

City of Colville

TECHNICAL REVIEW COMMITTEE

October 3, 2017

8:30 a.m. – City Hall

MINUTES

The Technical Review Committee met for a regular meeting on Tuesday, October 3, 2017, in the Council Room, at City Hall. Chairman RJ Keetch called the meeting to order at 8:34 a.m. with a quorum present.

MEMBERS PRESENT: City Planner RJ Keetch, Building Official/Inspector Dave Harper, Street Superintendent Jeff Long, Public Works Director Jeff Cochran, City Engineering Technician Ron Frostad. MEMBERS ABSENT: Council member Nancy Foll. GUESTS PRESENT: Joe Fazzari, Scott McMillan, and Trever Pope. RECORDING SECRETARY: Sydney Gilmore.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of August 22, 2017, had been distributed to each member prior to the meeting. Dave Harper moved to approve the minutes and Jeff Long seconded the motion. Voice vote carried, motion passed unanimously.

PRE-APPLICATION SUBMITTAL INFORMATION:

A. General Land Use – Colmac Coil Industries

A map showing the lots that will be included in two separate General Land Use Applications was distributed to the committee members prior to the meeting (map on file). It was explained by the Colmac Coil representatives that there is an existing fence around lots 1 and 2 and finished product has been housed there. They wish to extend the fencing and grade the property. Stormwater flow was discussed.

Ron Frostad suggested they address the retaining issue for storm water; he gave the options for a tank or an open swale. Dave explained that the Dept. of Ecology has requirements that they should look into.

RJ asked that they include an explanation of how long their “temporary use” of outdoor storage will be. RJ also reminded them that there is a screening requirement between residential zones and light industrial zones that will need to be included in the project proposal as well as landscaping requirements.

It was agreed that the pre-application proposal looked good and they can submit a General Land Use application for lots 1 and 2, and submit a second General Land Use Application for lots 10-13 and 16.

OLD BUSINESS: There was no old business to be presented.

NEW BUSINESS:

A. Encroach Upon Public ROW Application – Houghtaling

An encroachment application submitted by Robert Houghtaling was distributed to the committee members prior to the meeting. The applicant wishes to build a carport in the right-of-way adjacent to the north of the parcel. Dave explained in the past carports have not been allowed to be built in the right-of-way. This carport would be completely built in the right-of-way. Resolution 06-09 states a structure cannot be built in the right of way. It was agreed that the property owner would not be able to encroach on the public right-of-way with the proposed structure.

B. Discussion Item – Public Use Permit # SR 11-17

A Public Use Permit Application was submitted by The Pour House and was distributed to the committee prior to the meeting. The Pour House would like to obtain a permit that allows for the use of alcohol in Heritage Court, at events put on by The Pour

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House, for the rest of the year and not on specific dates. The liquor control board only allows 10 outdoor use requests a year per business. Granting yearly use without exclusive event use will help keep them under their limit. Anytime they host an outdoor event the event will have to go through the Technical Review Committee to avoid conflict with other events being held in Heritage Court.

Dave Harper moved to approve the yearly application as long as it doesn't interfere with other events held in Heritage Court. Ron Frostad seconded the motion. There was discussion regarding how their future proposed events will be tracked.

RJ made a motion to approve the yearly application for the use of liquor in Heritage Court per the condition that the Pour House applies for a Public Use Permit per event. Dave Harper seconded the motion. Voice vote showed all in favor.

C. Discussion Item – Public Use Permit # SR 12-17

The Chamber of Commerce applied for a street closure to allow for the annual Kiddie & Pet Parade starting at the Colville Fire Station, continuing south on Oak St., heading west on Birch St., and heading north on Main St. to head back to the Fire Station. The Chamber also applied for the use of Heritage Court for Halloween themed games after the parade.

Dave Harper explained that the Fire Department and the Police Department helps lead the parade and helps with traffic controls. City Department Heads were notified of the proposal prior to the meeting and there was no issue with the use of Heritage Court.

Dave Harper moved to approve the Public Use Permit for the Kiddie Parade and Heritage Court for fun and games with no conditions. Jeff Cochran seconded the motion. Voice vote showed all in favor.

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

REPORTS:

Ron Frostad said he got a message from Department of Transportation questioning storm drains over by AutoZone. Ron has attempted to call DOT back but has not been able to get a hold of someone. There was discussion amongst the committee about the existing swales on site.

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 9:37 a.m.