

AGENDA BILL APPROVAL FORM PLANNING COMMISSION

Agenda Subject/Title:

CPA19-0001 & REZ19-0001, Auburn School
District, Pioneer Elementary Comprehensive
Plan Amendment & Re-zone

Date:

October 8, 2019

Department:

Community Development

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation: Planning Commission to conduct public hearing and recommend to City Council approval of the Auburn School District Elementary 16 Plan Map Amendment and Re-zone.

APPLICANTS/OWNERS: Auburn School District No. 408

Attn: Jeff Grose, Executive Director of Capital Projects
915 Fourth St NE
Auburn, WA 98002

AGENT:

Shockey Planning Group, Inc.
Attn: Camie Anderson, Senior Associate
2716 Colby Ave
Everett, WA 98201

REQUEST:

File No. CPA19-0001 & REZ19-0001:
Request to amend the Comprehensive Plan map designation of four parcels, totaling approximately 10.55 acres from the current designation of "Single-Family" to "Institutional" and to re-zone the site from "R-5 Residential – Five Dwelling Units per Acre" to "I - Institutional". The Applicant identifies that this is a non-project action.

LOCATION:

The proposal consists of four parcels (King County parcel numbers 8946700210, 0421059053, 0421059063, and 0421059015) on the north side of SE 304th St and west of 132nd Ave SE, addressed as 12921 SE 302nd Place, 12922 SE 304th Street, and 13106 SE 304th Street.

EXISTING ZONING: The zoning classification of the four parcels is R-5, Residential – Five Dwelling Units per Acre.

EXISTING

COMPREHENSIVE

PLAN DESIGNATION: The Comprehensive Plan designation of the site is "Single-Family Residential".

SEPA STATUS:

A SEPA Determination application was received on September 19, 2019. The staff review is due October 3, 2019. Following a determination, the city will open a public comment period of 15 days, and a subsequent appeal period of 14 days.

FINDINGS OF FACT

1. The Applicant, Camie Anderson of Shockey Planning Group, representing Jeff Grose of the Auburn School District, submitted applications for a Comprehensive Plan map amendment (File No. CPA19-0001) and a related re-zone (File No. REZ19-0001). More specifically, the applications request a change in the designation of the four parcels, totaling approximately 10.55 acres from the current designation of “Single-Family” to “Institutional” and a re-zone from “R-5 Residential – Five Dwelling Units per Acre” to “I – Institutional Use District”. The Applicant identifies that this is a non-project action.
2. The Site, comprised of the four parcels, is located on the north side of SE 304th St and west of 132nd Ave SE, addressed as 12921 SE 302nd Place, 12922 SE 304th Street, and 13106 SE 304th Street. The four parcels are identified as King County parcel numbers 8946700210, 0421059053, 0421059063, and 0421059015.
3. A Determination of Non-Significance (DNS), the environmental review decision required under the State Environmental Policy Act (SEPA), for the application by Auburn School District for a Comprehensive Plan Map Amendment and Re-zone was applied for under City File No. SEP19-0029 on September 19, 2019. The staff review is due October 3, 2019. Following a determination, the city will open a public comment period of 15 days, and a subsequent appeal period of 14 days.
4. The public hearing notice was published on September 23, 2019 in the Seattle Times at least 10-days prior to the Planning Commission public hearing scheduled for October 8, 2019. Public notice was also mailed to property owners of record within 300 feet, posting on-site and on the city’s webpage.
5. The following report identifies a comprehensive plan map amendment and re-zone requested by Auburn School District scheduled for the Planning Commission’s October 8, 2019 public hearing with a staff recommendation.

Comprehensive Plan Related Findings

6. 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 capital facilities plan coordination.
7. The City of Auburn adopted a substantially revised Comprehensive Plan (including map amendments) in response to periodic updates required by the Growth Management Act (GMA) by Ordinance No. 6584 on December 14, 2015.
8. City Code Section 14.22, “Comprehensive Plan” provides the city’s laws for amending the Comprehensive Plan. Amendments can be initiated by the City of Auburn (city-initiated) and by private citizens (privately-initiated).
9. RCW 36.70A.130 (The Washington State Growth Management Act (GMA)) provides for annual amendments to locally adopted comprehensive plans. Except in limited

circumstances as provided for in State law, Comprehensive Plan amendments shall be considered by the city or county legislative body no more frequently than once per year. The annual limitation and exceptions are also restated in city code at ACC 14.22.060.

