



# CITY OF MEDINA

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**Date:** June 12, 2023  
**To:** Honorable Mayor and City Council  
**Via:** Stephen R. Burns, City Manager  
**From:** Steven R. Wilcox, Development Services Department Director  
**Subject:** Development Services Department Monthly Report

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## Permit Activity

At the current pace of building permit applications, we would be on-target for what was anticipated for 2023 permit valuation.

Permit valuation has recovered from a slow first quarter of 2023 and we are now ahead of last year at this time. Please see the attached permit applications received report for May 2023.

We are waiting for July to see the first half of 2023 financial data including revenues which will provide a more accurate idea of our budget condition.

In May we had 4-Construction Activity Permit Open Houses and in June we have scheduled 8-open houses. Open houses occur when projects meet or exceed \$500,000 permit value.

## Municipal Code Amendments

Creation of draft proposals to the Medina Municipal Code are being developed by staff. At least one proposal should be ready for discussion with Council in July.

Our city attorney has advised that provisions in our city code associated with permit noticing including tree removal noticing requires amendment. We are preparing a draft which will allow staff to require site notice posting for all tree removals. This noticing would not include a comment period and would be intended to advise of a pending tree removal permit application.

Lessons learned from a recent code violation at the 200 block of Upland Road involving two large public right of way trees is helping to form a proposal for a new tree removal penalty and reimbursement code section. Simply using other jurisdiction's tree removal penalty provisions is not comprehensive enough, or adequate for Medina's needs. A new code enforcement proposal regarding tree removal violations on private and public property is underway,

Work on shared Development Services and Public Works Department's code amendment proposals topics regarding construction vehicle fees for the use of Medina streets during construction, and utility connection fees are being drafted.

### **Washington State Building Code Update**

The 2021 Washington State Building Code was scheduled for implementation by all jurisdictions including Medina on July 1, 2023. In early May the State Building Code Council extended the implementation date for an additional 120-days. Concerns from private associations had a strong influence in the decision to delay the code implementation.

As with all new building code updates there are concerns about impacts on costs of construction. The Building Industry Association of Washington said on their website that the increase in construction costs due to the entire 2021 building code adoption is \$55,282.00 for a 2,200 sq. ft. home.

While BIAW estimates may be considered to be skewed high against the code update, there are no other current state sponsored cost analysis available to comprehensively provide a comparison.

Cost increase to the Development Services Department budget to implement the 2021 codes will be in the range of \$4,000 to \$8,000 annually. The increase is primarily associated with the energy code and new complexities affecting our mandated code compliance review and field inspections enforcement.

### **King County Wastewater Pump Station Maintenance Project**

We are still waiting for King County to choose a general contractor. Without a contractor King County does not have details needed to complete notifications to residents affected by the July 2023 project.

The work is anticipated to be started early July and last 2-4 weeks with significant disruption of nearby residents due to outdoors temporary pumps, and one full night of trucking and work. More information to come as we know it.

My sense is that this project may be delayed, although King County has not said this.

### **Tree Code Enforcement**

The two attached tree permit reports indicate that our consultants have been busy.

The most significant tree activity permit that has been issued is the work at 3444 and 3450 Evergreen Point Road. These adjacent properties have a common owner. There will be several large trees removed and they are near the public right of way.

This permitted work will have an effect on the canopy and appearance of Evergreen Point Road. Site posting was required in an effort to advise neighbors of the pending tree removal.

Our tree code consultant and staff worked every possibility we could to try to convince the property owner to alter the design and preserve trees. Code compliance via plans has been confirmed and the work will now need to be field inspected.

## **Permit Tracking and Public Portal**

We continue to explore the possibility of moving on to a new permit tracking and public portal system.

We are exploring the possibility of replacing our permit tracking software including our public portal. Medina staff member Rebecca Bennet is on the Steering Committee for this project.

A team involving several local jurisdictions lead by Bellevue are exploring how to create a new permit system.