



MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Wednesday, May 29, 2024 – 6:00 PM

AGENDA

COMMISSION CHAIR | Laura Bustamante
COMMISSION VICE-CHAIR | Shawn Schubring
COMMISSIONERS | Julie Barrett, Li-Tan Hsu, Evonne Lai, Mark Nelson, Brian Pao
PLANNING MANAGER | Jonathan Kesler
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/82444679874?pwd=L5kVw3nxlTNsfSsYPkfRO7i5bFZEHI.1>

Meeting ID: 824 4467 9874

Passcode: 942557

One tap mobile

+12532050468,,82444679874#,,,,*942557# US

+12532158782,,82444679874#,,,,*942557# US (Tacoma)

1. CALL TO ORDER / ROLL CALL

2. **APPROVAL OF MEETING AGENDA**

3. **APPROVAL OF MINUTES**

[3.1](#) Planning Commission Meeting Minutes of April 23, 2024

Recommendation: Adopt minutes.

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, 1st review of the Preface, Introduction and Background and Context Sections

Recommendation: Discussion and direction

Staff Contact: Jonathan Kesler, AICP, Planning Manager; with Kim Mahoney, Principal and Dane Jepsen, Associate Planner of LDC Consultants

Time Estimate: 45 minutes

7. **ADJOURNMENT**

ADDITIONAL INFORMATION

Planning Commission meetings are held on the 4th Tuesday of the month at 6 PM, unless otherwise specified.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office at (425) 233-6410 at least 48 hours prior to the meeting.

UPCOMING MEETINGS

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.

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 MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Tuesday, April 23, 2024 – 6:00 PM

MINUTES

COMMISSION CHAIR | Laura Bustamante
COMMISSION VICE-CHAIR | Shawn Schubring
COMMISSIONERS | Julie Barrett, 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 6:02pm.

PRESENT

Chair Laura Bustamante
Vice Chair Shawn Schubring
Commissioner Julie Barrett
Commissioner Li-Tan Hsu (departed at 6:29pm)
Commissioner Mark Nelson

ABSENT

Commissioner Evonne Lai
Commissioner Brian Pao

STAFF PRESENT

Bennett, Kesler, Wilcox

2. APPROVAL OF MEETING AGENDA

Without objections, the meeting agenda was approved as presented.

3. APPROVAL OF MINUTES

3.1 Planning Commission Special Meeting Minutes of April 18, 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 Barrett.
Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Barrett,
Commissioner Hsu, Commissioner Nelson

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

Chair Bustamante recognized Mayor Rossman. Mayor Rossman thanked the commission and staff for their work.

5. PUBLIC COMMENT PERIOD

There was no public comment.

6. DISCUSSION

6.1 Concerns of the Commission

Chair Bustamante asked Kesler what was left after this meeting.

6.2 2024 Comprehensive Plan Update, **Second Review** of the **Housing Element**
Recommendation: Discussion and recommendation
Staff Contact: Jonathan Kesler, AICP, Planning Manager; with Kim Mahoney, Principal,
LDC consultant

Time Estimate: 60 minutes

Kesler gave brief PowerPoint presentation and went through track changes.
Commissioners discussed and asked questions.

ACTION: Motion to approve as amended and send to City Attorney and City Council.
(Approved 4-0)

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

7. ADJOURNMENT

Meeting adjourned at 6:56pm.

ACTION: Motion to adjourn. (Approved 4-0)

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



CITY OF MEDINA

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

MEMORANDUM

DATE: May 29, 2024
TO: Medina Planning Commission
FROM: Jonathan Kesler, AICP, Planning Manager
RE: 2024 Comprehensive Plan Update, 1st review of the Preface, Introduction and Background and Context Sections.

The hard work of reviewing the Comp Plan Elements is done and they are being sent to the Puget Sound Regional Council (PSRC) and the state Department of Commerce (DOC) for their mandatory, approximately 60-day, review. While that is in process, this Commission now has the chance to do its **internal** review of the Preface, Introduction and Background and Context Sections of the Comp Plan. This is a first look at them to get a feel of the tone of these sections and how they might need to be revised. There is no hard deadline; but we will want to have this task completed sometime in late June.

These sections are **not** reviewed by any other government body. They will serve to tee up the main elements of the 2024 Comp Plan Update when it's finalized. These chapters are unique to Medina, but the updates should discuss the changes in the City since 2015, as well as **harmonize** these introductory and background sections with the revised 2024 Comp Plan Update sections.

At this meeting, staff will present the updated Comp Plan Timeline and discuss the remaining work (next steps) of the Commission related to the Comp Plan. Staff will go over the upcoming SEPA Environmental Checklist process (with its public comment period) as well.

