

# Work Program and Schedule for the City of Tumwater's 2025 Comprehensive Plan Update

*Balancing Nature and Community:  
Tumwater's Path to Sustainable Growth*



Planning Commission – July 25, 2023

# Intent

- Present the revised 2025 Comprehensive Plan Update work program and schedule to complete the periodic update
- Start the discussion of the state guidance materials



# Structure of Current Comprehensive Plan

Elements include:

- Capital Facilities Plan
- Conservation Element
- Economic Development Plan
- Housing Element
- Tumwater Thurston County Joint Plan \*
- Land Use Element
- Lands for Public Purposes

Element

- Parks, Recreation, and Open Space Plan \*
- Shoreline Master Program \*
- Transportation Plan
- Utilities Element

\* - Not part of 2025 Update



# Structure of Current Comprehensive Plan

Other parts of the Plan include:

- Appendices
  - Neighborhoods
  - County-Wide Planning Policies
  - Sustainable Thurston Goals and Actions
  - Land Use and Housing Survey Results
  - Foundational Plans and Documents
  - Glossary
  - Ordinance No. 02016-012
  - 2016 Tumwater Soil Report
- Maps
  - Conservation
  - Land Use
  - Utilities
- Subarea Plans
  - Brewery District Plan
  - Black Hills Subarea Transportation Plan
  - Capitol Boulevard Corridor Plan
  - Littlerock Road Subarea Plan



# Structure of Current Elements

Individual Elements are typically organized as follows:

## 1. Introduction

- Background on the purpose of the Element
- Applicable Growth Management Act Goals
- Applicable County-Wide Planning Policies
- Applicable Sustainable Thurston Policies
- Table of Foundational Plans



# Structure of Current Elements

## 2. Technical Discussion appropriate for the Element

- For example, the Conservation Element addresses the following:
  - Agricultural Lands
  - Forest Lands
  - Mineral Resource Lands
  - Wetland Areas
  - Critical Aquifer Recharge Areas
  - Frequently Flooded Areas
  - Geological Hazardous Areas
  - Fish and Wildlife Habitat Conservation Areas

## 3. Goals, Policies, and Actions



# Current Comprehensive Plan

Link to current Comprehensive Plan Documents:

<https://www.ci.tumwater.wa.us/departments/community-development-department/tumwater-comprehensive-plan>



# What Each Element Addresses

- **Capital Facilities Plan** – Provides a need assessment and funding strategies for the next six years of City projects to support the implementation of the Comprehensive Plan
- **Conservation Element** – Identifies critical environmental areas and valuable natural resources as well as policies to protect and conserve them
- **Economic Development Plan** – Identifies techniques to attract new development and business to key areas in the City
- **Housing Element** – Studies the existing housing stock and explores methods of providing sufficient affordable housing for all economic segments





# What Each Element Addresses

- **Tumwater Thurston County Joint Plan** – Aligns City and County policy concerning the Tumwater Urban Growth Areas to ease future annexation transitions
- **Land Use Element** – Contains goals, policies, and designations for current and future land use throughout the City
- **Lands for Public Purposes Element** – Identifies facilities such as solid waste, sanitary sewer system, water system, fire and emergency services, police protection, school facilities, library services, and general city facilities and outlines the process for siting essential public facilities
- **Parks, Recreation, and Open Space Plan** – Outlines plans to retain open space and develop recreation opportunities and parks



# What Each Element Addresses

- **Shoreline Master Program** – Provides a detailed shoreline inventory and master program for managing shoreline development
- **Transportation Plan** – Determines whether public multimodal transportation systems will adequately serve new development
- **Utilities Element** – Inventories and proposed improvements for private gas, electricity, cable TV, and telecommunications utilities