10. The City of Auburn established a June 7, 2019 submittal deadline for comprehensive plan amendments for the year 2019 (map or policy/text amendments). Notice to the public of the application filing deadline was provided on the City's website, publication of a legal notice the Seattle Times Newspaper, and sent to a notification list of potentially interested parties.
11. Auburn City Code Chapter 14.22, "Comprehensive Plan", outlines the process for submittal of private initiated amendments and the 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.)"
12. 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.

13. 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.
14. Due to the scope and limited number of privately initiated policy/text changes, the optional process as provided in the city code for a public open house was not conducted.

Zoning Code Related Findings

1. In June 2018 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.
2. 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 re-zone (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.
3. The intent of the I – Institutional Zone is “...intended to provide an area wherein educational, governmental, theological, recreational, cultural and other public and quasi-public uses may be allowed to develop.” While not explicitly called out in the current Comprehensive Plan, the I - Institutional Zone is most consistent with the “Institutional” Comprehensive Plan designation.

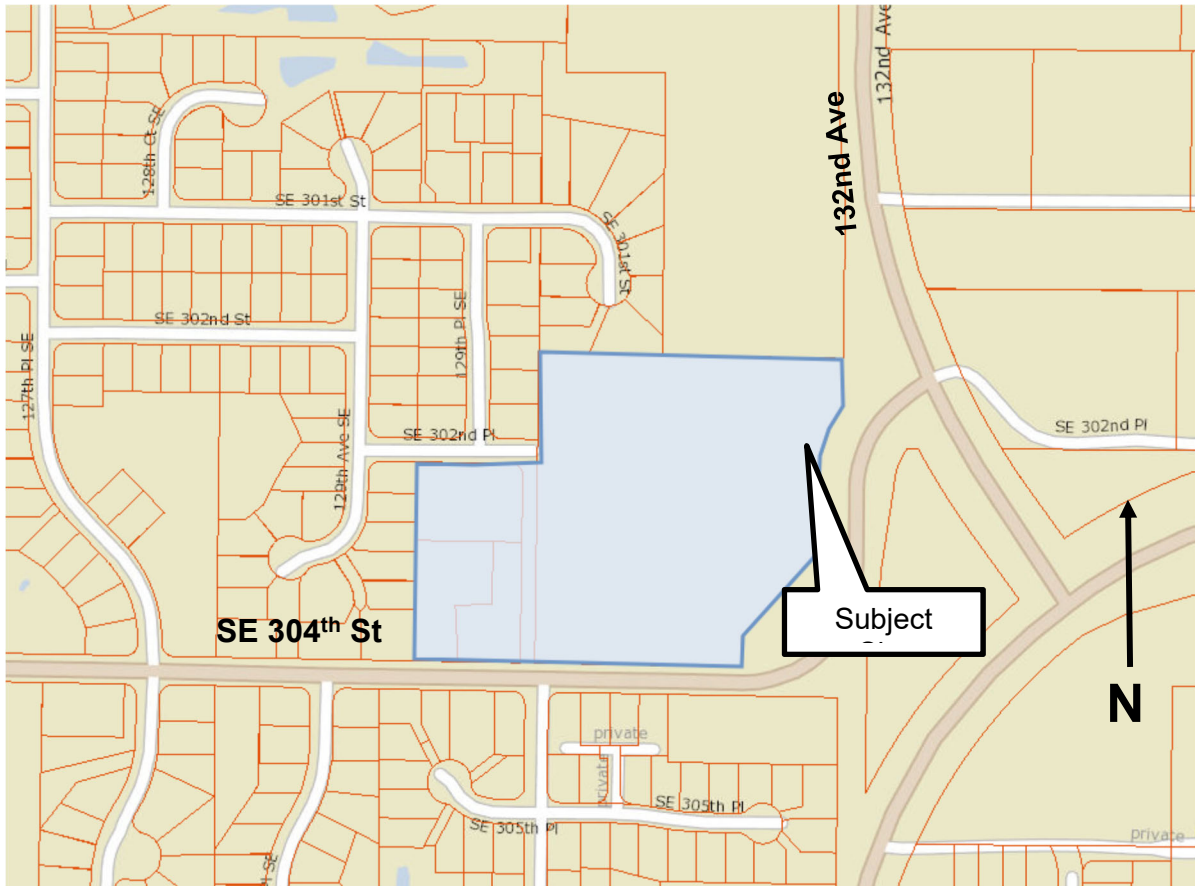
Comprehensive Plan Map Amendment – Staff Analysis

