



MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Tuesday, July 22, 2025 – 6:00 PM

MINUTES

1. CALL TO ORDER / ROLL CALL

Planning Commission Chair Laura Bustamante called the Planning Commission meeting to order in the Medina Council Chambers at 6:01pm.

PRESENT

Commission Chair Laura Bustamante
Commission Vice-Chair Shawn Schubring
Commissioner Julie Barrett
Commissioner Li-Tan Hsu
Commissioner Evonne Lai (arrived 6:07pm)
Commissioner Mark Nelson
Commissioner Brian Pao

STAFF

Bennett, Swanson, Wilcox

2. APPROVAL OF MEETING AGENDA

ACTION: By consensus, the meeting agenda was approved as presented.

3. APPROVAL OF MINUTES

3.1 Planning Commission Meeting Minutes of June 24, 2025

Recommendation: Adopt Minutes.

Staff Contact: Rebecca Bennett, Development Services Coordinator

ACTION: Motion to approve the meeting minutes as amended. Motion passed 5-0.

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

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

Wilcox announced that on Wednesday, July 30th, an Open House for the Introduction to the Critical Areas Ordinance will be held at City Hall and online. A second Open House will be held once the draft Ordinance is prepared.

Wilcox announced that there was a decision from the City's Hearing Examiner about the Overlake Golf and Country Club Non-Administrative Variance Application. The City's Hearing Examiner denied the application.

Wilcox announced that we have received inquiries about our Middle Housing Ordinance.

There will be a tree canopy study done this year. Facet will conduct the study and present their findings at the September 15th Council meeting.

5. PUBLIC COMMENT PERIOD

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

6. DISCUSSION

6.1 2025 Periodic Critical Areas Ordinance Update

Recommendation: Presentation of Status with Discussion only; no action

Staff Contact: Steve Wilcox, Development Services Director

Wilcox gave overview of the status of the 2025 Periodic Critical Area Ordinance Update. Commissioners discussed and asked questions.

6.2 Outdoor Lighting Ordinance

Recommendation: Discussion item only; no action

Staff Contact: Steve Wilcox, Development Services Director

Wilcox gave overview of the Outdoor Lighting Ordinance. Commissioners discussed and asked questions.

6.3 Transportation System Plan

Recommendation: Presentation of Status with Discussion only; no action

Staff Contact: Jeff Swanson, City Manager

Swanson gave presentation about the Transportation System Plan. Commissioners discussed and asked questions.

7. ADJOURNMENT

Next Planning Commission Meeting: September 23, 2025 at 6:00 PM.

Meeting adjourned at 7:42p.m.

ACTION: Motion to adjourn. (Approved 7-0)

Motion made by Commissioner Hsu, Seconded by Commissioner Lai.

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

Meeting minutes taken by Rebecca Bennett, Development Services Coordinator