

City of Colville

TECHNICAL REVIEW COMMITTEE

April 8, 2014

8:30 a.m. – City Hall

MINUTES

The Technical Review Committee met for a regular meeting on Tuesday, April 8, 2014 in the Council Room at City Hall. Chairman Jim Lapinski called the meeting to order at 8:30 a.m. with a quorum present.

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

MINUTES OF PREVIOUS MEETING

The minutes from the previous meeting of April 1, 2014 had been distributed to each member prior to the meeting. Eric Durpos moved to approve the minutes as written. Terry LeCaire seconded. Voice vote showed all in favor.

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

NEW BUSINESS

- A. Continued discussion - Notice of Intention to Commence Annexation  
Applicant: Stephani Smith  
Location: North of Garden Homes Drive (8.83 acres)

Discussion continued from the previous meeting concerning the Notice of Intention to Commence Annexation by Stephani Smith (copy on file). The request is to annex five (5) properties located on the north side of Garden Homes Drive between the dialysis center and Miner Street. The residential properties are within the City's urban growth area and they are currently served by City water.

Planning Director Jim Lapinski indicated that he had no land use issues with the annexation of the subject properties. Further, he felt the proposed annexation would not adversely impact the environment. Any issues with future subdivision or development will be addressed through the development review process.

A Cost Benefit Analysis, created by Municipal Services Administrator Eric Durpos, had been distributed to each member prior to the meeting (attached hereto and made a part of these minutes). Eric noted that all City Departments submitted written comments regarding the proposed annexation and no adverse impacts to City services were identified.

Councilmember Lou Janke commented that the Cost Benefit Analysis was excellent. He requested that some language be added at the beginning that "this is an attempt to be consistent with the City's annexation policies as outlined in Resolution 02-88" to show that they have been considered. He expressed a desire to see the analysis used as a model for future annexations.

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Mr. Janke also requested that additional information be included in the analysis concerning the right-of-way widths for Garden Homes Drive and Miner Street. He expressed a concern with the culvert on the east side of Miner Street and felt it should be addressed in the report as well. He suggested, upon investigation, additional right-of-way may be needed to maintain the stream crossing.

Lou expressed some concern about how the City is going to deal with the long term sewer requirement in the Garden Homes area, recognizing the potential for future annexations. He pointed out many of the properties in the area are currently served by city water.

Eric explained that the extension of city utilities is driven by development and the cost is borne by the developer who wants the service. Options for financing utility extensions include a latecomer agreement. He pointed out the Colville Municipal Code currently requires connection to the City sewer when located within 150 ft. He suggested consideration could be given in the future to changing the distance from 150 ft. to possibly 300 ft. to promote extension of service, recognizing that economics come into play. As outlined at the previous meeting, there are options for property owners like the Smiths who experience a septic system failure and need to hook up. The preferred option for the Smiths is to pay for a pump system and connect to the sewer upon annexation.

Mr. Janke brought up the survey requirement to document the boundaries of the proposed annexation as stated in one of the Comprehensive Plan Annexation Element goals. Eric explained that he spoke with Stephani Smith and, in lieu of a survey, he suggested she get a title search on the five (5) properties and get detailed legal descriptions, which should be sufficient to identify the annexation boundaries.

Based on comments, Eric stated that he will make revisions to the Cost Benefit Analysis to forward to the City Council with the TRC's recommendation. He stated he has a detailed survey for Garden Homes Drive as a result of the recent water line project but will need to address Miner Street. He will note any costs for a legal survey or a title search. Language will be added to address consistency with the annexation policies, as requested.

Eric Durpos moved that the TRC forward a recommendation to the City Council to accept the Notice of Intention to Commence Annexation and proceed with the annexation process. Terry LeCaire seconded the motion. Staff anticipated that the TRC's recommendation and the revised Cost Benefit Analysis could be prepared and submitted to the City Council for consideration at its April 22<sup>nd</sup> meeting. Voice vote showed all in favor.

NEW BUSINESS: There was no New Business to be presented.

PUBLIC COMMENT PERIOD: There were no public comments.

### REPORTS

Lou Janke suggested it would be very helpful for Krista Ohrtman or Amanda Six to make a future presentation to explain why the City hasn't annexed into the Stevens County Rural Library District. Lou asked for a status report on the 2<sup>nd</sup> Avenue project. Eric explained that a meeting was held yesterday with Knife River to address the problems and find ways to fix them.

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Mr. Janke brought up the streets in Pheasant Ridge and noted that he has observed some more settling especially on the north side. Terry LeCaire advised that he has been monitoring the streets. Lou asked about the status of the street signs that are required to be provided by Mr. Beardslee. He suggested that staff send a letter reminding Mr. Beardslee of this outstanding item. Eric stated water and sewer are stubbed to all of the lots but the "connection fees" need to be paid at the time of construction.

Jim Lapinski reported that he had been approached by an individual from Trail, B.C. about purchasing some of the Bowman property. Eric requested contact information for the individual to share with Maygan Bowman.

Jim stated that he and Bob talked with Mr. Shull at Roadrunner Electric about the storage sheds that are staged on City property at the old County Shop. Mr. Shull has been cooperative and is following through on removal of the sheds.

ADJOURNMENT

As there was no further business, Eric Durpos moved and Terry LeCaire seconded the motion to adjourn.  
Time of adjournment: 9:27 a.m.