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**CITY OF NORTH BEND PLANNING COMMISSION**  
**- ACTION MEETING MINUTES -**  
Thursday, June 8, 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**

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

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**ROLL CALL**

12      Planning Commissioners present: Gary Fancher (Chair), Elizabeth Gildersleeve, Scott Heller, Mary Miller, and  
13      Curtis von Trapp. Commissioner Luckey and Commissioner Ryon were unable to attend tonight's meeting, and  
14      have been excused. City Staff present: Mike Sippo, Public Works Project Manager; Jamie Burrell, Senior Planner

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**AGENDA ITEM #2: Approval of May 25, 2017**

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17      The Minutes for the May 25, 2017 Meeting were Approved.

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

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20      Michael Thomas, 1231 LaForest Dr. SE, North Bend, WA, spoke, and provided 10 copies of a hand out to the  
21      Planning Commission.

22  
23      Cris Donka, 45827 SE 137<sup>th</sup> Street, North Bend, WA, spoke.

24

**AGENDA ITEM #4: Discussion and Recommendations for 2017 Docket Amendments to the**  
**Comprehensive Plan Land Use and Zoning Map. Dockets # 6, 8 and 10 related to NB zone will be**  
**deferred until June 22nd meeting following CED Committee recommendation**

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26      2017 Docket List:

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- 30      • Docket Request No. 1 is to change zoning of 13 parcels from LDR to HDR. Applicant: John Rouches.
- 31      • Docket Request No. 2 is to change zoning of four parcels in UGA from CLDR to LDR. Applicant:  
32      Kenneth Helgeson
- 33      • Docket Request No. 3 is to change zoning on one parcel in UGA from CLDR to LDR. Applicant:  
34      Kenneth Parsons
- 35      • Docket Request No. 4 is to amend EP-1 Zone to allow car washes. Applicant: Joe Eddings
- 36      • Docket Request No. 5 is to rezone LDR property to Multi-Family. Applicant: City of North Bend
- 37      • Docket Request No. 6 is to not allow in the NB zone stand-alone SFR. Applicant: City of North Bend
- 38      • Docket Request No. 7 is to amend North Bend Street Standards. Applicant: City of North Bend
- 39      • Docket Request No. 8 is to rezone NB zone along 140<sup>th</sup> to LDR. Applicant: City of North Bend
- 40      • Docket Request No. 9 is to not allow residential in the EP-1 Zone west of downtown. Applicant: City of  
41      North Bend
- 42      • Docket Request No. 10 is to not allow SFR or Multi-Family in the NB Zone USOD Overlay. Applicant:  
43      City of North Bend

44  
45      Mike Sippo spoke about the city's treatment plant and capacity, and Infiltration and Inflow (I&I). Chair  
46      Fancher also made comment about the city's sewer plant.

47  
48      Chair Fancher asked if there was a Motion on Docket No. 2 and Docket No. 3. Commissioner Curtis made a  
49      Motion to Approve Docket No. 2 and Docket No. 3, as written. Commissioner Heller seconded the Motion.

1 There was discussion, including questions and answers, between the Commissioners and city staff concerning  
2 Docket No. 2 and Docket No. 3.

4 Chair Fancher called for a vote. The vote was 0-5 to Approve Docket Request No. 2 and Docket Request No. 3.  
5 Docket No. 2 and Docket No. 3 were Denied.

7 Chair Fancher asked if there was a Motion on Docket No. 1. Commissioner Heller made a Motion to Approve  
8 Docket No. 1, as written. Commissioner Gildersleeve seconded the Motion. There was discussion, including  
9 questions and answers, between the Commissioners and city staff concerning Docket No. 1.

10 Chair Fancher called for a vote. The vote was 0-5 to Approve Docket Request No. 1. Docket No. 1 was Denied.

13 Chair Fancher asked if there was a Motion on Docket No. 4. Commissioner von Trapp made a Motion to  
14 Approve Docket No. 4, as written. Commissioner Miller seconded the Motion. There was discussion, including  
15 questions and answers, between the Commissioners and city staff concerning Docket No. 4. Commissioner  
16 Gildersleeve said she is recusing herself from the vote on this Docket Request.

