



MEDINA CITY COUNCIL

Monday, May 22, 2023

5:00 PM – JOINT CITY COUNCIL AND PLANNING COMMISSION 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

JOINT CITY COUNCIL AND PLANNING COMMISSION MEETING

Hybrid - Virtual/In-Person
Monday, May 22, 2023 – 5:00 PM

AGENDA

MAYOR | Jessica Rossman

DEPUTY MAYOR | Randy Reeves

COUNCIL MEMBERS | Cynthia F. Adkins, Jennifer Garone, Harini Gokul, Mac Johnston, Bob Zook

CITY MANAGER | Stephen R. Burns

CITY ATTORNEY | Scott Missall

CITY CLERK | Aimee Kellerman

Virtual 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 (on-line) can 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 May 22 Council meeting. Please reference Public Comments for May 22 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 May 22 Council meeting to the City Clerk at akellerman@medina-wa.gov.

[Join Zoom Meeting](#)

Meeting ID: 832 5227 3105

Passcode: 589036

One tap mobile

+12532158782,,83252273105# US (Tacoma)

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Council Members Adkins, Garone, Gokul, Johnston, Reeves, Rossman and Zook

2. APPROVAL OF MEETING AGENDA

3. PUBLIC COMMENT PERIOD

Individuals wishing to speak live during the Hybrid/Virtual City Council meeting can register their request with the City Clerk at 425.233.6411 or email akellerman@medina-wa.gov

wa.gov and leave a message **before 2PM** on the day of the May 22 Council meeting. Please reference Public Comments for May 22 Council Meeting on your correspondence. The City Clerk will call on you by name or telephone number (on-line) when it is your turn to speak. You may also fill out a speaker card upon your arrival at City Hall; if you are attending in-person. 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 None.

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 (Housing Element)
Recommendation: N/A
Staff Contact(s): Stephanie Keyser, Planning Manager
Time Estimate: 120 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 12, 2023 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 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

Wednesday, May 24, 2023 - Planning Commission Special Meeting (6:00 PM)

Monday, May 29, 2023 - Memorial Day – City Hall Closed

Monday, June 12, 2023 - City Council Meeting (5:00 PM)

Monday, June 26, 2023 - City Council Meeting (5:00 PM)

Tuesday, June 27, 2023 - Planning Commission Regular Meeting (6:00 PM)

Tuesday, July 4, 2023 - Independence Day - City Hall Closed

Monday, July 10, 2023 - City Council Meeting (5:00 PM)

Monday, July 17, 2023 - Park Board Meeting (5:00 PM)

Monday, July 24, 2023 - City Council Meeting (5:00 PM)

Tuesday, July 26, 2023 - Planning Commission Regular Meeting (6:00 PM)

Wednesday, August 9, 2023 – Emergency Preparedness Meeting (4:00 PM)

Monday, August 14, 2023 - City Council Meeting - ***Dark No Meeting***

Monday, August 28, 2023 - City Council Meeting - ***Dark No Meeting***

Monday, September 4, 2023 - Labor Day - City Hall Closed

Monday, September 11, 2023 - City Council Meeting (5:00 PM)

Monday, September 18, 2023 - Park Board Meeting (5:00 PM)

Monday, September 25, 2023 - City Council Meeting (5:00 PM)

Tuesday, September 26, 2023 - Planning Commission Regular Meeting (6:00 PM)

Monday, October 9, 2023 - City Council Meeting (5:00 PM)

Monday, October 23, 2023 - City Council Meeting (5:00 PM)

Tuesday, October 24, 2023 - Planning Commission Regular Meeting (6:00 PM)

Friday, November 10, 2023 - Veterans Day - City Hall Closed

Monday, November 13, 2023 - City Council Meeting (5:00 PM)

Monday, November 20, 2023 - Park Board Meeting (5:00 PM)

Thursday, November 23, 2023 - Thanksgiving Holiday - City Hall Closed

Friday, November 24, 2023 - Day After Thanksgiving Holiday - City Hall Closed

Monday, November 27, 2023 - City Council Meeting (5:00 PM)

Monday, December 11, 2023 - City Council Meeting (5:00 PM)

Wednesday, December 13, 2023 – Emergency Preparedness Meeting (4:00 PM)

Monday, December 25, 2023 - Christmas Day - City Hall Closed

CERTIFICATION OF POSTING AGENDA

The agenda for Monday, May 22, 2023 Regular Meeting of the Medina City Council was posted and available for review on Friday, May 19, 2023 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.



