



MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Tuesday, March 26, 2024 – 6:00 PM

AGENDA

COMMISSION CHAIR | Laura Bustamante
COMMISSION VICE-CHAIR | Shawn Schubring
COMMISSIONERS | Li-Tan Hsu, Evonne Lai, Mark Nelson, Brian Pao
PLANNING MANAGER | Jonathan Kesler, AICP
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 and leave a message before 2PM on the day of the Planning Commission meeting. 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 Planning Commission meeting to the Development Services Coordinator at rbennett@medina-wa.gov.

Join Zoom Meeting

<https://medina-wa.zoom.us/j/87504217737?pwd=ORaXZI1DWX162Mjp7cb3nnGrSPbCD1.1>

Meeting ID: 875 0421 7737

Passcode: 651995

One tap mobile

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1. **CALL TO ORDER / ROLL CALL**
2. **APPROVAL OF MEETING AGENDA**
3. **APPROVAL OF MINUTES**

- 3.1 Planning Commission Special Meeting Minutes of March 14, 2024
Recommendation: Defer adoption to the Wednesday, April 3rd Special Meeting.
Staff Contact: Aimee Kellerman, City Clerk

- [3.2](#) Planning Commission Special Meeting Minutes of March 6, 2024
Recommendation: Adopt minutes as amended.
Staff Contact: Rebecca Bennett, Development Services Coordinator

4. **ANNOUNCEMENTS**

- 4.1 Staff/Commissioners

5. **PUBLIC COMMENT PERIOD**

Individuals wishing to speak live during the Virtual 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 by 2pm the day of the Planning Commission meeting. Please reference Public Comments for the 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 Concerns of the Commission

- [6.2](#) 2024 Comprehensive Plan Update, **Second Review** of the **Land Use** Element including revisions made to address concerns of this Commission on 3-14-24 and the Design Review Committee (DSC) meeting on 3-20-24.

Recommendation: Discussion

Staff Contact: Jonathan Kesler, AICP, Planning Manager; with Kim Mahoney, Principal, LDC consultants

Time Estimate: 60 minutes

- [6.3](#) 2024 Comprehensive Plan Update, **First Review** of the **Capital Facilities** Element

Recommendation: Discussion

Staff Contact: Jonathan Kesler, AICP, Planning Manager; with Kim Mahoney, Principal, LDC Consultants

Time Estimate: 60 minutes

7. **ADJOURNMENT**

Next meeting is the **Special** meeting of Wednesday, April 3, 2024, at 6:00 pm

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

Note: Bolded dates are the **Special Meeting** dates approved by the Planning Commission at its **Special Meeting** of Thursday, February 15, 2024. **Additional Special Meetings** may be added to the schedule, as needed.

Wednesday, April 3, 2024 - Special Meeting

Tuesday, April 23, 2024 - Regular Meeting

Thursday, May 16 2024 - Special Meeting

Wednesday, May 29, 2024 - Special Meeting

Thursday, June 13, 2024 - Special Meeting

Tuesday, June 25, 2024 - Regular Meeting

Tuesday, July 9, 2024 - Special Meeting

Tuesday, July 23, 2024 - Regular Meeting

August 2024 - Dark, no meeting

Tuesday, September 24, 2024 - Regular Meeting

Tuesday, October 22, 2024 - Regular Meeting

Tuesday, November 2024 - Regular Meeting cancelled - Special Meeting Date TBD

Tuesday, December 2024 - Regular Meeting cancelled - Special Meeting Date TBD



MEDINA, WASHINGTON

PLANNING COMMISSION SPECIAL MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Wednesday, March 06, 2024 – 6:00 PM

MINUTES

COMMISSION CHAIR | Laura Bustamante
COMMISSION VICE-CHAIR | Shawn Schubring
COMMISSIONERS | Li-Tan Hsu, Evonne Lai, Mark Nelson, Brian Pao
PLANNING MANAGER | Jonathan Kesler
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
Commissioner Evonne Lai
Commissioner Mark Nelson
Commissioner Brian Pao

ABSENT

Commissioner Li-Tan Hsu

STAFF/CONSULTANTS PRESENT

Bennett, Burns, Kesler, Mahoney, Osada

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 February 27, 2024

Recommendation: Adopt minutes.

Staff Contact: Rebecca Bennett, Development Services Coordinator

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

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

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

Nelson, Commissioner Pao

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

Jonathan announced that he may not be in attendance for future Planning Commission meetings due to an unforeseen medical illness. Chair Bustamante announced that on Tuesday, March 12th, interviews will be held for the open Planning Commission spot.

5. PUBLIC COMMENT PERIOD

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There was no audience participation.

6. DISCUSSION

6.1 Concerns of the Commission

Laura wanted to make sure that the Existing Conditions report and the King County Affordable Housing Committee document be sent to the Commissioners.

6.2 2024 Comprehensive Plan Update, Final Review and Authorization to proceed with the Utilities Element to the City Attorney, then City Council on March 11, 2024.

Recommendation: Discussion and approval.

Staff Contact: Jonathan Kesler, AICP, Planning Manager; Kim Mahoney, Principal, LDC Consultants

Time Estimate: 45 minutes

Jonathan and Kim gave power point presentation regarding Utilities Element. Commissioners discussed and asked questions. Commissioners recommended that adding additional language to MMC 16.90.040 be a subject that Jonathan brings to the next Council Meeting.

ACTION: Motion to approve Utilities Element draft as amended and move forward for review by the City Attorney and City Council. (Approved 5-0).

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

7. **ADJOURNMENT**

Next meeting is the **special** meeting of **Thursday**, March 14, 2024, at 6:00pm

Meeting adjourned at 6:47pm.

ACTION: Motion to adjourn. (Approved 5-0)

Motion made by Commissioner Pao, Seconded by Commissioner Lai.

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



CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144
TELEPHONE 425-233-6400 | www.medina-wa.gov

MEMORANDUM

DATE: March 26, 2024
TO: Medina Planning Commission
FROM: Jonathan Kesler, AICP, Planning Manager
RE: Comprehensive Plan Update – Second Review of the Land Use Element including revisions made thru the DSC meeting of 3-20-24

The Comp Plan’s Land Use Element returns for a **second** review. In the packet, you will find a revised copy of the Land Use Element. Regarding it –

- This revised version of the element has been edited to reflect both the Council guidance of 3-11-24, the *extensive* review done by this Commission on 3-14-24 and review by the DSC in a 90-minute session on 3-20-24.
- In addition, edits have previously been made to the goals and policies to reflect MPP/PPP gaps, as well as substantive edits *beyond that which is required by regulation, which reflect the community’s interests/vision/values.*
- In addition, per direction from Council on March 11th, our consultant has also included *comments in the margins of the document that cross-reference what MPP/PPP is attempting to be addressed by the edit, and what page of the Gap Analysis can be referenced to see that gap and context.*
- *The element includes edits in redline that show all changes that have made.*

In addition, the Comp Plan **Updated** Schedule Matrix **and** the **Updated** Flowchart are attached for your information.

LDC Consultant Kim Mahoney will be in attendance along with City staff.

1. LAND USE ELEMENT

INTRODUCTION

The Land Use element has been developed in accordance with the Growth Management Act (“GMA,” RCW 36.70A) to designate the proposed general distribution, location, and where appropriate, extent of land uses. The Land Use element includes population densities, building intensities, and estimates of future population growth.

This element has also been developed in accordance with King County countywide planning policies (CPP), which direct jurisdictions to focus growth in the cities within the designated Urban Growth Area.

Medina lies within the King County designated Urban Growth Area, but is not a designated Urban Center ~~or Activity Area~~.

EXISTING CONDITIONS

Residential Uses

Medina is a developed community that consists almost exclusively of single-family homes on individual lots. At the time of the City's incorporation in 1955, it was the desire of the community to promote a development pattern that would maintain a single-family residential character. Since that time, Medina has developed and matured according to that vision. Medina historically promoted a development pattern of approximately two homes per acre, which originally corresponded to the maximum enrollment capacity of the two elementary schools. The walking scale of the City's limited street grid, the often narrow streets (requiring sufficient area on a building site for off-street parking), the level of fire protection service, the limited internal public transportation system, and the density patterns adopted by Medina and its neighboring communities – all suggest that the existing overall densities density of Medina is generally are accommodating for current residents appropriate for Medina.

In some parts of Medina, the development pattern that existed prior to the City's incorporation is sufficient to justify a downward adjustment of the 20,000 square foot average lots size. The Medina Heights area, for example, has been largely developed to an average lot size of 15,000 square feet; however, many of these lots are significantly smaller. In this area and others where such circumstances are present, the 16,000 square foot averagesmallest lot size specified in the Medina Municipal Code is appropriate. In other areas of the City, existing development patterns, topography, or proximity to Lake Washington justify lower development density; hence a 30,000 square footlargest average lot size has been instituted for these areas (see Figure 2).

Actual residential densities range from approximately five units per acre in the area between NE 24th Street and NE 28th Street to less than one unit per acre along sections of the Lake Washington shoreline. Average density based on the 2014 King County Buildable Lands Report is 1.98 dwelling units per net acre.

Commented [KM1]: In general: if there are restrictive/absolute messaging/tone throughout the element, revise that to reflect current goals/policies

Commented [KM2]: Deleting as this is not a term defined in King County Code or otherwise in the long-term planning I can find

Commented [KM3]: DSC Comment: is it relevant to mention Medina's neighboring communities?
Response: This is relevant to mention, as it gives context to the general discussion that the development patterns of the surrounding communities are sufficient to serve themselves (in residential development) and themselves + Medina (in the context of nonresidential development). It is to say: the development/density of neighboring communities doesn't drive a need for Medina to respond with a big change to its typical development pattern.

Commented [KM4]: Needs to be brought into 2024

Commented [KM5]: Making this more general in case the Code changes more routinely than the Comp Plan

Commented [KM6]: Ensure this reference is correct and that the figure is accurate to reflect today's information

Commented [JF7]: Needs to be updated

Commented [KM8R7]: Joel - what do you/Dane need to update this entire paragraph? Seems GIS could feed this sort of data...?

Non-Residential Uses

The non-residential uses that exist in Medina are dispersed throughout the City (see Figure 3). Below is an inventory of land uses found in Medina (Table 1).

