



City of Medical Lake
124 S. Lefevre Street – City Council Chambers
Planning Commission Meeting & Public Hearings
May 28, 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.
 - i) Commissioner Mark requested absence.
 - 1. Motion to approve absence made by Commissioner Altheide, seconded by Commissioner Twohig, carried 4-0.

2) ADDITIONS TO AGENDA

- a) Motion to approve made by Commissioner Twohig, seconded by Commissioner Rowe, carried 4-0.

3) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS

- a) None.

4) APPROVAL OF MINUTES – April 16, 2026

- a) Motion to approve made by Commissioner Twohig, seconded by Commissioner Altheide, carried 4-0.

5) STAFF REPORTS

- a) Elisa Rodriguez, Senior Planner – Reviewed updated schedule and noted that she added the Transportation Master Plan. Will adopt as a separate plan rather than included in Comprehensive Plan.

6) SCHEDULED ITEMS

- a) Review of Planning Commission Policies and Procedures
 - i) Redlined all suggested changes by Commissioner Mark and had her review. Commission discussion.
 - 1. Motion to introduce amendments into the record to be voted on at the June meeting made by Commissioner Twohig, seconded by Commissioner Altheide, carried 4-0.
- b) Periodic Update : MLMC Amendments Regarding Subdivisions
 - i) Working to move all into Title 19. Reviewed key points. State lays out procedure. Land divisions are generally a two-step process; preliminary and final plats. Binding site plan is another way to divide land. This is a first touch on a six-step process. Next meeting will be a hearing.
- c) Periodic Update: DRAFT Transportation Master Plan
 - i) City contracted with Ardurra, an engineering firm, to assist with the creation of a Transportation Master Plan. Addressed mislabeling of growth areas. Calculations are the same, just a miscommunication with the engineer. Commissioner Twohig asked about funding these projects. Mr. Weathers explained that the state requires a 6-year Transportation Improvement Plan. Part of that plan includes potential funding sources. Allows the city to watch for grants and other funding opportunities. Plan is not binding if funding does not come through. Commission had some discussion regarding roundabouts, bus stops, and ADA access at the bus stops. Mr. Weathers shared that railing will be added to the slabs on the back side. Commissioner Altheide asked what an RRFB is. Ms. Rodriguez – it is a Rectangular Rapid Flashing Beacon; the flashing lights under a pedestrian crossing sign.

7) PUBLIC HEARING

- a) Periodic Update: MLMC Amendments Regarding Specialized Housing (Continued)
 - i) Commissioner Veliz opened the Public Hearing at 6:08pm. Explained the procedure for the public hearing.
 - ii) Ms. Rodriguez explained that this is a continuation of the public hearing from the May 28th meeting because language was not completed. Staff report has findings for all approval criteria. Addressed questions. Term

“homelessness” is used because that is what is used in the RCW. Explained requirement for sex offender checks. Presented her findings and conclusion. If Commission agrees with both findings and conclusion, then this is an approvable proposal. Discussed conditional use requirements.

iii) Citizen Comments

1. Diane Nichols, Medical Lake resident – commented that audio was cutting out and video was freezing on Zoom. No specific comment regarding the public hearing.

iv) Commissioner Veliz closed Public Hearing at 6:17pm.

v) Motion to recommend approval of the proposed amendments to City Council made by Commissioner Twohig, seconded by Commissioner Rowe, carried 4-0.

b) Periodic Update: MLMC Amendments Regarding Transportation

i) Commissioner Veliz opened the Public Hearing at 6:19pm.

ii) Ms. Rodriguez reviewed proposed amendments and language. All in conformance with the Comprehensive Plan. Addressed comment regarding a correction needed in the tables of uses. Footnote 3 will be removed as it was included in error. Discussed desire to make it safer for bicycle parking and make the city more usable for bicyclists.

iii) No citizen comments.

iv) Commissioner Veliz closed the Public Hearing at 6:28pm.

v) Motion to recommend approval of the proposed amendments to City Council made by Commissioner Twohig, seconded by Commissioner Altheide, carried 4-0.

8) COMMISSION MEMBERS’ COMMENTS OR CONCERNS

a) Commissioner Twohig attended training last night regarding Planning Commissions and how they interact with the public. Important to keep conversations strictly within Planning Commission meetings.

9) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS – None.

10) CONCLUSION

a) Motion to conclude meeting at 6:31pm made by Commissioner Altheide, seconded by Commissioner Rowe, carried 4-0.

Roxanne Wright

Roxanne Wright, Administrative Clerk

June 25, 2026

Date