



Lacey Planning Commission Meeting Agenda

Refer to the bottom of the agenda for meeting information.

Wednesday, March 12, 2025

6:00 PM

Council Chambers and Online

1. Call to Order

2. Roll Call

3. Land Acknowledgement

We, the City of Lacey, are on the ancestral land of the Tribal People of the Treaty of Medicine Creek, including the Nisqually Indian Tribe and Squaxin Island Tribe. We acknowledge and remember those Tribal People not recognized today who were absorbed or relocated into other tribes for survival. We recognize the ancestors and their descendants who are still here. We recognize and respect the Tribal People of the Treaty of Medicine Creek as the traditional stewards of this land since time immemorial and their role today in taking care of these lands in perpetuity. We recognize and have the responsibility to call attention to the histories of dispossession, forced removal, and abridged treaty rights that allowed our nation, state, and city to develop as they have today. We recommend that community members read the Medicine Creek Treaty of 1854.

4. Approval of Agenda and Consent Agenda Items

A. Approval of Agenda

B. Approval of February 26, 2025 meeting minutes

1. February 26, 2025 Minutes

5. Public Comment

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

6. Commission Members' Reports

7. Department Report

8. Public Hearing

9. New Business

10. Old Business

- A. **Development Guidelines and Public Works Standards Follow-Up: Tom Stiles, Development Review Manager.** Staff will brief the Planning Commission on potential additional updates to the Development Guidelines and Public Works Standards as a result of review by the City Council the development community in preparation for a future public hearing.
- B. **Comprehensive Plan Future Land Use Maps: Hans Shepherd, Senior Planner.** The Planning Commission will review the draft scoring rubric for community and property-owner suggested land use and zoning changes. The rubric will be used to inform amendments to the Future Land Use Maps being developed for the Land Use Element of the Comprehensive Plan.
 - 1. Comprehensive Plan Attachments

11. Communications and Announcements

- A. Planning Commission Schedule

12. Next Meeting-March 26, 2025

13. Adjournment

Attendance and Public Comment

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
Zoom:	https://us02web.zoom.us/webinar/register/WN_M3hyhxZFT0uuqG7a93cSVA
Website:	https://cityoflacey.org/government/public-meetings/
Facebook:	https://www.facebook.com/cityoflacey
YouTube:	https://www.youtube.com/watch?v=20iMeCA4Ofk
Cable:	Channel 77 with your local cable provider
Phone:	(888) 788-0099 or (877) 853-5247 (Webinar ID 853 5949 1908)

Verbal Public Comment

Those wishing to provide verbal public comment may do so in-person or by Zoom:

In-Person:	Use the sign-up sheet located at the meeting location.
Zoom:	Preregister using the following Zoom link no later than two hours prior to the meeting: https://us02web.zoom.us/webinar/register/WN_M3hyhxZFT0uuqG7a93cSVA

Instructions and access details will be provided once registration is complete.

MINUTES

Lacey Planning Commission Meeting
Wednesday, February 26, 2025 – 6:00 p.m.
Lacey City Hall Council Chambers, 420 College St SE – and via Zoom

The meeting was called to order at 6:00 p.m. by Jeff Gadman

Planning Commission members present: Jeff Gadman, Kyrian MacMichael, Tonya Moore, Spencer Zeman, Robert Lane, Judith Doyle, Elliot Kirk & Gayle Madden. Staff present: Ryan Andrews, Jennifer Adams and Erin Skelley.

TRPC staff present: Veronica Jarvis, Senior Planner and George Castillo, Assistant Planner

Jeff noted a quorum present. Robert read the Land Acknowledgement.

Spencer Zeman made a motion, seconded by Kyrian MacMichael to approve the agenda for tonight's meeting. Robert Lane made a motion, seconded by Kyrian MacMichael to approve February 26th minutes. All were in favor, both motions carried.

1) **Public Comments:** None

2) **Commission Members Reports:** None

3) **Department Report:** Ryan Andrews stated that there would be interviews held on March 5, 2025 for the ninth and final Planning Commissioner. Both the Chair and Co-Chair will be absent, so Gail Madden will be on the interview panel with Ryan Andrews and Mayor Ryder.