Table 1. Land Use Inventory

Land Use	Acres
Single Family Low-Density Residential	589.65
Overlake Golf & Country Club	130.44
Medina Park	17.17
Fairweather Nature Preserve	10.08
View Point Park	0.15
Medina Beach Park & City Hall	1.48
Bellevue Christian School	8.29
Medina Elementary School	7.34
Wells Medina Nursery	5.59
St. Thomas Church/School	5.62
Medina Post Office	0.50
Medina Grocery Store	0.22
Gas Station	0.39
South Puget Power Substation	1.63
North Puget Power Substation	0.65
King County Pump Station	0.22
SR 520 Stormwater Facility	2.10
SR 520 Right-of-Way	15.21
City Rights-of-Way	101.68
TOTAL	902.14

Source: King County GIS Center, January 2010

Most of the non-residential land uses that exist in Medina have been in place since before or around the time of the City’s incorporation and have become an accepted and integral part of the community. These non-residential uses are subject to the City’s special use provisions under the Municipal Code. Since Medina is fully developed, there are ~~no few vacant~~ tracts of land ~~currently~~ available for further ~~commercial~~ development, ~~nor is there zoning or public support for such development.~~ ~~If the existing use of any of the non-residential properties should change, it is to be developed in conformity with its underlying residential zoning classification or in a manner compatible with surrounding properties in accordance with the City’s conditional use provisions.~~ ~~In addition, property currently used or designated for residential use is strongly discouraged from being utilized for additional churches, clubs, fraternal societies, schools, museums, historic sites, conference centers, or other additional non-residential facilities. These larger scale facilities create additional traffic, disrupt residential traffic patterns, and are inconsistent with Medina’s residential character.~~

POPULATION AND GROWTH POTENTIAL

The ~~Growth Management Act (GMA)~~ and the ~~King County countywide planning policies (CPPs)~~ encourage cities to assume an increasing share of new growth in the future, in order to minimize new growth in rural areas of King County. This means that cities planning under GMA should ~~de-~~

Commented [KM9]: Consider whether data of the elementary and middle schools shows trends that should be highlighted here

Commented [KM10]: Needs to be updated

Commented [KM11]: Verify this is still accurate

Commented [KM12]: Too absolute/restrictive

Commented [JF13]: Good phrasing that can be used to describe Medina as a Residential Community

Commented [KM14R13]: Jonathan - this would support our position to PSRC/Commerce that Medina is not required draft an Economic Development Element (which is not required for “residential communities,” per RCW and per confirmation provided by Liz)

Commented [KM15]: This statement is superfluous - it attempts to regulate land use, which is the job of the Code via ordinance. Recommend deleting.

a

accommodate more compact development patterns in “appropriate areas” to absorb the additional share of future growth.

Commented [KM16]: Research whether this is a term used in the GMA
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As adopted by King County, Medina’s house growth target between 2019-2044 is 19 housing units. Although Medina is expected to absorb some growth over the next twenty years, the following There are existing factors severely that constrain/limit Medina’s ability to provide significant/accommodate population growth, though not so limiting as to prevent Medina’s ability to accommodate its growth target; these factors include:

Commented [KM17]: Per feedback from the DSC, this has been moved to the top of the paragraph.

- Medina is landlocked, with no opportunities for annexation;
- There are limited/some areas in the City are incapable of supporting development or redevelopment;
- Limited public transportation system;
- No business district (though historic uses exist in the City); and
- Environmental constraints, including wetlands, steep slopes, shoreline buffers, and other critical areas.

Commented [KM18]: This list has been expanded on to reflect feedback from the DSC on 3/20.

Population and Employment

Population and employment trends are the basis for determining the amount of land and services required to accommodate anticipated growth in the City.

According to the Housing Needs Assessment (Appendix X) adopted by the City in May 2022, The 2010 census places Medina’s population at 2,969 as of 2021 is 2,920, with 1,061,195 households and an average owner-occupied household size of 2.80-81 persons and an average renter-occupied household size of 2.25 persons (Appendix X). Since 2000, the population has decreased by 42-91 persons and the number of households has decreased/decreased from 1,111,095 to 1,027,064. Both of these numbers align with an overall slightly downward trend in both population and number of households since 1980 (Figure 1). The increase in population between 1990 and 2000 was due to a substantial increase in the number of children (persons under 18), from 696 to 816. Contrary to the overall decrease in population, the number of children have continued to increase since 2000, with 862 persons under 18 in 2010.

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Commented [KM20]: Update this graph
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According to 2020 data published by PSRC’s 2013 Quarterly Census of Employment, there were 461-463 jobs based in Medina in 2010/2020; the majority of these jobs are classified as finance/services/services (69%), followed by education jobs. When considered by North American Industry Classification System (NAICS) industry sectors, jobs in Medina are predominately held in the Information industry. Major employers in the City include the City, the Overlake Golf and Country Club, the Chevron gas station, and the schools. (Appendix 1).

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¹ Household data compares 2000 and 2020 U.S. Census Bureau data

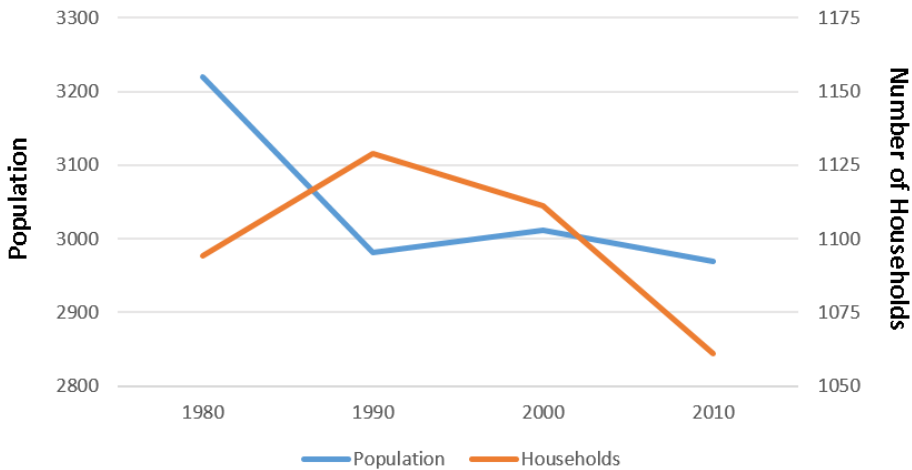


Figure 1. Population and number of households in Medina, 1980-2010/2000-2020.

Population Forecast

The Washington Office of Financial Management provides population forecasts for counties every ten-10 years. As required by the Growth Management Act/GMA, the jurisdictions in King County allocate forecasted growth for the succeeding 20 years, and develop and adopt local growth targets for housing and employment based on this allocation.

The PSRC uses these local targets to develop a future land use scenario consistent with the VISION 20540 regional growth strategy. According to this scenario, represented by the PSRC’s 2013-2022 Land Use Target dataset/growth target dataset, population in Medina is expected to increase by 46-19 persons-housing units by 2035/2044.¹ Medina is not expected to accommodate any new employment opportunities by 2044. Development in Medina is expected to result in a net increase of 35 additional jobs and 27 additional housing units.

¹ Local growth targets are adopted in housing units. The 2035-2044 growth target for Medina is 27-19 housing units. To estimate population and household (occupied housing unit) forecasts from the growth target, PSRC applies a set of assumptions. This population forecast assumes vacancy rates similar to those observed in 2000. 2000 was chosen as a more representative, or “baseline,” year than 2010, which was affected by the recession. The forecast also assumes a person-per-household rate of 2.64, which reflects anticipated demographic changes. These are the same assumptions used in forecasting the number of households in 2035/2044, discussed in Comprehensive Plan Chapter 4, Housing.

Commented [KM22]: Update with current methodology used by PSRC

Future Growth Issues

The GMA requires cities in King County to participate in the Buildable Lands Program, which offers the opportunity for local governments to coordinate and analyze land supply to make sure that they have enough lands for development and to ~~make sure ensure~~ that their respective comprehensive plans are doing what they are expected to do. The King County Buildable Lands Report estimates Medina's Buildable Lands Analysis, completed in 2014, estimates that the City has the capacity to accommodate a total of an additional for total housing units is 8,466 new housing units under current zoning with recognition of current market trends (although, as noted above, only 27 new housing units are anticipated by 2035).

There are several general trends occurring in Medina that make the potential for increased growth through redevelopment limited. First, there are a number of older, smaller homes on existing lots. The most common redevelopment practice has been to raze such a structure and construct a new, larger residence in its place. Homes are also commonly remodeled to include additions, yielding a larger home on the lot. Consequently, neither of these practices result in, there is no a net increase in the total number of housing units.

Increasing house size through remodel is also common, particularly in the R-16 zoning district. The R-16 zoning districts contain a number of lots that were platted before incorporation of the City that are now of sub-standard size. Since the current lot development standards are more restrictive than before incorporation, it is often easier to increase the size of a home by making additions rather than tearing down and rebuilding. Again, the result is no net increase in the number of housing units.

The purchase and agglomeration combination of several adjacent lots to create one parcel is one type of development activity that leads to a flux in the number of developable properties. Agglomeration-Lot combination has occurred on a few occasions in the past, and is likely to continue to a limited extent in the future. The result is a net loss of potentially developable sites. The common theme to current development in Medina is a move towards larger, single-family households, which precludes any net increase in housing units.

In the R-20 and R-30 zoning districts, there are a limited number of large parcels that could potentially be replatted. While a handful of new lots may be created, the addition of these lots would probably be offset by the net loss through agglomeration lot combination. Consequently, the number of housing units created through redevelopment will likely remain constant.

Medina is surrounded by incorporated municipalities and cannot extend its boundaries through annexation; therefore, its Urban Growth Area corresponds to its existing boundaries.

An increase in the number of housing units in Medina can be achieved per existing zoning only by the following actions:

- Development of the few remaining lots;
- Subdividing and developing existing properties to their maximum development potential;
- Restricting lot consolidation combinations;
- Development of accessory dwelling units.

Commented [JF23]: Need to mention how new state law requires extra units per lots

Commented [KM24]: Tone deaf - bring into 2024. remove defensiveness.

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Commented [KM25]: Ensure this reflects current methodology

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Commented [JF26]: Revise per new BLR data

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Commented [KM27]: Suggest deleting - this is a lengthy way to say that homes are remodeled, which I've added in the preceding paragraph.

Commented [KM28]: Is this relevant to discuss at all? Is this still a common land development practice?

Commented [KM29]: Consider adding to this list: reduction of minimum lot sizes, zone changes, density, etc. Think about addressing the need to change zoning regulations to accommodate future growth.

Commented [KM30]: Recommend deleting this as it conflicts with statements in this element that there are no remaining vacant lots to develop

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Commented [JF31]: Need a LCA memo to show that there is current capacity

Commented [JF32]: Verify that current code and dev regulations don't prohibit development of ADU's

~~Therefore, the current land use pattern and general densities will likely remain largely unchanged over the next 20 years. To accommodate more residential development opportunity, the City could choose to amend its zoning standards; common considerations include reducing minimum lot size or increasing allowed density to facilitate the potential for lot redevelopment.~~

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Commented [KM33]: update

~~As a fully planning community under the GMA, Medina is also subject to recent state legislation requiring the City to accommodate more diverse housing options. Complying with new state law will, in part, require the City to revise its land use and development regulations to ease the siting of accessory dwelling units (ADUs); per RCW 36.70A.681, the city or county must allow an accessory dwelling unit on any lot that meets the minimum lot size required for the principal unit. To this end, revisions to the Medina Municipal Code are expected to occur in 2025 and are expected to increase the housing capacity of the City sufficient to satisfy its assigned housing growth targets (see Appendix G to the Comprehensive Plan for the City's Housing Needs Assessment and Housing Action Plan further detailing the City's approach to accommodating diverse housing options).~~

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Commented [KM34]: Per feedback from DSC on 3/20, state leg should be referenced generally, and a quote from the RCW re: ADUs should be included in the Element's text.

