

TO: City Council
FROM: Brad Medrud, Deputy Community Development Director
DATE: May 6, 2025
SUBJECT: Ordinance No. O2025-003, Planning Commission Composition

1) Recommended Action:

Adopt Ordinance No. O2025-003, Planning Commission Composition, as recommended by the General Government Committee at their April 15, 2025, meeting.

2) Background:

RCW 35.63.020 authorizes the City to create a city planning commission consisting of three to twelve members to be appointed by the Mayor and confirmed by the City Council. The Planning Commission was established by Ordinance No. 992 on July 1, 1984, consisting of nine Commissioners and the City Council modified the Planning Commission via Ordinance No. 1383 in 1993, to allow for one member of the Planning Commission to reside in the Urban Growth Area of the City of Tumwater.

The Planning Commission has experienced vacancies that have gone unfilled for several months due to a lack of resident volunteers and the large size of the Planning Commission has contributed to scheduling difficulties and canceled meetings due to a lack of quorum. Reducing the number of Planning Commissioners to seven would create a more manageable Commission that is easier to schedule meetings for, more likely to achieve a quorum, and less likely to cancel required meetings. The General Government Committee was briefed on the proposed ordinance at their April 15, 2025 meeting and recommended that it be placed on City Council consideration for their May 6, 2025 meeting.

3) Policy Support:

City Council Strategic Priorities and Council Goals 2025 - 2026

- Refine and Sustain a Great Organization

4) Alternatives:

☐ None.

5) Fiscal Notes:

This is an internally funded item.

6) Attachments:

A. Ordinance No. O2025-003