4) **New Business: Joint Meeting and Open House Debrief: Ryan Andrews, Community Planning Manager.** The Planning Commission discussed takeaways from the joint Planning Commission/City Council meeting and feedback received at the Comprehensive Plan Open House.

5) **Old Business:**

A. Commute Trip Reduction Plan: Veronica Jarvis, Thurston Regional Planning Council. The Planning Commission was briefed on an update to the Commute Trip Reduction Plan which sets forth various policies and strategies to reduce single-occupancy commute trips for large employers across the community.

B. Middle Housing Survey: Jennifer Adams, Housing Coordinator. Jennifer briefed the Planning Commission on the results of the Middle Housing Survey completed in late 2024. The survey will inform future potential options to implement the Middle Housing requirements in HB 1110.

6) **Communications and Announcements:** Ryan Andrews went over the Planning Commission schedule.

7) **Next Meeting:** March 12, 2025

8) **Adjournment:** 7:39 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=VMAqlwC5oil>



Planning Commission Staff Report - 2

March 12th, 2025

SUBJECT: Comprehensive Plan Series: Proposed 2025 Zoning Change Evaluation Criteria

RECOMMENDATION: Staff will present a draft scoring rubric developed for the review and prioritization of proposed zoning changes as part of the 2025 Comprehensive Plan Update cycle. No formal action is required.

STAFF CONTACT: Vanessa Dolbee, Community & Economic Development Director
Ryan Andrews, Community Planning Manager *RA*
Hans Shepherd, Senior Planner *HS*

ORIGINATED BY: Community & Economic Development Department

ATTACHMENTS:

1. Proposed Rezone Prioritization Rubric
2. Submitted Rezone Requests
3. Previous Staff Reports in Comprehensive Plan Series

PRIOR REVIEW: The Planning Commission was last briefed on the Land Use Element of the Comprehensive Plan as part of the Joint Meeting with City Council on February 26th, 2025. A review was also held on January 8th, 2025 as part of a regularly scheduled meeting.

BACKGROUND:

The Growth Management Act (GMA) requires every city to review and update its Comprehensive Plan and associated development regulations at least once every ten years. This review is intended to address relevant changes in the GMA and respond to changes in land use and population growth.

The Revised Code of Washington ([Section 36.70A.070](#)) goes on to further identify and define the mandatory elements of the Comprehensive Plan including requirements for the designation, location, extent, and general distribution of various land uses. This section (known as the Land Use Element), also includes requirements for the allocation of lands for housing, commercial uses, and other public purposes including utility and transportation corridors, recreation, schools, public water supplies, and natural resources.

Within the Comprehensive Plan, the requirements of the Land Use Element are often addressed through a combination of listed goals and policies and visually with a Future Land Use Map. As part of the 2016 Lacey Comprehensive Plan update cycle, a combined

Future Land Use and Zoning Map as adopted. As a result, all proposed zoning changes are interpreted as Comprehensive Plan updates and routed through the Legislative Review Process as required by state law and [Chapter 1C.060](#) of the Lacey Development Permit Procedures.

ANNUAL LAND USE AND ZONING AMENDMENTS:

As detailed within the City of Lacey Comprehensive Planning [webpage](#), Lacey recognizes the evolving nature of a Comprehensive Plan and the goals and policies contained within. For this reason, Lacey provides an opportunity for community members to request changes to the Plan on an annual basis.

Once a year, the Planning Commission and City Council meet to discuss the long-range work program and land use planning priorities of the community. During this review, land use applications from individuals will be considered for inclusion in the Planning Commission work program.

For land use and zoning requests, applicants are required to provide detailed reports and site-specific justification for proposed zoning changes. These reports often require an analysis of potential impacts on the long-range development of the city, an environmental checklist, consideration of other potential impacts pertaining to housing, transportation, utilities and services, and an address list of adjacent property owners. An application fee is also assigned at the time of docketing.

