

CITY OF MEDINA
Planning Commission Meeting

*January 26, 2016
6:00 p.m.*

*Medina City Hall Council Chambers
501 Evergreen Point Road*

CALL TO ORDER

The Planning Commission meeting of January 26, 2016, was called to order at 6:00 PM by Chair Reeves.

Chair Reeves welcomed new Mayor, Alex Morcos, and new Deputy Mayor, Sheree Wen, who were both in the audience.

ROLL CALL

Present: Jeanne Carlson, David Doud (*arrived 6:07 PM*), Mark Nelson, Peter Papano, Vice-Chair Shawn Schubring, and Chair Randy Reeves.

Absent: Seethu Babu

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

ELECTIONS (6:03PM)

Reeves turned the meeting over to Vice-Chair Schubring who called for nominations for the 2016 Planning Commission Chair.

MOTION NELSON TO NOMINATE COMMISSIONER REEVES AS PLANNING COMMISSION CHAIR. APPROVED 5 – 0*. (6:03 PM)

*Note: no other nominations were made for chair.

Schubring turned the meeting over to Chair Reeves who called for nominations for Vice-Chair.

MOTION NELSON TO NOMINATE COMMISSIONER SCHUBRING AS PLANNING COMMISSION VICE CHAIR. APPROVED 5 – 0*. (6:04 PM)

*Note: no other nominations were made for vice-chair.

ANNOUNCEMENTS (6:05 PM)

Grumbach made the following announcements:

- A new Mayor, Alex Marcos and Deputy Mayor, Sheree Wen, were elected at the January 11, 2016 Council Meeting. They will serve a 2 year term.
- Request for qualifications for development review consultants are in progress.
- A new floating dock was installed at Medina Beach Park.
- PSE's Right-of-way Tree permit for tree maintenance is nearly complete and there will be public noticing afterwards.
- WSDOT applied for a new Technical Noise Variance for night work.
- Shared preliminary data on the SR-520 construction truck traffic count that was part of KGM's revised Construction Mitigation Plan. Grumbach will continue to update the Commissioners as more data is received.

APPROVAL OF MINUTES (6:15 PM)

MOTION NELSON/ SECOND SCHUBRING TO APPROVE THE MINUTES OF THE NOVEMBER 24, 2015 PLANNING COMMISSION MEETING. APPROVED 6 – 0.
(6:15 PM)

AUDIENCE PARTICIPATION (6:15 PM)

Mayor Marcos congratulated Chair Reeves and Vice-Chair Schubring on their nominations. He thanked the Commissioners and staff for all they do and stated he was looking forward to working with them.

PUBLIC HEARINGS (6:16 PM)

QUASI-JUDICIAL:

- 1) **Level 2 Tailored CMP. File No. CMP-15-014**
Site Address: 3242 78th Place NE
Applicant: Nick Conver (Agent)
Proposal: Construct a new 6,133 square foot house with attached garage.
Work includes grading 450 cubic yards of earth, remove 7 significant trees, install a spa and other site improvements.

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

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

Chair Reeves 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 regarding the number of truck loads importing/exporting materials, school bus stop pick up and drop off times, construction parking, tree removal, screenings and stabilization to stop erosion.

Grumbach gave the oath to Nick Conver, agent for the applicant. Conver responded to a question from the Commissioners on tree removal and explained he would be putting up fencing to minimize impacts. Conver also responded to questions regarding trucks using the private lane, material deliveries and staging areas. He estimated the duration of the project would be about 14 months and stated the majority of the truck traffic would likely occur during the first few months.

Chair Reeves opened the hearing to public testimony.

Grumbach gave the oath to Jadine Murphy. She asked about drainage on the property and for clarification on fencing and tree removals. Murphy expressed concerns on the ability of double-dump trucks turning around on the property. She also commented on the potential location and condition of the out-door stair case that provides access to the shoreline.

Grumbach gave the oath to Larry Jones. He commented on the CMP stating he was supportive of the applicant and looking forward to seeing the improvements to the property.

There was no other public testimony.

Further discussion occurred among the Commissioner on the issues that had been raised.

<p>MOTION NELSON / SECOND DOUD TO APPROVE CONSTRUCTION MITIGATION PLAN CMP-15-014 WITH THE CONDITIONS IN THE STAFF REPORT. APPROVED 6 - 0. (7:28 PM)</p>

QUASI-JUDICIAL:

2) Level 2 Tailored CMP. File No. CMP-15-016

Site Address: On the west side of Evergreen Point Road, approximately 415 feet north of the intersection with NE 32nd Street.

Applicant: Gerry Slick (Agent)

Proposal: Construct a new 5,500 square foot house. Work includes grading of 50 cubic yards of earth, remove 4 significant trees and other minor site improvements.

Chair Reeves asked if Planning Commission members had any disclosures related to the Appearance of Fairness Doctrine. Commissioner Nelson disclosed that he knows Sheree Wen, a neighbor that may be impacted by this CMP. Nelson confirmed he would be fair and impartial. Chair Reeves disclosed that he had been to Sheree Wen's property and looked at the applicant's property. Reeves confirmed he would be fair and impartial.

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

Chair Reeves explained how the hearing would be conducted.

