**Call to Order:**

 Chairwoman Harrison called the meeting of the Omak Planning Commission to order at 7:00 PM and a quorum was established.

**Commissioner & Administrative Personnel:**

Pat Davison - absent

Barry Hansen Cindy Gagné, Mayor

Sheila Harrison, Chair Todd McDaniel, City Administrator

Erin Mundinger Kurt Danison, Contract Planner

Stacey Okland, Vice Chair Connie Thomas, City Clerk

Anne Potter

**Public Hearing – Meadow Point Planned Development**

Chairwoman Harrison opened the Public Hearing for the Meadow Point Planned Development at 7:01 p.m. She read the public hearing disclaimer for the record. None of the Members excused themselves from the hearing and none of the members have engaged in communication outside of the hearing. Chairwoman Harrison asked representatives of the Housing Authority to present their project. She asked that the Commissioners hold their questions until after the applicant, staff report, and public testimony have been heard. She introduced Nancy Nash-Mendez, Executive Director of the Housing Authority of Okanogan. Mrs. Nash-Mendez thanked the community members for coming out tonight. She explained the mission of the Housing Authority is to develop, serve and acquire affordable housing for community members. Tonight, they are presenting a project that is fulfilling that mission. Why Omak? Today, she called Omak School District to inquire about the number of homeless children in the district, she was given the number of sixty-six students. The large number of units for Meadow Point is to help house those students who are community members. Seventeen of the forty-seven units will be dedicated to seniors and some units will be set aside for veterans. Mrs. Nash-Mendez introduced Collin Thompson with the Office of Rural & Farmworker Housing (ORFH) to give an overview of the project. Mr. Thompson told the Commissioners that this is a forty-seven-unit multi-family apartment community. One hundred seventy-eight individuals will be served in the community. The target population will be veterans who do not have homes, families with children, families displaced by fires and citizens with special needs. All units will serve individuals that are at 50% of the area median income or below. He explained in detail, the unit layouts and amenities to the Commissioners. He said there will also be a common building with a manager’s office, meeting room, kitchen, laundry area and a maintenance room. Mr. Thompson said there will be an onsite walking path, playground, landscaping and lighting. Mr. Thompson introduced Roger Tucker, Architect with Environmental Works which is a non-profit community design center. Mr. Tucker explained the key design concepts to the Commissioners. The site is located at Oak, Jonathan and Pine Street. It will be developed with paving, new sidewalk, street trees, water and sewer infrastructure. Mr. Tucker used visual boards to help explain the site location, unit structures and development layout.

Chairwoman Harrison introduced Kurt Danison, Contract Planner for the city, who will provide the staff report (attached). Mr. Danison read into the record the Revised Preliminary Staff Report dated 3/4/2019. The staff report included the project description and the chronology. He said that one of the conditions require the annexation not be filed and recorded until the preliminary approval of a Planned Development has been granted. The Housing Authority working with the Office of Rural and Farmworker Housing, initiated a series of pre-application conferences with City Staff to better understand the requirements and process for approval of a Planned Development by the City. As a side note, he said, had the property had already been in the city, the zoning of residential multi-family would not require a public hearing because it’s allowed out right in that zone. The reason for the hearing this evening is that the property is being annexed into the city. One of the conditions placed on the annexation was the review and approval of the planned development. He reviewed the applicable codes and city standards, SEPA, critical Areas and Shorelines and stated that the Planning Commission Public Hearing is part of the report, which is taking place tonight. Mr. Danison said that materials were sent out to a list of agencies. That list is retained in the project file. Three comments were received. One from Ken Mears, Public Works Director, another from Gwen Clear of the Department of Ecology and William Gould of Washington State Department of Transportation. The city did receive a new comment yesterday from the Department of Social and Health Services in support of the project. All the comments are held in the project file and the Planning Commissioners have received copies. Mr. Danison went on to read the recommendations by Planning Staff which include conditions and findings. He concluded by saying that the City of Omak has no ability to discriminate against housing. The city by law cannot make a distinction of what is being built, who is building it and who will live in it. It would be against Federal Law for the city to discriminate. If citizens have concerns about the type of housing that is being built in Omak and the money that’s paying for it, this is not the forum. It’s not something the city or the Planning Commission have anything to do with. He said that Federal and State programs provide money for this type of housing and that would be the appropriate place to direct those type of questions and concerns. Chairwoman Harrison opened the floor for comments from the audience. She asked the audience to use the microphone and identify themselves.

**Pat Huff – 715 Quince Street #2226**

Ms. Huff introduced herself to the Planning Commission. Her concern is that she lives almost directly behind and center of the development. She wants to know what the Housing Authority is going to do regarding privacy. Will there be an onsite manager that can handle noise or other complaints? She asked how close the houses will be built to Horizon Estates.

**Linda Harris – 715 Quince Street**

Ms. Harris lives at Horizon Estates. She would like to know if there will be fencing between Horizon Estates and the new development. She is concerned about citizens walking through Horizon Estates. She asked about fencing or shrubs for privacy.

