



Shaping
our community
together

Community & Economic Development
420 College Street SE
Lacey, Washington 98503
(360) 491-5642

COMMUNITY DEVELOPMENT DEPARTMENT PRESUBMISSION CONFERENCE AGENDA

- The following projects will be considered on **Wednesday, February 8, 2023**
- **VIA VIDEO CONFERENCE – LINK WILL BE SENT PRIOR TO MEETING**
- SPR Team Meeting will be held on the Tuesday prior to presub meeting date

| Meeting Time | Assigned Staff | Project Details |
|--------------|------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10:00 | S. Schelling, Planner T. Stiles, Public Works | Case #23-0032 – “DOE Annex Building” Address/Parcel: 300 Desmond Drive SE/11816130300 Zoning: CBD-7, Central Business District 7 Description of Proposal: New Annex Building for Operations Equipment Storage |
| 11:00 | R. Fant, Planner T. Stiles, Public Works | Case #23-0029 – “Itacate Taco Truck” Address/Parcel: 1545 Marvin Road NE/11811420100 Zoning: GC, General Commercial District Description of Proposal: 20 X 20 Covered Sitting Area for Taco Truck |
| 1:30 | S. Seymour, Planner T. Stiles, Public Works | Case #23-0030 – “Shipwreck Beads” Address/Parcel: 8560 Commerce Place Drive NE/42080001200 Zoning: LI, Light Industrial Description of Proposal: Add 6 DH doors to north side of building & demo parts of mezzanine and existing showroom |
| 2:30 | | |
| 3:30 | | |



CITY OF LACEY
 Community Development Department
 420 College Street SE
 Lacey, WA 98503
 (360) 491-5642

RECEIVED

FEB 01 2023
 BY 23-0032

OFFICIAL USE ONLY

| |
|-----------------------|
| CASE NUMBER: |
| RELATED CASE NUMBERS: |
| PLANNER ASSIGNED: |
| PW ASSIGNED: |

PRESUBMISSION CONFERENCE REQUEST FORM

ONE WEEK PRIOR TO REQUESTED DATE, SUBMIT VIA EMAIL TO PLANNING@CI.LACEY.WA.US, OR TO LACEY CITY HALL. NO FEE IS REQUIRED. SUBMISSION SHOULD INCLUDE COMPLETED APPLICATION, SITE PLAN DRAWING, VICINITY MAP, AND TRAFFIC GENERATION WORKSHEET.

APPLICANT: Department of Enterprise Services (DES)

ADDRESS: 1500 Jefferson Street | MS 41476 **CITY:** Olympia **STATE:** WA **ZIP:** 98504-1476
PHONE NUMBER: 360-401-9528 **EMAIL:** david.hinkson@des.wa.gov

REPRESENTATIVE: Lisa Klein, AHBL, Inc.

ADDRESS: 2215 N 30th St **CITY:** Tacoma **STATE:** WA **ZIP:** 98403
PHONE NUMBER: 253-284-0256 **EMAIL:** LKlein@AHBL.com

PROJECT ADDRESS: 300 Desmond Drive SE, Lacey, WA 98503

ASSESSOR'S TAX PARCEL NUMBER(S): 11816130300

BRIEF DESCRIPTION OF PROJECT: The Department of Ecology is exploring the option of a new annex building to be used for operations equipment storage adjacent to the existing Ecology Headquarters building.

TOTAL ACREAGE: 6.52 **TOTAL SQ. FT OF BLDG:** 40,000 **ZONING:** CBD 7

PROPOSED LAND USE: () SINGLE-FAMILY () MULTI-FAMILY () INDUSTRIAL DUPLEX (X) COMMERCIAL () M.H. PARK

EXISTING ACCESS: none **PROPOSED ACCESS:** existing Ecology HQ access road or Desmond Drive SE

INDICATE PREFERENCE FOR A MEETING DATE AND TIME:

(MEETINGS ARE HELD THE 2ND AND 4TH WEDNESDAY OF EACH MONTH) **DATE:** 2/8/2023 **TIME:** Any

A presubmission conference is an opportunity for the developer and/or their representative to meet with staff to discuss preliminary studies or sketches of the proposed project. At the conference, staff will make available, pertinent information relating to the proposed development. The intent is to identify and/or eliminate as many potential problems as possible in order for the project to be processed without delay. The conference should take place prior to detailed work by an engineer or surveyor; however, the site drawing submitted, should have sufficient information to allow for staff review. Discussion topics will include such things as Comprehensive Plan, Street Plan, Storm Run Off & Retention, Shoreline Master Program, Zoning, Availability of Water/Sewer, Development Concepts, other requirements and permits, and the environmental impact. If the applicant owns adjacent land, the possibilities of future development will be discussed. Written information regarding process, specific requirements & related issues, will be furnished at the meeting. Staff will typically visit the site prior to the meeting and may enter the property if deemed necessary to gain a full understanding of the project.



February 1, 2023

City of Lacey
Community Development Department
420 College Street SE
Lacey, WA 98503

Project: Ecology – Thurston County Headquarters Annex, AHBL No. 2220980.30
Subject: Presubmission Conference Request

Dear City staff:

We are writing to request a Presubmission Conference to discuss the City requirements for a potential annex building for the Washington State Department of Ecology adjacent to their existing Thurston County headquarters campus. This letter includes a project description and list of questions. We have also provided the required Presubmission Conference request form, draft site plan drawing, vicinity map, and traffic generation worksheet.