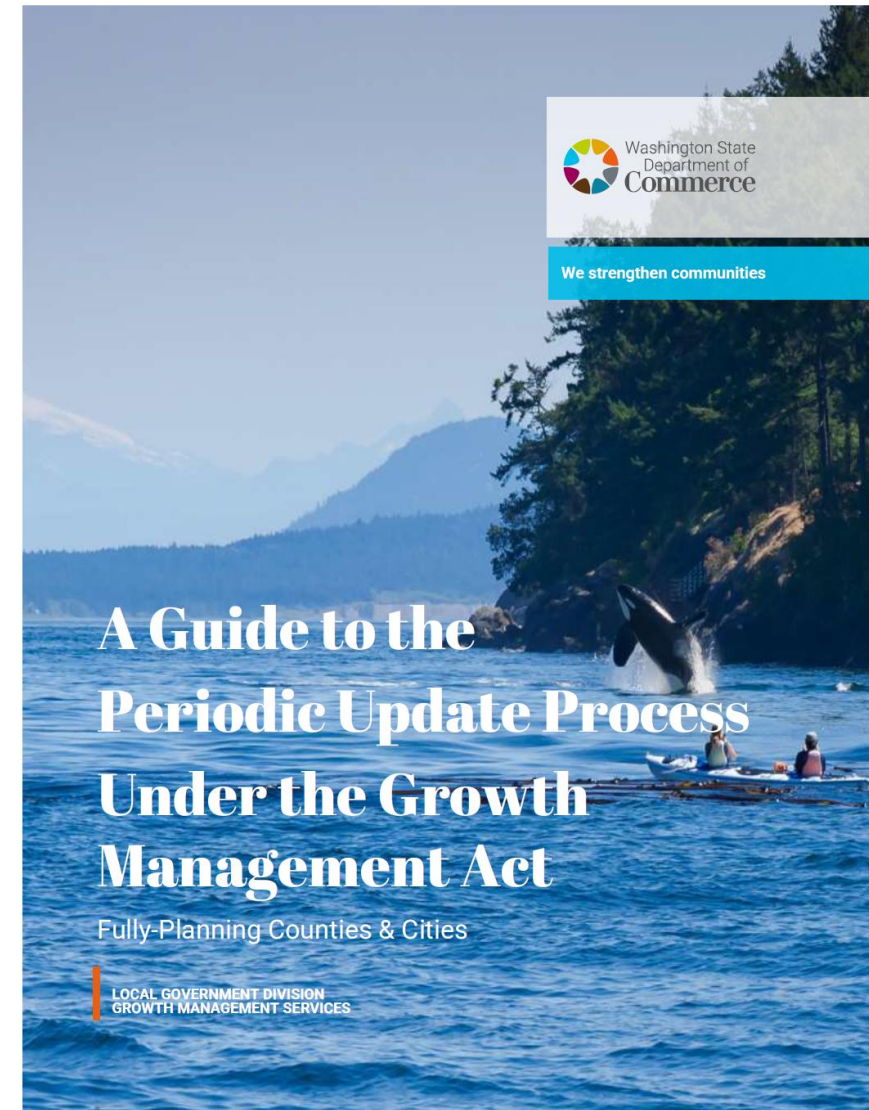
# Initial Commerce Guidance Materials

- A Guide to the Periodic Update Process Under the Growth Management Act
- Periodic Update Checklist for Fully-Planning Cities
- Critical Areas Checklist



# A Guide to the Periodic Update Process


- Commerce published the Guide to explain the necessary steps in the periodic update process
- The Guide supplements the Growth Management Act statutes and administrative rules that describe procedures that must be followed and substantive issues that must be addressed in the Update



# Periodic Update Checklist for Fully-Planning Cities

- The Periodic Update Checklist helps cities planning under the Growth Management Act conduct the periodic review and update of comprehensive plans and development regulations required by RCW 36.70A.130(4)
- The checklist identifies what needs to need be updated to reflect local conditions or to comply with changes in law since the last periodic update





