



City of Lacey, Washington Lacey Planning Commission Meeting Agenda

Refer to bottom of the agenda for instructions on attendance and public comment.

Tuesday, June 20, 2023

6:00 PM

Council Chambers and Online

Call to Order

1. Approval of Agenda and Consent Agenda Items:

Items listed under the consent agenda are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- A. Approval of Agenda
- B. Approval of June 6, 2023, meeting minutes

2. Public Comment:

Refer to the bottom of the agenda for instructions on how to provide public comment.

3. Commission Members' Reports:

4. Department Report:

5. New Business:

A. Agenda Management System: Kelly Adams, Special Projects Administrator.

Staff will provide an introduction and overview of the City of Lacey's new public meetings system, CivicClerk.

B. Parks, Culture and Recreation Comprehensive Plan: Jen Burbidge, Parks, Culture and Recreation Director; Hans Shepherd, Senior Planner.

The Planning Commission will receive a briefing from staff on the periodic update to the Parks, Culture and Recreation Comprehensive Plan. The Plan will be scheduled for a future public hearing to be conducted on July 18.

C. 2023 Legislative Session Update: Sarah Schelling, Senior Project Planner:

The Planning Commission will receive a briefing from staff on the 2023 Washington State Legislative Session.

6. Old Business:

7. Communications and Announcements:

8. Next Meeting: July 18, 2023

A. Planning Commission Work Schedule

9. Adjournment

Attend Remote or In Person

The public may attend the meeting in person, or you may view or listen to the meeting using one of the following platforms:

In Person: Council Chambers at Lacey City Hall, 420 College Street SE, Lacey, WA 98503

Via Zoom: https://us02web.zoom.us/webinar/register/WN_VAVWV3IkRwKyk2NzkuZ-OW

City Website: <https://cityoflacey.org/upcoming-meetings/>

YouTube: <https://youtube.com/watch?v=uIei9OkzCes>

By Phone: (888) 788-0099 or (877) 853-5247 (Webinar ID 812 5215 8607)



MINUTES

Lacey Planning Commission Meeting

Tuesday, June 6, 2023 – 6:00 p.m.

Lacey City Hall Council Chambers, 420 College St SE – and via Zoom

Meeting was called to order at 6:00 p.m. by Dave Wasson

Planning Commission members present: Dave Wasson, Kyrian MacMichael, Daphne Retzlaff, Eddie Bishop, Mark Mininger, Judith Doyle and Gail Madden. Staff present: Ryan Andrews, Hans Shepherd, Grant Beck, Sarah Bartz, Jennifer Adams, Gordon Gimse and Erin Skelley

Dave noted a quorum present.

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

Gail Madden made a motion seconded by Daphne Retzlaff to switch old and new business in the agenda order. All were in favor, the motion carried.

1. **Public Comments:** Laura Henderson with concerns over ownership and nuisance ordinances at the Ostrom's Mushroom Farm property.
2. **Commission Members Reports:** Daphne Retzlaff brought up the postcard sent to citizens from Thurston County asking for feedback about the traffic on the Nisqually Bridge.
3. **Department Report:** Grant Beck updated the commission on the status of the ROW initiative and Homeless encampment and Maple Court. Ryan Andrews briefed the commission on ongoing land use actions.
4. **Old Business:**

Neighborhood Commercial Update: Hans Shepherd, Senior Planner. Hans provided a briefing on the status of the Neighborhood Commercial update including recently completed business outreach and a public outreach event scheduled for the end of June.
5. **New Business:**

Manufactured Home Park Preservation: Jennifer Adams, Housing Coordinator; Gordon Gimse, Planning Intern. Jennifer and Gordon provided information on preservation options for mobile and manufactured home parks including an inventory of existing parks and an analysis and potential strategies for implementation.
6. **Communications and Announcements:** None.
7. **Next Meeting:** June 20th
8. **Adjournment:** 7:34 PM

To hear the full discussion of a specific topic, or the complete meeting, watch the recorded video available on YouTube <https://www.youtube.com/watch?v=Bui8YwowFow>



LACEY PLANNING COMMISSION

June 20, 2023

SUBJECT: 2023 Lacey Parks, Culture & Recreation (LPCR) Comprehensive Plan Update

RECOMMENDATION: No action, this is an informational briefing only. Staff will provide a briefing to the Planning Commission on the Draft 2023 LPCR Comprehensive Plan Update. A public hearing for this Update is currently scheduled for the Planning Commission meeting on July 18, 2023.

