

City of Colville

PLANNING COMMISSION

February 27, 2013

7:00 P.M. – City Hall

MINUTES

The Colville Planning Commission met for a regular meeting on Wednesday, February 27, 2013 in the Council Room at City Hall. Chairperson Jody Hoffman called the meeting to order at 7:13 P.M. with a quorum present.

MEMBERS PRESENT: Jody Hoffman, Dee Hokom, Terry Cripps, and Brenda Buckner. MEMBERS ABSENT: Russ Larsen and Alan Bedford. One vacancy exists. STAFF PRESENT: Assistant Planner Melinda Lee and Recording Secretary Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meetings of November 28, 2012 and January 9, 2013 had been distributed to each member prior to the meeting. Dee Hokom moved and Terry Cripps seconded the motion to approve the November 28, 2012 minutes as written. Motion carried. Terry Cripps moved and Brenda Buckner seconded the motion to approve the January 9, 2013 minutes as written. Motion carried.

OLD BUSINESS

A. Review of action taken for the Development Regulations update.

Assistant Planner Melinda Lee explained that the updated Zoning Ordinance, as adopted, was distributed to each member at the previous meeting. Copies of handout information governing the keeping of chickens and bees were also distributed for information and comment (copies on file). Melinda advised that some public interest has been shown in the keeping of chickens and bees, although no applications have been submitted yet. There have been some questions from the public regarding the requirement for 40 sq. ft. per chicken, which is more than what they are finding while researching websites. In her own research, Melinda stated the difference is whether the chickens are free ranging or confined in an enclosed space. She noted the recommendation in an urban setting is 40 sq. ft. per chicken and that is the way she has been reviewing proposals. The Commission concurred with Melinda's approach and requested that she continue to apply the regulations as adopted.

Melinda advised that she spoke with the Department of Labor & Industries (L&I) about recreational vehicles following adoption of our regulations. L&I's objective is to make sure that RVs comply with all the required safety standards. She was informed that "tiny houses" are being manufactured in Walla Walla. These structures, which are built on a chassis, are considered as RVs by L&I because they are less than 400 sq. ft.

NEW BUSINESS

A. Discussion of potential projects to evaluate for the 2013 amendment process.

Melinda suggested the development of RV Park standards as one potential project to evaluate in 2013.

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Melinda pointed out the City does not have any specific regulations for RV Parks at this time. She confirmed that RVs can now be used as permanent dwellings in designated Manufactured Home Parks and RV Parks, subject to our new regulations. It was a consensus of the Commission to have staff pursue the development of draft RV Park standards for future consideration. It was suggested that the draft include standards dealing with not only space requirements but open space, drainage, etc., to ensure a quality development.

Melinda suggested that consideration be given to amending the temporary use process in 2013. Currently the City allows temporary uses upon approval of a Temporary Use Permit (TUP), for a period of 6 months, with the option to apply for one 6 month extension. However, Melinda stated the process makes it difficult to force people to vacate following expiration of the TUP. She indicated that there is an existing situation where the TUP has expired and the City has no clear direction on process. In researching the issue, she noted other communities have some very strict policies and some require applicants to sign a contract ahead of time agreeing to vacate upon expiration of the permit or the City will take action. In the discussion which followed the Commissioners felt consideration should be given to requiring applicants to sign a contract or agreement. It was suggested that the document clearly define the parameters of the TUP, recognizing that at the end of the expiration period the premises must be vacated or a fine would be imposed. Dee Hokom felt that prescribing a fine or penalty would more likely inspire people to comply rather than put the City in the position of removing people. In the meantime, Commissioners felt if there is an existing violation of the ordinance, the City Attorney should send a letter putting them on notice and requiring that the premises be vacated within a reasonable amount of time. The Planning Commission offered to draft a letter requesting compliance, if appropriate. In conclusion it was a consensus to have staff draft language for an amendment for future consideration.

PUBLIC COMMENT PERIOD: There was no public comment.

REPORTS

Brenda Buckner requested a status report regarding the proposed par course at Yep Kanum Park. Melinda responded that Tri-County Health took the lead on the proposed project to create exercise stations along a new walking trail around the park. She was uncertain about the status of the project at this time.

Melinda briefly reported on activities and projects being considered at this time. Stevens County is purchasing the Colville Fish Hatchery. The plan is to operate the hatchery and incorporate a vocational educational facility to teach area students about hatchery management and operation. A conditional use permit is required for the proposed educational facility. Hudesman House Apartments, a new 14-unit, low-income senior housing project on Hudesman Lane is moving forward. There has been some discussion lately regarding the City's property on Colville Mountain. As a result of public comment, it appears the public wants the City to keep the property and develop a management plan including the potential development of recreational trails. The City recently met with the Stevens County Commissioners and one of them volunteered to be on a citizens advisory committee which is being formed. Melinda noted that Planning Director Jim Lapinski and Recreation Coordinator Jake Wilson are working on this. She stated that the McDonald's project is on hold for the time being due to an internal re-evaluation. The Old County Shop, which is on the City property inventory, is for sale.

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There was some discussion regarding the next regular Planning Commission meeting. It was a consensus to cancel the March 13, 2013 meeting and schedule the next regular meeting for March 27, 2013.

ADJOURNMENT

As there was no further business, Dee Hokom moved and Terry Cripps seconded the motion to adjourn the meeting. There were no objections and the meeting was adjourned at 8:11 P.M.