

**CITY OF MEDICAL LAKE  
SPOKANE COUNTY, WASHINGTON  
ORDINANCE NO. 1149**

**AN ORDINANCE OF THE CITY OF MEDICAL LAKE, WASHINGTON RELATING TO  
AMENDMENTS TO TITLES 2, 11, 12, 15, 16, 17, AND 19 OF THE MEDICAL LAKE  
MUNICIPAL CODE REGARDING PARKING, CONCURRENCY, PRIVATE STREETS,  
PLANNED UNIT DEVELOPMENTS, AND THE COMMUTE TRIP REDUCTION PLAN**

WHEREAS, the City of Medical Lake (City) is a fully-planning city under the Growth Management Act (GMA); and

WHEREAS, pursuant to RCW 36.70A.070, the City must have a Comprehensive Plan; and

WHEREAS, pursuant to RCW 36.70A.040, the City must have development regulations that implement the Comprehensive Plan; and

WHEREAS, Parking and Concurrency regulations and the Commute Trip Reduction Plan implement the Comprehensive Plan; and

WHEREAS, to better serve the City and its citizens, a new chapter, Chapter 19.650 – Parking, is being added to the MLMC to replace MLMC Chapter 17.36 – Off Street Parking; and

WHEREAS, to better serve the City and its citizens, a new chapter, Chapter 2.90 – Commute Trip Reduction Plan, is being added to the MLMC to replace MLMC Chapter 16.22 – Commute Trip Reduction Ordinance and Plan; and

WHEREAS, to better serve the City and its citizens, new chapters, Chapter 19.180 – Concurrency Review, Chapter 11.30 – Transportation Concurrency, and Chapter 12.40 – Water, Sewer, and Stormwater Concurrency, are being added to the MLMC to replace MLMC Chapter 16.02 - Concurrency; and

WHEREAS, to better serve the City and its citizens, Chapter 15.40 – Private Road Standards, and Chapter 17.34 – Planned Unit Developments, are being deleted; and

WHEREAS, a State Environmental Protection Act (SEPA) checklist and a determination of non-significance were distributed on May 8, 2026, and no comments were received and the DNS is retained; and

WHEREAS, the City of Medical Lake Planning Commission (Planning Commission) considered the proposed text amendments at a properly noticed public hearing on May 28, 2026, so as to receive public testimony; and

WHEREAS, at its May 28, 2026, meeting, the Planning Commission voted to recommend approval of the amendments; and

WHEREAS, pursuant to RCW 36.70A.106, on May 22, 2026, the City provided the Washington State Department of Commerce with a sixty (60) day notice of its intent to adopt the amendment(s) to the MLMC; and

WHEREAS, on July 7, 2026, the City of Medical Lake City Council (City Council) discussed the proposed text amendments at a properly noticed open public hearing; and

WHEREAS, the City Council considered the entire public record, public comments, written and oral, and the Planning Commission’s recommendation; and

WHEREAS, this Ordinance is supported by the staff report and materials associated with this Ordinance, including documents on file with the City; and

WHEREAS, this Ordinance is also supported by the professional judgment and experience of the City staff who have worked on this proposal; and

WHEREAS, the City Council determined that the proposed amendments are in accord with the Comprehensive Plan, will not adversely affect the public health, safety, or general welfare, and are in the best interest of the citizens and property owners of the City; and

WHEREAS, the City Council determined that the proposed amendments are consistent with the goals and requirements of the GMA.

NOW, THEREFORE, the City Council of the City of Medical Lake, Washington does ordain as follows:

**Section 1.** Amendment. Chapter 2.90 – Commute Trip Reduction Plan, is hereby added to the MLMC.

**2.90.010 - Purpose**

The purpose of this Chapter is to provide for the administration of a Commute Trip Reduction Program consistent with state law to reduce single-occupancy vehicle commute trips, improve air quality, and help manage congestion in the City and the region.

**2.90.020 – Applicability**

This Chapter applies to all applicable employers and worksites within the City that are subject to the Commute Trip Reduction requirements of RCW 70A.15 RCW.

**2.90.030 –Plan Adoption and Amendments**

The City maintains a Commute Trip Reduction (CTR) Plan pursuant to RCW 70A.15.4020. The City Council has adopted a CTR Plan by resolution, as amended from time to time, which is on file with the City Clerk.

**2.90.040 - Administration**

The City shall administer the CTR Program in accordance with state law, the adopted CTR Plan, and applicable rules of the Washington State Department of Transportation.

**Section 2.** Amendment. Chapter 11.30 – Transportation Concurrency, is hereby added to the MLMC.

**11.30.010 Purpose**

The purpose of this Chapter is to implement the transportation concurrency requirements of the Growth Management Act by ensuring that new development is supported by adequate transportation facilities. Development shall not reduce adopted transportation levels of service below minimum standards unless improvements, strategies, or other measures are provided concurrent with the impacts of development.

