



## MEDINA CITY COUNCIL

Tuesday, May 28, 2024

**5:00 PM – REGULAR MEETING**

### AGENDA

#### VISION STATEMENT

Medina is a family-friendly, diverse and inclusive community on the shores of Lake Washington. With parks and open spaces, Medina is a quiet and safe small city, with active and highly-engaged residents. Medina honors its heritage while preserving its natural environment and resources for current and future generations.

#### MISSION STATEMENT

Ensure efficient delivery of quality public services, act as responsible stewards of Medina's financial and natural resources, celebrate diversity, leverage local talent, and promote the safety, health, and quality of life of those who live, work, and play in Medina.



# MEDINA, WASHINGTON

## MEDINA CITY COUNCIL REGULAR MEETING

Hybrid - Virtual/In-Person  
Medina City Hall - Council Chambers  
501 Evergreen Point Road, Medina, WA 98039  
**Tuesday, May 28, 2024 – 5:00 PM**

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### AGENDA

**MAYOR** | Jessica Rossman

**DEPUTY MAYOR** | Randy Reeves

**COUNCIL MEMBERS** | Joseph Brazen, Jennifer Garone, Harini Gokul, Mac Johnston, Michael Luis

**CITY MANAGER** | Stephen R. Burns

**CITY ATTORNEY** | Jennifer S. Robertson

**CITY CLERK** | Aimee Kellerman

#### Hybrid Meeting Participation

The Medina City Council 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 City Clerk at 425.233.6411 or email [akellerman@medina-wa.gov](mailto:akellerman@medina-wa.gov) and leave a message before 2PM on the day of the Council meeting. Please reference Public Comments for the Council Meeting on your correspondence. The City Clerk 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. The city will also accept written comments. Any written comments must be submitted by 2 PM on the day of the Council meeting to the City Clerk at [akellerman@medina-wa.gov](mailto:akellerman@medina-wa.gov).

Join Zoom Meeting

<https://medina-wa.zoom.us/j/81961696176?pwd=WjRuK3ErVy9jdmmtelAvek1VeHkzUT09>

Meeting ID: 819 6169 6176

Passcode: 689036

One tap mobile

+1 253 205 0468, 81961696176# US

#### 1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Council Members Brazen, Garone, Gokul, Luis, Johnston, Reeves, Rossman

2. **APPROVAL OF MEETING AGENDA**

3. **PUBLIC COMMENT PERIOD**

Individuals wishing to speak live during the Virtual City Council meeting may register their request with the City Clerk at 425.233.6411 or email akellerman@medina-wa.gov and leave a message **before 2PM** on the day of the Council meeting. Please reference Public Comments for the Council Meeting on your correspondence. The City Clerk 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.

4. **PRESENTATIONS**

[4.1](#) T-Mobile Tower Upgrade Presentation by Ken Lyons, Senior Vice President -Jurisdiction Relations and Matt Russo, Siting Advocacy Manager.

Time Estimate: 30 minutes

5. **CITY MANAGER'S REPORT**

None.

6. **CONSENT AGENDA**

None.

7. **LEGISLATIVE HEARING**

None.

8. **PUBLIC HEARING**

None.

9. **CITY BUSINESS**

[9.1](#) Comprehensive Plan Update – Parks and Open Space Element

**Recommendation:** Review and Approval.

**Staff Contact:** Jonathan Kesler, AICP, Planning Manager

Time Estimate: 30 minutes

[9.2](#) Middle Housing Consultant Discussion

**Recommendation:** Discussion and direction.

**Staff Contact:** Jonathan Kesler, AICP, Planning Manager and Stephen R. Burns, City Manager

Time Estimate: 30 minutes

[9.3](#) Middle Housing Engagement Plan

**Recommendation:** Review and adopt Resolution No. 444.

**Staff Contact:** Jonathan Kesler, AICP, Planning Manager and Jennifer Robertson, City Attorney

Time Estimate: 30 minutes

10. **REQUESTS FOR FUTURE AGENDA ITEMS AND COUNCIL ROUND TABLE**

11. **PUBLIC COMMENT**

Comment period is limited to 10 minutes. Speaker comments limited to one minute per person.

12. **ADJOURNMENT**

Next regular City Council Meeting: June 10, 2024 at 5 PM.

### ADDITIONAL INFORMATION

Public documents related to items on the open session portion of this agenda, which are distributed to the City Council less than 72 hours prior to the meeting, shall be available for public inspection at the time the documents are distributed to the Council. Documents are available for inspection at the City Clerk's office located in Medina City Hall.

The agenda items are accessible on the City's website at [www.medina-wa.gov](http://www.medina-wa.gov) on Thursdays or Fridays prior to the Regular City Council Meeting.

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 AND EVENTS

Monday, June 10, 2024 - City Council Meeting (5:00PM)  
**Wednesday, June 19, 2024 - Juneteenth - City Hall Closed**  
Monday, June 24, 2024 - City Council Meeting (5:00PM)  
**Thursday, July 4, 2024 - Independence Day - City Hall Closed**  
Monday, July 8, 2024 - City Council Meeting (5:00PM)  
Monday, July 22, 2024 - City Council Meeting (5:00PM)  
**Monday, August 12, 2024 - City Council Meeting - Dark No Meeting**  
**Monday, August 26, 2024 - City Council Meeting - Dark No Meeting**  
**Monday, September 2, 2024 - Labor Day - City Hall Closed**  
Monday, September 9, 2024 - City Council Meeting (5:00PM)  
Monday, September 23, 2024 - City Council Meeting (5:00PM)  
Monday, October 14, 2024 - City Council Meeting (5:00PM)  
Monday, October 28, 2024 - City Council Meeting (5:00PM)  
**Monday, November 11, 2024 - Veterans Day - City Hall Closed**  
Tuesday, November 12, 2024 - City Council Meeting (5:00PM)  
Monday, November 25, 2024 - City Council Meeting (5:00PM)  
**Thursday, November 28, 2024 - Thanksgiving Holiday - City Hall Closed**  
**Friday, November 29, 2024 - Day After Thanksgiving Holiday - City Hall Closed**  
Monday, December 9, 2024 - City Council Meeting (5:00PM)  
Monday, December 23, 2024 - City Council Meeting (5:00PM)  
**Wednesday December 25, 2024 - Christmas Day - City Hall Closed**

### CERTIFICATION OF POSTING AGENDA

The agenda for Tuesday, May 28, 2024 Regular Meeting of the Medina City Council was posted and available for review on Friday, May 24, 2024 at City Hall of the City of Medina, 501 Evergreen Point Road, Medina, WA 98039. The agenda is also available on the city website at [www.medina-wa.gov](http://www.medina-wa.gov).



May 13, 2024

Mayor Rossman  
City Council Members

City of Medina  
501 Evergreen Point Road  
Medina, WA 9039

VIA EMAIL - [Council@medina-wa.gov](mailto:Council@medina-wa.gov), [akellerman@medina-wa.gov](mailto:akellerman@medina-wa.gov)

**RE: T-Mobile Coverage Improvements in the City of Medina**

Dear Mayor Rossman and Council Members:

We are pleased to present T-Mobile's plan to improve its wireless communications network in the City of Medina.

Attached is a presentation summary of the proposed service improvements that was provided to City staff last month. The proposed upgrades are designed to substantially improve the coverage and capacity of T-Mobile's network by upgrading and collocating on existing wireless facilities, without the need to construct any new towers.

The service improvements will provide several important benefits to the City:

- Improved coverage that will support reliable wireless services for Medina residents;
- Access to the latest wireless 5G technology;
- Substantial improvements to network capacity that enable home broadband internet service; and
- High-quality upgrades to existing infrastructure that are designed to blend into the surrounding settings.

T-Mobile is planning to submit applications for upgrades to two existing tower sites (Overlake Golf Course and Bellevue Christian School) in the next few weeks, with both proposals including state-of-the-art "mono-pine" camouflage designs with excellent branch density. We welcome your feedback and look forward to partnering with the City to ensure residents have access to the latest wireless technology and services.

If you have any questions or comments, or would like to learn more about T-Mobile's service, feel free to contact me at (408) 314-1398 or [matt.russo4@t-mobile.com](mailto:matt.russo4@t-mobile.com).

Sincerely,

A handwritten signature in black ink, appearing to read 'Matt Russo'.

Matt Russo  
Siting Advocacy Manager, NW Area

**T Mobile**

12920 SE 38<sup>th</sup> Street, Bellevue, WA 98006  
[www.t-mobile.com](http://www.t-mobile.com)

# CITY OF MEDINA

Improving T-Mobile's network within the City of Medina



## COMMITMENT TO IMPROVE SERVICE IN THE CITY OF MEDINA

- T-Mobile's network provides critical services to City of Medina residents
- Existing T-Mobile service is limited due to constraints on existing facilities, limited opportunities to place new facilities
- Significant improvements can be made to T-Mobile's service by upgrading and collocating on existing facilities without the placement of new towers
- T-Mobile is flexible on design options for upgrading existing facilities that will accommodate additional frequencies and technologies
- T-Mobile requests the City's guidance on which design options are preferred



## IMPORTANCE OF T-MOBILE'S NETWORK IMPROVEMENTS

- Demand for wireless data is expected to grow 20% per year through 2028.
- 97% of Americans have a cell phone and 85% own a smartphone
- Over 72% of households rely on wireless as their only means of telephone communication.
- Over 81% of children live in wireless-only households

240 million calls are made to 911 in the U.S. each year, and in many areas 80% or more are from wireless devices.



*Source: National Emergency Number Association (NENA)*

# QUALITY 5G SERVICE REQUIRES COMBINATION OF FREQUENCY BANDS



## High Band

No Plans yet!

