

CITY OF OKANOGAN  
PLANNING COMMISSION MINUTES  
January 8<sup>th</sup>, 2024

**CALL TO ORDER**

The Meeting of the Okanogan Planning Commission was called to order by Chairman Jim Martin at 7:03 p.m.

The following were:

Present: Chairman Martin; Members: Dennis O'Connor, Doug Woodrow  
Staff: Clerk 1 Kaylee Beetchenow and Building Official Bryan Forbus  
Others Present via Zoom: Planner Christopher Johnson  
Absent: Sarin Molnar and Bryan Smith

**APPROVAL OF AGENDA**

**Chairman Martin** asked if there were any alterations to the agenda. Both member O'Connor and member Woodrow would like to add to the Agenda. O'Connor would like an update on the Valley Care building. Woodrow wanted information on the OVOC building and what kind of outside facade will be used on the building. Member O'Connor moved, seconded by member Woodrow to accept the Agenda as amended.

**APPROVAL OF MINUTES**

**Chairman Martin** asked if there were any changes, additions, or corrections to the minutes for October 9, 2023. Hearing none, member O'Connor moved to approve the minutes, seconded by member Woodrow to approve the minutes as presented. Seeing no objections raised, the motion carried.

**PUBLIC COMMENT**

➤ *No public comments*

**UNFINISHED BUSINESS**

**Critical Areas Ordinance:** Planner Johnson stated the process of updating the Critical Areas Ordinance had started back in 2018 by Building Official Christian Johnson, however had never been completed. Planner says he updated the current ordinance with current dates, rcw's and wac's that apply. Planner sent to Department of Ecology and has already received a response. There were a few changes that they wanted to see, and Planner has made the appropriate changes.

Brief Discussion

Member O'Connor moved to recommend the updated Critical Areas Ordinance be presented to the council for approval. Member Woodrow seconded the motion. None opposed, motion carried.

## NEW BUSINESS

**Historic District Status:** Planner Johnson stated that this has come up due to a citizen's question regarding the lack of Historic Commission Board. In 2006 the city voted to appoint a Historic Commission, however that never materialized and currently all Historic District business has gone to the Planning Commission for approval.

### Brief Discussion

The Planning Commission does not see the necessity of trying to gather additional members for the Historic Commission. The current process of going through the Planning Commission should remain in effect.

**Valley Care Building:** Building Official Forbus updated the Planning Commission on the status of the Valley Care abatement process. Forbus let members know that a notice was given to the owner, the property owner then appealed that decision. The appeal was heard by the city Board of Appeals where it was found to be untimely and was sent back to council. The council's decision to abate was confirmed and it is currently in process. Forbus stated he has been in contact with A1 Asbestos LLC, as there needs to be asbestos testing done. This testing will dictate a lot of the cost and will dictate how the city will or can dispose of the building materials. This will be a step-by-step process, but it is moving forward.

### Brief Discussion

#### **Okanogan Valley Orchestra and Chorus:**

Member Woodrow would like to know what the outside of the OVOC building will look like.

Building Official Forbus indicated that he has not seen official plans for the outside of the building. They are still in the initial stages, but the demo was completed not long ago. Forbus indicated he has been told it will be a combination of stucco and metal on the outside and he was told it will be very neutral, possibly a charcoal gray.

Planner stated this is not a Historic building and the bigger issue for OVOC will be parking.

## STAFF UPDATE

**Building Official Bryan Forbus:** 38 new permits were processed last year. Most were new roofs especially from the snow load last year. There were a couple of new builds as well. Currently working on the Sheriff's office regarding the new Storage Facility and the Morgue. Also working on the annexation started by the County for the new Superior Court Facility and the Senior Citizen Center.

**Planner Christopher Johnson:** Has been prioritizing the Critical Areas Ordinance as this will be due at the beginning of February. The Shoreline Master Plan and annexation are also coming along. Planner indicates that City of Omak and City of Okanogan are no longer a joint tree board and city will need to appoint or have volunteers for the Tree Board. Currently staff have identified ten trees that need to be replaced.

Member O'Connor indicates that he would like to volunteer for the Tree Board.

## MEMBER UPDATE

Member Woodrow has been finishing the wood frame for an additional Matsura photo that will be hung on the Trango Building with the two others currently there. Chamber has purchased two new pictures, one is to replace the photograph at City Hall on the south facing wall just to the left of the building when walking into the main entrance.

**ADJOURNMENT**

There being no further business before the Board, the Meeting was adjourned at 7:51 pm.

*Minutes taken and prepared by Clerk I, Kaylee Beetchenow*

**APPROVED:**

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**Jim Martin, Chairman**

**ATTEST:**

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**Kaylee Beetchenow, Clerk I**