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**CITY OF NORTH BEND PLANNING COMMISSION**  
**- ACTION MEETING MINUTES -**  
Thursday, February 9, 2017 at 7:00 PM  
City Hall, 211 Main Ave. N., North Bend, WA 98045

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6       *Please Note: A complete audio recording of this meeting is available on the City of North Bend website,*  
7       [www.northbendwa.gov](http://www.northbendwa.gov)*, under: Government - Boards & Commissions - Planning Commission - Meeting Audio*

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**CALL TO ORDER**

9  
10 The meeting was called to order at 7:03 PM.

11

**ROLL CALL**

12  
13 Planning Commissioners present: Gary Fancher (Chair), Elizabeth Gildersleeve, Scott Heller, Dick Ryon, and  
14       Curtis von Trapp. Commissioner Miller and Commissioner Luckey were unable to attend, and have been excused  
15       from tonight's meeting. City Staff present: Lynn Hyde, Associate Planner; Mike McCarty, Senior Planner.

16  
17 Chair Fancher asked if there are any changes to tonight's Agenda, and if tonight's Agenda is approved. Chair  
18       Fancher had a new agenda item he wanted added to tonight's agenda. Agenda Item 6 has been added onto the  
19       agenda for tonight as "Consideration of a New Downtown Mixed Zone Resolution". No other Commission  
20       Member had any changes to suggest on tonight's agenda, and there was consensus to approve tonight's agenda as  
21       amended.

22  
23 Chair Fancher asked for a point of order, and said that at the last meeting it was discussed whether the Planning  
24       Commission were being proactive and how we were revising documents or proposing changes of content. Chair  
25       said he wants to take the packet the Planning Commission receives, have time to digest it, and compare it to codes  
26       he might have in mind, and how it applies to our city, and to talk to other citizens. Chair Fancher said we are here  
27       to be the voice of our citizens and propose changes, not to just edit documents.

28  
29 Commissioner Heller said he would like at the end of each meeting the Planning Commission discuss what is next  
30       on the agenda.

31  
32 Chair Fancher said he will be able to make the February 23, 2017 Meeting.

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**AGENDA ITEM #2: Approval of November 10, 2016 Minutes**

34  
35 There was an error noted in the Minutes. Commissioner Ryon and Chair Fancher said they were unable to attend  
36       the February 23, 2017 meeting, not the February 9, 2017 meeting as stated in the Minutes. The Minutes from the  
37       January 26, 2017 Meeting were Approved, as amended.

38

**AGENDA ITEM #3: Public Comment on Non-Agenda Items**

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40 Chair Fancher asked if anyone from the public wished to speak on any non-Agenda item. There were no guests in  
41       attendance, and therefore no one spoke.

42

**AGENDA ITEM #4: Planning Commission Deliberation and Recommendation – Amendments to**  
**Parks Element – Parks Capital Facilities Plan and Parks Element Maps (Maps to be distributed**  
**at meeting)**

43  
44 Mike McCarty reviewed the previous actions on the Parks Element. Mr. McCarty briefed the Commissioners on  
45       the Americans with Disabilities Act (ADA) requirements for trails. There was discussion, including questions  
46       and answers, between the Commissioners and city staff concerning the Amendments to the Parks Element.

1 Chair Fancher made a Motion to include Item 12 and 13 provided by Mr. McCarty to the Staff Report Summary  
2 of Findings for Minor Updates to the Parks Element of the Comprehensive Plan as written. Commissioner  
3 Gildersleeve seconded the Motion. The Motion was Approved, 5-0.

4  
5 Mr. McCarty continued briefing the Commissioners on the proposed amendments to the Parks Element of the  
6 Comprehensive Plan. There was continued discussion, including questions and answers, between the  
7 Commissioners and city staff concerning the proposed amendments to the Parks Element. In review of the maps  
8 provided at the meeting, there was a consensus to remove “Future City Park Under Development” and label the  
9 Heartland Property Acquisition.

10  
11 Commission Ryon suggested that on page 21 to remove the words from the section titled *City Hall Park* “and  
12 outdoor concerts.” Mr. McCarty said that was a carry over and could be removed. Chair Fancher asked if anyone  
13 was opposed to removing it. No one spoke with any objection.

14  
15 Chair Fancher asked if there was a Motion to approve the Amendments to the Parks Capital Facilities Plan and  
16 Parks Element Maps, as amended at tonight’s meeting. Commissioner Ryon said so moved; Commissioner von  
17 Trapp seconded the Motion. The Motion was Approved, 5-0.

18  
19 **AGENDA ITEM #5: Planning Commission Deliberation – Sewer and Water Amendments, NBMC**

20 **Title 13**

21 Chair Fancher suggested the Commission go page by page through the document with their edit suggestions.  
22 There were no objections to Chair Fancher’s suggestion.

23  
24 Lynn Hyde briefed the Commissioners on the current status of these proposed amendments.

25  
26 There was discussion, including questions, answers, and suggested edits, between the Commissioners and city  
27 staff regarding the proposed Sewer and Water Amendments to NBMC Title 13.

28  
29 Ms. Hyde said that at the next Planning Commission meeting, Mark Rigos, Director of Public Works, or another  
30 engineer will be in attendance at the February 23, 2017 meeting.

31  
32 Ms. Hyde said that there will be a Public Hearing for this agenda item at the next Planning Commission Meeting  
33 on February 23, 2017.

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35 **AGENDA ITEM #6 Consideration of a New Downtown Mixed Zone Resolution**

36 Note: Chair Fancher added this item onto the Agenda at the beginning of the meeting.

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38 Chair Fancher handed out to each of the Commissioners and city staff a one page document titled “New  
39 Downtown Mixed Use Zone”. Chair Fancher gave the readers’ time to review the document.

40  
41 Chair Fancher made a Motion to Approve the Resolution of the New Downtown Mixed Use Zone. Commissioner  
42 Gildersleeve seconded the Motion. Chair Fancher spoke about the Motion.

43  
44 Mr. McCarty spoke about Chair Fancher’s Resolution, and advised that the opportunity to provide a (suggested)  
45 work program is provided during the Docket process and that the Docket Process formerly closed in October,  
46 2016. Mr. McCarty stated that this resolution is something the Planning Commission would want to consider  
47 with the Director of Economic Development, Gina Estep. Chair Fancher answered that this Resolution should go  
48 to council.

49  
50 There was discussion regarding Chair Fancher’s Resolution, including questions and answers on affordable  
51 housing, between the Commissioners and city staff.

52  
53 Chair Fancher called for a vote on the Motion to Approve the Resolution titled “New Downtown Mixed Use”.  
54 The vote was 5:0 to Approve the Motion.

1 Chair Fancher asked if any of the Commissioners had anything for the good of the order.  
2  
3 Commissioner Ryon spoke about a recent council meeting, and that he noted that none of the council engaged the  
4 public who commented at the council meeting.  
5

6 Chair Fancher related his conversation with Councilmember Elwood about council being more proactive and  
7 responding instantly when someone makes a comment, and getting the Planning Commission and council  
8 together.  
9

10 **ADJOURNMENT**

11 The meeting was adjourned at 9:24 PM.  
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13 **NEXT PLANNING COMMISSION MEETING:**

14 The next Planning Commission meeting will be held February 23, 2017 at the City Hall Conference Room.  
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16 ATTEST:  
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20 Gary Fancher (Chair)

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Mike McCarty, City of North Bend