

City of Colville

TECHNICAL REVIEW COMMITTEE

September 18, 2018

8:30 a.m. – City Hall

**MEETING TO ORDER**

The Technical Review Committee (TRC) met for a regular meeting on Tuesday, September 18, 2018, in the Council Room, at City Hall. Chairman RJ Keetch called the meeting to order at 8:30 a.m. with a quorum present.

**MEMBERS PRESENT:** City Planner RJ Keetch, Building Official/Inspector Dave Harper, Public Works Director Jeff Cochran, and Street Supervisor Jeff Long. **STAFF PRESENT:** Mayor Lou Janke and City Clerk Holly Pannell. **RECORDING SECRETARY:** Sydney Gilmore.

**MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting of August 28, 2018 had been distributed to each member prior to the meeting. Dave Harper moved and Jeff Cochran seconded the motion to approve the minutes as written. Motion passed unanimously.

**OLD BUSINESS:** There was no Old Business to be presented at this time.

**NEW BUSINESS:**

**A. Public Use Permit #SR 44-18: Halloween Kiddie Parade**

A completed Public Use Permit application for a Halloween Kiddie/Pet Parade to be held October 26, 2018 submitted by Judi Weaver had been distributed to each member prior to the meeting (copy on file). The proposed parade would require partial street closures on 1<sup>st</sup> Avenue, Oak Street, Birch Avenue, and Main Street. The parade would be held at 4:00PM and would conclude in Heritage Court where activities and music would be provided by the Colville Chamber as part of Moonlight Madness.

RJ Keetch explained there are no apparent changes from the way the parade was organized the previous years. This would be the first year the noise variance for the parade would go before TRC instead of City Council.

It was discussed that the Police Department is aware that they are helping with traffic control. The applicant plans on cleaning up after the event and will keep walkways and access points open for pedestrians. The applicant has not requested to use City power outlets for the event.

Dave Harper moved to approve Public Use Permit # 44-18 as proposed. Jeff Cochran seconded the motion. Voice vote showed all in favor, motion passed unanimously.

**B. General Land Use #11-18: Boat & RV Storage**

A General Land Use Application was submitted by Wade Moss for a proposed Boat & RV Storage at 193 Buena Vista Drive and distributed to each member prior to the meeting (copy on file).

RJ Keetch explained the applicant has agreed to provide screening, fencing and landscaping. There will not be any impervious surfaces and will not be in the wetlands. Although this use normally requires a designated parking area it has been suggested that the requirement does not apply due to the planned parking area for the RV and boat storage.

Jeff Cochran moved to approve the General Land Use application as submitted. Jeff Long seconded the motion. Voice vote showed all in favor, motion passed unanimously.

**C. Environmental Checklist (SEPA) #12-18: Boat & RV Storage**

An Environmental Checklist was submitted by Wade Moss, along with the previously referenced General Land Use Application, and distributed to each member prior to the meeting (copy on file).

It was discussed that all required information had been included in the Environmental Checklist. RJ Keetch made a motion to issue a Determination of Non-Significance for Environmental Checklist #12-18. Dave Harper seconded the motion. Voice vote showed all in favor, motion passed unanimously.

**D. Parking Variance #14-18: Vaagen Timbers Plant (Phase II)**

A Variance Application was submitted by Vaagen Timbers for the approval of a variance of CMC 17.72.090 Table of Minimum Standards. It has been requested that the Zoning Board of Adjustment allow for 12 on-site parking places and one ADA accessible parking places. This request exceeds the standards for warehouse/wholesaling, but falls short for manufacturing which would require 58 spaces. A proposed parking plan was included with the application. All documents were distributed to each member prior to the meeting (copies on file). This proposal is being presented to the TRC members for feedback to take to the Zoning Board of Adjustment who will be meeting to discuss this request October 10, 2018.

There were no issues found with the proposed parking plan amongst the TRC members. TRC was generally supportive of the parking variance request.

**PENDING PROJECTS:** There were no pending projects to discuss at this time.

**ENFORCEMENT DISCUSSION:** There was no enforcement discussion at this time.

**REPORTS**

Jeff Long reported that he had issue with a proposed Halloween block party on Miner Street, Ivy Street, Park Drive, and Olympic Way. Jeff explained the man hours and cost cannot be justified as this is not

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considered a community event. He also had issue with emergency service access in these areas. Holly Pannell added that these streets become so busy that if an emergency were to arise there would be no access in or out because all access points would potentially be blocked. It was discussed that the same event held last year was similar but did not request as many street closures. Mayor Lou Janke suggested the applicant follow last year's proposal with the addition of Olympic Way only.

RJ reported that the proposed Halloween block party submittal will be brought to the next TRC meeting. Suggestions and comments from the TRC members will be documented and reported to City Council who will make the final decision regarding approval of the proposal.

**ADJOURNMENT**

As there was no further business, Dave Harper made a motion to adjourn and Jeff Long seconded the motion. Voice vote showed all in favor; the meeting was adjourned at 8:53 a.m.