

**DRAFT**

City of Colville

TECHNICAL REVIEW COMMITTEE

October 9, 2018

8:30 a.m. – City Hall

**MEETING TO ORDER**

The Technical Review Committee (TRC) met for a regular meeting on Tuesday, October 9, 2018, 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, Public Works Director Jeff Cochran, Engineering Technician Ron Frostad, and Street Supervisor Jeff Long. **GUEST PRESENT:** Ken Bensimon, Joe Cunningham, and Barry Bacon. **RECORDING SECRETARY:** Sydney Gilmore.

**MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting of September 25, 2018 had been distributed to each member prior to the meeting. Dave Harper moved and Jeff Long 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. Discussion Item – Hope Street Project**

Ken Bensimon, of Hope Street Project, told the committee that he had purchased Stevens County Parcel # 0174275. This parcel joins City property on two sides. It is situated to the north of the City Water/Sewer compound and east of City property used for snow collection. This parcel was purchased for a proposed subdivision.

Joe Cunningham, of Cunningham Engineering, is helping with understanding how excavation will be taken care of. Ken also showed what the proposed access to the lot would look like, including the existing easements pertaining to the property.

Ken explained access from the low slope, which is the northwest end of the parcel, would be the easiest to engineer but it would require an easement through City-owned property (Stevens County Parcel # 0173855). Jeff Long explained he sees issues with this request because the City uses this property as a space to dump snow during the winter season. He is concerned with whether the City can give up any more land that is used for dumping snow as the City has just relinquished use of property to a proposed dog park on Railroad Ave. This lot is the main area for snow dumping and the City uses the entire lot.

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Jeff asked how wide they are proposing to construct the roads. Ken responded that it would be a 16 ft. wide road to which Ron Frostad explained that would not meet City road standards. Jeff added it would have to be somewhere between 20-24 ft. wide.

Joe Cunningham explained they had hoped City Council might give permission to have smaller roads. This would allow for more room for the proposed tiny homes they wish to put on the property. Ken also explained they had looked into possibly having condominiums on the property instead which would allow for smaller road widths.

Ron suggested that one way roads may allow for smaller road widths. He explained that he had never seen them used in the area but it may be the only way the smaller widths would be allowed. Dave Harper explained there would need to be minimum widths met for emergency service vehicles. Turn around areas would need to be added.

RJ suggested Ken and Joe keep in mind whether the proposed roads would be private roads or city maintained roads. He went on to explain under the subdivision ordinance you can go either way and there are standards for each one.

Ken and Joe said they would take the suggestions of the committee and explore their options. Joe added the development of the property is really dependant on what kind of access is allowed to Railroad Avenue due to the nature of the property. Joe also added the property is too steep to access at another angle and would need to cut through the City property in some fashion because of the slope.

RJ explained there a couple of different land use processes the property owner would have to go through in order to make this parcel a subdivision. He said the property owner would have to submit a long plat in combination with a PUD or pursue a development agreement. The development agreement would be similar to creating their own code requirements and City Council would have to accept them.

Ken then asked to discuss water and sewer services. The Public Works staff showed Ken where existing lines were located near the proposed property. There was discussion about the options the property owner had to connect to City utilities. Joe and Ken explained to the committee the preferred connection point would be along Railroad Avenue.

It was asked whether Ken had a timeline for when site preparations would commence. Ken told the committee he would be meeting with Department of Commerce about options for obtaining grant funding. Once funding is established they will have a better idea of their timeline.

Ken explained to the committee members there is high need in our City for low income housing. He added Habitat for Humanity will not have as strong of a presence in our community in the future because of cost restrictions. He sees the Hope Street Project stepping in and filling Habitat for Humanity's shoes to care for the homeless and low-income individuals in our area. The houses that will be built will be one bedroom and two bedroom homes, for sale and for rent. Different churches have shown interest in buying houses to rent out to church members in need.

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RJ recommended if they are going to pursue creating a development agreement, to begin creating the agreement sooner rather than later. Once it is prepared the Mayor and City Council will need to be involved.

Ken updated the committee about work being completed on the Wynne Street property owned by the Hope Street Project. There will be a tiny house parked on the property to be worked on but not lived in. Dave Harper reviewed current code requirements regarding tiny homes with Ken.

#### **B. Public Use Permit #SR 47-18: Chamber Tree Lighting Ceremony**

A Public Use Permit application for a tree lighting ceremony to be held November 23, 2018, from 5:00PM to 7:00PM, was submitted by the Colville Chamber of Commerce. The proposal, along with the previous year's proposal, was distributed to each member prior to the meeting (copy on file). The proposal would require a partial street closure on the 100 block of Astor Street. The applicant also requested a noise variance for this event.

RJ Keetch moved to approve Public Use Permit #47-18 including a noise variance for the Tree Lighting Ceremony. Jeff Cochran seconded the motion, voice vote showed all in favor. **NOTE:** Technically the TRC cannot grant a "noise variance", but can approve a Public Use Permit which exempts the applicant from the City Noise Variance.

#### **PENDING PROJECTS:**

- Troy Holland submitted his Building Permit Application for the storage facility at 193 Buena Vista Rd.
- Fire Sprinkler application was submitted for Vaagen Timbers phase one building.
- 2<sup>nd</sup> Phase Parking Variance going to the Zoning Board of Adjustment October 10, 2018.
- Vaagen Timbers will be submitting a General Land Use for the 2<sup>nd</sup> Phase building soon.
- Hewes Craft will be submitting a SEPA for a proposed loading dock.

#### **ENFORCEMENT DISCUSSION:**

Dave explained he is still waiting on hearing back from Nick Force, Stevens County Prosecuting Attorney, about enforcement at 257 N. Cedar St.

**REPORTS:** There were no reports given at this time.

#### **ADJOURNMENT**

As there was no further business, Jeff Cochran made a motion to adjourn and Jeff Long seconded the motion. Voice vote showed all in favor; the meeting was adjourned at 9:27 a.m.