

MEETING MINUTES

TUMWATER PLANNING COMMISSION
November 10, 2025



CONVENE: 7:00 p.m.

PRESENT: Chair Elizabeth Robbins, Vice Chair Brandon Staff and Commissioners Terry Kirkpatrick, Sandra Nelson, Grace Edwards, and Gina Kotek.

Excused: Commissioner Nelida Daniel.

Staff: Associate Planner Dana Bowers, Deputy Community Development Director Sharon Lumbantobing, and Community Development Director Brad Medrud.

CHANGES TO THE AGENDA: No changes were made.

APPROVAL OF THE MINUTES: Vice Chair Staff moved, seconded by Commissioner Kirkpatrick, to approve the minutes of October 28, 2025, as published. A voice vote approved the motion unanimously.

ELECTION OF CHAIR/VICE-CHAIR: Chair Robbins invited nominations for Chair.

MOTION: Vice Chair Staff moved, seconded by Commissioner Kirkpatrick to nominate Commissioner Robbins as chair for 2026.

VOTE OF AFFIRMATION: By a unanimous vote of affirmation, Commissioner Robbins was elected to serve as 2026 Chair.

Chair Robbins invited nominations for Vice Chair.

MOTION:	Commissioner Nelson moved, seconded by Commissioner Kirkpatrick, to nominate Commissioner Staff as vice chair in 2026.
VOTE OF AFFIRMATION:	By a unanimous vote of affirmation, Commissioner Staff was elected to serve as 2026 Vice Chair.
COMMISSIONERS' REPORT:	No reports.
DEPUTY DIRECTOR'S REPORT:	Deputy Director Lumbantobing mentioned the upcoming review of the 2026 Work Program.
PUBLIC COMMENT:	No public comment was given.
PUBLIC HEARING:	
ORDINANCE NO. O2025-010 – 2025 COMPREHENSIVE PLAN PERIODIC UPATE:	<p>Planner Bowers provided an overview of the public approval process, the review and approval criteria, and the staff conclusions for Ordinance No. O2025-010 as presented in the staff report.</p> <p>Chair Robbins opened the public hearing at 7:12 p.m.</p> <p>Director Medrud shared a letter from Washington Department of Fish and Wildlife.</p> <p>Commissioners discussed the comments from the letter and agreed to adopt the revisions recommended by staff as they move the item forward.</p> <p>Chair Robbins opened the public comment portion of the public hearing at 7:40 p.m.</p> <p>Public comment was given by Berejikian and Davidson.</p> <p>Chair Robbins closed the public testimony at 7:44 p.m.</p> <p>Chair Robbins closed the public hearing at 7:49 p.m.</p>
MOTION:	Vice Chair Staff moved, seconded by Commissioner Nelson, to forward Ordinance No. O2025-010 with recommended staff revisions of suggested edits in the Washington Department of Fish and Wildlife letter dated November 07, 2025, to the City

Council for adoption. A voice vote approved the motion unanimously.

**ORDINANCE NO.
O2025-011 - 2025
DEVELOPMENT CODE
UPDATE:**

Director Medrud presented an overview of Ordinance No. O2025-011 - Development Code Updates. These updates are related to the 2025 Comprehensive Plan Periodic Update which are scheduled for adoption by December 31, 2025.

Commissioners discussed:

- Parking requirements;
- Annual reporting on progress towards Comprehensive Plan implementation and numbers of development and building permits received;
- Public comment regarding MHP Manufactured Home Park Zone District;
- The roles of Home Owner Associations (HOAs).

MOTION:

Commissioner Nelson moved, seconded by Commissioner Kirkpatrick, to set a public hearing on Ordinance No. O2025-011 for November 25, 2025. A voice vote approved the motion unanimously

**2026 LONG RANGE
PLANNING WORK
PROGRAM:**

Director Medrud presented the process for adopting the 2026 Long Range Planning Work Program and provided information about ongoing projects from 2025, work program structure, docket processes and joint work session topics.

Commissioners discussed Food System Plan Implementation tasks and Essential Public Facilities and suggested topics for the joint work session.

NEXT MEETING DATE:

The next meeting is scheduled for Tuesday, November 25, 2025.

ADJOURNMENT:

With there being no further business Chair Robbins adjourned the meeting at 9:09 p.m.

Prepared by Dana Bowers, Associate Planner