Washington State  
Department of  
Commerce

LOCAL GOVERNMENT DIVISION  
GROWTH MANAGEMENT SERVICES

### Periodic Update Checklist for Fully-Planning Cities

**Overview:** This checklist is intended to help cities that are fully planning under the Growth Management Act (GMA) conduct the “periodic review and update” of *comprehensive plans* and *development regulations* required by [RCW 36.70A.130 \(4\)](#). This checklist identifies components of comprehensive plans and development regulations that may need updating to reflect the latest local conditions or to comply with GMA changes since the last periodic update cycle (2015-2018). Statutory changes adopted since 2015 are emphasized in highlighted text to help identify new GMA requirements that may not have been addressed during the last update or through other amendments outside of the required periodic update process.

**What's new:** For the 2024-2027 update cycle, Commerce has updated and streamlined periodic update resources including checklists, guidebooks and a [webpage](#) to serve you better. A checklist and guidebook for *partially-planning jurisdictions* will be available prior to their 2026-2027 updates. A separate checklist is available for counties.

2021-2022 Legislative Session:  
[HB 1220](#) substantially amends housing-related provisions of the GMA, [RCW 36.70A.070\(2\)](#). Please refer to the following Commerce housing webpages for further information about the new requirements: [Updating GMA Housing Elements](#) and [Planning for Housing](#).  
[HB 1241](#) changes the periodic update cycle described in RCW 36.70A.130. Jurisdictions required to complete their update in 2024 now have until December 31, 2024 to finalize their review and submit to Commerce. Jurisdictions required to complete their updates in 2025-2027 are still required to submit prior to June 30<sup>th</sup> of their respective year. Additionally, jurisdictions that meet the new criteria will be required to submit an implementation progress report five years after the review and revision of their comprehensive plan.  
[HB 1717](#) adds new requirements in [RCW 36.70A.040](#) and [RCW 36.70A.190](#) regarding tribal participation in planning efforts with local and regional jurisdictions.  
[HB 1799](#) adds a new section to the GMA, [RCW 36.70A.142](#), requiring some local governments to begin providing separated organic material collection services within their jurisdictions in order to increase volumes of organic materials collected and delivered to composting and other organic material management facilities.  
[SB 5593](#) adds new elements to RCW [36.70A.130\(3\)](#) regarding changes to planning and/or modifying urban growth areas.

City

Staff contact, phone + email

# Critical Areas Checklist

- The Critical Areas Checklist helps cities planning under the Growth Management Act update their development regulations for resource lands and critical areas



