



MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Tuesday, June 24, 2025 – 6:00 PM

MINUTES

1. CALL TO ORDER / ROLL CALL

Planning Commission Vice Chair Shawn Schubring called the Planning Commission meeting to order in the Medina Council Chambers at 6:04p.m.

PRESENT

Commission Chair Laura Bustamante (online)
Commission Vice-Chair Shawn Schubring
Commissioner Li-Tan Hsu
Commissioner Mark Nelson
Commissioner Brian Pao (arrived at 6:07p.m.)

ABSENT

Commissioner Julie Barrett
Commissioner Evonne Lai

STAFF

Bennett, Swanson, Wilcox

2. APPROVAL OF MEETING AGENDA

ACTION: Without objections, the meeting agenda was approved as presented.

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

3. APPROVAL OF MINUTES

3.1 Planning Commission Meeting Minutes of May 28, 2025

Recommendation: Adopt Minutes.

Staff Contact: Aimee Kellerman, CMC, City Clerk

ACTION: Motion to approve the meeting minutes. Motion passed 4-0.

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

Commissioner Hsu, Commissioner Nelson
Absent: Commissioner Pao

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

Development Services Director, Steve Wilcox, announced that last night, Monday, June 23rd, 2025, City Council passed interim ordinance for outdoor lighting. Interim City Manager, Jeff Swanson, announced that Chair Bustamante is running for City Council. Swanson also announced that we no longer have a Planning Manager.

5. PUBLIC COMMENT PERIOD

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

6. DISCUSSION

- 6.1 An Introduction to Middle Housing Phase II: Density Mitigations
Recommendation: Presentation and discussion; no action needed.
Staff Contacts: Jeff Swanson, Interim City Manager and Steve Wilcox, Development Services Director

Time Estimate: 45 Minutes

Swanson gave PowerPoint presentation. Commissioners discussed and asked questions.

- 6.2 Critical Areas Ordinance Update
Recommendation: Discussion item only; no action needed.
Staff Contact: Steven Wilcox, Development Services Director

Wilcox provided information about the Critical Areas Ordinance Update. Commissioners Discussed and asked questions. An additional Planning Commission Special Meeting is to be held on Tuesday, September 9th, 2025.

7. ADJOURNMENT

Meeting adjourned at 7:26p.m.

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

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