



Amanda Tainio, Principal

January 5, 2026

Memo To: Millwood City Council

RE: December 2025 Planning Report

Here is a summary of the planning activities for the month of December 2025:

- Permit/license/land use application review and processing:
  - 3608-3614 N Dale (BLA-2025-01) - Processing
  - 10103 E. Empire (MW-2025-0071) – Carport enclosure approval / Smartgov
  - Misc. zoning reviews / information / other jurisdiction SEPA reviews / staff assistance
- 2026 Periodic Update
  - 12/3/25 Planning Technical Advisory Committee (PTAC) Meeting
  - Research & Draft Development Regulations - Millwood Housing Scenarios w/ Presentation, Table of Permitted Uses, and Appendix A Definitions
  - Joint Planning Commission / City Council Meeting on December 9, 2025 at 5:00pm (Periodic Update -Introduction to Development Regulations Update Requirements)
  - 12/10/25 Steering Committee of Elected Officials (SCEO) Meeting
  - Winter newsletter article
  - Coordination w/ Spokane County on the Comprehensive Plan Climate Change & Resiliency Element
  - Adopted Comprehensive Plan - Proposed Housing Element modifications based on City of Mercer Island GMHB Decision & coordination w/ Commerce
  - Coordination w/ WDFW on Draft Critical Areas Ordinance (CAO) / preliminary review
  - Draft CAO modifications based on informal DOE & WDFW review
  - Community / agency engagement & webpage updates

- 2026 Periodic Update Work Plan

As I mentioned at the December 9<sup>th</sup> joint meeting presentation, I have had to utilize the administrative modification provision in the work plan (Resolution 2024-03) to fit with the work that Spokane County completed on Millwood’s Comprehensive Plan Climate and Resiliency Element as well as some Housing Element modifications that were needed due to the City of Mercer Island Growth Management Hearings Board (GMHB) case. Additions/modifications to the Comprehensive Plan will be scheduled for the 1<sup>st</sup> Quarter of 2026 with the Critical Areas Ordinance (CAO) adoption being postponed to coincide with other MMC development regulations updates. The overall 2026 schedule is also being adjusted to reflect the



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Periodic Update Grant (PUG) updated deliverables and adjusted timelines. The City of Millwood is still on track for an on-time completion of the 2026 Periodic Update with a finalization Resolution anticipated by November 2026 (December 2026 deadline). Below is the updated work plan for 2026:

### January 2026

- Planning Update Grant (PUG) D9, D10, and D11 Submittals
- Comprehensive Plan Climate & Resiliency Element and modified Housing Element SEPA Threshold Determination
- Submit 60 Day Notice of Intent to Adopt Amendments to DOC for the Draft Comprehensive Plan Climate & Resiliency Element and modified Housing Element (Comp Plan Part 2)
- Issue Notice of Planning Commission Public Hearing at least 10 days prior to public hearing
- January 13, 2026, City Council Meeting - Status updates for Periodic Update and Periodic Update Work Plan Modifications
- January 28, 2026, City Planning Commission Meeting - Public Hearing on the Draft Comprehensive Plan Climate & Resiliency Element and modified Housing Element (Comp Plan Part 2) + Planning Commission Recommendation
- Issue Notice of City Council Public Hearing at least 10 days prior to public hearing

### February 2026

- February 10, 2026, City Council Meeting - Public Hearing on the Draft Comprehensive Plan Climate & Resiliency Element and modified Housing Element (Comp Plan Part 2) w/ Ordinance 1<sup>st</sup> Reading
- February 25, 2026, City Planning Commission Meeting - Discuss Draft Development Regulations Updates (including CAO)

### March 2026

- March 10, 2026, City Council Meeting - Public Hearing on the Draft Comprehensive Plan Climate & Resiliency Element and modified Housing Element (Comp Plan Part 2) w/ Ordinance 2<sup>nd</sup> Reading / Adoption
- Submit Notice of Final Adoption of the updated Comprehensive Plan Climate & Resiliency Element and modified Housing Element (Comp Plan Part 2) to DOC within 10 days of adoption
- March 25, 2026, City Planning Commission Meeting - Review Draft Development Regulations Updates

### April 2026

- April 14, 2026, City Council Meeting - Status updates for Periodic Update
- April 29, 2026, City Planning Commission Meeting - Review Draft Development Regulations Updates



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### May 2026

- May 12, 2026, City Council Meeting - Status updates for Periodic Update
- May 27, 2026, City Planning Commission Meeting – Public Workshop on Draft Development Regulations Updates

### June 2026

- Planning Update Grant (PUG) D8, D12, and D13 Submittals
- June 9, 2026, City Council Meeting - Status updates for Periodic Update
- June 24, 2026, City Planning Commission Meeting - Review Draft Development Regulations Updates

### July 2026

- *July 14, 2026, Joint City Council / Planning Commission Special Meeting - Review Draft Development Regulations*
- July 14, 2026, City Council Meeting - Status updates for Periodic Update
- July 29, 2026, City Planning Commission Meeting - Review Draft Development Regulations Updates

### August 2026

- SEPA Threshold Determination for Draft Development Regulations
- Submit 60 Day Notice of Intent to Adopt Amendments to DOC for Draft Development Regulations
- Issue Notice of Planning Commission Public Hearing at least 10 days prior to public hearing for Draft Development Regulations
- August 11, 2026, City Council Meeting - Status updates for Periodic Update
- August 26, 2026, City Planning Commission Meeting - Public Hearing on Draft Development Regulations
- Issue Notice of City Council Public Hearing at least 10 days prior to public hearing for Draft Development Regulations

### September 2026

- September 8, 2026, City Council Meeting - Public Hearing on Draft Development Regulations w/ Ordinance 1<sup>st</sup> Reading
- September 30, 2026, City Planning Commission Meeting - *TBD (non-Periodic Update Development Regulations review)*



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**October 2026**

- October 13, 2026, City Council Meeting - Public Hearing on Draft Development Regulations w/ Ordinance 2<sup>nd</sup> Reading / Adoption & Periodic Update Completion Resolution
- Submit Notice of Final Adoption of the updated Development Regulations to DOC within 10 days of adoption
- October 28, 2026, City Planning Commission Meeting - *TBD (non-Periodic Update Development Regulations review)*

**November 2026**

- November 10, 2026, City Council Meeting - Periodic Update Completion Resolution
- Planning Update Grant (PUG) D14, D15, and D16 Submittals
- *November 25, 2026, City Planning Commission Meeting - Cancelled due to Thanksgiving Holiday?*

**December 2026**

- December 8, 2026, City Council Meeting
- *December 30, 2026, City Planning Commission Meeting - Cancelled due to New Year's Holiday?*

With best regards,  
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