



MEDINA, WASHINGTON

AGENDA BILL

Tuesday, November 12, 2024

Subject: Middle Housing Update

Category: City Business

Staff Contacts: Jonathan G. Kesler, AICP – Planning Manager and Kirsten Peterson, Senior Project Manager, SCJ Alliance

Summary

As discussed during the previous City Council meeting of October 28, 2014, SCJ Alliance continues to make progress on the mandated Middle Housing updates to the Medina City Code.

In the timeframe since the last Council meeting, SCJ Alliance and City Staff have met with both the Development Services Committee (Wednesday, October 30th) and the Planning Commission (Wednesday, November 6th).

To aid in the discussion with both groups, SCJ Alliance prepared a *Medina Middle Housing Tier 3 Update Memo* to help navigate the shifting State guidance related to this topic. This memo has been included as the **first attachment (Exhibit 1)** to this report and outlines the various House Bills and the associated regulations and requirements specific to Tier 3 Cities.

The DCS and Planning Commission also received copies of an updated *Gap Analysis* document, which is included as the **second attachment (Exhibit 2)** to this report. The Gap Analysis has been modified since it was previously shared with City Council. Sections of code that are not required to be updated were removed from the spreadsheet, and references to the State Model Ordinance were removed. In consideration of the shifting guidance from the Department of Commerce guidance, the Gap Analysis now refers directly to applicable RCW language or the associated House Bill. Color coding has also been added to the Gap Analysis to depict the topics that warrant further discussion with the Planning Commission, the DCS and/or City Council. Items in green are required and the code edits have already been made within the associated Word document. The items in yellow indicate topics that warrant discussion at the local level. Based on guidance from the Planning Commission, DCS, or City Council these are the topics that could potentially go out to the public for feedback, for instance through a visual preference, or other, survey. Information that is mandated or has already been agreed upon can be provided through informational materials on the City website.

The **third attachment (Exhibit 3)** is the Word document itself that includes the required and potential edits to the Municipal Code, the *Medina Proposed Code Amendments*. The Gap Analysis is meant to complement the Word document to track the rationale for the code updates, including reference to the appropriate House Bill or RCW. The Gap Analysis and the Word document have been developed in collaboration with Planning Manager Kesler and City Attorney Robertson.

In addition to the above-referenced documents, the PowerPoint presentation that will be shared during the Council meeting has also been included with this agenda item. It is **attachment four (Exhibit 4)** in this packet.

Finally, a proposed schedule of events has been included, both within the PowerPoint and as a **separate attachment five (Exhibit 5)**. This has been crafted utilizing the dates provided by Staff for future Planning Commission and DCS meetings. Opportunities for public engagement have been identified within timeframes, but the exact dates are not proposed, as certain decisions will need to be made regarding what types of information and questions should be included in the community outreach efforts and/or survey questions.

This Middle Housing Land Use Code Update project continues to meet and support Council's priorities 1, 2 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 and Community Building**

Attachments

1. Medina Middle Housing Tier 3 Update Memo
2. Gap Analysis spreadsheet
3. Medina Proposed Code Amendments
4. Progress Report PowerPoint presentation
5. Proposed Schedule of Events

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

Recommendation: Discussion.

City Manager Approval: 

Proposed Council Motion: N/A

Time Estimate: 20 minutes