



MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Tuesday, January 27, 2026 – 6:00 PM

MINUTES

1. CALL TO ORDER / ROLL CALL

Development Services Coordinator Rebecca Bennett called the meeting of the Medina Planning Commission to order at 6:01 p.m. in the Council Chambers.

PRESENT

Commission Vice-Chair Shawn Schubring
Commissioner Julie Barrett
Commissioner Evonne Lai
Commissioner Mark Nelson
Commissioner Brian Pao

ABSENT

Commissioner Li-Tan Hsu

STAFF

Bennett, Gunderson, Swanson, Wilcox

2. ELECTIONS

2.1 Elect Chairperson and Vice Chairperson for 2026

Development Services Coordinator Rebecca Bennett asked for nominations for Chair. There were two nominations for Commissioner Shawn Schubring. Bennett asked for additional nominations. None were heard. Bennett closed the nomination period.

ACTION: Voting for Commissioner Shawn Schubring as Chair. (Approved 5-0)

Voting Yea: Commission Vice-Chair Schubring, Commissioner Barrett, Commissioner Lai, Commissioner Nelson, Commissioner Pao

Chair Shawn Schubring asked for nominations for Vice Chair. There were two nominations for Commissioner Brian Pao. Chair Shawn Schubring asked for additional nominations. None were heard. Chair Shawn Schubring closed the nomination period.

ACTION: Voting for Commissioner Brian Pao as Vice Chair. (Approved 5-0)

Voting Yea: Commission Vice-Chair Schubring, Commissioner Barrett, Commissioner Lai, Commissioner Nelson, Commissioner Pao

3. APPROVAL OF MEETING AGENDA

Without objections, the meeting agenda was approved as presented.

4. APPROVAL OF MINUTES

4.1 Planning Commission Meeting Minutes of November 18, 2025

Recommendation: Adopt Minutes.

Staff Contact: Rebecca Bennett, Development Services Coordinator

ACTION: Motion to approve minutes. (Approved 5-0)

Motion made by Commissioner Nelson, Seconded by Commissioner Barrett.

Voting Yea: Commission Vice-Chair Schubring, Commissioner Barrett, Commissioner Lai, Commissioner Nelson, Commissioner Pao

5. ANNOUNCEMENTS

5.1 Staff/Commissioners

Development Services Coordinator Rebecca Bennett announced the vacancy on the Planning Commission and provided an overview of the appointment timeline for Position No. 2.

Director of Development Services Steve Wilcox introduced Planning Consultant Kim Gunderson, who will be leading the discussion on outdoor lighting.

Director Wilcox provided an update on the Critical Areas Ordinance and thanked the Commission for its work on the matter over the past year. He indicated that the draft ordinance is anticipated to be presented to the City Council at either the February 23 or March 9 meeting.

Director Wilcox also announced that the February 24 Planning Commission meeting will be held jointly with the City Council.

6. PUBLIC COMMENT PERIOD

Please see "Online Meeting Participation" above.

Yee Dawson, Medina resident, spoke regarding his concerns regarding outdoor lighting.

Tim Cowley, Medina resident, spoke regarding his concerns regarding ICE.

Public comment was then closed.

7. DISCUSSION

- 7.1 Outdoor Lighting Ordinance
Recommendation: Discussion only
Staff Contact: City consultant Kim Gunderson from Mahoney Planning

Planning Consultant Kim Gunderson of Mahoney Planning delivered a PowerPoint presentation on the proposed Outdoor Lighting Ordinance. The Commissioners engaged in discussion and asked clarifying questions.

8. ADJOURNMENT

Next Planning Commission Meeting: February, 24, 2026 at 6:00 PM.

Meeting adjourned at 7:37pm.

ACTION: Motion to adjourn. (Approved 4-0-1)

Motion made by Commissioner Pao, Seconded by Commissioner Barrett.
Voting Yea: Commission Vice-Chair Schubring, Commissioner Barrett, Commissioner Nelson, Commissioner Pao
Voting Abstaining: Commissioner Lai

Meeting Minutes taken by Rebecca Bennett, Development Services Coordinator