Project Description

The Washington State Department of Ecology needs additional facilities at their existing Thurston County Headquarters Campus to accommodate various operational needs, specifically equipment storage and a small work area. To meet these needs, Ecology is exploring the option of developing an annex on the parcel (No. 11816130300) to the north adjacent to the existing headquarters building located at 300 Desmond Dive SE in Lacey, WA. Siting the annex at the proposed location would provide a collocated base for programs that are currently scattered throughout the region and result in more efficient operations. The proposed annex would also address the need for security to prevent further equipment vandalism and theft and provide the charging infrastructure necessary to accommodate for the department's vehicle fleet as they transition to electric/low-emissions. The annex building would have a 20,000 square foot footprint and be two (2) stories with a gross floor area of 40,000 square feet, a majority of which would be used for equipment storage with a small portion dedicated to office/workspace. The proposal also includes outdoor equipment storage, hazardous material storage, parking for 120 vehicles/trailers/boats, charging stations for 60 EVs, and a solar array. The Dept. of Enterprise Servicess (DES) has engaged a consultant team to assist in evaluating the feasibility of locating the annex on the subject property. We are early in the process of that evaluation.

The property is currently vacant land and largely vegetated. It contains a portion of the Woodland Creek stream buffer in the northeast corner. We understand the property is zoned CBD-7 and is within the Pedestrian Emphasis Zone (LMC 4.23.086). It is also located within the St. Martin's Park Master Plan area, which is subject to a separate design standards and review process that are detailed in the CC&Rs. Some of the CC&Rs are in conflict with the City regulations.

Civil Engineers

Structural Engineers

Landscape Architects

Community Planners

Land Surveyors

Neighbors

TACOMA

2215 North 30th Street

Suite 300

Tacoma, WA 98403-3350

253.383.2422 TEL

www.ahbl.com



Questions for City Staff

1. The CC&Rs have a required minimum front setback of 50 feet and the setback area is to be landscaped. The City requires a maximum front setback of 15 feet (LMC 14.23.086(C)(1)(a)) and seeks the primary building entrance to be located to face the street or central pedestrian plaza as part of the Pedestrian Emphasis Zone. The proposed use type is not compatible with a pedestrian-oriented streetfront; in fact site security is needed and the public will not be allowed onsite. Please describe the City approval process to deviate from the maximum setback and the likelihood for approval.
2. The property is located in the CBD-7 Zoning District. Table 16T-06 in LMC 16.25.020 provides a list of permitted and conditional uses of which the proposal most closely aligns with Division J: Public Administration, Environmental Quality & Housing. This use type is permitted, and the referenced footnote (PC7) does not appear applicable to the proposal. Can the city confirm that the proposed use is permitted?
3. The property has frontage on both Martin Way and Desmond Drive; however, we would propose that access be extended internally from the existing headquarters building to allow for the needed connectivity between the uses of the properties. Will frontage improvements be required along either Martin Way or Desmond Drive SE?
4. We may propose a lot consolidation between the two properties; if that were to occur could the interior landscape setback requirement be eliminated?
5. The City parking requirements do not require a maximum parking amount but provide an "Optional Minimum of 1 per 1,000 SF of gross floor area, which would require a minimum of 40 spaces. Would the City support approximately 120 spaces on the site for the 40,000 SF government warehouse/office use?
6. The property is located within a Critical Aquifer Recharge Area (CARA), will a hydrogeologic study will be required?
7. Will a Critical Areas Study be required to locate the ordinary high-water mark of Woodland Creek? The proposal avoids work within the required buffer that falls on the subject property.
8. The site soil composition is on the low end of preferred habitat by the Mazama Pocket Gopher, a federally threatened species protected by U.S. Fish & Wildlife. Will a wildlife habitat biologist be required to perform a field investigation to determine if there is presence of habitat conservation areas (HCA)? What is the city's current process for protecting the Mazama Pocket Gopher?
9. Describe any limitations on the proposed outdoor equipment storage, hazardous material storage elements of the proposal.

If you have any questions, please call me at (253) 383-2422.

Sincerely,

Lisa Klein, AICP
Associate Principal



AM/

C:

Q:\2022\2220525\30_PLN\Working_Files\PreApp\PreApp Letter.docx

Vicinity Map

Ecology - Thurston County Headquarters Annex - Feasibility Study



PROPOSED ECOLOGY ANNEX BASE MAP
FOR SITE PLANNING PURPOSES

- SITE BOUNDARY
- - - 2' CONTOURS
- REQUIRED LANDSCAPE SETBACK AREAS
- WOODLAND CREEK BUFFER AREA
- EXISTING PEDESTRIAN PATHS
- EXISTING CIRCULATION

WOODLAND CREEK BUFFER 200'

EXISTING SIDEWALK ENDS
IMPROVEMENTS REQUIRED EASTWARD

Martin Way E

Martin Way E

Martin Way E

798.00

MIN 50' LANDSCAPE SETBACK AREA REQUIRED

300.00

MIN 20'

79.00

2 Story Building

Solar Array

585.00

Parking
- Electric Vehicles
- Fleet Trucks/vans
- Employees

339.70

420.00

MIN 20' LANDSCAPE SETBACK AREA REQUIRED

ELEVATED PARKING

LEFT CLEARANCE

PLAZA + MAIN ENTRANCE

ECY HQ VEHICLE ACCESS
ONE-WAY IN/OUT

OPTION A



Map prepared by Earth Impact Engineering, Inc. for the Ecology Annex project. The map shows the proposed site layout and setbacks. The map is for informational purposes only. The map is not to be used for any other purpose. The map is not to be used for any other purpose. The map is not to be used for any other purpose.



