

City of Colville

TECHNICAL REVIEW COMMITTEE

April 3, 2018

8:30 a.m. – City Hall

MINUTES

The Technical Review Committee met for a regular meeting on Tuesday, April 3, 2018, in the Council Room, at City Hall. Committee Member Dave Harper called the meeting to order at 8:30 a.m. with a quorum present.

MEMBERS PRESENT: 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: City Planner RJ Keetch, and Council member Nancy Foll. GUESTS PRESENT: Michelle Loftis, Executive Director of Volunteer Food & Resource Center. RECORDING SECRETARY: Sydney Gilmore.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of March 20, 2018, had been distributed to each member prior to the meeting. Ron Frostad 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: There was no Old Business to be presented.

NEW BUSINESS:

**A. Discussion Item – Handicap Spaces**

The Colville Food Bank has requested guidance from the City regarding the installation of handicap spaces at the South of their property located at 210 S. Wynne Street. They have had a history of people from the neighboring apartment complex using the available spaces at the Food Bank, making it difficult for the disabled and elderly who are trying to utilize the Food Bank's services because of lack of parking.

Jeff Long explained that because the proposed location is on private property, the property owner is able to make the decision whether or not handicap spaces are installed. Jeff did suggest that if the handicap spaces are installed they meet ADA standards.

Michelle Loftis has requested the City help with the installation of the proposed spaces. Jeff Long explained he would not be able to supply staff to help with the installation but could donate paint and the stencils for the handicap spaces. He also offered to supply the ADA guidelines for guidance.

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**B. Encroachment on Public Right-of-Way**

Emma Romo submitted an application to encroach on the public right-of-way with a 3 ft. retaining wall. The application and site plan were distributed to the committee members prior to the meeting (copy on file).

After review of the site plan, Ron Frostad explained the applicant would need to meet a 3 ft. setback from the hydrant and power pole that is in the area of the encroachment proposal.

Jeff Cochran made a motion to approve the proposed encroachment provided the applicant meets the 3 ft. setback from the hydrant and power pole. Jeff Long seconded the motion, voice vote shows all in favor.

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

REPORTS: No reports were given at this time.

ADJOURNMENT

As there was no further business, Jeff Long made a motion to adjourn and Ron Frostad seconded the motion. Voice vote showed all in favor; the meeting was adjourned at 8:40 a.m.