



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

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/89921279738?pwd=bQeB8XdGqfqp7uIf9EU6ojsDEJsG2.1>

Meeting ID: 899 2127 9738

Passcode: 159153

One tap mobile

+12532050468,,89921279738#,,,,*159153# US

+12532158782,,89921279738#,,,,*159153# US (Tacoma)

1. CALL TO ORDER / ROLL CALL

2. **APPROVAL OF MEETING AGENDA**

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

4. **ANNOUNCEMENTS**

- 4.1 Staff/Commissioners

5. **PUBLIC COMMENT PERIOD**

Individuals wishing to speak live during the Virtual Planning Commission meeting will need to register their request with the Development Services Coordinator, Rebecca Bennett, via email (rbennett@medina-wa.gov) or by leaving a message at 425.233.6414 by 2pm the day of the Planning Commission meeting. Please reference Public Comments for the Planning Commission meeting on your correspondence. The Development Services Coordinator will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3-minute limit.

6. **DISCUSSION**

- 6.1 Concerns of the Commission

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

Time Estimate: 60 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, May 16, 2024 - Special Meeting

Wednesday, May 29, 2024 - Special Meeting

Thursday, June 13, 2024 - Special Meeting

Tuesday, June 25, 2024 - Regular Meeting

Tuesday, July 9, 2024 - Special Meeting

Tuesday, July 23, 2024 - Regular Meeting

August 2024 - Dark, no meeting

Tuesday, September 24, 2024 - Regular Meeting

Tuesday, October 22, 2024 - Regular Meeting

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

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



MEDINA, WASHINGTON

PLANNING COMMISSION SPECIAL MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Thursday, April 18, 2024 – 5:00 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 5:03pm.

PRESENT

Chair Laura Bustamante
Vice Chair Shawn Schubring (arrived at 5:52pm)
Commissioner Julie Barrett
Commissioner Li-Tan Hsu (arrived at 5:08pm) (departed at 7:24pm)
Commissioner Evonne Lai
Commissioner Mark Nelson

ABSENT

Vice Chair Shawn Schubring
Commissioner Brian Pao

STAFF/CONSULTANTS PRESENT

Bennett, Kesler, Mahoney, Osada, Wilcox

2. APPROVAL OF MEETING AGENDA

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

3. APPROVAL OF MINUTES

- 3.1 Planning Commission Special Meeting Minutes of April 3, 2024
Recommendation: Adopt minutes.
Staff Contact: Rebecca Bennett, Development Services Coordinator

ACTION: Motion to approved minutes. (Approved 4-0)

Motion made by Commissioner Barrett, Seconded by Commissioner Nelson.
Voting Yea: Chair Bustamante, Commissioner Barrett, Commissioner Hsu,
Commissioner Lai, Commissioner Nelson

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

Kesler reminded commissioners about the regular Planning Commission meeting of Tuesday, April 23rd at 6:00pm. He announced that we will be talking about the Housing Element in that meeting.

5. PUBLIC COMMENT PERIOD

There was no audience participation.

6. DISCUSSION

6.1 Concerns of the Commission

Chair Bustamante recognized Kim and Jonathan for their hard work. Chair Bustamante advocated for a longer turn around time between receiving the agenda packet and the meeting. Chair Bustamante requested that four(4) copies of the agenda packet be printed for commissioners at time of distribution. Commissioner Nelson requested that the font color of track changes be changed to a color that is easier to read. Chair Bustamante thanked the commissioners for their work.

6.2 2024 Comp Plan Update, **Third Review** of the **Land Use** Element including revisions made to address concerns of all reviewing bodies.

Recommendation: Discussion and recommendation

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

Time Estimate: 30 minutes

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

ACTION: Motion to approve as amended and send to council. (Approved 5-0)

Motion made by Commissioner Nelson, Seconded by Commissioner Barrett.
Voting Yea: Chair Bustamante, Commissioner Barrett, Commissioner Hsu,
Commissioner Lai, Commissioner Nelson

6.3 2024 Comp Plan Update, **First Review** of the **Parks and Open Space** Element

Recommendation: Discussion

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

Time Estimate: 30 minutes

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

ACTION: Motion to approve as amended and send to council. (Approved 6-0)

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

6.4 2024 Comp Plan Update, **First Review** of the **Transportation** Element

Recommendation: Discussion

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

Time Estimate: 30 minutes

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

ACTION: Motion to approve as amended and send to council. (Approved 5-0)

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

6.5 2024 Comp Plan Update, **First Review** of the **Natural Environment** Element

Recommendation: Discussion

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

Time Estimate: 30 minutes

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

ACTION: Motion to approve as amended and send to council. (Approved 5-0)

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

7. ADJOURNMENT

Next meeting is the Regular meeting of Tuesday, April 23, 2024, at 6:00 pm

Meeting adjourned at 7:31pm.

