



# MEDINA, WASHINGTON

## PLANNING COMMISSION MEETING

Hybrid-Virtual/In Person

Tuesday, October 24, 2023 – 6:00 PM

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### MINUTES

**COMMISSION CHAIR** | Laura Bustamante

**COMMISSION VICE-CHAIR** | Shawn Schubring

**COMMISSIONERS** | Li-Tan Hsu, Evonne Lai, David Langworthy, Mark Nelson, Brian Pao

**DEVELOPMENT SERVICES DIRECTOR** | Steve Wilcox

**DEVELOPMENT SERVICES COORDINATOR** | Rebecca Bennett

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

Chair Bustamante called the meeting to order at 6:01pm.

##### PRESENT

Chair Laura Bustamante

Vice Chair Shawn Schubring

Commission Li-Tan Hsu (joined at 6:06pm)

Commission Evonne Lai (joined at 6:03pm)

Commission David Langworthy

Commission Mark Nelson

Commission Brian Pao

##### STAFF

Bennett, Burns, Wilcox

#### **2. APPROVAL OF MEETING AGENDA**

By consensus, Planning Commission approved the meeting agenda as presented.

#### **3. APPROVAL OF MINUTES**

3.1 Planning Commission Meeting Minutes of September 26, 2023

**Recommendation:** Approve Minutes.

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

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

Motion made by Commissioner Nelson, Seconded by Vice Chair Schubring.

Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Langworthy, Commissioner Nelson, Commissioner Pao

#### **4. ANNOUNCEMENTS**

##### 4.1 Recent Medina staff change.

Wilcox announced that Stephanie Keyser, the City of Medina Planning Manager, resigned Monday, October 16th 2023.

##### 4.2 Staff recruiting plan.

Wilcox provided information to committee members regarding planning and zoning staffing needs. This information included using planning consultants and temporary staff. Burns discussed a recruiting plan for hiring a new Planning Manager.

#### **5. AUDIENCE PARTICIPATION**

There was no audience participation.

#### **6. DISCUSSION**

##### 6.1 2024 Periodic Comprehensive Plan Update Status

**Recommendation:** Discussion item only.

**Staff Contact:** Steve Wilcox, Development Service Director

**Time Estimate:** 30 minutes

Commissioners discussed and asked questions on the status of the Comprehensive Plan Update.

#### **7. ADJOURNMENT**

Meeting adjourned at 6:28pm.

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

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

Meeting Minutes taken by:

Rebecca Bennett