



## MEDINA CITY COUNCIL

Monday, November 27, 2023

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  
Monday, November 27, 2023 – 5:00 PM

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### 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 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 November 27 Council meeting. Please reference Public Comments for November 27 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 November 27 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 Adkins, Garone, Gokul, Johnston, Reeves, Rossman and Zook

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](mailto:akellerman@medina-wa.gov) and leave a message **before 2PM** on the day of the November 27 Council meeting. Please reference Public Comments for November 27 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**

None.

5. **CITY MANAGER'S REPORT**

None.

6. **CONSENT AGENDA**

Time Estimate: 5 minutes

Consent agenda items are considered to be routine and will be considered for adoption by one motion. There will be no separate discussion of these items unless a Councilmember or City staff requests the Council to remove an item from the consent agenda.

6.1 Interlocal Agreement for Joint Negotiation with WSDOT Regarding the Maintenance of SR 520 Facilities

**Recommendation:** Approve.

**Staff Contact:** Stephen R. Burns, City Manager

7. **LEGISLATIVE HEARING**

None.

8. **PUBLIC HEARING**

None.

9. **CITY BUSINESS**

9.1 Housing and Community Design Comprehensive Plan Elements

**Recommendation:** Discussion and direction.

**Staff Contact:** Steve Wilcox, Director of Development Services, Jessica Rossman, Mayor, Randy Reeves, Deputy Mayor

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. **EXECUTIVE SESSION**

RCW 42.30.110 (1)(i)

To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

[Council may take action following the Executive Session.](#)

13. **ADJOURNMENT**

Next regular City Council Meeting: December 11, 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](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, December 11, 2023 - City Council Meeting (5:00 PM)

Tuesday, December 12, 2023 - Planning Commission Meeting (6:00PM)

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, November 27, 2023 Regular Meeting of the Medina City Council was posted and available for review on Tuesday, November 21, 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](http://www.medina-wa.gov).



# MEDINA, WASHINGTON

## AGENDA BILL

Monday, November 27, 2023

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**Subject:** Interlocal Agreement for Joint Negotiation with WSDOT Regarding the Maintenance of SR 520 Facilities

**Category:** Consent

**Staff Contact:** Stephen R. Burns, City Manager

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### **Summary**

In 2016, the Medina City Council approved the interlocal agreement with Clyde Hill, Hunts Point, and Yarrow Point for the purpose of joint discussions with WSDOT over the maintenance of the SR 520 facilities. The agreement was updated and approved by the Medina City Council in June 2022. The interlocal agreement has had additional language added so City Staff is asking for Medina City Council to approve the updated agreement.

The additional language has been added to Section 4 of the attached document – see yellow highlighted area. The added text is a joint defense agreement so all the parties can communicate and exchange documents while being covered by attorney/client privilege. This has been reviewed by our City Attorney who would recommend it be approved by the Council.

### **Attachment:**

- Updated Interlocal Agreement for Joint Negotiation with WSDOT Regarding the Maintenance of SR 520 Facilities

**Budget/Fiscal Impact:** No additional costs

**Recommendation:** Approve.

**City Manager Approval:**

**Proposed Council Motion:** “I move that the City Council approve the Updated Interlocal Agreement for Joint Negotiation with WSDOT Regarding the Maintenance of SR 520 Facilities.”

**INTERLOCAL AGREEMENT  
FOR  
JOINT NEGOTIATION WITH WSDOT  
REGARDING  
THE MAINTENANCE OF SR 520 FACILITIES**

**THIS INTERLOCAL AGREEMENT** (“Agreement”) is entered into between the Town of Yarrow Point, the Town of Hunts Point, the City of Clyde Hill and the City of Medina, all political subdivisions of the State of Washington, collectively referred to herein as “the Cities”, to engage in and provide for the cooperative and joint negotiation of one or more maintenance agreements with the Washington State Department of Transportation (“WSDOT”) for the existing SR 520 facilities within the respective boundaries of the Cities and to define the Cities’ and WSDOT’s respective rights, obligations, costs and liabilities regarding this undertaking.

**WHEREAS**, the Cities share common concerns over the allocation of maintenance responsibilities for WSDOT’s SR520 facilities and share common objectives for the outcome of negotiations with WSDOT regarding written agreement(s) concerning the respective responsibilities of the Cities and of WSDOT for the long term maintenance of the SR520 facilities; and

**WHEREAS**, the Cities recognize the benefit of speaking as one voice in negotiations with WSDOT; and

**WHEREAS**, the Cities further desire to jointly share the expense of hiring a professional and skilled negotiator (“professional negotiator” to assist them in their negotiations with WSDOT.

**NOW, THEREFORE,**

**FOR AND IN CONSIDERATION OF** the terms and conditions specified below, the Cities agree as follows:

Section 1. Purpose. The purpose of this Agreement is to memorialize the agreement between the Cities to jointly negotiate with WSDOT over the allocation of responsibilities for maintenance of the SR 520 facilities. A list of the facilities at issue in the negotiations is attached hereto as Exhibit A.

Section 2. Joint Committee. The Cities shall each appoint a representative to a Committee that shall determine the Cities’ negotiation strategies and positions to be taken in the negotiations with WSDOT. Committee decisions on strategy and positions shall be made by majority vote of the membership of the Committee. The Committee shall determine by consensus or by majority vote its internal operating procedures. No vote on the foregoing matters shall take place without prior timely notice being given to all members of the Committee enabling prior review and consultation with their respective City.

Section 3. Hiring and Financing of Professional Negotiator. The Cities agree to equally share the fees and expenses of an agreed upon law firm and attorney to serve as the professional negotiator to negotiate on behalf of the Cities with WSDOT, to the maximum total amount of Forty Thousand Dollars (\$40,000) (\$10,000 maximum for each of the Cities). Joe Sabey, Mayor of the Town of Hunts Point, is authorized to sign the Engagement Letter on behalf of the Cities following their review and approval thereof. Each of the Cities shall be entitled to review the billings of the professional negotiator as received. Each of the Cities shall promptly pay its one-quarter share unless the Committee decides to delay payment or challenge the billing. The Committee shall determine with the professional negotiator whether the billings are split equally and invoiced separately to each of the Cities or invoiced in some other manner to the Cities.

Section 4. Negotiations with WSDOT. Unless otherwise determined by majority vote of the Committee in conference with the professional negotiator, the professional negotiator shall speak for the Cities in all negotiations with WSDOT. Each of the Cities may have its representative present during negotiations, but not for the purpose of speaking on behalf of the Cities or any one of them unless authorized by majority vote of the Committee. No City shall participate in separate negotiations with WSDOT on the issue of a maintenance agreement for the SR 520 facilities being negotiated by the Committee and its professional negotiator.

The Cities believe there is a mutuality of interest in their common defense in mediation and litigation that may arise out of negotiations with WSDOT relating to the SR520 facilities. In this regard, the Cities wish to continue to pursue their separate but common interests and avoid any suggestion of waiver of privileged communications. Accordingly, it is the Cities' intention and understanding that communications among the Cities, joint interviews of prospective witnesses and other sharing of information, whether written or verbal, are confidential and protected from disclosure to any third party by the clients' attorney-client privilege, the attorneys' work product privileges, and joint defense and common interest privileges. Such communications and/or exchanges of information in connection with the undersigned Cities' common defense efforts is not intended to waive any attorney-client, work product, joint defense, or common interest privileges otherwise available. The Cities consider such mutual sharing and disclosure of matters of common concern essential to the preparation of an effective defense by the clients with respect mediation or litigation, and essential to the effective representation by counsel of their clients. These mutual disclosures and exchanges of information, therefore, are protected by the "joint defense privilege" and "common interest privilege" recognized in cases such as *Sanders v. State*, 169 Wn.2d 827, 240 P.3d 120 (2010) and *In re United Mine Workers of America*, 159 F.R.D. 307 (D.D.C. 1994).

