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**AGENDA**  
**OMAK CITY PLANNING COMMISSION MEETING**  
**Public Hearing**  
**Zoom – Hybrid**  
**Tuesday – May 4, 2021 – 5:30 PM**

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**A. CALL TO ORDER**

**B. ESTABLISH A QUORUM**

Stacey Okland, Chair  
Anne Potter, Vice Chair  
Erin Munding

Barry Hansen  
Sheila Harrison  
John Schneider

**C. APPROVAL OF MINUTES:**

1. Approval of Minutes from April 6, 2021 

**D. PUBLIC HEARING**

1. Transportation Element of the Greater Omak Area Comprehensive Plan 

**F. OTHER BUSINESS:**

City Update

 **Action by Planning Commission**

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In accordance with the "Stay Home, Stay Healthy" order from Governor Inslee, our Council Meeting will be conducted using Zoom Meetings (information on next page).

If you need support, contact the City Clerk in advance of the meeting by calling 509-826-1170 or e-mail [clerk@omakcity.com](mailto:clerk@omakcity.com) for assistance.

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## Join Zoom Meeting

<https://us02web.zoom.us/j/88999081904?pwd=UXduTmRyUk5CYnRid1V5RUVXMGZFUTo9>

Meeting ID: 889 9908 1904

Passcode: 298068

One tap mobile

+12532158782,,88999081904#,,,,\*298068# US (Tacoma)

+13462487799,,88999081904#,,,,\*298068# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 889 9908 1904

Passcode: 298068

Find your local number: <https://us02web.zoom.us/j/kc3i7BZYH1>

**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 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 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.

#### 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.
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## Connie Thomas

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**From:** kdanison@ncidata.com  
**Sent:** Thursday, April 29, 2021 3:25 PM  
**To:** Connie Thomas  
**Subject:** FW: Comprehensive Plan

[External Email]

This email needs to be attached to the staff report for the PC.

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**From:** kdanison@ncidata.com <kdanison@ncidata.com>  
**Sent:** Wednesday, March 3, 2021 10:11 AM  
**To:** 'Erin Mundinger' <erin\_m@hotmail.com>  
**Subject:** RE: Comprehensive Plan

Thanks Erin – all good points! Preparing these plans without much input is difficult so any such comments are appreciated and make for a better plan!

Kurt

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**From:** Erin Mundinger <erin\_m@hotmail.com>  
**Sent:** Wednesday, March 3, 2021 10:09 AM  
**To:** Kurt Danison (<kdanison@ncidata.com>) <kdanison@ncidata.com>  
**Cc:** Tyler Wells <build@omakcity.com>  
**Subject:** Comprehensive Plan

Hi Kurt,

I don't know enough to know if something in these plans makes a difference for the city or not. I just notice things that might be inconsistent or unclear to me. I also know that these plans cannot be updated on a regular basis. 😊

So please ignore or let me know what is appropriate or what isn't.

The calcium carbonate reference is on page B-4 in the paragraph starting "Two other forms of transportation".

There are different policy and objectives that need more wiggle room, if the new developments are going to continue to be like Paintbrush Lane.

The other thing that I noticed is under Table B.3 on page B-15. The design standards of locally classified Roads needs to have the narrower (40 ft) roads added, because the last on the list is 50 to 60 ft. road.

Thanks,

Erin

## Connie Thomas

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**From:** kdanison@ncidata.com  
**Sent:** Thursday, April 29, 2021 3:26 PM  
**To:** Connie Thomas  
**Subject:** FW: WSDOT NC Planning's Omak Transportation Element Comments  
**Attachments:** TRANS ELEM Comment Sheet MCN.docx

[External Email]

And this one

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**From:** Tyler Wells <build@omakcity.com>  
**Sent:** Thursday, April 22, 2021 2:40 PM  
**To:** 'kdanison@ncidata.com' <kdanison@ncidata.com>  
**Subject:** FW: WSDOT NC Planning's Omak Transportation Element Comments

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**From:** Nelson, Maxwell <nelsonm@wsdot.wa.gov>  
**Sent:** Thursday, April 22, 2021 8:43 AM  
**To:** Tyler Wells <build@omakcity.com>  
**Cc:** Manzaro, Nicholas <ManzarN@wsdot.wa.gov>; Mazur, George <MazurG@wsdot.wa.gov>  
**Subject:** WSDOT NC Planning's Omak Transportation Element Comments

[External Email]

All,

WSDOT has completed our review of the Omak Comprehensive Plan Transportation Element.

Please find attached: the comment sheet with our feedback.

Thank you,

Maxwell Nelson  
WSDOT North Central Region Planning



**CITY OF OMAK  
COMMENT SHEET**

The following permit application may be of interest to you.

