  
348 utilities only under the following circumstances:

349 1. When the Seattle-King County department of public health has  
350 ~~((determined))~~ certified in writing to the facilities management division that the proposed  
351 work is necessary to address a specifically identified public health hazard; ~~((or))~~

352 2. When the road services division of the department of transportation has  
353 ~~((determined))~~ certified in writing to the facilities management division that the proposed  
354 work is necessary to address specifically identified actual or imminent damage to county  
355 right-of-way or to address specifically identified hazards to users of county right-of-way;  
356 or

357           3. If the unfranchised utility is involved in good-faith negotiation with the  
358 county that is likely to result in a franchise that will be submitted to the council for  
359 approval and the executive has certified that status in writing. The certification shall be  
360 in a letter that shall be filed with the clerk of the council in the form of a paper original  
361 and an electronic copy with the clerk of the council, who shall retain the original and  
362 provide an electronic copy to all councilmembers.

363           B. No right-of-way construction permit for sewer or water facility construction  
364 shall be issued unless the facilities management division receives a determination from  
365 the chair of the utilities technical review committee that the proposed work is consistent  
366 with the King County Comprehensive Plan codified in K.C.C. Title 20 and with K.C.C.  
367 13.24.132, 13.24.134, 13.24.138 and 13.24.140.

368 C. The permit applicant shall be required to meet all conditions of this chapter,  
369 except K.C.C. 14.44.050, A, and C.  
370

Ordinance 18403 was introduced on 10/24/2016 and passed as amended by the  
Metropolitan King County Council on 11/7/2016, by the following vote:

Yes: 7 - Mr. Gossett, Ms. Lambert, Mr. McDermott, Mr. Dembowski,  
Mr. Upthegrove, Ms. Kohl-Welles and Ms. Balducci  
No: 2 - Mr. von Reichbauer and Mr. Dunn  
Excused: 0

KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON



J. Joseph McDermott, Chair

ATTEST:



Melani Pedroza, Acting Clerk of the Council

APPROVED this 17<sup>th</sup> day of November, 2016.



Dow Constantine, County Executive

Attachments: None

RECEIVED  
2016 NOV 17 PM 3:55  
KING COUNTY COUNCIL CLERK

Estimation of Franchise Compensation				
Key	Input			
	Output			
<b>Valuation of Land Adjacent to ROW</b>				
Total Assessed Land Value				1
Total Square Feet				2
Value per sq. ft. of land adjacent to the ROW				3
Adjusted value per sq. ft. of land adjacent to ROW				
Adjustment for the extent to which Assessed Land Value lags behind the fair market value of real estate in KC.			4	5
<b>Valuation of Franchise Use Area</b>				
Franchise Use				
Width	6			
Length	7	Franchise Use Area		8
Adjustment for facility location	9	Value of Franchise Use Area		10
<b>Franchise Compensation Calculation</b>				
			Annual Compensation	
Rate of Return		11		12
<b>Financial Impact Protection for Customers</b>				
		Monthly Compensation		13
Total residential customers	14			
Total other customers	15			
Monthly cost per customer	16	Adjusted monthly cost for residential customers		17
Revised Monthly Compensation	18			
Revised Annual Compensation	19			

1. Total assessed land value of parcels adjacent to the ROW in the Franchise Area. Data is provided by KC GIS.

2. Total square feet of parcels valued in Box 1. Data is provided by KC GIS.

3. The value per sq. ft. of the land adjacent to the ROW = Assessed value of tax paying parcels (Box 1) ÷ total square feet of the parcels valued in Box 1 (Box 2) .

4. Adjustment = 1.10 but may vary depending on economic conditions.

5. Adjusted value per sq. ft. of land adjacent to ROW = Box 3 x Box 4.

6. Based on the typical width of a utility easement = 15'. This provides for reasonable working room and clearance and may be increased to account for transmission lines.

7. Number of linear feet of ROW occupied by the Utility. Data provided by either KC GIS or Utility.

8. Franchise Use Area = Width (Box 6) x Length (Box 7). Used to calculate the Value of the Franchise Use Area (Box 10) below.

9. This captures the approximate area of the available ROW a Utility occupies, based on facility location (aerial or underground). 25% is applied for aerial utilities and 10% for for underground utilities. This percentage may increase for transmission lines.

10. Value of Franchise Use Area = Franchise Use Area (Box 8) x Facility Location Adjustment (Box 9) x Adjusted Value of land adjacent to ROW (Box 5).

11. The rate of return will be set at 6.6%, which is reflective of the current rate of return on real estate typically charged by municipalities or private parties. This rate may be reassessed periodically.

12. Annual Compensation = Value of Franchise Use Area (Box 10) x the Rate of Return (Box 11).

13. Monthly Compensation = Annual Compensation (Box 12) ÷ 12.

14. Residential customers served - data provided by franchise application.

15. All customers except residential customers - data provided by franchise application.

16. Monthly cost per customer = Monthly Compensation (Box 13) ÷ total # of customers (Box 14 + Box 15).

17. If the monthly cost per customer (Box 16) is more than a reasonable amount for residential customers, then it will be reduced to lessen the impact for residential customers. The financial impact protection amount will be \$5/month.

18. If the montly cost per customer was revised for residential customers (Box 17), compensation will also be reduced to reflect lower residential costs. Revised monthly compensation = Total residential customers (Box 14) x Adjusted monthly cost/residential customer (Box 17) + Total other customers (Box 15) x monthly cost per customer (Box 16).

19. Revised annual compensation = revised monthly compensation (Box 18) x 12.



## AGENDA BILL APPROVAL FORM

---

**Agenda Subject:**

Ordinance No. 6669 - Auburn Poet Laureate (Faber) (10 Minutes)

**Date:**

November 21, 2017

**Department:**

Parks/Art and Recreation

**Attachments:**

[Ordinance No. 6669](#)

**Budget Impact:****Administrative Recommendation:**

City Council discuss Ordinance No. 6669.

**Background Summary:**

The ordinance modifies the existing requirement of the Auburn Poet Laureate to broaden the residency requirements or geographical restriction and allows the selection and recruitment of a Poet Laureate to be based on their work, the quality and subject matter, their involvement in the literary community, and how their experiences and sensibilities could relate to Auburn. The residency requirement is extended to north Pierce and South King County.

**Reviewed by Council Committees:****Councilmember:**

**Meeting Date:** November 27, 2017

**Staff:**

Item Number:

**ORDINANCE NO. 6 6 6 9**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
AUBURN, WASHINGTON, AMENDING SECTION 2.82.020  
OF THE AUBURN CITY CODE RELATING TO THE  
AUBURN POET LAUREATE**

WHEREAS, the study of literature forms a vital part of our shared and diverse culture; and

WHEREAS, the City of Auburn has an active and united community; and

WHEREAS, the City Council has provided for the appointment of a Poet Laureate to encourage the appreciation of poetry and literary life in Auburn with the adoption of Ordinance No. 6383 and creation of Chapter 2.82 of the City Code; and

WHEREAS, in order to assure the City of a broad pool of poetic talent for the appointment of a person to fill the poet laureate position, it would be appropriate to amend the qualification criteria, allowing for individuals involved in the Auburn creative community, even if not a resident of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN as follows:

**Section 1. Amendment to City Code.**

That Section 2.82.020 of the

Auburn City Code be and the same hereby is amended to read as follows:

2.82.020 Qualifications, Appointment, and Term of Office.

A. The Poet Laureate shall be at least 18 years old, be still living at the time of his or her appointment, ~~have been~~ be a resident of South King County or North Pierce County and shall have been actively engaged in Auburn's creative community for at least one year prior to appointment, and shall have demonstrated the following:

1. Excellence as evidenced by the submitted poetry sample.
2. Exemplary professionalism as evidenced by an established history of publication in journals and books, special honors, awards, fellowships, and/or other recognition;

3. Advancement of poetry in Auburn communities as evidenced by a history of activity in Auburn's literary community through readings, publications, public presentations and/or teaching.

Employees (or members of their immediate family or household) of the City of Auburn, and members or staff (or members of their immediate family or household) are ineligible.

B. The Poet Laureate shall be appointed by the Mayor from three finalists chosen by the Auburn Arts Commission. The Arts Commission is authorized to promulgate rules and procedures consistent with this Chapter for the purpose of conducting the nomination process.

C. The term of appointment shall be for three years. Provided, that the Mayor may remove the incumbent without cause.

D. The Poet Laureate shall serve without compensation.

**Section 2. Implementation.** The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation.

**Section 3. Severability.** The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance, or the invalidity of the application thereof to any person or circumstance shall not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

**Section 4. Effective date.** This Ordinance shall take effect and be in force five days from and after its passage, approval and publication as provided by law.

INTRODUCED: \_\_\_\_\_

PASSED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

**CITY OF AUBURN**

\_\_\_\_\_  
NANCY BACKUS, MAYOR

ATTEST:

Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

A handwritten signature in black ink, appearing to read 'DBH', is written over a horizontal line.

Daniel B. Heid, City Attorney

Published: \_\_\_\_\_

## AGENDA BILL APPROVAL FORM

---

**Agenda Subject:**

Third Quarter 2017 Financial Report (Coleman) (30 Minutes)

**Date:**

November 20, 2017

**Department:**

Finance

**Attachments:**

[Q3 Report](#)

**Budget Impact:****Administrative Recommendation:**

For discussion only.

**Background Summary:**

The quarterly financial report summarizes the general state of Citywide financial affairs and highlights significant items or trends that the City Council should be aware of. The attachment provides the year to date through the third quarter 2017 status report based on financial data available as of October 13, 2017 for the period ending September 30, 2017 and sales tax information representing business activity that occurred through July 2017.

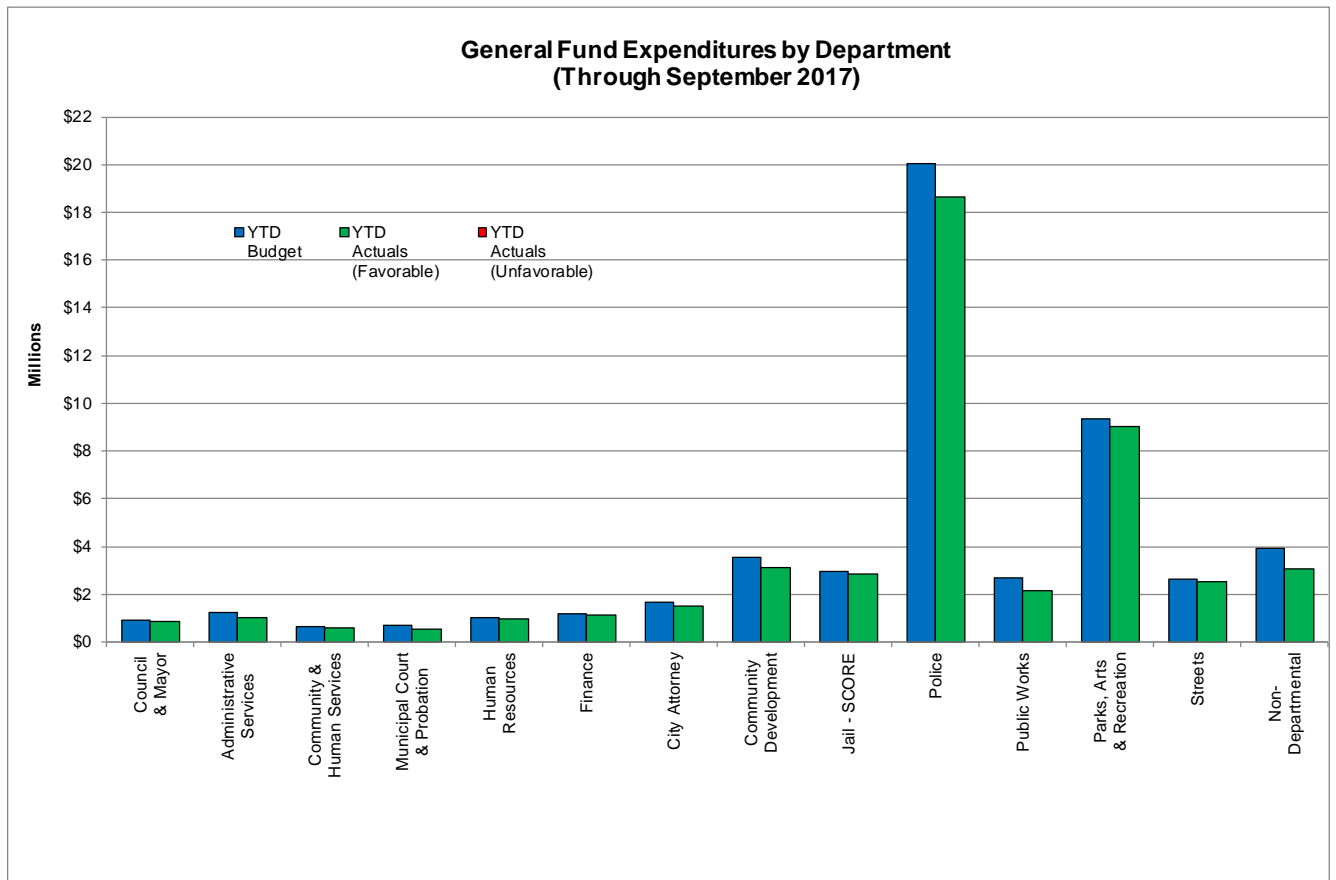
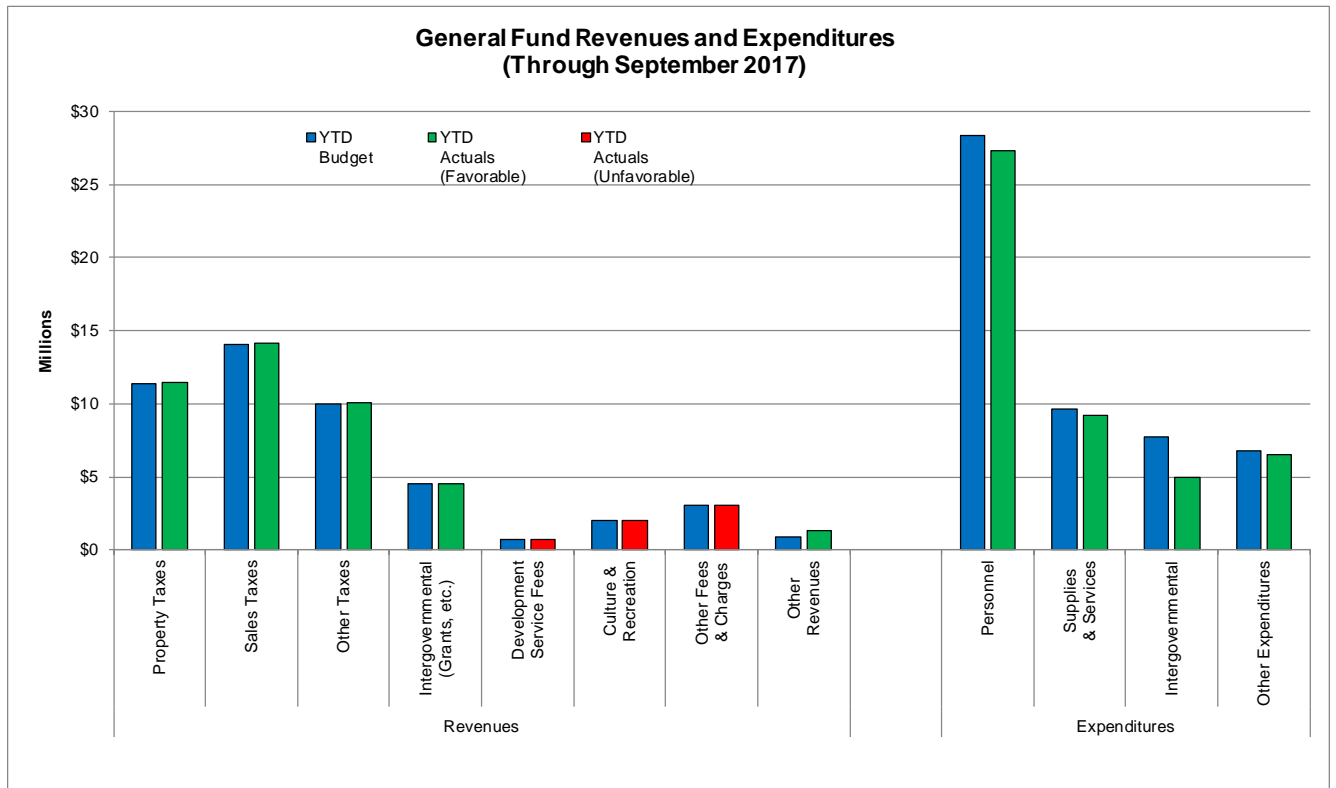
**Reviewed by Council Committees:****Councilmember:****Staff:**

Coleman

**Meeting Date:** November 27, 2017

Item Number:

## General Fund Summary



General Fund Summary of Sources and Uses	Page Ref	2017			2016	2017 YTD Budget vs. Actual	
		Annual Budget	YTD Budget	YTD Actual	YTD Actual	Favorable (Unfavorable) Amount	Percentage
<b>Operating Revenues</b>							
Property Tax	6	\$ 20,652,000	\$ 11,416,200	\$ 11,476,537	\$ 9,920,666	\$ 60,337	0.5 %
Sales Tax	7-8	14,746,000	11,059,200	11,054,167	10,969,821	(5,033)	(0.0) %
Sales Tax - Pierce County Parks		75,000	55,300	70,929	66,207	15,629	28.3 %
Sales Tax - Annexation Credit		2,032,100	1,510,800	1,530,028	1,500,373	19,228	1.3 %
Criminal Justice Sales Tax		1,889,400	1,395,800	1,499,435	1,454,287	103,635	7.4 %
Brokered Natural Gas Tax		351,800	280,200	134,037	177,005	(146,163)	(52.2) %
City Utilities Tax	9-10	3,936,300	2,906,800	2,884,928	2,901,188	(21,872)	(0.8) %
Admissions Tax		317,000	236,600	319,643	269,321	83,043	35.1 %
Electric Tax	9-10	3,560,000	2,700,700	2,850,764	2,733,513	150,064	5.6 %
Natural Gas Tax	9-10	1,001,200	879,400	960,214	833,093	80,814	9.2 %
Cable Franchise Fee	11	971,500	723,500	751,424	728,136	27,924	3.9 %
Cable Utility Tax - New 2017	12	1,000,000	750,000	527,616	-	(222,384)	(29.7) %
Cable Franchise Fee - Capital		66,200	49,650	50,038	49,877	388	0.8 %
Telephone Tax	9-10	1,451,800	1,111,500	1,055,709	1,144,823	(55,791)	(5.0) %
Garbage Tax (external)	9-10	120,000	90,000	96,104	92,985	6,104	6.8 %
Leasehold Excise Tax		40,000	30,400	187,275	191,475	156,875	516.0 %
Gambling Excise Tax		300,300	225,200	251,094	403,771	25,894	11.5 %
<b>Taxes sub-total</b>		<b>\$ 52,510,600</b>	<b>\$ 35,421,250</b>	<b>\$ 35,699,942</b>	<b>\$ 33,436,540</b>	<b>\$ 278,692</b>	<b>0.8 %</b>
Business License Fees	12-13	\$ 222,100	\$ 114,300	\$ 125,142	\$ 106,657	\$ 10,842	9.5 %
Building Permits	14	1,575,000	1,179,100	1,063,045	1,432,215	(116,055)	(9.8) %
Other Licenses & Permits		541,600	413,300	437,296	582,773	23,996	5.8 %
Intergovernmental (Grants, etc.)	15	6,123,910	4,521,992	4,571,803	4,179,792	49,812	1.1 %
Charges for Services:	16-18						
General Government Services	16	60,700	47,700	58,880	61,991	11,180	23.4 %
Public Safety	16	875,700	660,875	719,522	453,345	58,647	8.9 %
Development Services Fees	17	1,007,600	711,700	705,323	794,082	(6,377)	(0.9) %
Culture and Recreation	18	2,319,680	2,055,600	2,039,089	2,076,505	(16,511)	(0.8) %
Fines and Penalties	19-20	876,100	671,500	670,078	696,072	(1,422)	(0.2) %
<b>Fees/Charges/Fines sub-total</b>		<b>\$ 13,602,390</b>	<b>\$ 10,376,067</b>	<b>\$ 10,390,180</b>	<b>\$ 10,383,431</b>	<b>\$ 14,113</b>	<b>0.1 %</b>
Interest and Investment Earnings	20-21	\$ 69,000	\$ 46,600	\$ 161,285	\$ 81,161	\$ 114,685	246.1 %
Rents and Leases	20-21	715,300	576,300	720,531	645,327	144,231	25.0 %
Contributions and Donations	20-21	35,000	28,500	38,345	26,883	9,845	34.5 %
Other Miscellaneous	20-21	227,500	174,300	257,127	228,553	82,827	47.5 %
Transfers In		84,000	76,500	76,500	139,112	0	0.0 %
Insurance Recoveries - Capital & Operating		25,000	18,743	106,886	58,094	88,143	470.3 %
<b>Other Revenues sub-total</b>		<b>\$ 1,155,800</b>	<b>\$ 920,943</b>	<b>\$ 1,360,674</b>	<b>\$ 1,179,131</b>	<b>\$ 439,731</b>	<b>47.7 %</b>
<b>Total Operating Revenues</b>		<b>\$ 67,268,790</b>	<b>\$ 46,718,259</b>	<b>\$ 47,450,796</b>	<b>\$ 44,999,102</b>	<b>\$ 732,537</b>	<b>1.6 %</b>
<b>Operating Expenditures</b>							
Council & Mayor		\$ 1,240,618	\$ 931,100	\$ 850,556	\$ 802,274	\$ 80,544	8.7 %
Administration		1,640,533	1,230,300	997,121	831,249	233,179	19.0 %
Community & Human Services		1,103,040	643,400	609,707	577,608	33,693	5.2 %
Municipal Court & Probation	4	2,502,954	689,966	537,946	1,892,377	152,020	22.0 %
Human Resources		1,409,871	1,041,300	973,575	930,960	67,725	6.5 %
Finance		1,500,893	1,176,800	1,103,843	898,832	72,957	6.2 %
City Attorney		2,279,653	1,675,000	1,478,386	1,410,070	196,614	11.7 %
Community Development		4,798,583	3,532,500	3,141,340	3,014,962	391,160	11.1 %
Jail - SCORE		3,953,150	2,964,863	2,846,154	3,014,605	118,709	4.0 %
Police		26,897,517	20,020,700	18,646,001	17,490,649	1,374,699	6.9 %
Public Works		3,547,418	2,700,300	2,135,901	2,262,105	564,399	20.9 %
Parks, Arts & Recreation		12,235,387	9,366,500	9,017,914	8,627,328	348,586	3.7 %
Streets		3,798,094	2,624,000	2,546,081	2,256,727	77,919	3.0 %
Non-Departmental		6,254,415	3,947,190	3,062,055	2,783,240	885,135	22.4 %
<b>Total Operating Expenditures</b>		<b>\$ 73,162,126</b>	<b>\$ 52,543,918</b>	<b>\$ 47,946,581</b>	<b>\$ 46,792,985</b>	<b>\$ 4,597,337</b>	<b>8.7 %</b>

**Executive Summary**

This Executive Summary provides an overview of the City's overall financial position for the fiscal period ending September 30, 2017, reflecting financial data available as of October 13, 2017.

**General Fund:**

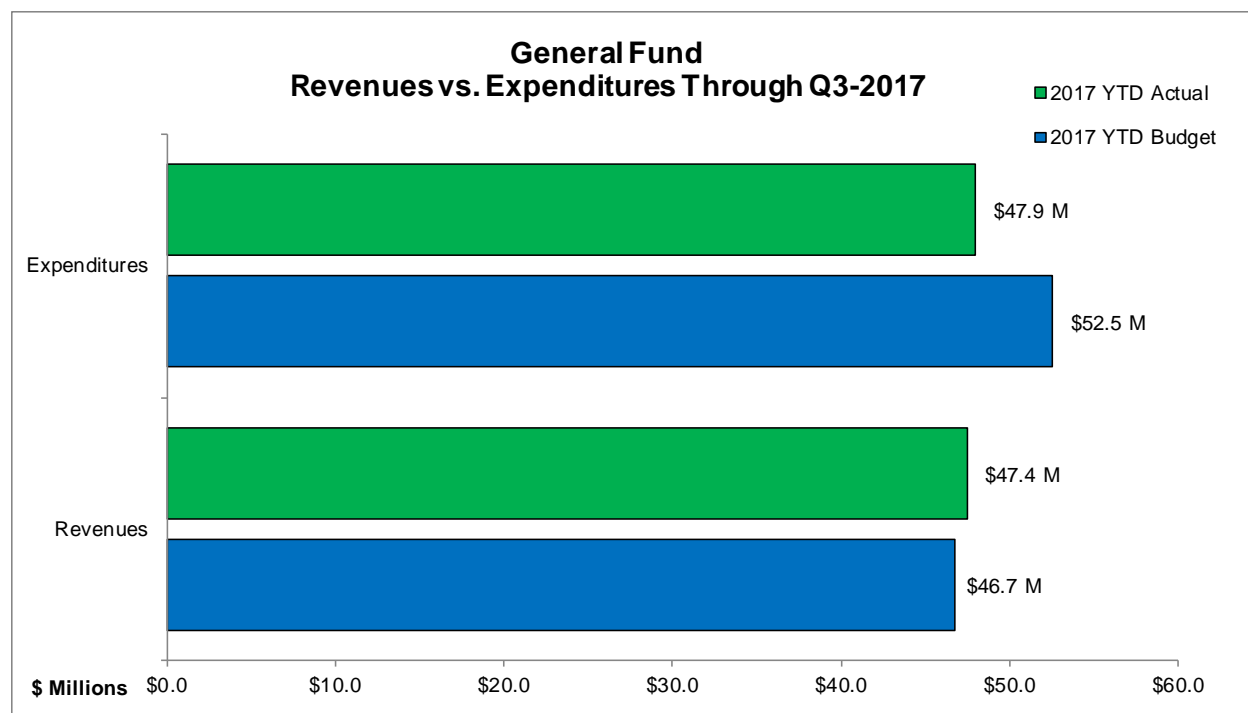
Through September 2017, General Fund revenues totaled \$47.4 million compared to a budget of \$46.7 million, and were \$733,000 (1.6%) higher than budget expectations. Some notable variances to budget year-to-date include:

- Property tax collections through Q3-2017 totaled \$11.5 million, which was 0.5% or \$60,000 above budget expectations and exceeded collections through Q3-2016 by \$1.6 million, or 15.7%. This year-over-year increase in property tax collections was attributable to an increase in assessed valuation and the use of banked capacity. **[page 6]**
- General Fund retail sales tax revenues totaled \$11.1 million, and exceeded collections through Q3-2016 by \$84,000, or 0.8%. The primary area of significant increase in sales activity compared to collections through Q3-2016 was in the automotive category; this was offset by reductions in the services and manufacturing categories. **[pages 7-8]**
- The other taxes category performed favorably through Q3-2017, with revenues totaling \$10.1 million compared to a budget of \$10.0 million. Electric and natural gas revenues collected through September exceeded budget by \$150,000 and \$81,000 respectively. In addition, leasehold excise taxes collected were \$157,000 above budget due to a \$146,000 tax receipt in May for the Emerald Downs property, which is tribally owned. Through Q3-2017, Brokered Natural Gas revenues were \$146,000 under budget. This is primarily due to the fact that the main remitter of this revenue had a reduction in sales of approximately 33% through Q3-2017 compared to the same period last year. In addition, cable utility tax revenues were \$222,000 below budget through the third quarter, although this is just a timing issue where the Q3-2017 revenues associated with the cable utility tax in the amount of \$274,000 were not received until October 2017. **[pages 9-12]**
- Building permit revenue collected through Q3-2017 totaled \$1.1 million compared to a year-to-date budget of \$1.2 million. The volume of building permits issued through Q3-2017 totaled 565, which represents a 14.4% decline over the number of permits issued during the same period last year. While building permit revenues collected in 2017 are indicative of continued growth in the City, fewer permits issued combined with a 30% decline in the average valuation of the projects for which permits have been issued compared to valuations through Q3-2016. This is primarily due to the fact that building permits issued in 2016 included numerous large scale commercial projects such as the Promenade Apartment Project and permits for The Reserve project on A street. **[page 14]**
- Public safety revenues collected through Q3-2017 totaled \$720,000 compared to a budget of \$661,000. Revenues collected through the third quarter of 2017 were \$266,000 higher than what was collected through the third quarter of 2016. This increased revenue is due to additional contracted Police Officer extra duty security services (which are reimbursed by the hiring contractor) compared to the same period last year. **[page 16]**

- Culture and recreation revenues collected year-to-date were \$2.0 million, and were slightly under budget expectations by \$17,000, or 0.8%. Through Q3-2017, greens fee revenues collected at the Golf Course were \$89,000 less than budgeted, which represents an 8.5% variance. The unfavorable variance in greens fee revenues was partially offset by favorable variances in special events revenue, primarily due to increased revenues collected for vendor fees, increased participant registration, and the increased sales of wrist-bands (for use of inflatables and other attractions) at multiple City events including AuburnFest, Petpalooza, and the 4<sup>th</sup> of July Festival.  
**[page 18]**
- Rents and leases revenues ended the period \$144,000, or 25.0% higher than budget. This favorable variance is due to a combination of factors, including increased rentals of City-owned facilities such as the new Community and Events Center as well as increased deposits held for rentals. Also, effective in 2017, the City increased its inventory of parking spaces, some of which were rented on a 12-month term.  
**[page 20]**

General Fund expenditures through the third quarter of 2017 totaled \$47.9 million compared to a year-to-date budget of \$52.5 million, representing an 8.7% favorable variance. All of the General Fund departments operated within their allocated budget through September 2017. The year-to-date actuals for Municipal Court and Probation do not include the payment for services provided by the King County District Court for municipal court services, which is typically made annually in the third quarter of the year; the payment will be reflected in the Q4-2017 Financial Report.

