

City of Colville

TECHNICAL REVIEW COMMITTEE

October 25, 2011

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: Building Official/Inspector Bob Cleaver, Planning Director Jim Lapinski, Street/Park/Recreation Superintendent Terry LeCaire, Municipal Services Administrator Eric Durpos, and Councilmembers Doug Kyle and Dorothy Bergin. OTHERS PRESENT: Assistant Planner Melinda Lee. GUESTS PRESENT: Randy and Jill Russell, and Surveyor Tom Todd. RECORDING SECRETARY: Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of September 20, 2011 had been distributed to each member prior to the meeting. Bob Cleaver moved and Terry LeCaire seconded the motion to approve the minutes as presented. Voice vote showed all in favor.

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

NEW BUSINESS

- A. Request to Encroach Upon Public Right-of-Way at 1710 E. Ivy Avenue by Randy & Jill Russell.

An application by Randy & Jill Russell, 1710 E. Ivy Avenue, to encroach approximately 7 ft. upon the Olympic Way right-of-way with a fence had been distributed to each member prior to the meeting (copy on file).

Assistant Planner Melinda provided background information relative to the proposal. She noted that upon investigating a complaint, it was determined that the fence, which has already been constructed, encroaches approximately 7 ft. upon the public right-of-way. Upon meeting with Mr. & Mrs. Russell, it was determined that they have a unique circumstance associated with their property and it was recommended that they have their situation evaluated and approved by the TRC.

As outlined in the application, Mr. Russell reviewed the issues associated with snow storage and the problems associated with sand/gravel that accumulates in their yard from the snow plows.

In the discussion which followed Terry LeCaire stated that the City does not pile snow on residential streets. He noted a portion of the fence, which encroaches upon the right-of-way, will be impacted by snow storage from street plowing. Jim Lapinski noted that a Hold Harmless Agreement would be required upon approval of this request. Melinda Lee added that a condition could be added which would hold the City harmless from damages to the fence. The applicants had no objections to those terms.

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Bob Cleaver explained that in the past when the encroachment policy was approved by Council it was determined that fences, landscaping, rock walls, etc., could encroach upon the right-of-way, however in no instance could they project out farther than the back side of any future sidewalk. Bob noted residential sidewalks are about 5 ft. wide. Melinda noted that the existing fence is approximately 3 ft. behind the curb.

It was confirmed by staff that the private utility companies were notified of the request. No comments were received. Recognizing that the fence has already been constructed, Doug Kyle, representing Avista, advised that if it is necessary to access utilities, the fence would have to be taken down by the owner.

Eric Durpos made a motion to approve the encroachment request subject to a proper Hold Harmless Agreement to include damage to the fence from snow plows, and potential relocation of the fence for future sidewalk and/or installation or maintenance of utilities. Terry LeCaire seconded. Voice vote passed (3-1).

B. Sketch Plat proposal to divide a 7.54 acre parcel into 2 residential lots – Parcel #2248425.

Surveyor Tom Todd submitted a sketch plat proposal to divide a 7.54 acre parcel into 2 residential lots (copy on file). The subject property is located east of Pheasant Ridge Estates and is now under the city's jurisdiction.

Tom Todd requested clarification regarding the required wetland buffer and questioned whether any lien holders need to sign the plat map. Staff advised that the minimum buffer for a Category II wetland in the city is 50 ft. and future development within 200 ft. of a wetland must go through the Site Plan Review process. Melinda indicated that per the Land Division Ordinance lien holders are required to sign the plat map.

Doug Kyle indicated that Avista will likely need to cross the road to serve the new lot. He questioned whether there would be any issue with the size of city lines if further subdivision occurs. In anticipation of future subdivision, Eric Durpos confirmed that utilities were stubbed to the proposed lots. There are 5 available hookups to the 4" water line. In the future when additional hookups beyond the initial 5 are needed, an 8" water line would be required. The City has already stubbed an 8" line off of the cul-de-sac to facilitate future growth. Eric advised that the City has tiered connection fees and they will increase 20% over the next 5 years. He noted that the connection fee for Lot B can be paid for now and upon approval of the short plat the other connection could be purchased. He had no issues with the sketch plat, as proposed. There were no other objections voiced.

PUBLIC COMMENT PERIOD: There were no public comments.

REPORTS

Eric Durpos presented a brief status report relative to the broadband fiber optic line project. He indicated he has been working closely with the Stevens County PUD. The City has a chance to be included in the project grant to run the fiber optic line and get hookups to all city sites. An unknown is whether we would have to commit to anything like dropping our current form of internet service.

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Dorothy Bergin requested clarification about the options for the signal lights for diagonal parking. Eric Durpos stated that he met with the Washington State Department of Transportation (WSDOT) last week and presented a brief status report on the proposal. He reviewed the options pointing out that there are key decisions that the City needs to make. The project has not yet been designed. The proposed one year test is consistent with WSDOT's standard practice.

ADJOURNMENT

As there was no further business, Eric Durpos moved and Terry LeCaire seconded the motion to adjourn. The meeting was adjourned at approximately 9:40 a.m.