Wide bandwidth of spectrum provides vast capacity

Best suited for short range in building and urbanized systems

## Mid Band

Provides blend of wide area coverage, capacity, voice, and primary mobility layer for 5G

Ultra Capacity provides network speeds of up to 10X better than low bands

## Low Band

Provides robust coverage within buildings, but data capacity limited

## EXISTING T-MOBILE SERVICE IN MEDINA

- T-Mobile has two facilities within the City limits
  - Overlake Golf Course (adjacent to maintenance yard)
  - Bellevue Christian School (adjacent to Park & Ride lot)
- Some T-Mobile coverage is provided by facilities located outside of the City
- T-Mobile has FCC Licenses for 7 frequency bands to provide service in Medina
- The existing facility designs are constrained, only support 2 out of 7 frequency bands
- Much of the City does not have reliable, in-building signal levels to support T-Mobile Home Internet and other voice/data services
- Capacity is significantly limited, undermining network speeds and overall reliability of T-Mobile service within the City

# EXISTING T-MOBILE SERVICE IN MEDINA

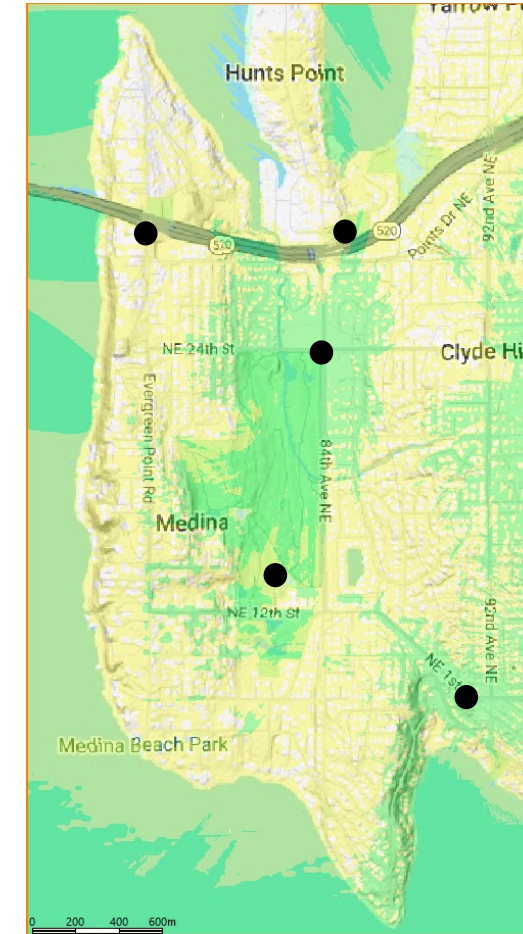
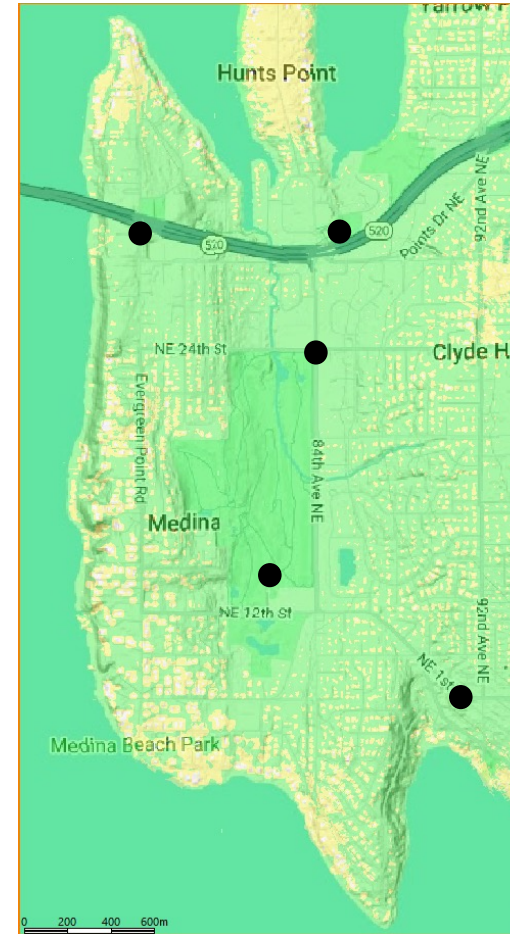
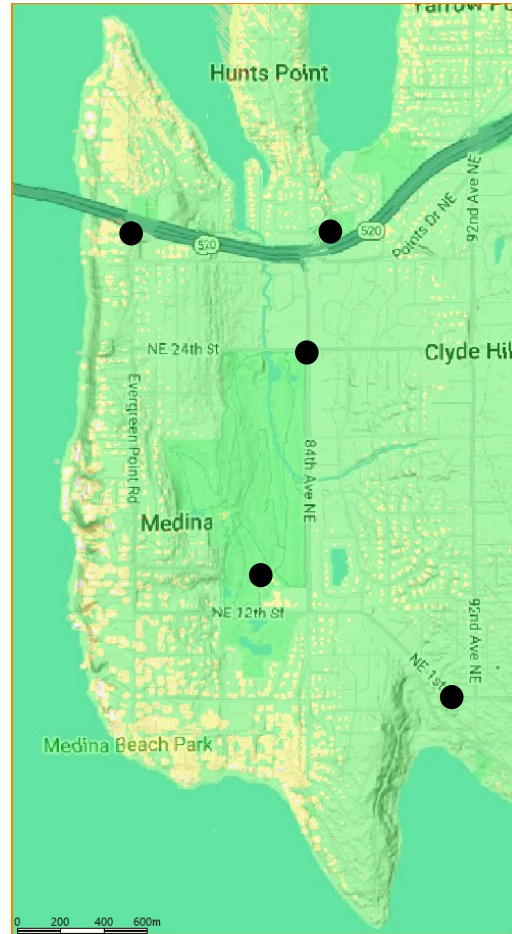
Low band

Mid band

Ultra Capacity

Reliable Coverage  
 Marginal Coverage

- Existing T-Mobile Facilities



T-Mobile’s RF engineers used coverage propagation software systems to predict the coverage provided by the proposed new WCF. The software and T-Mobile’s RF engineers considered the general factors outlined below, as well as more project-specific factors such as the type of antenna, antenna tilt, etc. Within coverage areas, network changes, traffic volume, outages, technical limitations, signal strength, customer equipment, obstructions, weather and other conditions may interfere with service quality and availability.

## PROPOSED SERVICE IMPROVEMENTS

- No new tower locations
- Low Impact - Upgrades and collocations on existing sites only
  - Collocation on eight (8) existing Distributed Antenna System node locations
  - Replace existing towers to support new antennas/frequencies, future collocation
- Significant coverage improvements at all frequencies:
  - Low Band (600 MHz, 700 MHz)
  - Mid Band (1900 MHz, 2100 MHz)
  - Mid Band – Ultra Capacity (2.5 GHz)
- Reliable voice/data service, additional capacity that may enable T-Mobile Home Internet
- Up to 10X improvement in network speeds (speeds vary due to network demands and capacity)

# PROPOSED SERVICE IMPROVEMENTS

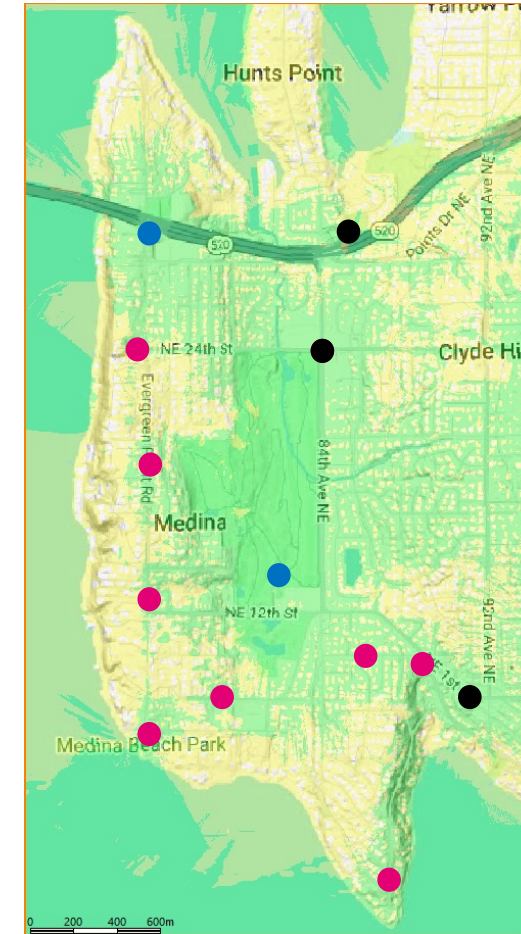
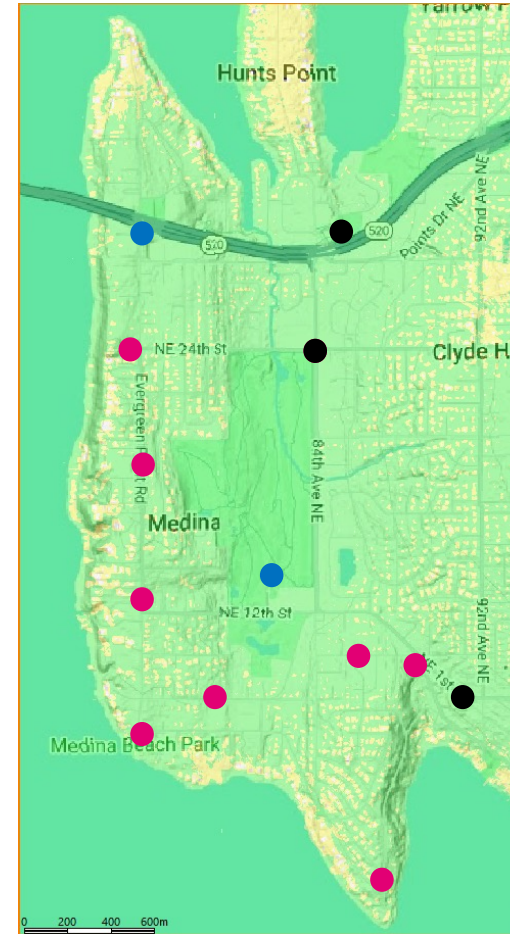
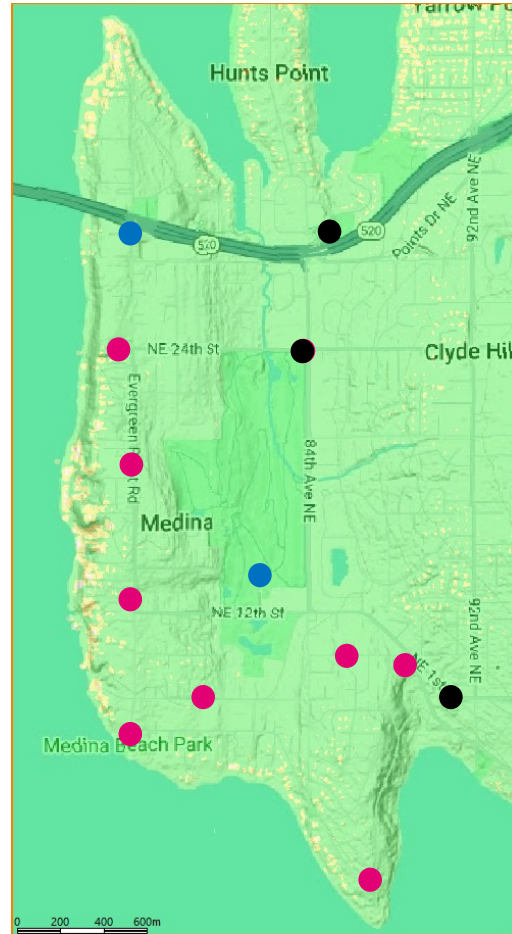
Low band

