

City of Colville

TECHNICAL REVIEW COMMITTEE

January 7, 2014

8:30 a.m. – City Hall

MINUTES

Chairman Jim Lapinski called the meeting to order at 8:31 a.m. with a quorum present.

MEMBERS PRESENT: Planning Director Jim Lapinski, Building Official/Inspector Bob Cleaver, Street/Park Superintendent Terry LeCaire, Municipal Services Administrator Eric Durpos, and Councilmembers Dorothy Bergin and Lou Janke. RECORDING SECRETARY: Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes from the previous meetings of October 8, 2013 and October 15, 2013 had been distributed to each member prior to the meeting. Bob Cleaver moved and Eric Durpos seconded the motion to approve the minutes of October 8, 2013 and October 15, 2013 as presented. Voice vote showed all in favor.

OLD BUSINESS: There was no Old Business to be presented at this time.

NEW BUSINESS

A. Proposed Boundary Line Adjustment #2-13 by Paul Tappel.

A proposed boundary line adjustment by Paul Tappel had been distributed to each member prior to the meeting (attached hereto and made a part of these minutes). The subject property is located in the 1200 block of N. Main Street in the R-1 (Single Family Residential) District. Chairman Jim Lapinski explained that Mr. Tappel is proposing to combine Lots B, C, & D of Short Plat #1-13 into one single parcel. The subject property is part of Short Plat #1-13 as platted by Paul Cockerham, who has retained Lot A. Mr. Lapinski stated that he spoke with a legal consultant at Municipal Research who agreed that the proposal could be processed as a boundary line adjustment. Jim noted that boundary line adjustments are exempt from SEPA. He explained that Mr. Tappel has also submitted a request for tax segregation from the Stevens County Assessor's office to combine the three lots under one parcel number.

Municipal Services Administrator Eric Durpos advised that he had no objection to the proposal. He felt that since Mr. Tappel purchased Lots B, C & D, as well as the adjacent 1-acre parcel to the east where he plans to build a single family dwelling, the SP #1-13 plat notes would no longer apply. He noted that Mr. Tappel and Mr. Cockerham have agreed to partner in the installation of private utility lines and they have already paid for their service connections.

Building Official Bob Cleaver explained that he met with Paul Tappel yesterday to review preliminary development drawings. At this time, he distributed the drawings for information (attached hereto and made a part of these minutes). Bob explained that Mr. Tappel's intent this year is to install utilities, develop a driveway, and prep the building area; but he won't be applying for a building permit until later. Bob advised Mr. Tappel that he might have to get a digging permit for any work in the right-of-way and referred him to Eric Durpos. Bob stated if TRC members have any comments regarding the drawings to

TECHNICAL REVIEW COMMITTEE

January 7, 2014

Page 2

contact Mr. Tappel. It was also Bob's feeling that the plat notes should not affect Mr. Tappel because he is proposing to build on the adjacent lot that is not part of the Woodlawn Terrace subdivision.

Jim advised that a boundary line adjustment is a Type I application requiring action by the Administrative Official. Based on earlier discussion, he requested a recommendation from TRC members.

Eric Durpos moved and Terry LeCaire seconded the motion to recommend approval of proposed Boundary Line Adjustment #2-13 as presented. Motion carried unanimously.

B. SEPA Review/ Threshold Determination

Proposal: Redevelopment of McDonald's on the existing site at 1103 S. Main St.

Applicant: Allison Hazen, P.E., Core States Group

A completed environmental checklist by Allison Hazen, Core States Group, for the demolition of the existing McDonald's restaurant and the construction of a new 1-story, 4264 sq. ft., McDonald's restaurant had been distributed to each member prior to the meeting (attached hereto and made a part of these minutes). The property is located at 1103 S. Main St., in the C-3 (General Commercial) District.

During review, the following staff comments were added for clarification or additional detail:

Pg. 2, The Geotechnical Report was received and is on file.

Pg. 3, Item, 1.g – The percentage of impervious surface will be decreased from the existing site.

Pg. 3, Item 1.h – The Civil Drawings contain proposed measures to reduce or control impacts.

Pg. 4, 3.a.5 – The FIRM panel confirms that the site is in Zone C. Include the panel number and its effective date.

Pg. 4, Item 3.b.2 – The sewage will be conveyed by the City of Colville municipal sewer system.

Pg. 5, Item 5.a – Heron and eagle have also been observed on or near the site.

Pg. 6, Item 6.c – Compliance with the Washington State Energy Code is required.

Pg. 7, Item 8.a – Current use of adjacent properties include a church to the east, auto body shop to the north, restaurant and auto body shop to the south, and government offices and a mobile/manufactured home park to the west.

Pg. 7, Item 8.f – The Comprehensive Plan designation is (C-3) General Commercial.

Pg. 8, Item 8.1 – Restaurants are a permitted use in the C-3 District.

