



MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Tuesday, March 25, 2025 – 6:00 PM

MINUTES

1. **CALL TO ORDER / ROLL CALL**

Planning Commission Chair Laura Bustamante called the meeting to order of the Medina Planning Commission in the Council Chambers at 6:02pm.

PRESENT

Commission Chair Laura Bustamante
Commission Vice-Chair Shawn Schubring
Commissioner Julie Barrett
Commissioner Li-Tan Hsu
Commissioner Evonne Lai
Commissioner Mark Nelson
Commissioner Brian Pao (on-line at 6:32 pm - off-line at 6:58pm)

STAFF

Burns, Wilcox, Kesler, Nations, Reitan, Peterson

2. **APPROVAL OF MEETING AGENDA**

Without objections, the meeting agenda was approved as presented.

3. **APPROVAL OF MINUTES**

3.1 Planning Commission Regular Meeting Minutes of January 28, 2025

Recommendation: Adopt Minutes.

Staff Contact: Dawn Nations, Deputy City Clerk

ACTION: Motion to approve minutes as amended. (Approved 6-0)

Chair Bustamante asked for the word "edit" to be deleted from agenda item 6.1.

Motion made by Commissioner Nelson, Seconded by Commissioner Barrett.
Voting Yea: Commission Chair Bustamante, Commission Vice-Chair Schubring,
Commissioner Barrett, Commissioner Hsu, Commissioner Lai, Commissioner Nelson
Commission Pao (absent).

4. **ANNOUNCEMENTS**

4.1 Staff/Commissioners

No announcements.

5. **PUBLIC COMMENT PERIOD**

Chair Bustamante opened the public comment period. There were no speakers. Subsequently, public comments was closed.

6. **DISCUSSION**

6.1 Concerns of the Commission

Chair Bustamante clarified why the February 25, 2025, meeting was cancelled. Due to power outage and the generator was not working for back up power and due to lack of business.

Chair Bustamante asked Planning Manager Kesler for an update on the status of the Critical Area Ordinance. Kesler reported that Facet consulting will be assisting staff with this, and it will be brought forward for review in May. Chair Bustamante added that Steve Wilcox, Development Services Director negotiated a master services agreement for future services.

6.2 Review of Middle Housing Survey Results

Recommendation: Discussion.

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

Time Estimate: 45 minutes

Jonathan Kesler gave a brief update, and Kirsten Peterson gave a PowerPoint presentation on the results of the Middle Housing Survey. Commissioners discussed and asked questions and staff responded.

6.3 Review of Remaining Tasks for Middle Housing

Recommendation: Discussion.

Staff Contact: Jonathan Kesler, AICP, Planning Manager

Time Estimate: 15 minutes

Jonathan Kesler, Planning Manager, gave a PowerPoint presentation on the updated timeline for Middle Housing. Commissioners discussed and asked questions and staff responded.

6.4 Review of the Middle Housing and Subdivision Ordinance Drafts

Recommendation: Discussion.

Staff Contacts: Dawn L. Reitan, Assistant City Attorney and Jonathan Kesler, AICP, Planning Manager

Time Estimate: 60 minutes

Jonathan Kesler and Dawn Reitan gave a PowerPoint presentation and reviewed the draft ordinances for Middle Housing and Subdivision. Commissioners discussed and asked staff to update the graphic to include only what is available in Medina and staff responded.

7. **ADJOURNMENT**

The meeting was adjourned at 7:37 PM.

Meeting minutes taken by Dawn Nations, Deputy City Clerk