

City of Colville

TECHNICAL REVIEW COMMITTEE

January 8, 2013

8:30 a.m. – City Hall

MINUTES

Chairman Jim Lapinski called the meeting to order at 8:35 a.m. with a quorum present.

MEMBERS PRESENT: Planning Director Jim Lapinski, Building Official/Inspector Bob Cleaver, Municipal Services Administrator Eric Durpos, and Councilmembers Dorothy Bergin and Lou Janke. MEMBERS ABSENT: Street/Park Superintendent Terry LeCaire. OTHERS PRESENT: Assistant Planner Melinda Lee and Municipal Services Technician Ron Frostad. GUESTS PRESENT: Greg Figg, Washington State Department of Transportation (WSDOT), and Allison Hazen, P.E., Core States Group. RECORDING SECRETARY: Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes from the previous meeting of December 11, 2012 had been distributed to each member prior to the meeting. Eric Durpos moved and Bob Cleaver seconded the motion to approve the minutes as written. Voice vote showed all in favor.

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

NEW BUSINESS

A. Preliminary discussion – proposed development at 980 S. Main Street by Core States Group.

Allison Hazen, P.E., Core States Group, requested a pre-application meeting to discuss a development proposal at 980 S. Main Street. A preliminary site plan for a new McDonald's at the subject site, preliminary building elevations, and an ALTA/ACSM land title survey had been submitted to each TRC member prior to the meeting (copy on file).

Ms. Hazen explained that the proposed project schedule is mid-May for a building permit. The purpose of the pre-application meeting is to identify any issues and finalize requirements. The preliminary site plan was reviewed and discussed as summarized below:

Access

A proposed access point was shown on the south side of the property off of the existing utility easement. Greg Figg asked if McDonald's has access to Highway 395 from the utility easement. He advised that WSDOT does not want to see two driveways right next to each other. If it is private, an access permit would be required. In order to grant an access permit WSDOT would have to make sure they have the legal right to be there, confirmed by proper documentation. WSDOT cannot authorize them to drive over someone else's property.

Bob Cleaver explained the purpose of the utility easement is for the City utility lines in there and the

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right to maintain them. It also serves as a service road for the adjacent private property owners for the delivery of products. Bob expressed concern about potential traffic problems in that area from people cutting across the parking lot to avoid the roundabout. He felt the impact isn't just to Highway 395 – it is going to be the impact to traffic circulation for McDonald's during certain times of the day. It was his understanding that the City put up the existing jersey barrier, which separates the easement from the mobile home park driveway.

Several suggestions were made regarding the access point off of Highway 395. Ron Frostad suggested one possible solution would be to combine the utility easement and the mobile home park driveway into a street. He was uncertain how that would occur or how long it would take. Allison Hazen pointed out there are some power lines that would need to be relocated if a street was to be developed. It was recognized that there could also be some utility issues involved. As a result of further discussion, it appeared that the best solution would be to talk to Glenn Vannice, owner of Mobile Ranch Park, about combining the entry into one driveway and having two separate lanes in and out. Mr. Figg indicated if Mr. Vannice doesn't want to participate, a design will need to be submitted that is safe and workable for WSDOT and the City. Ms. Hazen questioned whether the jersey barrier can be removed. She will review the dimensions to determine what will work and go back to McDonald's and see what can be done.

Utilities

Eric Durpos explained there is a 2" water line that serves the old building. He stated the water service connection is purchased with the site so there will not be another water connection fee for the building. A 1" irrigation meter will be required resulting in an additional water connection fee for that somewhere off the back of the utility easement depending on the final layout. The Water/Sewer Department has standard details for backflow devices that can be provided. There is a 6" fire line into the building that could be used as well right off the 8" AC in the easement. There is a 4" sewer connection that comes out of the manhole out in the parking lot that will need to be upgraded to a 6" line.

Landscaping

Melinda Lee advised that the landscape regulations do require some trees in the parking lot. However, she was not sure whether the City would require trees for this proposal since there are no other trees in the vicinity. Allison indicated that they will probably include trees and light poles in the islands anyway. Jim Lapinski added that upon submittal of a landscape proposal, staff will review it and make adjustments, if necessary.

Greg Figg suggested some type of landscaping screen where the drive-thru lane is positioned to mitigate the effect of car lights at night shining directly into on-coming traffic. Ms. Hazen concurred and indicated that additional landscaping will be included around that corner to make sure those headlights are screened.

