

**MINUTES
OMAK PLANNING COMMISSION
ZOOM HYBRID MEETING
MAY 4, 2021**

Call to Order:

Chairwoman Okland called the meeting of the Omak Planning Commission to order at 5:30 p.m. and a quorum was established.

Commissioner & Administrative Personnel:

Sheila Harrison	Kurt Danison, Contract Planner
Stacey Okland, Chair	Tyler Wells, Building Official - absent
Erin Munding	Connie Thomas, City Clerk
Barry Hansen	Amanda Dickinson, Deputy Clerk
Anne Potter	
Jack Schneider	

Approval of Minutes:

Commissioner Potter moved, seconded by Commissioner Hansen to approve the April 6, 2021 meeting minutes as written. The Commissioners voted and unanimously approved the motion.

Public Hearing:

Transportation Element of the Greater Omak Area Comprehensive Plan

Chairwoman Okland opened the public hearing at 5:32 pm. She read the disclaimer letting everyone in attendance know that they will have the opportunity to be heard and that the hearing was being recorded. There were no members of the Commission that recused themselves nor did they have any financial interest in the outcome of the hearing. She asked Contract Planner Kurt Danison to present the staff report. Mr. Danison explained that the Greater Omak Area Comprehensive Plan represents a twenty-year vision as to what the community is going to do over time. The Transportation Element is one element in the Comprehensive Plan. This element provides information for new or improved roads, pedestrian ways etcetera. Mr. Danison read into the record, the Staff Report in its entirety along with reviewing the comments that were submitted (see attached). The recommendation by the Planning Staff is that the Planning Commission move to recommend approval of the Transportation Element with modifications and Findings of Fact as presented in the staff report (attached). Chairwoman Okland thanked Mr. Danison and then opened the floor to audience comments. Chairwoman Okland noted for the record that there was no one from the public to provide testimony. Chairwoman Okland asked if the Planning Commission or the consultant had anything further to add. There were no further questions or comments. Mr. Danison told the Commission that he appreciates the effort that everyone put into the element. There were a lot of meetings and looked at intersections and there were some good conversations. The City should be very proud of the Commissioners willing to spend their time reviewing the element. This plan is very important as recently Senator Patty Murray, Congressman Dan Newhouse and Congresswoman McMorris-Rogers put out a request for projects because congress may fund infrastructure. The earmarks have been put back in to allow each individual Congressman can write into any agencies budget, specific projects. The City of Omak applied for an airport reservoir and received funding from the Legislature. Congressman Newhouse put on his list a health and sciences center for Wenatchee Valley College, Omak. This project is estimated at 2.8 million dollars. Having the Greater Omak Comprehensive Plan in place listing projects the City wants to see done, it makes it easier to apply for funds. Chairwoman Okland closed the public testimony of the hearing at 5:50 pm. She asked if there was any discussion amongst the Planning Commission and there was nothing further. Commissioner Munding moved, seconded by Commissioner Harrison to recommend approval of the Transportation Element with the proposed modifications and Findings of Fact presented in the staff report. The Commissioners voted and unanimously approved the motion.

Other Business:

City Update

Contract Planner Danison told the Commission that Building Official Wells has been active with inspections of Meadowlark and Meadow Point. In addition, he and Fire Chief Bowling are doing a lot more business inspections for health and safety. He also told the Commissioners that he attended a significant meeting with City Planners Chris Johnson, Rocklyn Culp, County Planner Pete Palmer and County Commissioner Chris Branch. The local Planners have not met in years but, they got together to work on the Okanogan County Comprehensive Plan update. He explained that County

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Planner, Pete Palmer has been working hard to prepare a baseline Comprehensive Plan to comply with a court order requiring the County to adopt a plan. He also shared with the Commissioners that FEMA has an ongoing effort to update the flood maps for Okanogan County. He explained the City has a levy that has been certified by the Army Corps of Engineers but, FEMA is requiring proof the levy is certified. City Staff has been working to located documents to support the certification. The change is still several years out. He also shared that Economic Alliance received an \$80,000 grant to fund businesses affected by COVID. Their agency has hired a bilingual employee to help facilitate disbursement of those funds.

