



MEDINA, WASHINGTON

AGENDA BILL

Monday, March 24, 2025

Subject: Middle Housing Ordinances

Category: City Business

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

Summary

During the previous Council meeting of March 10, 2024, City Council was provided with a status update on the middle housing project, including a potential timeline that would allow the work to be completed prior to the June 30th compliance deadline. Based on feedback from Council the timeline was revised and has been incorporated into this agenda bill for review and consideration.

Staff has also attached the most recent drafts of the ordinances that will be submitted to the Department of Commerce on March 25th for the 60-day mandatory review. As previously discussed, two separate ordinances have been prepared. The first one (Exhibit 1) is specific to meeting the middle housing mandates for Tier 3 cities. The second ordinance is specific to unit lot and zero lot line subdivisions as mandated by RCW 36.70A.635(5). This second ordinance (Exhibit 2) was originally introduced to City Council during their study session of February 24, 2025, and is on the agenda again for discussion during the March 25, 2025 Council study session.

The previously mentioned revision to the adoption timeline is as follows:

1. March 25, 2025 – Initiate SEPA DNS
 - Publish SEPA DNS with a 30-day comment period
 - Send proposed Middle Housing and Unit Lot Subdivision Ordinances to Commerce
2. March 25, 2025 - Planning Commission
 - Review ordinances sent to Commerce
3. April 22, 2025 - Planning Commission Public Hearing
 - Middle Housing Ordinance
 - Unit Lot Subdivision Ordinance
4. April 28, 2025 - City Council
 - Review outcome of Planning Commission hearing
5. May 12, 2025 - City Council Public Hearing
 - Middle Housing ordinance
 - Unit Lot Subdivision ordinance
6. May 27, 2025 – City Council
 - Final Action on the Middle Housing and Unit Lot Subdivision Ordinances

7. Submit ordinances to Department of Commerce
 - Prior to June 30, 2025 deadline

As previously noted, Council has identified other topics for review that are related to Middle Housing, which are not required for inclusion in the Middle Housing Ordinance. Staff recommends that those additional topics be considered as “Phase 2” with code work scheduled for potential adoption later in the year. The selected topics will be considered in future work sessions and Council meetings.

This Middle Housing Land Use Code Update project continues to meet and support 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**

Attachments

- Exhibit 1 – Proposed Middle Housing Ordinance, revised
- Exhibit 2 – Unit Lot Subdiv. Ordinance, revised

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 only; no action needed.

City Manager Approval: 

Proposed Council Motion: N/A

Time Estimate: 45 minutes