

AGENDA
LACEY PLANNING COMMISSION MEETING
Tuesday, August 21, 2018 – 7:00 p.m.
Lacey City Hall Council Chambers, 420 College Street SE

Call to Order: 7:00 p.m.

- A. Roll Call
- B. Approval of Agenda & Consent Agenda Items*
Approval of the August 7, 2018, Planning Commission Meeting Minutes

Public Comments: 7:01 p.m.

Commission Members Reports: 7:03 p.m.

Director's Report: 7:05 p.m.

Public Hearing: 7:10 p.m.

Pedestrian and Bicycle Plan for Lacey and the Lacey Urban Growth Area: Ryan Andrews, Planning Manager. The Planning Commission will conduct a public hearing to take testimony on the draft Pedestrian and Bicycle Plan for Lacey and the Lacey Urban Growth Area. At the conclusion of the hearing, the Planning Commission may make a recommendation on the Plan to the City Council.

Depot District Subarea Plan: Ryan Andrews, Planning Manager. The Planning Commission will conduct a public hearing to take testimony on the draft Depot District Subarea Plan. At the conclusion of the hearing, the Planning Commission may make a recommendation on the Plan to the City Council.

Communications and Announcements: 8:55 p.m.

Next Meeting: September 4, 2018.

Adjournment: 9:00 p.m.

MINUTES

Lacey Planning Commission Meeting
Tuesday, August 7, 2018 – 7:00 p.m.
Lacey City Hall Council Chambers, 420 College Street SE

Meeting was called to order at 7:00 p.m. by Paul Enns.

Planning Commission members present: Paul Enns, David Wasson, Peg Evans-Brown, Michael Goff, Mark Mininger, and David Lousteau. Staff present: Ryan Andrews, Jessica Brandt, Rick Walk, Scott Egger, and Leah Bender.

Paul Enns noted a quorum present.

David Lousteau made a motion, seconded by Mark Mininger, to approve the agenda for tonight's meeting. All were in favor, the motion carried. David Wasson made a motion, seconded by Michael Goff, to approve the July 17, 2018, minutes. All were in favor, the motion carried.

1. **Public Comments:** None.

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

- Paul Enns reported on his attendance at the Intercity Transit Board Meeting and informed Planning Commission about Deputy Mayor Pratt's recent commentary in *The News Tribune*.

3. **Director's Report:**

- Rick Walk announced that at the next City Council meeting, the Mayor will recommend appointing Eddie Bishop to the Planning Commission. Other items on the agenda will include the Martin Way East annexation, Steilacoom/Marvin Road annexation, Gateway North Hearings Examiner decision, and Saint Martin's University Memorandum of Understanding with the City to house Makers Space.
- Rick noted that Panorama has withdrawn its Comprehensive Plan Amendment application.
- Rick informed Planning Commission that City-issued iPads will be distributed at the end of the meeting for Commissioners' use related to Planning Commission meetings, and Commissioners will be assigned a City email address. In the future, agenda packets will be emailed to Commissioners and hard copies will no longer be hand delivered.

4. **Old Business:**

Housing Strategy:

- Jessica Brandt gave a PowerPoint presentation that covered housing demand types, types of social housing, the homeless census, homelessness among students, Lacey's coordination with other jurisdictions and agencies, market rate housing, cost/price/affordability, dwelling units needed, and new housing pipeline.
- Jessica went over the overarching strategies which include helping people stay in affordable housing, variety of housing choices, creating more affordable housing, unlocking housing supply, prioritizing funding, and supporting homeless services.
- There were discussions regarding promoting affordable housing to developers, the impacts of being a bedroom community, the domino effect of housing costs that causes homeowners to work in higher paying areas, and those who work in Lacey to seek housing in more affordable areas.
- Ryan Andrews asked Planning Commissioners to participate in an activity to prioritize strategies and actions, and went over recommendations.

5. **New Business:**

Small Cell Facilities:

- Jessica gave a PowerPoint presentation on Small Cell Facilities that included information on what small cells are, how they are regulated, pictures of different examples of facilities, concerns such as aesthetics and right of way availability, trends being followed by other jurisdictions, and steps for planning ahead.
- The next steps will include forming an internal work group and working with other jurisdictions for consistency.
- There were discussions regarding safety and the demand/need for small cells.