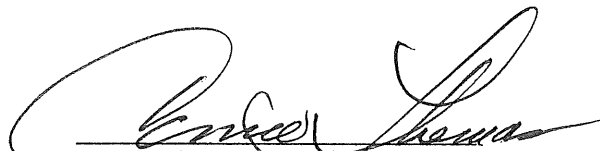
Commissioner Potter asked about the status of the Colville Confederated Tribes healthcare center. Mr. Danison said that three or four different engineering firms have reached out for water and sewer information but, the City has not been provided enough information to determine if the proposed infrastructure can be served. Commission Potter also inquired about the development of Jonathan Street through to Quince Street. Mr. Danison was under the assumption the street would go through to Quince. He will confirm with City staff.

Commissioner Hansen asked about the Capital Facilities Plan (CFP) and if it could be included on the June agenda. Mr. Danison proposed the June agenda include a CFP Workshop and the Public Utilities Element of the Comprehensive Plan. All members were in agreement.

As there was no further business, the meeting was adjourned at 6:12 p.m.

SIGNED:


Stacey Oakland, Chair


Connie Thomas, City Clerk

LETTER OF TRANSMITTAL

TO: COUNCIL MEMBERS, MAYOR CINDY GAGNÉ, CITY ADMINISTRATOR
AND CITY CLERK

FROM: STACEY OKLAND, CHAIR, OMAK PLANNING COMMISSION

SUBJECT: PLANNING COMMISSION RECOMMENDATION OF APPROVAL OF AN
UPDATED TRANSPORTATION ELEMENT

DATE: 5/5/2021

CC: PROJECT FILE

The City of Omak Planning Commission, in conformance with Title 19.05 OMC, held an open record public hearing on May 4, 2021 to consider an updated Transportation Element of the Omak Comprehensive Plan. The attached staff report (attachment A) provides details on the Planning Commission's efforts to prepare the updated element.

A "strike-out" copy of the revised Transportation is included in Attachment B.

"A motion was made by Commissioner Munding recommend approval of the Transportation with the following modifications and Findings of Fact and Conclusions presented in the staff report.

Modifications

1. Add the word formerly before calcium carbonate in the fourth paragraph on page B-4 of the draft element.
2. In Table B.3 on page B-15 the design standards of locally classified Roads need to right-of-way widths reduced to 40-50 feet.
3. The pedestrian bridge planned to parallel the SR 155 Bridge needs to be added to Maps B7 and B8.

Commissioner Harrison seconded the motion which passed unanimously."



Stacey Okland, Chair

Attachment A – Staff Report

**CITY OF OMAK
STAFF REPORT
UPDATED TRANSPORTATION ELEMENT**

TO: PLANNING COMMISSION
FROM: KURT DANISON, CONTRACT PLANNER
SUBJECT: UPDATED TRANSPORTATION ELEMENT
DATE: 4/28/21

Applicant: City of Omak

Project Description:

The City Planning Commission, with the assistance of the City Planning Consultant and Building Official has completed the process to review and revise the Transportation Element of the Omak Comprehensive Plan to better reflect current conditions, integrate recent transportation study results and update data.

Chronology:

The Planning Commission, as directed by the City Administrator at its November 2019 meeting, began the review and revise process by reviewing a 2019 study of the intersections along US 97 in the City in January 2020. Due to the COVID Pandemic, work was halted until July 2020. As a result, the Commission began the process of review the complete Transportation Element beginning in August 2021. The Commission reviewed each of the intersections and the study’s recommendations one at a time beginning with the intersection of Sandflat Road and US 97.

As the Commission was reviewing and providing recommendations on the desired strategies for addressing future traffic at the key intersections along US 97, the Planner was going through the balance of the Element updating data, editing and formatting and revising recommendations to eliminate completed projects, add new projects and insert the Commission’s recommendations for the key intersections.

The Commission began review of the complete DRAFT updated Transportation Element at its January 2021 meeting. The Commission reviewed the Element at its February and March meetings recommending minor revision and corrections. At the April 6, 2021 the Commission passed a motion to set a public hearing on the revised Element for May 4, 2021.

