

City of Colville

PLANNING COMMISSION

November 18, 2009

7:00 P.M. – City Hall

MINUTES

The Colville Planning Commission met for a regular meeting on Wednesday, November 18, 2009, 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: Jody Hoffman, Alan Bedford, Russ Larsen, Dee Hokom, and Tracy Ferrell. MEMBERS ABSENT: Two vacancies exist. STAFF PRESENT: Assistant Planner Melinda Lee and Recording Secretary Susan Davis. OTHERS PRESENT: Katie Tolin, Bill Vogan, and Regina Driggs.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of October 28, 2009 had been distributed to each member prior to the meeting (copy on file). Corrections were noted in Paragraph 1 to change “Commissioner” to Commission and in Paragraph 2 change “Melina” to Melinda. Russ Larsen moved and Alan Bedford seconded the motion to approve the minutes as corrected. Motion passed.

PUBLIC HEARING – 7:00 P.M.

Subject: 2009 Capital Facilities Plan Update
Applicant: City of Colville

Chairperson Jody Hoffman convened the scheduled public hearing to consider the 2009 Capital Facilities Plan Update. She reviewed the subject and outlined the hearing procedure. The Chairperson declared the public hearing open at 7:03 P.M. and requested the staff report.

Assistant Planner Melinda Lee presented the staff report, which had been distributed to each Commissioner prior to the meeting (copy on file). The amendment proposal was docketed until the annual comprehensive plan review deadline expired, in accordance with the Growth Management Act (GMA). Ms. Lee advised that the 2009-2014 CFP Executive Summary identifies public facilities that will be required for the next six years. The Planning Commission held a public informational meeting on October 14, 2009 to discuss the draft update; no public comments were received.

Ms. Lee explained that updates to the Capital Facilities Plan are processed at a Type V Legislative Process, in accordance with the Colville Zoning Ordinance. Based on the review criteria, she presented the following findings of fact to support a recommendation of approval:

- 1. The proposed amendment is consistent with the intent and goals of the Colville Comprehensive Plan and meets the requirements and intent of the Colville Code, including the type and intensity of development, and the protection of critical resources areas.***

Communities planning under the Growth Management Act (GMA) must review their Capital Facilities

PLANNING COMMISSION

November 18, 2009

Page 2

Plan every year. This is done to ensure facilities are keeping pace with growth, to determine if their growth projections are on target, to adjust rates and fees, or to address new situations that have arisen.

The GMA requires that strategies to accommodate development impacts be made concurrently with land development. All projects are subject to the local permitting and review processes. This would ensure compliance with the requirements of the Colville Municipal Code, including the type and intensity of development and the protection of critical areas, as identified.

As proposed, the 2009 Capital Facilities Plan Update meets the requirements and intent of the Colville Municipal Code.

2. *The proposed amendment is consistent with applicable federal and state laws and regulations.*

The proposal will not reduce or eliminate compliance or consistency with applicable federal and state laws and regulations.

3. *The City and other responsible agencies and special districts will be able to supply the development resulting from the amended Comprehensive Plan or implementing ordinance with adequate roads and streets for access and circulation, water supply, storm drainage, sanitary sewage disposal, emergency services, and environmental protection.*

No development is expected to result directly from the amended Capital Facilities Plan; however, the *Executive Summary 2009-2014 Capital Facilities Plan Update* lists multiple projects city-wide designed to maintain and enhance water service and delivery, storm water drainage, and sewage disposal. Proposed roadway improvements, repairs, and pavement overlays will maintain or increase access and will contribute to a functional and efficient street system. No capital project being proposed is expected to reduce levels of service.

4. *The amendment adequately mitigates impacts identified through the SEPA review process, if applicable.*

An environmental checklist and non-project action supplemental sheet was completed pursuant to the requirements of the State Environmental Policy Act (WAC 197-11). The Technical Review Committee reviewed this non-project application and no impacts justifying mitigation measures were identified. The City of Colville issued a Determination of Nonsignificance on October 16, 2009.

5. *The amendment is beneficial to the public health, safety, and welfare, and is in the public interest.*

The annual update to the Capital Facilities Plan is beneficial to the public health, safety, and welfare. Ensuring adequate delivery of public services consistent with the Comprehensive Plan will promote the public interest.

Melinda Lee referred to the 2009 Capital Facilities LOS (Level of Service) Standards and 2009 Comparative Service Delivery Trend, which were attached to the staff report. She noted that the 2010

PLANNING COMMISSION

November 18, 2009

Page 3

budget has not affected the 2009 LOS Standards. For items that have no funding source listed, efforts will be made to seek funding for some future year. Department Heads have been requested to monitor Levels of Service to make sure that standards are adequately maintained.

