



MEDINA, WASHINGTON

PLANNING COMMISSION SPECIAL MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Wednesday, November 06, 2024 – 6:00 PM

MINUTES

1. CALL TO ORDER / ROLL CALL

Planning Commission Chair Laura Bustamante called the special meeting of the Medina Planning Commission in the Council Chambers at 6:00p.m.

PRESENT

Chair Laura Bustamante
Vice Chair Shawn Schubring
Commissioner Mark Nelson
Commissioner Julie Barrett

ABSENT

Commissioner Li-Tan Hsu
Commissioner Evonne Lai
Commissioner Brian Pao

STAFF

Bennett, Burns, Kesler, Robertson, Tapert, Wilcox

2. APPROVAL OF MEETING AGENDA

Without objections, the meeting agenda was approved as presented.

3. APPROVAL OF MINUTES

3.1 Planning Commission Meeting Minutes of October 9, 2024

Recommendation: Adopt minutes.

Staff Contact: Aimee Kellerman, CMC, City Clerk

ACTION: Motion to approve minutes as presented. (Approved 4-0)

Motion made by Commissioner Nelson, Seconded by Commissioner Barrett.
Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Nelson,
Commissioner Barrett

4. ANNOUNCEMENTS

- 4.1 Staff/Commissioners - set date for Special PC Mtg. in early Jan.; discuss the joint meeting with Council set for Wed., Jan. 8, 2025, at 6 pm.

Planning Manager, Jonathan Kesler and Chair Bustamante, announced that there will be a joint Planning Commission and City Council Meeting on Wednesday, January 8th 2025 at 6:00pm. Kesler also announced that there will be a special meeting either Wednesday, January 15th or Thursday, January 16th.

Chair Bustamante reminded Planning Commissioners to check their city email.

Development Services Coordinator, Rebecca Bennett, announced she will be on maternity leave starting February 2025. A temp employee will be covering her job duties while she is on leave.

5. PUBLIC COMMENT PERIOD

There was no public comment.

6. PUBLIC HEARING

- 6.1 SSSB 5290 Project Permit Procedures and Timelines
Staff Contact: Steven Wilcox, Development Services Director

Director of Development Services, Steven Wilcox, gave brief presentation on SSSB 5290 Project Permit Procedures and Timelines. Commissioners discussed and asked questions. Chair Bustamante opened the public hearing. Resident and Council member Heija Nunn spoke. The public hearing was closed.

- 6.2 Recommendation:** Discuss the proposed Amendments to MMC Ch. 16.80 and make a recommendation of approval. If recommended, this will go to the City Council for action on November 12, 2024.

ACTION: Motion to approve and send to City Council for their review and approval.
(Approved 4-0)

Motion made by Commissioner Nelson, Seconded by Commissioner Barrett.
Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Nelson, Commissioner Barrett

7. DISCUSSION

- 7.1 Concerns of the Commission

Planning Commissioners will discuss the 2025 Planning Commission Meeting Calendar at the Monday, November 18th Planning Commission Special Meeting.

- 7.2 Middle Housing Review
Recommendation: Discussion

Staff Contacts: Jonathan Kesler, AICP, Planning Manager; Zoe Tapert, Planner, SCJ Alliance

Time Estimate: 90 minutes

SCJ Alliance Planner, Zoe Tapert, gave PowerPoint presentation on Middle Housing Review/Update. Commissioners discussed and asked questions.

8. ADJOURNMENT

Meeting adjourned at 8:04pm.

ACTION: Motion to adjourn. (Approved 4-0)

Motion made by Vice Chair Schubring, Seconded by Commissioner Nelson.
Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Nelson,
Commissioner Barrett

Meeting minutes taken by Rebecca Bennett, Development Services Coordinator