



# MEDINA, WASHINGTON

## PLANNING COMMISSION SPECIAL MEETING

Hybrid - Virtual/In-Person  
Medina City Hall - Council Chambers  
501 Evergreen Point Road, Medina, WA 98039  
Thursday, December 05, 2024 – 6:00 PM

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### MINUTES

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

Planning Commission Chair Laura Bustamante called to order the special meeting of the Medina Planning Commission in the Council Chambers at 6:00pm.

##### PRESENT

Commission Chair Laura Bustamante  
Commission Vice-Chair Shawn Schubring  
Commissioner Li-Tan Hsu  
Commissioner Evonne Lai  
Commissioner Brian Pao  
Commissioner Mark Nelson (joined at 6:45pm, departed at 7:10pm)

##### ABSENT

Commissioner Julie Barrett

##### STAFF

Abdulsalam, Bennett, Burns, Kesler, Peterson, Reitan, 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 November 18, 2024**

**Recommendation:** Adopt minutes.

**Staff Contact:** Rebecca Bennett, Development Services Coordinator

**ACTION:** Motion to approve minutes as presented. (Approved 5-0)

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

#### **4. ANNOUNCEMENTS**

#### 4.1 Staff/Commissioners

Kesler reminded Commissioners to use their City emails on all Planning Commission correspondence. Kesler mentioned that we should discuss the parking study at the next Planning Commission Special meeting, Wednesday, December 18th, 2024. Chair Bustamante congratulated Jonathan and Commission on submitting the Comprehensive Plan.

### **5. PUBLIC COMMENT PERIOD**

There was no public comment.

### **6. DISCUSSION**

#### 6.1 Concerns of the Commission

Chair Bustamante reminded Commissioners about the joint meeting with City Council on Wednesday, January 8th, 2025 and about the forum on Thursday, January 9th, 2025.

#### 6.2 2025 Work Plan Re-Review

**Recommendation:** Discussion of changes and recommendation of approval

**Staff Contacts:** Jonathan Kesler, AICP, Planning Manager

Time Estimate: 30 minutes

Kesler gave PowerPoint presentation on the 2025 Work Plan. Commissioners discussed and asked questions.

**ACTION:** Motion to approved the 2025 Work Plan as amended. Amendments listed below. (Approved 5-0)

Add the following to the 2025 Work Plan:

- 1) Parking (with Public Works Dept)
- 2) Impervious Surface
- 3) Lot coverage/bulk
- 4) Noise Ordinance as it applies to decibel levels (with Police Dept)
- 5) Impact Fees
- 6) Stormwater as related to property development (with Public Works Dept)
- 7) Landscaping related to ROWs (with Public Works Dept)
- 8) Setbacks & Bldg. Height
- 9) Middle Housing that included an affordable housing component

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

6.3 Middle Housing Review

**Recommendation:** Discussion

**Staff Contacts:** Jonathan Kesler, AICP, Planning Manager; Kirsten Petersen, Senior Project Manager, SCJ Alliance

Time Estimate: 90 minutes

Abdulsalam gave PowerPoint presentation on Middle Housing Review. Commissioners discussed and asked questions.

**7. ADJOURNMENT**

Meeting adjourned at 7:19pm.

**ACTION:** Motion to adjourn. (Approved 5-0)

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