### **11.30.020 Concurrency Review**

The Concurrency Review process is located in MLMC Chapter 19.180 - Concurrency Review.

### **11.30.030 Responsible Official**

The Public Works Director, or designee, shall be the responsible official for administering and making determinations regarding transportation concurrency under this Chapter, as well as tracking capacity to inform the Capital Improvement Plan.

### **11.30.040 Facilities Subject to Concurrency**

Transportation concurrency shall apply to the City's transportation system, including City-owned streets and intersections classified as arterials, collectors, or local streets; and associated multimodal facilities serving those streets, including pedestrian, bicycle, transit, and emergency access facilities, as applicable.

### **11.30.050 State Route 902**

State Route 902 is a Highway of State Significance and under the jurisdiction of the Washington State Department of Transportation (WSDOT). WSDOT shall be consulted on issues of concurrency and their comments incorporated into the review.

### **11.30.060 Level of Service Standards**

Transportation level-of-service (LOS) standards shall be those adopted in the Comprehensive Plan.

### **11.30.070 Concurrency Evaluation**

Transportation concurrency shall be evaluated as follows:

- A. Identify Affected Facilities. The City shall determine which arterial, collector, and local streets are reasonably expected to provide access to the proposed development.
- B. Assess Level of Service Impacts. The City shall determine whether the proposed development would cause any adopted LOS standard to fall below the applicable minimum standard or exacerbate an existing deficiency in adopted LOS standards.
- C. Consider Funded Transportation Improvements. The City shall identify any fully funded and scheduled transportation projects included in the Capital Improvement Plan that are reasonably expected to address impacts to affected facilities within the concurrency timeframe.
- D. Off-Site Improvements. The City shall determine whether off-site transportation improvements, not included in the Capital Improvement Plan, are necessary to address impacts attributable to the proposed development in order to maintain adopted LOS standards for the safe and efficient movement of people and vehicles.
- E. On-Site and Frontage Improvements. The City shall evaluate whether the proposed development includes onsite and frontage improvements consistent with adopted City standards, including utilities, curbs, gutters, sidewalks, bicycle facilities where appropriate, and roadway improvements necessary to serve the project in a manner consistent with safety, accessibility, and the public interest.

### **11.30.080 Written Determination**

- A. The Public Works Director, or designee, shall issue a written transportation concurrency determination to the Planning Official.
- B. The written determination shall state whether transportation concurrency is:
  - 1. Satisfied;
  - 2. Satisfied with conditions or required mitigation; or
  - 3. Not satisfied.
- C. Any required mitigation or conditions of approval shall be clearly identified in the determination.

**Section 3.** Amendment. Chapter 12.40 – Water, Sewer, and Stormwater Concurrency, is hereby added to the MLMC.

### **12.40.010 Purpose**

The purpose of this Chapter is to implement the water, sewer, and stormwater concurrency requirements of the Growth Management Act by ensuring that new development is supported by adequate public utility facilities. Development shall not reduce adopted levels of service for water, sewer, or stormwater systems below minimum standards unless improvements, strategies, or other measures are provided concurrent with the impacts of development.

### **12.40.020 Responsible Official**

The Public Works Director, or designee, shall be the responsible official for administering and making determinations regarding water, sewer, and stormwater concurrency under this Chapter, as well as tracking capacity to inform the Capital Improvement Plan.

### **12.40.030 Concurrency Review**

The Concurrency Review process is located in MLMC Chapter 19.180 - Concurrency Review.

### **12.40.040 Facilities Subject to Concurrency**

Water, sewer, and stormwater concurrency shall apply to the City’s public utility systems, including:

- A. Water systems: water supply sources, treatment facilities, storage reservoirs, pump stations, transmission and distribution mains, and related appurtenances;
- B. Sanitary sewer systems: wastewater collection systems, lift stations, treatment facilities, and conveyance infrastructure; and
- C. Stormwater systems: drainage facilities, including pipes, ditches, culverts, inlets, detention and retention facilities, outfalls, green infrastructure, and other stormwater management systems owned or operated by the City or serving the City.

### **12.40.050 Level of Service Standards**

Water, sewer, and stormwater level of service (LOS) standards shall be those adopted in the Comprehensive Plan. LOS shall be measured using available system capacity relative to projected demand, as demonstrated through engineering analysis, system modeling, or adopted capacity standards.

