

PLANNING COMMISSION AGENDA
COEUR D'ALENE PUBLIC LIBRARY
LOWER LEVEL, COMMUNITY ROOM
702 E. FRONT AVENUE

MARCH 14, 2017

THE PLANNING COMMISSION'S VISION OF ITS ROLE IN THE COMMUNITY

The Planning Commission sees its role as the preparation and implementation of the Comprehensive Plan through which the Commission seeks to promote orderly growth, preserve the quality of Coeur d'Alene, protect the environment, promote economic prosperity and foster the safety of its residents.

5:30 P.M. CALL TO ORDER:

ROLL CALL: Jordan, Fleming, Ingalls, Luttrupp, Messina, Rumpler, Ward

APPROVAL OF MINUTES:

January 10, 2017, Planning Commission Meeting
January 24, 2017, Vacation Rental Workshop
February 14, 2017, Workshop

PUBLIC COMMENTS:

STAFF COMMENTS:

PRESENTATION:

Tony Berns, Ignite CDA

ADMINISTRATIVE ITEM:

1. Applicant: Riverwalk Townhomes, LLC
Request: A request for a one-year extension for Bellerive 6th Addition, (S-2-16)

PUBLIC HEARINGS:

1. Applicant: Aspen Homes, LLC
Location: N. of Thomas Lane
Request: A proposed 28-lot preliminary plat "Alpine Point"
QUASI-JUDICIAL, (S-2-17)
2. Applicant: Joe McCormick
Location: 250 W. Anton
Request: A proposed Custom Manufacturing special use permit
In the C-17(Commercial at 17 units/acre) zoning district.
QUASI-JUDICIAL, (SP-2-17)

ADJOURNMENT/CONTINUATION:

Motion by _____, seconded by _____,
to continue meeting to _____, ____, at __ p.m.; motion carried unanimously.
Motion by _____, seconded by _____, to adjourn meeting; motion carried unanimously.

****The City of Coeur d'Alene will make reasonable accommodations for anyone attending this meeting who requires special assistance for hearing, physical or other impairments. Please contact Shana Stuhlmiller at (208)769-2240 at least 24 hours in advance of the meeting date and time.***



MINUTES



**PLANNING COMMISSION
MINUTES
JANUARY 10, 2017
LOWER LEVEL – COMMUNITY ROOM
702 E. FRONT AVENUE**

COMMISSIONERS PRESENT:

Brad Jordan, Chairman
Lynn Fleming
Michael Ward
Peter Luttropp
Tom Messina, Vice Chair
Lewis Rumpler
Jon Ingalls

STAFF MEMBERS PRESENT:

Hilary Anderson, Community Planning Director
Sean Holm, Planner
Mike Behary, Planner
Shana Stuhlmiller, Public Hearing Assistant
Randy Adams, Deputy City Attorney
Tami Stroud, Planner

COMMISSIONERS ABSENT:

None

CALL TO ORDER:

The meeting was called to order by Chairman Jordan at 5:30 p.m.

APPROVAL OF MINUTES:

Motion by Luttropp, seconded by Fleming, to approve the minutes of the Planning Commission meeting on December 13, 2016. Motion approved.

COMMISSION COMMENTS:

There were none.

STAFF COMMENTS:

- Hilary Anderson, Community Planning Director, announced that Chairman Jordan, Commissioner Fleming and Vice Chair Messina's terms will expire this year and explained if they wished to be reappointed, to let her know.
- Staff has scheduled a Vacation Rental Workshop on Tuesday, January 24th at 6:00 p.m. Public testimony will be allowed.
- There are no public hearings scheduled for February.

PUBLIC COMMENTS:

There were none.

ADMINISTRATIVE:

1. Applicant: Verdis
Request: A request for a one-year extension for Vista Meadows, PUD (PUD-1-16) and Subdivision (S-1-16)

Staff comments:

Sean Holm, Planner, presented the staff report and explained that Vista Meadows, LLC, has requested a one-year extension of PUD-1-16 and S-1-16.

- If approved this would allow the applicant extra time to complete the PUD Final Development Plan and extend the subdivision approval.
- The Planned Unit Development (PUD) Final Development Plan must be provided to city staff no later than November 10, 2017.
- Section 17.09.478(A) of the city's code allows the Planning Commission to extend a PUD for one year without public notice and Section 16.20.040 of the city's code allows a subdivision 5 one-year extension.
- He stated that if the extension is approved, the conditions remain the same for the PUD and subdivision.

Commissioner Ingalls commented that he remembers these projects when they came before the Planning Commission a year ago and feels when complete, they will be great projects

Motion by Ingalls, seconded by Rumpler, to approve Item's PUD-1-16 and S-1-16. Motion approved.

PUBLIC HEARINGS:

1. Applicant: Aspen Homes, LLC
Location: N. of Thomas Lane
Request:
 - A. A proposed annexation from County Agricultural Suburban to City R-3 (Residential at 3 units/acre) zoning district. LEGISLATIVE (A-1-17)
 - B. A proposed 30-lot preliminary plat "Alpine Point" QUASI-JUDICIAL (S-1-17)
 - C. A proposed Planned Unit Development "Alpine Point PUD" QUASI-JUDICIAL (PUD-1-17)

Staff comments:

Mike Behary, Planner, presented the staff report and explained that the applicant is requesting approval of an annexation of 10.01 acres in conjunction with zoning approval from county Agricultural Suburban (Ag-Suburban) to City R-3 (Residential at 3 units/acre) zoning district.

- The applicant purchased the parcel from the Coeur d'Alene School District.
- There is a 25-foot natural gas pipeline easement that follows along the east property line. The applicant is aware of this easement and has designed the subdivision so future homeowners are aware of the location of the pipeline.
- He presented a PowerPoint showing the annexation map and noted the other annexations that

were done in previous years.

- He went through the required findings and noted per the Comprehensive Plan, this area is considered Stable Established.
- He stated that staff has reviewed the proposed project with their comments listed in the staff report.
- He commented that the property is flat and showed a topo map showing the property with site photos showing two access points located on Thomas Lane.
- He stated that if approved, there are 5 recommendations to be included in the Annexation Agreement.

Sean Holm, Planner, presented the staff reports for the Planned Unit Development (PUD) and subdivision and explained these items are filed in conjunction with the annexation.

