

**TOWN OF TWISP
PLANNING COMMISSION
JULY 08, 2015
REGULAR MEETING**

Call to Order: Chair Vicki Hallowell called the meeting to order at 5:04 pm.

Attendees: Commissioner Bill Tackman
Commissioner Donna Keyser
Commissioner Alison Gillette
Planner Kurt Danison
Lauri Losinski
Katrina Auburn
Kate Clegg-Thorp

Absentee: Commissioner Mike Port

Additions: None

Deletions: None

Minutes: Commissioner Keyser moved to approve the minutes of June 10, 2015. The motion was seconded by Commissioner Gillette and passed unanimously.

Public Comment Period: Up to 3 Minutes

Lauri Losinski, co-owner of Valley Hardware, spoke at the last Planning Commission meeting concerning Twisp Municipal Code, Sign Ordinance, 15.20 040 which prohibits reader board signs. She and her husband had bought a reader board sign before learning that reader board signs were prohibited. She again reiterated that she did not see where reader board signs were a detriment to the Town. She stated that reader board signs are a very useful tool for retail sales and community events. Mrs. Losinski stated that she felt reader board signs are less dangerous for motorists and pedestrians than sandwich board signs.

Kate Clegg-Thorp, representative of Room One, spoke also about the prohibition of reader board signs in Twisp. Room One is a non-profit out-reach source for many needed services in the community. Ms. Clegg-Thorp spoke of the necessity of having signage on Highway 20 to direct passer- by to Room One which is located two blocks from the highway. Ms. Clegg-thorp noted Section 15.20.040 which prohibits off-premise signs. Room One had been offered a reader board sign and a location on Highway 20 to place the sign. Ms. Clegg-Thorp asked if there could be consideration given to Room One because of the type of community services it provides to the community.

Katrina Auburn, Twisp Feed Store, also spoke at the last Planning Commission about Twisp Municipal Code, Sign Ordinance 15.20.040. It was noted that sandwich board signs were allowed within certain limits and Mrs. Auburn stated she sees more clarity with reader board signs then with sandwich board

signs. Mrs. Auburn stated that it is easier to read a reader board than a wall sign on a building as one is driving by. Mrs. Auburn stated that she is in the process of purchasing a new reader board sign for her business. When the TMC 15 was approved by Council, Twisp Feed Store was allowed to continue to have a reader board sign through the life of a sign and she is now purchasing a new sign that meets improvement and qualifications set by code.

Sign Ordinance

Planner Danison read an information sheet pertaining to TMC 15, Sign Ordinance which included 15.20.010, Intent: This chapter preserves and improves the appearance of the town as a place to live, provides clarity, visibility and public safety for pedestrians and motorists. He also noted 15.20.040 Prohibited Signs, 15.20.050 Permanent Sign Placement, 15.20.060 Miscellaneous Sign Restrictions (1) Scenic Vistas Act, and 15.20.090 Sign Location.

Planner Danison and Commissioners Tackman and Keyser noted the hard work and thought that went into the development of the Sign Ordinance by previous Planning Commission members. They noted numerous requests for changes to the Sign Ordinance may warrant a review of those issues.

Planner Danison noted TMC 15. 20.130. Variances, which give business owners the ability to come to the Planning Commission and request an administrative modification of sign standards under the requirements of TMC 15.20. As part of the variance process, a public hearing would be held for citizens to be heard, the request reviewed, and a decision made on the matter. Applicants can appeal a denial of their request to the Town council.

The Commissioners noted that Chris Thomson of Thomson Meats applied for a variance for his off-premise sign and it was approved by the Planning Commission.

Planner Danison noted TMC 15.20.060 Miscellaneous Sign Restrictions (1) All signs visible from Highway 20 must be in conformance with the standards of the Scenic Vistas Act that are incorporated herein by the reference and as such as subject to WSDOT rules, regulations and noncompliance penalties. This section adds another step in the process of placing a new sign on Highway 20.

Planner Danison stated to Ms. Clegg-Thorp that a wayfinding program was in the discussion phase for the Town of Twisp and as part of that program, signage could guide citizens to Room One.