Commented [KM35]: Verify this after GIS is analyzed.

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~~While Medina is an incorporated city, its character and function are more like that of a mature residential neighborhood within a larger community. Within a four-mile radius of City Hall, there are hundreds of commercial establishments providing well over a million square feet of retail space and an increasing number of professional, health, and social services. Due to their extent and proximity, and given Medina's assigned employment growth target of 0 by 2044, the commercial and professional opportunities established in growing urbanized neighboring communities is sufficient for use by Medina residents; it is unnecessary for Medina to duplicate these land uses.~~

Commented [KM36]: Look in the housing element for better language related to this

~~In addition, the public transportation system within Medina does not support higher residential densities or increased commercial development. The Countywide Policies are specific about encouraging increased densities and development to locate in those areas of the county where there are sufficient transportation opportunities. Medina has only one major arterial (on the east side of town) and only a few direct transit connections.~~

Commented [KM37]: Recommend deleting this paragraph - its entire intention is to justify restrictive development, which we are working to correct. Additionally, mention of the capacity of the transportation network can be limited to the Transportation Element.

The major employers in Medina are the three schools and ~~the golf course~~ employers in the "services" industry. Together, they account for approximately 335-384 jobs. City government, including administrators, staff, and police, provides 24-22 jobs. There are also approximately 15 people employed by the gas station, Medina grocery store, nursery, and post office. Additional employment is provided by individual residential properties in the form of housekeeping, groundskeeping, and other household staff positions.

Total employment within Medina is listed in the PSRC's 2013 Quarterly Census of Employment as 461 jobs. The PSRC forecasts an increase to 496 jobs by 2035. The majority of this increase is forecasted to occur in the service sector, which is already the largest employment sector in Medina. There is no planned or expected increase in retail or commercial space in Medina. However, there are an increasing number of people working from home. Consequently, traditional employment in Medina is forecasted to remain relatively stable, but there will likely be an increase in home occupations.

Commented [JF38]: Needs to be revised per new PSRC projections

SPECIAL PLANNING AREAS AND ESSENTIAL PUBLIC FACILITES

Commented [KM39]: Jonathan - is there a map of these areas?

Certain areas within the City have unique planning requirements because of the impact these areas and the facilities they contain have on surrounding uses. These areas and facilities typically serve regional needs, and any planning involving them requires coordination with other jurisdictions and agencies. ~~By establishing a process for reviewing requests for development within these designated Special Planning Areas, the City can ensure that (i) the public will be included in the planning process, (ii) appropriate mitigation is implemented, (iii) adverse impacts on the surrounding uses and the City as a whole will be minimized, and (iv) regional planning will be facilitated. To accomplish these goals, development within designated Special Planning Areas will be handled through the City's Special Use Public Hearing process.~~

It is intended that future development of Special Planning Areas will be guided by the need to limit or mitigate the impact of such development on surrounding uses and the City as a whole. The role of government, in this context, is to seek a balance between regulations, the needs of a growing population, ~~and~~ preservation of the environment, ~~and~~ to ensure the maintenance of a high standard of living, ~~and potentially to accommodate diverse housing options.~~

~~Any consideration of facilities to be sited within Special Planning Areas (or the expansion of existing facilities within Special Planning Areas) should follow submittal by the applicant of a~~

Commented [KM40]: Do we need to say this? Could mention a variety of options to handle these planning areas, or could move away from defining process at all.

Commented [KM41]: Recommend deleting - all of this should be informed by code

Commented [KM42]: We could consider an addition like this in case our future housing work favors the use of special planning areas for multifamily housing options.

~~Master Plan for the facility providing at a minimum the application criteria specified in Chapter 20.32 and must apply and integrate, to the extent applicable, the policies and requirements of:~~

- ~~• This Comprehensive Plan.~~
- ~~• The City's Shoreline Master Program (Subtitle 20.6), the SEPA Model Ordinance, Critical Areas Regulations (Ch. 20.50 and 20.67), Construction Mitigation Ordinance (Ch. 15.20), and Medina Tree Code (Ch. 20.52).~~
- ~~• Environmental assessments and studies procured by the City dealing with drainage and water quality, wildlife habitat, noise, the City's shoreline and aquatic habitat, and air quality.~~
- ~~• State and regional plans and studies.~~
- ~~• Reports and studies generated by the towns of Hunts Point and Yarrow Point, and the City of Clyde Hill on issues common to the Points Communities.~~

Commented [KM43]: Recommend deleting - the Code should inform process

SR 520 Corridor Special Planning Area:

This Special Planning Area consists of the SR 520 right-of-way, including the Evergreen Point Bridge to mid-span, which runs across the City at the base of Evergreen Point, from Lake Washington on the west to the City's boundaries with the Town of Hunts Point and the City of Clyde Hill on the east. The area has undergone significant changes as part of the Washington Department of Transportation (WSDOT) SR 520 bridge replacement project. In addition to replacing the floating bridge, approaches, and interchanges, the project includes a lidded overpass at Evergreen Point Road in Medina, with pedestrian access down to a median transit stop. The new bridge features two general travel lanes and one HOV lane in each direction. The bridge also includes a bicycle/pedestrian path that connects to regional trails east of Medina, and a pedestrian overlook and view corridor within the bridge's southern right-of-way west of Evergreen Point Road.

84th Avenue N.E. Corridor Special Planning Area:

This Special Planning Area consists of that portion of the 84th Avenue N.E. right-of-way within the City of Medina between the SR 520 interchange on the north and N.E. 12th Street on the south. The easterly portion of the 84th Avenue N.E. right-of-way is located within the City of Clyde Hill. In 2012, the City completed improvements to a 0.75-mile stretch of the corridor between NE 12th Street and NE 24th Street. Improvements included new roadway resurfacing, new road channelization with formal designated bike lanes, and a new landscaped median.

Essential Public Facilities:

The GMA requires that jurisdictions planning under its authority develop and adopt a process for identifying and siting essential public facilities. The GMA defines essential public facilities as "those facilities that are typically difficult to site, such as airports, state education facilities, state or regional transportation facilities [such as SR 520], state and local correctional facilities, solid waste handling facilities, and in-patient facilities, including substance abuse facilities, mental health facilities, and group homes." The County and all its cities must jointly agree upon the siting process for these types of facilities. The GMA states that no Comprehensive Plan or development regulation may preclude the siting of essential public facilities. SR 520 is the only essential public facility currently located in Medina.

Commented [JF44]: Find exact GMA section for this reference

The City reviews proposals for the siting of essential public facilities or the expansion of existing essential public facilities through the Special Planning Area process. If a proposed essential public facility is not located within a Special Planning Area, the proposed essential public facility shall-should be designated as a Special Planning Area. The boundaries of the resulting Special Planning Area will be the boundaries of the proposed essential public facility.

LAND USE PLAN

Medina has developed and matured into the type of community envisioned at the time of its incorporation. Old and new residents alike have invested substantially in their homes on the premise that Medina will continue to maintain its residential quality and character. Development ordinances and regulations have been adopted over time to assure-ensure that the character of Medina is maintained-these expectations are met. ~~As the above discussions indicate, there are no compelling reasons for Medina to institute fundamental changes to its basic land use pattern.~~

Commented [KM45]: Too restrictive
Commented [KM46]: Delete this sentence

It is important to the community that uses such as the post office and the Medina grocery store, and facilities such as the City Hall, clock tower, and water tower, are retained because of their functional, historic and cultural contribution to the City. The historical character of these buildings and structures, and their appropriate uses, should be retained for future generations. In line with this policy, in 2013 the City Council amended its zoning regulations and map (Ordinance No. 900) to better reflect existing uses. St. Thomas Church/School and the Ppost Office-office were both rezoned under the Park and Public Places zoning designation. The amendment also created more uniform zoning boundaries, and eliminated split zoning on individual parcels.

Commented [KM47]: Update to reflect most recent map update - restructure sentence
Commented [KM48]: Verify - still accurate?

In the absence of any substantial future growth, it is the basic policy of the City to retain and promote the high-quality residential setting that has become the hallmark of the Medina community. Medina will continue to consider ways in-which-to creatively implement land use practices in a way that accommodates all socioeconomic groups in Medina without restrict the size of homes so that individual lots do not become over developed and adversely impacting the character of the community or the environment.

Future Land Use Designations

The Future Land Use Map adopted in this plan establishes the future distribution, extent, and location of generalized land uses within the City (see Figure 3). The land use categories on the Future Land Use Map include ~~Single Family~~-Residential, Local Business, Public Facility, School/Institution, Utility, Park, and Open Space.

Commented [KM49]: Joel - please have Dane recreate FLUM as needed
Commented [KM50]: Ensure this list is accurate today

GOALS

- LU-G1 To maintain Medina’s high-quality residential setting and character, while considering creative housing solutions to accommodate Medina community members of all socioeconomic groups.
- LU-G2 To maintain, preserve, and enhance the functional and historic contributions of Medina’s public facilities and amenities.
- LU-G3 To maintain active community involvement and equitable engagement in land use policy and regulations.

Commented [KM51]: This draft revised goal implements related new draft policies focused on equity and aims to implement MPP-DP-1 (implementing CPP is DP-40 - see pg. 10 of the Gap Analysis)
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LU-G4 To preserve community treasures, including, but not limited to, those structures and uses that reflect the City's heritage and history.

POLICIES

- LU-P1 The City ~~shall~~ should minimize changes to existing zoning and land use patterns, except as to meet above goals when deemed necessary by its citizens. The existing residential character of Medina should promote the health and well-being of its residents by supporting equitable access to parks and open space and safe pedestrian and bicycle routes. The City should explore opportunities to improve connectivity and ensure public safety of existing pedestrian and bicycle routes in the City, as needed.
- LU-P2 The City ~~shall~~ should consider ways to restrict the size of homes in order to retain the character of the community and lessen impacts associated with construction.
- LU-P3 Residential uses ~~shall~~ should not be considered for conversion to non-residential use except when clearly supported by the community and when impacts to the surrounding area can be fully mitigated.
- LU-P4 The City ~~shall~~ should develop a program to preserve community treasures, including, but not limited to, those historical structures that reflect the City’s heritage and history.
- LU-P5 Existing non-residential uses are encouraged to be maintained. Existing non-residential uses include:
 - City Hall
 - Medina Grocery Store
 - Post Office
 - Bellevue Christian School
 - Wells Medina Nursery
 - Overlake Golf and Country Club
 - St. Thomas Church
 - St. Thomas School
 - Gas Station
 - Medina Elementary School
 - City facilities and parks
 - Utilities
- LU-P6 Existing non-residential uses within a residential zone may be converted to residential use, or may be redeveloped with a new non-residential use in a manner compatible with surrounding properties when allowed through the conditional use process.
- LU-P7 The City ~~shall~~ should work with WSDOT and City residents to develop mitigation measures that it seeks to be implemented as part of regional facilities development or improvement projects, such as SR 520 and related structures and improvements. and are designed to promote and improve physical, mental, and social health and reduce the impacts of climate change on the natural and built environments. Coordination between the City, King County, and WSDOT should reflect opportunities to promote or improve public health and safety of regional trail systems.
- LU-P8 The City ~~shall~~ should encourage and facilitate equitable public participation in all

Commented [KM52]: Non-motorized vehicle* - consider “human powered” something

Commented [KM53R52]: See note below regarding “route”

Commented [KM54]: Add “route” to a definitions appendix

Commented [KM55R54]: Definition already included in Appendix A and seems to represent the discussion PC had on 3/14, though we could add “human-powered” transportation modes at the end: *Any route or portion of public or private roadway specifically designated for use by bicyclists and pedestrians, whether exclusive for bicyclists and pedestrians or to be shared with other transportation modes.*

Commented [KM56]: This draft revised policy aims to implement MPP-RC-3 (implementing CPP is H-24 - see pg. 2 of the Gap Analysis)

Commented [KM57]: This draft revised policy aims to implement MPP-DP-17 (implement CPP is T-17 - see pg. 14 of the Gap Analysis)

land use planning processes, including participation from Medina community members, including those of all ethnicities and races, socioeconomic statuses, members with disabilities, language access needs, and immigrants or refugees. Engagement efforts should also facilitate the participation of local tribes, the Puget Sound Partnership, and other affected jurisdictions to support regional collaborative land use planning.