**Nancy Nash-Mendez – Housing Authority of Okanogan**

Mrs. Nash-Mendez thanked both Ms. Huff and Ms. Harris for their concerns. The Housing Authority provides safe and affordable housing. There will be a 24/7 manager onsite who will be highly qualified.

**Roger Tucker, Architect with Environmental Works**

Mr. Tucker used the visual aid to show the distance between the farthest east building and Horizon Estates. He said there will be approximately 140’ between the Horizon Estates back fence and the most eastern group of houses. They have purposely pushed the development as far west as they could. In addition there will be a path along the perimeter of the development. They don’t have a plan for privacy fencing but will have a landscaping buffer. He did point out that there is a grade change up to where the homes are. So, the homes will be higher and looking over Horizon Estates, so a fence would not help.

**Pat Huff – 715 Quince Street #2226**

Ms. Huff asked where the designated senior housing would be in the development. Mr. Tucker said the senior housings will be down the center. Ms. Huff explained that Horizon Estates is a quiet community and asked about the increase in noise. Mr. Tucker said they are trying to create a sense of community. The core of the development, the playground and community center is set in the center. The units on the outside will then be a buffer. She asked when construction would begin, and Mr. Tucker said it would begin in June or July with a twelve-month construction period.

Chairwoman Harrison asked if the Planning Commission had any questions of the proponent, staff or public regarding any of the issues presented? Member Hansen asked about the right of ways in and out and North School and asked how that would be mitigated. Mr. Danison said that the development is not right across the street and it will help with Jonathan connecting to Pine Street for an alternate way out. He doesn’t think it will be a tremendous impact. Commissioner Mundinger asked for clarification on the number of units. There are forty-six units with one community center. Commissioner Potter asked about how many onsite parking spaces there were. Mr. Danison said code requires one and a half parking spaces per unit and the development plans exceed the requirements.

Chairwoman Harrison closed the public testimony portion of the public hearing at 7:55 p.m.

Chairwoman Harrison opened the subject for discussion by the Planning Commission. She explained that if the Planning Commission agrees with the staff recommendation, they may adopt or (adopt with modifications) its conditions, finding and conclusions as a basis for their action. Member Hansen stated that it looks like everyone has done their job leading up to this point. He recognized the support given by different agencies and the County which is good thing. The members of the Planning Commission did not have anything further to add. A motion was made by Commissioner Hansen that the Commission recommend preliminary approval of the Meadow Point Planned Development to the City Council subject to conditions and findings contained in the staff report. Commissioner Potter seconded the motion which passed unanimously.

Contract Planner Kurt Danison explained that the next step in the process is the Planning Commission recommendation will be presented to the Omak City Council by a Letter of Transmittal. The recommendation will be an agenda item for the March 18, 2019 Council meeting. At that meeting Council will accept the recommendation of the Planning Commission and set and agenda item for the April 1, 2019. At that meeting, the agenda will include an action item to either approve or deny and modify the preliminary planned development. If Council grants preliminary approval of the planned development, that same evening, Council will adopt an Ordinance finalizing the annexation bringing the property into the City. Staff will prepare a notice of the action that was taken and those that provided testimony this evening and entities that submitted written comments have standing. Those with standing have fourteen days to appeal the Council’s decision if they choose to do so. Once the preliminary approval has been granted, it allows the Housing Authority to move forward with the project. Member Hansen wanted to add that, the Planning Commission holds public hearings and it’s not often they see this kind of a turnout. It’s important to the Planning Commission to receive feedback and he appreciates those that came out tonight.

**Approval of Minutes – January 2, 2019 Meeting**

Commissioner Mundinger moved, seconded by Commissioner Hansen, to approve the January 2, 2019 meeting minutes. Motion carried.

**Discussion of Meeting Date and Time Change**

 The Commissioners asked what date and time were settle on. City Clerk Thomas said it

was the second Tuesday of the month at 5pm. Administrator McDaniel explained to the members that this change will be done by Ordinance which will continue for future Commissioners. After some discussion, the Commissioners wanted to see how the time change would work for them. They asked that a special meeting be published for Tuesday, April 2, 2019 at 5:30pm. They ask that this item be on the next meeting agenda.

**Other Business:**

 Mr. Danison told the Commissioners that the Washington State Department of Transportation (WSDOT) commissioned Perteet, Inc. to conduct a transportation planning study to identify improvements along US 97 corridor near Omak. The study focuses on US 97 from the 12 Tribes Casino entrance to Sand Flat Road. He said that on April 25, 2019 they will be sharing that information at a Public Open House at Omak City Hall. He will ensure the Planning Commission receives information on the time.

As there was no further business, the meeting was adjourned at 8:14 p.m.

**SIGNED:**

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Sheila Harrison, Chair Connie Thomas, City Clerk