CITY OF MEDINA

COMPREHENSIVE PLAN

May 9, 1994

Amended by Ordinance No. 660, passed July 12, 1999

Amended by Ordinance No. 783, March 14, 2005

Amended by Ordinance No. 886, June 12, 2012

Amended by Ordinance No. 887, July 9, 2012

Amended by Ordinance No. 906, April 14, 2014

Amended by Ordinance No. 924, October 12, 2015

CITY COUNCIL

Patrick Boyd, Mayor
David Lee, Deputy Mayor
Curt Pryde
John Maffei
Jay Decker
Michael Luis
Alex Morcos

PLANNING COMMISSION

Randy Reeves, Chair
Shawn Schubring, Vice-Chair
Mark Nelson
Jeanne Carlson
Peter May
Peter Papano

City Manager
Mike Sauerwein

Director of Development Services
Robert Grumbach, AICP

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A. PREFACE

This Plan represents the vision of Medina residents on the City's development as a unique residential community and as part of the Seattle/Bellevue metropolitan region. If the Plan is carried out, the quality of life enjoyed by Medina's residents will be preserved for the future.

Preparation of the original Plan was preceded by four related efforts:

1. Growth Management Joint Workshop held in April 1991 with Clyde Hill, Hunts Point, and Yarrow Point;
2. Inventory of Critical Areas conducted in 1991 and the adoption of the Critical Areas Ordinance in March 1992;
3. Joint workshop with Clyde Hill, Hunts Point, Yarrow Point, and King County Officials on County Policies, September 1992; and
4. Review of the City's zoning ordinance by the Planning Commission with adoption by the City Council in June 1993.

These efforts resulted in the identification of issues of a citywide nature to be addressed in the Comprehensive Plan, and the adoption of the Medina Comprehensive Plan in May 1994. The Comprehensive Plan was later amended by Ordinance No. 660 in July 1999, by Ordinance No. 886 in June 2012, by Ordinance No. 887 in July of 2012, by Ordinance No. 906 in April 2014, and by Ordinance No. 783 in March 2005.

The Planning Commission has been responsible for assuring citizen involvement in updates of this Plan by holding regular meetings and special community meetings during all of their review processes. Community meetings and public hearings are typically posted in prominent locations in the community, published in the monthly City newsletter, and published in the *Eastside Journal* newspaper. After the public hearings, the Planning Commission recommendations are sent to the City Council for review and adoption.

This Comprehensive Plan is supported by a number of documents. For detail on a particular issue, reference is best made to the appropriate supporting document. These include the Medina Municipal Code, the Shoreline Master Program (MMC Subtitle 20.6), Medina Tree Code (MMC Ch. 20.52), Critical Areas Regulations (MMC Ch. 20.50 and 20.67), Comprehensive Stormwater Management Plan (1993, updated 2012), and the Six-Year Transportation Improvement Program (updated annually).

This Plan is not intended to be static; it will be periodically reviewed and revised as necessary. The Planning Commission will carry out a review of this Plan at least once every eight years, in accordance with RCW 36.70A.130, as amended.

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B. INTRODUCTION

A comprehensive plan is a collective vision about how a community perceives itself and a statement about the kind of place the residents want it to become. The plan is an opportunity for articulating what needs to be preserved and enhanced and, conversely, what the community wishes to avoid. It is a document that functions as a guide for instituting land use regulations and making public decisions concerning individual development proposals.

The comprehensive plan must periodically be updated in order to respond to changing conditions and attitudes, both within and outside of the community. Medina's Comprehensive Plan had its first substantive update in April 1986. In 1990, the Plan was amended to reflect recommendations from the Land and Tree Committee, which included tree preservation requirements and design standards for City rights-of-way.

In 1990 and 1991, the state legislature passed two Acts regarding growth management. The first, SHB 2929, required that all communities within King County must inventory critical areas, update their comprehensive plans to include a number of specific elements, and adopt regulations to implement the plan. The second, HB 1025, required that King County countywide planning policies (CPPs) be developed and adopted to address issues of a regional nature. Each city and town within the county must also respond to these issues within their comprehensive plan. Since that time, Medina's Comprehensive Plan has been updated seven times: in 1994, 1999, 2005, 2012 (twice), 2014, and 2015.

STATE PLANNING GOALS

The Growth Management Act sets out thirteen statutory goals. The GMA legislation mandates inclusion of five basic plan elements and associated information requirements that are to guide development of comprehensive plans. For a community's plan to be valid, it must be consistent with the requirements of the GMA, which means that a plan must not conflict with the state statutory goals or countywide policies.