City of Lacey
DEPARTMENT OF PUBLIC WORKS
420 College Street S.E.
Lacey, WA 98503-1238
(360) 491-5600

**COMMERCIAL
TRAFFIC
GENERATION
WORKSHEET**

Date: January 18, 2023

Project No.: _____

Project Name: Ecology Thurston County Headquarters Annex

Parcel No.: 11816130300

Project Address: 300 Desmond Drive SE, Lacey, WA

Applicant's Name: Department of Enterprise Services (DES)

Phone: 360-401-9528

Applicant's Address: 1500 Jefferson Street | MS 41476, Olympia, WA 98504-1476

Existing Use

Is there an existing use on the proposed project site:

Yes No

Has the existing use been vacant for more than 18 months?

Yes No

Will any of the existing buildings be demolished?

Yes No

Please explain the current use, if any (type of business; business license number, if available; size in gross square feet; number of employees; hours of operation, etc.):

The site is currently vacant, undeveloped land. The site is north of and adjacent to the existing Thurston County Ecology Headquarters campus and a lot consolidation is being considered as the proposed annex will be an extension of existing operations.

Proposed Use (Include Site Plan)

Commercial projects can cover a wide variety of land uses, not all uses are covered in the Trip Generation Manual. A private traffic engineer may be required for exceptional proposals. Please provide as much information as possible, if applicable to your development:

Project Building Number _____ Site Size of _____ Gross Square Feet of Parking _____ Acres: _____ Employees: _____ Number of Drive-through Service Car Wash _____ Number of Gas Pumps / Fueling Positions _____ Number of Drive-through Service Car Wash _____ Number of Seats (Theaters, etc.): _____ Number of Rooms (Hotels, etc.): _____ Number of Courts / Fields / Tees: _____

Please explain the proposed use (type of business and all other information not provided above that you feel is relevant in determining traffic generation):

The proposed use is an annex building for the existing Thurston County Ecology Headquarters. The annex will be a 40,000 sq ft warehouse type building to primarily be used for equipment storage for multiple programs with a small portion of the building being dedicated to office/workspace. The proposal also includes outdoor equipment storage, hazardous material storage, parking for 120 vehicles/trailers/boats, charging stations for 60 EVs, and a solar array. The proposal will result in additional daily trips primarily for equipment pickup and dropoff. The amount of daily trips is unknown at this time, but a traffic impact analysis will be prepared for the proposal.

I declare that I have completed this form and to the best of my knowledge and belief the above information is true and correct. I understand the City is relying on this information to accurately determine the traffic impacts from my development.

Signature *Lisa Klla* Date: 2/1/2023

| | | | |
|-------------------------------|-----------|-------------------------------|----------|
| For Official Use Only: | | | |
| HTE | Number: | Approved for Traffic Division | By: |
| Development | Reviewer: | Planner: | _____ |
| Land Use | Code: | Discounts | Applied: |
| Total PM Peak Hour Trips: | _____ | New PM Peak Hour Trips: | _____ |
| Comments: _____ | | | |
| Calculated by: _____ | | | |

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JAN 19 2023

BY 23-0029



CITY OF LACEY
Community & Economic Development Department
420 College Street SE
Lacey, WA 98503
(360) 491-5642

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Table with 1 column and 4 rows: CASE NUMBER, RELATED CASE NUMBERS, PLANNER ASSIGNED, PW ASSIGNED

PRESUBMISSION CONFERENCE REQUEST FORM

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APPLICANT: Gabriela Zavala
ADDRESS: 510 Duteroux Rd SE #35 CITY: Olympia STATE: wa ZIP: 98516
PHONE NUMBER: 360 339 1022 EMAIL: zipactional55@gmail.com

REPRESENTATIVE: Self
ADDRESS: CITY: STATE: ZIP:
PHONE NUMBER: EMAIL:

PROJECT ADDRESS: 1545 Marvin Rd NE, Lacey wa 98516
ASSESSOR'S TAX PARCEL NUMBER(S):
BRIEF DESCRIPTION OF PROJECT: @ would like to build covered sitting area.
TOTAL ACREAGE: TOTAL SQ. FT OF BLDG: 20' x 20' ZONING:
PROPOSED LAND USE: () SINGLE-FAMILY () MULTI-FAMILY () INDUSTRIAL DUPLEX () COMMERCIAL () M.H. PARK
EXISTING ACCESS: PROPOSED ACCESS:

INDICATE PREFERENCE FOR A MEETING DATE AND TIME:
(MEETINGS ARE HELD THE 2ND AND 4TH WEDNESDAY OF EACH MONTH) DATE: 19 January 2023 TIME: 4:20 pm

A presubmission conference is an opportunity for the developer and/or their representative to meet with staff to discuss preliminary studies or sketches of the proposed project. At the conference, staff will make available, pertinent information relating to the proposed development. The intent is to identify and/or eliminate as many potential problems as possible in order for the project to be processed without delay. The conference should take place prior to detailed work by an engineer or surveyor; however, the site drawing submitted, should have sufficient information to allow for staff review. Discussion topics will include such things as Comprehensive Plan, Street Plan, Storm Run Off & Retention, Shoreline Master Program, Zoning, Availability of Water/Sewer, Development Concepts, other requirements and permits, and the environmental impact. If the applicant owns adjacent land, the possibilities of future development will be discussed. Written information regarding process, specific requirements & related issues, will be furnished at the meeting. Staff will typically visit the site prior to the meeting and may enter the property if deemed necessary to gain a full understanding of the project.

