



OKANOGAN COUNTY  
OFFICE OF PLANNING AND DEVELOPMENT

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## Planning Commission Meeting Minutes

1 A regular meeting of the Okanogan County Planning Commission was held **October 23, 2023, at**  
2 **6:00 PM**. The meeting was held in the Commissioners Hearing Room, 123 5<sup>th</sup> Ave. N., Okanogan,  
3 Washington offering both in person attendance and a hybrid zoom option.

4 **PLANNING COMMISSION MEMBERS** present included: Salley Bull, Verlene Hughes, Phil Dart,  
5 John Crandall, Dave Schultz, Charlayne Knapp

6 **OKANOGAN COUNTY STAFF MEMBERS** present included: Director of Planning Pete Palmer,  
7 Rocky Robbins Planner III, Liz Serrao Planner I

8 **OTHERS IN ATTENDANCE via Phone/WebEx/In Person:** none (Via Zoom)

9 **Approval of Agenda:** Director Pete Palmer would like to make some corrections to the agenda  
10 before moving forward with the approval. Pete introduced the new planning commission board  
11 member Charlayne Knapp. George Thornton resigned and there is a vacant spot that the board  
12 has advertised. Pete stated when the position gets filled then the Planning Board can discuss  
13 about organizing the members. Salley stated that George's position was at large. Pete also stated  
14 that on the agenda under old business it said SMP update, it was discussed last meeting and it  
15 should have been removed from the agenda. Dave moved to approve the agenda as corrected  
16 Salley seconded, all approved.

17 **Approval of Minutes:** The minutes were not sent out from last meeting 6/26/23. All agreed to hold  
18 off on approval of 6/26/23 minutes. Secretary will resend minutes. Dave moved to hold off on the  
19 approval of minutes, Salley seconded.

### 22 **New Business: Zone Code**

23 Pete stated that we are 90% complete on the zone code update, waiting on legal counsel for  
24 additional information that will go into the update. Under the Stipulation order it remanded us to  
25 have it adopted by December 31, 2023. Yakama Nation are supporting to have the courts relax the  
26 deadlines. Dave asked if Pete sees any problems? Pete stated that whatever we put in the code  
27 there will be special interest people that will challenge it regardless.  
28 Director Pete Palmer and Planning Commission Members discussed on Revision of Title 20 Permit  
29 Development Regulations, creation of a new Title 19 specific for code enforcement, the land use  
30 code will reference the new Chapter 19. Pete also stated that Chapter 19 is written specifically for  
31 Planning and Building Department, Pete explained that Chapter 19 will help her and the Building  
32 Director with enforcement allowing them to have more authority and tools to be able to reach out  
33 and work with property owners instead of just issuing fines and sending it to the prosecutors.  
34 There will be a mechanism in there for voluntary work plans, mitigation, timelines, corrective action  
35 without having to pile it on the prosecutors. Pete explains how enforcement works currently and  
36 that we will still be a complaint driven county. PC members discussed their own experience with

37 code enforcement.  
38 Pete mentioned that another problem we are facing is the pop-up vendors on the side of the road  
39 that are selling everything that is brand new so its not like a yard sale. There has been a lot of  
40 complaints from business owners that actually pay business taxes on their sales. So Pete stated  
41 that they wrote regulations in there Temporary Use Permit (TUP) to cover that part and also took a  
42 step further with the music festivals which has become a big thing in the Methow and are starting  
43 to pose some safety threats.

44  
45 Pete has explained the changes for parcels zoned as Rural 1 to Rural 2.

46  
47 The board discussed on the timeline of the zone code change, public hearings and special  
48 meeting dates for PC members. Pete reminded PC members to email secretary on their availability  
49 and current contact information. There will be copies sent out to all members before meetings,  
50 Pete also reminded members that this is an advisory committee they do not make the decisions.  
51 Reorganizing the members will be on the agenda for the first special meeting, Pete explained to  
52 the PC members that Chairman is a big responsibility and would advise them to be knowledgeable  
53 of Robert rules. There will be a discussion about the role for VP and Chairman in an upcoming  
54 meeting.

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56 Salley moved to adjourn, John seconded, all approved

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59 **ADJOURN:** 6:47 PM

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62 ➤ **Next meeting:** NOVEMBER 27, 2023 @6PM

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65 **SUMMARY OF MOTIONS**

66  
67  
68 Prepared by

69 Liz Serrao

70 Planner I