



MEDINA, WASHINGTON  
www.medina-wa.gov  
**PLANNING COMMISSION  
REGULAR MEETING  
MEDINA CITY HALL COUNCIL CHAMBERS  
Tuesday, March 27, 2018  
6:00 PM**

**MINUTES**

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

The Planning Commission meeting of March 27, 2018, was called to order at 6:03 p.m. by Chair Schubring.

**B. ROLL CALL**

Commissioners Present: Carlson, Nelson, Preston, Reeves, Schubring and Truitt  
Commissioners Absent: Langworthy (Excused)  
Staff Present: Grumbach, McKenna, Epley and Haworth

**C. ANNOUNCEMENTS**

Grumbach made the following announcements:

- Post cards for the open house on the Area-wide Zoning Map Amendments and the school roof-top play area code amendments have been mailed out. The open house is scheduled for April 25<sup>th</sup> from 4:30 p.m. to 7:30 p.m.
- Introduced interim Assistant City Attorney Brian Epley.
- The April Planning Commission meeting has been rescheduled to April 18<sup>th</sup>.
- Noted the new format for Planning Commission agendas and minutes to be uniform with City Councils.
- The Easter Egg Hunt is scheduled for Saturday March 31st.
- An open house is scheduled April 5<sup>th</sup> from 6:00 p.m. to 8:00 p.m. on the 84<sup>th</sup>/24th Street Improvement Project.

**D. APPROVAL OF MINUTES**

1. Minutes from the February 27, 2018, regular meeting:

**ACTION:** Motion Nelson second Reeves. Approved 6-0

2. Minutes from the March 13, 2018, special meeting;

**ACTION:** Motion Nelson second Reeves. Approved 6-0

## **E. AUDIENCE PARTICIPATION**

There was consensus by the Commissioners to have public comment follow the agenda items.

## **F. PRESENTATIONS**

### **Ted Hunter, Medina Hearing Examiner. Training on Quasi-Judicial matters Power Point Presentation:**

Medina Hearing Examiner's Ted Hunter and Andrew Reeves gave a presentation on conducting quasi-judicial hearings. Hunter and Reeves discussed topics such as open record hearings, due process, preponderance of evidence and justifying conditions of approval.

## **G. PUBLIC HEARINGS**

### **1. QUASI JUDICIAL:**

#### **1. Level 2 Tailored Construction Mitigation Plan, File No. CMP-17-027 2021 Evergreen Point Road**

**Applicant:** Mark Nelson, Nelson Architecture (agent)

**Summary:** Redevelopment of a residential lot by demolishing the existing residence and constructing a new single-family dwelling with attached garage and decks and patios. Work includes grading up to 5,000 cubic yards of earth and removal of 22 significant trees.

Chair Schubring administered the Appearance of Fairness:

- Commissioner Nelson is the agent for the applicant and recused himself. He left the room.
- Chair Schubring disclosed he drove by the property.
- Commissioner Reeves disclosed he knows the contractor, Jason Williams.

There were no challenges to the remaining Commissioners deciding the matter.

Cristina Haworth, City Planning Consultant. She presented a summary of the staff report, adding an additional written comment as exhibit 10 and correcting miss labeled exhibit 5. Haworth recommended approving the Construction Mitigation Plan subject to the conditions proposed in the staff report.

Jason Williams, contractor for project, responded to questions from the Commissioners.

Chair Schubring opened the hearing to public testimony.

Yuri Manchik commented on structural coverage.

Commissioner asked questions and discussed the proposed Site Plan.

**ACTION:** Motion Reeves second Carlson to approve Construction Mitigation Plan CMP-17-027 with the conditions in the staff report and adding condition 2p to camouflage the portable toilets. Approved 5-0.

## **H. OTHER BUSINESS**

### **1. Discussion: Planning Commission/ City Council Communications:**

Due to the hour, the Commissioners tabled this discussion until the next meeting.

### **2. Continued Discussion on Area-wide Map Amendment w/ school text amendments:**

Grumbach reviewed the updated draft amendments with the Commissioners.

Commissioners asked questions and staff responded.

Bill Palmer, from St Thomas School, gave a brief presentation on a revised proposed site plan and responded to questions from the Commissioners. Palmer confirmed that the requested noise analysis will be submitted to the City before the next scheduled Planning Commission meeting.

**ACTION:** By consensus of the Commissioners, Grumbach will bring an updated draft amendment to the next meeting in preparation for the open house.

## **ADJOURNMENT**

Motion Carlson second Reeves; the Commission adjourned the Regular Meeting at 9:28 p.m. (Truitt exited 8:55 p.m.)

Minutes taken by:



Kristin McKenna

Development Services Coordinator