Dee Hokom requested clarification regarding the LOS provided by the Police Department. It appeared to her that the department is overstaffed based on the per capita standard. She requested that continuing efforts be made to keep the City's LOS within the adopted standards to help maintain a balanced budget. Melinda explained that next year the 2010 Comparative Service Delivery Trend will reflect any changes in LOS. She added that LOS expectation is based on actual population; which is a figure provided by the State Office of Financial Management.

Alan Bedford questioned the discrepancy in acreage for neighborhood and community parks. Melinda explained that she recalculated the acreage because it appeared that there were errors in classification in previous years. As a result, there is now a deficiency in neighborhood park acreage. However, Ms. Lee pointed out the "total" amount of park acreage, which exceeds our overall LOS standard for parks, remains unchanged.

There were no communications or petitions to be presented relative to the issue being heard.

The Chairperson closed the public testimony portion of the hearing at 7:21 P.M.

Tracy Ferrell moved that the Planning Commission recommend approval of the annual update to the Capital Facilities Plan, *Executive Summary 2009-2014 Capital Facilities Plan Update*, as presented in the staff report. Alan Bedford seconded the motion. Voice vote showed all in favor.

OLD BUSINESS

A. Proposed Pedestrian-Bicycle Plan for the Transportation Element of the Comprehensive Plan.

Melinda Lee introduced advisory committee members Bill Vogan and Katie Tolin and thanked them for their participation and input in the development of the proposed Pedestrian-Bicycle Plan.

As presented in her November 12, 2009 memo, Melinda reviewed goals outlined in the scope of the Washington State Bicycle Facilities and Pedestrian Walkways Plan (copy on file). She pointed out local jurisdictions are required to provide consistency with the statewide plan within their comprehensive plans.

Melinda explained that the pedestrian-bicycle advisory committee established to evaluate the issue met on two occasions. A map was prepared that reflected the recommended pedestrian and bicycle routes, a proposed walking/exercise "par course" at Yep Kanum Park, and proposed sites for bicycle racks and pedestrian shelters (Exhibit E). Ms. Lee presented the findings and recommendations as outlined on Pages 3 & 4 of her memo. She stated the advisory committee recommended that the City make the implementation of the proposed Pedestrian & Bicycle Plan a priority for the safety and benefit of its citizens.

Tracy Ferrell suggested creating volunteer lists to try to match people up dependent on their need for winter sidewalk maintenance. She also felt bike paths could be more clearly marked with signage.

PLANNING COMMISSION

November 18, 2009

Page 4

Melinda reviewed the adopted 2004 Sidewalk Plan; amended with the proposed Pedestrian and Bicycle routes and locations for bicycle racks/shelters (Exhibit E). Due to bus congestion on Hofstetter Street at 1st Avenue, Dee Hokom suggested that Cedar Street might be more suitable for a bike lane. She also suggested that future consideration be given to extending the route on S. Elm from Hawthorne Avenue to Juniper ~~Street~~ Avenue (1/13/10) as an alternate route to Highway 395/S. Main Street.

The Planning Commission felt the proposed Pedestrian-Bicycle Plan was well done and thanked Melinda and the advisory committee members for their efforts.

Melinda explained that the next step in the process is to incorporate these recommendations into the Transportation Element of the Comprehensive Plan and develop associated goals and policies. She advised that Karen Van Soest, Regional Transportation Planning Organization (RTPO) reviewed the proposed Pedestrian-Bicycle Plan and reacted favorably. Additionally, Ms. Van Soest advised that the RTPO needs to review the Transportation Element of the Comprehensive Plan prior to its final adoption.

The following item was added under New Business.

NEW BUSINESS

A. Presentation on Electric Charging Stations by Bill Vogan.

Bill Vogan presented the concept of public charging stations for electric vehicles. Mr. Vogan explained that he drives an electric vehicle and there are only a few places in town where he can charge it. He felt cities could promote the increased usage of electric vehicles, including scooters and electric bicycles, etc., by providing public charging stations. He encouraged the City to take a pro-active approach and pointed out the benefits of representing a green technology. Mr. Vogan felt there are some suitable locations in town and the initial outlay wouldn't have to be expensive. He suggested that there might be some grant funds available to promote this concept. An article about a company that is creating a public charging station was distributed for information (copy on file).

The Planning Commission thanked Mr. Vogan for his informative presentation. It was a consensus to try to include language related to this issue in the Transportation Element of the Comprehensive Plan.

PUBLIC COMMENT PERIOD: There were no public comments.

REPORTS: There were no reports.

ADJOURNMENT

As there was no further business, Alan Bedford moved and Tracy Ferrell seconded the motion to adjourn. There were no objections and the meeting was adjourned at 8:46 P.M.