1. The Applicant submitted a Comprehensive Plan map amendment application on May 23, 2019, before the year 2019 application submittal deadline for comprehensive plan amendments (June 7, 2018).
2. The property owner is Auburn School District No. 408, represented by Jeff Grose, Executive Director of Capital Projects. The applicant is Camie Anderson, Senior Associate of Shockey Planning Group Inc.
3. In addition to the Comprehensive Plan Map Amendment Application and re-zone application (File No. REZ19-0001), the Applicant also submitted an environmental checklist application (File No. SEP19-0027).

4. The Comprehensive Plan Map Amendment application seeks to change the comprehensive plan map designation of King County parcel numbers 8946700210, 0421059053, 0421059063, and 0421059015 from the current designation of "Single-Family" to "Institutional".
5. The Applicant also seeks to change the zoning classification of King County parcel numbers 8946700210, 0421059053, 0421059063, and 0421059015 from "R-5 Residential, Five Dwelling Units per Acre" to "I, Institutional District". The Applicant identifies in the environmental checklist application that this is a non-project action.
6. As indicated by the Applicant's narrative statement submitted with the application, the Comprehensive Plan Amendment and related rezoning have been requested for the purpose of construction of a new public elementary school to meet demand.
7. **The current Comprehensive Plan designation, zoning classification and current land uses of the sites and surrounding properties are as follows:**

	Comprehensive Plan Designation	Zoning Classification	Existing Land Use
On-Site	Single-Family Residential	R-5 Residential Five Dwelling Units per Acre	Single-Family Dwellings / Vacant
North	"Single-Family Residential"	R-5 Residential Five Dwelling Units per Acre	Single-Family Dwellings
South	"Single-Family Residential"	R-5 Residential Five Dwelling Units per Acre	Single-Family Dwellings
East	"Light Commercial"	Light Commercial	Vacant
West	"Single-Family Residential"	R-5 Residential, Five Dwelling Units per Acre	Single-Family Dwellings

Vicinity Map with Site outlined.



Process and Criteria for Requested Amendment

8. The Comprehensive Plan Map Amendment application seeks to change the designation of four adjacent parcels. The northwesternmost parcel, Parcel #8946700210 consists of approximately 0.82 acres. The southwesternmost parcel, Parcel #0421059053 consists of approximately 0.71 acres, while the abutting parcel, Parcel #0421059063, is approximately .55 acres in size. The final parcel, Parcel #0421059015, encompasses the eastern portion of the assemblage, and consists of approximately 8.19 acres.

The four properties considered together are generally rectilangular, with the eastern two-thirds of the site consisting of a depth of 650 feet, and the western third of the site is approximately 420 feet deep.

The northwesternmost parcel, Parcel #8946700210 is currently occupied by a single family home and barn. The southwesternmost parcel, Parcel #0421059053 is occupied by a single family home, while the abutting parcel, Parcel #0421059063, is vacant of any structures. The final parcel, Parcel #0421059015, currently hosts a single family home and a large work shed.

