

**MINUTES OF THE JOINT WORKSESSION
LACEY CITY COUNCIL
AND
LACEY PLANNING COMMISSION
THURSDAY, FEBRUARY 9, 2023
6:00 P.M. – 8:05 P.M.
REMOTE AND IN-PERSON**

To hear the full discussion of a specific topic, or the complete meeting, watch the recorded meeting available on YouTube: <https://www.youtube.com/watch?v=khB7zk0-qhY&list=PL0fqfnajWBqkRa1WItEuNIBbJrDjeqgp&index=1>

COUNCIL PRESENT: MAYOR RYDER, DEPUTY MAYOR MILLER, COUNCILMEMBERS COX, STEADMAN, GREENSTEIN, KUNKEL, AND VAZQUEZ (REMOTE)

COMMISSIONERS

PRESENT: DAVID WASSON (CHAIR), GAIL MADDEN (VICE-CHAIR), EDDIE BISHOP, JUDITH DOYLE, PEG EVANS-BROWN, KYRIAN MACMICHAEL, MARK MININGER, CATHY MURCIA, DAPHNE RETZLAFF

STAFF PRESENT: R. WALK, R. ALMADA, J. BURBIDGE, S. EGGER, D. SCHNEIDER, T. WOO, G. BECK, R. ANDREWS, H. SHEPHERD, E. FONTAINE

ACTION: APPROVE WORKSESSION AGENDA

MOTION: MOTION MADE, SECONDED AND CARRIED BY COUNCILMEMBER GREENSTEIN AND DEPUTY MAYOR MILLER

QUARTERLY CONSTRUCTION UPDATE

STAFF: GRANT BECK, PLANNING AND DEVELOPMENT SERVICES MANAGER

ACTION: INFORMATION ONLY

Grant Beck, Planning and Development Services Manager, provided an overview of the 2022 year and development updates.

Development updates included the sunset of the Community & Economic Development Department's nineteen-year-old software platform, and updating to a proficient software.

Staff highlighted the following improvements in the updated software:

- Online permitting and payments
- 292 online accounts
- 940 credit card payments (\$733,287)
- 19 ACH Payments (\$5,685)

Staff also reviewed specific data within the following topics:

- Staff Changes
- Program Changes (Regional Housing Council and Climate Action Steering Committee)
- Housing Starts
- Commercial & Industrial Permits
- Land Use Permits
- Other Application Duties

JOINT PLANNING – THURSTON COUNTY

STAFF: GRANT BECK, PLANNING AND DEVELOPMENT SERVICES MANAGER
HANS SHEPHERD, SENIOR PLANNER

ACTION: INFORMATION ONLY

Thurston County and the City of Lacey initially agreed upon the process of joint planning in 1988, in part, to protect County resources of agricultural, timber and environmentally sensitive areas from sprawling development. The boundaries were based primarily on what areas were already urbanized, considering developed and vested sites, current and proposed land use designations, and the Regional Sewer Phasing Plan.

The City's joint plan was last officially updated in 2003. Staff presented on joint planning within the Lacey Urban Growth Area (UGA). The following project timeline was presented:

- Project Kickoff (*Winter 2022-2023*)
- Initial Outreach (*Spring 2023*)
- Public Workshops (*Spring 2023*)
- Council Briefings (*Spring/Summer 2023*)
- Refine Plan (*Summer 2023*)
- Open House (*Summer/Fall 2023*)
- Plan Adoption (*Fall 2023*)

Staff also reviewed the following plans and updates that relate to joint planning:

- Planning Commission Work Plan (*Fall 2023*)
- Neighborhood Commercial Districts (*2023*)
- Martin Way Corridor Study (*2023*)
- Parks, Culture, and Recreation Comprehensive Plan (*2023*)
- Transportation Plan (*2023-2024*)
- Water System Plan Update (*2022*)
- Thurston County Comp Plan (*2019/2020*)
- Pedestrian & Bicycle Plan (*2018*)
- City Comp Plan (*2016/2024*)
- Waste Water Plan (*2015*)

Staff discussed the joint plan overview and advised that changes will fall into two categories; general upkeep and those based on new studies and requirements of the Growth Management Act (GMA).

The Mayor and Council led discussions surrounding permit regulations within the UGA. Council recommended identifying a goal that would allow the City to permit Lacey's UGA under city permitting standards in the future.

NEIGHBORHOOD COMMERCIAL UPDATE

STAFF: HANS SHEPHERD, SENIOR PLANNER
ACTION: INFORMATION ONLY

Staff provided an update on the Neighborhood Commercial District (NCD) Forum. The forum is a series of online and in-person community open houses for neighborhoods to speak with City staff, learn about existing zoning standards, ask questions, and provide feedback and ideas on how to update the districts.

Community engagement included 849 survey participants, as well as 75-100 in-person participants. Staff highlighted the survey questionnaires, community feedback for popular ideas and common themes.

Next steps include the following:

- Tenant Outreach (*January – February*)
 - In partnership with our Economic Development Coordinator
 - What it takes to operate a business in these locations
- Survey Analysis: Example Districts (*February – March*)
 - Research example districts for similar code elements.

- Share Findings with Community (March – April)
 - Website Update: <https://cityoflacey.org/neighborhood-commercial-districts/>
 - Gain guidance on code updates
 - Visual Preferencing options
- Public Briefings (April – May)
 - Planning Commission, Land Use & Environment Committee, City Council
- Draft NCD Code Updates (May – June)
 - Public Hearing & Recommendation
 - Council Action

2025 COMP PLAN UPDATE/2023 WORK PROGRAM

STAFF: RYAN ANDREWS, PLANNING MANAGER
HANS SHEPHERD, SENIOR PLANNER

ACTION: ADOPT ITEMS THAT WILL REQUIRE A PLANNING COMMISSION
RECOMMENDATION TO COMPRISE THE 2023 PLANNING COMMISSION
WORK PROGRAM

MOTION: MADE, SECONDED, AND CARRIED BY MAYOR RYDER AND
COUNCILMEMBER STEADMAN

Staff provided a briefing on the Community and Economic Development Department's work program.

The work program makes up the tasks that the Planning Commission will complete within the next year. The work program consists of three major components: Comprehensive Plan amendments, code amendments, and implementation actions.

Staff advised many of the proposed work program items for 2023 are related to the Growth Management Act-required update to the Comprehensive Plan. The updates are due by June 30, 2025.

Staff also presented for review a private-applicant initiated Comprehensive Plan amendment docket application submitted for 2023. The application is for a property-specific Comprehensive Plan amendment and rezone for the Gwinwood Retreat property located off of 30th Avenue SE at the southwest corner of Hicks Lake. The request is to redesignate approximately 7.5 acres from High Density Residential to Open Space Institutional. The application will be formally considered by the City

Council to determine if it will be added to the docket of annual Comprehensive Plan amendments.