Mid band

Ultra Capacity

Reliable Coverage  
 Marginal Coverage

- Existing T-Mobile Facilities
- Collocation on existing Distributed Antenna System
- Upgrades to Existing Sites



T-Mobile's RF engineers used coverage propagation software systems to predict the coverage provided by the proposed new WCF. The software and T-Mobile's RF engineers considered the general factors outlined below, as well as more project-specific factors such as the type of antenna, antenna tilt, etc. Within coverage areas, network changes, traffic volume, outages, technical limitations, signal strength, customer equipment, obstructions, weather and other conditions may interfere with service quality and availability.

## DESIGN OPTIONS

- Connection to existing DAS system (owned/operated by American Tower)
- Existing towers constrain T-Mobile's coverage, frequency and technology improvements
  - Overlake Golf Course – only supports 2100 MHz today
  - Bellevue Christian School – only supports 700 MHz and 2100 MHz today
- T-Mobile is flexible on tower upgrade design options, provided that additional frequencies and engineering requirements are met:
  - Canister Option – Minimum 70" diameter canisters now required to accommodate large multi-band antennas, mechanical tilt of antennas
  - Flush-Mount Option – Antennas/equipment painted to match, tower required to be taller to accommodate multiple elevations of antennas
  - Stealth Tree Option – Antennas concealed within shape of tree, allows for future T-Mobile growth and collocation by other carriers without visual change

# OVERLAKE GOLF COURSE – 70” CANISTER DESIGN OPTION



Visual renderings are approximate, actual results may vary



# OVERLAKE GOLF COURSE – FLUSH-MOUNTED ANTENNA DESIGN OPTION



**EXISTING**



NEW T-MOBILE ANTENNAS FLUSH MOUNTED ON NEW 63 FT. HIGH MONOPOLE. NEW ANTENNA EQUIPMENT, MOUNTS AND MONOPOLE TO BE PAINTED DARK GREEN.

**PROPOSED**

Visual renderings are approximate, actual results may vary

# OVERLAKE GOLF COURSE – STEALTH TREE DESIGN OPTION



**EXISTING**



NEW T-MOBILE ANTENNAS MOUNTED TO NEW 55 FT. HIGH MONOPINE WITH BRANCHES AT 60 FT. HIGH. ALL ANTENNAS PAINTED GREEN AND COVERED IN CONCEALMENT SOCKS TO BLEND IN WITH MONOPINE BRANCHES

**PROPOSED**

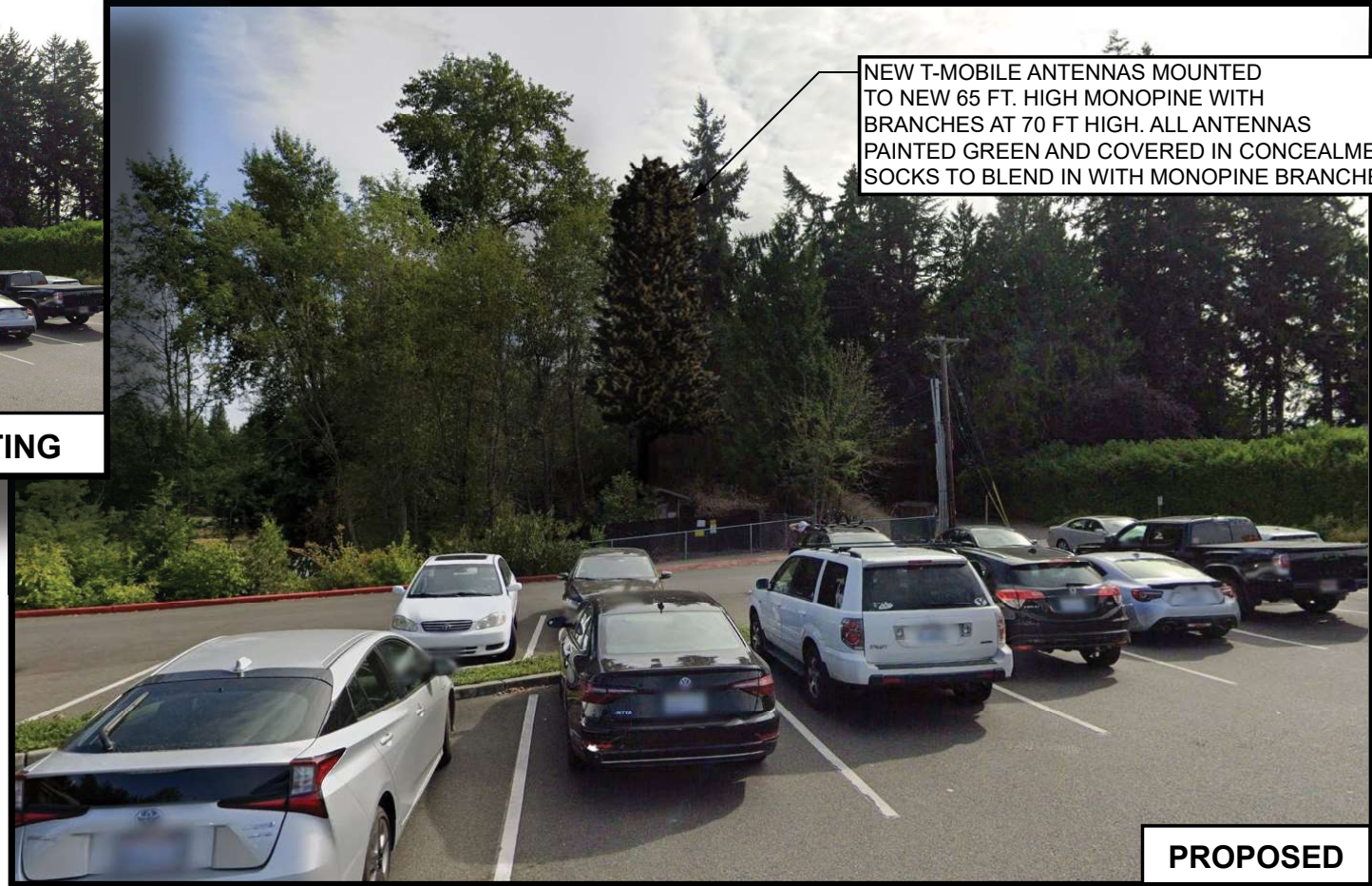
Visual renderings are approximate, actual results may vary

# BELLEVUE CHRISTIAN SCHOOL – 80” CANISTER DESIGN OPTION



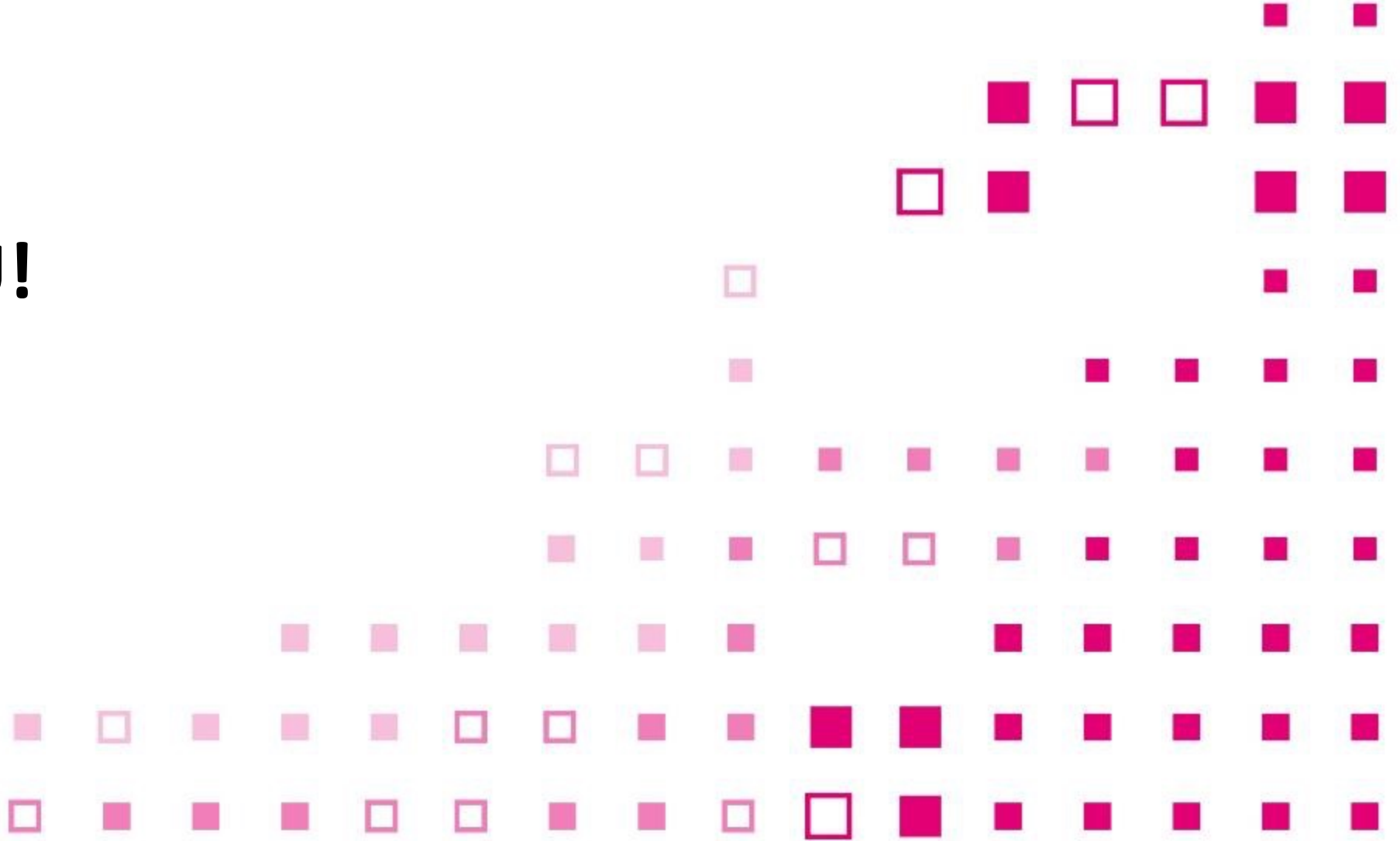
Visual renderings are approximate, actual results may vary