It is also understood and agreed that all memoranda of law, debriefing memoranda, factual summaries, digests, draft pleadings and affidavits, and other written materials which would otherwise be protected from disclosure to third parties on grounds of privilege, and which are or have been exchanged among the Cities or their counsel in connection with the SR520 facilities negotiations with WSDOT will remain confidential



and protected from disclosure to any third party by the attorney-client, attorney work product, joint defense and common interest privileges. None of the documents or other information shared among the Cities and their counsel shall be disclosed to third parties and shall be used only in connection with the defense of the Cities and not for any other purpose without the prior express written consent of the Cities that provided the protected material. Nothing in this Agreement shall obligate any of the Cities or their counsel to disclose or share any information or materials that they determine should not be disclosed, nor prevent any of the Cities from imposing additional conditions under which materials or information may be shared or disclosed. Notwithstanding the foregoing, nothing in this Agreement is intended to impair or limit any other agreement between or among the Cities with respect to access to books or records.

The Cities acknowledge that disclosure of any protected material in violation of this Agreement will cause irreparable harm to the Cities for which there is no adequate remedy at law. Each of the Cities acknowledges that immediate injunctive relief is an appropriate and necessary remedy for any violation or threatened violation of this Agreement.

If any person or entity that is not a party to this Agreement requests or demands, by subpoena or otherwise, any protected material that has been provided to one of the Cities by another of the Cities, the City that has received the request shall immediately notify the supplying City. Each City shall take all reasonable steps necessary to preserve all applicable rights and privileges with respect to such protected material and shall cooperate fully with the other Cities in any proceeding relating to the disclosure of such protected materials. This Agreement shall continue in effect notwithstanding any conclusion or resolution as to any City. The Cities understand and agree that they will continue to be bound by this Agreement following any such conclusion or resolution.

Any waiver in any particular instance of the rights and limitations contained herein shall not be deemed, and is not intended to be, a general waiver of any rights or limitations contained herein and shall not operate as a waiver beyond the particular instance. All Cities will exercise their utmost good faith and diligence, and cooperate with each other, in carrying out the provisions of this Agreement.

Section 5. Duration. This Agreement when executed by all Parties shall be effective for the duration of the negotiations with WSDOT or the exhaustion of the \$40,000 maximum financial commitment, whichever event is the earliest to occur, unless earlier terminated as provided for herein.

Section 6. Early Termination or Withdrawal. This Agreement may be earlier terminated by unanimous vote of the Committee representatives at any time. However, each member city or town retains the right to unilaterally withdraw from this Agreement at any time, provided that the withdrawing city or town shall pay its one-quarter share of any legal fees and expenses incurred and invoiced under this Agreement prior to its withdrawal.

Section 7. Ownership of Property. The Committee shall acquire no assets or property.

Section 8. Waiver. Waiver by any Party of the right to strict performance of any provision of this Agreement or any breach thereof shall not constitute a waiver of any other provision or breach.

Section 9. Entire Agreement. This Agreement constitutes the entire agreement and understanding between the Cities concerning the subject matter herein and shall supersede all prior agreements, oral or otherwise. No modification or amendment of this Agreement shall be valid or effective unless evidenced by a writing signed by the participating Cities.

Section 10. Signatures. This Agreement may be signed by separate signature pages for each signor and by scanned signature attached hereto and together shall comprise one and the same Agreement.

Section 11. Filing. A copy of this Agreement shall be filed with the Office of the King County Records and Elections [and]or shall be posted on the Cities' websites in accordance with RCW 39.34.040.

**IN WITNESS WHEREOF**, the Cities have executed this Agreement on this 28th day of November, 2023.

**CITY OF CLYDE HILL**

By: \_\_\_\_\_  
Marianne Klaas, Mayor

**CITY OF MEDINA**

By: \_\_\_\_\_  
Stephen R. Burns, City Manager

**CITY OF CLYDE HILL CONTACT**

Dean Rohla, City Administrator  
9605 NE 24<sup>th</sup> Street  
Clyde Hill, WA 98004  
T: 425.453.7800  
F: 425.462.1936

**CITY OF MEDINA CONTACT**

Stephen R. Burns, City Manager  
501 Evergreen Point Road, PO Box 144  
Medina, WA 98039  
T: 425.233.6400  
F: 425.451.8197

**ATTEST/AUTHENTICATED**

By: \_\_\_\_\_  
Dean Rohla, City Clerk  
City of Clyde Hill

**ATTEST/AUTHENTICATED**

By: \_\_\_\_\_  
Aimee Kellerman, City Clerk  
City of Medina

**APPROVED AS TO FORM**

By: \_\_\_\_\_  
Tom Brubaker, City Attorney

**APPROVED AS TO FORM**

By: \_\_\_\_\_  
Scott Missall, City Attorney

City of Clyde Hill

City of Medina

**TOWN OF HUNTS POINT**

**TOWN OF YARROW POINT**

By: \_\_\_\_\_  
Joe Sabey, Mayor

By: \_\_\_\_\_  
Katy Harris, Mayor

**TOWN OF HUNTS POINT CONTACT**

**TOWN OF YARROW POINT CONTACT**

Sue Ann Spens, Clerk/Treasurer  
3000 Hunts Point Road  
Hunts Point, WA 98004  
(425)455-1834

Katy Harris, Mayor  
4030 95<sup>th</sup> Ave NE  
Yarrow Point, WA 98004  
(425)786-6099

**ATTEST/AUTHENTICATED**

**ATTEST/AUTHENTICATED**

By: \_\_\_\_\_  
Sue Ann Spens, Clerk/Treasurer  
Town of Hunts Point

By: \_\_\_\_\_  
\_\_\_\_\_, City Clerk  
Town of Yarrow Point

**APPROVED AS TO FORM**

**APPROVED AS TO FORM**

By: \_\_\_\_\_  
David Linehan, Town Attorney

By: \_\_\_\_\_  
Scott Missall\_\_\_\_\_, City Attorney



# MEDINA, WASHINGTON

## AGENDA BILL

Monday November 27, 2023

**Subject:** Comprehensive Plan Update: Community Design and Housing Elements

**Category:** Discussion and Direction

**Staff Contact(s):** Steve Wilcox, Development Services Director, Jessica Rossman, Mayor, Randy Reeves, Deputy Mayor

### **Summary**

Attached are two Comprehensive Plan Update Elements for discussion. These two Elements have been reviewed by the Planning Commission.

Both red-lined and final draft copies are provided.

There is no impact on Council priorities (1-5) due to this agenda item being Council discussion with direction to staff.

### **Attachments**

Community Design Element

Housing Element

### **Budget/Fiscal Impact:**

None. This is discussion and direction only.

**Recommendation:** Discussion and direction.

**City Manager Approval:**

### **Proposed Council Motion:**

None. This is discussion and direction only.

Time Estimate: 30 minutes

# COMMUNITY DESIGN ELEMENT

## INTRODUCTION

Thoughtful community design can enhance the quality of life for residents by increasing privacy, encouraging interaction in public spaces, and creating a cohesive sense of place. The Community Design Element provides a framework for community development along with guidelines for construction and street improvements to ensure the protection of the City's natural and built features. Medina's neighborhood development is distinct and enhanced by the proximity of the lake shore, views, narrow streets with extensive mature landscaping, and large tracts of public and private open space. Proximity to urban centers has reduced the pressure to permit higher intensity commercial activities in the city, thereby allowing Medina to maintain its small-town residential character.

