



MEDINA, WASHINGTON

AGENDA BILL

Monday, September 9, 2024

Subject: Middle Housing Consultant Update

Category: City Business

Staff Contact: Jonathan Kesler, AICP, Planning Manager

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 will be 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.

This Middle Housing Public Engagement and Communication Plan meets and supports Council's priorities 2, 3 and 5.

Council Priorities:

1. Financial Stability and Accountability
2. Quality Infrastructure
3. Efficient and Effective Government
4. Public Safety and Health
5. Neighborhood Character

Attachments: SCJ Alliance City of Medina Middle Housing Land Use Code Update, Revised (8-23-24) Proposal.

Budget/Fiscal Impact: Hiring a Middle Housing Consultant is a key step after adopting Resolution No. 444 (which occurred on June 10, 2024) and is consistent with the City's obligations under the Commerce Middle Housing Grant. By meeting the required milestones with appropriate staff, the City will be able to draw from the grant funds and ensure that the Plan is completed by the June 30, 2025, deadline for compliance.

Recommendation: Discussion and direction.

City Manager Approval:



Proposed Council Motion: N/A

Time Estimate: 25 minutes