Planner Danison and the Commissioners encouraged use of the variance process for any modifications citizens may want to make to the Sign Ordinance.

Old/New Business

Comprehensive Plan – Introduction and Land Use Element

Planner Danison provided updated graphs and tables in the Introduction of the Comprehensive (Comp) Plan. He will add statistics on the general age of citizens in Twisp from the 2010 Census in the General Population Characteristics.

He reviewed and made portions of the text in the Land Use Element more relevant to today. Where it was stated Highway 20, it will be changed to SR 20 to match other documents related to planning.

Goals of the Land Use Element 5: Was changed to read “Maintain and enhance the composition of the town as a sustainable and vibrant, commercial, light manufacturing, residential and tourist center.”

General Goals for Residential Development: Under Planner Danison’s comments there are still decisions to be made on wording of General Goals. Commissioners will resume the review process with Residential Development at their next meeting.

Planner Danison and the Commissioners discussed the landlocked residential areas of Riverside Avenue and Burton Street and Painters Addition and what impact future growth will have on those areas.

Planner Danison’s Revision with Track Changes to Introduction and Land Use Element for Discussion

INTRODUCTION

The comprehensive plan for the Town of Twisp is intended to be a guide for the growth and development within and surrounding the community that is both sensitive to the environment and to the needs of community residents. The plan is intended to guide the community in its development for the foreseeable future, or about the next 10 years. It is intended that this plan be reviewed on a regular basis to insure that it serves the best wishes of the community. This plan should be the guiding element for the decision making process of the Town Council.

This comprehensive plan describes general goals and objectives which Town Officials believe to be consistent with the attitudes of the citizens of Twisp and in the best interest of the community as a whole. The general purpose of the plan is to provide goals for the development of the town which will make it a more convenient, attractive, and orderly place in which to live, shop, work, and play. Goals of the plan are as follows:

1. Encourage the most appropriate use of land throughout the community.
2. Lessen traffic congestion and accidents. Encourage non-motorized transportation and pedestrian connection of neighborhoods.
3. Secure safety from fire, floods and other natural disasters.
4. Provide adequate light and air, lessen noise & light pollution.
5. Prevent overcrowding of land. Encourage a broad spectrum of housing through multiple residential zoning types.
6. Balance residential areas with sufficient business and industrial areas to support employment

and business growth.

7. Promote the coordinated development of undeveloped areas.
8. Encourage the formation of neighborhood or community units.
9. Secure an appropriate allotment of land area in new developments for all the requirements of community life.
10. Conserve, protect and restore natural beauty and other natural resources.
11. Facilitate the adequate provision of transportation water, sewerage, and other public uses and requirements.

The Town of Twisp Comprehensive Plan is composed of five main elements which must be closely interrelated to serve as a satisfactory guide for future development.

These elements are:

- I. The Land Use Element which is intended to show the general location, amount, and pattern of residential, commercial, industrial, agricultural and open space land needed in the Twisp area in the foreseeable future.
- II. The Public Facilities and Services Element which is intended to assist the community in determining the need and location for future schools, water, sewer, health care, municipal buildings, and other municipal facilities and services.
- III. The Transportation/Circulation Element which is intended to indicate standards and locations for arterials, collector and local access streets, and pedestrian and non-motorized access in and around Twisp.
- IV. The Park and Recreation Element which is intended to provide goals and objectives, for the development and expansion of a wide range of parks, trail system, and recreation facilities.
- V. The Community Identity Element which is intended to provide goals and objectives to identify, preserve and maintain and beautify historical structures, heritage and trees.
- VI. The Economic Development Element which is intended to provide goals and objectives that supports the economic vitality of Twisp and the Methow Valley.

As time passes, technological changes are made and the social, economic, and cultural needs of the community change. In light of such change, it is necessary to constantly revise and update the comprehensive plan. The following strategies and ideals must be included and considered in any review of the plan to ensure the plan serves its intended function.

- If the plan is to be a vital document to the community and a guide for its growth, it must be constantly used as a guide in making local policy decisions relating to land use, public facilities and services, transportation/circulation, parks/recreation, and community identity.
- If planning within the Town of Twisp is to be effective, it must be coordinated with planning in Okanogan County. Problems related to future growth and developments do not respect corporate limits.