## Street Design

The design of Medina's streets is a major element in the City's appearance. The character and quality of the landscaping of these streets is fundamental in maintaining the City's natural, informal character. As Washington cities continue to face pressure to accommodate more growth, thoughtful transportation planning will ensure Medina's streets can accommodate increased traffic without significant loss of trees and other vegetation, without compromising pedestrian safety and enjoyment, and without adding visual *clutter* to Medina's neighborhoods.

## Vehicular Surfaces and Parking

All collector streets should be maintained as narrow, two-lane roadways except for 84<sup>th</sup> Avenue NE (from NE 12<sup>th</sup> Street to the SR 520 bridge/interchange) and the corner of 84<sup>th</sup> Ave NE and NE 24<sup>th</sup> Street, which requires additional lanes for turning at intersections. Along collectors, parking is discouraged and the rights-of-way should not be improved for parking except in designated areas. Street rights-of-way in neighborhood areas and private lanes have historically been used to supplement on-site parking. Where practicable, these uses should be minimized and new construction and major remodeling should make provisions for the on-site parking of cars. All long term parking for recreational vehicles, commercial trucks, trailers, and boats should be screened from the public right-of-way, and parking in front yard setbacks should be minimized and screened. The number and width of driveways and private lanes accessing arterial streets should be minimized to reduce potential traffic conflicts and to retain the continuity of landscape, while still meeting fire department requirements.

## Medina Landscape Plan

Trees and vegetation help reduce the impact of development, by providing significant aesthetic and environmental benefits. Trees and other forms of landscaping improve air quality, water quality, and soil stability. They provide limited wildlife habitat and reduce stress associated with urban life by providing visual and noise barriers between the City's streets and private property and between neighboring properties. They also have great aesthetic value and significant landscaping, including mature trees, is always associated with well-designed communities.

It is important that citizens be sensitive to the impact that altering or placing trees may have on neighboring properties. Trees can disrupt existing and potential views and access to sun. Residents are required to consult with the City and urged to consult with their neighbors on both removal and replacement of trees and tree groupings. This will help to protect views and to prevent potential problems (e.g., removal of an important tree or planting a living fence). Clear cutting should not be permitted on a property prior to development.

The Medina Landscape Plan provides planting options to perpetuate the informal, natural appearance of Medina's street rights-of-way, public areas, and the adjacent portions of private property. The Landscape Plan provides the overall framework for the improvement goals in these areas and should be reviewed periodically and updated where appropriate. The goals include:

- provide a diversity of plant species;
- screen development from City streets and from neighboring properties;
- respect the scale and nature of plantings in the immediate vicinity;
- recognize restrictions imposed by overhead wires, sidewalks, and street intersections;
- recognize “historical” view corridors; and
- maintain the City's informal, natural appearance.

The Medina Landscape Plan consists of three items:

1. A map diagramming the Landscape Plan for streets and neighborhoods.
2. A chart, “Key to Medina Landscape Plan,” which relates the street and neighborhood designations to appropriate trees, shrubs, and groundcover.
3. A ~~Preferred Landscaping~~ List of Suitable Tree Species List (separate document).

That portion of the City's highly visible street (formally designated as arterials) right-of-way not utilized for the paved roadway, driveways, and sidewalks is to be landscaped as specified in the Medina Landscape Plan, using species from the List of Suitable Tree Species. This list has been developed to provide a selection of landscape options applicable to the various City streets and neighborhoods, as indicated on the Landscape Plan. Property owners are encouraged to use the list when selecting landscaping for other areas of their properties.

The City's design objective is to maintain the City's natural, low-density, and informal appearance. The City's arterial street rights-of-way should be heavily landscaped with predominantly native trees and shrubs arranged in an informal manner. Fences along the right-of-way should be screened with vegetation so they are not generally visible from the street. The historic landscaping along the perimeter of the golf course should be retained and/or replaced with suitable trees, approved by the City Arborist.

In addition, special design and landscaping consideration should be given to the five entry points to the City. Standards recommended by the Parks Board should be considered. The five entry points are:

- SR 520 off-ramp at 84<sup>th</sup> Avenue NE,
- NE 24<sup>th</sup> Street at 84<sup>th</sup> Avenue NE,
- NE 12<sup>th</sup> Street at 84<sup>th</sup> Avenue NE,
- NE 10<sup>th</sup> Street at Lake Washington Boulevard, and
- Overlake Drive East at the City limits.

DRAFT

# CITY OF MEDINA

Gateways to the City

## LEGEND

- ★ SR 520 off-ramp at 84th Ave NE
- ★ NE 24th ST at 84th Ave NE
- ★ NE 12th ST at 84th Ave NE
- ★ NE 10th ST at lake Washington Blvd
- ★ Overlake Drive East at City Limits



