



MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Hybrid-Virtual/In Person

Tuesday, July 25, 2023 – 6:00 PM

AGENDA

COMMISSION CHAIR | Laura Bustamante

COMMISSION VICE-CHAIR | Shawn Schubring

COMMISSIONERS | Li-Tan Hsu, Evonne Lai, David Langworthy, Mark Nelson, Laurel Preston

PLANNING MANAGER | Stephanie Keyser

Hybrid Meeting Participation

Planning Commission has moved to hybrid meetings, offering both in-person and online meeting participation. Individuals wishing to speak live during the Hybrid Planning Commission meeting will need to register their request with the Development Services Coordinator at 425.233.6414 or email rbennett@medina-wa.gov and leave a message before 12PM on the day of the July 25 Planning Commission meeting. Please reference Public Comments for July 25 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.

Join Zoom Meeting

<https://us06web.zoom.us/j/84504425125?pwd=aElmZ0RLWU9VK2k5Vm5SRGdEb0Rxdz09>

Meeting ID: 845 0442 5125

Passcode: 440807

One tap mobile

+12532158782,,84504425125#,,,,*440807# US (Tacoma)

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

2. **APPROVAL OF MEETING AGENDA**

3. **APPROVAL OF MINUTES**

[3.1](#) Planning Commission Meeting Minutes of June 27, 2023

Recommendation: Approve Minutes.

Staff Contact: Rebecca Bennett, Development Services Coordinator

4. **ANNOUNCEMENTS**

4.1 Staff/Commissioners

5. **AUDIENCE PARTICIPATION**

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) or by leaving a message at 425.233.6414 before 12pm the day of the Planning Commission meeting. Please reference Public Comments for the July 25 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 Community Design Element
Recommendation: N/A
Staff Contact(s): Stephanie Keyser, Planning Manager
Time Estimate: 60 minutes

6.2 Housing Element
Recommendation: N/A
Staff Contact(s): Stephanie Keyser, Planning Manager
Time Estimate: 30 minutes

7. ADJOURNMENT

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, August 2nd – No PC Meeting

Tuesday, September 26th – Regular Meeting at 6:00 PM

Tuesday, October 24th – Regular Meeting at 6:00 PM

Tuesday, November 28th – Regular Meeting Cancelled – Special Meeting Date TBD

Tuesday, December 26th – Regular Meeting Cancelled – Special Meeting Date TBD



MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Hybrid-Virtual/In Person

Tuesday, June 27, 2023 – 6:00 PM

MINUTES

COMMISSION CHAIR | Laura Bustamante

COMMISSION VICE-CHAIR | Shawn Schubring

COMMISSIONERS | Li-Tan Hsu, David Langworthy, Mark Nelson, Laurel Preston, Mike Raskin

PLANNING MANAGER | Stephanie Keyser

1. CALL TO ORDER / ROLL CALL

Vice Chair Schubring called the meeting to order at 6:02pm.

PRESENT

- Chair Laura Bustamante
- Vice Chair Shawn Schubring
- Commission Li-Tan Hsu
- Commissioner David Langworthy
- Commissioner Mark Nelson
- Commissioner Laurel Preston

ABSENT

- Commissioner Mike Raskin

STAFF

- Bennett, Keyser

2. APPROVAL OF MEETING AGENDA

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

3. APPROVAL OF MINUTES

3.1 Planning Commission Special Meeting Minutes of May 24, 2023

Recommendation: Approve Minutes.

Staff Contact: Rebecca Bennett, Development Services Coordinator

ACTION: Motion to approve minutes with amendment. (Approved 6-0)

Motion made by Commissioner Nelson, Seconded by Commissioner Hsu.

Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu,

Commissioner Langworthy, Commissioner Nelson, Commissioner Preston

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

Keyser made two announcements. The first announcement is that for next months meeting, Planning Commission will have a new commissioner. The second announcement is that the Housing Action Plan was passed by council six to one.

5. AUDIENCE PARTICIPATION

There was no audience participation.

6. DISCUSSION

6.1 Housing Element

Recommendation: Discussion

Staff Contact(s): Stephanie Keyser, AICP, Planning Manager

Time Estimate: 90 minutes

Keyser gave brief overview. Commissioners discussed, asked questions and made adjustments to Medina's Housing Element.

7. ADJOURNMENT

Meeting adjourned at 7:43pm.

ACTION: Motion to adjourn. (Approved 6-0)

Motion made by Commissioner Nelson, Seconded by Commission Hsu.

Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu,

Commissioner Langworthy, Commissioner Nelson, Commissioner Preston



MEDINA, WASHINGTON

AGENDA BILL

Tuesday, July 25, 2023

Subject: Community Design Element

Category: Discussion

Staff Contact(s): Stephanie Keyser, Planning Manager

Summary

The draft Community Design Element is attached for a first discussion. Just as with previous amendments, if something is red and underlined that means it's new, if it's **red** that means it's existing language that has been relocated. A clean copy is also included.

Attachment(s) Community Design Element Draft

Budget/Fiscal Impact: N/A

Recommendation: N/A

Proposed Commission Motion: N/A

Time Estimate: 60 minutes

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 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 ensure the protection of the City's natural and built features. The quality of 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.~~

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 ensure Medina's streets can accommodate increased traffic without~~ significant loss of trees and other vegetation, compromise pedestrian safety and enjoyment, and add visual *clutter* to Medina's neighborhoods.