LU-P9 The City ~~shall~~ should afford due consideration to all stakeholders prior to any land use decision, including consideration of the potential physical, economic, and cultural displacement risk to residents, particularly to communities that have historically faced greater risk of displacement.

LU-P10 Development of Special Planning Areas and essential public facilities ~~shall~~ should require review of a Master Plan that addresses mitigation of impacts on surrounding uses and the City as a whole.

~~LU-P11~~ If a proposed essential public facility is not located in an existing Special Planning Area, the proposed site of the essential public facility ~~shall~~ should be designated as a Special Planning Area.

Commented [KM58]: This draft revised policy aims to implement MPP-DP-1, MPP-DP-2, MPP-DP-4, and MPP-DP-9 (implementing CPP is DP-40 - see pgs. 10-14 of the Gap Analysis). This policy would implement the revised Medina LU-G3.

Commented [KM59]: **KM** Explore how this could be written to specify that the listed persons are Medina community members

Commented [KM60]: This draft revised policy aims to implement MPP-RC-4 (implementing CPP is DP-23 - see pg. 2 of the Gap Analysis).

Commented [KM61]: This draft revised policy aims to implement MPP-RC-15, MPP-EN-17, MPP-EN-18, MPP-EN-19, and MPP-EN-20 (implementing CPP is EN-16 - see pgs. 2-5 of the Gap Analysis).

Commented [KM62]: Recommend revisiting this term - who decides what is "due consideration"?

Commented [KM63]: This draft revised policy aims to implement MPP-DP-8 (implementing CPP is DP-39 - see pg. 13 of the Gap Analysis).

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- LU-P12 The City shall not preclude the siting of essential public facilities.
- LU-P13 The process to site proposed new or expansions to existing essential public facilities should consist of the following:
 - a. An inventory of similar existing essential public facilities, including their locations and capacities;
 - b. A forecast of the future needs for the essential public facility;
 - c. An analysis of the affordable and equitable access to public services to all communities, especially those historically underserved;
 - d. An analysis of the potential social and economic impacts and benefits to jurisdictions receiving or surrounding the facilities;
 - e. An analysis of the proposal's consistency with County and City policies;
 - f. An analysis of alternatives to the facility, including decentralization, conservation, demand management and other strategies;
 - g. An analysis of alternative sites based on siting criteria developed through an inter-jurisdictional process;
 - h. An analysis of opportunities to facilitate or encourage modes of travel other than single-occupancy vehicles, the incorporation of energy-saving strategies in infrastructure planning and design, and the feasibility of using electric, sustainable, or other renewable energy sources for new or expended public facilities and developments to reduce greenhouse gasses;
 - i. An analysis of environmental impacts and mitigation; and
 - j. Extensive public involvement.

LU-P14 The City should consider opportunities to promote public health and address racially and environmentally disparate health outcomes by providing or enhancing opportunities to safe and convenient physical activity, social connectivity, protection from exposure to harmful substances and environments, and denser housing in potential future changes to land use designations, as appropriate to serve the needs of the Medina community.

LU-P15

Commented [KM64]: This draft revised policy aims to implement MPP PS-2 (implementing CPP is PF-2 - see pgs. 21-22 of the Gap Analysis).

Commented [KM65]: This draft revised policy aims to implement MPP-EN-21, MPP-EN-22, MPP-CC-2, and MPP-CC-3 (implementing CPP is EN-4, EN-28, and EN-30) - see pgs. 5-9 of the Gap Analysis). This also implements MPP-PS-1 (implementing CPP is PF-25 - see pgs. 20-21 of the Gap Analysis).

Commented [KM66]: This draft policy aims to implement MPP-RC-3 (implementing CPP is DP-6 - see pg. 1 of the Gap Analysis)

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Commented [KM67]: To consider for either/both the Land Use and Housing Elements: The city should consider revising **LU-P1** or creating a new policy that allows for denser zoning, middle housing, or infill development along planned or existing high-capacity and frequent transit corridors. This will help address **CPP H-16, H-17, and H-18**. Revised land use policies could make mention of the City's participation in A Regional Coalition for Housing (ARCH) and its contributions toward its Housing Trust Fund to create and preserve affordable housing in East King County.
 Current land use and zoning densities do not allow for middle housing or severely limits its development. **LU-P1** can be revised to plan for allowing middle housing, at least along transit corridors, in the future. Many of the CPPs that implement Vision 2050's housing goal will fall back to this same solution.
 This would implement MPP-H-1, MPP-H-2, MPP-H-6, MPP-H-7, MPP-H-8, and MPP-H-9 (implementing CPPs are H-16, H-17, and H-18 - see pgs. 14-19 of the Gap Analysis)

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APPENDIX A - DEFINITIONS

Accessory Dwelling Unit: A subordinate dwelling unit incorporated within a single-family structure, within an accessory building, or located on any developed residential property. The unit may not be subdivided or otherwise segregated in ownership from the primary residence structure.

Activity Areas: Areas defined in the Countywide Planning Policies as locations that contain a moderate concentration of commercial land uses and some adjacent higher density residential areas. These areas are distinguishable from community or neighborhood commercial areas by their larger size and their function as a significant focal point for the community.

Affordable Housing: Housing which is affordable to a family that earns up to 80 percent of the area median income, adjusted for family size.

Alteration: Any human induced change in an existing condition of a critical area or its buffer. Alterations include, but are not limited to grading, filling, channelizing, dredging, clearing (vegetation), construction, compaction, excavation or any other activity that changes the character of the critical area.

Anadromous Fish: Fish that spawn and rear in freshwater and mature in the marine environment. While Pacific salmon die after their first spawning, adult char (bull trout) can live for many years, moving in and out of saltwater and spawning each year. The life history of Pacific salmon and char contains critical periods of time when these fish are more susceptible to environmental and physical damage than at other times. The life history of salmon, for example, contains the following stages: upstream migration of adults, spawning, inter-gravel incubation, rearing, smoltification (the time period needed for juveniles to adjust their body functions to live in the marine environment), downstream migration, and ocean rearing to adults.

Aquifer Recharge Areas: Areas that, due to the presence of certain soils, geology, and surface water, act to recharge ground water by percolation.

ARCH - A Regional Coalition for Housing: A regional group formed by King County and the cities of Redmond, Kirkland, and Bellevue to preserve and increase the supply of housing for low and moderate income families on the Eastside.

Best Available Science: Current scientific information used in the process to designate, protect, or restore critical areas, that is derived from a valid scientific process as defined by WAC 365-195-900 through 925. Sources of best available science are included in "Citations of Recommended Sources of Best Available Science for Designating and Protecting Critical Areas" published by the state Office of Community Development.

Best Management Practices: Conservation practices or systems of practices and management measures that:

- A. Control soil loss and reduce water quality degradation caused by high concentrations of nutrients, animal waste, toxics, and sediment;
- B. Minimize adverse impacts to surface water and ground water flow, circulation patterns, and to the chemical, physical, and biological characteristics of wetlands;
- C. Protect trees and vegetation designated to be retained during and following site construction; and

D. Provide standards for proper use of chemical herbicides within critical areas.

Bicycle Facilities: A general term referring to improvements that accommodate or encourage bicycling.

Bicycle Route: Any route or portion of public or private roadway specifically designated for use by bicyclists and pedestrians, whether exclusive for bicyclists and pedestrians or to be shared with other human-powered transportation modes.

Buffer: An area contiguous to and protects a critical area that is required for the continued maintenance, functioning, and/or structural stability of a critical area.

Built Environment: Altered natural lands that accommodate changed topography, utilities, pavement, buildings, or other structures.

Community: The combined interests of the City, its residents, commercial interests, and other local parties who may be affected by the City’s actions.

Countywide Planning Policies (CPP): A growth management policy plan required by the state Growth Management Act (GMA) that promotes regional cooperation and specifies the roles and responsibilities of cities and the county.

Critical Areas: Critical areas include any of the following areas or ecosystems: aquifer recharge areas, fish and wildlife habitat conservation areas, frequently flooded areas, geologically hazardous areas, and wetlands, as defined in RCW 36.70A.

Eastside: A geographic area that includes the King County communities east of Seattle.

Environmental Stewardship: The responsibility to make land use decisions with proper regard for protecting and enhancing the environment.

Erosion: The process whereby wind, rain, water, and other natural agents mobilize and transport particles.

Fish and Wildlife Habitat Conservation Areas: Areas necessary for maintaining species in suitable habitats within their natural geographic distribution so that isolated subpopulations are not created as designated by WAC 365-190-080(5). In Medina, these areas include:

- A. Areas with which state or federally designated endangered, threatened, and sensitive species have a primary association;
- B. Habitats of local importance, including but not limited to areas designated as priority habitat by the Department of Fish and Wildlife;
- E. Naturally occurring ponds under twenty acres and their submerged aquatic beds that provide fish or wildlife habitat, including those artificial ponds intentionally created from dry areas in order to mitigate impacts to ponds;
- F. Waters of the state, including lakes, rivers, ponds, streams, inland waters, underground waters, salt waters and all other surface waters and watercourses within the jurisdiction of the state of Washington;
- G. Lakes, ponds, streams, and rivers planted with game fish by a governmental or tribal entity;
- H. State natural area preserves and natural resource conservation areas; and
- I. Land essential for preserving connections between habitat blocks and open spaces.

Frequently Flooded Areas: Lands in the flood plain subject to a one percent (1%) or greater chance of flooding in any given year. Frequently flooded areas perform important hydrologic functions and may present a risk to persons and property as designated by WAC 365-190-080(3). Classifications of frequently flooded areas include, at a minimum, the 100-year flood plain designations of the Federal Emergency Management Agency and the National Flood Insurance Program.

Functions and Values: The beneficial roles served by critical areas including, but not limited to, water quality protection and enhancement, fish and wildlife habitat, food chain support, flood storage, conveyance and attenuation, ground water recharge and discharge, erosion control, wave attenuation, protection from hazards, historical and archaeological and aesthetic value protection, and recreation. These beneficial roles are not listed in order of priority.

