

**AGENDA  
PLANNING COMMISSION  
REGULAR MEETING  
October 24, 2024, 5:30 PM**

**COMMISSION ATTENDANCE IN PERSON  
PUBLIC MAY ATTEND IN PERSON OR  
REMOTELY VIA ZOOM**

Join Zoom Meeting:

<https://us06web.zoom.us/j/86312226186?pwd=wIcz8FhFUtnvWOvOA5hbz0KtY1BR6I.1>

Meeting ID: 863 1222 6186

Passcode: 446645

One tap mobile

+12532050468,,86312226186#,,,,\*446645# US

+12532158782,,86312226186#,,,,\*446645# US (Tacoma)

Find your local number: <https://us06web.zoom.us/j/86312226186?pwd=wIcz8FhFUtnvWOvOA5hbz0KtY1BR6I.1>

**WRITTEN PUBLIC COMMENTS**

If you wish to provide written public comments for the Planning Commission meeting, please email your comments to [erodriguez@medical-lake.org](mailto:erodriguez@medical-lake.org) by 2:00 p.m. the day of the commission meeting and include all the following information with your comments:

1. The Meeting Date
2. Your First and Last Name
3. If you are a Medical Lake resident
4. The Agenda Item(s) which you are speaking about

\*Note – If providing written comments, the comments received will be acknowledged during the public meeting, but not read. All written comments received by 2:00 p.m. will be provided to the Planning Commission in advance of the meeting.

**Questions or Need Assistance? Please contact City Hall at 509-565-5000**

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**
  - a) Excused Absences
- 2) ADDITIONS TO AGENDA**
- 3) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**
- 4) APPROVAL OF MINUTES**
  - a) September 26, 2024, Meeting minutes
- 5) STAFF REPORTS**
- 6) SCHEDULED ITEMS**
  - a) Comprehensive Plan Overview – Economic Development
  - b) Comprehensive Plan Overview – Natural Environment
  - c) Education Packet
  - d) Sister Cities
  - e) Downtown Park Name Candidates
  - f) Monuments
  - g) Design Standards
- 7) PUBLIC HEARING – None**
- 8) COMMISSION MEMBERS’ COMMENTS OR CONCERNS**
- 9) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**
- 10) CONCLUSION**

City of Medical Lake  
124 S. Lefevre Street – City Council Chambers  
**Planning Commission Meeting and  
Public Hearing  
September 26, 2024, Minutes**

**NOTE: This is not a verbatim transcript. Minutes contain only a summary of the discussion. A recording of the meeting is on file and available from City Hall.**

**1) CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

- a) Commissioner Mayulianos called the meeting to order at 5:31 pm, led the Pledge of Allegiance, and conducted roll call.
  - i) Commissioner Munson is on Zoom all others in person.
  - ii) Commissioner Hudson submitted an absence request for this meeting. Motion to approve made by Commissioner Mark, seconded by Commissioner Jorgenson, carried 4-0.

**2) ADDITIONS TO AGENDA**

- a) Motion to approve agenda as written made by Commissioner Jorgenson, seconded by Commissioner Mark, carried 4-0.

**3) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**

- a) Diane Nichols, resident of Medical Lake via Zoom – asked if citizens will be able to provide comments at the end of the meeting. Yes.

**4) APPROVAL OF MINUTES – August 22, 2024**

- a) Motion to approve made by Commissioner Mark, seconded by Commissioner Jorgenson, carried 4-0.

**5) STAFF REPORTS**

- a) Elisa Rodriguez, City Planner – thanked Commissioner Mayulianos for assisting at the first Farmer’s Market in September. Provided updates on the Hazard Mitigation Plan. Encourage citizens to do survey. Dock decision has an appeal, specifically unhappy with size restriction. City Council will hear the appeal at the regular City Council meeting on October 1<sup>st</sup>. Commissioner Jorgenson asked about the new parking/bike lane changes. Mr. Weathers addressed her comments and discussion was held.