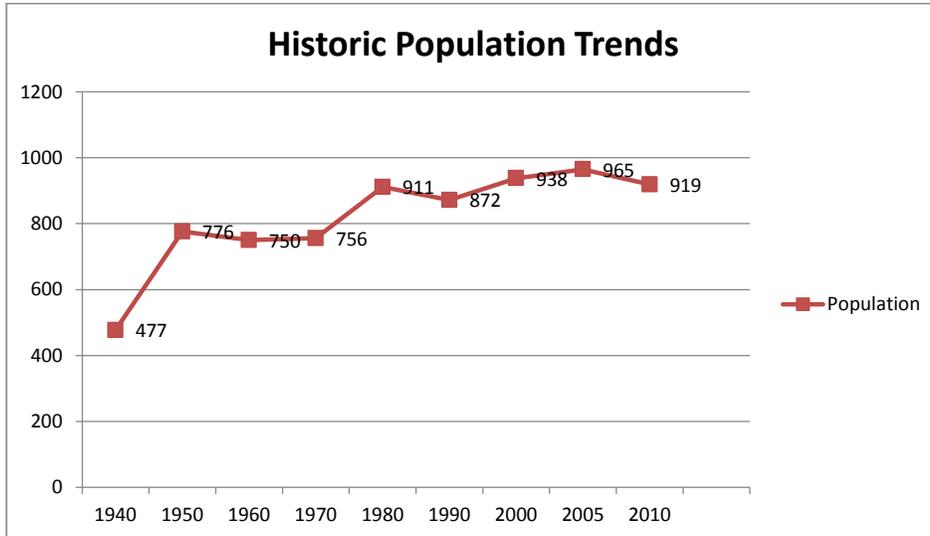
Even though there is ample room within the town for urban expansion there will also be urban development on the town's periphery. In addition, the Town of Twisp Airport is surrounded by unincorporated land. Therefore, it is of utmost importance that the town and county work together in the future planning of the Twisp area.

- If effective measures are not taken to implement the comprehensive plan, the document will have little value for the community.
- If the plan is to serve as a guide for community development, steps must be taken to make the plan become a reality.
- At least every five years this plan should be reviewed to ensure it is current and that proper direction is being applied.

POPULATION DATA

Information on the population of Twisp is an important part of the picture of land use within the community. Changes in the population affect the demand for housing, infrastructure, and services to the community, which in turn influences the pattern of development. For that reason, basic population information is included in this element.

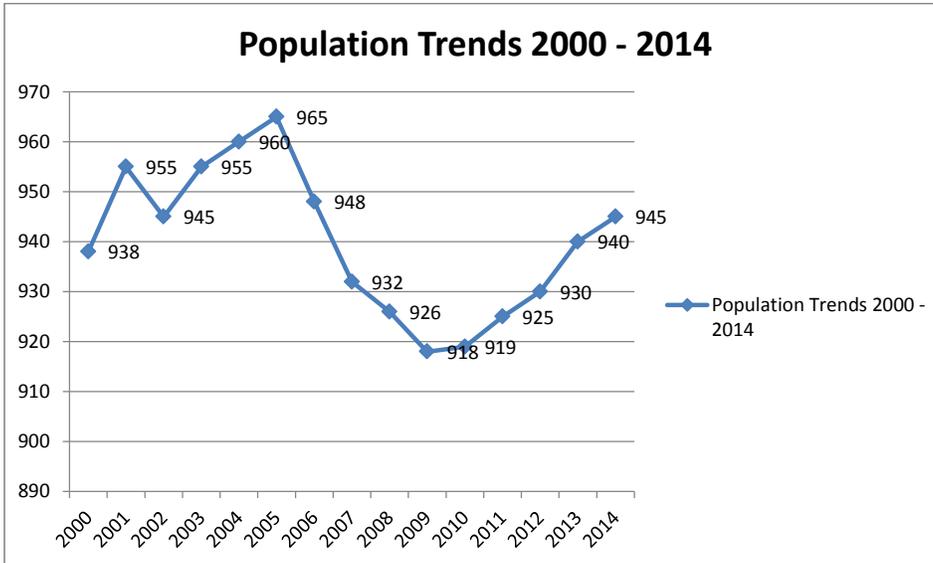
The 2010 US Census revealed a population of 919 in the Town of Twisp a decrease of 19 from the 2000 Census. The following tables and figures show historical population data of the Town of Twisp. The first figure details changes in the Town's historical population by decade from 1940 to 2010. The following table shows the percentage of change in population over the same period.