SR 520 - BRIDGE

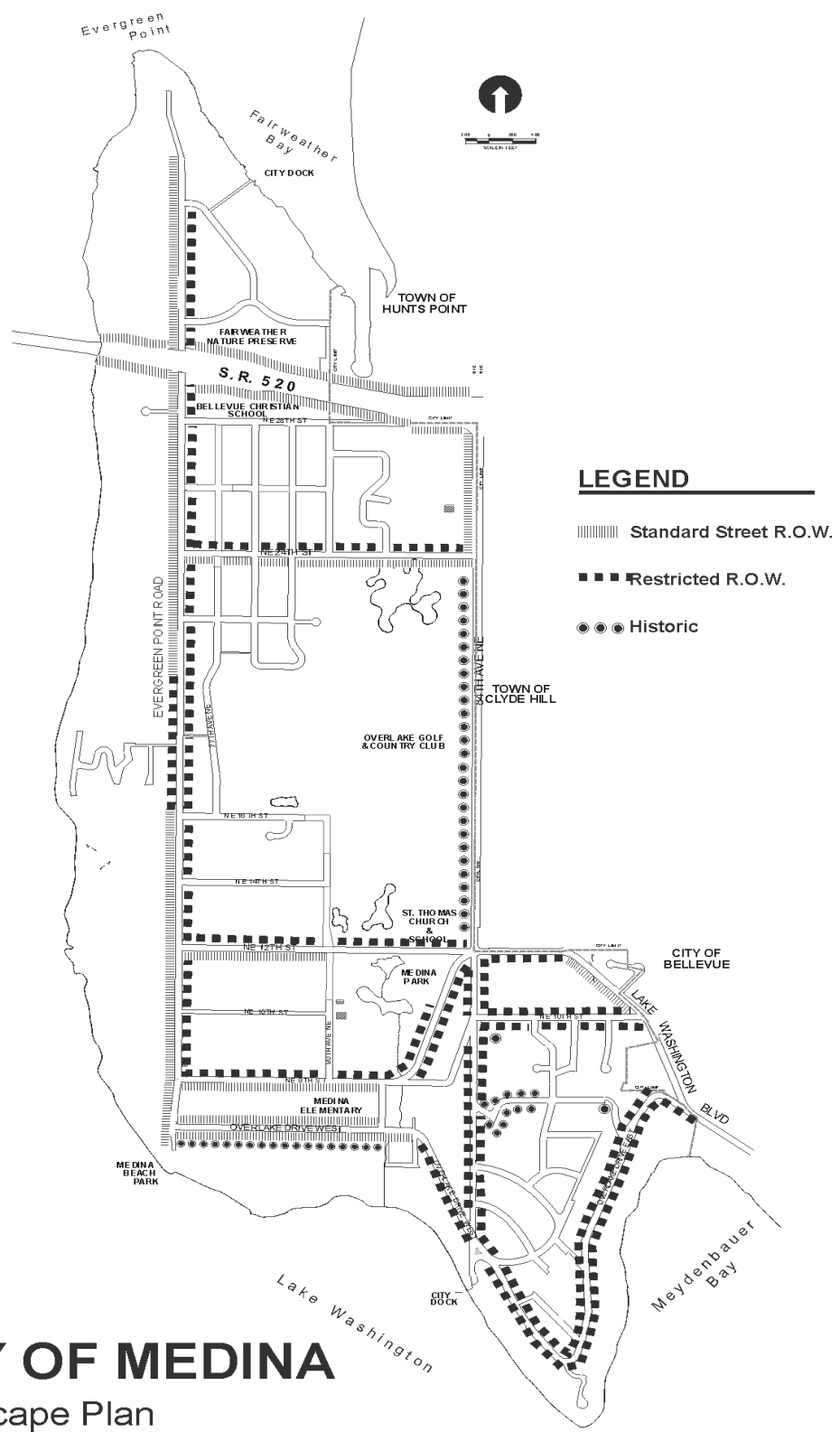
LAKE WASHINGTON





Planting strips between a sidewalk and the street should be planted with trees and shrubs from the City's List of Suitable Tree Species. Rocks and other barriers shall not be placed within the planting strip without consulting the Public Works Department and obtaining a permit . In historical view corridors, view preservation should be maintained by the selection of appropriate species, and periodic trimming and limb removal of such species. Views which are framed by vegetation or interrupted periodically by trees located along property lines are preferable and more consistent with the City's character than views maintained by clear cutting or topping. If the desire is to preserve or augment views, limb removal and pruning should be employed rather than topping.

A number of existing streets have drainage ditches adjacent to the roadway. As adjacent properties are developed, or redeveloped, and/or as street improvements are made, the City may require these drainage ways to be placed in pipes and filled, or otherwise improved, and landscaped to City standards. Any resulting area should be landscaped to screen properties from the street. Where natural drainage courses exist, provision should be made to preserve adjacent natural vegetation. Additionally, such landscaping that may impair the visibility of pedestrians, cyclists, and/or vehicles should be discouraged. Property owners are to maintain the rights-of-way landscaping adjacent to their property including mowing, weeding, and preserving safe site lines.



# CITY OF MEDINA

## Landscape Plan

**Key to Medina Landscape Plan**

SYMBOL	SITUATION	TREES	SHRUBS	GROUND COVER
<b>ARTERIAL RIGHTS-OF-WAY AND 15' OF FRONT YARD</b>				
	Standard ROW	List A	List C1	List C2
	- 15' of front yard	List A	List C1	NA
●●●●●	Restricted ROW (due to wires, views, etc.)	List B	List C1	List C2
	- 15' of front yard	List A	List C1	NA
<b>HISTORIC/SPECIAL/PUBLIC USES</b>				
⊙⊙⊙⊙	Golf Course - 84th Avenue NE	Maintain Historic Hawthorn/ Poplars	List C1	List C2
⊙⊙⊙⊙	Designated Sites/Areas - 7th Street, Original Maples - Corner 84th & 10th, Giant Double Sequoia - Overlake - South side between Evergreen Point & 82nd	Retain, restore with improved species. Obtain easement to retain.  Obtain easement over 15' of front yard to retain trees.		
[ - - - ]	Public Uses Medina Park City Hall & Park Fairweather Nature Preserve St. Thomas Church and School Medina School Three Points School Overlake Golf Course	Develop Landscape Master Plans and/or Present Landscape Plans with Special/Conditional Use permits or Variances.		

\*List\* references are to the City's Preferred Landscaping Species List.

## Public Spaces

The City's large open spaces, Fairweather Nature Preserve, Medina Park, and the Overlake Golf & Country Club, are defining elements of Medina's community character. Medina Beach Park, the two schools, and St. Thomas Church and School also contribute to the City's neighborhood character.

The distinctive landscaping along the perimeter of the golf course is an important visual feature long identified with Medina. In particular, the long stand of Bowhall Maples along 84<sup>th</sup> Avenue NE has become a historic visual landmark and is the first thing one sees when entering the City. It is the intent of the City to maintain this landmark. As the existing Bowhall Maples reach the end of their useful life they will need to be replaced with a species that is visually similar, since Bowhall Maples are not on the List of Suitable Tree Species.

Fairweather Nature Preserve and Medina Park both have a significant area that has been left in a natural state. Fairweather Nature Preserve has a dense stand of trees and understory, and Medina Park has a large wetland. Non-native landscaping has been minimized in both parks, with the exception of a landscaped portion of Medina Park at the corner of NE 12<sup>th</sup> Street and 82<sup>nd</sup> Avenue NE. The natural areas and wildlife of these parks should be left undisturbed. If some maintenance activity is required due to severe winds or other destructive forces, these areas should be restored with native species. Landscaping in other areas of these parks should be consistent with the overall natural setting found in the parks.

City Hall and Medina Beach Park are located on the site of the former ferry terminal that connected Medina with Seattle. Landscaping in the park has been primarily hedges along the parking area and north property line and maintenance of a number of shade trees. These grounds are used extensively by City residents during the summer months, so landscaping must leave much of the park open. A long-term landscaping, maintenance and clearing plan should be developed to maintain this historic site in a manner that is consistent with and enhances public use.

## GOALS

- CD-G1 Retain Medina's distinctive and informal neighborhood development pattern.
- CD-G2 Maintain the informal, natural appearance and safety of the Medina's street rights-of-way and public areas.

## POLICIES

### Citywide Character

- CD-P1 Preserve and enhance trees as a component of Medina's distinctive sylvan character.
- CD-P2 Foster and value the preservation of open space and trails as integral elements to the City.

- CD-P3 Create a safe, attractive, and connected pedestrian environment for all ages and abilities throughout the city.
- CD-P4 Support the efforts of individual neighborhoods to maintain and enhance their character and appearance.
- CD-P5 Establish and maintain iconic gateways at the entry points into the city.
- CD-P6 Encourage infill and redevelopment in a manner that is compatible with the existing neighborhood scale.

### **Street Corridors**

- CD-P7 Maintain and implement the Street Design Standards and the Landscaping Plan, including landscaping of arterial street rights-of-way.
- CD-P8 Refine and update the Street Design Standards and Landscaping Plan as needed based on community input.
- CD-P9 The City's design objective is to maintain the City's natural, lower-density, and informal appearance. Medina's highly visible streets as identified in the Landscaping Plan should be heavily landscaped with native trees and shrubs arranged in an informal manner. Fences should be screened with vegetation so they are not generally visible from the street. The historic landscaping along the perimeter of the golf course is an iconic part of Medina's character and should be retained and/or replaced in the future with an appropriate selection of trees. Equally as important with this perimeter area is maintaining view corridors into the golf course which contributes a sense of added open space in the heart of the community.
- CD-P10 Special design and landscaping consideration should be given to the entry points to the City.
- CD-P11 Consider alternative street and sidewalk designs that enhance walkability, and minimize environmental impacts, including permeable surfaces where feasible and appropriate.
- CD-P12 Consider opportunities for adding street lighting in areas that are supported by the surrounding neighborhood.
- CD-P13 Maintain and implement street designs that enable effective traffic calming throughout the city.

### **Open Space**

- CD-P14 Preserve, encourage, and enhance open space as a key element of the community's character through parks, trails, and other significant properties that provide public benefit.
- CD-P15 Utilize landscape buffers between different uses to provide natural transition, noise reduction, and delineation of space.