9. The site is bordered to the south by SE 304th St, which is classified by the City as a “Minor Arterial” street. The adjacent street is not currently fully developed to the “Minor Arterial” street standards, as there is not sidewalk or vertical curb abutting the property.
10. The property is located within the King County portion of the City of Auburn. Ordinance No. 6121 annexed it to the City in 2007.
11. Based on historic zoning maps, the subject properties were zoned “LHR – Lea Hill Residential”, at the time of annexation up until 2009 when it was part of an area wide re-zone to “R-5 Residential Zone – Five Dwelling Units per Acre”. The site is located within the Lea Hill Overlay District.
12. The City’s Comprehensive Plan contains the following objectives and policy guidance, as it relates to this application:

Volume 1 – Land Use Element

“Public and Institutional Land Use Designations”

“Character Sketch”

“Public and institutional uses will occur in both low and high-density environments. For passive uses, land and views will be protected; limited access to these areas will be typical. For more active uses, usability and accessibility will be key features and new development will be subject to standards reflecting programmed space and interconnectivity. These spaces will be varied in type, providing service to areas large and small, urban and more rural in character. Sustainable solutions and innovations that are responsive to the native ecology will be typical of public and institutional uses.”

“General Policies”

A general policy appropriate to this request is:

“Policy LU-89. The primary purpose of this designation is to address public needs while taking advantage of synergies with the adjacent areas where they are sited.”

“Institutional Designation”

“Description”

“The I zone is intended to provide an area wherein educational, governmental, theological, recreational, cultural and other public and quasi-public uses may be allowed to develop. It is further intended these areas be significant in scope which will allow a combination of uses which may not be permitted outright within other zones. This district is not intended to include those smaller or singular public uses which are consistent with and permitted in other zones.”

“Designation Criteria1. Previously developed institutional uses; or
2. Located along major arterial streets;
3. Properties that are buffered from the single-family designation by landscaping, environmental features, or the Residential Transition designation and buffered from all other Residential designations; and
4. Meets the development parameters of the Institutional designation.
5. Properties identified in the Airport Master Plan as Landing Field.”

An Institutional-related policy appropriate to this request is:

“Policy LU-102 Appropriate uses for this designation include facilities that serve the needs of the larger community such as public schools, active parks; city operated municipal facilities, large churches, and fire stations.”

The Capital Facilities Element also contains objectives and policies relevant to the request, as follows:

Volume 3 – Capital Facilities Element

“Planning Approach”

“The Capital Facilities planning approach is to manage growth in a manner that enhances rather than detracts from community quality and values by actively coordinating land use type and intensity with City facility and service development and provision.”

“Objectives and Policies”

“Objective 1.1. Ensure that new development does not outpace the City’s ability to provide and maintain adequate public facilities and services, by allowing new development to occur only when and where adequate facilities exist or will be provided, and by encouraging development types and locations that can support the public services they require.”

“Policy CF-3. Development shall be allowed only when and where such development can be adequately served by public services (police and fire) without reducing the level of service elsewhere.”

“Objective 1.2. To ensure that new developments are supported by an adequate level of public services through an effective system of public facilities.”

“Policy CF-10. Public facilities shall be provided in accord with the guidance of the Capital Facilities Plan or, as may be appropriate a system plan for each type of facility designed to serve at an adequate level of service the locations and intensities of uses specified in this Comprehensive Plan.”

“Objective 1.8. To site public and institutional buildings in accord with their service function and the needs of the members of the public served by the facility.”

“Policy CF-63. Public and institutional facilities that attract a large number of visitors (City Hall, museums, libraries, educational facilities, permit and license offices, health and similar facilities, etc.) should be sited in areas that are accessible (within ¼ mile) by transit.”

13. The purpose of the City’s Comprehensive Plan document is to provide a policy basis for the zoning changes to ensure that the Comprehensive Plan and Zoning Ordinance are consistent as required by the following city code provision:

“ACC 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. “

14. The City code provides certain criteria for decision-making for comprehensive plan amendments as follows:

“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.”

COMPREHENSIVE PLAN RELATED – CONCLUSIONS:

The City Code provides certain criteria for decisions on amending the Comprehensive Plan under ACC 18.14.22.110. These criteria are listed below in **bold**, followed by a Staff Analysis.

1. The first criterion is that the change must further and be consistent with the goals and objectives of the plan and the plan will remain internally consistent.