Joint Meeting Debrief:

- Rick asked Commissioners for their questions and comments from the August 2 Joint Meeting with Council.
- It was noted that the consultants did a great job.
- Those who attended felt that it was a good meeting.
- Rick noted that public hearings will be held on August 21 for the Depot District and the Pedestrian Bicycle Plan. Rick also mentioned that at today's Transportation Committee meeting, residents presented concerns related to safe speeds and crossings in the Breckonridge neighborhood. These are the types of issues the Pedestrian Bicycle Plan is intended to help address in the future.
- There was a discussion about a possible name change for the Depot District.

6. **Communications and Announcements:** None.

7. **Next meeting:** August 7, 2018.

8. **Adjournment:** 8:50 p.m.



PLANNING COMMISSION STAFF REPORT

August 21, 2018

SUBJECT: Pedestrian and Bicycle Plan

RECOMMENDATION: Conduct a public hearing on the draft Pedestrian and Bicycle Plan for Lacey and the Lacey Urban Growth Area. After closing the hearing, the Planning Commission may make a recommendation on the draft Plan to the City Council.

TO: Lacey Planning Commission

STAFF CONTACTS: Rick Walk, Community and Economic Development Director *RW*
Ryan Andrews, Planning Manager *RA*

ATTACHMENTS:

1. Draft Pedestrian and Bicycle Plan for Lacey and the Lacey Urban Growth Area
2. Draft Plan Appendices
3. Draft Design Guidelines

PRIOR REVIEW: Various presentations have been made to the City Council committees and the Planning Commission. Individual members have also attended the public events associated with the development of the Plan.

BACKGROUND:

For over a year, the City has been developing the first Pedestrian and Bicycle Plan for Lacey and the Lacey Urban Growth Area. A pedestrian and bicycle plan has been a priority action item for the city since the adoption of the Transportation Element of the Comprehensive Plan in 2012. In July of 2017, the City hired a consultant team lead by Toole Design Group to lead the development of the Plan utilizing grant funds received through the Transportation Alternatives Program administered by Thurston Regional Planning Council (TRPC).

The Pedestrian and Bicycle Plan provides a comprehensive plan to enhance Lacey's pedestrian and bicycle system. The Pedestrian and Bicycle Plan contains an inventory of existing pedestrian and bicycle facilities (developed by TRPC); identifies and analyzes existing conditions with focus around pedestrian and bicycle generating land uses including schools, parks, residential and employment areas, and commercial nodes; identifies associated gaps and a methodology for prioritizing capital improvements to eliminate them; identifies potential funding sources; and prioritizes measures and projects to implement the

Pedestrian and Bicycle Plan. This Plan will be incorporated into the City's Transportation Plan to guide the City's investments and other efforts to promote walking and biking as viable transportation options.

The City conducted a robust public outreach and input program for the plan to get feedback from area residents, businesses, and employees. Public outreach included the following:

- Project website <http://www.ci.lacey.wa.us/walkingandbiking>
- Online survey
- Stakeholder interviews
- Online interactive map (WikiMap)
- Children's Day Booth (October 7)
- Walking and Biking Audit (October 14)
- Meetings in a Box
- Citizens Advisory Committee (Five Meetings)
- Draft Plan Open House May 9

Three major themes arose through outreach to the public that provide the basis for plan recommendations. The three themes are: 1. Make it Safe, 2. Make it Connected, and 3. Build Momentum. The primary recommendations under each major theme are summarized below:

Make It Safe

- Design for people of all ages and abilities.
- Improve the safety and convenience of pedestrians and bicyclists via context-sensitive designs and targeted improvements at intersections and crossings.
- Promote safe travel behaviors through partnerships with local agencies and organizations with aligned missions.

Make It Connected

- Create a built environment that makes walking and biking convenient and attractive.
- Fill gaps in the existing network, and link neighborhoods, major destinations and transit with small connections that make big impacts Improve and create new connections and access to trails.

Build Momentum

- Utilize available right-of-way, and remove existing barriers along walking and biking routes and trails to improve the connectivity and safety of walking and biking routes.
- Encourage walking and biking trips by improving network navigability and legibility (wayfinding and signage) and pedestrian and bicycle amenities (benches, lighting, restrooms, secure bike parking facilities).
- Promote active transportation through encouragement activities such as community events and working with employer Commute Trip Reduction programs to better understand the needs of commuters.

To guide the development of the Draft Plan, a Citizens Advisory Committee was established. The role of the Citizens Advisory Committee was to evaluate ideas and information provided by the consultant team and staff. The Citizens Advisory Committee was comprised of a broad spectrum of stakeholders that ultimately provided their recommended version of the draft Plan to the Planning Commission for review.

The development of this draft plan represents the community's desire to improve the transportation system for walking and biking and sets a path forward on how to achieve that goal.

