

City of Colville

TECHNICAL REVIEW COMMITTEE

June 20, 2017

9:00 a.m. – City Hall

MINUTES

The Technical Review Committee met for a regular meeting on Tuesday, June 20, 2017, in the Council Room, at City Hall. Chairman RJ Keetch called the meeting to order at 9:00 a.m. with a quorum present.

MEMBERS PRESENT: City Planner RJ Keetch, Building Official/Inspector Dave Harper, Street Superintendent Jeff Long, Municipal Services Technician Ron Frostad, and Council member Mike Birch. MEMBERS ABSENT: Council member Nancy Foll. GUESTS PRESENT: Treasurer Vickie Strong and Treasurer's Assistant Cheryl Kaelber. RECORDING SECRETARY: Sydney Gilmore.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of May 30, 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: There was no old business to be presented.

NEW BUSINESS:

A. Discussion – Impervious Surfaces

The Building and Planning Department recently received an inquiry from UPS asking about our storm water facility requirements as they will potentially be expanding their facility. The Treasurer's Office currently assesses property owners a fee for impervious surface area based on CMC.13.50. RJ Keetch is requesting the implementation of a development review process that will require developers to submit a plan for stormwater management. CMC 16.16.100(d) requires that "all new development shall provide on-site detention and treatment of stormwater so that the volume of water leaving the site is not increased and quality decreased as result of the development". A plan is needed from developers indicating how they will either hook up to City maintained stormwater facilities and/or retain stormwater on-site. The Building and Planning Department will require a stormwater plan as a part of the General Land Use Application process. This plan will require proposed impervious calculations. These calculations will be shared with the Treasurer's Office and updated on the City's official GIS for proper assessment per CMC 13.50. By obtaining this plan prior to accepting a proposed project the City will be able to plan for storm water related services and distinguish the utility rates.

It was decided the "Plan of Action" for the committee would be to collectively work on a development review process and when new projects are proposed the Treasurer will be notified about impervious calculations.

B. Discussion – Downtown Parking Letter

A letter from Colville Jewelers Andy Zayemopoulos regarding parking downtown was sent to the Mayor (copy on file). In Andy's letter he gives suggestions to City of how to better manage parking on Main St. and the surrounding downtown area. The Mayor suggested creating a new task force that focuses on on-street parking. The current Parking Commission is not empowered to maintain on-street parking; its focus is directed to off-street parking maintenance.

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Lynn O'Connor, member of the Planning Commission, responded to Andy's letter (copy on file). Lynn shared her appreciation for Andy's comments and discussed where she agreed and disagreed with his suggestions.

Ron Frostad suggested not making any major changes to the parking until a plan is communicated with Department of Transportation as they will need to be involved with any changes to Main Street. Ron suggested prioritizing the management of the parking the City already owns.

Other suggestions discussed include signs or maps that show where existing parking is in the downtown area, timed on-street parking enforcement provided by the City Police Department, as well as parking management from downtown businesses.

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

REPORTS: There were no reports presented.

ADJOURNMENT

As there was no further business, Dave Harper made a motion to adjourn and Ron Frostad seconded the motion. Voice vote showed all in favor; the meeting was adjourned at 9:29a.m.