Staff analysis: As discussed above, the subject properties are adjacent to existing single family housing. The property has been acquired for the purpose of constructing a new elementary school, with the intent of reducing class sizes and accommodating enrollment growth in the school district. The site is served by public infrastructure, including a “minor arterial” street to the south with secondary access via 132nd Ave SE to the east. The proposal to change the mapped land use designation of the site from “Single-Family” to “Institutional” is supported by numerous Comprehensive Plan policies within both the Land Use Element and the Capital Facilities Element, as noted above. The proposal to change the land use designation on the site to institutional will not be in conflict with the Comprehensive Plan. Since it allows for a public facility to meet the needs of the community, adequate public facilities will be provided concurrent with the development to serve the future redevelopment of the site. Public transit is available within ½ mile of the site.

2. The second decision criterion is that the comprehensive plan amendment must not diminish or increase the ability to provide adequate services.

Staff analysis: The applications for a change in Comprehensive Plan designation and zoning have been reviewed by Valley Regional Fire Agency and the City Utilities and Traffic divisions. Based on these reviews, the changes would not adversely affect the provision of services. The proposed Comprehensive Plan map change by itself, if approved will not affect the ability to provide adequate services. As typical with development in the city, the infrastructure improvements needed to support the development would be the responsibility of the future development. At the time of development, adequate services would be required to be provided concurrent with the development in order for the project to be authorized. Therefore, it is not anticipated that approval of the request negatively affects provision of services. Utility and street frontage improvements would be required to support the development

Existing services either exists or can be provided to support the Comprehensive Plan Amendment to change the site’s map designation from “Single-Family Residential” to “Institutional”.

- 3. The third decision criterion is that the assumptions on which the comprehensive plan is based are found to be invalid.**

Staff analysis: While the policies of the Comprehensive Plan are not invalid, the zoning designation of R-5 does not permit educational facilities. Amending the site's land use classification to Institutional provides the opportunity to re-zone the site and allow the construction of a new public elementary school. Policy number LU-4 in Volume 1 of the city's comprehensive plan states that "Public and institutional uses may be permitted as a conditional use if designed in a manner that enhances the residential character of the area." The land use designation change and re-zone support the comprehensive plan's intent to allow compatible services in and adjacent to residential zones.

- 4. The fourth decision criterion is that there has been a change or lack of change in conditions or circumstances has occurred since the adoption of the latest amendment to the comprehensive plan that dictates the need for a proposed amendment.**

Staff analysis: There has been a change in conditions that generates the need for the map change. At the time of adoption of the comprehensive plan, the school district had not identified nor purchased the land necessary to meet state and district goals for attendance and facility needs. With the continued population growth and a shortage of suitable sites for the construction of new facilities, the public benefit of the proposal supports the proposed change.

- 5. The fifth decision criterion is that the change must be determined to be consistent with the Growth Management Act (RCW 36.70A), the Countywide Planning Policies of the relevant county 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 (RCW 36.70A), the Countywide Planning Policies of King County and "Vision 2040: Growth and Transportation Strategy for the Puget Sound Region". The proposal is consistent because it provides land suitable for institutional development, which will directly provide services (educational) to the immediate community within an urban area.

- 6. The sixth decision criterion, applies only to changes of the mapped land use designation of a specific property, 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 proposed land use designation is compatible with surrounding land uses per policy LU-4 meeting criteria B, and the residential growth and demand for educational facilities and availability of land has caused a change in condition that meets criteria C.

RE-ZONE RELATED – CONCLUSIONS:

While the City of Auburn does not have re-zone criteria adopted, the following criteria are analyzed to ensure that the proposed re-zone is consistent with Washington State case law.

1. The intent of the zoning code and the comprehensive plan of the City. Is the re-zone consistent with the Comprehensive Plan?

Staff analysis: As provided at ACC 18.35.020, “Intent of Special Purpose Zones”, the intent of the “I - Institutional Zone” is: “The I zone is intended to provide an area wherein educational, governmental, theological, recreational, cultural and other public and quasi-public uses may be allowed to develop. It is further intended these areas be significant in scope which will allow a combination of uses which may not be permitted outright within other zones. This district is not intended to include those smaller or singular public uses which are consistent with and permitted in other zones.” The I - Institutional Zone is most consistent with the “Institutional” Comprehensive Plan designation.