#### **12.40.060 Concurrency Evaluation**

Water, sewer, and stormwater concurrency shall be evaluated as follows:

- A. Identify Affected Facilities. The City shall determine which water, sewer, and stormwater facilities are reasonably expected to serve the proposed development.
- B. Assess Level of Service Impacts. The City shall determine whether the proposed development would cause any adopted LOS standard to fall below the applicable minimum standard or exacerbate an existing deficiency in water, sewer, or stormwater facilities.
- C. Consider Funded Capital Improvements. The City shall identify any fully funded and scheduled utility projects included in the Capital Improvement Plan that are reasonably expected to address impacts to affected facilities within the concurrency timeframe.
- D. Off-Site Improvements. The City shall determine whether off-site water, sewer, or stormwater improvements, not included in the Capital Improvement Plan, are necessary to address impacts attributable to the proposed development in order to maintain adopted LOS standards.
- E. On-Site and Frontage Improvements. The City shall evaluate whether the proposed development includes on-site and frontage improvements consistent with adopted City standards, including water and sewer lines, storm drainage facilities, service connections, hydrants, flow control measures, water quality treatment facilities, and related infrastructure necessary to serve the project in a manner consistent with safety, reliability, and the public interest.

#### **12.40.070 Written Determination**

- A. The Public Works Director, or designee, shall issue a written water, sewer, and stormwater concurrency determination to the Planning Official.
- B. The written determination shall state whether concurrency is:
  1. Satisfied;
  2. Satisfied with conditions or required mitigation; or
  3. Not satisfied.
- C. Any required mitigation or conditions of approval shall be clearly identified in the determination.

**Section 4. Amendment.** MLMC Section 15.18.020 - Adequate public facilities to be concurrent with development, is hereby amended as follows.

No preliminary plat shall be approved unless the planning commission determines that public facilities will be adequate to support and service the area of the proposed subdivision. The applicant shall have completed a concurrency inquiry application or concurrency test as outlined in MLMC Chapter ~~16.02, Concurrency Management~~19.180 – Concurrency Review. The results of such an inquiry or test shall be provided to the planning commission, and shall demonstrate the expected impact, use, and availability of concurrency facilities to serve the proposed development. Concurrency facilities are facilities for which concurrency is required in accordance with the provisions of MLMC Chapter ~~16.02~~19.180 – Concurrency Review, including roads, transit, potable water, electric utilities, sanitary sewer, solid waste, storm water management, law

enforcement, fire emergency medical service, schools, parks, and libraries. Development applications that would result in a reduction of a level of service below the minimum level of service standard shall not be approved.

**Section 5.** Amendment. MLMC Section 15.26.070 - Approval, is hereby amended as follows.

The following criteria must be met for approval of a preliminary short plat.

- (1) Its conformance with the general purposes, standards and requirements of the City's comprehensive plan, zoning code, and the City environmental policy ordinance, and to any other applicable laws and policies;
- (2) If appropriate provisions are made for home drainage-ways, utilities, access, streets, alleys, and other public ways, water supplies, and sanitary waste disposals;
- (3) The physical characteristics of the short subdivision site. Disapproval may be made because of flood inundation or swamp conditions. Construction of protective improvements may be required as a condition of approval;
- (4) All other relevant facts to determine whether the public use or interest will be served by the short plat;
- (5) All standards for improvements as required by this Chapter or as conditions of approval of the short plat have been met.
- (6) The applicant has passed a concurrency test in accordance with MLMC Chapter ~~16.02~~19.180 – Concurrency Review.

**Section 6.** Amendment. MLMC Chapter 15.40 – Private Road Standards, is hereby removed from the MLMC.

**Section 7.** Amendment. MLMC Chapter 16.02 – Concurrency, is hereby removed from the MLMC.

**Section 8.** Amendment. MLMC Chapter 16.22 – Commute Trip Reduction and Plan, is hereby removed from the MLMC.

**Section 9.** Amendment. MLMC Chapter 17.34 – Planned Unit Developments, is hereby removed from the MLMC.

**Section 10.** Amendment. MLMC Chapter 17.36 – Off-Street Parking, is hereby removed from the MLMC.

**Section 11.** Amendment. MLMC Section 18.15.030 - Minimum standards, is hereby amended as follows.

Manufactured home community shall have the following minimum standards:

- (1) Access. There shall be at least two (2) places of access to the manufactured home community. All manufactured home community access approaches to a dedicated, established and maintained City street or highway shall be subject to the approval of the Public Works Director.

(2) Lot Size. Lots shall be a minimum of three thousand two hundred fifty (3,250) square feet in size.

(3) Density. There shall be not more than ten (10) lots per gross acre of the manufactured home community.

(4) Lot Frontage. Each lot within a manufactured home community shall have a minimum frontage upon an interior private street of not less than fifty-five (55) feet.

(5) Lot Width. Each lot shall be not less than fifty-five (55) feet wide at the building line.

(6) Lot Coverage. No more than seventy percent (70%) of any lot shall be covered by a manufactured home and accessory structures.