Historical Population Data 1940 – 2010

Year	Population	Change
	335	
1940	477	
1950	776	38.53%
1960	750	-3.47%
1970	756	0.79%
1980	911	17.01%
1990	872	-4.47%
2000	938	7.04%
2005	965	2.80%
2010	919	-5.01%
OFM Forecasting 2005, US 2010 Census, 2013 OFM Estimate		

This second figure and table illustrates the Town's growth in residents from 2000 to 2014.



Town of Twisp Population Change – 2000 – 2014

Year	Population	Change
2000	938	
2001	955	1.78%
2002	945	-1.06%
2003	955	1.05%
2004	960	0.52%
2005	965	0.52%
2006	948	-1.79%
2007	932	-1.72%
2008	926	-0.65%
2009	918	-0.87%
2010	919	0.11%
2011	925	0.65%
2012	930	0.54%
2013	940	1.06%
2014	945	0.53%

OFM Population History 2015

There is an assumption that residential growth in Twisp will roughly double over the next 20 years from 945 to 2000 based upon 100% build-out of all current single and multifamily homes including condominiums and townhouses. OFM population forecast is shown below.

Comment [K1]: How do you all want to address this???

Town of Twisp Population Change – 2006 - 2010

Year	LOW .57% Annual Increase	HIGH 2% Annual Increase
2006	920	933
2007	925	952
2008	931	971
2009	936	990
2010	941	1010
	26	95.2
Total 5 yr. projection		
OFM Forecasting 2005		

General Population Characteristics

Town of Twisp - Characteristics	Number	Percent
One Race	894	97.28%
White Alone	869	94.56%
Black or African American	2	0.22%
American Indian and Alaska Native	11	1.20%
Asian	5	0.54%
Native Hawaiian and Other Pacific Islander	4	0.44%
Other Race	3	0.33%
Two or More Races	25	2.72%
Total Population	919	100%
Hispanic or Latino (of any race)	30	3.26%
Census 2010 Demographic Profile		

I. LAND USE ELEMENT

The Land Use Element of the comprehensive plan is intended to promote orderly community growth by providing for planned land use areas which consider environmental, economic, cultural and social factors. This plan is designed to meet both present and future needs of the community and to serve as a guide to the public and private agencies who, through their programs, are developing and redeveloping Twisp. The Land Use Element is an important tool for promoting orderly community growth over time. It is also a guide for the preservation and development of the community's public and private property and retains the basic form of the community while creating order with in the general pattern. It incorporates requirements under the Growth Management and Shoreline Management Act designated to protect lands that are environmentally significant.

The Land Use Element of the comprehensive plan is general and the location of the land use categories shown by areas of different patterns on the map follow rights-of-way or property lines. Unlike a zoning map, the land use element of a comprehensive plan is not regulatory but does provide the statement of intent, goals and policies that are implemented through the Zoning Code and map. The land use designations which includes both graphic and text statements are designed to assist the future growth of the Town of Twisp toward certain objectives. See Map I of the Map Appendix for existing land uses based on 2015 County Assessor data. A summary of the land use inventory is presented in the Appendix A. The Land Use Plan Designation Map II is presented in the Map Appendix following the Existing Land Use Map. Including in the pages following are objectives for land use in Twisp and descriptions of the land use designations.

