



MEDINA, WASHINGTON

PLANNING COMMISSION SPECIAL MEETING

Hybrid - Virtual/In-Person
Medina City Hall - Council Chambers
501 Evergreen Point Road, Medina, WA 98039
Tuesday, November 18, 2025 – 6:00 PM

MINUTES

1. CALL TO ORDER / ROLL CALL

Planning Commission Vice Chair Shawn Schubring called the Planning Commission meeting to order in the Medina Council Chambers at 6:01pm.

PRESENT

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

ABSENT

Commissioner Li-Tan Hsu

STAFF

Bennett, Findlay-Reitan, Nickle, Swanson, Wilcox, Yormick

2. APPROVAL OF MEETING AGENDA

ACTION: By consensus, the meeting agenda was approved as presented.

3. APPROVAL OF MINUTES

3.1 Planning Commission Meeting Minutes of October 28, 2025

Recommendation: Adopt Minutes.

Staff Contact: Rebecca Bennett, Development Services Coordinator

ACTION: Motion to approve the meeting minutes as amended. Motion passed 6-0.

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

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

None were heard.

5. PUBLIC COMMENT PERIOD

None were heard.

6. PUBLIC HEARING

- 6.1 Public Hearing - Proposed Amendments to the Critical Areas Ordinance
Hold a public hearing, to take public testimony on the Critical Areas Ordinance
Staff Contact: Steven Wilcox, Development Services Director

Facet gave PowerPoint presentation on the Critical Areas Ordinance. Planning Commission Vice Chair Schubring opened the public comment period. Public comment was made by Medina resident Margaret Maxwell. Vice Chair Schubring closed the public comment period.

7. EXECUTIVE SESSION

RCW 42.30.110(1)(i)

To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

Planning Commission adjourned to executive session at 6:50pm for 30 minutes for discussion under RCW 42.30.110(1)(i).

8. PLANNING COMMISSION BUSINESS

- 8.1 Concerns of the Commission

None were heard.

- 8.2 Critical Areas Ordinance Update

Recommendation: Approval of the Draft CAO Update Ordinance as Recommendation to the Council

Staff Contact: Steven Wilcox, Development Services Director with Staff from our consultant Dan Nickel and Douglas Yormick

Commissioners discussed and asked questions.

ACTION: Motion to recommend approval of the Critical Areas Ordinance update and to direct staff to forward the Planning Commission's recommendation to the City Council with MMC 16.72.060 and MMC 16.50.050 having consistency. Approved 6-0.

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

9. ADJOURNMENT

Meeting adjourned at 7:46pm.

ACTION: Motion to adjourn. Approved 6-0.

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

Meeting Minutes taken by Rebecca Bennett, Development Services Coordinator