

CITY OF MILLWOOD

ORDINANCE NO. 551

November 12, 2025

AN ORDINANCE OF THE CITY OF MILLWOOD, WASHINGTON, AMENDING MILLWOOD MUNICIPAL CODE (MMC) SECTION 14.04.010 TO ADOPT THE UPDATED MILLWOOD COMPREHENSIVE PLAN, AND PROVIDING FOR OTHER MATTERS RELATED THERETO

WHEREAS, the City of Millwood (the “City”), Spokane County, Washington, is a non-charter code city, by virtue of the Constitution and the laws of the State of Washington; and

WHEREAS, pursuant to chapter 35A.11 RCW, the City Council (the “Council”) may adopt and enforce ordinances of all kinds relating to and regulating its local or municipal affairs and appropriate to the good government of the city; and

WHEREAS, the Growth Management Act (“GMA”) was established in the State of Washington in 1990 to provide a framework for land use planning and development regulation; and

WHEREAS, Spokane County and the cities within it were mandated to plan under the GMA in 1993; and

WHEREAS, as a City within Spokane County, Millwood crafted a Comprehensive Plan and Development Regulations which reflect and implement the community's vision for land use; and

WHEREAS, the GMA, RCW 36.70A.130 requires the City to enact a Comprehensive Plan, and to review and revise, if necessary, the Plan and development regulations periodically (currently every 10 years) to ensure that it complies with the requirements of GMA; and

WHEREAS, updates to the City Comprehensive Plan must be consistent with the Countywide Planning Policies for Spokane County, as amended, and must plan to accommodate the urban growth projected to occur within the next 20 years as well as the City’s housing allocation; and

WHEREAS, the Washington State Department of Commerce provided a “Periodic Update Checklist for Cities” to guide cities through the periodic update requirements along with guidance for updating comprehensive plan elements such as housing to comply with recent changes to the GMA; and

WHEREAS, the City completed the “Periodic Update Checklists for Cities” to determine which elements of the Comprehensive Plan would need to be reviewed and updated; and

WHEREAS, the City also prepared a Land Capacity Analysis (LCA) consistent with the Countywide Planning Policies for Spokane County, as well as a Racially Disparate Impacts Analysis (RDI) and updates to its Housing Element consistent with guidance provided by the Washington State Department of Commerce for Tier 3 cities; and

WHEREAS, the City’s 2026 Comprehensive Plan Periodic Update process has followed the City Periodic Update Public Participation Plan and the Periodic Update Work Plan that were adopted by the City Council on August 13, 2024, and provided extensive public participation opportunities consistent with these plans, as identified in the Staff Report to the Planning Commission dated August 16, 2025; and

WHEREAS, in accordance with WAC 197-11, notice was given that a SEPA Checklist had been completed on the periodic update to the Comprehensive Plan. The City determined that the proposal would have no significant adverse environmental impacts and issued a Determination of Nonsignificance (“DNS”) on August 8, 2025. Copies of the SEPA Checklist and the Non-Project DNS Threshold Determination were available for review beginning on August 8, 2025, through 4pm, August 25, 2025. In addition to the publication and posting, notice was provided to:

- City of Millwood Staff, City Council, & Planning Commission,
- City of Millwood Engineer,
- Millwood Periodic Update Notice List,
- Utility & Service Providers,
- Public Agencies,

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- Adjacent Jurisdictions, Felts Field, and Tribes,
- SEPA Review Agencies,
- WA State Dept. of Commerce - Growth Management Services Contacts; and

WHEREAS, the proposed updated Comprehensive Plan was reviewed for consistency with Washington Law and was sent to the Washington State Department of Commerce and other state agencies on August 28, 2025, for the required 60-day state notification (under RCW 36.70A.106); and

WHEREAS, the City Planning Commission held properly noticed open record public hearings on April 30, 2025, August 27, 2025, and September 24, 2025, to review the proposed updates to the City Comprehensive Plan; and

WHEREAS, the 2026 Comprehensive Plan Periodic Update is complete, with the exception of the Climate Change & Resiliency Element which is being coordinated with Spokane County and is planned to be completed in 2026; and

WHEREAS, at their September 24, 2025, meeting, the City Planning Commission, after considering the public testimony and staff report, voted 5-0 to recommend approval with modification(s) of the August 28, 2025, version of the City Comprehensive Plan, to the Council; and

WHEREAS, pursuant to MMC 14.04.020(F), properly noticed public hearings were held on October 14, 2025, and November 12, 2025, where the Council reviewed the Planning Commission's recommendation on the updated City Comprehensive Plan; and

WHEREAS, all procedural requirements have been completed and a copy of this Ordinance will be submitted with a Notice of Final Adoption to the Washington State Department of Commerce Growth Management Services within ten (10) days of final adoption; and

WHEREAS, the periodic update review process will continue with updates to the critical areas ordinance and development regulations to be consistent with the updated City Comprehensive Plan and the "Periodic Update Checklists for Cities", following the City Periodic Update Public Participation Plan and the Periodic Update Work Plan, along with SB 5558 passed in April 2025 that provides a final compliance deadline of December 2026; and

WHEREAS, prior to the December 2026, deadline for the Periodic Update, the Climate Change & Resiliency Element will be properly reviewed and added to the updated Comprehensive Plan in 2026, in order to complete the Comprehensive Plan Periodic Update.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILLWOOD DO ORDAIN AS FOLLOWS:

**Section 1. Modification of Millwood Municipal Code Section 14.04.010.** The City ~~Comprehensive Plan of Millwood comprehensive plan~~ adopted by Ordinance No. 384 551 as amended is available in its entirety in the office of the city clerk.

**Section 2. Adoption of the Updated City Comprehensive Plan.** The Council adopts the updated City Comprehensive Plan, as recommended by the City Planning Commission, and attached hereto as Exhibit A.

**Section 3. Severability.** If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

**Section 4. Effective Date.** This ordinance shall be in full force and effect from and after its adoption and five (5) days after its publication or a publication of a summary of this ordinance in the official newspaper of the City.

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PASSED BY THE COUNCIL OF THE CITY OF MILLWOOD THIS \_\_\_\_\_ DAY  
OF \_\_\_\_\_, 2025.

\_\_\_\_\_  
Kevin Freeman, Mayor

Attest:

\_\_\_\_\_  
Lisa Cassels, City Clerk

STATE OF WASHINGTON )  
County of Spokane ):

Lisa Cassels, being first duly sworn on oath deposes and says: I am the City Clerk of the City of Millwood, Washington, and the foregoing ordinance entitled “AN ORDINANCE OF THE CITY OF MILLWOOD, WASHINGTON, AMENDING MILLWOOD MUNICIPAL CODE (MMC) SECTION 14.04.010 TO ADOPT THE UPDATED MILLWOOD COMPREHENSIVE PLAN, AND PROVIDING FOR OTHER MATTERS RELATED THERETO” is the true and correct original copy of the City of Millwood’s Ordinance numbered #551 and that the same was posted and published according to law.

\_\_\_\_\_  
Lisa Cassels, City Clerk

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

\_\_\_\_\_  
Notary Public in and for the State of Washington.  
Residing at Spokane.  
My Commission expires \_\_\_\_\_.

**ORDINANCE 551 - EXHIBIT A**

DRAFT