**PROJECT AND APPLICANT:** The City of Omak is preparing to adopt an updated Transportation Element of the Comprehensive Plan. The Element provides an inventory of the City's existing transportation system, sets forth goals and policies for maintenance of existing and planning for future improvements and establishes recommendations for desired motorized and non-motorized transportation improvements.

**APPLICATION:** TRANSELEM21-01

**DATE SENT:** April 1, 2021

The City has attached a strike-out copy of the update Element and maps, and SEPA checklist with DNS. Any comments regarding the impacts of this action are requested along with general comments regarding the proposed updates and will be considered in the review of the permit.

Please fill out and return this form to: City of Omak – Attention Transportation Element;  
P.O. Box 72, Omak, WA 98841

Comments due: April 28, 2021. Comments may also be submitted by email to Tyler Wells [build@omakcity.com](mailto:build@omakcity.com)

**Commenting Department, Agency, or Individual:** [Maxwell Nelson, WSDOT North Central Region Planning](#)

**Comments:** [WSDOT appreciates that Omak carefully considered and integrated elements from our joint planning studies, such as the 2019 Practical Solutions study and its recommendations for intersections, local arterial networks, and nonmotorized connectivity.](#)

[While the text description given in the plan identifies the pedestrian bridge adjacent to 155 bridge as a desired local improvement for nonmotorized connectivity, the maps of desired bike/ped improvements do not show the ped bridge as a desired nonmotorized path. Having the bridge appear in the maps as part of the local network, as well as the text of the plan, is helpful for WSDOT in developing our Context and Modal Accommodation Report \(CMAR\) for the project.](#)

Thank you,

[Maxwell Nelson](#)

[Transportation Planner](#)

[April 16, 2021](#)

## Connie Thomas

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**From:** kdanison@ncidata.com  
**Sent:** Thursday, April 29, 2021 3:26 PM  
**To:** Connie Thomas  
**Subject:** FW: City of Omak Transportation Element Updates;  
**Attachments:** Comment City of Omak transportation Element Updates.docx

[External Email]

And this one

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**From:** Tyler Wells <[build@omakcity.com](mailto:build@omakcity.com)>  
**Sent:** Thursday, April 22, 2021 2:41 PM  
**To:** 'kdanison@ncidata.com' <kdanison@ncidata.com>  
**Subject:** FW: City of Omak Transportation Element Updates;

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**From:** Anna Randall <[arandall@co.okanogan.wa.us](mailto:arandall@co.okanogan.wa.us)>  
**Sent:** Thursday, April 22, 2021 7:20 AM  
**To:** Tyler Wells <[build@omakcity.com](mailto:build@omakcity.com)>  
**Subject:** RE: City of Omak Transportation Element Updates;

[External Email]

Good morning,

Please see attached comment.

Thank you and have a nice day.  
Anna

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**From:** Tyler Wells <[build@omakcity.com](mailto:build@omakcity.com)>  
**Sent:** Thursday, April 01, 2021 9:26 AM  
**To:** Cindy Gagne <[mayor@omakcity.com](mailto:mayor@omakcity.com)>; Todd McDaniel <[admin@omakcity.com](mailto:admin@omakcity.com)>; Public Works <[publicworks@omakcity.com](mailto:publicworks@omakcity.com)>; OPD401 <[opd401@omakpd.com](mailto:opd401@omakpd.com)>; Kevin Bowling <[fire51@omakcity.com](mailto:fire51@omakcity.com)>; 'kdanison@ncidata.com' <kdanison@ncidata.com>; Connie Thomas <[clerk@omakcity.com](mailto:clerk@omakcity.com)>; Mick Howe <[mhowe@ncidata.com](mailto:mhowe@ncidata.com)>; Planning <[planning@co.okanogan.wa.us](mailto:planning@co.okanogan.wa.us)>; Angela Hubbard <[ahubbard@co.okanogan.wa.us](mailto:ahubbard@co.okanogan.wa.us)>; Anna Randall <[arandall@co.okanogan.wa.us](mailto:arandall@co.okanogan.wa.us)>; Josh Thomson <[jthomson@co.okanogan.wa.us](mailto:jthomson@co.okanogan.wa.us)>; Assessor <[assessor@co.okanogan.wa.us](mailto:assessor@co.okanogan.wa.us)>; 'ECY RE SEPA REGISTER ([separegister@ecy.wa.gov](mailto:separegister@ecy.wa.gov))' <[separegister@ecy.wa.gov](mailto:separegister@ecy.wa.gov)>; SEPA (DAHP) <[sepa@dahp.wa.gov](mailto:sepa@dahp.wa.gov)>; [SEPA.reviewteam@doh.wa.gov](mailto:SEPA.reviewteam@doh.wa.gov); [sepacenter@dnr.wa.gov](mailto:sepacenter@dnr.wa.gov); [SEPAdesk@dfw.wa.gov](mailto:SEPAdesk@dfw.wa.gov); 'sepaunit@ecy.wa.gov' <[sepaunit@ecy.wa.gov](mailto:sepaunit@ecy.wa.gov)>; [Wolfp@wsdot.wa.gov](mailto:Wolfp@wsdot.wa.gov); [zweifej@wsdot.wa.gov](mailto:zweifej@wsdot.wa.gov); 'Gould, William' <[GouldW@WSDOT.WA.GOV](mailto:GouldW@WSDOT.WA.GOV)>; [Hayley.cohen.pln@colvilletribes.com](mailto:Hayley.cohen.pln@colvilletribes.com); Guy Moura (HSY) <[Guy.Moura@colvilletribes.com](mailto:Guy.Moura@colvilletribes.com)>; [john.stpierre.pln@colvilletribes.com](mailto:john.stpierre.pln@colvilletribes.com); 'Andersen, Dave (COM)' <[dave.andersen@commerce.wa.gov](mailto:dave.andersen@commerce.wa.gov)>; [OPCD@Seattle.gov](mailto:OPCD@Seattle.gov)  
**Subject:** City of Omak Transportation Element Updates;

