



# MEDINA, WASHINGTON

## PLANNING COMMISSION MEETING

Hybrid-Virtual/In Person

Tuesday, December 12, 2023 – 6:00 PM

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### AGENDA

**COMMISSION CHAIR** | Laura Bustamante

**COMMISSION VICE-CHAIR** | Shawn Schubring

**COMMISSIONERS** | Li-Tan Hsu, Evonne Lai, David Langworthy, Mark Nelson, Brian Pao

**DEVELOPMENT SERVICES DIRECTOR** | Steve Wilcox

**DEVELOPMENT SERVICES COORDINATOR** | Rebecca Bennett

#### Hybrid Meeting Participation

The Medina Planning Commission has moved to hybrid meetings, offering both in-person and online meeting participation. In accordance with the direction from Governor Inslee, masking and social distancing will be optional for those participating in person. Individuals who are participating online and wish to speak live can register their request with the Development Services Coordinator at 425.233.6414 or email [rbennett@medina-wa.gov](mailto:rbennett@medina-wa.gov) and leave a message before 2PM on the day of the December 12 Planning Commission meeting. Please reference Public Comments for December 12 Planning Commission meeting on your correspondence. The Development Services Coordinator will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comments and will be asked to stop when you reach the 3 minute limit. The city will also accept written comments. Any written comments must be submitted by 2 PM on the day of the December 12 Planning Commission meeting to the Development Services Coordinator at [rbennett@medina-wa.gov](mailto:rbennett@medina-wa.gov).

Join Zoom Meeting

<https://medina-wa.zoom.us/j/81123238093?pwd=Mvi2vW41aLMA4z0B8oZCgKZRfgUFJa.1>

Meeting ID: 811 2323 8093

Passcode: 486197

Dial by your location

• +1 253 215 8782 US (Tacoma)

1. **CALL TO ORDER / ROLL CALL**

Planning Commissioners Bustamante, Hsu, Lai, Langworthy, Nelson, Pao and Schubring

2. **APPROVAL OF MEETING AGENDA**

3. **APPROVAL OF MINUTES**

[3.1](#) Planning Commission Meeting Minutes of October 24, 2023

**Recommendation:** Adopt minutes.

**Staff Contact:** Rebecca Bennett, Development Services Coordinator

4. **ANNOUNCEMENTS**

4.1 Staff/Commissioners

5. **PUBLIC COMMENT PERIOD**

Individuals wishing to speak live during the Planning Commission meeting will need to register their request with the Development Services Coordinator, Rebecca Bennett, via email ([rbennett@medina-wa.gov](mailto:rbennett@medina-wa.gov)) or by leaving a message at 425.233.6414 before 2pm the day of the Planning Commission meeting. Please reference Public Comments for the December 12 Planning Commission meeting on your correspondence. The Development Services Coordinator will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3-minute limit.

6. **DISCUSSION**

6.1 Comprehensive Plan Update

**Recommendation:** Discussion.

**Staff Contact:** Laura Bustamante, Planning Commission Chair

Time Estimate: 30 minutes

[6.2](#) Community Design Element

**Recommendation:** Discussion.

**Staff Contact:** Steven R. Wilcox, Director of Development Services

Time Estimate: 90 minutes

7. **ADJOURNMENT**

Next Regular meeting Tuesday, January 23, 2024.

### **ADDITIONAL INFORMATION**

Planning Commission meetings are held on the 4th Tuesday of the month at 6 PM, unless otherwise specified.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office at (425) 233-6410 at least 48 hours prior to the meeting.

### **UPCOMING MEETINGS**

***Tuesday, December 26th – Regular Meeting Cancelled***

Tuesday, January 23, 2024 - Regular Meeting (6:00 PM)

Tuesday, February 27, 2024 - Regular Meeting (6:00 PM)

Tuesday, March 26, 2024 - Regular Meeting (6:00 PM)

Tuesday, April 23, 2024 - Regular Meeting (6:00 PM)



# MEDINA, WASHINGTON

## PLANNING COMMISSION MEETING

Hybrid-Virtual/In Person

Tuesday, October 24, 2023 – 6:00 PM

### MINUTES

**COMMISSION CHAIR** | Laura Bustamante

**COMMISSION VICE-CHAIR** | Shawn Schubring

**COMMISSIONERS** | Li-Tan Hsu, Evonne Lai, David Langworthy, Mark Nelson, Brian Pao

**DEVELOPMENT SERVICES DIRECTOR** | Steve Wilcox

**DEVELOPMENT SERVICES COORDINATOR** | Rebecca Bennett

#### **1. CALL TO ORDER / ROLL CALL**

Chair Bustamante called the meeting to order at 6:01pm.

##### PRESENT

Chair Laura Bustamante

Vice Chair Shawn Schubring

Commission Li-Tan Hsu (joined at 6:06pm)

Commission Evonne Lai (joined at 6:03pm)

Commission David Langworthy

Commission Mark Nelson

Commission Brian Pao

##### STAFF

Bennett, Burns, Wilcox

#### **2. APPROVAL OF MEETING AGENDA**

By consensus, Planning Commission approved the meeting agenda as presented.

#### **3. APPROVAL OF MINUTES**

3.1 Planning Commission Meeting Minutes of September 26, 2023

**Recommendation:** Approve Minutes.

**Staff Contact:** Rebecca Bennett, Development Services Coordinator

**ACTION:** Motion to approve minutes. (Approved 5-0)

Motion made by Commissioner Nelson, Seconded by Vice Chair Schubring.

Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Langworthy, Commissioner Nelson, Commissioner Pao

**4. ANNOUNCEMENTS**

4.1 Recent Medina staff change.

Wilcox announced that Stephanie Keyser, the City of Medina Planning Manager, resigned Monday, October 16th 2023.

4.2 Staff recruiting plan.

Wilcox provided information to committee members regarding planning and zoning staffing needs. This information included using planning consultants and temporary staff. Burns discussed a recruiting plan for hiring a new Planning Manager.

**5. AUDIENCE PARTICIPATION**

There was no audience participation.

**6. DISCUSSION**

6.1 2024 Periodic Comprehensive Plan Update Status  
**Recommendation:** Discussion item only.  
**Staff Contact:** Steve Wilcox, Development Service Director

Time Estimate: 30 minutes

Commissioners discussed and asked questions on the status of the Comprehensive Plan Update.

**7. ADJOURNMENT**

Meeting adjourned at 6:28pm.

**ACTION:** Motion to adjourn. (Approved 7-0).

Motion made by Commissioner Langworthy, Seconded by Commissioner Nelson.  
Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu, Commissioner Lai, Commissioner Langworthy, Commissioner Nelson, Commissioner Pao

Meeting Minutes taken by:

Rebecca Bennett



501 Evergreen Point Road, Medina WA 98039  
425.233.6400 [www.medina-wa.gov](http://www.medina-wa.gov)

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December 12, 2023

To: Planning Commission  
Fm: Steve Wilcox, Development Services Director

Re: 2024 Comprehensive Plan Update; Community Design Element

The Community Design Element draft is in a track changes form. The various editing comes from staff, Planning Commissioners, and Council. The key to the colors is as follows

- Black lettering is the original 2015 Comprehensive Plan.
- Red lettering are the edits by the Planning Commission and our Planning Manager Stephanie Keyser.
- Red lettering with strike-through is the original 2015 Comprehensive Plan as edited by Stephanie Keyser and the Planning Commission.
- Blue lettering are from comments from the November 27, 2023 Council meeting.
- Blue lettering with strike-through are from notes taken at, and after the November 27, 2023 Council meeting.
- Green is cut and paste.

During the November 27, 2023 Council meeting, the Community Design Element in draft amendment form (track changes red-line) was discussed. Council reviewed the entire draft and then further added their own edits shown in blue.

In addition to the Council edits of November 27<sup>th</sup> incorporated in the Community Design Element draft you now have, there were several additional comments and questions not in the draft. Council asked that Planning Commission consider these for possible inclusion into the Community Design Element draft.

The following is a list of the additional comments and questions from the November 27<sup>th</sup> Council meeting.

### Medina Landscape Plan

- Evaluate privacy between properties.
- What should the streetscape look like?
- Consider the overall goal of public right of way landscaping.
- Evaluate 520 trail and park n' ride as entry points to consider although Medina does not control.
- Clarify where historical view corridors are defined.
- Why is view preservation restricted to view corridors?
- Consider deleting the City Landscape Plan and the Key.
- Consider editing the Landscape Plan and Key.

### Street Corridors

- Is there an appropriate policy for mailbox design?
- Should CD-G3 remain?

# COMMUNITY DESIGN ELEMENT

## INTRODUCTION

~~King County countywide planning policies (CPP) direct jurisdictions to encourage growth that improves local neighborhoods and landscapes, and builds a strong sense of place. Thoughtful community design can enhance the quality of life for residents, including by increasing privacy, encouraging interaction in public spaces, and creating a cohesive sense of place. The Community Design Element provides a framework for community development along with guidelines for construction and street improvements to help ensure the protection of the City's natural and built features. The quality of Medina is primarily a residential community which is nearly fully built-out.~~ Medina's neighborhood development is distinct and enhanced by ~~a combination of natural and built features, including~~ the proximity of the lake shore, views, narrow streets with extensive mature landscaping, and large tracts of public and private open space ~~which can be seen from residential lots and City streets.~~ Proximity to urban centers has reduced the pressure for to permit higher intensity commercial activities in the City, thereby allowing Medina to maintain its small-town residential character.

## Street Design and Treatment

The design ~~and treatment~~ of Medina's streets is a major element in the City's appearance. The character and quality of the landscaping of these streets ~~is fundamental are extremely important~~ in maintaining the City's natural, informal character. ~~Over development of these streets could result in the As Washington cities continue to face pressure to accommodate more growth, thoughtful transportation planning will help ensure Medina's streets can accommodate increased traffic without~~ significant loss of trees and other vegetation, ~~without~~ compromising pedestrian safety and enjoyment, and ~~without~~ adding visual ~~collector clutter~~ to Medina's neighborhoods.

## Vehicular Surfaces and Parking

All collector streets should be maintained as narrow, two-lane roadways except for 84<sup>th</sup> Avenue NE (from NE 12<sup>th</sup> Street to the SR 520 bridge/interchange) ~~and the corner of 84<sup>th</sup> Ave NE and NE 24<sup>th</sup> Street~~, which requires additional lanes for turning at intersections. Along collectors, parking is discouraged and the rights-of-way should not be improved for parking except in designated areas. Street rights-of-way in neighborhood areas and private lanes have historically been used to supplement on-site parking. Where practicable, these uses should be minimized and new construction and major remodeling should make provisions for the on-site parking of cars. All long term parking for recreational vehicles, commercial trucks, trailers, and boats should be aesthetically screened from neighboring properties and the public right-of-way. ~~and~~ Parking in front yard setbacks should be minimized and aesthetically screened. The number and width of driveways and private lanes accessing arterial streets should be minimized to reduce potential traffic conflicts and to retain the continuity of landscape, while still meeting emergency vehicle minimum fire department requirements. Traffic calming should be implemented when possible.