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

Motion made by Commissioner Nelson, Seconded by Vice Chair Schubring.
Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Barrett,
Commissioner Lai, 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: April 23, 2024
TO: Medina Planning Commission
FROM: Jonathan Kesler, AICP, Planning Manager
RE: Comprehensive Plan Update – Second Review of the **Housing** Element

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

At this meeting, per Council’s direction of March 25th, we will have a **second** review of the Comp Plan’s **Housing** Element. In the packet, you will find the revised copy of the Element, reflecting the input of the Council, as well as this Commission’s revisions from your **April 3rd** Special Meeting. It includes **redlined** edits and notes in the margins that show all **changes** our consultant has made.

LDC Consultant Kim Mahoney, Principal, will be absent, but City staff will be in attendance to present.

4. HOUSING ELEMENT

INTRODUCTION

Medina’s Housing Element describes the community’s vision for ensuring the vitality and character of its neighborhoods while meeting the goals and requirements of The Growth Management Act (GMA) and King County’s Countywide Planning Policies (CPPs). The GMA requires local Housing Elements to include an inventory and analysis of existing and projected housing needs for all economic segments of the community. Medina’s Housing Needs Assessment (HNA) is an addendum to the Housing Element.

Through its adopted plans and policies, the city pursues opportunities to do the following:

- Preserve the quiet, sylvan neighborhood character.
- Encourage residential development compatible in scale with the surrounding housing.
- Promote and encourage green building practices

This Housing Element works in conjunction with land use, transportation, capital facilities, and utilities elements in this Comprehensive Plan. For instance, the infrastructure and services required for housing are described in the Capital Facilities and Utilities Elements. Consideration of denser housing along transit corridors supports the city’s transportation objectives. A full understanding of Medina’s housing goals and policies should include an examination of these other Comprehensive Plan elements.

EXISTING CONDITIONS

While Medina is an incorporated city, its character and function are more like that of a mature residential neighborhood within a larger community. According to the 2021 U.S. Census of Population and Housing, there are 1,113 total housing units in the City. Housing units are in the form of detached single-family units on individual lots. There are no multiple-family structures and current zoning does not allow such development. Medina is an established residential community that abuts residential areas of Hunts Point, Clyde Hill, and Bellevue. ~~Medina maintains a high percentage of owner occupied units (81.5%) and a vacancy rate of 5.03%. As of 2021, 81.5% of housing units in Medina were owner-occupied, down from 89.1% in 2015. The vacancy rate in 2021 was 5.3%, down from 8.7% in 2015. Since 2015, the percentage of owner-occupied units has decreased from 89.1%, while the vacancy rate has decreased from 8.7%.~~ Medina’s development pattern is consistent with that of neighboring communities.

Table 1. Medina Housing Statistics

Housing Measure	Value	Units	Ratio
Total housing units	1,113		100%
Vacant housing units	59	(5.03%)	5.3%
Occupied housing units (households)	1,054		94.7%
- Owner occupied	859	(81.5%)	81.5%*
- Renter occupied	195	(18.5%)	18.5%*

Commented [KM1]: Added to incorporate feedback from 4/3 PC

Commented [KM2]: Edit made to capture comment made by PC on 4/3.

Commented [KM3]: Column added to address feedback from PC on 4/3 (applies to tables 1-3)

Persons per household	2.8
-----------------------	-----

*Represented percentage of the total occupied housing units
Source: 2021 U.S. Census

Formatted: Font: Not Italic

Although the number of total housing units in Medina has decreased since the last Comprehensive Plan update, ~~down approximately 4.2% from 1,162 units in 2015 to 1,113 in 2021,~~ the number of larger households has increased. Larger households, composed of 4-or-more people, make up the greatest proportion of Medina’s households ~~at 38.5% (406),~~ followed by 2-person households ~~at 35.5% (374),~~ 1-person households ~~at 17% (178),~~ and finally 3-person households ~~at 9% (96)~~ (Table 2). When the occupancy is separated into homeowners and renters (Table 3), 2-person households make up the largest proportion of owner-occupied units ~~at 39.5% (339),~~ followed by 4-or-more person households ~~at 36.8% (316).~~ 4-or-more person households make up the largest proportion of renter-occupied households ~~at 46.2% (90),~~ followed by 1-person households ~~at 26.7% (52).~~

Commented [KM4]: P. 18

Commented [KM5]: Edits have been made to keep the paragraph more narrative-format and rely on the tables to provide the data, rather than expecting readers to read the data within the narrative. Edit made to address 4/3 PC feedback.