18 Chair Fancher called for a vote. The vote was 3-1 (Heller) with 1 abstention (Gildersleeve) to Approve Docket  
19 Request No. 4. Docket No. 4 was Approved.

21 There was discussion, including questions and answers, between the Commissioners and city staff concerning  
22 Docket No. 5.

24 Chair Fancher asked if there was a Motion on Docket No. 5. Commissioner Gildersleeve made a Motion to  
25 Approve Docket No. 5, as written. Commissioner Miller seconded the Motion.

27 Chair Fancher called for a vote. The vote was 5-0 to Approve Docket Request No. 5. Docket No. 5 was  
28 Approved.

30 Chair Fancher said Docket No. 6 is being skipped (for discussion at tonight's meeting).

32 Chair Fancher asked Mr. Sippo about Docket No. 7. There was discussion, including questions and answers,  
33 between the Commissioners, Ms. Burrell, and Mr. Sippo regarding Docket No. 7.

35 Chair Fancher made a Motion to strike from NBMC 19.05.020.D Sugar Maple or Silver Queen Maple and replace  
36 with Dogwood or native species. Commissioner Gildersleeve seconded the Motion. There was discussion,  
37 including questions and answers, between the Commissioners and city staff concerning Docket No. 7.  
38 Commissioner Heller offered a friendly amendment to Chair Fancher's Motion to add to the approved species list,  
39 evergreen species: Cedar, Grand Fir, Douglas Fir; shrub species: Snow Berry, Ocean Spray, Red Flowering  
40 Currant, Knucka Rose (spelling of this species is uncertain), Thimbleberry, Tall Oregon Grape. Chair Fancher  
41 accepted Commissioner Heller's friendly amendment. Chair Fancher called for a vote. The vote was 5-0 to  
42 Approve the friendly amendment to Chair Fancher's Motion. The Motion was Approved.

44 Commissioner von Trapp made a Motion to Approve Docket No. 7 as amended at tonight's meeting.  
45 Commissioner Gildersleeve seconded the Motion. Chair Fancher asked if there is further discussion. None was  
46 offered. Chair Fancher called for a vote. The vote was 5-0 to Approve Docket No. 7 as Amended. The Motion  
47 was Approved.

49 Chair Fancher said Docket No. 8 is being skipped (for discussion at tonight's meeting).

51 Chair Fancher asked for a Motion on Docket No. 9. Commissioner von Trapp made a Motion to Approve Docket  
52 No. 9, as written. Commissioner Gildersleeve seconded the Motion. There was discussion between the  
53 Commissioners. Chair Fancher called for the vote. The vote was 5-0 to Approve the Motion. The Motion was  
54 Approved.

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2 Chair Fancher said Docket No. 10 is being skipped (for discussion at tonight's meeting).  
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4 **AGENDA ITEM #4: Amendments to North Bend Planning Commission Procedures –**  
5 **Introduction**

6 Chair Fancher spoke about the updated procedures for the Planning Commission.  
7

8 There was a question from a citizen in attendance at the meeting if Public Comment on the Planning Commission  
9 Procedures can be made at tonight's meeting. The citizen also said he had sent in to the city comment on the  
10 Planning Commission Procedures. Ms. Burrell said that she thinks no Public Hearing is required, but as this is the  
11 introduction to the Agenda Item, it will come back for discussion with the Planning Commission. Ms. Burrell  
12 said she will verify on the Public Hearing question and come back with a confirmed answer. Chair Fancher said  
13 to the citizen that no public comment will be taken at tonight's meeting on this topic.  
14

15 There was discussion, including questions and answers and suggested edits, between the Commissioners and city  
16 staff concerning the Planning Commission Procedures. Chair Fancher led the discussion of the Planning  
17 Procedures by going through the document page by page.  
18