**6) SCHEDULED ITEMS**

- a) Set November and December meeting dates
  - i) Move November meeting to the 21st and December meeting to the 19th due to holidays.
    - 1. Motion to approve changes made by Commissioner Mark, seconded by Commissioner Mayulianos, carried 4-0.
- b) Comprehensive Plan Overview – Housing
  - i) Ms. Rodriguez gave a presentation (see attached) and discussion was held.
- c) Education Packet
  - i) Motion to table made by Commissioner Mark, seconded by Commissioner Jorgenson, carried 4-0.

**7) PUBLIC HEARING – LU 2024-017 TA (Text Amendment)**

- a) Commissioner Mayulianos opened the public hearing at 6:20 pm.
- b) Ms. Rodriguez shared a presentation (see attached). To summarize, state law is changing on January 1<sup>st</sup>, 2025 and to stay in compliance, the City must amend the municipal code to adjust the land use review decision timeline from 120 days to three new timelines. The municipal code is difficult to navigate with process information sewn throughout four titles, therefore, staff is proposing to not just update timelines, but to reformat the code to create a more streamlined, usable text with all the process information in one location.
- c) Hearing opened for public comment: None received
- d) Motion by Commissioner Munson, in conformity with Senate Bill 5290 and RCW 36.70A.040, I move that the City of Medical Lake replace Medical Lake Municipal Code timelines presently appearing in Titles 15 - 18 by creating a new title, Title 19, Land Use and Development, wherein will be included final decision deadlines for three project categories, to wit:
  - i) For projects that do not require public notice, a final decision must be issued in 65 days,
  - ii) For projects that require public notice, a final decision must be issued in 100 days,
  - iii) For projects that require public notice and a public hearing, a final decision must be issued in 170 days. Motion seconded by Commissioner Mark, , public comment made via Zoom chat by city resident Tammy Roberson regarding order of hearing, discussion held, motion carried 4-0.
- e) Commissioner Mayulianos closed the public hearing at 6:44 pm.

**8) COMMISSION MEMBERS' COMMENTS OR CONCERNS**

- a) Commissioner Mark would like to discuss public hearing process at next meeting.
- b) Commissioner Mayulianos shared that a citizen suggested an adopt a park/picnic area program. Would like to discuss at next meeting. The Wellness Center requested a reminder in the newsletter that they are open to all. Mr. Weathers took note.
- c) Commissioner Munson mentioned that he has several other items for next meeting.

**9) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**

- a) Diane Nichols, resident of Medical Lake (via Zoom) – spoke on housing issue re: middle housing state requirements. Fox Hollow parking issue. Requesting Planning Commission and City Council review. Mr. Weathers responded and Ms. Nichols addressed the response.
- b) Tammy Roberson, resident of Medical Lake – commented on the public hearing process via Zoom chat.