Itacate Taco Truck

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JAN 26 2023

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CITY OF LACEY
Community Development Department
420 College Street SE
Lacey, WA 98503
(360) 491-5642

BY 23-0030

Table with 1 column and 4 rows: CASE NUMBER, RELATED CASE NUMBERS, PLANNER ASSIGNED, PW ASSIGNED

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APPLICANT: Shipwreck Beads C/O Vanessa Herzog, Glenn Vincent (owner)

ADDRESS: 950 Pacific Avenue, Ste 200 CITY: Tacoma STATE: wa ZIP: 98402
PHONE NUMBER: 253-279-7831 EMAIL: vherzog@lee-associates.com

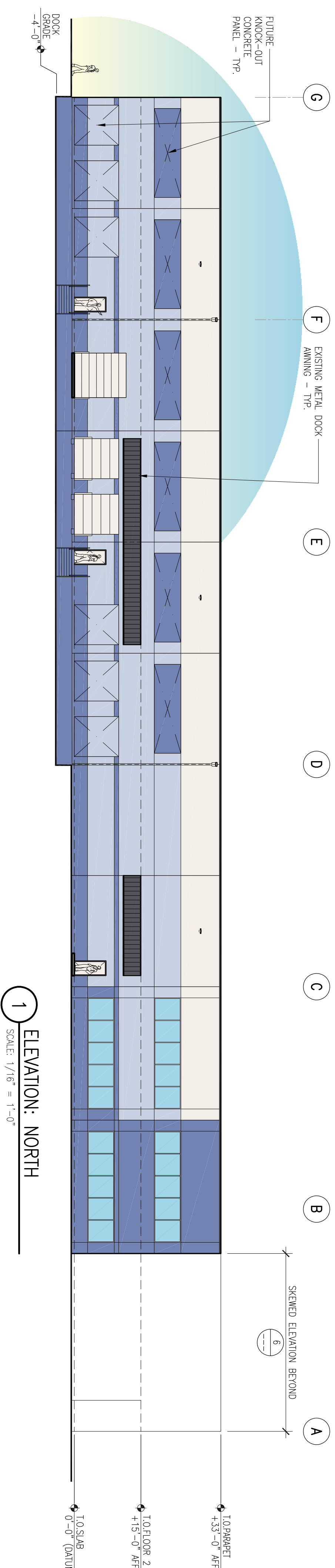
REPRESENTATIVE: Vanessa Herzog
ADDRESS: same as Applicant CITY: STATE: ZIP:
PHONE NUMBER: EMAIL:

PROJECT ADDRESS: 8560 Commerce Place Drive NE, Lacey, WA 98516
ASSESSOR'S TAX PARCEL NUMBER(S): 42080001200
BRIEF DESCRIPTION OF PROJECT: Addition of 6 DH doors to the north side of the building.
Demolition of 19,000 SF of mezzanine and 19,000 SF of existing showroom.
TOTAL ACREAGE: 4.49 TOTAL SQ. FT OF BLDG: 79,262 ZONING: LI
PROPOSED LAND USE: () SINGLE-FAMILY () MULTI-FAMILY () INDUSTRIAL DUPLEX () COMMERCIAL () M.H. PARK
EXISTING ACCESS: Commerce Place Drive NE PROPOSED ACCESS: Commerce Place Drive NE

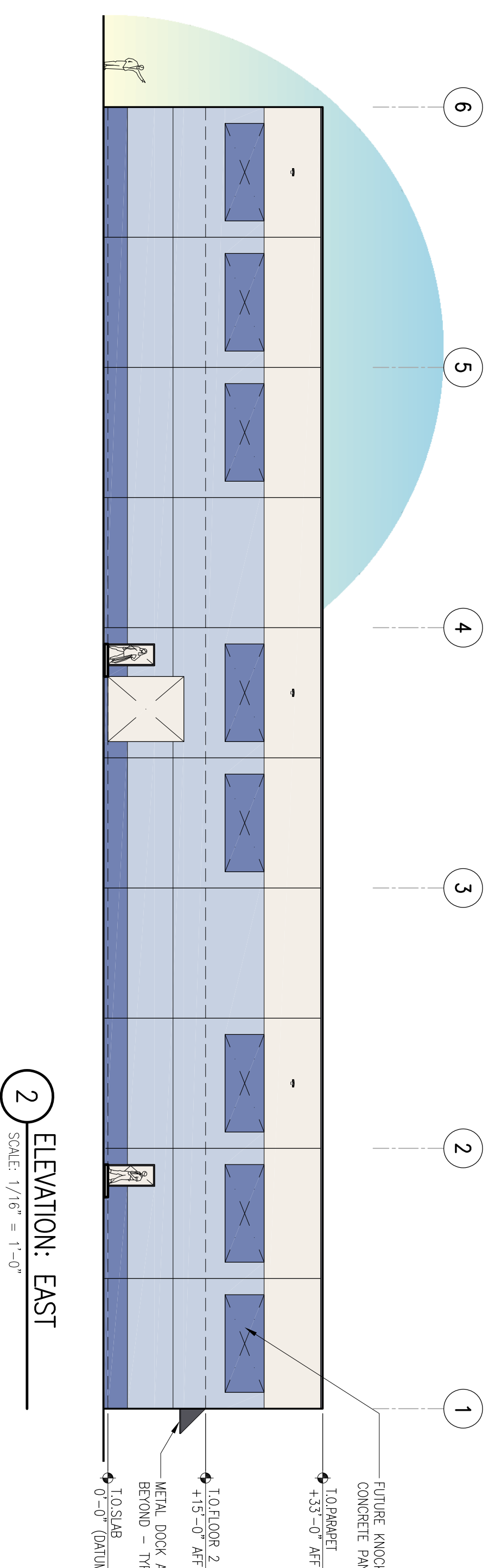
INDICATE PREFERENCE FOR A MEETING DATE AND TIME:
(MEETINGS ARE HELD THE 2ND AND 4TH WEDNESDAY OF EACH MONTH) DATE: 2/11/2023 TIME: Afternoon

