



CITY OF MEDINA

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MEMORANDUM

DATE: September 24, 2024

TO: Medina Planning Commission

FROM: Jonathan Kesler, AICP, Planning Manager

RE: Item 6.3: Introduction of the Middle Housing Consultant, SCJ Alliance and a broad overview of their plan to complete the Middle Housing Update to the Medina Municipal Code

Summary:

A consultant has been chosen to work with the Planning Manager to complete the Middle Housing Update to the Medina Municipal Code to comply with the updates to state law enacted in the past several years. It is SCJ Alliance, which describes itself as “a multi-disciplinary planning and engineering firm specializing in solving complex issues that challenge developing communities. With over 140 employees, SCJ provides a broad range of professional services to public- and private-sector clients, including land use and environmental planning, transportation planning and design, outreach facilitation, urban design, landscape architecture, civil engineering, and construction management.” The firm has worked on Housing Action Plans, Middle Housing Code Amendments and Missing Middle Housing Initiatives around the state.

SCJ has offices in Spokane, Seattle and Lacey. Kirsten S. Peterson, who recently joined SCJ after 18 years in land-use planning in the public sector, will be the Project Manager. She is based in Lacey. She has long-range planning experience from her roles as Community Development Director, both for the City of Ellensburg and the City of Moses Lake.

The Middle Housing Public Engagement and Communication Plan is a working document that describes the goals, objectives, activities, and timeline for community engagement conducted in support of the Department of Commerce Middle Housing Grant in the run-up to the June 30, 2025, deadline for compliance.

SCJ’s proposed scope of work is outlined in accordance with Medina’s Plan and the Commerce grant schedule, tasks, and deliverables. This approach will facilitate reporting and invoicing and keep the project on target for adoption. It will be in four (4) phases over the next several months: Administrative and Project Management, Community Engagement and Draft Middle Housing Development Regulation Amendments and Amendment Adoption.

Attachment: SCJ Alliance Background Information and Proposed Scope of Work for Medina