

MINUTES

Lacey Planning Commission Meeting
Tuesday, November 1, 2016 – 7:00 p.m.
Lacey City Hall Council Chambers, 420 College Street SE

Meeting was called to order at 7:00 p.m. by Mike Beehler.

Planning Commission members present: Mike Beehler, Mark Morgan, Paul Enns, Peg Evans-Brown, Michael Goff, Carolyn St. Claire, and Cathy Murcia. Staff present: Ryan Andrews, Tom Stiles, and Leah Bender.

Mike Beehler noted a quorum present.

Mark Morgan 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 Mark Morgan, to approve the October 18 meeting minutes. All were in favor, the motion carried.

1. **Public Comments:** None.

2. **Commission Member's Report:**

- Cathy Murcia introduced her daughter and said she is attending Planning Commission tonight as part of a school leadership class.
- Mike Beehler reported on his attendance at the last Council meeting. Mike also noted that there is one year remaining until his term expires and he'd like to extend the opportunity to another Planning Commissioner to serve as Chair.

3. **Director's Report:**

- Ryan Andrews discussed the budget items that were presented at the Council meeting. Community Development will fill two positions – a new stormwater inspector and the vacant current planning manager. The budget will fund branding of the Woodland District and the Depot District Plan. The Community Development department name will change to Community and Economic Development.
- Ryan noted that Rick Walk will not be at tonight's meeting as he is attending the Business Resiliency Forum.
- Ryan informed Planning Commission that he and Christy Osborn attended the American Planning Association joint Washington and Oregon Conference last week.

4. **Old Business:**

Development Guidelines and Public Work Standards Update:

- Tom Stiles noted that the draft documents were sent to City of Lacey Agency Reviewers Group and a group of 32 engineers and developers. No comments were received.
- Some minor revisions were made at the request of city staff which included clarifying LED street lighting standards, an updated approved street tree list, and revised link for Intercity Transit bus shelter requirements.
- A public hearing will be held on November 15.

Public Participation for 2017 Work Program:

- Ryan went over the notes from the brainstorming session on October 4.
- It was suggested that YMCA, Boy Scouts and Girl Scouts, and Boys and Girls Club be added as stakeholders of the Outdoor Recreation Plan.

- The use of surveys was discussed as a means of engaging people and obtaining feedback.
 - It was suggested that the Lacey Parks and Recreation program catalog be utilized as an outreach method.
 - Branding and use of social media were discussed.
5. **Communications and Announcements:** Peg Evans-Brown will be unable to attend the November 15 meeting.
 6. **Next meeting:** November 15, 2016.
 7. **Adjournment:** 8:15 p.m.