



City of Medical Lake
124 S. Lefevre Street – City Council Chambers
Planning Commission Meeting
January 22, 2026, 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 at 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 as is made by Commissioner Twohig, seconded by Commissioner Mark, carried 5-0.

3) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- a) Commissioner Veliz acknowledged comments received from resident Tammy Roberson regarding agenda. All Commissioners received and have read. *The full comments 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 – December 18, 2025

- i) Motion to approve made by Commissioner Twohig,
ii) Commissioner Mark would like wording added to item 7vii1 to be changed to “Motion to recommend approval of MLMC amendments regarding Amendment Criteria to City Council....”
1. Motion to include wording change made by Commissioner Mark, seconded by Commissioner Altheide, carried 5-0.
iii) Commissioner Twohig withdrew his original motion and made a new motion to approve minutes as amended, seconded by Commissioner Mark, carried 5-0.

5) STAFF REPORTS

- a) Elisa Rodriguez, City Planner – welcomed new Commissioner Jim Rowe. The Periodic Update schedule has been shifted one month forward for the Comprehensive Plan subject.

6) SCHEDULED ITEMS

- a) Periodic Update: Housing Needs Assessment
i) Ms. Rodriguez gave a presentation. See attached. Discussion held regarding emergency housing, ADU's, subsidized housing, and cottage housing. All preliminary discussions.
b) Periodic Update: Zoning Amendments
i) Ms. Rodriguez gave a presentation. See attached. Discussion held. Ms. Rodriguez explained how zoning adapts over time. Goal is to correct and clarify code.

7) PUBLIC HEARING – None

8) COMMISSION MEMBERS' COMMENTS OR CONCERNS

- a) Commissioner Rowe – appreciates everything Ms. Rodriguez has done.
b) Commissioner Twohig – the further along this process goes, the more complicated it becomes, but it's worthwhile and interesting work that is impactful to the community. Has learned a lot in the last few months.
c) Commissioner Altheide – enjoying this process, finds it fun.
d) Commissioner Mark – thankful to have Ms. Rodriguez as the Planner, she makes things easier to understand and is encouraging and helpful.
e) Commissioner Veliz – echoed thankfulness to Ms. Rodriguez for her work and help. Would like to review PC policies and procedures since it's been a couple of years. Asked if anyone would like to make a motion. Commissioner Twohig wondered how to fit that in with the work ahead.
i) Commissioner Twohig motioned to place review of the Planning Commission Policies and Procedures on the April agenda, seconded by Commissioner Altheide, carried 5-0.

- f) Commissioner Veliz informed the Commission that he would not be present for the February 26th meeting.
- i) Motion to approve absence made by Commissioner Twohig, seconded by Commissioner Altheide, carried 4-0-1 with Commissioner Veliz abstaining.

9) **INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS** – None

10) **CONCLUSION**

- a) Motion to conclude at 6:55pm made by Commissioner Altheide, seconded by Commissioner Rowe, carried 5-0.

Roxanne Wright

Roxanne Wright, Administrative Clerk

2/26/26

Date



1

Housing Units by Income

	Extremely Low Income		Very Low Income	Low Income	Moderate Income				
	0-30% AMI Non-PSH	0-30% AMI PSH	>30-50% AMI	>50-80% AMI	>80-100% AMI	>100-120% AMI	>120% AMI	Total	Emergency Housing
Existing Housing Units	184	0	159	839	329	96	221	1828	0
	10%	0%	9%	46%	18%	5%	12%	100%	
Needed Housing Units	95	27	65	39	21	17	65	329	15
	29%	8%	20%	12%	6%	5%	20%	100%	
Total Housing Units	279	27	224	878	350	113	286	2157	15
	13%	1%	10%	41%	16%	5%	13%	100%	
*Area Median Income									
*Permanent Supportive Housing									

