

## MINUTES

Lacey Planning Commission Meeting  
Tuesday, February 17, 2015 – 7:00 p.m.  
Lacey City Hall Council Chambers, 420 College Street SE

Meeting was called to order at 7:00 p.m. by Gail Madden.

Planning Commission members present: Gail Madden, Carolyn Cox, Cathy Murcia, Mike Beehler, Jason Gordon, Sharon Kophs, Carolyn St. Claire, and Paul Enns. Staff present: Ryan Andrews, Rick Walk, Christy Osborn, and Leah Bender. Also present: Graeme Sackrison.

Gail Madden noted a quorum present.

**Carolyn Cox made a motion, seconded by Cathy Murcia, to approve the agenda for tonight's meeting. All were in favor, the motion carried. Paul Enns made a motion, seconded by Carolyn St. Claire, to approve the minutes of the February 3, 2015, meeting. All were in favor, the motion carried.**

1. **Public Comments:** Graeme Sackrison informed Planning Commission that he is with the Lacey Chamber of Commerce business economic development group and will be attending Planning Commission meetings regularly and would like to work with the Commission on economic development matters.
2. **Commission Member's Report:**
  - Carolyn Cox attended the last Council meeting and reported that Council approved the tree ordinance with a placeholder on street tree responsibility to be discussed at the retreat. Council also approved the sign ordinance and gave kudos to staff, the Sign Committee, and the Planning Commission.
3. **Director's Report:**
  - Rick Walk noted that staff will work with the Chamber to create a best practices brochure regarding the new sign ordinance.
4. **New Business:**

**Woodland District Hybrid Form Based Code Update:**

  - Ryan Andrews gave some background information and went over the time line for the update.
  - Ryan gave a PowerPoint presentation on the Urban Economics and Development Feasibility interim draft and the Technical Team Meeting 2 Update.
  - Ryan went over the upcoming charrette schedule and invited Commissioners to attend the weeklong event, and stressed the importance of attending the public presentation on March 26.
  - Ryan noted that there will be two more technical team meetings to formulate the code and then the code will be brought to Planning Commission for review. The update should be completed by October 2015.
5. **Old Business:**

**Land Use Element Visioning Discussion:**

  - Ryan reviewed the discussion from January 20 and gave a PowerPoint presentation outlining goals and policies staff have developed:
    - Encourage density, efficient provision of services, and infill within city limits; development within UGA should meet the City's vision for diversity of housing.
      - Consider raising minimum density requirements. Require all new developments to be served by sewer within UGA. Require failed septic systems to connect to sewer within certain distance of existing sewer line. Areas of the UGA should be designated as "urban holding areas" that won't be developed until sewer is available.
    - City should strategically pursue annexations that provide for benefits, are presently provided with city services, and protect groundwater resources.
      - Analyze future potential annexation areas and prioritize accordingly. Annexation applications should include full analysis of each area. Annexation should be approved for properties on sewer or once developed, served by sewer. Priority areas for annexation should be contiguous to existing city limits, developed consistent with city standards, and are connected to sewer.
    - Infill areas should be primary areas where growth within city limits and UGA are focused.
      - Infill and redevelopment should be prioritized around existing neighborhood centers, recognized nodes, and urban corridors in areas served by city utilities and transit. Consider incentivizing development in these areas.

- Ensure diverse employment opportunities in Lacey so residents can live, shop, work, and play in close proximity.
  - Develop and implement strategic goals and plans that support/promote diverse employment opportunities. Work with providers of higher education to ensure education programs match in-demand skills. Work with JBLM to ensure that housing, businesses, and recreation needs of those associated with the base are being met.
- 6. **Communications and Announcements:** Rick asked Commissioners to email him regarding their attendance at the upcoming joint worksession on Thursday, February 19.
- 7. **Next meeting:** March 3, 2015.
- 8. **Adjournment:** 8:35 p.m.