



CITY OF MEDINA

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

MEMORANDUM

DATE: February 15, 2024
TO: Medina Planning Commission
FROM: Jonathan Kesler, AICP, Planning Manager
RE: 2024 Comprehensive Plan Project Timeline

Medina City Council, Planning Commission, Park Board, Staff and Consultants will work toward having a complete draft of the updated Comprehensive Plan available for public comment by the beginning of June 2024. The process will proceed in a streamlined way, due to the limited window of time left to complete this mandatory update of the Comp Plan. After initial review by the Planning Manager and the consultants, Council will be informed at its meeting that a draft element will be reviewed by the Planning Commission (PC) at its next meeting. Council may give direction at that time. Once an element has been reviewed by the PC at its meeting, recommended changes will be made and it will be sent to PSRC and the Department of Commerce for review for consistency with the required Comprehensive Plan Updates. Council will have the opportunity to review each element thoroughly after PSRC and Commerce input has been received.

This streamlined process should provide enough time, in Summer 2024, for the mandatory regulatory reviews (PSRC review, SEPA, 60-day notice to the Department of Commerce) to occur. This will ensure that the public will have ample opportunity to view and comment on the entire document, as well.

These efforts should result in the City reaching its goal of adopting the update at the September 23, 2024, Medina City Council Meeting. Planning on adoption prior to the December 31st, 2024, deadline will build in a 2-month buffer that we can utilize and remain compliant.

When this timeline was presented to City Council at its Monday, February 15, 2024 meeting, 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 prepped them and **before** they go to PSRC and the Dept. of Commerce. These revisions will be discussed at an upcoming DSC Meeting next week. As of now, please review the attached documents.