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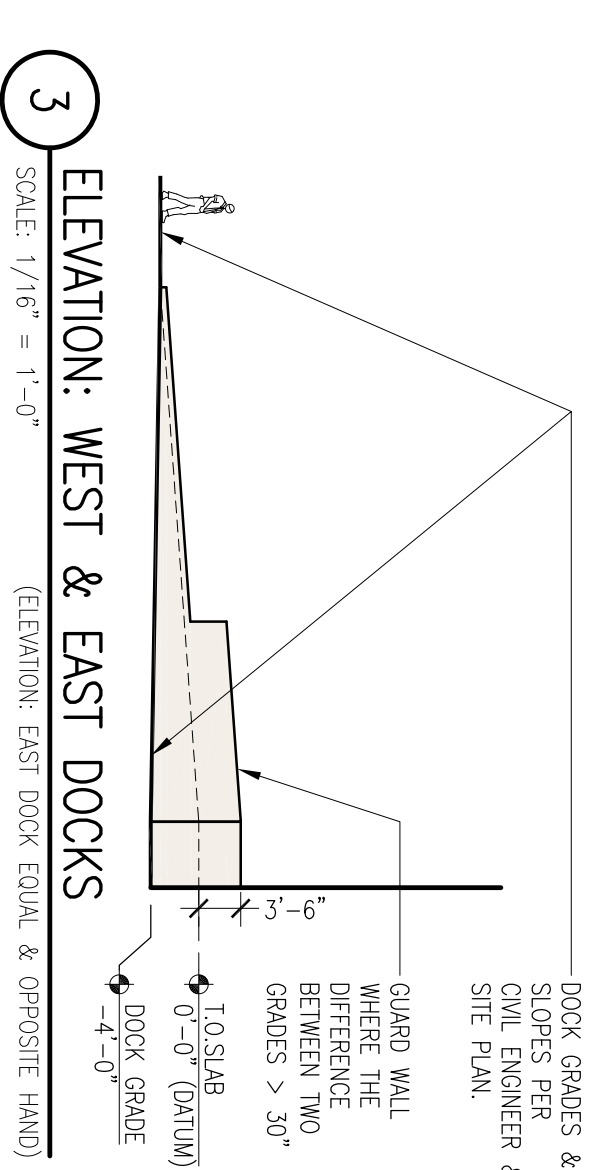
| COLOR LEGEND: SHIPWRECK BEADS | |
|-------------------------------|-------------------------------------------------------|
| COLOR-1 | Perfinished Metal, AERSPAN Durotech 500 SLATE GRAY |
| COLOR-2 | Paint: SW7100 ARCADE WHITE |
| COLOR-3 | Paint: SW6814 BREATHFRANK |
| COLOR-4 | Paint: SW6970 VENTURE VIOLET |



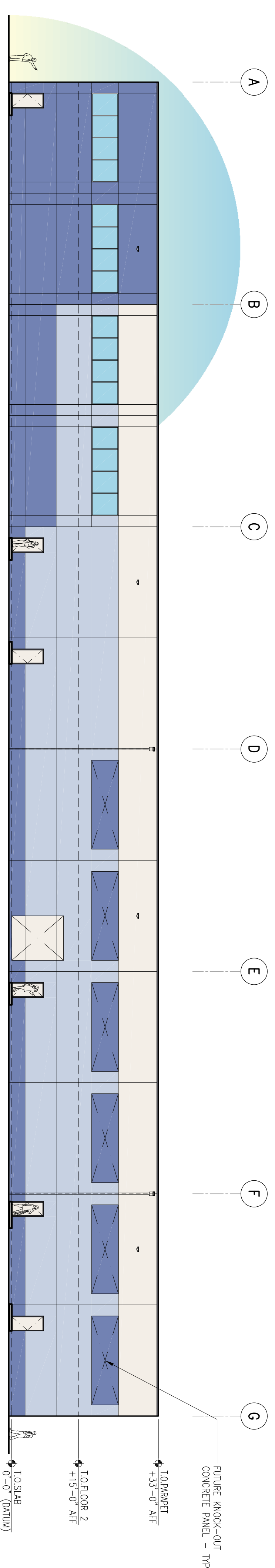
1 ELEVATION: NORTH
SCALE: 1/16" = 1'-0"



