

City of Colville

TECHNICAL REVIEW COMMITTEE

April 15, 2014

8:30 a.m. – City Hall

MINUTES

The Technical Review Committee met for a regular meeting on Tuesday, April 15, 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, Building Official/Inspector Bob Cleaver, Municipal Services Administrator Eric Durpos, and Councilmember Lou Janke. GUESTS PRESENT: Land Surveyor Tom Todd, Lori Matlock, and Alan Gorst. RECORDING SECRETARY: Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes from the previous meeting of April 8, 2014 had been distributed to each member prior to the meeting. Eric Durpos moved and Terry LeCaire seconded the motion to approve the minutes as written. Voice vote showed all in favor.

OLD BUSINESS:

- A. Discussion – Tom Todd to present Proposed Boundary Line Adjustment between McMillan Parcel #2233400 (in city) and Parcel #2231400 (in county), followed by a proposed Short Plat in the city.

Land Surveyor Tom Todd provided maps illustrating the proposed boundary line adjustment and short plat of the McMillan property, which had been distributed to each member prior to the meeting (attached hereto and made a part of these minutes). Tom explained that Roger McMillan has deeded Parcel #2231400, which is in the county, to his son. Mr. McMillan would like to attach approximately 3.6 acres from Parcel #2233400, which in the city, to his son's adjacent county property. Tom proposed processing the boundary line adjustment through the County. The remainder of Parcel 2233400, about 5 acres on Highway 395, would then be divided into two (2) lots approximately 2.6 acres each. A short plat application for the 2-lot division would be processed through the City. It was recognized that the since the short plat lots would be in the city some improvements may have to be done to the access road.

Planning Director Jim Lapinski stated that based on previous discussion, Roger McMillan can submit a short plat application for staff review and any issues that are identified can be discussed and resolved at that time. He had no objection to the proposed boundary line adjustment being processed through the County.

- B. Discussion – Tom Todd to present questions related to the Matlock property (Parcel #2239301) and the city access road on the West side of the Avista property (Parcel #0193327).

Tom Todd questioned the status of the access road on the west side of the new Avista compound. He was under the impression that the City purchased a 30 ft. strip on the west side of the Avista property and then

TECHNICAL REVIEW COMMITTEE

April 15, 2014 the other

Page 2

the Street Department improved a 20 ft. road. He questioned whether the City considers it a public road or a private road.

Tom explained that Lori Matlock would like to short plat her property west of the Avista compound into two (2) lots through the County's process. The southern lot would have the house, well, and septic system on it and the northern lot would be vacant with no services. In order to get approval from Stevens County Ms. Matlock will be required to have a 28 ft. wide access road and a 50 ft. wide easement that would theoretically come off the east side of her property. The road would have to be paved pursuant to the County's design standards for the urban growth area (UGA).

Municipal Services Administrator Eric Durpos explained that the 30 ft. strip conveyed to the City from Avista was a condition of annexation - the City did not purchase the strip. It is not considered a road - it is an easement. Eric pointed out when the new water main was installed the Street Department laid down fabric and surfaced the easement with gravel (10 ft. on each side of the 1/16 section line - 1/2 in the city and 1/2 in the county) to provide access to the City well and the Oswin residence. He stated it has always been the City's desire to acquire a 60 ft. right-of-way to extend the road, centered on the 1/16 section line, consistent with the road south of the highway. It was noted, there is an existing 20 ft. wide easement from Ms. Matlock on the west side of the 1/16 section line. In past discussions with Ms. Matlock regarding potential annexation and subdivision, it was suggested that she would be required to dedicate additional footage along her east property line, to go with the 30 ft. we have now, making it a 60 ft. wide road.

Bob Cleaver pointed out the 30 ft. strip has never been dedicated to the public as right-of-way - it is an easement. He suggested the easiest thing to do would be to dedicate it to the public.

Tom Todd explained as part of the County short plat process, Ms. Matlock would have to hire an engineer to come and evaluate the construction of the road to meet the County's standards. She would be responsible for bringing it up to the County's standards. Tom recognized that the ideal situation would be to annex the Matlock property into the city, but explained that the City's Land Division Ordinance states she would have to extend the sewer from DeGrief Rd. to the boundary of her first lot. Due to the cost, Ms. Matlock wants to go with the option of doing the short plat with the County. Mr. Todd questioned whether Ms. Matlock could use the 30 ft. strip, with the 20 ft. wide road roughed in, and then she would only have to improve an additional 8 ft. to comply with the County's design standards. Tom suggested possibly the City could improve 4 ft. more on its side then Lori could improve 4 ft. more on her side.

Eric advised that he did not have a problem with Ms. Matlock using the 30 ft. wide easement for access. He expressed the feeling that it is consistent with what we have and our intent is to build a road centered on that 1/16 section line. He pointed out it makes sense to use the road that is there, recognizing how to achieve that could be more difficult. In response to a question, he confirmed that the Water Department plows the easement.

Jim Lapinski felt confident that the County would review the proposed short plat and would require what they feel they need to comply. Per the Memorandum of Understanding, the City would have an opportunity to comment on the proposal.

Alan Gorst had a question regarding the future extension of the sewer line to the north. Eric explained that the City has no intention of running the sewer north. Adequate space to do that has been provided.

TECHNICAL REVIEW COMMITTEE

April 15, 2014

Page 3

Eric added that the City redesigned and engineered the water line project so the asphalt won't have to be cut in the future to install the sewer along the west side of the 1/16 section line.

Additional discussion followed regarding the road. In conclusion it was felt the best option would be to do a boundary line adjustment and attach the City's 30 ft. strip to Ms. Matlock's property and then she could dedicate 60 ft. (30 ft. on each side of the 1/16 section line) for a private road as part of the short plat and improve it to the County's UGA design standards. Tom asked if deeding the 30 ft. to Lori would be better than an easement, which might be more acceptable to County Engineer Whitbread.

Councilmember Lou Janke requested that staff send Ms. Matlock a letter documenting what has been decided and send a copy to Stevens County too.

Tom Todd stated that he and Ms. Matlock will go talk to the County as far as the road issue and they will get back to the TRC with any concerns.

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

PUBLIC COMMENT PERIOD: None.

REPORTS: There were no Reports.

ADJOURNMENT

As there was no further business, Eric Durpos moved and Bob Cleaver seconded the motion to adjourn. Voice vote showed all in favor and the meeting was adjourned at 9:25 a.m.