

City of Colville

PLANNING COMMISSION

October 23, 2013

7:00 P.M. – City Hall

MINUTES

The Colville Planning Commission held a regular meeting on Wednesday, October 23, 2013, in the Council Room at City Hall. Chairperson Jody Hoffman called the meeting to order at 7:00 P.M. with a quorum present.

MEMBERS PRESENT: Terry Cripps, Alan Bedford, Jody Hoffman, and Dee Hokom. Russ Larsen arrived at 7:43 P.M. MEMBERS ABSENT: Brenda Buckner. One vacancy exists. STAFF PRESENT: Assistant Planner Melinda Lee and Recording Secretary Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes from the previous meeting of October 9, 2013 had been distributed to each member prior the meeting. Alan Bedford moved and Dee Hokom seconded the motion to approve the minutes as written. Voice vote showed all in favor.

OLD BUSINESS

A. Recreational Vehicle Park Design Standards, Proposed Chapter 17.70.

- Continued discussion and possible recommendation of revisions to the proposed Recreational Vehicle Park Design Standards, as remanded back to the Planning Commission by Colville City Council.

Based on discussion at the previous meeting, staff had distributed suggested revisions to the remanded draft Recreational Vehicle Park Design Standards to each member prior to the meeting (attached hereto and made a part of these minutes).

Assistant Planner Melinda Lee referenced comparisons from other jurisdictions for extra parking and internal road widths as requested by the Planning Commission (attached hereto and made a part of these minutes). She pointed out the City Council suggested that one-way road width on Pg. 3, Item #5.a.1., be changed from 20 ft. to 12 ft., which staff felt was reasonable and consistent with comparisons from other jurisdictions. It was noted that no parking along the roadways shall be allowed. The Commissioners agreed with the proposed change.

Discussion followed regarding Item #6.a., Parking, on Pg. 3. Melinda explained that the City Council expressed concern about providing adequate visitor parking and the potential for overflow parking on adjacent city streets. She referred to the comparisons provided from other jurisdictions for consideration. Melinda felt that the 20' x 40' RV pads could easily accommodate a tow vehicle and a visitor. It was noted that at the previous meeting the issue of parking for extra vehicles and tow trailers came up. Following discussion Dee Hokom moved that Item #6.a. be changed to require "a minimum of four (4) spaces; additional visitor parking shall be provided at a ratio of one (1) space per 5 pads." Alan Bedford seconded the motion and voice vote showed all in favor.

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Changes to Item #7.c, Open Space/Recreational Facilities, on Pg. 3, were accepted as proposed, which deleted references to “dog” and inserted the word “pet”.

Melinda Lee reviewed the changes on Pgs. 4 & 5 concerning water and sewer hookups. She explained that the City Council suggested that the park be allowed to permit more versatility for sites, i.e., charge more for sites with full hookups vs. tent sites. The Planning Commissioners reiterated a desire to retain the requirement for full hookups for RV Parks with 11 pads or more because they were concerned about the potential for them to look like campgrounds. The members felt that for RV Parks with 10 or less units it would seem reasonable not to require full hookups as long as an on-site water station and a sewer dump station are provided. It was recognized that Item E., on Pg. 6, allows tent camping and RV Parks can set their own fee schedule for the types of services their patrons want. Melinda stated that she inserted language in Items C.2.a. & b. and C.3.a & b., reflecting the Commission’s recommendations. There were no objections to the proposed language.

Further revisions on Pg. 5 of the remanded draft design standards were identified. The word “congruent” was changed to “contiguous” in Item E.4, Safety. Item B, Park Administration, was changed to state that “**An RV Park with 10 or fewer pads shall have a park manager that is accessible 24 hours per day seven (7) days per week, whose contact information is clearly marked and available to park patrons. RV Parks with 11 or more pads will be required to maintain** on-site management headquarters.” There were no objections to the proposed changes.

Terry Cripps moved and Dee Hokom seconded the motion to recommend the proposed changes to the remanded draft Recreational Vehicle Park design standards to the City Council. Melinda anticipated that the proposed changes will be presented to the City Council at its November 12, 2013 meeting and indicated that Planning Commissioners are welcome to attend. Motion passed unanimously.

NEW BUSINESS: There was no New Business.

PUBLIC COMMENT PERIOD: There were no public comments.

REPORTS

Melinda Lee reported that Lynn O’Connor, Colville Rotary Club, attended a meeting of the RTPO (Regional Transportation Planning Organization) this morning and presented Rotary’s mission to do something to enhance non-motorized transportation facilities in our area. They are finding more and more that this region is considered to be one of the best bicycling areas in the world as far as terrain and overall enjoyment of the area. Rotary has gotten involved to try to find ways to help improve safety. Melinda explained that implementation of Colville’s pedestrian and bicycle plan is dependant upon new development.

Dee Hokom reported that she attended the last meeting of the Colville Mountain Committee. They are currently discussing ideas for a trail system and will develop a proposal at the next meeting to present to the City Council.

Jody Hoffman questioned the status of the recreational marijuana issue. Melinda explained the staff feels that there are too many unanswered questions to make a recommendation at this time. Regardless, until

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the Liquor Control Board issues licenses for recreational marijuana, it isn't allowed yet. Melinda noted that she mapped out potential locations for these businesses using the 1,000 foot buffer zone requirements and found that the commercial area along the North Highway (out by the retail center) is the only area they might be permitted. Melinda stated at last night's meeting the City Council discussed a possible moratorium on collective gardens for medical marijuana, until the state legislature adopts regulations. She was not certain what action was taken by the Council.

Russ Larsen reported that the 2nd Avenue improvement project has been completed and the City is taking measures to control the dust.

ADJOURNMENT

As there was no further business, Alan Bedford moved and Russ Larsen seconded the motion to adjourn. There were no objections and the meeting was adjourned at 7:48 P.M.