

City of Colville

TECHNICAL REVIEW COMMITTEE

October 20, 2015

8:30 a.m. – City Hall

MINUTES

The Technical Review Committee met for a regular meeting on Tuesday, October 20, 2015, in the Council Room at City Hall. Chairman RJ Keetch called the meeting to order at 8:31 a.m. with a quorum present.

MEMBERS PRESENT: City Planner RJ Keetch, Building Official/Inspector Dave Harper, and Street/Park Superintendent Terry LeCaire. MEMBERS ABSENT: Municipal Services Administrator Eric Durpos, and Councilmembers Bill Pifer and Doug Kyle. GUEST PRESENT: Mayor Lou Janke. RECORDING SECRETARY: Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of September 29, 2015 had been distributed to each member prior to the meeting. Dave Harper noted the date in the 1st paragraph on Page 1 should be corrected to September 29, 2015. Dave Harper moved and Terry LeCaire seconded the motion to approve the minutes as corrected. Motion passed unanimously.

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

NEW BUSINESS

A. Discuss safety/design of Garden Homes & Hawthorne intersection.

RJ Keetch explained that Mayor Janke had asked TRC to review the safety/design of the intersection at Garden Homes Drive & Hawthorne Avenue. Maps were distributed to each member prior to the meeting for information (attached hereto and made a part of these minutes). RJ noted that Municipal Services Administrator Eric Durpos was not able to attend the meeting but had submitted comments. Eric had indicated that the design is so far along that he discouraged making changes. He did suggest possibly prohibiting parking on the west side of Garden Homes Dr. for a distance of 100 feet to address safety issues.

In the discussion which followed Mayor Janke pointed out that the intersection is unconventional and stated he has some safety concerns. He stated that Garden Homes & Hawthorne is a school walk route and he is worried about students walking on the street where there are parked cars. He suggested that possibly a center line stripe and the removal of vegetation on the east side of the street would help make it safer.

The TRC members present expressed the feeling that a 100 foot no parking zone as suggested by Eric might not be enough to address the safety concern. It was pointed out that prohibiting parking on the west side of Garden Homes Drive could negatively impact some of the adjacent property owners. Mayor Janke agreed that property owners who park on the street in that area would need to be contacted if a change is proposed.

RJ Keetch moved to continue discussion on this matter to a future TRC meeting when Eric Durpos can be present to provide further input. Dave Harper seconded the motion. Voice vote showed all in favor.

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B. Discuss city boundary adjustment – Highway 395/Buena Vista Dr. to 1600 lf NW (adjacent to Bowman property).

RJ explained that former City Engineer Mark Freiburger had identified a 1600 lf strip of Highway 395 adjacent to the Bowman property as a gap in the city limits that should be annexed at some point in the future. A map illustrating the proposed boundary adjustment had been distributed to each member prior to the meeting (attached hereto and made a part of these minutes). RJ requested input from Terry LeCaire on the proposal. Terry stated there is a drainage issue in that area. Even though the property owner should maintain the ditch, the Street Department has been maintaining it and that wouldn't change. He wasn't opposed to the proposed city boundary adjustment to clean up the city limits. It was noted that the adjacent Bowman property is currently in foreclosure.

RJ Keetch moved to recommend approval of the city boundary adjustment as presented if there will be no additional maintenance responsibility for the Street Department. Dave Harper seconded the motion. Voice vote showed all in favor.

C. Update right-of-way encroachment standards.

Based on previous discussion, suggested text amendments to the encroachment policy had been distributed to each member prior to the meeting (attached hereto and made a part of these minutes). TRC members had expressed the feeling that "fences" should be added back into the encroachment policy along with language relative to maintaining the sight visibility triangle. At the previous meeting, Terry LeCaire confirmed that he and Ron Frostad have been determining the "approximate" edge of the city right-of-way or easement, when requested. Terry reiterated that their measurement does not constitute a survey. He requested that a disclaimer be added to the encroachment policy which would make it clear they do not assume any liability.

Terry LeCaire moved and Dave Harper seconded the motion to recommend the approval of the suggested text amendments to the encroachment policy with the addition of disclaimer language. Motion passed.

D. Review/Action – Application to Encroach Upon Public Right-of-Way by Jennifer Lynds, 753 S. Hofstetter Street.

An application by Jennifer Lynds, 753 S. Hofstetter Street, to encroach upon the Hofstetter Street right-of-way with maximum 48 inch high cedar fence had been distributed to each member prior to the meeting (copy on file).

Dave Harper moved to approve the encroachment subject to a Hold Harmless Agreement. Terry LeCaire seconded. It was noted that the fence has already been constructed. No issues were identified. Motion passed unanimously.

PUBLIC COMMENT PERIOD: None.

REPORTS: None.

ADJOURNMENT

As there was no further business, Chairman Keetch adjourned the meeting at 8:56 a.m.