



## **REGULAR MEETING OF THE NORTH BEND PLANNING COMMISSION**

**Thursday, December 10, 2020, 7:00-9:00 PM  
Online Meeting**

The meeting is an online meeting via Microsoft Teams. Click the following link to join the meeting, or dial in via telephone via the number below:

### **Microsoft Teams meeting**

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### **AGENDA**

- 1) 7:00 Call to order and roll call**
- 2) 7:01 Opportunity for public comment on non-agenda items (3 minutes per person)**
- 3) 7:04 Approval of Agenda (no items this meeting for Consent Agenda)**
- 4) 7:04 Approval of Minutes of November 12, 2020 Planning Commission Meeting**
- 5) 7:40 Introduction and presentation – Form Based Code for the Downtown Commercial Zone (Jesse Reynolds)**
- 6) Adjournment by 9:00 unless otherwise approved by Commission**

#### **Upcoming Agenda Items for January 14 meeting:**

- Introduction and Planning Commission deliberation – Form Based Code regulations (Jesse Reynolds)

Agenda & Package distribution by hard copy: Planning Commission, City Hall Front Desk.

Agenda & Package distribution by e-mail: Mayor, Council, Planning Commission, Administrator, City Clerk, City Attorney, CED Director, other relevant staff.

Agenda and packet are also available to the general public from Notify Me via the City's website.



## GUIDELINES FOR CITIZEN PARTICIPATION At Planning Commission Meetings

**Citizen Participation and Contribution.** Citizens are welcome and encouraged to attend all Planning Commission meetings and are encouraged to participate and contribute to the deliberations of the Commission. Recognition of a speaker by the Planning Commission Chair is a prerequisite to speaking and is necessary for an orderly and effective meeting. It will be expected that all speakers will deliver their comments in a courteous and efficient manner. At anytime during the meeting anyone making out-of-order comments or acting in an unruly manner will be subject to removal from the meeting.

**Right to Speak at Public Hearing.** Any person has the right to speak at any Public Hearing on the item on the agenda after the staff report and any clarifying questions of the Planning Commission, but before the Planning Commission has discussed the item and action is taken. Speakers are requested to supply their contact information requested on the sign-in sheet to assist the Clerk with the Minutes.

**Manner of Addressing Planning Commission.** Each person desiring to address the Planning Commission shall stand, state his/her name and address for the record, and unless further time is granted by a majority of the Planning Commission, must limit his/her remarks to three (3) minutes. All remarks shall be addressed to the Chair of the Planning Commission and not to any member individually. All speakers shall be courteous and shall not engage in, discuss or comment on personalities or indulge in derogatory remarks or insinuations.

**Spokesperson for Group of Persons.** In order to expedite matters and to avoid repetitious presentations, delay or interruption of the orderly business of the Planning Commission, whenever any group of persons wishes to address the Planning Commission on the same subject matter, it shall be proper for the Chair of the Planning Commission to request that a spokesperson be chosen by the group to address the Planning Commission.

**Items Not on the Agenda (Citizen's Comments).** The Chair of the Planning Commission will provide an opportunity for Citizens to speak on any subject that is not part of the Planning Commission Agenda for that night's meeting. Each person desiring to address an item that is not on the Planning Commission Agenda shall stand, state his/her name and address for the record, state the subject he/she wishes to discuss, if he/she is representing a group or organization the name should be stated, and unless further time is granted by a majority of the Planning Commission, must limit his/her remarks to three (3) minutes. Speakers are requested to supply the contact information requested on the sign-in sheet to assist the Clerk with the Minutes.

**NORTH BEND PLANNING COMMISSION  
- ACTION MEETING MINUTES -**

Thursday, November 12, 2020 at 7:00 PM  
- Online Meeting -

*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 7:05 PM.

## ROLL CALL

Planning Commissioners present: Judy Bilanko, Heather Bush, Scott Greenberg (Vice-Chair), and Olivia Moe. Commissioner Torguson has recused herself from tonight's meeting as she owns property that could be subject to the proposed amendments and won't be attending tonight's meeting. Commissioner Boevers, and Chair Towe were unable to attend, and have been excused from tonight's meeting. City Staff Present: Mike McCarty, Senior Planner; Jesse Reynolds, Economic Development Manager; and Rebecca Deming, Community & Economic Development Director.

## AGENDA ITEM #2: Opportunity for Public Comment

No one spoke on any non-agenda item.

**AGENDA ITEM #3: Approval of Agenda (no items this meeting for Consent Agenda)**

The Agenda for tonight's meeting was Approved.

**AGENDA ITEM #4: Approval October 22, 2020 Planning Commission Meeting Minutes**

Two items were noted by the Commissioners to change. Line 45: change “tenure report” to “requirements for owner occupancy”; and Line 57: change to upcoming date of November 12, 2020. The Minutes from the October 22, 2020 Planning Commission were approved as amended.

**AGENDA ITEM #5: Introduction – Amendments to the North Bend Zoning Map and NBMC Title 18, Zoning, to establish a new Medium Density Residential Zone (Mike McCarty)**

### a) Staff Introduction

There was a staff introduction of this proposed Amendment.

**b) Public Hearing**

Vice-Chair Greenberg opened the Public Hearing.

Ewing Stringfellow, North Bend, WA, submitted written comments and had nothing to add.

