



JOINT WORKSESSION
LACEY CITY COUNCIL AND PLANNING COMMISSION
THURSDAY, JANUARY 27, 2022
6:00 P.M.
REMOTE ATTENDANCE

The Lacey City Council Worksession will be conducted remotely.
You may view or listen to the meeting by using one of the following platforms:

Live through Zoom: (<https://us02web.zoom.us/j/81308580918>)

Live or as a recording on YouTube: (<https://youtu.be/y4TNwOaoCCU>)

Listen via telephone: (888) 788-0099 or (877) 853-5247 (Webinar ID 813 0858 0918)

AGENDA

- 6:00 2022 PLANNING COMMISSION WORK PROGRAM**
RICK WALK, COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR
(STAFF REPORT)
- 7:00 TOGETHER! HOST HOMES PROGRAM**
SCOTT SPENCE, CITY MANAGER
(DISCUSSION)
- 7:15 ADJOURN**



LACEY CITY COUNCIL WORKSESSION

January 27, 2022

SUBJECT: 2022 City Council/Planning Commission Joint Meeting

RECOMMENDATION: Receive a briefing on the Community and Economic Development Department's work program. At the conclusion of the briefing, approve a motion to accept those items that will require a Planning Commission recommendation which will comprise the 2022 Planning Commission work program.

STAFF CONTACT: Scott Spence, City Manager *SS*
Rick Walk, Community and Economic Development Director *RW*
Grant Beck, Planning and Development Services Manager *GB*
Ryan Andrews, Planning Manager *RA*

ORIGINATED BY: Community and Economic Development Department

ATTACHMENTS:

1. [Draft 2022 Planning Commission Work Program](#)
2. [Olympia Hangars, LLC Docketing Application](#)
3. [Thurston Climate Action Team Docketing Application](#)
4. [Communication from Frank Ellerbroek, Mountain Greens Mobile Home Park, on Zoning for Mobile/Manufactured Home Parks](#)

FISCAL NOTE: The 2022 budget funds the city-initiated work program items. No additional budget impact is identified for City funds.

PRIOR REVIEW: None.

BACKGROUND:

The City Council and Planning Commission will review and the City Council is requested to adopt the Planning Commission's work program at the joint meeting. The work program makes up the tasks that the Planning Commission will complete within the next year. Both the City Council and Planning Commission will have the opportunity to ask questions, discuss the program schedule and add, remove or re-prioritize items on the work program.

The proposed 2022 Work Program for the Planning Commission is focused on those plan and code updates the City has to complete to meet required deadlines, regional commitments and projects that are currently in process.

In addition, the Community and Economic Development Department received three Comprehensive Plan Amendment requests to be considered for the docket, summarized as follows:

- 1) Olympia Hangars: A Comprehensive Plan amendment request to change the designation of a parcel currently designated Low Density Residential to a Moderate Density Residential designation. The parcel is 5 acres in size and is located at 456 Carpenter Road SE, Parcel #11815310200
- 2) Thurston Climate Action Team (TCAT): Request to amend the Urban Forestry Management Plan adopted by the City Council in September of 2021. The reason for this request is to align the City's Urban Forestry Plan with the Thurston Climate Mitigation Plan (TCMP).
- 3) Residents of Mountain Greens Mobile Home Park: Request to amend the Comprehensive Plan to include a manufactured home park designation to protect manufactured home parks from being converted to other uses and preserve a low income and affordable housing type.

The Community and Economic Development Department is recommending to include the private party application submitted by Olympia Hangars in the 2022 Planning Commission Work Program. The reason is the application is for a single parcel request and can be a straightforward review process. With our current department work program, we believe we can absorb this application into our work flow.

The Community and Economic Development Department recommends not to include the private party applications submitted by TCAT and the Mt. Greens Mobile Home Park Tenant's Association in the 2022 Planning Commission Work Program. Both of these requests are broader policy considerations and would require a substantial amount of research, public engagement and discussion.

