



OKANOGAN COUNTY  
OFFICE OF PLANNING AND DEVELOPMENT

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## Planning Commission Meeting Minutes

1 A **Special** meeting of the Okanogan County Planning Commission was held **March 4, 2024 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, Stacy Storm

6 **OKANOGAN COUNTY STAFF MEMBERS** present included: Director of Planning Pete Palmer,  
7 Rocky Robbins Senior Planner, Liz Serrao Planner I, and Esther Milner Chief Civil Deputy  
8 Prosecutor

9 **ATTENDANCE** via Zoom can be viewed on the video at the Okanogan County website.

10 **In Person Attendance:** Sheilah Kennedy, T. Stucker,

11 **Approval of Agenda:** Dave moved to approved, Phil second, all approved

12 **Approval of Minutes:**

13 12/11/24: corrections to line 17, 38 John moves to approve the minutes with changes, Phil  
14 second, all approve.

15  
16 02/20/24: John and Phil suggested that we put a Header on the minutes stating that these  
17 minutes are a summary of the meeting and provide the website to the video for more detail.  
18 Phil moves to approve the minutes as printed, John seconded all approved.

19  
20 **New Business:** Director Pete Palmer welcomes new at large planning commission member Stacy  
21 Storm to the team. She then handed each member a packet of information on contacts, process  
22 and procedures. Pete stated that this information has been handed out throughout prior years but  
23 wants to review the information and remind members why we are here and there roles in the  
24 process with hopes of having more effective meetings. First Tab contact information, Pete asks the  
25 members to review the contact information provided and make sure the information is correct.

26  
27 The planning department emails the agenda packet the Friday before the Friday of the meeting  
28 and also mails a hard copy through US Postal to all PC members. Staff also calls every PC  
29 member the day of meeting to verify we will have a quorum.

30  
31 Pete stated that we are allowed to make changes and corrections to the agenda up to the time of  
32 the meeting which has happened before.

33 Stacey Storm & Charlayne Knapp stated that their phone numbers are incorrect. Liz Serrao  
34 updated there contact information. Planning commission has discussions on communication and  
35 canceled meeting and what to expect.  
36

37 Director Pete Palmer talks about elections she stated that usually it's in the month of March but  
38 there are no upcoming regular meetings this month so it will have to be postpone until the next  
39 regular meeting. Starting in April the meeting time will start at 7 pm. Verlene made a motion for  
40 election of officers to be scheduled on the next regular meeting, Phil seconded. All approved.  
41

42 Pete gave a special recognition to all the department team work that has been put in to the last  
43 hearing and the upcoming hearing. Thank you to the Sheriff's department, Emergency  
44 management, Public Health, Fairgrounds, maintenance, prosecutor's office and outside counsel  
45 for helping and carrying us through this process. Pete also stated that the upcoming hearing at the  
46 Okanogan Agri plex does not have any technology, so we will not have AV Capture and zoom  
47 capability it will be an in person meeting only.  
48

49 Discussion on upcoming continued hearing, Pete stated that there will be poster boards around the  
50 room of ground rules and also on the back of the agendas.  
51

52 Pete reviews the packet that was handed out to the Planning Commission members starting with  
53 Tab 6, Tab 8, social media, Tab 9, RCW that appoints the planning commission and RCW 36.70  
54 the planning enabling act.  
55

56 Pete read a report on behalf of the BOCC to the planning commission members.  
57 Esther Milner has a discussion with the PC members to address some of their questions and  
58 concerns.  
59

60 Pete reviews the red line draft and goes over every line and changes that are proposed with the  
61 PC members. There are also changes in the district use chart guided by the red line draft.  
62

63 The blue line document are proposed changes resulting from comments received and will go out  
64 for another 30-day comment period once we get through the public testimony, deliberation of the  
65 PC and legal counsel goes through remaining comments. Along with that will be a revised SEPA  
66 checklist and in the SEPA checklist there are details on the changes of the district use chart which  
67 was a result of the Future wise/MVCC comment on the SEPA threshold determination.  
68

69 Pete Palmer stated at the upcoming public hearing, she will recap the staff report for any new  
70 people in the attendance. We are there to hear public testimony limited to the people who didn't  
71 have an opportunity to speak at the previous hearing. PC members will have a few weeks to  
72 deliberate and then a meeting will be scheduled to discuss all comments that were received.  
73

74 Pete goes over the timeline with PC members again, there was discussion and questions about  
75 upcoming election terms.  
76

77 **ADJOURN:** John moved to adjourn Phil seconded. All approved  
78 7:52 P.M  
79  
80  
81  
82

83           ➤ **Next meeting:** March 25, 2024 at 6 P.M

84

85

### **SUMMARY OF MOTIONS**

86    Verlene made a motion for election of officers to be scheduled on the next regular meeting, Phil  
87    second. All approved

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89    Prepared by:

90    Liz Serrao

91    Planner I

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