

City of Colville

TECHNICAL REVIEW COMMITTEE

May 2, 2017

8:30 a.m. – City Hall

MINUTES

The Technical Review Committee met for a regular meeting on Tuesday, May 2, 2017, in the Council Room, at City Hall. Chairman RJ Keetch called the meeting to order at 8:38 a.m. with a quorum present.

MEMBERS PRESENT: City Planner RJ Keetch, Building Official/Inspector Dave Harper, and Council member Mike Birch. MEMBERS ABSENT: Municipal Services Technician Ron Frostad, Street Superintendent Terry LeCaire and Council member Nancy Foll. GUEST PRESENT: City Treasurer Vickie Strong. RECORDING SECRETARY: Sydney Gilmore.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of March 28, 2017, had been distributed to each member prior to the meeting. The minutes could not be approved as there was not a quorum present.

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

NEW BUSINESS:

A. General Land Use Application – Colville First Baptist Church

A General Land Use Application was submitted by Matt Baumann, of Baumann Brothers Construction, on behalf of Colville First Baptist Church, and had been distributed to TRC members prior to today's meeting. Colville First Baptist Church has asked Baumann Brothers Construction to construct a lobby addition to the current sanctuary. They are changing their parking layout and adding parking spaces and handicap accessible spaces as well. Stormwater currently exists in the parking lot. The plans have been distributed to Water/Sewer Department as well as the Street Department and there were no objections.

B. Discussion Item – Property Maintenance Code

City Council has approved the new Property Maintenance Code to step up enforcement on residential structures. The City Attorney is still working on getting the proper paperwork, format, and process to begin enforcement. Once these procedures are complete, the City will have more enforcement when it comes to nuisance complaints and hazardous properties. RJ Keetch and Dave Harper will continue to educate people about the new code.

C. Discussion Item – Connection Fees

A memo from City Treasurer, Vickie Strong, regarding connection fees, was distributed to committee members prior to the meeting. Vickie explained there have been discrepancies lately involving the cost of connection fees and educated the committee about what is to be charged when connection to the City's water and sewer lines are requested. She also explained that in order to be consistent, the departments must go by what the ordinance says. If there are any questions about connection fees in the future Vickie is happy to help. Vickie also suggested educating the employees at the Water/Sewer Department as they are usually the first person approached by people requesting connection fees.

D. Right-of-way Encroachment

An application for a right-of-way encroachment at 374 S. Maple St. was distributed to committee members prior to the meeting. A fence is being built on the property and is currently in the City right-of-way. Dave Harper explained that this fence had already been started before he was aware of the situation. He added that there is an issue with the front yard fence being within

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the 80 ft. sight triangle. Dave stated that he believes the encroachment should be approved as long as the fence is not within the 80 ft. sight triangle.

RJ explained that there cannot be a vote at this time as a quorum is not present. This matter of business will be moved to the next scheduled Technical Review Committee meeting.

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

REPORTS: There were no reports given.

ADJOURNMENT

As there was no further business, on a motion and a second, the meeting was adjourned at 9:11 a.m.