

City of Colville

TECHNICAL REVIEW COMMITTEE

November 24, 2015

8:30 a.m. – City Hall

MINUTES

The Technical Review Committee met for a regular meeting on Tuesday, November 24, 2015, in the Council Room at City Hall. Chairman RJ Keetch called the meeting to order at 8:30 a.m. with a quorum present.

MEMBERS PRESENT: City Planner RJ Keetch, Building Official/Inspector Dave Harper, Municipal Services Administrator Eric Durpos, and Councilmember Doug Kyle. MEMBERS ABSENT: Street/Park Superintendent Terry LeCaire and Councilmember Bill Pifer. GUESTS PRESENT: Mayor Janke, Councilmember Mike Birch, Police Chief Bob Meshishnek, and Avrum Baum. RECORDING SECRETARY: Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of November 3, 2015 had been distributed to each member prior to the meeting. Eric Durpos moved and Dave Harper seconded the motion to approve the minutes as written. Motion passed unanimously.

OLD BUSINESS:

A. Carter Toyota Expansion – driveway construction/landscaping.

A site plan submitted by Carter Toyota showing a proposed  $\pm 70$  ft. wide driveway on Wynne Street had been distributed to each member prior to the meeting (attached hereto and made a part of these minutes). RJ Keetch explained that City code allows a maximum 30 ft. driveway width unless a waiver has been approved.

Eric Durpos advised that he and Terry LeCaire reviewed the proposal and are prepared to approve a waiver as long as Carters do not exceed the required slopes for ADA and comply with Washington State Department of Transportation (WSDOT) driveway cut/sidewalk detail “D.” Eric explained that the most feasible way to deal with the storm water on this site is to design the drainage to sheet flow down the driveway cut and flow north the catch basin by Safeway.

Eric Durpos moved and Dave Harper seconded the motion to approve the 70 ft. wide driveway cut as proposed as long as it adheres to WSDOT detail “D” along Wynne Street and complies with ADA slopes. Eric offered to provide Dave with a copy of the detail and the slopes to forward to Carter Toyota. Motion passed unanimously.

RJ Keetch advised that the Zoning Ordinance requires a 5 ft. wide landscape strip between the street and the parking lot of commercial sites. He did not feel it would be feasible to do it at this site and recommended some landscaping along the show room area of the building.

## NEW BUSINESS

### A. Crosswalk Flag Program by Avrum Baum.

Avrum Baum presented a proposal for a crosswalk flag program similar to a program implemented by the City of Colfax, WA. The TRC members had received information and photos prior to the meeting (attached hereto and made a part of these minutes). Mr. Baum explained that the object of the proposed program is to promote and enhance a more likeable environment in our city. He recognized that at first there might be some vandalism and flags may go missing but it would be worth the effort to try it. He suggested that maybe businesses could sponsor some of the flags by putting advertisement on them.

Mayor Janke indicated he supported the idea because during his campaign he received public comments regarding the issue of crossing Main Street by vehicular and pedestrian traffic. He pointed out it would be less expensive than trying to get the lights put back.

Eric Durpos stated that he and Terry LeCaire are willing to try a crosswalk flag program if the City Council approves it and identifies intersections where they want flags to be placed. Doug Kyle suggested trying it out on a couple of downtown intersections on a trial basis, such as Astor & Main.

Mayor Janke requested RJ Keetch to work with Terry and put together a briefing sheet for the first City Council meeting in January 2016. He recognized that Terry would need to weigh in on potential funding for the program and present the information to the Council.

Eric reported that Parking Commission Chairman Ryke Dahlen would like to see a grant resubmitted to enlarge the bulb-outs on Main Street and install rapid reflective beacons at Astor & Main to promote pedestrian safety. Eric felt the bigger issue on Main Street is the trees, some of which need to be removed because they are so large. RJ & Mayor Janke felt a vision for Main Street needs to be developed and felt it could be part of the strategic planning effort. RJ suggested that the Complete Streets initiative would give us an angle to work with WSDOT and completely relook at Main Street.

### B. Political Signs – regulations/enforcement.

Information regarding Zoning Ordinance Sec. 17.64.110 Signs, Subsection F(11), Exceptions to Permit, and a letter from WSDOT prohibiting political signs on state highway rights-of-way had been distributed to each member prior to the meeting (attached hereto and made a part of these minutes).

Discussion followed regarding regulations and enforcement related to the placement of political signs in the public right-of-way. RJ Keetch noted that Councilmember Nancy Foll brought up the issue for review. Doug Kyle recalled that Councilmember Foll was concerned because she thought placing political signs in the right-of-way is prohibited by the sign ordinance and she wondered who enforces it.

Mayor Janke stated that the Street Department is the enforcement authority for anything in the street right-of-way. He stated that the Street Department is uncomfortable removing political signs in the right-of-way because in some cases they would have to go into people's front yards to get them. People don't realize where the edge of the right-of-way is and they generally maintain the undeveloped portions of streets as their yards.