## Medina Landscape Plan

Trees and vegetation help reduce the impact of development, by providing significant aesthetic and environmental benefits. Trees and other forms of landscaping improve air quality, water



quality, and soil stability. They provide limited wildlife habitat and reduce stress associated with urban life by providing visual and noise barriers between the City's streets and private property and between neighboring properties. They also have great aesthetic value and significant landscaping, including mature trees, is always associated with well-designed communities.

It is important that citizens be sensitive to the impact that altering or placing trees may have on neighboring properties. Trees can disrupt existing and potential views and access to sun. Residents are ~~urged~~ **required** to consult with the City and **urged to consult** with their neighbors on both removal and replacement of trees and tree groupings. This will help to protect views and to prevent potential problems (e.g., removal of an important tree or planting a living fence). Clear cutting ~~is should not be permitted on a property unless approved through a City issued tree removal permit prior to development.~~

The Medina Landscape Plan ~~lists~~ **provides planting options landscaping alternatives** to perpetuate the informal, natural appearance of Medina's street rights-of-way, public areas, and the adjacent portions of private property. The Landscape Plan provides the overall framework for the improvement goals **in these areas** and should be reviewed periodically and updated where appropriate. ~~This plan should be used to create landscaping arrangements, which meet the following~~ The goals **include:**

- provide a diversity of plant species;
- screen development projects from City streets and from neighboring properties;
- respect the privacy of the neighborhood by encouraging vegetation and landscaping that provides screening;
- respect the scale and nature of plantings in the immediate vicinity;
- recognize restrictions imposed by overhead wires, sidewalks, and street intersections;
- recognize “historical” view corridors; and
- maintain the City's informal, natural appearance.

The Medina Landscape Plan consists of three items:

1. A map diagramming the Landscape Plan for streets and neighborhoods.
2. A chart, “Key to Medina Landscape Plan,” which relates the street and neighborhood designations to appropriate trees, shrubs, and groundcover.
3. A ~~Preferred Landscaping List of Suitable Tree~~ Species **List** (separate document).

That portion of the City's highly visible street (formally designated as arterials) right-of-way not utilized for the paved roadway, driveways, and sidewalks is to be landscaped as specified in the Medina Landscape Plan, using species from the ~~Preferred Landscaping List of Suitable Tree~~ Species **List**. This list has been developed to provide a selection of landscape **alternatives options** applicable to the various City streets and neighborhoods, as indicated on the Landscape Plan. Property owners are encouraged to use the list when selecting landscaping for other areas of their properties.

The City's design objective is to maintain the City's natural, low-density, and informal appearance. The City's arterial street rights-of-way should be heavily landscaped with predominantly native trees and shrubs arranged in an informal manner. Where feasible, fences **along**

the right-of-way should be screened with vegetation so they are not generally visible from the street. The historic

landscaping along the perimeter of the golf course should be retained and/or replaced with suitable trees, approved by the City. ~~Arborist.~~

In addition, special design and landscaping consideration should be given to the vehicular~~five~~ entry points to the City. Standards recommended by the Parks Board should be considered. The vehicular~~five~~ entry points are:

- SR 520 off-ramp at 84<sup>th</sup> Avenue NE,
- NE 24<sup>th</sup> Street at 84<sup>th</sup> Avenue NE,
- NE 12<sup>th</sup> Street at 84<sup>th</sup> Avenue NE,
- NE 10<sup>th</sup> Street at Lake Washington Boulevard, and
- Overlake Drive East at the City limits.

DRAFT

# CITY OF MEDINA

## Gateways to the City

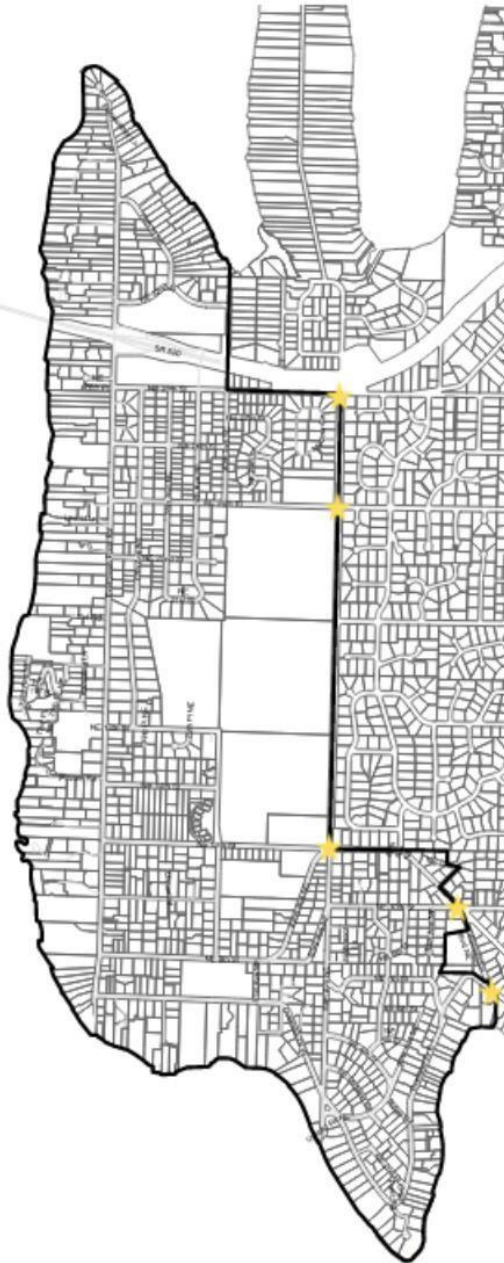
### LEGEND

- ★ SR 520 off-ramp at 84th Ave NE
- ★ NE 24th ST at 84th Ave NE
- ★ NE 12th ST at 84th Ave NE
- ★ NE 10th ST at lake Washington Blvd
- ★ Overlake Drive East at City Limits