2

Income Level and Housing Type

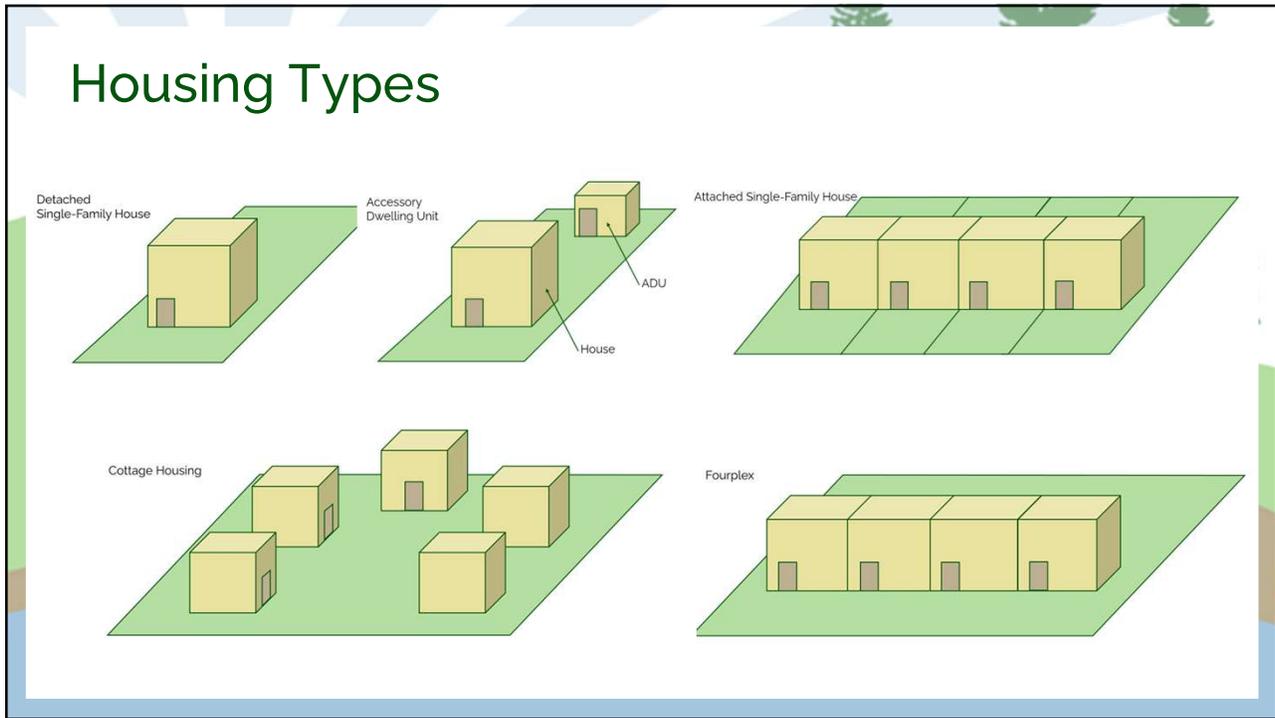
Housing Type	Detached Single-Family Houses	Townhouses and Plexes	Apartments	Accessory Dwelling Units	Apartments with Subsidies
Income Needed	>120% AMI	>80-120% AMI	>50-80% AMI	>50-80% AMI	0-50% AMI

3

Housing Units by Type

	Single-Family	Plexes	Apartments	Total Units
Existing Housing Units	1291	331	204	1828
	70.6%	18.1%	11.2%	100%
Additional Potential Units per LCA	204	48	41	293
	69.6%	16.4%	14.0%	100%
Total Housing Units	1495	379	245	2119
	70.6%	17.9%	11.6%	100%

