MEETING MINUTES

TUMWATER PLANNING COMMISSION
January 27, 2026

CONVENE:	7:00 p.m.
PRESENT:	Chair Elizabeth Robbins, Vice Chair Brandon Staff and Commissioners Sandra Nelson, Grace Edwards, Terry Kirkpatrick, and Gina Kotek. Staff: Associate Planner Erika Smith-Erickson, Associate Planner Dana Bowers, and Deputy Community Development Director Sharon Lumbantobing.
CHANGES TO THE AGENDA:	Deputy Director Lumbantobing informed the Commission the Mayor may attend tonight's meeting.
APPROVAL OF THE MINUTES:	**Commissioner Nelson moved, seconded by Commissioner Vice Chair Staff, to approve the minutes of June 10, 2025, and January 13, 2026. The minutes of the January 13, 2026, meeting were approved as corrected. An amendment was made on page 1, under 'Deputy Director's Report,' changing the word 'that' to 'the' in the first sentence. A voice vote approved the motion unanimously.**
COMMISSIONERS' REPORT:	No reports.
DEPUTY DIRECTOR'S REPORT:	Deputy Director Lumbantobing notified the Commissioners that: • Rules of Procedure will be included in the next meeting packet • Staff were in the process of awarding a contract for a consultant to assist with the Urban Forestry Code Updates • Two Comprehensive Plan Elements will be presented at the next meeting • There will be three code update ordinances in 2026

PUBLIC COMMENT: There was no public comment.

PRELIMINARY DOCKET FOR 2026 COMPREHENSIVE PLAN AMENDMENTS:

Deputy Director presented the Preliminary Docket for 2026 Comprehensive Plan Amendments and explained Comprehensive Plans and Maps can be amended once a year. The Elements being amended in 2026 are:

- Economic Development Plan
- Parks and Recreation Open Space Plan
- Thurston County Joint Plan Update and Development Code

Commissioner Kirkpatrick commented that the updates needed to the plans are substantial and stated the plans should be more detailed and forward looking.

Deputy Director Lumbantobing asked the Planning Commission to forward a recommendation on the Preliminary Docket for the 2026 Comprehensive Plan Amendment to City Council.

MOTION: **Vice Chair Staff moved, seconded by Commissioner Kirkpatrick to forward a recommendation to the City Council to approve the Preliminary Docket for the 2026 Comprehensive Plan Amendments. A voice vote approved the motion unanimously.**

FOOD SYSTEM PLAN IMPLEMENTATION:

Planner Bowers presented implementation actions for the Tumwater Food System Plan. Items discussed were:

- The goals of the Food System Plan
- The implementation strategy for the Plan
- The nine projects that have been prioritized for 2026 to implement the plan The projected timeline and expected updates

2026 MULTIFAMILY HOUSING TAX EXEMPTION PROGRAM EVALUATION:

Planner Smith-Erickson presented details about 2026 Multifamily Housing Tax Exemption Program evaluation. Topics presented included:

- An overview of the Multifamily Housing Tax Exemption program
- Tumwater's current program options
- The goals of the evaluation
- The projected timeline

Commissioners discussed:

- What should be included in a financial analysis of the program
- Converting rental units in the program to homeownership opportunities
- Whether the City program is clear and transparent
- The different types of program options
- Concerns with the affordability requirements

NEXT MEETING DATE: The next meeting is scheduled for Tuesday, February 10, 2026.

ADJOURNMENT: **With no further business, Chair Robbins adjourned the meeting at 8:37 p.m.**

Prepared by Erika Smith-Erickson, Associate Planner