SR 520 - BRIDGE

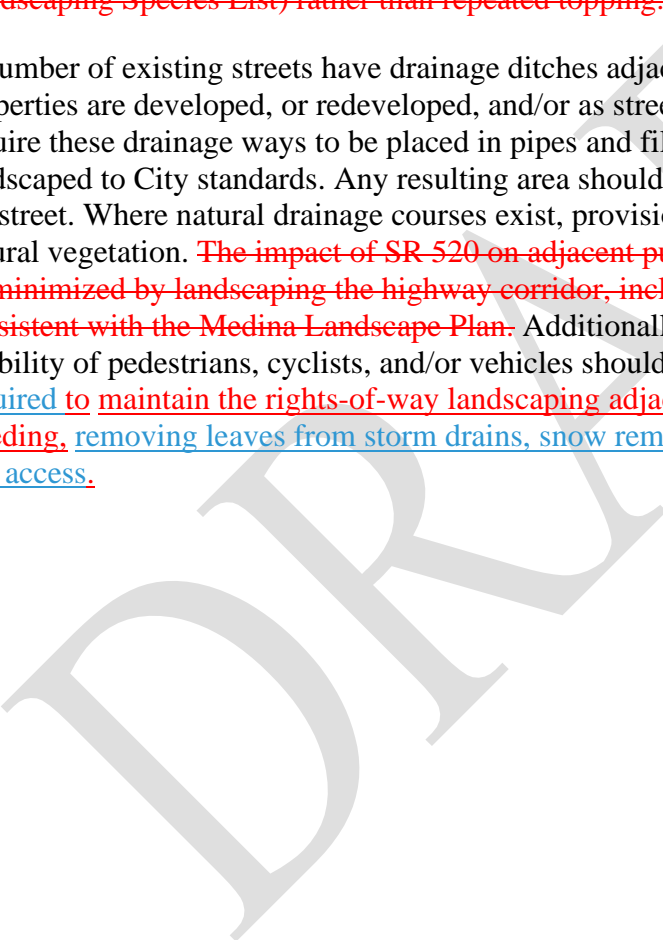
LAKE WASHINGTON

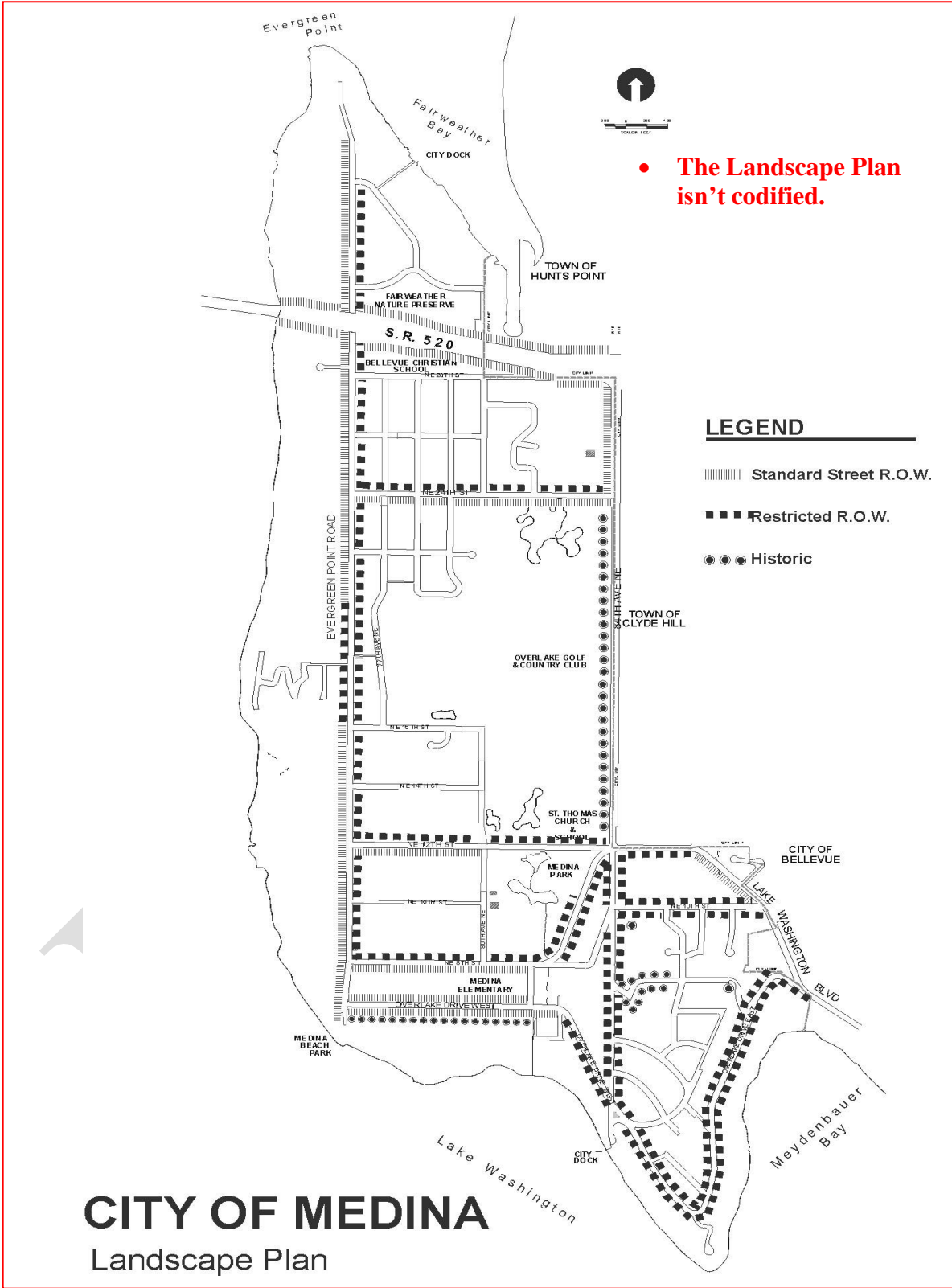


**Street Landscaping**

Planting strips between a sidewalk and the street should be planted with trees and shrubs from the City's ~~Preferred Landscaping List of Suitable Tree Species List~~. ~~Grass within street rights-of-way should be limited to those areas noted on the Medina Landscape Plan~~. Rocks and other barriers shall not be placed within the planting strip without consulting the Public Works Department and obtaining a permit . In historical view corridors, view preservation should be maintained by the selection of appropriate species, and periodic trimming and limb removal of such species. Views which are framed by vegetation or interrupted periodically by trees located along property lines are preferable and more consistent with the City's character than views maintained by clear cutting or topping. If the desire is to preserve or augment views, limb removal and pruning should be employed rather than topping. ~~Consideration should also be given to the removal of taller trees and replacement with shorter species (see Preferred Landscaping Species List) rather than repeated topping.~~

A number of existing streets have drainage ditches adjacent to the roadway. As adjacent properties are developed, or redeveloped, and/or as street improvements are made, the City may require these drainage ways to be placed in pipes and filled, or otherwise improved, and landscaped to City standards. Any resulting area should be landscaped to screen properties from the street. Where natural drainage courses exist, provision should be made to preserve adjacent natural vegetation. ~~The impact of SR 520 on adjacent public and residential properties should also be minimized by landscaping the highway corridor, including the Park & Ride lot, in a manner consistent with the Medina Landscape Plan.~~ Additionally, such landscaping that may impair the visibility of pedestrians, cyclists, and/or vehicles should be discouraged. Property owners are required to maintain the rights-of-way landscaping adjacent to their property including mowing, weeding, removing leaves from storm drains, snow removal and preserving safe site sight lines and access.





Key to Medina Landscape Plan

SYMBOL	SITUATION	TREES	SHRUBS	GROUND COVER
ARTERIAL RIGHTS-OF-WAY AND 15' OF FRONT YARD				
	Standard ROW	List A	List C1	List C2
	- 15' of front yard	List A	List C1	NA
●●●●●	Restricted ROW (due to wires, views, etc.)	List B	List C1	List C2
	- 15' of front yard	List A	List C1	NA
HISTORIC/SPECIAL/PUBLIC USES				
⊙⊙⊙⊙	Golf Course - 84th Avenue NE	Maintain Historic Hawthorn/ Poplars	List C1	List C2
⊙⊙⊙⊙	Designated Sites/Areas - 7th Street, Original Maples - Corner 84th & 10th, Giant Double Sequoia - Overlake South side between Evergreen Point & 82nd	Retain, restore with improved species. Obtain easement to retain.  Obtain easement over 15' of front yard to retain trees.		
[ - - - ]	Public Uses Medina Park City Hall & Park Fairweather Nature Preserve St. Thomas Church and School Medina School Three Points School Overlake Golf Course	Develop Landscape Master Plans and/or Present Landscape Plans with Special/Conditional Use permits or Variances.		

"List" references are to the City's Preferred Landscaping Species List.

- This isn't codified.
- The lists aren't reflected in the current list of suitable trees.

Community ~~Public~~ Spaces

The City's ~~parks, natural spaces and green spaces, its small town businesses, schools, church, and other amenities, large open spaces, Fairweather Nature Preserve, Medina Park, and the Overlake Golf & Country Club,~~ are defining elements of Medina's community character. ~~Medina Beach Park, the two schools, and St. Thomas Church and School also contribute to the City's neighborhood character.~~

The distinctive landscaping along the perimeter of the golf course [at Overlake Golf and Country Club](#) is an important visual feature long identified with Medina. In particular, the long stand of ~~poplars~~ ~~Bowhall Maples trees~~ along 84<sup>th</sup> Avenue NE has become a historic visual landmark and is the first thing one sees when entering the City. It is the intent of the City to ~~preserve~~ ~~maintain~~ this landmark. ~~As the existing poplars Bowhall Maples reach the end of their useful life they will need to be replaced with a species that is visually similar, since poplars Bowhall Maples are not on the Preferred Landscaping List of Suitable Tree Species List. The City is working with the Country Club to secure a landscaping plan that maintains the integrity of this historic visual feature.~~

~~Many of Medina’s parks Fairweather Nature Preserve and Medina Park both~~ have a significant area that has been left in a natural state. Fairweather [Park and](#) Nature Preserve has a dense stand of trees and understory, and Medina Park has a large wetland. Non-native landscaping has been minimized in both parks, with the exception of a landscaped portion of Medina Park at the corner of NE 12<sup>th</sup> Street and 82<sup>nd</sup> Avenue NE. The natural areas ~~and wildlife~~ of these parks should be left undisturbed. If ~~some~~ maintenance activity is required due to severe winds or other destructive forces, these areas should be restored with native species. Landscaping in other areas of these parks should be consistent with the overall natural setting found in the parks.

City Hall and Medina Beach Park are located on the site of the former ferry terminal that connected Medina with Seattle. Landscaping in the park has been primarily hedges along the parking area and north property line and maintenance of a number of shade trees. These grounds are used extensively by City residents during the summer months, so landscaping must leave much of the park open. A long-term landscaping, ~~and~~ maintenance, ~~and clearing~~ plan should be developed to maintain this historic site in a manner that is consistent with and enhances public use.

[City character is enhanced by several unopened rights of way, creating pathways that allow for community interaction.](#)

**GOALS**

CD-G1 ~~To R~~etain Medina’s distinctive and informal neighborhood development pattern.

CD-G2 ~~To M~~aintain the informal, natural appearance ~~and safety~~ of the Medina’s street rights-of-way and public areas.

~~CD-G3 The historic landscaping along the perimeter of the golf course is a distinctive, iconic part of Medina's character and should be retained and/or replaced in the future with an appropriate selection of trees. Equally as important with this perimeter area is maintaining view corridors into the golf course which contributes a sense of added open space in the heart of the community.~~

**POLICIES**

**Citywide Character**

~~CD-P1 Preserve and enhance trees as a component of Medina’s distinctive sylvan~~



character.

CD-P2 Foster and value the preservation of open space and trails as integral elements to the City.

CD-P3 Create a safe, attractive, and connected pedestrian environment for all ages and abilities throughout the city.

CD-P4 Support the efforts of individual neighborhoods to maintain and enhance their character and appearance.

~~CD-P5 Establish and maintain iconic gateways at the entry points into the city.~~

CD-P5 Preserve unopened rights of way as integral elements to the City

CD-P56 Encourage infill and redevelopment in a manner that is compatible with the existing neighborhood scale.

**Street Corridors**

CD-P74 ~~The City shall~~ Maintain and implement the Street Design Standards and the Landscaping Plan, including landscaping of arterial street rights-of-way.

CD-P82 ~~The City should~~ Refine and update the Street Design Standards and Landscaping Plan as needed based on community input.

CD-P93 The City's design objective is to maintain the City's natural, lower-density, and informal appearance. Medina's highly visible streets as identified in the Landscaping Plan should be heavily landscaped with native trees and shrubs arranged in an informal manner. ~~Fences should be screened with vegetation so they are not generally visible from the street. The historic landscaping along the perimeter of the golf course is an iconic part of Medina's character and should be retained and/or replaced in the future with an appropriate selection of trees. Equally as important with this perimeter area is maintaining view corridors into the golf course which contributes a sense of added open space in the heart of the community.~~

CD-P104 Special design and landscaping consideration should be given to the entry points to the City.

CD-P11 Consider alternative street and sidewalk designs that enhance walkability, and minimize environmental impacts, including permeable surfaces where feasible and appropriate.

CD-P12 Consider opportunities for adding street lighting in areas that are supported by the surrounding neighborhood which where feasible should be Dark Sky-compliant and shielded from shining into nearby residential windows.

CD-P13 Maintain and implement street designs that enable effective traffic calming throughout the city.

**Open Space**

CD-P14 Preserve, encourage, and enhance open space as a key element of the community's character through parks, trails, and other significant properties that provide public benefit.

CD-P15 Utilize landscape buffers between different uses to provide natural transition, noise reduction, and delineation of space.

CD-P16 Encourage ~~artwork, arts, and~~ community activities in public places, such as parks and public buildings. Support public art installations where appropriate.

CD-P17 Where appropriate and feasible, provide landscaping, seating, Dark Sky compliant lighting, and other amenities for sidewalks, walkways, and trails.

**Vegetation and Landscaping**

CD-P185 Residents ~~shall are urged to~~ consult with the City and with their neighbors on both removal and replacement of trees and tree groupings to help to protect views and to prevent potential problems (e.g., removal of an important tree or planting a living fence).

CD-P196 Clear cutting ~~is should~~ not ~~be~~ permitted unless approved through a City issued tree removal permit. on property prior to, or during, development.

~~CD-P20 Preserve vegetation with special consideration given to the protection of groups of trees and associated undergrowth, specimen trees, and evergreen trees.~~

~~CD-P21 Promote water conservation in landscape and irrigation system designs.~~

~~CD-P22 Use Low Impact Development techniques, unless determined to be unfeasible, within the rights-of-way.~~

~~CD-P23 Minimize the removal of existing vegetation when improving streets or developing property unless hazardous or arborist recommended.~~

~~CD-P24 Encourage and protect systems of green infrastructure, such as urban forests, native bio-diversity, parks, green roofs, and natural drainage systems, in order to reduce climate-altering pollution and increase resilience to climate change impacts.~~

~~CD-P25 Encourage concentrated seasonal planting in highly visible, public, and semi-public areas.~~

~~CD-P26 Encourage landscaping that screens the view of houses from the street. Encourage vegetation and landscaping that screens the view and sight-lines of houses from adjoining residential properties, with an emphasis on preserving privacy of adjoining residential properties and reducing visual and sound impacts.~~

~~CD-P27 Consider creating a voluntary program to inventory the City's ~~seities~~ trees in order to measure existing tree canopy and track canopy loss or growth. ~~to access tree canopy loss.~~~~

~~CD-P28 Eradicate invasive species such as English Ivy to prevent trees from being girdled.~~

**Historic Preservation**

~~CD-P28 Consider creating a voluntary program to inventory the city's historic resources prior to redevelopment.~~

~~CD-P29 Consider the designation of historic and iconic ~~landmark~~ sites and structures to recognize their part in Medina's history.~~

~~CD-30 Preserve the commercial district of the Post Office and Green Store.~~

~~part in Medina's history.~~

## Periodic Update Checklist for Fully-Planning Cities

**Overview:** This checklist is intended to help cities that are fully planning under the Growth Management Act (GMA) conduct the “periodic review and update” of **comprehensive plans** and **development regulations** required by [RCW 36.70A.130 \(4\)](#). This checklist identifies components of comprehensive plans and development regulations that may need updating to reflect the latest local conditions or to comply with GMA changes since the last periodic update cycle (2015-2018).