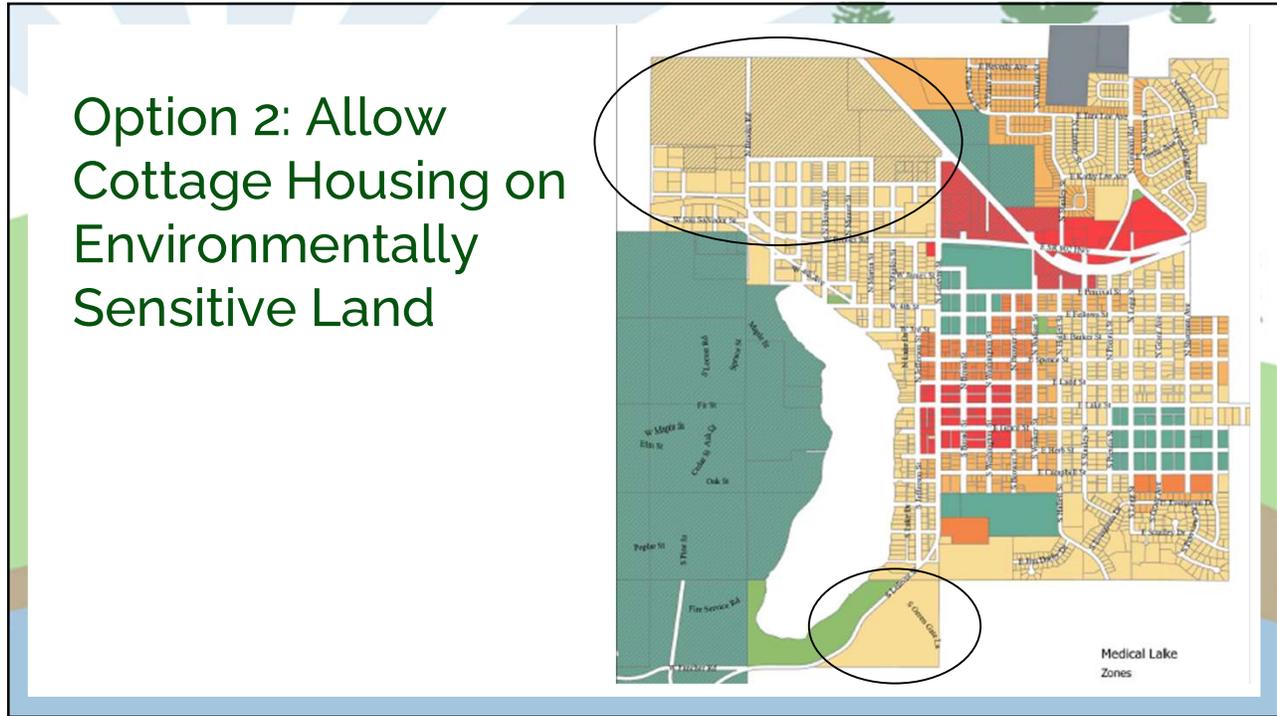
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Option 3: Change commercial zoning standards to make residential development more attainable

C-1 Zone

Residential dwelling units in conjunction with the primary commercial business, provided that any such dwelling unit is located on floors above the first story, and that use of said first story remains at a minimum of 80% commercial use

MC-1 Zone

Multifamily residential structures containing twelve or more units and residential dwelling units in conjunction with the primary commercial business

8

Option 4: Remove minimum lot standards in the Multi-Family Residential (R-3) Zone

The minimum lot size is eleven thousand square feet for two units and an additional two thousand square feet for every additional unit.

9

Option 5: Allow more flexibility and housing types in zones that allow dwelling units