**10) CONCLUSION**

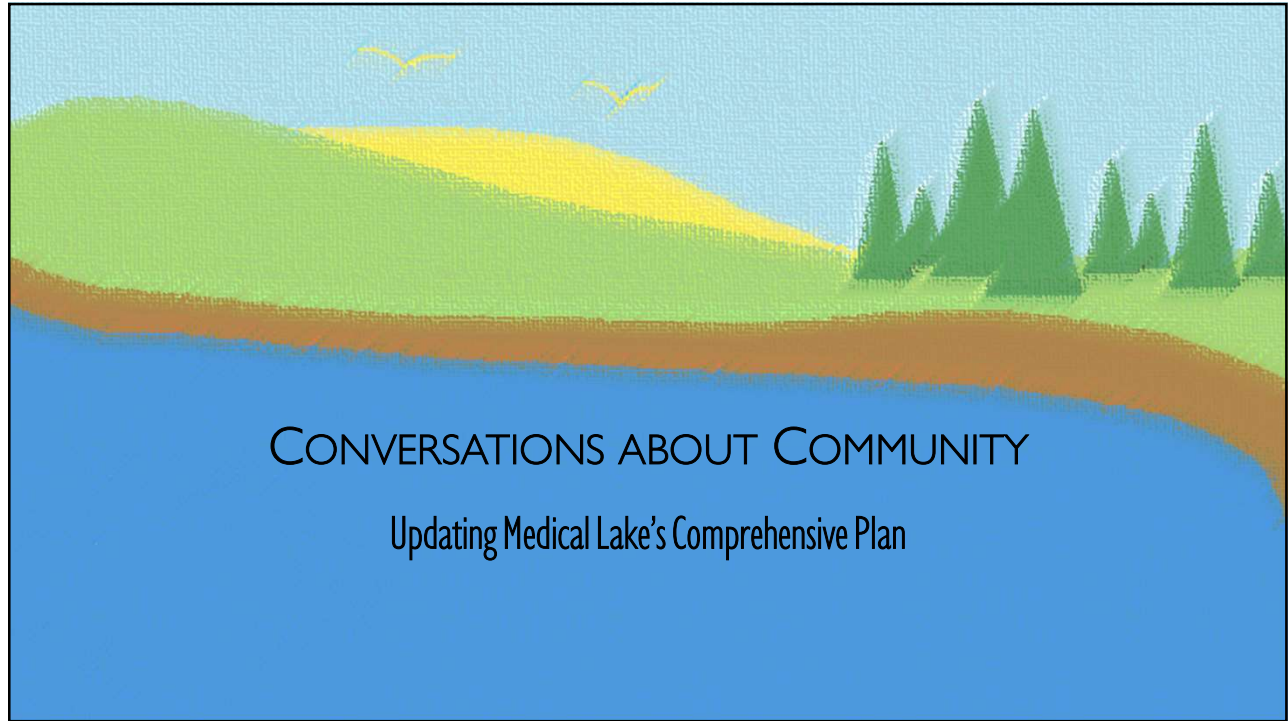
- a) Motion to conclude meeting at 7:00 pm made by Commissioner Mark, seconded by Commissioner Jorgenson, carried 4-0.

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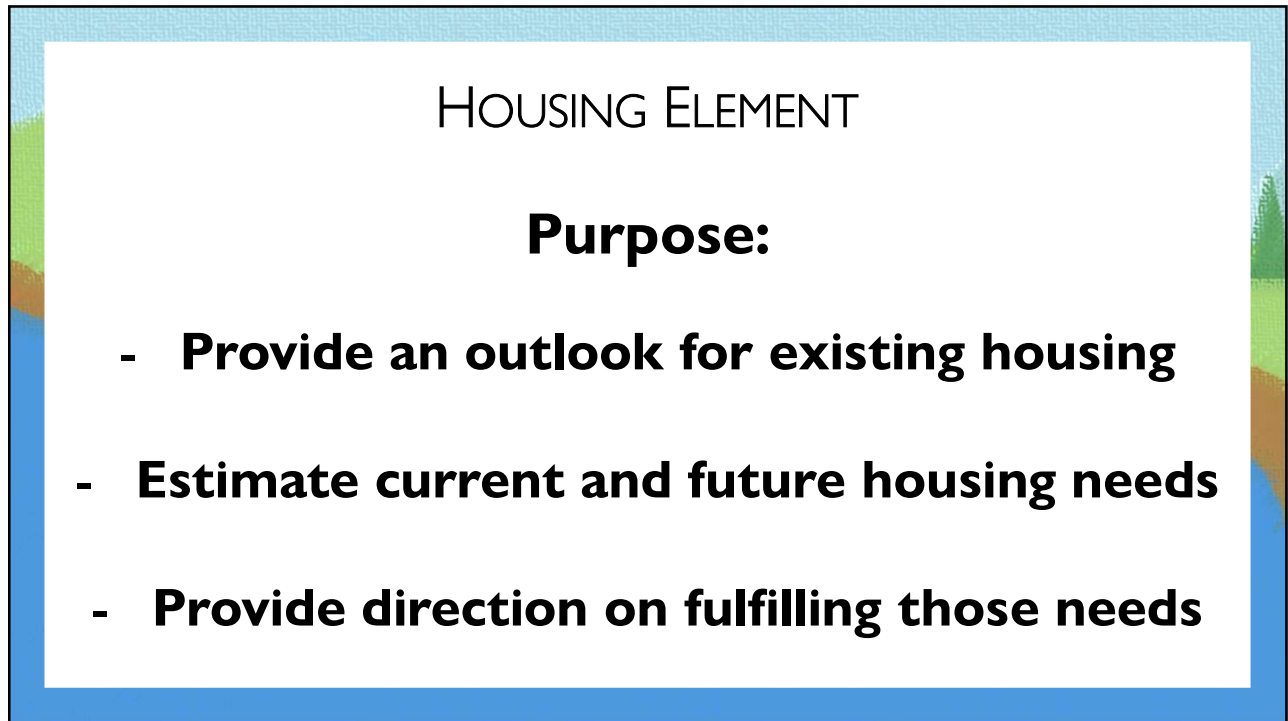
Roxanne Wright, Administrative Assistant