- CD-P16 Encourage artwork, arts, and community activities in public places, such as parks and public buildings.
- CD-P17 Where appropriate and feasible, provide landscaping, seating, Dark Sky compliant lighting, and other amenities for sidewalks, walkways, and trails.

### **Vegetation and Landscaping**

- CD-P18 Residents shall consult with the City and with their neighbors on both removal and replacement of trees and tree groupings to help to protect views and to prevent potential problems (e.g., removal of an important tree or planting a living fence).
- CD-P19 Clear cutting is not permitted on property prior to, or during, development.
- CD-P20 Preserve vegetation with special consideration given to the protection of groups of trees and associated undergrowth, specimen trees, and evergreen trees.
- CD-P21 Promote water conservation in landscape and irrigation system designs.
- CD-P22 Use Low Impact Development techniques, unless determined to be unfeasible, within the right-of-way.
- CD-P23 Minimize the removal of existing vegetation when improving streets or developing property unless hazardous or arborist recommended.
- CD-P24 Encourage and protect systems of green infrastructure, such as urban forests, parks, green roofs, and natural drainage systems, in order to reduce climate-altering pollution and increase resilience to climate change impacts.
- CD-P25 Encourage concentrated seasonal planting in highly visible, public, and semi-public areas.
- CD-P26 Encourage landscaping that screens the view of houses from the street.
- CD-P27 Consider creating a voluntary program to inventory the cities trees to access tree canopy loss.

### **Historic Preservation**

- CD-P28 Consider creating a voluntary program to inventory the city's historic resources prior to redevelopment.
- CD-P29 Consider the designation of historic landmark sites and structures to recognize their part in Medina's history.

# COMMUNITY DESIGN ELEMENT

## INTRODUCTION

~~King County countywide planning policies (CPP) direct jurisdictions to encourage growth that improves local neighborhoods and landscapes, and builds a strong sense of place. Thoughtful community design can enhance the quality of life for residents by increasing privacy, encouraging interaction in public spaces, and creating a cohesive sense of place. The Community Design Element provides a framework for community development along with guidelines for construction and street improvements to ensure the protection of the City's natural and built features. The quality of Medina's neighborhood development is distinct and enhanced by a combination of natural and built features, including~~ the proximity of the lake shore, views, narrow streets with extensive mature landscaping, and large tracts of public and private open space ~~which can be seen from residential lots and City streets. Proximity to urban centers has reduced the pressure to permit higher intensity commercial activities in the city, thereby allowing Medina to maintain its small-town residential character.~~

### Street Design and Treatment

The design ~~and treatment~~ of Medina's streets is a major element in the City's appearance. The character and quality of the landscaping of these streets ~~is fundamental are extremely important~~ in maintaining the City's natural, informal character. ~~Over-development of these streets could result in the~~ As Washington cities continue to face pressure to accommodate more growth, thoughtful transportation planning will ensure Medina's streets can accommodate increased traffic without significant loss of trees and other vegetation, ~~without~~ compromising pedestrian safety and enjoyment, and ~~without~~ adding visual *clutter* to Medina's neighborhoods.

### Vehicular Surfaces and Parking

All collector streets should be maintained as narrow, two-lane roadways except for 84<sup>th</sup> Avenue NE (from NE 12<sup>th</sup> Street to the SR 520 bridge/interchange) and the corner of 84<sup>th</sup> Ave NE and NE 24<sup>th</sup> Street, which requires additional lanes for turning at intersections. Along collectors, parking is discouraged and the rights-of-way should not be improved for parking except in designated areas. Street rights-of-way in neighborhood areas and private lanes have historically been used to supplement on-site parking. Where practicable, these uses should be minimized and new construction and major remodeling should make provisions for the on-site parking of cars. All long term parking for recreational vehicles, commercial trucks, trailers, and boats should be screened from the public right-of-way, and parking in front yard setbacks should be minimized and screened. The number and width of driveways and private lanes accessing arterial streets should be minimized to reduce potential traffic conflicts and to retain the continuity of landscape, while still meeting fire department requirements.

### Medina Landscape Plan

Trees and vegetation help reduce the impact of development, by providing significant aesthetic and environmental benefits. Trees and other forms of landscaping improve air quality, water

quality, and soil stability. They provide limited wildlife habitat and reduce stress associated with urban life by providing visual and noise barriers between the City's streets and private property and between neighboring properties. They also have great aesthetic value and significant landscaping, including mature trees, is always associated with well-designed communities.

It is important that citizens be sensitive to the impact that altering or placing trees may have on neighboring properties. Trees can disrupt existing and potential views and access to sun. Residents are ~~urged~~ **required** to consult with the City and **urged to consult** with their neighbors on both removal and replacement of trees and tree groupings. This will help to protect views and to prevent potential problems (e.g., removal of an important tree or planting a living fence). Clear cutting should not be permitted on a property prior to development.

The Medina Landscape Plan ~~lists~~ **provides planting options landscaping alternatives** to perpetuate the informal, natural appearance of Medina's street rights-of-way, public areas, and the adjacent portions of private property. The Landscape Plan provides the overall framework for the improvement goals **in these areas** and should be reviewed periodically and updated where appropriate. ~~This plan should be used to create landscaping arrangements, which meet the following~~ **The** goals **include**:

- provide a diversity of plant species;
- screen development from City streets and from neighboring properties;
- respect the scale and nature of plantings in the immediate vicinity;
- recognize restrictions imposed by overhead wires, sidewalks, and street intersections;
- recognize “historical” view corridors; and
- maintain the City's informal, natural appearance.

The Medina Landscape Plan consists of three items:

1. A map diagramming the Landscape Plan for streets and neighborhoods.
2. A chart, “Key to Medina Landscape Plan,” which relates the street and neighborhood designations to appropriate trees, shrubs, and groundcover.
3. A ~~Preferred Landscaping List of Suitable Tree~~ **Species List** (separate document).

That portion of the City's highly visible street (formally designated as arterials) right-of-way not utilized for the paved roadway, driveways, and sidewalks is to be landscaped as specified in the Medina Landscape Plan, using species from the ~~Preferred Landscaping List of Suitable Tree~~ **Species List**. This list has been developed to provide a selection of landscape ~~alternatives options~~ applicable to the various City streets and neighborhoods, as indicated on the Landscape Plan. Property owners are encouraged to use the list when selecting landscaping for other areas of their properties.

The City's design objective is to maintain the City's natural, low-density, and informal appearance. The City's arterial street rights-of-way should be heavily landscaped with predominantly native trees and shrubs arranged in an informal manner. Fences **along the right-of-way** should be screened with vegetation so they are not generally visible from the street. The historic



landscaping along the perimeter of the golf course should be retained and/or replaced with suitable trees, approved by the City Arborist.

In addition, special design and landscaping consideration should be given to the five entry points to the City. Standards recommended by the Parks Board should be considered. The five entry points are:

- SR 520 off-ramp at 84<sup>th</sup> Avenue NE,
- NE 24<sup>th</sup> Street at 84<sup>th</sup> Avenue NE,
- NE 12<sup>th</sup> Street at 84<sup>th</sup> Avenue NE,
- NE 10<sup>th</sup> Street at Lake Washington Boulevard, and
- Overlake Drive East at the City limits.