2025 UPDATE CYCLE:

For the 2025 Comprehensive Plan Update cycle, the City of Lacey will be taking a slightly different rezone review approach. This approach started in the summer of 2024 with the launch of an online rezone request mapping tool where community members were able to submit requests digitally. This platform was linked through the 2024 Community Survey and provided to perspective applicants upon request.

To date, 48 rezone requests (Attachment 2) have been submitted to the city through the online mapping platform. This represents a significant uptick in the average number of annual applications received in previous years.

In preparation for the review of these rezone requests, city staff have developed a draft prioritization rubric for determining which requests are advanced as part of the 2025 Comprehensive Plan Update cycle. Draft scoring criteria seeks to identify requests consistent with the goals and policies of the city, state requirements, community identified priorities, and environmental regulations. (Attachment 1)

Once finalized, the Rezone Prioritization Rubric will be used to determine which rezone applications are advanced as part of the 2025 Comprehensive Plan Update and which applications will require additional review as part of a future year update cycle.

NEXT STEPS:

At the March 12th Planning Commission Meeting, Commissioners will have the opportunity to review and provide feedback on the Proposed Rezone Prioritization Rubric. Following this review, City staff will further refine the rubric before using it to evaluate submitted rezone requests.

The results of this evaluation will be shared with the Planning Commission at a future regularly scheduled meeting.

Attachment 3: Proposed Rezone Prioritization Rubric

Rezone Rubric					
Criteria	Score 0	Score 1	Score 2	Score 3	Score 4
Within City	Property is outside city limits.				Property is within city limits.
Active Code Violations/Issues	Existing violations or unresolved issues.				No violations present.
Amount of Current and Proposed Zoned Undeveloped Land Available	No undeveloped land available for existing zoning.	Limited undeveloped land available for existing zoning.	Adequate undeveloped land for existing zoning.	Sufficient undeveloped land for current zoning.	Significant undeveloped land available for existing zoning.
Written Request from Owner	No written request from owner.				Written request from owner.
Unusable Under Current Designation	Property is optimal for current zoning.	Property is usable under current zoning.	Property can be used under current zoning with some limitations.	Property is somewhat restricted or limited in use under current zoning.	Property is completely unusable under current zoning.
Spot Rezone/ Adjacent Use Consistency	Rezone is inconsistent with adjacent uses.		Rezone is somewhat consistent with adjacent uses.		Rezone is consistent with adjacent land uses and surrounding zoning.
Critical Areas	Property contains significant critical areas (e.g., wetlands, flood zones).	Property contains some critical areas that require mitigation.	Property contains minimal critical areas, and mitigation is manageable.	Property has very few or no critical areas, but some minor considerations remain.	Property has no critical areas or environmental restrictions.
Consistency with Comp Plan	Rezone is inconsistent with comp plan goals and policies.		Rezone is somewhat consistent with comp plan goals and policies.		Rezone is consistent with the comp plan goals and policies.
Transportation/Infrastructure Can Support Use	Transportation/infrastructure is insufficient to support the proposed use.	Infrastructure access is limited or constrained.	Infrastructure is somewhat sufficient but may require improvements.	Infrastructure is mostly sufficient to support the proposed use.	Infrastructure is capable of supporting the proposed use.
Reduction in Land Use/Capacity (Excluding OSI)	Rezone reduces development potential.				Rezone maintains or increases development potential.
Identified as City Priority	Not an identified city priority				Identified city priority

How to Use the Rubric:

Score 0: Major issues or inconsistencies.

Score 1: Some concerns, but not critically problematic.

Score 2: Meets most expectations with moderate concerns or limitations.

Score 3: Aligns well with the criteria, few concerns or minor issues.

Score 4: Fully meets or exceeds expectations with no significant issues.

Final Scoring Interpretation:

- --- **points:** Strong case for approval.
- --- **points:** May require additional review or conditions.
- --- **points:** Concerns that need to be addressed.
- **Below --- points:** Significant issues.