Statutory changes adopted since 2015 are emphasized in highlighted text to help identify new GMA requirements that may not have been addressed during the last update or through other amendments outside of the required periodic update process.

**What’s new:** For the 2024-2027 update cycle, Commerce has updated and streamlined periodic update resources including checklists, guidebooks and a [webpage](#) to serve you better. A checklist and guidebook for *partially-planning jurisdictions* will be available prior to their 2026-2027 updates. A separate checklist is available for counties.

2021-2022 Legislative Session:

[HB 1220](#) substantially amends housing-related provisions of the GMA, [RCW 36.70A.070\(2\)](#). Please refer to the following Commerce housing webpages for further information about the new requirements: [Updating GMA Housing Elements](#) and [Planning for Housing](#).

[HB 1241](#) changes the periodic update cycle described in RCW 36.70A.130. Jurisdictions required to complete their update in 2024 now have until December 31, 2024 to finalize their review and submit to Commerce. Jurisdictions required to complete their updates in 2025-2027 are still required to submit prior to June 30<sup>th</sup> of their respective year. Additionally, jurisdictions that meet the new criteria will be required to submit an implementation progress report five years after the review and revision of their comprehensive plan.

[HB 1717](#) adds new requirements in [RCW 36.70A.040](#) and [RCW 36.70A.190](#) regarding tribal participation in planning efforts with local and regional jurisdictions.

[SB 5593](#) adds new elements to RCW [36.70A.130\(3\)](#) regarding changes to planning and/or modifying urban growth areas.

[SB 5818](#) promotes housing construction in cities through amendments to and limiting appeals under the state environmental policy act (SEPA) and the GMA, amending [RCW 36.70A.070\(2\)](#).

Local governments should review local comprehensive plan policies, countywide planning policies and multicounty planning policies (where applicable) to be consistent with the new requirements.

Medina, WA

City

Stephanie Keyser, AICP, Planning Manager  
(425) 233-6416, [skeyser@medina-wa.gov](mailto:skeyser@medina-wa.gov)

Staff contact, phone + email

# Checklist Instructions

With the most recent versions of your comprehensive plan and development regulations in hand, fill out each item in the checklist, answering the following questions:

**Is this item addressed in your current plan or development regulations?** If YES, fill in the form with citation(s) to where in the plan or regulation the item is addressed. Where possible, we recommend citing policy or goal numbers by element rather than page numbers, since these can change. If you have questions about the requirement, follow the hyperlinks to the relevant statutory provision or rules. If you still have questions, visit the Commerce [Periodic Update webpage](#) or contact the [Commerce planner assigned to your region](#).

**Is amendment needed to meet current statute?** Check YES to indicate a change to your plan will be needed. Check NO to indicate that the GMA requirement has already been met. Local updates may not be needed if the statute hasn't changed since your previous update, if your jurisdiction has kept current with required inventories, or if there haven't been many changes in local circumstances.

**Use the "Notes" column** to add additional information to note where your city may elect to work on or amend sections of your plan or development regulations, to call out sections that are not strictly required by the GMA, or to indicate if the item is not applicable to your jurisdiction.

**Submit your checklist!** This will be the first deliverable under your periodic update grant.

**PlanView system and instructions:** Completed checklists can be submitted through Commerce's PlanView portal. The PlanView system allows cities and counties to submit and track amendments to comprehensive plans or development regulations online, with or without a user account. You can also submit via email: [reviewteam@commerce.wa.gov](mailto:reviewteam@commerce.wa.gov) Fill out and attach a [cover sheet](#), a copy of your submittal and this checklist. *Please be advised that Commerce is no longer accepting paper submittals.*

For further information about the submittal process please visit Commerce's [Requirements and procedures for providing notice to the state](#) webpage.

## Need help?

Please visit Commerce's [periodic update webpage](#) for additional resources

or contact:

Suzanne Austin, AICP

Senior Planner

Growth Management Services

WA Department of Commerce

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# Section I: Comprehensive Plan Elements

## Land Use Element

Consistent with countywide planning policies (CWPPs) and RCW 36.70A.070(1)

	In Current Plan? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
<p>New 2021-2022 legislation <a href="#">ESSB 5593</a>: changes to <a href="#">RCW 36.70A.130</a> regarding UGA size, patterns of development, suitability and infrastructure.</p> <p>Coordinate these efforts with your county</p>	No	No	Medina is a landlocked city and does not have any UGA to annex.
<p>a. The element integrates relevant county-wide planning policies into the local planning process, and ensures local goals and policies are consistent. For jurisdictions in the central Puget Sound region, the plan is consistent with applicable multicounty planning policies. <a href="#">RCW 36.70A.210</a> <a href="#">WAC 365-196-305</a></p> <p>Coordinate these efforts with your county</p>	Yes; Introduction; Transportation & Circulation; Capital Facilities Plan (CF-P5)	Yes	While a number of policies in the KCCP are reflected in the 2015 plan, there are policies that can be better integrated during this update. These include Equity, Environmental Sustainability, Restoration and Pollution, Climate Change, Urban Design and Historic Preservation.
<p>b. A future land use map showing city limits and UGA boundaries. <a href="#">RCW 36.70A.070(1)</a> and <a href="#">RCW 36.70A.110(6)</a> <a href="#">WAC 365-196-400(2)(d)</a>, <a href="#">WAC 365-196-405(2)(i)(ii)</a></p>	Yes; Figure 3 Land Use Map	Yes	Although the future land use map will remain as primarily residential, the term <i>single family</i> will be removed which will reflect the new population projections and density requirements.
<p>c. Consideration of urban planning approaches that increase physical activity. <a href="#">RCW 36.70A.070(1)</a> and <a href="#">WAC 365-196-405(2)(j)</a>. Additional resources: <a href="#">Transportation Efficient Communities</a>, <a href="#">The Washington State Plan for Healthy Communities</a>, <a href="#">Active Community Environment Toolkit</a></p>	Yes; SMP Goals 12 & 13	Yes	Additional goals and policies are anticipated in the Transportation and Parks & Rec Elements.
<p>d. A consistent population projection throughout the plan which should be consistent with the county's sub-county allocation of that forecast and housing needs. <a href="#">RCW 36.70A.115</a>, <a href="#">RCW 43.62.035</a> and <a href="#">WAC 365-196-405(f)</a></p>	Yes; Land Use Element; Housing Element; Transportation Element	Yes	The population projection will be updated to reflect King County's Countywide Planning Policies allocation for Medina.

## Section I: Comprehensive Plan Elements

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
<p>e. Estimates of population densities and building intensities based on future land uses and housing needs. <a href="#">RCW 36.70A.070(1)</a>, <a href="#">WAC 365-196-405(2)(i)</a></p> <ul style="list-style-type: none"> <li>For cities required to plan under the Buildable Lands Program, <a href="#">RCW 36.70A.215</a> amended in 2017, some jurisdictions may need to identify reasonable measures to reconcile inconsistencies. See <a href="#">Commerce’s Buildable Lands Program page</a>.</li> </ul>	Yes; Land Use Element	Yes.	Density requirements under HB 1110 and 1337 will be reflected but there will be no major changes to the primary land use in Medina, which is residential.
<p>f. Provisions for protection of the quality and quantity of groundwater used for public water supplies. <a href="#">RCW 36.70A.070(1)</a>; <a href="#">WAC 365-196-405(1)(c)</a>; <a href="#">WAC 365-196-485(1)(d)</a></p>	Yes; Natural Environment Element (NE-P3); SMP	Yes.	Groundwater protection to be included in more elements including Land Use and Critical Areas.
<p>g. Identification of lands useful for public purposes such as utility corridors, transportation corridors, landfills, sewage treatment facilities, storm water management facilities, recreation, schools, and other public uses. <a href="#">RCW 36.70A.150</a> and <a href="#">WAC 365-196-340</a></p>	Yes; Figure 3 Land Use Map	No.	Due to lack of available land, no future facilities are anticipated.
<p>h. Identification of open space corridors within and between urban growth areas, including lands useful for recreation, wildlife habitat, trails, and connection of critical areas. <a href="#">RCW 36.70A.160</a> and <a href="#">WAC 365-196-335</a></p>	Yes; Parks and Open Space; Natural Element (NE-P7, NE-P8)	No.	Due to lack of available land, no future open spaces are anticipated.



	In Current Plan? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes	AGENDA ITEM 6.2
<p>i. If there is an airport within or adjacent to the city: policies, land use designations (and zoning) to discourage the siting of incompatible uses adjacent to general aviation airports. <a href="#">RCW 36.70A.510</a>, <a href="#">RCW 36.70.547</a></p> <p>Note: The plan (and associated regulations) must be filed with the <a href="#">Aviation Division of WSDOT</a>. <a href="#">WAC 365-196-455</a></p>	No	No	N/A	
<p>j. Where applicable, a review of drainage, flooding, and stormwater run-off in the area and nearby jurisdictions and provide guidance for corrective actions to mitigate or cleanse those discharges that pollute waters of the state. <a href="#">RCW 36.70A.070(1)</a> and <a href="#">WAC 365-196-405(2)(e)</a></p> <p>Note: <a href="#">RCW 90.56.010(27)</a> defines waters of the state.</p> <p>Additional resources: <a href="#">Protect Puget Sound Watersheds</a>, <a href="#">Building Cities in the Rain</a>, <a href="#">Ecology Stormwater Manuals</a>, <a href="#">Puget Sound Partnership Action Agenda</a></p>	Yes; Natural Environment Element (NE-G2); SMP (SM-P19.1-4); Transportation (T-P3); Capital Facilities Element (CF-P4, CF-P5, CF-P6)	No.	Will be reviewed for consistency, however no major changes anticipated..	
<p>k. Policies to designate and protect critical areas including wetlands, fish and wildlife habitat protection areas, frequently flooded areas, critical aquifer recharge areas, and geologically hazardous areas. In developing these policies, the city must have included the best available science (BAS) to protect the functions and values of critical areas, and give “special consideration” to conservation or protection measures necessary to preserve or enhance anadromous fisheries. <a href="#">RCW 36.70A.030(6)</a>, <a href="#">RCW 36.70A.172</a>, <a href="#">WAC 365-190-080</a> Best Available Science: see <a href="#">WAC 365-195-900 through -925</a></p>	Yes; Natural Environment Element (NE-P1, NE-P2); SMP (SM-G18, SM-P18.1-3)	No	Review and update as necessary to incorporate changes since the last SMP and COA Updates	