RECOMMENDATION:

The Planning Commission will hold a public hearing, consider testimony and may make a recommendation to the City Council on the draft Plan. The Planning Commission may schedule a follow-up work session should a significant amount of public testimony be received.



PLANNING COMMISSION STAFF REPORT

August 21, 2018

SUBJECT: Depot District Subarea Plan

RECOMMENDATION: Conduct a public hearing on the draft Depot District Subarea Plan. After closing the hearing, the Planning Commission may make a recommendation on the draft Plan to the City Council.

STAFF CONTACTS: Rick Walk, Community and Economic Development Director *RW*
Ryan Andrews, Planning Manager *RA*

ATTACHMENT: 1. Draft Depot District Subarea Plan

PRIOR REVIEW: Various presentations have been made to the City Council Land Use Committee and Planning Commission. Individual members have also attended the February studio and May open house.

BACKGROUND:

The 2016 Land Use Element for Lacey and the Lacey Urban Growth Area identifies subarea plans as a way to provide more detailed planning on a geographic basis. The number one priority area for subarea planning identified in the Comprehensive Plan is the area known as the "Depot District." The Depot District Subarea Plan will provide a cohesive vision for the area that will also complement City investment in a new museum and depot project.

The Depot District Subarea is centered on the area between the Pacific Avenue and Lacey Boulevard corridors and contains a variety of commercial, residential, and light industrial uses. It is also known as the historic center of the community as the Lacey train station served area residents and recreational uses beginning in the 1890's. Given that this area is one of the oldest in Lacey and is mostly developed, redevelopment will be key in defining the future character of the area. The subarea plan will ensure that redevelopment will be high quality, new projects will be compatible with existing built areas and neighborhoods including Saint Martin's University, transportation systems will complement the district's future land use, and economic opportunities will be identified that will serve to catalyze private investment.

The Draft Plan analyzes existing conditions; identifies goals and objectives for the area based on community input; identifies economic opportunities; and provides recommendations for implementation of land use designations and transportation systems that will catalyze private investment.

With the 2018 budget, the City Council authorized \$55,000 for consultant services related to the development of the subarea plan. The City has hired Studio Cascade to lead a consultant team with project support from transportation, urban design, and economic consultants.

In addition to the expertise of the consultant team, the City has used a community-based approach in the development of the draft subarea plan by engaging various stakeholders throughout the development of the draft. This includes targeted outreach to district residents and business community, the adjacent Lacey Historic Neighborhood, and other stakeholders including Saint Martin's University. The final subarea plan has represented the input of these stakeholders. The outreach is summarized below:

Orientation Interviews January 17-18:

- Saint Martin's University
- Lacey Historic Commission
- Lacey Historical Society
- District Businesses: Lacey Glass, Skillings-Connolly, Sunset Air
- Lacey Fire District 3
- Intercity Transit
- Senior Services for South Sound
- Timberland Regional Library
- Olympia Lacey Church of God
- Prime Locations

Studio February 26-28:

- Drop-in hours between 8 am to 5 pm hosted over 100 individuals
 - Participants were asked to consider three different scenarios as discussion starters to help develop a preferred alternative
 - Table exercises and mini polls
 - Museum displays
- Three evening events including a citizens advisory committee meeting for Pedestrian and Bike Plan and two Depot District workshops
- Interviews conducted at the studio:
 - Historic Commission members
 - Real estate community
 - Saint Martin's University and Abbey
 - Lacey Public Works Transportation Staff

Studio communications blast techniques employed:

- Facebook and Facebook Live (before and during event)
- Notification in utility bills
- Lacey Life Newsletter

- Press Release
- Thurston Talk Article
- Project Website (www.ci.lacey.wa.us/depotdistrictplan)
- News coverage: http://www.ifiberonewsradio.com/news/local_news/city-of-lacey-looks-to-reinvigorate-historic-depot-district/article_84f83a4e-1375-11e8-9fdc-7bc1535fab21.html?utm_medium=social&utm_source=email&utm_campaign=user-share
- In person invitations (Jubilee presentation Feb. 13)
- Open House May 22 at Lacey Community Center

The final Draft Plan is derived from substantial community, staff and consultant effort. It responds to community suggestions on the multiple topics the subarea plan must address, shaped and submitted by expert guidance from urban design, land use, transportation, economics and engineering professionals. The plan also provides a meaningful and immediately useful perspective on the district, what to do next, and why.

RECOMMENDATION:

The Planning Commission will hold a public hearing, consider testimony and may make a recommendation to the City Council on the draft Plan. The Planning Commission may schedule a follow-up work session should a significant amount of public testimony be received.