DRAFT

# CITY OF MEDINA

Gateways to the City

## LEGEND

- ★ SR 520 off-ramp at 84th Ave NE
- ★ NE 24th ST at 84th Ave NE
- ★ NE 12th ST at 84th Ave NE
- ★ NE 10th ST at lake Washington Blvd
- ★ Overlake Drive East at City Limits



SR 520 - BRIDGE

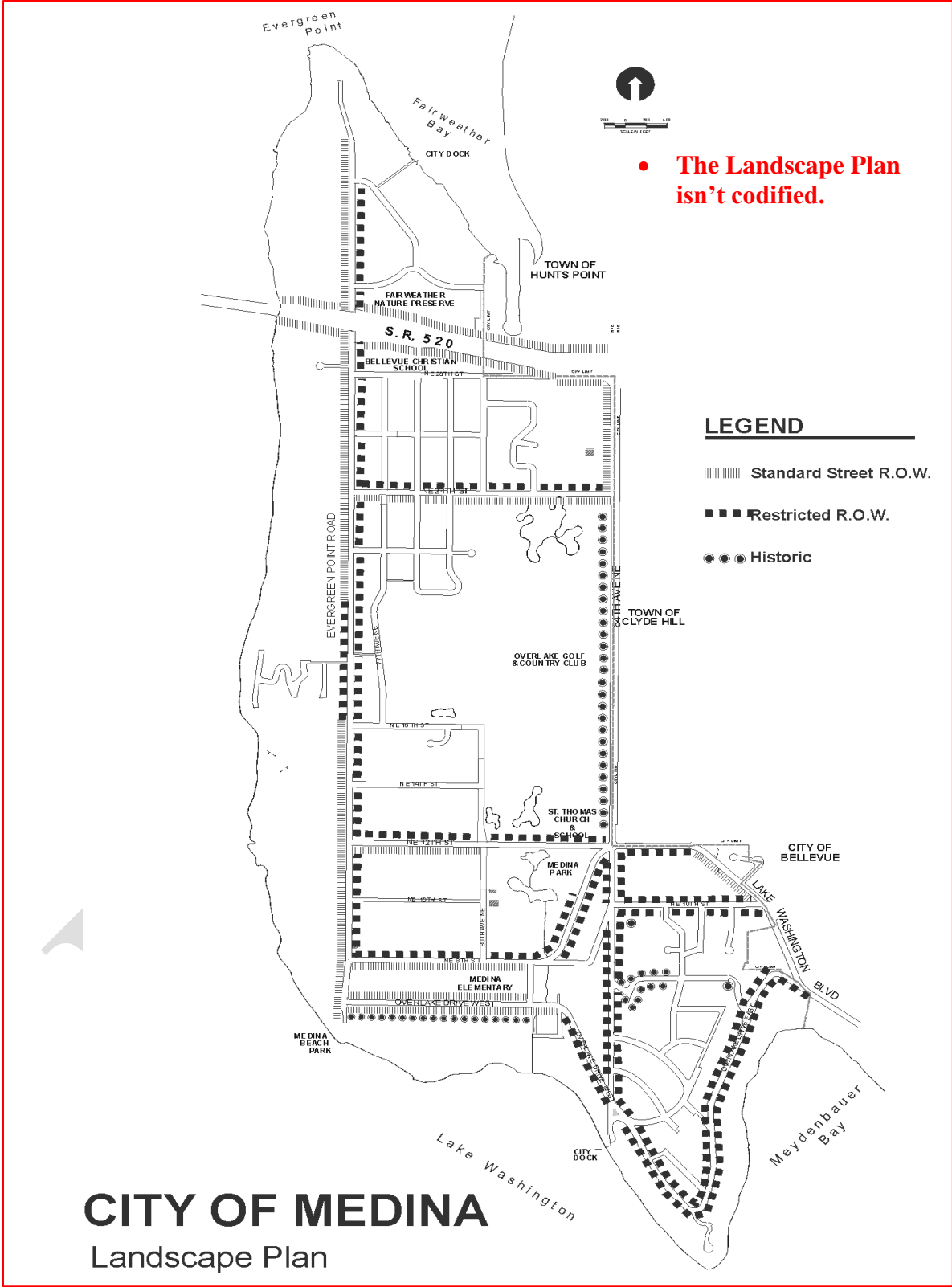
LAKE WASHINGTON



### Street Landscaping

Planting strips between a sidewalk and the street should be planted with trees and shrubs from the City's ~~Preferred Landscaping List of Suitable Tree Species List~~. ~~Grass within street rights-of-way should be limited to those areas noted on the Medina Landscape Plan~~. Rocks and other barriers shall not be placed within the planting strip without consulting the Public Works Department and obtaining a permit . In historical view corridors, view preservation should be maintained by the selection of appropriate species, and periodic trimming and limb removal of such species. Views which are framed by vegetation or interrupted periodically by trees located along property lines are preferable and more consistent with the City's character than views maintained by clear cutting or topping. If the desire is to preserve or augment views, limb removal and pruning should be employed rather than topping. ~~Consideration should also be given to the removal of taller trees and replacement with shorter species (see Preferred Landscaping Species List) rather than repeated topping.~~

A number of existing streets have drainage ditches adjacent to the roadway. As adjacent properties are developed, or redeveloped, and/or as street improvements are made, the City may require these drainage ways to be placed in pipes and filled, or otherwise improved, and landscaped to City standards. Any resulting area should be landscaped to screen properties from the street. Where natural drainage courses exist, provision should be made to preserve adjacent natural vegetation. ~~The impact of SR 520 on adjacent public and residential properties should also be minimized by landscaping the highway corridor, including the Park & Ride lot, in a manner consistent with the Medina Landscape Plan.~~ Additionally, such landscaping that may impair the visibility of pedestrians, cyclists, and/or vehicles should be discouraged. Property owners are to maintain the rights-of-way landscaping adjacent to their property including mowing, weeding, and preserving safe site lines.



• The Landscape Plan isn't codified.

**Key to Medina Landscape Plan**

SYMBOL	SITUATION	TREES	SHRUBS	GROUND COVER
ARTERIAL RIGHTS-OF-WAY AND 15' OF FRONT YARD				
	Standard ROW	List A	List C1	List C2
	- 15' of front yard	List A	List C1	NA
●●●●●	Restricted ROW (due to wires, views, etc.)	List B	List C1	List C2
	- 15' of front yard	List A	List C1	NA
HISTORIC/SPECIAL/PUBLIC USES				
⊙⊙⊙⊙⊙	Golf Course - 84th Avenue NE	Maintain Historic Hawthorn/ Poplars	List C1	List C2
⊙⊙⊙⊙⊙	Designated Sites/Areas - 7th Street, Original Maples - Corner 84th & 10th, Giant Double Sequoia - Overlake South side between Evergreen Point & 82nd	Retain, restore with improved species. Obtain easement to retain.  Obtain easement over 15' of front yard to retain trees.		
[ - - - ]	Public Uses Medina Park City Hall & Park Fairweather Nature Preserve St. Thomas Church and School Medina School Three Points School Overlake Golf Course	Develop Landscape Master Plans and/or Present Landscape Plans with Special/Conditional Use permits or Variances.		

"List" references are to the City's Preferred Landscaping Species List.

- **This isn't codified.**
- **The lists aren't reflected in the current list of suitable trees.**

**Public Spaces**

The City's large open spaces, Fairweather Nature Preserve, Medina Park, and the Overlake Golf & Country Club, are defining elements of Medina's community character. Medina Beach Park, the two schools, and St. Thomas Church and School also contribute to the City's neighborhood character.