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Date



1



2

HOUSING ELEMENT

**Middle Housing**  
Duplex, Triplex, Four-plex, Rowhouses



Single Detached Unit



Duplex Units




Apartment Units


3

HOUSING ELEMENT


**Accessory Dwelling Unit**




DETACHED




ATTACHED




INTERIOR (UPPER LEVEL)



INTERIOR (LOWER LEVEL)



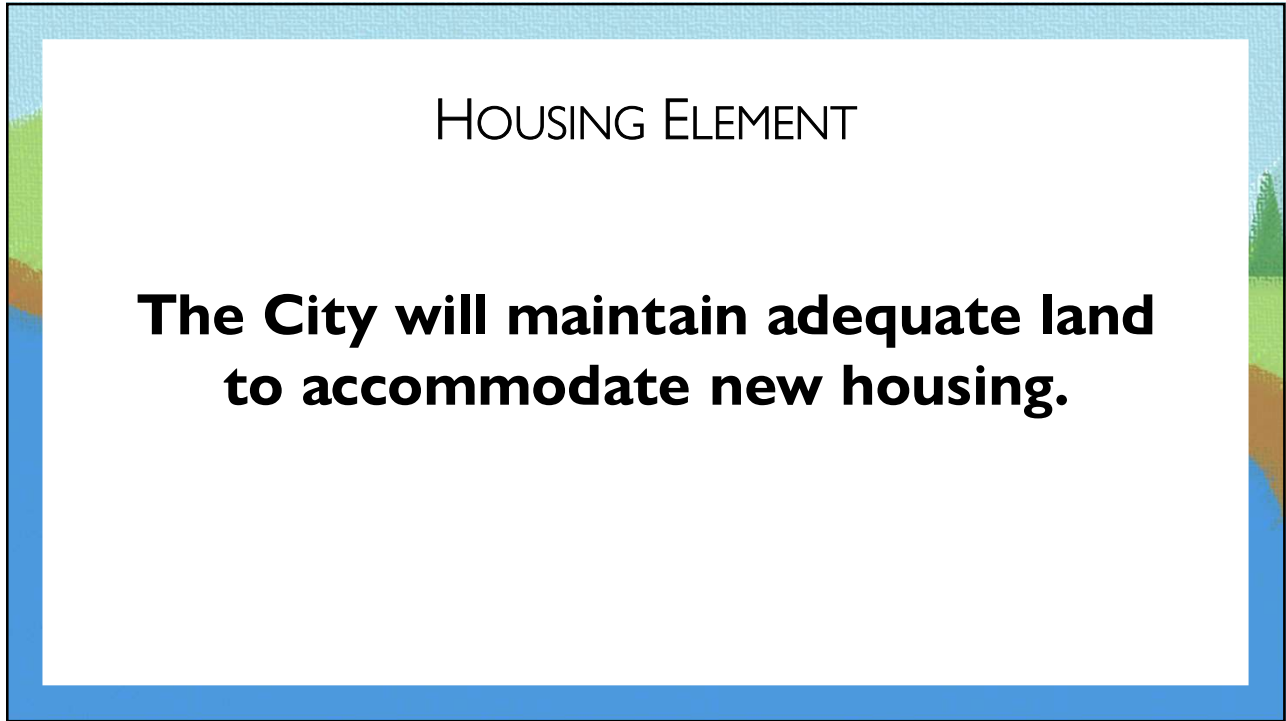
ABOVE GARAGE



GARAGE CONVERSION

▲ Accessory dwelling units (or ADUs) come in many shapes and styles.