Provided that the concurrent Comprehensive Plan map amendment is granted, changing the site’s current “Single-Family Residential” designation to “Institutional”, the proposed re-zone from “R-5” to “I” will be consistent with and implement the Comprehensive Plan. The proposed use of the site as a public school is consistent with the “I” Institutional Zone intent statement.

2. The availability of municipal services such as water, sewer, roads, fire and police protection, which might be required by reason of the proposed re-zone.

Staff analysis: As previously noted in the Comprehensive Plan map amendment analysis, adequate services will be provided to the site, including water, sewer, roads, and fire and police protection.

3. The conditions of the area have substantially changed.

Staff analysis: As previously noted in the Comprehensive Plan map amendment analysis, the conditions of the area have substantially changed since development of the site. Through the continued urbanization of the surrounding area and a reduction in maximum class size requirements for elementary schools statewide, it is evident that the conditions of the area have substantially changed.

4. The proposed re-zone bears a substantial relationship to the public health, safety, morals, and welfare.

Staff analysis: The proposed re-zone from “R-5” to “P-1” bears a substantial relationship to the public health, safety, morals, and welfare in that it will allow a site to be included with the existing Pioneer Elementary School site, a necessary public facility in need of being redeveloped to meet current community needs. During the development of the site, the project will be required to meet all local zoning, building, and other requirements currently established

by the City.

STAFF RECOMMENDATION

Planning Commission to recommend to the City Council **approval** of the Auburn School District No. 408 (CPA19-0001) request for a Comprehensive Plan Map Amendment to change the map designation of four parcels, Parcel Nos. 8946700210, 0421059053, 0421059063, and 0421059015 from “Single-Family” to “Institutional” and to re-zone all parcels from “R-5, Residential Zone - Five Dwelling Units per Acre” to “I, Institutional” zoning district.

EXHIBIT LIST

(For exhibits, please see behind the “Comp. Plan Map Amendments” tab in the ‘working binder’.)

Exhibit 1	Staff Report CPA19-0001 & REZ19-0001
Exhibit 2	Comprehensive Plan Map Amendment - Proposed Change
Exhibit 3	Zoning Map Amendment - Proposed Change
Exhibit 4	Completed Comprehensive Plan Amendment and Re-zone Application forms and materials including Applicant’s Narrative Statement
Exhibit 5	Completed SEPA Environmental Checklist Application SEP19-0027
Exhibit 6	Combined Notice of Application and Determination of Non-Significance SEP19-0027
Exhibit 7	Dept. of Commerce 60-Day Acknowledgement Letter
Exhibit 8	Notice of Public Hearing
Exhibit 9	Affidavits of Publication, Mailing, and Posting



AGENDA BILL APPROVAL FORM PLANNING COMMISSION

Agenda Subject/Title:

CPA19-0002, 2019 Annual Comprehensive Plan Amendments – Specifically, City Initiated Plan Policy/Text & Map Amendments

Date:

November 26, 2019

Department:

Community Development

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation: Planning Commission to conduct public hearing and recommend to City Council approval of the 2019 City-Initiated Comprehensive Plan Amendments (Policy/Text & Map Amendments).

Background Summary: 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 parties (private-initiated).

This year the city is initiating:

- Seven policy/text amendments
- Two map amendments

Also, the city received one (1) private-initiated plan map amendment by the submittal deadline which will be presented in separate staff reports for the hearing.

This staff report and recommendation addresses the City initiated amendments and specifically:

- Policy/Text (P/T) Amendments P/T # 1 through # 7 and
- Map (CPM) Amendments # 1 and # 2.

The remaining two private applications for amendments will be addressed in separately provided staff reports for 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.