Vehicular Surfaces and Parking

All collector streets should be maintained as narrow, two-lane roadways except for 84th Avenue NE (from NE 12th Street to the SR 520 bridge/interchange), 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 parking for recreational vehicles and boats should be screened from the public right-of-way, and parking in front yard setbacks should be minimized and 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.

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 to consult with the City and 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 should not be permitted on a property 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 from City streets and from neighboring properties;
- 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 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 Species List. This list has been developed to provide a selection of landscape alternatives 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. 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 should be retained and/or replaced with suitable trees.

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

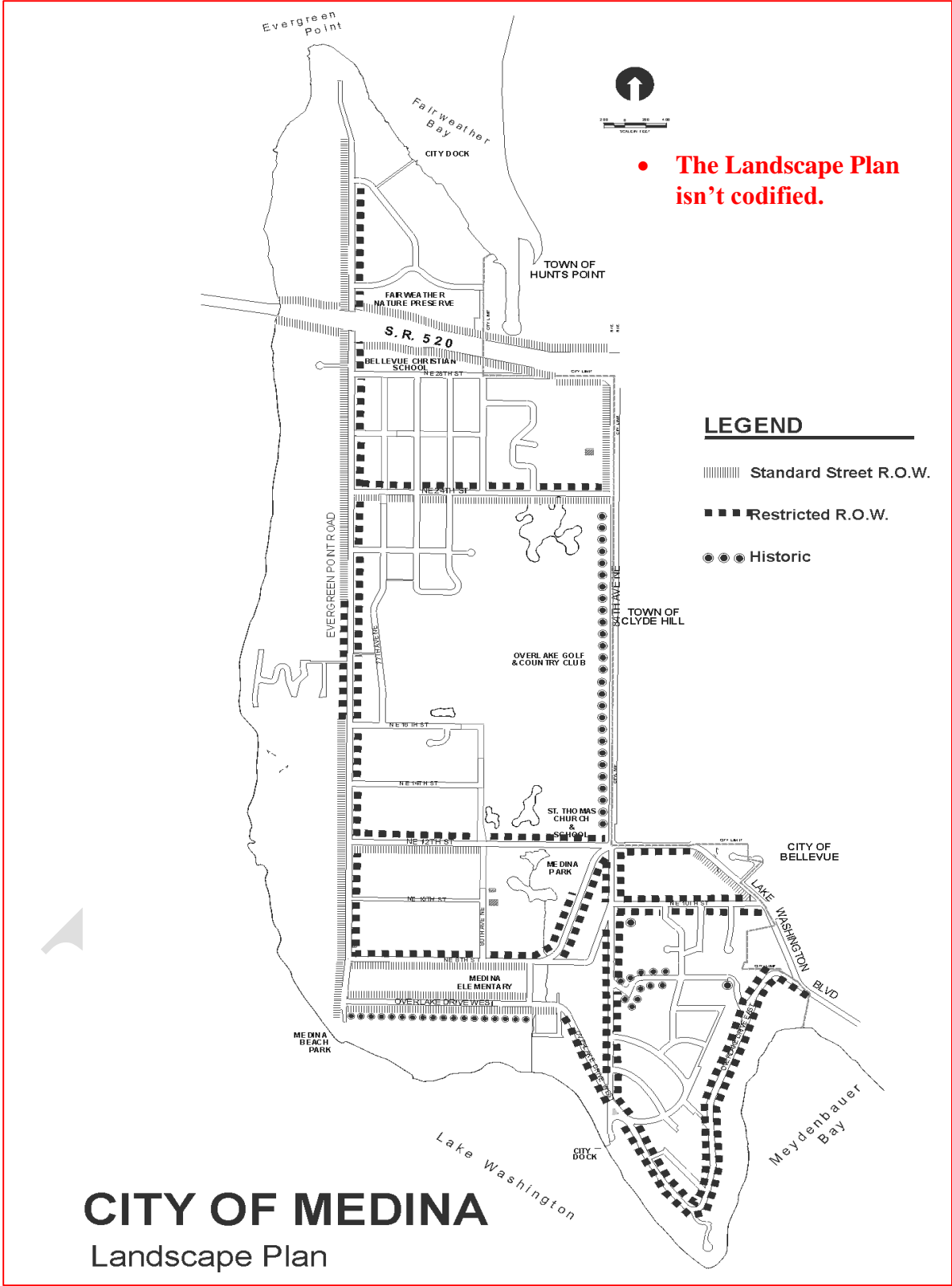
- SR 520 off-ramp at 84th Avenue NE,
- NE 24th Street at 84th Avenue NE,
- NE 12th Street at 84th Avenue NE,
- NE 10th Street at Lake Washington Boulevard, and
- Overlake Drive East at the City limits.

A new map will be created for next time that shows the gateways

Street Landscaping

Planting strips between a sidewalk and the street should be planted with trees and shrubs from the City's Preferred Landscaping 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. 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.



• The Landscape Plan isn't codified.

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.**

Public Spaces

The City's 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 is an important visual feature long identified with Medina. In particular, the long stand of poplars along 84th 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 maintain this landmark. As the existing poplars reach the end of their useful life they will need to be replaced with a species that is visually similar, since poplars are not on the Preferred Landscaping Species List. ~~The City is working with the Country Club to secure a landscaping plan that maintains the integrity of this historic visual feature.~~

Fairweather Nature Preserve and Medina Park both have a significant area that has been left in a natural state. Fairweather 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 12th Street and 82nd Avenue NE. The natural areas 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 plan should be developed to maintain this historic site in a manner that is consistent with and enhances public use.

