



MEDINA, WASHINGTON  
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**PLANNING COMMISSION**  
**MEDINA CITY HALL COUNCIL CHAMBERS**  
**Tuesday, October 23, 2018**  
**6:00 PM**

**MINUTES**

**A. CALL TO ORDER 6:00 PM**

The Planning Commission meeting of October 23, 2018, was called to order at 6:02 p.m. by Chair Schubring.

**B. ROLL CALL**

Commissioners Present: Nelson, Preston, Truitt, Reeves and Schubring.  
Commissioners Absent: Carlson and Langworthy  
Staff Present: Wilcox, McKenna, Osada, Haworth, Kent and Miner

**C. ANNOUNCEMENTS**

Wilcox made the following announcements:

- The City has hired a Planning Manager, Stephanie Keyser. Stephanie's anticipated start date is December 1<sup>st</sup>.
- Development Services Department is reorganizing to improve services and cost control.
- Encouraged the Commissioners to continue emailing him with questions on the Low Impact Development Process, apologized for the special meetings that are needed in order to comply with LID regulations and thanked the Commissioners for their flexibility.

**D. APPROVAL OF MINUTES**

1. Minutes from the September 25, 2018 regular meeting and October 16, 2018 special meeting.

**ACTION:** Motion Nelson second Reeves. Approved 5-0.

**E. CONSENT AGENDA**

1. **Approval of Parking-Related LID Text Amendments.**

**ACTION:** Motion Reeves second Nelson to approve the Parking-Related LID Text Amendments.

Commissioners discussed the motion.

**ACTION:** Motion Reeves second Schubring to move the Parking-Related LID Text Amendments off the Consent Agenda. Approved 5-0.

**ACTION:** Chair Schubring moved the Parking-Related LID Text Amendments to Other Business, 1A.

#### **F. AUDIENCE PARTICIPATION**

None.

#### **G. PUBLIC HEARING**

None.

#### **H. OTHER BUSINESS**

##### **1A. Parking Related Low Impact Development (LID) Code Text Amendments:**

Commissioners discussed the proposed amendment relating to parking.

**ACTION:** Motion Nelson second Reeves; To approve a recommendation of the Planning Commission by adopting the Parking Related Low Impact Development Code Text Amendments with an accompanying recommendation that Council adopt an ordinance requiring the LID Code be reviewed in five years. Approved 5-0.

##### **1B. Discussion on Low Impact Development (LID) Code Text Amendments:**

Miner reviewed the LID processing timelines with the Commissioners, reminding them that it needs to be completed by March 2019.

Kent gave a presentation on the proposed LID Code Text Amendments that are needed to comply with the Department of Ecology's municipal stormwater permits, with the focus on Landscape Screening.

Commissioners asked questions throughout the presentation and staff responded.

**ACTION:** Motion Nelson second Preston; To discuss the Landscape Screening Related Low Impact Development Code Text Amendments.

Commissioners discussed the motion and requested additional amendments to the proposed text amendments.

**ACTION:** Motion Nelson second Preston; To adopt the amendments discussed.

Miner confirmed she had the details of the Commissioners amendments.

**ACTION:** Motion Nelson second Preston; Staff will bring an updated Landscape Screening LID Code Text Amendment, with the discussed adopted amendments, to the next scheduled LID meeting where it will be approved by the Planning Commission via consent. Approved 5-0.

## I. ADJOURNMENT

Motion Nelson second Truitt; the Commission adjourned the Regular Meeting at 8:30 p.m.

Minutes taken by:

A handwritten signature in black ink, appearing to read "Kristin McKenna". The signature is fluid and cursive, with the first name "Kristin" and last name "McKenna" clearly distinguishable.

Kristin McKenna  
Development Services Coordinator