

**CITY OF MEDICAL LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 1140**

**AN ORDINANCE OF THE CITY OF MEDICAL LAKE, WASHINGTON, RELATING
TO AMENDMENTS TO TITLES 17 AND 19 OF THE MUNICIPAL CODE REGARDING
APPROVAL CRITERIA FOR AMENDMENTS TO THE COMPREHENSIVE PLAN,
ZONING MAP, AND DEVELOPMENT REGULATIONS**

WHEREAS, the City of Medical Lake (City) is a fully planning city under the Growth Management Act (GMA); and

WHEREAS, pursuant to RCW 36.70A.130, the City must have a process for amending the comprehensive plan and development regulations; and

WHEREAS, the Medical Lake Municipal Code (MLMC) has amendment procedures in Chapter 17.56 - Amendments; and

WHEREAS, to better serve the City and its citizens, new chapters, Chapter 19.137 – Comprehensive Plan, Chapter 19.140 – Zoning Map Administration, and Chapter 19.143 - Amendments, is being adopted to provide clear amendment approval and criteria for each type of amendment; and

WHEREAS, Chapter 17.56 – Amendments, is being replaced and citations updated; and

WHEREAS, a State Environmental Protection Act (SEPA) checklist and a determination of non-significance were distributed on November 20, 2025, and no comments were received and the DNS is retained; and

WHEREAS, the City of Medical Lake Planning Commission (Planning Commission) considered the proposed text amendments at a properly noticed public hearing on December 18, 2025, so as to receive public testimony; and

WHEREAS, at its December 18, 2025, meeting, the Planning Commission voted to recommend approval of the amendment; and

WHEREAS, pursuant to RCW 36.70A.106, on December 19, 2025, the City provided the Washington State Department of Commerce with a sixty (60) day notice of its intent to adopt the amendment(s) to the MLMC; and

WHEREAS, on February 3, 2026, the City of Medical Lake City Council (City Council) discussed the proposed text amendments at a properly noticed open public hearing; and

WHEREAS, the City Council considered the entire public record, public comments, written and oral, and the Planning Commission's recommendation; and

WHEREAS, this Ordinance is supported by the staff report and materials associated with this Ordinance, including documents on file with the City; and

WHEREAS, this Ordinance is also supported by the professional judgment and experience of the City staff who have worked on this proposal; and

WHEREAS, the City Council determined that the proposed amendments are in accord with the Comprehensive Plan, will not adversely affect the public health, safety, or general welfare, and are in the best interest of the citizens and property owners of the City; and

WHEREAS, the City Council determined that the proposed amendments are consistent with the goals and requirements of the GMA.

NOW, THEREFORE, the City Council of the City of Medical Lake, Washington does ordain as follows:

Section 1. Amendment. Chapter 17.42 – Amendments, is hereby removed from the MLMC.

Section 2. Amendment. Section 17.12.030 – Official Zoning Map, is hereby removed from the MLMC.

Section 3. Amendment. Section 17.12.040 – Interpretation of District Boundaries, is hereby removed from the MLMC.

Section 4. Amendment. Chapter 19.137 – Comprehensive Plan, is hereby added to the MLMC.

19.137.010 Purpose. The purpose of this Chapter is to establish a procedure pursuant to the requirements of RCW 36.70A of the Growth Management Act (GMA) for the amendment or revision of the City Comprehensive Plan.

19.137.020 Applicability. The provisions of this chapter apply to all private or city-initiated requests to amend the text or maps that comprise the Comprehensive Plan.

19.137.030 Ten-Year Periodic Updates. Pursuant to the requirements of RCW 36.70A, the Comprehensive Plan must, at a minimum, be reviewed for any relevant changes in the GMA, recent case law, and to respond to changes in land use and population growth every ten (10) years. RCW 36.70A.130 stipulates the review schedule.

19.137.040 Annual Updates. Pursuant to the requirements of RCW 36.70A, the Comprehensive Plan shall not be updated more frequently than once every year, except for those occasions listed in RCW 36.70A.130. All proposals shall be considered concurrently so the cumulative effect of the various proposals can be ascertained.

