

## MINUTES

Lacey Planning Commission Meeting  
Tuesday, April 21, 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, Mike Beehler, Cathy Murcia, Jason Gordon, Carolyn St. Claire, and Paul Enns. Staff present: Ryan Andrews, Christy Osborn, Rick Walk, and Leah Bender.

Gail Madden noted a quorum present.

**Carolyn St. Claire made a motion, seconded by Cathy Murcia, to approve the agenda for tonight's meeting. All were in favor, the motion carried. Cathy Murcia made a motion, seconded by Jason Gordon, to approve the minutes of the April 7, 2015, meeting. All were in favor, the motion carried.**

1. **Public Comments:** None.

2. **Commission Member's Report:** None.

3. **Director's Report:**

- Rick Walk informed Planning Commission that he, Ryan Andrews, Christy Osborn, and Sarah Schelling attended the National APA conference in Seattle. Rick said the conference was very well attended and offered workshops on topics such as climate change, sustainability, and transportation. At the next meeting a presentation will be given on the highlights of the conference.
- Rick pointed out that the market study item listed on the Work Schedule will not be discussed at the next meeting as it will not be ready until June.
- Council held their first of three On the Road meetings at Chambers Prairie Elementary School. A few citizens were in attendance and the Mayor gave a presentation on what's going on in the city, which included street trees and maintenance responsibilities. A presentation was given on the Septic Summit.
- Rick noted that the retail survey has concluded and there was an overwhelming response, both online and from completed survey cards. The survey results are being tabulated and will be narrowed down to the top 50 items.

4. **Election of Officers:**

- Rick reviewed the Planning Commission Rules and Procedures and informed commissioners that in the event of the vacancy of the Chair, the Chair will be replaced by the Vice Chair, and the Vice Chair will be replaced by vote of Planning Commissioners. Rick asked Mike Beehler if he was willing to serve as Chair and he accepted.
- Gail Madden asked for nominations for Vice Chair.
- **Mike Beehler nominated Carolyn St. Claire, all were in favor, Carolyn accepted Vice Chair position.**
- Rick thanked Gail for her service and leadership and Gail was presented with some commemorative gifts.
- Gail said she has really enjoyed serving on the Planning Commission and has learned a lot. She said it is gratifying to see Planning Commission's work come to fruition. She also expressed appreciation of Staff and fellow Commissioners.
- Mike Beehler said he appreciated Gail's gentleness, calmness, steadiness, and genuine care.

5. **Old Business:**

**Development Agreement Zoning Text Amendment:**

- Christy Osborn reiterated that Washington Cities Insurance Authority audit of the City contained a mandatory audit requirement to adopt provisions in the code for development agreements.
- Christy explained that a development agreement is a contract between the City and a person who owns or controls property that specifies the standards and conditions that will govern the development of the property. Christy went over advantages of development agreements and how they can benefit the City.
- Staff reviewed statutory laws and ordinances used by other jurisdictions and created the draft ordinance. The draft is being reviewed by the City Attorney.
- There was a discussion about the concerns over the 20 year time limit. Christy pointed out that other jurisdictions do not specify a time limit but review each project individually and set time limits according to the project. A suggestion was made to change the wording to state a time limit "no longer than 20 years."
- Rick went over past development agreements: All Star Ford, Gateway, and Lacey Crossroads.
- Rick explained the many ways the development agreement assisted the city and developer of Lacey Crossroads to address many issues dealing with design standards, drive-throughs, screening, and landscaping.

- There was a discussion about Authority section item B. It was suggested that it be clarified by noting that it deals with the Urban Growth Area.
- There was a discussion about Authority section item C. Staff clarified that the ordinance does not apply retroactively to agreements entered into prior to its adoption.
- Christy noted that a public hearing will be held on May 19, 2015.

6. **New Business:**

**2015 Comprehensive Plan Amendment Private Applications:**

- Vanessa Herzog was in attendance. She represents South Puget Sound Community College and said she was available to answer any questions Commissioners had about their rezone application.
- Ryan gave some background information on the rezone requests and noted that staff fully supports the rezone. A public hearing will be held on May 5, 2015.

**2016 Land Use Element Update Chapter 3 Topic Sections:**

- Christy explained that Chapter 3 was created by merging chapters 5, 6, and 7 to define land use designations, goals and policies, and identify implementation strategies.
- It was suggested that sub-headings be added to aid searches in the document.
- The common elements topic section addresses coordination and consistency requirements.
- The parks and open space, utility, and capital facilities sections tie the comprehensive plans and elements to the land use element.
- The UGA topic section is a new section and was designed to guide growth, prevent sprawl, conserve land resources, and promote land use distribution.
- Christy pointed out that the each section contains goals and policies and implementation strategies, making it a more action-oriented plan.
- A suggestion was made to make the language more consistent with the use of should, shall, could, will, etc.

7. **Communications and Announcements:**

- Rick announced that a bill is being forwarded to the Governor to reconcile medical and recreational marijuana.
- Rick also noted that a request has been made to the legislature to get local jurisdictions to collect mitigation fees at the time of occupancy permit or sale of property instead of at permit issuance.

8. **Next meeting:** May 5, 2015.

9. **Adjournment:** 9:00 p.m.