



MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Tuesday, April 28, 2026 – 6:00 PM

MINUTES

1. CALL TO ORDER / ROLL CALL

Planning Commission Chair Shawn Schubring called the meeting of the Medina Planning Commission to order at 6:00 p.m. in the Council Chambers.

PRESENT

Commission Chair Shawn Schubring
Commission Vice-Chair Brian Pao
Commissioner Julie Barrett
Commissioner Sandhya Edupuganti
Commissioner Li-Tan Hsu (online) (departed 7:24pm)
Commissioner Evonne Lai (arrived at 6:02pm)
Commissioner Mark Nelson

STAFF

Bennett, Crossett, Gunderson, Reitan, Swanson, Wilcox

2. APPROVAL OF MEETING AGENDA

ACTION: Motion to approve the meeting agenda. Motion passed 6-0-1.

Motion made by Commissioner Nelson, Seconded by Commissioner Barrett.
Voting Yea: Commission Chair Schubring, Commissioner Barrett, Commissioner Edupuganti, Commissioner Lai, Commissioner Nelson, Commissione Vice-Chair Pao
Voting Abstaining: Commissioner Hsu

3. APPROVAL OF MINUTES

3.1 Planning Commission Meeting Minutes of January 27, 2026

Recommendation: Adopt Minutes.

Staff Contact: Rebecca Bennett, Development Services Coordinator

ACTION: Motion to approve the meeting minutes. Motion passed 7-0.

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

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

Chair Schubring introduced new Planning Commissioner Sandhya Edupuganti and invited Planning Commissioners to express interest in serving on the Development Services Committee.

Bennett reminded Commissioners of their three upcoming meetings in May.

Wilcox reported that the Council has adopted an extensive work plan, which may require the Planning Commission to meet twice monthly for the next 12 to 18 months. Wilcox also announced that discussion of Ordinance 1052 will begin on May 19.

5. PUBLIC COMMENT PERIOD

Scott Hommas, representing the owner of 300 Overlake Drive East, provided comments regarding Ordinance 1052.

Rudra Mitra, owner of 1811 73rd Avenue NE, provided comments regarding Ordinance 1052.

6. DISCUSSION

6.1 PC Roles & Responsibilities

Recommendation: Discussion only

Staff Contact: Dawn Findlay Reitan, Attorney from Inslee Best

The City's Assistant Attorney, Dawn Reitan of Inslee Best, presented a PowerPoint on the roles and responsibilities of the Planning Commission. Commissioners asked questions following the presentation.

6.2 Tree Code Amendments, Short-Term Solutions

Recommendation: Discussion only

Staff Contact: Andy Crossett, City Arborist

The City's Tree Consultant, Andy Crossett of Tree Frog, presented six short-term solutions related to the City's tree code. Commissioners discussed the presentation and asked questions.

ACTION: Motion to direct staff to prepare a draft ordinance for Planning Commission review as presented. Approved (6-0-1).

Motion made by Commissioner Nelson, Seconded by Commissioner Lai.

Voting Yea: Commission Chair Schubring, Commissioner Barrett, Commissioner Edupuganti, Commissioner Lai, Commissioner Nelson, Commissioner Vice-Chair Pao
Voting Abstaining: Commissioner Hsu

6.3 Outdoor Lighting Ordinance

Recommendation: Discussion only

Staff Contact: Kim Gunderson, City Planning Consultant

The City's Planning and Zoning Consultant, Kim Gunderson of Mahoney Planning, presented a PowerPoint on the Outdoor Lighting Ordinance. Commissioners discussed the presentation and asked questions.

7. ADJOURNMENT

ACTION: Motion to adjourn. Approved 6-0.

Motion made by Commissioner Lai, Seconded by Commissioner Vice-Chair Pao.
Voting Yea: Commission Chair Schubring, Commissioner Barrett, Commissioner Edupuganti, Commissioner Lai, Commissioner Nelson, Commissioner Vice-Chair Pao

Meeting minutes taken by Rebecca Bennett, Development Services Coordinator