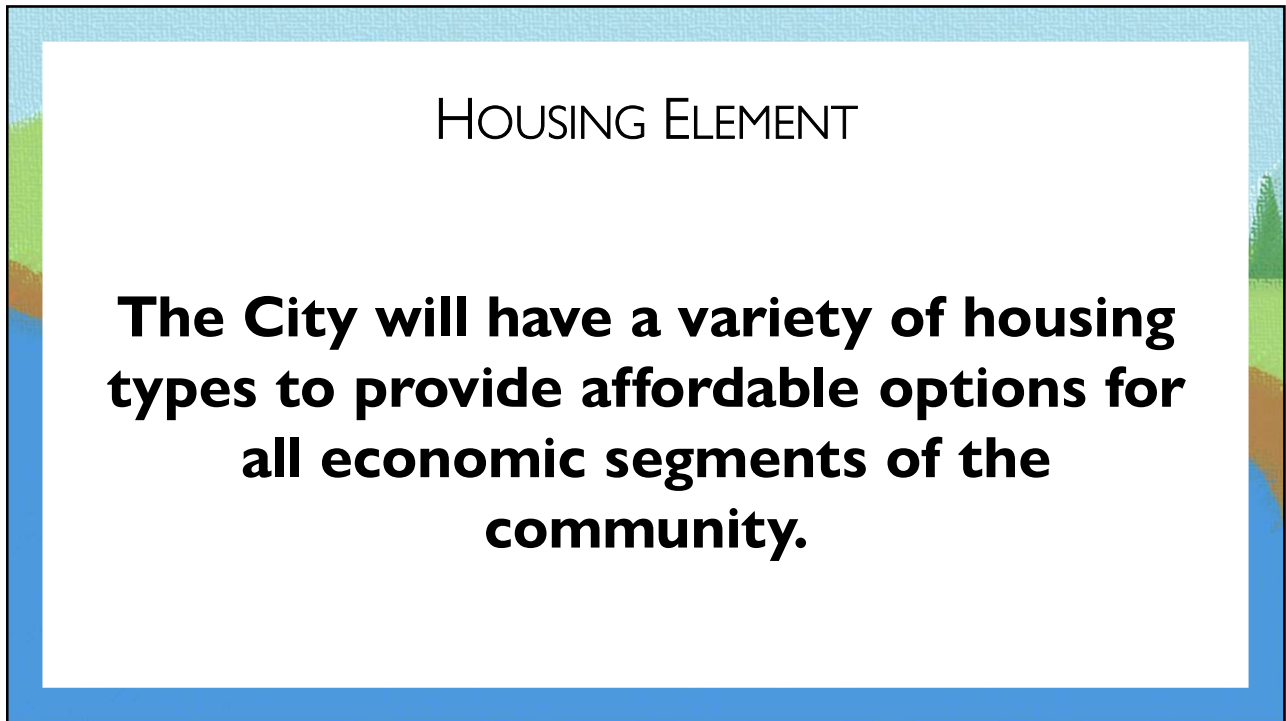
4



HOUSING ELEMENT

**The City will maintain adequate land to accommodate new housing.**

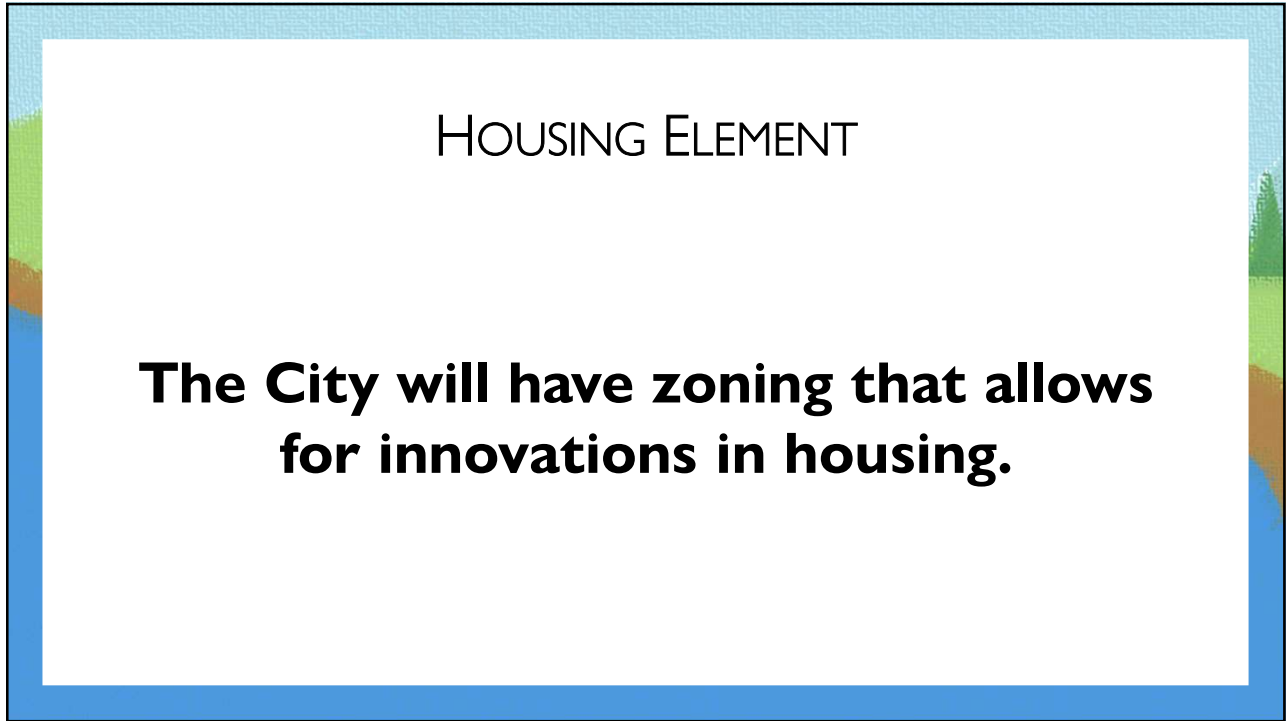
5



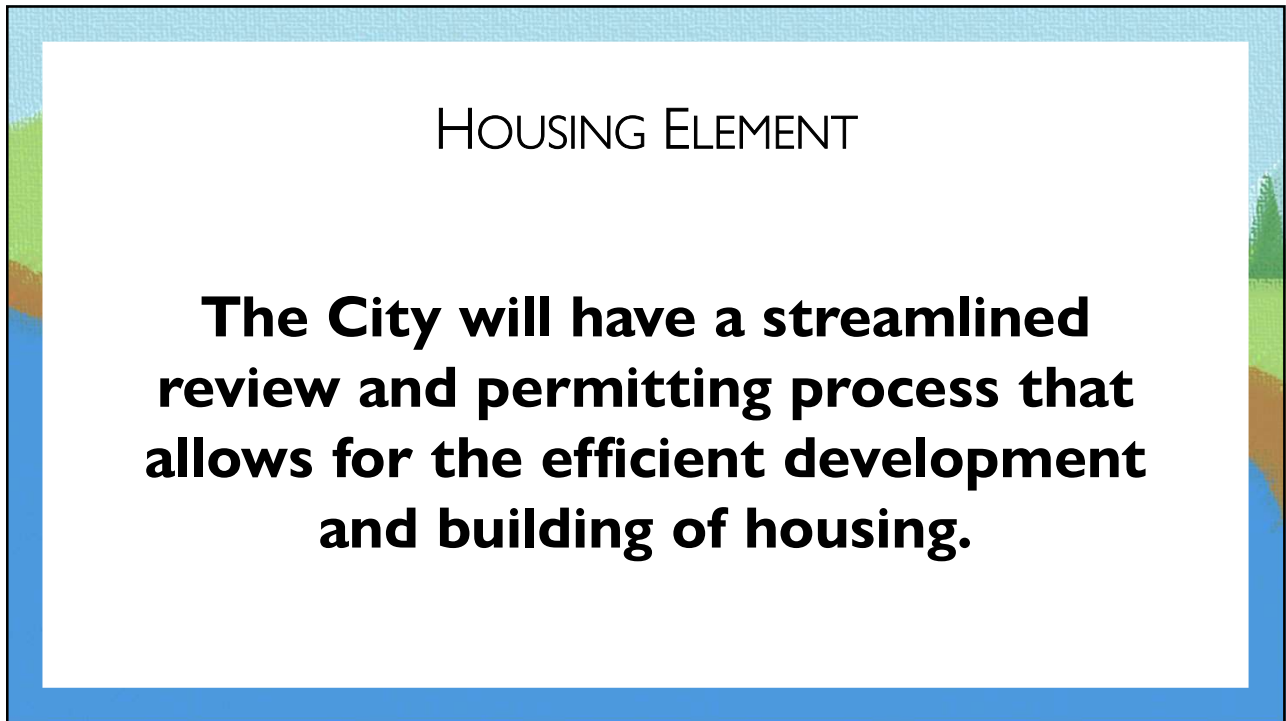
HOUSING ELEMENT

**The City will have a variety of housing types to provide affordable options for all economic segments of the community.**

6



7



8





# Land Use Review Process

Amendments Required by SB 5290

1

# Senate Bill 5290

Timeline for the final decision of a Land Use Review

Current

All Reviews = 120 Days

January 1, 2025

No public notice = 65 Days

Notice, but no Hearing = 100 Days

Public Hearing = 170 Days

2

## Timelines → Review Types

### Review Types

### Timelines

Type I Review

No public notice = 65 Days

Type II Review

Notice, but no Hearing = 100 Days

Type III Review