The distinctive landscaping along the perimeter of the golf course is an important visual feature long identified with Medina. In particular, the long stand of ~~poplars~~ Bowhall Maples along 84<sup>th</sup> Avenue NE has become a historic visual landmark and is the first thing one sees when entering the City. It is the intent of the City to maintain this landmark. As the existing ~~poplars~~ Bowhall Maples reach the end of their useful life they will need to be replaced with a species that is visually similar, since ~~poplars~~ Bowhall Maples are not on the ~~Preferred Landscaping List of Suitable Tree Species List~~. ~~The City is working with the Country Club to secure a landscaping plan that maintains the integrity of this historic visual feature.~~

Fairweather Nature Preserve and Medina Park both have a significant area that has been left in a natural state. Fairweather Nature Preserve has a dense stand of trees and understory, and Medina Park has a large wetland. Non-native landscaping has been minimized in both parks, with the exception of a landscaped portion of Medina Park at the corner of NE 12<sup>th</sup> Street and 82<sup>nd</sup> Avenue NE. The natural areas and wildlife of these parks should be left undisturbed. If some maintenance activity is required due to severe winds or other destructive forces, these areas should be restored with native species. Landscaping in other areas of these parks should be consistent with the overall natural setting found in the parks.

City Hall and Medina Beach Park are located on the site of the former ferry terminal that connected Medina with Seattle. Landscaping in the park has been primarily hedges along the parking area and north property line and maintenance of a number of shade trees. These grounds are used extensively by City residents during the summer months, so landscaping must leave much of the park open. A long-term landscaping, and maintenance, and clearing plan should be developed to maintain this historic site in a manner that is consistent with and enhances public use.

## GOALS

- CD-G1 ~~To R~~etain Medina's distinctive and informal neighborhood development pattern.
- CD-G2 ~~To M~~aintain the informal, natural appearance and safety of the Medina's street rights-of-way and public areas.

## POLICIES

### Citywide Character

- CD-P1 Preserve and enhance trees as a component of Medina's distinctive sylvan character.
- CD-P2 Foster and value the preservation of open space and trails as integral elements to the City.
- CD-P3 Create a safe, attractive, and connected pedestrian environment for all ages and abilities throughout the city.
- CD-P4 Support the efforts of individual neighborhoods to maintain and enhance their character and appearance.
- CD-P5 Establish and maintain iconic gateways at the entry points into the city.

CD-P6 Encourage infill and redevelopment in a manner that is compatible with the existing neighborhood scale.

### **Street Corridors**

CD-P71 The City shall Maintain and implement the Street Design Standards and the Landscaping Plan, including landscaping of arterial street rights-of-way.

CD-P82 The City should Refine and update the Street Design Standards and Landscaping Plan as needed based on community input.

CD-P93 The City's design objective is to maintain the City's natural, lower-density, and informal appearance. Medina's highly visible streets as identified in the Landscaping Plan should be heavily landscaped with native trees and shrubs arranged in an informal manner. Fences should be screened with vegetation so they are not generally visible from the street. The historic landscaping along the perimeter of the golf course is an iconic part of Medina's character and should be retained and/or replaced in the future with an appropriate selection of trees. Equally as important with this perimeter area is maintaining view corridors into the golf course which contributes a sense of added open space in the heart of the community.

CD-P104 Special design and landscaping consideration should be given to the entry points to the City.

CD-P11 Consider alternative street and sidewalk designs that enhance walkability, and minimize environmental impacts, including permeable surfaces where feasible and appropriate.

CD-P12 Consider opportunities for adding street lighting in areas that are supported by the surrounding neighborhood.

CD-P13 Maintain and implement street designs that enable effective traffic calming throughout the city.

### **Open Space**

CD-P14 Preserve, encourage, and enhance open space as a key element of the community's character through parks, trails, and other significant properties that provide public benefit.

CD-P15 Utilize landscape buffers between different uses to provide natural transition, noise reduction, and delineation of space.

CD-P16 Encourage artwork, arts, and community activities in public places, such as parks and public buildings.

CD-P17 Where appropriate and feasible, provide landscaping, seating, Dark Sky compliant lighting, and other amenities for sidewalks, walkways, and trails.

### **Vegetation and Landscaping**

- CD-P185 Residents ~~shall~~ ~~are urged to~~ consult with the City and with their neighbors on both removal and replacement of trees and tree groupings to help to protect views and to prevent potential problems (e.g., removal of an important tree or planting a living fence).
- CD-P196 Clear cutting ~~is~~ ~~should~~ not ~~be~~ permitted on property prior to, or during, development.
- CD-P20 Preserve vegetation with special consideration given to the protection of groups of trees and associated undergrowth, specimen trees, and evergreen trees.
- CD-P21 Promote water conservation in landscape and irrigation system designs.
- CD-P22 Use Low Impact Development techniques, unless determined to be unfeasible, within the right-of-way.
- CD-P23 Minimize the removal of existing vegetation when improving streets or developing property unless hazardous or arborist recommended.
- CD-P24 Encourage and protect systems of green infrastructure, such as urban forests, parks, green roofs, and natural drainage systems, in order to reduce climate-altering pollution and increase resilience to climate change impacts.
- CD-P25 Encourage concentrated seasonal planting in highly visible, public, and semi-public areas.
- CD-P26 Encourage landscaping that screens the view of houses from the street.
- CD-P27 Consider creating a voluntary program to inventory the cities trees to access tree canopy loss.

### **Historic Preservation**

- CD-P28 Consider creating a voluntary program to inventory the city's historic resources prior to redevelopment.
- CD-P29 Consider the designation of historic landmark sites and structures to recognize their part in Medina's history.



# 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 (CPP). 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:

- 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. 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%. Since 2015, the percentage of owner-occupied units has decreased from 89.1%, while the vacancy rate has decreased from 84.7%. Medina's development pattern is consistent with that of neighboring communities.

**Table 1. Medina Housing Statistics**

Housing Measure	Value
Housing units	1,113
Vacant housing units	59 (5.03%)
Occupied housing units (households)	1,054
- Owner occupied	859 (81.5%)
- Renter occupied	195 (18.5 %)

Persons per household	2.8
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Source: 2021 U.S. Census

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).

**Table 2. Medina Household Size**

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

Source: 2021 U.S. Census

**Table 3. Medina Household Size by Occupancy Type**

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

Source: 2021 U.S. Census

This larger household size correlates with more children living in the city. 44% (462) of households in Medina have children and of those, 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% 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 (e.g., encouraging the development of smaller houses, ADU's, and reducing permit fees) and beyond (e.g., property taxes) the city's control.

## HOUSING TARGET

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 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.

## 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 housing units necessary to meet statewide projections for moderate, low, very low, and extremely low-income households.

Medina has several mechanisms to assist in the provision of affordable housing. These are as follows:

- 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), 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.

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 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 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 2021 King County Countywide Planning Policies (CPP's) establishes a countywide need for housing in 2044 by percentage of AMI. Table 5 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 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 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.

**Table 5. Allocation of Projected Housing Units by Income Level**

<b>Percentage of Area Median Income (AMI)</b>	<b>Units</b>
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. Table 6 shows the 2044 projected housing units that include emergency housing and permanent supportive housing units.

**Table 6. Allocation of Projected Housing Units Including Permanent Supportive and Emergency Housing**

	0 to ≤30%							Emergency Housing Needs
Total	Non-PSH	PSH	>30 to ≤50%	>50 to ≤80%	>80 to ≤100%	>100 to ≤120%	>120%	
Net New Need 2019-2044	5	3	3	8	-	-	-	4

Source: King County Countywide Planning Policies, 2022.

## GOAL

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

### Community Values and Quality Neighborhoods

- 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 residential character of neighborhoods.
- H-P3. Support and encourage through the use of appropriate incentives 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.

### Development Standards

- 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-7. Consider encouraging Dark Sky lighting with new development.
- H-8. Support and promote the development of accessory dwelling units (ADUs) within new and existing residential developments.