- He stated that the applicant is requesting approval of a Planned Unit Development and a 30-lot (+2 open space tracts) subdivision.
- The Engineering Department suggested that the applicant consider realigning the intersection of E. Thomas Hill Ct. and N. Canfield Drive.
- The applicant has requested the following deviations: A reduction of the minimum 75' R-3 frontage requirement, a reduction of the 11,500 sq. ft. minimum R-3 lot sizes, block lengths greater than 600', and exclusion of midblock walkways.
- The property is treed and flat.
- He showed renderings of what the homes the applicant intends to build and noted that they intend to match the color and character of each home to the surrounding homes.
- He stated there are 12 conditions if approved for the subdivision and PUD.

General Discussion Items included:

- Commissioner Ingalls commented from looking at the Comprehensive Plan map a lot of "donut holes" representing areas that have not yet been annexed into the city. He would encourage those areas on the map to be part of the city.
- He questioned if there is a major change to the realignment of Thomas Lane if that request be required to comeback to the commission for approval. Mr. Holm responded that request wouldn't come back since it's a condition if this project is approved. He explained that the only time a request would need to come back for approval is if it is a major departure from the original plan that was approved by the Planning Commission.

Public testimony opened.

Rand Wichman, applicant representative, provided the following statements:

- He thanked staff for their help with this request.
- Staff indicated after meeting with them this annexation makes sense and felt that the R-3 zoning is the appropriate zone for this area.
- The applicant accepts the conditions listed in the staff report.
- He showed a slide of the property with a copy of the preliminary plat and PUD plan. He described the type of vegetation on the property and stated that the applicant intends to save as many trees as possible.
- He stated part of the requirements for obtaining a PUD was to provide the requirements for open space and explained this is an odd shaped lot. He indicated on the site plan where the open space would be located.
- He presented a rendering of the type of monument sign they are proposing for the entry of the project.
- A heavy timbered fence will be provided around the property.
- The proposed subdivision will be adequately served by the existing streets, public facilities,

services and utilities.

- He concluded his presentation and asked if the commission had any questions.

Commissioner Fleming commented in the narrative it stated that the parcel is heavily treed and questioned if the site will be cleared.

Mr. Wichman commented that their intent is not to clear all the trees off the property, but evaluate the existing trees to see which trees stay and which ones need to go.

Bill Hager commented that they are opposed to this request due to reduced lot sizes, the location of the pipeline, and increased traffic.

Pat Hager stated that by reducing the lot sizes, his privacy will be violated.

Dan Studer stated that the public hearing notice that was posted on the property didn't give a lot of information about this project and after obtaining a copy of the staff report, has concerns about the deviations, and feels that this is not a PUD, but a variance. He is opposed to the request.

Meredith Bryant commented that she lives in Bentwood Park and is neutral. She commented that she was happy about a new development coming to this area, but after hearing previous testimony, feels that the applicant is only thinking about how much money he can make by reducing the lot sizes.

Rodney Waller commented that he feels that the R-3 zone is appropriate, but doesn't like the reduced lot sizes and feels that the street layout the applicant is proposing will not add a positive traffic flow through the area.

Alice Westray stated that because of the reduced lot sizes, it will not be a true R-3 subdivision and agrees that the applicant is only thinking how much money he can make.

Mike Meythaler stated that he has a shop in the back of his property and is concerned how he will be able to get to the back of this shop to make repairs because of the size of the homes and reduced lots.

Ian Cochrane commented that he has concerns about traffic flows. He explained that a lot of people in his neighborhood work from home and inquired if this project is approved, if the applicant would be willing to upgrade the internet cable.

Eric Competh stated that he is neutral to the request but suggested a light be installed at the corner of 15th and Thomas Lane.

Lisa Pounds stated that she is concerned about the reduced lot size and increased traffic.

Maria Thorpe commented that they moved here a year ago and fell in love with the area. He is devastated that if this project is approved, it will take away from the character of the neighborhood.

Buff Kobs stated that he concurs with previous testimony that the lot sizes are too small.

Jacque Haler commented that she is concerned with the added traffic on 22nd Street and that the water pressure in this area is not sufficient.

David Meyer stated that he bought his house a year ago, and loves the area especially the trees. He feels if this is approved, the trees will be gone. He stated that he has concerns with traffic and potential construction noise.

Rebuttal by Rand Wichman:

- Mr. Wichman thanked the neighborhood for expressing their concerns.
- He explained that the subdivision was designed for economic reasons and is why the applicant has proposed 30 lots.
- The applicant cares about making nice developments and the reduction to the lot sizes was to meet the PUD requirements for open space.
- He stated that outbuildings will not be allowed on the lots.
- The easement to the back is 25 feet with the pipeline located on the other side of the property line. The applicant has had discussions with the representatives of Yellowstone Pipeline and was told by them that they can't have permanent structures in that area, but fences would be allowed. He commented that the pipeline is outside our building envelope.
- He commented that the applicant feels that this is a great plan and it is their wishes to make this a quality neighborhood.
- Mr. Wichman concluded his report and asked if the commission had any questions.

Public Testimony closed.

General discussion:

Commissioner Ingalls expressed that the annexation is appropriate, but is struggling with the PUD and Subdivision. He commented that he has seen these types of homes done by the applicant and feels they do good work, but has concerns with the reduced lot sizes. He feels that in the past, other projects approved by the Planning Commission such as Garden Grove and Vista Meadows, that the applicant after hearing neighbors' concerns incorporated their recommendations to the final plan. He feels that with this project, the PUD and subdivision will only benefit the developer. He understands that the applicant has had design issues since this is an irregular shaped lot and the location of the pipeline. He suggested that the applicant omit the PUD and subdivision, and make the lots bigger, which after doing the calculations would eliminate four lots.

Mr. Wichman explained that before this plan was submitted to the city, they looked at different options and feel that what is presented tonight is the best plan. He explained that because the requirement for open space and that the lot was an irregular shape needing realignment of E. Thomas Hill Court and N. Canfield Drive created a challenge to come up with the best street layout. He commented that with the elimination of four lots to provide bigger lots would eliminate any openspace and feels that this is not what the applicant wants.

Commissioner Luttrupp stated that he supports the annexation

Commissioner Ward inquired if the open space will be open to just the people living in the development or will it be public.

Mr. Wichman stated that it will be private open space.

Commissioner Messina questioned where snow will go when removed from the streets. He feels that even though the applicant intends to retain trees, some will be eliminated during construction and that the applicant has the right to develop his property. He stated his concerns are the reduced lot sizes and inquired if it would be a "big deal" to eliminate four or five lots to make the lot sizes bigger.

Commissioner Fleming feels that the developer knows the market and what is currently selling. She commented that in the past, she has seen approval of smaller houses with the baby boomers who have requested smaller homes with reduced lot sizes, so they don't have a lot to take care of.

