

City of Colville

PLANNING COMMISSION

January 13, 2010

7:00 P.M. – City Hall

MINUTES

The Colville Planning Commission met for a regular meeting on Wednesday, January 13, 2010, in the Council Room at City Hall. Chairperson Jody Hoffman called the meeting to order at 7:01 P.M. with a quorum present.

MEMBERS PRESENT: Russ Larsen, Trudy Lundy, Jody Hoffman, Tracy Ferrell, Dee Hokom, and Alan Bedford. MEMBERS ABSENT: One vacancy exists. STAFF PRESENT: Assistant Planner Melinda Lee and Recording Secretary Susan Davis.

Chairperson Jody Hoffman welcomed Trudy Lundy as a new Commission member and introductions were made.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of November 18, 2009 had been distributed to each member prior to the meeting. Russ Larsen noted a correction on Page 4, change Juniper “Street” to Juniper “**Avenue**”. Alan Bedford moved and Russ Larsen seconded the motion to approve the minutes as corrected. Voice vote passed unanimously.

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

NEW BUSINESS

A. General discussion – 2010 Planning Issues.

Assistant Planner Melinda Lee distributed general notes identifying 2010 planning issues (copy on file). She explained that the Comprehensive Plan update process will continue in 2010 and she outlined the following processes:

- Staff to start review of development regulations, to be updated in conjunction with the updated Comprehensive Plan. Ms. Lee noted that staff is considering changes to street design standards, i.e., reduction in street widths, to help reduce development and maintenance costs. The Planning Commission will have the opportunity to review any proposed changes.
- Staff will need to review the Comprehensive Plan for internal consistency; the various elements within the Plan must be consistent with each other.
- The Comprehensive Plan and development regulations must be externally consistent; staff will need to ensure that the development regulations are consistent with and implement the Comprehensive Plan.

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- Staff is waiting for statistics needed to complete Comprehensive Plan elements. Typically, the Office of Financial Management's annual statistics are released just after the first of April. It is anticipated that the updated elements would be presented to the Planning Commission in May and June.
- The Comprehensive Plan will be brought back to the Planning Commission for final review.
- The Transportation Element will be sent to RTPPO (Regional Transportation Planning Organization) for approval before sending the entire document to the Department of Commerce (DOC) for review and approval. Staff expects the Transportation Element to be sent to DOC in late spring.
- A notification of intent to adopt the updated Comprehensive Plan and Development Regulations must be sent to DOC a minimum of 60 days prior to taking legislation action and 10 days after final action. Staff expects to send the Comprehensive Plan to DOC in September/October. Final adoption would be at a December City Council meeting.

Melinda stated that that even though adoption of Comprehensive Plan updates has been extended to 2014, she recommended that Colville proceed with adoption in 2010, as planned.

Ms. Lee advised that the draft Transportation Plan, including the proposed pedestrian and bicycle plan, will be presented to the Commission for final review at a future meeting. She indicated that she continues to seek funding opportunities for pedestrian and bicycle projects. She is monitoring Washington State Department of Transportation (WSDOT) grants for the Safe Routes to School Program and Pedestrian & Bicycle Safety as possible funding sources. Melinda pointed out it is important to have a pedestrian and bicycle plan in place in order to apply for funds.

General discussion followed regarding the benefits of a walkable community. It was recognized that sidewalks or paths need to be required in new developments in order to achieve walkability. Melinda explained that currently new sidewalks are only required on arterials, collectors, and school walk routes. A variance for sidewalks is sometimes appropriate for conditions such as topography and street design.

Recognizing that development costs are high, Tracy Ferrell stated that developers often do not want to install sidewalks. She pointed out that state law requires developers to provide for walkability in new developments. In Chewelah, she stated streets are widened enough to provide an area for pedestrians.

Alan Bedford questioned the status of the sidewalk maintenance issue on Highway 20 from Pine Street east towards the high school. In previous discussions, Commission members had pointed out that no one maintains the sidewalk in that area, which is hazardous in the winter especially for students walking to the high school. Melinda responded that a portion of the sidewalk is outside the city limits and is therefore not under the City's jurisdiction. She offered to discuss this issue further with Planning Director Jim Lapinski and seek direction.

PUBLIC COMMENT PERIOD: There were no public comments.

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REPORTS

Melinda Lee reported that the final plat of Pheasant Ridge Estates by Mark Beardslee would be presented to the Planning Commission for review at its January 27, 2010 meeting.

In response to inquiries, Ms. Lee presented the following status reports: To date, there have been no development proposals presented for the Bowman property on the North Highway. The Colville Meadows Apartments project is progressing and is expected to be completed this spring. The 15-unit complex will house a manager and chronically mentally ill individuals. In the past, Habitat for Humanity presented a conceptual proposal for duplex housing on N. Railroad Street, west of the City shop complex. It was Melinda's understanding that Habitat acquired the property but has not submitted a building permit application.

Alan Bedford presented a status report on the Comprehensive Emergency Management Plan (CEMP). He advised that minor corrections are being made to the plan at this time.

ADJOURNMENT

As there was no further business, Alan Bedford moved and Russ Larsen seconded the motion to adjourn. There were no objections and the meeting was adjourned at 7:54 P.M.