Geologically Hazardous Areas: Areas that may not be suited to development consistent with public health, safety or environmental standards, because of their susceptibility to erosion, sliding, earthquake, or other geological events as designated by WAC 365-190-080(4). Types of geologically hazardous areas include: erosion, landslide, seismic, mine, and volcanic hazards.

Ground Water: Water in a saturated zone or stratum beneath the surface of land or a surface water body.

Growth Management Act (GMA): State legislation enacted in 1990, and amended in 1991, requiring counties and cities to create cooperative regional strategies to manage growth and to adopt comprehensive plans and regulations that will implement these strategies.

Household: A household includes all the persons who occupy a housing unit as their usual place of residence, regardless of relationship.

Housing Unit: A house, apartment, mobile home, group of rooms, or single room that is occupied (or, if vacant, is intended for occupancy) as separate living quarters. The occupants may be a single family, one person living alone, two or more families living together, or any other group of related or unrelated persons who share living arrangements.

Impervious Surface: A hard surface area that either prevents or retards the entry of water into the soil mantle as under natural conditions prior to development or that causes water to run off the surface in greater quantities or at an increased rate of flow from the flow present under natural conditions prior to development. Common impervious surfaces include, but are not limited to, roof tops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, gravel roads, packed earthen materials, and oiled macadam or other surfaces which similarly impede the natural infiltration of stormwater.

Medina Municipal Code: The Medina Municipal Code constitutes a republication of the general and permanent ordinances of the City of Medina. The Medina Municipal Code is often abbreviated as MMC, and its Title 16 (the Medina Unified Development Code) is often the subject content of the MMC referenced throughout the Comprehensive Plan.

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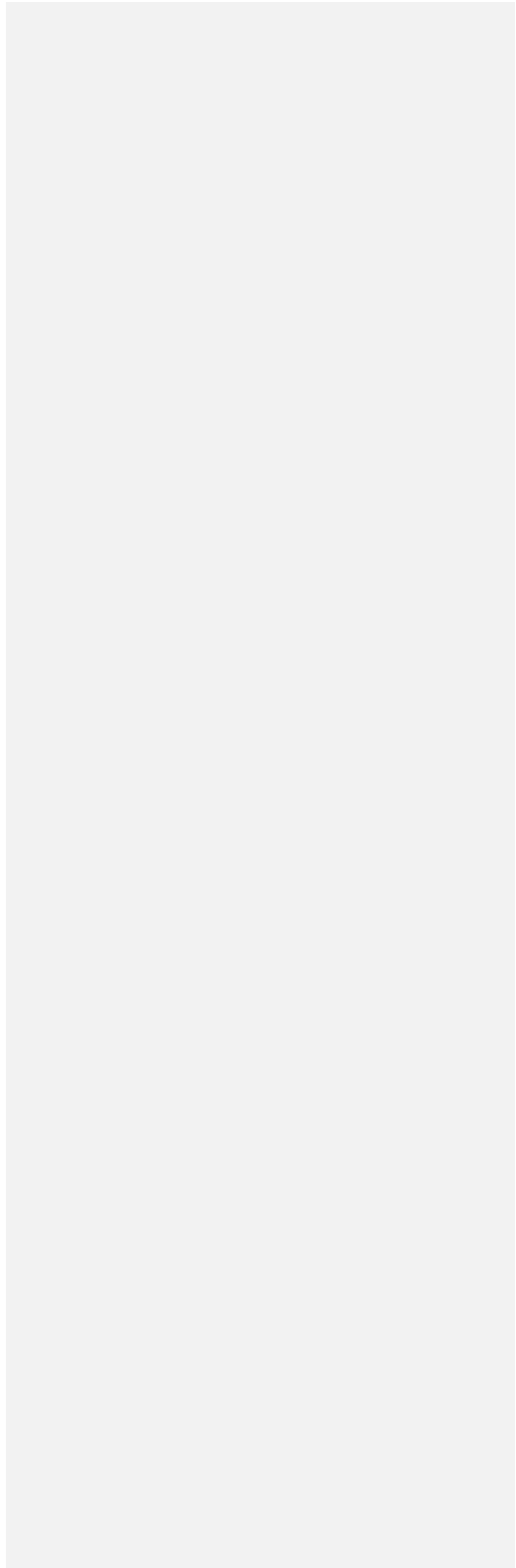
Metro - Municipality of Metropolitan Seattle: A regional governmental entity with responsibility for wastewater treatment and public transportation. In January 1994, Metro became a department of King County government, the Department of Metropolitan Services (DMS).

Mega-Homes: A common description for atypically large single-family residences.

Mitigation: Avoiding, minimizing or compensating for adverse critical areas impacts.

Mitigation, in the following order of preference, is:

- A. Avoiding the impact altogether by not taking a certain action or parts of an action;



- B. Minimizing impacts by limiting the degree or magnitude of the action and its implementation, by using appropriate technology, or by taking affirmative steps, such as project redesign, relocation, or timing, to avoid or reduce impacts;
- C. Rectifying the impact to wetlands, critical aquifer recharge areas, and habitat conservation areas by repairing, rehabilitating or restoring the affected environment to the conditions existing at the time of the initiation of the project;
- D. Minimizing or eliminating the hazard by restoring or stabilizing the hazard area through engineered or other methods;
- E. Reducing or eliminating the impact or hazard over time by preservation and maintenance operations during the life of the action;
- F. Compensating for the impact to wetlands, critical aquifer recharge areas, and habitat conservation areas by replacing, enhancing, or providing substitute resources or environments; and
- G. Monitoring the hazard or other required mitigation and taking remedial action when necessary.

Mitigation for individual actions may include a combination of the above measures.

Monitoring: Evaluating the impacts of development proposals on the biological, hydrological, and geological elements of such systems and assessing the performance of required mitigation measures throughout the collection and analysis of data by various methods for the purpose of understanding and documenting changes in natural ecosystems and features, and includes gathering baseline data.

Native Vegetation: Plant species that are indigenous to the area in question.

Multi-modal Transportation: Means of transport by multiple ways or methods, including automobiles, public transit, walking, bicycling, and ridesharing.

Nonmotorized Transportation: Means of transport that does not involve motorized vehicles, including but not limited to walking and bicycling.

Open Space (Parks): Public land for active and/or passive recreational uses. Includes parkland, wildlife corridors, natural areas, and greenways. May also include school lands and private land permanently reserved as undeveloped.

Passive Recreation (Parks): Outdoor recreation which does not require significant facilities, such as walking, picnicking, viewing, and environmental education activities.

Public Access: A means of physical approach to and along the shoreline available to the general public. Public access may also include visual approach (views).

Restoration: Measures taken to restore an altered or damaged natural feature including:

- A. Active steps taken to restore damaged wetlands, streams, protected habitat, or their buffers to the functioning condition that existed prior to an unauthorized alteration; and
- B. Actions performed to reestablish structural and functional characteristics of the critical area that have been lost by alteration, past management activities, or catastrophic events.

Shoreline: The water, submerged lands, associated wetlands, and uplands of Lake Washington.

Sidewalks: The portion of a roadway designed for preferential or exclusive use by pedestrians. Sidewalks are usually constructed of concrete and are typically grade separated horizontally and set back vertically from the roadway.

Public Facility: Facilities which serve the general public or provide public benefit, such as schools, libraries, fire stations, parks, and other city facilities.

Region: An area which in its largest sense generally includes King, Pierce, Snohomish, and Kitsap Counties. It may also be limited to a smaller area. If so, this is generally noted in the context of the policy.

Sensitive Area: (*see Critical Areas*)

Stream: Water contained within a channel, either perennial or intermittent, and classified according to WAC 222-16-030 and as listed under water typing system. Streams also include watercourses modified by man. Streams do not include irrigation ditches, waste ways, drains, outfalls, operational spillways, channels, stormwater runoff facilities, or other wholly artificial watercourses except those that directly result from the modification to a natural watercourse.

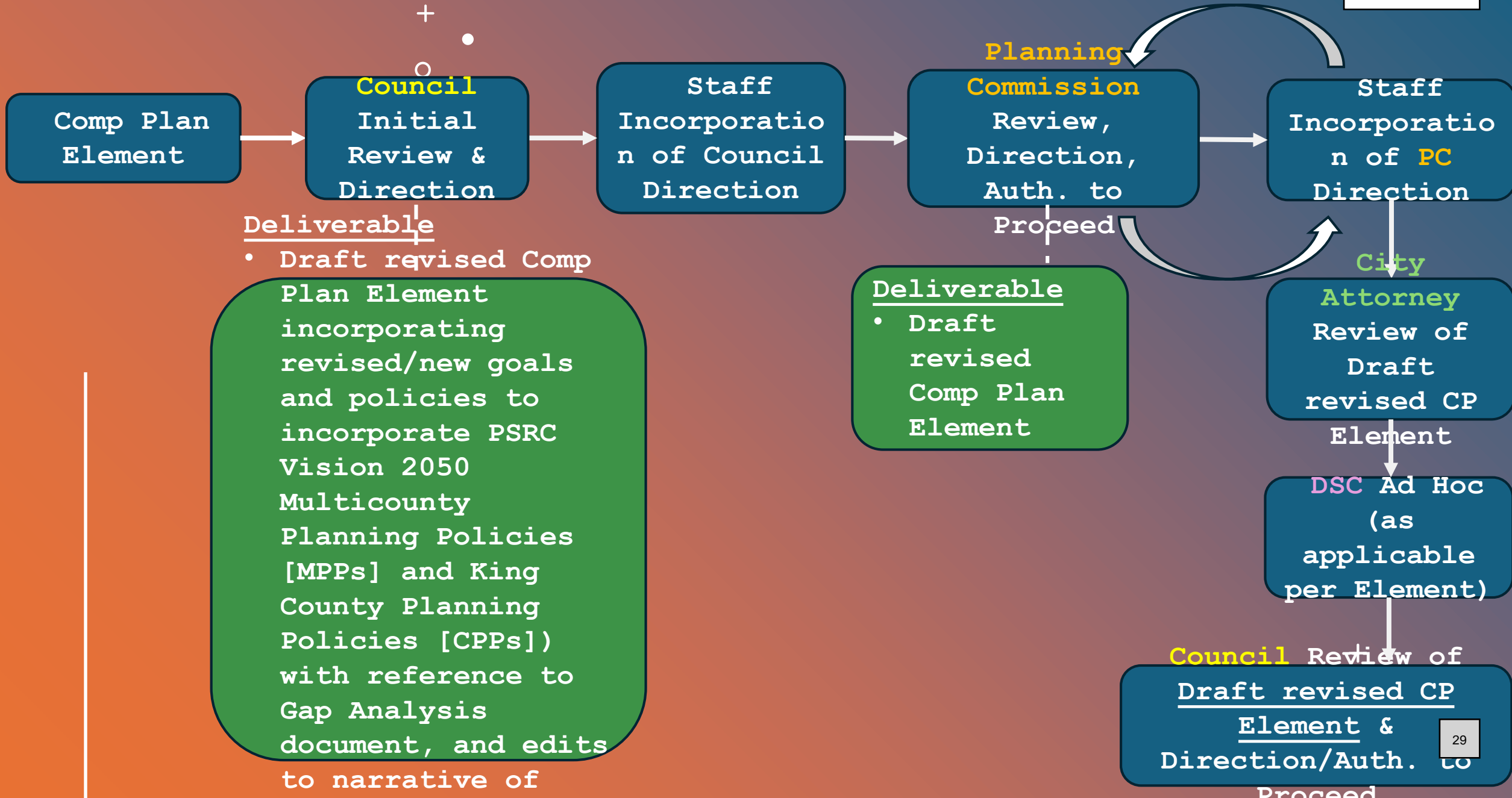
Trail: Any pedestrian walkway within the City, including, but not limited to, paved surfaces such as sidewalks and unpaved, informal pathways.