R-1 Zone = Single-Family House

R-2 Zone = Single-Family House or Duplex or Townhouse

R-3 Zone = Plexes or Apartments

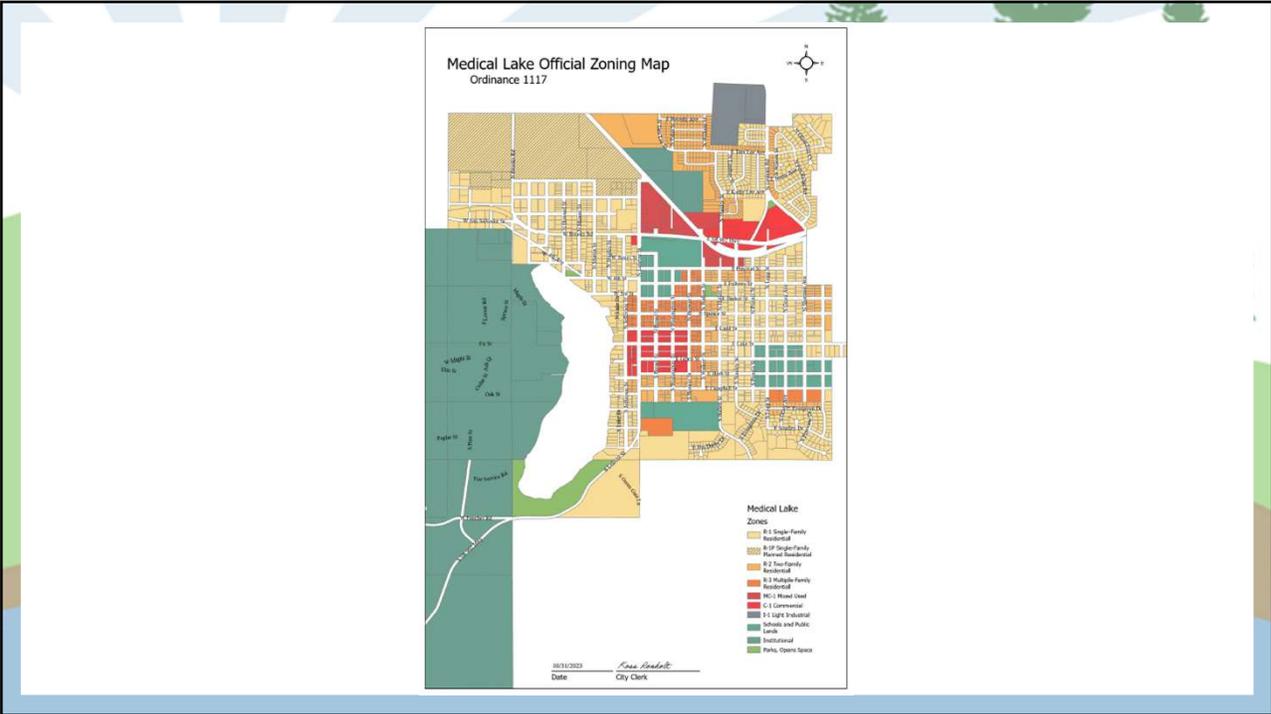
C-1 Zone = Apartments

MC-1 Zone = Apartments

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Existing Zones

- Single-Family Residential (R-1)
- Single-Family Planned Residential (R-1P)
- Two-Family Residential (R-2)
- Multiple-Family Residential (R-3)
- Mixed Use (MC-1)
- Commercial (C-1)
- Light Industrial (L-1)
- Schools and Public Lands
- Institutional
- Parks, Open Space

3

Lot Size Standards

Zone	Max Density	Min Lot Size	Min Lot Width	Min Street Frontage
Single-Family Residential (R-1)	7.3 units per acre	6,000 sf	60 feet	50 feet
Single-Family Planned Residential (R-1P)	7.3 units per acre	6,000 sf	60 feet	50 feet
Two-Family Residential (R-2)	9.2 units per acre	9,500 sf (4,750 sf)	80 feet	60 feet
Multiple-Family Residential (R-3)	18.3 units per acre	11,000 sf (2 units) + 2,000 per additional unit	80 feet	60 feet
Mixed Use (MC-1)	None	3,500 sf	40 feet	30 feet
Commercial (C-1)	None	3,500 sf	30 feet	30 feet
Light Industrial (L-1)	Residential not allowed	5,000 sf	50 feet	50 feet
Schools and Public Lands	Residential not allowed	6,000 sf	60 feet	50 feet
Institutional	Residential not allowed	none	none	none
Parks, Open Space		none	none	none

4

Development Standards

Zone	Max Building Coverage	Front Setback	Garage Entrance Setback	Rear Setback	Interior Side Setback	Exterior Side Setback	Max Height
Single-Family Residential (R-1)	35%	15 feet	20 feet	15 feet	5 feet	10 feet	35 feet
Single-Family Planned Residential (R-1P)	35%	15 feet	20 feet	15 feet	5 feet	10 feet	35 feet
Two-Family Residential (R-2)	45%	15 feet	20 feet	15 feet	5 feet	10 feet	35 feet
Multiple-Family Residential (R-3)	45%	15 feet	none	5 feet*	5 feet	10 feet	40 feet
Mixed Use (MC-1)	85%*	5 feet	5 feet	5 feet*	5 feet	5 feet	40 feet
Commercial (C-1)	100%	none	none	none	none	none	40 feet
Light Industrial (L-1)	45%*	30 feet	none	20 feet*	10 feet*	30 feet	40 feet
Schools and Public Lands	35%	15 feet	none	5 feet	5 feet	10 feet	35 feet
Institutional	none	none	none	none	none	none	none
Parks, Open Space	none	none	none	none	none	none	none

5

Use

- Residential
 - Retail
 - Office
 - Storage
 - Parking
 - Industrial
- Commercial
 - Medical
 - School
- Government

Development

- House
- Duplex
- Apartments
- Building
 - Shop
 - Garage
 - Shed
- Landscaping
- Parking Lot
- Fence

6

Uses (R-1 example)

Permitted (Primary) Uses

- (1) One single-family building per lot;
- (2) Noncommercial gardening and fruit raising;
- (3) Signs in accordance to [Chapter 17.39](#), Signs;
- (4) Fences and hedges in accordance to [Chapter 17.40](#), Fences and Hedges;
- (5) Planned unit developments a minimum of two acres in size, in accordance to [Chapter 17.34](#), Planned Unit Development;
- (6) Wireless communication service facilities in accordance to [Chapter 17.52](#), Wireless Communications Facilities;
- (7) Animals in accordance with MLMC [Title 7](#), Animals.

