

City of Colville

PLANNING COMMISSION

October 14, 2009

7:00 P.M. – City Hall

MINUTES

The Colville Planning Commission met for a regular meeting on Wednesday, October 14, 2009, in the Council Room at City Hall. Chairperson Jody Hoffman called the meeting to order at 7:00 P.M. with a quorum present.

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

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of September 9, 2009 had been distributed to each member prior to the meeting. Russ Larsen moved and Alan Bedford seconded the motion to approve the minutes as written. Motion carried. Dee Hokom abstained.

PUBLIC WORKSHOP – COMPREHENSIVE PLAN UPDATE

Assistant Planner Melinda Lee explained that this is part of a series of public workshops to evaluate the Colville Comprehensive Plan for updating during 2010, as required by the Growth Management Act (GMA). The following document had been distributed to each Commission member and made available to the public prior to the meeting (copy on file).

- Chapter 7 – Historic Preservation Element

It was noted that the Historic Preservation Element is a new chapter being proposed for the Comprehensive Plan. A draft, as approved by the Historic Preservation Committee, had been distributed to the Planning Commission at a previous meeting. Melinda noted that the American Legion Hall will be added to Table 8.1, Historic Properties in Colville as it was recently awarded a historic plaque. The list will also be changed to reflect that the Acorn Saloon was built in 1903 instead of 1892. Melinda also reported that the Department of Archaeology & Historic Preservation has not yet approved the ordinance establishing the city as a Certified Local Government (CLG) with a Historic Preservation Commission rather than a “Committee”. Once that has been approved, some of the proposed text will need to be finalized prior to adoption of the element.

Alan Bedford requested clarification relative to the definition of “high quality structures” as stated in Goal #3. Melinda explained that the idea is to promote the restoration of historic structures that are in good enough condition to be preserved as opposed to structures that have deteriorated to the point that they should be demolished. Al suggested Goal #3 be changed to read “Promote the restoration of *historically significant* structures within the community wherever possible.” There were no objections to the suggested change.

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Relative to Goal #2, Alan brought up recent discussion by the Historic Preservation Committee (HPC) about the preservation of lands and sites that have historical or archaeological significance. The Committee developed "site" review criteria including a requirement that historic sites would need to be visually reconstructed with illustrations or photos to show the public what used to be there.

Melinda explained that the Historic Preservation Element contains goals and policies intended to guide historic preservation. Implementation of these goals and policies is achieved through the Historic Preservation Committee ordinance, which identifies the primary functions of the Committee and outlines specific procedures and criteria.

Pearl Mance asked what other types of districts might be designated besides the downtown historic district. Melinda explained that other areas of the community that may have a high concentration of historic buildings could be designated by the Historic Preservation Committee (Commission) to provide monitoring and assistance in restoration and preservation. Alan also pointed out there can be many types of historic districts. The HPC has inventoried historic buildings and identified the downtown area as a proposed historic district. No further action has been taken to get the historic district adopted pending approval of the city as a Certified Local Government.

It was noted that the Historic Preservation Committee meets every third Thursday of the month. The next meeting will be held on Thursday, October 15, 2009, at 10:00 a.m., at City Hall.

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

NEW BUSINESS

A. Informational discussion – draft 2009 Capital Facilities Plan Update.

Melinda Lee distributed the draft 2009-2014 Capital Facilities Plan (CFP) Executive Summary for Current Expense and Public Works capital projects and equipment for information (copy on file). She explained that the CFP is a six year plan, which is updated annually. The City Departments identify capital projects that are likely to be needed in future years, provide cost estimates, and try to identify funding sources and the status of funding. Melinda advised that the Planning Commission will hold a public hearing on November 18, 2009 to consider the 2009-2014 CFP Executive Summary.

Melinda indicated that she intends to present an updated draft of the Capital Facilities & Utilities Element in February or March 2010. She felt it would be beneficial to wait for 2009 statistics in order to make the element as current as possible prior to adoption. Melinda advised that staff is proposing to separate and redefine the Capital Facilities Plan, a specific 6-year plan, from the Capital Facilities & Utilities Element, a general 20-year growth plan. It is felt that separating the two documents could eliminate a lot of duplication and confusion.

The Planning Commission will hold the next public workshop on October 28th to discuss the Annexation & Incorporation Element of the Comprehensive Plan.

PUBLIC COMMENT PERIOD: There were no members of the public present.

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REPORTS

Melinda reported that the Council approved a Notice of Intent to Annex by Avista Corp. for property north of the Fort Colville Grange on DeGrief Road. The annexation process cannot proceed until Avista submits a Petition for Annexation.

Melinda presented a status report on the Pedestrian and Bicycle Plan. The committee met on Sept. 30th and each member was assigned the task of drawing proposed pedestrian and bicycle routes. The deadline for submittal was today and two responses were received. The next meeting is scheduled for October 21st to review information and draft a plan to submit to the Planning Commission on November 18th. Melinda advised that City Councilmembers expressed an interest in the plan and packets of information were distributed to them for input.

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 7:42 p.m.