(7) Setbacks. Each lot shall be clearly defined and landscaped. Manufactured homes and accessory structures, including decks, awnings exceeding twenty-four (24) inches, and related devices, shall be located not less than five (5) feet from any side or rear lot line nor closer than ten (10) feet (excluding chassis hitches and draw bars) from the front lot lines abutting a park interior street. A non-enclosed landing and/or steps necessary for a secondary egress may extend up to forty (40) inches into the required side yard setback. No manufactured home or any extension thereof shall be located closer than fifteen (15) feet to any public street or highway right-of-way. Non-enclosed decks, landings or steps may project into fifty percent (50%) of a required front, rear and corner side yard. It shall be illegal to allow or permit any manufactured home to remain in the manufactured home community unless a proper space is available for it.

(8) Skirting. Skirtings are required and shall be constructed of nonflammable material comparable in color to that of the primary structure. Skirting shall extend from the structure to the ground below. Every manufactured home skirt shall be provided with a door or easily removed portion thereof through which the building official may gain access to the crawl space under the unit.

(9) Community Streets. Asphaltic or concrete streets shall be provided to each lot. The minimum width of streets shall be twenty-five (25) feet curb to curb, with no on-street parking. All areas used for access, egress and circulation shall be constructed to ~~the private road construction~~ standards ~~Chapter 15.40 as~~ approved by the Public Works Director. Sufficient illumination shall be provided between sunset and sunrise to illuminate adequately the roadways and walkways within a manufactured home community. Internal circulation shall be approved by the City planning department, the fire department and the public works department. Roads are to be completed within one (1) year from the start of any phased construction. Roads shall be adequately maintained (including snow removal) by the owner of the manufactured home community.

(10) Drainage. An engineered drainage plan for the manufactured home community shall be approved by the Public Works Director before any manufactured home may be placed therein.

(11) Parking. Each manufactured home ~~lot~~ shall have ~~asphalt or concrete improved space for off-street~~ one (1) parking space as required in MLMC Chapter ~~17.36, Off-Street Parking~~ 19.650 – Parking. The manufactured home community shall provide screened parking for boats, campers, travel trailers, and related devices on a ratio of one (1) space per ten (10) lots, in a secluded but well lighted portion of the manufactured home community. This parking area shall be improved with an all-weather impervious surface approved by the Public Works Director.

(12) Landscaping/Screening.

(A) All fences, trees, flowers, lawns and other screening and landscaping features shall be properly maintained by the park management. Living species shall be maintained in a healthy, attractive and growing condition at all times.

(B) The following minimum requirements for landscaping and screening shall apply:

(i) Along the exterior site boundary, screening shall be provided in the form of a solid, sight-obscuring fencing.

(ii) Where abutting a major arterial, landscaping may be required in addition to the solid, sight-obscuring fencing to ensure that the development is buffered sufficiently.

(iii) Perimeters of common parking areas and bulk storage areas shall be landscaped to provide visual screening.

(iv) All manufactured home communities shall be screened by solid, sight-obscuring fencing in combination with landscaping along all perimeter property boundary lines.

(v) Where abutting a public trail system, split-rail fencing in combination with Type 2 landscaping, in accordance with MLMC Section 17.40.070 may be utilized in lieu of solid fencing, subject to approval from the City planning director.

(C) Screening shall be a minimum height of five (5) feet. All fencing shall be installed prior to occupancy of the manufactured home community, weather permitting and landscaping shall be planted and completed no more than nine (9) months after occupancy. In the event that fencing may not be installed due to weather conditions, the applicant may bond at one hundred twenty-five percent (125%) of the anticipated cost for the completion of said fencing, which shall be installed within six (6) months from the posting of the bond. The City may require the owner to bond for the completion of landscaping associated with the fencing.

(13) Minimum Area. The minimum area for a manufactured home community shall be three (3) acres. If developed in phases, a minimum of one and one-half acres must be completely developed and maintained as part of the initial construction/first phase before any manufactured homes may be occupied or sited.

(14) Installation of Required Minimum Standards. A surety bond of not less than one hundred twenty-five percent (125%) of the anticipated cost of installation of required improvements for a maximum of a two-year period, guaranteeing to the City the installation according to the approved development plan of site improvements required herein, shall be posted prior to the issuance of any permits to construct the manufactured home community.

**Section 12.** Amendment. MLMC Section 18.20.010 - General, is hereby amended as follows.

In the construction of a manufactured home community, the developer shall follow all applicable federal, state, county and city codes including but not limited to electrical, plumbing, sanitary sewer, storm sewer, fire, street, building. All streets shall be constructed ~~in accordance to~~

~~MLMC Chapter 15.40, Private Road Standards to standards approved by the Public Works Director.~~

**Section 13. Amendment.** The following term is hereby alphabetically added to MLMC Chapter 19.160 – Definitions.

*Permit Review.* The review of a Building Permit, Zoning Permit, or other permit to determine if the proposal meets zoning and development regulations. A Land Use Review is not a Permit Review.

**Section 14. Amendment.** MLMC Chapter 19.180 – Fees (reserved), is hereby replaced in its entirety by Chapter 19.180 – Concurrency Review.

