



Planning Commission Recommendation

To: Burlington City Council

From: Burlington Planning Commission

Project: 2025 Comprehensive Plan Update – Revised Public Participation Plan and Schedule

Date: March 19, 2025

Summary:

The Planning Commission, in coordination with the City’s Community Development Department, is currently updating the City’s comprehensive plan. The Washington State Growth Management Act (GMA) requires local governments to establish a public participation program that ensure early and continuous public participation in the development and amendment of comprehensive plans and development regulations. A preliminary schedule was adopted in late 2023 to address the public participation requirements of the GMA. However, a revised plan and schedule is necessary to account for project delays and more detailed information.

The revised scheduled plan breaks the 2025 Comprehensive Plan Update project into two phases, including an initial GMA compliance phase, scheduled for completion in June 2025, and second phase encompassing discretionary changes unrelated to mandatory updates. The Planning Commission recommends the revised schedule and public participation plan be used to guide the remaining work on the comprehensive plan.

Findings:

The Planning Commission reviewed the Public Participation Plan and Preliminary Schedule at a public hearing on March 19, 2025. Based on this review the Planning Commission makes the following findings:

1. In order to address the requirements of the GMA, Burlington adopted a comprehensive plan and implementing regulations in 1994. A new comprehensive plan was adopted in 2023, replacing the 1994 plan.

2. The GMA requires cities and counties to periodically update their comprehensive plans and development regulations. Specifically, cities must update their comprehensive plans and development regulations on an eight year cycle (RCW 36.70A.130(5)). The next scheduled periodic update is due June 30, 2025.
3. In order to comply with the periodic update requirements outlined above, the City is beginning the process of updating its comprehensive plan and development regulations.
4. The GMA requires that cities establish a public participation program that ensures early and continuous public participation in the development of comprehensive plans and development regulations (RCW 36.70A.140). The GMA also requires that public participation programs adopted by local governments clearly identify schedules and procedures for the public to participate in the periodic update process (RCW 36.70A.130(2)(a)).
5. The Planning Commission adopted a Public Participation Plan and Preliminary Schedule on September 18, 2023 addressing the requirements of RCW 36.70A.140 & 36.70A.130(2)(a). The Public Participation Plan and Preliminary Schedule adopted on September 18, 2023 acknowledged that revised schedules and public participation plans would be needed as the project moved forward to account for scheduling changes and more detailed project information.
6. At a Public Hearing on March 19, 2025, the Planning Commission reviewed a revised Public Participation Plan and Schedule for the 2025 Comprehensive Plan Update. The Planning Commission finds that the revised plan and schedule continue to address the requirements of RCW 36.70A.140 & 36.70A.130(2)(a) and provides a more detailed schedule of when important project components will be completed and reviewed by the Planning Commission and City Council.
7. The Planning Commission finds that further schedule revisions may be required after the initial (GMA compliance) phase is completed.

Recommendation:

The City of Burlington Planning Commission has reviewed the attached Revised Public Participation Plan and Schedule and hereby recommends that the City Council acknowledge that the attached document will be used to ensure early and continuous public participation throughout the Comprehensive Plan Update.

DATED this _____ day of March 2025

Marianne Manville-Ailles
Chair, City of Burlington Planning Commission

Exhibits:

“A” Revised Public Participation Plan and Preliminary Schedule