Wetlands: Those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs and similar areas. Wetlands do not include those artificial wetland intentionally created from non-wetland sites, including, but not limited to, irrigation and drainage ditches, grass-lined swales, canals, detention facilities, wastewater treatment facilities, farm ponds, and landscape amenities, or those wetlands created after July 1, 1990, that were unintentionally created as a result of the construction of a road, street, or highway. Wetlands may include those artificial wetlands intentionally created from non-wetland areas to mitigate the conversion of wetlands. Identification of wetlands and delineation of their boundaries pursuant to the City's Critical Areas Regulations shall be done in accordance with the approved federal wetland delineation manual and applicable regional supplements.

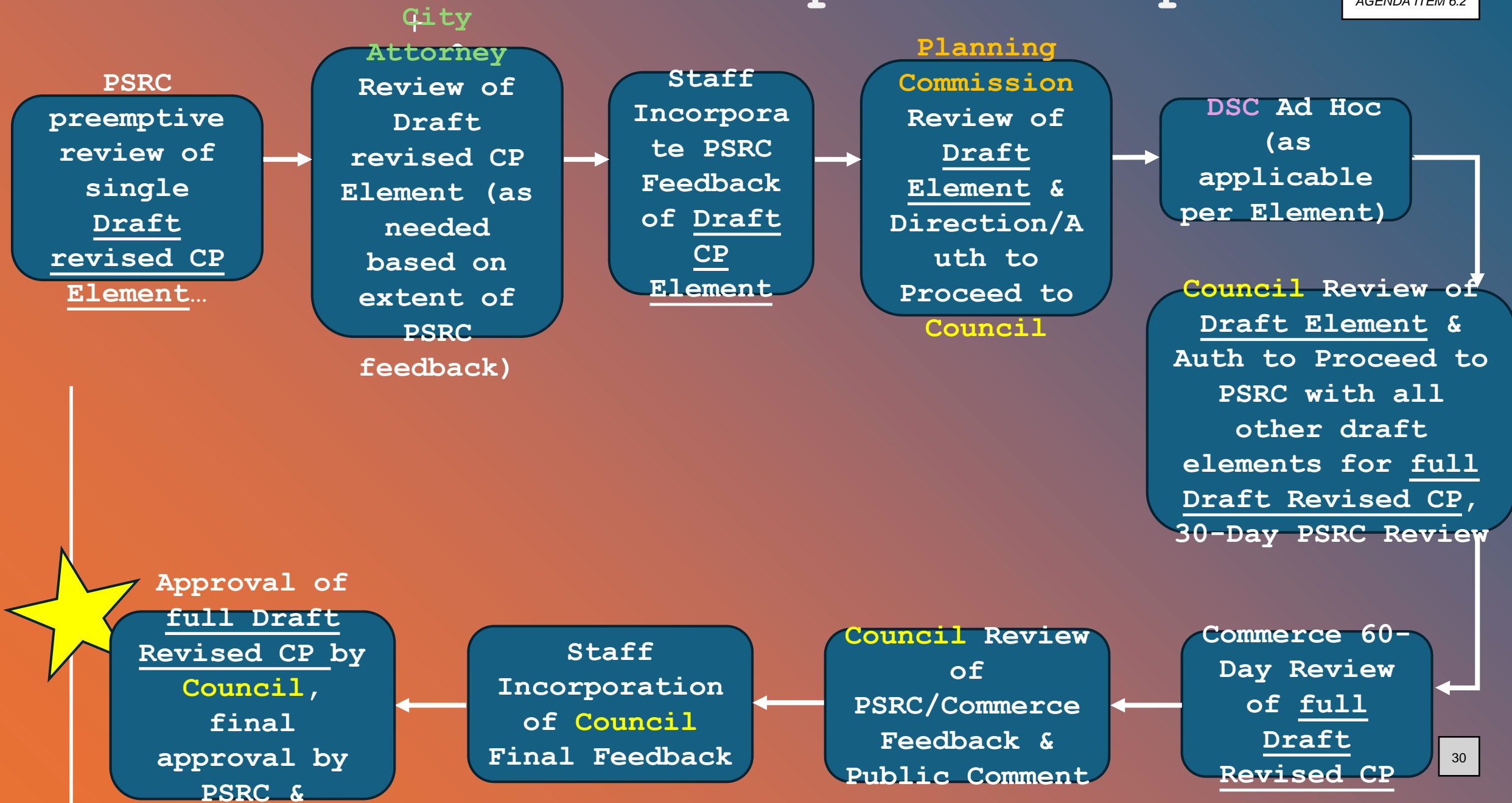
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Revised Path to Comp Plan Adoption

AGENDA ITEM 6.2



Revised Path to Comp Plan Adoption





CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144
TELEPHONE 425-233-6400 | www.medina-wa.gov

MEMORANDUM

DATE: March 26, 2024
TO: Medina Planning Commission
FROM: Jonathan Kesler, AICP, Planning Manager
RE: Comprehensive Plan Update – Overview and **First** Review of the Capital Facilities Element

As a reminder, each city and county under the Washington State Growth Management Act (originally adopted in 1991) is required to periodically review and, if needed, revise its comprehensive plan to ensure compliance with the Act. The last time that Medina completed a Comprehensive Plan update was in 2015. In 2022, the eight-year comprehensive plan periodic cycle was extended to a 10-year cycle. The current comprehensive plan periodic update cycle requires that Medina complete its review and revision by **December 31, 2024**.

At this meeting, per Council’s direction, we will begin review of the Comp Plan’s **Capital Facilities** Use Element. In the packet, you will find a revised copy of the Element. Largely, the edits made (are those that will be made) update metrics as they become available from staff and from contract jurisdictions.

The element includes edits in **redline** that show all **changes** our consultant has made.

LDC Consultant Kim Mahoney will be in attendance along with City staff.

7. CAPITAL FACILITIES ELEMENT

INTRODUCTION

The Growth Management Act (GMA) requires cities to prepare a Capital Facilities Element. Capital facilities refer to those physical structures and infrastructure that are owned and operated by public entities and the associated services provided. The locations of Medina’s capital facilities are shown in Figure 9.

EXISTING CONDITIONS

Administration and Public Safety

City Hall is housed in the former ferry terminal building located at the south end of Evergreen Point Road in Medina Beach Park. City Hall contains City Council chambers, City administrative offices, and the police department. There are currently 24 City staff including the police department. Public hearings for the Planning Commission, Hearing Examiner, and City Council are also held in this facility. Public restrooms are provided in conjunction with park use. The facility was renovated in 2011. Renovation included expansion to the Police Department, as well as a larger Council Chamber. City Hall now provides approximately 9,000 square feet of space.

The City of Medina maintains its own police force, which is housed within City Hall. The Medina police force also serves the adjacent Town of Hunts Point under contract. Marine Patrol is provided under contract by the Seattle Police Department Harbor Patrol.

Fire protection is provided under contract by the City of Bellevue. However, there is no fire station located within Medina; the nearest station is in the adjacent City of Clyde Hill on NE 24th Street between 96th and 98th Avenues NE.

The City also has a Public Works shop located in the southwest corner of Medina Park adjacent to the Puget Power substation. The shop occupies approximately 1,878 square feet with an additional 2,637 square feet of covered maintenance bays.

Schools

The Bellevue School District maintains two facilities in Medina. Medina Elementary School is located on NE 8th Street between Evergreen Point Road and 82nd Avenue NE. The school was reconstructed in 2006, replacing a 45,000 square foot building and three portable structures with a two-story, 67,000 square foot facility. Reconstruction expanded the school’s capacity by approximately 100 students. Current enrollment is 554 students, which is at capacity. The second Bellevue School District facility is the former Three Points School, which is now leased by Bellevue Christian Schools, a private school, for their elementary school campus. It is located on NE 28th Street adjacent to Evergreen Point Road and SR 520. There are 276 students attending Bellevue Christian Elementary School. They have indicated that they are near capacity.

St. Thomas School, another private school, is located at the corner of NE 12th Street and 84th Avenue NE, adjacent to St. Thomas Church. The school has an enrollment of 290, which is close to maximum enrollment.

(Private schools are mentioned only because they may contribute to, or reduce, the demand on public facilities.)

Water and Sewer

King County CPPs direct jurisdictions to provide water and sewer services in a cost-effective way in order to maintain the health and safety of residents. Conservation and efficient use of water resources are vital to ensuring long-term supply.

Water and sewer services are provided by the City of Bellevue. Based on Bellevue’s 2015 Water System Plan, single-family residential water consumption in the Bellevue service area is estimated at 24,455 gallons per person per year. Due to the large size of some Medina properties relative to the Bellevue average, and resultant increased irrigation needs, residential users in Medina may use more than this average amount. Drinking water consumption by commercial and municipal employees is estimated at 9,855 gallons per person per year.

Sewer flows are not separately metered, and are therefore estimated from winter average per-capita drinking water demand. Based on the 2013 City of Bellevue Wastewater System Plan, for the Bellevue service area, average sewer water usage is estimated at 20,440 gallons per person per year. It should be noted that the golf course does not use potable water for maintaining their greens, fairways, and landscaping, but rather is allowed to pump water from Lake Washington under a “grandfathered” water use rights agreement with the State Department of Natural Resources.

King County maintains a sewage pumping station at the corner of NE 8th Street and 82nd Avenue NE on the Medina Elementary School property in an agreement with the Bellevue School District.

Storm Drainage

Federal clean water regulations require jurisdictions to adopt and implement stormwater management plans. Medina is a National Pollutant Discharge Elimination System (NPDES) Phase II permittee, and adopted its Stormwater Management Plan in 1993 (updated 2009). To comply with NPDES requirements, the City will be updating its stormwater regulations by the end of 2016 to comply with the Department of Ecology’s 2012 Stormwater Management Manual.

In addition, King County CPPs direct all jurisdictions to manage natural drainage systems for water quality and habitat considerations, including erosion, sedimentation, flood risk, storm water runoff, and public health. Jurisdictions in shared basins are to coordinate regulations to manage the basins and the natural drainage system.