Applicable Codes and City Standards:

Amendment of the Comprehensive Plan is a Type V, or legislative action. The amendment process is provided in the Comprehensive Plan.

SEPA, Critical Areas and Shorelines:

The Transportation Element covers the entire city and includes shorelines and critical areas. A SEPA Checklist has been completed and the Building Official issued a DNS on March 29, 2021 with comments or appeals due on April 28. As of the date this staff report was prepared, no appeals of the DMS received and comments have focused on the Element, not the SEPA document/

Planning Commission Public Hearing:

The City of Omak Planning Commission is holding an open record public hearing on May, 2021.

Comments Received:

The application and related materials were mailed or e-mailed to commenting agencies (see list in project file). As of the date this staff report was prepared, comments had been received from the following: Erin Mundinger (Planning Commissioner), Max Platts (Aviation Planner, WSDOT), Max Nelson (Transportation Planner, WSDOT) and Anna Randall (Okanogan County Public Works). It is important to note that the written comments are not due until April 28, 2021 and the comment period is open until the May 4, 2021 Public Hearing.

Copies of all comments are contained in the project file.

Commenting Agent or Individual: Erin Mundinger, PC member

Nature of Comment: Noted inconsistencies and missing information

Response: *Changes should be made as noted.*

Commenting Agent or Individual: Max Platts (Aviation Planner, WSDOT)

Nature of Comment: Noted that changes to the land use plan for land adjacent to the airport requires coordination with WSDOT.

Response: *The comment is not necessarily pertinent to the update of the transportation element as there are no changes to land use designations or recommendations for projects that would be detrimental to the aviation*

Commenting Agent or Individual: Max Nelson (Transportation Planner, WSDOT)

Nature of Comment: Suggested that the pedestrian bridge planned to parallel the SR 155 (Central Avenue Bridge) be added to the planned pedestrian improvements map.

Response: *Add the bridge to the map and list of recommendations.*

Commenting Agent or Individual: Anna Randall (Okanogan County Public Works)

Nature of Comment: Concerned that access to County Shop not be impacted during planned improvements to Sandflat and US 97.

Response: *No change required.*

Recommendation by Planning Staff:

Planning staff recommends that the Planning Commission take the following action:

Move to recommend approval of the Transportation with the following modifications and Findings of Fact and Conclusions presented in the staff report.

Modifications

4. Add the word formerly before calcium carbonate in the fourth paragraph on page B-4 of the draft element.
5. In Table B.3 on page B-15 the design standards of locally classified Roads need to right-of-way widths reduced to 40-50 feet.
6. The pedestrian bridge planned to parallel the SR 155 Bridge needs to be added to Maps B7 and B8.

Findings of Fact:

The Planning Commission finds and concludes the following:

1. Chapter 35A.63 of the Revised Code of Washington establishes the City of Omak as the authority with jurisdiction on local comprehensive plan decisions.
2. The review and revise process was initiated at the direction of the City Administrator.
3. Four written comments were received during the required review process.
4. A SEPA Determination of Non-Significance was issued on March 29, 2021.
5. The proposed amendments to Transportation Element are consistent with the intent, goals and policies of the Land Use Element of the City of Omak Comprehensive Plan.
6. Public Notice requirements regarding the May 4, 2021 public hearing on the revised Transportation Element have been completed. The affidavit of publication for said notice is contained in the project file and is part of the record.

7. The File of Record, Staff Report, and exhibits were received, admitted into the record and considered by the Planning Commission.
8. Any Conclusion of Law that is more correctly a Finding of Fact is incorporated herein as such by this reference.

Conclusions

1. The Planning has the authority to recommend amendments to the Comprehensive Plan.
2. The City Council has authority to adopt amendments to the Comprehensive Plan and Maps.
3. The Transportation Element addresses motorized and non-motorized transportation in the city of Omak and its Urban Growth Area.
4. The Transportation Element as recommended by the Planning Commission is consistent to the overall goals and policies of the Comprehensive Plan.
5. Any Finding of Fact that is more correctly a Conclusion of Law is incorporated herein as such by this reference.

Attachment B – Transportation Element and Maps