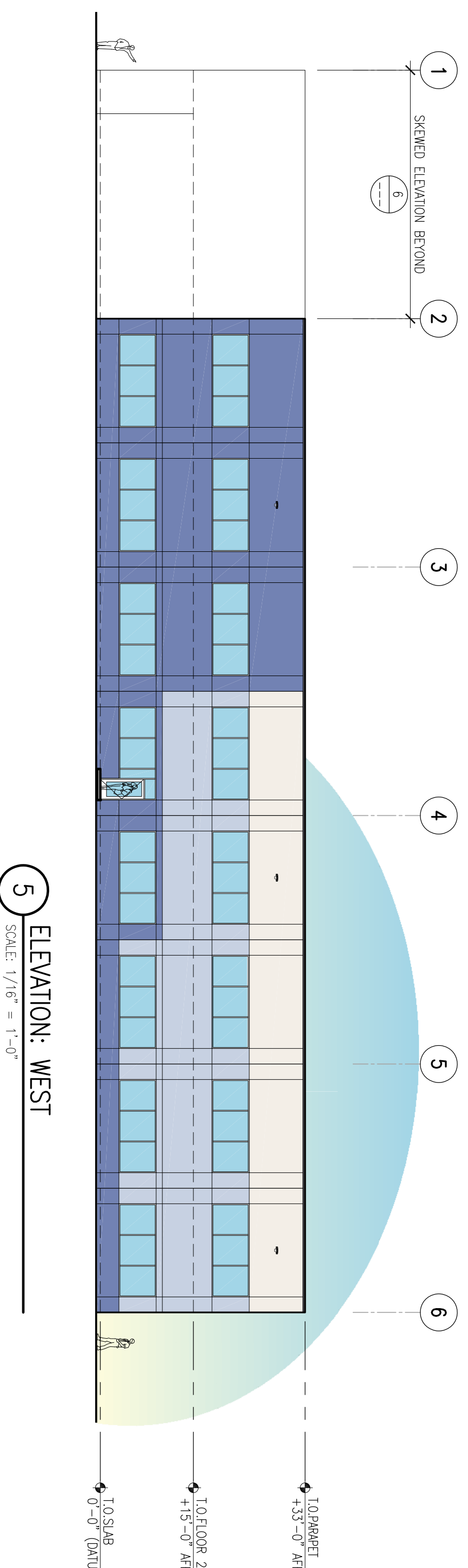
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SCALE: 1/16" = 1'-0"



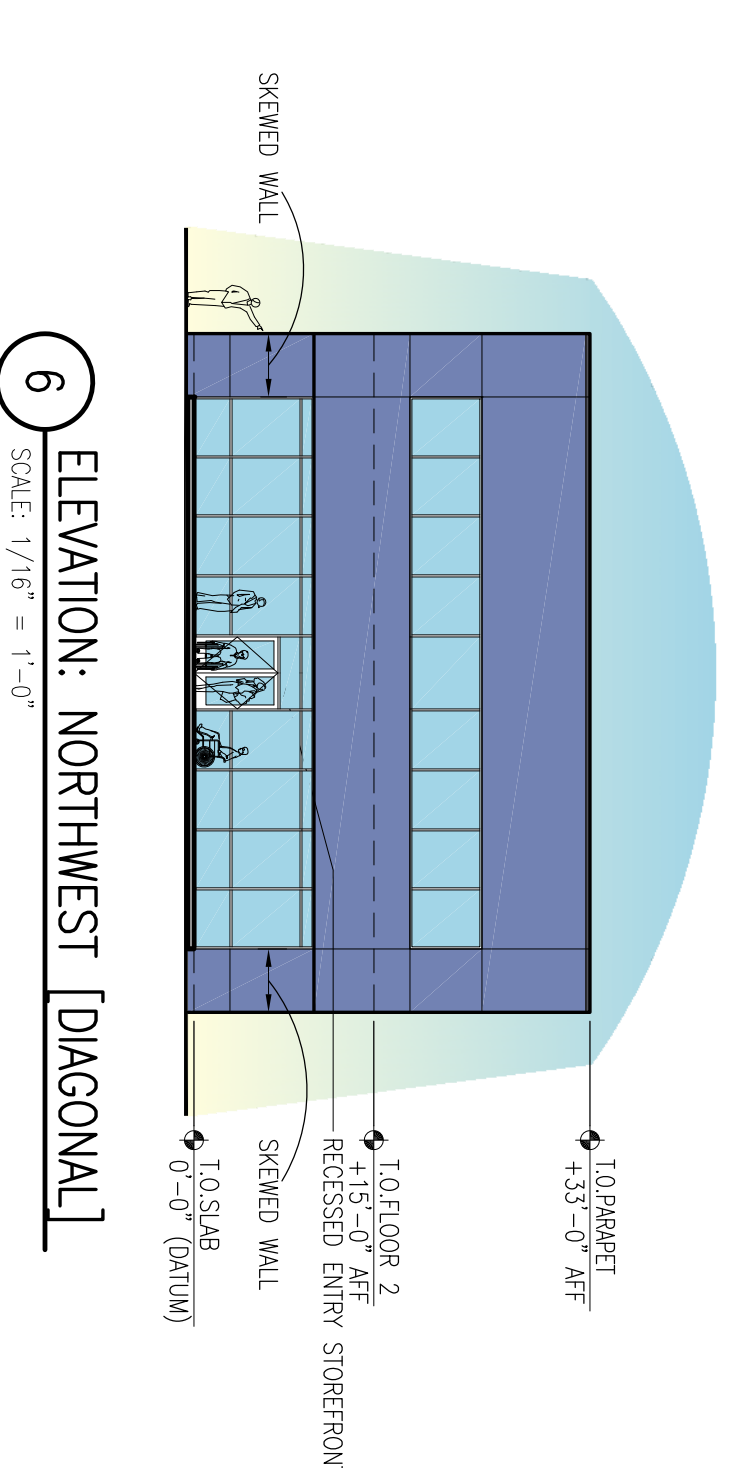
3 ELEVATION: WEST & EAST DOCKS
SCALE: 1/16" = 1'-0"
(ELEVATION: EAST DOCK EQUAL & OPPOSITE HAND)



4 ELEVATION: SOUTH
SCALE: 1/16" = 1'-0"



5 ELEVATION: WEST
SCALE: 1/16" = 1'-0"



6 ELEVATION: NORTHWEST [DIAGONAL]
SCALE: 1/16" = 1'-0"

SYNTHESIS PLLC
THE FUSION OF ARCHITECTURE, DESIGN TECHNOLOGY & PEOPLE
12503 Bel-Red Road, Suite 101
Bellevue, WA 98005
P 425 646 1818 F 425 646 4141