Medina operates and maintains its own storm drainage system. In recent years, significant storm events have concentrated attention on deficiencies of the system. Problems related to the system deficiencies have included standing water on roadways, flooded basements, soil erosion, and, in at least one case, slope failure causing severe property damage. Many of the inadequacies of the

overall system can be attributed to poor on-site management of stormwater runoff on individual properties. To address this problem, in 2009 the City adopted new regulations to control stormwater discharges in Medina. The regulations define allowed, prohibited, and conditional discharges, and require owners of individual properties to implement best management practices. Additionally, the regulations require property owners to maintain, repair, or replace private stormwater facilities. Such facilities are subject to annual inspection. The 2009 regulations also adopted the Stormwater Management Manual for Western Washington and subsequent amendments for regulation of development, redevelopment, and construction.

Certain sections of the City-owned system were identified as requiring an upgrade to correct old or undersized lines and to install pollution control devices (e.g., catch basins, oil separators). Since the adoption of the 2009 stormwater regulations, Medina has improved a number of stormwater facilities, including:

- Installation of outlet (flood) control on the Medina Park stormwater ponds;
- Installation of storm drain pipe along Evergreen Point Road north of SR 520 to replace open ditches;
- Installation of oil/water separators upstream of major drainage basin outfalls into Lake Washington; and
- Installation of storm drain pipe along NE 28th Street to replace open ditches.

Additional ongoing City programs, including annual street sweeping and storm basing cleaning, further support the City’s stormwater management goals.

CAPITAL FACILITIES PLAN

The City will most likely continue to have water and sewer service provided by the City of Bellevue. Bellevue has indicated that they have adequate capacity to continue to service the relatively stable population in Medina.

Medina Elementary School, Bellevue Christian School, and St. Thomas School are all near or at enrollment capacity. School administrators at Bellevue Christian School have indicated there are no major expansions planned for this facility in the foreseeable future.

As described previously, the City’s Stormwater Management Plan identifies major drainage basins (see Figure 10) and addresses drainage system problems. The plan includes analysis of overall system condition and capacity, identification of a set of stormwater management techniques, a model ordinance to address development on individual properties, and a suggested capital improvement program. The majority of the capital improvements outlined in the Comprehensive Stormwater Management Plan focus on increasing the flow capacity of a number of individual sections of the system and reconditioning some of the open ditches (see Figure 11).

Recommendations concerning the control of point sources of stormwater runoff are aimed at either providing stormwater retention/detention and/or encouraging the use of the best management practices as defined under Department of Ecology guidelines. The Stormwater

Management Plan encourages the use of public information programs or other such educational efforts to raise the awareness of City residents concerning water quality issues and solutions.

The City’s 6-year Capital Improvement Plan is listed in Appendix B.

GOALS

CF-G1 To have adequate, cost effective and efficient facilities and services for the City’s needs.

POLICIES

CF-P1 The Six-Year Capital Improvement Plan shall be periodically updated to reflect the projected needs of the community.

CF-P2 The City Council may periodically evaluate the adequacy of City facilities. If there is any consideration of the development of new or the expansion of existing facilities, a full comprehensive financial analysis, including cost justification, must be completed before any proposal is recommended to Council.

CF-P3 The City shall continue to contract with the City of Bellevue for water and sewer services.

CF-P4 The City should make improvements to the stormwater system based on the Comprehensive Stormwater Management Plan, including increasing the flow capacity of a number of individual sections of the stormwater system and reconditioning some of the open ditches.

CF-P5 The City shall maintain requirements for stormwater retention/detention and/or the use of the best management practices as defined under Department of Ecology guidelines, and according to the objectives of the Puget Sound Water Quality Management Plan.

CF-P6 The City shall pursue stormwater management strategies to minimize flooding, significant erosion to natural drainage ways, and degradation of water quality.

CF-P7 The City shall encourage the use of public information programs or other such educational efforts to raise the awareness of City residents concerning water quality and quantity issues and solutions.

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7. CAPITAL FACILITIES ELEMENT

INTRODUCTION

The Growth Management Act (GMA) requires cities to prepare a Capital Facilities Element. Capital facilities refer to those physical structures and infrastructure that are owned and operated by public entities and the associated services provided. The locations of Medina’s capital facilities are shown in [Figure 9](#).

Commented [KM1]: Ensure all figure/table references are complete

EXISTING CONDITIONS

Administration and Public Safety

City Hall is housed in the former ferry terminal building located at the south end of Evergreen Point Road in Medina Beach Park. City Hall contains City Council chambers, City administrative offices, and the police department. There are currently ~~24~~22 City staff including the police department [that work in City Hall](#). Public hearings for the Planning Commission, Hearing Examiner, and City Council [are also held in this facility](#). Public restrooms are provided in conjunction with park use. ~~The facility was renovated in 2011. Renovation included expansion to the Police Department, as well as a larger Council Chamber.~~ City Hall ~~now~~ provides approximately ~~9,000~~8,662 square feet of space.

Commented [KM2]: I think this is OK to remain as-is. Medina’s current HEX operates virtually, but if he changed that dynamic or if a new HEX was hired, City Hall is where hearings would be held. We don’t want to close off that potential by editing this to reflect the current HEX’s virtually-held hearings.

Commented [KM3]: [Jonathan](#) - Has the facility been renovated more recently than 2011?

The City of Medina maintains its own police force, which is housed within City Hall. The Medina police force also serves the adjacent Town of Hunts Point under contract. Marine Patrol is provided under contract by the [Seattle-Mercer Island](#) Police Department ~~Harbor Patrol~~.

Fire protection is provided under contract by the City of Bellevue. However, there is no fire station located within Medina; the nearest station is in the adjacent City of Clyde Hill on NE 24th Street between 96th Avenue NE and 98th Avenue NE.

Commented [KM4]: Informed by Bellevue cap fac 6-year plan (Joel to review)

The City also has a Public Works shop located in the southwest corner of Medina Park adjacent to the Puget Power substation. The shop occupies approximately 1,878 square feet with an additional 2,637 square feet of covered maintenance bays [and is currently staffed by four employees](#).

Commented [KM5]: Informed by Bellevue cap fac 6-year plan (Joel to review)

Schools

The Bellevue School District maintains two facilities in Medina. Medina Elementary School is located on NE 8th Street between Evergreen Point Road and 82nd Avenue NE. The school ~~was reconstructed in 2006, replacing a 45,000 square foot building and three portable structures with a two-story, is an approximately~~ 67,000 square foot facility. ~~Reconstruction expanded the school’s capacity by approximately 100 students.~~ Current enrollment is 554 students, which is at capacity. The second Bellevue School District facility is the former Three Points School, which is now leased by Bellevue Christian Schools, a private school, for their elementary school campus. It is located on NE 28th Street adjacent to Evergreen Point Road and SR 520. There are 276 students attending Bellevue Christian Elementary School. They have indicated that they are near capacity.

Commented [KM6]: Update after responses are received by the school confirming capacity.

Commented [KM7]: Update after responses are received by the school confirming capacity.

St. Thomas School, another private school, is located at the corner of NE 12th Street and 84th Avenue NE, adjacent to St. Thomas Church. The school has an enrollment of 290, which is close to maximum enrollment.

Commented [KM8]: Update after responses are received by the school confirming capacity.

(Private schools are mentioned only because they may contribute to, or reduce, the demand on public facilities.)

Water and Sewer

Commented [KM9]: Informed by Bellevue cap fac 6-year plan (Joel to review)

King County CPPs direct jurisdictions to provide water and sewer services in a cost-effective way in order to maintain the health and safety of residents. Conservation and efficient use of water resources are vital to ensuring long-term supply.

Water and sewer services are provided by the City of Bellevue. Based on Bellevue's 2015 Water System Plan, single-family residential water consumption in the Bellevue service area is estimated at 24,455 gallons per person per year. Due to the large size of some Medina properties relative to the Bellevue average, and resultant increased irrigation needs, residential users in Medina may use more than this average amount. Drinking water consumption by commercial and municipal employees is estimated at 9,855 gallons per person per year.

Commented [KM10]: Updated water and wastewater system plan has been requested by Bellevue - metrics will be updated once those plans are received by Bellevue.

Commented [KM11]: Need to update

Commented [KM12]: Need to update

Sewer flows are not separately metered, and are therefore estimated from winter average per-capita drinking water demand. Based on the 2013 City of Bellevue Wastewater System Plan, for the Bellevue service area, average sewer water usage is estimated at 20,440 gallons per person per year. It should be noted that the golf course does not use potable water for maintaining their greens, fairways, and landscaping, but rather is allowed to pump water from Lake Washington under a "grandfathered" water use rights agreement with the State Department of Natural Resources.

Commented [KM13]: Updated water and wastewater system plan has been requested by Bellevue - metrics will be updated once those plans are received by Bellevue.

Commented [KM14]: Need to update

King County maintains a sewage pumping station at the corner of NE 8th Street and 82nd Avenue NE on the Medina Elementary School property in an agreement with the Bellevue School District.

Commented [KM15]: We should explore whether this needs to be addressed/updated. Do we need to contact the County about this pump station? Can the school provide us with this information?

Storm Drainage

Federal clean water regulations require jurisdictions to adopt and implement stormwater management plans. Medina is a National Pollutant Discharge Elimination System (NPDES) Phase II permittee, and adopted its Stormwater Management Program in 2023, which is aligned with the requirements set forth in Ecology's Western Washington Phase II Municipal Stormwater Permit, current as of August 1, 2019. Plan in 1993 (updated 2009). To comply with NPDES requirements, the City will be updating its stormwater regulations by the end of 2016 to comply with the Department of Ecology's 2012 Stormwater Management Manual.

In addition, King County CPPs direct all jurisdictions to manage natural drainage systems for water quality and habitat considerations, functions, minimize erosion and sedimentation, protect public health, reduce flood risks, and moderate peak stormwater runoff rates including erosion, sedimentation, flood risk, storm water runoff, and public health. Jurisdictions should work cooperatively to establish, monitor, and enforce consistent standards for managing streams and wetlands throughout drainage basins. In shared basins are to coordinate regulations to manage the basins and the natural drainage system.

Medina operates and maintains its own storm drainage system. In recent years, significant storm

events have concentrated attention on deficiencies of the system. Problems related to the system deficiencies have included standing water on roadways, flooded basements, soil erosion, and, in at least one case, slope failure causing severe property damage. Many of the inadequacies of the

overall system can be attributed to poor on-site management of stormwater runoff on individual properties. To address this problem, in 2009 the City adopted new regulations to control stormwater discharges in Medina. The regulations define allowed, prohibited, and conditional discharges, and require owners of individual properties to implement best management practices. Additionally, the regulations require property owners to maintain, repair, or replace private stormwater facilities. Such facilities are subject to annual inspection. The 2009 regulations also adopted the Stormwater Management Manual for Western Washington and subsequent amendments for regulation of development, redevelopment, and construction.

Commented [KM16]: To discuss with Ryan Osada - are these flooding issues still current today, or did the 2009 regulations resolve the issue?

Certain sections of the City-owned system were identified as requiring an upgrade to correct old or undersized lines and to install pollution control devices (e.g., catch basins, oil separators). Since the adoption of the 2009 stormwater regulations, Medina has improved a number of stormwater facilities, including:

- Installation of outlet (flood) control on the Medina Park stormwater ponds;
- Installation of storm drain pipe along Evergreen Point Road north of SR 520 to replace open ditches;
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Additional ongoing City programs, including annual street sweeping and storm basing cleaning, further support the City's stormwater management goals.

