

CITY OF MEDINA
Planning Commission Meeting

January 28, 2014
6:00 p.m.

Medina City Hall Council Chambers
501 Evergreen Point Road

CALL TO ORDER

The Planning Commission meeting of January 28, 2014, was called to order at 6:00 PM by Chair Nunn.

Grumbach introduced new Deputy City Clerk, Kristin McKenna, who would be acting as recording secretary for the meeting, and new City Manager, Michael Sauerwein, who was in attendance in the audience.

ROLL CALL

Present: Chair Heija Nunn, Jennifer Garone, Peter May, Peter Papano, Randy Reeves, and Shawn Schubring.

Absent: None

Staff Present: Robert Grumbach, Development Services Director
Kristin McKenna, Deputy City Clerk
Michael Sauerwein, City Manager
Kevin Cricchio, City CMP Consultant

ELECTIONS (6:01 PM)

Chair Nunn turned the meeting over to Deputy City Clerk Kristin McKenna who called for nominations for the 2014 Planning Commission Chair.

MOTION PAPANO / SECOND GARONE TO NOMINATE COMMISSIONER NUNN AS PLANNING COMMISSION CHAIR. APPROVED 6 – 0*. (6:01 PM)

*Note: no other nominations were made for chair.

Chair Nunn called for nominations for Vice-Chair.

MOTION REEVES TO NOMINATE PETER MAY AS VICE-CHAIR. MOTION NUNN / SECOND MAY TO NOMINATE JENNIFER GARONE AS VICE CHAIR. MOTION TO ELECT JENNIFER GARONE PLANNING COMMISSION VICE-CHAIR. APPROVED 6 – 0. (6:02 PM)

ANNOUNCEMENTS (6:03 PM)

Grumbach made the following announcements:

- Checked in with the Commissioners about scheduling a planning short course to be held in Medina. Chair Nunn recommended focusing on a single topic and Grumbach said he would inquire to have it focus on the comprehensive plan update.
- Provided a reminder about the public hearing on February 25th regarding the zoning map.

APPROVAL OF MINUTES (6:06 PM)

MOTION MAY / SECOND PAPANO TO APPROVE THE MINUTES FOR THE DECEMBER 3, 2013, SPECIAL PLANNING COMMISSION MEETING AS WRITTEN. APPROVED 6 – 0. (6:06 PM)

AUDIENCE PARTICIPATION (6:07 PM)

There were no comments from the audience.

PUBLIC HEARINGS (6:07 PM)

QUASI-JUDICIAL:

1) Level 2 Tailored CMP. File No. CMP-13-021

Site Address: 3655 Evergreen Point Road

Proposal: Redevelop a residential lot containing geologically hazardous areas. Work entails the demolition of an existing two-story residence and construction of a new single family residence.

Chair Nunn stated that this was a quasi-judicial matter and asked if Planning Commission members had any disclosures related to the Appearance of Fairness Doctrine. May responded that he was a neighbor and had submitted a comment for the record and recused himself from participating in hearing the case. May went on to say that he also wished to make a statement as part of the hearing.

Chair Nunn asked if there were any challenges to any other Planning Commission members participating in the hearing. There were no challenges.

Grumbach asked if the applicant objected to May's presence during the hearing. There were no objections. Chair Nunn explained how the hearing would be conducted.

Grumbach gave the oath to Kevin Cricchio, City CMP Consultant. Cricchio provided the Planning Commission a record of an email received on November 25, 2013, from Chris and Susan Marker agreeing with the Mays' comments and which was labeled exhibit 12.

Cricchio presented a summary of his staff report. Cricchio showed an aerial view of the property and explained that the access was off a shared private lane. He testified

that the property lies in a geologically hazardous area which triggered the requirement for a geotechnical report and noted that the report was found to be complete and in compliance with city code. He explained that the presence of the critical area on the property triggered the Level T2 Construction Mitigation Plan.

Cricchio also explained that a public comment had been received from Peter and Trish May expressing concerns regarding the proposed screening, possible construction noise, and potential construction parking in the right-of-way and/or neighboring properties. He stated the letter was shared with the applicant's agent, John Stoeck, and resulted in a revised site plan being submitted, which included additional screening and the location of a dumpster. He commented that conditions numbers 9 and 10 were added to address the neighbor's concerns regarding noise and parking.