19.137.050 Applications. In addition to City-initiated amendments, any interested person may submit an application for an amendment to the Comprehensive Plan. An application that is related to a site-specific proposal must be filed by the property owner or authorized representative. The annual deadline for submitting an application(s) shall be June 30th of each year, except for years a Periodic Update is due when no applications are accepted. The following must be submitted to the City for an application to be deemed complete:

- A. An appropriate City application form;
- B. A written description of the amendment being requested;
- C. Any studies, reports, or documentation to support the request;
- D. A written response to the approval criteria in MLMC 19.137.070, Approval Criteria;
- E. A SEPA checklist; and
- F. The application fee.

19.137.060 Process. Amendments to the Comprehensive Plan, including associated maps, are processed through a Type IV review with the Medical Lake Planning Commission holding a public hearing and making a recommendation to the City Council, which shall make the final decision. The Type IV review process is found in MLMC Section 19.270.050, Type IV reviews.

19.137.070 Approval Criteria. Amendments to the Comprehensive Plan text, goals, or policies shall meet all of the following criteria for approval:

- A. The proposed amendment shall be consistent with the provisions of the Growth Management Act, Chapter 36.70A RCW, or any amendment thereto.
- B. The proposed amendment shall be consistent with the provisions of the Spokane Countywide Planning Policies.
- C. The proposed amendment shall be consistent with other sections of the Comprehensive Plan, the Strategic Plan and the Capital Facility Plan.

Section 5. Amendment. Chapter 19.140 – Zoning Map Administration, is hereby added to the MLMC.

19.140.010 Purpose. The purpose of this Chapter is to recognize the Official Zoning Map and establish standards for administration, interpretation, and maintenance. Additionally, it establishes a procedure pursuant to the requirements of RCW 36.70A of the Growth Management Act (GMA) for the amendment or revision of the Official Zoning Map.

19.140.020 Applicability. All lots, tracts, and parcels within the City of Medical Lake have a designated zone. Public right-of-way and lakes do not have a designated zone.

19.140.030 Urban Growth Area. All lots, tracts, and parcels within the Urban Growth Area, which are adjacent to the City corporate boundaries, shall have a future zoning designation contained in the Comprehensive Plan. When such areas are annexed into the City corporate boundaries, they will receive the listed zoning designations.

19.140.040 Maintenance. The signed copy of the Official Zoning Map containing the zoning districts designated by this Title shall be filed with the City Clerk and a duplicate copy shall be filed in the Planning Department. Copies of all Official Zoning Maps shall be dated with the effective date and number of the ordinance adopting the map.

19.140.050 Boundaries. Zoning district boundary lines are intended to follow lot lines. Whenever any street, alley, or other public way is vacated in the manner authorized by law, the zoning district adjoining each side of such street, alley, or public way shall extend to the center of the former street, alley, or public way.

19.140.060 Zoning Districts. The City of Medical Lake is divided into zoning districts, as named and described in this Title. Each lot, tract, and parcel of land or portion thereof designated on the zoning map is limited to the uses and regulations as specified and defined for the applicable zoning district. Zoning districts are specified in Chapter 17.12 – Zone Designation.

19.140.070 Interpretation. Where, due to the scale, lack of detail, or illegibility of the zoning map, there is uncertainty, contradiction, or conflict as to the intended location of any zoning district boundary as shown thereon, the planning official shall make an interpretation in writing of said

map upon request of any person. Any person or entity may appeal an interpretation of the planning official by submitting a petition to the City of Medical Lake (City) and paying the appropriate fee. Appeals are heard by the hearing examiner and the process is found in Medical Lake Municipal Code (MLMC) 19.270.080, Appeals.