**19.180.010 Purpose and Authority**

- A. This Chapter is adopted pursuant to the Growth Management Act, Chapter 36.70A RCW.
- B. The City of Medical Lake shall ensure that public facilities and services necessary to support development are adequate at the time of occupancy and use, without reducing service levels below adopted minimum standards.
- C. Transportation improvements or strategies required to accommodate the impacts of development shall be provided concurrent with development, consistent with RCW 36.70A.070(6).
- D. This Chapter establishes a citywide concurrency management system applicable to development proposals and coordinates concurrency review across City departments and service providers.

**19.180.020 Applicability**

- A. All land use and permit review applications requiring review under this Title are subject to a concurrency determination unless exempted by MLMC Section 19.180.030 - Exemptions.
- B. A concurrency determination conducted at the preliminary approval stage shall satisfy concurrency requirements for subsequent final permits for the same project.

**19.180.030 Exemptions**

Development proposals that do not increase the number of dwelling units or the intensity of use are exempt from Concurrency Review.

**19.180.040 Concurrency Review Process**

- A. Applicant Responsibility. The applicant shall provide the City with all information necessary to complete the concurrency evaluation of the proposed development. It shall be the responsibility of the applicant to provide studies, surveys, traffic counts, engineering review, or any other items determined to be necessary for an accurate concurrency evaluation.
- B. Concurrency Coordination. The Planning Official shall coordinate concurrency review by:
  - 1. Distributing applications to affected departments and agencies;
  - 2. Compiling concurrency determinations;

3. Issuing written notice of concurrency findings; and
  4. Maintaining certificates of capacity.
- C. City Departmental Review. Each department shall:
1. Apply adopted level-of-service standards;
  2. Determine available and planned capacity;
  3. Reserve capacity when concurrency is met;
  4. Provide a written determination of concurrency; and
  5. Report annual capacity to support the Capital Improvement Plan.

**19.180.050 Concurrency Facilities**

For purposes of review under this Title, concurrency applies to the following public facilities and services, collectively referred to as “concurrency facilities,” as identified and evaluated in accordance with the City’s Capital Improvement Plan, Comprehensive Plan, and adopted level-of-service standards:

- A. Streets and State highways, including associated intersections and traffic control infrastructure;
- B. Potable water supply, treatment, storage, and distribution systems;
- C. Sanitary sewer collection, treatment, and disposal systems; and
- D. Stormwater and surface water management facilities.

**19.180.060 Parks, Trails, and Recreation Facilities**

Parks and recreation facilities are not subject to concurrency requirements; instead, the impacts of development on parks are addressed through long-range planning, capital improvements, land dedications, and the collection of impact fees as authorized by state law.

The Planning Official, or designee, shall be responsible for applying adopted level of service standards during the land use or permit review process.

**19.180.070 Non-Concurrency Facilities**

Some facilities and services are not controlled by the City of Medical Lake. They are considered “non-concurrency facilities”. However, the associated agencies will be notified and their comments considered during the review process. Non-concurrency facilities include but are not limited to:

- A. Transit facilities and services;
- B. Electric utility facilities and services;
- C. Solid waste and recycling facilities and services;
- D. Law enforcement facilities and services;
- E. Fire protection and emergency medical services;
- F. Public school facilities serving City residents;
- G. Public library facilities and services;
- H. Natural Gas facilities services;
- I. Telecommunications facilities and services; and
- J. Broadband facilities and services.

### **19.180.080 Level of Service**

Level of service standards shall be monitored and updated through the Comprehensive Plan, the Capital Improvement Plan, and the Transportation Improvement Program. Concurrency determinations shall be based on the most recently adopted standards.

Parks and recreation level of service standards shall be monitored and implemented through the Comprehensive Plan, Capital Improvement Plan, and impact fee program, and are not subject to concurrency denial under this Chapter.

### **19.180.090 Concurrency Determination**

- A. Development proposals that do not cause adopted levels of service to fall below minimum standards will receive a Certificate of Concurrency Capacity.
- B. Development proposals that would cause adopted levels of service to fall below minimum standards shall not be approved unless capacity will be provided concurrent with development.
- C. If concurrency is not met, the applicant may:
  1. Modify the proposal to reduce impacts;
  2. Provide or fund required improvements; or
  3. Determinations may be appealed in accordance with MLMC Chapter 19.290 – Appeals.

### **19.180.100 Certificate of Concurrency Capacity**

- A. A certificate of concurrency capacity shall be issued concurrently with development approval.
- B. Development may proceed in phases where each phase independently satisfies concurrency standards.
- C. Improvements must be completed prior to occupancy or use unless the improvements are in the Capital Improvement Plan and funded.
- D. A development agreement may be executed to address complex issues related to concurrency.
- E. Certificates are project-specific, non-transferable to other land, and expire with the associated permit or review.
- F. Unused or expired capacity shall revert to the available capacity pool.

