CITY OF OKANOGAN
BOARD OF ADJUSTMENT
Special Meeting Minutes
Tuesday, October 10, 2026
at 2:30 P.M.

CALL TO ORDER

Meeting called to order by Chairman Garrison at 2:30 pm

Present: Chairman Garrison Members: Abel Torres, Brad Armstrong and Jeremy Patrick

Also Present: Building Official/Permit Administrator Bryan Forbus, Clerk Treasurer Jessica Blake and Clerk 1 Kaylee Beetchenow

APPROVAL OF THE AGENDA and MINUTES

Member Patrick motioned to amend the agenda to add Quasi Judicial Process Clarification and approve agenda as amended. Torres seconded. All were in favor, motion passed. Patrick motioned to approve the October 28, 2026 minutes as presented. Torres seconded. All were in favor, motion passed.

Adoption of Findings of Fact and Conclusion for OKACUP 26-01

Building Official Forbus went through the decision process and provided an additional supplemental report.

Clerk clarified the process.

Member Patrick motioned to amend Condition #1 from the Revised Staff Report dated October 28th to limit lease agreements to not exceed 15 days. Torres seconded the motion. There was no discussion. All were in favor, motion passed.

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Member Patrick motioned to amend Condition #3 from the Revised Staff Report dated October 28th changing 1997 RV or newer to say esthetically pleasing. Torres seconded. All were in favor, motion carried.

Member Patrick motioned to amend Condition #4 from the Revised Staff Report dated October 28th to add language at the end to include Washington State Law setbacks. All were in favor, motion carried.

Member Armstrong motioned to adopt by reference the Staff Findings of Facts and Conclusions as amended and approve OKACUP 26-01.

Quasi-Judicial Process

Building Official Forbus explains and encourages Board to look up the City Codes for all CUP and Variances.

Brief Discussion.

No further business. Meeting adjourned at 3:24 pm.

Minutes taken and prepared by Kaylee Beetchenow, Clerk 1

APPROVED:

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Robert Garrison, Chairman

ATTEST:

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Kaylee Beetchenow, Clerk 1

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