Table 2. Medina Household Size

Household Size	Value/Units	Ratio
1-person	178 (17%)	17%
2-person	374 (35.5%)	35.5%
3-person	96 (9%)	9%
4-or-more people	406 (38.5%)	38.5%
Total Occupied Households	1,054	100%

Source: 2021 U.S. Census

Commented [KM6]: Edit made to capture comment made by PC on 4/3.

Table 3. Medina Household Size by Occupancy Type

Household Size	Owner	Ratio*	Renter	Ratio*
1-person	126 (14.7%)	14.7%	52 (26.7%)	26.7%
2-person	339 (39.5%)	39.5%	35 (17.9%)	17.9%
3-person	78 (9.1%)	9.1%	18 (9.2%)	9.2%
4-or-more people	316 (36.8%)	36.8%	90 (46.2%)	46.2%
Total Households	859	100%	195	100%

*Ratios have been rounded to their nearest tenth place
Source: 2021 U.S. Census

Formatted: Justified, Indent: Left: 0"

Formatted Table

Formatted: Font: Not Italic

This larger household size correlates with more children living in the city. ~~44% (462)~~ Nearly half of households in Medina have children and of those households, 74% ~~(340)~~ are between the age of 6 to 17 years. In general, Medina has a higher percentage of children under the age of 18 ~~(26.2%)~~ than both King County ~~(20.2%)~~ and the state of Washington ~~(22.1%)~~. This, along with the general population increase in the surrounding jurisdictions, could be a factor in the uptick of bike and park usage that has been noted over the past few years.

Consistent with regional and national trends, the proportion of Medina’s population over the age of 65 continues to increase. Residents 65 and older account for 19% of Medina’s population, with 39% of those seniors being over the age of 75. ~~34%~~ Approximately one-third of households have one or more people 65 years of age or older and of those, 10.6% are living alone. As a historically single-family residential city, it is this aging population that are most at risk for displacement due to a number of factors that are both within and beyond the city’s control (e.g., rising property taxes, limited public transportation, increased cost of home maintenance against the backdrop of often fixed incomes) encouraging the development of smaller houses, ADUs/DADUs, and reducing

Commented [KM7]: Similarly made edits to these paragraphs to remove much of the data points/percentages, though few were left as they provide relevant context and aren’t challenging to read.

Commented [KM8]: Edit made to incorporate feedback from the PC at 4/3 meeting.

Commented [KM9]: This term has been added to Appendix A and a definition for the term has been drafted for PC’s consideration.

permit fees) and beyond (e.g., property taxes) the city's control.

HOUSING TARGETS

A housing target, as defined in the GMA, is based on regional forecasts and allocations in Puget Sound Regional Council's (PSRC) VISION 2050 and sets the minimum expectation for the amount of housing that Medina will need to plan for in the Comprehensive Plan Update for 2024. The City of Medina has a 2019-2044 housing unit target of 19 units as adopted in King County's Countywide Planning Policies (CPP's), or 1,132 units by 2044. As part of the Comprehensive Plan update, jurisdictions must demonstrate zoned or planned capacity for their growth target. As a fully built-out community with no adjacent land to annex, Medina has an existing buildable net capacity of 8 units which means there is a capacity deficit of 11 units.

The predominant development pattern in Medina happens through redevelopment where an older home is demolished and replaced by a new one. With the 2023 passage of missing middle housing legislation (HB 1110 and HB 1337) by the Washington State Legislature, denser, neighborhood-scale housing (such as duplexes) will be allowed in every zoning district except for those parcels with a critical area (e.g., the Shoreline Jurisdiction, steep slopes, etc.). Although a deficit of 11 units might initially seem to be an insurmountable goal, the city has always exceeded the growth target set by King County. The middle housing land use change will create an opportunity for Medina to organically and easily meet its growth target through redevelopment.