### **19.180.110 Relationship to Departmental Concurrency Chapters**

Concurrency adequacy under City control shall be evaluated under the following Chapters, which establish standards, methodologies, and thresholds:

- MLMC Chapter 11.30 — Transportation Concurrency
- MLMC Chapter 12.40 — Water, Sewer, and Stormwater Concurrency

**Section 15.** Amendment. MLMC Section 19.250 - Infrastructure concurrency, is hereby amended as follows.

All land use reviews are subject to the concurrency requirements found in MLMC Chapter ~~16.02, Concurrency Management~~ 19.180 – Concurrency Review.

**Section 16. Amendment.** Chapter 19.650 – Parking, is hereby added to the MLMC.

**19.650.010 Purpose**

The purpose of this Chapter is to ensure that vehicle parking is provided in a manner that:

- A. Supports permitted land uses and development patterns;
- B. Maintains neighborhood livability and community character;
- C. Encourages walking, bicycling, and efficient land use; and
- D. Avoids over-parking and unnecessary impervious surface.

**19.650.020 Applicability**

The regulations of this Chapter apply to all parking areas in all zones.

- A. This Chapter applies to all new development, redevelopment, changes of use, and expansions that increase parking demand.
- B. Existing legal parking spaces may be maintained and are not required to be brought into conformance unless the use expands or changes.

**19.650.030 Required Vehicle Parking**

The minimum number of vehicle parking spaces required is determined by the primary use and baseline assumptions, not peak demand. If there is more than one primary use, the minimum for each use shall be met.

Table 19.650-1 Minimum Required Vehicle Parking Spaces for Residential Uses

Housing Type	Minimum Required Parking Spaces
Single-Family House	2 per dwelling unit
Townhouse	1 per dwelling unit
Cottage Housing	1 per dwelling unit and 1 guest space per 4 dwelling units
Plexes (2–6 units)	1 per dwelling unit
Apartment Building	1 per dwelling unit
Accessory Dwelling Unit	1 per dwelling unit
Group Living	0.5 per sleeping room or per Conditional Use Review

Table 19.650-2 Minimum Required Vehicle Parking Spaces for Non-Residential Uses

Use Category	Minimum Required Parking Spaces
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Community Service	2 per 1,000 sq. ft. of building area
Daycare	1 per classroom plus 4 or as determined by a Conditional Use Review. No minimum for Family Daycare Providers
Essential Public Facility	As determined by a Conditional Use Review
Manufacturing and Production	2 per 2,000 sq. ft. of building area
Medical Centers	No minimum
Office	2 per 500 sq. ft. of building area
Parks	No minimum
Religious Institutions	1 per 4 seats or as determined by a Conditional Use Review
Retail Sales and Service	2 per 400 sq. ft. of building area
Schools	1 per classroom plus 4
Self-Service Storage	2 per 1,000 sq. ft. of office area
Temporary Lodging	1 per guest room or as determined by a Conditional Use Review
Utilities	No minimum
Vehicle Service	2 per 1,000 sq. ft. of office and/or retail area
Warehouse	1 per 1,000 sq. ft. of building area
Waste-Related	No minimum
Wholesale	1 per 1,000 sq. ft. of building area

**19.650.040 Central Business District Zoning District**

- A. No minimum parking is required.
- B. No parking shall be located between a primary building and the street.

**19.650.050 Residential Parking Standards**

- A. Location

1. Parking may be located in a garage, carport, a driveway leading to an individual unit, and/or a parking lot.
2. No more than forty percent (40%) of the land area between the front lot line and front setback line may be paved for vehicle parking.
3. No more than twenty-four percent (24%) of the land area between the street side lot line and the street side setback may be paved for vehicle parking.

B. Design

1. All required parking spaces shall have the minimum dimensions of eight (8) feet by eighteen (18) feet.
2. Accessible parking shall comply with ADA requirements.
3. Tandem parking is allowed for residential uses where both spaces are for the same dwelling unit.
4. Parking lots shall be designed to allow vehicles to enter and exit the roadway in a forward motion.
5. Parking lots shall meet the standards of MLMC 19.650.070 – Parking Lot Standards.

C. Paved Surface

1. All vehicle parking and circulation areas must be paved with a durable, all-weather surface, constructed of materials and installed to provide a stable, dust-free, erosion-resistant, with the load-bearing capacity for vehicles.
2. Acceptable materials (permeable or impermeable):
  - a. Asphalt
  - b. Concrete
  - c. Concrete, brick, or stone pavers
  - d. Reinforced turf systems (grass block, geocell/grid systems)
3. Unacceptable materials:
  - a. Loose gravel, crushed rock, or untreated soil without a stabilizing binder or grid system
  - b. Surfaces that do not provide a stable and durable parking area year-round

**19.650.060 Non-Residential Parking Standards**

A. Location

1. Parking shall be located in a parking lot or a parking structure.
2. Parking lots shall be setback five (5) feet from all property lines.

