



**City of Medical Lake**  
124 S. Lefevre Street – City Council Chambers  
**Planning Commission Meeting & Public Hearings**  
August 27, 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**

- i) Commissioner Veliz called the meeting to order at 5:30pm, led the Pledge of Allegiance, and conducted roll call. Commissioner Twohig was absent, approved last meeting. All other Commissioners were present in person.

**2) AGENDA APPROVAL**

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

**3) INTERESTED CITIZENS: AUDIENCE REQUESTS AND COMMENTS - none.**

**4) APPROVAL OF MINUTES – July 23, 2026**

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

**5) STAFF REPORTS**

- a) Elisa Rodriguez, Senior Planner – spoke on proposed fuel station. Washington State Department of Transportation has reviewed and is not requiring any changes. Shared Washington State Department of Ecology's review. Project is not in the building permit review stage. City Council approved first read of Ordinance 1151, Land Divisions. New pier and dock are in at Coney Island. Grass repair and signage requirements still in process. Once all complete, park will be reopened for public use.

**6) SCHEDULED ITEMS**

- a) Periodic Update: MLMC amendments regarding Critical Areas
  - i) Ms. Rodriguez reviewed briefing sheet. This is the last of the ten amendment packages for the comprehensive plan. Outlined the critical areas that will be reviewed. All decisions must be based on best available science.

**7) PUBLIC HEARINGS**

- a) Application LU 2026-026 Shoreline Conditional Use and Variance Review
  - i) Commissioner Veliz opened the public hearing at 5:44pm and read outline of hearing process.
  - ii) Ms. Rodriguez gave a presentation. (see attached).
  - iii) Scott Duncan, Public Works Director and Tom Haggerty, City Engineer representing the Applicant (City of Medical Lake) - explained the need for proposed swales. Had oil water separators in place – late 80's early 90's, worked fine. They no longer meet the need. Goal is to remove 90% of constituents that come off the road and end up in the lake. Bio infiltration swales are the answer to this problem. Extremely clean water will then go into the lake, much more than now. Minimally viable alternatives. This design meets all requirements.
  - iv) Commissioner Veliz reviewed the rules for public comment.
  - v) Opened for public comment.
    - 1. Scott Nishaw – has property where a swale is proposed. Asked for specific depths, etc. Shared concerns about swales and condition of lake. Concerns about lake level fluctuations. Five-minute limit for comment reached. Motion to extend an addition three minutes made by Commissioner Mark, seconded by Commissioner Rowe, carried 4-0. Citizen continued sharing concerns that swale would be too close to the lake due to erosion of shoreline.
  - vi) Chad Pritchard, resident of Medical Lake – lives near where one of the swales will go. He is a Geology Professor at EWU and voiced support and opinion that the swales will be good for the lake. Will help clean up PFAS as well.

- vii) Steve Mauro, resident of Medical Lake – lives on Jefferson. Is the bottom elevation of swales lower or higher than lake? Mr. Haggerty – higher by 2-3 feet. Concern about the geese in the swales if there is standing water. Fencing? No. Mr. Haggerty – swales are required to drain within 72 hours.
- viii) Ms. Rodriguez – reminded Commissioners that the decision must be made based on the approval criteria. Options are to approve as is, approve with changes, or deny.

ix) Commission discussion –

1. Commissioner Altheide appreciates residents that take care of areas, and City is taking steps to make improvements.
2. Commissioner Veliz asked Mr. Haggerty about the life expectancy of the swales. Mr. Haggerty - 20-25 years depending on constituent loading. Will do checks every five years and strip 4-6 inches off the top and replace when needed. Mr. Duncan expounded on maintenance of swales, catch basins, etc. Commissioner Veliz voiced his support.
3. Commissioner Twohig provided the following comments via email: I support the idea of the cleanest Medical Lake possible, and I do believe that stormwater swales are another method that is worth the investment of time and resources. I would suggest eliminating swale #3 on Martin Street. It seems very unfair to surround one property with two swales. Including Swale #3 seems unlikely to improve lake water quality as the swales are very close together. I support the swales - assuming that the final performance and appearance of the swales will add to the quality of life in Medical Lake. We should ask about the final appearance and be sure that these swales will not create eye sores or deteriorate the existing condition of the adjacent properties at each site.

x) Commissioner Veliz closed the hearing at 6:32pm.

xi) Motion to approve application as presented made by Commissioner Altheide, seconded by Commissioner Rowe, carried 4-0.