# BELLEVUE CHRISTIAN SCHOOL – STEALTH TREE DESIGN OPTION



Visual renderings are approximate, actual results may vary

# THANK YOU!





# MEDINA, WASHINGTON

## AGENDA BILL

Tuesday, May 28, 2024

**Subject:** Comprehensive Plan Update – Parks and Open Space Element

**Category:** City Business

**Staff Contact:** Jonathan Kesler, AICP, Planning Manager

### **Summary:**

The following is an outline of the action taken by the various governing bodies of the City of Medina, on the **Parks and Open Space Element, thru May 24<sup>th</sup>**:

Per Council's direction of Monday, April 8<sup>th</sup>, this element was presented to the Parks Board at its Monday, April 15<sup>th</sup> special meeting. On Thursday, April 18<sup>th</sup>, the Planning Commission (PC) reviewed and revised this element. The PC then voted unanimously to approve it to move forward to the City Attorney and this Council for review. This element was presented to the Development Services Committee (DSC) at its Thursday, May 2<sup>nd</sup> meeting, as well. The City Attorney has completed her review of the element. The DSC changes were inadvertently left off the copies placed in the May 13<sup>th</sup> Council packet. These revisions have been incorporated into the current document by consultant Kim Mahoney, along with the other changes recommended by Council on May 13<sup>th</sup>. Please note the redlined edit question on page 7. In addition, a revised Non-Motorized Transportation Plan Map has been completed and is attached, reflecting Medina's Unopened Rights-of-Way (ROWs).

**Staff/consultant are requesting review and final approval, so that this last element may be sent to PSRC and the Dept of Commerce for their mandatory review.**

This Comp Plan Update meets and supports Council's priorities 2, 3 and 5.

Council Priorities:

1. Financial Stability and Accountability
2. Quality Infrastructure
3. Efficient and Effective Government
4. Public Safety and Health
5. Neighborhood Character

Priorities met:

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

3. Clear guidelines are key to the efficient and effective completion of the periodic update of the City of Medina Comprehensive Plan by the December 31, 2024, deadline established by the state Department of Commerce under the Growth Management Act.
5. Preserving the quiet, sylvan neighborhood character of Medina.

**Attachments:**

1. **Redlined** copy of the Parks and Open Space Element, reflecting all edits.
2. The revised Non-Motorized Transportation Plan Map.

**Budget/Fiscal Impact:** None

**Recommendation:** Review and Approval.

**City Manager Approval:**



**Motion:** I move to approve the Parks and Open Space Element of the Comprehensive Plan Update so it can be sent to Puget Sound Regional Council and the state Department of Commerce for their review.

Time Estimate: 30 minutes

## 6. PARKS AND OPEN SPACE ELEMENT

This chapter comprises the Medina Park Plan, which is fully incorporated into this Parks and Open Space Element of the Medina Comprehensive Plan.

### INTRODUCTION

The City's large open spaces are the defining elements of Medina's community character. In the early 1950s, residents of the newly incorporated City of Medina were concerned about the development that was taking place in nearby Bellevue. From 1959 to 1971, Medina acquired and developed Fairweather Nature Preserve, Medina Park, and Medina Beach Park. Other open space areas that were part of the incorporated City included undeveloped platted street ends that abut Lake Washington (present View Point Park and Lake Lane) and undeveloped street rights-of-way (such as the Community Trail System [formerly called the Indian Trail] and NE 26<sup>th</sup> Street). The vision of Medina's early residents created both active and passive parks resulting in the parks and open spaces that are enjoyed today.

### Growth Management Act

The Growth Management Act (GMA) requires comprehensive plans to contain "a park and recreation element that implements, and is consistent with, the capital facilities plan element as it relates to park and recreation facilities. The element shall include: (a) Estimates of park and recreation demand for at least a ten-year period; (b) an evaluation of facilities and service needs; and (c) an evaluation of tree canopy coverage within the urban growth area; and d) an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand."

The following planning goal for open space and recreation is provided in the Revised Code of Washington (36.70A.020):

"Retain open space, enhance recreational opportunities, enhance fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities."

Additionally, King County countywide planning policies (CPPs) direct jurisdictions to identify and protect open spaces within their comprehensive plans.

### Guiding Principle

The Medina Park Board serves as the Medina City Council's primary advisory body on matters pertaining to the use, maintenance, and enhancement of the City's public parks and open spaces. The board is guided by the principle that Medina's parks are natural areas that require ongoing stewardship of the entire community so that they remain protected and nurtured. Without the requisite supervision and maintenance, the vegetation, wildlife, and quality of environment that the Medina parks provide will disappear or be altered to the detriment of the public.



**EXISTING PARKS AND CONDITIONS**

Recognized national park metrics show that agencies typically offer 10.8 acres of park space for every 1,000 residents<sup>1</sup>. There are approximately 34 acres of parks or other open spaces in Medina, which equals 12 acres of park space per 1,000 residents. ~~The present SR 520 freeway construction overcrossing lid of Evergreen Point Road (“SR 520 Evergreen lid Lid Park”) which is owned, operated, and maintained by the Washington State Department of Transportation upon completion of the project will add another 0.62 acres of public park open space to the City’s inventory. Although the SR 520 Evergreen lid Lid Park is a regional facility, it is also accessible to Medina residents.~~ The following is an inventory of the City’s parks.

**Medina Park (Community Park)**

LOCATION: South of NE 12<sup>th</sup> Street, bounded on the east by 82<sup>nd</sup> Avenue NE and 80<sup>th</sup> Avenue NE on the west.

SIZE: 17.6 acres. The Medina Park includes two undeveloped parcels at its southern extent which may contain regulated wetland and protected habitat features (Exhibit X).

FEATURES:

- The site contains a wetland and two ponds that provide storm water detention
- Off-leash and On-leash Dog Areas
- Public Works Yard/City Shop facilities

PARK FACILITY IMPROVEMENTS

Public Restrooms	Yes
Tennis/Bocce Ball Court	Yes
Playground Equipment	Yes
Walking Trails	Yes
Benches	Yes
Parking Facilities	Yes
Playfield	Yes
Pier/Dock	No
Swimming Area	No
Other Improvements	Art Sculptures; Community Notice Board; Drinking Fountains; Picnic Shelter; Bicycle Racks

HISTORY

Medina Park was created in 1965 when City officials spearheaded the purchase of five properties with matching grant dollars for approximately \$80,000. Today, the combined area offers both active and passive uses: two vehicle parking areas, playfields, playground area with playground equipment, tennis court, bocce ball court, walking paths, restroom facilities, and off- and on-leash dog exercise areas. Passive activities include quiet spaces for sitting, bird watching, lawns for relaxing, viewable art, and tables for picnicking.

<sup>1</sup> National Recreation and Park Association, 2023

The park today is a social epicenter, a gathering place that is expansive enough to host large scale events like the annual Medina Days celebration, concerts, unofficial soccer and baseball games, yet also serve individual needs of adults, children, and dogs. The walking paths and open areas make the park a desirable destination for human/canine socialization. In an effort to manage a compatible usage of the park by dog owners and other users, a policy was adopted by

the Council that divides Medina Park into two defined on-leash and off-leash sections separated by the two ponds. The green lawn area in the western section of the park is watered by an irrigation system, and the eastern non-irrigated section remains the year- round off-leash dedicated area for dogs. The two original low areas of the park were developed into stormwater detention ponds and are rimmed by open grassy spaces, punctuated with trees and shrubs, seasonal plantings, artwork, meandering gravel pathways, and numerous benches for rest, introspection, and bird watching.

Other attributes include planted trees to commemorate an event, an individual’s service, or in memory of loved ones. Medina residents also enjoy the opportunity to dedicate a bench in the park. The northeast corner of the park serves as a landscaped defined entry to the City. The park is an urban bird-watching destination. The site is home to a variety of waterfowl including Canadian geese, mallards, wood ducks, cormorants, and blue heron. To celebrate famed woodcarver Dudley Carter’s 100<sup>th</sup> birthday, residents purchased one of his wood sculptures, “Wind Song” and hung the piece in the picnic shelter of the park. An additional stone sculpture, “Summer” stands in the southwest corner of the park and was donated by Peter Skinner, a resident of Medina.

**Medina Beach Park (Community Park)**

LOCATION: South point of Evergreen Point Road (Historic site of Leschi Ferry terminal).

SIZE: 1.44 acres.

FEATURES:

- Public Beach
- City Hall and Police Station

PARK FACILITY IMPROVEMENTS:

Public Restrooms	Yes
Tennis Court	No
Playground Equipment	No
Walking Trails	No
Benches	Yes
Parking Facilities	Yes
Sports Field	No
Pier/Dock (Viewing)	Yes
Swimming Area	Yes
Other Improvements	Picnic Tables; Sandy Beach; Kayak/Paddle Board Launch; Drinking Fountains; Seasonal Lifeguards; Bicycle Racks

HISTORY

The north half of the Medina Beach Property was donated to the City in 1960 by the Medina Improvement Club. Situated at the south point of Evergreen Point Road at the historic site of a former ferry terminal that connected Medina with Seattle, the park is a favorite destination year round. The park offers swimming areas for all ages. Under the supervision of seasonal lifeguards, older children are able to swim out to a float while younger ones wade at the water’s edge or play

on the beach. The site provides views of Seattle, Mercer Island, and Mount Rainier. The site also serves as the municipal hub of the City. The Police Station, City Council Chambers, City Manager, Department Directors, and Administrative Staff are all located within City Hall on the site. The Planning Commission, Park Board, Emergency Preparedness Committee, and other volunteer groups regularly meet at the City Hall to conduct business.

