



MEDINA, WASHINGTON

PLANNING COMMISSION SPECIAL MEETING

Virtual/Online

Tuesday, September 28, 2021 – 4:00 PM

MINUTES

COMMISSION CHAIR | Laurel Preston

COMMISSION VICE-CHAIR | Shawn Schubring

COMMISSIONERS | Laura Bustamante, David Langworthy, Mark Nelson, Mike Raskin, Randy Reeves

PLANNING MANAGER | Stephanie Keyser

1. CALL TO ORDER / ROLL CALL

Chair Laurel Preston called the meeting to order at 4:01 PM

PRESENT

Chair Laurel Preston

Commissioner Laura Bustamante

Commissioner David Langworthy

Commissioner Mark Nelson

Commissioner Randy Reeves

ABSENT

Vice Chair Shawn Schubring

Commissioner Mike Raskin

STAFF

Bennett, Kellerman, Keyser, Minor, Wilcox

2. APPROVAL OF MEETING AGENDA

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

3. APPROVAL OF MINUTES

Motion made by Commissioner Nelson, Seconded by Commissioner Langworthy.

Voting Yea: Chair Preston, Commissioner Bustamante, Commissioner Langworthy, Commissioner Nelson, Commissioner Reeves

3.1 Planning Commission Minutes of July 27, 2021

Recommendation: Approve

Staff Contact: Stephanie Keyser, AICP, Planning Manager

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

Keyser made the following announcements:

Rebecca Bennett has joined Development Services as the new Coordinator.

Thank you for attending and participating in the Joint Council/Planning Commission meeting.

The Planning Commission Work Plan will be adopted at the October 11th Council Meeting.

On October 14th there will be an Open House on the tree code proposal.

On October 19th Planning Commission will hold a public hearing on the tree code proposal.

Chair Preston made the following announcements:

Thank you Commissioners and staff for attending the Joint Meeting in September.

5. AUDIENCE PARTICIPATION

Individuals wishing to speak live during the Virtual Planning Commission meeting will need to register their request with the Development Services Coordinator, Rebecca Bennett via email (rbennett@medina-wa.gov) or by leaving a message at 425.233.6414 before 12pm the day of the Planning Commission meeting. Please reference Public Comments for the September 28th Planning Commission meeting on your correspondence. The Development Services Coordinator will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3-minute limit.

No public was in attendance to speak during audience participation.

5.1 Email received August 28, 2021 from Doug Hutson re: tree code

6. DISCUSSION

6.1 Tree Code Retention and Replacement Requirements

Recommendation: N/A

Staff Contact(s): Stephanie Keyser, AICP, Planning Manager

Time Estimate: 30 minutes

Keyser discussed staff report.

Commissioners discussed and asked questions.

Staff responded.

Motion made by Commissioner Langworthy, Seconded by Commissioner Bustamante to replace the first 15 feet with the front yard setback in 20.52.140(C)(1)(c).

Motion Chair Preston, Seconded by Commissioner Nelson to table motion until there is further clarification on the front yard location requirement. By consensus motion is tabled.

Motion made by Commissioner Reeves, Seconded by Commissioner Langworthy to recommend the development of an urban forestry guideline using Clyde Hill as a template and modify it for Medina. (Approved 6-0).

Voting Yea: Chair Preston, Commissioner Bustamante, Commissioner Langworthy, Commissioner Nelson, Commissioner Reeves

Motion made by Commissioner Nelson, Seconded by Commissioner Bustamante to add the phrase "if available" to 20.52.140(C)(1)(d).

Friendly amendment by Commissioner Reeves to use the Mercer Island language (d) on page 10 of the staff report packet for 20.52.140(C)(1)(d). (Approved 5-0).

Voting Yea: Chair Preston, Commissioner Bustamante, Commissioner Langworthy, Commissioner Nelson, Commissioner Reeves

Motion made by Commissioner Nelson, Seconded by Commissioner Langworthy to substitute the Mercer Island language on page 10 of the staff report, including within the front yard setback as point 20.52.140(C)(1)(e). (Approved 5-0).

Voting Yea: Chair Preston, Commissioner Bustamante, Commissioner Langworthy, Commissioner Nelson, Commissioner Reeves

Motion made by Commissioner Reeves, Seconded by Commissioner Langworthy to Amend Motion to specify language from Mercer Island is amended to be appropriate to Medina's code and include MMC 20.52.140(C)(1)(b) adjacent to Low Impact Development (LID) section. (Approved 5-0).

Voting Yea: Chair Preston, Commissioner Bustamante, Commissioner Langworthy, Commissioner Nelson, Commissioner Reeves

6.2 Tree Code Enforcement – Supplemental Trees

Recommendation: N/A

Staff Contact(s): Stephanie Keyser, AICP, Planning Manager

Time Estimate: 90 minutes

Keyser discussed staff report.

Commissioners discussed and asked questions.

Staff responded.

7. ADJOURNMENT

Meeting adjourned at 6:12 PM

Motion made by Commissioner Nelson, Seconded by Commissioner Langworthy.
Voting Yea: Chair Preston, Commissioner Bustamante, Commissioner Langworthy,
Commissioner Nelson, Commissioner Reeves

ADDITIONAL INFORMATION

Planning Commission meetings are held on the 4th Tuesday of the month at 6 PM, unless otherwise specified.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office at (425) 233-6410 at least 48 hours prior to the meeting.

UPCOMING MEETINGS

Tuesday, October 19, 2021 - Special Meeting at 4:00 PM
Tuesday, November 23, 2021 - Regular Meeting Cancelled
November 2021 - ***Meeting Date TBD***
Tuesday, December 28, 2021 - Regular Meeting Cancelled
December 2021 - ***Meeting Date TBD***