GOALS

- CD-G1 ~~To R~~etain Medina’s distinctive and informal neighborhood development pattern.
- CD-G2 ~~To M~~aintain the informal, natural appearance of the Medina’s street rights-of-way and public areas.

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 neighborhood efforts to maintain and enhance their character and appearance.
- CD-P5 Establish and maintain attractive gateways at the entry points into the city.
- CD-P6 Encourage infill and redevelopment in a manner that is compatible with the existing neighborhood character.

Street Corridors

- CD-P~~7~~1 ~~The City shall M~~aintain and implement the Street Design Standards and the **Landscaping Plan**, including landscaping of arterial street rights-of-way.
- CD-P~~8~~2 ~~The City should R~~efine and update the Street Design Standards and **Landscaping Plan** as needed based on community input.
- CD-P~~9~~3 The City's design objective is to maintain the City's natural, low~~e~~r-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-P~~10~~4 Special design and landscaping consideration should be given to the entry points to the City.
- CD-P11 Consider alternative street and sidewalk designs that minimize environmental impacts and use permeable surfaces where appropriate.

Open Space

- CD-P12 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-P13 Utilize landscape buffers between different uses to provide natural transition, noise reduction, and delineation of space.
- CD-P14 Encourage artwork and arts activities in public places, such as parks and public buildings.
- CD-P15 Where appropriate and feasible, provide lighting, seating, landscaping, and other amenities for sidewalks, walkways, and trails.

Vegetation and Landscaping

- CD-P~~16~~5 Residents 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-P~~17~~6 Clear cutting should not be permitted on property prior to, or during, development.

CD-P18 Preserve vegetation with special consideration given to the protection of groups of trees and associated undergrowth, specimen trees, and evergreen trees.

CD-P19 Promote water conservation in landscape and irrigation system designs.

CD-P20 Use Low Impact Development techniques, unless determined to be unfeasible, within the right-of-way.

CD-P21 Minimize the removal of existing vegetation when improving streets or developing property.

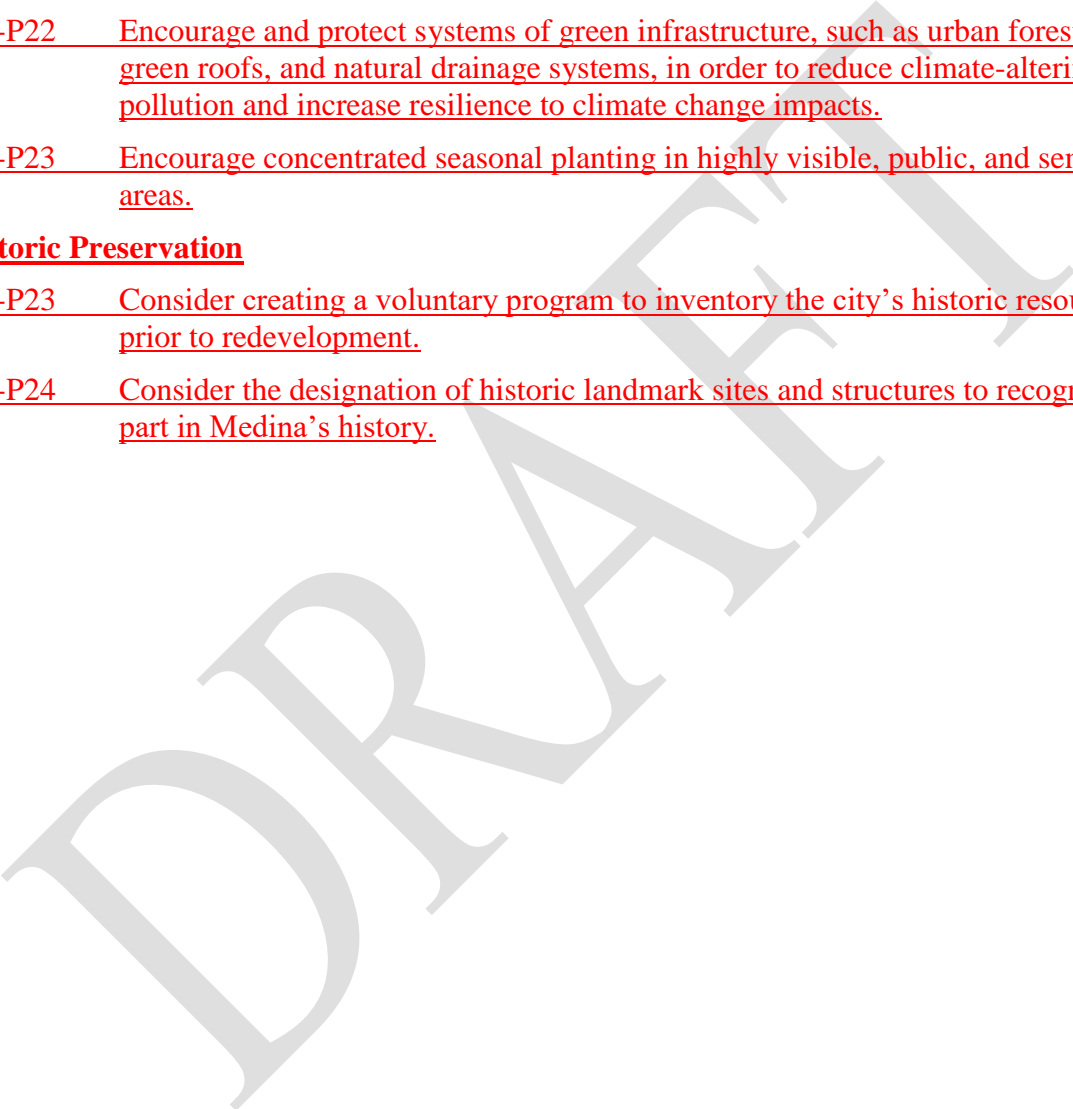
CD-P22 Encourage and protect systems of green infrastructure, such as urban forests, parks, green roofs, and natural drainage systems, in order to reduce climate-altering pollution and increase resilience to climate change impacts.