The thirteen statutory state goals are as follows:

1. Guide urban growth to areas where urban services can be adequately provided;
2. Reduce urban sprawl;
3. Encourage efficient multimodal transportation systems;
4. Encourage the availability of affordable housing to all economic segments of the population;
5. Encourage economic development throughout the state;
6. Assure private property is not taken for public use without just compensation;
7. Encourage predictable and timely permit processing;
8. Maintain and enhance natural resource-based industries;

- 9. Encourage retention of open space and development of recreational opportunities;
- 10. Protect the environment and enhance the quality of life for Washington residents;
- 11. Encourage the participation of citizens in the land use planning process;
- 12. Ensure adequate public facilities and services necessary to support development;
- 13. Identify and preserve lands and sites of historic and archaeological significance.

Medina is a small, fully developed residential community. The City cannot increase its land area and the population will increase only by the amount represented by the few remaining vacant and/or redevelopable lots, changes in family size, or the potential inclusion of accessory dwelling units (ADUs). The 2014 Buildable Lands Report states that the City has capacity for about 46 additional residences. Adequate urban facilities and services are in place to meet the foreseeable needs of a stable population. There is no business district, and there is no land for one to develop, nor do residents wish to see such development occur.

There are few actions the City could take that would be in conflict with the requirements of the Growth Management Act. Since there are no large tracts of undeveloped land, Medina cannot contribute to additional urban growth, sprawl, or inappropriate economic development, and there are no resource lands to protect and no real threat to individual property rights. The City has historically imposed strict environmental controls through the State Environmental Policy Act (SEPA), its Shoreline Master Program, the grading and drainage permit process, and its Critical Areas Regulations in MMC Ch. 20.50 and 20.67.

COUNTY PLANNING GOALS

The King County countywide planning policies (CPP) adopted in response to the requirements of the Growth Management Act are aimed at more effective use of existing land. Their goal is to establish higher density centers within the County and promote infill development to accommodate new growth so that remaining rural and resource lands may be preserved.

In 2012, the CPPs were revised to address changes to the Growth Management Act and to specifically reflect the regional direction established in VISION 2040. VISION 2040 was adopted in 2008 by the Puget Sound Regional Council (PSRC), an association of cities, towns, ports, tribes, and state agencies that serves as a forum for making decisions about regional growth management in the central Puget Sound region of Washington. VISION 2040's regional growth strategy outlines how the central Puget Sound region should plan for additional population and employment growth. All jurisdictions in King County have a role in accommodating this growth, and the 2012 CPPs provide direction for local comprehensive plans and regulations.

The 2012 CPPs are designed to achieve six overarching goals:

- 1. Restore and protect the quality of the natural environment for future generations;

2. Direct growth in a compact, centers-focused pattern that uses land and infrastructure efficiently and that protects rural and resource lands;
3. Meet the housing needs of all economic and demographic groups within all jurisdictions;
4. For people throughout King County, provide opportunities to prosper and enjoy a high quality of life through economic growth and job creation;
5. Serve the region well with an integrated, multi-modal transportation system that supports the regional vision for growth, efficiently moves people and goods, and is environmentally and functionally sustainable over the long term; and
6. Provide access for residents in both urban and rural areas to the public services needed in order to advance public health and safety, protect the environment, and carry out the regional growth strategy.

The City's Comprehensive Plan has been updated to address each of these policy areas, including economic growth and job creation, housing, transportation, and the environment. The plan has been updated based on residential and employment targets that align with VISION 2040. Through a development capacity analysis, the City determined that it has the land capacity and zoning in place to meet the City's assigned housing and employment targets for the year 2035.

Medina's size and lack of undeveloped land precludes it from becoming an urban or manufacturing center and makes siting of major public capital facilities (other than SR 520) or engaging in economic development an impossibility.

To help ensure that there are housing opportunities, the City allows development of undersized lots and reasonable improvements of nonconforming structures. The City also allows for accessory dwelling units to accommodate increased population demands. The City participates in ARCH, A Regional Coalition for Housing, in order to bring affordable housing to the greater King County community.

Medina does not contribute a significant amount of traffic to the regional transportation system because there are no major employers or commercial districts and a relatively small population size. Medina supports development of an improved regional transportation system and encourages residents to utilize the public transit that is available to the community.

The Comprehensive Plan includes a Natural Environment element that contains policies to restore, protect, preserve, and enhance the natural environment and high quality of life, for now and future generations, including water quality and salmon habitat. The Natural Environment element calls for coordination with other local, regional, state, and federal entities on environmental issues.

Medina's land use pattern is consistent with that of its neighboring jurisdictions. There is a high degree of cooperation and sharing of information between the City and its neighbors, which is exemplified by the monthly meetings held between each jurisdiction's mayor and city/town administrators. This high level of communication ensures consistency between each jurisdiction's plans and capital projects. Medina recognizes its place in a larger

regional community where collective decisions are necessary to protect and enhance the quality of life we all enjoy. The City will continue to involve itself in regional issues and, to the extent possible, participate in their resolution.