Commented [KM10]: Added to reflect feedback from 4/3 PC

Commented [KM11]: Edit made to incorporate feedback from 4/3 PC

Commented [KM12]: Text deleted by 4/3 PC feedback

AFFORDABLE HOUSING

A major challenge for all Eastside communities is to provide affordable housing opportunities for all economic segments of the community. The Growth Management Act (GMA) affirms the city's responsibility to meet this challenge in its goal to plan for and accommodate housing that is affordable to all economic segments (including emergency and permanent supportive housing) and plan for promote a variety of housing units types necessary to meet statewide projections for moderate, low, very low, and extremely low-income households, and encourage the preservation of existing housing stock.

Commented [KM13]: Edit made to remove "plan for," as was discussed among PC on 4/3

Commented [KM14]: Definitions for these household incomes have been provided in Appendix A, as requested by PC at 4/3 meeting.

Commented [KM15]: This has been added to align with the RCW and to carry forward general discussion among the PC on 4/3 that involved preserving the existing character/development within Medina.

Commented [KM16]: On 4/3, PC made a comment that the bulleted list below could include mention of rezoning, since the City expects to consider rezoning this year to accommodate middle housing/affordable housing. However, this list represents mechanisms that are already in place to assist in affordable housing. It seems that the discussion in much of the rest of the document calls for Medina to make provisions for a variety of housing types (including affordable housing), which could include rezoning, and is a more appropriate place for that kind of discussion than in this list. Therefore, mention of rezoning has not been added here. For the PC's deliberation at their 4/23 meeting.

Medina has several mechanisms to assist in the provision of affordable housing. These include, but are not limited to the following:

- Special Housing Needs such as foster homes, adult daycares, permanent supportive housing, and transitional housing are all permitted within the City. This provides housing opportunities for a segment of the population that often has difficulty obtaining reasonably priced, quality housing.
- Current regulations allow domestic employees to reside in separate units on the properties where they work.
- Additional detached units are allowed to be constructed on properties where there is sufficient lot size to meet the underlying, minimum zoning.
- Accessory dwelling units are permitted in all residential zoning districts subject to the requirements of the Medina Municipal Code.
- The City makes contributions to ARCH (A Regional Coalition for Housing) (ARCH), to support regional affordable housing. ARCH staff advises the City on addressing existing and projected housing needs, and administers Medina's affordable housing programs. The ARCH trust fund helps create affordable housing for low- and very low-income households and people who have special needs or are homeless.

Commented [KM17]: Edits made here correct errored use of colons identified by PC at their 4/3 meeting

Commented [KM18]: Edit made per 4/3 PC feedback.

Medina is part of the U.S. Department of Housing and Urban Development’s (HUD) Seattle-Bellevue Metro Area, which includes all of King County. In 2021, the area median income (AMI) for the Seattle-Bellevue Metro area was \$115,700 while Medina’s median household income was over \$250,000 for owner-occupied housing units, \$160,856 for renters, and \$208,500 across all households. It is important to note that although Medina’s median household income is higher than the AMI, and therefore more households are less likely to face housing affordability challenges than the typical residents of the HUD Seattle–Bellevue Metro Area, Medina does have residents whose incomes fall below.

Approximately 18.9% of all Medina households earn less than 80% of the Area Median Income (AMI) with a higher percentage of renters (33.4%) compared to homeowners (16.5%) earning less than 80% AMI. Renters, who are more likely to be families with children, tend to spend a greater proportion of their income on housing compared to homeowners. More homeowners are persons on fixed incomes, including elderly residents.

Policy H-1 of the 2022 CPPs establishes a countywide need for housing in 2044 by percentage of AMI. Table 4 demonstrates the allocation of projected housing units by income level, as established by the CPP’s. To meet the 19 new housing units, King County has allocated 8 units between 0-30% AMI, 3 units between 31-50% AMI, and 8 units between 51-80% AMI; Medina has also been allocated 4 emergency housing units, which are not included in its housing target of 19. Medina has an abundance of housing units affordable to an AMI of 81% and greater which is why there are no units allocated in those AMI brackets. This is not to indicate that market rate housing cannot be built, but rather that Medina ~~must will plan for and endeavor to plan for and~~ accommodate in a manner that seeks to increase housing choice. Success will primarily be defined by whether Medina has adopted and implemented policies and plan(s) that, taken together and in light of available resources, can reasonably be expected to support and enable the production or preservation of units needed at each affordability level.

