



# MEDINA, WASHINGTON

## PLANNING COMMISSION MEETING

Virtual/Online

Tuesday, October 19, 2021 – 4:00 PM

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### 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 4:05pm

##### PRESENT

Chair Laurel Preston

Vice Chair Shawn Schubring

Commissioner Laura Bustamante

Commissioner David Langworthy (Arrived at 4:10pm)

Commissioner Mark Nelson

Commissioner Randy Reeves

##### ABSENT

Commissioner Mike Raskin

##### STAFF

Bennett, Kellerman, Keyser, Minor, Sauerwein, Wilcox

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

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

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

##### **3.1 Planning Commission Minutes of September 28, 2021**

**Recommendation:** Adopt Minutes

**Staff Contact:** Stephanie Keyser, AICP, Planning Manager

Keyser stated the second motion on page 5 of the packet minutes needs to be amended to 5-0, not 6-0.

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

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

#### **4. ANNOUNCEMENTS**

##### **4.1 Staff/Commissioners**

Chair Preston thanked those who attended the open house for the tree code.

Keyser confirmed the dates for the November and December meetings as being  
November 16<sup>th</sup> and December 14<sup>th</sup>.

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

No public was in attendance to speak during the audience participation.

#### **6. PUBLIC HEARING**

##### **6.1 Tree Code Amendments 2021**

**Recommendation:** Approval

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

**Time Estimate:** 80 minutes

Keyser said that the city received one written public comment from David Yee (3215  
Evergreen Point Road) via email on October 17, 2021, that was forwarded to Planning  
Commission on October 18, 2021.

Keyser gave a presentation on the tree code update proposal.

Commissioners discussed and asked questions.

Staff responded.

Chair Preston opened the public hearing.

David Yee, 3215 Evergreen Point Road, provided public testimony.

Sheree Wen, 3245 Evergreen Point Road, provided public testimony.

Chair Preston closed the public hearing.

**ACTION:** Motion to approve the additions to the purpose of intent on pages 8-9 of the  
staff packet. (Approved 6-0)

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

**ACTION:** Motion to strike 20.52.320(C) per the tree arborist's recommendation. (Failed  
1-5)

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

**ACTION:** Motion to amend the dimensions on the definition of legacy tree to 36 inches to less than 50 inches and landmark trees to 50 inches and above in 20.52.120.  
(Approved 6-0)

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

**ACTION:** Motion to amend 20.52.150(E) Minimum Restoration Standards for Land not under development to add the additional language from the city arborist. (Approved 6-0)

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

**ACTION:** Motion to add the language in 20.52.150(G) as proposed by the city arborist.  
(Approved 6-0)

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

**ACTION:** Motion to direct staff to add the language from 20.52.150(G) to the appropriate corresponding supplemental tree section. (Approved 6-0)

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

## **7. DISCUSSION**

### **7.1 2021-2023 Planning Commission Work Plan**

**Recommendation:** N/A

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

**Time Estimate:** 10 minutes

**ACTION:** Keyser discussed the 2021-2023 work plan that Council approved on October 11<sup>th</sup>; no action taken.

### **7.2 Tree Code Enforcement – Supplemental Trees**

**Recommendation:** N/A

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

**Time Estimate:** 30 minutes

**ACTION:** The discussion for the tree enforcement was moved to November's meeting.

**8.**     **ADJOURNMENT**

Meeting adjourned at 6:00 PM

**ACTION:** Motion to adjourn.

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

Meeting Minutes taken by:



Stephanie Keyser