

**AGENDA**  
LACEY PLANNING COMMISSION MEETING  
Tuesday, December 1, 2020 – 5:00 p.m.  
**MEETING WILL BE CONDUCTED REMOTELY, NOT IN-PERSON**  
Please click the link below to join the webinar:  
<https://us02web.zoom.us/j/87997932884>  
\*See below for other options

**Call to Order:** 5:00 p.m.

- A. Roll Call
- B. Approval of Agenda & Consent Agenda Items  
Approval of November 17 Meeting Minutes

**Public Comments:** 5:01 p.m.

**Commission Members Reports:** 5:03 p.m.

**Director's Report:** 5:05 p.m.

**New Business:** 5:10 p.m.

**2021 Work Program: Ryan Andrews, Planning Manager.** The Planning Commission will begin to review the elements of the draft 2021 Work Program in preparation for the joint meeting with the City Council to be held in early 2021.

**Communications and Announcements:** 5:55 p.m.

**Next Meeting:** December 15, 2020.

**Adjournment:** 6:00 p.m.

\* Or iPhone one-tap:

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Webinar ID: 879 9793 2884

## CITY OF LACEY PLANNING COMMISSION WORK SCHEDULE

**Planning Commission Meeting  
December 1, 2020**

1. **Work Session:** 2021 Work Program

**Packets due: November 26, 2020**

**Planning Commission Meeting  
December 15, 2020**

1. **Work Session:** Housing Needs Assessment Presentation (Tentative)

**Packets due: December 10, 2020**

**Planning Commission Meeting  
January 5, 2021**

**Packets due: December 31, 2020**

## MINUTES

Lacey Planning Commission Meeting  
Tuesday, November 17, 2020 – 5:00 p.m.  
Conducted remotely via videoconference

Meeting was called to order at 5 p.m. by Sharon Kophs.

Planning Commission members present: Sharon Kophs, Dave Wasson, Gail Madden, Mark Mininger, Eddie Bishop, Peg Evans-Brown, Daphne Retzlaff, Shaunesy Behrens, and Robin Vasquez. Staff present: Rick Walk, Ryan Andrews, Jessica Brandt, and George Smith.

Sharon noted a quorum present.

**Gail Madden made a motion, seconded by Dave Wasson, to approve the agenda for tonight's meeting. All were in favor, the motion carried.**

**Dave Wasson made a motion, seconded by Daphne Retzlaff, to approve the October 20 meeting minutes. All were in favor, the motion carried.**

1. **Public Comments:** None.

2. **Commission Members Reports:**

- Peg Evans-Brown and Sharon Kophs reported on their attendance at the last Council meeting regarding the budget.

3. **Director's Report:**

- Rick Walk reported on the last Council worksession, which included an update on the Genesis Project for homeless students; and the City's efforts to provide community assistance in response to the Pandemic.
- Rick reported that the comp plan amendments will be on the next Council meeting agenda.

4. **Public Hearing:**

**HBBP, LLC Proposed Zoning Text Amendment, Project no. 19-367: Ryan Andrews, Planning Manager.**

- Sharon opened the public hearing.
- Ryan Andrews gave an overview of the proposal and the area covered by the amendments.
- Ryan discussed the history of changes to the LI zone over the years, the public outreach methods, the Planning Commission's options, and staff recommendations.
- There were discussions regarding transportation impacts, retaining existing buildings and development agreements, the findings of fact, the applicant's motivation for the amendments, and types of employment/wages that will result in the amendments.
- Sharon opened the hearing to public testimony
- David Toyer addressed Planning Commission. He went over building size, types of tenants that will be attracted, traffic impacts, and the applicant's intent to attract good tenants.
- Joseph Slattery addressed Planning Commission and discussed types of businesses they hope to attract. He asked that Commissioners support the amendments to provide more flexibility in order to enhance the City's commerce.
- Sharon closed the public hearing at 6:16 p.m.
- **Eddie Bishop made a motion, seconded by Robin Vasquez, to refer the HBBP zoning text amendment to council for approval. Eight were in favor, one opposed, the motion carried.**
- Ryan asked Daphne to discuss her concerns and her opposition to the motion. Daphne said she continues to have reservations about increasing building size as it takes away from what she envisions for the city. A brief discussion followed.

5. **Communications and Announcements:**

- There was a question about the start time for the next Council meeting. Rick said the next Council meeting will start at 7 p.m. and went over the agenda items.
- It was suggested that affordable housing be a future Planning Commission agenda topic. Rick discussed the Housing Action Plan.

6. **Next meeting:** December 1, 2020.