b) Periodic Update: Comprehensive Plan

- i) Commissioner Veliz opened the hearing at 6:34pm and reminded everyone that the hearing rules are still in effect.
- ii) Ms. Rodriguez reviewed staff report and process so far. Reviewed proposed changes and recommendations from Department of Commerce. Reviewed options for recommendations to council.
- iii) Open for public comment. None
- iv) Commission comment– None
- v) Commissioner Veliz closed the hearing at 6:47pm.
- vi) Motion to recommend approval made by Commissioner Mark, seconded by Commissioner Altheide, carried 4-0.

c) Periodic Update: MLMC amendments regarding Impact Fees

- i) Commissioner Veliz opened the hearing at 6:47pm. Rules still in effect.
- ii) Ms. Rodriguez reviewed briefing sheet and proposed changes. Reviewed staff report with new code language. Reviewed methodology.
- iii) Open for public comment.
  1. Chad Pritchard, resident of Medical Lake – support for park impact fees to enhance parks. Asked about keeping fire impact fee, switching it to FD3. Ms. Rodriguez addressed that it has to come from FD3 and they haven't had a chance to configure.
- iv) Commission comments – Commissioner Rowe asked about subdivision approval process. Ms. Rodriguez responded. Discussion about sizes of parks and the Parks Master Plan.
- v) Commissioner Veliz closed the hearing at 7:08pm.
- vi) Ms. Rodriguez reviewed the three options: recommend to approve as is, approve with changes, or deny.
- vii) Motion to recommend approval as is including the methodology report made by Commissioner Altheide, seconded by Commissioner Rowe, carried 4-0.

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

- a) Commissioner Mark thanked Ms. Rodriguez for checking on noise restriction ordinance and providing information. Commissioner Altheide thanked Ms. Rodriguez for her work on the Comprehensive Plan.

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

- a) Chad Pritchard, resident of Medical Lake - thanked everyone for their hard work.

**10) CONCLUSION**

- a) Motion to conclude at 7:11pm made by Commissioner Mark, seconded by Commissioner Rowe, carried 4-0.

*Roxanne Wright*

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Roxanne Wright, Administrative Clerk

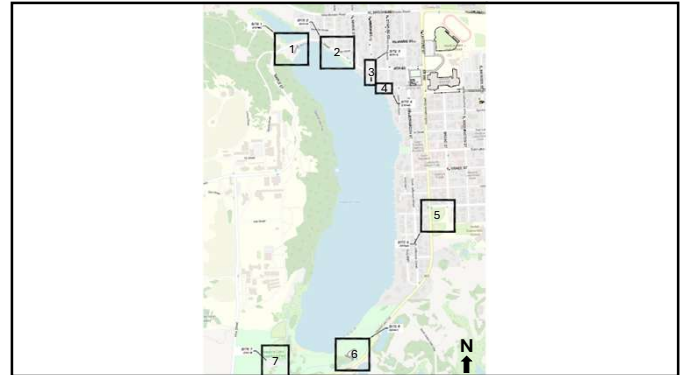
September 24, 2026

Date

LU 2026-026  
Shoreline Conditional Use and  
Variance Review

**City of Medical Lake  
Stormwater Swales**

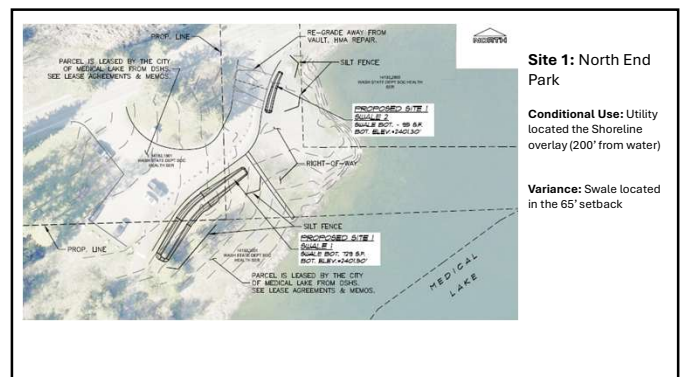
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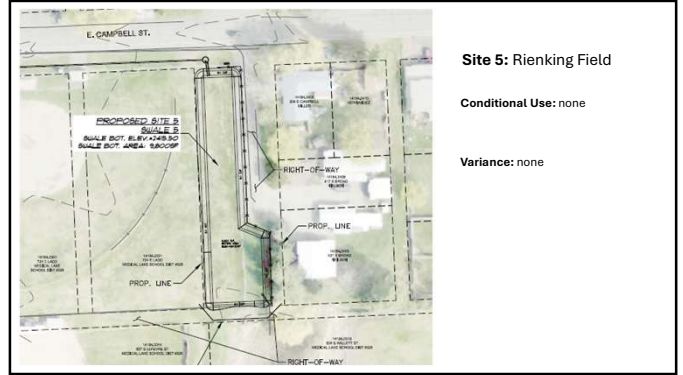