Good morning,

Attached are a comment sheet, SEPA checklist, SEPA DNS, Updated Transportation Element and related maps for your review and comment. The City of Omak Planning Commission will be holding a public hearing on May 4, 2021 at 5:30 pm in the Omak City Hall Council Chambers to review all changes and comments received. Comments are due April 28, 2021.

Let me know if you have any questions.

Regards,

Tyler Wells  
City Of Omak  
Building Official/  
Permit Administrator  
509-826-1170



**Okanogan County**  
**Department of**  
**Public Works**  
1234A Second Avenue South  
Okanogan, WA 98840  
(509) 422-7300 FAX (509) 422-7301

*Josh Thomson P.E.*  
*Director/County Engineer*

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Date: April 22, 2021

To: Tyler Wells, City of Omak Building Official/Permit Administrator  
City of Omak

From: Anna Randall, Engineering Department  
Okanogan County Public Works Department

Subject: City of Omak Transportation Element Updates SEPA

- The intersection of OCR# 2793, Sand Flat Rd., SR 97, and OCR# 2867, Old Riverside Hwy, has been designated on the attached maps as "Complete East leg of Intersection Long term Round-a-bout". Okanogan County wants to ensure access to our county shop, off of the OCR# 2793, Sand Flat Rd., is maintained during this revision.
- The concept of the project appears acceptable.



## Connie Thomas

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**From:** kdanison@ncidata.com  
**Sent:** Thursday, April 29, 2021 3:26 PM  
**To:** Connie Thomas  
**Subject:** FW: City of Omak Transportation Element Updates;  
**Attachments:** Omak Comp Plan Update WSDOT Aviation Comments.pdf

[External Email]

This comment too!

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**From:** Tyler Wells <[build@omakcity.com](mailto:build@omakcity.com)>  
**Sent:** Wednesday, April 28, 2021 3:23 PM  
**To:** 'kdanison@ncidata.com' <kdanison@ncidata.com>  
**Subject:** FW: City of Omak Transportation Element Updates;

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**From:** Platts, Max <[PlattsT@wsdot.wa.gov](mailto:PlattsT@wsdot.wa.gov)>  
**Sent:** Wednesday, April 28, 2021 1:18 PM  
**To:** Tyler Wells <[build@omakcity.com](mailto:build@omakcity.com)>  
**Subject:** RE: City of Omak Transportation Element Updates;

[External Email]

Good afternoon Tyler,

Attached is the WSDOT Aviation Comments on the Transportation Element Updates. Please feel free to reach out with any questions.

Max

**T.S. "Max" Platts**  
WSDOT Aviation Division  
Aviation Planner  
Office: 360-709-8028  
Cell: 360-890-5258



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**From:** Tyler Wells <[build@omakcity.com](mailto:build@omakcity.com)>  
**Sent:** Thursday, April 1, 2021 9:26 AM  
**To:** Cindy Gagne <[mayer@omakcity.com](mailto:mayer@omakcity.com)>; Todd McDaniel <[admin@omakcity.com](mailto:admin@omakcity.com)>; Public Works <[publicworks@omakcity.com](mailto:publicworks@omakcity.com)>; OPD401 <[opd401@omakpd.com](mailto:opd401@omakpd.com)>; Kevin Bowling <[fire51@omakcity.com](mailto:fire51@omakcity.com)>;