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
l. If forest or agricultural lands of long-term commercial significance are designated inside city: a program authorizing Transfer (or Purchase) of Development Rights. <a href="#">RCW 36.70A.060(4)</a> , <a href="#">RCW 36.70A.170</a>	No	No	N/A
m. If there is a Military Base within or adjacent to the jurisdiction employing 100 or more personnel: policies, land use designations, (and consistent zoning) to discourage the siting of incompatible uses adjacent to military bases. <a href="#">RCW 36.70A.530(3)</a> , <a href="#">WAC 365-196-475</a>	No	No	N/A

## Housing Element

In the 2021 legislative session, HB 1220 substantially amended the housing-related provisions of the Growth Management Act (GMA), RCW 36.70A.070 (2). Local governments should review local comprehensive plan policies and countywide planning policies to be consistent with the updated requirements. Please refer to Commerce’s housing webpages for further information about the new requirements:

### Updating GMA Housing Elements and Planning for Housing

a. Goals, policies, and objectives for the preservation, improvement, and development of housing. <a href="#">RCW 36.70A.070(2)(b)</a> and <a href="#">WAC 365-196-410(2)(a)</a>	Yes; Land Use Element (LU-G4, LU-P4); Housing Element (H-G1)	Yes	Additional goals for preserving existing housing stock and encouraging more affordable housing will be incorporated.
b. Within an urban growth area boundary, consideration of duplexes, triplexes, and townhomes. <a href="#">RCW 36.70A.070(2)(c)</a> amended in 2021, <a href="#">WAC 365-196-300</a>	No	Yes	Duplexes and townhomes will be included.
c. Consideration of housing locations in relation to employment locations and the role of ADUs. <a href="#">RCW 36.70A.070(2)(d)</a> amended in 2021	No	Yes	While ADUs are not specifically called out in the 2015 Comprehensive Plan, they are allowed per Medina’s Municipal Code 16.34.020 and will be more prominently discussed.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
<p>d. An inventory and analysis of existing and projected housing needs over the planning period, by income band, consistent with the jurisdiction’s share of housing need, as provided by Commerce. <a href="#">RCW 36.70A.070(2)(a)</a> amended in 2021, <a href="#">WAC 365-196-410(2)(b) and (c)</a>.</p>	No	Yes	This will be incorporated from the Housing Action Plan
<p>e. Identification of capacity of land for housing including, but not limited to, government-assisted housing, housing for moderate, low, very low, and extremely low-income households, manufactured housing, multifamily housing, group homes, foster care facilities, emergency housing, emergency shelters, permanent supportive housing. <a href="#">RCW 36.70A.070(2)(c)</a> amended in 2021, <a href="#">WAC 365-196-410(e) and (f)</a></p>	No	Yes	This will be incorporated from the Housing Action Plan
<p>f. Adequate provisions for existing and projected housing needs for all economic segments of the community. <a href="#">RCW 36.70A.070(2)(d)</a> amended in 2021, <a href="#">WAC 365-196-010(g)(ii)</a>, <a href="#">WAC 365-196-300(f)</a>, <a href="#">WAC 365-196-410</a> and see Commerce’s Housing Action Plan (HAP) guidance: <a href="#">Guidance for Developing a Housing Action Plan</a></p>	No	Yes	This will be incorporated from the Housing Action Plan
<p>g. Identify local policies and regulations that result in racially disparate impacts, displacement, and exclusion in housing, including:</p> <ul style="list-style-type: none"> <li>• Zoning that may have a discriminatory effect;</li> <li>• Disinvestment; and</li> <li>• Infrastructure availability</li> </ul> <p><a href="#">RCW 36.70A.070(e)</a> new in 2021</p>	No	Yes	Policies will be identified

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
<p>h. Establish policies and regulations to address and begin to undo racially disparate impacts, displacement, and exclusion in housing caused by local policies, plans, and actions. <a href="#">RCW 36.70A.070(2)(f)</a> new in 2021</p>	No	Yes	Policies will be established to undo racially disparate and exclusionary impacts
<p>i. Identification of areas that may be at higher risk of displacement from market forces that occur with changes to zoning development regulations and capital investments.<sup>1</sup> <a href="#">RCW 36.70A.070(2)(g)</a> new in 2021</p> <p>Establish anti-displacement policies, with consideration given to the preservation of historical and cultural communities as well as investments in low, very low, extremely low, and moderate-income housing; equitable development initiatives; inclusionary zoning; community planning requirements; tenant protections; land disposition policies; and consideration of land that may be used for affordable housing. <a href="#">RCW 36.70A.070(2)(h)</a> new in 2021</p>	No	Yes	New policies will be established

<sup>1</sup> This work should identify areas where anti-displacement tools may be applied, but may not need to be in the comprehensive plan. See Commerce’s housing guidance: [Updating GMA Housing Elements - Washington State Department of Commerce](#)

## Capital Facilities Plan (CFP) Element

To serve as a check on the practicality of achieving other elements of the plan, covering all capital facilities planned, provided, and paid for by public entities including local government and special districts, etc. including water systems, sanitary sewer systems, storm water facilities, schools, parks and recreational facilities, police and fire protection facilities. Capital expenditures from park and recreation elements, if separate, should be included in the CFP Element. The CFP Element must be consistent with CWPPs, and [RCW 36.70A.070\(3\)](#), and include:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. Policies or procedures to ensure capital budget decisions are in conformity with the comprehensive plan. <a href="#">RCW 36.70A.120</a>	Yes; Capital Facilities Element (CF-P1, CF-P2)	No	No changes needed
b. An inventory of existing capital facilities owned by public entities. <a href="#">RCW 36.70A.070(3)(a)</a> and <a href="#">WAC 365-196-415(1)(a)</a>	Yes; Capital Facilities Element Figure 9	No	A new map will be made but no new facilities anticipated
c. A forecast of needed capital facilities. <a href="#">RCW 36.70A.070(3)(b)</a> and <a href="#">WAC 365-196-415(1)(b)</a> Note: The forecast of future need should be based on projected population and adopted levels of service (LOS) over the planning period.	Yes; Capital Facilities Element and Utilities Element	No	No updates anticipated; Medina’s population has increased and the project for 2044 is slight
d. Proposed locations and capacities of expanded or new capital facilities. <a href="#">RCW 36.70A.070(3)(c)</a> and <a href="#">WAC 365-196-415 (1)(c) and (3)(c)</a> <sup>2</sup>	No	No	N/A – Medina is landlocked and fully developed. It is not anticipated there will be expansion or new facilities.
e. A six-year plan (at least) that will finance such capital facilities within projected funding capacities and identify sources of public money to finance planned capital facilities. <a href="#">RCW 36.70A.070(3)(d)</a> , <a href="#">RCW 36.70A.120</a> , <a href="#">WAC 365-196-415(1)(d)</a>	Yes	No	CIP updated annually

<sup>2</sup> Infrastructure investments should consider equity and plan for any potential displacement impacts.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
f. A policy or procedure to reassess the Land Use Element if probable funding falls short of meeting existing needs. <a href="#">RCW 36.70A.070(3)(e)</a> <a href="#">WAC 365-196-415(2)(d)</a>  Note: park and recreation facilities shall be included in the capital facilities plan element	No	Yes	Will add as required
g. If impact fees are collected: identification of public facilities on which money is to be spent. <a href="#">RCW 82.02.050(5)</a> and <a href="#">WAC 365-196-850(3)</a>	No	No	N/A

### Utilities Element

Consistent with relevant CWPPs and RCW 36.70A.070(4). Utilities include, but are not limited to: sanitary sewer systems, water lines, fire suppression, electrical lines, telecommunication lines, and natural gas lines.

The general location, proposed location and capacity of all existing and proposed utilities. <a href="#">RCW 36.70A.070(4)</a> and <a href="#">WAC 365-196-420</a>	No	No	Although not in the 2015 Comp Plan, the City does have GIS maps of the existing utilities. Proposed expansion of utilities is unlikely.
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### Transportation Element

Consistent with relevant CWPPs and RCW 36.70A.070(6)

a. An inventory of air, water, and ground transportation facilities and services, including transit alignments, state-owned transportation facilities, and general aviation airports. <a href="#">RCW 36.70A.070(6)(a)(iii)(A)</a> and <a href="#">WAC 365-196-430(2)(c)</a> .	Yes; Transportation and Circulation Element	No	No updates anticipated
b. Adopted levels of service (LOS) standards for all arterials, transit routes and highways. <a href="#">RCW 36.70A.070(6)(a)(iii)(B) and (C)</a> , <a href="#">WAC 365-196-430</a>	Yes; Transportation and Circulation Element	Yes	Will ensure LOS are up-to-date
c. Identification of specific actions to bring locally-owned transportation facilities and services to established LOS. <a href="#">RCW 36.70A.070(6)(a)(iii)(D)</a> , <a href="#">WAC 365-196-430</a>	No	No	N/A

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
d. A forecast of traffic for at least 10 years including land use assumptions used in estimating travel. <a href="#">RCW 36.70A.070(6)(a)(i)</a> , <a href="#">RCW 36.70A.070(6)(a)(iii)(E)</a> , <a href="#">WAC 365-196-430(2)(f)</a>	Yes; Transportation & Circulation Element	No	No major updates anticipated
e. A projection of state and local system needs to meet current and future demand. <a href="#">RCW 36.70A.070(6)(a)(iii)(F)</a> and <a href="#">WAC 365-196-430(1)(c)(vi)</a>	No	No	N/A
f. A pedestrian and bicycle component to include collaborative efforts to identify and designate planned improvements for pedestrian and bicycle facilities and corridors that address and encourage enhanced community access and promote healthy lifestyles. <a href="#">RCW 36.70A.070(6)(a)(vii)</a> , <a href="#">WAC 365-196-430(2)(j)</a>	Yes; Transportation & Circulation Element	Yes	Will be updated to reflect completed bike and sidewalk projects
g. A description of any existing and planned transportation demand management (TDM) strategies, such as HOV lanes or subsidy programs, parking policies, etc. <a href="#">RCW 36.70A.070(6)(a)(vi)</a> and <a href="#">WAC 365-196-430(2)(i)(i)</a>	No	No	N/A
h. An analysis of future funding capability to judge needs against probable funding resources. <a href="#">RCW 36.70A.070(6)(a)(iv)(A)</a> , <a href="#">WAC 365.196-430(2)(k)(iv)</a>	Yes; Transportation & Circulation Element	Yes	Will be updated to reflect current/future numbers
i. A multi-year financing plan based on needs identified in the comprehensive plan, the appropriate parts of which serve as the basis for the 6-year street, road or transit program. <a href="#">RCW 36.70A.070(6)(a)(iv)(B)</a> and <a href="#">RCW 35.77.010</a> , <a href="#">WAC 365-196-430(2)(k)(ii)</a>	Yes; Transportation & Circulation Element	Yes	Will be updated to reflect current/future numbers