Commissioner Ingalls commented that from hearing comments from the commissioners, he doesn't know which way they will vote, and inquired if the PUD and Subdivision was denied and the annexation is approved, would the applicant still want the annexation to go forward.

Mr. Wichman stated that he feels the applicant would want the annexation to move forward to council, so if the subdivision and PUD are denied, give them a chance to resubmit without detaining the annexation.

Motion by Ingalls, seconded by Rumpler, to approve Item A-1-17. Motion approved.

ROLL CALL:

Commissioner Fleming	Voted	Aye
Commissioner Ingalls	Voted	Aye
Commissioner Messina	Voted	Aye
Commissioner Luttrupp	Voted	Aye
Commissioner Rumpler	Votes	Aye
Commissioner Ward	Voted	Aye

Motion to approve carried by a 6 to 0 vote.

Motion by Ingalls, seconded by Fleming, to deny without prejudice Item S-1-17. Motion approved.

ROLL CALL:

Commissioner Fleming	Voted	Aye
Commissioner Ingalls	Voted	Aye
Commissioner Messina	Voted	Aye
Commissioner Luttrupp	Voted	Aye
Commissioner Rumpler	Votes	Aye
Commissioner Ward	Voted	Aye

Motion to deny without prejudice carried by a 6 to 0 vote.

Motion by Ingalls, seconded by Messina, to deny without prejudice Item PUD-1-17. Motion approved.

ROLL CALL:

Commissioner Fleming	Voted	Aye
Commissioner Ingalls	Voted	Aye
Commissioner Messina	Voted	Aye
Commissioner Luttrupp	Voted	Aye
Commissioner Rumpler	Votes	Aye
Commissioner Ward	Voted	Aye

Motion to deny without prejudice carried by a 6 to 0 vote

2. Applicant: Atlas Development Corp.
Location: 2772 W. Seltice
Request: A proposed R-34 Density Increase special use permit
QUASI-JUDICIAL (SP-1-17)

Staff comments:

Tami Stroud, Planner, presented the staff report and explained that the applicant is requesting approval of a special use permit to allow a density increase to R-34 density that will allow a proposed 130 unit multi-family apartment building in the C-17 zoning district.

- On April 8, 2014, Lanzce Douglass, River's Edge Development, requested zoning in conjunction with annexation and an R-34 Density Increase Special Use Permit on the subject property. The Planning Commission recommended approval of the C-17 zoning, as well as the R-34 Density Increase Special Use Permit.
- On May 20, 2014, the City Council approved the request for annexation portion of the request. However, the annexation process was never finalized.
- Mr. Douglass is currently in the process of completing the annexation agreement to make the annexation official. The R-34 special use permit, which was approved by the Planning Commission, expired after one-year, which was on April 22, 2015. Because the annexation was not completed and because no activity occurred on the site, a new R-34 Density Increase Special Use Permit is required.
- The applicant is proposing 130 residential units on the property. The applicant has indicated that there will be a single building with 5 floors of residential living space and two below grade floors for parking.
- Due to the natural slope on the southern portion of the property, they will create two daylight basement floors for parking. The applicant has provided elevations.
- The subject property is currently vacant and was previously the site of the Stimson Lumber office building.
- Showed photos of the property with mature pine trees.
- The subject property is in transition.
- Noted the various comments from City staff and including a condition from the Planning Department stating because of the Seltice Way Redevelopment Project the ingress/egress as shown on the proposed site plan may require modification and the approval would not be tied to the site plan.
- If approved, the Special Use Permit will not be valid until the Annexation Agreement and Annexation Ordinance are finalized and recorded.

Commissioner Ward inquired if there are any new conditions added because of the Seltice Way reconstruction project.

Ms. Stroud responded yes, with the conditions listed below:

- The existing median crossing in Seltice Way will be removed/relocated.
- Vehicular movements will be restricted to right-in/right-out only.
- Westbound traffic will be accommodated by traveling east and using a left-turn cut-through or roundabout to enter the westbound lanes.
- Traffic islands will be required to prohibit left turns on Eastbound Seltice Way.

Commissioner Rumpler inquired regarding the status of the Seltice Way reconstruction project. He commented that he was out of town when this was presented at a workshop a few months ago.

Ms. Anderson stated that this project will go to bid next month.

Commissioner Rumpler commented that after reading the condition in the staff report from Wastewater,

the applicant will need to demonstrate the peak wastewater flows generated. He inquired if staff could explain how that will be demonstrated.

Ms. Stroud explained that the applicant will submit a model to Wastewater showing how those flows will work.

Commissioner Rumpler commented that he read in the staff report the number of trips generated in the am/pm and has concerns approving this request without knowing what those upgrades will be. He commented that traffic is bad and feels that by approving this request is putting the cart before the horse. He feels this is prime riverfront property with the opportunity for the community to enjoy this land and is not judging the number of apartments located on Seltice Way, but would like to see something else instead of an apartment.

Ms. Anderson noted that she will make sure the daily trips number is added along with peak trips to future staff reports to provide additional information regarding anticipated traffic impacts of proposed projects.

Public Testimony open.

Ray Kimball, applicant representative, provided the following statements:

- Staff made a great presentation.
- The owner envisions that the multifamily development will consist of a single building, with five floors of residential living space and two below grade floors of parking.
- The living areas will have secure elevator access from the parking levels, and all units will be accessed via internal hallway.
- Pedestrian connectivity to the Centennial Trail/Prairie Trail network is especially important and will be achieved with the completion of the Seltice Way improvement project.
- Below grade parking is ideal to create active open space which could include such amenities as a community garden, a sports court, and a playground structure.
- This meets the goals of the comp plan and should be approved.
- Clarified that multi-family residential generates less traffic than single-family residential projects.
- Mr. Kimball concluded his report and asked if the commission had any questions.

Commissioner Rumpler explained that Bend, Oregon is similar to our area and because he liked the area so much, he bought a home in Bend. He stated through the years Bend has grown and because of the overgrowth, they over-built their infrastructure making it is hard to get around in Bend. He feels what has happened in Bend could happen here if we are not careful. He stated that he has seen the Seltice Way Redevelopment plan and likes it, but feels that the plan needs to be approved first before this project is approved. He feels that Coeur d'Alene has a great opportunity and does not want this to happen here like what has already happened in Bend.

Chairman Jordan commented that various city staff were invited to give presentations on their department and appreciates Ms. Anderson's efforts on providing updates when they occur, and suggested by keeping the Planning Commission "in the loop", to start scheduling various department presentations.

