

CITY OF MEDINA
Planning Commission Meeting

*September 22, 2015
6:00 p.m.*

*Medina City Hall Council Chambers
501 Evergreen Point Road*

CALL TO ORDER

The Planning Commission meeting of September 22, 2015, was called to order at 6:02 PM by Chair Reeves.

ROLL CALL

Present: Seethu Babu, Jeanne Carlson, David Doud, Mark Nelson, Peter Papano, Vice-Chair Shawn Schubring, and Chair Randy Reeves.

Absent: None

Staff Present: Robert Grumbach, Development Services Director
Kristin McKenna, Development Services Coordinator
Aimee Kellerman, City Clerk

Chair Reeves re-ordered the agenda with the consensus of the Commission.
(6:02 PM)

PRESENTATION (6:02 PM)

City Clerk Aimee Kellerman distributed I-Pads and policy agreements to the Commissioners. Kellerman assisted with set up and demonstrated how to navigate the paperless agenda.

ANNOUNCEMENTS (6:19 PM)

Grumbach made the following announcements:

- There was an appeal filed on the Planning Commission's decision of the SR 520 CMP revision. He gave information on the hearing and encouraged the Commissioners to attend.
- There is a City Council budget workshop on Monday, September 28th. It is open to the public and all are welcome to attend.
- City Council tabled the ordinance on the Comprehensive Plan and development regulation amendments until the October City Council Meeting.
- City Council gave preliminary approval to move forward on drafting an Urban Forest Management Plan.
- The City has selected Kathleen Haggard from the law firm Porter, Foster, Rorick LLP to serve as our new City Attorney, effective October 1, 2015.

APPROVAL OF MINUTES (6:38 PM)

MOTION NELSON / SECOND CARLSON TO APPROVE THE MINUTES OF THE AUGUST 25, 2015 PLANNING COMMISSION MEETING. APPROVED 6 – 0. (PAPANO ABSTAINED – NOT PRESENT AT AUGUST 25th MEETING) (6:28 PM)

AUDIENCE PARTICIPATION

There was no audience participation.

PUBLIC HEARINGS

None

OTHER BUSINESS (6:40 PM)

1) Tree Code Housekeeping Code Amendment (6:40 PM)

Grumbach presented a draft minor code amendment regarding the Tree Code. The Commissioners discussed the proposal. Grumbach said a public hearing will need to be held at their October meeting with the intent of forwarding a recommendation to the City Council for consideration at the November City Council Meeting. After further discussion, there was consensus to accept the draft and move forward to a public hearing.

2) Unified Development Code Housekeeping Amendments discussion (6:49 PM)

Grumbach explained that in 2010 the City began the process of consolidating all development regulations into Title 20. He stated that during the transition there were some insufficiencies that were identified and needed to be addressed. Grumbach provided the Commissioners with a handout identifying 11 draft code amendments. A discussion followed on each of the amendments. Grumbach answered questions from the Commissioners and helped clarify some of the proposed amendments. Grumbach encouraged the Commissioners to familiarize themselves with Title 20. In response to the Commissioners' questions, he stated he would bring additional information to the next meeting.

3) 2015 Planning Commission Work Program Discussion (7:51 PM)

The Commissioners discussed prioritizing the remaining 2015 work program. After discussion there was a consensus to focus on the Unified Development Code amendments, reading the Sign Code and the Tree Code Ordinance – Phase Two Updates.

ADJOURNMENT

MOTION SCHUBRING / SECOND CARLSON TO ADJOURN THE SEPTEMBER 22, 2015, PLANNING COMMISSION MEETING. APPROVED 7 – 0. (8:20 PM)

The next regular Planning Commission meeting is scheduled for Tuesday, October 27, 2015 at 6:00 PM.

Minutes taken by:



Kristin McKenna
Development Services Coordinator