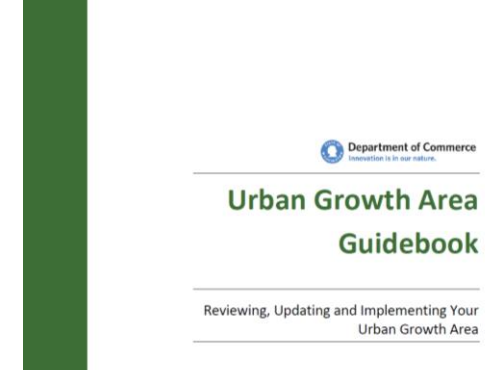
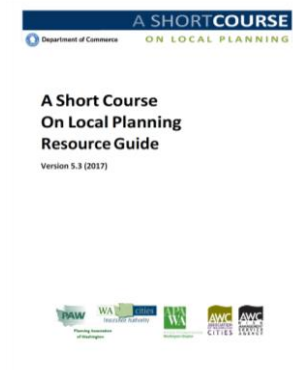
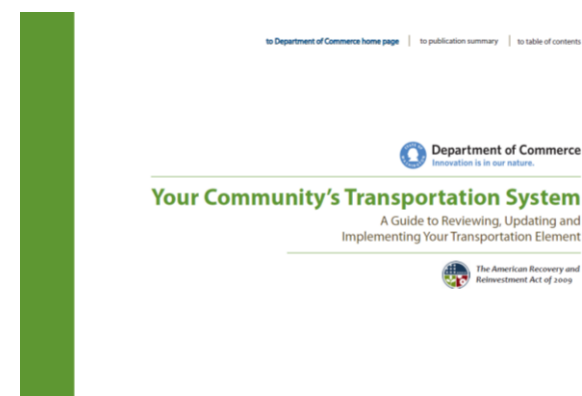
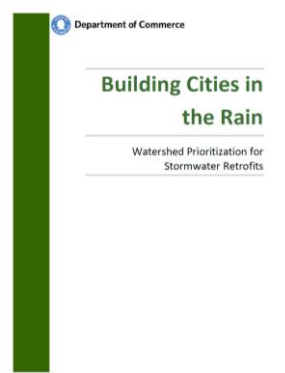
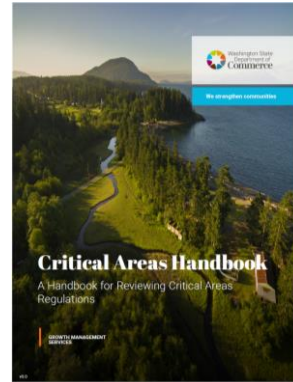
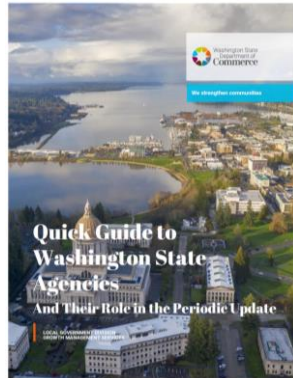
## Critical Areas Checklist

A Technical Assistance Tool from Growth Management Services – updated November 2022

|  |  |
|--|--|
| Name of city or county:  |  |
| Staff contact, phone, and e-mail address:  |  |
| <b>INSTRUCTIONS</b><br>This checklist is intended to help local governments update their development regulations, pursuant to the schedule in <b>RCW 36.70A.130(5)</b> (updated in 2022). <b>We strongly encourage but do not require jurisdictions to complete the checklist and return it to Growth Management Services (GMS), along with their updates.</b> This checklist may be used by all jurisdictions, including those local governments planning for resource lands and critical areas only. For general information on update requirements, refer to <a href="#">A Guide to the Periodic Update Process Under the Growth Management Act – Fully Planning Counties &amp; Cities, 2022</a> and <a href="#">Keeping your Comprehensive Plan and Development Regulations Current: A Guide to the Periodic Update Process under the Growth Management Act, August, 2016</a> and <a href="#">WAC 365-196-610</a> (updated in 2015).<br><br><b>Bold items are a GMA requirement or may be related requirements of other state or federal laws. Underlined items are links to Internet sites and may include best practices or other ideas to consider.</b><br><br><b>Commerce WAC provisions are advisory</b> under Commerce’s statutory mandate to provide technical assistance, <b>RCW 43.330.120</b> which states that the Department of Commerce “... <i>shall help local officials interpret and implement the different requirements of the act through workshops, model ordinances, and information materials.</i> ” If you have questions, call GMS at (360) 725-3066.<br><br><b>Updates to Commerce WAC</b> – Revisions to the Commerce WAC relating to critical areas have been provided in a table with dates of changes on the <a href="#">Growth Management Act Periodic Update web site</a> . The table can be used with this checklist to determine what changes have been made since the last update of your critical areas regulations. | <b>Contents</b><br>Instructions.....1<br>Overall Requirements.....2<br>Wetlands.....3<br>Critical Aquifer Recharge Areas.....4<br>Frequently Flooded Areas.....5<br>Geologically Hazardous Areas.....6<br>Fish and Wildlife Habitat Conservation Areas.....7<br>Designating and Protecting Waters of the State.....8<br>Anadromous Fisheries.....8<br>Reasonable Use Exceptions.....8<br>Agricultural Activities.....9<br>Forest Practices Regulations.....9<br>Good Ideas.....9 |