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 as 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 7, 2019 deadline for the submittal of private initiated comprehensive plan applications (map or policy/text). Notice to the public of the application submittal deadline was provided on the City's website, posted, advertised in the Seattle Times Newspaper, and sent to a compiled notification list on May 20, 2019. The City received three (3) private initiated map amendment by the submittal deadline.
3. The City of Auburn received annual updates to the four (4) 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 (State Environmental Policy Act (SEPA)).
5. The environmental review under the State Environmental Policy Act (SEPA) for the remaining city initiated 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 23, 2019 (City File # SEP19-0028). The comment period will end at 5:00 p.m. October 8, 2019 and the appeal period ended October 22, 2018. A copy of the DNS and environmental checklist application is provided in the working binder behind the "Environmental Review" tab.
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 October 22, 2018 by letter and Material ID # 25425. 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 behind the "General Information & Correspondence" tab.
- 9. Due to the nature of policy/text changes, and the minimal amount of private-initiated map amendments, the optional process for holding a public open house as provided for in the city code, was not conducted.
- 10. The notice of public hearing was published on September 23, 2019 in the Seattle Times Newspaper and on the city website which is at least 10 days prior to the Planning Commission public hearing scheduled for October 8, 2018. A copy of the request to publish is provided in the working binder behind the "General Information & Correspondence" tab. Since, there are no city initiated site-specific map changes, only city-wide map changes, the site-specific noticing by mailing by first class mail to all property owners of record within a radius of 300 feet was not conducted.

11. The following report identifies Comprehensive Plan Policy/Text (P/T) and Map (CPM) amendments scheduled for the Planning Commission's October 8, 2019 public hearing with a staff recommendation.

Comprehensive Plan Policy/Text Amendments (File No. CPA19-0002, City initiated)

P/T #1

Incorporate the Auburn School District Capital Facilities Plan 2019 through 2025 into the City of Auburn Comprehensive Plan. *The CFP is provided in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

The Auburn School District has provided the City with its annually updated Capital Facilities Plan (CFP) covering from 2019-2025. The CFP was prepared by the District staff and adopted by the Auburn School District School Board of Directors on June 24, 2019 and has been subject to separate SEPA review and a Determination of Non-Significance (DNS) prepared by the District. 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 by reference.

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 \$6,905.31, an increase of \$1,189.63 and the requested fee for multiple-family dwellings is \$14,667.45, an increase of \$10,179.02. 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 2019 through 2025 to the City Council.

P/T#2

Incorporate the Dieringer School District Capital Facilities Plan 2019-2024 into the City of Auburn Comprehensive Plan. *The CFP is provided in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

The Dieringer School District has provided the City with its annually updated Capital

Facilities Plan 2020 - 2025. The CFP was adopted by the Dieringer School District Board of Directors on May 28, 2019. The CFP has been subject to separate SEPA review and a DNS prepared by the District. 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 by reference.

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 \$7,729, an increase of \$4,513.00 and the requested fee for multiple family dwellings is \$3,514.00; an increase of \$3,064.00. 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 2020-2025 to the City Council.

P/T #3

Incorporate the Federal Way School District 2020 Capital Facilities Plan into the City of Auburn Comprehensive Plan. *The CFP is provided in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

The Federal Way School District has provided the City with its annually updated Capital Facilities Plan 2020. The CFP was adopted by the Federal Way School District School Board July 23, 2019 by Resolution No. 2019-27. The CFP has been subject to separate SEPA review and a DNS prepared by the District. 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 by reference.

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 year 2018 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 \$5,035.00, representing a decrease of \$2,186.00 and the requested fee for multi-family dwellings is \$20,768.00, an increase of \$1,314.00. The actual impact fees are established by ordinance through subsequent City Council action.

Recommendation

Planning Commission to recommend approval of the Federal Way School District's 2020 Capital Facilities Plan to the City Council

P/T #4

Incorporate the Kent School District Capital Facilities Plan 2018-2019 to 2024-2025 into the City of Auburn Comprehensive Plan. *The CFP is provided in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

The Kent School District has provided its annually updated 2018-2019 to 2024-2025 Capital Facilities Plan. The CFP was adopted by the Kent School District School Board on June 12, 2019 and has been subject to separate SEPA review and a DNS prepared by the District. 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 by reference.

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 \$5,554.00, representing an increase of \$157.00 and the requested fee for multi-family dwellings is \$2,345.00, an increase of \$66.00. 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 2018-2019 to 2024-2025 to the City Council.

