



MEDINA, WASHINGTON

PLANNING COMMISSION
SPECIAL MEETING MINUTES
ZOOM
Tuesday, January 26, 2021
2:00 PM

MINUTES

A. CALL TO ORDER/ROLL CALL

The Planning Commission Special Meeting of January 26, 2021 was called to order at 2:03 p.m. by Stephanie Keyser, Planning Manager.

Commissioners Present: Nelson, Preston, Raskin, Reeves and Schubring.

Commissioners Absent: Langworthy and Smith.

Staff Present: Kellerman, Keyser, Taylor and Wilcox.

B. ELECTIONS

City Clerk Kellerman called for nominations for Chair.

ACTION: Commissioner Schubring nominated Commissioner Preston for Chair.

With no other nominations, the nomination period was closed.

With no objections and by consensus, Commissioner Preston was elected as Chair.

Approved: 5-0

Chair Preston called for nominations for Vice Chair.

ACTION: Commissioner Reeves nominated Commissioner Schubring for Vice-Chair.

ACTION: Commissioner Nelson nominated Commissioner Reeves for Vice-Chair.

ACTION: Commissioner Reeves declines nomination.

With no other nominations, the nomination period was closed.

With no objections and by consensus, Commissioner Schubring was elected as

Vice-Chair. Approved: 5-0

C. ANNOUNCEMENTS

Keyser made the following announcements:

- Planning Commission did not need to readopt work plan in January as it was previously amended in September of 2020.
- Discussed Parking Study.
- Planning Commission emails will no longer be active as of March 1, 2021.

D. APPROVAL OF MINUTES

1. Amended Minutes from December 8, 2020 Special Planning Commission Meeting.

ACTION: Motion Nelson Second Schubring Approved: 5-0

E. AUDIENCE PARTICIPATION

None

F. DISCUSSION

1. **Subject: Mitigating Bulk**

Chair Preston gave report of leadership meeting to Planning Commission.

Keyser and Planning Commission discussed recommendations to Council.

Schubring calls to motion to not recommend to Council that the City of Medina do a second story setback.

ACTION: Motion Schubring Second Raskin Approved 5-0

Schubring calls to motion to not use floor area ratio to Council.

ACTION: Motion Schubring Second Raskin Approved 5-0

Schubring calls to motion to adopt Table 20.23.020(A) as presented in Appendix A of the staff report to recommend allowable structural coverage in R-16 lots that exceed 16,000sqft be modified to match allowable coverage to similarly sized lots in R-20 and R-30.

ACTION: Motion Schubring Second Nelson Approved 5-0

Keyser asks Planning Commissioners how many want the City to pursue moving to an average grade calculation.

All Commissioners in attendance were in favor.

Chair Preston opens discussion on average grade.

Commissioners discuss.

Schubring calls to motion for Planning Commission to ask Council to direct the discussion on the trade-off of height vs. structural coverage to mitigate bulk.

ACTION: Motion Schubring Second Raskin Approved 5-0

Schubring calls to amend motion for Planning Commission to direct Council to pursue discussion on the trade-off of height and other incentives vs. structural coverage to mitigate bulk.

ACTION: Motion Schubring Second Nelson

Planning Commission discussed amended motion. Approved 5-0

2. **Subject: Tree Code Retention and Replacement Requirements**

Keyser and Commissioners continue to discuss the tree code.

ACTION: Continue discussion in next Planning Commission Meeting.

G. OTHER BUSINESS

None

H. ADJOURNMENT

Motion Nelson Second Schubring; The Special Planning Commission Meeting adjourned at 4:13pm

Minutes taken by:



Amber Taylor