PANATTONI
DEVELOPMENT, LLC
1821 DOCK ST, SUITE 100
TACOMA, WA 98402

REVISIONS

| NO. | DATE | DESCRIPTION |
|-----|------------|--------------------|
| A | 06 15 2022 | PRE-SUB CONFERENCE |

PROFESSIONAL STAMP

ISSUE NO. 06 15 2022 PRE-SUB CONFERENCE
DATE 07 19 2022
REVISED BY: [REDACTED]

PROJECT INFORMATION

SHIPWRECK BEADS
8560 COMMERCE PLACE DRIVE
LACY, WA

SHEET INFORMATION

RELIEF FOR: PRE-SUB CONFERENCE
TITLE: EXISTING ELEVATIONS
DESIGNED BY: [REDACTED] DRAWN BY: [REDACTED]
REVIEWED BY: [REDACTED] APPROVED BY: [REDACTED]
DATE: 07 19 2022
SHEET NO.: A4.1
PROJECT NO.: 200902.01.056

www.synthesispllc.com
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FOR LEASE OR SALE



8560 COMMERCE PLACE DRIVE NE LACEY, WA

WAREHOUSE | OFFICE | ASSEMBLY | SHOWROOM

CALL BROKERS FOR RATE & TERMS

| | |
|----------------------|-----------------------------------------------------------------------------------------------------------|
| BUILDING SIZE | 79,262 SF Total 59,902 SF Building Shell 19,098 SF 1st Floor Showroom 19,360 SF Mezzanine Office |
| LOT SIZE | 4.49 Acres, including potential for yard or trailer parking on site |
| HVAC | Showroom, mezz office and 15,000 SF of warehouse are fully temperature controlled |
| ZONING | Light Industrial |
| DOORS | 2 DH / 1 GL (Ability to add 6 DH) |
| CLEAR HEIGHT | 24' |
| PARKING | 194 vehicle spaces <u>or</u> convert a portion to trailer parking |



Vanessa Herzog SIOR, CCIM
vherzog@lee-associates.com
D 253.444.3020

Sean Durkin SIOR, MSRE, CCIM
sdurkin@lee-associates.com
D 206.773.2682

LEE & ASSOCIATES
COMMERCIAL REAL ESTATE SERVICES

All information furnished regarding property for sale, rental or financing is from sources deemed reliable, but no warranty or representation is made to the accuracy thereof and same is submitted to errors, omissions, change of price, rental or other conditions prior to sale, lease or financing or withdrawal without notice. No liability of any kind is to be imposed on the broker herein.

OFFICE / MANUFACTURING / ASSEMBLY BUILDING FOR LEASE

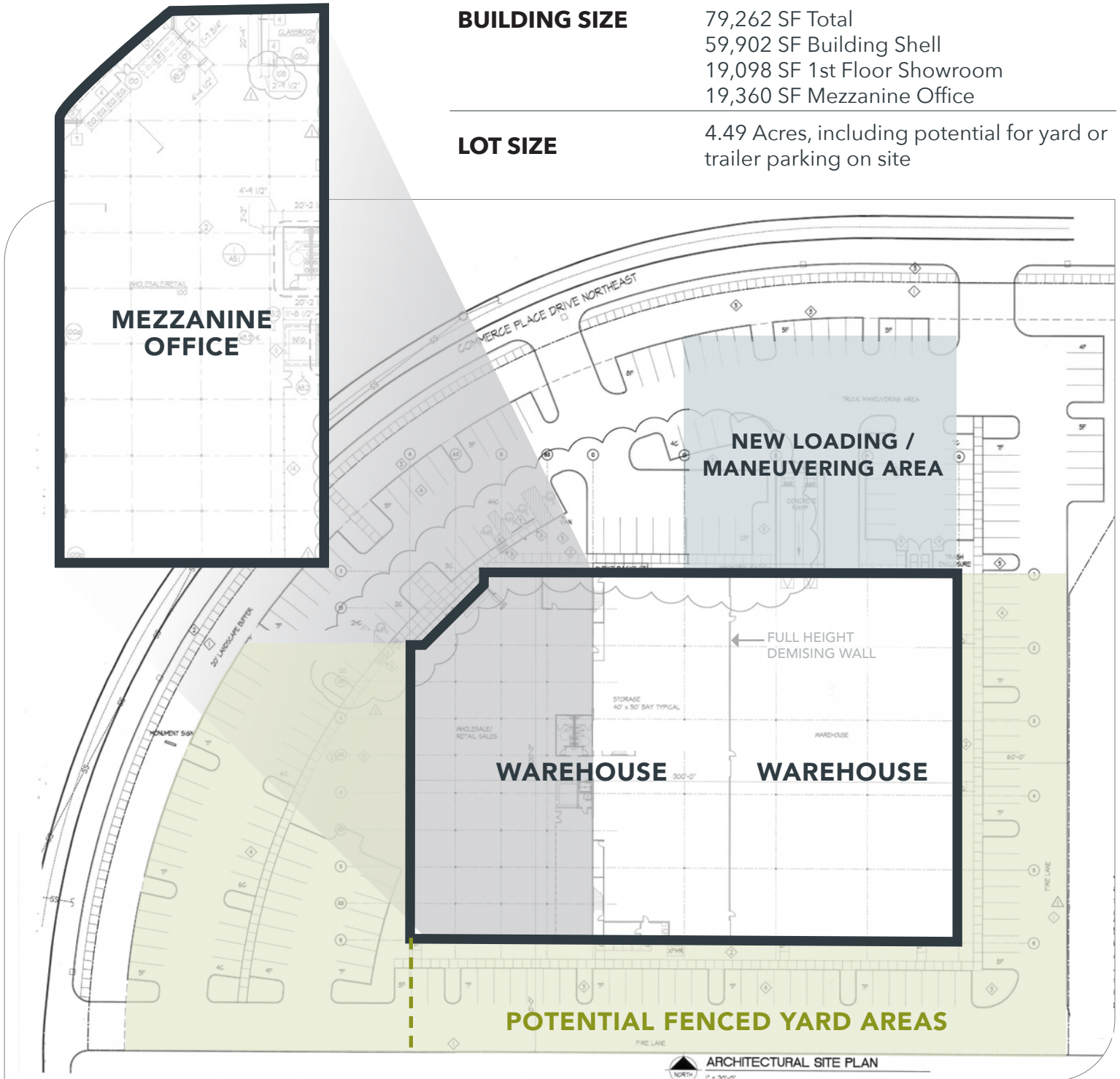
8560 COMMERCE PLACE DRIVE NE, LACEY, WA 98516