Year-to-date General Fund expenditures ended the period \$1.2 million, or 2.5% higher than expenditures through Q3-2016. The year-over-year expenditure increase was predominately seen in salaries and benefits as well as increased costs related to interfund expenditures; specifically for City fleet vehicles and IT costs.



Street Funds:

The City's three street funds are special revenue funds where the revenue sources and expenditures are legally restricted. These funds are used for street capital construction projects, local street repair and arterial street repair and preservation projects. Through Q3-2017, **Arterial Street Fund** revenues totaled \$5.4 million as compared to collections of \$2.3 million through Q3-2016; expenditures totaled \$5.9 million as compared to expenditures of \$3.0 million through Q3-2016. [pages 24–25]

**Local Street Fund** revenues of \$2.0 million exceeded budget expectations thus far this year by \$619,000, or 44.3%, due to higher than anticipated sales tax revenues from local construction projects; last year's collections through Q3 totaled \$1.8 million. Expenditures were \$538,000 as compared with \$1.1 million through Q3-2016. [pages 26–27]

Lastly, the **Arterial Street Preservation Fund** revenues totaled \$2.3 million as compared to \$1.6 million through Q3-2016, while expenditures totaled \$2.9 million versus \$862,000 through this time last year. Historically, the majority of expenditures in all three street funds occur during the second half of the year when weather conditions are optimal for pavement construction. [pages 28–29]

Enterprise Funds:

The City's seven enterprise funds account for operations with revenues primarily provided from user fees, charges or contracts for services.

At the end of Q3-2017, the **Water Fund** experienced operating income before depreciation of \$4.1 million compared to \$3.5 million in Q3-2016. This increase is largely due to lower expenditures in 2017 compared to 2016, during which the City purchased water from the City of Tacoma. The **Sewer Fund** ended the quarter with operating income before depreciation of \$1.7 million versus \$1.6 million in Q3-2016. The **Sewer-Metro Fund** operating expenditures exceeded revenues by \$243,000 as compared to \$235,000 in Q3-2016. This is generally a byproduct of King County's billing process, which uses statistics averaged over prior periods to determine charges to the City; operating revenues were \$635,000 higher than Q3-2016 and in line with budget predictions. Lastly, the **Stormwater Fund** ended the quarter with operating income before depreciation of \$2.1 million compared to \$2.0 million through Q3-2016. [pages 31–32]

Internal Service Funds:

Internal service funds provide services to other City departments and include functions such as Insurance, Worker's Compensation, Facilities, Innovation and Technology, and Equipment Rental. All funds have sufficient revenues to cover year-end expenditures. [page 33]

Investment Portfolio:

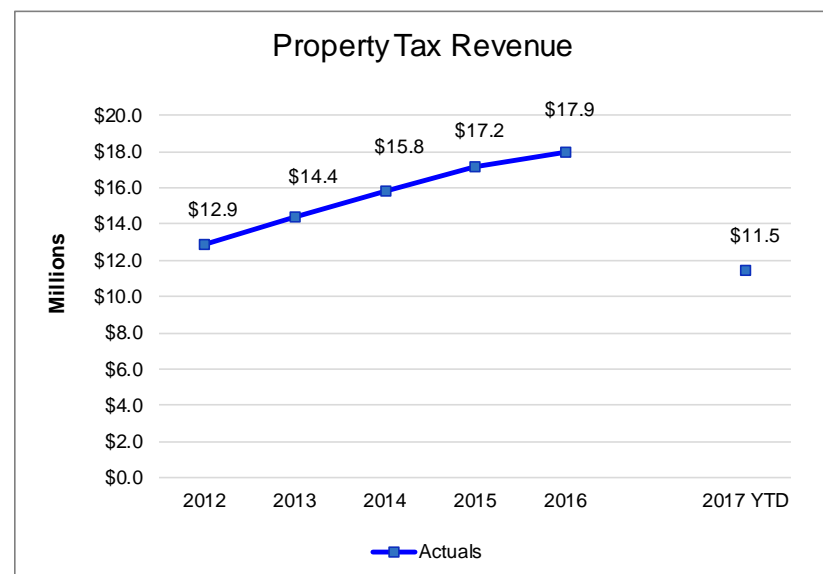
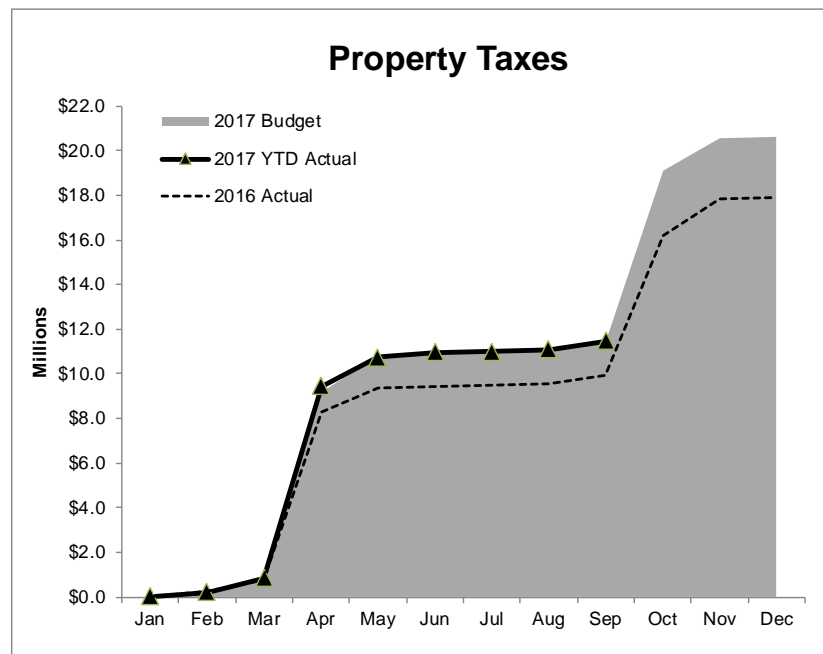
The City's total cash and investments at the end of the third quarter of 2017 totaled \$134.5 million, compared to \$135.8 million at the end of the second quarter of 2017. [attachment]

## General Fund

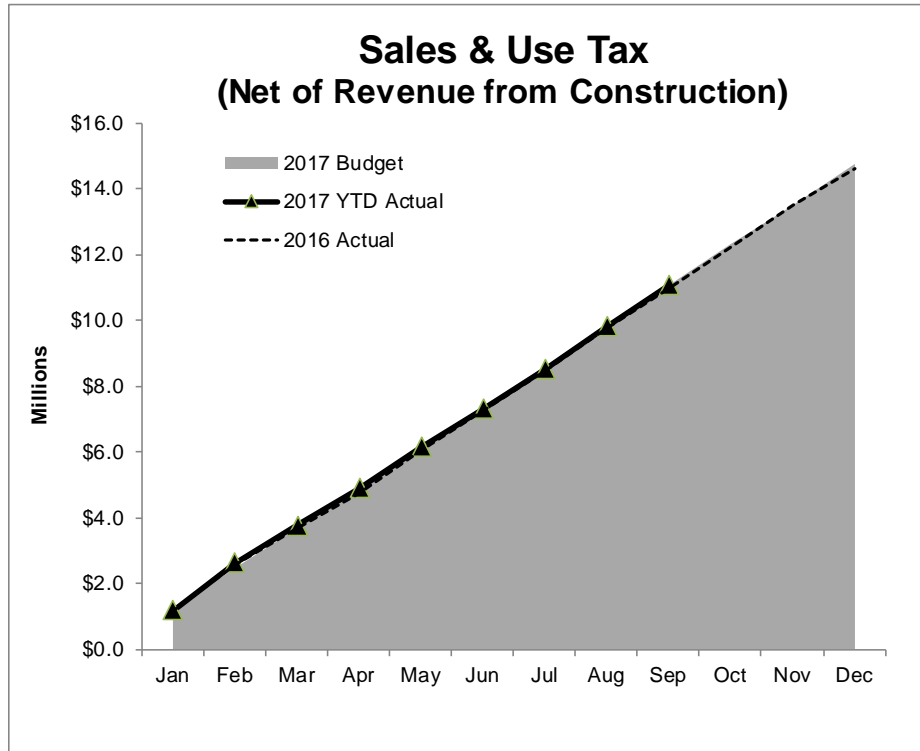
### Revenues

The combined total of property, sales/use, utility, gambling, and admissions taxes provides approximately 80% of all resources supporting general governmental activities. The following section provides additional information on these sources.

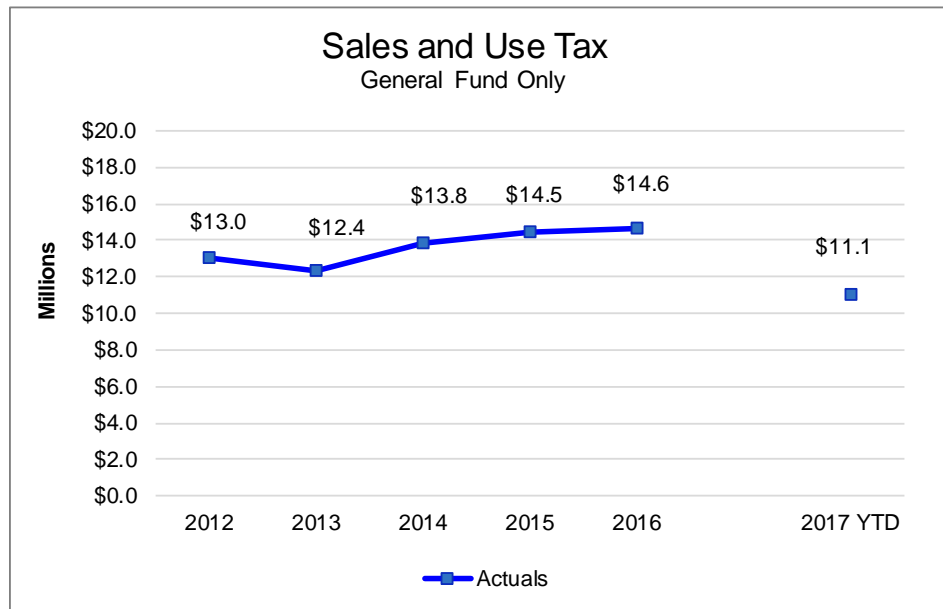
**Property Tax** collections through Q3-2017 totaled \$11.5 million, which was 0.5% or \$60,000 above budget expectations. Property tax collections through Q3-2017 exceeded amounts collected through the same period last year by \$1.6 million, or 15.7%. This year-over-year increase is attributable to an increase in assessed valuation and the use of banked capacity. The majority of property taxes are collected during the months of April and October, coinciding with the due dates for the County property tax billings.



**Sales tax** collections through Q3-2017 totaled \$12.9 million, of which \$11.1 million was distributed to the General Fund and \$1.8 million was distributed to the Local Street Fund (SOS) program.\* Total sales tax revenue distributions to the General Fund through Q3-2017 exceeded collections through Q3-2016 by \$84,000, or 0.8%.



\* Beginning in 2013, Local Street Fund (Fund 103) street repairs have been funded from sales taxes on construction. The total amount transferred through Q3-2017 was \$1,844,760. The graphic above presents sales taxes under the current policy.

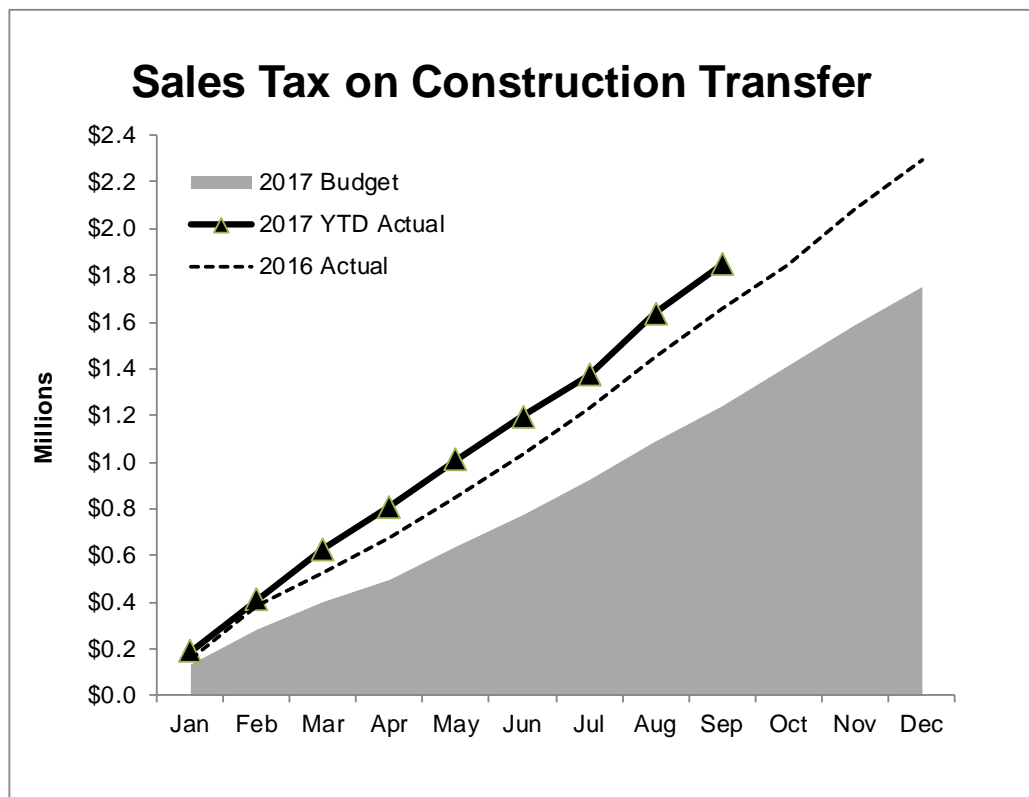


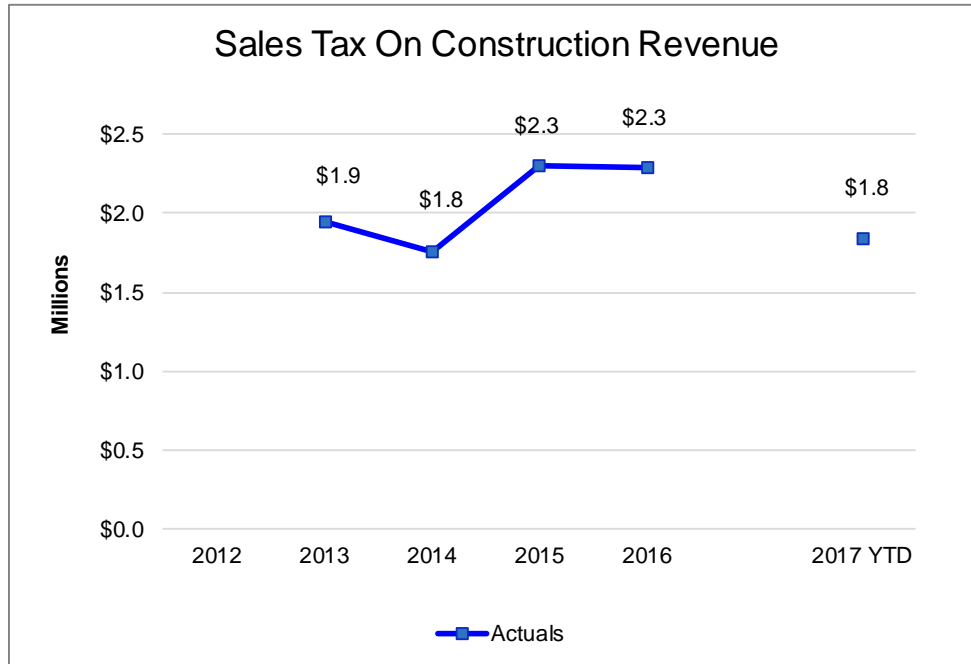
The following table breaks out the City's base sales taxes, excluding Pierce County Parks Sales Tax, Criminal Justice Sales Tax, and Annexation Credit Sales Tax, by major business sector.

Comparison of Sales Tax Collections by SIC Group Through September				
Component Group	2016 Actual	2017 Actual	Change from 2016	
			Amount	Percentage
Construction	\$ 1,651,379	\$ 1,844,760	\$ 193,382	11.7 %
Manufacturing	602,662	523,810	(78,852)	(13.1) %
Transportation & Warehousing	65,962	69,050	3,088	4.7 %
Wholesale Trade	930,697	985,731	55,033	5.9 %
Automotive	2,746,266	2,881,236	134,970	4.9 %
Retail Trade	3,636,892	3,651,905	15,013	0.4 %
Services	2,974,730	2,889,056	(85,674)	(2.9) %
Miscellaneous	12,612	53,381	40,769	323.3 %
YTD Total	\$ 12,621,199	\$ 12,898,928	\$ 277,729	2.2 %

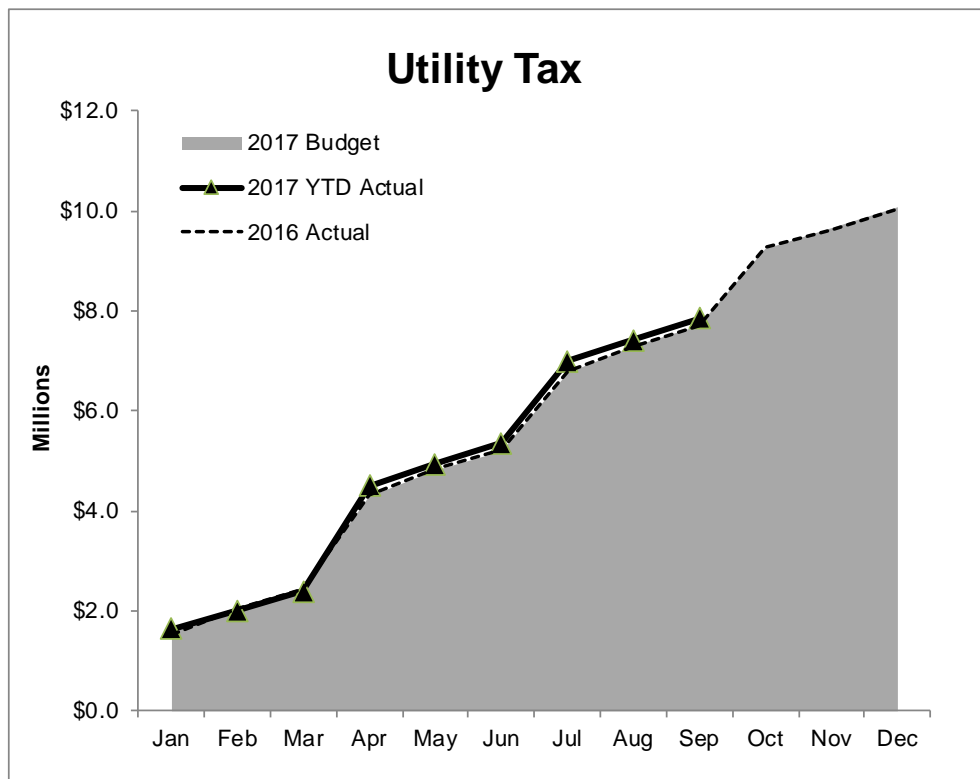
Total sales tax revenue collected in Q3-2017 exceeded prior year collections by \$278,000, or 2.2%. The business sectors showing the largest increase in General Fund revenues compared to last year were the automotive and wholesale trade categories.

Sales tax revenue on construction, which is transferred to the Local Street Fund (Fund 103) for local street repair and maintenance, totaled \$1.8 million, which is \$193,000 more than was collected through Q3-2016 and is \$604,000 higher than budget.



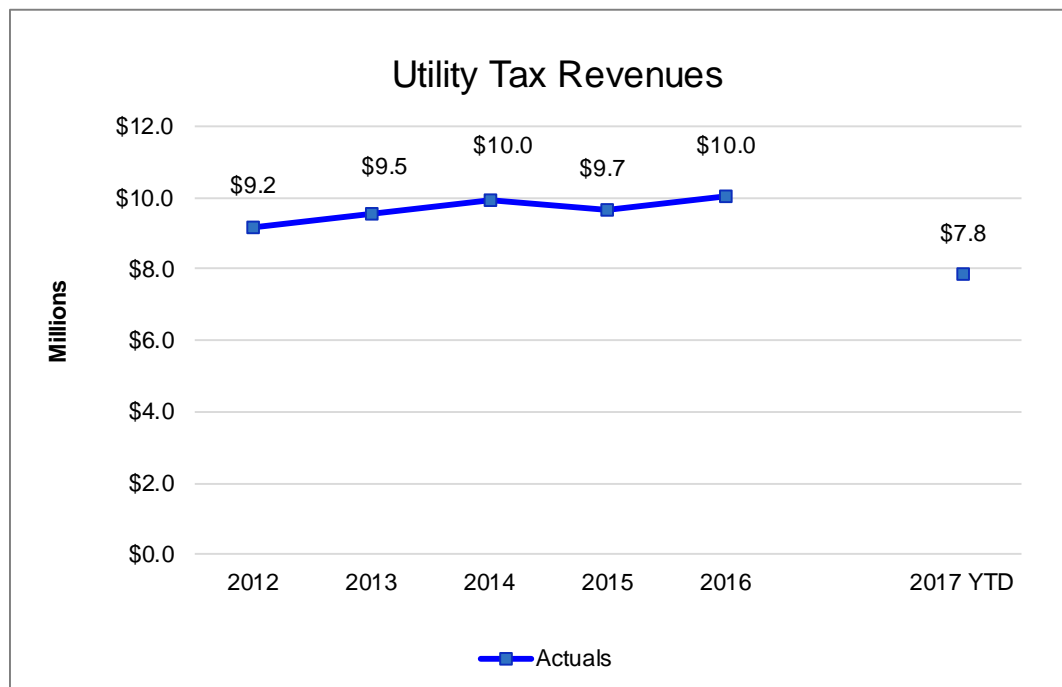


**Utility Taxes** consist of interfund taxes on City utilities (Water, Sewer, Storm and Solid Waste) and taxes on external utilities (Electric, Natural Gas, Telephone and Solid Waste). Utility taxes collected through Q3-2017 totaled \$7.8 million and exceeded year-to-date budget by \$159,000, or 2.1%. Some utilities, such as Water, have cyclical revenue streams due mainly to weather, which results in cyclical receipts of the associated utility taxes.