Joe Eddings, 43438 SE North Bend Way, North Bend, WA, spoke.

Ward & Vicky Bettes, 225 Sydney Ave. South, North Bend, WA, spoke.

Jesse Thompson, 231 Sydney Ave. South, North Bend, WA, spoke.

Anders Larson Tevis, no address provided, submitted written comments and spoke at Public Hearing.

Lindsey Andrews, 540 SE 5<sup>th</sup> St., North Bend, WA, spoke.

Kevin Brewster 428 Orchard Ave SE North Bend WA spoke

Gardiner Vinnedge, 205 Taylor Ave. South, North Bend, WA, spoke

1  
2 Keith Stringfellow, no address provided, spoke.  
3  
4 Liz Davis, 225 Taylor Ave. South, North Bend, WA, spoke.  
5  
6 Thorsen North, 249 Taylor Ave. South, North Bend, WA, spoke.  
7  
8 Sandra Larsen Tavis submitted written comments.  
9  
10 Wendy Thomas, 721 E. North Bend Way, North Bend, WA, spoke.  
11  
12 Vice-Chair Greenberg closed the Public Hearing at 8:12 PM.  
13

14 **c) Planning Commission deliberation**

15 There was discussion between the Commissioners and city staff concerning the proposed Amendments.  
16

17 Commissioner Moe made a Motion to Approve the proposed Amendments as presented, except to eliminate Area  
18 3. Commissioner Bilanko seconded the Motion. The Motion was Approved, 4-0.  
19

20 **AGENDA ITEM #6: Adjournment by 9:00 PM unless otherwise approved by Commission**

21 The meeting was adjourned at 8:47 PM.  
22

23 **Upcoming Agenda Items for November 12<sup>th</sup> Meeting:**

24 • **Planning Commission recommendation – New Medium Density Residential Zone (Mike McCarty))**  
25

26 The next Planning Commission meeting will be December 10, 2020 and will be held online.  
27

28 ATTEST:  
29

30  
31 Scott Greenberg, Vice Chair

Mike McCarty, City of North Bend



DATE: December 1, 2020  
 TO: Planning Commission  
 FROM: Jesse Reynolds, AICP  
 SUBJECT: Introduction to Adoption of Form Based Code for our Downtown Commercial Zone

### **Introduction and Context**

Funded through a Dept. of Commerce grant to increase affordable housing, per Mayor McFarland's request, the City is pursuing the adoption of a form-based code in our downtown area to help redevelopment in the decades to come. The grant is for \$50,000 and geared toward increasing affordability; \$40,000 is dedicated exclusively to form-based codes. Efforts are primarily in-house, with design support from local architecture firm Gant Nychay.

A form-based code is a land development regulation that fosters predictable built results and a high-quality public realm by using physical form, rather than separation of uses, as the organizing principle for the code. The form-based approach will allow the public to see and adjust the actual components that are contributing to what they like in development and address what they don't like.

For more information on form-based codes, please visit this website: <https://formbasedcodes.org/definition/>

### **Goals for the December 10<sup>th</sup> Planning Commission Meeting**

This meeting is seen as only an introduction to form-based codes, and how they can apply to our Downtown Commercial zone. Staff's hope is for this presentation and discussion will help provoke thoughts and ideas for the meetings in early 2021 that involve actual code review. No codes will be reviewed, or decisions made during this meeting. Just come with an open mind.

### **Problem Statement**

The City's downtown has always been the cultural heart of the City, and the location of much of the City's existing affordable housing supply. Over time, however, existing older homes will eventually be redeveloped for more intense land uses as market factors increase the value of land, which could result in new development that is out of scale and character with what has made downtown North Bend unique. A guidance tool is needed, for both our downtown urban form, and affordability.

### **How Form-Based Code will solve our Downtown Problems**

To further enliven the downtown and secure its future as a social, cultural and entertainment destination, while increasing the potential for supply of more affordable housing options, the City wishes to provide a new form-based code. This form-based code will ensure that new development fits with the scale and character of the historic commercial uses, enlivens the public realm with a good relationship between street, sidewalk, and building. This will be accomplished while enabling additional housing, providing more affordable choices to meet a significant local need and help bring additional residents to support a walkable, vibrant downtown community.



The regulations and standards in form-based codes are presented in both words and clearly drawn diagrams and other visuals to help property owners and the public. They are keyed to a regulating plan that designates the appropriate form, scale and character of development, rather than only distinctions in land-use types. They will help implement a community plan for North Bend and will help enliven the downtown area with buildings and a built form that relates well to existing uses, facilitates a lively pedestrian environment, and secures the downtown as the cultural and economic heart of the City.

Other complexities form-based code could alleviate include floodplain development, underutilized spaces, parking, walkability, lack of transit, viewsheds, density concerns, noise, compatibility of developments.

### **Outline of the Meeting Presentation**

1. Grant Requirements and Timeline
2. Form Based Codes Explained
3. Community Downtown Survey Result Highlights
4. Proposed Approach to Form-Based Codes in our Downtown
5. Design Work to Date
6. Open Discussion

### **Future Planning Commission Meetings Covering Form-Based Codes**

Planning Commission Introduction:	January 14, 2021
Public Hearing:	January 28, 2021
Planning Commission Recommendation:	February 11, 2021