'kdanison@ncidata.com' <[kdanison@ncidata.com](mailto:kdanison@ncidata.com)>; Connie Thomas <[clerk@omakcity.com](mailto:clerk@omakcity.com)>; Mick Howe <[mhowe@ncidata.com](mailto:mhowe@ncidata.com)>; [planning@co.okanogan.wa.us](mailto:planning@co.okanogan.wa.us); Angela Hubbard <[ahubbard@co.okanogan.wa.us](mailto:ahubbard@co.okanogan.wa.us)>; Anna Randall <[arandall@co.okanogan.wa.us](mailto:arandall@co.okanogan.wa.us)>; Josh Thomson <[jthomson@co.okanogan.wa.us](mailto:jthomson@co.okanogan.wa.us)>; [assessor@co.okanogan.wa.us](mailto:assessor@co.okanogan.wa.us); ECY RE SEPA REGISTER <[separegister@ecy.wa.gov](mailto:separegister@ecy.wa.gov)>; SEPA (DAHP) <[sepa@dahp.wa.gov](mailto:sepa@dahp.wa.gov)>; DOH EPH SEPA <[SEPA.reviewteam@doh.wa.gov](mailto:SEPA.reviewteam@doh.wa.gov)>; DNR RE SEPACENTER <[SEPACENTER@dnr.wa.gov](mailto:SEPACENTER@dnr.wa.gov)>; SEPADesk (DFW) <[SEPAdesk@dfw.wa.gov](mailto:SEPAdesk@dfw.wa.gov)>; ECY RE SEPA REGISTER <[separegister@ecy.wa.gov](mailto:separegister@ecy.wa.gov)>; [Wolfp@wsdot.wa.gov](mailto:Wolfp@wsdot.wa.gov); [zweifej@wsdot.wa.gov](mailto:zweifej@wsdot.wa.gov); 'Gould, William' <[GouldW@WSDOT.WA.GOV](mailto:GouldW@WSDOT.WA.GOV)>; [Hayley.cohen.pln@colvilletribes.com](mailto:Hayley.cohen.pln@colvilletribes.com); Guy Moura (HSY) <[Guy.Moura@colvilletribes.com](mailto:Guy.Moura@colvilletribes.com)>; [john.stpierre.pln@colvilletribes.com](mailto:john.stpierre.pln@colvilletribes.com); Andersen, Dave (COM) <[dave.andersen@commerce.wa.gov](mailto:dave.andersen@commerce.wa.gov)>; [OPCD@Seattle.gov](mailto:OPCD@Seattle.gov)

**Subject:** City of Omak Transportation Element Updates;

External Email

Good morning,

Attached are a comment sheet, SEPA checklist, SEPA DNS, Updated Transportation Element and related maps for your review and comment. The City of Omak Planning Commission will be holding a public hearing on May 4, 2021 at 5:30 pm in the Omak City Hall Council Chambers to review all changes and comments received. Comments are due April 28, 2021.

Let me know if you have any questions.

Regards,

Tyler Wells  
City Of Omak  
Building Official/  
Permit Administrator  
509-826-1170

March 8, 2021

City of Omak  
P.O. Box 72  
Omak, WA 98841

RE: City of Omak Comprehensive Plan Update

Mr. Wells,

Thank you for the opportunity to provide written comment to the City of Omak Comprehensive Plan Update Transportation Element. Washington State Department of Transportation (WSDOT) Aviation Division appreciates the City's efforts and recognizes the substantial time and resources this represents.

RCW 36.70.547 and 36.70A.510 requires local jurisdictions to formally consult with airport owners, managers, private airport operators, general aviation pilots, ports, and the Aviation Division of WSDOT prior to adoption of comprehensive plan policies or development regulations that may affect property adjacent to public use airports. The main goals of formal consultation are to avoid, minimize, and resolve potential land use conflicts with airports through the comprehensive plan and development regulations. WSDOT strongly recommends that formal consultation be initiated by local jurisdictions as early as possible in the planning process. This is to assure that all parties have an opportunity to work together to find comprehensive solutions of mutual benefit that fulfill the intent of the legislation, consistent with local jurisdictions' land use planning authorities and obligations under law.

WSDOT is available to help the City of Omak organize the formal aviation consultation as well as put you in touch with aviation stakeholders. The importance of Omak Airport to the region and state's transportation system cannot be overstated. It is critical that every effort be made to discourage incompatible land uses that impair the airport's ability to operate as an essential public facility.

We thank you again for the opportunity to comment, and remain available to formally consult and provide technical assistance. Please don't hesitate to contact me at 360-890-5258 or [plattst@wsdot.wa.gov](mailto:plattst@wsdot.wa.gov) if you have any questions.

Sincerely,  
T.S. "Max" Platts  
Aviation Planner