7. **Adjournment:** 6:32 p.m.



## PLANNING COMMISSION STAFF REPORT

December 1, 2020

**SUBJECT:** 2021 Planning Commission Work Program

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**RECOMMENDATION:** The Planning Commission will review the elements of the 2021 Work Program in preparation for the joint meeting with the City Council to be scheduled for early 2021.

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**TO:** Lacey Planning Commission

**STAFF CONTACTS:** Rick Walk, Community and Economic Development Director  
Ryan Andrews, Planning Manager *RA*

**ATTACHMENT(S):** None.

**PRIOR COUNCIL/  
COMMISSION/  
COMMITTEE REVIEW:** None.

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### BACKGROUND:

Early each year, the City Council and the Planning Commission hold a joint work session to review a docket of work program items. In preparation for the joint work session, staff has listed below the items that the Planning Commission can expect to complete for the 2021 work program. The tasks are organized by the type of amendment that they are considered (plan update, joint planning requirement, or code update). At the December 1<sup>st</sup> meeting, the Planning Commission will have the opportunity to review these items and discuss how they should be prioritized.

#### Comprehensive Plan Amendments

The Comprehensive Plan Amendments identified are those that are currently underway to implement a portion of the Comprehensive Plan, required by state law, or are funding dependent. These items include:

- **Regional Climate Mitigation Plan:** The Regional Climate Mitigation Plan, a roadmap for reducing greenhouse gases across the Thurston Region, has been in development since 2018 and is nearing completion. The Plan will be adopted into the Environmental Element of the Comprehensive Plan and will replace the current Carbon Reduction and Resiliency (CR2) Plan.
- **Martin Way Corridor Study:** The Martin Way Corridor Study is an interjurisdictional study of the Martin Way Corridor from Pacific Avenue in Olympia to Marvin Road in Lacey. The purpose of the study is to address bicycle and pedestrian improvements

(building off Lacey's Pedestrian and Bicycle Plan), corridor safety, transit facilities, access management, neighborhood connectivity and land use.

- Housing Action Plan: The Cities of Lacey, Olympia, and Tumwater received a grant from House Bill 1923 to develop a Housing Action Plan. The Housing Action Plan will encourage the construction of additional affordable and market-rate housing in a greater variety of housing types, and at prices that are accessible to a greater variety of incomes. Additionally, Lacey is using a portion of the grant money to develop a housing market analysis for the Lacey Midtown District. The report will provide key baseline data and information to inform a marketing strategy to attract multi-family housing to Lacey Midtown.
- Urban Forest Management Plan Update: The Urban Forest Management Plan was last updated in 2013 and is in need of a periodic update. The update will include amendments to associated development regulations to ensure that the goals of the Plan are being implemented as envisioned.
- Water Utility Plan Update: The City's various utility plans are updated on a regular basis. The Water Plan will undergo a technical update to identify future capital project improvements and an associated financial analysis.
- Capital Facilities Plan Update: A complete revision to the Capital Facilities Plan will be conducted with a focus on the future space needs for City buildings and facilities.
- Six Year Transportation Improvement Plan: Review and hold a hearing on the 6-year Transportation Improvement Plan (TIP). This is a required item that is updated annually.

#### Code Revisions

The high priority code revisions associated with the 2016 Comprehensive Plan have been completed. Those identified for the 2021 work program largely focus on the implementation of plans adopted since 2016 and include:

- Implementation of the recommendations of the Housing Action Plan, including: completing the Low Density Residential zoning consolidation (with associated revisions to the Comprehensive Plan), review of emergency housing regulations, and an analysis of the street development standards in existing older neighborhoods related to impacts on housing affordability.
- Examination of the City's parking standards in LMC 16.72 to address appropriate ratios for multi-family development and electric vehicle parking.
- Revisions to the Hawks Prairie Business District zoning district related to residential uses.
- Amendments to the Development Guidelines and Public Works Standards related to public notice and appeal procedures.
- Amendments to permitted uses in commercial areas including addressing mini storage, permitted use tables within the Central Business District zones, and potential consolidation of commercial zones (with associated amendments to Comprehensive Plan designations).

#### Joint Planning

One long term item related to the 2016 Comprehensive Plan is completing the joint planning effort with Thurston County to adopt the Comprehensive Plan for the Lacey UGA. This will include addressing issues specific to the UGA including requiring sewer for all new

development, increasing minimum density requirements for the Moderate and High Density Residential zones, reviewing agricultural designations within the UGA and identifying “urban holding areas” in the Pleasant Glade and McAllister Geologically Sensitive Areas.