

**NORTH BEND PLANNING COMMISSION**  
**- ACTION MEETING MINUTES -**  
Thursday, May 23, 2019 at 7:00 PM  
North Bend City Hall, 211 Main Avenue North, North Bend, WA 98045

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

**CALL TO ORDER**

The meeting was called to order at 7:00 PM.

**ROLL CALL**

Planning Commissioners present: Jim Boevers, Scott Greenberg, Heather Koellen, Rob McFarland, Susan Torguson, and Gary Towe (Chair). Commissioner Miller was unable to attend and has been excused from tonight's meeting. City Staff Present: Eileen Keiffer, Kenyon Disend (City Attorney); and Mike McCarty, Senior Planner.

The Commissioners each gave a brief overview of their individual experience.

**AGENDA ITEM #2: Approval of Agenda**

The Agenda for tonight's meeting was Approved.

**AGENDA ITEM #3: Approval May 9, 2019 Planning Commission Meeting Minutes**

The Minutes for the May 9, 2019 Planning Commission meeting were Approved.

**AGENDA ITEM #4: Public Comment on Non-Agenda Items**

Chair Towe asked if anyone wished to speak on any non-agenda item. No one so spoke.

**AGENDA ITEM #5: Overview of Roberts Rules of Order, Planning Commission Charter, Planning Commission Procedures, and Applicable Laws Governing Meetings – Eileen Keiffer, Kenyon Disend PLLC**

Eileen Keiffer briefed the Commissioners of legal issues concerning to the Planning Commission, and Roberts Rules of Order. Ms. Keiffer distributed to the Commissioners a cheat sheet from 'Jurassic Parliament'. Ms. Keiffer also discussed Procedures of the Planning Commission.

Commissioner McFarland made a point of order to the Chair that within the Planning Commission Procedures, it notes meetings take place once a month. The Planning Commission meets twice a month. Ms. Keiffer said staff will make an amendment to the Planning Commission Procedures.

Ms. Keiffer briefed the Commissioners on the Open Public Meetings Act, the Public Records Act, and the ethic responsibilities of the Planning Commission. During Ms. Keiffer's briefing, there was discussion between the Commissioners and city staff on the procedures of conducting the Planning Commission Meetings.

There was a consensus among the Commissioners to change on the Agenda template "Public Comment on Non-Agenda Items" to read simply "Public Comment" and not to restrict Citizen comments solely to non-agenda items.

**AGENDA ITEM #6: Introduction – Development Agreement to Allow Marijuana Retail at 320 SW Mount Si Boulevard**

1 Mike McCarty briefed the Commissioners on the revised proposed Development Agreement to allow marijuana  
2 retail at 320 SW Mount Si Blvd., and spoke of the history of the application from the Applicant. Mr. McCarty  
3 also spoke about tax revenues possible for the city if the use is approved, impacts to the surrounding area, benefits  
4 of this site versus others, and site security.

5  
6 There was discussion, including questions, answers, and proposed edits, between the Commissioners, Ms. Keiffer,  
7 and Mr. McCarty of the proposed Development Agreement.

8  
9 Mr. McCarty advised that the next meeting of the Planning Commission the be held June 13, 2019, will hold a  
10 Public Hearing on the Development Agreement to allow marijuana retail at 320 SW Mount Si Blvd.

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12 **AGENDA ITEM #7: Tentative Calendar of Planning Commission Items for Remainder of 2019**

13 Mr. McCarty passed out copies to all Commissioners a tentative work schedule calendar for the remainder of the  
14 year. Mr. McCarty briefed the Commissioners on the future work schedule for the Planning Commission, and  
15 there was discussion of the schedule between the Commissioners, Mr. McCarty, and Ms. Keiffer.

16  
17 **AGENDA ITEM #8: Brief Overview of Development Projects Within the City (See Interactive**  
18 **Map at: <https://northbendwa.gov/91/Land-Use-Projects>)**

19 Mr. McCarty briefed the Commissioners of the current development projects within the city, and explained the  
20 inter-active map functions on the city's website. Mr. McCarty went to the map in the city hall conference room  
21 and pointed out individual projects, the scope of each development, and their location within the city. During his  
22 briefing, Mr. McCarty answered questions from the Commissioners.

23  
24 **For the Good of the Order**

25 Chair Towe asked if anyone had anything for the good of the order.

26  
27 Commissioner Torguson asked if a map exists that shows the speed limits within the city. Mr. McCarty answered  
28 that there is no specific map showing speed limits that he knows of. Mr. McCarty discussed some of the future  
29 speed limit adjustments that will be made.

30  
31 Commissioner Torguson asked about the status of the Waste Water Treatment Plant. Mr. McCarty and Ms.  
32 Keiffer briefed the Commissioners on the status of the upgrades to the Waste Water Treatment plant.

33  
34 **AGENDA ITEM #9: Adjournment**

35 The meeting was adjourned at 8:54 PM.

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37 **Upcoming Agenda Items – June 13, 2019 Meeting**

- 38 1. Public Hearing and Planning Commission Recommendation – Marijuana Retail Development Agreement  
39 2. Short presentation – Snoqualmie Valley Transportation Coalition 5-Year Plan (M'Liss Moon, Snoqualmie  
40 Valley Transportation Coalition).  
41 3. Introduction and discussion – Amending NBMC 18.18.030 prohibiting unaltered cargo containers as  
42 buildings.

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44 **NEXT PLANNING COMMISSION MEETING:**

45 The next Planning Commission meeting will be held June 13, 2019 at North Bend City Hall.

46  
47 ATTEST:

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50 Gary Towe, Chair

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Mike McCarty, City of North Bend