

City of Colville

TECHNICAL REVIEW COMMITTEE

July 12, 2011

8:30 a.m. – City Hall

MINUTES

Chairman Jim Lapinski called the meeting to order at 8:31 a.m. with a quorum present.

MEMBERS PRESENT: Building Official/Inspector Bob Cleaver, Street/Park/Recreation Superintendent Terry LeCaire, Planning Director Jim Lapinski, and Councilmembers Doug Kyle and Dorothy Bergin. MEMBERS ABSENT: Municipal Services Administrator Eric Durpos. OTHERS PRESENT: Assistant Planner Melinda Lee. GUESTS PRESENT: Monica Voltz and Gabriele VonTrapp. RECORDING SECRETARY: Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of June 14, 2011 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

- A. SEPA Review/Threshold Determination
Proposal: Conditional Use Permit Application #3-11
Applicant: Jenna Collins – Riverwood Community School
Location: 930 S. Elm Street

A completed environmental checklist and conditional use permit application by Jenna Collins, representing Riverwood Community School, had been distributed to each member prior to the meeting (copy on file). The proposal is to allow a private school to operate in a portion of an existing church building. The property is located at 930 S. Elm Street, in the R-2 (Single Family Residential) District. Monica Voltz and Gabriele Von Trapp were in attendance representing the applicant. Ms. Voltz clarified that the proposed start and end times for classes would be ½ hour earlier than noted in the application.

Assistant Planner Melinda Lee noted, based on the Building Official's review, if the applicant intends to expand in the future to a point where the occupant load exceeds 50 a fire sprinkler system will need to be installed. Monica Voltz responded that it is their intent to temporarily use this space and relocate within 2 years if enrollment increases.

Building Official Bob Cleaver clarified his Life Safety Code review comments as outlined in his July 11, 2011 memorandum (copy on file).

Melinda Lee advised that she had added comments to the environmental checklist for clarification and information.

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Bob Cleaver moved that the TRC recommend the issuance of a Determination of Nonsignificance (DNS) for the Conditional Use Permit Application #3-11. Terry LeCaire seconded. Motion passed.

Staff reviewed the conditional use permit application process, which requires a 14-day public comment period, followed by a public hearing before the Zoning Board of Adjustment. It is anticipated that a Notice of Decision could be rendered within 4-5 weeks.

PUBLIC COMMENT PERIOD: There were no public comments.

REPORTS

Melinda reported that the Historic Preservation Commission (HPC) will have a booth at Rendezvous Days this year. Scheduled events include lecturers, people dressed in period costumes, artifact displays, tours, and other things. The HPC will be renting a van for afternoon tours. It will also be used in the morning to shuttle people back and forth from the airport fly-in to the park.

Bob brought up activity that he had observed at the Bowman site and expressed concern about monitoring and quality control. Based on the adjacent Border Patrol project, he felt there is a potential for problems to exist. Jim Lapinski advised that he had some dialog with Maygan Bowman relative to the bond for the required improvements and had referred her to the City Attorney. It was recognized that the City no longer has a City Engineer. Staff was uncertain whether the point of contact is the Street Superintendent and/or Municipal Services Administrator or an engineer acting on behalf of the City. Bob suggested that the City should consider requiring that a geotechnical engineer be brought in at the owner's expense to monitor future projects. In other news, Bob reported that it appears that Habitat for Humanity may start its first duplex on N. Railroad Street toward the end of July or the first part of August.

Jim and Melinda had no further information regarding the proposed senior housing project on Hudesman Lane. HUD funding for the project is being considered.

ADJOURNMENT

As there was no further business, on a motion and a second the meeting was adjourned. Time of adjournment: 9:15 a.m.