CD-P23 Encourage concentrated seasonal planting in highly visible, public, and semi-public areas.

Historic Preservation

CD-P23 Consider creating a voluntary program to inventory the city’s historic resources prior to redevelopment.

CD-P24 Consider the designation of historic landmark sites and structures to recognize their part in Medina’s history.



COMMUNITY DESIGN ELEMENT

INTRODUCTION

Thoughtful community design can enhance the quality of life for residents 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 ensure the protection of the City's natural and built features. Medina's neighborhood development is distinct and enhanced by the proximity of the lake shore, views, narrow streets with extensive mature landscaping, and large tracts of public and private open space.

Street Design

The design 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 in maintaining the City's natural, informal character. As Washington cities continue to face pressure to accommodate more growth, thoughtful transportation planning will ensure Medina's streets can accommodate increased traffic without significant loss of trees and other vegetation, compromise pedestrian safety and enjoyment, and add visual *clutter* to Medina's neighborhoods.

Vehicular Surfaces and Parking

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The Medina Landscape Plan provides planting options 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. The goals include:

- provide a diversity of plant species;
- screen development from City streets and from neighboring properties;
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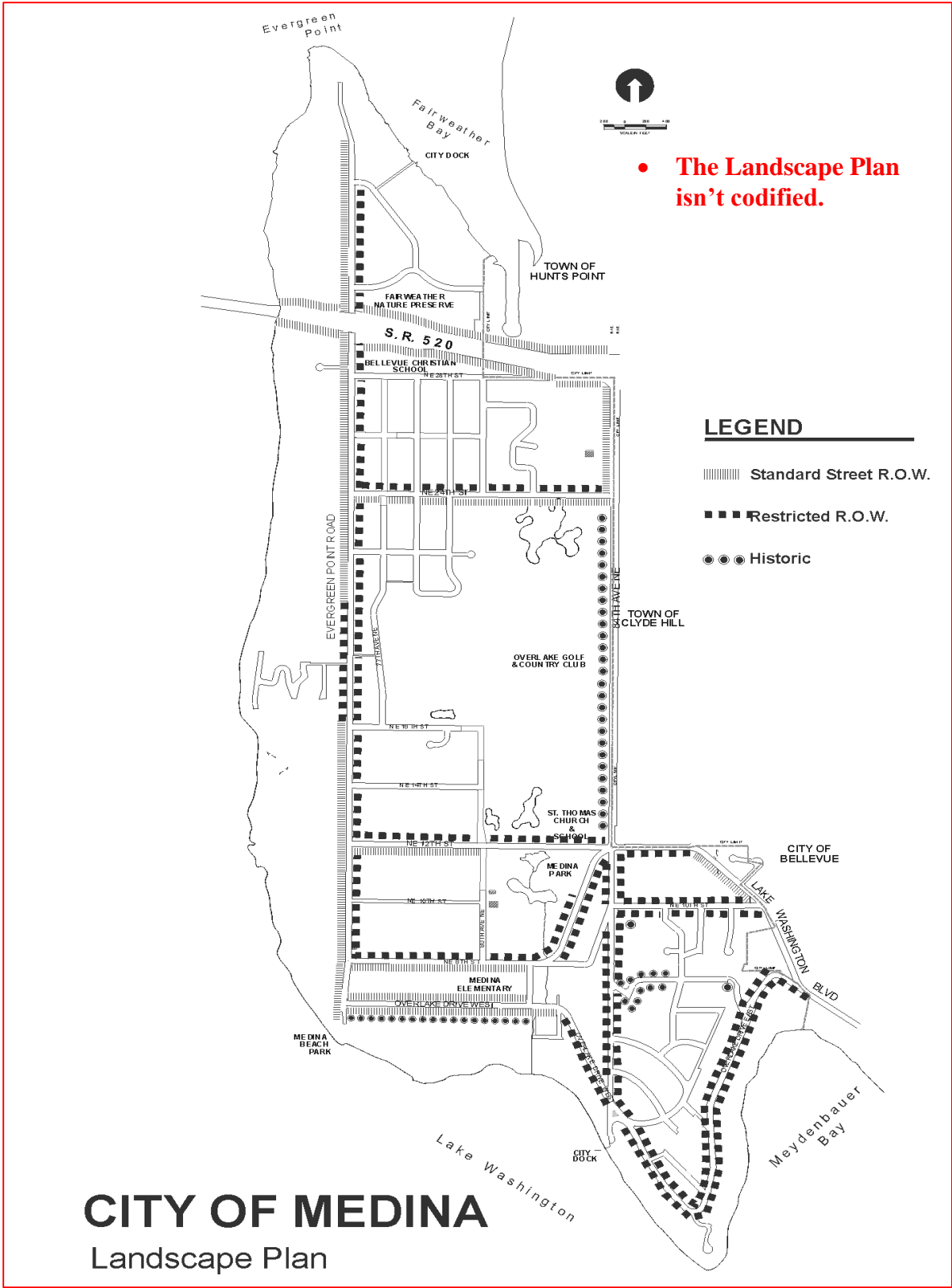
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In addition, special design and landscaping consideration should be given to the five entry points to the City. Standards recommended by the Parks Board should be considered. The five entry points are:

- SR 520 off-ramp at 84th Avenue NE,
- NE 24th Street at 84th Avenue NE,
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Key to Medina Landscape Plan

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⊙⊙⊙⊙⊙	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.		

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Fairweather Nature Preserve and Medina Park both have a significant area that has been left in a natural state. Fairweather 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 12th Street and 82nd Avenue NE. The natural areas 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 plan should be developed to maintain this historic site in a manner that is consistent with and enhances public use.

GOALS

- CD-G1 Retain Medina’s distinctive and informal neighborhood development pattern.
- CD-G2 Maintain the informal, natural appearance of the Medina’s street rights-of-way and public areas.

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 neighborhood efforts to maintain and enhance their character and appearance.
- CD-P5 Establish and maintain attractive gateways at the entry points into the city.
- CD-P6 Encourage infill and redevelopment in a manner that is compatible with the existing neighborhood character.

Street Corridors

- CD-P7 Maintain and implement the Street Design Standards and the **Landscaping Plan**, including landscaping of arterial street rights-of-way.
- CD-P8 Refine and update the Street Design Standards and **Landscaping Plan** as needed based on community input.
- CD-P9 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-P10 Special design and landscaping consideration should be given to the entry points to the City.
- CD-P11 Consider alternative street and sidewalk designs that minimize environmental impacts and use permeable surfaces where appropriate.

Open Space

- CD-P12 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-P13 Utilize landscape buffers between different uses to provide natural transition, noise reduction, and delineation of space.
- CD-P14 Encourage artwork and arts activities in public places, such as parks and public buildings.
- CD-P15 Where appropriate and feasible, provide lighting, seating, landscaping, and other amenities for sidewalks, walkways, and trails.

