

City of Medical Lake
124 S. Lefevre Street – City Council Chambers
Planning Commission Meeting
September 25, 2025, Minutes

NOTE: This is not a verbatim transcript. Minutes contain only a summary of the discussion. A recording of the meeting is available on the City of Medical Lake's YouTube channel where meetings are livestreamed.

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

- a) Commissioner Veliz called the meeting to order 5:30pm, led the Pledge of Allegiance, and conducted roll call. All commissioners were present in person.

2) ADDITIONS TO AGENDA

- a) Motion to approve agenda as is made by Commissioner Twohig, seconded by Commissioner Mayulianos, carried 5-0.

3) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- a) Commissioner Veliz acknowledged receipt of citizen comments from Tammy Roberson. Comments were emailed to each commissioner and hard copies provided. **Additional comments and handouts provided to Commissioners via email are part of the official record on file at City Hall and can be requested in person or by sending an e-mail to records@medical-lake.org**

4) APPROVAL OF MINUTES – July 24, 2025

- a) Motion to approve made by Commissioner Mayulianos, seconded by Commissioner Mark, carried 5-0.

5) STAFF REPORTS

- a) Elisa Rodriguez
 - i) Provided update on Ring Lake Estates. After the application denial earlier this year, the applicant requested a re-application conference.. The most significant concern is the additional wetlands suspected by the Department of Ecology. The applicant will likely need to wait until April to evaluate the wetlands since one in question is vernal and therefore don't have water in them year-round.

6) SCHEDULED ITEMS

- a) Vote on meeting dates for November and December
 - i) Discussed and agreed to move meetings for November and December to the third week of the month, November 20, 2025, and December 18, 2025. Motion to approve made by Commissioner Twohig, seconded by Commissioner Mayulianos, carried 5-0.
 - ii) Also discussed moving the October meeting as well since both Commissioners Twohig and Veliz will be out of town for the regularly scheduled meeting. Motion to move October meeting to the 16th made by Commissioner Mayulianos, seconded by Commissioner Twohig, carried 5-0.
- b) Comprehensive Plan Update – Middle Housing
 - i) Ms. Rodriguez gave an update on the Comprehensive Plan Update schedule. Wrapping up Phase 2, revised vision statement on website. Asked Commissioners Mayulianos and Twohig to summarize community input they received during outreach. Mostly positive input. Most felt there were sufficient amenities in town and would like to see the city remain small, not bigger like Cheney. Lots of talk about desiring a community center for seniors and teens. Would like to see city continue improving parks. Ms. Rodriguez will provide summary of all community input and post on website. Now moving into Phase 3, storyboard, trends and opportunities. Will provide quick guides to trends and opportunities on the website next Friday.
 - ii) Ms. Rodriguez gave a presentation on middle housing. See attached.

7) PUBLIC HEARING – None

8) COMMISSION MEMBERS' COMMENTS OR CONCERNS

- a) Commissioner Mayulianos – her granddaughter and friends want to do community project related to benches for the city. Mr. Weathers addressed and would like to learn more about it. Benches could possibly be used at the

STA stops.

- b) Commissioner Mark – asked if there will be insulation put in the kitchen wall. Yes. Asked for a Coney Island dock update. Mr. Weathers stated that it is on hold until next year due to contractor and timeline issues.
- c) Commissioner Munson – shared thoughts in response to Ms. Nichols’ concerns about parking. (see below). Referenced a subdivision outside Salt Lake City – narrow, no parking on the street.

9) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- a) Diane Nichols, resident of Medical Lake – re: multi-family units. What kind of parking is available or required? Ms. Rodriguez responded – current code is two spaces per unit. Discussion to be had on whether to keep or change in the future. Shared her concerns about parking as a resident of Fox Hollow, it’s a problem. It is difficult for buses to navigate with cars on both sides. Suggested maybe one-sided parking only.

10) CONCLUSION

- a) Motion to conclude at 6:47 pm made by Commissioner Twohig, seconded by Commissioner Mayulianos, carried 5-0.

Roxanne Wright

Roxanne Wright, Administrative Clerk

October 16, 2025

Middle Housing

Duplexes, Triplexes, Etc..