Pg. 8, Item 11.a – See the Civil Drawings for projected foot candles at grade for the entire site.

## TECHNICAL REVIEW COMMITTEE

January 7, 2014

Page 3

Pg. 9, Item 12.a – School athletic fields and two (2) Little League fields are located approximately 500 feet to the east and the City Park within 1500 feet to the northeast.

Pg. 9, Item 14.a – See Site Plan Sheet C-5 of Civil Drawings.

Pg. 9, Item 14.b – Rural Resources provides limited public transit in Colville by request from eligible clients.

Eric Durpos moved and Bob Cleaver seconded the motion to recommend the issuance of a Determination of Nonsignificance (DNS) for the McDonald's rebuild project. Voice vote showed all in favor.

Bob Cleaver noted that the applicant is proposing to start demolition on Feb. 3<sup>rd</sup>, following the SEPA review process. He anticipated that completion of the proposed rebuild project could be done by May 2014 depending on the weather.

Eric advised that one of the City's top priority storm water projects is to fix the storm main in front of McDonald's on Hwy 395. As part of their project, McDonald's is proposing some storm water improvements to tie into the system. Eric indicated he still has some minor water, sewer, and storm drain alignment issues to resolve with Ms. Hazen.

### PUBLIC COMMENT PERIOD:

Lou Janke advised that he received a post card at home announcing a meeting about utilities at Stephani's on January 18<sup>th</sup>. He was uncertain about the subject matter but wanted to mention it in case it causes some confusion with the public. Eric advised that the meeting is not sponsored by the City and he requested a copy of the post card for further information.

### REPORTS

Bob reported that the contractor is anticipating a mid-February completion date for the Hudesman House, the 14-unit Senior Housing project. Jim reported that Sheryldene Rogers contacted him recently regarding the potential for an additional project adjacent to the Hudesman House to meet housing needs.

Eric advised that it would still be a few months before LID assessments for the Garden Homes Water Line Project are finalized and the process is completed. He stated that some Garden Homes properties are still talking about possible annexation. In discussion which followed, Bob questioned how the City would benefit from annexing additional roads/streets at a time when it is struggling to maintain existing streets. Councilmember Lou Janke pointed out that most of the streets aren't up to standard when they are annexed so it becomes a liability to the City and Street/Park Superintendent Terry LeCaire agreed. Bob noted in the past the City provided water service to properties outside the city limits subject to an agreement that in the event of annexation of the property in the area, the property owner would agree to participate. It was his observation that since many of the properties have been served, no one wants to annex and the City has been reluctant to initiate annexations. He referred to the current policy, which is that no services are to be provided unless the property is annexed. Lou pointed out the City has deviated from that policy in the past.

## TECHNICAL REVIEW COMMITTEE

January 7, 2014

Page 4

Jim Lapinski commented that during the annual review of the Comprehensive Plan he had contemplated recommending reducing the urban growth area (UGA) because the population is below projected levels. As a result of GMA, he stated it is somewhat of a promise that if someone in the UGA petitions to annex that the City can provide services. He noted that the adopted levels of service have not been evaluated for some time and may need to be revisited in order to justify annexation. Eric stated that some clear policy is needed regarding annexations.

Eric felt revenue can be generated by selling the water whether it is in or out of the city. He explained that part of the conditions of the loan to improve the Garden Homes water system included allowing additional hook-ups (beyond the current 46) to promote growth. Once the LID is complete he felt the City will start seeing some people stepping forward requesting to hook up to water because it will only cost them \$2,500 instead of \$15,000 had they joined the LID. He pointed out the LID can't be set up with a Latecomers Agreement for the water. Lou Janke pointed out it is just a matter of time before sewer service becomes an issue.

Mr. Janke asked for a status report on the Senior Center. Eric advised that a meeting with Architect's West has been scheduled for January 17<sup>th</sup> and it is anticipated that the final design will be done soon. He stated the building is pretty much designed and they are picking out colors, equipment, furnishings, etc. They have not yet applied for a building permit. The project needs to go through the SEPA & NEPA process. Eric stated the goal is to try to have the facility completed by the fall of this year.

In response to a question, Terry LeCaire reported that the streets in Pheasant Ridge appear to be holding up pretty good so far.

Eric reported on current projects including a project for Colmac, which involves connecting to the storm line on Washington Street. He indicated he and Terry need to meet to talk about some storm drain issues that need to be fixed and how to fund them. The Hawthorne Avenue project is going well and he estimates the 89% design will be completed by the middle of the month. Eric added that the TIB contract paperwork needs to be finalized as well.

Bob referenced a recent report about a roof repair on reservoir #3 and requested that Eric incorporate building permit fees into the project. He stated there will probably be special inspections required.

### ADJOURNMENT

As there was no further business, Bob Cleaver moved and Terry LeCaire seconded the motion to adjourn. There were no objections and the meeting was adjourned at 9:20 a.m.