



CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144
TELEPHONE 425-233-6400 | www.medina-wa.gov

MEMORANDUM

DATE: March 14, 2024
TO: Medina Planning Commission
FROM: Jonathan Kesler, AICP, Planning Manager
RE: Comprehensive Plan Update – Overview and First Review of the Land Use Element including revisions made to address identified gaps from the Gap Analysis.

As a reminder, each city and county under the Washington State Growth Management Act (originally adopted in 1991) is required to periodically review and, if needed, revise its comprehensive plan to ensure compliance with the Act. The last time that Medina completed a Comprehensive Plan update was in 2015. In 2022, the eight-year comprehensive plan periodic cycle was extended to a 10-year cycle. The current comprehensive plan periodic update cycle requires that Medina complete its review and revision by **December 31, 2024**.

First, to see the big picture of the progress on the Comp Plan so far, we have included in the packet an updated project schedule. This “progress color tracker,” reflects where we are for the Land Use and Utilities Elements as of the motions made at the March 11th Council meeting (directing the PC to begin review of the former; approval of the latter as ready to go to PSRC). It also shows that we’ve aligned delivery of the Utilities draft element to PSRC with delivery of Cap Fac and Land Use elements, per feedback from Liz Underwood-Bultmann with the PSRC. The key participation of the City Attorney in this process is illustrated in purple therein, as well.

Second, tonight, per Council’s direction, we will begin review of the Comp Plan’s Land Use Element. In the packet, besides the project schedule, please find a revised copy of the Land Use Gap Analysis (just cleaned up a bit, no substantial changes) and a revised preliminary version of the Land Use Element. Regarding the latter, –

- This version of the element, our consultant notes, is **very** preliminary in its editing phase – edits have only been made to the goals and policies to reflect MPP/CPP gaps. This is by intent – we should lean on feedback from this Commission, DSC, and Council to make substantive edits *beyond that which is required by regulation*, because all those edits will be *voluntarily made to reflect the community’s interests/vision/values* at the meeting, rather than being added [by our consultant].
- The element includes edits in **redline** that show all **changes** our consultant has made. *Note that the only content that’s been added so far is language that intends to address partial/full policy and goal gaps described in the gap analysis.*
- In addition, per direction from Council on March 11th, our consultant has also included *comments in the margins of the document that cross-reference what MPP/CPP is attempting to be addressed by the edit, and what page of the Gap Analysis can be referenced to see that gap and context.*

LDC Consultant Kim Mahoney will be in attendance along with City staff.