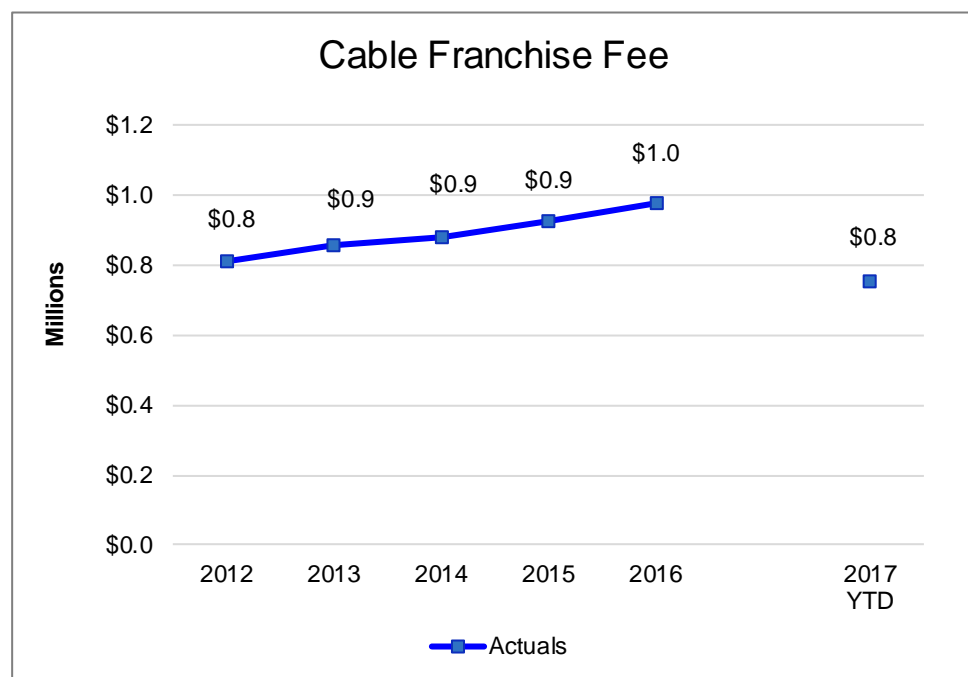
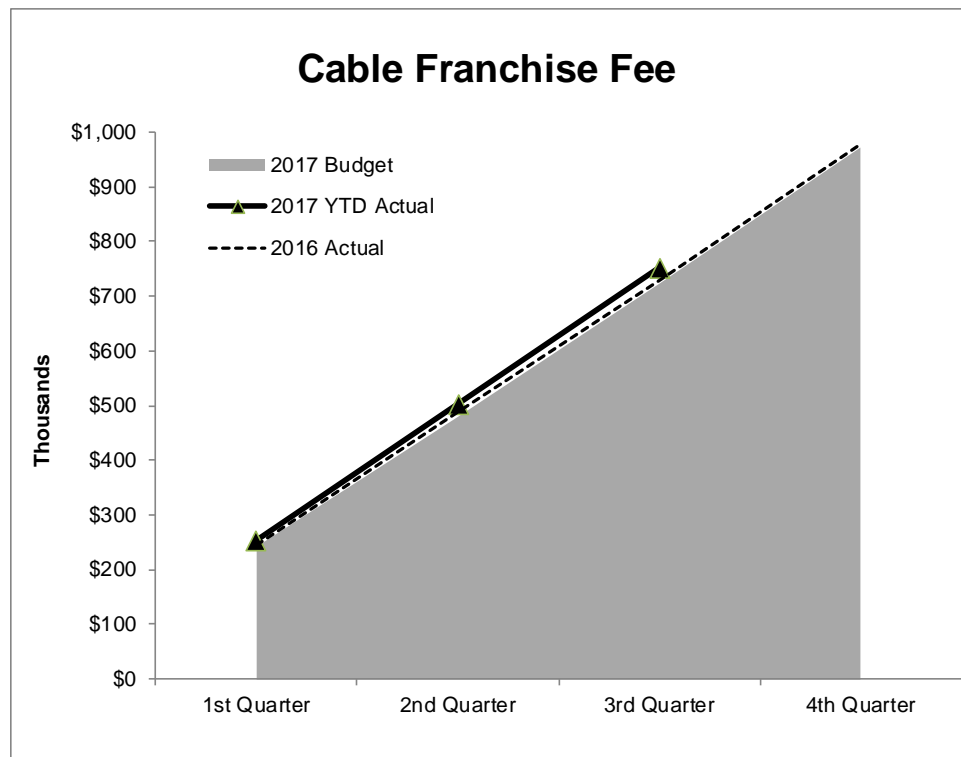


Favorable variances in electric and natural gas revenues offset lower collections in telephone utility taxes and City utility taxes.

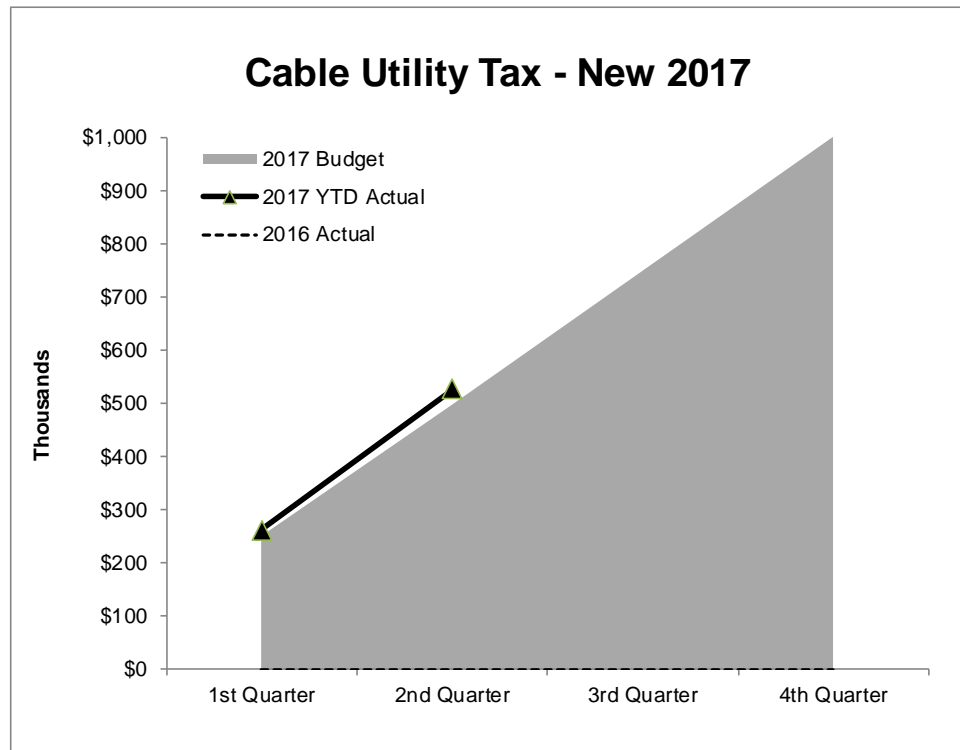
Utility Tax by Type Through September 2017							
Utility Tax Type	2016 YTD Actual	2017 YTD Budget	2017 YTD Actual	2017 vs. 2016 Actual		2017 vs. Budget	
				Amount	Percentage	Amount	Percentage
City Interfund Utility Taxes	\$ 2,901,188	\$ 2,906,800	\$ 2,884,928	\$ (16,260)	(0.6) %	\$ (21,872)	(0.8) %
Electric	2,733,513	2,700,700	2,850,764	117,251	4.3 %	150,064	5.6 %
Natural Gas	833,093	879,400	960,214	127,120	15.3 %	80,814	9.2 %
Telephone	1,144,823	1,111,500	1,055,709	(89,113)	(7.8) %	(55,791)	(5.0) %
Solid Waste (external)	92,985	90,000	96,104	3,119	3.4 %	6,104	6.8 %
YTD Total	\$ 7,705,602	\$ 7,688,400	\$ 7,847,719	\$ 142,117	1.8 %	\$ 159,319	2.1 %



**Cable Franchise Fees**, which are collected quarterly, totaled \$751,000 and exceeded budget by \$28,000, or 3.9%.

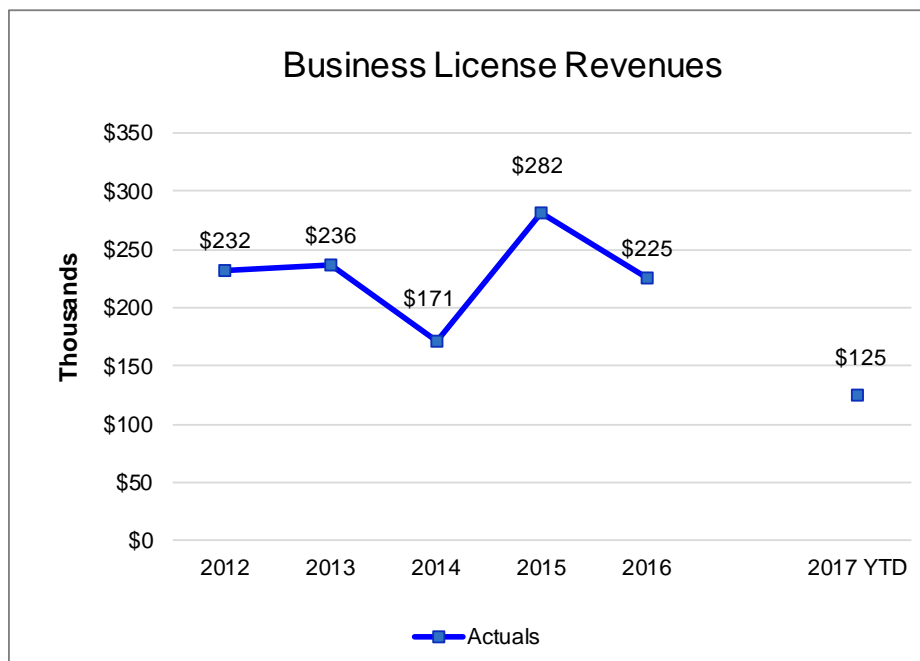
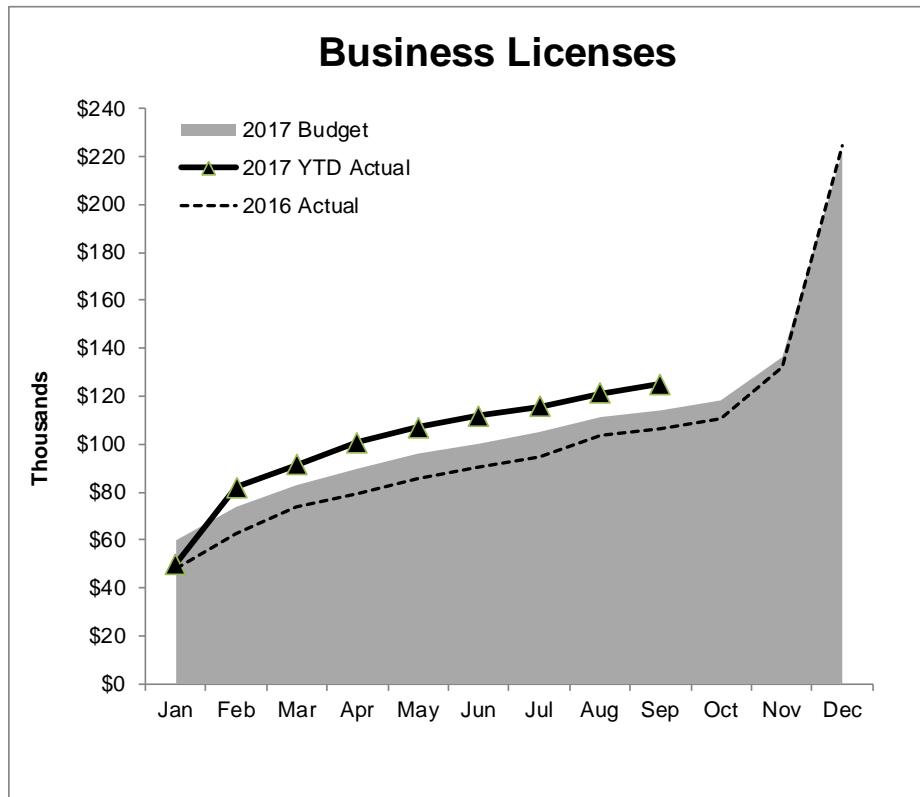


**Cable Utility Tax (New in 2017).** In September 2016, City Council approved Ordinance No. 6620, which increased the Cable Utility Tax from 1.0% to 6.0%, with the entirety of the new tax amount benefitting the General Fund. This tax became effective on January 1, 2017 and is collected quarterly. Although this revenue stream appears to be unfavorable to budget through Q3-2017, this is just a timing issue whereas the revenues generated for July through September 2017 in the amount of \$274,000 were collected in October 2017. Including the payment received in October, the distributions totaled \$801,000 and exceeded the budget expectation of \$750,000.



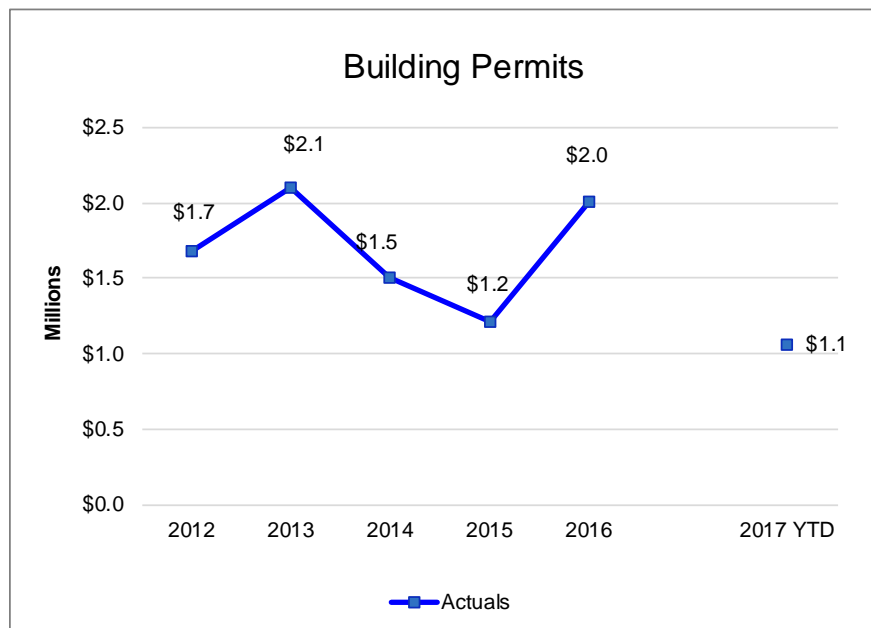
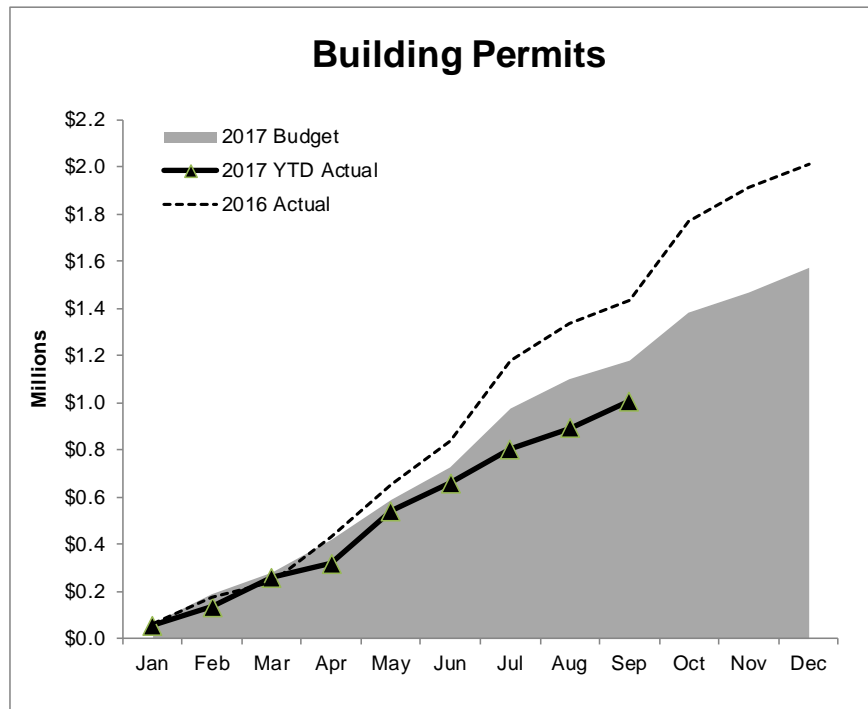
**Licenses and Permits** include business licenses, building permits, plumbing, electric and other licenses and permit fees. Building permit fees and business licenses make up about 70% of the annual budgeted revenue in this category.

Business license revenues collected through September 2017 totaled \$125,000, compared to a budget of \$114,000. The first graphic on the following page reflects the timing of payments by business owners, where the majority of business license payments are typically collected during the first two months of the year and the last month of the year.



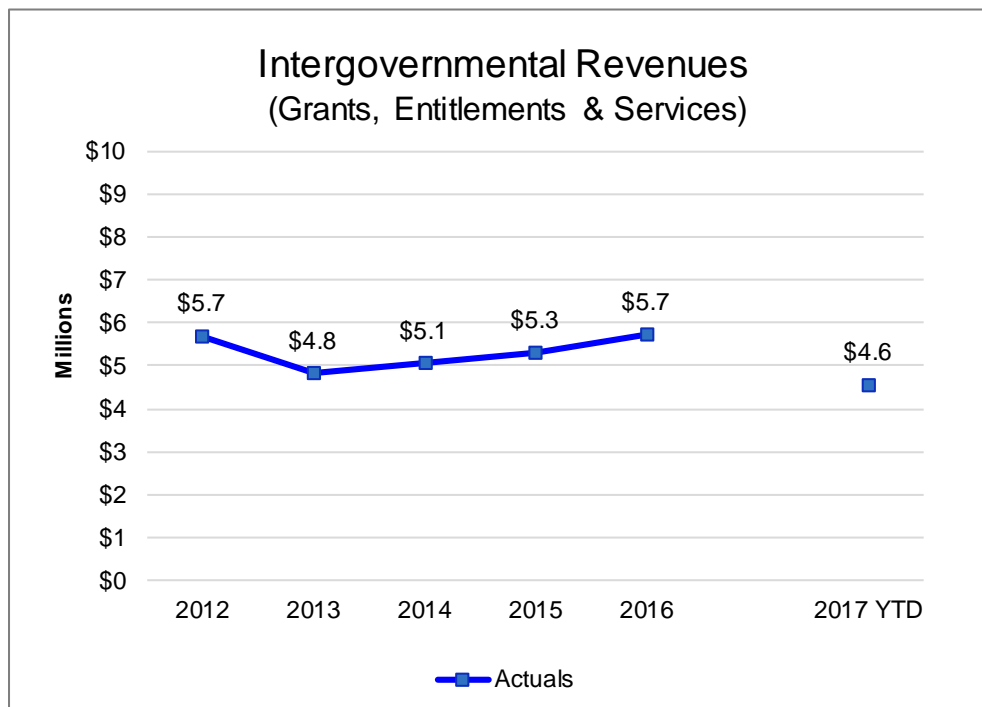
Building permit revenues collected through September totaled \$1.1 million, compared to a year-to-date budget of \$1.2 million. Through Q3-2017, a total of 565 building permits were issued compared to 660 building permits issued through Q3-2016.

Major projects contributing to the revenues this quarter include building permits for North Auburn Logistics and the Holiday Inn Express, as well as numerous single family housing permits – most notably in Canyon Creek and Calla Crest. Of the \$349,000 in building permit revenues collected in Q3-2017, 52% was attributable to commercial projects in the City and the remaining 48% was predominately single family housing permits.



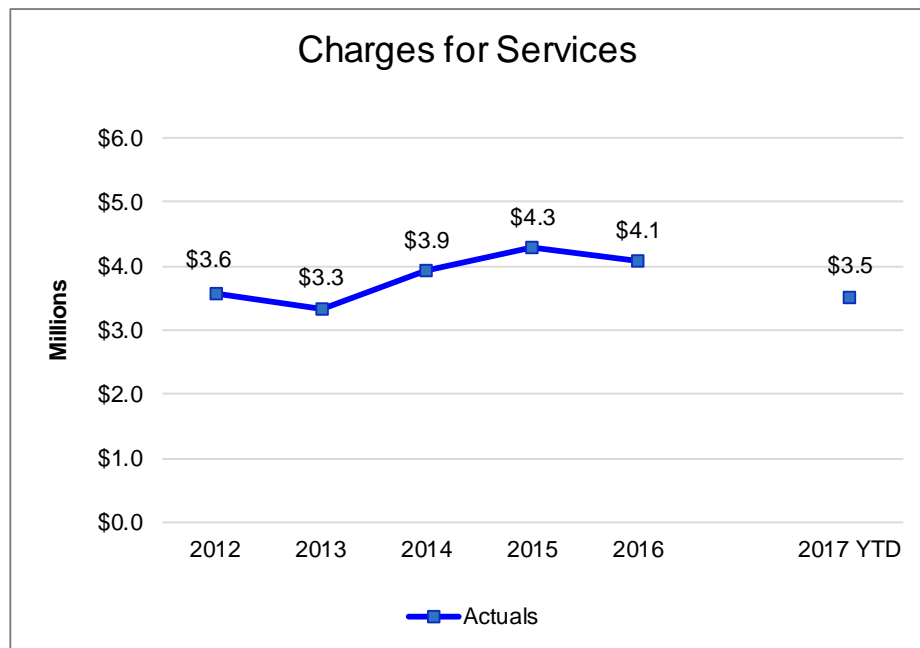
**Intergovernmental revenues** include grants (direct and indirect Federal, state and local), compact revenue from the Muckleshoot Indian Tribe (MIT), intergovernmental service revenues, and state shared revenues. Collections through Q3-2017 totaled \$4.6 million and were \$50,000, or 1.1% higher than budget. Favorable variances in Criminal Justice High Crime revenues and Muckleshoot Casino services reimbursement are offset by the reduced Federal grant revenues received year-to-date. Federal grant reimbursements to date are significantly lower than budget expectations primarily due to delayed hiring of the Police Officers who are to be partially funded by the Federal COPS (Community Oriented Policing Services) grant.

Intergovernmental Revenues (Grants, Entitlements & Services)							
Through September 2017							
Revenue	2016	2017	2017	2017 vs. 2016 Actual		2017 vs. Budget	
	YTD Actual	YTD Budget	YTD Actual	Amount	% Change	Amount	% Change
Federal Grants	\$ 181,274	\$ 367,500	\$ 152,712	\$ (28,563)	(15.8) %	\$ (214,788)	(58.4) %
State Grants	120,966	140,300	143,220	22,254	18.4 %	2,920	2.1 %
Interlocal Grants	28,973	65,000	74,136	45,163	0.0 %	9,136	14.1 %
Muckleshoot Casino Services	496,524	490,667	627,570	131,046	26.4 %	136,903	27.9 %
Intergovernmental Service	17,304	0	0	(17,304)	N/A %	0	N/A %
State Shared Revenues:							
Streamlined Sales Tax	1,443,924	1,430,775	1,432,078	(11,846)	(0.8) %	1,303	0.1 %
Motor Vehicle Fuel Tax	823,044	901,300	844,363	21,318	2.6 %	(56,937)	(6.3) %
Criminal Justice - High Crime	142,628	192,000	338,764	196,137	N/A %	146,764	76.4 %
Criminal Justice - Population	15,480	17,900	16,226	746	4.8 %	(1,674)	(9.3) %
Criminal Justice - Special Prog.	56,494	59,600	58,940	2,446	4.3 %	(660)	(1.1) %
Marijuana Revenues	19,589	25,500	37,871	18,283	93.3 %	12,371	48.5 %
State DUI	8,843	9,000	8,779	(64)	(0.7) %	(221)	(2.5) %
Fire Insurance Tax	76,569	75,000	78,078	1,509	N/A %	3,078	4.1 %
Liquor Excise	259,959	259,200	270,965	11,006	4.2 %	11,765	4.5 %
Liquor Profit	488,220	488,250	488,101	(119)	(0.0) %	(149)	(0.0) %
Total State Shared:	3,334,750	3,458,525	3,574,166	239,416	7.2 %	115,641	3.3 %
YTD Total	\$ 4,179,792	\$ 4,521,992	\$ 4,571,803	\$ 392,012	9.4 %	\$ 49,812	1.1 %



**Charges for Services** consist of general governmental service charges, public safety charges, development service fees, and cultural & recreation fees. Overall, charges for services collected through September 2017 totaled \$3.5 million, which was \$47,000, or 1.4% favorable to budget.

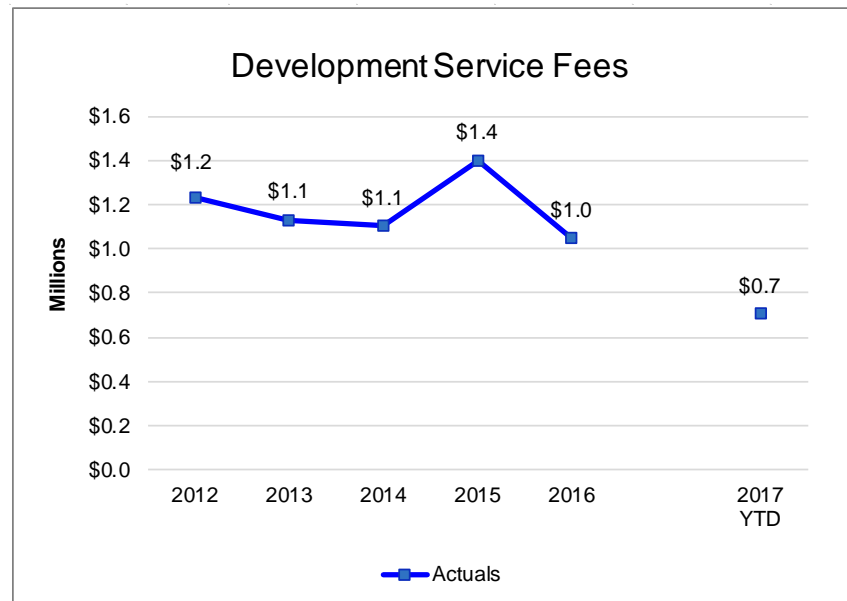
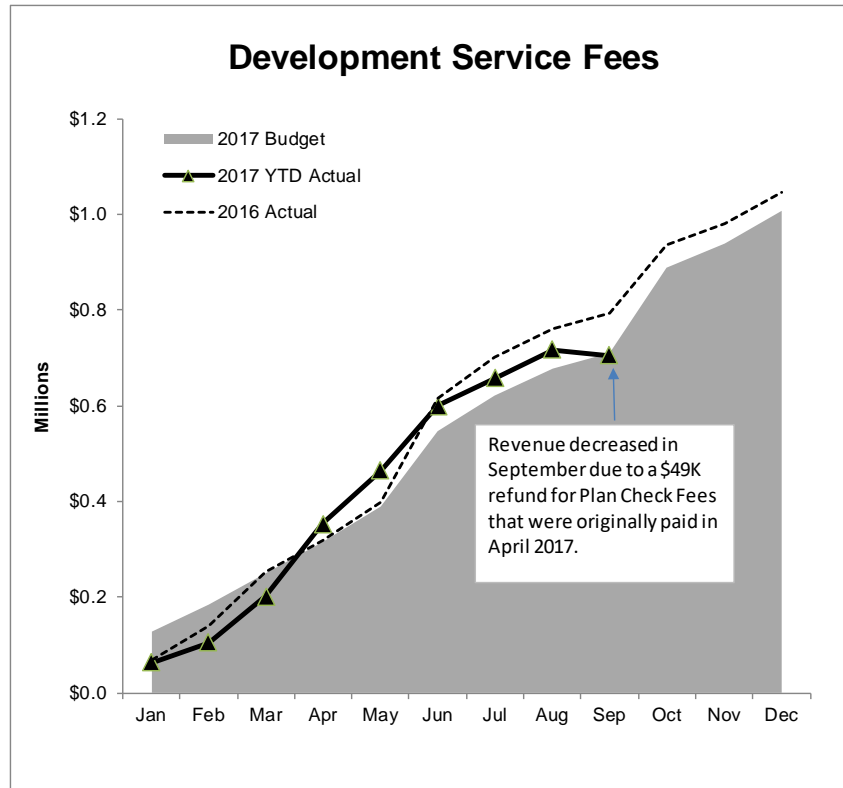
Charges for Services by Type Through September 2017							
Revenue	2016 YTD Actual	2017 YTD Budget	2017 YTD Actual	2017 vs. 2016 Actual		2017 vs. Budget	
				Amount	Percentage	Amount	Percentage
General Government	\$ 61,991	\$ 47,700	\$ 58,880	\$ (3,111)	(5.0) %	\$ 11,180	23.4 %
Public Safety	453,345	660,875	719,522	266,178	58.7 %	58,647	8.9 %
Development Services	794,082	711,700	705,323	(88,759)	(11.2) %	(6,377)	(0.9) %
Culture & Recreation	2,076,505	2,055,600	2,039,089	(37,416)	(1.8) %	(16,511)	(0.8) %
YTD Total	\$ 3,385,923	\$ 3,475,875	\$ 3,522,815	\$ 136,892	4.0 %	\$ 46,940	1.4 %



General governmental revenues collected through September 2017 totaled \$59,000, compared to a budget of \$48,000. This favorability to budget was mostly seen in revenues collected year-to-date for passport services.