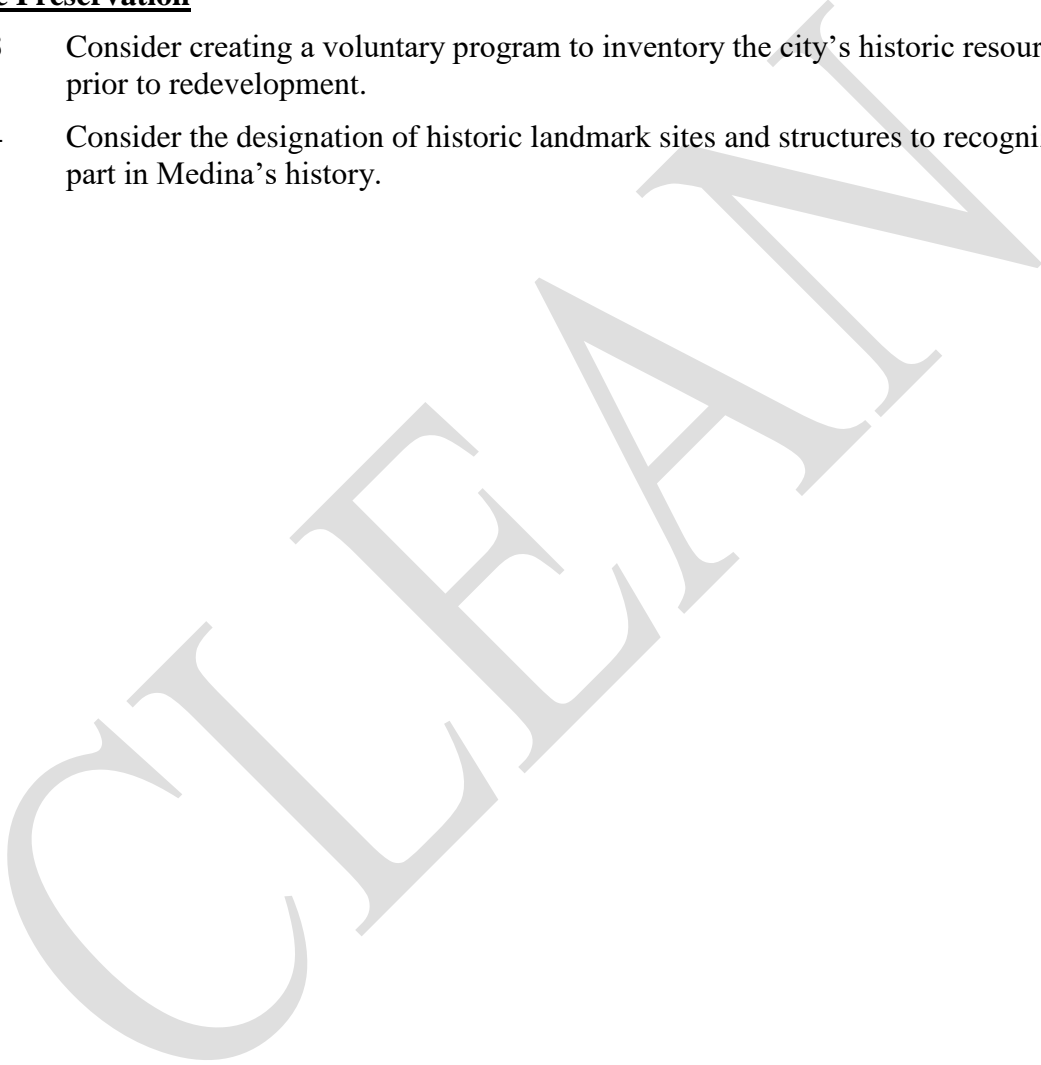
Vegetation and Landscaping

- CD-P16 Residents 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-P17 Clear cutting should not be permitted on property prior to, or during, development.
- CD-P18 Preserve vegetation with special consideration given to the protection of groups of trees and associated undergrowth, specimen trees, and evergreen trees.
- CD-P19 Promote water conservation in landscape and irrigation system designs.
- CD-P20 Use Low Impact Development techniques, unless determined to be unfeasible, within the right-of-way.

- CD-P21 Minimize the removal of existing vegetation when improving streets or developing property.
- CD-P22 Encourage and protect systems of green infrastructure, such as urban forests, parks, green roofs, and natural drainage systems, in order to reduce climate-altering pollution and increase resilience to climate change impacts.
- CD-P23 Encourage concentrated seasonal planting in highly visible, public, and semi-public areas.

Historic Preservation

- CD-P23 Consider creating a voluntary program to inventory the city’s historic resources prior to redevelopment.
- CD-P24 Consider the designation of historic landmark sites and structures to recognize their part in Medina’s history.



Stephanie Keyser

From: David Yee <davidyee2006@yahoo.com>
Sent: Friday, July 21, 2023 4:42 PM
To: schubring@aol.com; David Langworthy; mike@mjrdevelopment.com; laurabustamante60@gmail.com; laurabustamante60@gmail.com; Mark Nelson; Stephanie Keyser; Laurel Preston
Subject: Community Design Element
Attachments: 2023 Planning Commission Community Design Elements.pdf

Dear Commissioner Preston (Laurel), Commissioner Schubring (Shawn), Commissioner Langworthy (David), Commissioner Nelson (Mark), Commissioner Bustamante (Laura), Commissioner Hsu (Li-Tan), Commissioner Raskin (Mike), Commissioner Pao (Brian), and Commissioner Lai (Evonne),

I do not have the email addresses for Commissioner Lai, Commissioner Pao, or Commissioner Hsu, so please forward a copy of this message to them.

Attached are short revisions to 5 areas of the draft Community Design Element that I recommend. The Community Design Element is part of the 7/25/2023 meeting agenda. Thank you for your consideration of these areas.

Best regards,
David

David Yee, MD
3215 Evergreen Point Road

Community Design Elements is on the agenda for the Planning Commission’s July 25, 2023 meeting.

I recommend the following modification to the draft document.

P. 1 Vehicular Surfaces and Parking

All collector streets should be maintained as narrow, two-lane roadways except for 84th Avenue NE (from NE 12th Street to the SR 520 bridge/interchange) **and NE 24th Street**, which requires additional lanes for turning at intersections.

The addition of NE 24th Street in bold is in recognition of the existing left turn lane on the street near the Wells Medina Nursery. Mention of this lane is important to discourage any future elimination of the lane, which would slow down traffic and cause increase in pollution and loss of individuals’ time waiting.

P. 1 Vehicular Surfaces and Parking

All parking for recreational vehicles, **trucks including pick-up trucks, trailers**, and boats should be screened from the public right-of-way,

The addition of trucks, which are visually more undesirable than recreational vehicles should be added.

P. 2. (last paragraph)

~~**Fences should be screened with vegetation so they are not generally visible from the street.**~~

This sentence should be stricken to provide future flexibility. In the future, crime may become so brazen and rampant that it may become necessary for additional security, such as a tastefully designed wall. The city has introduced into the city code housing for unhoused persons, which may be a source of future problems. In areas where such housing exists, nearby residents have reported significant associated problems. In addition, the city has been the target of organized protests where some protesters threatened Medina residents with doxxing. The planning commission should be silent on the subject of fences or walls in order to provide long term guidance and flexibility. There should be no worry about the present because current municipal code does not allow for walls to be built.

P. 6 Policies, City Wide Character

CD-P7 Discourage the presence of open spaces of grass in private lots.

Such policy would be consistent with current municipal code describing the “sylvan” nature of Medina. Large, well manicured lawns, while attractive to some, are actually in conflict with a sylvan environment, which consists of plants, trees, and forests. See MMC 16.52.010(A) which states “A. The purpose of the tree management code is to preserve the existing sylvan appearance” (underlining added). The definition of “sylvan” is “The adjective sylvan refers to a shady, wooded area.” per vocabulary.com.

P. 6 Policies, City Wide Character

CD-P8 Plan for undergrounding of utilities and plan for vegetation in harmony with existing overhead poles in the interim.

