



CITY OF MEDINA

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MEMORANDUM

DATE: March 25, 2025
TO: Medina Planning Commission
FROM: SCJ Alliance, Middle Housing Consultant and Jonathan G. Kesler,
AICP, Planning Manager
RE: Review of Remaining Tasks for Middle Housing

Summary:

The work on the middle housing project continues to progress on schedule. This memo will provide a brief update on the present status of the middle housing project, as well as next steps.

As discussed in previous meetings, as a Tier 3 City, Medina is required to adopt an ordinance amending the development regulations to allow for middle housing within the residential zones in the City. The deadline to complete the work is June 30, 2025.

At this meeting, the Planning Commission is reviewing the proposed Middle Housing and Unit Lot Subdivision Ordinances that were sent to Commerce today. This follows a review of them by the City Council on March 24, 2025.

Next Steps

Since the Planning Commission last met, Council was provided with a status update on the middle housing project (March 10th), including a potential timeline that would allow the work to be completed prior to the June 30th compliance deadline. Based on feedback during that meeting, the timeline was **revised** and was incorporated into an Agenda Bill for review and consideration on March 24th. The same one is outlined below, as of March 20, 2025 (subject to final revisions by Council on the 24th).

The previously mentioned revisions to the adoption timeline are as follows:

1. March 25, 2025 – Initiate SEPA DNS
 - Publish SEPA DNS with a 30-day comment period
 - Send proposed Middle Housing and Unit Lot Subdivision Ordinances to Commerce
2. March 25, 2025 - **Planning Commission**
 - Review ordinances sent to Commerce

3. April 22, 2025 - **Planning Commission Public Hearing**
 - Middle Housing Ordinance
 - Unit Lot Subdivision Ordinance
4. April 28, 2025 - City Council
 - Review outcome of Planning Commission hearing
5. May 12, 2025 - City Council Public Hearing
 - Middle Housing ordinance
 - Unit Lot Subdivision ordinance
6. May 27, 2025 – City Council
 - Final Action on the Middle Housing and Unit Lot Subdivision Ordinances
7. Submit ordinances to Department of Commerce
 - Prior to June 30, 2025 deadline

As previously noted, Council has identified other topics for review that are related to middle housing, which are not required for inclusion in the Middle Housing Ordinance. Staff recommends that those additional topics be considered as “Phase 2” with code work scheduled for potential adoption later in the year. The selected topics will be considered in future work sessions and Council meetings with direction given to the Planning Commission. In addition, other work will need to be done, including the mandatory work on the Critical Area Ordinance Update that will begin later this Spring.