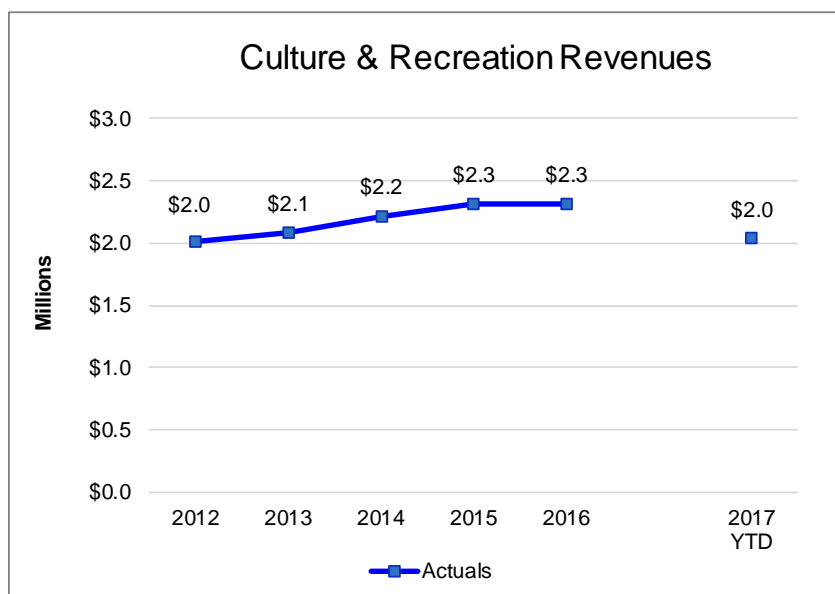
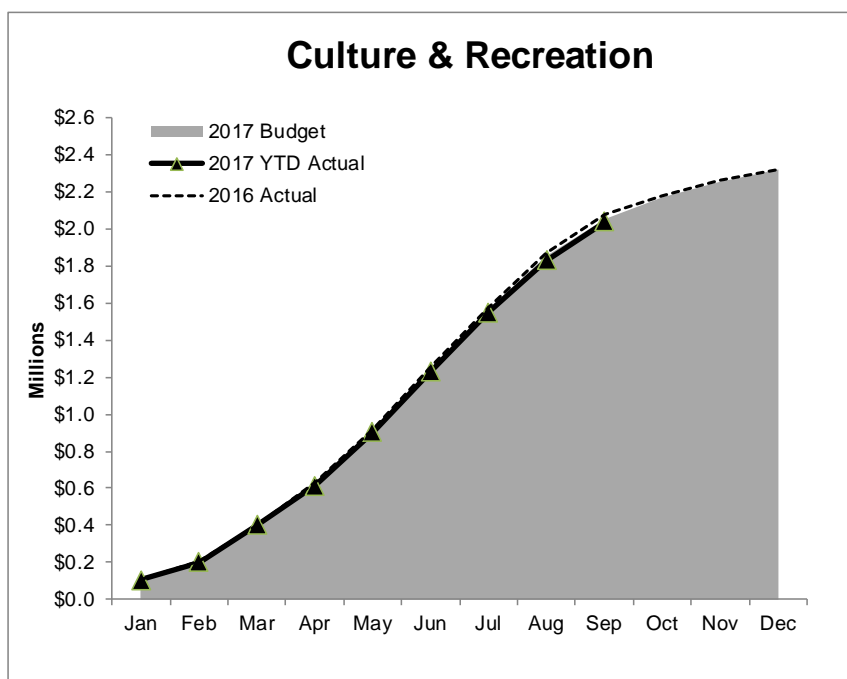
Public safety revenues consist of revenues generated for Police Officer extra duty security services – where officers are contracted for and reimbursement is made by the hiring contractor – as well as revenues generated for reimbursement from the Muckleshoot Indian Tribe (MIT) for a full-time dedicated Police Officer and associated expenditures. Public safety revenues collected through Q3-2017 totaled \$720,000 compared to a budget of \$661,000. Revenues collected through Q3-2017 were \$266,000 higher than what was collected through Q3-2016 predominately due to additional contracted Police Officer extra duty security services compared to the same period last year.

Development services fee collections, which primarily consist of plan check fees, totaled \$705,000 and ended the quarter \$6,000, or 0.9%, under budget expectations. Plan check revenues collected through Q3-2017 totaled \$492,000 and compare to \$587,000 collected the same period last year. Plan check revenues collected in Q3-2017 were primarily from single family housing plan reviews – most notably in the Calla Crest and Canyon Creek housing developments.



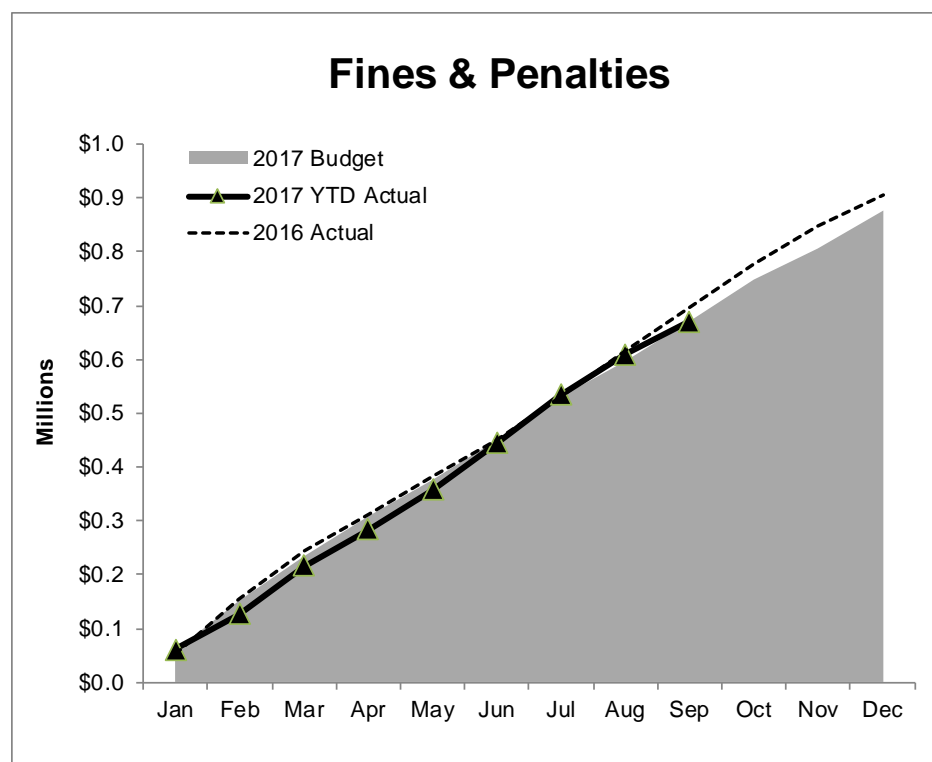
Culture and recreation revenues collected through Q3-2017 totaled \$2.0 million and were \$17,000 (or 0.8%) below budget expectations. The majority of these revenues are derived from greens fees and pro shop sales at the Auburn Golf Course, recreational classes, athletic league fees, and special events.

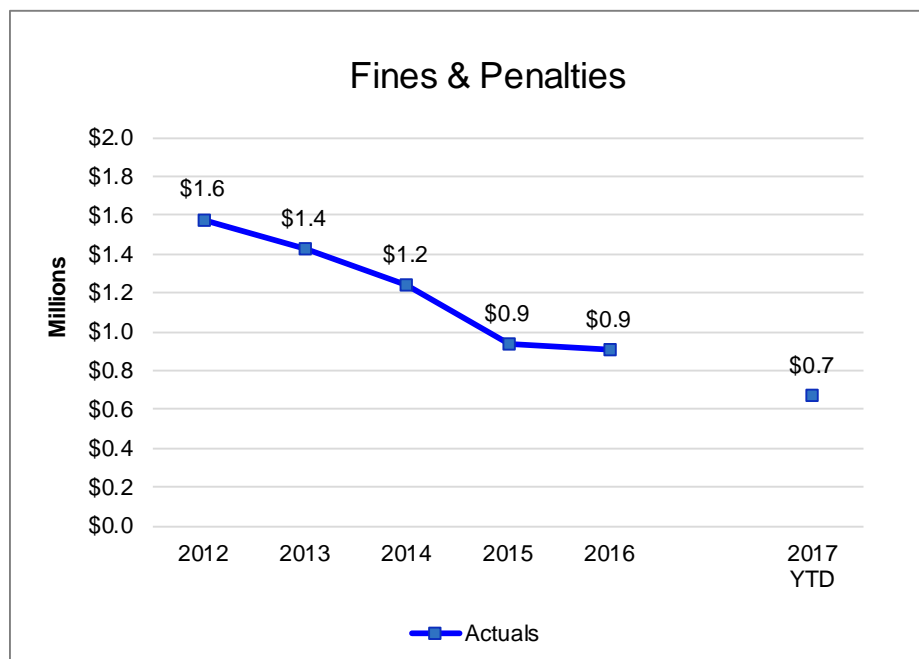
Through Q3-2017, greens fee revenues collected at the Auburn Golf Course were \$89,000, or 8.5% unfavorable to budget and were \$77,000 less than the same period last year. The reduction in green fee revenues was partially offset by favorable variances in special events revenue, which were primarily due to increased revenues collected for vendor fees, increased number of participant registrations, and the increased sales of wrist-bands (for use of inflatables and other attractions) at multiple City events including AuburnFest, Petpalooza, and the 4<sup>th</sup> of July Festival.



**Fines & Penalties** include traffic and parking infraction penalties, criminal fines (including criminal traffic, criminal non traffic and other criminal offenses) as well as non-court fines such as false alarm fines. Total revenues collected through Q3-2017 totaled \$670,000 and were \$1,000, or 0.2%, less than budget.

Fines & Penalties by Type Through September 2017							
Month	2016 YTD Actual	2017 YTD Budget	2017 YTD Actual	2017 vs. 2016 Actual		2017 vs. Budget	
				Amount	Percentage	Amount	Percentage
Civil Penalties	\$ 21,179	\$ 9,200	\$ 6,306	\$ (14,872)	(70.2) %	\$ (2,894)	(31.5) %
Civil Infraction Penalties	358,003	359,700	359,912	1,909	0.5 %	212	0.1 %
Redflex Photo Enforcement	13,550	0	7,793	(5,757)	(42.5) %	7,793	N/A %
Parking Infractions	100,942	110,500	112,412	11,470	11.4 %	1,912	1.7 %
Criminal Traffic Misdemeanor	38,984	34,500	60,707	21,723	55.7 %	26,207	76.0 %
Criminal Non-Traffic Fines	34,146	31,600	23,131	(11,015)	(32.3) %	(8,469)	(26.8) %
Criminal Costs	46,044	32,800	37,501	(8,543)	(18.6) %	4,701	14.3 %
Non-Court Fines & Penalties	83,226	93,200	62,317	(20,909)	(25.1) %	(30,883)	(33.1) %
YTD Total	\$ 696,072	\$ 671,500	\$ 670,078	\$ (25,994)	(3.7) %	\$ (1,422)	(0.2) %





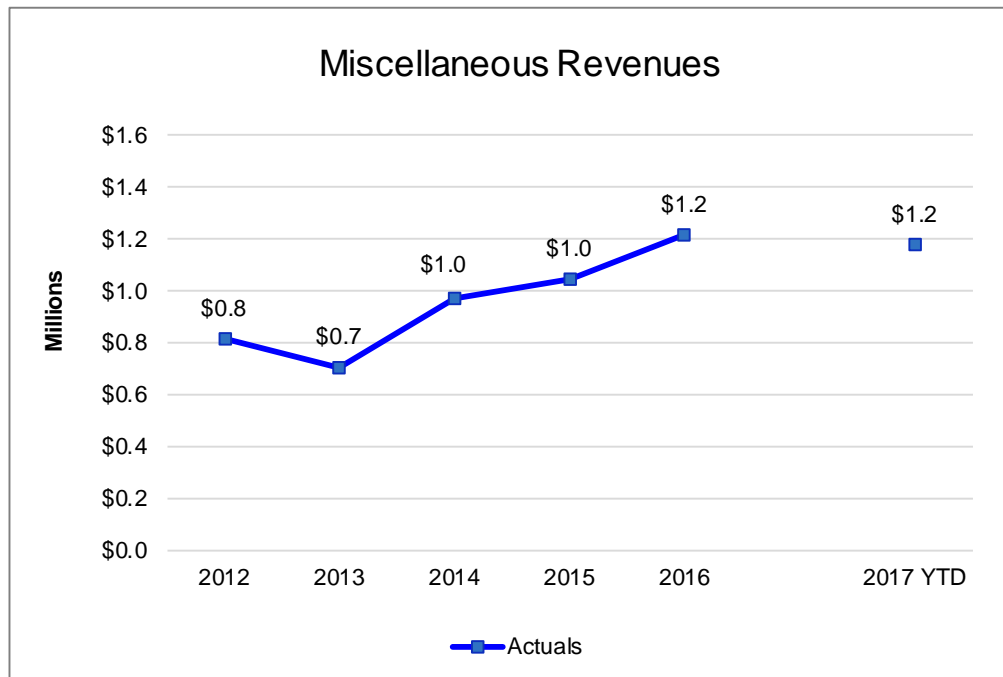
**Miscellaneous revenues** consist of investment earnings, income from facility rentals, contributions & donations, and other income including the quarterly purchasing card (P-card) rebate monies. Total revenues collected in this category through Q3-2017 totaled \$1.2 million and exceeded budget expectations by \$352,000.

Miscellaneous Revenues by Type Through September 2017							
Month	2016 YTD Actual	2017 YTD Budget	2017 YTD Actual	2017 vs. 2016		2017 vs. Budget	
				Amount	Percentage	Amount	Percentage
Interest & Investments	\$ 81,161	\$ 46,600	\$ 161,285	\$ 80,125	98.7 %	\$ 114,685	246.1 %
Rents & Leases	645,327	576,300	720,531	75,204	11.7 %	144,231	25.0 %
Contributions & Donations	26,883	28,500	38,345	11,462	42.6 %	9,845	34.5 %
Other Miscellaneous Revenue	228,553	174,300	257,127	28,573	12.5 %	82,827	47.5 %
YTD Total	\$ 981,925	\$ 825,700	\$ 1,177,288	\$ 195,364	19.9 %	\$ 351,588	42.6 %

Interest and investment income exceeded year-to-date budget expectations by \$115,000, primarily due to the increase in the State Pool interest rate. This interest rate in Q3-2017 averaged 1.1%, which is substantially higher than it has been in the past several years.

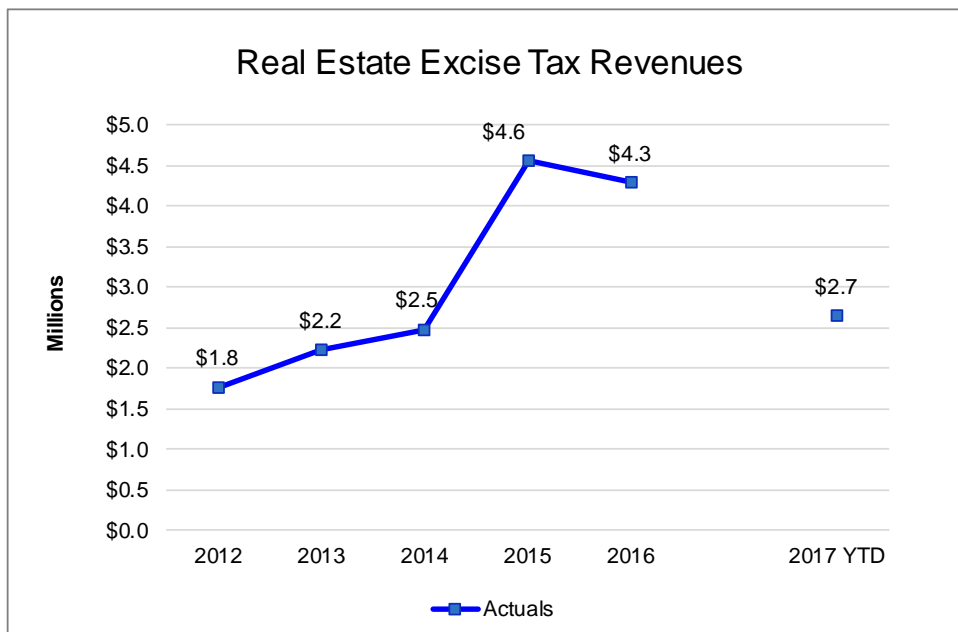
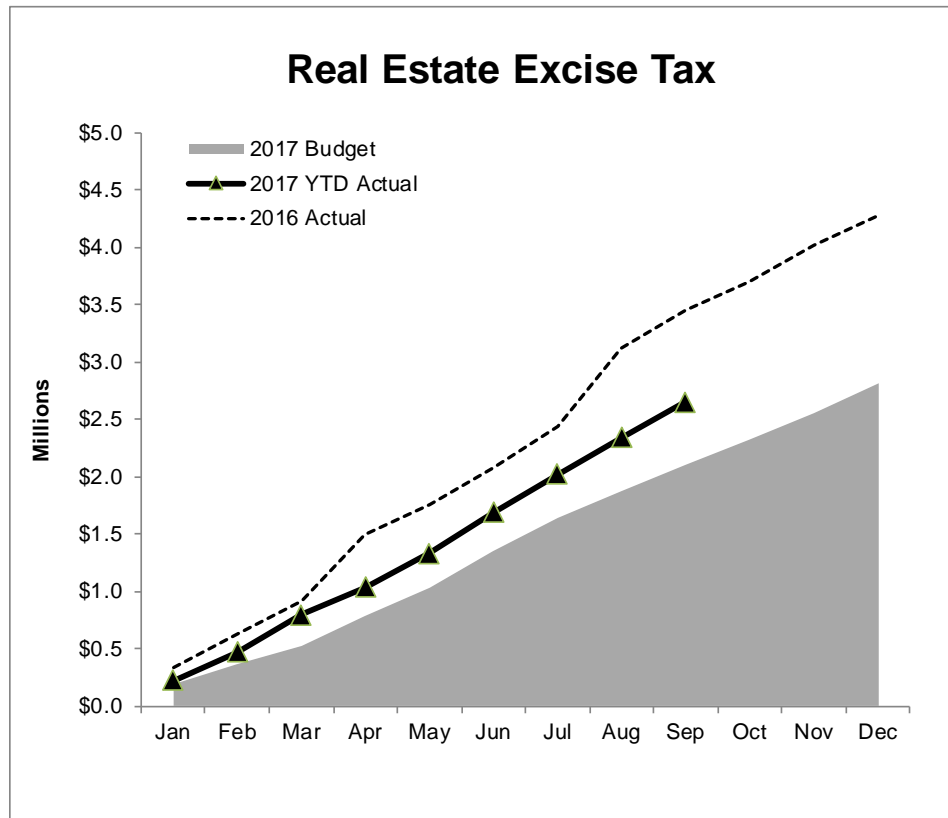
Rents and leases revenue through September 2017 totaled \$721,000 compared to prior year actuals of \$645,000. The majority of the year-over-year increase was seen in facility rentals and parking permit revenues. Facility rental revenue realized a \$44,000 year-over-year increase due primarily to the opening of the new Community and Events Center in mid-2016. In addition, because additional inventory of parking spaces were added in 2017, parking permit revenues collected year-to-date through September 2017 increased by \$20,000 compared to collections through September 2016.

Through Q3-2017 other miscellaneous revenues exceeded budget expectations by \$83,00 which was predominately due to revenues collected in the amount of \$56,000 for code violations, which are unbudgeted.



**Real Estate Excise Tax (REET)** revenue is receipted into the Capital Improvement Projects Fund and is used for governmental capital projects. REET revenues collected through Q3-2017 totaled \$2.7 million, and exceed budget expectations by \$553,000. Real estate sales in the City of Auburn in Q3-2017 represent the sale of both commercial properties and numerous single family residences. The commercial sales include the sale of an automotive dealership, a hotel, vacant land, as well as warehouse and industrial properties.

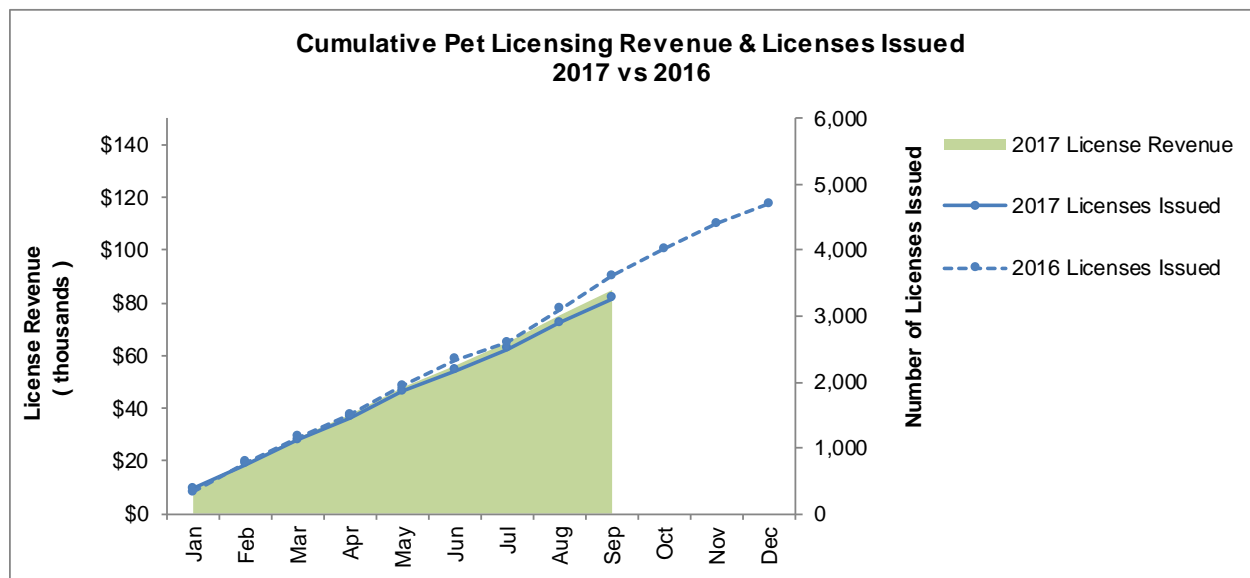
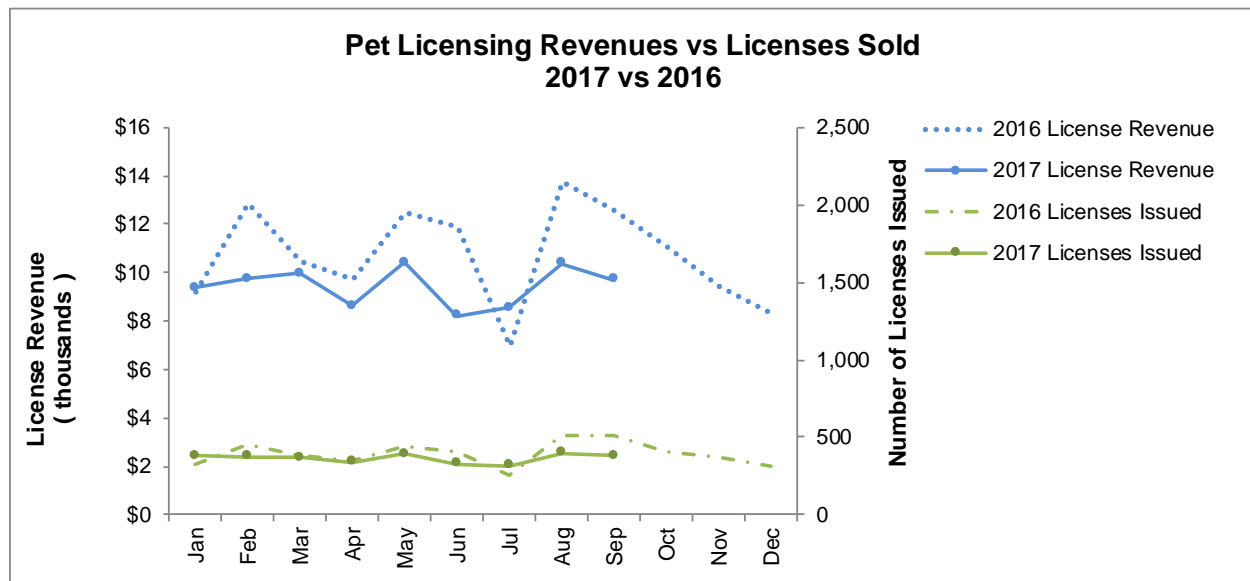
Real Estate Excise Tax Revenues							
September 2017							
Month	2016 Actual	2017 Budget	2017 Actual	2017 vs. 2016		2017 vs. Budget	
				Amount	Percentage	Amount	Percentage
Jan	\$ 339,594	\$ 192,600	\$ 224,044	\$ (115,550)	(34.0) %	\$ 31,444	16.3 %
Feb	286,943	166,800	249,683	(37,261)	(13.0) %	82,883	49.7 %
Mar	293,361	170,800	326,044	32,683	11.1 %	155,244	90.9 %
Apr	574,925	254,200	234,480	(340,445)	(59.2) %	(19,720)	(7.8) %
May	255,078	249,000	299,251	44,173	17.3 %	50,251	20.2 %
Jun	329,081	317,200	353,807	24,727	7.5 %	36,607	11.5 %
Jul	360,857	294,200	330,707	(30,150)	(8.4) %	36,507	12.4 %
Aug	673,012	221,000	325,936	(347,076)	(51.6) %	104,936	47.5 %
Sep	338,340	234,800	309,422	(28,918)	(8.5) %	74,622	31.8 %
Oct	249,714	226,300	0	(249,714)	(100.0) %	(226,300)	(100.0) %
Nov	321,895	230,200	0	(321,895)	(100.0) %	(230,200)	(100.0) %
Dec	262,543	252,900	0	(262,543)	(100.0) %	(252,900)	(100.0) %
YTD Total	\$ 3,451,191	\$ 2,100,600	\$ 2,653,374	\$ (797,817)	(23.1) %	\$ 552,774	26.3 %
Annual Total	\$ 4,285,344	\$ 2,810,000					



## Pet Licensing

Through the third quarter, 3,271 pet licenses were sold, resulting in \$84,925 in revenue.

Through Q3-2016, 3,616 licenses were sold, resulting in \$99,925 in revenue.



## Street Funds

This section provides a financial overview of the City's three street funds for the quarter ending September 30, 2017. The City's three street funds include the Arterial Street Fund (Fund 102), the Local Street Fund (Fund 103), and the Arterial Street Preservation Fund (Fund 105). The capital project expenditures in these funds are budgeted primarily based on historical actual revenue and expenditure distributions for the prior six years.

