



# MEDINA, WASHINGTON

## PLANNING COMMISSION SPECIAL MEETING

Virtual/Online

Tuesday, December 14, 2021 - 4:00 PM

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### MINUTES

**COMMISSION CHAIR** | Laurel Preston

**COMMISSION VICE-CHAIR** | Shawn Schubring

**COMMISSIONERS** | Laura Bustamante, David Langworthy, Mark Nelson, Mike Raskin,  
Randy Reeves

**PLANNING MANAGER** | Stephanie Keyser

#### 1 CALL TO ORDER / ROLL CALL

Chair Laurel Preston called the meeting to order at 4:05pm

##### PRESENT

Chair Laurel Preston  
Vice Chair Shawn Schubring  
Commissioner Laura Bustamante  
Commissioner David Langworthy  
Commissioner Mark Nelson  
Commissioner Mike Raskin  
Commissioner Randy Reeves

##### STAFF

Bennett, Keyser, Miner, Wilcox

#### 2. APPROVAL OF MEETING AGENDA

— Action: By consensus, Planning Commission approved the meeting agenda as presented.

#### 3. APPROVAL OF MINUTES

3.1 Planning Commission Minutes of November 16, 2021

**Recommendation:** Approve Minutes

**Staff Contact:** Rebecca Bennett, Development Services Coordinator

Action: Motion to approve minutes. (Approved 7-0)

Motion made by Commissioner Nelson, Seconded by Commissioner Bustamante. Voting Yea: Chair Preston, Vice Chair Schubring, Commissioner Bustamante, Commissioner Langworthy, Commissioner Nelson, Commissioner Raskin, Commissioner Reeves

#### **4. ANNOUNCEMENTS**

##### **4.1 Staff/Commissioners**

Keyser announced City Manager Mike Sauerwein's last day is January 3rd - Chief Steve Burns has been appointed by Council to be the Interim City Manager. Tom Early has left to go work for King County - Ben Schneider of Otak is a landscape architect who is going to review the tree permit applications; the city has put out an RFP for an arborist. Jackets are available to be picked up at City Hall. The second tree code public hearing has been pushed to next year.

Chair Preston thanked commissioner Reeves for his time as a commissioner.

Commissioner Nelson announced Mason from Gray & Osborne is no longer with us.

#### **5. AUDIENCE PARTICIPATION**

Individuals wishing to speak live during the Virtual Planning Commission meeting will need to register their request with the Development Services Coordinator, Rebecca Bennett, via email ([rbennett@medina-wa.gov](mailto:rbennett@medina-wa.gov)) or by leaving a message at 425.233.6414 before 12pm the day of the Planning Commission meeting. Please reference Public Comments for the December 14 Planning Commission meeting on your correspondence. The Development Services Coordinator will call on you by name or telephone number when it is your turn to speak. You will be allotted 3 minutes for your comment and will be asked to stop when you reach the 3-minute limit.

No public was in attendance to speak during the audience participation.

#### **6. PUBLIC HEARING**

##### **6.1 Permanent Supportive and Transitional Housing** **Recommendation:** Approve **Staff Contact(s):** Stephanie Keyser, Planning Manager **Time Estimate:** 30 minutes

Keyser presented PowerPoint presentation.

Action: Motion to amend proposed code 16.31.040 subsection B to limit to a maximum residents to 8 instead of 10 (Approved 7-0)

Motion made by Vice Chair Schubring, Seconded by Commissioner Raskin.  
Voting Yea: Chair Preston, Vice Chair Schubring, Commissioner Bustamante,

Commissioner Langworthy, Commissioner Nelson, Commissioner Raskin,  
Commissioner Reeves

Action: Motion to amend 16.31.040 to add a subsection that creates a minimum  
length of stay of 72 hours. (Approved 6-1)

Motion made by Vice Chair Schubring, Seconded by Commissioner  
Langworthy. Voting Yea: Chair Preston, Vice Chair Schubring,  
Commissioner Bustamante, Commissioner Langworthy, Commissioner  
Raskin, Commissioner Reeves Voting Nay: Commissioner Nelson

Action: Motion to adopt proposed code as commissioners amended it in prior motions  
(Approved 7-0)

Motion made by Commissioner Nelson, Seconded by Commissioner  
Langworthy. Voting Yea: Chair Preston, Vice Chair Schubring, Commissioner  
Bustamante, Commissioner Langworthy, Commissioner Nelson,  
Commissioner Raskin, Commissioner Reeves

**7. DISCUSSION**

None.

**8. ADJOURNMENT**

Motion made by Commissioner Langworthy, Seconded by Commissioner  
Nelson. Voting Yea: Chair Preston, Vice Chair Schubring, Commissioner  
Bustamante, Commissioner Langworthy, Commissioner Nelson,  
Commissioner Raskin, Commissioner Reeves

Meeting Minutes taken by:

A handwritten signature in black ink, appearing to be 'Rebecca Bennett', written over a horizontal line.

Rebecca Bennett  
Development Services Coordinator