

City of Colville

TECHNICAL REVIEW COMMITTEE

June 17, 2014

8:30 a.m. – City Hall

MINUTES

The Technical Review Committee met for a regular meeting on Tuesday, June 17, 2014 in the Council Room at City Hall. In the absence of a Chairman, Bob Cleaver called the meeting to order at approximately 8:30 a.m. with a quorum present.

MEMBERS PRESENT: Building Official/Inspector Bob Cleaver, Street/Park Superintendent Terry LeCaire, and Municipal Services Administrator Eric Durpos. GUESTS PRESENT: David Honeycutt, Ryan Warner, Tim Baris, Andrea Schoessler, and John Horton. RECORDING SECRETARY: Susan Davis.

At this time, Municipal Services Administrator Eric Durpos volunteered to act as Chairman. There were no objections.

It was suggested that the items under New Business be reordered. There were no objections.

MINUTES OF PREVIOUS MEETING

The minutes from the previous meeting of April 15, 2014 had been distributed to each member prior to the meeting. Bob Cleaver moved and Terry LeCaire seconded the motion to approve the minutes as written. Voice vote showed all in favor.

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

NEW BUSINESS

- B. Application to Encroach Upon Public Right-of-Way by Andrea & Jay Schoessler, at 507 E. 2<sup>nd</sup> Avenue.

An application by Andrea & Jay Schoessler to encroach upon the E. 2<sup>nd</sup> Avenue and N. Walnut Street rights-of-way with a 4 ft. high picket fence had been distributed to each member prior to the meeting (copy on file).

Andrea Schoessler explained that the proposed fence would match other fences of the early 1900's homes in the area, which were allowed to encroach in the past. It is their intent to try to protect the historic integrity of their home and the neighborhood. Mrs. Schoessler said they agree to hold the City harmless and move the new fence if required in the future.

Eric Durpos indicated the Water/Sewer Department has no issues. Terry LeCaire felt that the proposed picket fence should not negatively impact the sight visibility triangle at the intersection.

Bob Cleaver moved and Terry LeCaire seconded the motion to approve the fence encroachment on E. 2<sup>nd</sup> Avenue and N. Walnut Street as requested. Motion carried unanimously.

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A. Review/Discussion – Proposed expansion project at Hewescraft by Hewes Marine Company, at 2600 N. Highway.

David Honeycutt, Director of Manufacturing & Engineering, Hewescraft, overviewed a proposed plant expansion, as outlined in a narrative distributed to each member prior to the meeting (attached hereto and made a part of these minutes). Mr. Honeycutt explained that Hewescraft is the largest provider of recreational boats in the Pacific Northwest. He stated the demand for boats continues to grow and they have reached the limit of what can be produced from the current size of their factory. They have found themselves in a position where their dealers would have been able to purchase more boats from them, had they only had the ability to produce them. They are looking at opportunities to increase their sales, produce new products, and increase their market share in existing and new territories. The company ownership is currently in the process of evaluating three different expansion plans as follows: Option 1, approximately 8,000 sq. ft., is the minimum size needed to accomplish what they need over the next two years. Option 2, approximately 13,000 sq. ft., would provide them with a facility that will allow growth well into five years, perhaps beyond. Option 3, approximately 18,000 sq. ft., would provide enough facility to allow company growth well into the future.

Municipal Services Administrator Eric Durpos explained from an infrastructure standpoint, water and sewer service is provided to the site and expansion capabilities are available to meet the demands for growth in that area.

Building Official Bob Cleaver pointed out that the existing facility is classified as “light manufacturing” in the C-3 (General Commercial) District, which is permitted as a conditional use. A conditional use permit (CUP) application for the expansion of the facility must be submitted and approved by the Zoning Board of Adjustment at a public hearing. A State Environmental Policy Act (SEPA) environmental checklist is also required for the CUP process. The CUP process includes posting of the property by the City, which provides notice of the application and a public comment period and states the date, time, and place for the public hearing. The Zoning Board of Adjustment meetings are scheduled at the call of business. Following the public hearing, a Notice of Decision is processed providing for an appeals process, as required by statute. Appeals to the Board’s decision are made to Superior Court. The estimated processing time for a CUP is 45-60 days from the date of a complete application.

Bob explained that in 2006 a conditional use permit for a proposed expansion project at the facility was reviewed and approved by the Zoning Board of Adjustment. One of the conditions of approval at that time required Tara Drive to be paved. Due to the recession that followed, the expansion project was abandoned and the conditional use permit expired. It was recognized a new conditional use permit will be required for expansion of the use.

Mr. Cleaver stated that the State Building Codes, including the Energy Code, must be complied with. He stated he would require that Hewescraft hire an independent plan reviewer and inspector to ensure compliance with the Energy Code for any new expansion areas. Relative to air leakage, Mr. Cleaver indicated that an air leakage test would probably not be required for the whole facility – a pressure test of the new addition would be required by the Energy Code. The leakage testing may not be practical or economically feasible for the addition. Mr. Cleaver stated he was leaning toward not requiring the test. He advised that he can do the plan review on the construction drawings simultaneously with the CUP application/SEPA process, if they are available. Hewescraft representatives confirmed that the working

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assumption is that they are going to install a fire sprinkler system. Mr. Cleaver noted pre-engineered metal structures are typically designed from the top of the footing up. Usually this would require an engineer to design the footings for the building. Bob offered to provide the Hewescraft representatives with the City's design load standards. He suggested they contact the Stevens County Building Department to see if they have a soils report on file for construction of the original building.

Bob asked Street/Park Superintendent Terry LeCaire if a sidewalk would be required as a result of the proposed project. Terry was uncertain at this time, pending review of the Sidewalk Ordinance. It was confirmed that there are no sidewalks in the vicinity of the proposed project. Eric Durpos advised that he and Terry would also review the site drainage for possible comment.

Ryan Warner, Purchasing Agent, Hewescraft, requested clarification regarding the CUP process. Although there are several options being considered, the representatives indicated they are leaning towards Option 2, approximately 13,000 sq. ft., at this time. Mr. Cleaver suggested that consideration be given to submitting a CUP application for all three of the options as phases so they don't have to go back through the process. He felt the impacts should not change and they could scale back if they need to. Mr. Cleaver noted that construction drawings are not required to apply for the conditional use permit. He advised that staff will review the process with the applicant following this meeting and provide the necessary forms. The 45-60 day process can begin once a complete CUP application and required SEPA environmental checklist are submitted.

PUBLIC COMMENT PERIOD: There were no public comments.

REPORTS: There were no reports.

### ADJOURNMENT

As there was no further business, the meeting was adjourned at approximately 9:20 a.m.