A. GOALS OF THE LAND USE ELEMENT

The goals for the Land Use Element of the Comprehensive Plan are as follows:

1. Encourage growth that will insure the general health, safety and welfare of the citizens of Twisp while protecting individual choice and the integrity of the natural environment.
2. Promote the concentration of urban life within the town and promote the "rural" residential character of the town.
3. Coordinate land uses with circulation routes and public facilities to promote convenience, efficiency, health and welfare of the community. Provide for pedestrian connection of neighborhoods.
4. Protect and help develop desirable public and private investments in land and improvements.
5. Maintain and enhance the composition of the town as a vibrant and sustainable tourist, commercial, light manufacturing and residential center.
6. Preserve open space. Both public and private lands can be considered open space, including parks, farmlands, playing fields, forested hills, wetlands, and public right-of-ways. These special features contribute to Twisp's small town atmosphere, offer visual relief and separation from urbanized areas and serve as natural systems which protect surface and ground water, and air quality. Also, open space provides and maintains valuable wildlife habitat.
7. Promote the Methow and Twisp River frontages as a valuable economic and recreation resource.
8. Provide safe and convenient access throughout the community for differently-abled people, pedestrians, and bicyclists.

B. GENERAL PRINCIPLES FOR DEVELOPMENT

In developing the land use element of the comprehensive plan it is necessary to make general policy statements regarding the method in which particular land use categories should develop. Any development must have the existence of adequate utilities, such as water and sewer. Any new

development should be required to be tied into the town's water and sewer systems and land with the prior history of industrial use should undergo environmental review when being redeveloped.

1. Residential Areas – Residential areas should be varied in density, dwelling types, and design to provide a maximum range of choice to meet the needs of diverse family sizes, age groups, and income levels.
2. Commercial Areas – Commercial areas, including professional services (office oriented) and tourist related facilities should be compact with easy access and adequate off street parking and loading facilities. Retail commercial areas should be whenever possible, convenient to major routes of transportation. Tourist commercial and professional office service areas should also be convenient to and along major routes of transportation. Each commercial area should be designed to adequately serve the public while discouraging the movement of disruptive traffic through residential areas.
3. Industrial Areas – Industrial areas should have maximum access to transportation corridors and utilities with sites large enough to accommodate off-street parking, loading and reasonable expansion. Industrial areas should be compatible with surrounding land uses and be buffered from conflicting uses.
4. Public Use – Public use areas should, as their primary purpose, serve the common needs of the entire community.
5. Resource Lands, Critical Areas and Shorelines – Critical areas should be designated where natural features such as wetlands, floodplains, steep slopes and other critical areas preclude or require special considerations for residential, commercial or industrial development. The Twisp Shore Master Program, in compliance with the Shoreline Management Act of 1971 (RCW 90.58) establishes a cooperative program of shoreline management between the Town of Twisp and the State of Washington. Ten environmental designations have been developed which apply to the shorelines of Twisp and its Urban Growth Area: Aquatic, Natural, Conservancy, High Intensity 30 TOB, High Intensity 50 OHWM, Riverine/Lacustrine, Rural Resource, Shoreline Residential 30 OHWM, Shoreline Residential 50 OHWM and Urban Conservancy. From the Town's perspective, the Shoreline Master Program articulates local policies and use regulations governing the physical development of land and water resources affecting the shorelines within our community.
7. Recreation – Twisp has an opportunity to obtain a strong recreation base comprised of parks and trail systems. It will be important to acquire new properties for recreation, open space and to establish new programs to accommodate growth and changing needs. Refer to the Parks and Recreation Element of this comprehensive plan.
8. Buffer Zones – Buffer zones should be erected in areas of critical zone changes. New development has the responsibility of buffering from existing uses.
9. Urban Growth Area (UGA) and Areas of Interest (AOI) – Areas outside of Twisp should be developed to be consistent with proposed urban growth guidelines and AOI guidelines should be formally proposed to Okanogan County to guide future growth decisions.

C. LAND USE PLAN

The Existing Land Use Map (See Map I in the Map Appendix), as well as Table 1, illustrate the distribution of land uses throughout the community based on the DORCODE¹ (See Appendix ) assigned by the Okanogan County Assessor in compliance with WAC 458-53-030.

The "Residential" category includes DORCODEs 11 through 19. DORCODE 11 represents single-family dwelling units, 12 represents 2-4 dwelling units, 13 five or more dwelling units, 14 condominiums, 15

¹ - some revision/interpretation of use codes were done based on local knowledge, e.g. parcels with a commercial use code that are actually presently undeveloped – land use categorized as undeveloped and churches with a commercial use code – land use categorized as Cultural, Entertainment and Recreation.

manufactured home parks, 16 motels/hotel, 17 institutional housing, 18 structures on leased land and 19 seasonal or vacation homes. Table 1 includes DORCODEs 11 and 19 as Single-Family Residential, 12, 13 and 17 as Multi-Family residential and 15 as Manufactured Home Parks and includes 16 as Commercial uses.