Motion by Ingalls, seconded by Ward, to approve Item SP-1-17. Motion approved.

ROLL CALL:

Commissioner Fleming	Voted	Aye
Commissioner Ingalls	Voted	Aye
Commissioner Messina	Voted	Aye
Commissioner Luttrupp	Voted	Aye
Commissioner Rumpler	Votes	No
Commissioner Ward	Voted	Aye

Motion to approve carried by a 5 to 1 vote.

ADJOURNMENT:

Motion by Fleming, seconded by Messina, to adjourn the meeting. Motion approved.

The meeting was adjourned at 8:28 p.m.

Prepared by Shana Stuhlmiller, Public Hearing Assistant

**PLANNING COMMISSION
WORKSHOP MINUTES
JANUARY 24, 2017
LOWER LEVEL – COMMUNITY ROOM
702 E. FRONT AVENUE**

COMMISSIONERS PRESENT:

Brad Jordan, Chairman
Lynn Fleming
Peter Luttrupp
Tom Messina, Vice Chair
Lewis Rumpler
Jon Ingalls

STAFF MEMBERS PRESENT:

Hilary Anderson, Community Planning Director
Sean Holm, Planner
Mike Behary, Planner
Tami Stroud, Planner
Kelley Setters, Planning Technician
Randy Adams, Deputy City Attorney

COMMISSIONERS ABSENT:

Michael Ward

CALL TO ORDER:

The meeting was called to order by Chairman Jordan at 6:00 p.m.

WORKSHOP:

1. Vacation Rentals Ordinance

Sean Holm, Planner provided the proposed short-term rental regulations at a glance:

- A permit will be required for all vacation rentals. No grandfathered units.
- Accessory Dwelling Units (ADU) and associated principal units do not qualify as vacation rentals.
- A responsible party must be available 24/7 while the unit is occupied by a renter in case of valid complaints.
- Owner/manager must include permit number & number of off-street parking stall(s) for units on all advertisements.
- Occupancy will be in accordance to existing residential definition of “family”.
- 2 day minimum stay required.
- Limited exemption for non-vacation rental units stays.

Why is an ordinance necessary? Currently vacation rentals are not a legal use within the city limits. The ordinance will legitimize vacation rentals if passed and allow them to operate within the city limits. The legality of an ordinance has been asked about numerous times, the state and federal government have allowed states to pass down these powers to the cities to allow zoning of properties. Up to this point in time, efforts have been:

- PC & CC Joint Workshop (Jan. 2016)
- Online Survey (Jun. 2016)
- Draft Ordinance & Comments (Oct. 2016)

A joint workshop with City Council and the Planning Commission was held in January 2016, where it was decided the notification of citizens was not effective, prompting staff to create an online survey, held in June 2016. Staff compiled the results and used feedback from PC, CC, and the public, to

create the first draft of an ordinance. Since then, the draft has been released and an additional workshop is to be held January 2017 by PC, which will include public comment to fine tune the current draft.

The outline of the discussion was based on the following bullet points:

- **From:**
Community Input: The survey results showed that 486 citizens (61% of respondents) would support a vacation rental ordinance.
- **Goals:** To maintain the neighborhood character, track housing stock and affordability, study macro VRBO trends, and establish balance/fairness and clear reasonable rules.
- **Key issues:**
Occupancy is based on the definition of “family” within 17.02.055 of the Coeur d’ Alene municipal code which is:
 1. One or more persons who are unrelated by blood, marriage, or adoption;
 2. No more than 4 persons who are unrelated by blood, marriage or adoption living together as a single housekeeping unit; or
 3. No More than a total combination of 5 persons related and unrelated living together as a single housekeeping unit.

Parking: Staff is aware that many houses have little to no off-street parking, forcing installation of parking could have unintended consequences with the loss of front/rear yards. Thought should be given how to best handle off-street parking for vacation rentals that will provide the best solution for residents. Sometimes it is based on number of bedrooms or the use.

Exemption: Allow to rent for 14 days per calendar year. No more than 2 stays and 14 days total. The public survey was in favor of this exemption.

Length of stay: Diane Norton manager for Idaho tourism provided data on when people drive to a vacation destination how many nights do they typical stay. The data showed 2 to 6 days. Staff felt this was a good number on which to base a 2-night minimum stay.

Advertising: All advertising shall include the city permit number and the maximum number of vehicles accommodated by off-street parking space.

Enforcement: Repeat violations would result in the permit being revoked and order that no new permits shall be issued for up to 3 years.

PUBLIC COMMENTS:

Daryl Elliff stated concerns of the vacation rental use being a commercial endeavor not within the parameters of a single family residential use.

Commissioner Jordan stated the zoning ordinance regulates all of the property in the city and under the zoning ordinance you have CC&R’s/HOA which is regulated by the people in the neighborhood. Randy Adams, City Attorney followed up by stating this proposed ordinance does not overcome the CC&R’s.

Ann Melbourn stated she would like to have a limit on the number of vacation rentals in a neighborhood and has concerns with the guest turnover and feels it changes the character of the neighborhood. Other concerns are lack of parking and suggested small discrete signage.

Will Butler stated he has a vacation rental house on Lakeside Avenue. The house has been a rental for 11 years. Since using it as a vacation rental it is better taken care of and he has built relationships within the neighborhood. Currently, there are 4 off-street parking spaces. He had concerns with the occupancy limit, an example given was 10 women rented his house for a bachelor party and he had no complaints. He does not

like the definition of "family" and feels the minimum age requirement should be 18 years old not 21.

Matt Clapper manager of the Vacas Vacation Rental Management Company stated currently he manages 25 within the county and about 6 to 8 properties within the city. He thanked Mr. Holms for his hard work in putting this together and feels it is fair and useful. Stating that prior to renting to guests they are informed on parking requirements, occupancy, and the minimum age limit to rent is 21. The adjacent neighbors are provided with a 24 hour manned 1-800 number. There is no signage.

Mary Ann Landers stated she lives in Fort Grounds and knew when she chose the neighborhood that it is the busiest place in town and don't mind noise. The neighborhood has had restricted parking for several years which requires a parking permit to park on the street. She has lived there 30 years and states the streets are empty most of the time except on Fourth of July.

Terry Nash property manager for Vacation Rentals stated he works with the HOA's and has built relationships with the homeowners in the neighborhoods and does extensive background checks on guests. He wanted to know the permit cost.

Mr. Holm stated it is premature to determine at this time, but would like to keep the fees low.