**Fairweather Nature Preserve and Park (Neighborhood Park)**

LOCATION: At NE 32<sup>nd</sup> Street, bounded by Evergreen Point Road on the west, NE 32<sup>nd</sup> Street on the north, 80<sup>th</sup> Avenue NE on the east, and SR 520 on the south.

SIZE: 10.1 acres.

FEATURES:

- Passive Natural Forest with Walking Trails
- Stream and Natural Wetland
- Active Sports field

PARK FACILITY IMPROVEMENTS:

Public Restrooms	No
Tennis Court	Yes
Playground Equipment	No
Walking Trails	Yes
Benches	No
Parking Facilities	Yes
Playfield	Yes
Pier/Dock	No
Swimming Area	No
Other Improvements	Practice Tennis Back board; Basketball Hoop; Drinking Fountains; Pickleball Courts

HISTORY

Fairweather Park is composed of two distinct public use areas. The western half of the park is an active use area with a small playfield, two tennis courts, a tennis practice back board, basketball hoop, and parking area that were developed in 1962 during the initial SR 520 construction. The eastern half of the park remains as a natural forest preserve with a stream passing through it and winding walking trails. The northeastern portion of the forest area is a natural wetland that drains to the east to Fairweather Bay. This forest is one of the last standing natural forests in the area and is as close to a walk in the deep woods as one can get in the heart of a city.

**Viewpoint Park (Neighborhood Park)**

LOCATION: Overlake Drive West and 84<sup>th</sup> Avenue NE

SIZE: 0.15 acres (includes street right-of-way).

FEATURES:

- Viewing Area
- Waterfront Access

PARK FACILITY IMPROVEMENTS:

Public Restrooms	No
Tennis Court	No
Playground Equipment	No
Walking Trails	No
Benches	Yes
Parking Facilities	Yes
Playfield	No
Pier/Dock	Yes
Swimming Area	No
Other Improvements	Picnic Tables

HISTORY

Having originally been used as a ferry dock and the previous site of the Medina Baby Home, Viewpoint Park is now a passive recreational park and is one of Medina’s lesser-known parks. The upper portion of the park is a small triangle of land situated near the south end of 84<sup>th</sup> Avenue NE and Overlake Drive West. The triangle area is landscaped with the center of the area planted in grass with a picnic table and a seating area. The lower portion of the park has a limited parking area and a meandering pathway from the parking area down to the park area by Lake Washington. This area has a picnic table and a pier. The waterfront area provides views of Lake Washington, the Seattle skyline, and the Olympic Mountains.

**Lake Lane (Neighborhood Park)**

LOCATION: 3300 Block of 78<sup>th</sup> Place NE

SIZE: 0.10 acres (street right-of-way).

FEATURES:

- Waterfront Access

PARK FACILITY IMPROVEMENTS:

Public Restrooms	No
Tennis Court	No
Playground Equipment	No
Walking Trails	No
Benches	Yes
Parking Facilities	No
Playfield	No
Pier/Dock	Yes
Swimming Area	No
Other Improvements	Sewer Lift Station

**HISTORY**

Lake Lane was also previously used as a ferry dock in Medina, and is now another of Medina’s smaller parks. The park is found at the end of a narrow driveway that extends from 78<sup>th</sup> Place NE to a private residence located on the north side of the park. The park fronts on Lake Washington and is only accessible by walking. No parking areas are provided. The park has a public pier where one can view Fairweather Bay, Hunts Point, and the City of Kirkland to the north.

**Undeveloped Rights-of-Way (Community Trail System)**

LOCATION: Unopened Rights-of-Ways (see Exhibit 8 for mapped unopened rights-of-way). SIZE: ~~2.70 acres~~ approximately 0.7 miles of street rights-of-way.

**FEATURES:**

- Unopened right-of-way

**IMPROVEMENTS:**

- Walking paths from 2200 Block 77<sup>th</sup> Avenue NE to NE 28<sup>th</sup> Street;
- Public Storm Drainage System

**TRAIL SYSTEM**

Medina’s unopened rights-of-way (sometimes called the Community Trail System [formerly called the Indian Trail]) has multiple segments is located throughout Medina, as is shown on Figure 8, Non-Motorized Transportation. between the residential streets of Evergreen Point Road on the west, 78<sup>th</sup> Avenue NE on the east, NE 22<sup>nd</sup> Street on the south and NE 28<sup>th</sup> Street on the north. The Community Trail extends from 77<sup>th</sup> Avenue NE north of NE 22<sup>nd</sup> Street to NE 28<sup>th</sup> Street and provides a natural walking pathway for the public connecting the neighborhood south of NE 24<sup>th</sup> Street with the Three Points Elementary School on NE 28<sup>th</sup> Street. The trail also functions as a part of the Points Loop Trail system linking Yarrow Point, Hunts Point, and Clyde Hill communities. A spur off of the trail extends from the north-south main trail along the undeveloped NE 26<sup>th</sup> Street right-of-way to 79<sup>th</sup> Avenue NE. The westerly portion of this spur is over private driveways. That portion between 78<sup>th</sup> and 79<sup>th</sup> Avenue NE is a grassy area with some trees and an informal pathway. A portion of NE 26<sup>th</sup> Street right-of-way remains undeveloped between Evergreen Point Road and the trailhead.

**Other Recreational Facilities**

**POINTS LOOP TRAIL SYSTEM**

This was created in 1962 by the construction of the initial SR 520 freeway. The main portion of the trail system connects the local communities of Yarrow Point, Hunts Point, Clyde Hill, and Medina. The trail is a paved walking path that extends along the north side of the freeway from 92<sup>nd</sup> Avenue NE in Yarrow Point to 84<sup>th</sup> Avenue NE in Hunts Point, along 84<sup>th</sup> Avenue NE over the freeway to NE 28<sup>th</sup> Street, west along NE 28<sup>th</sup> Street to Evergreen Point Road. Local trails connect to this trail system (i.e. the formerly called Indian Trail at NE 28<sup>th</sup> Street). Maintenance of the system resides with each of the communities through which it passes. The major construction of the new SR 520 freeway has provided additional regional connections to the Local Points Loop Trail and which now connection to the new WSDOT SR 520 Regional Trail

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Commented [KM1]: For Council discussion on 5/28 - with our rebranding of this trail system as general unopened ROW located throughout the City, we could consider deleting all of this text, giving a brief discussion of the system (as I’ve done here), and pointing to the map (Figure 8) where the unopened ROWs are featured.

system that connects Seattle via a new floating bridge with the eastside communities of Medina, Clyde Hill, Hunts Point, Kirkland, and Bellevue. The new WSDOT SR 520 Regional Trail is owned by WSDOT but operated by King County. The WSDOT SR 520 Regional Trail has been constructed along the north side of the freeway connecting Seattle with the Eastside communities. A trail connection from the Regional Trail to the south end of 80<sup>th</sup> Ave NE has also been developed by WSDOT.

#### EVERGREEN POINT ROAD LID

Since completion of the SR 520 Evergreen lid (wide bridge overcrossing) in 2014, approximately two acres of landscaped passive park area has been provided by WSDOT for regional public use. The lid is used for light recreation and enjoyment, though does not provide a designated off-leash dog area. The lid area includes a park & ride lot with 50 parking spaces, a transit access facility with elevator and walking steps down to the freeway bus stop area on either side of the freeway, and a viewing area on the west side of the lid with a viewing vista to the Seattle skyline to the west. A seating area and steps have been provided at the southwest corner of the Fairweather playfield to provide access from the freeway lid to the park. The lid is owned, operated, and maintained by WSDOT.

#### OVERLAKE GOLF AND COUNTRY CLUB (PRIVATE GOLF COURSE)

Located at 8000 NE 16<sup>th</sup> Street, the golf course provides approximately 140 acres of open space for members of the club to play golf. The property also contains a private club house and a swimming pool.

#### ST. THOMAS ELEMENTARY SCHOOL PLAYGROUND (PRIVATE SCHOOL)

Located at 8300 NE 12<sup>th</sup> Street, the school has 5.62 acres of land. Facilities include a playground and play structures for students.

#### THREE POINTS ELEMENTARY SCHOOL PLAYGROUND (PRIVATE SCHOOL ON PUBLIC PROPERTY)

Located at 7800 NE 28<sup>th</sup> Street, the school has approximately four acres of land. The playfield is in the westerly portion of the elementary school property that is leased from the Bellevue School District by Bellevue Christian School. The playground has a grass sport field, play structure, and covered play area for the students.

#### MEDINA ELEMENTARY SCHOOL (PUBLIC SCHOOL)

Located at 8001 NE 8<sup>th</sup> Street, the school has approximately 7.88 acres of land. Facilities include a multipurpose playfield, play structures, and covered play areas for students.

#### NEEDS ASSESSMENT

Medina is a fully built-out residential community with limited ability for growth. The City has 12 acres of park space in public ownership for every 1,000 residents (not including the schools or the private golf course), which is expected to satisfy the recreational needs of the community based on park space metrics typically provided by agencies nationwide.

## EVALUATION OF FACILITIES AND RECOMMENDATIONS

While residents enjoy abundant park space, the Medina Comprehensive Plan sets forth goals for the need to maintain and enhance existing park space and to acquire new park space when such opportunities arise.

### Medina Park

This park offers both active and passive uses. The tennis court represents a significant investment and is frequently utilized for games and practice.

The children's playground area next to the tennis court is frequently used. There are two climbing apparatus, two swing sets, a circular rotating toy (NOVA), a seesaw, a sandbox, and some movable toys that have been donated by residents for children to use in the play area. In 2016, Medina Park Playground was expanded to add the Explorer Dome and Seesaw structures. At that time, the city also included an accessible ramp on the east entrance to meet then-current federal requirements. In 2022, the City replaced the older outdated structures and incorporated an accessible design that offers a range of play experiences for children of varying abilities. This project has made needed playground improvements that include new play equipment, new wood chip surfacing, and relocation of the sandpit. The improvements benefit the community as a whole and encourage free play for the children.

