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**CITY OF NORTH BEND PLANNING COMMISSION**  
**- ACTION MEETING MINUTES -**  
Thursday, June 22, 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 7:00 PM.

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**ROLL CALL**

12       Planning Commissioners present: Gary Fancher (Chair), Elizabeth Gildersleeve, Scott Heller, Mary Miller, Dick  
13       Ryon, and Curtis von Trapp. Commissioner Luckey was unable to attend tonight's meeting, and has been  
14       excused. City Staff present: Jamie Burrell, Senior Planner

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**AGENDA ITEM #2: Approval of June 8, 2017**

16       The Minutes for the June 8, 2017 Meeting were Approved, with one correction to add to *page 2, line 18* the name  
17       of Commissioner Heller as the No vote on Docket No. 4. Commissioner Ryon Abstained from the vote, as he was  
18       not present at the June 8<sup>th</sup> meeting.

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

20       There was no one from the public at tonight's meeting.

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**AGENDA ITEM #4: Staff Summary of CED Committee 6/13/17 Docket Recommendations**

22       2017 Docket List:

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

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42       Jamie Burrell briefed the Commissioners on the CED Committee meeting of June 13, 2017, and the Committee's  
43       recommendations and questions on the 2017 Docket Requests. During Ms. Burrell's briefing there was  
44       discussion and questions and answers between the Commissioners and Ms. Burrell on the CED Committee's  
45       recommendations.

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**AGENDA ITEM #5 Discussion and Recommendations for 2017 Docket Recommendations Related**  
**to Neighborhood Business (NB) Zoning District; Dockets Nos. 6, 8, and 10**

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48       There was discussion, including questions and answers, between the Planning Commission and Ms. Burrell  
49       concerning the Neighborhood Business Zone, and Dockets Nos. 6, 8, and 10.

1 Commissioner von Trapp made a Motion to Approve Docket No. 10 as written. Commissioner Ryon seconded  
2 the Motion. Chair Fancher asked if there is any further discussion. None was offered. The Vote was 6-0. The  
3 Motion was Approved.  
4

5 There was discussion, including questions and answers, between the Planning Commission and Ms. Burrell  
6 concerning Docket No. 6.  
7

8 Commissioner von Trapp made a Motion Approve Docket No. 6 with an Amendment to strike from the approved  
9 uses Multi-Family and Single Family Residential from allowed uses in the Neighborhood Business Zone.  
10 Commissioner Gildersleeve seconded the Motion. (Note: this Motion was not re-visited)  
11

12 Chair Fancher asked Commissioner Gildersleeve if she would like to propose that the residential be a fee simple  
13 ownership requirement. Commissioner Gildersleeve said yes.  
14

15 Commissioner Gildersleeve made a Motion to require that Multi-Family Residential be vested as Fee Simple.  
16 Commissioner Miller seconded the Motion. Chair Fancher asked if there was any further discussion. There was  
17 discussion, including questions and answers, between the Planning Commission and Ms. Burrell concerning  
18 Docket No. 6. The Vote was 4-2 (Heller, Ryon). The Motion was Approved.  
19

20 Commissioner Gildersleeve said that she withdraws her Motion for Multi-Family to be vested as Fee Simple.  
21 Chair Fancher said the Motion was already voted upon and so could not be withdrawn. Chair Fancher offered to  
22 Commissioner Gildersleeve the opportunity to revise the Motion. (Note: this Motion was not re-visited)  
23

24 There was continued discussion, including questions and answers, between the Planning Commission and Ms.  
25 Burrell concerning Docket No. 6.  
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27 Commissioner von Trapp made a Motion to Table tonight's vote on Docket No. 6. Commissioner Gildersleeve  
28 seconded the Motion. The Vote was 6-0. The Motion was Approved.  
29

30 At 9:00 PM, Chair Fancher asked the group if anyone has an objection to continue on with the meeting. No one  
31 offered an objection.  
32

33 There was discussion, including questions and answers, between the Planning Commission and Ms. Burrell  
34 concerning Docket No. 8.  
35

36 Commissioner von Trapp made a Motion to Approve Docket No. 8. Commissioner Gildersleeve seconded the  
37 Motion. Chair Fancher asked if there is any further discussion. There was discussion between the  
38 Commissioners.  
39

40 Commissioner von Trapp made a Motion to strike from Docket No. 8 the four parcels at the east end from the  
41 LDR proposal and maintain them as Neighborhood Business. Commissioner Miller seconded the Motion. There  
42 was discussion of the Motion between the Commissioners. The Vote was 6-0. The Motion was Approved.  
43

44 Chair Fancher called for a vote on the previous, original Motion (*line 35*) from Commissioner von Trapp on  
45 Docket No. 8, to change the properties along SE 140<sup>th</sup> from NB to LDR, as amended. The Vote was 5-1 (Heller).  
46 The Motion was Approved.  
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48 **AGENDA ITEM #6 Introduction of Amendments to NBMC Permitted Land Use Chart Table**  
50 **18.10.030**

51 Ms. Burrell briefed the Commissioners on this Agenda Item. There was discussion between the Commissioners  
52 and Ms. Burrell of the Permitted Land Use Chart Table. Ms. Burrell also discussed with the Commission the  
53 upcoming Planning Commission schedule.  
54

1 **AGENDA ITEM #7 Planning Commission Procedures**

2 There was discussion between the Commissioners and Ms. Burrell of the Planning Commission Procedures.  
3 There was discussion of the noticing to the newspaper for special meetings.

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5 There was a consensus by the Commission to have a voice roll call at the beginning of the Planning Commission  
6 meeting.

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8 Chair Fancher said that without a code amendment, the Planning Commission cannot change the number needed  
9 for a quorum, and asked the other Commissioners if he should approach the City Council for a code amendment.  
10 There was discussion of the issue of the number required for a quorum. Ms. Burrell said she would go to the  
11 city's attorney about this issue and report back to the Commissioners and that in the meantime, the number for a  
12 quorum would remain the same in the Planning Commission Procedures.

13  
14 There was continued discussion, including proposed edits, between the Commissioners and Ms. Burrell of the  
15 Planning Commission Procedures. Ms. Burrell stated she would put the Commission's recommendations for  
16 changes to the Planning Commission Procedures together into the document, and bring it back for the  
17 Commission's final review and vote.

18  
19 Ms. Burrell handed out to the Commission an updated Year-to-Date Building Permit Status Report.

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

22  
23 There was discussion of the preparation of the Planning Commission Minutes.

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25 There was a discussion of former Community & Economic Development Director Estep's resignation.

26 **AGENDA ITEM #8 Planning Commission Tentative Schedule**

27 This Agenda Item was briefly discussed earlier in the meeting (*Page 2, Lines 51/52*) and not revisited.

30 **ADJOURNMENT**

31 The meeting was adjourned at 10:37 PM.

32 **NEXT PLANNING COMMISSION MEETING:**

33 The next Planning Commission meeting will be held July 13, 2017 at the City Hall Conference Room.

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35 ATTEST:

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40 Gary Fancher (Chair)

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Jamie Burrell, City of North Bend