



CITY OF MEDINA

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MEMORANDUM

DATE: January 25, 2022
TO: Medina Planning Commission
FROM: Stephanie Keyser, AICP, Planning Manager
RE: 2022 Planning Commission Update

This year we will begin the Comprehensive Plan update. For cities located within King County, the updates must be adopted no later than June 30, 2024. Whenever there's a state mandated update (Comp Plan, Shoreline Master Program, Critical Areas, etc.), the Department of Commerce issues a checklist that: 1) identifies the elements that must be updated and 2) highlights the new required/mandatory pieces. Commerce will not be releasing the checklists until this summer, but that does not put us at a disadvantage or behind schedule. In 2022, we will focus on analyzing the existing plan, the visioning process, and public outreach. In 2023, we will focus on drafting the elements and in 2024 we will focus on finalizing the document and getting it adopted.

The general work for the next 2 ½ years will be broken out as follows:

2022	Prep-work year: Analysis, Visioning, & Public Outreach	% Accomplished
	1. Review relevant plans and regulations	35
	2. Begin public outreach (outreach will continue throughout)	
	3. Review strengths and weakness of 2015 plan	
	4. Identify opportunities and constraints for 2024 plan	
	5. Community identity and visioning	
	6. Housing Action Plan	
2023	Drafting year: Draft Plan and Update Development Code	50
	1. Update Land Use and Housing Elements	
	2. Draft remaining elements	
	3. Review and update development regulations affected by code	
	4. Continue public outreach	15
2024	Finalizing year: Updates, Adoptions, and Certifications	
	1. Finnish updates to all elements and chapters	
	2. Finalize review and update of development code	
	3. Provide notice to Dept. of Commerce	
	4. SEPA	
	5. Plan Certification by Puget Sound Regional Council	
	6. Initiate Implementation	

As of the writing of this staff report, the City has not yet chosen a consultant to assist with the update. Once this decision is made and the contract has been approved by Council, a detailed schedule will be provided.

Tree Code Enforcement Update

The enforcement piece of the tree code update is currently on hold until a Joint Planning Commission/City Council meeting can be scheduled. Due to scheduling conflicts and Council's retreat in March, Staff has tentatively scheduled a joint meeting during our April 26th regular meeting.

Work Plan

In October 2021, Council adopted the 2021-2023 Planning Commission work plan (updated plan is attached). With the tree code enforcement piece being on hold and permanent supportive and transitional housing being completed, the next task to consider is alternatives to original grade. This is a topic that was discussed as part of the bulk conversations in 2020. In February, staff will bring back proposed code and site examples.