### Affordable Housing

- HP-9. 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 the construction of housing types that are available to very low, low, and moderate income households.

- 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, or 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.

#### Special Housing Needs

- 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.

# 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) requires a housing element that ensures the vitality and character of established neighborhoods and King County's Countywide Planning Policies (CPP). This element includes: 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:

- Preserve the quiet, sylvan neighborhood character.
  - Encourage residential development compatible in scale with the surrounding housing.
  - Promote and encourage green building practices.
1. An inventory and analysis of existing and projected housing needs;
  2. A statement of goals, policies and objectives, and mandatory provisions for the preservation, improvement, and development of housing, including single-family residences;
  3. Identification of sufficient land for housing, including, but not limited to, government assisted housing, housing for low-income families, manufactured housing, multifamily housing, and group homes and foster care facilities; and
  4. Adequate provisions for existing and projected needs of all economic segments of the community.

In addition, King County countywide planning policies (CPP) require that each jurisdiction take actions that will collectively meet the expected growth in, and make housing available to, all economic segments of the county population. Medina's ability to participate at this level is limited by a lack of available and suitable building sites and the realities of the real estate market. However, the City participates in region-wide planning efforts to address affordable housing and homelessness through ARCH, A Regional Coalition for Housing, described further below.

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 ~~single-family~~ 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%. Since 2015, the percentage of owner-occupied units has decreased from 89.17%, while the vacancy rate has ~~decreased~~ increased from 84.76%. Medina's development pattern is consistent with that of neighboring communities.

**Table 12. Medina Housing Statistics**

Housing Measure	Value
Housing units	1,113
Vacant housing units	59 (5.03%)
Occupied housing units (households)	1,054
- Owner occupied	859 (81.5%)
- Renter occupied	195 (18.5 %)
Persons per household	2.8

Source: 2021 U.S. Census

~~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).~~

**Table 2. Medina Household Size**

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

Source: 2021 U.S. Census

**Table 3. Medina Household Size by Occupancy Type**

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

*Source: 2021 U.S. Census*

This larger household size correlates with more children living in the city. 44% (462) of households in Medina have children and of those, 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% 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 (e.g., encouraging the development of smaller houses, ADU’s, and reducing permit fees) and beyond (e.g., property taxes) the city’s control.

**PROJECTED HOUSING TARGET NEEDS**

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 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.

~~According to PSRC's 2013 Land Use Targets dataset, Medina is expected to accommodate 81 additional households by the year 2035.~~

~~Given the projected population increase of 46 persons, this increase in households would occur through a gradual reduction of the current average household size from 2.80 persons per household to 2.64 persons per household, which is consistent with anticipated demographic changes (see discussion of Future Growth Issues in Land Use Element).~~

~~The adopted growth target for Medina is an additional 27 housing units by the year 2035. Therefore, the majority of the projected additional households would be accommodated through existing housing stock, increasing Medina's occupancy rate to approximately 96 percent by the year 2035.~~

~~For a thorough study of Medina's existing and projected housing needs, including housing affordable across a range of income levels, please refer to the *East King County Housing Analysis* (ARCH 2013).~~

## **AFFORDABLE HOUSING PLAN**

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 housing units necessary to meet statewide projections for moderate, low, very low, and extremely low-income households.

Medina has several mechanisms to assist in the provision of affordable housing. These are as follows:

- Adult Family Homes Special Housing Needs such as foster homes, adult daycares, permanent supportive housing, and transitional housing are all permitted within existing households as a home occupation 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), 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.

~~Beyond these mechanisms, the City may actively explore other reasonable means to address affordable housing issues. One consideration is to broaden the definition of accessory dwelling units to allow them to be built as separate structures on the same lot, but subject to other existing requirements. This would allow a measure of affordability without significantly changing the City's character, provided that other existing requirements of MMC Section 23.34.020 are met.~~

~~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 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 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 2021 King County Countywide Planning Policies (CPP's) establishes a countywide need for housing in 2044 by percentage of AMI. Table 5 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 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 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.~~

**Table 5. Allocation of Projected Housing Units by Income Level**

<b>Percentage of Area Median Income (AMI)</b>	<b>Units</b>
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. Table 6 shows the 2044 projected housing units that include emergency housing and permanent supportive housing units.

**Table 6. Allocation of Projected Housing Units Including Permanent Supportive and Emergency Housing**

	<u>0 to ≤30%</u>							<u>Emergency Housing Needs</u>
<u>Total</u>	<u>Non-PSH</u>	<u>PSH</u>	<u>&gt;30 to ≤50%</u>	<u>&gt;50 to ≤80%</u>	<u>&gt;80 to ≤100%</u>	<u>&gt;100 to ≤120%</u>	<u>&gt;120%</u>	
<u>Net New Need 2019-2044</u>	<u>5</u>	<u>3</u>	<u>3</u>	<u>8</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4</u>

*Source: King County Countywide Planning Policies, 2022.*

## GOALS

- ~~H-G1 The City shall Preserve and foster the development of a variety of housing types, sizes, and densities development consistent with to accommodate the diverse needs of all members of the community while maintaining Medina's high-quality residential setting.~~
- ~~H-G2 The City shall explore affordable housing opportunities.~~

## POLICIES

- ~~H-P1 The City shall minimize changes to existing zoning designations except as to meet above goals when deemed necessary by citizens. **This is a land use policy, not housing.**~~
- ~~H-P4 When a home is constructed such that it may potentially have no feasible resale market as a single family residence, the owners should be aware that this would not set the stage for a future conversion to a nonresidential use. **This is a land use policy, not housing.**~~
- ~~H-P12 To reduce the loss of households, the City should discourage lot aggregation that impacts the scale and character of the neighborhood. **This is a land use policy not housing and one that isn't reflected in the code.**~~

### Community Values and Quality Neighborhoods

- ~~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-P23. The City shall seek to Maintain the informal single-family residential character of its neighborhoods including preventing intrusion of non-residential activities.~~
- ~~H-P3. Support and encourage through the use of appropriate incentives 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.~~

### Development Standards

- ~~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-P62. The City shall consider ways to Restrict the size and scale of new and remodeled homes in order to retain the informal, sylvan character of the community.

H-7. Consider encouraging Dark Sky lighting with new development.

H-8. Support and promote the development of accessory dwelling units (ADUs) within new and existing residential developments.

### Affordable Housing

HP-96. The City should 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. City shall Continue to make contributions to agencies that support affordable housing.

H-P11. Support the construction of housing types that are available to very low, low, and moderate income households. The City shall explore affordable housing opportunities.

H-P128. The City shall explore additional 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-P135. The City should Continue to work with cities and community representatives on countywide, or 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.

### Special Housing Needs

H-P169. Ensure development regulations allow for and have suitable provisions to accommodate housing opportunities for special needs populations. The City shall not discriminate between a residential structure occupied by persons with handicaps and a similar residential structure occupied by a family or other unrelated individuals.

H-P170. Provide reasonable accommodation for special housing needs throughout the city, while protecting residential neighborhoods from potential adverse impacts. The City shall assure that zoning does not unduly restrict group homes or other housing options for persons with special needs by making reasonable accommodations in its rules, policies, practices, and services.

~~when such accommodations may be necessary, to afford persons with disabilities equal opportunity to use or enjoy a dwelling.~~

~~H-P184. Encourage a range of housing types for seniors that are affordable at a variety of incomes. The City shall permit group living situations that meet the definition of "family status", including where residents receive such supportive services as counseling, foster care, or medical supervision, within a single family house.~~

~~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.~~