BUILDING SIZE

79,262 SF Total
59,902 SF Building Shell
19,098 SF 1st Floor Showroom
19,360 SF Mezzanine Office

LOT SIZE

4.49 Acres, including potential for yard or trailer parking on site



Vanessa Herzog, SIOR, CCIM
vherzog@lee-associates.com
D 253.444.3020

Sean Durkin SIOR, MSRE, CCIM
sdurkin@lee-associates.com
D 206.773.2682

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OFFICE / MANUFACTURING / ASSEMBLY BUILDING FOR LEASE

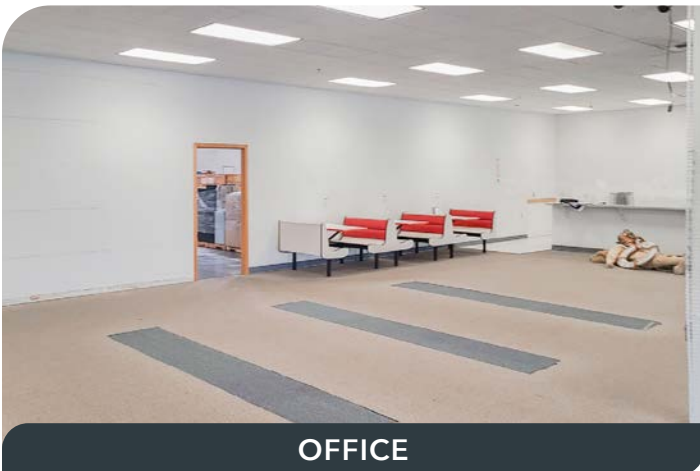
8560 COMMERCE PLACE DRIVE NE, LACEY, WA 98516



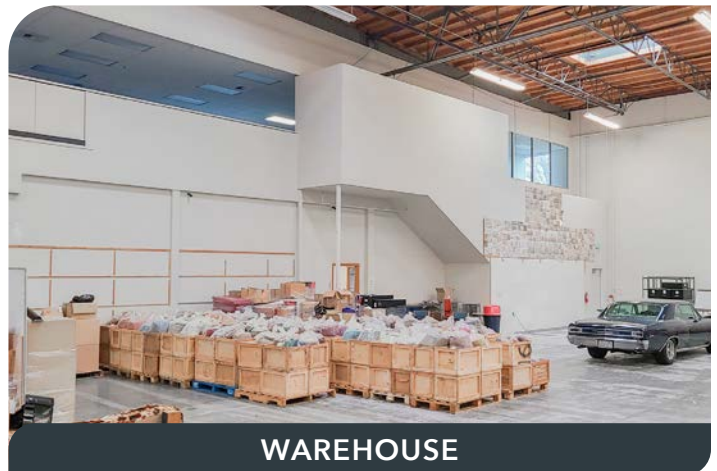
ENTRANCE



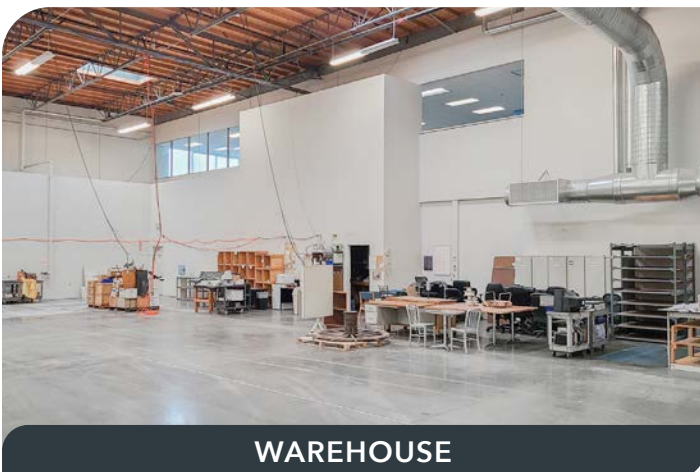
MEZZANINE OFFICE



OFFICE



WAREHOUSE



WAREHOUSE



WAREHOUSE

Vanessa Herzog, SIOR, CCIM
vherzog@lee-associates.com
D 253.444.3020

Sean Durkin SIOR, MSRE, CCIM
sdurkin@lee-associates.com
D 206.773.2682

 **LEE & ASSOCIATES**
COMMERCIAL REAL ESTATE SERVICES

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OFFICE / MANUFACTURING / ASSEMBLY BUILDING FOR LEASE

8560 COMMERCE PLACE DRIVE NE, LACEY, WA 98516



Vanessa Herzog, SIOR, CCIM
 vherzog@lee-associates.com
 D 253.444.3020

Sean Durkin SIOR, MSRE, CCIM
 sdurkin@lee-associates.com
 D 206.773.2682



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