P/T #5

Incorporate the City of Auburn's 6-year Capital Facilities Plan 2020-2025, into the City's Comprehensive Plan. *The CFP is provided in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

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 2020-2025 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 City of Auburn 6-year Capital Facilities Plan 2020-2025 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 2002-2025 to the City Council.

P/T #6

Amend text of Volume 5, Transportation Element of Comprehensive Plan. *The changes are shown in strike through and underline in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

- Since the last major comprehensive plan update in 2015, the City of Auburn has completed multiple projects related to active mobility, traffic safety, and transportation network maintenance. This proposed text amendment will update dates, projects completed in the previous four years, and funding sources for programs that have been changed since 2015.
- Equestrian facilities have been identified as a recreational use, and planning for such facilities will be transferred from Public Works to Parks, Recreation, and Open Space.

Key Changes/Points:

As part of the 2019 Annual Comprehensive Plan Amendments, the city seeks to change the Comprehensive Plan to update the Transportation Element. The main changes to the Comprehensive Plan document include:

- Incorporate new language required by state and federal law;
- Update the current transit service information;
- Incorporate recent private development;
- Update to include capital projects completed since 2015;
- Update TIP information/project list;
- Update maps as needed to reflect current data and conditions;
- Remove the policies/goals related to provision of equestrian facilities; and
- Additional minor changes related to grammar, punctuation, word choice, etc.

Recommendation

Planning Commission to recommend approval of policy text amendments to Volume 5, Transportation Element of Comprehensive Plan.

P/T #7

Modify text in Volume 1, "Land Use Element," item number LU-133, to change the title of the "M St SE" boundary from M St E to M St SE/NE. The same change is being made as a map amendment to Map 1.3 "Designated Areas." *The changes are shown in strike through and underline in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

The Land Use Element (Volume No. 1) of the Comprehensive Plan at Page LU-133 discusses "Designated Areas." The boundary of the designated boundary along M Street traverses Main Street, meaning the boundary of the designated area exists along both M

Street SE and M Street NE. The proposed text change reflects this distinction. This can be identified as a minor text change.

Recommendation

Planning Commission to recommend approval of policy text amendments to Volume 1, "Land Use Element" to update the text related to the "Designated Area" bounded by M St SE to read "M St SE/NE."

Comprehensive Plan Map Amendments (File No. CPA18-0002, City initiated map changes)

CPM #1

Change the Comprehensive Plan Map, "Designated Areas, and Map #1.3" to change the text of the boundary identified as "M St SE" to "M St SE/NE" to reference both directional locations of the boundary. This is consistent and in conjunction with P/T #7. *The changes are shown in the working binder behind the "Comp. Plan Map Amendments" tab.*

Discussion

(This is the same topic as text amendment P/T #7, 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 #7.)

Recommendation

Planning Commission to recommend approval of a map amendment to change the Comprehensive Plan Map, "Designated Areas Map #1.3" to change the text of the boundary identified as "M St SE" to "M St SE/NE" to reference both directional locations of the boundary.

CPM #2

Within the city's comprehensive plan, Land Use Element, Map No. 1.1, change the designation of Parcel No. 2721059012 from split zoned to a single, consistent zoning and land use designation, to "I," Industrial. *The changes are shown in the working binder behind the "Comp. Plan Map Amendments" tab.*

Discussion

Approval for the construction of a communications tower was authorized by administrative decision on December 5, 2018, subjecting the parcel to the requirements of the majority segment's zoning, I, Institutional. A corresponding Zoning Code Text Amendment (ZOA18-0001) (Ord No. 6716) amended the ACC to address the use of emergency communications devices as a land use.

The proposed action changes the land use designation of the western portion of Parcel No. 2721059012 from "Single Family" to Institutional," and the zoning from "R-5, Residential" to "I, Institutional" to reflect the zoning and land use of the larger portion of the parcel. The re-zone has been assigned case number REZ19-0003. This action serves to reflect on the city's land use and zoning maps the approved use of a communications device.

Recommendation

Planning Commission to recommend approval of a map amendment to change the western portion of Parcel No. 2721059012 from "Single Family" to "Institutional," and subsequently re-zone the same from "R-5 Residential" to "I-Institutional."