A picnic shelter has also been installed at the park for use during inclement weather.

The Public Works Shop and Yard are located in the southwest portion of the active park and is screened from the park by adequate landscaping.

### Medina Beach Park

The primary use of this park is beach access and swimming. From Memorial Day Weekend through Labor Day Weekend, the city staff's lifeguards and provides swimming areas for the community. Power boats operating too close to the shore create wakes. The City should maintain Medina Beach Park to protect the health and safety of all users, including swimmers.

The rock jetty and shoreline armoring with large rock are not easy to walk on. While the jetty is marked NO PUBLIC ACCESS, it is recommended that steps to the water be clearly marked.

The City Hall emergency generator and enclosure intrude into the former park area and, if possible, should be placed underground or moved to a non-use area of the park.

### Fairweather Park and Nature Preserve

The playfield area is a practice sports field of grass. The field becomes too muddy for play during the winter months. A priority need is to improve the field drainage for use year round. The parks proximity to the freeway should be accounted for in the screening of the park in the area that is not at the gateway to the park.

The nature preserve should be maintained in its natural state by continuing to remove invasive plants and ivy, and to replant native species as trees are lost due to wind and age.

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The winding natural trails should continue to be maintained with natural wood steps and remain rustic in appearance. Fallen trees should remain in place, except where they obstruct a trail. Wayfinding maps should be considered to assist hikers and trail walkers.

### **Viewpoint Park**

The park triangular overlook (viewing area) provides unique views of the Seattle skyline. The recently added picnic bench provides added ability for users to eat lunch or picnic. It is recommended that a drinking fountain be added.

The beach front area provides a place for picnics, dock access, and swimming at the pier end.

### **Lake Lane**

The dock is the only current park physical asset at the park. Adding a bench or picnic table would be beneficial. Milfoil continues to invade the beach front area and should be controlled.

### **Undeveloped NE 26<sup>th</sup> Street Right-of-Way**

The present trail is an asset that should be maintained in its natural condition. Limited plantings that will enhance the natural appearance of the trail are encouraged to be native and drought tolerant.

## **PARKS AND OPEN SPACE GOALS AND POLICIES**

The City's large open spaces are the defining elements of Medina's community character. The open space and parks provide a major recreational resource for the City's residents. Existing parks and open spaces should be maintained and enhanced pursuant to Medina's needs and as opportunities arise for improvement. The City shall seek to acquire properties to enhance waterfront access, retain existing views and/or preserve important environmental resources. The following are the goals and policies guiding the City's park plan.

### **GOALS**

- PO-G1 To maintain and enhance Medina's parks and open spaces to meet the City's needs and to reduce climate-altering pollution, especially in areas of the City that are home to historically underserved communities. An example of a priority item is the reconstruction of the playfield or bicycle racks at Fairweather Park for use year-round.
- PO-G2 To expand and improve the City parks and open spaces through property acquisitions as special funding allows and when opportunities arise, or through funding opportunities learned of or created via regional collaboration, especially to connect open spaces in the City with regional open space networks.
- PO-G3 To identify annual revenue and special funding sources through regional collaboration to maintain and improve parks and open spaces.
- PO-G4 To work collaboratively with other public property owners and operators, including WSDOT, King County, other nearby cities, and the School District,

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to encourage the owners of the open space and recreational facilities to maintain the facilities to appropriate standards, and to keep the properties safe and clean for all users.

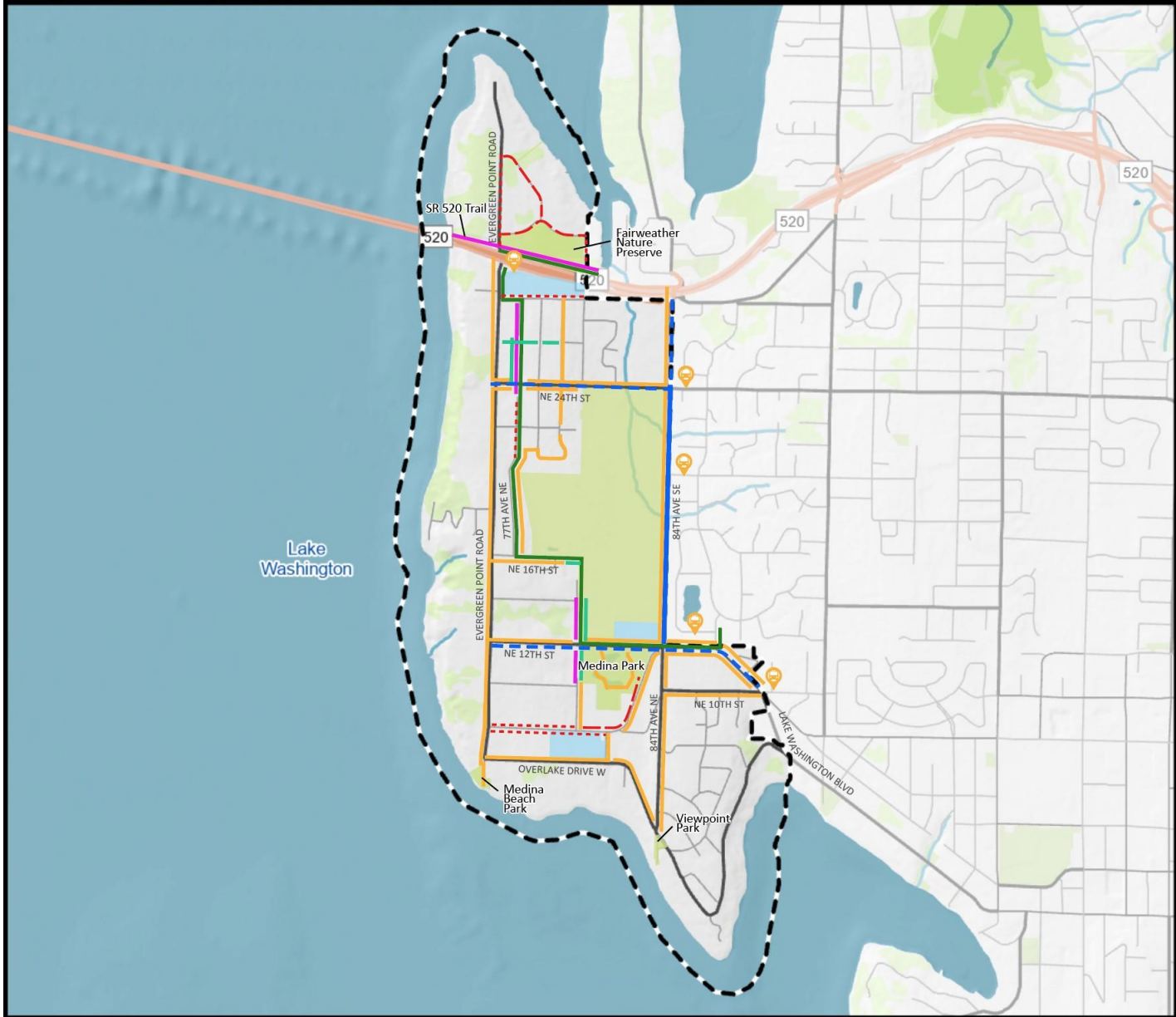
- PO-G5 To work collaboratively with other public property owners and operators, including WSDOT, King County, other nearby cities, and the School District, to advocate for the open space and recreational facilities provided by those agencies to remain available for use by Medina residents as well as the public in general.

**POLICIES**

- PO-P1 The City should seek to acquire additional waterfront access along the shoreline, when opportunities arise and continue to maintain the public piers.
- PO-P2 The City should seek to develop additional view parks, particularly in areas of the City that are home to historically underserved members of the community.
- PO-P3 The City should seek to acquire view rights to preserve the views of view parks.
- PO-P4 The City should preserve easements to protect unique trees and tree groupings, valuing their role in preventing and mitigating for harmful environmental pollutants, including light, air, noise, soil, and structural hazards, and overall protecting habitat and contributing to the ecological function of the community.
- PO-P5 The City should consider seeking participation from the Overlake Golf & Country Club to improve the landscaping along the Overlake Golf & Country Club frontage.
- PO-P6 The City should retain the Fairweather Nature Preserve in its natural state and provide maintenance only when necessary, valuing its role in the City’s green infrastructure that, when protected, reduces climate-altering pollution, sequesters and stores carbon, and increases the resilience of communities to climate change impacts.
- PO-P7 The City should improve the Fairweather playfield for year-round use and could consider the addition of public relief facilities at the playfield.
- PO-P8 The City should develop a long-term landscaping and maintenance plan to maintain Medina Beach Park and Medina Park in a manner that is consistent with and enhances public use for all, regardless of race, social, or economic status.
- PO-P9 The City should consider participating in regional collaboration or strategy in supporting open space networks that connect the region, such as connecting City open spaces with those identified in the Puget Sound Regional Council’s Regional Open Space Conservation Plan. The City should participate in strategizing and funding the protection of open space lands that provide valuable functions, including:
  - a) Ecosystem linkages and migratory corridors crossing jurisdictional boundaries;
  - b) Physical or visual separation delineating growth boundaries or providing

buffers between incompatible uses;

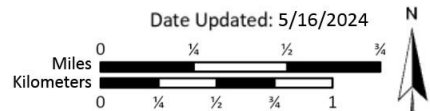
- c) Active and passive outdoor recreation opportunities;
- d) Wildlife habitat and migration corridors that preserve and enhance ecosystem resiliency in the face of urbanization and climate change;
- e) Preservation of ecologically sensitive, scenic, or cultural resources;
- f) Urban green space, habitats, and ecosystems;
- g) Forest resources, and;
- h) Food production potential.



**Legend**

- City Boundary
- Parks and Open Space
- Schools
- Off-Street Pathway\*
- Existing Pathway\*
- Planned Pathway\*
- Potential Pathway\*
- Bicycle Lane
- Proposed Bicycle Lane
- Points Loop Trail
- Unopened Rights-of-Way
- Bus Stop

# Non-Motorized Transportation Plan



*Base Map Service layers:  
King County, WA State Parks GIS, Esri,  
TomTom, Garmin, SafeGraph,  
GeoTechnologies, Inc, METI/NASA, USGS,  
Bureau of Land Management, EPA, NPS, US  
Census Bureau, USDA, USFWS, King County*

\* "Pathways" may include concrete sidewalks, asphalt sidewalks or walkways, or gravel walkways, or other walkways



# MEDINA, WASHINGTON

## AGENDA BILL

Tuesday, May 28, 2024

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**Subject:** Middle Housing Consultant Discussion

**Category:** City Business

**Staff Contact:** Jonathan Kesler, AICP, Planning Manager and Stephen R. Burns, City Manager

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### **Summary:**

The Middle Housing Public Engagement and Communication Plan is a working document that describes the goals, objectives, activities, and timeline for community engagement conducted in support of the Department of Commerce Middle Housing Grant in the run-up to the June 30, 2025, deadline for compliance.

