



MEDINA, WASHINGTON

AGENDA BILL

Monday, June 10, 2024

Subject: Middle Housing Engagement Plan

Category: City Business

Staff Contacts: Jonathan Kesler, AICP, Planning Manager and Jennifer Robertson, City Attorney

Summary:

1. General Overview. 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. This includes the following elements:

- Objectives of the Public Engagement and Communication Plan.
- Key messages we want to convey to the public about middle housing and this project.
- Stakeholder groups to engage as part of the process, including details on the information needs or engagement objectives for each group.
- Strategies for engagement corresponding to the timeline in the project plan.
- Timeline of the project and engagement activities.
- Summary of previous engagement done by cities to create a shared understanding of what the City of Medina has done to engage the community on housing issues, including challenges.

Use of a Middle Housing webpage to keep the public informed as to the status of this update. Note: This Plan will be amended as needed to ensure that there is broad public engagement in the Middle Housing Land Use Code Update, in the run-up to the June 30, 2025 deadline for compliance.

Staff is requesting review and adoption of Resolution No. 444 in order to meet our obligation for adoption of the work plan as required by our grant with the Dept. of Commerce. In addition, this work will provide the initial scope for a middle housing consultant who will assist with the implementation of this process.

2. Prior Review and Revisions. The City Council provided input on this Plan at its May 28th Council meeting. Since that time, the Plan has been updated per Council input. These revisions are shown in both redline and clean copy on the attached documents. The changes are summarized below:

- Under “Objectives” a new Section 7 was added to require information be provided to the public to understand legal mandates applicable to Medina regarding middle housing and ADUs.
- The heading “Key Messages” was changed to “Key Messages from the State Department of Commerce”.
- Under “Key Messages”, a new Section 2 was added regarding the applicable legal mandates for middle housing and ADUs.
- Under “About the Middle Housing Land Use Code Update Project”, a new Section 4 was added regarding the applicable legal mandates for middle housing and ADUs.
- Under “About the Middle Housing Land Use Code Update Project”, Section B, the references to TV appearances, news articles, and radio announcements were stricken.
- Under “About the Middle Housing Land Use Code Update Project”, Section G, new language was added about distributing notices by email and posting on the City’s website.

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:

- Redline version of Public Engagement Plan; and
- Resolution No. 444 with Clean version of Public Engagement Plan attached.

Budget/Fiscal Impact: Adoption of this plan is consistent with the City’s obligations under the Commerce Middle Housing Grant. By meeting required milestones, the City will be able to draw from the grant funds.

Recommendation: Review and adopt Resolution No. 444.

City Manager Approval: 

Motion: I move to approve Resolution No. 444.

Time Estimate: 20 minutes