

1 **CITY OF NORTH BEND PLANNING COMMISSION MEETING MINUTES**

2 Thursday, February 14, 2013 at 7:00 PM

3 City Hall Conference Room,

4 211 Main Avenue North, North Bend, WA 98045

5 *Please Note: A complete audio recording of this meeting is available on the City of North Bend website,*
6 *www.northbendwa.gov, under Commissions - Planning Commission - Meeting Audio.*

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8 **CALL TO ORDER**

9 The meeting was called to order at 7:02 PM.

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11 **ROLL CALL**

12 Planning Commissioners present: Bruce Bjorklund, Scott Lee, Jim Luckey, Rob McFarland (Chair), and Piper
13 Muoio. Commissioner Elwood and Commissioner Fancher were unable to attend, and have been excused from
14 tonight's meeting. City Staff present: Mike McCarty, Senior Planner.

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16 **AGENDA ITEM #2: MINUTES FROM THE JANUARY 10, 2013 PLANNING COMMISSION**
17 **MEETING**

18 Vice Chair Luckey asked if there was a motion to approve the Minutes from the January 10, 2013 Planning
19 Commission Meeting. Commissioner Lee motioned to approve the Minutes; Commissioner Bjorklund seconded
20 the Motion. The Minutes were Approved, 4:0. Chair McFarland arrived immediately after the vote was taken.

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22 Commissioner Muoio requested to add an Agenda item to tonight's meeting regarding the criteria for an
23 Administrative Adjustment To Standards (AATS). Commissioner Muoio asked when a request for a variance to
24 standards is made, can this be reviewed by the Planning Commission. Mike McCarty answered that as of right
25 now, the (Planning Commission) is not part of the process. Mr. McCarty said that the Twin Falls Subdivision had
26 applied for an AATS. There was discussion between the Commissioners and Mr. McCarty regarding the criteria
27 and procedure for approval of an AATS. Mr. McCarty advised the Commissioners on the difference in process
28 between a Variance, which calls for a hearing before a Hearing Examiner, and an AATS, which is administrative.
29 Chair McFarland said maybe staff can brief the Planning Commission on the various rules in that administrative
30 process, and come with some examples. Mr. McCarty said that in the specific case of the application for an
31 AATS from the Twin Falls Subdivision, that AATS was denied. Mr. McCarty suggested that the Commissioners
32 read through the chapter on AATS in Title 18, and then if there are questions that the Commissioners have, they
33 can come back and asked staff for clarification. Commissioner Luckey said that if neighbors and citizens had
34 concerns regarding an AATS that they make their opinion known by commenting through the public comment
35 process.

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37 **AGENDA ITEM #3: PUBLIC COMMENT ON NON-AGENDA ITEMS (LIMITED TO 3**
38 **MINUTES PER PERSON)**

39 There was no public comment on non-agenda items.

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41 **AGENDA ITEM #4: COMPREHENSIVE PLAN CAPITAL FACILITIES ELEMENT**
42 **AMENDMENT PER 2013 DOCKET #11 (PUBLIC HEARING ON THIS ITEM IS SCHEDULED**
43 **FOR FEBRUARY 28th MEETING)**

44 Mike McCarty said that the Commissioners had requested more information on the process for the city
45 considering (Docket #11). Mr. McCarty briefed the Commissioners on this process. Chair McFarland said that
46 he understands and has no further questions or concerns regarding this docket request. Mr. McCarty said that the
47 Commission has one upcoming Public Hearing regarding this request.

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49 **AGENDA ITEM #5: AMENDMENT TO NBMC 18.10.050 SECTION 1.51 CONCERNING**
50 **HEIGHT OF ACCESSORY RESIDENTIAL USES, PER 2013 DOCKET #3 (PUBLIC HEARING**
51 **ON THIS ITEM IS SCHEDULED FOR FEBRUARY 28th MEETING)**

1 Mr. McCarty said that the proponent for this Docket was sent an invitation request but did not come to tonight's
2 meeting. Mr. McCarty briefed the Commissioners on this Docket request. There was discussion, including
3 questions and answers, between the Commissioners and Mr. McCarty of Docket #3 and accessory structures on
4 larger lots, and the current one acre threshold versus the proposed ¾ acre threshold, as well as the proposed
5 change of some setbacks from five feet to 10 feet. Mr. McCarty said that the Commission has one upcoming
6 Public Hearing regarding this request. There was consensus among the Commissioners to leave the staff
7 recommended setbacks as presented.

8
9 There was a brief discussion about plat development occurring in the city, as well as future plat development.

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11 **ADJOURNMENT:**

12 Chair McFarland asked if there was a motion to adjourn. Commissioner Luckey motioned to adjourn the
13 meeting; Commissioner Muoio seconded the motion. The meeting adjourned at 8:15 PM.

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15 **NEXT PLANNING COMMISSION MEETING:**

16 The next Planning Commission meeting will be held February 28, 2013 at the City Hall Conference Room.

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18 ATTEST:

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22 Rob McFarland, Chair

Mike McCarty, City of North Bend