This Plan will be amended as needed to ensure that there is broad public engagement in the Middle Housing Land Use Code Update. The consultant would be engaged to work under the general direction of the Planning Manager to complete this plan.

The Middle Housing Plan includes the following elements:

- Objectives of the Public Engagement and Communication Plan.
- Key messages we want to convey to the public about middle housing and this project.
- Stakeholder groups to engage as part of the process, including details on the information needs or engagement objectives for each group.
- Strategies for engagement corresponding to the timeline in the project plan.
- Timeline of the project and engagement activities.
- Summary of previous engagement done by cities to create a shared understanding of what the City of Medina has done to engage the community on housing issues, including challenges.
- Use of a Middle Housing webpage to keep the public informed as to the status of this update. Note:

**Staff is requesting review and direction regarding the attached Request for Qualifications (RFQ) so that we may move forward with advertising the opening and interviewing potential candidates for the role.** This will ensure that a qualified consultant will be engaged to work with the Planning Manager to complete this plan in a timely manner.

This Middle Housing Public Engagement and Communication Plan meets and supports Council's priorities 2, 3 and 5.

Council Priorities:

1. Financial Stability and Accountability
2. Quality Infrastructure
3. Efficient and Effective Government
4. Public Safety and Health
5. Neighborhood Character

**Attachments:** RFQ – Middle Housing Consultant

**Budget/Fiscal Impact:** Hiring of a Middle Housing Consultant is a key step after adopting Resolution No. 444 (Item 9.3 on the present Council Agenda) and is consistent with the City's obligations under the Commerce Middle Housing Grant. By meeting required milestones with appropriate staff, the City will be able to draw from the grant funds and ensure that the Plan is completed by the June 30, 2025, deadline for compliance.

**Recommendation:** Discussion and direction.

**City Manager Approval:**



Time Estimate: 30 minutes



## **CITY OF MEDINA REQUEST FOR QUALIFICATIONS (RFQ)**

The City of Medina, Washington is soliciting statements of qualifications from professional firms or individuals (“consultant”) to provide services associated with the Middle Housing Public Engagement and Communication Plan supporting the City of Medina’s Planning section of the Development Services Department. This is a need for professional long-range planning services running from July 2024 through June 2025.

The consultant will work under the general direction of the Planning Manager. Services requested will be related to the Middle Housing Public Engagement and Communication Plan. The Middle Housing Public Engagement and Communication Plan is a working document that describes the goals, objectives, activities, and timeline for community engagement conducted in support of the Department of Commerce Middle Housing Grant. This includes the following elements:

- Objectives of the Public Engagement and Communication Plan.
- Key messages we want to convey to the public about middle housing and this project.
- Stakeholder groups to engage as part of the process, including details on the information needs or engagement objectives for each group.
- Strategies for engagement corresponding to the timeline in the project plan.
- Timeline of the project and engagement activities.
- Summary of previous engagement done by cities to create a shared understanding of what the City of Medina has done to engage the community on housing issues, including challenges.
- Use of a Middle Housing webpage to keep the public informed as to the status of this update.

Note: This Plan will be amended as needed to ensure that there is broad public engagement in the Middle Housing Land Use Code Update, in the run-up to the June 30, 2025 deadline for compliance.

The quantity of work, and the work type will depend upon the qualifications of the consultant. The planning professional consultant will be asked to perform technical and administrative work associated with the tasks assigned. There is potential for participation in the work of the Planning Commission, City Council, and presentations to the hearing examiner.

The Development Services Director has the final authority to decide on the consultant hiring which will then be approved by the City Manager. Medina uses a standardized professional services contract. Any questions should be directed to Jonathan Kesler, AICP, Planning Manager, at (425) 233-6416 or email [jkesler@medina-wa.gov](mailto:jkesler@medina-wa.gov).



Please submit your Statement of Qualifications to:

Jonathan Kesler, AICP  
Planning Manager  
City of Medina  
501 Evergreen Point Rd.  
Medina, WA 98039

**RFQ's are to be received no later than 5:00 pm on Monday, June 10, 2024.**

First Publication: Friday, May 31, 2024

Second Publication: Wednesday, June 5, 2024





# MEDINA, WASHINGTON

## AGENDA BILL

Tuesday, May 28, 2024

**Subject:** Middle Housing Engagement Plan

**Category:** City Business

**Staff Contact:** Jonathan Kesler, AICP, Planning Manager and Jennifer Robertson, City Attorney

### **Summary:**

The Middle Housing Public Engagement and Communication Plan is a working document that describes the goals, objectives, activities, and timeline for community engagement conducted in support of the Department of Commerce Middle Housing Grant. This includes the following elements:

- Objectives of the Public Engagement and Communication Plan.
- Key messages we want to convey to the public about middle housing and this project.
- Stakeholder groups to engage as part of the process, including details on the information needs or engagement objectives for each group.
- Strategies for engagement corresponding to the timeline in the project plan.
- Timeline of the project and engagement activities.
- Summary of previous engagement done by cities to create a shared understanding of what the City of Medina has done to engage the community on housing issues, including challenges.

Use of a Middle Housing webpage to keep the public informed as to the status of this update. Note: This Plan will be amended as needed to ensure that there is broad public engagement in the Middle Housing Land Use Code Update, in the run-up to the June 30, 2025, deadline for compliance.

**Staff is requesting review and adoption of Resolution No. 444 in order to meet our obligation for adoption of the work plan as required by our grant with the Dept. of Commerce.** In addition, this work will provide the initial scope for a middle housing consultant who will assist with the implementation of this process.

This Middle Housing Public Engagement and Communication Plan meets and supports Council's priorities 2, 3 and 5.

Council Priorities:

1. Financial Stability and Accountability
2. Quality Infrastructure
3. Efficient and Effective Government
4. Public Safety and Health
5. Neighborhood Character

**Attachments:** Resolution No. 444.

**Budget/Fiscal Impact:** Adoption of this plan is consistent with the City's obligations under the Commerce Middle Housing Grant. By meeting required milestones, the City will be able to draw from the grant funds.

**Recommendation:** Review and adopt Resolution No. 444

**City Manager Approval:**



**Motion:** I move to approve Resolution No. 444.

Time Estimate: 30 minutes

**CITY OF MEDINA, WASHINGTON**

**RESOLUTION NO. 444**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, ADOPTING A PUBLIC ENGAGEMENT PROGRAM (PEP), FOR THE PURPOSES OF CREATION OF THE MEDINA MIDDLE HOUSING UPDATE; PURSUANT TO THE WASHINGTON STATE GROWTH MANAGEMENT ACT CHAPTER 36.70A RCW.**

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**WHEREAS**, the City exercises comprehensive land use planning pursuant to the Washington's Growth Management Act (RCW Chapter 36.70A), and under that authority, the City intends to complete the scope of work for the Middle Housing grant by June 2025; and

**WHEREAS**, the State Legislature passed both Accessory Dwelling Unit legislation (ESHB 1337) and Middle Housing legislation (HB 1110, as modified by ESSB 2321) (codified as RCW 36.70A.635 - .638; RCW 36.70A.630; and RCW 36.70A.680 - .682). These laws require certain cities to allow accessory dwelling units on single family lots subject to certain conditions, and require certain cities to allow changes to density on single family lots, as well as requiring certain cities to allow zero-lot line subdivisions; and

**WHEREAS**, the deadline for cities to have land use code updates in compliance with these laws is June 30, 2025 for King County cities; and

**WHEREAS**, RCW 36.70A.035 requires that reasonable public participation efforts be conducted whenever housing or development regulations are amended; and

**WHEREAS**, City staff has drafted a proposed Public Participation Plan, and the City Council finds that the proposed Plan is reasonably calculated to provide notice to property owners and other affected and interested individuals, government agencies, businesses, school districts, and organizations, of the middle housing and development regulations scope of work; and

**WHEREAS**, the City Council further finds that the proposed Plan is intended to broadly disseminate information about the procedures employed to complete the middle housing scope of work and provides for early and continuous opportunities for the public to participate in the update process, consistent with RCW 36.70A.130(2)(a) and .140; and

**WHEREAS**, the City Council additionally finds that the proposed Plan is consistent with the intent and the procedures in the Medina Municipal Code which will be used for completing the middle housing scope of work; and

**WHEREAS**, the City Council concludes that the Plan should be adopted; **NOW THEREFORE**,

**THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, RESOLVES AS FOLLOWS:**

**Section 1. Adoption of Public Participation Plan.** The Public Participation Plan is adopted in the form attached hereto as "Exhibit A", and such Plan shall guide public participation efforts during the completion of the middle housing scope of work.

**Section 2. Effective Date.** This Resolution shall take effect immediately upon passage by the Council and signature of the Mayor.

**PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON THE 28th DAY OF MAY, 2024 BY A VOTE OF \_\_\_\_ FOR, \_\_\_\_ AGAINST, AND \_\_\_\_ ABSTAINING, AND SIGNED IN AUTHENTICATION THEREOF ON THE 28th DAY OF MAY, 2024.**

\_\_\_\_\_  
Jessica Rossman, Mayor

APPROVED AS TO FORM:  
Inslee, Best, Doezie & Ryder, P.S.