# Other Useful State Guidance Materials



# Phase I – Community Engagement

*Summer 2023 – Fall 2023*

- Community Outreach – Initial Actions
- Gap Analysis – July 2023 – September 2023
- Commerce Grant – July 2023 – Fall 2023
- Data Collection – July 2023 – Spring 2024
- Format of the Updated Plan – July 2023 – September 2023





# Phase I – Gap Analysis

The Gap Analysis will review the following current documents:

1. Comprehensive Plan Elements

- Goals, policies, and actions
- Technical information
- Maps
- Subarea Plans



# Phase I – Gap Analysis

## 2. Regulations

- Municipal Code
  - Title 3 – *Revenue and Finance*
  - Title 14 – *Development Code Administration*
  - Title 16 – *Environment*
  - Title 17 – *Land Division*
  - Title 18 – *Zoning*
- Citywide Design Guidelines
  - Adopted by TMC 18.43 *Citywide Design Guidelines*
- Development Guide
  - Adopted by TMC 15.02 *Public Works Construction Standards*



# Phase I – Gap Analysis

The Gap Analysis will use the following materials:

1. Commerce Periodic Update Checklist
2. Ecology Critical Areas Checklist
3. Commerce Periodic Update Materials
4. 2022-23 State Legislation
5. Plans Adopted by the City since 2016
6. Specific Plans from Agencies Outside the City



# Phase I – Gap Analysis

The Gap Analysis will identify what needs to be updated or added to the following:

1. Goals, policies, and actions
2. Technical information
3. Maps
4. Appendices



# Phase I – Initial Element Review Worksessions

1. Land Use Element with Appendices, Maps, and Subarea Plans – August 8, 2023 and September 12, 2023
2. Housing Element – August 22, 2023 and September 26, 2023
3. Initial Development Code Amendments – October 10, 2023
4. Climate Element – October 24, 2023
5. Conservation Element – October 24, 2023



# Phase I – Initial Element Review Worksessions

6. Economic Development Plan – November 14, 2023
7. Lands for Public Purposes Element – November 28, 2023
8. Utilities Element – November 28, 2023
9. Transportation Plan – January 9, 2024



# Phase I – Worksession Agendas

- Worksessions will do the following
  - Consider how to incorporate diversity, equity, and inclusion throughout
  - Address general topics related to the Update
  - Consider specific issues for each Element
- Refer to the Work Program memorandum for more details on specific issues that will be discussed



# Phase II – Plan Development

*Winter 2024 – Fall 2024*

- Community Outreach
  - Actions to be determined based on Phase 1 results and Community Outreach Plan
- Schedule
  - Continuing Community Outreach – January 2024 – June 2024
  - Commerce review proposed Plan format – March 2024
  - Comprehensive Plan Individual Element Development Meetings – January 2024 – October 2024
  - Development Code Amendment Meetings – March 2024 – October 2024





# Phase III – Legislative Process

*Fall 2024 – June 30, 2025*

- Commerce Review – Fall 2024 – Winter 2025
- Prepare Ordinances – October 2024
- SEPA Review and Commerce Notice of Intent – November 2024 – December 2024
- Public Adoption Meetings
  - Planning Commission November 2024 – February 2025
  - City Council March 2025 – June 2025
- Notice of Adoption – June 30, 2025



# Comments and Contact information

Written comments are welcome at any time during the periodic update process and staff will address and publish all formal comments

## City of Tumwater Contact:

Brad Medrud, AICP  
City of Tumwater Planning Manager  
Community Development Department  
555 Israel Road SW  
Tumwater, WA 98501  
Phone: 360-754-4180  
Email: [bmedrud@ci.tumwater.wa.us](mailto:bmedrud@ci.tumwater.wa.us)

- The periodic update email is [compplan@ci.tumwater.wa.us](mailto:compplan@ci.tumwater.wa.us)
- All documents related to the periodic update will be located on the City's periodic update webpage

