

COVER MEMO

Briefing Date/Time: October 20, 2025

Staff Contact/Title: Mike Reid, Director of Community and Economic Development, 360.764.5395, miker@portolympia.com

Subject: Peninsula Master Plan – Thurston Regional Planning Council Scoping Discussion

Purpose: ☒ Information Only ☐ Decision Needed

Overview:

- In 2024 the Port launched an effort to develop a master plan for the port owned properties in downtown Olympia. The project was paused due to staffing constraints.
- Earlier this year Port entered into an Interlocal Agreement for Planning and Data Services with the Thurston Regional Planning Council to assist and support the Port with major planning initiatives and projects.
- Port and TRPC Staff have developed a task order to have TRPC play a significant role in relaunching this effort.
 - *“To assist the Port of Olympia in preparing a Port Peninsula Master Plan to guide future development in alignment with the Port’s long-term vision, operational needs, community goals, and applicable environmental and regulatory requirements. This initial phase will build on prior studies and ongoing initiatives affecting the Port Peninsula. TRPC will evaluate existing information, engage stakeholders, and define the scope, scale, and focus of the master planning process to ensure it complements and coordinates with the Port’s related efforts.”*
- An early task in this phase of work is to have TRPC meet with the Port Commission in a work session to frame and scope this project as well as understand Commissioner goals and objectives for this effort.
- Paul Brewster, Senior Planner with TRPC, will be leading the discussion with the Commission at this work session.

Documents Attached:

- TRPC Interlocal Agreement
- TRPC Peninsula Master Plan Initial Scope of Work