B. Design

1. All required parking spaces shall have the minimum dimensions of nine (9) feet by eighteen (18) feet.
2. Accessible parking shall comply with ADA requirements.
3. Parking lots and parking structures shall be designed to allow vehicles to enter and exit the roadway in a forward motion.
4. Parking structures shall meet the setback requirements of the zoning district.
5. Parking lots shall meet the standards of MLMC 19.650.070 – Parking Lot Standards.

C. Paved Surfaced

1. All vehicle parking and circulation areas must be paved with asphalt or concrete, permeable or impermeable. Exceptions may be approved by the Public Works Director.

**19.650.070 Parking Lot Standards**

A. Location

1. Parking lots shall be setback five (5) feet from all property lines.

B. Design

1. Residential Parking Lot layouts shall conform to the dimensions of Table 19.650-3.
2. Non-Residential Parking Lot layouts shall conform to the dimensions of Table 19.650-4.
3. All parking lots shall be striped in conformance with the parking dimension standards.
4. If a parking lot is located between a building and a street, there shall be a direct, visible, and continuous pedestrian connection from the street to the main entrance of the primary building.

Table 19.650-3 Residential Parking Lot Layout Dimensions

<b>Minimum Parking Space and Aisle Dimensions<sup>1</sup></b>					
<b>Angle (A)</b>	<b>Width (B)</b>	<b>Curb Length (C)</b>	<b>Stall Depth (D)</b>	<b>1-Way Aisle Width (E)</b>	<b>2-Way Aisle Width (E)</b>
0° (Parallel)	8 feet	22 ft 6 in	8 feet	12 feet	20 feet
30°	8 feet	16 feet	16 ft 10 in	12 feet	20 feet
45°	8 feet	11 ft 4 in	19 ft 3 in	12 feet	20 feet
60°	8 feet	9 ft 2 in	19 ft 7 in	16 feet	20 feet
90°	8 feet	8 feet	18 feet	20 feet	20 feet

<sup>1</sup> See Figure 19.650-1

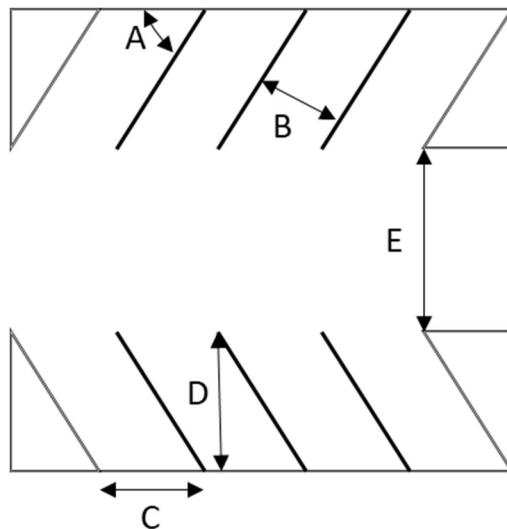
Table 19.650-4 Non-Residential Parking Lot Layout Dimensions

<b>Minimum Parking Space and Aisle Dimensions<sup>1</sup></b>					
<b>Angle (A)</b>	<b>Width (B)</b>	<b>Curb Length (C)</b>	<b>Stall Depth (D)</b>	<b>1-Way Aisle Width (E)</b>	<b>2-Way Aisle Width (E)</b>

0° (Parallel)	9 feet	8 feet	8 feet	12 feet	20 feet
30°	9 feet	9 feet	16 ft 10 in	12 feet	20 feet
45°	9 feet	9 feet	19 ft 3 in	12 feet	20 feet
60°	9 feet	9 feet	19 ft 7 in	16 feet	20 feet
90°	9 feet	9 feet	18 feet	20 feet	20 feet

<sup>1</sup> See Figure 19.650-1

Figure 19.650-1 Parking Lot Layout



C. Landscaping

1. Parking Lots shall have landscaping to offset the impacts of impervious surfaces.
2. Tree canopy must shade at least forty percent (40%) of the parking area. The amount of shade is determined by the diameter of the mature crown spread stated for the species of the tree. Trees shall be a minimum of two (2) inches caliper at the time of planting.
3. The five (5) foot setback shall be landscaped shrubs to create a continuous screen at least three (3) feet high at maturity. This screen may be fragmented with trees.
4. All landscaping shall be protected by curbs.
5. All landscaping shall be installed prior to final occupancy.
6. Dead or damaged plants shall be replaced within six (6) months.