Specific to the request to amend the Urban Forestry Plan, TCAT raises concerns in their application materials that the Forestry Plan was developed as the TCMP was being developed and believe there may be inconsistencies with TCMP that should not wait until the next plan update in five years to be addressed. Specifically, their concerns relate to the topic of sequestration and the removal of trees in the urban area. CED staff believes this request is not ripe for review at this time. First, the Urban Forestry Plan was adopted by the City Council four months ago after a year and a half long process that included a tree advisory task force and coordination with the regional discussions regarding the development of the TCMP. The second reason is the Regional Climate Action Coordination Committee is currently working on a sequestration white paper that will provide information, analysis and potential strategies the Thurston County jurisdictions

could consider to address sequestration consistently on a county-wide basis. The sequestration white paper should be completed in the Spring of 2022. The City does not need to begin the process of amending the Urban Forestry Plan until this work at the regional table is completed. Once the regional analysis is complete, we can bring this matter back to the City Council for further consideration.

The request submitted by the residents of the Mountain Greens Mobile Home Park is a very important topic and aligns with the policies and strategies contained in the City's recently adopted Housing Action Plan. However, this project will take a lot of research, legal analysis, existing conditions inventory, community engagement, and engagement with manufactured home park owners and tenants. As mentioned above, with the mandatory items on this year's work program along with the priorities for implementing recent past City Council policy decisions, the Community and Economic Development Department does not have the bandwidth to start this project in 2022. We can revisit it in 2023 or include this topic in the full Comprehensive Plan update scheduled for 2025.

The Community and Economic Development Department, in addition to the recommended 2022 Planning Commission work program, will be focusing on projects implementing the major plan and policy decisions of the Council over the past several years. To provide context, at the Joint Work Session, Department staff will provide a presentation on these major initiatives and will outline the programs that will implement them over the next year.

ADVANTAGES:

1. Reviewing and accepting the 2022 Planning Commission Work Program provides an opportunity for Council to ask questions on specific planning topics and reprioritize the work program based on emerging or changing issues.

DISADVANTAGES:

1. No disadvantages identified

2022 Planning Commission Work Program				
Priority	2022 Plan Updates	Proposed By:	Description	Anticipated Start
High	Stormwater Manual Update	State Requirement	Update the Stormwater Design Manual as required by the NPDES Phase 2 municipal stormwater permit by June 30, 2022.	Start: January 2022 Complete: June 2022
High	Parks and Recreation Plan Update	Parks & Recreation	To maintain compliance with State of Washington Requirements and grant eligibility, the City's Parks and Recreation Plan is required to be updated every six years. The current Parks and Recreation Plan was last updated on 2017 and work will need to start this year to fully update the plan to meet the six year update cycle.	Start: February 2022 Complete: June 2023
High	Low Density Residential Zone Consolidation	Affordable Housing Strategy and Housing Action Plan	Implement a recommendation of the Affordable Housing Strategy and the Housing Action Plan to consolidate Low Density Residential zones to reduce minimum lot sizes, lot widths, and density minimums will help increase density in older, central neighborhoods, which are near utilities, transit lines, services, and jobs. The Comprehensive Plan and zoning map will need to accompany the text amendment	Start: January 2022 Complete: June 2022
High	Martin Way Corridor Study	TRPC	TRPC on behalf of Thurston County, Intercity Transit, the City of Olympia and City of Lacey was awarded a Federal Surface Transportation Block Grant in the amount of \$452,750. Combined with the local match of \$70,660, the total project amount will total \$523,410. The purpose of the grant is to fund 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 Plan), corridor safety, transit facilities, access management, neighborhood connectivity and land use. City of Lacey's match is in kind staff resources as a member of the steering committee and providing baseline information.	Start: January 2020 Complete: Fall 2022
High	Water Comprehensive Plan	Public Works	Complete an update to the Water Comprehensive Plan.	Start: Underway Complete: June 2022
Medium	Capital Facilities Plan	Community & Economic Development	Complete a comprehensive revision to the Capital Facilities Plan with a focus on the future space needs for City buildings and facilities.	Start: January 2022 Complete: December 2022
Medium	Annual Six Year Transportation Improvement Program Amendment	Annual Requirement	Review and hold a hearing on the 6-year Transportation Improvement Plan (TIP). This is a required item that will be scheduled for Council's action by July of each year.	Start: Spring 2022 Complete: June 2022
Priority	2022 Code Updates			
Medium	Parking Code Revisions	Housing Action Plan and Regional Climate Mitigation Plan	Examination of the City's parking standards in LMC 16.72 to address appropriate ratios for multi-family development and electric vehicle parking.	Start: September 2021 Complete: Spring 2022
Priority	2022 Private Party Applications			
Medium	Comprehensive Plan Amendment to redesignate a parcel from Low Density to Moderate Density Residential	Olympia Hangars	A Comprehensive Plan amendment request to change the designation of a parcel currently designated Low Density Residential to a Moderate Density Residential designation. The parcel is 5 acres in size and is located at 456 Carpenter Road SE, Parcel #11815310200	Start: January 2022 Complete: June 2022
Low	Amend the 2021 Urban Forestry Plan	Thurston Climate Action Team	Request to amend the Urban Forestry Management Plan adopted by the City Council in September of 2021. The purpose of the request is to align the City's Urban Forestry Plan with the TCMP.	Tabled
Low	Comprehensive Plan Amendment to Establish a Manufactured Home Park Designation	Residents of Mountain Green Mobile Home Park	Request to amend the Comprehensive Plan to include a manufactured home park designation to protect manufactured home parks from being converted to other uses and preserve a low income and affordable housing type.	Tabled