19.140.080 Amendments.

- A. Applications. In addition to City-initiated amendments, a property owner or authorized representative may submit an application for an amendment to the Official Zoning Map. The following must be submitted for an application to be deemed complete:
 1. An appropriate City application form;
 2. A written description of the amendment being requested;
 3. Any studies, reports, or documentation to support the request;
 4. A written response to the approval criteria in MLMC 19.140.080(C), Approval Criteria;
 5. A SEPA checklist; and
 6. The application fee.
- B. Process. Amendments to the Official Zoning Map, are processed through a Type IV review with the Planning Commission holding a public hearing and making a recommendation to the City Council, which shall make the final decision. The Type IV review process is found in MLMC Section 19.270.050, Type IV reviews.
- C. Approval Criteria. Amendments to the Official Zoning Map shall meet all of the following criteria for approval:
 1. The proposed amendment is consistent with the Comprehensive Plan goals, policies and objectives.
 2. The proposed amendment does not reduce the housing capacity or income stratification needs of the City.
 3. The proposed amendment(s) will not adversely affect the ability to provide City services in a cost-effective manner.
 4. The proposed amendment will not be detrimental to and will result in long-term benefits to the community as a whole and is in the public interest.

Section 6. Amendment. Chapter 19.143 – Amendments, is hereby added to the MLMC:

19.143.010 Purpose. The purpose of this Chapter is to establish a procedure pursuant to the requirements of RCW 36.70A of the Growth Management Act (GMA) for the amendment of Title 15 – Subdivisions, Title 16 – Planning, Title 17 – Zoning, Title 18 – Manufactured Home Community, and Title 19 – Land Use and Development, as currently adopted or hereafter amended.

19.143.020 Applicability. The provisions of this Chapter shall apply to all private or City-initiated requests to amend any portion of Titles 15 through 19.

19.143.030 Applications. In addition to City-initiated amendments, any interested person or entity may submit an application for an amendment to Titles 15 through 19. The following must be submitted for an application to be deemed complete:

- A. An appropriate City application form;
- B. A written description of the amendment being requested and a response to the following;

1. Describe how the proposed amendment will be consistent with the City of Medical Lake Comprehensive Plan. Please cite specific goals, objectives, and policies.
2. Describe how the proposed amendment is in the best interest of citizens and property owners in Medical Lake.
3. Describe how the proposed amendment enhances public health, safety, comfort, convenience, and general welfare.

- C. Any studies, reports, or documentation to support the request;
- D. A written response to the approval criteria in MLMC 19.143.050, Approval Criteria;
- E. A SEPA checklist; and
- F. The application fee.

19.143.040 Process. Amendments to Titles 15 through 19 are processed through a Type IV review with the Planning Commission holding a public hearing and making a recommendation to the City Council, which shall make the final decision. The Type IV review process is found in MLMC Section 19.270.050, Type IV reviews.

19.143.050 Approval Criteria. Amendments to Titles 15 through 19 shall meet all of the following criteria for approval:

- A. The proposed amendment(s) implements the goals, policies, and objectives of the Medical Lake Comprehensive Plan.
- B. The proposed amendment(s) complies with all requirements of the state's Growth Management Act, including growth boundaries, critical areas, and future housing needs.
- C. The proposed amendment(s) does not conflict with the Shoreline Master Program.
- D. The proposed amendment(s) is consistent with other adopted City plans, including, but not limited to, the Strategic Plan, Capital Facilities Plan, Parks Master Plan, Water Plan, Sewer Plan, Stormwater Plan, and Transportation Plan.
- E. The proposed amendment(s) will not adversely affect the ability to provide City services in a cost-effective manner.
- F. The proposed amendment(s) will not be detrimental to and will result in long-term benefits to the community as a whole and is in the public interest.
- G. The proposed amendment(s) will not result in adverse impacts to public infrastructure, wetlands, lakes, businesses, or residents.

PASSED by the City Council this _____ day of February 2026.

Mayor, Terri Cooper

ATTEST:

Finance Director/City Clerk Koss Ronholt

APPROVED AS TO FORM:

City Attorney, Sean P. Boutz

Date of Publication:

Effective Date: