

SEPA¹ Environmental Checklist

Purpose of checklist

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization, or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. **You may use “not applicable” or “does not apply” only when you can explain why it does not apply and not when the answer is unknown.** You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to **all parts of your proposal**, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for lead agencies

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B, plus the Supplemental Sheet for Nonproject Actions (Part D). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in “Part B: Environmental Elements” that do not contribute meaningfully to the analysis of the proposal.

¹ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/Checklist-guidance>

A. Background

[Find help answering background questions](https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-A-Background)²

1. Name of proposed project, if applicable:

City of Medina (City) Development Impacts Project Phase 1

2. Name of applicant:

City of Medina

3. Address and phone number of applicant and contact person:

Applicant

Steven R. Wilcox, Medina Development Services Director
501 Evergreen Point Road, Medina, WA 98039
swilcox@medina-wa.gov
(425) 233-6409

Contact Person

Kimberly A. Gunderson, Medina Planning Consultant
Mahoney Planning, LLC
kmahoney.planning@gmail.com
(253) 389-1864

4. Date checklist prepared:

July 29, 2026

5. Agency requesting checklist:

City of Medina (Lead Agency)

6. Proposed timing of schedule (including phasing, if applicable):

Adoption of the proposed Development Impacts Project Phase 1 Ordinance is expected to occur in October 2026.

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

Yes, there is an expected Phase 2 to the Development Impacts Project which will involve a lengthier and in-depth analysis of zoning regulation reform in the City. Phase 2 is expected to commence following the adoption of the Phase 1 ordinance and may take 1-2 years to complete. Phase 2 will undergo a separate SEPA review at an undetermined future date.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

N/A; this is a non-project action to modify provisions of the Medina Municipal Code (MMC). Chiefly, the ordinance amends and adds to the City's Minor Deviation code, MMC Chapter 16.71. Amendments are also proposed in MMC Chapters 16.12 (Definitions), 16.22 (Lot

² <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-A-Background>

Development Standards, particularly governing lot width, setbacks and setback protrusions), 16.23 (Bulk Development Standards, particularly governing structural height), 16.30 (City Wide Uses, particularly governing landscape screening), and 16.44 (Minimum Maintenance Standards for Vacant Residences, particularly governing vacant residence lighting). Collectively, these amendments will mitigate impacts that have been observed through a growing development trend of building massive, proximal single-family residences in place of more modest homes while still affording for the full development potential of a lot.

Adoption of this ordinance is a voluntary endeavor to respond to outspoken community concerns regarding the tendency of property owners to demolish homes and replace them with sizeable homes that overwhelm the surrounding built fabric and cause impacts to neighboring properties' value, enjoyment, and privacy. No environmental information has been, or is required to be, prepared particularly for this non-project action.

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

This non-project action is an amendment to the MMC, affecting all property in the City. Unvested development applications which have been submitted to the City may require design modifications to comply with land use codes in effect at the time of their complete application submittal.

10. List any government approvals or permits that will be needed for your proposal, if known.

The proposed non-project action is a Text Code Amendment subject to MMC Chapter 16.81. Accordingly, the project will require a recommendation by the Medina Planning Commission and a final decision by the Medina City Council. The process has involved public noticing, discussion at public meetings, invitation for public comment, a community Charrette event, and will also include two public hearings expected to occur in August and September 2026. The City will issue a Notice of SEPA Threshold Determination following the Lead Agency SEPA Responsible Official's review of this SEPA Checklist, soliciting additional feedback from interested parties, other agencies, and the public at large. The City has submitted a Notice of Intent to Adopt its proposed Development Impacts Phase 1 draft ordinance to the Department of Commerce for dissemination to all state agencies and invitation for their comment.

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

The City of Medina intends to permanently enact regulatory reform that will trend development away from recent development tendencies and address the impacts of these tendencies on the sense of community enjoyed in Medina. This effort is known as the Development Impacts Project. This project has commonly been referred to as "bulk impacts" over the last 20 years and the issue has been a regular matter of focus for regulatory reform in Medina. The goal of the Development Impacts Project is to develop

permanent amendments to Medina's zoning context in a way that resolves development-related impacts and implements the land use goals of the Medina Comprehensive Plan:

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 all while maintaining a quiet, safe, and livable city."

LU-G1: "To maintain Medina's high-quality residential setting and character, while considering create housing solutions to accommodate community members of all socioeconomic groups."

LU-G3: "To maintain active community involvement and equitable engagement in land use policy and regulation."

Problem Statement

The City has observed an increasing trend in the development of massive single-family homes which tend to overwhelm the size of adjacent homes and injure the privacy and property enjoyment of neighboring residents. Medina frequently reviews proposals for the demolition of modest homes and their replacement with boxy, wide, tall homes accompanied by considerable glazing that is often oriented toward neighboring living spaces.

Thematic Public Feedback

In recent years, Medina residents have expressed a loss of their property enjoyment, value, and privacy by the growing trend of massive neighboring residential development. The trend of proximal, boxy homes has caused obtrusive light and noise, loss of privacy and property enjoyment, and an unease among some residents in the geotechnical stability of Medina's steep slopes to withstand the charge of such large structures.

In an effort to address these concerns, the City enacted emergency legislative action limiting the proximity of development within adjoining side yards by increasing side yard setbacks on all properties (Ordinance 1052, extended by Ordinance 1059). In the same legislative action, the City created requirements for recessed upper stories and removed its allowance for height bonuses, which previously could allow the construction of a home up to 36-feet in height. At the July 27, 2026 City Council regular meeting, Council took action on a second piece of emergency legislation which contains many of the same provisions as Ordinance 1052, but removes its recessed upper story requirement, clarifies its vacant home lighting provisions, and increases the minimum lot width for all zones from 70-feet to 90-feet (Ordinance 1059).

In response to the passing of Ordinance 1052, property owners interested in developing their properties shared that these limitations have yielded a loss of property value.

The themes heard by the Medina community on this topic comprise "The Problem" and can be summarized as:

- Large, boxy, proximal development has reduced privacy, reduced property enjoyment and value, and caused excessive noise and light.

- Regulations applied under Ordinance 1052 has caused a loss in property value and limits development potential.

The focus of this project will be to explore methods of amending the City's zoning landscape that creates a balance between fostering increased density with livability for all residents.

Council Direction

At its April 27, 2026 regular meeting, City Council gave the following direction:

"Direct the Planning Commission to study each presented zoning reform opportunity for its efficacy in satisfying the goals of the Development Impacts Project and prepare a recommendation for Council's adoption."

Additional discussion with Council divided the project into two phases: Phase 1, which intends to expeditiously resolve The Problem; and Phase 2, which is a longer-term study of the broad zoning reform opportunities introduced by the Planner at Council's April 27, 2026 meeting. It is expected that this project will prioritize Phase 1 and will limit its focus initially at its resolution, initiating Phase 2 at the completion of Phase 1.

Phase 1

The Medina Planning Commission will consider proposed revisions to the MMC in its resolution to Phase 1. These revisions reflect as a permanent ordinance (rather than an interim official control) in direct response to consistent outspoken feedback from Development Impacts Project stakeholders who have asked for reliability as the Project advances. Planning Commission has been asked to offer feedback at regularly scheduled public meetings and to consider public comments in their consideration of the draft Phase 1 ordinance. The resulting draft ordinance reflects the contemplations of the Planning Commission which are expected to be formally recommended for the City Council's adoption at the Phase 1 public hearing in August.

- 12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.**

This is a non-project action proposing edits to the MMC. The MMC is widely applicable throughout the entirety of the City of Medina. The City Boundary to which this project applies is depicted in the City's Zoning Map, included as Attachment 1 to this SEPA Checklist.

B.Environmental Elements

As per WAC 197-11-315(1)(e) and WAC 197-11-960, the Lead Agency has determined that the questions in Part B of this Checklist do not contribute meaningfully to the analysis of the

proposed non-project action and, therefore, are not completed. Parts A, C, and D are otherwise completed, as required. For brevity, the questions in Part B of the SEPA Checklist have been deleted.

C. Signature

[Find help about who should sign](#)³

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

X 

Type name of signee: Kimberly A. Gunderson

Position and agency/organization: Medina SEPA Responsible Official | Mahoney Planning, LLC

Date submitted: July 29, 2026

D. Supplemental sheet for nonproject actions

[Find help for the nonproject actions worksheet](#)⁴

Do not use this section for project actions.

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

- 1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?**

The proposed non-project action amends provisions of the MMC development regulations. These amendments are substantially limited to side setback amendments, allowed setback protrusions, availability of bonus structural height opportunities, expansions of the minor deviation application code, and ancillary related provisions for internal consistency and effective implementation of amended development regulations. It is not expected that

³ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-C-Signature>

⁴ <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-d-non-project-actions>

these amendments will yield an increased discharge to water, emissions to air, production, storage, or release of toxic or hazardous substances, or production of noise.

- **Proposed measures to avoid or reduce such increases are:** None; as no increases to water discharge, air emissions, hazardous substance production, storage, or release, or noise production are expected from this non-project action, no measures to avoid or reduce such impacts are needed or proposed. Project actions that are carried out under this ordinance are distinct from this proposed non-project action and will be separately assessed for potential environmental impacts at the time of application.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

The proposed non-project action amends provisions of the MMC development regulations. These amendments are substantially limited to side setback amendments, allowed setback protrusions, availability of bonus structural height opportunities, expansions of the minor deviation application code, and ancillary related provisions for internal consistency and effective implementation of amended development regulations. It is not expected that these amendments will affect plants, animals, fish, or marine life.

- **Proposed measures to protect or conserve plants, animals, fish, or marine life are:** None; as no detrimental effect to plants, animals, fish, or marine life is expected from this non-project action, no measures to avoid or reduce such impacts are needed or proposed. Project actions that are carried out under this ordinance are distinct from this proposed non-project action and will be separately assessed for potential environmental impacts at the time of application.

3. How would the proposal be likely to deplete energy or natural resources?

The proposed non-project action is not expected to deplete energy or natural resources.

- **Proposed measures to protect or conserve energy and natural resources are:** None; as no depletion of energy or natural resources is expected from this non-project action, no measures to avoid or reduce such impacts are needed or proposed. Project actions that are carried out under this ordinance are distinct from this proposed non-project action and will be separately assessed for potential environmental impacts at the time of application.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

The proposed non-project action amends provisions of the MMC development regulations. These amendments are substantially limited to side setback amendments, allowed setback protrusions, availability of bonus structural height opportunities, expansions of the minor deviation application code, and ancillary related provisions for internal consistency and effective implementation of amended development regulations. It is not expected that these amendments will use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, including parks, wilderness, wild and

scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmland.

- **Proposed measures to protect such resources or to avoid or reduce impacts are:** None; as no environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection are expected to be used or affected by this non-project action, no measures to avoid or reduce such impacts are needed or proposed. Project actions that are carried out under this ordinance are distinct from this proposed non-project action and will be separately assessed for potential environmental impacts at the time of application.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

The proposed non-project action is not expected to detrimentally affect land and shoreline use, and would not allow or encourage land or shoreline use incompatible with existing plans. The proposed ordinance amends provisions of the MMC development regulations. These amendments are substantially limited to side setback amendments, allowed setback protrusions, availability of bonus structural height opportunities, expansions of the minor deviation application code, and ancillary related provisions for internal consistency and effective implementation of amended development regulations. The land uses supported on lands affected by this non-project action remain unchanged, and the development potential of a site remains unchanged with the expansion of minor deviation applicability through this non-project action. Adoption of this ordinance would not be a mechanism for allowing or encouraging incompatible land or shoreline uses.

- **Proposed measures to avoid or reduce shoreline and land use impacts are:** None; as no use of land or shoreline is expected to be detrimentally affected by this non-project action, no measures to avoid or reduce such impacts are needed or proposed. Project actions that are carried out under this ordinance are distinct from this proposed non-project action and will be separately assessed for potential environmental impacts at the time of application.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

The proposed non-project action is not expected to increase demand on transportation or public services and utilities.

- **Proposed measures to reduce or respond to such demand(s) are:** None; as no increased demand on transportation, public services, or utilities is expected from this non-project action, no measures to avoid or reduce such impacts are needed or proposed.

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

The proposed non-project action will not conflict with local, state, or federal laws or requirements for the protection of the environment. No laws are known prohibit the City's

governance of development regulations within its incorporated area; in fact, much the opposite is known to be true.

Attachments

Attachment 1 – Map of Medina Boundaries

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Source: Medina Comprehensive Plan Land Use Element



DETERMINATION OF NON-SIGNIFICANCE

Proposal: Request for a SEPA Threshold Determination in conjunction with a Non-Project Legislative Action amending the Medina Municipal Code (MMC) to permanently adopt amendments to MMC Chapters 16.12 (Definitions), 16.22 (Lot Development Standards, particularly governing lot width, setbacks and setback protrusions), 16.23 (Bulk Development Standards, particularly governing structural height), 16.30 (City Wide Uses, particularly governing landscape screening), 16.44 (Minimum Maintenance Standards for Vacant Residences, particularly governing vacant residence lighting), and 16.71, Administrative Discretionary Approvals of Minor Deviations. Collectively, these amendments will mitigate impacts that have been observed through a growing development trend of building massive, proximal single-family residences in place of more modest homes while still affording for the full development potential of a lot.

File No. N/A

Applicant: City of Medina

Site Address: N/A – This non-project action applies Citywide

Lead Agency: City of Medina

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after a review of the completed SEPA Environmental Checklist and other information on file with the lead agency. This information is available to the public, upon request, by contacting Medina City Hall, Attn: Development Services, 501 Evergreen Point Rd., Medina, WA 98039.

Date of Issuance and Publication: Friday, August 7, 2026 (**Re-noticed**)

Deadline to Submit Comments: Friday, August 21, 2026

This Determination of Non-significance (DNS) is issued pursuant to WAC 197-11-340.

Responsible Official: Kimberly Gunderson

Title: Medina Planning Consultant and SEPA Responsible Official

Address: 501 Evergreen Point Rd., Medina, WA 98039 **Telephone:** 253-389-1864

Email: kmahoney.planning@gmail.com

Signature: 
Kimberly Gunderson, Planning Consultant

Date: August 5, 2026

APPEAL PROCESS: Any party of record may appeal a Determination of Non-significance (DNS). The Appeal must be made to the City of Medina Hearing Examiner within **fourteen (14) days** of the Threshold Determination becoming final, per MMC 16.80.220. Appeals must be in writing and contain specific factual objections. Comments may be submitted along with the appropriate Appeal fee to the above address. This may be the only opportunity to comment on the environmental impacts of this proposal.

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RE: 202603257 - SEPA

From Sullivan, Brooke (ECY) <bsul461@ECY.WA.GOV>
Date Tue 8/4/2026 2:22 PM
To Kim Gunderson <kmahoney.planning@gmail.com>

Thank you for the quick follow up. Let me know if I can be of assistance later on or if you'd like to follow the joint review process. I am here to help.

Regards,

Brooke
(M-F 8am-4:30pm, in office T-Th)
425-570-2028

From: Kim Gunderson <kmahoney.planning@gmail.com>
Sent: Tuesday, August 4, 2026 2:19 PM
To: Sullivan, Brooke (ECY) <bsul461@ECY.WA.GOV>
Subject: Re: 202603257 - SEPA

External Email

Hi Brooke,

Thanks for reaching out with your questions!

The City is not expecting any shoreline impacts or SMP amendments as a part of Phase 1 of the project. In large majority, Phase 1 of the project expands on the City's existing Minor Deviation process to allow instances of full site redevelopment to make use of narrower side setbacks and structural height bonuses provided for in Medina's zoning standards (not in the SMP). On development proposals subject to the SMP, our current practice is to apply all germane provisions of the SMP and zoning standards, and we interpret Medina Municipal Code 16.60.070(C) to mean that any conflict between the codes favors that which provides the greater shoreline ecological function protection - we expect to continue that practice.

We anticipate there will be a future Phase 2 of this project that would take a more holistic look at our development regulations - the scope of that Phase is not yet fully defined, but we know that if the scope suggested logical amendments to our SMP, we would likely pursue those amendments as a part of our 2029 SMP Periodic Update to consolidate our SMP edit efforts. We'd have every expectation in working with Ecology for that kind of work.

I hope this answers your questions. If not, I'm glad to offer more clarity!
All my best,



Kim Gunderson
Mahoney Planning, LLC
253-389-1864
Kmahoney.planning@gmail.com
www.mahoneyplanning.org

From: Sullivan, Brooke (ECY) <bsul461@ECY.WA.GOV>
Sent: Tuesday, August 4, 2026 1:14 PM
To: Kim Gunderson <kmahoney.planning@gmail.com>
Subject: 202603257 - SEPA

Hi Kim,

This is a very interesting proposal. Are these impacts occurring on the shoreline as well? Are there any plans to amend the SMP in this process?

Regards,
Brooke K. Sullivan, PhD
Regional Shoreline Planner
Shorelands & Environmental Assistance Program
Washington State Department of Ecology | Northwest Region
p: (425) 570-2028 | **e:** brooke.sullivan@ecy.wa.gov