Commented [KM19]: I’ve added this text to provide better understanding around the numbers in Table 5 (previously Table 6). PC made mention on 4/3 that it was hard to understand how the numbers in Table 5 relate to the 19 housing unit target - this statement aims to provide that understanding.

Table 4. Allocation of Projected Housing Units by Income Level

Percentage of Area Median Income (AMI)	Owner
0-30%	8
31-50%	3
51-80%	8
81-100%	0
101-120%	0
Above 120%	0

Source: King County Countywide Planning Policies, 2022

Jurisdictions are also required to plan for and accommodate emergency housing and permanent supportive housing. King County has allocated 3 permanent supportive housing units and 4 emergency housing units to Medina. Table 5 shows the 2044 projected housing units that include emergency housing and permanent supportive housing units.

Table 5. Allocation of Projected Housing Units Including Permanent Supportive and Emergency Housing for Medina, WA

	0 to <30%					Emergency
--	---------------------	--	--	--	--	------------------

Commented [KM20]: Added to provide clarity that these targets are specific to Medina only, to address feedback from 4/3 PC

Formatted: Font: Bold

Total	Non-PSH*	PSH	>30 to <50% AMI	>50 to <80% AMI	>80 to <100% AMI	>100 to <120% AMI	>120% AMI	Housing Needs
Net New Need 2019-2044	5	3	3	8	-	-	-	4

Commented [KM21]: AMI has been added to incorporate PC 4/3 feedback

*Permanent Supportive Housing
 Source: King County Countywide Planning Policies, 2022

GOALS

H-G1 Preserve and foster the development of a variety of housing types, sizes, and densities to accommodate the diverse needs of all members of the community while maintaining Medina’s high-quality residential setting.

POLICIES

H-P1 Ensure new development is consistent with citywide goals and policies, including but not limited to sustainable site standards, landscaping and tree retention requirements, and diversity of housing options.

H-P2 Maintain the informal (sylvan) residential character of neighborhoods.

Commented [KM22]: This edit should be discussed with PC on 4/23. Conversation on 4/3 made clear distinction between the terms “sylvan” and “informal,” but a suggestion was then made for the policy to read as it’s been edited here, which seems as though “informal” and “sylvan” are the same thing. A final word on this from PC on 4/23 would be very helpful 😊

H-P3 Through the use of appropriate incentives, support and encourage appropriate ways to meet Medina’s housing needs, including a need for a variety of household sizes, incomes, and types.

H-P4 Promote fair and equal access to housing for all persons and prohibit any activity that results in discrimination in housing.

H-P5 Craft regulations and procedures to provide a high degree of certainty and predictability to applicants and the community-at-large to minimize unnecessary time delays in the review of permit applications, while still maintaining opportunities for public involvement and review.

H-P6 Restrict the size and scale of new and remodeled homes in order to retain the informal, sylvan character of the community.

H-P7 Consider encouraging Dark Sky lighting with new development.

H-P8 Support and promote the development of accessory dwelling units (ADUs/DADUs) within new and existing residential developments.

H-P9 Continue participation in regional and inter-jurisdictional organizations, such as King County, A Regional Coalition for Housing (ARCH), and other Eastside jurisdictions to assess the need for and to assist in the provision of affordable housing on the Eastside.

H-P10 Continue to make contributions to agencies that support affordable housing.