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Doug pointed out that the ordinance allows signs in the right-of-way subject to a permit from the Administrative Official. He felt since Sec. 17.64.110.F.11 exempts political signs from permits they should be allowed outright in the right-of-way.

RJ explained although political signs are exempt from permits, it is his interpretation that the placement of political signs within the right-of-way is prohibited and subject to removal by the Street Department. He recommended that Street/Park Superintendent Terry LeCaire use his best judgment and do what he thinks is best from an enforcement standpoint.

The Mayor suggested either making a change to loosen the regulations up somehow in the residential areas or just leave the issue alone. He didn't want to see an administrative nightmare created. Doug suggested if the ordinance is changed that language be added requiring people to get permission from the adjacent property owner before placing political signs.

Police Chief Bob Meshishnek stated that the problem with enforcement from a criminal standpoint is if one sign is legal then they should all be legal otherwise it is discrimination. He added that if you are going to restrict signs, do it across the board. Chief Meshishnek brought up yard sale signs and Mayor Janke advised that the Street Department focuses on the roundabouts and main corridors when it comes to the removal of yard sale signs.

Eric Durpos agreed that enforcement is very difficult when it comes to political signs especially if the public perceives you are being discriminatory. He pointed out that the right-of-way edge isn't necessarily marked everywhere and he questioned who is going to go out and make that determination. Eric felt political signs that obstruct visibility can be taken care of either by laying them down or removing them. He asked what the problem is with political signs. No significant problems were identified and those present felt no changes to the ordinance appear necessary at this time.

In conclusion, Eric Durpos moved and RJ Keetch seconded the motion to leave the current ordinance as it is. Motion passed unanimously.

### C. Street Shop – formalize preliminary conditions of approval.

Eric Durpos had provided a revised list of code upgrades for the new Street Shop, dated 11/24/15 (attached hereto and made a part of these minutes). He noted he added the number for the Pretreatment Ordinance on Page 2. He also deleted the dollar amounts under Planning Requirements on Page 1 because they will be included in Welch Comer's Memo of Associated Cost. When finalized, the list will be sent to the insurance company.

Dave Harper brought up the requirement for a minimum 4" dedicated fire line separate from the domestic water supply. Eric will add another bullet identifying this item.

Mayor Janke reported that there will be a meeting on December 3<sup>rd</sup>, at 10:00 a.m. to comment on the preliminary design for the new shop.

RJ Keetch moved to approve the Street Shop list as submitted by Eric Durpos with the noted changes. Dave Harper seconded and voice vote showed all in favor.

### PUBLIC COMMENT PERIOD

Avrum Baum requested that the design firm be asked to do a conceptual drawing for a handicap access ramp at the rear entrance to City Hall. He felt it would provide an opportunity to clean up the alley, to enhance it, and make it useable for everybody. He questioned how many people use the existing ramp.

Dave Harper explained that due to elevation a  $\pm 40$  ft. long ramp at the rear entrance would be needed in order to comply with ADA standards. Parking spaces including the handicap space would be lost and probably one big tree would need to be removed in order to accommodate a new ramp. Eric Durpos pointed out another disadvantage is that people have to go through a public meeting room to get to the front of the building potentially disrupting meetings. Dave confirmed the existing ramp does not meet ADA standards. He pointed out it would be more expensive to construct a new ramp in the back than a  $\pm 24$  ft. long ramp in the front of the building.

Doug Kyle expressed the feeling that handicap access needs to be provided at the front of the building if it can be done so people are not relegated to 2<sup>nd</sup> class access at the rear of the building.

### REPORTS

- Revised Encroachment Policy. RJ Keetch explained that Councilmember Nancy Foll has identified some issues with language in the revised encroachment policy. It has been remanded back to staff for further revision and presentation to the City Council at a future meeting.
- City Hall Access Ramp Update. Based on earlier discussion, RJ had no additional information to present on the City Hall access ramp.
- Hawthorne Avenue Project. Eric Durpos explained that he has had discussions with Welch Comer, funding agencies, and the City Planner regarding cultural art work. Most funding agencies provide a percentage of funding for this now and he felt it could be an opportunity for our community to include something on the south side of Hawthorne Avenue from the south end roundabout to Miner Street. He noted some suggestions have been to paint a mural on the wall of Benny's Colville Inn, or put in benches, statues, rocks, etc. in the buffer strip along Hawthorne Avenue. Eric acknowledged that the current street project has been all about function. He has been looking at what other cities and towns have done. He suggested if some extra funds become available maybe there will be chance to go back and start putting some things in to promote and enhance the likeability of our city. Avrum urged staff to explore the possibility of using Vinson funds for cultural art work.

RJ indicated a willingness to try to create the framework to involve people to help generate ideas and work with Eric on implementation. Avrum Baum offered to help RJ with this task.

### ADJOURNMENT

As there was no further business, Eric Durpos moved and Dave Harper seconded the motion to adjourn. The meeting was adjourned at 9:45 a.m.