Tracy Stokes had concerns on the limits of 5 persons and the definition of "family" where did the 5 come from? It is to limiting.

Mr. Holms stated that it is currently in the code and applies to all residential uses.

Commissioner Jordan clarified that if it is all family you can have 20 people but if not everyone is part of the family the limit is 5, which is the current city ordinance.

Tom Torgerson President of the Coeur d' Alene Association of Realtors stated that staff has done a good job. They have no issue and would try to work with the commission and possibly use the ordinance as a model to use statewide. They would like to see changes to the limit on number of person not related, the 7am to 10pm time restriction, need clarification of the 24 hour contact person and keeping records for 4 years. The administration fee seems fair and reasonable.

Commissioner Rumpler asked Tom if he had any suggestions on addressing the time issue.

Mr. Torgerson suggested using the current noise ordinance.

Commissioner Luttrupp asked on ideas on limits of persons.

Mr. Torgerson replied when you define "family" people could utilize that and take it into discrimination issue against the city and some scary thing like that.

Megan O' Dowd stated she lives downtown with her family and has two accessory dwelling units (ADU's) and one single family home. Her primary concern is the prohibition against ADU being used as vacation rentals (short-term rentals) and stated that current code requires the owner to occupy a residence on the property. She states this makes sense to maintain and monitor the property. Parking is not an issue usually guests all come in one car. They are being regulated by the state tax commission and they are required to pay sales tax and hotel/motel tax. She thinks neighborhoods regulate themselves and don't think the noisy partying would happen.

Holly Hansen has concerns with long term rentals having multiple cars and people and thinks vacation rentals are better overall. The homes are well maintained, no garbage and couches in the yard. The long term rentals are usually not maintained. People who purchase these want them as an investment and use them as a vacation home or have as a possible home in the future in this area.

Patti Jester stated she lives in the Fort Grounds neighborhood and has been there since 1979. She has 3

vacation rentals behind her currently and has experienced the very best and the very worst of it. The best was a family with 10 children who were very respectful and this was an option for them to stay at a vacation rental vs. a hotel which would be the cheaper option for a family of that size. They have also experienced camp run amuck, people camping in the back yard and in trailers in the front yard. Stated that vacation rentals in Hawaii are based on occupancy by what the home can occupy and they license based on a particular number of guests. They are very strict about the number. If you break this you lose your license. She asked questions if ADU's would be under this. Do they need to be licensed? Her observation in the Fort Grounds neighborhood is that it has become a mixed use and commercial vacation rental use. I bought into a neighborhood/community and not a row of Motel 6's.

Mr. Holm stated that questions/comments regarding ADU's and vacation rentals will be taking all of them into consideration as we move forward.

Commissioner Jordan asked how the surrounding neighbors would contact the vacation rental person if they had a disturbance or complaint.

Mr. Holm stated that everyone that lives within 100 feet will be provided the 24/7 contact person if there is a disruption.

Mr. Holm explained the purpose of an ADU was determined by the previous Council that it was written as a month to month not as a hotel/motel use and to provide affordable housing.

Ms. Anderson added that ADU's do not have parking requirements.

Commissioner Luttrupp asked if it is easy to get an ADU license.

Mr. Holm stated there is a notice to title that is recorded at the county and it is relatively easy.

Commissioner Luttrupp does not agree with having the signage requirement but based on the current code. It is too big.

Commissioner Messina asked if it was necessary to have a sign at all.

Mr. Holm stated that most vacation rental agencies discourage signs because of the potential that people will know it is an empty home.

Commissioner Ingalls gave kudos to staff on a great product and that there is not a lot more that needs to be done just a few little tweaks and not to get hung up on things such as the "family" definition which currently applies to all homes within the residential zone. Agreed to strike the 7-10pm time limit and let the city's current ordinance dictate and strike the 4 year bookkeeping requirement.

Commissioner Jordan liked the idea of a "light touch" and make amends in the future if needed. He also stated that the definition of "family" really doesn't make sense and would be difficult to enforce.

Commission Rampler questioned how old is the ordinance that defines "family".

Ms. Anderson said she would look into it.

Mr. Adams, City Attorney stated the definition most likely preceded 2011.

Commission Fleming stated she would discourage all signage because it changes the feel of the neighborhood; the age limit of 21 should remain. She felt the vacation rental property managers could make the guests aware of the City Code noise ordinance. She likes the 24/7 contact person and the 2 day minimum stay. She suggested making it mandatory to have a land line in the home.

Commission Jordan stated the Commission agrees on about 80% of the ordinance.

Discussion followed and the Commission decided to strike the 4 year recordkeeping, strike the 7am to 10pm time restriction, keep the two night minimum stay, prohibit any exterior signage, add language to notify neighboring properties within 100 feet of the vacation rental providing them with the 24/7 contact person and redefine the occupancy language.

Next Steps:

- Bring forward the draft ordinance with the suggested revisions to the March 14th Planning Commission meeting.

ADJOURNMENT:

The meeting adjourned at **8:42** p.m.

Prepared by Kelley Setters, Planning Technician

**PLANNING COMMISSION
MINUTES
FEBRUARY 14, 2017
OLD COUNCIL CHAMBERS
710 E. MULLAN AVENUE**

COMMISSIONERS PRESENT:

Brad Jordan, Chairman
Lynn Fleming
Michael Ward
Peter Luttrupp
Tom Messina, Vice Chair
Lewis Rumpler
Jon Ingalls

STAFF MEMBERS PRESENT:

Hilary Anderson, Community Planning Director
Sean Holm, Planner
Mike Behary, Planner
Shana Stuhlmiller, Public Hearing Assistant
Randy Adams, Deputy City Attorney
Katie, Kosanke, Urban Forestry Coordinator
Chris Bosley, City Engineer

COMMISSIONERS ABSENT:

None

CALL TO ORDER:

The meeting was called to order by Chairman Jordan at 12:00 p.m.

STAFF COMMENTS:

- Hilary Anderson, Community Planning Director, announced that Tony Berns and Bill Greenwood will not be presenting today. She stated that Mr. Berns has been rescheduled to do a presentation at the next Planning Commission meeting on March 14, 2017.
- She introduced today's presenters: Chris Bosley, City Engineer, and Katie Kosanke, Urban Forestry Coordinator.