Many areas of Medina still have overhead utility poles. The above added policy can serve to codify the goal of underground placement of utilities as well as recognize that such relocation may take decades or centuries to occur so planting of vegetation should not conflict with existing overhead poles.



MEDINA, WASHINGTON

AGENDA BILL

Tuesday, July 25, 2023

Subject: Housing Element

Category: Discussion

Staff Contact(s): Stephanie Keyser, Planning Manager

Summary

The draft Housing Element is attached; tonight, we're just going to discuss the actual *Goals and Policies*. Just as with previous amendments, if something is red and underlined that means it's new, if it's red that means it's existing language that has been relocated. Included in the packet is a clean version along with the original. Last month it was asked if definitions could be included/provided. There will be a *Glossary* at the end of the Comp Plan and the relevant housing definitions have been included in this packet.

Attachment(s) Housing Element Draft

Budget/Fiscal Impact: N/A

Recommendation: N/A

Proposed Commission Motion: N/A

Time Estimate: 30 minutes

HOUSING ELEMENT

GOALS

~~H-G1~~ The City shall ~~P~~preserve and foster the development of a variety of housing types, sizes, and densities development consistent with to accommodate the diverse needs of all members of the community while maintaining Medina’s high-quality residential setting.

POLICIES

Community Values and Quality Neighborhoods

~~H-X.~~ Ensure new development is consistent with citywide goals and policies, including but not limited to sustainable site standards, landscaping and tree retention requirements, and diversity of housing options.

~~H-X.~~ The City shall seek to Mmaintain the informal single-family residential character of its neighborhoods including preventing intrusion of non-residential activities. Land use policy not housing—moved to Land Use section

~~H-X.~~ Promote fair and equal access to housing for all persons and prohibit any activity that results in discrimination in housing.

~~H-X.~~ Encourage the development of a variety of housing types, sizes and densities to accommodate Medina residents as their housing needs change throughout their lives.

Affordable Housing

~~H-X.~~ Work cooperatively with King County, A Regional Coalition for Housing (ARCH), and other Eastside jurisdictions to assess the need for, and to create affordable housing. The City should continue participation in inter-jurisdictional organizations to assist in the provision of affordable housing on the Eastside. The

~~H-X.~~ City shall Ccontinue to make contributions to agencies that support affordable housing.

~~H-X.~~ Support the construction of housing types that are available to very low, low, and moderate income households. The City shall explore affordable housing opportunities.

~~H-X.~~ Encourage the preservation and rehabilitation of older housing stock to create affordable housing. The City shall explore additional affordable housing options that are compatible with the City’s high-quality residential setting.

H-X. The City should work with cities and community representatives on countywide or subregional funding sources for housing development, preservation, and related services.

H-X. Limit short-term rentals as they can limit the availability of housing for full-time residents.

Special Housing Needs

H-X. Ensure development regulations allow for and have suitable provisions to accommodate housing opportunities for special needs populations. The City shall not discriminate between a residential structure occupied by persons with handicaps and a similar residential structure occupied by a family or other unrelated individuals.

H-X. Provide reasonable accommodation for special needs housing throughout the city, while protecting residential neighborhoods from adverse impacts. The City shall assure that zoning does not unduly restrict group homes or other housing options for persons with special needs by making reasonable accommodations in its rules, policies, practices, and services, when such accommodations may be necessary, to afford persons with disabilities equal opportunity to use or enjoy a dwelling.

H-X. Support regional efforts to prevent homelessness. The City shall permit group living situations that meet the definition of “family status”, including where residents receive such supportive services as counseling, foster care, or medical supervision, within a single family house.

H-X. Encourage a range of housing types for seniors affordable at a variety of incomes.

H-X. Encourage and support accessible design and housing strategies that provide seniors the opportunity to remain in their own neighborhood as their housing needs change.

Innovative Housing

H-X. Support and encourage through the use of appropriate incentives innovative and creative responses to meet Medina’s housing need, including a need for a variety of household sizes, incomes, and types.

H-X. Encourage innovative designs where the structure fits into the form and scale of the neighborhood in which it is to be located.

H-X. Support the development of accessory dwelling units (ADUs) within new and existing residential developments.

H-X. Consider opportunities to promote ADU construction in an existing residence.

Development Standards

H-X. Craft regulations and procedures to provide a high degree of certainty and predictability to applicants and the community-at-large to minimize unnecessary time delays in the review of permit applications, while still maintaining opportunities for public involvement and review.

H-X. The City shall consider ways to Rrestrict the size of homes in order to retain the character of the community.

These policies have been moved to the land use policies:

H-P1 The City shall minimize changes to existing zoning designations except as to meet above goals when deemed necessary by citizens. **This is a land use policy, not housing.**

H-P4 When a home is constructed such that it may potentially have no feasible resale market as a single family residence, the owners should be aware that this would not set the stage for a future conversion to a nonresidential use. **This is specific to one resident and is really a land use policy, not housing. Do you still want to include this policy?**

H-P12 To reduce the loss of households, the City should discourage lot aggregation that impacts the scale and character of the neighborhood. **This is a land use policy not housing and one that isn't reflected in the code.**

Glossary

Emergency Housing – Temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.

Emergency Shelter – A facility that provides a temporary shelter for individuals or families who are currently homeless. Emergency shelter may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations.