CAPITAL FACILITIES PLAN

The City will most likely intend to continue to have water and sewer service provided by the City of Bellevue. Bellevue has indicated that they have adequate capacity to continue to service the relatively stable population in Medina.

Commented [KM17]: Update as needed once we hear back from Bellevue.

Medina Elementary School, Bellevue Christian School, and St. Thomas School are all near or at enrollment capacity. School administrators at Bellevue Christian School have indicated there are no major expansions planned for this facility in the foreseeable future.

Commented [KM18]: Update as needed once we hear back from the schools

As described previously, the City's current Stormwater Management Plan Program identifies sets forth a task to prepare a Stormwater Management Action Plan that would inventory and map major drainage delineated basins, investigate the health of the basin, and prioritize or determine which basins should be retrofitted or preserved (see Figure X) (see Figure 10) and addresses drainage system problems. The plan program includes analysis of overall system condition and capacity, identification of a set of stormwater management techniques, a model ordinance to address development on individual properties, and a suggested capital improvement program. The majority of the capital improvements outlined in the Comprehensive Stormwater Management Plan Program focus on annual as-needed maintenance, repair, and improvements to the City's existing stormwater infrastructure, increasing the flow capacity of a number of individual sections of the system and reconditioning some of the open ditches (see Figure 11).

Commented [KM19]: Update figure after received from Ryan

Commented [KM20]: Ensure this figure is correctly represented

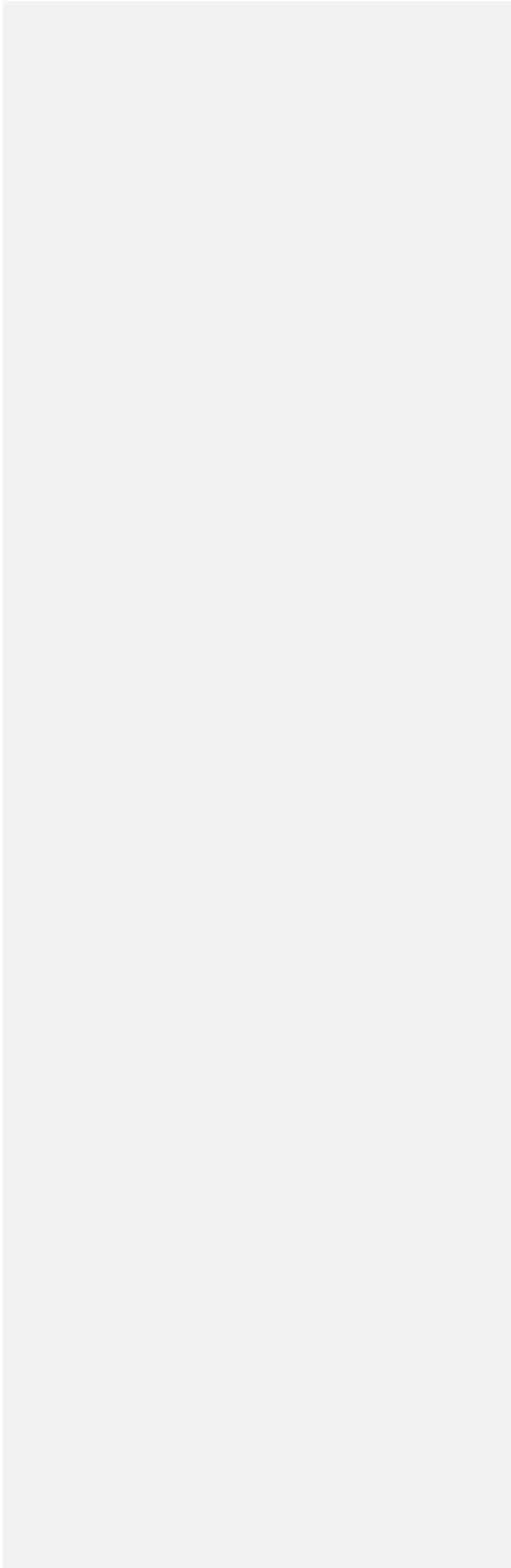
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Commented [KM21]: Ensure this is accurate

Recommendations concerning the control of point sources of stormwater runoff are aimed at either providing stormwater retention/detention and/or encouraging the use of the best

management practices as defined under Department of Ecology guidelines. The Stormwater



Management ~~Plan~~ Program encourages the use of public information programs or other such educational efforts to raise the awareness of City residents concerning water quality issues and solutions.

The City's ~~Six~~ 6-Year Capital Improvement Plan is listed in Appendix B.

Commented [KM22]: Ensure the updated version is attached

GOALS

CF-G1 To have adequate, ~~cost effective~~ cost-effective, and efficient ~~capital~~ facilities and services for the City's needs.

POLICIES

CF-P1 The Six-Year Capital Improvement Plan ~~shall~~ should be periodically updated to reflect the projected needs of the community.

CF-P2 The City Council may periodically evaluate the adequacy of City facilities; ~~consideration of facility adequacy could include that of water conservation, efficiency, demand reduction efforts, and disaster resiliency in the siting or expanding of capital facilities.~~ If there is any consideration ~~of the development of to develop~~ new facilities, or the expansion ~~of~~ expand on or maintain existing facilities to support forecasted growth, a full comprehensive financial analysis, including cost justification, must be completed before any proposal is recommended to Council.

Commented [KM23]: Edits here are recommended to incorporate CPP PF-10 more fully (see pg. 116 of the complete gap analysis)

Commented [KM24]: Edits here are recommended to incorporate CPP PF-27 more fully (see pg. 120 of the complete gap analysis)

CF-P3 The City ~~shall~~ should continue to contract with the City of Bellevue for water and sewer services, and should ensure all Medina residents have access to a safe, reliably maintained, and sustainable drinking water source that accommodate current and future needs. ~~The City should collaborate with or otherwise support facility or infrastructural improvements at the City of Bellevue aimed at requiring water reuse or reclamation and at reducing the rate of energy consumption used to provide water and sewer services, potentially through the use of low-carbon, renewable, or alternative energy sources.~~

Commented [KM25]: Edits here are recommended to incorporate CPP EC-18 more fully (see pg. 17 of the complete gap analysis)

Commented [KM26]: Edits here are recommended to incorporate CPP PF-6 more fully (see pg. 121 of the complete gap analysis)

CF-P4 The City should make improvements to the stormwater system based on the ~~City of Medina Comprehensive Stormwater Management Plan~~ Program, including increasing the flow capacity of a number of individual sections of the stormwater system and reconditioning some of the open ditches.

Commented [KM27]: Edits here are recommended to incorporate CPP PF-11, PF-15, and PF-16 (see pg. 117 of the complete gap analysis)

CF-P5 The City ~~shall~~ should maintain requirements for stormwater retention/detention and/or the use of the best management practices as defined under Department of Ecology guidelines, and according to the objectives of the Puget Sound Water Quality Management Plan.

Commented [KM28]: Recommend deleting - the Program is revised annually and its prioritized improvements may change more routinely than the Comp Plan.

CF-P6 The City ~~shall~~ should pursue stormwater management strategies to promote the use of low-impact development management techniques, minimize flooding, minimize significant erosion to natural drainage ways, avoid impacts to natural features, and reduce degradation of water quality; ~~these strategies apply holistically throughout the City, prevent or mitigate harmful environmental hazards, and inherently increase environmental resiliency in frontline communities.~~

Commented [KM29]: Edits here are recommended to incorporate CPP EN-3 more fully (see pg. 29-30 of the complete gap analysis)

Commented [KM30]: Edits here are recommended to incorporate CPP EN-6 more fully (see pg. 31-32 of the complete gap analysis)

Commented [KM31]: Edits here are recommended to incorporate CPPs EN-5 and EN-25 more fully (see pg. 30 of the complete gap analysis)

CF-P7 The City ~~shall~~should encourage the use of public information programs or other such educational efforts to raise the awareness of City residents concerning water quality and quantity issues and solutions.

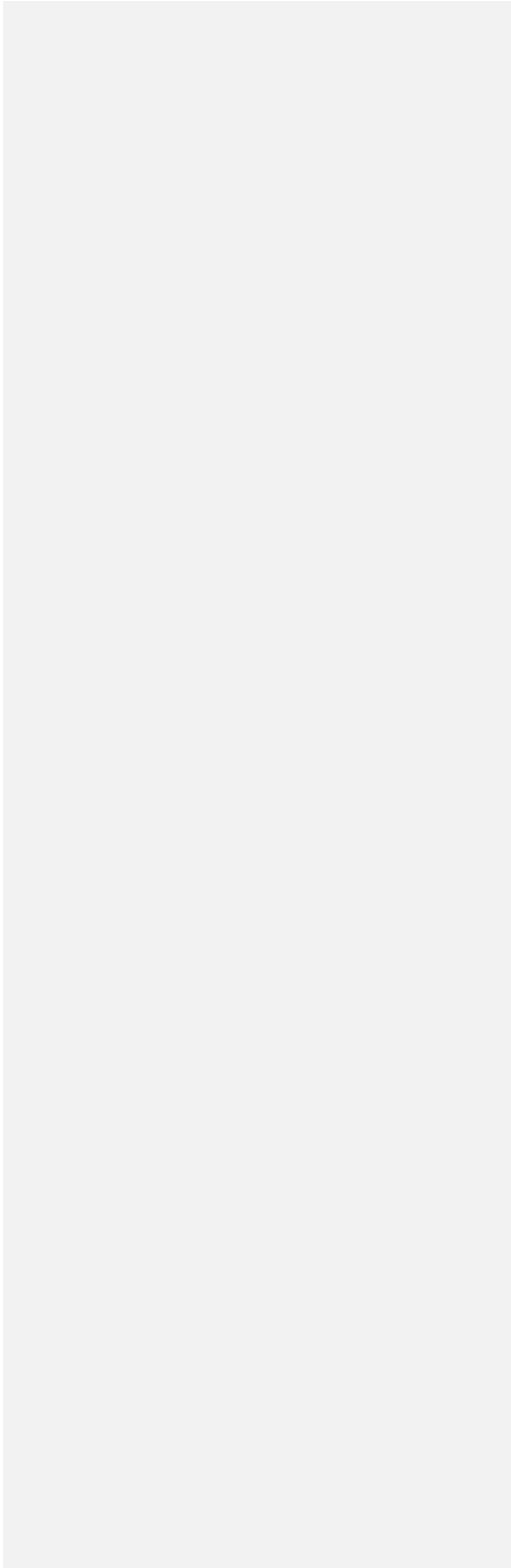
~~CF-P8 The City should support the development of regional plans for long-term water provision to support growth and to address the potential impacts of climate change and fisheries protection on regional water sources with other neighboring jurisdictions.~~

~~CF-P9 The City should support reused or reclaimed water to be used, where feasible, at its parks, schools, and golf course.~~

Commented [KM32]: This policy has been drafted to implement CPP PF-5 (see pg. 122 of the complete gap analysis)

Commented [KM33]: This policy has been drafted to implement CPP PF-6 (see pg. 122 of the complete gap analysis)

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