

CITY OF MEDINA
Planning Commission Special Meeting

December 2, 2014
6:00 p.m.

Medina City Hall Council Chambers
501 Evergreen Point Road

CALL TO ORDER

The Planning Commission meeting of December 2, 2014, was called to order at 6:00 PM by Chair Nunn.

ROLL CALL

Present: Chair Heija Nunn, Jeanne Carlson, Peter May, Mark Nelson, Peter Papano, Randy Reeves, and Shawn Schubring (arrived 6:05 pm).

Absent: None

Staff Present: Robert Grumbach, Development Services Director
Kristin McKenna, Deputy City Clerk
Cristina Haworth, City CMP Consultant

ANNOUNCEMENTS (6:01 PM)

Grumbach made the following announcements:

- Deputy City Clerk Kristin McKenna has been hired as the new Development Services Coordinator. The City is posting the Deputy City Clerk position.
- Boarding House Ordinance has been drafted based on the Planning Commission's recommendation and forwarded to the Council. The hearing is set for Monday December 8, 2014.
- January 2015 meeting is looking very busy. Topics include Tree Code, Comprehensive plan and the 2015 work program. Planning Commission election for chair and vice chair will also be held.

Chair Nunn made the following announcements:

- The City bought the Post Office.
- Email from Mr. David Yee has been passed out to the Commission regarding removing a tree that is blocking emergency access to a home.
 - Discussion followed with Grumbach assessing the role of the Commission regarding this situation. After discussion it was understood that this is not within the Planning Commission's authority to be involved in.

APPROVAL OF MINUTES (6:10 PM)

MOTION NELSON / SECOND SCHUBRING TO APPROVE THE MINUTES FOR THE OCTOBER 18, 2014 REGULAR MEETING AND THE NOVEMBER 12 AND NOVEMBER 18, 2014, SPECIAL MEETINGS AS WRITTEN. APPROVED 7 – 0.
(6:10 PM)

AUDIENCE PARTICIPATION (6:12 PM)

Paul Saad commented on the look of the new street signs.

David Yee commented on the tree that he feels is blocking emergency access to his neighbors home. Chair Nunn thanked Mr. Yee for his comment and explained that City Staff is evaluating the situation.

PUBLIC HEARINGS (6:18 PM)

QUASI-JUDICIAL:

1) Level 2 Tailored CMP. File No. CMP-14-012

Site Address: 3306 78th Place N.E.

Proposal: Redevelop a residential waterfront lot.

Chair Nunn stated that this was a quasi-judicial matter and asked if Planning Commission members had any disclosures related to the Appearance of Fairness Doctrine. None did.

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

Chair Nunn 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 explaining the site plan. Haworth recommended approval of the Construction Mitigation Plan subject to the conditions proposed in the staff report.

Haworth responded to questions from the Commissioners including a written public comment which was a public comment submitted by neighboring property owner Mariette Patterson requesting the use of barging to import/export soil, restricting parking on the private lane and complying with easements. Haworth also responded to questions regarding school bus access on 78th Place. and construction trucks maneuvering the narrow lane.

Grumbach gave the oath to Myrle Bossart, neighbor. She expressed her concerns over the proposed 6:30 am start time including noise from diesel truck motors and doors slamming.

Grumbach gave the oath to Mariette Patterson, neighbor. She expressed her concerns over all the construction traffic that would be going back and forth on the small road, the proposed construction hours and setbacks. Patterson was also concerned about lights from the construction vehicles shining into her living room.

Grumbach gave the oath to Pat McGough, neighbor. He expressed his concerns with the trucks going in and out and constructions start time.

Grumbach gave the oath to Johnny Kim, neighbor. He expressed his concerns regarding the safety of the kids walking up and down 78th Place. to catch their school bus at the same times the construction trucks would be utilizing 78th Place.

Grumbach gave the oath to John Tipps of RGN Construction, agent for applicant. Tipps addressed concerns regarding the construction trucks. He confirm that they did discuss and analyze the use of a barge, but felt barging would be too damaging to the shoreline, was not cost effective and would stretch out the time period of the project. Tipps answered questions from the Commission on truck back up beepers, limiting construction trucks access to 78th Place during school bus pick up/drop off times, higher fencing to block lights from shining in neighboring homes and construction start/end times. Tipps estimated the duration of the project would be about one year.