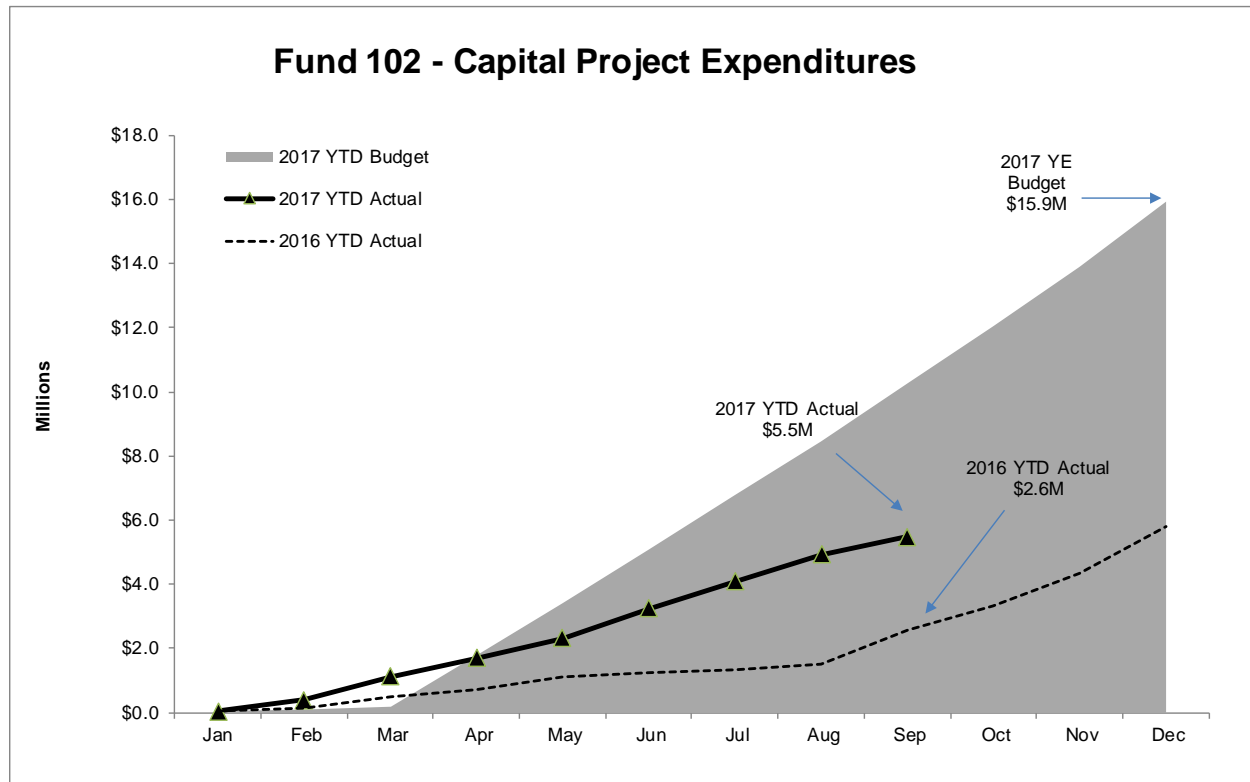
### Fund 102 – Arterial Street Fund

The Arterial Street Fund is a Special Revenue Fund that is funded by transportation grants, traffic impact fees, a portion of the City's gas tax receipts, Public Works Trust Fund loans, developer contributions, and other sources. As of September 30, 2017 there were 28 separate street projects budgeted in this fund for 2017.

Through September 30, 2017, revenues collected totaled \$5.4 million and compare to collections of \$2.3 million through Q3-2016. This variance is largely due to the timing of capital expenditures and their subsequent reimbursement via federal grants. Total expenditures through Q3-2017 were \$5.9 million and compare to \$3.0 million spent through the same period last year. The increase from YTD 2016 to 2017 is based on increased construction activity as budgeted multi-year projects move from the design phase to the construction phase, where most expenditures occur.

Fund 102 - Arterial Street  Summary of Sources and Uses  Report Period: September 2017	2017			2016	2017 YTD Budget vs. Actual	
	Annual Budget	YTD Budget	YTD Actual	YTD Actual	Favorable (Unfavorable) Amount	Percentage
<b>Revenues</b>						
Federal Grants	\$ 7,054,082	\$ 4,655,431	\$ 2,893,962	\$ 493,143	\$ (1,761,469)	(37.8) %
State Grants	2,995,210	1,996,807	906,031	198,554	(1,090,776)	(54.6) %
Motor Vehicle Fuel and Multimodal Taxes	583,000	430,790	428,672	432,411	(2,118)	(0.5) %
Developer Contributions	809,221	547,814	222,575	188,781	(325,239)	(59.4) %
Miscellaneous Revenue	466,191	310,794	-	64,862	(310,794)	(100.0) %
Other Governmental Agencies	-	-	-	-	-	
Public Works Trust Fund Loans	-	-	-	-	-	
Operating Transfer In	3,420,622	2,356,637	977,326	943,207	(1,379,311)	(58.5) %
Investment Income	2,600	2,150	7,419	5,478	5,270	245.2 %
<b>Total Revenues</b>	<b>\$ 15,330,926</b>	<b>\$ 10,300,422</b>	<b>\$ 5,435,984</b>	<b>\$ 2,326,435</b>	<b>\$ (4,864,437)</b>	<b>(47.2) %</b>
<b>Expenditures</b>						
Salary and Benefits	\$ 285,000	\$ 206,275	\$ 485,008	\$ 355,490	\$ (278,733)	(135.1) %
Capital Outlay	15,658,112	10,068,040	4,999,122	2,216,277	5,068,918	50.3 %
Subtotal - Capital Project Expenditures	15,943,112	10,274,314	5,484,129	2,571,766	4,790,185	46.6 %
Services and Charges	285,000	195,017	149,753	187,898	45,265	23.2 %
Interfund Payments for Services	76,681	57,511	57,510	55,917	1	0.0 %
Debt Service Principal and Interest	209,511	209,511	209,511	210,205	0	0.0 %
Operating Transfer Out	15,046	10,419	6,605	-	3,814	36.6 %
<b>Total Expenditures</b>	<b>\$ 16,529,350</b>	<b>\$ 10,746,773</b>	<b>\$ 5,907,508</b>	<b>\$ 3,025,786</b>	<b>\$ 4,839,265</b>	<b>45.0 %</b>
<b>Net Change in Fund Balance</b>	<b>\$ (1,198,424)</b>	<b>\$ (446,351)</b>	<b>\$ (471,523)</b>	<b>\$ (699,351)</b>	<b>\$ (25,172)</b>	<b>5.6 %</b>

Beg. Fund Balance, January 2017	\$ 2,655,913
Net Change in Fund Balance, September 2017	(471,523)
Ending Fund Balance, September 2017	<u>\$ 2,184,390</u>
2017 Budgeted Ending Fund Balance	\$ 1,457,489



This table presents the status of the projects with the most significant impacts on this fund:

Fund 102 - Arterial Street			
Capital Projects Status			
Name	Annual Budget	YTD Actual	Remaining
W. Main St Multimodal Corridor & ITS Imp	\$1.6M	\$1.3M	\$0.2M
S. 277th St Corridor Improvements	\$4.3M	\$1.5M	\$2.8M
AWS Corridor Safety Imp. -- Muckleshoot Pl.	\$3.5M	\$1.6M	\$1.8M
All Other Projects (25 Others Budgeted)	\$6.6M	\$1.0M	\$5.6M
<i>Total</i>	\$15.9M	\$5.5M	\$10.5M

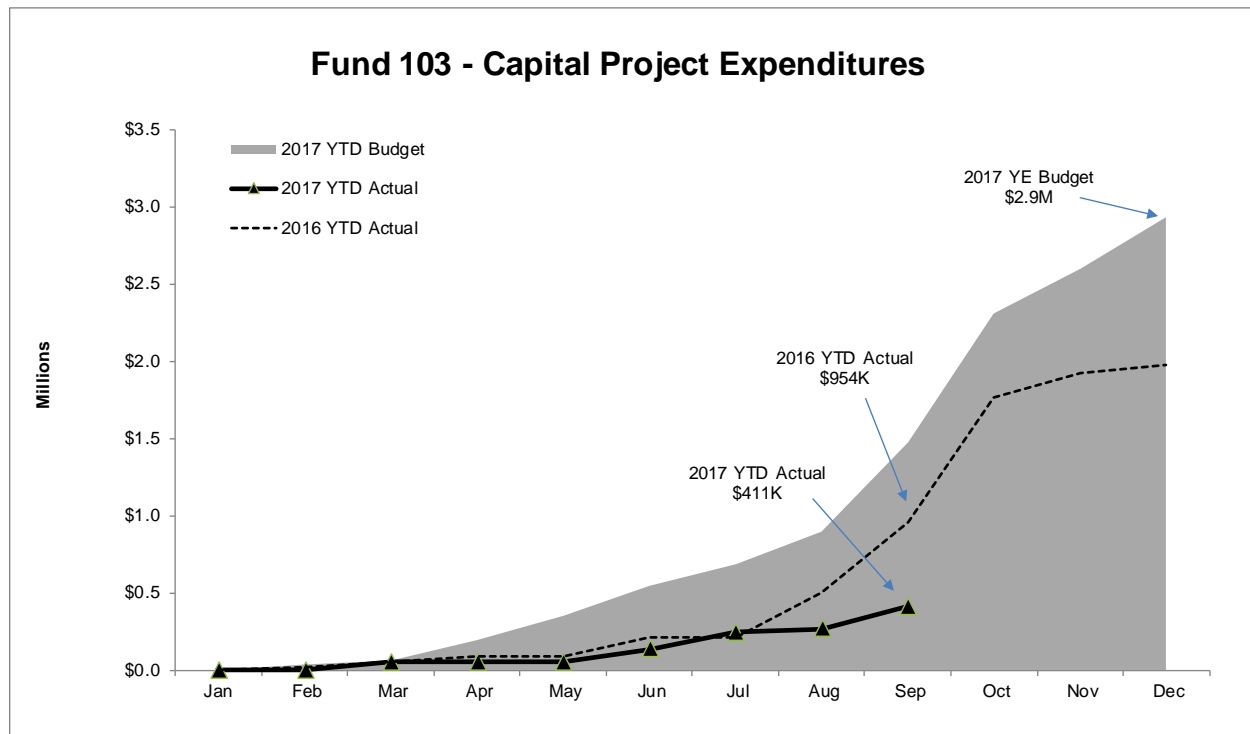
**Notes:**

- W. Main St. Multimodal Corridor & ITS Improvements is nearing completion.
- S 277<sup>th</sup> Street Corridor Improvements is currently under construction.
- AWS Corridor Safety Improvements is currently under construction.
- Of the remaining projects in this fund: nine are in construction, two are partnership projects with other entities that are delayed until 2018 due to the construction schedule of the other agencies, and one is a grant-funded project that was delayed by Puget Sound Regional Council until 2019. These represent approximately \$4.9M of the remaining projects.

## Fund 103 – Local Street Fund

The Local Street Fund is a Special Revenue Fund where the revenue from sales taxes on construction are used for local street preservation. Through Q3-2017 the revenues in this fund totaled \$2.0 million, exceeding budget expectations by \$619,000 due to higher than anticipated sales tax revenues from local construction projects. This compares to collections of \$1.8 million through Q3-2016. Total expenditures through Q3-2017 were \$538,000 and compare to expenditures of \$1.1M through Q3-2016. Historically, well over half of this fund's annual expenditures occur in the final four months of each year due to the weather sensitivity of pavement construction (this work needs to be done primarily in the summer and early fall). Highlighted in the table below and the following graph are the subset of the fund's total expenditures related to capital projects.

Fund 103 - Local Street Fund  Summary of Sources and Uses  Report Period: September 2017	2017			2016	2017 YTD Budget vs. Actual	
	Annual Budget	YTD Budget	YTD Actual	YTD Actual	Favorable (Unfavorable)	
					Amount	Percentage
<b>Revenues</b>						
Sales Tax on Construction	\$ 1,750,000	\$ 1,241,003	\$ 1,844,760	\$ 1,651,379	\$ 603,757	48.7 %
Operating Transfer In	150,000	150,000	150,000	150,000	-	0.0 %
Interest Earnings	9,100	6,685	22,129	8,501	15,444	231.0 %
<b>Total Revenues</b>	<b>\$ 1,909,100</b>	<b>\$ 1,397,688</b>	<b>\$ 2,016,889</b>	<b>\$ 1,809,880</b>	<b>\$ 619,202</b>	<b>44.3 %</b>
<b>Expenditures</b>						
Salary and Benefits	\$ 148,568	\$ 105,364	\$ 92,810	\$ 89,919	\$ 12,553	11.9 %
Capital Project Expenditures	2,933,969	1,471,405	410,911	953,978	1,060,494	72.1 %
Services and Charges	25,680	17,169	19,791	532	(2,622)	(15.3) %
Interfund Payments for Services	11,925	8,944	8,937	9,180	7	0.1 %
Operating Transfer Out	11,051	7,423	5,766	-	1,657	22.3 %
<b>Total Expenditures</b>	<b>\$ 3,131,193</b>	<b>\$ 1,610,304</b>	<b>\$ 538,216</b>	<b>\$ 1,053,610</b>	<b>\$ 1,072,089</b>	<b>66.6 %</b>
<b>Net Change in Fund Balance</b>	<b>\$ (1,222,093)</b>	<b>\$ (212,617)</b>	<b>\$ 1,478,674</b>	<b>\$ 756,270</b>	<b>\$ 1,691,290</b>	<b>(795.5) %</b>
Beg. Fund Balance, January 2017	\$ 2,424,727					
Net Change in Fund Balance, September 2017	1,478,674					
Ending Fund Balance, September 2017	<u>\$ 3,903,401</u>					
2017 Budgeted Ending Fund Balance	\$ 1,202,634					



This table presents the status of the projects with the most significant impacts on this fund:

Fund 103 - Local Street			
Capital Projects Status			
Name	Annual Budget	YTD Actual	Remaining
2016 Local Street Pavement Reconst.	\$0.1M	\$0.1M	\$0.0M
2017 Local St. Reconst. & Preservation	\$2.9M	\$0.3M	\$2.5M
<i>Total</i>	\$2.9M	\$0.4M	\$2.5M

**Notes:**

- 2016 Local Street Reconstruction Project received Final Acceptance by the City Council on April 17, 2017 and is now complete.
- 2017 Local Street Reconstruction Project was awarded for construction by the City Council on July 3, 2017 and is currently under construction.

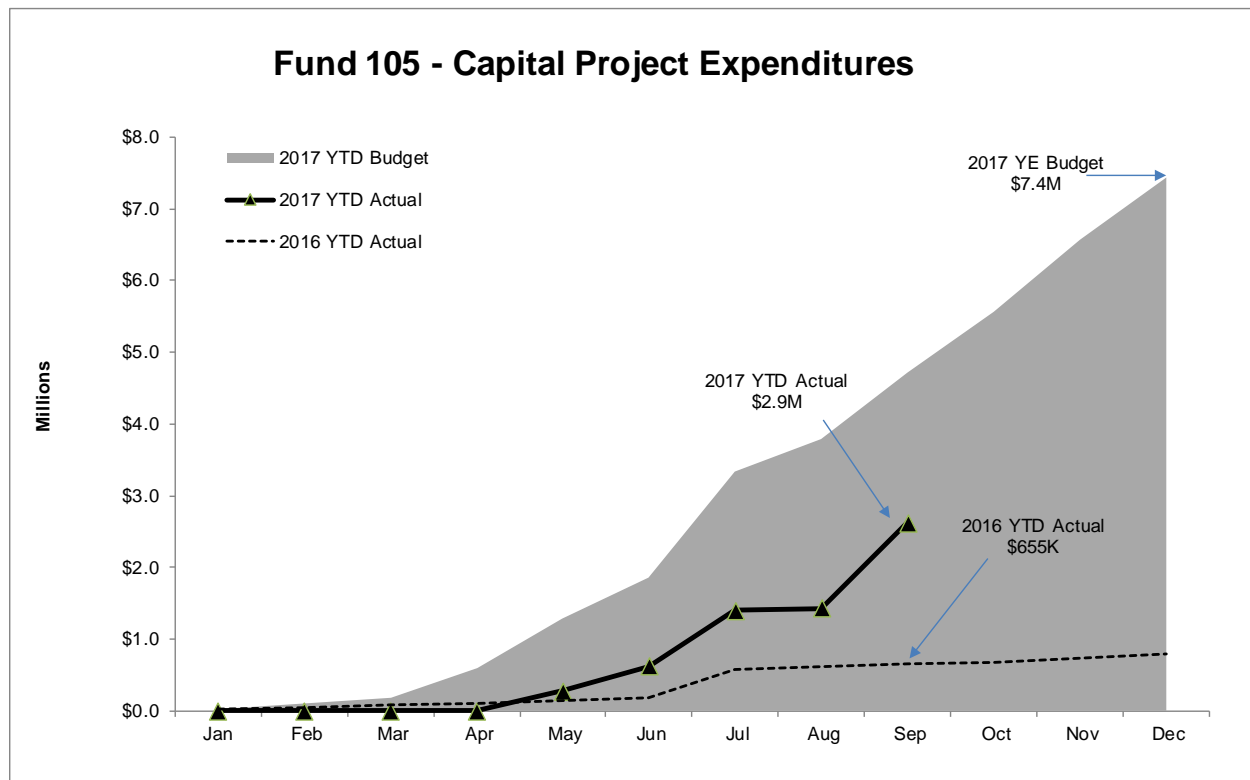
**Fund 105 – Arterial Street Preservation Fund**

The Arterial Street Preservation Fund is a Special Revenue Fund which is primarily funded by a 1.0% utility tax that was adopted by Council in 2008; these utility tax revenues are restricted for arterial street repair and preservation projects. Major projects budgeted within the Arterial Street Preservation Fund in 2017 include 15<sup>th</sup> Street NE/NW Preservation, Auburn Way North Preservation, and the B Street NW Reconstruction project. Through Q3-2017 revenues totaled \$2.3 million and compare to collections of \$1.6 million through Q3-2016.

Total expenditures through Q3-2017 were \$2.9M, which compares to expenditures of \$862,000 through Q3-2016. This increase is due to projects carried forward from the prior year which are under construction currently. Historically, the majority of this fund's expenditures occur in the second half of each year due to the weather sensitivity of pavement construction (this work needs to be done primarily in the summer and early fall). Highlighted in the table below and the following graph are the subset of the fund's total expenditures related to capital projects.

Fund 105 - Arterial Street Preservation  Summary of Sources and Uses  Report Period: September 2017	2017			2016	2017 YTD Budget vs. Actual	
	Annual Budget	YTD Budget	YTD Actual	YTD Actual	Favorable (Unfavorable)	
					Amount	Percentage
<b>Revenues</b>						
City Utility Tax	\$ 632,300	\$ 467,079	\$ 480,821	\$ 483,531	\$ 13,743	2.9 %
Electric Utility Tax	712,000	553,018	570,153	546,703	17,134	3.1 %
Natural Gas Utility Tax	200,200	177,665	192,043	166,619	14,378	8.1 %
Cable TV Tax	194,300	144,671	156,731	147,046	12,060	8.3 %
Telephone Utility Tax	290,400	222,326	211,142	228,965	(11,184)	(5.0) %
Garbage Utility Tax (External Haulers)	19,400	14,550	16,017	15,498	1,467	10.1 %
Grants	2,354,398	1,069,426	508,325	843	(561,100)	(52.5) %
Developer Mitigation Fees	-	-	-	-	-	-
Operating Transfer In	431,750	312,833	131,750	30,932	(181,083)	(57.9) %
Interest Earnings	4,900	3,675	20,536	6,673	16,861	458.8 %
<b>Total Revenues</b>	<b>\$ 4,839,648</b>	<b>\$ 2,965,243</b>	<b>\$ 2,287,518</b>	<b>\$ 1,626,809</b>	<b>\$ (677,725)</b>	<b>(22.9) %</b>
<b>Expenditures</b>						
Salary and Benefits	\$ 368,000	\$ 251,650	\$ 301,737	\$ 206,327	\$ (50,087)	(19.9) %
Capital Outlay	7,071,019	4,457,460	2,626,020	448,274	1,831,440	41.1 %
Subtotal - Capital Project Expenditures	7,439,019	4,709,110	2,927,757	654,601	1,781,352	37.8 %
Supplies	-	-	-	-	-	-
Services and Charges	-	-	-	37,525	-	-
Operating Transfer Out	56,535	37,690	14,141	170,276	23,549	62.5
<b>Total Expenditures</b>	<b>\$ 7,495,554</b>	<b>\$ 4,746,800</b>	<b>\$ 2,941,899</b>	<b>\$ 862,402</b>	<b>\$ 1,804,901</b>	<b>38.0 %</b>
<b>Net Change in Fund Balance</b>	<b>\$ (2,655,906)</b>	<b>\$ (1,781,557)</b>	<b>\$ (654,380)</b>	<b>\$ 764,407</b>	<b>\$ 1,127,176</b>	<b>(63.3) %</b>

Beg. Fund Balance, January 2017	\$ 3,269,631
Net Change in Fund Balance, September 2017	(654,380)
Ending Fund Balance, September 2017	\$ 2,615,251
2017 Budgeted Ending Fund Balance	\$ 613,725



This table presents the status of the projects with the most significant impacts on the fund:

Fund 105 - Arterial Street Preservation			
Capital Projects Status			
Name	Annual Budget	YTD Actual	Remaining
15th St NE/NW Preservation	\$1.5M	\$0.0M	\$1.5M
Auburn Way North Preservation	\$1.7M	\$1.5M	\$0.2M
B Street NW Reconstruction	\$2.7M	\$0.4M	\$2.3M
All Other Projects (4 Others Budgeted)	\$1.4M	\$1.0M	\$0.5M
<i>Total</i>	\$7.4M	\$2.9M	\$4.5M

**Notes:**

- Auburn Way North Preservation is nearing completion.
- B Street NW Reconstruction was awarded for construction by the City Council on June 19, 2017 and is currently under construction.
- 15<sup>th</sup> Street NE/NW Preservation project construction will be delayed until 2018 due to the Puget Sound Regional Council's (PSRC's) modification of the Grant's obligation year to FY 2018. This revision was part of a region wide effort to address federal grant funding restrictions for FY 2017, 2018, 2019 and 2020, and means that funds cannot be expended until 2018.

The Mitigation Fees Fund is a Special Revenue Fund funded from revenue from new development, which is assessed at the time applications are received for development activity. These funds are used to mitigate costs associated with City growth. Through Q3-2017, revenues were above budget expectations, at 130.5% of the annual budgeted amount. Projects contributing substantially to these revenues include North Auburn Logistics and Holiday Inn Express. Expenditures were below budget due to the timing of capital projects funded by these revenues, which historically occur during the second half of the year when conditions are more favorable for construction.

Fund 124 - Mitigation Fees Summary of Sources and Uses				BUDGET		
Report Period Through: September 2017				Ending Fund Balance		
	Revenues	Expenditures	Ending Fund Balance	Revenues	Expenditures	Ending Fund Balance
Transportation Impact Fees	\$ 1,630,661	\$ 912,523	\$ 5,872,433	\$ 800,000	\$ 3,264,472	\$ 2,689,823
Transportation Mitigation Fees	67,877	-	332,154	-	30,000	234,277
Fire Impact Fees	172,484	-	472,295	100,000	50,000	349,811
Fire Mitigation Fees	-	-	81	-	-	81
Parks Impact Fees	549,576	107,216	5,248,793	600,000	612,000	4,794,434
Parks Mitigation Fees	-	-	331,327	-	-	331,327
School Impact Admin Fees	7,640	-	54,560	12,000	-	58,920
Wetland Mitigation Fees	-	-	68,835	-	31,570	37,265
Interest and Investment Income	77,421	-	77,421	8,200	-	8,200
Fees in Lieu of Improvements	-	-	122,525	-	-	122,525
Operating Transfers	-	-	-	400,000	-	400,000
Total	\$ 2,505,659	\$ 1,019,739	\$ 12,580,424	\$ 1,920,200	\$ 3,988,042	\$ 9,026,663

Beginning Fund Balance, January 2017	\$ 11,094,505
Net Change in Fund Balance, September 2017	1,485,919
Ending Fund Balance, September 2017	\$ 12,580,424
2017 Budgeted Ending Fund Balance	\$ 9,026,663

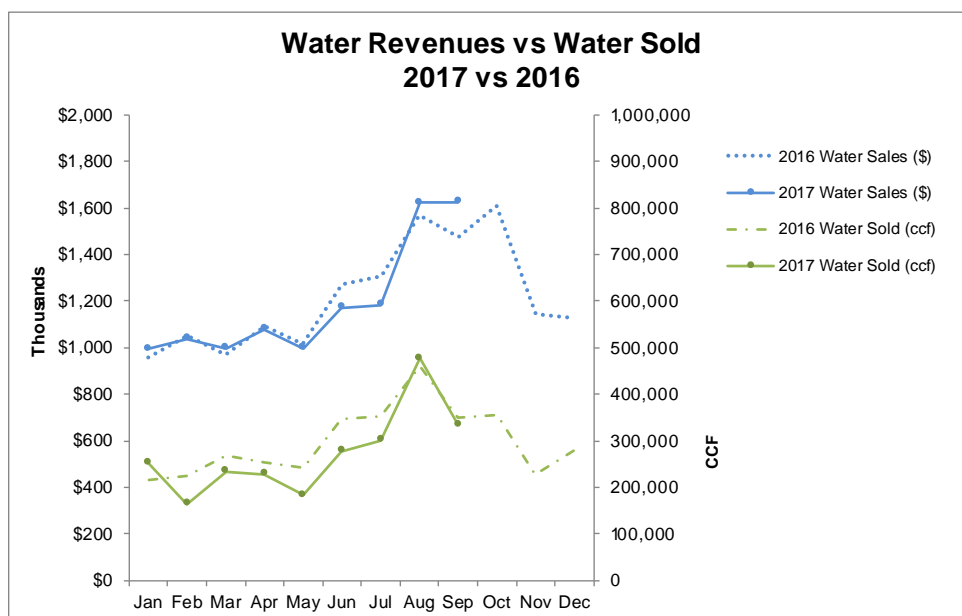
## Enterprise Funds

Detailed income and expense statements for Enterprise and Internal Service funds can be found in the Appendices at the end of this report. The format changed in Q1-2016 and, in lieu of a working capital statement, there are now operating and, as applicable, capital fund reports for these funds showing budget, actuals, and variances. Operating funds house all the operating costs along with debt service and financing obligations. Capital funds show costs associated with capital acquisition and construction. Both the operating and capital funds have a working capital balance. This approach isolates those funds available for capital and cash flow needs for daily operations, and project managers will know exactly how much working capital is available for current and planned projects.

Working capital was moved from the operating funds to the capital funds along with other beginning fund balance adjustments. System development revenues previously credited to the operating funds are now directed to the corresponding capital funds.