Attachment 2: Submitted Rezone Requests

What is the address of the location you are identifying?	Are you the owner of this location?	What zoning designation would you like the identified location to have? If you selected other, or know the specific zoning designation you would like, please specify it.	Is there anything else you would like the project team to know about this location?
historic neighborhood	No	Residential	Low-density residential
MMDC - Mixed Use Moderate Density Corridor	No	Mixed Use	consolidate with neighborhood commercial
MMDC - Mixed Use Moderate Density Corridor	No	Mixed Use	Neighborhood Commercial
5100 PARKSIDE DR SE	No	Residential	Moderate Density Residential
RAC Parks Land	Yes	Other	OS-I - Open Space Institutional
6045 BALUSTRADE BLVD SE	No	Commercial	Community Commercial
6415 PACIFIC AVE SE	Yes	Other	OS-I - Open Space Institutional
6500 PACIFIC AVE SE	No	Other	OS-I - Open Space Institutional
6335 PACIFIC AVE SE	No	Mixed Use	higher density to match uses to west
6339 PACIFIC AVE SE	Yes	Other	OS-I - Open Space Institutional
6800 14TH AVE NE	No	Commercial	
180 HOH ST SE	No	Mixed Use	split zoning (ME - Mineral Extraction)
2802 BOAT LAUNCH ST SE	Yes	Other	
	Yes	Other	
	No	Other	
Mixed Use Moderate Density Corridor	No	Mixed Use	Neighborhood Commercial
6800 14TH AVE NE	No	Commercial	CBD 6
180 HOH ST SE	No	Mixed Use	Mixed Use High Density
RAC City of Lacey	Yes	Other	OSI-P
7431 PACIFIC AVE SE	No	Mixed Use	Neighborhood Commercial
829 LACEY ST SE	Yes	Residential	Low Density Residential
6500 PACIFIC AVE SE	No	Other	OSI-P
6415 PACIFIC AVE SE	Yes	Other	OSI-P
6339 PACIFIC AVE SE	Yes	Other	OSI-P
6335 PACIFIC AVE SE	No	Mixed Use	CBD 5
2802 BOAT LAUNCH ST SE	Yes	Other	OSI-P
OS-I	Yes	Other	
Thurston County	No	Other	OS-I
5100 PARKSIDE DR SE	No	Residential	Moderate Density Residential
6155 BALUSTRADE BLVD SE,	No	Commercial	Community Commercial
6538 GRAVEL LN NE	No	Commercial	HPBD
8400 MARTIN WAY E	No	Mixed Use	MHDC
5930 MULLEN RD SE	No	Residential	
5000 MULLEN RD SE	No	Residential	
1302 ALDER ST SE	No	Mixed Use	CBD 4
7200 BRITTON PKWY NE	No	Industrial	LI-C
837 CARPENTER RD SE	No	Mixed Use	CBD 4
5303 50TH AVE SE	No	Residential	Moderate Density Residential
1448 FARINA LOOP SE	No	Residential	
8317 PACIFIC AVE SE	No	Mixed Use	Neighborhood Commercial
7711 BETTI LN NE	No	Industrial	LI-C
300 DESMOND DR SE, LACEY, 98503	Yes	Other	OSI
5500 MARTIN WAY E	No	Other	OSI
6530 E MARTIN WAY	No	Other	OSI
420 College Street	Yes	Other	OSI
8407 SE STEILACOOM RD	No	Other	OSI
5900 37th AVE SE	No	Other	permit agricultural uses



PLANNING COMMISSION STAFF REPORT - 1

December 11, 2024

SUBJECT: Comprehensive Plan Update

RECOMMENDATION: The Planning Commission will conduct a work session on the Comprehensive Plan Update. No formal action is requested.

STAFF CONTACT: Vanessa Dolbee, Director of Community and Economic Development *VD*
Ryan Andrews, Community Planning Manager *RA*
Hans Shepherd, Senior Planner *HS*

ATTACHMENTS: 1. Comprehensive Plan Update Schedule
2. Climate Element Deliverables

PRIOR COUNCIL/COMMISSION/COMMITTEE REVIEW: The Planning Commission has held several briefings and work sessions on the Comprehensive Plan Update. This session will summarize the work completed in 2024 and set the stage for the completion of the Update by the end of 2025.

