



Community Development Department

To: City of Burlington, Planning Commission

From: Brad Johnson, Community Development Director BJ

Date: February 16, 2024

Subject: Planning Commission Agenda (February 21, 2024 Meeting)

1. **Annual Code Update.** In an effort to continually improve the city’s zoning and development regulations, minor changes will be presented to the Planning Commission and City Council for consideration on a semi-annual basis. The first batch of changes for 2024 includes minor editing and organizational amendments to chapters 17.01 and 17.05 of the Burlington Municipal Code. In addition to fixing typographical errors, definitions related to common topics, such as “signs” and “lots” have been grouped together. The code was previously organized this way, but on an inconsistent basis. No substantive or policy changes are included.
2. **2025 Comprehensive Plan Update - Audit.** To help refine the scope of the 2025 Comprehensive Plan update, Community Development has completed a Washington State Department of Commerce “periodic update checklist”. Items highlighted in yellow, and identified as “major” changes, are expected to require significant work. Items highlighted in green and identified as “minor” changes can be completed easily. Other items with “strike-through” edits are not applicable to Burlington or do not require action.