

DRAFT

City of Colville

TECHNICAL REVIEW COMMITTEE

March 28, 2017

8:30 a.m. – City Hall

MINUTES

The Technical Review Committee met for a regular meeting on Tuesday, March 28, 2017, in the Council Room, at City Hall. Chairman RJ Keetch called the meeting to order at 8:36 a.m. with a quorum present.

MEMBERS PRESENT: City Planner RJ Keetch, Building Official/Inspector Dave Harper, Street Superintendent Terry LeCaire, Municipal Services Technician Ron Frostad, Council member Mike Birch and Council member Nancy Foll. MEMBERS ABSENT: no members absent. GUESTS PRESENT: Olga Levchenko. RECORDING SECRETARY: Sydney Gilmore.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of March 21, 2017, had been distributed to each member prior to the meeting. Terry LeCaire moved and Dave Harper seconded the motion to approve the minutes as written. Motion passed unanimously.

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

NEW BUSINESS:

A. Proposal Discussion – Olga Levchenko

Olga Levchenko has submitted a Zoning Determination Form regarding a commercial kitchen to be built on her residential lot at 696 N. Lincoln St. The commercial kitchen would be a separate building housed in a shed east of the modular home existing on the lot. This form along with Olga's site plan proposal had been distributed to the Technical Review Committee prior to this meeting.

RJ Keetch stated that he has reviewed the Zoning Ordinance and does not see an issue with housing a commercial kitchen at the current residence. This would be considered a Home Occupation and is allowed in the General Residential district in which Olga resides. The home occupation standards have been distributed to Olga.

Ron Frostad has discussed this proposal with Jim Strong, the Water/Sewer Department Supervisor. After reviewing this proposal the Water and Sewer Department think Olga can treat the commercial kitchen like a mother-in-law residence and connect to her existing utility lines. Olga would be charged an extra base rate, but would hook to existing services. Ron would still like to get confirmation if the Colville Municipal Code allows for this type of connection. If the code verifies this the Water and Sewer Department will allow the connection.

Olga informed the committee that she owns the lot but does not currently live at this location. The modular home is considered a licensed kitchen, and therefore she cannot live in the home. She would like to develop this separate commercial kitchen so that she can once again live in the modular home. The Department of Health has advised Olga that she cannot live in a building that is also considered a commercial kitchen.

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Olga added that she is attempting to sell her product at a local grocery store and in order to do this her commercial kitchen must also be USDA approved. USDA has advised that the commercial kitchen must have a drain in the flooring of the kitchen and her counters and flooring must be able to be hosed down. This is not an option in her modular home, and another reason why she needs a separate unit for her commercial kitchen.

RJ Keetch has advised that this can be approved subject to conditions of home occupation standards, following ordinances for the water/sewer connections, following the building code, and approval from the Department of Health. Dave Harper has requested an appliance list, cut sheets, and proposed plumbing fixtures. He also needs an official floor plan including installation specifications. Olga has been advised by the Committee that the commercial kitchen will not be able to connect to the existing modular home plumbing. The connection will need to occur outside of the modular home connection. The water/sewer connection will need to be included on the official submitted floor plan.

B. Discussion Item – 2120 Whitetail Way Utility Connections

Technical Review Committee minutes from October 25, 2011 have been distributed to the members prior to the meeting. These minutes describe the utility connections available at 2120 Whitetail Way. At this meeting a short plat proposal was discussed regarding the division of a 7.54 acre parcel into 2 residential lots. Proposed Lot B is now 2120 Whitetail Way. In these minutes Eric Durpos, previous Municipal Services Administrator, confirmed there was “available hookups to the 4” water line” in anticipation for further subdivision. He also states that “In the future when additional hookups beyond the initial 5 are needed, an 8” water line would be required. The City has already stubbed an 8” line off of the cul-de-sac to facilitate future growth.”

It has been communicated to the property owners that the hookups are available, and they will have to pay the necessary connection fees.

There was a discussion held about the previous meetings minutes regarding the WSDOT’s inquiry about a Traffic Revision Plan.

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

REPORTS

ADJOURNMENT

As there was no further business, Terry LeCaire moved and Ron Frostad seconded the motion to adjourn. Motion carried and the meeting was adjourned at 9:16 a.m.