



**City of Medical Lake**  
124 S. Lefevre Street – City Council Chambers  
**Planning Commission Meeting & Public Hearing**  
April 16, 2026, Minutes

**NOTE: This is not a verbatim transcript. Minutes contain only a summary of the discussion. A recording of the meeting is available on the City of Medical Lake's YouTube channel where meetings are livestreamed.**

**1) CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

- a) Commissioner Veliz called the meeting to order at 5:30pm, led the Pledge of Allegiance, and conducted roll call. Commissioner Mark was present on Zoom. Commissioners Veliz, Altheide, Rowe, and Twohig were present in person.

**2) ADDITIONS TO AGENDA**

- a) Motion to approve agenda as presented made by Commissioner Twohig, seconded by Commissioner Altheide, carried 5-0.

**3) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS**

- a) None.

**4) APPROVAL OF MINUTES – March 26, 2026**

- a) Motion to approve made by Commissioner Rowe, seconded by Commissioner Twohig, carried 5-0.

**5) STAFF REPORTS**

- a) Elisa Rodriguez, Senior Planner – presentation, see attached.

**6) SCHEDULED ITEMS**

- a) Periodic Update: Comprehensive Plan: Part 2
  - i) Ms. Rodriguez reviewed the Comprehensive Plan update and requested feedback from the commissioners. Commissioner Twohig asked about updated maps, and Ms. Rodriguez stated staff is currently working on them and hopes to have them available by the May meeting. Discussion occurred regarding agencies included in the planning process and how the City ensures all appropriate agencies are involved. Ms. Rodriguez noted there is no master list available. Commissioner Altheide raised concerns regarding proposed roundabouts. Discussion followed regarding potential impacts and costs associated with roundabouts. Commissioner Rowe stated he is not supportive of roundabouts and encouraged the City to carefully consider impacts and costs. Ms. Rodriguez stated the transportation consultant is currently preparing a draft Transportation Plan. Ms. Rodriguez and Mr. Weathers are reviewing the draft and hope to have it available by the next meeting. Mr. Weathers reminded the Commission that the Comprehensive Plan is a 20-year planning document intended to identify long-term issues and solutions. Ms. Rodriguez also discussed the SR-902 corridor and the City's priority of improving the eastern entrance to Lefevre Street, including safety improvements for vehicles, pedestrians, and bicyclists.
- b) Periodic Update: MLMC amendments regarding Transportation
  - i) Ms. Rodriguez introduced the topic and explained there are not many new state mandates related to transportation, but staff is reviewing how the City's code functions and identifying areas for improvement. Discussion included proposed revisions to the parking chapter and transportation concurrency requirements. Ms. Rodriguez noted the state currently mandates transportation concurrency, meaning infrastructure improvements must occur at the same time as or prior to development. Discussion also occurred regarding Commute Trip Reduction (CTR) references, with staff proposing references to the existing plan rather than retaining duplicative language in the Comprehensive Plan. Private roads were also discussed. Ms. Rodriguez stated there are currently no official private roads within the City and staff does not believe retaining the option is beneficial. Staff is therefore considering removing private roads as an option within City code.
- c) Review of Planning Commission Policies and Procedures
  - i) Commissioner Veliz reviewed the process for updating the Planning Commission Policies and Procedures.

Proposed amendments were discussed, with final changes anticipated for adoption at the next meeting. Commissioner Mark stated she reviewed Spokane Planning Commission procedures and identified several items she believed were pertinent. Proposed revisions discussed included simplifying language in Section 1.1, adding a mutual respect statement as Section 1.2, and revising references throughout the document from “Planning Director” to “Planning Official.” Discussion also occurred regarding Section 2.1 related to meeting schedules. Following discussion and comments from Mr. Weathers, the Commission agreed to leave the current language unchanged. Additional discussion included clarifying that the Chair may make or second motions and present matters before the Commission, as well as revisions to the order of business section related to excused absences and public workshops. Ms. Rodriguez stated staff will prepare a draft incorporating the proposed changes for Commission consideration at the next meeting.

**7) PUBLIC HEARING**

- a) Periodic Update: MLMC amendments regarding Specialized Housing
  - i) Commissioner Veliz opened the public hearing at 6:43pm.
  - ii) Commissioner Altheide motioned to continue hearing to the next meeting, seconded by Commissioner Twohig, carried 5-0.

**8) COMMISSION MEMBERS’ COMMENTS OR CONCERNS**

- a) None.

**9) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS –**

- a) Diane Nichols, resident of Medical Lake, provided comments regarding proposed roundabouts. Ms. Nichols stated she is not supportive of the proposed roundabouts and expressed concerns regarding traffic volumes along SR-902, Lake Street, and Stanley Street. She also expressed concerns regarding impacts to the Catholic church, buses, students, senior citizens, and overall pedestrian safety in areas where roundabouts may be proposed. Ms. Nichols encouraged the City to consider alternative solutions.

**10) CONCLUSION**

- a) Commissioner Altheide motioned to conclude at 6:51pm, seconded by Commissioner Rowe, carried 5-0.

*Roxanne Wright*

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Roxanne Wright, Administrative Clerk

May 28, 2026

Date