The DORCODE system uses numbers 21 through 39 for various manufacturing oriented land uses. Parcels with these DORCODEs are listed as Manufacturing in Table 1. DORCODEs 41 through 49 include land uses related to transportation, communication and utilities and are listed in Table 1 as Utilities. There are currently no lands being used for industrial activities within the Bridgeport Urban Growth Area.

Commercial uses include DORCODEs 50 through 59 which represent “trade” oriented land uses and DORCODEs 61 through 69 “services” oriented land uses. Table 1 includes all uses codes with 50 and 69 as Commercial. The data in Table 1 under the heading of Commercial only includes non-publically owned parcels. Parcels owned by public entities with these DORCODEs are included under the Public heading. The commercial lands are located primarily along the SR 20 and Glover Street corridors running through the community.

The next series of DORCODEs, 71 through 79 represent cultural, entertainment and recreational land uses and are applied to both public and private uses. The data in Table 1 under the heading of Cultural only includes non-publically owned parcels. Parcels owned by public entities with these DORCODEs are included under the Public heading.

The final two series of DORCODEs include 81 through 89, resource production and extraction and 91 through 99, undeveloped. Table 1 includes parcels with DORCODEs 81 through 89 under the Agriculture heading and 91 through 99 as Undeveloped. The data in Table 1 under the Agriculture and Undeveloped headings only include non-publically owned parcels. Parcels owned by public entities with these DORCODEs are included under the Public heading.

Included in the "Public" classification are all of the parks, schools, play fields, water, and federal, state, county and city-owned facilities and land, except road rights-of-way, including parcels with DORCODEs showing residential, commercial or other uses. Both the lands around the Chief Joseph Dam and property owned by the Douglas County PUD that is below the project boundary were included in this category, even though a large amount of these areas are currently not in any specific use.

The number of acres identified for Right-of-Way was calculated by subtracting the parcel-based land use inventory number from the overall land located within the UGA.

TABLE 2 COMMERCIAL ESTABLISHMENTS – TOWN OF TWISP 2015

Type of Establishment	Number	Percentage
Retail trade	54	
Building and Equipment	3	5.56%
Dealers	1	1.85%
General Merchandise	5	9.26%
Food Stores	8	14.81%
Auto Dealers and Accessories	3	5.56%
Gas Stations	3	5.56%
Apparel and Accessories	1	1.85%
Home Furnishings	0	0%
Restaurants and Taverns	11	20.37%
Drug Stores	1	1.85%
Other	18	33.33%
Services	80	
Tourist Accommodations	7	8.75%
Personal Services	50	62.50%
Repair	13	16.25%
Amusement	9	11.25%
Funeral	1	1.25%
Offices	20	
Finance, Insurance and	9	45.00%
Real Estate	1	5.00%
Professional	10	40.00%
Miscellaneous	0	0%
Industry	41	
Service, Logging	1	2.44%
Road Construction	8	19.51%
Building Construction, etc.	30	73.17%
Welding and Fabrication	2	4.88%

Source: Town of Twisp Business License Data, 2015

1. RESIDENTIAL AREAS

Twisp's existing residential areas have developed into several reasonably distinct districts:

