



Lacey Planning Commission Meeting Agenda

Refer to the bottom of the agenda for meeting information.

Wednesday, July 23, 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 June 25, 2025 meeting minutes

1. June 25th Meeting Minutes

June 25, 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. **Comprehensive Plan Update Public Review—Hans Shepherd, Senior Planner.** The Planning Commission will be briefed on the Policy Review Tool and

the Future Land Use/Zoning Storymap developed to obtain public input on the draft update to the Comprehensive Plan. Staff will also share the preliminary feedback received to date with the Planning Commission. No formal action is needed as the public input received will shape the final draft Comprehensive Plan.

1. Community Outreach and Engagement Staff Report

11. Communications and Announcements

A. Planning Commission Schedule

12. Next Meeting - August 13, 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_uJnkSpUIShS2NAXyAC2z-g
Website:	https://cityoflacey.org/government/public-meetings/
Facebook:	https://www.facebook.com/cityoflacey
YouTube:	https://www.youtube.com/watch?v=-F5K2dNY4No
Cable:	Channel 77 with your local cable provider
Phone:	(888) 788-0099 or (877) 853-5247 (Webinar ID 856 5005 1221)

Verbal Public Comment

Ballot measure endorsements (in support or opposition) are not allowed during Public Comment. This includes comments on candidates or the Lacey Metropolitan Park District (RCW 42.17A.555).

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_uJnkSpUIShS2NAXyAC2z-g

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

Written Public Comment

Please email written public comments to PlanningCommission@cityoflacey.org. The comment period will close two hours before the meeting time. Commissioners will receive all written public comments provided by this deadline. Comments may not be addressed during the meeting. All comments are part of the official record.

MINUTES

Lacey Planning Commission Meeting
Wednesday, June 25, 2025 – 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 Chair Jeff Gadman.

Planning Commission members present: Jeff Gadman, Gail Madden, Kyrian MacMichael, Judith Doyle, Spencer Zeman, Robert Lane & Jennifer Mangione. Staff present: Ryan Andrews, Sarah Schelling, Shannon Vincent, Scott Egger, Martin Hoppe, and Erin Skelley

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

Spencer Zeman made a motion, seconded by Robert Lane to approve the agenda for tonight's meeting. Robert Lane made a motion, seconded by Spencer Zeman to approve the June 11, 2025 minutes. All were in favor, both motions carried.

- 1) **Public Comments:** None
 - 2) **Commission Members Reports:** None
 - 3) **Department Report:** Ryan Andrews stated the July 9, 2025 meeting would be cancelled. He also noted that there would be a public hearing for the Comprehensive Plan at a future meeting.
 - 4) **Jeff Gadman suspended the regular meeting and opened the Public Hearing on the 6-Year Transportation Improvement Plan at 6:04 PM**
 - 5) **Public Hearing: 6-Year Transportation Improvement Plan: Martin Hoppe, Transportation Manager.**
The Planning Commission conducted a public hearing to take testimony on the proposed 2026-2031 Six-Year Transportation Improvement Plan. No written or oral testimony was received.
 - 6) **Jeff Gadman closed Public Hearing and re-opened regular meeting at 6:08 PM**
- Jennifer Mangione made a motion, seconded by Robert Lane to make a recommendation on the 6-year Transportation Plan to the City Council. All were in favor, the motion carried.**
- 7) **New Business:**
 - a) **Lacey Metropolitan Park District Presentation: Scott Egger, Public Works Director.** The Planning Commission received a briefing from staff on the Lacey Metropolitan Park District ballot measure.
 - b) **Development Procedures Code Update: Shannon Vincent, Senior Project Planner.** The Planning Commission received an introductory briefing from staff on the proposed amendments to the Lacey Municipal Code and Development Guidelines and Public Works Standards related to permit processing and development code procedures.
 - 8) **Old Business:** None
 - 9) **Communications and Announcements:** Ryan went over the schedule
 - 10) **Next Meeting:** July 23, 2025
 - 11) **Adjournment:** 7:09 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=6sOgDmOfcE8>



Planning Commission Staff Report

July 23rd, 2025

SUBJECT: Comprehensive Plan Series: Draft Goals and Policies
Community Outreach and Engagement

RECOMMENDATION: Briefing item only. Staff will present on the first half of our Summer 2025 outreach and community engagement efforts as part of the Comprehensive Plan Update process. 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. Communications and Community Engagement Plan ([Linked](#))
2. Previous Staff Reports in Series ([Linked](#))

PRIOR REVIEW: The Planning Commission was last briefed on the Comprehensive Plan as part of the June 11th, 2025 Planning Commission meeting.

BACKGROUND:

In early 2024, City staff partnered with a consultant to create a Communications and Community Engagement Plan in preparation for the 2025 Comprehensive Plan. 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 (Attachment 1).

Plan Phases



Starting in late Spring of 2025, we transitioned from Phase 2 of the Comprehensive Plan Update process, to Phase 3 where draft materials were released back to the community for additional review and feedback.

Summer 2025 Outreach Efforts:

In July of 2025, the project team launched a Goal and Policy Review Platform ([Linked Here](#)) that offers an avenue for community members to review the draft goals and policies of the 2025 Comprehensive Plan and provide inline comments directly to the project team. This platform was developed to encourage community members to review draft content, share ideas, and respond to the comments and ideas provided by others – allowing for a two-way dialog on how to further shape the plan into something reflective of the community as a whole.

In tandem with the launch of the Goal and Policy Review Platform, a Future Land Use and Zoning Code Storymap ([Linked Here](#)) was developed to collect additional community feedback on the proposed updates for 2025. The storymap works to guide the community through the draft Future Land Use Map while offering additional information on how it aligns with the Lacey Zoning Map, 2025 community rezone requests, and proposed zoning code text amendments as previously reviewed by the Planning Commission earlier this year.

To help raise community awareness and ensure broad community participation, staff published information to the city website, developed informational videos, posted links through city social media platforms, distributed emails to various community groups, and attended a range of community events including the Depot District Night Market, South Sound BBQ Festival, and Lacey in Tune events at Huntamer Park. This Phase of community outreach is scheduled to run through the end of July 2025.

NEXT STEPS:

At the July 23rd Planning Commission Meeting, Commissioners will have the opportunity to review and learn about ongoing outreach and community engagement efforts as part of the Comprehensive Plan Update process.

City staff will come back to the Planning Commission later in August once this phase of community engagement has concluded to share the results and findings from this review process.

7/15/25

CITY OF LACEY PLANNING COMMISSION WORK SCHEDULE

Planning Commission Meeting
July 23, 2025

1. Work Session: Comprehensive Plan Draft and Outreach Results

Packets due: July 17, 2025

Planning Commission Meeting
August 13, 2025

1. Work Session: Development Procedures Code Update

Packets due: August 8, 2025

Planning Commission Meeting
August 27, 2025

1. Public Hearing: Comprehensive Plan (tentative)

Packets due: August 22, 2025

Planning Commission Meeting
September 10, 2025

1. Public Hearing: Development Procedures Code Update

Packets due: September 5, 2025