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

MOTION MAY / SECOND REEVES TO APPROVE CONSTRUCTION MITIGATION PLAN CMP-14-012 WITH THE CONDITIONS IN THE STAFF REPORT. (7:28 PM)

Discussion on the motion followed.

MOTION REEVES / SECOND MAY TO AMEND THE CONDITIONS IN THE STAFF REPORT TO SPECIFY AN ARRIVAL TIME NO EARLIER THAN 7:00 AM AND START TIME NO EARLIER THAN 7:30 AM. AMENDMENT APPROVED 7 - 0. (7:32 PM).

MOTION REEVES / SECOND CARLSON TO AMEND THE CONDITIONS IN THE STAFF REPORT TO SPECIFY BUS ACCOMMODATIONS FROM 20 MINUTES TO 30 MINUTES. AMENDMENT APPROVED 7 - 0. (7:36 PM).

MOTION MAY / SECOND SCHUBRING TO AMEND THE CONDITIONS IN THE STAFF REPORT TO ANY CONSTRUCTION THAT REQUIRES THE CLOSURE OF 78TH PL BE DONE WHEN SCHOOL IS NOT IN SESSION OR APPROPRIATE ACCOMMODATIONS BE MADE WITH THE SCHOOLD DISTRICTS. AMENDMENT APPROVED 7 - 0. (7:40 PM).

MOTION MAY / SECOND NELSON TO AMEND THE CONDITIONS IN THE STAFF REPORT THAT THE APPLICANT BE REQUIRED TO PLACE SCREENING OF SUFFICIENT HEIGHT TO PREVENT LIGHT FROM INTRUDING ON THE NEIGHBORING PROPERTIES. AMENDMENT APPROVED 6 – 1 (SCHUBRING OPPOSED). (7:42 PM).

ORIGINAL MOTION TO APPROVE CONSTRUCTION MITIGATION PLAN CMP-14-012 AS AMENDED. APPROVED 7 - 0. (7:50 PM)

Chair Nunn called for a five minute recess (7:51PM) the Chair reconvened the meeting at 7:57 PM.

OTHER BUSINESS

1) Phase Two Tree Code Update Discussion (7:57 PM)

Development Services Director Robert Grumbach discussed with the Commissioners about finishing up the discussion on the criteria for development verses non-development and then take a break from the tree code until their next meeting on January 27, 2015. At the January meeting Grumbach said he will provide a complete draft of code language for discussion.

Discussion on the development versus non-development continued. After much discussion, and by consensus, the Commission adopted the proposed language, subject to later possible revisions.

2) 2015 Mandatory Review and Update of Comprehensive Plan (8:27 PM)

Development Services Director Robert Grumbach presented the Commissioners with a hand out of possible changes to the comprehensive plan. He reminded the Commission that they have a deadline of June 2015 for the update. Grumbach explained that there are two steps to the Comprehensive Plan update. First the state mandatory requirements for June of 2015 and then the Commission can take a broader look at the plan and spend more time on it.

Grumbach introduced Tess and Amy from The Watershed Company. They have been assisting the City with the state mandatory updates. Amy confirmed that they did some basic fact checking and that everything was in track changes. She also commented that as they gather more documents there could be some more

revisions. Amy explained that they have laid out a schedule and at the next meeting they will be discussing chapters 1, 2 and 4. Chapter 3 is the element for community design and is not a required Comprehensive Plan element. At the following meeting they would discuss chapters 5, 7 and 8. Chapter 6 is the parks and open space elements. The Planning Commission had already gone through a parks and open space plan and it has been integrated into the draft.

ADJOURNMENT

MOTION MAY / SECOND SCHUBRING TO ADJOURN THE DECEMBER 2, 2014, PLANNING COMMISSION MEETING. APPROVED 7 - 0. (8:38 PM)

The next Planning Commission meeting is scheduled for Tuesday, January 27, 2014, at 6:00 PM.

Minutes taken by:



Kristin McKenna
Deputy City Clerk