Cricchio reported that staff recommends approval of the construction mitigation plan subject to the ten conditions listed in the staff report.

Papano inquired about information on the retaining wall. Cricchio showed the Commissioners a photo of the structure and deferred to the applicant to explain it in more detail.

Vice Chair Garone asked if there should be consistency between the language regarding required repairs to the private driveway as well as the public right-of-way. Grumbach explained that the City has the authority to enforce its rules in the public rights-of-way, but does not have the authority to require repairs to private property and that that would be a civil matter.

Vice Chair Garone asked about the allowed work hours for the cutting of stone and tile. Cricchio responded that request came from the comment letter. He went on to explain that the Medina Municipal Code states the allowed construction hours and that the applicant was proposing to fewer hours than allowed by the MMC. Discussion among the Commissioners followed.

Grumbach gave the oath to John Stoeck, applicant. Stoeck first addressed the question regarding the retaining wall in the geologically hazardous area and explained that the existing riprap rockery is proposed to remain and that the new concrete retaining wall will be constructed to the east of it.

Schubring expressed doubt that all of the construction vehicles would fit on the property and asked about a contingency plan. Stoeck referred to the site plan, Exhibit 2b, and explained that a temporary turnaround would be constructed for delivery trucks. Schubring, explaining that he had recently built his own house, continued to express concern and Stoeck testified that he did not have a contingency plan for parking.

Grumbach explained that if problems arise with construction vehicle parking, the City has authority to require workers to be shuttled to the site and that the project could be shut down until a compliance plan was approved.

Chair Nunn expressed her concern with the parking situation, explaining that the road is very narrow at that location at the end of Evergreen Point Road, and urged Stoeck to think about it further and try to come up with a back-up plan. Chair Nunn also expressed concern with the height of the screening fence and wondered about its purpose. Stoeck explained the fence steps down from the grade and Grumbach explained it is being used to screen materials that are stored onsite.

Vice Chair Garone asked about the height of the rockery and Stoeck responded that it starts out at two feet in height and goes up to approximately 12 feet in height.

Schubring inquired about the amount and type of tile to be used and there was further discussion among the Commissioners regarding what time of day the tile and cement cutting would occur.

Chair Nunn asked about the delivery trucks and how they would access the property. Stoeck told the Commissioners that he is not intending to use semi-trucks and will instead use medium sized flat-bed trucks for deliveries. Schubring asked Stoeck to make sure that the trucks' motors are turned off when not in use for the safety of the children in the neighborhood and Stoeck responded that they would be happy to comply.

Stoeck was asked about the time frame of the project. He responded that his goal is to be completed with the project within 12 months. Discussion also took place regarding the potential for blocking the neighbors' access on the shared private lane. Stoeck explained that it would be the responsibility of the job superintendent to make sure that doesn't happen.

Grumbach gave the oath to Peter May, neighbor. May thanked the applicants for being responsive to the issues he had raised. He showed aerial photos of the project in relation to his house and explained that they had already been surrounded by construction for several years. He pointed out that the time restriction he had proposed for cutting tile had been used previously for other construction sites. May also pointed out that there is no turnaround area on the street for a larger truck. He also expressed concern that the trucks would try to use neighboring driveways as a turnaround and that could cause damage to driveways, hedges and property. He commented that he would like to see signs posted in the private driveways indicating "No turnaround in driveway". He said he would like the commission to consider an amended provision that would require any larger vehicles to back down to the site instead of turning around. May also said he is very excited for his neighbors to have their home built, but just needed to express some issues of concern.

Further discussion among the Commissioners occurred regarding trucks turning around and requiring a sign.

Grumbach gave the oath to Angie Song, property owner. Song explained that the hedge will be removed, making more room for the trucks to maneuver. She also stated that they have a very good relationship with the neighbor below and that it

might be possible to remove the address sign, which would also give trucks more room.

Further discussion occurred among the Commissioners on the issues that had been raised.

MOTION GARONE / SECOND SCHUBRING TO APPROVE CONSTRUCTION MITIGATION PLAN CMP-13-021 WITH THE CONDITIONS IN THE STAFF REPORT. (7:10 PM)

Discussion among the Commissioners followed.

