



MEDINA, WASHINGTON

AGENDA BILL

Monday, March 24, 2025

Subject: Middle Housing Ordinances

Category: Study Session

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Summary

The City Council previously reviewed the **Proposed Unit Lot Subdivision/Zero Lot Line Ordinance** at the Council Study Session on February 24, 2025. During that meeting, Council gave direction for revisions. Those revisions have been made to the document, which is attached. In this study session, Council will have a second opportunity to discuss this revised Ordinance. In addition, during the regular Council meeting that begins immediately after this study session, Council members will have a final review of the proposed Ordinance before it is submitted to the Department of Commerce on March 25, 2025, for the mandatory 60-day review. The regular session will also include time for review of the Middle Housing Ordinance which is also being transmitted to Commerce on March 25, 2025.

The outline of the Proposed Unit Lot Subdivision/Zero Lot Line Ordinance is as follows:

1. State Mandated Compliance for Updating Subdivision Requirements.

As part of adopting the middle housing requirements, the State legislature included a requirement in ESSHB 1110 requiring cities to allow “zero lot line” short subdivisions. RCW 36.70A.635(5), provides in pertinent part: “A city must also allow zero lot line short subdivision where the number of lots created is equal to the unit density required in subsection (1) of this section.” This means that the City of Medina must allow zero lot line subdivisions that result in two lots for existing lots where residential uses are allowed. In addition, since Medina is counting ADUs towards the middle housing density, a lot division could also occur for the allowed ADUs. This will be effectuated via a short unit lot subdivision that is limited to the maximum density in the middle housing ordinance.

2. Overview of Proposed Changes to Subdivision Code.

Below, this memo walks through the changes to the Medina subdivision code, including revisions since the last Council meeting on this topic. The draft ordinance is attached as Exhibit 1. Changes to the code are shown by the use of either ~~strike-out~~ or underline text. If a section is brand new, that is also noted. Where sections of the subdivision code are not being changed, those sections are not included.

A. Definitions – Chapter 16.12 MMC.

The definition of “Lot” at MMC 16.12.130 is updated for consistency with the new short unit lot subdivision provisions. The definition of Parent Lot, Unit Lot and Lot Split are added to MMC 16.12.130 as those terms are used in the updated code. Lot split was added as that is a term that was used during the middle housing legislation (RCW 36.70A.635(6); RCW 36.70A.681(2)) and there is a bill pending in the Legislature this session regarding “Lot Splits”. In MMC 16.12.200, the definitions for “Short Subdivision” is updated to address unit lot subdivisions. New definitions for “Unit Lot Short Subdivision” and “Zero Lot Line Subdivision” were also added. The definitions applicable to long subdivisions were deleted since the last draft.

B. Subdivisions – Chapter 16.73.

MMC 16.73.020 “Applicability” was updated to include short unit lot subdivisions. The reference to unit lot subdivisions (long, not short) was removed from this draft.

MMC 16.73.060 “Survey Requirements” was updated to include short unit lot subdivisions. The reference to unit lot subdivisions was removed in this draft.

MMC 16.73.080 “Review procedures and approvals” was updated to include short unit lot subdivisions. . The reference to unit lot subdivisions was removed in this draft.

MMC 16.73.090 “Approval criteria” was updated to include short unit lot subdivisions (but no longer includes unit lot subdivisions). In addition, a new subsection “C” was added to specifically address short unit lot subdivisions. These set forth how they apply and restrictions for use of the short unit lot subdivision procedures. This subsection includes several protections to ensure that only the maximum density set forth in the zoning code, including the new provisions under middle housing, are used and that re-division of a lot is **not** allowed. This subsection also clarifies that the maximum lot coverage for the original lot is still applicable across the new lots as are the existing setbacks which must be followed for the external lot area(s)/parent lot.

A new code section, **MMC 16.73.095 “Lot segregations – Zero-lot-line development”** is proposed for when the unit lot subdivision is also a zero-lot line subdivision.

MMC 16.73.100 “Submittal requirements” is amended to include short unit lot subdivisions (but no longer includes unit lot subdivisions). This also requires the applicant to show all lot lines, including internal lines, common use areas, setbacks, building footprints, etc.

MMC 16.73.110 “Approval criteria—Final short subdivision and subdivision” is amended to include short unit lot subdivisions (and no longer includes unit lot subdivisions).

MMC 16.73.120 “Submittal requirements—Final short subdivision and subdivision” is amended to include short unit lot subdivisions (it no longer includes unit lot subdivisions). A new subsection “G” was added to specifically address short unit lot subdivisions.

MMC 16.73.140 “Recording with county auditor” is amended to include short unit lot subdivisions (but no longer includes unit lot subdivisions).

MMC 16.73.150 “Expiration of final approval” is amended to include short unit lot subdivisions (but no longer includes unit lot subdivisions).

“Unit Lot/Zero Lot Line Subdivision 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 and Community Building**

Attachment

Ordinance Updating Medina Subdivision Code.

Budget/Fiscal Impact: N/A

Recommendation: Discussion and direction.

City Manager Approval: 

Proposed Council Motion: N/A

Time Estimate: 60 minutes