Cottage Housing

Townhouses

1

Duplexes Examples



2

Cottage Housing Examples

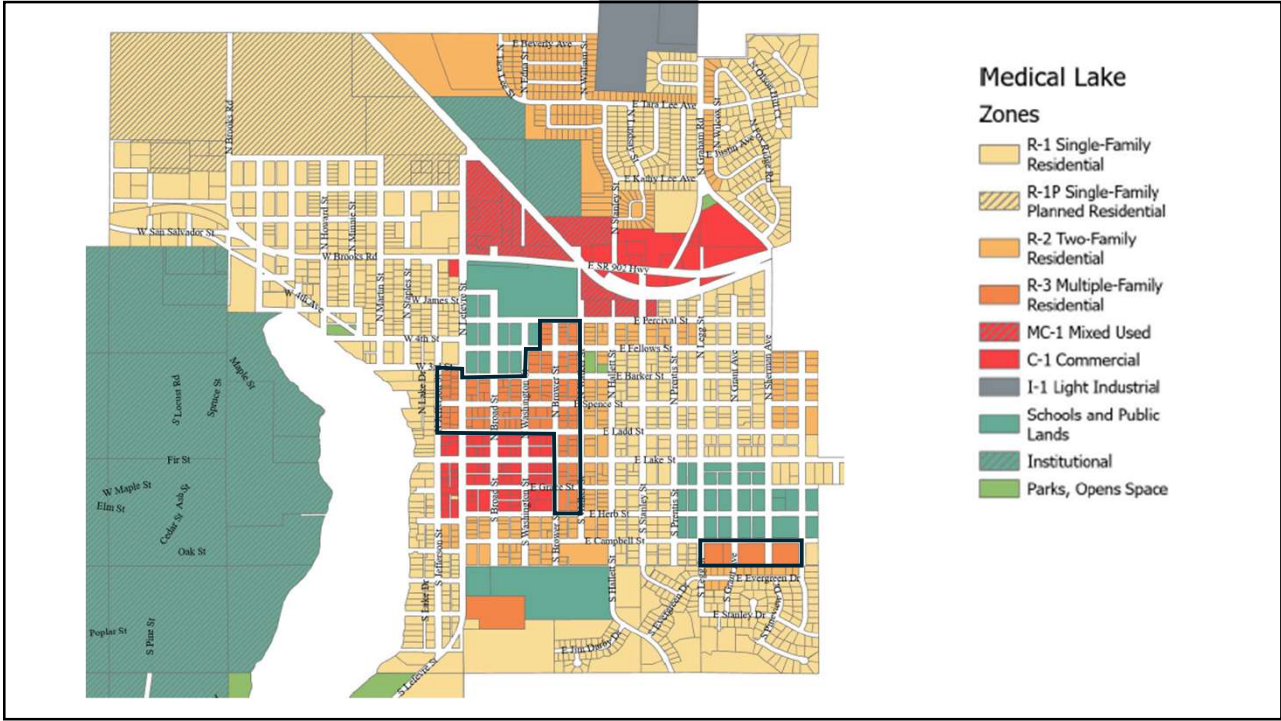


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Townhouse Examples



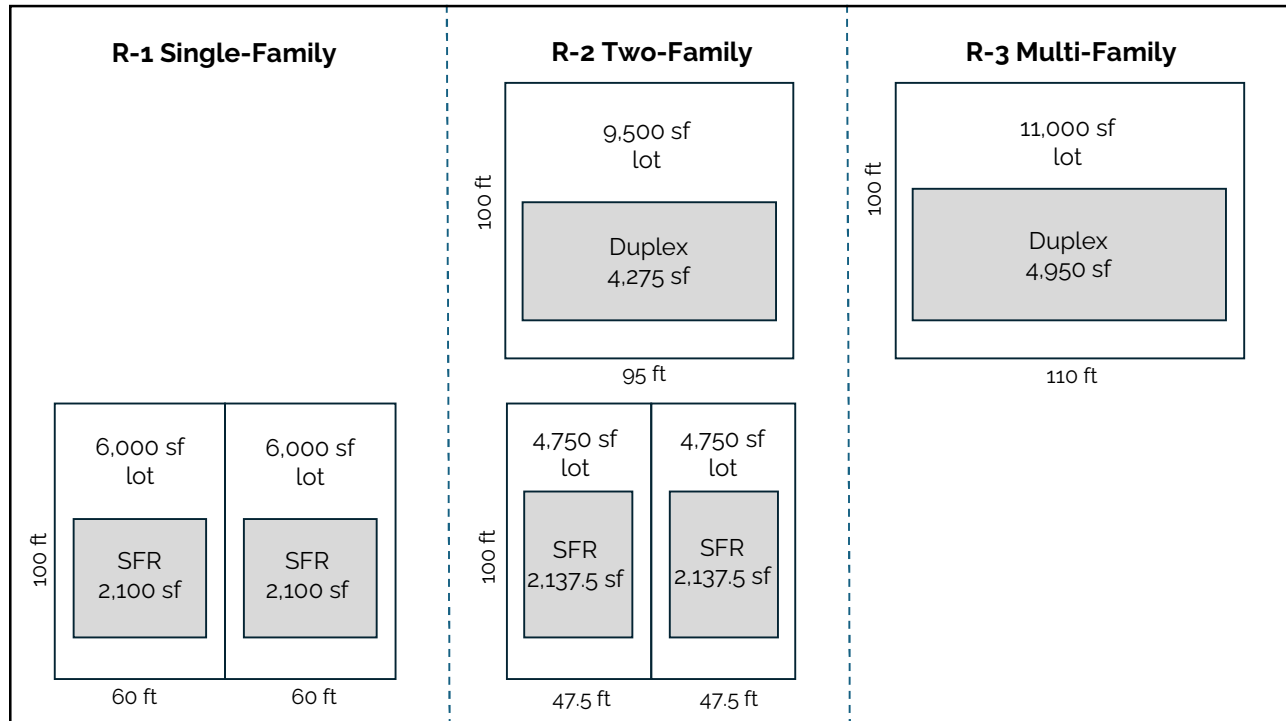
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	R-1 Single Family	R-2 Two-Family	R-3 Multi-Family
Min Lot Size	6,000 sf (SFR)	4,750 sf (SFR) 9,500 sf (Duplex)	11,000 sf (Duplex) 13,000 sf (Triplex) 15,000 sf (Fourplex) + 2,000 per unit
Min Lot Width	60 feet	80 feet	80 feet
Max Building Coverage	35%	45%	45%
Setbacks	Front = 15 feet Garage Entrance = 20 ft Interior Side = 5 feet Corner Side = 10 feet Rear = 15 feet	Same	Same

