

# City Council Meeting

## Monday, September 9, 2024

Jonathan Kesler, AICP  
Planning Manager  
City of Medina

# Middle Housing Consultant Update

- 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.”
- Final contract details are currently being worked out, but the tentative plan is to have Project Manager Kirsten Peterson, who is based in their Lacey-Olympia, office, attend and present at the next Council meeting on Mon., Sep. 23<sup>rd</sup>.
- SCJ’s strong suit is in Middle Housing. The firm has worked on Housing Action Plans, Middle Housing Code Amendments and Missing Middle Housing Initiatives around the state.

## Project Manager Kirsten Peterson's background is varied:



### Kirsten Peterson

#### Project Manager

With more than 18 years working in the public sector, Kirsten has first-hand experience tackling the challenges confronting local jurisdictions. As a certified Community Heart & Soul Coach® with the Orton Family Foundation, Kirsten understands the importance of meeting community members where they are to find out what matters most to them. Her love of community and depth of experience in long-range planning exhibits itself when it's time to craft a new comprehensive plan, housing action plan, or new development code regulations designed to carry out the vision and goals identified in the comprehensive plan. Her most recent code writing experience was helping the City of Moses Lake develop a new Unified Development Code that included the missing middle mandates. She also spent several years working on code amendments to the Ellensburg City Code following Comprehensive Plan adoption, and her constant work on code updates earned her a spot as a guest presenter on a 2022 MRSC webinar entitled "Tips for Writing Good and Effective Development Code Provisions."

#### Education

BA, English  
University of Utah

#### Relevant Projects

- Middle Housing Amendments – Tumwater, WA
- Unified Development Code (including Middle Housing Initiatives) – Moses Lake, WA
- Development Code Amendments and Area-Wide Rezoning – Ellensburg, WA
- Housing Action Plan – Ellensburg, WA
- Comprehensive Plan Periodic Update – Ellensburg, WA
- Community Heart & Soul Action Plan – Cortez, CO

# Middle Housing Consultant Update (cont.)

- 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, Draft Middle Housing Development Regulation Amendments and Amendment Adoption.

This Middle Housing Update 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**

Budget/Fiscal Impact:

Hiring a Middle Housing Consultant is a key step after this body adopted Resolution No. 444 (which occurred 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.