

CITY OF MEDINA
Planning Commission Meeting

May 27, 2014
6:00 p.m.

Medina City Hall Council Chambers
501 Evergreen Point Road

CALL TO ORDER

The Planning Commission meeting of May 27, 2014, was called to order at 6:00 PM by Chair Nunn.

ROLL CALL

Present: Chair Heija Nunn, Vice-Chair Jennifer Garone, Jeanne Carlson, Peter May, Randy Reeves and Shawn Schubring

Absent: Peter Papano (excused)

Staff Present: Robert Grumbach, Development Services Director
Donna Goodman, Development Services Coordinator

ANNOUNCEMENTS (6:01 PM)

Grumbach made the following announcements:

- An open house was held on May 21st for the upcoming sidewalk project on Evergreen Point Road. Ten people attended and indicated support for the project.
- The new zoning map was adopted at the last council meeting and is now in effect.
- Council adopted the revised impervious requirements for R-30 and SR-30 zoning districts.
- A public hearing on the 2015 – 2020 CIP /TIP will be held at the next council meeting.
- A discussion on possible regulations relating to marijuana is scheduled for the next council meeting
- Development Services will be working on updating forms, creating permitting guides and building a new Development Services website.
- In response to a question from Commissioner Garone, Grumbach updated the commissioners on the proposed wireless communication tower project in Fairweather Park.

APPROVAL OF MINUTES (6:16 PM)

MOTION MAY / SECOND REEVES TO APPROVE THE MINUTES FOR THE APRIL 22, 2014, PLANNING COMMISSION MEETING AS WRITTEN. APPROVED 6 – 0.
(6:16 PM)

AUDIENCE PARTICIPATION (6:16 PM)

There were no comments from the audience.

PUBLIC HEARING (6:16 PM)

Chair Nunn announced that there were no public hearings.

OTHER BUSINESS

1) Briefing on Tree Code Update (6:16 PM)

Grumbach briefed the commissioners on council meeting activity related to the tree code update. He shared that many people expressed concerns and wanted changes to the tree replacement requirements. He discussed the two phased update approach approved by the council and that the tree replacement requirements were not part of the phase one update.

Grumbach reported on changes the council made to the planning commission's recommendation including retaining the TRACE system for rating tree hazards, instead of changing to TRACK. He noted the council will be reviewing the ordinance for final action at their next meeting.

Grumbach informed the commissioners that the main issue during phase two will be to consider a policy change related to the tree replacement requirements. He elaborated that the tree code reflects the current policy where tree replacement mitigation acts as a disincentive to cutting larger trees. He noted that the planning commission is required to consider code amendments to development regulations so they should have a role in the phase two update.

Discussion followed on the regulations regarding the topping of trees, dead trees and trees in steep slopes.

Grumbach noted that at the next meeting, the planning commission will discuss the process for phase two and that it is being proposed to make extra efforts with public outreach.

2) Public Participation Plan – Comprehensive Plan Update (6:31 PM)

Grumbach referenced the information in the packet and asked how the commissioners wished to proceed. He commented that a state-mandated update is required along with a larger look at citizen-desired changes, including a visioning process for the community. He noted that it had been ten years since the last major update.

After receiving commissioners' feedback, Grumbach summarized the information in the packet and pointed out that the Department of Commerce checklists would help to identify what changes need to be made. He added that there was a need to update the critical areas section for best available science.

Grumbach responded to the commissioners' questions and explained that a deadline was nearing for spending some of the grant dollars. This would be used for public outreach to initiate community involvement. He stressed that the main requirement was to provide opportunities for public participation and that the city is legally required to do so early in the process.

Commissioner May expressed that people have little understanding of what a comprehensive plan is. He suggested taking advantage of the postcard mailing to share with citizens the goals of the process and to ask specific questions, such as "What do you like about Medina?" and "What would you like to see changed?"

Discussion followed on the issue of public outreach, the methods to be used, including new methods such as tweeting, and at what points in the process outreach should occur. Commissioner Reeves reported on an interactive website used by the City of Redmond, explaining that it is an excellent tool for obtaining a lot of feedback quickly.

Grumbach suggested that the commissioners could also help with public outreach by contacting people through their individual networks.

Chair Nunn suggested obtaining public participation by using a random sampling, perhaps people who had applied for permits over the last couple of years.

Commissioner May suggested that the council might want to review the responses to the earlier survey and evaluate the value of the information before implementing a new survey. He indicated that it was an interesting exercise that he'd seen performed at other cities and that it helps to avoid surprises.

Discussion occurred on the results and percentage of participation of previous surveys. Vice Chair Garone asked if the city would capture for future consideration any public comments related to stage 2 which are offered during stage 1. Grumbach responded in the affirmative.

Chair Nunn suggested that the city consider using a consultant to create the website in order to give staff some assistance. Grumbach responded that staff will be able to

do the work but suggested photos representing Development Services will be helpful and asked if commissioners would send pictures if they have them.

Commissioner Reeves asked about the expected duration of the process and Grumbach responded that there will be meetings on stage 1 through June of next year and then stage 2 would continue on thereafter. He shared that he hoped to get the council's approval to move forward on the two-step approach at their next meeting.

Grumbach directed the commissioners' attention to the checklist in the packet and reviewed the hierarchy of planning goals. He noted that the city's goals must be amended to be consistent with the state, regional (Puget Sound Regional Council), and county goals. Also needed will be updates to transportation, environmental, population, housing units, affordable housing, development regulations, economic development, parks and recreation, etc.

Discussion on this item was continued to the next meeting.

ADJOURNMENT

MOTION GARONE / SECOND SCHUBRING TO ADJOURN THE MAY 27, 2014, PLANNING COMMISSION MEETING. APPROVED 6 - 0. (7:23 PM)
--

The next Planning Commission meeting is scheduled for Tuesday, June 24, 2014, at 6:00 PM.

Minutes taken by:



Donna Goodman
Development Services Coordinator