



MEDINA, WASHINGTON

PLANNING COMMISSION MEETING

Hybrid-Virtual/In Person

Tuesday, October 24, 2023 – 6:00 PM

AGENDA

COMMISSION CHAIR | Laura Bustamante

COMMISSION VICE-CHAIR | Shawn Schubring

COMMISSIONERS | Li-Tan Hsu, Evonne Lai, David Langworthy, Mark Nelson, Brian Pao

DEVELOPMENT SERVICES DIRECTOR | Steve Wilcox

DEVELOPMENT SERVICES COORDINATOR | Rebecca Bennett

Hybrid Meeting Participation

Planning Commission participation in this meeting will be by teleconference/online only. Members of the public may also participate by phone/online. Individuals wishing to speak live during the Virtual Planning Commission meeting will need to register their request with the Development Services Coordinator at 425.233.6414 or email rbennett@medina-wa.gov and leave a message before 12PM on the day of the October 24 Planning Commission meeting. Please reference Public Comments for October 24 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.

Join Zoom Meeting

<https://medina-wa.zoom.us/j/87363788643?pwd=f5JT78hXXtiWfZVn8iunKGTRc2Se6D.1>

Meeting ID: 873 6378 8643

Passcode: 507644

One tap mobile

+1 253 215 8782, 87363788643#, *507644# US (Tacoma)

1. **CALL TO ORDER / ROLL CALL**

2. **APPROVAL OF MEETING AGENDA**

3. **APPROVAL OF MINUTES**

3.1 Planning Commission Meeting Minutes of September 26, 2023

Recommendation: Approve Minutes.

Staff Contact: Rebecca Bennett, Development Services Coordinator

4. **ANNOUNCEMENTS**

4.1 Recent Medina staff change.

4.2 Staff recruiting plan.

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) or by leaving a message at 425.233.6414 before 12pm the day of the Planning Commission meeting. Please reference Public Comments for the October 24 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.

6. **DISCUSSION**

6.1 2024 Periodic Comprehensive Plan Update Status

Recommendation: Discussion item only.

Staff Contact: Steve Wilcox, Development Service Director

Time Estimate: 30 minutes

7. **ADJOURNMENT**

ADDITIONAL INFORMATION

Planning Commission meetings are held on the 4th Tuesday of the month at 6 PM, unless otherwise specified.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office at (425) 233-6410 at least 48 hours prior to the meeting.

UPCOMING MEETINGS

Tuesday, October 24th – Regular Meeting at 6:00 PM

Tuesday, November 14th – Special Meeting at 6:00 PM

Tuesday, November 28th – Regular Meeting Cancelled

Tuesday, December 5th – Special Meeting at 6:00 PM

Tuesday, December 26th – Regular Meeting Cancelled



MEDINA, WASHINGTON

AMENDED PLANNING COMMISSION MEETING

Hybrid-Virtual/In Person

Tuesday, September 26, 2023 – 6:00 PM

MINUTES

COMMISSION CHAIR | Laura Bustamante
COMMISSION VICE-CHAIR | Shawn Schubring
COMMISSIONERS | Li-Tan Hsu, Evonne Lai, David Langworthy, Mark Nelson, Brian Pao
PLANNING MANAGER | Stephanie Keyser
DEVELOPMENT SERVICES COORDINATOR | Rebecca Bennett

1. CALL TO ORDER / ROLL CALL

PRESENT
 Chair Laura Bustamante
 Vice Chair Shawn Schubring
 Commissioner Li-Tan Hsu
 Commissioner Evonne Lai
 Commissioner Brian Pao
 Commissioner Mark Nelson (departed at 7:10pm)

ABSENT
 Commissioner David Langworthy

STAFF
 Bennett, Burns, Keyser, Wilcox

2. APPROVAL OF MEETING AGENDA

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

3. APPROVAL OF MINUTES

3.1 Planning Commission Meeting Minutes of July 25, 2023
Recommendation: Approve Minutes.
Staff Contact: Rebecca Bennett, Development Services Coordinator

ACTION: Motion to approve minutes. (Approved 6-0)

Motion made by Commissioner Nelson, Seconded by Commissioner Hsu.
 Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu,

Commissioner Lai, Commissioner Nelson, Commissioner Pao

4. ANNOUNCEMENTS

4.1 Staff/Commissioners

Keyser welcomed Commissioner Pao to his first meeting. Keyser announced that the next two Planning Commission Meetings are special meetings that will be held on Tuesday, November 14th at 6:00pm and Tuesday, December 5th at 6:00pm.

5. AUDIENCE PARTICIPATION

There was no audience participation.

6. DISCUSSION

6.1 Community Design Element

Recommendation: N/A

Staff Contact(s): Stephanie Keyser, Planning Manager

Time Estimate: 45 minutes

Commissioners discussed, asked questions and gave comment.

6.2 Housing Element

Recommendation: N/A

Staff Contact(s): Stephanie Keyser, Planning Manager

Time Estimate: 45 minutes

Commissioners discussed, asked questions and gave comment.

7. ADJOURNMENT

Meeting adjourned at 7:37pm.

ACTION: Motion to adjourn. (Approved 5-0)

Motion made by Commissioner Lai, Seconded by Commissioner Pao.
Voting Yea: Chair Bustamante, Vice Chair Schubring, Commissioner Hsu,
Commissioner Lai, Commissioner Pao

Minutes taken by:

Rebecca Bennett