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**REGULAR MEETING OF THE  
NORTH BEND PLANNING COMMISSION  
- ACTION MEETING MINUTES -  
Wednesday, February 5, 2025, 6:30 PM**

5 This meeting was held at City Hall, 920 SE Cedar Falls Way, North Bend, WA, and was also available online. A  
6 complete video recording of this meeting is available on the City of North Bend YouTube website, at  
7 [www.youtube.com](http://www.youtube.com), under "City of North Bend."

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9 **AGENDA ITEM #1: CALL TO ORDER**

10 The meeting was called to order at 6:30 PM.

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12 **ROLL CALL**

13 Planning Commissioners present: Hannah Thiel, Brian Fitzgibbon, Juliano Pereira, Stephen Matlock, Sam White,  
14 and James Boevers. Commissioner Olivia Moe is absent.

15 City Staff Present: James Henderson, CED Director, Mike McCarty, Planning Manager, and Caitlin Hepworth,  
16 Associate Planner

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18 **AGENDA ITEM #2: Public Comment on Non-Agenda Items**

19 No comments.

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21 **AGENDA ITEM #3: Approval of minutes from December 18, 2024 meeting**

22 Motion by Commissioner Pereira seconded by Commissioner Boevers, to approve the December 18, 2024 meeting  
23 minutes. The motion passed unanimously.

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25 **AGENDA ITEM #4: Introduction, Public Hearing and Potential Recommendation – Non-conforming Use  
26 amendments to ADUs in DC Zone, and ADU regulation updates.**

27 Associate Planner Caitlin Hepworth provided a summary of the proposed amendments and their purpose and  
28 associated state requirements they are based on. Ms. Hepworth noted that staff propose eliminating the provisions  
29 regarding sewer connection from the draft that was provided the Planning Commission packet, since those  
30 provisions will be separately addressed in pending amendments to the Sewer and Water regulations that will follow  
31 after the ADU regulation amendments.

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33 Commission Chair Thiel opened the public hearing at 7:25pm.

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35 Matt Steel, who owns properties within North Bend on which he is proposing to construct ADUs, provided  
36 comment, and provided a written handout to Commissioners.

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38 Chair Thiel closed the hearing at 7:31.

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40 Discussion by Commissioners and staff on the amendments. Commissioner Thiel requested adding a required 3-  
41 foot setback between the primary structure and any detached ADUs. Commissioners concurred with this request,  
42 which staff agreed to add to the draft amendments.

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44 Commissioner Boevers made a motion to approve the proposed amendments, subject to adding a minimum building  
45 separation requirement consistent with the minimum fire separation requirement without a fire wall. The motion  
46 as seconded by Commissioner Pereira, and passed unanimously.

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48 **CHAIR AND VICE CHAIR FOR 2025**

1 Commissioner Boevers made a motion, seconded by Commissioner Pereira, to elect Commissioner Thiel as Chair  
2 for 2025, and Commissioner Matlock as Vice Chair for 2025. The motion passed unanimously.

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4 **AGENDA ITEM #5: Adjournment by 8:30 PM unless otherwise approved by the Commission**

5 The Meeting was adjourned at 7:50p.m.