Accessory Uses

- (1) One above or below ground private swimming pool per lot shall be enclosed by a fence at least forty-eight inches high with a locking entry gate or otherwise in accordance with the International Building Code.
- (2) Outdoor patio and/or deck (covered and uncovered);
- (3) Home occupations in accordance with [Chapter 17.45](#), Home Occupation Permit;
- (4) One of the following accessory buildings provided in subsection (4)(A) of this section and one of the accessory buildings provided in subsection (4)(B) of this section and any combination of two of the accessory buildings provided in subsection (4)(C) of this section:
 - (A) Attached garage or carport or structure that combines these two uses.
 - (B) Detached garage or carport or work shop or structure that combine one or more of these uses.
 - (C) Detached minor structure such as a storage building, gazebo, hot-tub enclosure, greenhouse, or play house.

Conditional Uses

- (1) Churches, schools, hospitals and government;
- (2) Dependent care housing;
- (3) Essential public facilities other than secure community transition facilities.

7

Permitted Uses (C-1 example)

- (1) Specified wireless communications facilities pursuant to MLMC [Chapter 17.52](#), Wireless Communications Facilities;
- (2) Banks and professional offices;
- (3) Barbershops, beauty parlors;
- (4) Billiard and pool parlors;
- (5) Theaters, recreational centers and other places of amusement;
- (6) Restaurants, cafes, taverns;
- (7) Small machinery rental and repair (individual machine weighing less than five hundred pounds);
- (8) Studios, undertaking establishments;
- (9) Package liquor sales;
- (10) Bus depots;
- (11) Commercial garages, automobile sales, service, motor vehicle drive-yourself auto and truck rentals, gasoline service stations;
- (12) Lumberyards having as the essential purpose the sale of merchandise to customers;
- (13) Laundries and dry-cleaning establishments;
- (14) Heating and plumbing equipment sales, supplies, installation and service;
- (15) Accessory uses, such as repair service relating to the sales in the essential and permitted uses;
- (16) Operation of motors and other equipment relating to the function of the essential use;
- (17) Signs in accordance with MLMC [Chapter 17.39](#), Signs;
- (18) Mini-storage facilities provided that they are not located within the established central business district boundaries;
- (19) Animal hospitals and clinics for the treatment and the hospitalization of dogs and cats and other small animals, excluding livestock, while actually undergoing medical treatment; the conduct of a kennel for the board or keeping of animals is not a permitted use in a C-1 zone;

- (20) Post offices, library, government offices;
- (21) Parking in accordance with MLMC [Chapter 17.36](#), Off-Street Parking;
- (22) Newspaper offices, printing and copying services;
- (23) Nursery, greenhouse;
- (24) Upholstery shop;
- (25) Hotel, motel, bed and breakfast;
- (26) Carwash;
- (27) Educational services;
- (28) Residential dwelling units (apartments or condominium-type) in conjunction with the primary commercial business, provided that any such dwelling unit is located on floors above the first story, and that use of said first story remains at a minimum of eighty percent commercial use;
- (29) Grocery and convenience stores;
- (30) Fraternal halls;
- (31) Exercise facility/spa;
- (32) Any uses not listed may be permitted if it is found that the proposed use conforms with the spirit and intent of all sections of the C-1 zone.
- (33) Day care center.

8

Housing Types

R-1 Zone = Single-Family House

R-2 Zone = Single-Family House or Duplex or Townhouse

R-3 Zone = Plexes or Apartments

C-1 Zone = Apartments

MC-1 Zone = Apartments

9

Actions Being Considered

1. Remove R-1P Zone
2. Consolidate C-1 , I-1, and MC-1 Zones
3. Consolidate Schools & Public Land, Institutional, and Parks Open Space
4. Remove minimum lot size for zones other than R-1
5. Change residential restrictions in commercial zones
6. Allow more housing types in residential and commercial zones
7. Provide for the opportunity to cluster development in environmentally sensitive areas
8. Simplify use categories
9. Consolidate development standards
10. Clean up permitted (primary), accessory, and conditional uses

10