

City of Colville

PLANNING COMMISSION

July 11, 2012

7:00 P.M. – City Hall

MINUTES

The Colville Planning Commission held a regular meeting on Wednesday, July 11, 2012, in the Council Room at City Hall. Chairperson Jody Hoffman called the meeting to order at 7:04 P.M. with a quorum present.

MEMBERS PRESENT: Jody Hoffman, Alan Bedford, Dee Hokom, Brenda Buckner, and Russ Larsen. MEMBERS ABSENT: Two vacancies exist. STAFF PRESENT: Assistant Planner Melinda Lee and Recording Secretary Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes from the previous meeting of June 13, 2012 had been distributed to each member prior to the meeting. Dee Hokom felt that on Page 4, Reports, Item B, the word “Excell” was misspelled and should be changed to Excel. Staff members offered to research the correct spelling. Alan Bedford moved and Dee Hokom seconded the motion to approve the minutes as corrected, if applicable. Voice vote showed all in favor.

OLD BUSINESS

A. Continued discussion of potential changes to the Colville Development Regulations
~ Private Road Design Standards

Discussion of potential changes to the private road design standards was continued from the previous meeting of June 13, 2012. Assistant Planner Melinda Lee had distributed proposed changes to design standards for private, residential roads within the city to each member prior to the meeting (copy on file). As indicated in previous discussion, Melinda explained that the proposed changes are an attempt to standardize design standards in order to provide opportunities for future development. She advised that Street/Park Superintendent Terry LeCaire and Municipal Services Technical Assistant Ron Frostad had reviewed and approved the proposed changes.

Review and discussion on the potential changes to private road design standards followed. For clarification, Brenda Buckner requested staff to provide a definition for “*perpetual access easement*”. Dee Hokom asked that staff add specific language to subsections 1)A and 2)A that would “*convey an access easement to each lot involved in a division*” to eliminate legal problems in the future. She also requested that the word “possible” be stricken from subsection 2 to strengthen the requirement for upgrades if public dedication should occur. Brenda asked that subsection 2.A be changed to read “There must be a perpetual access easement granted at a minimum width *to conform to the existing width of adjoining rights-of-way, ...*”.

As referenced in subsection 2)B, Melinda distributed an explanation and photos of “asphalt concrete” for information (copy on file).

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In response to a question from the previous meeting, Melinda reported that she spoke with representatives of Knife River Asphalt regarding asphalt costs for new streets. She was told they cannot predict the cost of asphalt because of all the variables that must be considered for each project. It was recognized that the smaller the project, the more expensive the cost.

Dee pointed out in other sections of the proposal, there are references to "approved by the City". She asked what is meant by that statement. Melinda explained that the term is general in order to apply to whoever is tasked with that responsibility at any given time.

There were no other comments at this time. Melinda indicated she would make the changes that were requested during discussion.

Melinda noted at a previous meeting she presented a photo of a garage situated on a collector street that had a new sidewalk. She advised that the sidewalk was not required by the city as a result of the garage construction - the property owner chose to install it on his own.

NEW BUSINESS: There was no New Business to be presented.

PUBLIC COMMENT PERIOD: There was no public present.

REPORTS

Following brief discussion it was a consensus to cancel the July 25, 2012 meeting due to schedule conflicts and hold the next regular meeting on August 8, 2012.

ADJOURNMENT

As there was no further business to come before the Commission, Chairperson Hoffman adjourned the meeting at 7:40 P.M.