ATTEST:

\_\_\_\_\_  
Jennifer S. Robertson, City Attorney

\_\_\_\_\_  
Aimee Kellerman, City Clerk

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
RESOLUTION NO. 444

**Attachments:**

**Exhibit A – Public Participation Plan for Middle Housing**

# Exhibit A

## Public Participation Plan for Middle Housing

## Public Engagement Plan

### City of Medina Middle Housing Project

#### Introduction

The Public Engagement and Communication Plan is a working document that describes the goals, objectives, activities, and timeline for community engagement conducted in support of the Department of Commerce Middle Housing Grant. This includes the following elements:

- Objectives of the Public Engagement and Communication Plan.
- Key messages we want to convey to the public about middle housing and this project.
- Stakeholder groups to engage as part of the process, including details on the information needs or engagement objectives for each group.
- Strategies for engagement corresponding to the timeline in the project plan.
- Timeline of the project and engagement activities.
- Summary of previous engagement done by cities to create a shared understanding of what the City of Medina has done to engage the community on housing issues, including challenges.
- Use of a Middle Housing webpage to keep the public informed as to the status of this update.

This Plan will be amended as needed to ensure that there is broad public engagement in the Middle Housing Land Use Code Update.

#### Objectives

The objectives for public engagement are:

1. Engage community members who have not reliably participated in previous community planning efforts.
2. Identify racially disparate impacts, any previous displacement, and exclusion in housing in the City of Medina, how these impacts are experienced day-to-day, and how might changes in city policy impact the community.
3. Identify areas and communities at greater displacement risk.
4. Identify barriers to building middle housing in existing neighborhoods, including concerns of residents of existing neighborhoods and barriers to developmental feasibility.
5. Lay the groundwork for successful comprehensive plan updates by disseminating key messages and information (*see* key messages below) and addressing common concerns about updating city policies and codes to allow for more diverse housing types.
6. Increase the community's understanding of middle housing types and the benefits they can bring the community.

### Key Messages

The following key messages will guide communications throughout all community engagement efforts.

#### About Middle Housing

1. Middle housing refers to homes that are between single-family homes and larger apartment buildings.
  - Middle Housing was commonly built throughout Washington communities until the rise in popularity of single-family zones in the mid-twentieth century. Exhibit 1 illustrates types of middle housing.
  - Middle Housing buildings can be at the same scale as single-family buildings.

#### *Exhibit 1: Missing Middle Examples*



Source: <https://missingmiddlehousing.com>

2. Middle Housing includes diverse housing options such as townhouses, duplexes, triplexes, fourplexes, courtyard buildings, cottage housing, and live/work lofts.
  - Common before 1940, these housing types were outlawed in planning practices due to the rising popularity of exclusive single-family zones, which only permitted single detached housing structures. Historic neighborhoods have utilized middle housing to create mixed-use space.
  - The architectural style, scale, and density of middle housing can be similar to single-family homes or different. Middle housing options are often compatible in neighborhoods with primarily single-family buildings.

- Middle housing can be rented or owned.
  - Middle housing serves housing needs not met by single-family homes or large-scale multifamily development.
  - Middle housing offers housing that meets the needs of multigenerational households, households that don't have the interest or capacity to maintain a larger home and yard, single households, allow a worker to live near their workplace or clients, students, a young family to be close to the support of relatives, someone experiencing hardship to stay near friends, a young adult to remain in the neighborhood they grew up in, or an older adult to age in place.
  - Middle Housing promotes more efficient use of existing infrastructure and more walkability in neighborhoods.
  - Middle Housing can allow for more affordable options.
  - Middle Housing options can offer homeownership opportunities, particularly entry-level homeownership.
  - Middle Housing can prevent large portions of the community from being excluded from areas of the community.
3. Changing zoning to allow for missing middle housing does not affect the property value of existing homes.
- Property values are based on the condition and size of your land and structure(s), as well as market conditions.
  - Allowing missing middle housing is associated with potential land value increases on lots that are suitable for redevelopment.
  - Reinvestment into existing neighborhoods can improve the infrastructure for everyone, such as adding sidewalks, transportation improvements, and neighborhood-based services.
  - New investment into development and amenities will increase property values. Depending on market conditions, these changes may not happen within the 30-year planning horizon.
4. Changing zoning to allow for middle housing does not affect property taxes of existing homes. Future development and investment may impact future property values and thus taxes.
- New investment in a neighborhood can increase the value of land and property, which may increase the landowners' property taxes. Depending on market conditions, these changes may not happen within the 20-year planning horizon.
  - Washington State offers property tax relief programs to senior citizens, disabled persons, households with limited income, widows, and widowers of veterans. A household at risk of losing their home due to property tax increases may be eligible for property tax exemptions or relief.

Cities who have legalized middle housing have seen incremental change in neighborhoods.

- Cities that have legalized middle housing types have increased the variety of new housing,



though only modest upticks in the number of middle housing units. Most of the new housing is still single- family or apartment units.

5. Why aren't we just building more affordable housing?
  - Our current housing challenges largely stem from not enough housing relative to job growth and new household formation. The solution is more housing.
  - Local government does not build housing, it establishes rules on what can be built where. Housing is primarily built by private homebuilders.
  - Current regulations, including restricting most of our residential areas to low numbers of housing units, prevent homebuilders from innovating in response to market demand.
  - All types of new housing are needed, including affordable housing and more expensive housing. Housing prices tend to continue to appreciate when there is a variety of housing options but at more manageable rates.

**About the Middle Housing Land Use Code Update Project**

1. This project is funded by a grant from the Washington State Department of Commerce.
2. This project is one of many efforts to address the housing affordability crisis in King County, and more generally Washington State.
  - Housing costs have risen three times as fast as incomes over the past decade in King County (2010-2021), creating challenges for both owner and renter households.
  - The cost to purchase an average home is only affordable to those with incomes more than \$569,131 which is 524% of HUD AMI and 268% of the City's median income. Even a bottom tier home requires a household income of \$411,773, or 194% of HUD AMI.
  - Renters spending more than 30% of their income on rent are considered cost-burdened. About 30% of households are cost-burdened or severely cost-burdened in Medina, which includes tenants and owners. Of these, 52% of renters in Medina are cost burdened or severely cost burdened. Renter-occupied housing makes up only 14% of households in Medina, compared to 43% for King County overall. Entry-level homeownership is not possible without affordable rental options.
3. This project aims to identify unmet housing needs and policy options to meet those needs.
  - This project will seek to identify areas suitable for zoning to allow for middle housing. This may be based on access to jobs, transit, infrastructure, or other factors. The City will use this information to inform future changes to zoning and regulations to allow more diverse housing types within the community.
  - Where middle housing is allowed, it must still meet City development standards.
  - Development standards regulate development on topics like parking requirements, impervious surfaces, building height, setbacks, and architectural design.
4. This Middle Housing Land Use Update will inform future updates to local land use and zoning regulations. Washington State is requiring all GMA planning cities to allow greater

housing diversity in existing neighborhoods.

- Washington State Law requires all cities to update their comprehensive land use policies and development regulations. The updates are required (RCW 36.70A.070(2)) to account for housing needs at all economic levels, include provisions for middle housing options, and to identify and remedy existing policies that may have a discriminatory impact.
- State law also requires cities (Tiers 1, 2, and 3) to allow a certain density of middle housing and requires cities to allow accessory dwelling units. *See* RCW 36.70A.635 - .638; RCW 36.70A.630; and RCW 36.70A.680 - .682.

The Growth Management Act requires that the City of Medina establish procedures providing for early and continuous public participation in the development and amendment of comprehensive land use plans and development regulations. The procedures described below for the City of Medina Middle Housing Land Use Code Update Process will achieve the following:

**A. Early and continuous participation**

In addition to meeting the requirements set forth in Chapter 16.81 MMC, the City Council, Planning Commission, or designee and city staff will ensure expansive and effective public involvement by using methods that include surveys, information bulletins, and distribution lists for all interested parties to receive regular notices, meeting advertisements, and updates. The public will be well advised of the opportunities for involvement and particularly encouraged to participate in the drafting and review of the proposed updates to the Medina Development Regulations.

**B. Communication and information programs**

City staff will use all available and practical means to encourage participation at all levels, through outreach and educational efforts, including television appearances, presence at public events, and the city website. The primary method of communication will be via the City's website.

A bulletin-type publication will be posted, and updated regularly, at City Hall and on the City's website with a copy sent to the Bellevue School District. This bulletin is designed to describe the Medina Middle Housing Land Use Code Update process, outline opportunities for public involvement, and provide contact information, including the website and email for public inquiry and comment. Detailed information and progress reports may be available upon request for local organizations and media outlets, such as local newsletters, news articles, and radio announcements.

**C. Public meetings with adequate notice**

All formal public meetings concerning the Middle Housing Land Use Code Update will be advertised throughout the community. Formal public notices will be posted and published in consistent locations including the City Hall office, Bellevue School District office, and in "The Seattle Times" (local newspaper) as required. Interested parties will be further notified through a notice distribution list, providing process updates and meeting details.

**D. Provisions for open discussion**

Open discussion will result from a fair and open process, with various opportunities for public input. Public workshops will be advertised and made accessible to the broadest audience possible, building on established venues whenever possible. The discussion will be ensured and encouraged by designated time for facilitated discussion, public hearings before the adoption of amendments,

and well-noticed public comment periods.

**E. Opportunity for written comments**

Written comments will be accepted and encouraged at all public meeting venues and in various forms, including email messages and facsimiles. Notice of public comment periods will encourage written comments and provide contact information, especially on draft comprehensive plan updates. Comments should be addressed to Jonathan G. Kesler, AICP, Planning Manager, City of Medina Planning Department at:

Medina City Hall, 501 Evergreen Point Rd, Medina, WA 98039

Email: [jkesler@medina-wa.gov](mailto:jkesler@medina-wa.gov)

Subject: Medina Middle Housing Land Use Code Update

(Website) <https://www.medina-wa.gov/>

Planning staff will provide public comment cards or online comment options at meetings and at strategic locations throughout the City. Written comments will be presented to the Council during official public meetings.

**F. Consideration and “fair response” to public comments**

All comments on draft proposals and alternatives will be accepted and brought to the attention of the Planning Commission for their consideration. Written comments will also be kept on file for public review. City Planning Staff will acknowledge the receipt of written comments by sending a response with notification of opportunities for further involvement.

**G. Broad dissemination of proposals and alternatives**

Draft proposals and alternatives will be broadly disseminated throughout the community. A bulletin-type publication, posted at various locations to provide general information about the process, will direct the public to the city-wide locations for reviewing the draft materials.

Locations for the review of draft proposals and alternatives include:

1. City Hall Office, 501 Evergreen Point Rd, Medina, WA 98039
2. City of Medina website, <https://www.medina-wa.gov/>.