

City of Colville

TECHNICAL REVIEW COMMITTEE

January 30, 2018

8:30 a.m. – City Hall

MINUTES

The Technical Review Committee met for a regular meeting on Tuesday, January 30, 2018, in the Council Room, at City Hall. Chairman RJ Keetch called the meeting to order at 8:30 a.m. with a quorum present.

MEMBERS PRESENT: City Planner RJ Keetch, Building Official/Inspector Dave Harper, Public Works Director Jeff Cochran, City Engineering Technician Ron Frostad, Street Supervisor Jeff Long, and Council member Chris Loggers. MEMBER ABSENT: Council member Nancy Foll. GUESTS PRESENT: Bob Meshishnek, IT Director Mark Curtis and Parking Commission Chairman Ryke Dahlen. RECORDING SECRETARY: Sydney Gilmore.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of January 16, 2018, had been distributed to each member prior to the meeting. Dave Harper moved to approve the minutes and Jeff Long seconded the motion. Voice vote carried, motion passed unanimously.

PRE-APPLICATION SUBMITTAL INFORMATION: There were no submittals to be presented.

OLD BUSINESS: No Old Business to be discussed.

NEW BUSINESS:

**A. Discussion Item – No Parking Zone**

Stevens County Commissioner Wes McCart sent a letter to Mayor Janke requesting an amendment to the existing Parking Regulation found in Colville Municipal Code Chapter 10.12.020 Section A.19. The proposed amendment would add "*and south a distance of 240 feet*". There is an existing 80 feet of no parking on the south side of Birch from the corner of Birch and Elm heading west. The reason for the proposal is to provide parking for police and emergency vehicle performing official business at the E911 Center. A copy of the letter and a map of the proposed no parking zone was distributed to committee members prior to the meeting (copy on file).

Mark Curtis, Stevens County IT Director, explained the County provided spaces for public parking when the E911 Center was built. Since that time these provided spaces have not been enough to help with the traffic of emergency vehicles that frequent the E911 Center. These vehicles do not stay for long periods of time but do need access to nearby parking.

RJ Keetch explained that Jason Hart from Stevens County Public Works had submitted an application for a parking lot behind the E911 Center. This application has come to a standstill but, if continued, could help with the relief of parking spaces in front of the E911 Center. Other parking areas to the south of the courthouse were discussed as possible areas to facilitate parking.

Mark explained that people from the residential lots nearby park in the proposed no parking zone and do not move their vehicles for long periods of time. In the winter time this makes it difficult to remove snow. History of the current parking situation in front of the E911 Center and BID involvement was discussed.

Ryke Dahlen, Parking Commission Chairman, added that he would be unopposed to the proposal if the County showed they had a plan to accommodate more parking in the future. If they had such a plan he would agree to a temporary no parking zone.

There was consensus that the Technical Review Committee was not in favor of the proposal.

**B. Public Use Permit – The Pour House**

The Pour House has submitted a Public Use Permit Application for a “Master Use” of the Heritage Court area to host events while distributing alcohol. The Pour House has in the past submitted a similar request and it was conditionally approved as long as each event is coordinated with the Building and Planning Department for further review through a Public Use Permit. The application, site map, insurance, and licensing were all distributed to committee members prior to the meeting (copy on file). The Building and Planning Department recommends the same conditions of approval that were given in last year’s Master Use Permit proposal.

Dave Harper moved to approve the Master Use Permit proposal for 2018 as long as events are coordinated with the Building and Planning Department for further review through the Public Use Permit Application. Jeff Cochran seconded the motion. Voice vote showed all in favor.

**C. Discussion Item – School District No Parking**

Pete Lewis, the Colville School District Superintendent, sent a letter proposing the creation of a no parking area in front of Astor/Panorama School on Hofstetter Street to allow for a safe bus drop off and pick up zone. The school district is currently using signs to mark this area off and want to ensure their compliancy with the City. The proposal letter and site map were distributed to the committee members prior to the meeting (copy on file).

City Police Chief Bob Meshishnek explained that there is normal bus traffic in the morning, mid day, and when school releases in the afternoon. It was also discussed that while other schools have no parking zones for bus loading and unloading, the other schools provide these zones off-street.

It was discussed the school district take their proposal to City Council to have Chapter 10.12.020 of the Colville Municipal Code amended to include parking regulations for the proposed area. It was suggested to require the school district to handle installation costs for the regulatory signs that would be placed in the proposed no parking zone. It was also discussed whether or not vehicles that park illegally be ticketed or towed.

There was a consensus that illegally parked vehicles be ticketed rather than towed, parking regulation cite time restrictions (as suggested by the Colville School District) rather than an all-day no parking zone, and the school district cover costs for signs and installation. This proposal along with committee suggestions will be presented to City Council for further review.

**PUBLIC COMMENT PERIOD:** There were no members of the public present.

**REPORTS:** There were no reports presented at this time.

**ADJOURNMENT**

As there was no further business, Dave Harper made a motion to adjourn and Ron Frostad seconded the motion. Voice vote showed all in favor; the meeting was adjourned at 9:35 a.m.