

**CITY OF MEDINA**  
**Planning Commission Meeting**

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November 28, 2017  
6:00 p.m.

Medina City Hall Council Chambers  
501 Evergreen Point Road

**CALL TO ORDER**

The Planning Commission meeting of November 28, 2017, was called to order at 6:00 PM by Chair Schubring.

**ROLL CALL**

Present: Jeanne Carlson, Jen Garone, Laurel Preston, Mark Nelson, Jessica Rossman, Randy Reeves and Shawn Schubring.

Absent: None

Staff Present: Robert Grumbach, Development Services Director  
Leilani Fisher, Assistant City Attorney  
Cristina Haworth, City Planning Consultant

**84<sup>th</sup> / 24<sup>th</sup> PROJECT PRESENTATION** - KPG Consulting Engineers (6:01 PM)

Sam Douglas with KPG Consulting Engineers made a presentation on the 84<sup>th</sup>/24<sup>th</sup> Street project. Douglas responded to questions from the Commissioners on traffic impacts, vegetation, methods of laying asphalt, lane marking locations, bike lanes and bus stop locations.

**ANNOUNCEMENTS (6:39 PM)**

Grumbach made the following announcements:

- The December 26<sup>th</sup>, 2017 Planning Commission meeting is canceled.
- The dead-line for turning in presents for the Giving Tree is December 11<sup>th</sup>.
- Candidates were interviewed for the Planning Commission openings and the Mayor will forward recommendations to Council at their December 11<sup>th</sup> meeting.
- City Council will hold a public hearing on the view and sunlight regulations at their December 11<sup>th</sup> meeting.

**AUDIENCE PARTICIPATION (6:41 PM)**

Randy Bannecker commented on the sign code supporting the amendments and thanking the Commissioners for all the effort they have put in to it.

Kirk Wheeler, head of St. Thomas School, commented in support of the Planning Commission adding the St. Thomas Map Amendment to their work program and designating it as a priority.

Jessie Clawson, attorney for St. Thomas School, commented in support of the Planning Commission adding St. Thomas Map Amendments to their work program and designating it as a priority.

Joe Meisenheimer said he echo's Randy Bannecker's comments on the sign code and commented on the 84<sup>th</sup>/24<sup>th</sup> Street project asking if the sidewalks were going to be at the grade of the road or elevated and how that would be achieved.

#### **APPROVAL OF MINUTES (6:53 PM)**

MOTION GARONE / SECOND REEVES TO APPROVE THE MINUTES OF THE OCTOBER 24, 2017 PLANNING COMMISSION MEETING.  
APPROVED 7-0. (6:53 PM)

#### **PUBLIC HEARINGS (6:54 PM)**

##### **QUASI-JUDICIAL:**

- 1) Level 2 Tailored CMP. File No. CMP 17-006

Site Address: 619 84<sup>th</sup> Avenue NE

Applicant: Jennifer Kim of Medici Architects (agent)

Proposal: Demolish the existing residence and constructing a new 11,314 square foot single-family dwelling with attached 1,093 square foot garage and 4,407 square feet of decks and patios. Work includes exporting up to 1,200 cubic yards of earth and removing eight significant trees.

Chair Schubring asked if Planning Commission members had any disclosures related to the Appearance of Fairness Doctrine. There were none.

Chair Schubring asked if there were any challenges to any Planning Commission members participating in the hearing. There were no challenges.

Chair Schubring explained how the hearing would be conducted.

Grumbach gave the oath to Cristina Haworth, City Planning Consultant. She presented a summary of the staff report including explanation of the site plan. Haworth recommended approving the Construction Mitigation Plan subject to the conditions proposed in the staff report.

Haworth responded to questions about the project from the Commissioners.

Grumbach gave the oath to Jennifer Kim, agent for the applicant. Kim responded to questions from the Commissioners about the project including work arrival times and school bus pick up and drop off and construction parking.

Grumbach gave the oath to Vitaly Veresko, contractor for the project. He responded to questions from the Commissioners on projected project time lines, truck loads and routes.