Haworth presented a summary of her staff report including explanation of the site plan. She corrected an error in the staff report by clarifying the property was vacant with only a shed to be demolished. She also clarified that the property will be assigned an address after the City of Medina Building Official has reviewed the building permit application.

Haworth provided the staff's recommendation to approve the Construction Mitigation Plan subject to the conditions proposed in the staff report plus adding a condition regarding the use of overhead equipment.

Haworth responded to questions from the Commissioners regarding tree protection, off site car pool locations and private lane access.

Grumbach gave the oath to Jerry Slick, agent for the applicant. He responded to questions regarding on site construction parking stating he only asked for 3 spaces in order to keep the area clear for larger trucks to maneuver and to keep as much traffic off the private lane as possible. Slick also stated the only overhead trucks he anticipated for this project would be for roofing material and pump trucks for concrete. Slick responded to questions from the Commission on easement paving stating it made more sense to repave the private lane when the project was near completion due to the heavy trucks that would be accessing it during the course of construction that could cause damage.

Chair Reeves opened the hearing to public testimony.

Grumbach gave the oath to Sheree Wen. She commented on the easement location. Wen expressed concerns for children's safety during the times the construction trucks would be using the private lane to access the job site. She also commented on offsite parking, temporary fencing and heavy trucks driving on the new easement.

Grumbach gave the oath to David Martin. He commented on the design of the private lane and visibility concerns stating the lane is fairly level with a slight curve.

There was no other public testimony.

Further discussion occurred among the Commissioners on the issues that had been raised.

MOTION SCHUBRING / SECOND REEVES TO APPROVE CONSTRUCTION MITIGATION PLAN CMP-15-016 WITH THE CONDITIONS IN THE STAFF REPORT. (8:16 PM)

Discussion on the motion followed. Schubring listed the following amendments:

MOTION SCHUBRING / SECOND PAPANO TO AMEND THE CONDITIONS IN THE STAFF REPORT THAT THE USE OF OVERHEAD EQUIPMENT SHALL NOT INVOLVE THE ENCROACHMENT INTO THE AIR SPACE ABOVE ADJACENT PROPERTY OWNERS OR THE PUBLIC RIGHT-OF-WAY. THE BOOM TRUCK/MOBILE CRANE WILL BE OPERATED CONSISTENT WITH THE DRAWINGS PROVIDED IN EXHIBIT 7. APPROVED 6 – 0. (8:25 pm)

MOTION SCHUBRING / SECOND DOUD TO AMEND THE CONDITIONS IN THE STAFF REPORT THAT THE LOCATION IS TO INCLUDE THE TAX PARCEL NUMBER AS SITE ADDRESS. AMENDMENT APPROVED 4 - 2. (REEVES, NELSON OPPOSED) (8:25 pm)

MOTION SCHUBRING / SECOND NELSON TO AMEND THE CONDITIONS IN THE STAFF REPORT THAT SCREENING FENCING IS TO BE MODIFIED BY CMP ENFORCEMENT OFFICER AS NECESSARY TO PROVIDE ADEQUATE SCREENING AND SECURITY. AMENDMENT APPROVED 6-0. (8:25 pm)

MOTION SCHUBRING / SECOND CARLSON TO AMEND THE CONDITIONS IN THE STAFF REPORT THAT ONSITE CONSTRUCTION PARKING WILL INCREASE FROM 3 SPACES TO 6 SPACES. AMENDMENT APPROVED 6-0. (8:27 pm)

MOTION DOUD TO AMEND THE CONDITIONS IN THE STAFF REPORT TO SPECIFY BUS ACCOMMODATIONS FROM 20 MINUTES TO 40 MINUTES. MOTION DIES FOR LACK OF A SECOND. (8:35 pm)

ORIGINAL MOTION TO APPROVE CONSTRUCTION MITIGATION PLAN CMP-15-016 AS AMENDED. APPROVED 5-1. (DOUD OPPOSED) (8:36 PM)

Following completion of the actions on the construction mitigation plans, the Commissioners extensively discussed conditions surrounding truck traffic and children's safety at school bus stops. They asked Grumbach to bring them information to help them better understand the matter.

OTHER BUSINESS (8:45 PM)

1) 2016 Planning Commission Work Program

Grumbach reviewed the proposed work program with the Commissioners.

MOTION CARLSON / SECOND SCHUBRING TO APPROVE THE PROPOSED PLANNING COMMISSION WORK PROGRAM, AS DESCRIBED, AND FORWARD TO THE CITY COUNCIL WITH A RECOMMENDATION TO APPROVE. APPROVED 6-0 (8:52 PM)

2) Discuss April 25, 2016 Joint Meeting

Grumbach explained this meeting was a joint training session on the Open Meetings Act and public records. He stated the meeting would likely run for a couple hours and reminded the Commissioners this was the day before their regular Planning Commission meeting. After discussion there was general consensus among the Commissioners to attend the training and still hold their regular meeting on April 26th.

ADJOURNMENT

MOTION DOUD / SECOND PAPANO TO ADJOURN THE JANUARY 26, 2016 PLANNING COMMISSION MEETING. APPROVED 6 – 0. (9:03 PM)

The next regular Planning Commission meeting is scheduled for Tuesday, February 23, 2016 at 6:00 PM.

Minutes taken by:



Kristin McKenna
Development Services Coordinator