MEDINA, WASHINGTON

AGENDA BILL

Monday, May 22, 2023

Subject: Comprehensive Plan (Housing Element)

Category: Discussion and Direction

Staff Contact(s): Stephanie Keyser, Planning Manager

Summary

Planning Commission will begin work on the Housing Element for the Comprehensive Plan update next month. To set everyone up for success as we begin this endeavor, the following topics will be discussed tonight:

- a) New Housing Element Requirements (HB 1220), New Housing Legislation (HB 1110 and HB 1337) Development Code Amendment Timeline
- b) CC/PC Small Group Activity
- c) Proactively Planning for the Future – *direction is being asked.*

Attachment(s) Comprehensive Plan (Housing Element) Memo

Budget/Fiscal Impact:

Recommendation: N/A

City Manager Approval:

Proposed Council Motion: N/A

Time Estimate: 120 minutes



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 22, 2023
 TO: Medina City Council and Planning Commission
 FROM: Stephanie Keyser, AICP, Planning Manager
 RE: Comprehensive Plan (Housing Element)

Although this year might have been the *year of housing* in the legislature with bills passing that will require amendments to Medina’s development code, the 2021-2022 session changed the way cities are required to *plan* for housing. HB 1220 amended the Growth Management Act (GMA) housing goal and requires cities to *plan for and accommodate housing affordable to all economic segments*. This doesn’t mean the City must act as a developer and build housing; rather, the barriers in place via zoning and development regulations need to be identified and removed. The Department of Commerce created a flow chart (Figure 1) that outlines the necessary steps for updating the Housing Element under HB 1220. The old requirements are in grey, the new requirements are in green, and the City’s responsibilities are circled in pink.

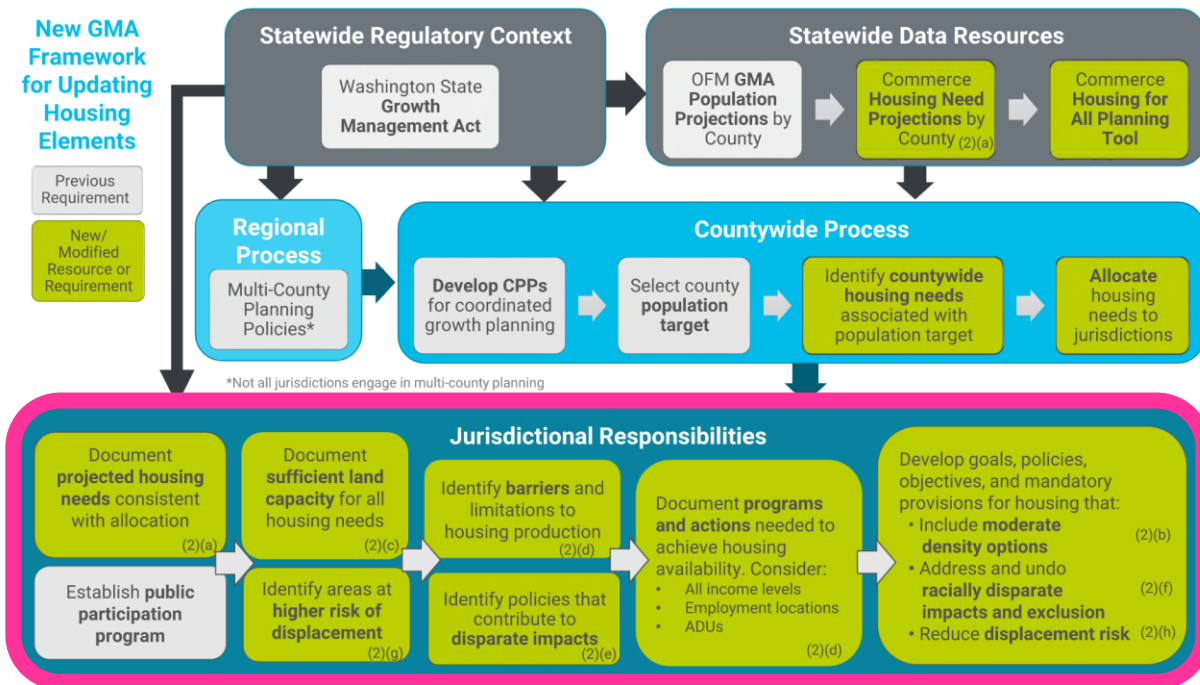


Figure 1. New GMA Framework for Update Housing Elements. Department of Commerce.

