

CITY OF MEDINA
Planning Commission Special Meeting

*February 15, 2017
6:30 p.m.*

*Medina City Hall Council Chambers
501 Evergreen Point Road*

CALL TO ORDER

The Planning Commission special meeting of February 15, 2017, was called to order at 6:30 PM by Chair Schubring.

ROLL CALL

Present: Jeanne Carlson, David Doud, Jen Garone, Mark Nelson, Jessica Rossman, Vice-Chair Randy Reeves and Chair Shawn Schubring

Absent: None

Staff Present: Robert Grumbach, Development Services Director
Kristin McKenna, Development Services Coordinator
Kellen Ruwe, Assistant City Attorney

ANNOUNCEMENTS (6:30 PM)

Grumbach made the following announcements:

- Effective March 1, 2017, City Hall operating hours will be Monday through Friday 7:30 AM to 4:00 PM.
- City Council has approved the Planning Commission's work program with one amendment.
- City Council will hold the Noise Code hearing at their regular meeting of March 13, 2017.
- The Development Services Department is in the process of updating forms and handouts.
- The City has hired a consultant and will start conducting noise testing on applicable mechanical equipment.
- A one year review of the tree code has been conducted and Grumbach will brief Commissioners at the next meeting.

APPROVAL OF MINUTES (6:36 PM)

MOTION NELSON / SECOND CARLSON TO APPROVE THE MINUTES OF THE JANUARY 23, 2017 PLANNING COMMISSION MEETING. APPROVED 7 – 0.
(6:36 PM)

AUDIENCE PARTICIPATION (6:37 PM)

Paul Saad commented on the view and sunlight regulations saying that for years the city policy has favored preservation of trees. He feels it would be a great benefit to create a city policy establishing the importance of views and to recognize that views are being lost to the trees. He also suggested to find vegetation pockets around the city that can be removed and would allow everyone to share in the benefit of a view.

PUBLIC HEARINGS (6:43 PM)

LEGISLATIVE:

1) Planning Commission Recommendation on Sign Code Regulations.

Grumbach presented the staff report. There was no public in attendance at this time during the meeting. The commissioners deliberated on the draft code. There were several questions with the majority relating to real estate signs. There was extensive discussion about the size of the real estate signs. Commissioner Rossman suggested exploring Hunts Point's rules allowing only posts for real estate signs. Grumbach and Ruwe responded to the Commissioners' questions.

The Commissioners expressed wanting to see an improvement to the organization of the draft code, visual aids to assist in understanding the code and to obtain feedback from real estate professionals.

Grumbach stated he would work on making revisions to the draft to try and make it clear and bring this back at the next meeting along with information on real estate sign posts.

Commissioners Schubring and Reeves agreed to provide names of real estate professionals to Grumbach for feedback.

Grumbach noted this was their required public hearing, but they could allow public comments at their future meetings.

OTHER BUSINESS (8:15 PM)

1) Update View and Sunlight Obstruction Regulations

Grumbach reviewed the View and Sunlight code amendment draft with the Commissioners explaining the proposed local administrative process and clarifying private property questions. The Commissioners had a brief discussion and suggested some minor alterations to the code language.

Grumbach will bring an updated draft to the next meeting.

2) Update to Construction Mitigation Plan – Policy Guidance Discussion

Due to the hour, the Commissioners agreed to table the discussion on the Construction Mitigation Plan updates until the next meeting.

ADJOURNMENT

MOTION DOUD / SECOND REEVES TO ADJOURN THE FEBRUARY 15, 2017, PLANNING COMMISSION SPECIAL MEETING. APPROVED 7 – 0. (8:45 PM)

Next regular meeting is Tuesday March 28, 2017 at 6:00 PM.

Minutes taken by:



Kristin McKenna
Development Services Coordinator