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
j. If probable funding falls short of meeting identified needs: a discussion of how additional funds will be raised, or how land use assumptions will be reassessed to ensure that LOS standards will be met. <a href="#">RCW 36.70A.070(6)(a)(iv)(C)</a> , <a href="#">WAC 365-196-430(2)(l)(iii)</a>	No	Yes	Will be included
k. A description of intergovernmental coordination efforts, including an assessment of the impacts of the transportation plan and land use assumptions on the transportation systems of adjacent jurisdictions and how it is consistent with the regional transportation plan. <a href="#">RCW 36.70A.070(6)(a)(v)</a> ; <a href="#">WAC 365-196-430(1)(e)</a> and <a href="#">430(2)(a)(iii)</a>	Yes; Transportation & Circulation Element	Yes	Will updated as needed

## Shoreline

For shorelines of the state, the goals and policies of the shoreline management act as set forth in [RCW 90.58.020](#) are added as one of the goals of the Growth Management Act (GMA) as set forth in [RCW 36.70A.480](#). The goals and policies of a shoreline master program for a county or city approved under [RCW 90.58](#) shall be considered an element of the county or city's comprehensive plan.

a. The policies, goals, and provisions of <a href="#">RCW 90.58</a> and applicable guidelines shall be the sole basis for determining compliance of a shoreline master program with this chapter except as the shoreline master program is required to comply with the internal consistency provisions of <a href="#">RCW 36.70A.070</a> , <a href="#">36.70A.040(4)</a> , <a href="#">35.63.125</a> , <a href="#">35A.63.105</a> , <a href="#">36.70A.480</a>	Yes; Shoreline Management Sub- Element	No	No major updates are anticipated as Medina adopted its most recent SMP in 2019
b. Shoreline master programs shall provide a level of protection to critical areas located within shorelines of the state that assures no net loss of shoreline ecological functions necessary to sustain shoreline natural resources as defined by department of ecology guidelines adopted pursuant to <a href="#">RCW 90.58.060</a> .	Yes; Shoreline Management Sub- Element	No	No major updates are anticipated as Medina adopted its most recent SMP in 2019



	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
c. Shorelines of the state shall not be considered critical areas under this chapter except to the extent that specific areas located within shorelines of the state qualify for critical area designation based on the definition of critical areas provided by <a href="#">RCW 36.70A.030(5)</a> and have been designated as such by a local government pursuant to <a href="#">RCW 36.70A.060(2)</a> .	Yes; Shoreline Management Sub-Element	No	No major updates are anticipated as Medina adopted its most recent SMP in 2019
d. If a local jurisdiction's master program does not include land necessary for buffers for critical areas that occur within shorelines of the state, as authorized by <a href="#">RCW 90.58.030(2)(f)</a> , then the local jurisdiction shall continue to regulate those critical areas and their required buffers pursuant to <a href="#">RCW 36.70A.060(2)</a> .	Yes; Shoreline Management Sub-Element	No	No major updates are anticipated as Medina adopted its most recent SMP in 2019

### Provisions for siting essential public facilities (EPFs)

Consistent with CWPPs and [RCW 36.70A.200](#), amended 2021. This section can be included in the Capital Facilities Element, Land Use Element or in its own element. Sometimes the identification and siting process for EPFs is part of the CWPPs.

a. A process or criteria for identifying and siting essential public facilities (EPFs). <a href="#">RCW 36.70A.200</a> and <a href="#">WAC 365-196-550(1)</a>  Notes: <a href="#">RCW 36.70A.200</a> , amended 2021 regarding reentry and rehabilitation facilities. EPFs are defined in <a href="#">RCW 36.70A.200</a> .  Regional transit authority facilities are included in the list of essential public facilities.	Yes; Land Use Element (Essential Public Facilities)	No	No new facilities anticipated
b. Policies or procedures that ensure the comprehensive plan does not preclude the siting of EPFs. <a href="#">RCW 36.70A.200(5)</a>  Note: If the EPF siting process is in the CWPPs, this policy may be contained in the comprehensive plan as well. <a href="#">WAC 365-196-550(3)</a>	Yes; Land Use Element (Essential Public Facilities)	No	No new facilities anticipated

## Tribal Participation in Planning new in 2022 (see [HB 1717](#))

A federally recognized Indian tribe may voluntarily choose to participate in the local and regional planning processes.

	In Current Plan? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
a. Mutually agreeable memorandum of agreement between local governments and tribes in regard to collaboration and participation in the planning process unless otherwise agreed at the end of a mediation period. <a href="#">RCW 36.70A.040(8)(a)</a> new in 2022, <a href="#">RCW 36.70A.190</a> new in 2022	Yes; Natural Element (NE-P3), Shoreline Management Sub-Element (SM-P20.2)	No	No changes anticipated
b. <i>Port elements</i> , if adopted, are developed collaboratively between the city, the applicable port and the applicable tribe(s), which shall comply with <a href="#">RCW 36.70A.040(8)</a> . <a href="#">RCW 36.70A.085</a> amended in 2022	No	No	N/A
c. <i>Urban Growth Areas</i> : counties and cities coordinate planning efforts for any areas planned for urban growth with applicable tribe(s). <a href="#">RCW 36.70A.110(1)</a> amended 2022, <a href="#">RCW 36.70A.040(8)</a>	No	No	N/A

### Future required elements: pending state funding

As of 2022, these elements have not received state funding to aid local jurisdictions in implementation. Therefore, these elements are not required to be added to comprehensive plans at this time. Commerce encourages jurisdictions to begin planning for these elements, pending the future mandate.

	In Current Plan? Yes/No  If yes, cite section	Notes
<p><b>Economic Development</b> Although included in <a href="#">RCW 36.70A.070</a> “mandatory elements” an economic development element is not currently required because funding was not provided to assist in developing local elements when this element was added to the GMA. However, provisions for economic growth, vitality, and a high quality of life are important, and supporting strategies should be integrated with the land use, housing, utilities, and transportation elements. <a href="#">RCW 36.70A.070(7)</a> amended 2017</p>	No	N/A
<p><b>Parks and Recreation</b> Although included in <a href="#">RCW 36.70A.070</a> “mandatory elements” a parks and recreation element is not required because the state did not provide funding to assist in developing local elements when this provision was added to the GMA. However, park, recreation, and open space planning are GMA goals, and it is important to plan for and fund these facilities. <a href="#">RCW 36.70A.070(8)</a></p>	Yes	Will be updated as needed

## Optional Elements

Pursuant to [RCW 36.70A.080](#), a comprehensive plan may include additional elements, items, or studies dealing with other subjects relating to the physical development within its jurisdiction, including, but not limited to:

	In Current Plan? Yes/No If yes, cite section	Notes
<p><b>Climate Change Mitigation &amp; Resilience</b> As of 2022, this optional element has not yet received state funding to aid local jurisdictions in implementation. Please visit <a href="#">Commerce's Climate Program page</a> for resources and assistance if interested in developing climate mitigation and resilience plans for your jurisdiction.</p>	No	N/A
<p><b>Sub-Area Plans</b></p>	N/A	N/A
<p><b>Other</b></p>	N/A	N/A

## Consistency is required by the GMA

AGENDA ITEM 6.2

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
a. All plan elements must be consistent with relevant county-wide planning policies (CWPPs) and, where applicable, multi-county planning policies (MPPs), and the GMA. <a href="#">RCW 36.70A.100</a> and <a href="#">210</a> , <a href="#">WAC 365-196-305</a> ; <a href="#">400(2)(c)</a> ; <a href="#">510</a> and <a href="#">520</a>	Yes; Introduction, Natural Element, Community Design, Housing Element, Parks & Open Space	Yes	Will updated to include new policies as needed
b. All plan elements must be consistent with each other. <a href="#">RCW 36.70A.070 (preamble)</a> and <a href="#">WAC 365-197-040</a>	Yes; Throughout	Yes	Will ensure consistency throughout with this update
c. The plan must be coordinated with the plans of adjacent jurisdictions. <a href="#">RCW 36.70A.100</a> and <a href="#">WAC 365-196-520</a>	Yes; Natural Environment element (NE-P3)	Yes	Will ensure coordination

## Public Participation

a. Plan ensures public participation in the comprehensive planning process. <a href="#">RCW 36.70A.020(11)</a> , <a href="#">.035</a> , and <a href="#">.140</a> , <a href="#">WAC 365-196-600(3)</a> provide possible public participation choices.	Yes; Land Use Element (LU-P8)	No	Will ensure public participation
b. If the process for making amendments is included in the comprehensive plan: <ul style="list-style-type: none"> <li>The plan provides that amendments are to be considered no more often than once a year, not including the exceptions described in <a href="#">RCW 36.70A.130(2)</a>, <a href="#">WAC365-196-640</a></li> <li>The plan sets out a procedure for adopting emergency amendments and defines emergency. <a href="#">RCW 36.70A.130(2)(b)</a> and <a href="#">RCW 36.70A.390</a>, <a href="#">WAC 365-196-650(4)</a></li> </ul>	Yes; Preface	No	No changes anticipated to existing language

Consistency is required by the GMA

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
<p>c. Plan or program for monitoring how well comprehensive plan policies, development regulations, and other implementation techniques are achieving the comp plan’s goals and the goals of the GMA. <a href="#">WAC 365-196-660</a> discusses a potential review of growth management implementation on a systematic basis.</p> <p>New 2021-2022 legislation <a href="#">HB 1241</a> provides that those jurisdictions with a periodic update due in 2024 have until December 31, 2024 to submit. The legislation also changed the update cycle to every ten years after the 2024-2027 cycle. Jurisdictions that meet the new criteria described in <a href="#">RCW 36.70A.130(9)</a> will be required to submit an implementation progress report five years after the review and revision of their comprehensive plan.</p>	No	Yes	Monitoring program will be included
<p>d. Considerations for preserving property rights. Local governments must evaluate proposed regulatory or administrative actions to assure that such actions do not result in an unconstitutional taking of private property. <a href="#">RCW 36.70A.370</a>. For further guidance see the <a href="#">2018 Advisory Memo on the Unconstitutional Taking of Private Property</a></p>	Yes; Introduction	No	No changes anticipated

## Section II: Development Regulations

Must be consistent with and implement the comprehensive plan. [RCW 36.70A.040](#), [WAC 365-196-800](#) and [810](#)

### Critical Areas

Regulations protecting critical areas are required by [RCW 36.70A.060\(2\)](#), [RCW 36.70A.172\(1\)](#), [WAC 365-190-080](#) and [WAC 365-195-900](#) through [925](#).

Please visit Commerce’s [Critical Areas webpage](#) for resources and to complete the [Critical Areas Checklist](#). Critical areas regulations must be reviewed and updated, as necessary, to incorporate legislative changes and best available science. Jurisdictions using periodic update grant funds to update critical areas regulations must submit the critical areas checklist as a first deliverable, in addition to this periodic update checklist.