**19.650.080 Required Bicycle Parking**

Table 19.650-5 Minimum Required Bicycle Parking Spaces for Residential Uses

<b>Housing Type</b>	<b>Minimum Required Parking Spaces</b>
Single-Family House	No minimum
Townhouse	No minimum
Cottage Housing	1 space per 4 dwelling units
Plexes (2–6 units)	No minimum for sites with three (3) or fewer dwelling units. Otherwise, 1 space per 4 dwelling units
Apartment Building	1 space per 4 dwelling units
Accessory Dwelling Unit	No minimum
Group Living	1 per 6 sleeping rooms or per Conditional Use Review

Table 19.650-5 Minimum Required Bicycle Parking Spaces for Non-Residential Uses

<b>Use Category</b>	<b>Minimum Required Parking Spaces</b>
Community Service	2 spaces
Daycare	2 spaces or as determined by a Conditional Use Review. No minimum for Family Daycare Providers
Essential Public Facility	As determined by a Conditional Use Review
Manufacturing and Production	2 spaces
Medical Centers	2 spaces
Office	2 spaces
Parks	2 spaces
Religious Institutions	2 spaces or as determined by a Conditional Use Review
Retail Sales and Service	2 spaces per 5,000 square feet of building area
Schools	1 space per classroom

Self-Service Storage	2 spaces
Temporary Lodging	2 spaces or as determined by a Conditional Use Review
Utilities	No minimum
Vehicle Service	2 spaces
Warehouse	2 spaces
Waste-Related	No minimum
Wholesale	2 spaces

**19.650.090 Central Business District Zoning District**

No minimum parking is required.

**19.650.100 Bicycle Parking Standards**

A. Location

1. Bicycle parking shall be visible, secure, and located near main entrances.

B. Design

1. All required parking spaces shall have minimum dimensions of two (2) feet by six (6) feet.
2. There must be at least five (5) feet behind all bicycle parking spaces to allow room for bicycle maneuvering.
3. A wall clearance of two (2) feet six (6) inches must be provided.

C. Paving

1. All parking areas shall be paved.

**19.650.110 Bicycle Racks**

- A. The rack must be designed so that the bicycle frame and one (1) wheel can be locked to a rigid portion of the rack with a U-shaped shackle lock, when both wheels are left on the bicycle;
- B. If the rack is a horizontal rack, it must support the bicycle at two (2) points, including the frame; and
- C. The rack must be securely anchored with tamper-resistant hardware.

**Section 17. Severability.** If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

**Section 18.** Effective Date. This Ordinance shall be in full force and effect five (5) days after publication of this Ordinance or a summary thereof in the official newspaper of the City as provided by law.

PASSED by the City Council this \_\_\_\_\_ day of July 2026.

\_\_\_\_\_  
Mayor, Terri Cooper

ATTEST:

\_\_\_\_\_  
Finance Director/City Clerk Koss Ronholt

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney, Sean P. Boutz

Date of Publication:

Effective Date:

City Medical Lake  
124 S. Lefevre Street  
Medical Lake, WA 99022  
509-565-5000

**NOTICE OF ORDINANCE PASSED BY MEDICAL LAKE CITY COUNCIL**

The following is the title and summary of Ordinance No. 1149 passed by the City of Medical Lake City Council on the \_\_\_\_\_ day of July, 2026.

**AN ORDINANCE OF THE CITY OF MEDICAL LAKE, WASHINGTON RELATING TO AMENDMENTS TO TITLES 2, 11, 12, 15, 16, 17, AND 19 OF THE MEDICAL LAKE MUNICIPAL CODE REGARDING PARKING, CONCURRENCY, PRIVATE STREETS, PLANNED UNIT DEVELOPMENTS, AND THE COMMUTE TRIP REDUCTION PLAN**

**Sections 1-16.** Identifies the specific additions, amendments, and deletions, as applicable, to the following sections of the City of Medical Lake Municipal Code:

- New Chapter 19.650 – Parking, is being added to replace Chapter 17.36 – Off Street Parking; and
- New Chapter 2.90 – Commute Trip Reduction Plan, is being added to replace Chapter 16.22 – Commute Trip Reduction Ordinance and Plan; and
- New Chapter 19.180 – Concurrency Review, Chapter 11.30 – Transportation Concurrency, and Chapter 12.40 – Water, Sewer, and Stormwater Concurrency, are being added to replace Chapter 16.02 - Concurrency; and
- Chapter 15.40 – Private Road Standards, and Chapter 17.34 – Planned Unit Developments, are being deleted.
- Various citation changes throughout the code.

**Section 17.** Establishes a severability clause in the event some portion of the Ordinance is held invalid.

**Section 18.** Establishes an effective date for Ordinance No. 1149 for five (5) days after publication of the Ordinance, or a summary thereof, in the official newspaper of the City, as provided by law.

The full text of the Ordinance is available at the City of Medical Lake offices as identified above. A copy will be mailed to any citizen without cost upon request from the City’s Clerk’s office.

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Koss Ronholt, Finance Director/City Clerk

Published: \_\_\_\_\_