



**Planning Commission Meeting  
October 8, 2024 - 6:30 PM  
City Hall Council Chambers  
MINUTES**

**I. PUBLIC PARTICIPATION**

**A. Public Participation Information**

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

**II. CALL TO ORDER**

Chair Judi Roland called the meeting to order at 6:30 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street.

**A. ROLL CALL/ESTABLISHMENT OF QUORUM**

Commissioners present: Chair Judi Roland, Vice Chair Phillip Stephens, Julie Berry, Kent Sprague, William Stewart, Aaron Vanderpol and Lynn Walters.

Staff members present: Planning Services Manager Alexandria Teague, Deputy City Attorney Paul Byrne, Director of Community Development Jason Krum, Planner Alyssa Tatro, Development Review Engineer Shannon Howard, Parks Planning and Development Manager Thaniel Gouk, and Deputy City Clerk Hannah Scholl. City Attorney Jason Whalen and Assistant Director of Community Development Steven Sturza attended the meeting virtually via Zoom.

**B. PLEDGE OF ALLEGIANCE**

Chair Roland led those in attendance in the Pledge of Allegiance.

**III. PUBLIC COMMENT**

There was no public comment.

**IV. APPROVAL OF MINUTES**

**A. August 20, 2024 Minutes from the Planning Commission Meeting**

Commissioner Walters moved and Commissioner Sprague seconded to approve the August 20, 2024 Planning Commission Meeting Minutes.

MOTION CARRIED UNANIMOUSLY. 7-0

## V. PUBLIC HEARINGS

### A. Parks and Recreation PROS Plan (Gouk)

Planning Commission deliberation and action on the proposed changes to the PROS Plan.

Chair Roland opened the Public Hearing at 6:34 p.m.

#### **Virtual/Written Comments:**

No virtual or written comments were received.

Planner Gouk provided the Commission with a brief re-cap of the 2024 Parks, Recreation and Open Space (PROS) Plan.

#### **In-Person Comments:**

No one came forward to speak.

Commissioner Stewart moved and Vice Chair Stephens seconded to provide the 2024 PROS Plan recommendation to City Council.

MOTION CARRIED UNANIMOUSLY. 7-0

Chair Roland closed the Public Hearing at 6:37 p.m.

### B. Proposed Amendments to Title 14 (Teague)

Staff to present key changes to Title 14 "Project Review". Planning Commission deliberation and action on the proposed changes to Title 14 Zoning to implement the Periodic Comprehensive Plan Update.

Chair Roland opened the Public Hearing at 6:38 p.m.

#### **Virtual/Written Comments:**

No virtual or written comments were received.

#### **In-Person Comments:**

No one came forward to speak.

Manager Teague provided the Commission with a presentation of Senate Bill (SB) 5290 Code Updates including review requirements per RCW 36.70B, permit decision timelines, permit types, and permit review timelines.

The Commissioners discussed permit review timelines, staffing within the Community Development Department, and permit checklists.

Director Krum discussed permit fee refunds, annual reporting to the

Department of Commerce, and the proposed additional project review measures including RCW 36.70B.160(g)(h)(j).

Manager Howard discussed the proposed Code updates to Title 14: Project Review, Title 17: Land Adjustments and Divisions, and Title 18: Zoning of the Auburn City Code (ACC).

The Commissioners discussed permit decision timelines, proposed Code updates, and fees.

Commissioner Sprague moved and Commissioner Walters seconded to provide the proposed Amendments to Title 14 as a recommendation to City Council.

MOTION CARRIED UNANIMOUSLY. 7-0

Chair Roland closed the Public Hearing at 7:22 p.m.

## **VI. OTHER BUSINESS**

### **A. Proposed Amendments to Title 18 (Teague)**

Staff to present key changes to Title 18 Zoning to implement the Periodic Comprehensive Plan Update.

Manager Teague provided the Commission with a presentation on the proposed updates to Title 18: Zoning of the ACC including key changes, new definitions, revised definitions, implementation, and next steps.

The Commissioners discussed density, major transit stops, residential zones, urban separators, middle housing, timelines, design standards, mixed use developments, and next steps.

The Commission will hold a Public Hearing regarding the Proposed Amendments to Title 18 on October 23, 2024.

## **VII. COMMUNITY DEVELOPMENT REPORT**

There was no report.

## **VIII. ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 9:03 p.m.

APPROVED this 3rd day of December 2024.

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JUDI ROLAND, CHAIR

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Hannah Scholl, Deputy City Clerk

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

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