John Stoeck requested that the allowable work hours be changed to allow work to continue to 7:00 PM on Monday through Friday instead of the 5:00 PM originally proposed. May testified that he had no objection to this.

MOTION REEVES / SECOND SCHUBRING TO AMEND THE MOTION TO INCLUDE THE FOLLOWING ADDITIONAL CONDITIONS OF APPROVAL: 1) 24" X 24" SIGNS (NUMBER AS NEEDED) SAYING "NO TURNAROUND IN NEIGHBORS' DRIVEWAY" WOULD BE REQUIRED, 2) TRUCKS LARGER THAN 26,000 GROSS WEIGHT (CLASS A/B) ARE NOT ALLOWED TO TURN AROUND IN NEIGHBORS' DRIVEWAYS BUT WILL BE REQUIRED TO BACK DOWN TO THE SITE OR DRIVE DOWN AND BACK OUT WITH TURNAROUND AT 78TH AVE NE OR FURTHER, AND 3) ALLOWABLE HOURS WILL BE MONDAY – FRIDAY, 7:00 AM ARRIVAL, 8:00 AM START TIME, AND 7:00 PM END TIME. AMENDMENTS APPROVED 6 - 0. (7:18 PM)

ORIGINAL MOTION TO APPROVE CONSTRUCTION MITIGATION PLAN CMP-13-021 AS AMENDED, APPROVED 6 - 0. (7:18 PM)

OTHER BUSINESS

1) 2014 Planning Commission Work Program (7:21 PM)

The Commission discussed the 2014 work plan. Vice Chair Garone stated that she would like to see target dates as a goal on the work program items. Grumbach advised the Commissioners that having target dates could potentially result in extra meetings. The Commissioners discussed the possibility of having study sessions. The Commissioners discussed reprioritizing the work list.

MOTION MAY / SECOND REEVES TO APPROVE THE PROPOSED WORK PROGRAM WITH THE CHANGE OF MOVING ITEM 7 TO 5 AND THE REST OF THE ITEMS MOVING DOWN.

MOTION GARONE/ SECOND SCHUBRING TO ADD THE TARGET DATES TO THE WORK PROGRAM. APPROVED 6 – 0.

ORIGINAL MOTION TO APPROVE THE WORK PROGRAM AS AMENDED.
APPROVED 6 – 0. (7:41 PM)

2) GMA Comprehensive Plan Update - Discussion (7:42 PM)

Grumbach explained the June 2015 state mandate for an update. He advised the Commissioners that the last update they had was in 2005. Grumbach called for any questions. May commented on affordable housing and is concerned of the potential use of drones in the near future. Reeves suggested that having a facilitator may assist in getting them through a lot of information in a timely manner. Chair Nunn suggested that Medina Days may be a good time to get the public engaged. Chair Nunn also would like feedback from the community regarding affordable housing.

3) Streetscape Comprehensive Plan Amendment – Discussion (7:56PM)

Grumbach reminded the Commissioners that they last looked at the proposal in October 2013 and he would like their feedback on the revisions. He also noted that the Commissioners still needed to take a look at the Non-motorized Transportation Plan.

Chair Nunn commented on the Capital Improvement Plan (CIP) and making sure the streetscape is consistent with the CIP. Grumbach responded that CIP/ TIP can morph, get twisted or delayed and noted that CIP/ TIP plans should be looked at as a thought process and can be used in helping to secure grants.

MOTION BY MAY / SECOND BY SCHUBRING TO ACCEPT THE REVISIONS OF THE STREETScape COMPREHENSIVE PLAN. APPROVED 6-0. (8:01 PM)

4) Tree Code Continued – Discussion on this item was postponed to the next meeting

ADJOURNMENT

MOTION MAY / SECOND GARONE TO ADJOURN THE JANUARY 28, 2014, PLANNING COMMISSION MEETING. APPROVED 6 - 0. (8:03 PM)

The next Planning Commission meeting is scheduled for Tuesday, February 25, 2014, at 6:00 PM.

Minutes taken by:



Kristin McKenna
Deputy City Clerk