

City of Colville

TECHNICAL REVIEW COMMITTEE

February 5, 2013

8:30 a.m. – City Hall

MINUTES

Chairman Jim Lapinski called the meeting to order at 8:34 a.m. with a quorum present.

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

MINUTES OF PREVIOUS MEETING

The minutes from the previous meeting of January 8, 2013 had been distributed to each member prior to the meeting. Bob Cleaver moved and Terry LeCaire 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 educational facility at the Colville Fish Hatchery.

Planning Director Jim Lapinski explained that a request was received from Gary Douvia to discuss a proposed educational facility at the Colville Fish Hatchery. The Colville Fish Hatchery is located in the OS (Open Space) District. The hatchery is a pre-existing use and precedes adoption of zoning by the City. When uses are not specified on the Table of Uses, the Administrative Official has the authority to determine whether a proposed use is similar to other listed permitted or conditionally permitted uses. Mr. Lapinski indicated that since this proposal is similar to other educational uses listed on the Table of Uses, a conditional use permit (CUP) will be required. The Zoning Board of Adjustment is the review authority for CUPs. Mr. Lapinski indicated that another option might be to seek a zone change noting that any impact on surrounding properties would need to be evaluated in the process.

Gary Douvia pointed out the primary use of the site is the fish hatchery. The proposal is to develop a lab in the fish hatchery itself and change the existing garage to a meeting room for students. There will be no change in the footprints of the existing buildings. He explained the property was purchased by Stevens County with plans to see the old hatchery building transformed into an educational laboratory that will raise rainbow and cutthroat trout. Proceeds from the sale of fish are proposed to be used by the County to make its payments on the purchase. Mr. Douvia explained that the plan includes area school districts which will help build a financial support group to make the project cost effective and provide an opportunity for students to earn credits and get some vocational training. Mr. Douvia stated that he is acting as a volunteer and will be the coordinator on this proposal.

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Building Official Bob Cleaver asked for information regarding the proposed class schedule. Mr. Douvia explained that initially they propose to start with one classroom and go to two if there is enough participation. Classes would be in the morning and afternoon, Monday through Friday, for 2-3 hr. labs. He estimated 20-30 students in each lab class. The students would be bussed to the site, dropped off and picked up. There would be no parking provided for the students. It is anticipated that two on-site parking spaces would be needed for the two staff members.

Bob indicated that per the International Building Code (IBC) he sees no significant issues for a partial change of use. He stated the most critical issue he has is with the bathroom accommodations. He advised he needs to find out what is in there and whether or not it meets barrier-free standards. Gary Douvia noted there is a bathroom in the hatchery with a toilet and a shower. Bob felt that they will probably need to have one bathroom for each sex. Because there is only one bathroom, he suggested they could possibly build one additional bathroom for male or female and one new barrier-free bathroom. Gary asked if it could be in the hatchery and Bob indicated he wouldn't have a problem with that as long as it's accessible.

Bob pointed out the existing hatchery building is 4,000 s.f. No fire sprinkler is required because the building does not exceed 12,000 s.f. Based on the projected numbers, he felt only one exit would be needed. If the occupancy in the building exceeds 50 people at a time, two exits would be needed. Any required emergency lighting could easily be provided. Bob suggested they may need to come up with some type of program guideline for compliance with the Americans With Disabilities Act (ADA). He pointed out the rearing tanks appear to be quite high and if a student in a wheelchair wants to participate in the program then some accommodation would have to be made. It was Bob's opinion that it would be unreasonable to have them jackhammer them out and lower them. Bob requested that they submit existing floor plans of what is there and then he can take a look at what is being proposed.

Lou Janke questioned whether this would be a year around program. Mr. Douvia explained that right now the program will be for the calendar school year. The plan is to keep two people employed there through the summer raising fish to sell to perpetuate the program. The number of fish they can have depends on the flow of water. Mr. Douvia stated they have two wells to augment the water supply. He noted that the hatchery had been raising 300,000-400,000 fish there. With this proposal they hope to raise 150,000-250,000 fish. He felt that the area could benefit economically from the stocking of area lakes with the fish.

Park/Street Superintendent Terry LeCaire questioned whether the hatchery will continue to operate as it has in the past - will there be any additional discharge into the creeks there? Mr. Douvia indicated that they hope to operate it more efficiently. Bob pointed out the stream on 4th Avenue is critical to the City because it goes under some houses and is open in some places right now. Terry added that since the hatchery closed there has hardly been any flow in the creek - but noted the spring of the year is the worst time. He didn't have any issues if there are not going to be any changes.

Gary asked about the maintenance of the road that goes through the hatchery. Terry LeCaire explained that typically the Street Department plows through there. Gary asked if the road could be designated as a one-way drive and Bob and Terry didn't have a problem with that suggestion. It was recognized that the 4th Avenue right-of-way would need to remain two-way because there are residences that have access from that street.

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Bob questioned whether there would be any changes as far as the utilities go and it was confirmed that there were none. Bob advised that he will work with Steve Palumbo to work out all the construction details so that once the CUP process is final the building permit could be issued. Steve expressed a willingness to arrange for a site visit with Bob.

Brief discussion followed regarding the CUP application process, which requires public notification and a comment period. Jim noted that the processing time depends on how complete the application is and when it is submitted. He stated a determination will need to be made regarding SEPA. Mr. Douvia stated that their proposed time frame would be to try to do the structural improvements this spring and get the students in there in September 2013. Jim referred Gary to Assistant Planner Melinda Lee for technical assistance with the CUP application and to Bob Cleaver for building codes issues.

In conclusion, Mr. Douvia indicated he would like to come in next week and meet with staff and fill out the application in order to get the process started.

PUBLIC COMMENT PERIOD: There were no public comments.

REPORTS

Jim Lapinski reported that Requests for Qualifications (RFQs) are being sent out for real estate brokerage services. Additionally, final documents are being submitted to WSDOT Aviation for funding. WSDOT is developing a new program for ranking funding applications. Jim stated that he has been receiving public comments relative to Colville Mountain. This issue will be discussed at the next City Council meeting. Jim confirmed that Colville Mountain is contiguous to the city limits. Lou Janke asked if it could it be zoned OS (Open Space) if it was annexed. Bob pointed out that the ability to provide city services and access would have to be determined in order to annex the property. Lou stated that he recently observed several foot paths coming off of private property to access Colville Mountain. Lou also noted that there is a Senate Bill proposed that would require an election process for annexations.

Bob Cleaver reported receiving an email from Allison Hazen, P.E., who advised that McDonald's is going through some internal evaluation and the local project has been put on hold. Bob also reported that Chad Beardsley has a new gasoline fuel tank on-site at his N. Highway facility and it is expected that he will be providing this fuel in the next month or so. Diesel is currently sold on this site. Mr. Beardsley has indicated a desire to bid on City fuel in the future and has talked with the City Clerk about the process. Bob stated he received a new project proposal for a minor expansion at Big R, which will be located on the upper site.

Dorothy Bergin inquired about the truck with all the signage on it at 2nd & Main Streets. Jim explained that the lot is owned by Dr. Keefe and the Parking Commission is trying to lease it for a parking lot. He stated it was his understanding that Dr. Keefe agreed to remove the truck upon final negotiation of the lease as long as he can paint advertisements on benches on the site.

ADJOURNMENT

As there was no further business, Bob Cleaver moved and Terry LeCaire seconded the motion to adjourn. The meeting was adjourned at approximately 9:40 a.m.