

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

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*January 24, 2017  
6:00 p.m.*

*Medina City Hall Council Chambers  
501 Evergreen Point Road*

**CALL TO ORDER**

The Planning Commission meeting of January 24, 2017, was called to order at 6:00 PM by Chair Reeves.

**ROLL CALL**

Present: Jeanne Carlson, David Doud (exited 7:20 PM, excused)  
Jen Garone, Mark Nelson, Jessica Rossman, Shawn Schubring  
and Randy Reeves.

Absent: None

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

**ELECTIONS (6:01PM)**

Reeves turned the meeting over to Schubring who called for nominations for the 2017 Planning Commission Chair.

Commissioner Reeves nominated Commissioner Schubring.

Commissioner Garone nominated Commissioner Reeves.

There were no further nominations. Commissioners voted on the first nomination of Commissioner Schubring as Planning Commission Chair. Commissioner Schubring received the necessary majority vote and was elected as the Planning Commission Chair.

Chair Schubring called for nominations for Vice-Chair.

Commissioners Nelson nominated Commissioner Reeves.

Commissioner Garone nominated Commissioner Rossman.

There were no further nominations. Commissioners voted on the first nomination of Commissioner Reeves as Planning Commission Vice-Chair. Commissioner Reeves received the necessary majority vote and was elected as the Planning Commission Vice-Chair.

## **ANNOUNCEMENTS (6:04 PM)**

None

## **APPROVAL OF MINUTES (6:04 PM)**

Development Services Coordinator, Kristin McKenna, noted a correction to the November 22, 2016 regular meeting minutes and the December 6, 2016 special meeting minutes.

MOTION NELSON / SECOND GARONE TO APPROVE THE MINUTES OF THE NOVEMBER 22, 2016 PLANNING COMMISSION MEETING WITH AMENDMENT. APPROVED 7 – 0. (6:05 PM)

MOTION GARONE / SECOND ROSSMAN TO APPROVE THE MINUTES OF THE DECEMBER 6, 2016 PLANNING COMMISSION SPECIAL MEETING WITH AMENDMENT. APPROVED 7 – 0. (6:06 PM)

## **AUDIENCE PARTICIPATION (6:07 PM)**

None

## **PUBLIC HEARINGS (6:07 PM)**

### **QUASI-JUDICIAL:**

- 1) Level 2 Tailored CMP. File No. *CMP 16-023*  
Site Address: 1625 Rambling Lane  
Applicant: Ed Horner of Horner Design Associates (Agent)  
Proposal: Alteration of a single-family dwelling by constructing a 1,710 square foot addition. Work includes 30 cubic yards of grading and will occur within a geologically hazardous area (steep slope buffer).

Chair Schubring asked if Planning Commission members had any disclosures related to the Appearance of Fairness Doctrine. Commissioner Nelson disclosed that he knows the applicant and the soils expert. Nelson confirmed he would be fair and impartial.

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.

Haworth presented a summary of her staff report including explanation of the site plan. Haworth provided the staff's recommended to approve the Construction Mitigation Plan subject to the conditions proposed in the staff report.

Haworth responded to questions from the Commissioners and provided supplemental information submitted by the applicant and labeled Exhibit 11.

Grumbach gave the oath to Ed Horner, agent for the applicant. Horner responded to a question from the Commissioners concerning school traffic specific to Bellevue Christian and St. Thomas, construction start times and the steep slope buffer.

Grumbach gave the oath to Matt Miller, geo technical engineer for the applicant. Miller testified on the steep slope buffer.

There was no public testimony.

MOTION NELSON / SECOND CARLSON TO APPROVE CONSTRUCTION MITIGATION PLAN CMP-16-023 WITH THE CONDITIONS IN THE STAFF REPORT AND ADDING SCHOOL TIMES OF BELLEVUE CHRISTIAN AND ST. THOMAS TO EXHIBIT 11. (6:27 PM)

Discussion on the motion followed. After the discussion another motion was made.

MOTION GARON / SECOND DOUD TO AMEND THE CONDITIONS IN THE STAFF REPORT BY ADDING NEW CONDITION THAT CONSTRUCTION TRUCK MOVEMENT ON CITY STREETS SHALL BE PROHIBITED DURING A PERIOD OF 30 MINUTES BEFORE AND 30 MINUTES AFTER SCHOOL PICK-UP AND DROP-OFF TIMES ALONG THE CONSTRUCTION TRUCK ROUTE. THE APPLICANT SHALL COORDINATE WITH THE SCHOOLS TO DETERMINE WHEN SCHOOL PICK-UP AND DROP-OFF TIMES WILL OCCUR. APPROVED 7-0 (6:44 PM)

ORIGINAL MOTION TO APPROVE CONSTRUCTION MITIGATION PLAN CMP-16-023 WITH THE CONDITIONS IN THE STAFF REPORT AND WITH AMENDMENTS. APPROVED 7-0. (6:48 PM)

#### **OTHER BUSINESS (6:48 PM)**

- 1) Continued discussion on Planning Commission Recommendation on Repealing and adopting New Noise Control Regulations.

Grumbach summarized the discussion from the prior meeting and reviewed the updates to the draft standards with the Commissioners. Grumbach and Ruwe responded to questions from the Commissioners and helped clarify the code language.

Ioana Park from BRC Acoustics & Audiovisual Design was present and responded on behalf of the City to questions on measuring noise, the difference between sound and noise and best management practice.

There was consensus among the Commissioners to make the following amendments to the draft recommendation:

- 8.06.120: Revise the language used in the heading.  
8.06.120 (B): Reference the section Lmax applies to.  
8.06.130: Strike section I.  
8.06.140: Strike section F.  
8.06.170: Use the word sound in lieu of the word noise.

MOTION NELSON / SECOND REEVES TO APPROVE THE PLANNING COMMISSION'S RECOMMENDATION REGARDING THE PROPOSED NOISE CONTROL REGULATIONS, WITH AMENDMENTS. APPROVED 6-0 (7:43 PM)

2) 2017 Planning Commission Work Program.

Grumbach presented to the Commission their accomplishments for 2016. Grumbach discussed the proposed 2017 work plan with the Commissioners and answered questions.

MOTION REEVES / SECOND NELSON TO APPROVE THE PROPOSED 2017 PLANNING COMMISSION WORK PROGRAM AS PRESENTED BY STAFF, WITH AMENDMENT TO MOVE ITEM ON SUSTAINABILITY REGULATIONS TO NUMBER FOUR ON THE LIST, AND TO FORWARD THE PROPOSED WORK PROGRAM TO THE CITY COUNCIL. APPROVED 4-2 (ROSSMAN AND GARONE OPPOSED) (8:20 PM)

Grumbach stated he was unable to attend the next regular Planning Commission meeting. The Commissioners agreed to hold a Planning Commission special meeting on February 15, 2017 and canceled the February 28, 2017 regular meeting.

**ADJOURNMENT**

MOTION REEVES / SECOND GARON TO ADJOURN THE JANUARY 24, 2017 PLANNING COMMISSION MEETING. APPROVED 6 – 0. (8:25 PM)

The next Planning Commission meeting is scheduled for Wednesday, February 15, 2017 at 6:30 PM.

Minutes taken by:



Kristin McKenna  
Development Services Coordinator