Traffic Circulation

Greg Figg indicated that in looking at the proposal he was concerned about the placement of one of the islands, noting it makes people do two complete 90 degree turns. He pointed out the need to make sure

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that vehicles can get into the roundabout squarely instead of askew, such as trucks towing snowmobile trailers, RVs, etc. Greg requested that Allison look at that first island to make sure there is adequate space between the island and the roundabout to facilitate large or oversized vehicles that come in. He suggested using a template for motor homes, travel trailers, trucks pulling trailers, etc. to show how traffic circulation can be achieved. Allison noted that that is an existing island that they had planned to landscape. She stated she would look at altering some of the design.

Based on a previous meeting, Allison explained that to the north they wanted to mimic the parking arrangement that is currently in place so that it continues to flow from parcel to parcel. She noted the landscape barriers were added to help get the traffic into the property and then into the main aisles. There was a concern that if they were to remove that island and the subsequent one behind it and make that kind of a thoroughfare, traffic could start cutting across the parking lot.

Parking Lot Design

Allison noted that wheelstops have been proposed all across the sidewalk in the front. As an alternative, she asked if it would be acceptable to expand the sidewalk 2' into the parking area in order to build in the wheelstops. Bob Cleaver confirmed that using the curb as the wheelstop would be acceptable. He had no other issues with the proposed parking layout.

Lou Janke asked if any provisions have been made for RVs or oversize vehicle parking. Allison advised that no spaces have been specified but she felt there is adequate space on the lot to accommodate RVs and other oversized vehicles. Bob noted there are some communal parking agreements with the plat that would allow for additional space.

Lou asked if there are any pedestrian access issues. It was his observation that there are numerous businesses in the area and he felt there is a potential for people walking over from the motel, Forest Service, and others. Allison pointed out a pedestrian connection is proposed from the roundabout access, which takes them across to the front of the restaurant. It was noted there is an existing walk in front of all of the stores in the shopping center to accommodate pedestrians from the west. Allison stated a pedestrian access has not been proposed along the south part of the property. Following discussion it was felt that the plan for pedestrian access is acceptable as proposed and can be monitored in the future to see how it works.

Lou pointed out there is no accommodation for bicycles. He stated this is near the Golden Tiger Bike Path and occasionally there are fairly large groups of people riding through town. It would be a convenience for bicyclists if they had a place to park when they go to McDonald's. Allison said they definitely have plenty of room and could easily put some bike racks in.

Allison stated that signage is proposed on-site and plans will be submitted for review and approval, as required.

Storm Water Drainage

Allison explained they have talked about developing the lot with less impervious surfaces but need to get drainage issues finalized so that they can proceed with design.

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Ron Frostad presented prints and an explanation about the storm water system. Ron and Eric reviewed options including running it to the catch basin to the west or putting in a separate line connected to the manhole at the intersection of Wynne & Hawthorne. Eric stated they recommend a separate line connected to the manhole as the best solution, recognizing it is expensive. Eric indicated he would like to have more discussions on the logistics of the storm water, noting they have some ideas on how to resolve issues there. He suggested that he and Ron meet with Allison following this meeting.

Lou questioned how snow storage fits into the on-site drainage. He asked if there are any issues between snow removal and storage. Bob stated they have enough additional parking beyond City requirements to use part of the parking lot for snow storage, if necessary. Currently the property owners are plowing everything onto the City parcel on the west end of the shopping center.

In conclusion, Greg Figg offered to send Allison a link for an application for access. Allison anticipated submitting revisions to WSDOT for review in approximately 4 weeks, which is when they hope to apply for a building permit.

Based on the proposed schedule, Bob advised that the project would be vested under the 2009 International Building Code (IBC), as amended by the state. By virtue of the number of parking spaces being proposed, he stated a SEPA checklist will be required. Allison stated she has talked with NE Tri-County Health and is aware of what they want. She confirmed that she has an environmental checklist, building permit application, and sign regulations. She questioned whether mechanical and plumbing applications can be submitted later by the contractor and Bob confirmed that was acceptable. He noted he will require compliance with the Energy Code including review and approval by a certified Energy Code expert. Alternatively, he advised Allison that she could have a mechanical engineer do the design and provide the City with a cover letter citing compliance. Bob commented that he can be completing the plan review during the SEPA comment period. Allison stated she will submit 4 sets of plans with the building permit application, along with the plan review fee.

PUBLIC COMMENT PERIOD:

Jim reported that he sent out some letters regarding sidewalk maintenance – snow removal.

Lou Janke reported that he has heard numerous public comments from people who are happy with the snow removal by Terry LeCaire and his crew. Lou felt the School District should be reminded that they are partners on some of the sidewalks on school walk routes and maybe share some of the costs to keep the sidewalks clear.

REPORTS: There were no reports.

ADJOURNMENT

As there was no further business, on a motion and a second the meeting was adjourned at approximately 10:05 a.m.