



CITY OF MEDINA

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MEMORANDUM

DATE: February 27, 2024
TO: Medina Planning Commission
FROM: Jonathan Kesler, AICP, Planning Manager
RE: 2024 Comprehensive Plan – Revised Flow Chart for Comp Plan Review

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. The current comprehensive plan periodic update cycle requires that Medina complete its review and revision by December 31, 2024.

A timeline to accomplish this was presented to City Council at its Monday, February 15, 2024, meeting. However, feedback suggested some modifications should be made to the proposed timeline. Namely, that the DSC and or the full City Council should review elements after the Planning Commission has reviewed them and **before** they go to PSRC and the Dept. of Commerce. These proposed revisions to the flow chart were discussed at a DSC Meeting held on February 20, 2024.

After a lengthy discussion with the DSC at that meeting, Comp Plan Consultant LDC prepared a revised flowchart reflecting the requested changes. This **revised** option specifies the deliverable that would be considered at each phase of the process, as well. The number of instances where Council will need to be involved in the review of each element is in the attached flowchart, also. City staff and the consultants seek to have transparency, inclusion and clear communication in the Comp Plan Update review process and this proposal reflects that.

The City Council will review this revised flow chart (attached) at its Monday, February 26th regular meeting. Staff has requested approval of it, if the changes are satisfactory, to enable the Planning Commission to proceed with continued review of new (unreviewed) Comp Plan Elements at future meetings.