WORKSHOP:

Chris Bosley, City Engineer, presented a PowerPoint explaining updates to the following transportation projects listed below:

- US-95/Ironwood Avenue
- US-95/Emma Avenue
- Ironwood Avenue/Medina Street
- Government Way: Hanley Avenue to Prairie Avenue
- Seltice Way: Huetter Road to Riverstone Drive
- Seltice Way: Riverstone Drive to Northwest Boulevard
- ITD Fastlane Grant

Mr. Bosley provided the following statements regarding the Transportation projects listed above:

- US-95/Ironwood Avenue showed on a map the areas to be upgraded.
- Medina Street will be realigned and become a signaled intersection with the hospital and parking garage

- US-95 Ironwood concept – Bid and Construction will take place this spring. A median island will be added to prevent people from turning left out of the hospital. A crosswalk will be added with the addition of rapid beacons added later.
- US-95 and Emma; a signal will be added.
- Presented a concept drawing showing the design for Medina and commented that they are working on access issues with Parkwood properties.
- Seltice Way project from Huetter to Northwest Boulevard are two separate projects.
- Riverstone to Northwest Boulevard is a project done with a federal grant to help build a sidewalk with funding provided for an 8 foot sidewalk and because there is an existing 10 foot path will match the extra two feet to match the existing shared path. Showed section of road that will be designed for two 11 foot travel lanes for bikes.
- Seltice Way/Atlas Road roundabouts planned. Both roundabouts will have landscaping. He showed a rendering of the Grandmill Roundabout and explained the design.
- He concluded his presentation and asked if the commission had any questions.

Ms. Anderson inquired if Mr. Bosley could explain the process how bicyclists use the roundabouts on Seltice Way and inquired of plans for any future tree removal in that area. Mr. Bosley stated that they will be removing some trees in the median to make room for the road, and that the designer has taken extra care to design the street lower or higher to keep those cuts to a minimum and will be using guard rails as a way to protect some of the trees from cars. Katie Kosanke, City Urban Forester, will be going with the designer to locate the trees that need to be preserved and ones that can be removed.

Commissioner Rumpler inquired if there have been any considerations for public art placed within the design of the roundabouts. Mr. Bosley stated that they have designated the center of the roundabouts for public art. They are also planning to plant some tall trees in that area and be careful with the selection of trees, so the trees won't mask the art.

Mr. Bosley described the design of the bike lanes proposed at the roundabouts will be designed similar to look of the roundabouts at the education corridor.

Ms. Anderson asked if Mr. Bosley could explain the safety measures for pedestrians at the crosswalks located by the roundabouts to insure pedestrians will be able to cross safely. Mr. Bosley explained that they have proposed using flashing beacons to ensure pedestrians will be able to cross safely.

Commissioner Ward mentioned that recently the Chamber hosted a forum where representatives from ITD were present, and in that meeting, discussed problems with traffic congestion on Government Way and Seltice Way and questioned if this problem will be addressed this year.

Mr. Bosley explained that on Seltice Way - with the help roundabouts- is a far more superior method for traffic calming. He stated that Government Way will be designed similar to what was done from Dalton to Hanley with five lanes to help with traffic congestion.

Commissioner Jordan feels that they really need an interstate interchange located around Huetter and I-90. Mr. Bosley commented that he had a meeting with ITD yesterday, and they brought up the Huetter project where that interchange was discussed, and feels that maybe might gain some "traction" to bring discussions to the table regarding that interchange.

Commissioner Rumpler inquired if roundabouts have been engineered for tractor/trailers. Mr. Bosley replied yes, they have. The roundabout located at Atlas is designed bigger than the one on Grandmill because more left turns are expected on Atlas going onto Seltice, so the roundabout on Atlas needed to be bigger.

Commissioner Ingalls inquired if there will be a "future" left lane off of Atlas. Mr. Bosley explained that once the property to the south is developed, there will be a "leg" added. He explained that there was once a signal planned on "Old" Atlas and with the current plan will not work.

Ms. Anderson inquired if Mr. Bosley could explain how the roundabouts are designed to accommodate trucks. Mr. Bosley stated that a “truck” apron will be designed, so when the truck trailer is making a left turn, will be able to use the curve to make the turn. Chairman Jordan commented that it’s not a perfect design, but feels will work. Mr. Bosley explained that it’s not a perfect design, but it makes it so we don’t have to acquire additional right of way.

Commissioner Ingalls inquired if we will be in good shape to handle the traffic once the future mill site is built to capacity. Mr. Bosley feels that the city will be in good shape and explained that with growth, comes some congestion, which can be a benefit, so people can slow down.

Commissioner Rumpler explained that at last month’s Planning Commission meeting, they approved a 300 unit apartment complex. He commented that during that hearing he had a question about traffic counts. He explained that more information on traffic counts would have been helpful since the property south of Seltice is not developed yet. He commented in the future, he would appreciate more information on traffic counts.

Commissioner Fleming commented that there is a lot of ingress/egress accesses along Seltice Way adding to the congestion. Mr. Bosley explained that with the new design on Seltice Way, they will be eliminating all cut-off roads.

Commissioner Ingalls commented regarding the construction along Ironwood and the impact on hospital staff, and inquired if those improvements will happen this year.

Mr. Bosley mentioned a lot is going on at the hospital and that they are trying to plan the phasing schedule to prevent a bottleneck from occurring. He explained that the construction plan is moving along.

Ms. Anderson inquired if Ironwood and Lakewood will be realigned as part of the Ironwood Project. Mr. Bosley commented that he is not sure if that will be part of the initial project.

A discussion ensued regarding construction on I-90 and also Government Way.

Mr. Bosley explained that the ITD Fastlane Grant is a grant they obtained for \$8.45 million to do some improvements from Highway 90 to Hayden. He stated with the money from the grant they are proposing to take out a signal at Canfield and put in a new signal at Wilbur and that Wilbur will be extended to Government Way with a signal.

Commissioner Ingalls inquired if they have a timeframe.

Mr. Bosley commented that they would like to start in 2019 based on getting money from other jurisdictions.

Mr. Bosley concluded his presentation and thanked the commission for their time.

Katie Kosanke, Urban Forestry Coordinator, presented a PowerPoint explaining the proposed requirements for protecting Grand Scale Trees and Public Trees.

- Grand scale trees are trees located on private property with a minimum of 20 inches in diameter measured at 4.5 feet above the ground (DBH) and/or 45 feet in height or more and are located within 20 feet of a public street.
- Public trees are located on city properties and within the public right-of-way (street trees) and cannot be considered Grand Scale Trees. Public trees are required to be protected and retained during development unless removal is approved through the city’s Urban Forestry Committee.
- She noted the Urban Forestry Commission is in the process of making changes to the current ordinance and thanked staff for their input.
- No requirements in place currently. The proposed requirements will hold developer accountable.
- Failure to comply with the tree protection measures during the duration of the project, or impact to

the tree within the tree protection zone will result in restitution being sought in the amount of the appraised value of the trees.