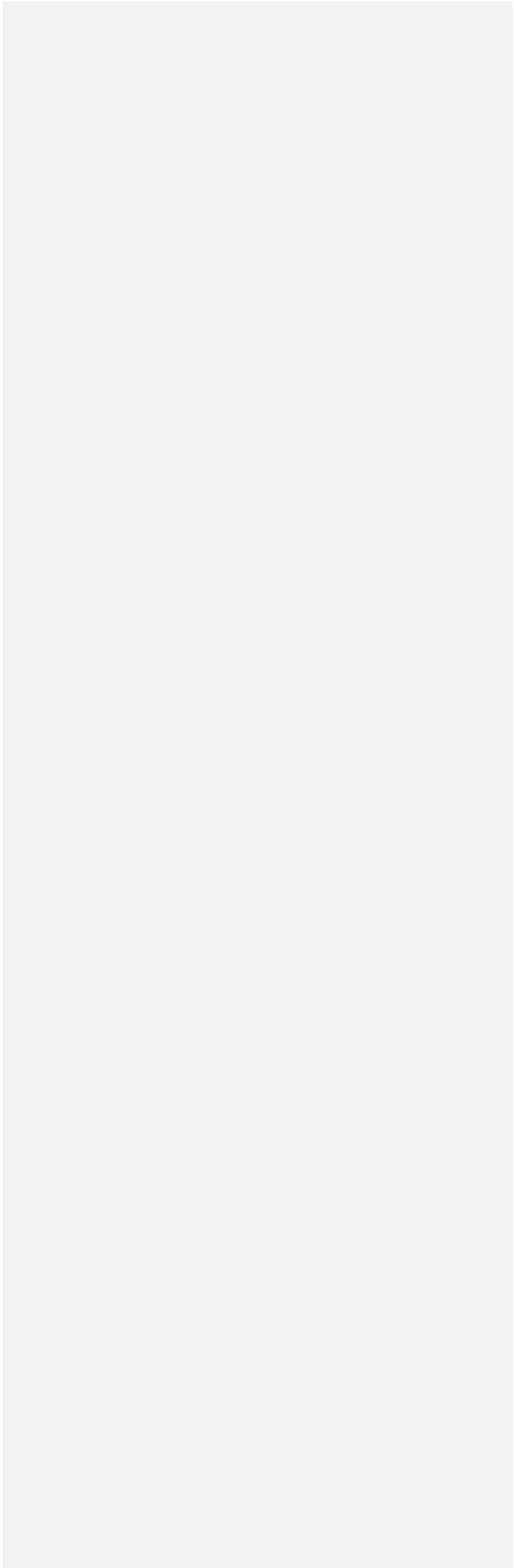
H-P11 Support Encourage the construction of housing types that are available to very low, low, and moderate income households.

Commented [KM23]: Edit made to address 4/3 PC feedback

H-P12 Encourage affordable housing options that are compatible with the City’s high-quality residential setting, including the preservation and rehabilitation of older housing stock to create affordable housing.

- H-P13 Continue to work with cities and community representatives on countywide, subregional, state, and federal funding sources for housing development, preservation, and related services.
- H-P14 Limit short-term rentals as they can limit the availability of housing for full-time residents.
- H-P15 Consider incentives that will encourage the construction of more affordable housing.
- H-P16 Ensure development regulations allow for and have suitable provisions to accommodate housing opportunities for special needs populations.
- H-P17 Provide reasonable accommodation for special housing needs throughout the city, while protecting residential neighborhoods from potential adverse impacts.
- H-P18 Encourage a range of housing types for seniors that are affordable at a variety of incomes.
- H-P19 Encourage and support accessible design and housing strategies that provide seniors the opportunity to remain in their own community as their housing needs change.

[This page intentionally left blank]



APPENDIX A - DEFINITIONS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Detached Accessory Dwelling Unit: An ADU that is physically detached from the site’s primary dwelling unit. A detached accessory dwelling unit is commonly abbreviated as DADU.

Formatted: Font: Not Bold

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

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

Commented [KM1]: This definition has been added per 4/3 PC feedback and is consistent with RCW 36.70A.030 (the GMA).

Formatted: Font: Not Bold

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

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

Extremely Low-Income Household: A single person, family, or unrelated persons living together whose adjusted income is at or below 30% of the median household income adjusted for household size, for the county where the household is located, as reported by the United States Department of Housing and Urban Development (HUD).

Commented [KM2]: This definition has been added per 4/3 PC feedback and is consistent with RCW 36.70A.030 (the GMA).

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

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

- A. Areas with which state or federally designated endangered, threatened, and sensitive species have a primary association;
- B. Habitats of local importance, including but not limited to areas designated as priority habitat by the Department of Fish and Wildlife;
- E. Naturally occurring ponds under twenty acres and their submerged aquatic beds that provide fish or wildlife habitat, including those artificial ponds intentionally created from

- dry areas in order to mitigate impacts to ponds;
- F. Waters of the state, including lakes, rivers, ponds, streams, inland waters, underground waters, salt waters and all other surface waters and watercourses within the jurisdiction of the state of Washington;
 - G. Lakes, ponds, streams, and rivers planted with game fish by a governmental or tribal entity;
 - H. State natural area preserves and natural resource conservation areas; and
 - I. Land essential for preserving connections between habitat blocks and open spaces.

