



DETERMINATION OF NON-SIGNIFICANCE

Proposal: Request for a SEPA Threshold Determination in conjunction with a Non-Project Legislative Action amending Medina Municipal Code (MMC) to permanently adopt Chapter 16.25 and amend related MMC sections for consistency throughout. This non-project action would create governance of outdoor lighting in the City.

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: Tuesday, May 26, 2026

Deadline to Submit Comments: Tuesday, June 9, 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:  _____ **Date:** May 22, 2026
Kimberly Gunderson, Planning Consultant

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.

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 questions²](#)

1. Name of proposed project, if applicable:

City of Medina (City) Outdoor Lighting Ordinance

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:

May 22, 2026

5. Agency requesting checklist:

City of Medina (Lead Agency)

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

Adoption of the proposed Outdoor Lighting Ordinance is expected to occur in July 2026.

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

No.

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 create a new chapter in the Medina Municipal Code (MMC), Chapter 16.25, which will regulate the use and intensity of outdoor lighting in the City. Adoption of this ordinance is a voluntary endeavor to support dark skies and balance the anthropogenic effect on light pollution in the Medina community. No environmental information has been, or is required to be, prepared particularly for this non-project action.

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

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. The ordinance is not retroactive and will only apply to future development applications; therefore, no pending applications for government approvals are directly affected by this proposal.

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, and will include two public hearings. 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 will also submit a Notice of Intent to Adopt its proposed CAO Update to the Department of Commerce for dissemination to all state agencies.

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 intends to adopt an ordinance that would permanently adopt revisions to an interim official control, which created MMC Chapter 16.25 governing outdoor lighting. The City wishes to support dark skies and balance the anthropogenic effect on light pollution in the Medina community. The City is undertaking the adoption of this ordinance voluntarily as a representation of its adopted goals, policies, and priorities, and in response to outspoken testimony of its citizenry. The ordinance would add limitations to the degree with which public and private property may install outdoor lighting and prohibits light trespass at all property. Any amendments to the Medina Shoreline Master Program (SMP) which could reinforce outdoor lighting provisions on the Medina shoreline will be made during the City's scheduled SMP periodic update in 2029.

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 CAO Update 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: May 22, 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?**

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>

The proposed non-project action creates a new locally adopted chapter in the MMC governing outdoor lighting and, therefore, is not expected to increase 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. In fact, the interaction between the built and natural environments is expected to improve with the application of the proposed outdoor lighting ordinance. 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 is not expected to affect plants, animals, fish, or marine life. Through project actions subject to the new outdoor lighting ordinance, it is expected that plants, animals, fish, and marine life present in the Medina community will be better protected than they are in a regulatory climate without governed outdoor lighting.

- **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. In fact, the interaction between the built and natural environments is expected to improve with the application of the proposed outdoor lighting ordinance. 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. In fact, the interaction between the built and natural environments is expected to improve with the application of the proposed outdoor lighting ordinance. 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 is not expected to 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. In fact, the interaction between the built and natural environments is expected to improve with the application of the proposed outdoor lighting ordinance. 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 outdoor lighting ordinance would add protections to the dark sky environment in the City and 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. In fact, the interaction between the built and natural environments is expected to improve with the application of the proposed outdoor lighting ordinance. 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 demands 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 to allow outdoor lighting which the City's ordinance would conflict with. The City understands that the Washington Shoreline Management Act (SMA) is actively being revised to inform local updates to SMPs due in 2029; at that time, the City will amend its adopted SMP to either

incorporate similar outdoor lighting provisions as are set forth in the proposed ordinance, or will otherwise comply with any conflict that could be created in the newly revised SMA applicable to Medina's regulated shoreline areas.

Attachments

Attachment 1 – Map of Medina Boundaries

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Source: Medina Comprehensive Plan Land Use Element