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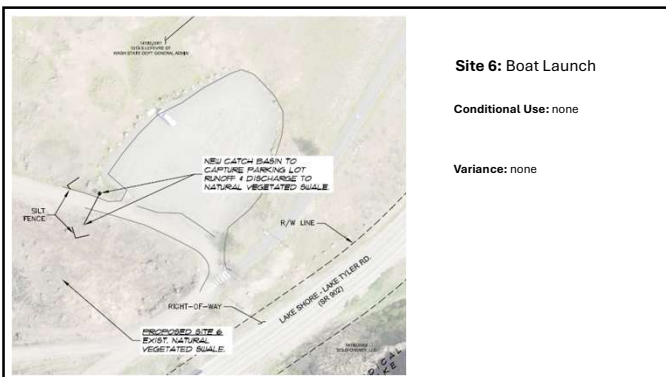


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**Site 5: Rienking Field**

**Conditional Use:** none

**Variance:** none

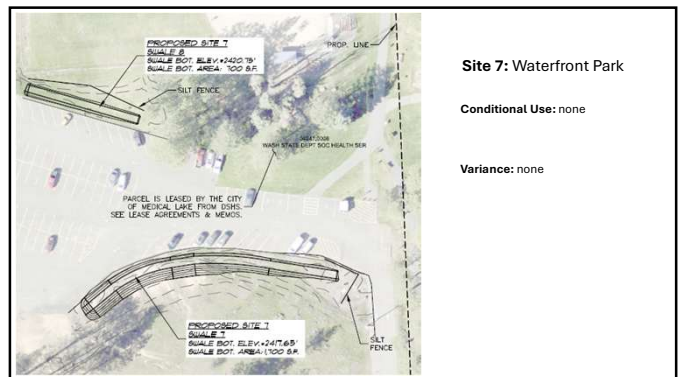


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**Site 6: Boat Launch**

**Conditional Use:** none

**Variance:** none



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**Site 7: Waterfront Park**

**Conditional Use:** none

**Variance:** none

**Shoreline Conditional Use Review Approval Criteria:**

- A. Consistency with the shoreline policies of the Shoreline Management Act and City Comprehensive Plan.
- B. No interference with the normal public use of public shorelines.
- C. Compatibility of the proposed site use and project design with other permitted uses in the area.
- D. No unreasonably adverse effects on the shoreline environment in which the project would be located.
- E. No substantial detrimental effect on the public interest.

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**Shoreline Variance Review Approval Criteria:**

- A. The strict bulk, height, dimensional, or performance standard precludes or significantly interferes with a reasonable use of the property that is not otherwise prohibited.
- B. The hardship is specifically related to the property and results from unique conditions such as lot shape, lot size, natural features, or application of the shoreline regulations, rather than deed restrictions or the applicant's own actions.
- C. The project is compatible with other permitted activities and will not cause adverse effects to adjacent properties or the shoreline environment.
- D. The variance will not grant a special privilege unavailable to other properties in the area.
- E. The variance is the minimum necessary to afford relief.
- F. The public interest will suffer no substantial detrimental effect.

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**Shoreline Master Program**

Purpose:

No net loss of ecological function

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**Conclusion:**

- The stormwater swales are considered a utility in the Stormwater Master Program.
- Locating swales in the 200' shoreline overlay requires a conditional use review.
- Locating swales in the shoreline setback requires a variance review.
- The swales are the mitigation to ensure no net loss to the ecological value of the lake.

**Staff recommends approval with conditions:****Conditions of approval:**

1. Substantial conformance.
2. Final Engineering.
3. Minimum necessary encroachment.
4. Construction controls.
5. Vegetation and restoration.
6. Public access and safety.
7. Operations and maintenance.
8. Other approvals.

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**Public Comment:**

Email from resident at 404 N Martin Street.  
Concerns over the size, function, and maintenance of the proposed swales.

**Agency Comment:**

Department of Ecology:

- Must follow best management practices for erosion and sediment control
- If the Planning Commission approves the Conditional Use and Variance, it must be forwarded to Ecology for approval.
- Concerns over wetlands near the boat launch catch basin and the swale next to Rienking Field.