RECEIVED



CITY OF LACEY
Community & Economic Development Department
420 College Street SE
Lacey, WA 98503
(360) 491-5642

OFFICIAL USE ONLY

Case Number: 21-278
Date Received: 8-4-21
By: CC

Related Case Numbers:

**Docketing Application for
Comprehensive Land Use Plan
Map Amendments**

SECTION I

APPLICANT NAME: J Olympia Hangars, LLC
MAILING ADDRESS: 7843 Old Hwy 99 SE Hangar M5
CITY, STATE, ZIP: Tumwater, WA 98501
TELEPHONE: 360-888-5333 or 360-528-7550
REPRESENTATIVE NAME: * Jeff Powell or Chris Powell
MAILING ADDRESS: ~~Same~~ 7843 Old Hwy 99 SE
CITY, STATE, ZIP: Tumwater, WA 98501
TELEPHONE: 360-888-5333

* The representative is the person whom staff will contact regarding the application, and to whom all notices, and reports shall be sent, unless otherwise stipulated by the applicant.

SECTION II

A. GENERAL DESCRIPTION OF PROPOSAL; PLEASE DESCRIBE WHAT MAP DESIGNATION CHANGE YOU ARE REQUESTING, AND THE INTENT AND REASON FOR THE PROPOSED CHANGE. PLEASE ALSO PROVIDE A LEGIBLE MAP SHOWING THE LOCATION OF THE SUBJECT SITE AND EXISTING AND SURROUNDING LAND USES.

Move from Low Density residential to Medium Density ent

Residential, this would be consistent with property across _____

the street on Carpenter Rd and to the North of subject property. _____

B. CONSIDER WHAT FUNCTION AND PURPOSE THE EXISTING PLAN DESIGNATION SERVES AND HOW THAT FUNCTION OR PURPOSE MIGHT BE IMPACTED BY THE PROPOSED CHANGE. HOW IS THE PROPOSED DESIGNATION BETTER, CONSIDERING COMMUNITY NEEDS AND COMPREHENSIVE LAND USE PLAN GOALS AND POLICIES?