### Zoning Code

	In Current Regs? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
a. Zoning designations are consistent and implement land use designations that accommodate future housing needs by income bracket as allocated through the countywide planning process (RCW 36.70A.070(2)(c) - Amended in 2021 with HB 1220)	No	Yes	Zoning will be amended to remove <i>single family</i> designation.
b. Permanent supportive housing or transitional housing must be allowed where residences and hotels are allowed. <a href="#">RCW 36.70A.390</a> New in 2021, (HB 1220 sections 3-5) “permanent supportive housing” is defined in <a href="#">RCW 36.70A.030</a> ; “transitional housing” is defined in <a href="#">RCW 84.36.043(2)(c)</a>	Yes; MMC 16.31.60	No	No amendments anticipated at this time
c. Indoor emergency shelters and indoor emergency housing shall be allowed in any zones in which hotels are allowed, except in cities that have adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within one-mile of transit. Indoor emergency housing must be allowed in areas with hotels. <a href="#">RCW 35A.21.430</a> amended in 2021, <a href="#">RCW 35.21.683</a> , amended in 2021, (HB 1220 sections 3-5) “emergency housing” is defined in RCW <a href="#">84.36.043(2)(b)</a>	N/A	N/A	Medina has and will show <i>capacity</i> for emergency shelter at the St. Thomas Church.

	In Current Regs? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
<p>d. The number of unrelated persons that occupy a household or dwelling unit except as provided in state law, for short term rentals, or occupant load per square foot shall not be regulated or limited by cities. (<a href="#">HB 5235</a>), <a href="#">RCW 35.21.682</a> new in 2021, <a href="#">RCW 35A.21.314</a> new in 2022, <a href="#">RCW 36.01.227</a> new in 2021</p>	No	Yes	Need to amend Single-Family Dwelling definition as it limits the number of people that can occupy a dwelling
<p>e. Limitations on the amount of parking local governments can require for low-income, senior, disabled and market-rate housing units located near high-quality transit service. <a href="#">RCW 36.70A.620</a> amended in 2020 and <a href="#">RCW 36.70A.600</a> amended in 2019</p>	N/A	N/A	Medina doesn't have low-income, senior, disabled, or market-rate housing
<p>f. Family day care providers are allowed in all residential dwellings located in areas zoned for residential or commercial <a href="#">RCW 36.70A.450</a>. Review <a href="#">RCW 43.216.010</a> for definition of family day care provider and <a href="#">WAC 365-196-865</a> for more information.</p>	Yes; MMC 16.31.020	No	No changes anticipated
<p>g. Manufactured housing is regulated the same as site built housing. <a href="#">RCW 35.21.684</a> amended in 2019, <a href="#">RCW 35.63.160</a>, <a href="#">RCW 35A.21.312</a> amended in 2019 and <a href="#">RCW 36.01.225</a> amended in 2019. A local government may require that manufactured homes: (1) are new, (2) are set on a permanent foundation, and (3) comply with local design standards applicable to other homes in the neighborhood, but may not discriminate against consumer choice in housing.  See: <a href="#">National Manufactured Housing Construction and Safety Standards Act of 1974</a></p>	Yes; MMC 16.31.020	No	No changes anticipated



	In Current Regs? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
h. Accessory dwelling units: cities (and counties) must adopt or amend by ordinance, and incorporate into their development regulations, zoning regulations and other official controls the requirements of <a href="#">RCW 36.70A.698</a> amended in 2021. Review <a href="#">RCW 36.70A.696</a> amended in 2021 <a href="#">through 699</a> and <a href="#">RCW 43.63A.215(3)</a>  Watch for new guidance from Commerce on the <a href="#">Planning for Housing webpage</a> .	Yes; MMC 16.34.020	No	Will review for compliance with most updated guidance
i. Residential structures occupied by persons with handicaps, and group care for children that meets the definition of “familial status” are regulated the same as a similar residential structure occupied by a family or other unrelated individuals. No city or county planning under the GMA may enact or maintain ordinances, development regulations, or administrative practices which treat a residential structure occupied by persons with handicaps differently than a similar residential structure occupied by a family or other unrelated individuals.  <a href="#">RCW 36.70A.410</a> , <a href="#">RCW 70.128.140</a> and <a href="#">150</a> , <a href="#">RCW 49.60.222-225</a> and <a href="#">WAC 365-196-860</a>	Yes; MMC 16.31.020	No	No changes anticipated

	In Current Regs? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
<p>j. Affordable housing programs enacted or expanded under <a href="#">RCW 36.70A.540</a> amended in 2022 comply with the requirements of this section. Examples of such programs may include: density bonuses within urban growth areas, height and bulk bonuses, fee waivers or exemptions, parking reductions, expedited permitting conditioned on provision of low-income housing units, or mixed-use projects. <a href="#">WAC 365-196-300</a></p> <p>See also <a href="#">RCW 36.70A.545</a> and <a href="#">WAC 365-196-410(2)(e)(i)</a></p> <p>“affordable housing” is defined in <a href="#">RCW 84.14.010</a></p> <p>Review <a href="#">RCW 36.70A.620</a> amended in 2020 for minimum residential parking requirements</p>	No	No	Programs such as fee waivers will be discussed during update
<p>k. Limitations on regulating: outdoor encampments, safe parking efforts, indoor overnight shelters and temporary small houses on property owned or controlled by a religious organization. <a href="#">RCW 36.01.290</a> amended in 2020</p>	No	No	No city regulations preventing a religious organization from allowing encampments, safe parking, shelters or temporary houses
<p>l. Regulations discourage incompatible uses around general aviation airports. <a href="#">RCW 36.70.547</a> and <a href="#">WAC 365-196-455</a>. Incompatible uses include: high population intensity uses such as schools, community centers, tall structures, and hazardous wildlife attractants such as solid waste disposal sites, wastewater or stormwater treatment facilities, or stockyards. For more guidance, see <a href="#">WSDOT’s Aviation Land Use Compatibility Program</a>.</p>	N/A	N/A	No airports in Medina

	In Current Regs? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
m. If a U.S. Department of Defense (DoD) military base employing 100 or more personnel is within or adjacent to the jurisdiction, zoning should discourage the siting of incompatible uses adjacent to military base. <a href="#">RCW 36.70A.530(3)</a> and <a href="#">WAC 365-196-475</a> . Visit <a href="#">Military One Source</a> to locate any bases in your area and help make determination of applicability. If applicable, inform the commander of the base regarding amendments to the comprehensive plan and development regulations on lands adjacent to the base.	N/A	N/A	N/A
n. Electric vehicle infrastructure (jurisdiction specified: adjacent to Interstates 5, 90, 405 or state route 520 and other criteria) must be allowed as a use in all areas except those zoned for residential, resource use or critical areas. <a href="#">RCW 36.70A.695</a>	N/A	N/A	There's nothing specific in the code that would prohibit an EV station from going in the

## Shoreline Master Program

Consistent with [RCW 90.58](#) Shoreline Management Act of 1971

a. Zoning designations are consistent with Shoreline Master Program (SMP) environmental designations. <a href="#">RCW 36.70A.480</a>	Yes; MMC 16.61	No	No changes anticipated
b. If updated to meet <a href="#">RCW 36.70A.480</a> (2010), SMP regulations provide protection to critical areas in shorelines that is at least equal to the protection provided to critical areas by the critical areas ordinance. <a href="#">RCW 36.70A.480(4)</a> and <a href="#">RCW 90.58.090(4)</a>  See <a href="#">Ecology's shoreline planners' toolbox</a> for the SMP Checklist and other resources and <a href="#">Ecology's Shoreline Master Programs Handbook webpage</a>	Yes; MMC 16.67	No	No changes anticipated

# Resource Lands

Defined in [RCW 36.70A.030\(3\), \(12\) and \(17\)](#) and consistent with [RCW 36.70A.060](#) and [RCW 36.70A.170](#)

	In Current Regs? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
a. Zoning is consistent with natural resource lands designations in the comprehensive plan and conserves natural resource lands. <a href="#">RCW 36.70A.060(3)</a> , <a href="#">WAC 365-196-815</a> and <a href="#">WAC 365-190-020(6)</a> . Consider innovative zoning techniques to conserve agricultural lands of long-term significance <a href="#">RCW 36.70A.177(2)</a> . See also <a href="#">WAC 365-196-815(3)</a> for examples of innovative zoning techniques.	N/A	N/A	N/A – no AG Zoning in Medina
b. Regulations to assure that use of lands adjacent to natural resource lands does not interfere with natural resource production. <a href="#">RCW 36.70A.060(1)(a)</a> and <a href="#">WAC 365-190-040</a>  Regulations require notice on all development permits and plats within 500 feet of designated natural resource lands that the property is within or near a designated natural resource land on which a variety of commercial activities may occur that are regulations to implement comprehensive plan	N/A	N/A	N/A
c. For designated agricultural land, regulations encourage nonagricultural uses to be limited to lands with poor soils or otherwise not suitable for agricultural purposes. Accessory uses should be located, designed and operated to support the continuation of agricultural uses. <a href="#">RCW 36.70A.177(3)(b)</a>	N/A	N/A	N/A
d. Designate mineral lands and associated regulations as required by <a href="#">RCW 36.70A.131</a> and <a href="#">WAC 365-190-040(5)</a> . For more information review the <a href="#">WA State Dept. of Natural Resources (DNR)'s Geology Division site</a>	N/A	N/A	N/A

## Siting Essential Public Facilities

Regulations for siting essential public facilities should be consistent with [RCW 36.70A.200](#) and consider [WAC 365-196-550](#). Essential facilities include those facilities that are typically difficult to site, such as airports, state education facilities, state or regional transportation facilities, state and local correctional facilities, solid waste handling facilities, and in-patient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities. Regulations may be specific to a local jurisdiction, but may be part of county-wide planning policies (CWPPs).

