



# MEDINA, WASHINGTON

## PLANNING COMMISSION SPECIAL MEETING

Hybrid - Virtual/In-Person  
Medina City Hall - Council Chambers  
501 Evergreen Point Road, Medina, WA 98039  
Thursday, January 16, 2025 – 6:00 PM

---

### MINUTES

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

Development Services Coordinator Rebecca Bennett called to order the special meeting of the Medina Planning Commission in the 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 @ 6:03pm)  
Commissioner Mark Nelson  
Commissioner Brian Pao (Arrived @ 6:10pm)

##### STAFF

Bennett, Burns, Kesler, Peterson, Robertson, Tapert, Wilcox

#### **2. ELECTIONS**

##### 2.1 Elect Chairperson and Vice Chairperson for 2025

Development Services Coordinator Rebecca Bennett asked for nominations for Chair. There was one nomination for Commissioner Laura Bustamante. Bennett asked for additional nominations. None were heard. Bennett closed the nomination period.

**ACTION:** Voting for Commissioner Bustamante as Chair. (Approved 6-0)

Voting Yea: Commissioner Barrett, Commissioner Bustamante, Commissioner Hsu, Commissioner Lai, Commissioner Nelson, Commissioner Schubring

Chair Laura Bustamante asked for nominations for Vice Chair. There was one nomination for Commissioner Shawn Schubring. Chair Bustamante asked for additional nominations. None were heard. Chair Bustamante closed the nomination period.

**ACTION:** Voting for Commissioner Schubring as Vice Chair. (Approved 6-0)

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

### **3. APPROVAL OF MEETING AGENDA**

Without objections, the meeting agenda was approved as presented.

### **4. APPROVAL OF MINUTES**

#### 4.1 Planning Commission Meeting Minutes of December 5, 2024

**Recommendation:** Adopt minutes.

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

**ACTION:** Motion to approve minutes. (Approved 6-0)

Motion made by Commissioner Hsu, Seconded by Commissioner Barrett.

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

#### 4.2 Planning Commission Meeting Minutes of December 18, 2024

**Recommendation:** Adopt minutes.

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

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

Motion made by Commissioner Barrett, Seconded by Commissioner Hsu.

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

Voting Abstaining: Commissioner Lai

### **5. ANNOUNCEMENTS**

#### 5.1 Staff/Commissioners

City Manager, Steve Burns, announced that he will be retiring June 2025. Laura thanked the commissioners for attending the community forums.

### **6. PUBLIC COMMENT PERIOD**

There was no public comment.

### **7. DISCUSSION**

#### 7.1 Concerns of the Commission

Chair Bustamante would like an update on what is progressing through the legislature.

7.2 Approval of the 2025 Planning Commission Calendar of Meetings

**Recommendation:** Discussion and adoption

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

Kesler gave PowerPoint presentation on the 2025 Planning Commission Calendar.

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

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

7.3 Middle Housing Review

**Recommendation:** Discussion

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

**Time Estimate:** 90 minutes

SCJ Staff presented red-lined document on Middle Housing Review. Commissioners  
discussed and asked questions.

**8. ADJOURNMENT**

Meeting adjourned at 7:52pm.

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

Motion made by Commissioner Pao, Seconded by Commissioner Barrett.  
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