Aligns with the need for more housing in the city,
Utilities and Services for this zoning exist on Carpenter Rd
This site would benefit from the transportation that is near site,
Consistent with the neighboring properties,
Provides jobs and increases assessment values to the city.

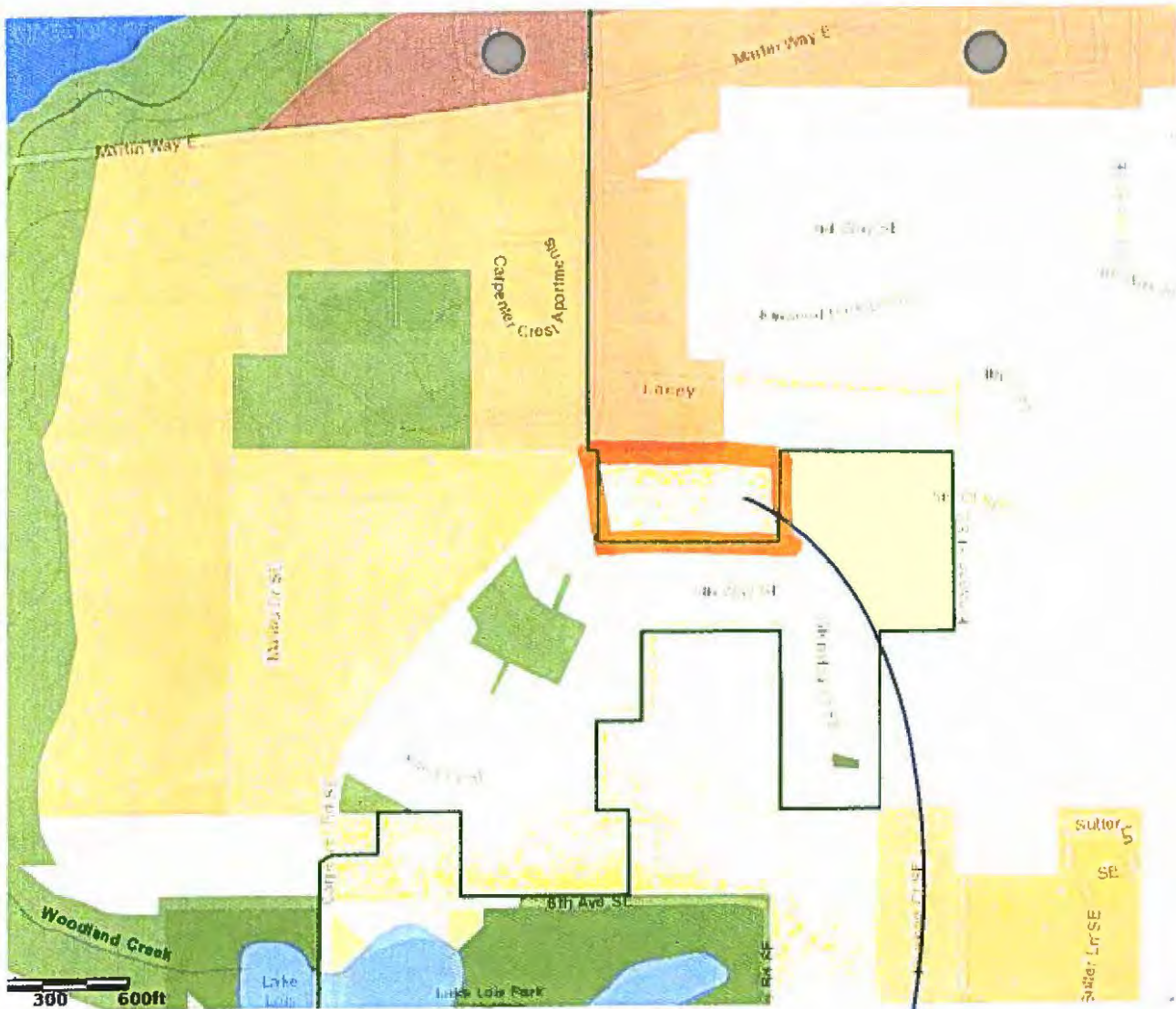
SECTION III

INITIATED BY:

I (We) understand and agree with the above explained need for the map change and are current owners of the property within the City of Lacey.