As a fully developed, land-locked city with extremely limited vacant land¹, growth in Medina will predominantly happen through redevelopment. By the Comprehensive Plan deadline (December

¹ Available vacant land in Medina generally is the result of a resident owning two or more contiguous parcels where one has not been developed. The vacant lot is then able to be sold and developed as is, without the need for a Lot Line Adjustment (LLA). There have been a couple of new development projects over the past two years that are the result of this situation.

31, 2024), Medina must demonstrate zoned or planned capacity to meet its 2044 target housing growth of 19 new housing units, or a total of 1,151 housing units. It should be noted that missing middle housing was already a requirement for cities to consider as part of this update so the passing of HB 1110 doesn't create more work in that respect.

HB 1110 and HB 1337 Development Code Timeline

The deadline for adopting the development regulations required under HB 1110 and HB 1337 is six months after the Comprehensive Plan deadline, or June 30, 2025. The Department of Commerce will provide guidance on the new legislation and model ordinances by the end of this year. It is anticipated that work will begin on the new development regulations in 2024.

PROACTIVELY PLANNING FOR THE FUTURE

Higher Densities (to be completed by December 31, 2024)

We can reasonably expect more housing changes in the next legislative session. One of the bills that failed this year but has a high probability of coming back centered around Transit Oriented Development (TOD) or creating higher densities around transit stops. While this session's bill (SB 5466) was pared down and, if passed, would not have included Medina, we can realistically assume that at some point in the future, the State will require higher densities around the 520 LID. We also know that 84th Avenue NE to NE 12th Street could, at some point, also be required to have higher densities as they are minor arterial streets with frequent bus stops.

Direction asked:

As part of the Housing discussion, Staff would like Planning Commission to consider what higher density would look like around the LID. At minimum, this would include land that could support higher densities being identified on the future land use map. Even if Council doesn't think rezoning to higher densities right now is appropriate, just having the conversation and identifying where it could make sense to support this kind of development is going to help future staff, Planning Commissions, and City Councils.

Reconfigure some of R-16 (to be completed by December 31, 2024)

Medina's current zoning districts were created in 1955 and haven't changed since then. Best practice during a comprehensive plan update is to review the zoning districts for consistency with the prescribed standards and make adjustments (e.g. rezone) if necessary. R-16 is the largest zoning district and has the largest variety of lots. One of the things that came up during the bulk discussion a few years ago is that because these lots are so varied, it can make it difficult to provide fair regulations; the issues that face the smaller inland R-16 lots are different from issues of R-16 lots along Overlake Drive East.

Direction asked:

As part of the Comprehensive Plan update, Staff would like Planning Commission to consider creating a smaller zoning district and applying it to lots that more appropriately fit that standard. This doesn't mean new development regulations need to be created as the R-16 already accounts for substandard lots. Doing this will allow the City greater nuance with zoning controls in the future instead of the prescriptive blanket in place right now.

Look at decreasing impervious surface and structural coverage (to be completed by June 30, 2025)

Two more observations that came up during the bulk conversation a few years ago center around structural coverage and impervious surface. A complaint that is often heard from residents is that houses seem to be bigger than they used to be, which is correct. Over the years zoning changes were made to grant smaller lots more structural coverage and for lots with easements on them to include that area when calculating maximum allowed coverage (whereas prior, that area was

excluded which resulted in a smaller allowable footprint). Another concern is the amount of impervious surface that is allowed (again, R-16 is granted the most at 55%). It has been correctly observed that this allowance is in conflict with wanting to preserve and retain tree canopy.

Direction asked:

As part of the new development regulation work, consider if a reduction in impervious surface (particularly in R-16) and structural coverage is appropriate.