Through Q3-2017, the **Water Utility** had operating income before depreciation of \$4.1 million as compared with \$3.5 million through Q3-2016. Revenues ended the quarter slightly ahead of budget expectations. The increase in operating income is largely due to lower expenditures in 2017 compared to 2016, during which the City purchased regional water from the City of Tacoma while four of the City's six major production wells were being rehabilitated. Regional water purchases in 2017 have been minimal compared to the prior year.

Water sales by volume through Q3-2017 totaled 2.4 million hundred cubic feet (ccf), compared to 2.7 million ccf in 2016, representing a 9.71% decrease due to lower water consumption. This is part of a general trend of decreased year-over-year water consumption per account due largely to conservation efforts and appliance efficiency improvements. Additionally, the City has not provided water to Water District #111 since its contract was renegotiated; last year, sales to Water District #111 represented 11.3% of water sales by volume.

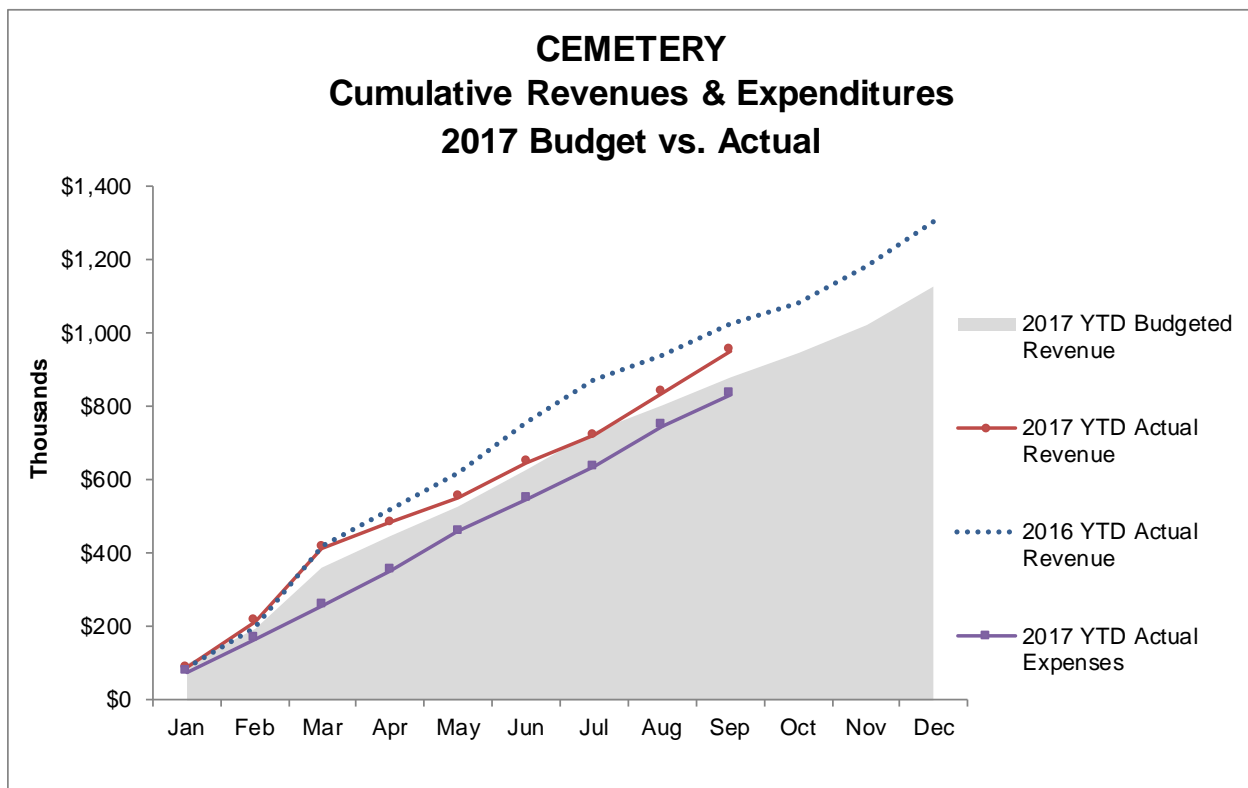


The **Sewer Utility** finished Q3-2017 with operating income before depreciation of \$1.7 million as compared to operating income of \$1.6 million through Q3-2016 due primarily to higher service revenues in 2017.

The **Sewer-Metro Utility** ended the third quarter with operating income before depreciation of \$243,000, as compared with \$235,000 in Q3-2016. Variances in this fund are largely due to King County's internal billing process, by which King County bills the City a flat rate each quarter based on the number of customers and consumption volume averaged over prior quarters. Therefore, the Sewer-Metro Utility generally experiences a loss early in the year when revenues trend low, and income later in the year when revenues trend higher. The Sewer-Metro Utility is expected to end the year with positive operating income, consistent with prior years.

The **Stormwater Utility** ended Q3-2017 with operating income before depreciation of \$2.1 million, compared with \$2.0 million through Q3-2016. The difference is largely due to higher service revenues in 2017.

The **Cemetery Fund** ended Q3-2017 with an operating income of \$120,000 as compared with an operating income of \$168,000 in through Q3-2016. This variance is mainly due to lower revenue from lot sales and markers, both of which already exceed annual budgeted amounts, but are low compared to the exceptional numbers in the prior year. Year-to-date revenues ended the quarter ahead of budget predictions by approximately \$70,000 or 6.2%.



**Internal Service Funds**

Operating expenditures within the **Insurance** Fund represent the premium cost pool that will be allocated monthly to other City funds over the course of 2017. As a result, the expenditure balance will gradually diminish each month throughout the year.

No significant variances are reported in the **Worker's Compensation, Facilities, Innovation & Technology**, or **Equipment Rental** Funds.

**Contact Information**

This report is prepared by the Finance Department. Additional financial information can also be viewed at our website: <http://www.auburnwa.gov/>. For any questions about this report please contact Shelley Coleman at [scoleman@auburnwa.gov](mailto:scoleman@auburnwa.gov).

**City of Auburn**  
**Investment Portfolio Summary**  
**September 30, 2017**

Investment Type	Purchase Date	Purchase Price	Maturity Date	Yield to Maturity
State Investment Pool	Various	\$ 128,655,713	Various	1.13%
KeyBank Money Market	Various	4,610,004	Various	0.02%
FNMA	3/11/2016	998,844	2/22/2019	1.20%
LAKUTL	9/25/2013	235,919	11/1/2017	1.90%
Total Cash & Investments		<b>\$ 134,500,480</b>		<b>1.093%</b>

Investment Mix	% of Total	Summary	
State Investment Pool	95.7%	Current 6-month treasury rate	1.17%
KeyBank Money Market	3.4%	Current State Pool rate	1.13%
US Treasury	0.0%	KeyBank Money Market	0.02%
FNMA	0.7%		
LAKUTL	0.2%		
	<b>100.0%</b>		

SALES TAX SUMMARY

SEPTEMBER 2017 SALES TAX DISTRIBUTIONS (FOR JULY 2017 RETAIL ACTIVITY)

NAICS	CONSTRUCTION	2016 Annual Total (Nov '15-Oct '16)	2016 YTD (Nov '15-Jul '16)	2017 YTD (Nov '16-Jul '17)	YTD % Diff
236	Construction of Buildings	1,139,466	798,884	1,049,044	31.3%
237	Heavy and Civil Construction	309,344	229,621	138,807	-39.5%
238	Specialty Trade Contractors	843,470	622,874	656,909	5.5%
TOTAL CONSTRUCTION		\$ 2,292,280	\$ 1,651,379	\$ 1,844,760	11.7%
Overall Change from Previous Year				\$ 193,382	

NAICS	MANUFACTURING	2016 Annual Total (Nov '15-Oct '16)	2016 YTD (Nov '15-Jul '16)	2017 YTD (Nov '16-Jul '17)	YTD % Diff
311	Food Manufacturing	3,278	2,485	3,763	51.4%
312	Beverage and Tobacco Products	9,601	7,153	5,000	-30.1%
313	Textile Mills	415	219	134	-38.9%
314	Textile Product Mills	3,554	2,157	1,129	-47.6%
315	Apparel Manufacturing	155	146	147	1.2%
316	Leather and Allied Products	38	32	31	-3.2%
321	Wood Product Manufacturing	58,391	45,860	12,359	-73.1%
322	Paper Manufacturing	8,047	5,475	11,034	101.6%
323	Printing and Related Support	52,610	40,523	41,083	1.4%
324	Petroleum and Coal Products	2,145	1,902	777	-59.2%
325	Chemical Manufacturing	10,183	6,034	12,473	106.7%
326	Plastics and Rubber Products	8,168	6,439	6,468	0.4%
327	Nonmetallic Mineral Products	17,429	12,750	13,785	8.1%
331	Primary Metal Manufacturing	442	295	583	97.7%
332	Fabricated Metal Product Manuf	29,409	23,415	22,676	-3.2%
333	Machinery Manufacturing	16,461	12,686	14,409	13.6%
334	Computer and Electronic Product	10,780	8,508	16,958	99.3%
335	Electric Equipment, Appliances	445	350	873	149.1%
336	Transportation Equipment Man	471,441	381,562	322,157	-15.6%
337	Furniture and Related Products	18,661	13,358	17,001	27.3%
339	Miscellaneous Manufacturing	39,437	31,315	20,969	-33.0%
TOTAL MANUFACTURING		\$ 761,091	\$ 602,662	\$ 523,810	-13.1%
Overall Change from Previous Year				\$ (78,852)	

NAICS	TRANSPORTATION AND WAREHOUSING	2016 Annual Total (Nov '15-Oct '16)	2016 YTD (Nov '15-Jul '16)	2017 YTD (Nov '16-Jul '17)	YTD % Diff
481	Air Transportation	1	1	2	61.8%
482	Rail Transportation	24,331	9,679	19,425	100.7%
484	Truck Transportation	7,067	2,756	2,669	-3.2%
485	Transit and Ground Passengers	114	67	-3,390	-5131.0%
488	Transportation Support	52,828	41,861	39,746	-5.1%
491	Postal Service	274	196	209	6.8%
492	Couriers and Messengers	301	192	1,125	485.4%
493	Warehousing and Storage	14,523	11,210	9,265	-17.4%
TOTAL TRANSPORTATION		\$ 99,439	\$ 65,962	\$ 69,050	4.7%
Overall Change from Previous Year				\$ 3,088	

NAICS	WHOLESALE TRADE	2016 Annual Total (Nov '15-Oct '16)	2016 YTD (Nov '15-Jul '16)	2017 YTD (Nov '16-Jul '17)	YTD % Diff
423	Wholesale Trade, Durable Goods	981,820	718,538	782,910	9.0%
424	Wholesale Trade, Nondurable	281,166	210,485	198,873	-5.5%
425	Wholesale Electronic Markets	1,991	1,675	3,948	135.8%
TOTAL WHOLESALE		\$ 1,264,976	\$ 930,697	\$ 985,731	5.9%
Overall Change from Previous Year				\$ 55,033	

Includes Adjustments in excess of +/- \$10,000.

- a. WA State Dept of Revenue audit adjustment to sales tax returns for period of November 2015 (adjustment: \$10,572).  
b. WA State Dept of Revenue audit adjustment to sales tax returns for period of April 2016 (adjustment: - \$52,898).  
c. WA State Dept of Revenue audit adjustment to sales tax returns for period of May 2016 (adjustment: - \$16,496).  
d. WA State Dept of Revenue audit adjustment to sales tax returns for period of April 2017 (adjustment: - \$29,746).

NAICS	AUTOMOTIVE	2016 Annual Total (Nov '15-Oct '16)	2016 YTD (Nov '15-Jul '16)	2017 YTD (Nov '16-Jul '17)	YTD % Diff
441	Motor Vehicle and Parts Dealer	3,409,019	2,563,887	2,686,816	4.8%
447	Gasoline Stations	250,478	182,379	194,420	6.6%
TOTAL AUTOMOTIVE		\$ 3,659,497	\$ 2,746,266	\$ 2,881,236	4.9%
Overall Change from Previous Year				\$ 134,970	

NAICS	RETAIL TRADE	2016 Annual Total (Nov '15-Oct '16)	2016 YTD (Nov '15-Jul '16)	2017 YTD (Nov '16-Jul '17)	YTD % Diff
442	Furniture and Home Furnishings	185,234	135,870 c	148,394	9.2%
443	Electronics and Appliances	220,553	175,342	152,928	-12.8%
444	Building Material and Garden	579,076	434,761	432,287	-0.6%
445	Food and Beverage Stores	397,177	298,973 a	277,210	-7.3%
446	Health and Personal Care Store	284,191	202,426	278,053	37.4%
448	Clothing and Accessories	1,136,431	835,833	823,174 d	-1.5%
451	Sporting Goods, Hobby, Books	237,555	189,123	147,826	-21.8%
452	General Merchandise Stores	1,017,905	770,897	760,849	-1.3%
453	Miscellaneous Store Retailers	473,398	356,739	351,082	-1.6%
454	Nonstore Retailers	321,071	236,928	280,101	18.2%
TOTAL RETAIL TRADE		\$ 4,852,592	\$ 3,636,892	\$ 3,651,905	0.4%
Overall Change from Previous Year				\$ 15,013	

NAICS	SERVICES	2016 Annual Total (Nov '15-Oct '16)	2016 YTD (Nov '15-Jul '16)	2017 YTD (Nov '16-Jul '17)	YTD % Diff
51*	Information	630,158	461,338	498,272	8.0%
52*	Finance and Insurance	110,728	83,165	88,190	6.0%
53*	Real Estate, Rental, Leasing	358,628	269,926	270,980	0.4%
541	Professional, Scientific, Tech	237,656	175,612	176,597	0.6%
551	Company Management	330	307	12	-96.2%
56*	Admin. Supp., Remed Svcs	328,453	256,106	206,016	-19.6%
611	Educational Services	50,026	36,214	36,688	1.3%
62*	Health Care Social Assistance	91,643	75,015	57,945	-22.8%
71*	Arts and Entertainment	156,301	133,281	80,275	-39.8%
72*	Accommodation and Food Svcs	1,217,734	895,831	940,434	5.0%
81*	Other Services	646,579	519,028	407,786	-21.4%
92*	Public Administration	141,806	112,614	125,861	11.8%
TOTAL SERVICES		\$ 3,970,042	\$ 3,018,436	\$ 2,889,056	-4.3%
Overall Change from Previous Year				\$ (129,380)	

NAICS	MISCELLANEOUS	2016 Annual Total (Nov '15-Oct '16)	2016 YTD (Nov '15-Jul '16)	2017 YTD (Nov '16-Jul '17)	YTD % Diff
000	Unknown	0	0	0	N/A
111-115	Agriculture, Forestry, Fishing	5,534	4,277	5,236	22.4%
211-221	Mining & Utilities	29,410	21,424	19,077	-11.0%
999	Unclassifiable Establishments	32,161	-10,098 b	29,067	-387.9%
TOTAL SERVICES		\$ 67,105	\$ 15,603	\$ 53,381	242.1%
Overall Change from Previous Year				\$ 37,778	

GRAND TOTAL	\$ 16,967,023	\$ 12,667,897	\$ 12,898,928	
Overall Change from Previous Year			\$ 231,032	1.8%

Total September 2017 Sales Tax Distributions	\$ 1,444,240
Dollar Increase from September 2016	\$ 24,858
Percent Increase from September 2016	1.8%

Comparisons:	
September 2016	\$ 1,419,382
September 2015	\$ 1,457,442

OPERATING & CAPITAL FUNDS				ENTERPRISE FUNDS								
Cash Basis through September 2017	WATER			SEWER			SEWER METRO			STORM		
		YTD			YTD			YTD			YTD	
	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance
OPERATING FUND:												
OPERATING REVENUES												
Charges For Service	14,730,511	10,712,173	(4,018,338)	8,102,441	6,469,834	(1,632,607)	17,237,490	13,189,418	(4,048,072)	9,242,676	7,324,691	(1,917,985)
Grants			-			-			-			-
Interest Earnings	10,000	59,826	49,826	20,000	22,545	2,545	1,000	6,952	5,952	15,000	16,814	1,814
Rents, Leases, Concessions, & Other	212,939	131,271	(81,668)	72,849	37,754	(35,095)	-	-	-	60,951	46,130	(14,821)
TOTAL OPERATING REVENUES	14,953,450	10,903,270	(4,050,180)	8,195,290	6,530,133	(1,665,157)	17,238,490	13,196,370	(4,042,120)	9,318,627	7,387,636	(1,930,992)
OPERATING EXPENSES												
Salaries & Wages	2,688,501	1,984,337	704,164	1,742,176	1,299,748	442,428	-	-	-	2,500,996	1,928,060	572,936
Benefits	1,314,301	926,370	387,931	842,110	598,970	243,140	-	-	-	1,233,452	903,755	329,697
Supplies	334,444	179,562	154,882	136,750	65,243	71,507	-	-	-	94,750	42,975	51,775
Other Service Charges	5,096,580	2,148,796	2,947,784	2,932,890	1,905,473	1,027,417	-	-	-	1,778,290	1,070,192	708,098
Intergovernmental Services (Less Transfers Out)				9,500	3,053	6,447				83,000	47,710	35,290
Waste Management Payments												
Sewer Metro Services							17,294,700	12,952,742	4,341,958			
(*) Debt Service Interest	1,345,282	464,988	880,294	276,483	144,909	131,574	-	-	-	361,418	180,709	180,709
Interfund Loan Repayment			-			-						-
Net Change Restricted Assets												
Interfund Operating Rentals & Supplies	1,422,716	1,067,112	355,604	1,039,865	781,707	258,158	-	-	-	1,441,066	1,082,503	358,563
TOTAL OPERATING EXPENSES	12,201,824	6,771,165	5,430,659	6,979,774	4,799,102	2,180,672	17,294,700	12,952,742	4,341,958	7,492,972	5,255,904	2,237,068
OPERATING REVENUES LESS EXPENSES BEFORE DEPRECIATION												
	2,751,626	4,132,105	1,380,479	1,215,516	1,731,031	515,515	(56,210)	243,627	299,837	1,825,655	2,131,732	306,077
NON-OPERATING REVENUES												
Operating Transfers-in												
NON-OPERATING EXPENSES												
Transfer to Capital Subfund	2,500,000	2,500,000	-	1,000,000	800,000	200,000				1,400,000	300,000	1,100,000
Other Operating Transfers-out	331,166	78,439	252,727	393,832	53,793	340,039				500,312	151,837	348,475
(*) Debt Service Principal	1,799,827	624,107	1,175,720	541,127	288,262	252,865				413,162	-	413,162
Net Change in Restricted Net Assets	-	940,082	940,082	-	132,628	132,628				-	988,853	988,853
Interfund Loan Repayment												
BEGINNING WORKING CAPITAL - January 1, 2017	7,977,666	7,977,666	-	2,810,410	2,810,410	-	2,672,022	2,672,022	-	2,005,792	2,005,792	-
ENDING WORKING CAPITAL - September 30, 2017	6,098,299	7,967,143	1,868,844	2,090,967	3,266,759	1,175,792	2,615,812	2,915,649	299,837	1,517,973	2,696,834	1,178,861
NET CHANGE IN WORKING CAPITAL (see Note)	(1,879,367)	(10,523)	1,868,844	(719,443)	456,349	1,175,792	(56,210)	243,627	299,837	(487,819)	691,042	1,178,861
CAPITAL FUND:												
CAPITAL REVENUES												
Interest Revenue	-	15,560	15,560	-	83,470	83,470				-	86,224	86,224
Grants	175,000	-	(175,000)							-	-	-
Contributions			-			-				-	-	-
Other Non-Operating Revenue	-	-	-			-				-	-	-
Increase In Contributions - System Development	1,000,000	443,413	(556,587)	500,000	403,421	(96,579)				500,000	558,465	58,465
Interfund Revenues	-	-	-			-				-	-	-
Increase In Contributions - FAA	-	-	-			-				-	-	-
Proceeds of Debt Activity	5,402,159	70,798	(5,331,361)			-				-	-	-
Transfers In from Operating Sub-Fund	2,500,000	2,500,000	-	1,000,000	800,000	(200,000)				1,400,000	300,000	(1,100,000)
Transfer In from Other Funds	200,000	-	(200,000)			-				-	-	-
Other Sources	-	-	-			22,500				-	-	-
TOTAL CAPITAL REVENUES	9,277,159	3,029,771	(6,247,388)	1,500,000	1,309,391	(190,609)				1,900,000	944,688	(955,312)
CAPITAL EXPENSES												
Other Non-Operating Expense	-	(572,557)	572,557	-	-	-				-	(800,501)	800,501
Increase In Fixed Assets - Salaries	382,143	130,784	251,359	86,429	46,707	39,722				152,143	123,928	28,215
Increase In Fixed Assets - Benefits	152,857	58,281	94,576	34,571	21,888	12,683				60,857	55,036	5,821
Increase In Fixed Assets - Services	-	5,641	(5,641)		2,860	(2,860)				-	-	-
Increase In Fixed Assets - Site Improvements	-	35,511	(35,511)		-	-				-	-	-
Increase In Fixed Assets - Equipment	20,000	-	20,000	20,000	-	20,000				20,000	-	20,000
Increase In Fixed Assets - Construction	10,524,977	3,660,191	6,864,786	2,666,218	817,047	1,849,171				4,229,504	1,453,531	2,775,973
Increase In Fixed Assets - Other			-			-				-	7,454	(7,454)
Operating Transfers Out	50,000	50,000	-	50,000	50,000	-				156,000	156,000	-
TOTAL CAPITAL EXPENSES	11,129,977	3,367,851	7,762,126	2,857,218	938,502	1,918,716				4,618,504	995,448	3,623,056
BEGINNING WORKING CAPITAL - January 1, 2017	1,936,373	1,936,373	-	12,710,295	12,710,295	-				13,379,700	13,379,700	-
ENDING WORKING CAPITAL - September 30, 2017	83,555	1,598,293	1,514,738	11,353,077	13,081,184	1,728,107				10,661,196	13,328,940	2,667,744
NET CHANGE IN WORKING CAPITAL (see Note)	(1,852,818)	(338,080)	1,514,738	(1,357,218)	370,889	1,728,107				(2,718,504)	(50,760)	2,667,744
Total Change in Working Capital	(3,732,185)	(348,604)	3,383,581	(2,076,661)	827,238	2,903,899	(56,210)	243,627	299,837	(3,206,323)	640,283	3,846,606

Working Capital = Current Assets  
minus Current Liabilities

(\*) Debt service interest as shown represents actual cash outlay. Debt service principal represents actual expenditures; payments will be made as scheduled in December 2017.

OPERATING & CAPITAL FUNDS	ENTERPRISE FUNDS									INTERNAL SERVICE FUNDS		
Cash Basis through September 2017	SOLID WASTE			AIRPORT			CEMETERY			INSURANCE		
	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance
OPERATING FUND:												
OPERATING REVENUES												
Charges For Service	14,816,200	11,175,901	(3,640,299)	826,800	650,430	(176,370)	927,500	949,763	22,263	-	-	-
Grants	87,300	25,120	(62,180)	-	-	-	-	-	-	-	-	-
Interest Earnings	9,000	28,116	19,116	2,500	4,353	1,853	800	2,797	1,997	1,500	6,306	4,806
Rents, Leases, Concessions, & Other	-	441	441	3,000	7,156	4,156	-	-	-	-	-	-
TOTAL OPERATING REVENUES	14,912,500	11,229,579	(3,682,921)	832,300	661,939	(170,361)	928,300	952,561	24,261	1,500	6,306	4,806
OPERATING EXPENSES												
Salaries & Wages	325,910	243,822	82,088	-	-	-	475,628	357,222	118,406	-	-	-
Benefits	147,414	108,598	38,816	-	-	-	258,734	188,007	70,727	225,750	45,649	180,101
Supplies	27,542	2,246	25,296	2,500	-	2,500	221,700	162,403	59,297	-	-	-
Other Service Charges	1,645,565	1,111,439	534,126	484,950	351,396	133,554	156,750	89,518	67,232	4,230	249,918	(245,688)
Intergovernmental Services (Less Transfers Out)	363,600	182,131	181,469	-	-	-	-	-	-	-	-	-
Waste Management Payments	11,975,500	8,933,773	3,041,727	-	-	-	-	-	-	-	-	-
Sewer Metro Services	-	-	-	-	-	-	-	-	-	-	-	-
(*) Debt Service Interest	-	-	-	24,357	5,165	19,192	(0)	-	(0)	-	-	-
Interfund Loan Repayment	-	-	-	-	-	-	-	-	-	-	-	-
Net Change Restricted Assets	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Operating Rentals & Supplies	111,587	83,691	27,896	1,400	1,053	347	47,833	35,874	11,959	-	-	-
TOTAL OPERATING EXPENSES	14,597,118	10,665,698	3,931,420	513,207	357,614	155,593	1,160,645	833,024	327,621	229,980	295,567	(65,587)
OPERATING REVENUES LESS EXPENSES BEFORE DEPRECIATION	315,382	563,880	248,498	319,093	304,325	(14,768)	(232,345)	119,537	351,882	(228,480)	(289,261)	(60,781)
NON-OPERATING REVENUES												
Operating Transfers-in	-	-	-	-	-	-	200,000	-	(200,000)	670,715	503,036	(167,679)
NON-OPERATING EXPENSES												
Transfer to Capital Subfund	-	-	-	-	-	-	-	-	-	-	-	-
Other Operating Transfers-out	-	-	-	-	-	-	1,332	280	1,052	-	-	-
(*) Debt Service Principal	-	-	-	165,000	-	165,000	-	-	-	-	-	-
Net Change in Restricted Net Assets	-	-	-	-	(8,646)	(8,646)	-	-	-	-	-	-
Interfund Loan Repayment	-	-	-	39,942	29,893	10,049	-	-	-	-	-	-
BEGINNING WORKING CAPITAL - January 1, 2017	4,411,853	4,411,853	-	236,649	236,649	-	293,829	293,829	-	1,385,685	1,385,685	-
ENDING WORKING CAPITAL - September 30, 2017	4,727,235	4,975,733	248,498	350,800	519,727	168,927	260,152	413,086	152,934	1,827,920	1,599,461	(228,459)
NET CHANGE IN WORKING CAPITAL (see Note)	315,382	563,880	248,498	114,151	283,078	168,927	(33,677)	119,257	152,934	442,235	213,776	(228,459)
CAPITAL FUND:												
CAPITAL REVENUES												
Interest Revenue	-	-	-	-	2,338	2,338	-	1,646	1,646	-	-	-
Grants	-	-	-	-	-	-	-	-	-	-	-	-
Contributions	-	-	-	17,167	529	(16,638)	-	-	-	-	-	-
Other Non-Operating Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Contributions - System Development	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Contributions - FAA	-	-	-	310,900	3,746	(307,154)	-	-	-	-	-	-
Proceeds of Debt Activity	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In from Operating Sub-Fund	-	-	-	-	-	-	-	-	-	-	-	-
Transfer In from Other Funds	-	-	-	275,000	274,937	(63)	-	-	-	-	-	-
Other Sources	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL REVENUES	-	-	-	603,067	281,551	(321,516)	-	1,646	1,646	-	-	-
CAPITAL EXPENSES												
Other Non-Operating Expense	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Fixed Assets - Salaries	-	-	-	21,429	14	21,415	-	-	-	-	-	-
Increase In Fixed Assets - Benefits	-	-	-	8,571	7	8,564	-	-	-	-	-	-
Increase In Fixed Assets - Services	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Fixed Assets - Site Improvements	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Fixed Assets - Equipment	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Fixed Assets - Construction	-	-	-	729,034	295,434	433,600	-	-	-	-	-	-
Increase In Fixed Assets - Other	-	-	-	-	-	-	-	-	-	-	-	-
Operating Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL EXPENSES	-	-	-	759,034	295,455	463,579	-	-	-	-	-	-
BEGINNING WORKING CAPITAL - January 1, 2017	-	-	-	360,602	360,602	-	256,633	256,633	-	-	-	-
ENDING WORKING CAPITAL - September 30, 2017	-	-	-	204,635	346,698	142,063	256,633	258,279	1,646	-	-	-
NET CHANGE IN WORKING CAPITAL (see Note)	-	-	-	(155,967)	(13,904)	142,063	-	1,646	1,646	-	-	-
Total Change in Working Capital	315,382	563,880	248,498	(41,816)	269,174	310,990	(33,677)	120,903	154,580	442,235	213,776	(228,459)

Working Capital = Current Assets  
minus Current Liabilities

Note: Working capital balance only includes eight Waste Management payments due to the timing of September's payment (\$1,045,832), which will be made in October.