Public Hearing = 170 Days

Type IV Review

Legislative Review = No Timeline

} Quasi-Judicial

3

## Review Types

### Current

Short Plat  
 Binding Site Plan  
 Final Short Plat  
 Lot Line Adjustment  
 Lot Segregation  
 Lot Merge  
 Final Long Plat  
 Final Binding Site Plan  
 Home Occupation  
 Conditional Use  
 Variance  
 Shoreline Conditional Use  
 Shoreline Variance

Critical Area  
 Long Plat  
 Planned Unit Development  
 Subdivision Variance  
 Subdivision Amendment  
 Rezone (site specific)  
 Zoning Map Amendment  
 Development Code  
 Amendment  
 Comprehensive Plan  
 Amendment  
 Shoreline Substantial  
 Development

### Proposed

Type I Review

Type II Review

Type III Review

Type IV Review

Final Plat Review

4

**Municipal Code**

*Current*

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**Title 15 – Subdivisions**  
**Title 16 – Planning**  
**Title 17 – Zoning**  
**Title 18 – Manufactured Home Community**

*Proposed*

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**Title 19 – Land Use and Development**

5

**Staff Report**

*Criteria*

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**Resolve Inconsistencies**  
**Consistent with the Comprehensive Plan**

*Proposal*

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**Changes to timelines**  
**Creates Consistency in Review Processes**  
**No policy changes**

6

## October 2024 Planning Commission Agenda Items

Among other subjects, four items will appear on the October agenda: 1) Sister Cities, 2) Downtown Park Name, 3) Entry Monuments, and 4) Design Standards. Please read the statements below so that these topics won't require inordinate meeting time.