6



7



14,700 square foot lot
Existing house (SFR)

R-3 Zone

SFR's are not allowed

Minimum lot size:
11,000 sf for a duplex
13,000 sf for a triplex
15,000 sf for a fourplex

Minimum lot width:
80 feet

Maximum building coverage:
45%

Setbacks:
Front = 15 feet
Interior Side = 5 feet
Corner Side = 10 feet
Rear = 15 feet

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Duplexes in Medical Lake



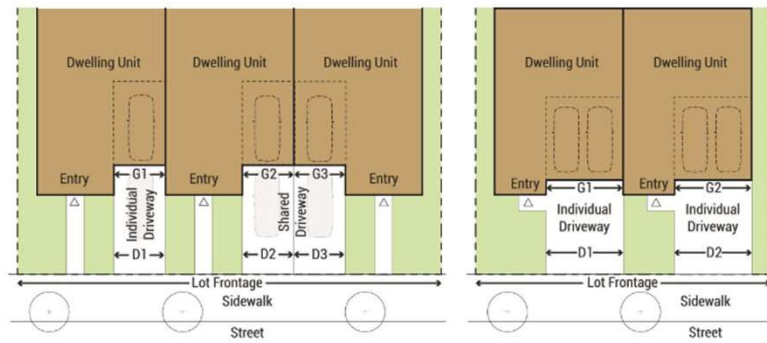
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Purpose of Design Standards

1. Promote compatibility of middle housing with other residential uses, including single-family houses.
2. De-emphasize garages and driveways as major visual elements along the street.
3. Provide clear and accessible pedestrian routes between buildings and streets.
4. Implement the definitions of cottage housing and courtyard apartments provided by state law.

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Garage/Driveway Limitations

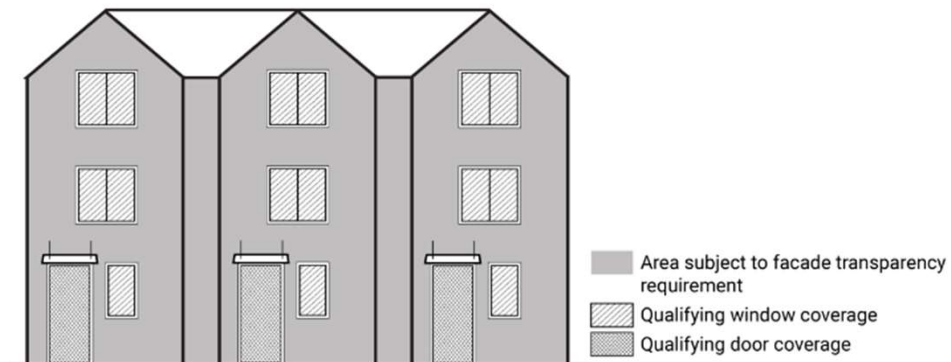


$\frac{(G1+G2+G3)}{\text{Lot Frontage}}$ must be no more than 60%
 $(D1+D2+D3)$ must not exceed 32 feet per frontage
 Individual driveway width (any "D#") shall not exceed 20 feet

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Minimum Window Requirements

- J. Windows and doors. A minimum of 15 percent of the area of the street-facing façade elevation shall include windows or doors (excluding garage doors). Facades separated from the street by a dwelling or located more than 100 feet from a street are exempt from this standard.



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