BACKGROUND:

RCW 36.70A, the Growth Management Act (GMA) requires every city and county in the state to conduct a mandatory review and update of its Comprehensive Plan and associated development regulations at least once every ten years. This review is intended to address relevant changes in the GMA and respond to changes in land use and population growth. Lacey's statutory deadline to update the Comprehensive Plan is December 31, 2025.

For Lacey, the Comprehensive Plan update process started in 2024. This effort kicked-off with visioning sessions held by the City Council, Planning Commission, and Youth Council. The purpose of these work sessions was to guide the priorities surrounding the update within the framework of the GMA and other legislative requirements. Key themes from these sessions highlighted the importance of strong community relationships, abundant parks and natural beauty, the growing need for more walkable commercial activity centers, and the critical issue of affordable housing.

From the visioning sessions, a Community Engagement Plan was developed and reviewed by various stakeholder groups and the Planning Commission, Commission on Equity and the City Council. The aim of this plan was to ensure an inclusive, informative update to the Comprehensive Plan, fostering active community participation and a sense of ownership in

the final product. The Community Engagement Plan established a communications strategy around engaging hard to reach audiences and four general “phases” around community engagement—visioning, community priorities, draft plan, and final plan. With the near completion of the first two phases, staff will provide initial results of the public outreach including feedback received as part of tabling at local events and an online survey tool.

In early 2025, the update process will shift from broad community outreach and engagement to a more targeted approach, focusing on the required elements of the Comprehensive Plan and their corresponding draft policies. This will start in January with a review of future land use map options which will be presented at the joint meeting with the City Council in February. A calendar of events and various meetings are included in the packet as Attachment 1.

Vision and Goals

The Comprehensive Plan is comprised of several elements that, at a high level, articulate the vision of the community. Each element is then implemented at various levels including through our various utility plans, the Capital Facilities Plan, the Transportation Improvement Program (TIP), and implemented by the private sector through development codes and regulations.

At this meeting, the Planning Commission will participate in a work session on the Climate, Transportation and Housing Elements to confirm that the direction of each element is consistent with the vision of the community. Additionally, the Planning Commission will be briefed on the significant updates needed to comply with State legislative requirements for each of these elements. For informational purposes, materials have been included as Attachment 2 related to the early development of the Climate Element since this is a new element required under the GMA and not just an update to an existing chapter.

Another important component of the work session will be to confirm the overall goals of the update. Staff have developed the following goals of the Comprehensive Plan document and will review and confirm them with the Planning Commission:

1. Readable and useable Comprehensive Plan that reflects the public's vision.
2. Integrated and relatable from element to element.
3. Streamlined with a goal of simplifying zoning and development standards (to be worked on in future docket cycles).
4. Meet the GMA requirements and all new laws.

Next Steps

The Planning Commission will continue throughout the next year to conduct work sessions to review and update the Comprehensive Plan. At the next meeting on January 8th, the Planning Commission will begin review of the Land Use Element with the review of the future land use alternatives map. This will lead to the joint Planning Commission/City Council

meeting on February 11th and an Open House on February 12th. Individual topics and elements will be brought to the Planning Commission for review through the spring of 2025.

3/3/25

CITY OF LACEY PLANNING COMMISSION WORK SCHEDULE

Planning Commission Meeting
March 12, 2025

1. **Work Session:** DG&PWS Transportation/Street Tree Follow-up
2. **Work Session:** Future Land Use Maps/Private Applications

Packets due: March 7, 2025

Planning Commission Meeting
March 26, 2025

1. **Public Hearing:** DG&PWS
2. **Work Session:** Future Land Use Maps Follow-up
3. **Work Session:** Reclaimed Water Plan

Packets due: March 21, 2025

Planning Commission Meeting
April 9, 2025

1. **Work Session:** Transportation, Climate and Utilities Goals and Policies

Packets due: April 4, 2025

Planning Commission Meeting
April 23, 2025

1. **Work Session:** Land Use/Housing Goals and Policies

Packets due: April 18, 2025

Pending Items: Regional Transportation Plan: May 28, Chelsea Embree TRPC