Jeff Powell / Managing Member JEFF POWELL
Signature Printed Name
ADDRESS: 7343 Old Hwy 99 SE, Tumwater

Signature Printed Name
ADDRESS: _____



Parcel # 11815310200

Section 15 Township 18
Range 1 W N2 NW NE SW

To g w 1975 Biltmore 60/24

Subject Property
456 Carpenter Rd SE
Lacey WA.





CITY OF LACEY
Community & Economic Development Department
420 College Street SE
Lacey, WA 98503
(360) 491-5642

OFFICIAL USE ONLY

Case Number: 24-409

Date Received: _____

By: _____

Related Case Numbers:

Docketing Application for Comprehensive Land Use Plan Map Amendments

SECTION I

APPLICANT NAME: Thurston Climate Action Team

MAILING ADDRESS: PO Box 13324

CITY, STATE, ZIP: Olympia, WA 98508

TELEPHONE: 206-713-0497

REPRESENTATIVE NAME: * Lynn Fitz-Hugh

MAILING ADDRESS: same

CITY, STATE, ZIP: _____

TELEPHONE: same

SECTION II

A. GENERAL DESCRIPTION OF PROPOSAL; PLEASE DESCRIBE WHAT MAP DESIGNATION CHANGE YOU ARE REQUESTING, AND THE INTENT AND REASON FOR THE PROPOSED CHANGE. PLEASE ALSO PROVIDE A LEGIBLE MAP SHOWING THE LOCATION OF THE SUBJECT SITE AND EXISTING AND SURROUNDING LAND USES.

I am requesting that Lacey's tree ordinances be reviewed in relationship to the Thurston Climate Mitigation plan which has just been added to Lacey's Master Plan. I am aware that an updated Urban Forestry plan was just passed but it was created previous to the passage of the plan. Given the time frames of the TCMP plan this needs consideration before 5 more years pass.

Specifically, TCAT would like to see the ordinances reviewed for adequate protection of trees as doing significant carbon sequestration (not to mention stormwater retention, pollution drawdown, etc.). Lacey's tree ordinances have remained essentially unchanged for the past 5 years or more. (Other than certain weakening measures currently under consideration) During this time significant tree loss has

Occurred. (Up to 15% in 15 years). Survey of the public shows that 72% favor stronger regulation of trees or enforcement of existing regulations. TCAT has specific recommendations based upon what other NW cities have done, to strengthen protections of trees. In the previous process because the urban forestry plan was presented with only weakening measures, and other recommendations for strengthening that had been brought in the Tree task for had been ignored, there was not an opportunity for these strengthening measures to be considered. We would like staff and the planning commission to have time allotted to examine these proposals and engage with TCAT about them. They were not clearly understood from 2 minute testimony opportunities..

Also The TCMP calls for afforestation, and we request that time be made on the docket for consideration of requests we will bring for how more trees can be planted and how such planting could be funded. The mitigation steering committee is planning for a tree afforestation plan to be made up in the next year, it follows that Lacey will need staff time and planning commission time for the consideration of that.

B. CONSIDER WHAT FUNCTION AND PURPOSE THE EXISTING PLAN DESIGNATION SERVES AND HOW THAT FUNCTION OR PURPOSE MIGHT BE IMPACTED BY THE PROPOSED CHANGE. HOW IS THE PROPOSED DESIGNATION BETTER, CONSIDERING COMMUNITY NEEDS AND COMPREHENSIVE LAND USE PLAN GOALS AND POLICIES?