Permanent Supportive Housing – One or more subsidized, leased dwelling units with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident's health status, and connect the resident of the housing with community-based health care, treatment, or employment services. Permanent supportive housing is subject to all of the rights and responsibilities defined in chapter 59.18 RCW.

Short Term Rental – A lodging use, that is not a hotel or motel, in which a dwelling unit, or portion thereof, that is offered or provided to a guest(s) by a short-term rental operator for a fee for fewer than 30 consecutive nights. A dwelling unit, or portion thereof, that is used by the same person for 30 or more consecutive nights is not a short-term rental. A dwelling unit, or portion thereof, that is operated by an organization or government entity that is registered as a charitable organization with the Secretary of State, State of Washington, and/or is classified by the Internal Revenue Service as a public charity or a private foundation, and provides temporary housing to individuals who are being treated for trauma, injury or disease and/or their family members is not a short-term rental.

Special Housing Needs – Housing for populations with specialized requirements, such as the physically and mentally disabled, the elderly, people with medical conditions, the homeless, victims of domestic violence, foster youth, refugees, and others.

HOUSING ELEMENT

GOAL

Preserve and foster the development of a variety of housing types, sizes, and densities to accommodate the diverse needs of all members of the community while maintaining Medina’s high-quality residential setting.

POLICIES

Community Values and Quality Neighborhoods

- H-1. Ensure new development is consistent with citywide goals and policies, including but not limited to sustainable site standards, landscaping and tree retention requirements, and diversity of housing options.
- H-2. Maintain the informal residential character of neighborhoods.
- H-3. Promote fair and equal access to housing for all persons and prohibit any activity that results in discrimination in housing.
- H-4. Encourage the development of a variety of housing types, sizes and densities to accommodate Medina residents as their housing needs change throughout their lives.

Affordable Housing

- H-5. Work cooperatively with King County, A Regional Coalition for Housing (ARCH), and other Eastside jurisdictions to assess the need for, and to create affordable housing.
- H-6. Continue to make contributions to agencies that support affordable housing.
- H-7. Support the construction of housing types that are available to very low, low, and moderate income households
- H-8. Encourage the preservation and rehabilitation of older housing stock to create affordable housing.
- H-9. The City should work with cities and community representatives on countywide or subregional funding sources for housing development, preservation, and related services.
- H-10. Limit short-term rentals as they can limit the availability of housing for full-time residents.

Special Housing Needs

- H-11. Ensure development regulations allow for and have suitable provisions to accommodate housing opportunities for special needs populations.

- H-12. Provide reasonable accommodation for special needs housing throughout the city, while protecting residential neighborhoods from adverse impacts.
- H-13. Support regional efforts to prevent homelessness-
- H-14. Encourage a range of housing types for seniors affordable at a variety of incomes.
- H-15. Encourage and support accessible design and housing strategies that provide seniors the opportunity to remain in their own neighborhood as their housing needs change.

Innovative Housing

- H-16. Support and encourage through the use of appropriate incentives innovative and creative responses to meet Medina's housing need, including a need for a variety of household sizes, incomes, and types.
- H-17. Encourage innovative designs where the structure fits into the form and scale of the neighborhood in which it is to be located.
- H-18. Support the development of accessory dwelling units (ADUs) within new and existing residential developments.
- H-19. Consider opportunities to promote ADU construction in an existing residence.

Development Standards

- H-20. Craft regulations and procedures to provide a high degree of certainty and predictability to applicants and the community-at-large to minimize unnecessary time delays in the review of permit applications, while still maintaining opportunities for public involvement and review.
- H-21. Restrict the size of homes in order to retain the character of the community.

GOALS

- H-G1 The City shall preserve and foster housing development consistent with Medina's high-quality residential setting.
- H-G2 The City shall explore affordable housing opportunities.

POLICIES

- H-P1 The City shall minimize changes to existing zoning designations except as to meet above goals when deemed necessary by citizens.
- H-P2 The City shall consider ways to restrict the size of homes in order to retain the character of the community.
- H-P3 The City shall seek to maintain the informal single family character of its neighborhoods, including preventing the intrusion of non-residential activities.
- H-P4 When a home is constructed such that it may potentially have no feasible resale market as a single family residence, the owners should be aware that this would not set the stage for a future conversion to a nonresidential use.
- H-P5 The City should work with cities and community representatives on countywide or subregional funding sources for housing development, preservation, and related services.
- H-P6 The City should continue participation in inter-jurisdictional organizations to assist in the provision of affordable housing on the Eastside.
- H-P7 The City shall continue to make contributions to agencies that support affordable housing.
- H-P8 The City shall explore additional affordable housing options that are compatible with the City's high-quality residential setting.
- H-P9 The City shall not discriminate between a residential structure occupied by persons with handicaps and a similar residential structure occupied by a family or other unrelated individuals.
- H-P10 The City shall assure that zoning does not unduly restrict group homes or other housing options for persons with special needs by making reasonable accommodations in its rules, policies, practices, and services, when such accommodations may be necessary, to afford persons with disabilities equal opportunity to use or enjoy a dwelling.
- H-P11 The City shall permit group living situations that meet the definition of "family status", including where residents receive such supportive services as counseling, foster care, or medical supervision, within a single family house.
- H-P12 To reduce the loss of households, the City should discourage lot aggregation that impacts the scale and character of the neighborhood.