19 There was a consensus to change the number needed to have a quorum at a Planning Commission meeting from  
20 three to four.  
21

22 There was discussion of timing of Planning Commission Agenda Packet distribution.  
23

24 There was discussion of Hearing Examiner Public Hearings, and notice to the Planning Commission of such a  
25 meeting. There was a consensus to have city staff provide the copy of the Public Notice of such hearings in the  
26 Agenda packets that the Planning Commission receives.  
27

28 There was discussion of the staff prepared annual report on the Planning Commission activities.  
29

30 There was ongoing discussion, including questions and answers and suggested edits, between the Commissioners  
31 and city staff concerning the Planning Commission Procedures.  
32

33 There was discussion of non-agenda item public comments. During this discussion, Chair Fancher acknowledged  
34 Michael Thomas, who was in attendance, and allowed him to speak to this subject.  
35

36 Michael Thomas, 1231 LaForest Dr. SE, North Bend, WA, spoke.  
37

38 There was ongoing discussion, including questions, answers and suggested edits, between the Commissioners and  
39 city staff concerning the Planning Commission Procedures, including the 3-minute time limit for guest speakers at  
40 Public Hearings. Ms. Burrell said she will ask the city's attorney about the issue of allowing the Planning  
41 Commission to set time limits, and whether the Commission has the flexibility to change it as needed. A question  
42 was raised by Commissioner Heller whether to also increase the public comment time period from 3 to 5 minutes  
43 for comments made on non-agenda items.  
44

45 Chair Fancher explained the term Quasi-Judicial Matters.  
46

47 There was discussion of the Planning Commission Detailed Public Hearing Procedures.  
48

49 Ms. Burrell briefed the Commissioners of what is on the schedule for upcoming Planning Commission meetings.  
50

51 Chair Fancher asked Ms. Burrell to inquire with the Community & Economic Development Committee when the  
52 Planning Commission will receive the Transportation Plan.  
53

54 Ms. Burrell led the continued discussion of the Planning Commission schedule and upcoming topics.  
55

1 Chair Fancher asked if there was anything for the good of the order.

2  
3 Chair Fancher commented to Ms. Burrell that it had been a while since the Planning Commission had the  
4 Buildable Lands Report. Chair Fancher clarified that he meant the Building Permit Activity Report, and asked  
5 what would be the procedure to receive this report again. Ms. Burrell stated that an email request to CED  
6 Director Estep and to cc staff.

7  
8 Commissioner Heller spoke about noxious weeds and specifically the knot weed around the Public Works facility,  
9 and how easily it can be spread. Commissioner Heller also asked about the Tanner Falls project, and the large dirt  
10 mound now growing scotch broom, and the neglect of a project. Chair Fancher asked staff if there is a document  
11 the Planning Commission could go over that speaks to the issue of clearing and grading and development  
12 timeframes requirements.

13  
14 Mr. Sippo answered that the Tanner Falls project is a development in process, and spoke about the specifics of  
15 that project. Mr. Sippo also spoke about the clearing and grading process. There was discussion of what to do  
16 with remediation of the scotch broom on this site.

17  
18 Commissioner Miller said that she had seen Public Works Personnel spraying in town, and asked what products  
19 they are using. Mr. Sippo answered that he did not know, but would ask and find out. Commissioner Miller  
20 related that she had been contacted by (unintelligible) with a pea patch and children who was concerned about the  
21 spraying. Chair Fancher said perhaps the city can put up its spraying schedule online.

22  
23 No further comments were made for the good of the order.

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25 **ADJOURNMENT**

26 The meeting was adjourned at 10:01 PM.

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28 **NEXT PLANNING COMMISSION MEETING:**

29 The next Planning Commission meeting will be held June 22, 2017 at the City Hall Conference Room.

30  
31 ATTEST:

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34  
35 Gary Fancher (Chair)

Jamie Burrell, City of North Bend