

## MINUTES

Lacey Planning Commission Meeting  
Tuesday, July 7, 2020 – 4:00 p.m.  
Conducted remotely via videoconference

Meeting was called to order at 4 p.m. by Sharon Kophs.

Planning Commission members present: Sharon Kophs, Peg Evans-Brown, David Wasson, Mark Mininger, Gail Madden, Robin Vasquez, and Daphne Retzlaff. Staff present: Rick Walk, Jessica Brandt, and Ryan Andrews.

Sharon Kophs noted a quorum present.

**Gail Madden made a motion, seconded by David Wasson, to approve the agenda for tonight's meeting. All were in favor, the motion carried.**

**David Wasson made a motion, seconded by (inaudible), to approve the June 16 meeting minutes. All were in favor, the motion carried.**

1. **Public Comments:** None.
2. **Commission Members Reports:** None.
3. **Director's Report:** Rick Walk reported that at the last Council worksession, Council appointed citizens to the Community Based Committee for Homelessness. Rick welcomed new Planning Commissioner Robin Vasquez and asked her to introduce herself. Planning Commissioners introduced themselves.
4. **New Business:**  
**HBBP, LLC Proposed Zoning Text Amendment, Project No. 19-367: Ryan Andrews, Planning Manager.**
  - Ryan went over the private-applicant initiated zoning text amendment to increase the square footage limit for buildings in the Light Industrial-Commercial zone and gave some background on building size regulations over the years.
  - Ryan went over the intent of the LI zone and the proposed new language.
  - A brief discussion followed and staff answered questions.
  - Ryan went over the staff's review of the amendment in light of goals of the Comprehensive Plan including addressing compatibility issues, retention of existing local small businesses, and improving water quality in proximity to a city well.
  - Ryan introduced the applicant David Toyer. David introduced himself and Joseph Slattery.
  - David gave some background on HBBP, LLC, shared a slide presentation, and answered questions.
  - There was a discussion regarding public outreach.
  - The applicants answered questions regarding the site and existing structures/tenants and their plans moving forward.

**Urban Forest Management Plan Outreach: Jessica Brandt, Associate Planner.**

- Jessica Brandt gave a brief overview.
- Jessica noted that the tree task force has met three times and were able to identify some areas to focus on.
- The task force decided that outreach and education should be the first area of focus. Staff will create a “State of the Trees” report and short informational videos about the plan and tree regulations.
- Staff will work on drafting amendments and should have recommendations for Planning Commission by late summer/early fall.
- A brief discussion followed.

5. **Communications and Announcements:** Rick informed Planning Commissioners about the Open Public Meetings Act training video that everyone should watch. The city clerk will send info with the link and Rick asked Commissioners to let him know once they’ve completed it.

6. **Next meeting:** July 21, 2020.

7. **Adjournment:** 5:46 p.m.