

**JANUARY 3, 2018
OMAK PLANNING COMMISSION
MEETING MINUTES**

Call To Order

Chair Pat Davisson called the meeting of the Omak Planning Commission to order at 7:00P.M.

Commissioners & Staff Present

Pat Davisson, Chair

Erin Mundinger, Vice Chair

Sheila Harrison

Stacey Okland

Anne Potter

Barry Hansen

Kurt Danison, Contract Planner

Amber Scott, Deputy Clerk

Jake Dalton, Building Inspector-absent

Approval of October 4, 2017 Minutes

Commissioner Potter moved, seconded by Commissioner Hansen, to approve the October 4, 2017 meeting minutes. Motion carried.

Election of Officers

Commissioner Hansen moved, seconded by Commissioner Okland, to approve Erin Mundinger as Chair, and Sheila Harrison as Vice Chair for 2018. Motion carried.

Public Comment

Merle Loudon 716 Locust Street

David Hoffpaur 709 Locust Street

Mr. Loudon gave handouts and addressed commissioners regarding a back covered porch he would like to build attached to his home. He has met with our building official and has been told it is not in compliance with our code. He would like to contest this and was looking for guidance. City Planner Kurt Danison informed Mr. Loudon that the planning commissioners can't make that decision but suggested to him to apply for a variance. Mr. Danison explained the process, which you must meet three step state mandated criteria and the homeowner will have a hearing before the hearing examiner and the examiner will make the decision if a variance can be granted.

New Business

Wireless Communication Facilities Ordinance- Kurt Danison explained to the board, that the communities are updating their municipal codes regarding Wireless Communications Facilities as a result of changes in federal communication statutes. He advised the commissioners to read the SEPA checklist and review the sample ordinance. The Commissioners agreed at the next planning meeting, they will go over any questions they have before setting a public hearing. After the hearing the commission will make a recommendation to council for final approval.

New Business Con't

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City Planner, Kurt Danison gave out handouts and maps regarding the Growth Management Act (GMA) and explained it is time to initiate the process to review and revise the Critical Areas Section of the Land use Element of the City of Omak Comprehensive Plan and the implementing regulations contained in chapter 18.20 Critical Areas of the Omak Municipal Code.

The current update is required for the City to maintain compliance with the GMA an important consideration when seeking grant or loan funds. The process, funded through a \$4,500 grant from the Department of Commerce, will include a formal review and comment period once the Planning Commission has a complete draft of any proposed amendments to the Comprehensive Plan.

The Commissioners agreed to conduct workshops every month until the June 2018 deadline. The following are dates and subjects:

February 7th - Critical Areas Overview, Aquifer Recharge Areas and Fish and Wildlife Conservation Areas

March 7th - Wetlands and Frequently Flooded Areas

April 4th - Geologically Hazardous Areas and Shorelines.

The workshops are intended interested citizens, businesses, agencies and organization the opportunity to learn why and how the City identifies, designates and regulates development in these areas. All workshops will start at 7 p.m.

As there was no further business, the meeting was adjourned at 8:30 P.M.

Signed,

Erin Munding, Chair

Amber Scott, Secretary