(\*) Debt service interest as shown represents actual cash outlay. Debt service principal represents actual expenditures; payments will be made as scheduled in December 2017.

OPERATING & CAPITAL FUNDS				INTERNAL SERVICE FUNDS								
Cash Basis through September 2017	WORKER'S COMPENSATION			FACILITIES			INNOVATION & TECHNOLOGY			EQUIPMENT RENTAL		
	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance
OPERATING FUND:												
OPERATING REVENUES												
Charges For Service	961,300	715,761	(245,539)	3,453,700	2,604,110	(849,590)	6,038,376	4,531,589	(1,506,787)	2,263,102	1,712,041	(551,061)
Grants			-	-	-	-	-	-	-	-	-	-
Interest Earnings	2,600	8,517	5,917	8,800	13,913	5,113	5,000	8,895	3,895	-	18,746	18,746
Rents, Leases, Concessions, & Other	93,000	6,522	(86,478)	-	36,816	36,816	-	-	-	-	131,903	131,903
TOTAL OPERATING REVENUES	1,056,900	730,800	(326,100)	3,462,500	2,654,839	(807,661)	6,043,376	4,540,485	(1,502,891)	2,263,102	1,862,690	(400,412)
OPERATING EXPENSES												
Salaries & Wages	76,324	54,803	21,521	655,000	466,872	188,128	1,822,981	1,366,905	456,076	681,943	433,138	248,805
Benefits	364,638	80,108	284,530	358,001	251,504	106,497	817,418	586,672	230,746	349,650	219,917	129,733
Supplies	-	-	-	150,220	87,406	62,814	508,250	446,205	62,045	1,074,000	559,441	514,559
Other Service Charges	492,915	196,706	296,209	1,818,387	1,101,649	716,738	2,882,325	2,029,817	852,508	427,580	265,014	162,566
Intergovernmental Services (Less Transfers Out)	-	-	-	-	-	-	-	-	-	-	-	-
Waste Management Payments												
Sewer Metro Services												
(*) Debt Service Interest	-	-	-	-	-	-	-	-	-	3,843	3,005	838
Interfund Loan Repayment			-			-			-			-
Net Change Restricted Assets												
Interfund Operating Rentals & Supplies	-	-	-	140,784	105,588	35,196	191,031	143,262	47,769	231,152	173,646	57,506
TOTAL OPERATING EXPENSES	933,877	331,617	602,260	3,122,392	2,013,019	1,109,373	6,222,005	4,572,860	1,649,145	2,768,168	1,654,160	1,114,008
OPERATING REVENUES LESS EXPENSES BEFORE DEPRECIATION	123,023	399,183	276,160	340,108	641,819	301,711	(178,629)	(32,375)	146,254	(505,066)	208,530	713,596
NON-OPERATING REVENUES												
Operating Transfers-in							652,611	215,588	(437,023)	720,000	100,000	(620,000)
NON-OPERATING EXPENSES												
Transfer to Capital Subfund												
Other Operating Transfers-out				929,452	412,346	517,106	400	400	-	-	-	-
(*) Debt Service Principal										-	-	-
Net Change in Restricted Net Assets							-	-	-	-	(128,176)	(128,176)
Interfund Loan Repayment												
BEGINNING WORKING CAPITAL - January 1, 2017	1,097,368	1,097,368	-	1,853,016	1,853,016	-	1,064,713	1,064,713	-	2,749,240	2,749,240	-
ENDING WORKING CAPITAL - September 30, 2017	1,220,391	1,496,550	276,160	1,263,672	2,082,489	818,817	1,538,295	1,247,525	(290,770)	2,964,174	3,185,946	221,772
NET CHANGE IN WORKING CAPITAL (see Note)	123,023	399,183	276,160	(589,344)	229,473	818,817	473,582	182,812	(290,770)	214,934	436,706	221,772
CAPITAL FUND:												
CAPITAL REVENUES												
Interest Revenue							-	13,379	13,379	-	20,103	20,103
Grants												
Contributions							-	-	-	-	-	-
Other Non-Operating Revenue							-	-	-	-	-	-
Increase In Contributions - System Development							-	-	-	-	-	-
Interfund Revenues							-	-	-	1,703,631	1,277,721	(425,910)
Increase In Contributions - FAA							-	-	-	-	-	-
Proceeds of Debt Activity							-	-	-	-	-	-
Transfers In from Operating Sub-Fund							-	-	-	-	-	-
Transfer In from Other Funds							96,537	86,326	(10,211)	390,927	298,254	(92,673)
Other Sources							-	-	-	-	-	-
TOTAL CAPITAL REVENUES							96,537	99,704	3,167	2,094,558	1,596,078	(498,480)
CAPITAL EXPENSES												
Other Non-Operating Expense							-	-	-	-	-	-
Increase In Fixed Assets - Salaries							-	1,896	(1,896)	-	-	-
Increase In Fixed Assets - Benefits							-	697	(697)	-	-	-
Increase In Fixed Assets - Services							-	-	-	-	-	-
Increase In Fixed Assets - Site Improvements										-	-	-
Increase In Fixed Assets - Equipment							779,437	353,756	425,681	1,961,665	1,392,491	569,174
Increase In Fixed Assets - Construction							163,000	42,662	120,338	710,000	-	710,000
Increase In Fixed Assets - Other										-	-	-
Operating Transfers Out							55,900	55,900	-	-	-	-
TOTAL CAPITAL EXPENSES							998,337	454,910	543,427	2,671,665	1,392,491	1,279,174
BEGINNING WORKING CAPITAL - January 1, 2017							2,319,577	2,319,577	-	3,020,402	3,020,402	-
ENDING WORKING CAPITAL - September 30, 2017							1,417,777	1,964,371	546,594	2,443,295	3,223,989	780,694
NET CHANGE IN WORKING CAPITAL (see Note)							(901,800)	(355,206)	546,594	(577,107)	203,587	780,694
Total Change in Working Capital	123,023	399,183	276,160	(589,344)	229,473	818,817	(428,218)	(172,394)	255,824	(362,173)	640,293	1,002,466

Working Capital = Current Assets  
minus Current Liabilities

The following table provides an analysis of each of the City's Enterprise and Internal Service funds - showing 2017 revenues and expenditures by fund through September and includes the Fund Balance in the associated Capital Sub-Fund.

FUND BALANCE	ENTERPRISE FUNDS							INTERNAL SERVICE FUNDS				
	WATER	SEWER	SEWER METRO	STORM	SOLID WASTE	AIRPORT	CEMETERY	INSURANCE	WORKER'S COMPENSATION	FACILITIES	INNOVATION & TECHNOLOGY	EQUIPMENT RENTAL
OPERATING REVENUES												
Charges For Services	\$ 10,712,173	\$ 6,469,834	\$ -	\$ 7,324,691	\$ 11,175,901	\$ 46,155	\$ 949,763	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Charges For Services	-	-	-	-	-	-	-	-	722,283	2,530,647	4,475,219	2,989,762
Sewer Metro Services Revenue	-	-	13,189,418	-	-	-	-	-	-	-	-	-
Rents, Leases, Concessions & Other	-	-	-	-	-	604,275	-	-	-	73,463	56,370	-
TOTAL OPERATING REVENUES	\$ 10,712,173	\$ 6,469,834	\$ 13,189,418	\$ 7,324,691	\$ 11,175,901	\$ 650,430	\$ 949,763	\$ -	\$ 722,283	\$ 2,604,110	\$ 4,531,589	\$ 2,989,762
OPERATING EXPENSES												
Administration & Other	\$ 2,806,283	\$ 3,385,636	\$ -	\$ 2,604,766	\$ 1,303,315	\$ 47,826	\$ 246,262	\$ 295,567	\$ -	\$ -	\$ -	\$ 603,089
Operations & Maintenance	3,499,895	1,271,417	12,952,742	2,477,883	8,316,551	304,622	586,762	-	331,617	2,013,019	4,572,860	1,048,067
Depreciation & Amortization	2,455,522	1,651,458	-	1,416,765	14,114	347,645	36,382	-	-	-	539,375	860,484
TOTAL OPERATING EXPENSES	\$ 8,761,699	\$ 6,308,511	\$ 12,952,742	\$ 6,499,415	\$ 9,633,981	\$ 700,094	\$ 869,406	\$ 295,567	\$ 331,617	\$ 2,013,019	\$ 5,112,235	\$ 2,511,640
OPERATING INCOME (LOSS)	\$ 1,950,474	\$ 161,324	\$ 236,676	\$ 825,276	\$ 1,541,921	\$ (49,664)	\$ 80,358	\$ (295,567)	\$ 390,665	\$ 591,091	\$ (580,646)	\$ 478,122
NON-OPERATING REVENUES & EXPENSES												
Interest Revenue	\$ 75,386	\$ 106,015	\$ 6,952	\$ 103,038	\$ 28,116	\$ 6,691	\$ 4,443	\$ 6,306	\$ 8,517	\$ 13,913	\$ 22,274	\$ 38,848
Other Non-Operating Revenue	131,271	37,754	-	46,130	25,561	11,432	-	-	-	36,816	-	113,902
Gain (Loss) On Sale Of Fixed Assets	-	-	-	-	-	-	-	-	-	-	-	18,001
Other Non-Operating Expense	(73,170)	(13,335)	-	-	-	(5,165)	-	-	-	-	-	(3,005)
TOTAL NON-OPERATING REVENUES & EXPENSES	\$ 133,487	\$ 130,434	\$ 6,952	\$ 149,168	\$ 53,677	\$ 12,958	\$ 4,443	\$ 6,306	\$ 8,517	\$ 50,729	\$ 22,274	\$ 167,747
INCOME (LOSS) BEFORE CONTRIBUTIONS & TRANSFERS	\$ 2,083,961	\$ 291,758	\$ 243,627	\$ 974,444	\$ 1,595,598	\$ (36,707)	\$ 84,801	\$ (289,261)	\$ 399,183	\$ 641,819	\$ (558,372)	\$ 645,869
Contributions	\$ 443,413	\$ 403,421	\$ -	\$ 558,465	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	2,500,000	800,000	-	300,000	-	274,937	-	503,036	-	-	301,913	398,254
Transfers Out	(2,628,439)	(903,793)	-	(607,837)	-	-	(280)	-	-	(412,346)	(56,300)	-
TOTAL CONTRIBUTIONS & TRANSFERS	\$ 314,974	\$ 299,628	\$ -	\$ 250,628	\$ -	\$ 274,937	\$ (280)	\$ 503,036	\$ -	\$ (412,346)	\$ 245,613	\$ 398,254
CHANGE IN FUND BALANCE	\$ 2,398,935	\$ 591,386	\$ 243,627	\$ 1,225,072	\$ 1,595,598	\$ 238,231	\$ 84,521	\$ 213,776	\$ 399,183	\$ 229,473	\$ (312,759)	\$ 1,044,123
BEGINNING FUND BALANCE - January 1, 2017	\$ 75,751,705	\$ 81,919,221	\$ 2,672,022	\$ 64,010,652	\$ 4,245,695	\$ 9,514,116	\$ 1,374,410	\$ 1,385,685	\$ 1,064,528	\$ 1,530,324	\$ 4,291,351	\$ 10,920,413
ENDING FUND BALANCE - September 30, 2017	\$ 78,150,641	\$ 82,510,606	\$ 2,915,649	\$ 65,235,725	\$ 5,841,294	\$ 9,752,346	\$ 1,458,931	\$ 1,599,461	\$ 1,463,710	\$ 1,759,797	\$ 3,978,592	\$ 11,964,537



## AGENDA BILL APPROVAL FORM

**Agenda Subject:**

Ordinance No. 6665 - Budget Amendment No. 3 (Coleman) (15 November 20, 2017 Minutes)

**Date:****Department:**

Finance

**Attachments:**

[Memo](#)

[Ordinance No. 6665](#)

[Schedule A](#)

[Schedule B](#)

**Budget Impact:****Administrative Recommendation:**

City Council review Ordinance No. 6665.

**Background Summary:**

Ordinance No. 6665 (Budget Amendment #3) amends the 2017 budget as presented in the attached transmittal memorandum and supporting attachments.

**Reviewed by Council Committees:****Councilmember:****Staff:**

Coleman

**Meeting Date:** November 27, 2017

Item Number:



## Interoffice Memorandum

**To:** City Council  
**From:** **Shelley Coleman, Finance Director**  
**CC:** Nancy Backus, Mayor  
**Date:** November 20, 2017  
**Re:** Ordinance #6665 – 2017-2018 Budget Amendment #3

---

This amendment is the third budget amendment for the 2017-2018 biennium and the final amendment for calendar year 2017. All projects/programs are underway and a budget amendment is requested to ensure sufficient budget authority to meet anticipated expenditures by year end. Proposed amendments to the 2017 budget are as follows:

### General Fund:

#### Community Development:

- Increase grant revenue for Area-Wide Redevelopment project \$ 5,200

#### Parks Department

- Authority to spend tourism grants \$ 5,000

#### Non-Departmental

- Reimburse IT Fund for PEG-eligible digital camera system \$ 10,000

Total General Fund \$ 20,200

### Other Funds:

#### Hotel/Motel Tax Fund (F104)

- Increase professional services budget for final payments for 2016 contracts \$ 35,600

#### Housing & Community Development Fund (F119)

- Increase budget to reflect anticipated grant-reimbursable expenditures \$ 140,000

#### Mitigation Fees Fund (F124)

- Increase revenue for fire impact fees and transfers to VRFA for CIP \$ 350,000

#### Capital Improvements Fund (F328)

- Budget for overrun on Council Chambers project (from F505) \$ 32,000
  - Amend budget to reflect reduced Build America Bonds (BAB) subsidy \$ 17,400
- Subtotal \$ 49,400

Water Fund (F430)	
• Amend budget to reflect reduced Build America Bonds (BAB) subsidy	\$ 5,800
Sewer Fund (F431)	
• Amend budget to reflect reduced Build America Bonds (BAB) subsidy	\$ 5,800
Storm Drainage Fund (F432)	
• Amend budget to reflect reduced Build America Bonds (BAB) subsidy	\$ 5,800
Sewer Metro Sub Fund (F433)	
• Increase budget to accrue January billing charges from King County	\$ 65,000
Solid Waste Fund (F434)	
• Increase rolloff revenue and expenditure to reflect increased quantities	\$ 500,000
Facilities Fund (F505)	
• Provide funding for overrun on Council Chambers project	\$ 32,000
Innovation & Technology Fund (F518)	
• Reimbursement from General Fund for PEG-eligible digital camera	( \$ 10,000)

Council approval of proposed Ordinance 6665 would amend the 2017 budget as follows:

**Table 1: 2017 Budget as Amended**

2017 Budget as Amended	<b>\$ 330,564,422</b>
Budget Amendment #3 (Ord #6665)	<u>757,200</u>
Budget as Amended	<b>\$ 331,321,622</b>

**Attachments:**

- ❖ 1. Proposed Ordinance #6665 (budget adjustment #3)
- ❖ 2. Summary of proposed 2017 budget adjustments by fund and department (Schedule A)
- ❖ 3. Summary of approved changes to adopted 2017 budget by fund (Schedule B)

## **ORDINANCE NO. 6665**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING ORDINANCE NO. 6621, THE 2017-2018 BIENNIAL BUDGET ORDINANCE, AS AMENDED BY ORDINANCE NO. 6646 AND ORDINANCE NO. 6656, AUTHORIZING AMENDMENT TO THE CITY OF AUBURN 2017-2018 BUDGET AS SET FORTH IN SCHEDULE "A" AND SCHEDULE "B"

WHEREAS, the Auburn City Council at its regular meeting of November 21, 2016, adopted Ordinance No. 6621 which adopted the City of Auburn 2017-2018 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of April 3, 2017, adopted Ordinance No. 6646 (BA#1) which amended Ordinance No. 6621 which adopted the City of Auburn 2017-2018 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of July 3, 2017, adopted Ordinance No. 6656 (BA#2) which amended Ordinance No. 6646 which amended the City of Auburn 2017-2018 Biennial budget; and

WHEREAS, the City of Auburn deems it necessary to appropriate additional funds to the various funds of the 2017 budget as outlined in this Ordinance (BA#3); and

WHEREAS, this Ordinance has been approved by one more than the majority of all councilpersons in accordance with RCW 35A.34.200.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON DO ORDAIN AS FOLLOWS:

**Section 1. Amendment of the 2017-2018 Biennial Budget.** The 2017-2018 Biennial Budget of the City of Auburn is amended pursuant to Chapter 35A.34 RCW, to reflect the revenues and expenditures as shown on Schedule “A” attached hereto and incorporated herein by reference. The Mayor of the City of Auburn, Washington is hereby authorized to utilize revenue and expenditure amounts shown on said Schedule “A” and Schedule “B”. A copy of said Schedule “A” and Schedule “B” is on file with the City Clerk and available for public inspection.

**Section 2. Severability.** If any provision of this Ordinance or the application thereof to any person or circumstance is held to be invalid, the remainder of such code, ordinance or regulation or the application thereof to other person or circumstance shall not be affected.

**Section 3. Implementation.** The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directives of this legislation.

**Section 4. Effective Date.** This Ordinance shall take effect and be in force five (5) days from and after its passage, approval and publication as provided by law.

INTRODUCED: \_\_\_\_\_

PASSED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

\_\_\_\_\_  
NANCY BACKUS, MAYOR

ATTEST:

\_\_\_\_\_  
Danielle E. Daskam  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Daniel B. Heid  
City Attorney

PUBLISHED: \_\_\_\_\_

**Schedule A**  
**Summary of 2017 Budget Adjustments by Fund**  
**Budget Amendment #3 (Ordinance #6665)**

	Beg. Fund Balance	2017 Revenues	2017 Expenditures	Ending Fund Balance
<b>General Fund (#001)</b>				
2017 Adopted Budget	16,191,731	65,919,560	69,487,982	12,623,309
Previous Budget Amendments	4,836,935	1,349,230	3,674,144	2,512,021
2017 Amended Budget	21,028,666	67,268,790	73,162,126	15,135,330
BA#3 (Ordinance #6665, Proposed):	-	5,200	20,200	(15,000)
<b>Community Development:</b>				
Increase state grant revenue for Area-Wide Redevelopment project (gr1304)	-	5,200	5,200	-
<b>Parks Department:</b>				
Authority to expend tourism grants for Petpalooza & Veterans Day parade	-	-	5,000	(5,000)
<b>Non-Departmental:</b>				
Reimburse IT Fund for purchase of digital camera system (PEG fee eligible)	-	-	10,000	(10,000)
Revised 2017 Budget - Fund 001	21,028,666	67,273,990	73,182,326	15,120,330
<b>Hotel/Motel Tax Fund (#104)</b>				
2017 Adopted Budget	84,044	110,400	110,400	84,044
Previous Budget Amendments	96,102	-	-	96,102
2017 Amended Budget	180,146	110,400	110,400	180,146
BA#3 (Ordinance #6665, Proposed):	-	-	35,600	(35,600)
Increase professional services budget for 2016 contracts	-	-	35,600	(35,600)
Revised 2017 Budget - Fund 104	180,146	110,400	146,000	144,546
<b>Housing &amp; Comm Develop Fund (#119)</b>				
2017 Adopted Budget	54,905	710,000	712,450	52,455
Previous Budget Amendments	(10,001)	-	-	(10,001)
2017 Amended Budget	44,904	710,000	712,450	42,454
BA#3 (Ordinance #6665, Proposed):	-	140,000	140,000	-
Increase budget to reflect anticipated grant-reimbursable expenditures	-	140,000	140,000	-
Revised 2017 Budget - Fund 119	44,904	850,000	852,450	42,454

**Schedule A**  
**Summary of 2017 Budget Adjustments by Fund**  
**Budget Amendment #3 (Ordinance #6665)**

	Beg. Fund Balance	2017 Revenues	2017 Expenditures	Ending Fund Balance
<b>Mitigation Fees Fund (#124)</b>				
2017 Adopted Budget	4,274,362	1,520,200	1,365,081	4,429,481
Previous Budget Amendments	6,820,143	400,000	2,622,961	4,597,182
2017 Amended Budget	11,094,505	1,920,200	3,988,042	9,026,663
BA#3 (Ordinance #6665, Proposed):	-	70,000	350,000	(280,000)
Incr budgeted revenue for Fire Impact fees and transfers to VRFA for CIP	-	70,000	350,000	(280,000)
Revised 2017 Budget - Fund 124	11,094,505	1,990,200	4,338,042	8,746,663
<b>City Hall Annex 2010 A&amp;B Bond Fund (#230)</b>				
2017 Adopted Budget	-	1,683,192	1,683,192	-
Previous Budget Amendments	-	-	-	-
2017 Amended Budget	-	1,683,192	1,683,192	-
BA#3 (Ordinance #6665, Proposed):	-	-	-	-
Amend budget to reflect reduced Build America Bonds (BAB) subsidy	-	-	-	-
230.397.100 OPERATING TRANSFERS IN		34,800		
230.332.212 FEDERAL ENTITLEMENTS BAB SUBSIDY		(34,800)		
Revised 2017 Budget - Fund 230	-	1,683,192	1,683,192	-
<b>Capital Improvements Fund (#328)</b>				
2017 Adopted Budget	7,347,302	3,172,114	2,722,117	7,797,299
Previous Budget Amendments	2,685,207	669,943	2,664,864	690,286
2017 Amended Budget	10,032,509	3,842,057	5,386,981	8,487,585
BA#3 (Ordinance #6665, Proposed):		32,000	49,400	(17,400)
Provide funding for overrun on Council Chambers project (T/F from F505)	-	32,000	32,000	-
Amend budget to reflect reduced Build America Bonds (BAB) subsidy	-	-	17,400	(17,400)
Revised 2017 Budget - Fund 328	10,032,509	3,874,057	5,436,381	8,470,185

**Schedule A**  
**Summary of 2017 Budget Adjustments by Fund**  
**Budget Amendment #3 (Ordinance #6665)**

	Beg. Fund Balance	2017 Revenues	2017 Expenditures	Ending Fund Balance
<b>Water Fund (#430)</b>				
2017 Adopted Budget	4,639,074	14,953,450	14,916,531	4,675,993
Previous Budget Amendments	3,338,592	-	1,916,286	1,422,306
2017 Amended Budget	7,977,666	14,953,450	16,832,817	6,098,299
BA#3 (Ordinance #6665, Proposed):	-	-	5,800	(5,800)
Amend budget to reflect reduced Build America Bonds (BAB) subsidy	-	-	5,800	(5,800)
Revised 2017 Budget - Fund 430	7,977,666	14,953,450	16,838,617	6,092,499
<b>Sewer Fund (#431)</b>				
2017 Adopted Budget	1,765,613	8,195,290	8,726,193	1,234,710
Previous Budget Amendments	1,044,797	-	188,540	856,257
2017 Amended Budget	2,810,410	8,195,290	8,914,733	2,090,967
BA#3 (Ordinance #6665, Proposed):	-	-	5,800	(5,800)
Amend budget to reflect reduced Build America Bonds (BAB) subsidy	-	-	5,800	(5,800)
Revised 2017 Budget - Fund 431	2,810,410	8,195,290	8,920,533	2,085,167
<b>Storm Drainage Fund (#432)</b>				
2017 Adopted Budget	2,077,239	9,318,627	9,618,886	1,776,980
Previous Budget Amendments	(71,447)	-	187,560	(259,007)
2017 Amended Budget	2,005,792	9,318,627	9,806,446	1,517,973
BA#3 (Ordinance #6665, Proposed):	-	-	5,800	(5,800)
Amend budget to reflect reduced Build America Bonds (BAB) subsidy	-	-	5,800	(5,800)
Revised 2017 Budget - Fund 432	2,005,792	9,318,627	9,812,246	1,512,173

**Schedule A**  
**Summary of 2017 Budget Adjustments by Fund**  
**Budget Amendment #3 (Ordinance #6665)**

	Beg. Fund Balance	2017 Revenues	2017 Expenditures	Ending Fund Balance
<b>Sewer Metro Sub Fund (#433)</b>				
2017 Adopted Budget	2,374,705	17,238,490	17,294,700	2,318,495
Previous Budget Amendments	297,317	-	-	297,317
2017 Amended Budget	2,672,022	17,238,490	17,294,700	2,615,812
BA#3 (Ordinance #6665, Proposed):	-	-	65,000	(65,000)
Increase budget to accrue January billing charges from King County	-	-	65,000	(65,000)
Revised 2017 Budget - Fund 433	2,672,022	17,238,490	17,359,700	2,550,812
<b>Solid Waste Fund (#434)</b>				
2017 Adopted Budget	3,849,877	14,912,500	14,528,476	4,233,901
Previous Budget Amendments	561,976	-	68,642	493,334
2017 Amended Budget	4,411,853	14,912,500	14,597,118	4,727,235
BA#3 (Ordinance #6665, Proposed):	-	500,000	500,000	-
Increase rolloff revenue and expenditure to reflect increased quantities	-	500,000	500,000	-
Revised 2017 Budget - Fund 434	4,411,853	15,412,500	15,097,118	4,727,235
<b>Facilities Fund (#505)</b>				
2017 Adopted Budget	1,330,105	3,462,500	3,507,030	1,285,575
Previous Budget Amendments	522,911	-	544,814	(21,903)
2017 Amended Budget	1,853,016	3,462,500	4,051,844	1,263,672
BA#3 (Ordinance #6665, Proposed):	-	-	32,000	(32,000)
Provide funding for overrun on Council Chambers project (T/F to F328)	-	-	32,000	(32,000)
Revised 2017 Budget - Fund 505	1,853,016	3,462,500	4,083,844	1,231,672