Grumbach gave the oath to Adam Gaston, geotechnical engineer for the project. He responded to question from the Commissioners on soil conditions and development on the steep slope.

Chair Schubring opened the hearing to public testimony.

There was no public testimony.

The Commissioners expressed concern about the timing of the truck traffic near the intersection of 84<sup>th</sup> and 24<sup>th</sup> due to the City's plan to reconstruct the corridor beginning in May. Grumbach informed the Commissioners that the City will be working with contractors to inform them of the project and the need to coordinate construction truck movement during the 84<sup>th</sup>/24<sup>th</sup> project construction.

After the Commissioners discussed the proposal, a motion was made.

MOTION REEVES / SECOND NELSON TO APPROVE CONSTRUCTION MITIGATION PLAN CMP-17-006 WITH THE CONDITIONS IN THE STAFF REPORT AND THE FOLLOWING AMENDMENTS: REVISE THE EARLIEST ARRIVAL TIMES ON SITE TO 7:00 AM MONDAY THROUGH FRIDAY AND 8:00 AM ON SATURDAYS; THE APPLICANT MUST CONTACT BELLEVUE CHRISTIAN ON THEIR SCHOOL BUS DROP-OFF AND PICK-UP AND INCORPORATE THE INFORMATION INTO THE CONSTRUCTION MITIGATION PLAN REGARDING CONSTRUCTION TRUCK MOVEMENT; AND REVISE THE TAILORED CONSTRUCTION MITIGATION PLAN TO MARK THE BOX 'WORK WILL BE PERFORMED IN A LANDSLIDE HAZARD AREA OR ITS BUFFER AREA AND SUCH WORK WILL FULLY COMPLY WITH THE CRITICAL AREA REPORT'. APPROVED 7 - 0 (7:49 PM)

#### **OTHER BUSINESS (7:50 PM)**

##### **1) Real Estate and Event / Illumination of Signs**

Grumbach reviewed with the Commissioners the memo included in their packets and responded to questions. The Commissioners had suggestions and comments throughout the discussion regarding minor alterations to draft amendments, including asking that a definition for 'business day' be added to the amendments; that a standard be developed for support structures on temporary signs; and that provisions for painted or illuminated borders be combined with mounted signs. The Commissioner also asked the City to obtain professional opinions on maximum luminance levels for signs.

Grumbach will bring the requested information to the next meeting.

## 2) 2018 Planning Commission Work Program

Grumbach presented to the Commission their accomplishments for 2017. Grumbach discussed the proposed 2018 work plan with the Commissioners and answered questions. After discussion, the Commissioners agreed to add items and re-prioritize the work plan to:

1. Sign Code
2. Storm Water Permit Amendments
3. Construction Mitigation Plan
4. Areawide Map Amendments
5. Tree Code Amendments
6. Periodic review of Shoreline Master Program
7. Sustainability Regulations
8. Floor Area Ratio / Minimum Landscaping Requirements
9. Delete Verification Step of Original Grade
10. Expand the Allowances for matching Nonconforming Height
11. Revise the Site Plan Review Process
12. Delete the 5-foot front setback strip for fence
13. City initiated Comprehensive Plan Update
14. Wireless Communication Code Amendments
15. Other tasks

Discussion about having time to handle the workload ensured. There was consensus among the Commissioners to hold additional meetings in 2018 to work on their work program.

MOTION SCHUBRING / SECOND CARLSON TO OFFICIALLY EXPRESS THE COMMISSION'S APPRECIATION FOR GARONE'S AND ROSSMAN'S SERVICE TO THE PLANNING COMMISSION AND TO WISH THEM SUCCESS IN THEIR CITY COUNCIL POSITIONS. APPROVED 7- 0. (9:03 PM)

## ADJOURNMENT

MOTION GARONE / SECOND ROSSMAN TO ADJOURN THE NOVEMBER 28, 2017 PLANNING COMMISSION MEETING. APPROVED 7-0 (9:05 PM)

The next Planning Commission meeting is scheduled for Tuesday, January 23, 2018 at 6:00 PM.

Minutes taken by:



Kristin McKenna  
Development Services Coordinator