

City of Colville

TECHNICAL REVIEW COMMITTEE

October 9, 2012

8:30 a.m. – City Hall

MINUTES

Chairman Jim Lapinski called the meeting to order at 8:30 a.m. with a quorum present.

MEMBERS PRESENT: Planning Director Jim Lapinski, Building Official/Inspector Bob Cleaver, Street/Park Superintendent Terry LeCaire, Municipal Services Administrator Eric Durpos, and Councilmembers Dorothy Bergin and Lou Janke. OTHERS PRESENT: Assistant Planner Melinda Lee. RECORDING SECRETARY: Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes from the previous meeting of October 2, 2012 had been distributed to each member prior to the meeting. Terry LeCaire moved and Bob Cleaver 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 Checklist/Threshold Determination  
Proposal: Proposed Amendment to the Colville Development Regulations  
Applicant: City of Colville

A completed environmental checklist and documentation for the proposed amendment to the Colville development regulations had been distributed to each member prior to the meeting (attached hereto and made a part of these minutes). Melinda Lee explained that this is a non-project action by the City to review and update the development regulations (Chapter 16, Land Division Ordinance and Chapter 17, Zoning Ordinance) for compliance with the Growth Management Act. Proposed changes include some typographical errors that need to be corrected; revisions that need to be made due to the comprehensive plan update and recent legislation; and proposed new development standards, based on public input and recommendations from the Planning Commission. As required, a public informational meeting will be held before the Planning Commission on October 10<sup>th</sup>, followed by a public hearing tentatively set for November 14, 2012. A recommendation will be forwarded to the City Council for discussion and possible approval in December.

Ms. Lee further explained that the Planning Commission held a series of public meetings throughout 2012. As a result, the primary changes are for modified private street design standards; the expansion of keeping chickens and bees throughout the residential districts subject to conditions and an annual permit; and allowing recreational vehicles as permanent dwelling units in designated manufactured home parks or RV parks subject to conditions. The Table of Uses was modified for clarification and consolidation of similar uses, and changes were made to reflect proposed standards for new uses (copy on file). Melinda advised that a new zoning map will need to be adopted to reflect current zoning.

Review and discussion followed relative to the proposed amendments and additional information and clarification was provided, as necessary.

### Chapter 16, Land Division Ordinance

#### Section 16.16. Design Standards, Subsection 16.16.060.F – Private Streets.

Page 2, subsection (2)(b), the proposed surfacing requirements for private streets was discussed. Lou Janke suggested specifying 2 inches of ACP or BST. Some members felt that “Portland Cement” should also be added as an alternative surfacing material.

Bob Cleaver expressed a concern about proposed language which states “There must be a perpetual access easement granted at a minimum width equal to the width of adjoining rights-of-way, if applicable, (to accommodate future widening and to avoid inconsistent widths).” It appeared to him that it could affect buildable lot size and the City could be setting itself up for the creation of nonconforming yards. For example, on a 60 ft. wide perpetual easement, a house could be built right to the easement line because property owners would own to the center of it. As a property owner, he indicated he would not want to pay taxes on something that he could never use except to drive on. Bob suggested reviewing proposals on a case by case basis and if the City’s street plan shows a future road then it should be dedicated on the plat when a subdivision occurs – if it doesn’t show a road, then make it a private road. He expressed support for including private driveways as an option because there are some instances where driveways make more sense than streets.

Eric Durpos agreed with Bob Cleaver’s approach and noted that if the City had to come back later and buy right-of-way it could cost the City a lot of money. He felt that without the option for private residential streets future development could be inhibited on the smaller pieces of property.

Melinda Lee felt that the proposed language provides for flexibility based on the type of access that will serve the subject property. She confirmed that the Land Division Ordinance requires the filing of a maintenance agreement making the property owners responsible for maintaining private streets.

Eric pointed out rather than a perpetual access easement that easements would still be required for utilities, but noted it may not be necessary to be equal to the width of adjoining right-of-way.

It was concluded that Jim and Melinda would review the language in this section and make changes based on discussion.

### Chapter 17, Zoning Ordinance

#### Section 17.04.060 Definitions.

Discussion followed regarding the proposed definition for “Second Hand Store”. Bob and Eric pointed out that it would appear that somebody could come in under this definition and set up a business parting out cars and scrapping them out. It was concluded that staff would attempt to clarify the definition so as to not confuse “Second Hand Store” with “recycling”.

Lou Janke requested that a definition be included for “colony” as it relates to beekeeping.

Section 17.64.190 & 200 – Keeping of Chickens and Beekeeping.

Mr. Janke expressed concern regarding the proposed \$10 permit fees associated with the keeping of chickens and bees. He indicated he would like to see a basis established for the fee – whether it is 1 hr. or ½ hr., or whatever. Melinda explained that she had initially proposed a higher fee but the Planning Commission didn’t want it to be a burden on the property owner. In conclusion, it was agreed that the proposed fees should be increased based on the amount of time involved with processing applications and doing inspections.

Lou requested clarification regarding the setback requirements for chicken structures and enclosures (coops). Melinda explained that the proposal is that they be kept outside of the front and side yard setbacks and obscured from view from the street. Bob pointed out the minimum side yard setback is 5 ft. to the property line and the rear yard setback is a minimum of 3 ft. for an accessory structure.

Dorothy Bergin asked why the keeping of chickens is being considered at this time. Melinda explained that staff had received several public requests to expand this use to all residential districts. She advised that during discussion at public meetings throughout 2012, there has been no opposition to the proposal.

Bob Cleaver moved that the TRC recommend a Determination of Non-Significance (DNS) for the proposed amendment to the Colville development regulations. Eric Durpos seconded and the motion carried unanimously. Melinda advised that the threshold determination will be published and posted with the required public comment period.

PUBLIC COMMENT PERIOD: There were no public comments.

REPORTS

Eric Durpos presented a brief status report on the Elm Street improvement project, which is nearing completion. He also advised that he recently attended a conference in Wenatchee, which focused on financing options for cities. Representatives from all of the funding agencies were in attendance and loans are being pushed – the dilemma being whether cities can afford to pay back loans. Eric added that there is not a lot of grant money available and it has lots of strings attached.

Jim Lapinski reported he is reviewing the Technical Review Committee Resolution #3-02 for possible changes regarding membership/quorum due to the elimination of some positions in the past. He noted this could be a future agenda item. Jim advised that he and Bob recently showed the old County Shop property to an interested individual.

Bob Cleaver reported he had been contacted by an architect for the HUD Senior Housing Project, which is in the design phase right now. It appeared to him that the project could be submitted next year, and with all of the other anticipated projects, 2013 could be a busy year for construction.

Lou Janke requested clarification regarding a proposed mogas fuel system at the airport. Jim advised that the proposal has been deleted from the Airport capital projects list and they are only proposing Jet A fuel.

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ADJOURNMENT

As there was no further business, Eric Durpos moved that the meeting be adjourned. Terry LeCaire seconded. There were no objections and the meeting was adjourned at approximately 9:30 a.m.