### **Sister Cities**

Sister city relationships enable image enhancement through association, cultural bonding and exchange, education augmentation, and economic benefit when people visit Medical Lake. Anacortes has sister cities in Japan, Russia, and Canada. Auburn has sister cities in China, Italy, and Korea. Bellingham has sister cities in Japan, Chile, Finland, Korea, and Australia.

I would like three communities to become Medical Lake siblings: 1) Pitlochry, Scotland; 2) Kaua'i, Hawaii; and 3) Cabo San Lucas, Mexico. My primary reason for selecting these three is the attractive cultural diversity and favorable international image they enjoy. Whether they want a relationship with Medical Lake remains to be seen, but an attempt should be made. I'll be happy to take the reins if the City Council wants to make an effort.

### **Downtown Park Name Candidates**

Let's pretend the little downtown park at the foot of Lake Street has no name. No name. We, the Planning Commission, are tasked with finding one. Based on our site's extensive acreage and recreational facilities similarities when compared to other national venues, here are some logical candidates.

- Epcot Park
- Santa Monica Pier Park
- Disneyland Park
- Coney Island Park
- Universal Studios Park

I lean toward "Coney Island Park" because Brooklyn's Coney Island Park, with somewhere around 200 acres, is at the west end of Long Island on the Atlantic Ocean in a metropolitan area with 23 million people, while our half-acre site is 1) on a lake in a metropolitan area of 600,000, 2) three hundred miles from the Pacific Ocean, and 3) 2,225 miles from Coney Island Park. The parallels are striking.

In addition, Brooklyn's Coney Island Park has multiple roller coaster rides, a midway, acres of concrete, and, above all, a lawn, actually more than one. An additional coincidence is our park could also accommodate hundreds of thousands of people.

"Coney Island Park." It just makes too much sense.

### **Monuments**

Between August 7<sup>th</sup> and August 18<sup>th</sup>, I exchanged emails with Parks Director Horton and Mayor Cooper about future entry monuments worthy of the town image as I see it. I provided photos of examples. Mayor Cooper's conviction is that monuments with water

features would fit and enhance the desired Medical Lake image. From the roster of city officials, a small committee, three or four people including the mayor, should be selected and convened to 1) create a concept and 2) then refine the concept into an entry monument design to be located at each entry. While other City projects have greater priority, considering how long it takes to get anything done, “now” is always a good time to get started.

### **Design Standards**

I am the last one to favor heavy-handed government oversight. If Medical Lake is to realize, rather than compromise, its potential, however, residential and commercial design standards need to be implemented. “You can’t judge a book by its cover” may be the ideal but reality is another matter. To get the ball rolling, while we need to take care of existing eyesores, we don’t need to take care of existing eyesores *first*. For as much time as will be required to implement design standards, again, the best time to start is now.

In past meetings, I’ve used Leavenworth as an example of a community that benefited from design standards implementation to achieve a favorable community image. Many other towns in Washington state, e.g., Vashon Island, Gig Harbor, La Conner, Friday Harbor, *et hoc genus omne*, benefit from design standards. Snohomish is organized into three design districts, each with their own set of design standards.

Some consider the prettiest small town (500 homes) in the state to be Seabrook, founded in 2004, an unincorporated planned community that looks 200 - 300 years older – “a West Coast Nantucket” – because of its design standards. When, in his late 20s, Casey Roloff, a homebuilder with no architectural or planning background, conceived Seabrook, he wanted to create a community reminiscent of “before the automobile.” Even with the benefit of starting from scratch, Roloff’s 20-year conceptual success has been remarkable. Lord Hallett would be impressed.

Concept adoption and subsequent design standards implementation enhance town image, community pride, and, by attracting outsiders, business stimulation and growth.