As stated above the existing urban forestry plan, and specifically the existing tree ordinances, as included in the master plan, were passed concurrent to the passage of the Thurston Climate Mitigation Plan and therefore did not take into account what needs to be done for trees to meet the emissions reductions goals of the TCMP.

Thus it would benefit the community (high level of interest in trees demonstrated by the public when 175 citizen's filled out the Lacey tree survey and expressed great affection for and concern for local trees) and the way land is used in Lacey, to incorporate the goals of the TCMP for trees into the master plan by updating tree ordinances and preparing a plan for tree afforestation..

SECTION III

INITIATED BY:

I (We) understand and agree with the above explained need for the map change and are current owners of the property within the City of Lacey.



Lynn Fitz-Hugh

Signature
ADDRESS: _____ PO Box 13324 Olympia, WA 98508 _____
Printed Name

NOTE TO APPLICANT - EXPLANATION OF THE PROCESS:

Under the State Growth Management Act jurisdictions need to establish a docketing process for Comprehensive Land Use Plan Amendments initiated by the public. The process provides the opportunity for the public to ask for consideration of a Plan change and the opportunity for Lacey to consider the merits of the proposal. In considering its merits the Lacey Council will briefly review how the request might further the public's best interest and Comprehensive Land Use Plan goals and policies. It must also consider planning priorities and the priority of the proposal.

Early consideration and docketing is important to identify planning priorities for the current year and to determine how city resources including staff and Planning Commission time will be spent. It is important to make sure Lacey's staff resources are used wisely, and that the request makes sense considering planning priorities for the current year.

If the Council determines the application does not merit further consideration the applicant will not be permitted to make a full application, and the proposal will not be scheduled for consideration by the Planning Commission.

If the Council determines a proposed amendment merits consideration, based upon Comprehensive Land Use Plan goals and policies and planning priorities, the change will be processed and considered as part of Lacey's annual Planning Commission work program. If the proposal is given the go ahead to make a full application for consideration of the change, the applicant will be asked to submit a full application within two weeks of the date of the decision.

Once a complete application is submitted it will be placed on the Planning Commission work program for formal review and discussion including a public hearing. After full review and consideration the Planning Commission will make a recommendation on the request for Council action. Depending upon the Planning Commission's conclusions and findings, a recommendation may be for approval or denial, or approval with conditions or changes.

The recommendation will be bundled together with all of the other proposed amendments for the year and submitted to Council for review and action. Council action on amendments usually takes place in July.

DATE: December 15, 2021

TO: Ryan Andrews, Planning manager

FROM: Frank Ellerbroek, Initiative Coordinator

SUBJECT: Housing Action Plan

GOAL

- To preserve existing Manufactured Home Parks (MHP) for affordable housing by a zoning change to Manufactured Home Zone.
- To ensure stability of current residents who cannot afford an alternative place to live.
- To include other qualified MHP's within the Lacey, WA jurisdiction.

PLAN

- The residents of Mount Greens Mobile Home Park 55+ community, located at 5280 55th Ave SE, Lacey WA, 98503, are requesting the Planning Commission of the City of Lacey to adopt or create Manufactured Home Zone for affordable housing to meet our goal of affordable housing for residents.
- The residents have furnished a signed initiative to the Planning Commission for review of the necessity of changes.
- The residents of the park do not have an income base, since they are on a fixed income, to allow them to seek other housing options.

PURPOSE

- Manufactured Housing units located within a MHP are one of the most affordable means of achieving home ownership.
- Rising land values have prompted some MHP landowners to consider the sale of their property to developers.
- Some MHPs are in strategically valuable areas for commercial use or for building multifamily homes increasing the land value, hence, the financial desirability of sale.

CONCLUSION

- Several cities in Washington have rezoned or are considering rezoning. Tumwater, WA is a great success story. Tumwater has rezoned six (6) parks into a Manufactured Home Zone.
- For the above reasons, Lacey would be following the goal, plan, and purpose of this document, which is to retain affordable housing and homeownership for residents unable to afford other housing options.