- Intent of promoting tree retention: Social Benefits, Environmental Benefits and Economic Benefits
- Discussed proposed requirements and Protection Standards and used model from Portland
- Ms. Kosanke concluded her presentation and asked for questions.

STAFF COMMENTS:

Commissioner Rumpler inquired if there are any bonuses for contractors to retain grand scale trees. Ms. Anderson explained that a developer can have a benefit to retain grand scale trees and be able to increase his FAR (Floor Area Ratio) in some overlay districts.

Commissioner Luttrupp stated that he gets frustrated when contractors promise to leave trees on the property and later they are gone. He questioned if this policy will help this issue. Ms. Kosanke explained that this only pertains to trees in the right-of-way and grand scale trees.

Commissioner Ingalls commented that when the Forest Service property came before the Planning Commission their request was for a Planned Unit Development (PUD) and per the conditions the trees on the property were protected. He questioned what happens if a developer takes a tree out accidentally.

Mr. Adams explained that a PUD is protected with an ordinance that there is no “wobble” room for the interpretation compared to what is being discussed today.

Ms. Kosanke explained the proposed protection standards, including: Distance from Trees Encroachment, Protection fencing, signage, Mulch, Watering, No dumping.

Commissioner Luttrupp inquired regarding the Seltice Way Reconstruction and questioned how many trees will be retained.

Ms. Kosanke explained that tree loss in some areas will be unavoidable. She explained on the Seltice Way Improvement plan, originally the bike path was pushed back, resulting in a removal of trees and because the engineers have moved the path back which made the trees now in the right-of-way. She commented that on the Southside of Seltice, no trees will be removed. In the center of the roundabouts on Grandmill and Atlas trees will need to be removed. She explained in some areas, there will be tree loss. She stated that during that project she will be doing evaluations and with any trees removed they will encourage the developer to replant.

Ms. Kosanke discussed future considerations listed below:


- Promote retention of trees on private property for single family residents.
- Sidewalk standards review.
- Integrate trees as green infrastructure, new technologies for storm water mitigation.
- Ms Kosanke concluded her presentation and thanked the commission.

ADJOURNMENT:

Motion by Fleming, seconded by Rumpler, to adjourn the meeting. Motion approved.

The meeting was adjourned at 1:30 p.m.

Prepared by Shana Stuhlmiller, Public Hearing Assistant.



ADMINISTRATIVE

**PLANNING COMMISSION
STAFF REPORT**

FROM: TAMI STROUD, PLANNER
DATE: MARCH 14, 2017
SUBJECT: EXTENSION OF PLANNING COMMISSION APPROVAL FOR S-2-16 – PRELIMINARY FOR A 2-LOT, 4-TRACT SUBDIVISION KNOWN AS “BELLERIVE 6TH ADDITION”.
LOCATION: +/- .945 ACRE PARCEL LOCATED EAST OF THE TERMINUS OF BELLERIVE LANE AND ON THE SOUTH SIDE OF THE EXISTING CENTENNIAL TRAIL

DECISION POINT:
Riverwalk Townhomes, LLC is requesting a one (1) year extension of S-2-16 (Subdivision) to May 24th, 2018.

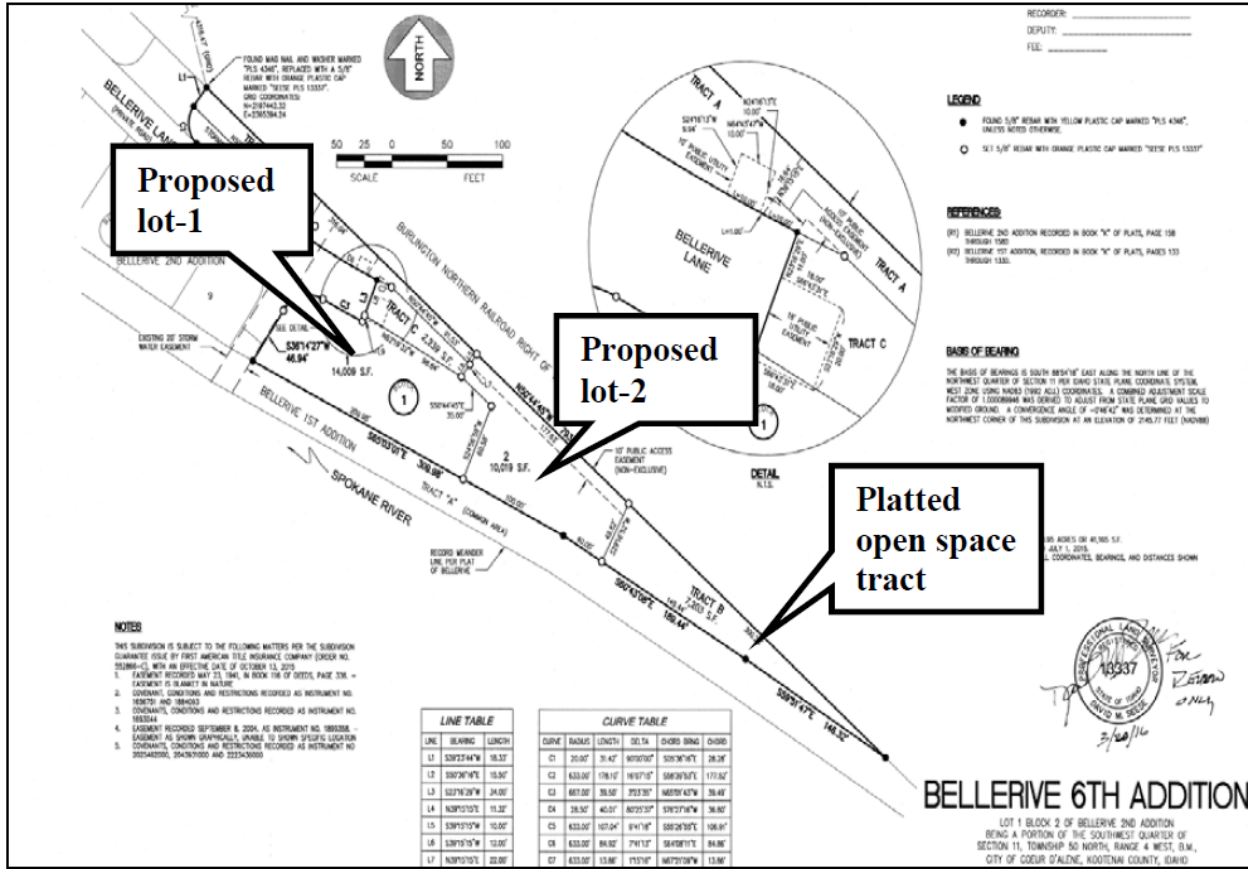
This request would allow the applicant extra time to complete the infrastructure requirements and extend the subdivision approval.