C. BACKGROUND AND CONTEXT

And now the sturdy ferries no longer ply from Leschi to Medina; the axe blade has given way to the bulldozer; nor do strawberries grow on the land. Yet there is a spark, a feeling which unites today with yesterday - and augurs well for tomorrow.

William Parks, Mayor, 1955

HISTORY

Medina was originally a collection of farms and orchards on the shore of Lake Washington across from Seattle. During the late 1880s, wealthy land-owners began purchasing waterfront land from the homesteaders. By the 1890s these lands had been converted into broad lakefront estates. In 1913 the Medina ferry terminal was constructed, and in 1914 the town was formally platted. Medina grew slowly until 1941, when the first floating bridge was constructed. With the increased accessibility to Seattle, more people began to settle permanently on the east side of the lake, and the residents of Medina began to feel the pressures of growth.

Plans for a second floating bridge that would have the east terminus in Medina and bring the town within minutes of Seattle's population caused residents to begin considering incorporation. Three alternatives were debated over several years: incorporation with Bellevue, incorporation with the other "Points" communities, and separate incorporation. Residents voted to incorporate separately in July 1955, and in August 1955 Medina officially became a city of 1,525 people. In 1964 a perimeter portion of Medina Heights was annexed to the City, with the remainder of this neighborhood added in 1967. From 1959 to 1971 Medina acquired and developed Fairweather Nature Preserve, Medina Park, and Medina Beach Park. Another seven residential parcels located on the east side of Lake Washington Boulevard adjacent to Clyde Hill were annexed in 1987. With these acquisitions, the land use pattern and mix was established.

At the time of incorporation there were five major objectives:

1. To maintain the residential character of the area,
2. To place zoning and planning under local control,
3. To spend a greater share of taxes locally,
4. To institute a small government under full local control, and
5. To maintain the maximum freedom of choice for change.

SETTING AND CHARACTER

Medina occupies a large peninsula projecting into the central portion of Lake Washington on the lake's east shore. The lake separates Medina from Seattle, with the SR 520 floating bridge, which enters Medina at the base of Evergreen Point, bringing Seattle's downtown to within nine miles of Medina. Medina is bordered on the northeast by the Town of Hunts Point and on the east by the City of Clyde Hill, both single-family residential communities.

On the southeast, Medina is bordered by a relatively low-density, single-family residential section of the City of Bellevue. The downtown commercial center of Bellevue has grown rapidly and is approximately one and one-half miles to the east. More industrial sections of Bellevue are located near Interstate 405, which runs north-south, intersecting SR 520 approximately three miles to the east of Medina.

The commercial center of Bellevue provides Medina residents with ready access to a wide variety of stores, restaurants, and other commercial establishments, including Bellevue Square and Lincoln Square. Bellevue has zoned the areas abutting the commercial core for high-density residential development, which allows apartments and townhouses. Consequently, there is a full range of residential opportunities near Medina available for people who choose this kind of environment and wish to live in close proximity to commercial amenities.

Certain limited non-residential development exists in Medina, such as the Wells Medina Nursery, gas station, Medina grocery store, the post office, Medina Elementary School, St. Thomas Church, St. Thomas School, Bellevue Christian School, and City Hall, which provide services to the City's residents. The City Hall building, which is the former ferry terminal, and the Medina grocery store were originally constructed when Medina was served by ferry from Seattle. At least six private buildings remain from this era (houses, cottages, a barn, the telephone exchange, etc.). Although these structures have been put to different uses, they continue to serve as important reminders of the City's cultural past.

Medina finds itself in the center of an increasingly urban metropolitan area. The City is attempting to maintain its identity in the face of exploding growth that has been occurring all through King County. Medina's unique character is due in part to its lake front location. With approximately five miles of waterfront, the City is graced by premium single-family residential development along the lakeshore, and a mixture of modest homes in the north-central portion of the City, establishing the character of the City as a high-quality residential community.

Medina also has a distinctive and informal natural setting that is typified by semi-wooded and heavily landscaped lots that provide visual and acoustic privacy between neighbors and abutting city streets. Many of the residences are situated in open settings, which take advantage of the attractive lake and territorial views. Additional contributing factors are the large tracts of open space, which can be seen from city streets. The more significant of these open spaces are the City's two interior parks, Fairweather Nature Preserve and Medina Park, and the Overlake Golf & Country Club. Overlake's golf course is an attractive, open green space located in a shallow valley, which runs through the center of the City. The golf course serves as a visual amenity for surrounding homes, passers-by who view it from city streets, and residents of Clyde Hill.

It is the position of the community that development should continue in the form of single-family residences. Maintaining overall densities and instituting controls to limit the over-development of individual lots are seen as important to protecting the City's character. It is felt that the City should take steps to preserve the natural amenities and other

characteristics, which contribute to the quality of life for the benefit of its citizens of all ages and a wide range of income levels.