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

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

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

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

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

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

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

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

Low-Income Household: A single person, family, or unrelated persons living together whose adjusted income is at or below 80% of the median household income adjusted for household size, for the county where the household is located, as reported by the United States Department of HUD.

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

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

Commented [KM3]: This definition has been added per 4/3 PC feedback and is consistent with RCW 36.70A.030 (the GMA).

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

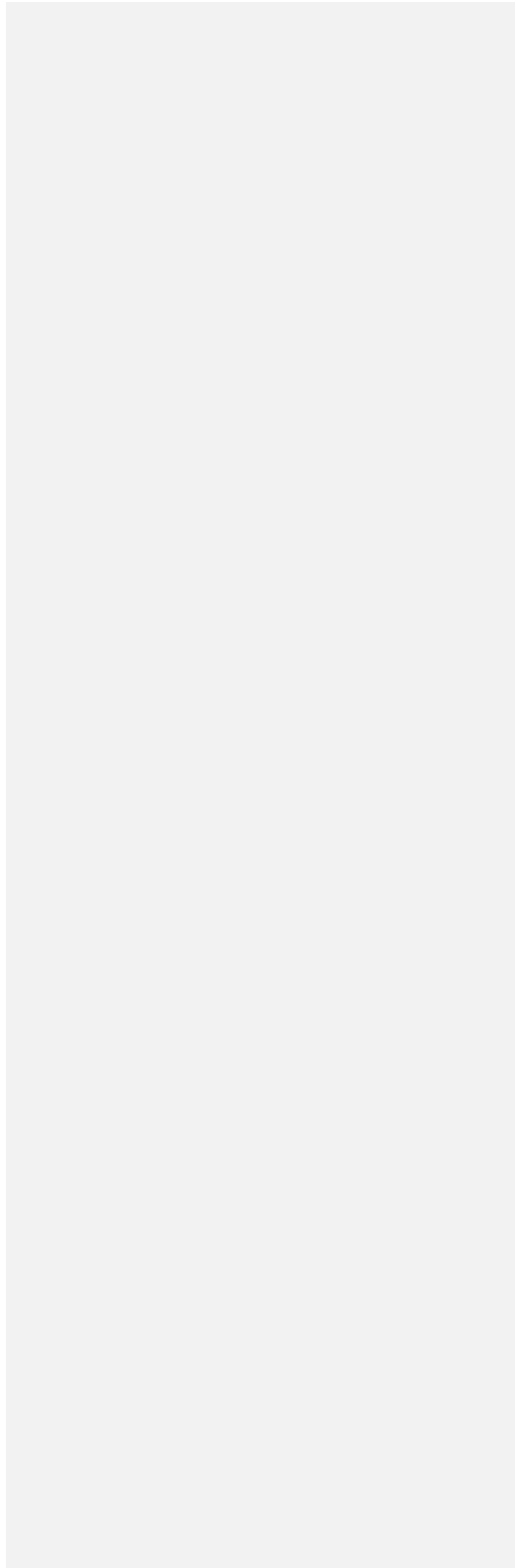
Formatted: Font: Not Bold

(DMS).

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

Mitigation: Avoiding, minimizing or compensating for adverse critical areas impacts. Mitigation, in the following order of preference, is:

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



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

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

Moderate-Income Household: A single person, family, or unrelated persons living together whose adjusted income is at or below 120% of the median household income adjusted for household size, for the county where the household is located, as reported by the United States Department of HUD.

Commented [KM4]: This definition has been added per 4/3 PC feedback and is consistent with RCW 36.70A.030 (the GMA).

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

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

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

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

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

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

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

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

Commented [KM5]: This definition has been added per 4/3 PC feedback and is consistent with RCW 36.70A.030 (the GMA).

housing is subject to all of the rights and responsibilities defined in chapter 59.18 RCW,

Formatted: Font: Not Bold

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

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

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

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

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

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

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

Sensitive Area: (see *Critical Areas*)

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

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

Unopened Right-of-Way:

Very Low-Income Household: A single person, family, or unrelated persons living together whose adjusted income is at or below 50% of the median household income adjusted for household size, for the county where the household is located, as reported by the United States Department of HUD.

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

Commented [KM6]: This definition has been added per 4/3 PC feedback and is consistent with RCW 36.70A.030 (the GMA).

Formatted: Font: Not Bold

Formatted: Font: Not Bold

Formatted: Font: Not Bold

[This page intentionally left blank]