	In Current Regs? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
Regulations or CWPPs include a process for siting EPFs and ensure EPFs are not precluded. <a href="#">RCW 36.70A.200(2), (3), (5)</a> . <a href="#">WAC 365-196-550(6)</a> lists process for siting EPFs. <a href="#">WAC 365-196-550(3)</a> details preclusions. EPFs should be located outside of known hazardous areas.  Visit <a href="#">Commerce’s Behavioral Health Facilities Program page</a> for information on establishing or expanding new capacity for behavioral health EPFs.	Yes; MMC 16.80.020	No	No changes anticipated

## Subdivision Code

a. Subdivision regulations are consistent with and implement comprehensive plan policies. <a href="#">RCW 36.70A.030(5)</a> and <a href="#">36.70A.040(4)</a> .	Yes; MMC 16.73	No	No changes anticipated
b. Written findings to approve subdivisions establish adequacy of public facilities. <a href="#">RCW 58.17.110</a> amended in 2018 <ul style="list-style-type: none"> <li>• Streets or roads, sidewalks, alleys, other public ways, transit stops, and other features that assure safe walking conditions for students.</li> <li>• Potable water supplies, sanitary wastes, and drainage ways. <a href="#">RCW 36.70A.590</a> amended 2018</li> <li>• Open spaces, parks and recreation, and playgrounds</li> <li>• Schools and school grounds</li> </ul> Other items related to the public health, safety and general welfare <a href="#">WAC 365-196-820(1)</a> .	Yes; MMC 16.73.090, 16.73.110	No	No changes anticipated

	In Current Regs? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
<p>c. Preliminary subdivision approvals under <a href="#">RCW 58.17.140</a> and <a href="#">RCW 58.17.170</a> are valid for a period of five or seven years (previously five years).</p> <p>Note: preliminary plat approval is valid for: seven years if the date of preliminary plat approval is on or before December 31, 2014; five years if the preliminary plat approval is issued on or after January 1, 2015; and ten years if the project is located within city limits, not subject to the shoreline management act, and the preliminary plat is approved on or before December 31, 2007.</p>	<p>Yes; MMC 16.73.080</p>	<p>No</p>	<p>No changes anticipated</p>

**Stormwater**

<p>a. Regulations protect water quality and implement actions to mitigate or cleanse drainage, flooding, and storm water run-off that pollute waters of the state, including Puget Sound or waters entering Puget Sound. <a href="#">RCW 36.70A.070(1)</a> Regulations may include: adoption of a stormwater manual consistent with Ecology’s latest manual for Eastern or Western Washington, adoption of a clearing and grading ordinance –See <a href="#">Commerce’s 2005 Technical Guidance Document for Clearing and Grading in Western Washington</a>.</p> <p>Adoption of a low impact development ordinance. See <a href="#">Puget Sound Partnership’s 2012 Low Impact Development guidance</a> and Ecology’s <a href="#">2013 Eastern Washington Low Impact Development guidance</a>.</p> <p>Additional Resources: <a href="#">Federal Grants to Protect Puget Sound Watersheds</a>, <a href="#">Building Cities in the Rain</a>, <a href="#">Ecology Stormwater Manuals</a>, <a href="#">Puget Sound Partnership Action Agenda</a></p>	<p>Yes; MMC 13.06</p>	<p>No</p>	<p>No changes anticipated</p>
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	In Current Regs? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
b. Provisions for corrective action for failing septic systems that pollute waters of the state. <a href="#">RCW 36.70A.070(1)</a> . See also: <a href="#">DOH Wastewater Management, Ecology On-Site Sewage System Projects &amp; Funding</a>	No	No	N/A
<b>Impact Fees</b>			
May impose impact fees on development activity as part of the financing for public facilities, provided that the financing for system improvements to serve new development must provide for a balance between impact fees and other sources of public funds; cannot rely solely on impact fees.			
a. If adopted, impact fees are applied consistent with <a href="#">RCW 82.02.050</a> amended in 2016, <a href="#">.060</a> amended in 2021, <a href="#">.070</a> , <a href="#">.080</a> , <a href="#">.090</a> amended in 2018 and <a href="#">.100</a> . <a href="#">WAC 365-196-850</a> provides guidance on how impact fees should be implemented and spent.	N/A	N/A	N/A
b. Jurisdictions collecting impact fees must adopt and maintain a system for the deferred collection of impact fees for single-family detached and attached residential construction, consistent with <a href="#">RCW 82.02.050(3)</a> amended in 2016	N/A	N/A	N/A
c. If adopted, limitations on impact fees for early learning facilities <a href="#">RCW 82.02.060</a> amended in 2021	N/A	N/A	N/A
d. If adopted, exemption of impact fees for low-income and emergency housing development <a href="#">RCW 82.02.060</a> amended in 2021. See also definition change in <a href="#">RCW 82.02.090(1)(b)</a> amended in 2018	N/A	N/A	N/A

# Concurrency and Transportation Demand Management (TDM)

Ensures consistency in land use approval and the development of adequate public facilities as plans are implemented, maximizes the use of existing transportation systems, limits the impacts of traffic and reduces pollution.

	In Current Regs? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
<p>a. The transportation concurrency requirement includes specific language that prohibits development when level of service standards for transportation facilities cannot be met. <a href="#">RCW 36.70A.070(6)(b)</a>, <a href="#">WAC 365-196-840</a>.</p> <p>Note: Concurrency is required for transportation, but may also be applied to park facilities, etc.</p>	N/A	N/A	N/A
<p>b. Measures exist to bring into compliance locally owned transportation facilities or services that are below the levels of service established in the comprehensive plan. <a href="#">RCW 36.70A.070(6)(a)(iii)(B) and (D)</a>. Levels of service can be established for automobiles, pedestrians and bicycles. See <a href="#">WAC 365-196-840(3)</a> on establishing an appropriate level of service.</p>	N/A	N/A	N/A
<p>c. Highways of statewide significance (HSS) are exempt from the concurrency ordinance. <a href="#">RCW 36.70A.070(6)(a)(iii)(C)</a></p>	N/A	N/A	N/A
<p>d. Traffic demand management (TDM) requirements are consistent with the comprehensive plan. <a href="#">RCW 36.70A.070(6)(a)(vi)</a>. Examples may include requiring new development to be oriented towards transit streets, pedestrian-oriented site and building design, and requiring bicycle and pedestrian connections to street and trail networks. <a href="#">WAC 365-196-840(4)</a> recommends adopting methodologies that analyze the transportation system from a comprehensive, multimodal perspective.</p>	N/A	N/A	N/A



	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes
e. If required by <a href="#">RCW 82.70</a> , a commute trip reduction (CTR) ordinance to achieve reductions in the proportion of single-occupant vehicle commute trips has been adopted. The ordinance should be consistent with comprehensive plan policies for CTR and Department of Transportation rules.	N/A	N/A	N/A
<b>Tribal Participation in Planning</b> new in 2022 (see <a href="#">HB 1717</a> ) A federally recognized Indian tribe may voluntarily choose to participate in the county or regional planning process.			
a. Mutually agreeable memorandum of agreement between local governments and tribes in regard to collaboration and participation in the planning process unless otherwise agreed at the end of a mediation period <a href="#">RCW 36.70A.040(8)(a)</a> new in 2022	No	No	N/A
b. Policies consistent with countywide planning policies that address the protection of tribal cultural resources in collaboration with federally recognized Indian tribes that are invited, provided that a tribe, or more than one tribe, chooses to participate in the process. <a href="#">RCW 36.70A.210(3)(i)</a> new in 2022	Yes; MMC 16.83.110, 16.66.080, 16.50.100, 16.67.080	No	No changes anticipated
<b>Regulations to Implement Optional Elements</b>			
a. New fully contained communities are consistent with comprehensive plan policies, <a href="#">RCW 36.70A.350</a> and <a href="#">WAC 365-196-345</a>	N/A	N/A	N/A
b. If applicable, master planned resorts are consistent with comprehensive plan policies, <a href="#">RCW 36.70A.360</a> , <a href="#">RCW 36.70A.362</a> and <a href="#">WAC 365-196-460</a>	N/A	N/A	N/A

	In Current Regs? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
c. If applicable, major industrial developments and master planned locations outside of UGAs are consistent with comprehensive plan policies, <a href="#">RCW 36.70A.365</a> , <a href="#">RCW 36.70A.367</a> and <a href="#">WAC 365-196-465</a>	N/A	N/A	N/A
d. Regulations include procedures to identify, preserve, and/or monitor historical or archaeological resources. <a href="#">RCW 36.70A.020(13)</a> , <a href="#">WAC 365-196-450</a>	Yes; MMC 16.66.080	No	No changes anticipated
e. Other development regulations needed to implement comprehensive plan policies such as energy, sustainability or design are adopted. <a href="#">WAC 365-196-445</a>	No	Yes	Will integrate sustainability into this update
f. Design guidelines for new development are clear and easy to understand; administration procedures are clear and defensible.	N/A	N/A	No design guidelines

## Project Review Procedures

<p>Project review processes integrate permit and environmental review. <a href="#">RCW 36.70A.470</a>, <a href="#">RCW 36.70B</a> and <a href="#">RCW 43.21C</a>.</p> <p>Also: <a href="#">WAC 365-196-845</a>, <a href="#">WAC 197-11</a>(SEPA Rules), <a href="#">WAC 365-197</a> (Project Consistency Rule, Commerce, 2001) and <a href="#">Ecology SEPA Handbook</a>.</p> <p>Integrated permit and environmental review procedures for:</p> <ul style="list-style-type: none"> <li>• Notice of application</li> <li>• Notice of complete application</li> <li>• One open-record public hearing</li> <li>• Combining public hearings &amp; decisions for multiple permits</li> <li>• Notice of decision</li> <li>• One closed-record appeal</li> </ul>	Yes; MMC 14.04, MMC 16.80.150	No	No changes anticipated
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# Plan & Regulation Amendments

If procedures governing comprehensive plan amendments are part of the code, then assure the following are true:

	In Current Regs? Yes/No  If yes, cite section	Changes needed to meet current statute?  Yes/No	Notes
a. Regulations limit amendments to the comprehensive plan to once a year (with statutory exceptions). <a href="#">RCW 36.70A.130(2)</a> and <a href="#">WAC 365-196-640(3)</a> .	Yes; MMC 16.83	No	No changes anticipated
b. Regulations define <i>emergency</i> for an emergency plan amendment. <a href="#">RCW 36.70A.130(2)(b)</a> and <a href="#">WAC 365-196-640(4)</a> .	Yes; MMC 16.66.130	No	No changes anticipated
c. Regulations include a docketing process for requesting and considering plan amendments. <a href="#">RCW 36.70A.130(2)</a> , <a href="#">RCW 36.70A.470</a> , and <a href="#">WAC 365-196-640(6)</a> .	Yes; MMC 16.83	No	No changes anticipated
d. A process has been established for early and continuous public notification and participation in the planning process. <a href="#">RCW 36.70A.020(11)</a> , <a href="#">RCW 36.70A.035</a> and <a href="#">RCW 36.70A.140</a> . See <a href="#">WAC 365-196-600</a> regarding public participation and <a href="#">WAC 365-196-610(2)</a> listing recommendations for meeting requirements.	Yes; MMC 16.81.060	No	No changes anticipated
e. A process exists to assure that proposed regulatory or administrative actions do not result in an unconstitutional taking of private property <a href="#">RCW 36.70A.370</a> . See the <a href="#">2018 Advisory Memo on the Unconstitutional Taking of Private Property</a>	Yes; MMC 16.60.020	No	No changes anticipated
f. Provisions ensure adequate enforcement of regulations, such as zoning and critical area ordinances (civil or criminal penalties). See implementation strategy in <a href="#">WAC 365-196-650(1)</a> .	Yes; MMC 16.43.080, 16.75.100, 12.10.120, 8.06.600, 16.16.020	No	Minor enforcement amendments to help clarify sections are possible