**Schedule A**  
**Summary of 2017 Budget Adjustments by Fund**  
**Budget Amendment #3 (Ordinance #6665)**

	Beg. Fund Balance	2017 Revenues	2017 Expenditures	Ending Fund Balance
<b>Innovation &amp; Technology Fund (#518)</b>				
2017 Adopted Budget	229,416	6,184,022	5,978,710	434,728
Previous Budget Amendments	835,297	511,965	243,695	1,103,567
2017 Amended Budget	1,064,713	6,695,987	6,222,405	1,538,295
<b>BA#3 (Ordinance #6665, Proposed):</b>				
	-	10,000	-	10,000
<b>Reimbursement from General Fund for digital camera system (PEG fee eligible)</b>				
	-	10,000	-	10,000
<b>Revised 2017 Budget - Fund 518</b>	<b>1,064,713</b>	<b>6,705,987</b>	<b>6,222,405</b>	<b>1,548,295</b>
<b>Grand Total - All Funds</b>				
2017 Adopted Budget	88,839,185	180,241,144	186,485,122	82,595,207
Previous Budget Amendments	39,247,044	22,237,049	40,347,572	21,136,521
2017 Amended Budget	128,086,229	202,478,193	226,832,694	103,731,728
<b>TOTAL BA#3 (Ordinance #6665, Proposed)</b>	<b>-</b>	<b>757,200</b>	<b>1,209,600</b>	<b>(452,400)</b>
<b>Revised 2017 Budget</b>	<b>128,086,229</b>	<b>203,235,393</b>	<b>228,042,294</b>	<b>103,279,328</b>
		<b>331,321,622</b>		<b>331,321,622</b>

## Schedule B

### 2017 Appropriations by Fund

Fund	2017 Adopted Budget	BA#1 (Ord #6646)	BA#2 (Ord #6656)	BA#3 (Ord #6665)	Total Amendments	Revised Budget
General Fund (#001)	82,111,291	1,260,227	4,925,938	5,200	6,191,365	88,302,656
Arterial Street Fund (#102)	4,171,632	13,688,682	126,525	-	13,815,207	17,986,839
Local Street Fund (#103)	3,310,982	713,354	309,491	-	1,022,845	4,333,827
Hotel Motel Fund (#104)	194,444	-	96,102	-	96,102	290,546
Arterial Street Preservation Fund (#105)	5,134,478	2,927,084	47,717	-	2,974,801	8,109,279
Drug Forfeiture Fund (#117)	444,997	-	95,555	-	95,555	540,552
Housing and Community Development Grant Fund (#119)	764,905	-	(10,001)	140,000	129,999	894,904
Recreation Trails Fund (#120)	56,998	-	164	-	164	57,162
Business Improvement Area Fund (#121)	103,716	-	9,956	-	9,956	113,672
Cumulative Reserve Fund (#122)	7,566,699	1,042,138	1,121,600	-	2,163,738	9,730,437
Mitigation Fees Fund (#124)	5,794,562	1,615,961	5,604,182	70,000	7,290,143	13,084,705
1998 Library Fund (#229)	283,850	-	-	-	-	283,850
2010 Annex A&B Bond Debt Fund (#230)	1,683,192	-	-	-	-	1,683,192
2010 C&D Local Revitalization Debt Fund (#231)	589,071	-	-	-	-	589,071
SCORE Debt Service Fund (#238)	2,033,474	-	-	-	-	2,033,474
LID Guarantee Fund (#249)	-	-	1,588	-	1,588	1,588
LID #350 (#275)	19,205	-	(1,349)	-	(1,349)	17,856
Golf/Cemetery 2016 Refunding (#276)	554,393	-	-	-	-	554,393
Municipal Park Construction Fund (#321)	2,640,222	891,089	633,660	-	1,524,749	4,164,971
Capital Improvements Fund (#328)	10,519,416	1,683,013	1,672,137	32,000	3,387,150	13,906,566
Local Revitalization Fund (#330)	326,251	39,239	25,600	-	64,839	391,090
Water Fund (#430)	19,592,524	106,324	3,232,268	-	3,338,592	22,931,116
Sewer Fund (#431)	9,960,903	55,424	989,373	-	1,044,797	11,005,700
Storm Drainage Fund (#432)	11,395,866	55,423	(126,870)	-	(71,447)	11,324,419
Sewer Metro Fund (#433)	19,613,195	-	297,317	-	297,317	19,910,512
Solid Waste Fund (#434)	18,762,377	-	561,976	500,000	1,061,976	19,824,353
Airport Fund (#435)	1,001,865	-	67,084	-	67,084	1,068,949
Cemetery Fund (#436)	1,405,886	-	16,243	-	16,243	1,422,129
Water Capital Fund (#460)	7,202,039	4,588,991	(577,498)	-	4,011,493	11,213,532
Sewer Capital Fund (#461)	9,253,119	1,425,318	3,531,858	-	4,957,176	14,210,295
Storm Drainage Capital Fund (#462)	13,142,343	1,480,104	657,253	-	2,137,357	15,279,700
Airport Capital Fund (#465)	475,077	275,000	213,592	-	488,592	963,669
Cemetery Capital Fund (#466)	157,301	-	99,332	-	99,332	256,633
Insurance Fund (#501)	1,314,189	670,715	72,996	-	743,711	2,057,900
Workers Compensation Self Insurance Fund (#503)	1,843,922	-	310,346	-	310,346	2,154,268
Facilities Fund (#505)	4,792,605	431,914	90,997	-	522,911	5,315,516
Innovation and Technology Fund (#518)	6,413,438	505,270	769,297	10,000	1,284,567	7,698,005
Equipment Rental Fund (#550)	5,251,597	-	480,745	-	480,745	5,732,342
Equipment Rental Capital Fund (#560)	3,175,144	681,236	1,258,580	-	1,939,816	5,114,960
IT Capital Fund (#568)	1,762,983	332,232	393,594	-	725,826	2,488,809
Fire Pension Fund (#611)	2,501,899	-	(5,323)	-	(5,323)	2,496,576
Cemetery Endowment Fund (#701)	1,758,279	-	23,330	-	23,330	1,781,609
<b>Total</b>	<b>269,080,329</b>	<b>34,468,738</b>	<b>27,015,355</b>	<b>757,200</b>	<b>62,241,293</b>	<b>331,321,622</b>

## AGENDA BILL APPROVAL FORM

---

**Agenda Subject:**

Council Budget Priorities (Coleman) (30 Minutes)

**Date:**

November 20, 2017

**Department:**

Finance

**Attachments:**

[Memo](#)

**Budget Impact:****Administrative Recommendation:**

For discussion only.

**Background Summary:**

Review and discuss Council budget priorities for 2019-2020.

**Reviewed by Council Committees:****Councilmember:****Staff:**

Coleman

**Meeting Date:** November 27, 2017

Item Number:

## Finance Department Memorandum

**To:** City Council

**From:** Shelley Coleman, Finance Director

**CC:** Nancy Backus, Mayor

**Date:** November 20, 2017

**Re:** Council Budget Priorities

The Mayor has requested the scheduling of a budget workshop early in 2018. The workshop will focus on establishing new Council goals, review of the budget document, and long term planning for operations and capital.

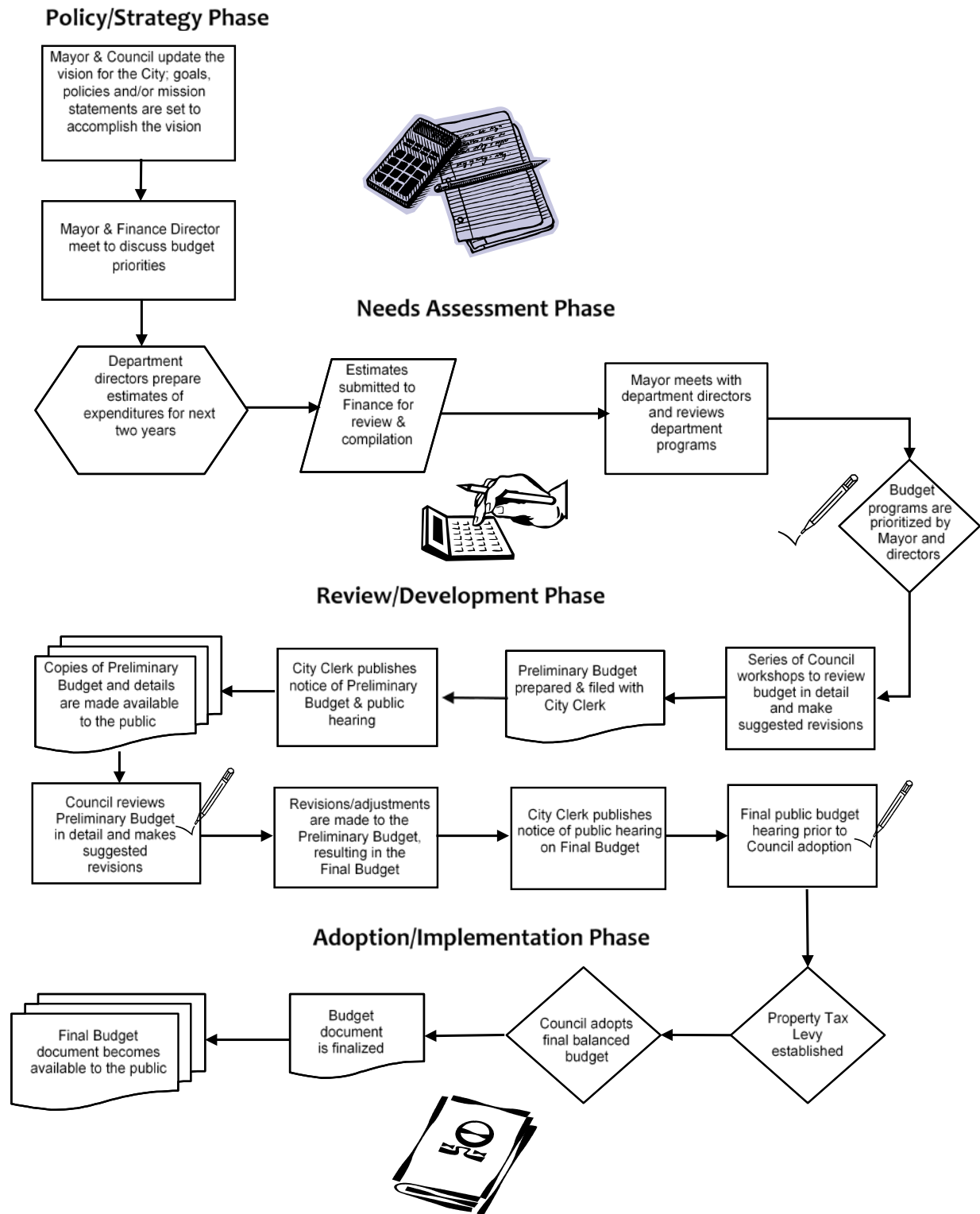
For an example, attached are the Council goals/vision established over the past several years and listed in the 2017- 2018 biennial budget (pages 53-58). Also included are three additional goals, with benchmarks, identified by Council at the October 2015 retreat. These were not specifically mentioned in the budget document but there are ongoing activities noted that address these goals. Please refer to the color coding matching the goal with the activities under the other eight goals.

There are eight goals succeeded with a report under **2015-2016 Progress on Citywide Goals** which are the activities accomplished to support those goals.

Updating these goals along with input for longer term operational and capital priorities will give the Mayor and staff direction for the 2019 -2020 budget preparation.

Also attached is a map of the budget calendar for your reference.

# Steps in the Budget Process



## **AUBURN'S VISION FOR THE FUTURE** (page 3 2017/2018 Budget)

As a City of regional significance, proud of its small town heritage as well the diversity of its people and neighborhoods, Auburn offers an opportunity for people of all ages to enjoy life.

## **CITY OF AUBURN MISSION STATEMENT** (page 3 2017/2018 Budget)

To provide a service oriented government that meets the needs of our citizens and business community through efficient and professional management with responsive and accessible leadership.

### **Strategic Planning Report from October 2015 Council Retreat**

**Goal 1:** Increase "Healthy City" index by \_\_\_\_\_% by 2020

**Goal 2:** Increase Internet Access to Achieve Digital Parity by \_\_\_\_\_% by 2020

**Goal 3:** Increase Middle Income Jobs by \_\_\_\_\_% by 2020

### **2017-2018 Citywide Goals and Strategies:** (pages 52-58 of the 2017-2018 Biennial Budget)

#### **I. Provide for Public Safety**

1. Continue to seek grant funding to support public safety enforcement activities. (Lead: Police)
2. Maintain patrol response times of less than 4 minutes. (Lead: Police)
3. Continue to work with Green River College to ensure the safety and security of students. (Lead: Police)
4. Continue exploring innovative ways to address public safety needs of the community. (Lead: All)
5. Increase police presence in downtown parks and business areas and become ambassadors of these areas. (Lead: Police, Parks)

#### **II. Encourage a Sense of Community**

6. **Continue** providing support to the Housing Home Repair program. (Lead: Community Development Services)
7. Continue to promote community outreach by involving citizens and business in their City Government. (Lead: All)
8. Continue to promote stability in neighborhoods and the downtown area. (Lead: Community Development Services)
9. Promote pride in Auburn and citizen engagement with City government via new technology. (Lead: IT, Community Development)
10. Continue to develop the resources of the Les Gove Community Campus including the Youth/Teen Center and the creation of a truly centralized park concept. (Lead: Parks, Administration, Community Development Services)
11. Implement programs to celebrate One Auburn and the many diverse communities, populations, ethnicities and backgrounds represented. (Lead: All)
12. Continue to create transparency and public engagement for residents to access their local government. (Lead: All)
13. Continue to find ways to reach out to Auburn's diverse communities and involve them in the community at large, i.e. development of a cultural connections program. (Lead: All)
14. Continue providing support to the Housing Home Repair program. (Lead: Community Development Services)

15. **Expand** eGovernment services through online and internal citizen technology engagement. (Lead: IT)

### **III. Encourage Economic Development**

16. Continue marketing Auburn as the Regional Entertainment Center. (Lead: Community Development Services, Administration)
17. **Continue** to support the City's economic development initiatives and programs. (Lead: Community Development Services, Administration)
18. Establish sustainable branding and strong reputation of place by creating synergy within Auburn Area Chamber, Auburn Downtown Association, Auburn Tourism Board and Lodging Tax Advisory Committee. (Lead: Administration)
19. **Implement** goals as outlined in the Ten-Year Economic Development Strategic Plan. (Lead: Administration)
20. **Support** and expand the development of the Innovation Partnership Zone. (Lead: Administration)
21. Expand the role of Tourism and Real Estate as part of the Economic Development Division. (Lead: Administration)
22. **Lead** the Mayor's efforts to rebrand and market Auburn to better reflect the community and increase positive perception among residents, businesses, regional governments, and state and national stakeholders. (Lead: Administration)

### **IV. Improve Designated Urban Center**

23. Continue funding the annual downtown façade improvement project. (Lead: Community Development Services; Engineering Services)
24. Continue to enhance Police Department problem solving efforts and relationships with residents and business owners in the downtown area to address crime and other quality of life issues. (Lead: Police)

### **V. Complete Public Works Projects**

25. **Continue** to seek sources of grant funding to support local and regional arterial and key transportation improvements. (Lead: Engineering Services)
26. Continue to replace, upgrade, and improve the reliability of storm drainage, water and sanitary sewer infrastructure. (Lead: Engineering Services)
27. Continue to implement local and arterial pavement preservation improvements throughout the City. (Lead: Engineering Services)
28. Complete construction on S 277th Street Widening project, Auburn Way South (SR-164) Corridor Safety Improvements (Muckleshoot Plaza to Dogwood), and Downtown Traffic Signal Upgrades. (Lead: Engineering Services)
29. Begin design on Auburn Way North & 1st Street NE Signal Improvements, M Street NE (E Main to 4th Street NE), Lea Hill Corridor Improvements, and Evergreen Heights Safe Routes to School Improvements phase 1. (Lead: Engineering Services)
30. Complete design and construction of the Fulmer Well Field Improvements project. (Lead: Engineering Services)
31. Complete design and construction of the Coal Creek Springs Transmission Main Replacement project. (Lead: Engineering Services)
32. Complete implementation of the Water Utility Meter & Billing System Improvements project. (Lead: Engineering Services)
33. Initiate pre-design of the Coal Creek Springs Rehabilitation project. (Lead: Engineering Services)
34. Begin design of sewer pump station improvements in anticipation of construction in 2019. (Lead: Engineering Services)
35. Continue to replace and/or install new storm drainage conveyance capacity improvements in conjunction with the Arterial and Local Street Improvement projects. (Lead: Engineering Services)
36. Evaluate the need for additional hangar retrofit to closed hangars. (Lead: Engineering Services)
37. Secure funding for and complete the design and construction of the Runway Enhancement project. (Lead: Engineering Services)

## **VI. Plan Future City Development**

38. Create and implement a Community Development/Engineering Services strategic plan. (Lead: Community Development Services; Engineering Services)
39. Implement Airport strategic business plan. (Lead: Engineering Services)

## **VII. Actively Support Regional Transportation Improvements**

40. Continue to participate in Regional Transportation Forums – SCATBd, RPEC, KCPEC, PSRC, PCTCC and RAMP on key transportation issues. (Lead: Engineering Services)
41. Continue to coordinate community development efforts with adjacent and regional agencies. (Lead: Engineering Services)

## **VIII. Enhance Quality of Life**

42. Continue to fund the Lakeland Hills and Community Circulator Shuttle programs. (Lead: Public Works)
43. Develop an integrated referral and communications source for human services in the City of Auburn. (Lead: Administration)
44. Work with all involved groups within Auburn to address the issue of homelessness and its impacts on the family structure, in addition to the support and representation of larger regional efforts. (Lead: Administration)
45. Continue working with local and regional service providers to assemble a support network to address needs of victims of domestic violence, including pursuit of the one-stop concept. (Lead: Administration)
46. Develop a comprehensive plan for the creation of an Auburn Arts & Culture Center within the Old Post Office Building. (Lead: Parks, Arts & Recreation)
47. Develop a Master Plan for 104th Avenue property along the Green River, Lakeland Hills Nature Area, and newly acquired property in the southwest portion of Game Farm Park to include renovated Parks Maintenance shop. (Lead: Parks, Arts & Recreation)
48. Continue improvements at Les Gove Park - construct new restroom facility, close Deals Way, lighted crescent, turf improvements, add new section of trail. (Lead: Parks, Arts & Recreation)
49. Construct play area at Sunset Park spray park; replace playgrounds at Roegner Park and Lakeland Hills Park. (Lead: Parks, Arts & Recreation)

## **2015-2016 Progress on Citywide Goals:**

### **I. Provide for Public Safety**

1. Continued to seek grant funding to support public safety enforcement activities. (Lead: Police)
2. Maintained patrol response times of just over 4 minutes. (Lead: Police)
3. Continued to work with Green River College to ensure the safety and security of students. (Lead: Police)
4. Continued exploring innovative ways to address public safety needs of the community. (Lead: All)
5. Increased police presence in downtown parks and business areas and became ambassadors of these areas. (Lead: Police, Parks)
6. Created a traffic school to create a fine alternative for drivers. (Lead: Police, Legal, Court)

### **II. Encourage a Sense of Community**

7. Continued providing support to the Housing Home Repair program and funded a downtown façade improvement program. (Lead: Community Development Services)
8. Continued to promote community outreach by involving citizens and business in their City Government. (Lead: All)
9. Continued to promote stability in neighborhoods and the downtown area. (Lead: Community Development Services)

10. Promoted pride in Auburn and citizen engagement with City government via new technology. (Lead: IT, Community Development Services)
11. Continued to develop the resources of the Les Gove Community Campus including the Youth/Teen Center as well as expanded programming at the Auburn Community and Events Center. Expanded park and recreation offerings at the Les Gove Campus to create a truly centralized park concept. (Lead: Parks, Administration, Community Development Services)

### **III. Encourage Economic Development**

12. Developed a Ten-Year Economic Development Strategic Plan. (Lead: Community Development Services, Economic Development)
13. Continued marketing Auburn as the Regional Entertainment Center. (Lead: Community Development Services, Administration)
14. Continued to support the City's economic development initiatives and programs. (Lead: Community Development Services, Administration)

### **IV. Improve Designated Urban Center**

15. Implemented an annual downtown improvement project. (Lead: Community Development Services)

### **V. Complete Public Works Projects**

16. Continued to seek sources of grant funding to support local and regional arterial and key transportation improvements. (Lead: Engineering Services)
17. Continued to replace, upgrade, and improve the reliability of storm drainage, water and sanitary sewer infrastructure. (Lead: Engineering Services)
18. Continued to implement local and arterial pavement preservation improvements throughout the City. (Lead: Engineering Services)
19. Updated the Auburn Environmental Park Master Plan. (Lead: Environmental Services)
20. Continued the ongoing implementation of City participation in the National Flood Insurance Program (NFIP) and NFIP Community Rating System Program. (Lead: Environmental Services)
21. Completed construction of major transportation improvements throughout the City. Major projects included the Auburn Way South Pedestrian and Corridor improvements from Dogwood to Hemlock, Auburn Way South and M Street SE Improvements, and 37th and B Street NW Railroad Crossing Safety Improvements. (Lead: Engineering Services)
22. Completed the phased replacements of all traffic signal lights with low-energy LED lights. (Lead: Engineering Services)

### **VI. Plan Future City Development**

23. Completed design and construction of Mill Creek, Wetland 5K reach. (Lead: Environmental Services)
24. Completed construction of the Fenster Levee Setback phase 2B. (Lead: Environmental Services)
25. Completed a major update to the City's Comprehensive Plan, including the transportation and utility elements. (Lead: Community Development Services, Engineering Services)

### **VII. Actively Support Regional Transportation Improvements**

26. Continued to participate in Regional Transportation Forums – SCATBd, RPEC, KCPEC, PSRC, PCTCC and RAMP on key transportation issues. (Lead: Engineering Services)
27. Continued to coordinate community development efforts with adjacent and regional agencies. (Lead: Engineering Services)

### **VIII. Enhance Quality of Life**

28. Began the development of a Citywide climate action plan and policy. (Lead: Community Development Services)
29. Implemented the Citywide arterial bicycle and safety improvements program through the Traffic Signal Safety Improvement project. (Lead: Engineering Services)

30. Implemented the biennial pedestrian crossing improvement program through the 22nd and I Street NE Roundabout project, Pedestrian and ADA improvements included in various street improvement and reservation projects and the installation of a new Rectangular Rapid Flasher Beacon (RRFB) for the pedestrian crossing at R Street SE and 21st Street SE. (Lead: Engineering Services)
31. Continued to fund the Lakeland Hills and Community Circulator shuttle programs. (Lead: Engineering Services)
32. Completed the implementation of Low Impact Development standards and regulations to meet regulatory compliance with the City's NPDES phase 2 permit. (Lead: Engineering Services)
33. Provided for more parks and recreation opportunities including completing construction of the expanded Les Gove Park. Replaced playground equipment at Dykstra and Isaac Evans Parks. (Lead: Parks, Arts, and Recreation)
34. Completed the Parks, Arts & Recreation Open Space Plan.

AGENDA BILL APPROVAL FORM

---

**Agenda Subject:**

Matrix

**Date:**

November 21, 2017

**Department:**

Administration

**Attachments:**

[Matrix](#)

[Special Focus Areas](#)

**Budget Impact:**

**Administrative Recommendation:**

**Background Summary:**

**Reviewed by Council Committees:**

**Councilmember:**

**Meeting Date:** November 27, 2017

**Staff:**

Item Number:

## COUNCIL MATRIX

NO.	TOPIC	Chair	STAFF LEAD(S)	STUDY SESSION REVIEW DATE(S)	COUNCIL DISCUSSION SUMMARY	ACTION DATE
1	Capital Projects Update and Featured Capital Project Discussion	Chair Wagner Vice Chair DaCorsi	Director Snyder	12/11/2017		
2	Community Sustainability Series: Economic and Statutory Considerations for Municipalities	Chair Wagner Vice Chair DaCorsi	Director Snyder	Rescheduled for future meeting		
3	IT Update on Digital Parity	Chair Wagner Vice Chair DaCorsi	Director Haugan	12/11/2017		
4	Code Enforcement Presentation	Chair Wagner Vice Chair DaCorsi	Director Snyder	2018		
5	Property at 104th and 102nd and Plans for the Green River Park	Chair Wagner Vice Chair DaCorsi	Director Snyder	12/11/2017		
6	118th Avenue SE Roadway Issue	Chair Wagner Vice Chair DaCorsi	Director Snyder	12/11/2017		
7	Density Calculation	Chair Wagner Vice Chair DaCorsi	Director Snyder	12/11/2017		
8	Centers Designation Overview	Chair Wagner Vice Chair DaCorsi	Director Snyder	12/11/2017		
9	Traffic Calming	Chair Wagner Vice Chair DaCorsi	Director Snyder	2/26/2018		
10	Business Shopping Carts	Chair Pelosa Vice Chair Baggett	Director Snyder	3/1/2018		
11	Auburn Avenue Theater	Chair Pelosa Vice Chair Baggett	Director Faber	1/8/2018		
12	Third Quarter Financial Report	Chair Baggett Vice Chair Wagner	Director Coleman	11/27/2017		
13	Council Budget Priorities	Chair Baggett Vice Chair Wagner	Director Coleman	11/27/2017		

# SPECIAL FOCUS AREAS

HEALTH & HUMAN SERVICES	FINANCE & ECONOMIC DEVELOPMENT	PUBLIC WORKS & COMMUNITY DEVELOPMENT	MUNICIPAL SERVICES
HUMAN SERVICES FUNDING PUBLIC WELLNESS DOMESTIC VIOLENCE SERVICES HOMELESSNESS SERVICES AFFORDABLE HOUSING COMMUNITY SERVICES HUMAN RESOURCES MEDICAL COMMUNITY RELATIONS	CITY BUDGET & AMENDMENTS RISK MANAGEMENT EQUIPMENT RENTAL FACILITIES CITY REAL PROPERTY LEGAL DEVELOPMENT INCENTIVES BUSINESS DEVELOPMENT ECONOMIC DEVELOPMENT STRATEGIES	UTILITIES ZONING, CODES & PERMITS INNOVATION & TECHNOLOGY TRANSPORTATION STREETS ENGINEERING CAPITAL PROJECTS SUSTAINABILITY ENVIRONMENTAL PROTECTION CULTURAL ARTS & PUBLIC ARTS PLANNING	POLICE SCORE JAIL DISTRICT COURT PARKS & RECREATION ANIMAL CONTROL SOLID WASTE EMERGENCY PLANNING AIRPORT AIRPORT BUSINESSES SISTER CITIES MULTIMEDIA
Councilmember Trout-Manuel, Chair Deputy Mayor Wales, Vice Chair	Councilmember Baggett, Chair Councilmember Wagner, Vice Chair	Councilmember Wagner, Chair Councilmember DaCorsi, Vice Chair	Councilmember Peloza, Chair Councilmember Baggett, Vice Chair
2017 MEETING DATES March 13, 2017 May 8, 2017 July 10, 2017 September 11, 2017 November 13, 2017	2017 MEETING DATES March 27, 2017 May 22, 2017 July 24, 2017 September 25, 2017 November 27, 2017	2017 MEETING DATES April 10, 2017 June 12, 2017 August 14, 2017 October 9, 2017 December 11, 2017	2017 MEETING DATES April 24, 2017 June 26, 2017 August 28, 2017 October 23, 2017 December 26, 2017