- a. Central District – The most highly developed area, which contains a mixture of single and multi-family development is that part of town west of the Methow River, south of the Twisp River, and is bordered on the south and west by commercial areas that border the north and east side of State Route 20.
- b. Twisp River District – This area contains a large manufactured home park. It is situated south of the Twisp River, north of Second Avenue/Twisp River Road (County Road #9114), and west of the commercial area that borders the west side of SR 20. This area is bordered by a large conservancy area on the west end.
- c. Painters Addition District (upper west side) – There is a growing neighborhood of single family residences located on fairly large lots on a series of benches located south of the Twisp River Road.
- d. Southeast District (lower east side) – This area is populated with single family residences on a mixture of small and large lots. This area lies in the southeast portion of Twisp, bordered on the north by the commercial area along State Highway 20, on the west by an industrial and commercial riverfront area and on the south by the Methow River. The east side is bordered by an industrial area lying along the Twisp Airport Road.
- e. Southern District – This area is currently being utilized as an orchard with a few single family residences situated around the edges of the orchard. The borders are the Methow River on the east, Twisp/Carlton (CR #9105) on the west, the commercial area along the south side of State Highway 20 on the north and town limits on the south.
- f. Northwest District – This area is north of the Twisp River and west of the commercial area on the west side of State Highway 20. This area contains a mixture of small and large lots, consisting of single family residences.
- g. Lloyds Addition District – This area is east of town and comprises the old Wagner Mill site.
- h. Urban Growth Area – Areas south of Twisp along Highway 20 and Airport Road extending to the junction with Highway 153 and areas North of Twisp along Highway 20 extending to parcel #3322070077 on the west side of the Highway and to parcel #3322060021.
- i. Manufactured Home Parks – This area should be provided for especially in areas immediately adjacent to the unincorporated boundaries where large land parcels exist and infrastructure is assessable.

The major portion of Twisp's future residential development should occur in these areas making it possible to provide municipal services at a reasonable cost. Future utilities expansion should be planned for the UGA area south of Twisp incorporating the airport and adjacent areas to the SR 20/SR 155 junction.

GENERAL GOALS FOR RESIDENTIAL DEVELOPMENT:

- a. Residential areas should be located within close proximity of institutional facilities such as schools, parks, and churches.
- b. Commercial and industrial uses which are not compatible with residential development should not be allowed to encroach upon and should be buffered from residential areas.

Comment [K2]: Not sure about this.....

- c. Churches, schools, and similar uses should be allowed in residential areas after ascertaining the compatibility of the proposed use with the existing and planned residential development of the area.
- d. Future residential development should have sufficient street right-of-way to provide curbs, paving of two driving lanes, at least one parking lane, sidewalks and other pedestrian walkways.
- e. Future high-density residential development should occur in such a manner as to allow maximum utilization of the land while retaining adequate open space for recreational and aesthetic values.
- f. Discourage placement of non-designated manufactured homes which are deemed incompatible with other single family dwellings in the area while designated manufactured homes should be placed in conformance with local building codes.
- g. Provide for administrative approval and licensing of a variety of home occupations deemed compatible with residential areas.
- h. Provide an administrative process for review and approval of overnight accommodations in residential areas.
- i. The following facilities should be provided for as follows:
- 1) Family day care facilities should be allowed in single family residential and multi-family residential designated areas. Family day care means an agency that regularly provides care during part of the twenty four hour day to six or fewer children in the family abode of the person or persons under whose direct care the children are placed.
 - 2) Mini day care should be allowed in single family residential designated areas under a conditional use permit. Mini day care means a day care center for the care of twelve or fewer children in a facility other than the family abode of the person or persons under whose direct care and supervision of the child is placed; or the care of from seven through twelve children in the family abode of such person or persons.
 - 3) Day care centers should be prohibited in single family residential designated areas. Day care centers should be allowed in multi-family residential designated areas under a conditional use permit. Day care center means an agency regularly providing care of thirteen or more children. No such center shall be located in a private family residence unless the portion of the residence where the children have access is used exclusively for the children during the hours the center is in operation or is separate from the usual living quarters of the family.
 - 4) Long term residential care for the elderly, handicapped or disadvantaged should be provided for in single family and multi-family residential designated areas.

Comment [K3]: Should discuss

Comment [K4]: Definition – contained in zoning code – do not really need it here....

Comment [K5]: Definition – contained in zoning code – do not really need it here....

Comment [K6]: Definition – contained in zoning code – do not really need it here....

*Definitions for Child Day Care facilities taken from RCW 43.215.010, as amended.

*Long Term Residential Care goal complies with RCW 35.63, as amended, provisions for such facilities.

Chair Hallowell closed the meeting at 7:05 pm.

Janie Surface, Secretary

Vicki Hallowell, Chair