

City of Colville

TECHNICAL REVIEW COMMITTEE

October 15, 2013

8:30 a.m. – City Hall

MINUTES

Chairman Jim Lapinski called the meeting to order at 8:30 a.m. without a quorum present.

MEMBERS PRESENT: Planning Director Jim Lapinski, Building Official/Inspector Bob Cleaver, Councilmembers Dorothy Bergin and Lou Janke. MEMBERS ABSENT: Street/Park Superintendent Terry LeCaire and Municipal Services Administrator Eric Durpos. OTHERS PRESENT: Assistant Planner Melinda Lee and Engineering Technician Ron Frostad. GUEST PRESENT: Allison Hazen, P.E., Core States Group. RECORDING SECRETARY: Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes from the previous meeting of October 8, 2013 had been distributed to each member prior to the meeting. Due to the lack of a quorum, approval of the minutes was deferred to the next meeting.

At this time, the Chairman reordered the agenda to consider New Business. There were no objections.

NEW BUSINESS:

- A. Preliminary review/discussion regarding proposed re-development of McDonald's on the existing site at 1103 S. Main St. – Allison Hazen, Core States Group.

Director of Building & Planning Jim Lapinski explained that Allison Hazen, Core States Group, requested preliminary review/discussion regarding the proposed re-development of McDonald's on the existing site at 1103 S. Main Street. A preliminary site plan, sample preliminary building elevations, and an ALTA survey had been distributed to each TRC member prior to the meeting (attached hereto and made a copy of these minutes).

Allison Hazen explained that McDonald's is proposing to demolish the building on the existing site and rebuild there. The proposal includes a new restaurant and improvements to traffic circulation and ADA accessibility. As indicated on the preliminary site plan, some parking is being proposed for RVs and tow trailers. The existing curb cuts along Main Street will remain in their present locations. The south driveway will be widened as recommended by Greg Figg, Washington State Department of Transportation (WSDOT), to comply with their standards. The driveway off of Juniper Ave., which accesses a parking lot, will be made a two-way to improve traffic circulation. A dual drive-thru will be developed to provide two (2) order points with one (1) cashier point.

Building Official Bob Cleaver noted some corrections on the ALTA survey. Bob advised that it appears that Ordinance No. 1032 N.S., vacating Oak Street adjacent to McDonald's, has never been recorded with Stevens County as it does not show up on McDonald's legal description. The access street adjacent to the property to the north was vacated as well by Ordinance No. 1381 N.S. He stated copies of the ordinances

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are available from the Building & Planning Department. Jim Lapinski suggested that a title report might show the vacation of Oak Street.

Assistant Planner Melinda Lee noted that it appears there are only 51 parking spaces shown although the site plan indicates 60 spaces will be provided. She suggested that drive-through spaces for RVs be extended to be used by semi-trucks also. Allison advised that she will take another look at the site for potential parking opportunities.

Lou Janke expressed his desire to see a bike rack and Allison stated there should be no problem providing one. In response to a question, she confirmed that no outside seating is proposed. Relative to snow removal, Ms. Hazen advised that snow will most likely be pushed into parking spaces on the back side of the site.

There was brief discussion concerning site drainage. Allison noted that currently there is a catch basin located in the auxiliary parking area and the City's storm drain system is located in the vicinity. She requested an opportunity to meet with staff at the Municipal Services office to go over the plan and obtain additional information and input.

Ms. Hazen requested information regarding fire flow for the fire sprinkler system. Ron Frostad felt that the only water service available is from Main Street. He advised that staff will need to check on whether there is a line coming off of Juniper Avenue if that is where they want to come off of for the fire sprinkler system. Allison asked if additional fire hydrants will be required. Mr. Cleaver felt it would be doubtful that additional fire hydrants would be required if they install a fire sprinkler system. Ms. Hazen advised that electrical and gas connections will be coordinated with the power company.

Ms. Hazen stated that a grease trap will be installed. She requested information on the size of the sanitary sewer line to see if there is anything that needs to be done. Engineering Technician Ron Frostad indicated a willingness to meet with Ms. Hazen at the Municipal Services office after this meeting.

In response to a question, Jim Lapinski advised that there are no development impact fees associated with the proposal. He noted the Municipal Services Department charges tap fees for utility connections. The City has no grading permit. Ron Frostad indicated that there may be a permit required by the Street Department if the project involves digging in public streets. Bob suggested that WSDOT generally defers to the local jurisdiction regarding repairs to the highway.

Allison asked if there are any issues about lighting architectural features on the building. Bob Cleaver advised that compliance with the Energy Code is required and he offered to provide Energy Code handout information outlining expectations for special inspections. He confirmed that the City adopted the 2012 Codes, along with Washington State amendments, as required. Ms. Hazen asked what would be required for stamped design submittals. Bob stated that a verifiable license number for the state of Washington must be provided and he requested that the architectural plans, structural engineering, plumbing, and mechanical drawings be wet signed.

Ms. Hazen questioned whether a separate demolition permit is required. Bob Cleaver presented the following options: 1) A separate demolition permit could be obtained; or 2) Submit a building permit

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for the entire project and at that point the demolition bond could be waived because the site will be restored as a result of the proposal. Bob stated he would prefer to issue one permit for the whole project and include the demolition in the valuation. He advised that a separate permit will be issued for the fire sprinkler system. Separate permits are required for plumbing, mechanical, and signs. The Department of Labor & Industries issues permits for electrical work.

Staff responded to other questions posed by Ms. Hazen. Bob advised that there are no issues with access for emergency vehicles. He also stated that the dumpster enclosure is not considered a structure. Landscaping requirements are outlined in the Chapter 17.64 of the Zoning Ordinance. Perimeter landscaping is only required to screen uses between residential uses and landscaping cannot obstruct the sidewalk.

Ms. Hazen estimated that the cost of the overall project is approximately \$800,000. Ron Frostad advised that he needs one (1) set of plans and will accept them electronically. It was recommended that one (1) site plan be provided for the Street Superintendent. Bob requested two (2) complete sets of plans including calculations, specifications, and any reports. Bob advised that a SEPA checklist is required and he can perform plan reviews simultaneously.

OLD BUSINESS: There was no Old Business to be presented.

PUBLIC COMMENT PERIOD: There were no public comments.

### REPORTS

Bob Cleaver reported that the former Del Sol restaurant building has been sold. The proposed use of the building is unknown until a specific plan is received.

Jim Lapinski presented a report on the last Parking Commission meeting. He stated that the Keefe lot at 2<sup>nd</sup> & Main Streets has been secured by lease for a parking lot although one of the conditions is that it remains for sale. The Parking Commission accepted bids for some signs. Jim stated that it was questioned whether the City could sell or give Heritage Court to the Parking Commission to maintain and improve. It was suggested by Commissioners that the big tree be removed and the area cleaned up to provide opportunities for special events. They felt when the leaves fall the court becomes a real eye sore. Jim advised that Councilmember Mike Birch was present at the meeting and indicated a willingness to bring the issue up at a City Council meeting. Melinda Lee noted that the Historic Preservation Commission would like to put a kiosk (display board) in Heritage Court as well.

### ADJOURNMENT

As there was no further business, on a motion and a second the meeting was adjourned at approximately 9:40 a.m.