

**DRAFT**

City of Colville

TECHNICAL REVIEW COMMITTEE

May 23, 2017

8:30 a.m. – City Hall

MINUTES

The Technical Review Committee met for a regular meeting on Tuesday, May 23, 2017, in the Council Room, at City Hall. Chairman RJ Keetch called the meeting to order at 8:33 a.m. with a quorum present.

MEMBERS PRESENT: City Planner RJ Keetch, Building Official/Inspector Dave Harper, Street Superintendent Jeff Long, Council members Mike Birch and Nancy Foll. MEMBERS ABSENT: Municipal Services Technician Ron Frostad. RECORDING SECRETARY: Sydney Gilmore.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of May 16, 2017, had been distributed to each member prior to the meeting. Dave Harper moved to approve the minutes and Jeff Long seconded the motion. Motion passed unanimously.

OLD BUSINESS:

A. Right-of-way Encroachment – Michelle Lee

An application for a right-of-way encroachment at 567 E. 3<sup>rd</sup> Ave. was distributed to committee members prior to the meeting and had been briefly discussed at the May 16, 2017 meeting. This proposal was brought back to the committee upon further review of where the easement was located. After review it was determined the alleyway is an easement but the proposed fence will not run through it.

Dave moved to approve the right of way encroachment for the fence in the backyard. Jeff seconded the motion. Motion passed unanimously.

NEW BUSINESS:

A. General Land Use Application—Grocery Outlet

A General Land Use Application submitted by Grocery Outlet was distributed to committee members prior to the meeting. The Building and Planning Department have been working with the applicant for a few months. Nancy wanted to discuss the parking plan and explained that the parking had been an issue when Excell occupied the building years ago. Nancy noticed there were not enough parking spots proposed.

Nancy asked if the Committee can require the applicant to reconfigure the parking spots to accommodate more spots. RJ explained that the City cannot require them to add parking spots because they are not expanding the footprint; the proposal is to actually shrink the footprint of the building. Nancy feels the applicants parking plan consists of a lot of wasted space and she believes the space could be utilized more efficiently. RJ informed the Committee that there is already an established agreement between owners of the shopping center regarding the maintenance of the parking lot (copy on file). The Board of Owners discussed the applicant's parking proposal and it was reported that there was no agreement to collectively repair the parking lot as a whole.

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RJ explained that the applicant has agreed to meet the intent of the landscaping code and they are aware of the limited parking spaces.

Nancy voiced that she is disturbed with the flow of the parking lot and asked that the applicant look at the traffic flow before they finalize their parking lot design.

Dave made a motion for approval of the plans subject to RJ discussing with the applicant the concerns for traffic flow and number of parking spaces. Jeff seconded the motion. Motion passed unanimously.

#### B. General Land Use Application – AutoZone

A General Land Use Application submitted by AutoZone was distributed to committee members prior to the meeting. Dave Harper, Ron Frostad, and RJ Keetch had a pre application meeting with the applicant where they discussed the drainage and sidewalk plan; those being the two biggest issues. The applicant addressed both issues in their site plan proposal. The applicant is proposing to jog the sidewalk to avoid disturbing the underlying utilities. The proposed sidewalk will align with the current sidewalk that runs west of the property.

There was discussion about whether or not the applicant would be land locking the property, and whether there was a plan for access to other parcels.

Dave Harper moved to approve plans for AutoZone as submitted subject to RJ asking what the applicant plans to do with the North piece of the property. Jeff seconded the motion. Motion passed unanimously.

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

#### REPORTS:

RJ Keetch reported that approval of the Fired Up Brewery General Land Use and Short Plat is still pending subject to providing a revised site plan. RJ added the Building and Planning Department received a General Land Use Application from the First Baptist Church for a lobby addition; this will be coming to TRC next week.

Dave reported The Pour House will be going to City Council to request approval for outdoor seating. Jim Levora is getting ready to put a manufactured home on Oak and 8<sup>th</sup> Ave. and the Garrison's are getting ready to put a residence on their property at 2120 Whitetail Way.

#### ADJOURNMENT

As there was no further business, Dave motion to adjourn and Jeff seconded the motion. Voice vote showed all in favor; the meeting was adjourned at 9:33 a.m.