

MEETING MINUTES

TUMWATER PLANNING COMMISSION
December 9, 2025



CONVENE: 6:10 p.m.

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

Excused: Commissioners Terry Kirkpatrick and Grace Edwards.

Commissioner Daniel resigned November 17, 2025.

Staff: Associate Planner Erika Smith-Erickson, 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 Kotek, to approve the minutes of March 25, 2025, April 22, 2025, and November 10, 2025, as published. A voice vote approved the motion unanimously.

PUBLIC COMMENT: No public comment was given.

PUBLIC HEARING:

ORDINANCE NO. O2025-011 – 2025 Chair Robbins opened the public hearing at 6:15 p.m.

DEVELOPMENT CODE PERIODIC UPDATE: Planner Smith-Erickson provided an overview of the development code amendments, public approval process, the review and approval criteria, and the staff conclusions for Ordinance No.

O2025-011, Development Code Periodic Update as presented in the staff report.

Planner Smith-Erickson informed the Planning Commission that a Draft Comment Letter was received from the Washington State Department of Commerce on the proposed Comprehensive Plan and Development Code Update. Staff addressed all comments from Commerce in the revised Ordinance included in the meeting packet.

Chair Robbins opened the public comment portion of the public hearing at 6:24 p.m.

No public comment was given.

Chair Robbins closed the public comment at 6:25 p.m.

Chair Robbins closed the public hearing at 6:26 p.m.

MOTION: **Vice Chair Staff moved, seconded by Commissioner Nelson, to forward Ordinance No. O2025-011 to the City Council for adoption. A voice vote approved the motion unanimously.**

NEXT MEETING DATE: A joint Work Session with the City Council is scheduled for 6:30 pm on Tuesday, December 9, 2025.

The next Planning Commission meeting is scheduled for Tuesday, January 13, 2026.

ADJOURNMENT: **With there being no further business, Chair Robbins adjourned the meeting at 6:27 p.m.**

Prepared by Erika Smith-Erickson, Associate Planner