TO: Lacey Planning Commission

STAFF CONTACTS: Jen Burbidge - Parks, Culture and Recreation Director *JB*

ATTACHMENTS: Link to the Draft 2023 LPCR Comprehensive Plan:
[2023-LPCR-Comprehensive-Plan-FULL.pdf \(laceyparks.org\)](#)

FISCAL NOTE: NONE

PRIOR REVIEW: The Parks, Culture & Recreation Board (Parks Board) has been reviewing monthly at their meetings, and approved at their June 12, 2023 meeting. The Historical Commission, Commission on Equity, and Youth Council have also reviewed this Update. A complete list of commission reviews can be found in the draft plan.

BACKGROUND:

The LPCR Comprehensive Plan gets updated every six years. It is part of the City of Lacey Comprehensive Plan and the guiding document for the LPCR Department and Parks Board. Updating the LPCR Comprehensive Plan provides an opportunity to evaluate Lacey's park system, recreation facilities and services, assess demands and needs, set goals and policies, maintain eligibility for grant opportunities, and most importantly, provide for public input to address needs.

Edits have been made to the 2017-2023 LPCR Comprehensive Plan to create the new 2023-2029 Plan.

Proposed updates from the last plan include:

- Updated executive summary with robust additions regarding the benefits of Parks, Culture & Recreation
- Updated strategic goals
- Updated parks, open space, and facilities inventory
- Updated Lacey levels of service: added recreation, museum and cultural programs
- Included a map of non-City parks, greenspace and habitat to show the full story of opportunities in Lacey
- Updated public involvement and input section after robust public outreach
- Updated local history section
- Updated information in the Parks Planning Areas: population, area boundaries, opportunities, needs and conditions
- Lacey age and race demographics
- Updated overall design and format

Proposed key policies and objectives updates from the last plan include:

- Continuing to emphasize Lacey moving from an acquisition phase to a development phase
- Continuing to establish a sustainable funding strategy for parks
- Provide more accurate travel sheds on the parks level of service map (.5 mile)
- Provide a map that indicates frequently traveled bus routes and proximity to parks and facilities as a starting point to increase access
- Conduct parks and facilities assessments to help make recreational value assignments in the future which will help guide future investments
- Incorporate Lacey Museum Strategic Plan components
- Incorporate Diversity, Equity and Inclusion (DEI) Draft Strategic Plan components
- Determine what metrics to gather to help with future decisions
- Reference and connect the City's Pedestrian & Bicycle Plan
- Consider coordination with the Land Use Element of the City's Comprehensive Plan to ensure parks and their associated master plans are compatible with adjacent zoning

Although the challenges for LPCR remain the same as the last plan update: providing adequate facilities to keep up with growth, continuing to move from a predominately "property acquisition era" to a greater emphasis on parks improvements and development phase, and solidifying a sustainable future funding strategy, the proposed 2023 LCPR Comprehensive Plan update provides valuable information and the goals and objectives to address the challenges.

A July 13, 2023 Lacey City Council Worksession review and a July 18, 2023 Planning Commission review has been scheduled. The 2023 LPCR Comprehensive Plan would then go before the Lacey City Council for final approval as scheduled by the Planning Commission.

ADVANTAGES:

1. Provide the required 6-year update which is part of the City's Comprehensive Plan and is crucial for short- and long-term parks, culture and recreation planning, and to be eligible and competitive for grant funding.
2. Provide an opportunity to evaluate Lacey's parks system, recreation facilities and services, assess demands and needs, and set goals and policies.
3. Provide robust outreach and engagement with the community for their parks, culture and recreation system.
4. Ensure the LPCR Comprehensive Plan is viewed from an equity lens in alignment with the forthcoming DEI Strategic Plan.
5. Bring forth suggested edits that could help further the goals of the City to be a welcoming and inclusive community, where full participation in government is available to all community members.

DISADVANTAGES:

No disadvantages have been identified at this time.

RECOMMENDATIONS:

No action as this is an informational briefing only. Staff will provide a link to the LPCR Draft Plan at the time of this meeting so that Planning Commission members can begin familiarizing themselves with the plan and its contents.

The Planning Commission will also hold a public hearing and make a recommendation to the City Council on the Plan at a future date. This plan update would be part of the 2023 package of comprehensive plan amendments.

6/9/23

CITY OF LACEY PLANNING COMMISSION WORK SCHEDULE

**Planning Commission Meeting
June 20, 2023**

Packets due: June 15

1. **Work Session:** Parks and Recreation Comprehensive Plan
2. **Work Session:** Agenda Management System (Kelly Adams)
3. **Work Session:** 2023 Legislation Update – Sarah S.

**Planning Commission Meeting
July 4, 2023**

Meeting Canceled (Holiday)

**Planning Commission Meeting
July 18, 2023**

Packets due: July 13

1. **Public Hearing:** Parks and Recreation Comprehensive Plan
2. **Work Session:** Climate Initiative Updates - Linsey

**Planning Commission Meeting
August 1, 2023**

Packets due: July 27

1. **Work Session:** 2025 Comprehensive Plan Update-Outreach Program