DISCUSSION:
Section 16.20.040 of the city's code allows the Planning Commission to allow for a subdivision extension. Up to five one year extensions may be approved by Planning Commission. The required subdivision improvements, pertaining to the landscaping, irrigation and walking path within the “Open Space” tract in “Bellerive 6th Addition” are complete. The applicant's letter is attached.

SITE PHOTO:



APPROVED PRELIMINARY PLAT OF “RIVERWALK TOWNHOMES” A 2-LOT 4-TRACT SUBDIVISION



CITED CODE ITEMS:

Subdivision:

16.20.040: LAPSE OF APPROVAL OF PRELIMINARY PLAT APPROVAL:

Preliminary plat approval, whether conditional or not, shall be effective for twelve (12) months from the date of planning commission approval or from the date of recordation of the final plat for the preceding phase of the development in an approved phased subdivision. The planning commission, upon written request, may grant up to five (5) extensions of twelve (12) months each upon a finding that the preliminary plat complies with current development requirements and all applicable conditions of approval. The planning commission may modify and/or add conditions to the final plat to ensure conformity with adopted policies and/or ordinance changes that have occurred since the initial approval. A request for an extension of a preliminary plat approval must be received by the planning director no later than ninety (90) days after the date that the approval lapsed and must be accompanied by the required fee. (Ord. 3485, 2014)

PRIOR CONDITIONS OF APPROVAL:

PLANNING:

1. Prior to final plat recordation, all required subdivision improvements, such as the landscaping, irrigation and other improvements for all required "Open Space" areas throughout Bellerive, shall be completed or bonded for at 110% of the estimated present cost of such improvements. The estimate must be approved by the Community Planning Director.
2. If improvements are bonded for, a cash security bond for the required improvement costs shall be paid prior to recordation of the final plat and the bond shall be in effect for six years after recordation of the Final Plat.
3. A minimum five-foot (5') wide temporary Public Access trail using surface material acceptable to the city shall be provided from the terminus of Bellerive Lane and connecting to Tract A Bellerive 1st Addition, and Tract B of the future Bellerive 6th Addition prior to recordation of the final plat or bonded for. Landscaping shall also be provided along the Public Access Trail and the trail shall be located within a ten-foot (10') wide temporary Public Access Easement that shall be granted through the platting process. Once the boardwalk has been extended and a connection made to Tract B of Bellerive 6th Addition, the temporary Easement will revert back to the property owner(s).
4. A four-foot (4') wide walking path or stairs shall be installed within Tract B (Improved "Open Space") of the proposed Bellerive 6th Addition to provide public access to the riverfront within Tract A, Bellerive 1st Addition and also provide a connection to the future boardwalk extension using a gangway or similar.
5. The eight-foot (8') wide boardwalk shall be extended along the Spokane River to the southeastern extent of Lot 2 of Bellerive 6th Addition and connected to the open space tract (referred to as Tract A, Bellerive 1st Addition) within the subject property. The boardwalk shall be installed no more than twelve (12) months after recordation of the final plat of Bellerive 6th Addition.
6. Prior to recordation of the final plat, the applicant/owner shall provide the City with documentation that "Bellerive 6th Addition" has been included in the Bellerive HOA, and also provide documentation of any additional homeowner's association(s) that have been formed. A copy of the CC&R's that include detailed maintenance responsibilities of all private infrastructure (roads, drainage structures, street lighting, and all open space areas etc.) must be included.
7. There shall be no more than six (6) total residences on the subject property and the maximum number of units for the "Courtyard Homes shall be limited to four (4).
8. The private driveway at the terminus of Bellerive Lane shall not be designed to overlap the public access trail and the trail shall not be used as a driveway.
9. Prior to final plat recordation, the HOA shall work with the city to create and post signage indicating "Public Open Space" in all areas of Bellerive designated for public use (Per the RiverWalk Final Development Plan, 2005).
10. All required improvements pertain to the owner, owner's heirs, assigns, and successors in interest, and must comply with all conditions of the Planned Unit Development.
11. The notes on the signature page of the preliminary plat shall be modified, to assure the language pertaining to the common areas meets the City's requirements.
12. All conditions shall be recorded on the "Notice to Title."

WATER:

13. A domestic service will be required for each individual lot prior to plat approval. An irrigation service(s) and an additional fire hydrant may be required, as part of the plat approval process as well. Since no water main extension is anticipated, utility easements will be required for service access to the second lot and any irrigated tracts. All costs will be borne by the Developer.

WASTEWATER:

14. Extension of public sanitary sewer infrastructure and installation of sewer laterals to each newly created lot will be required prior to final plat approval.
15. The utility easement for the public sewer infrastructure must be dedicated to the City prior to final plat approval.

FIRE:

16. If the pier is to be continued through this development or docks constructed that are capable of mooring five (5) or more vessels; then fire protection - including extension of the standpipe system, and access to the pier/docks will be required per IFC 2012 Edition Chapter 36, Section 3604 and NFPA 303. CDA FD will work with Idaho Department of Lands (IDL) on any permits for docks and or marinas applied for.
17. Surfaces for drivable FD access shall be constructed to meet the minimum imposed load of 75,000 lbs.

COMMISSION ALTERNATIVES:

- The Planning Commission may, by motion, grant an additional one year extension of Riverwalk Townhomes, LLC for "Bellerive 6th Addition", Subdivision; or,
- The Planning Commission may, by motion, deny the extension request.

Riverwalk Townhomes, LLC
7358 N Aaron Street
Coeur d' Alene, ID 83815

February 2, 2017

City of Coeur d' Alene
Planning Commission
710 E Mullan Ave
Coeur d' Alene, ID 83814

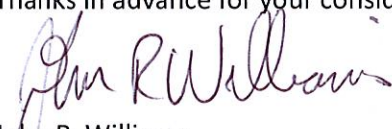
Re: Bellerive 6th Addition Preliminary Plat

Dear Planning Commission Members,

The Bellerive 6th Addition Preliminary Plat was approved by the Planning Commission on May 10, 2016.

We respectfully request a 1 year extension as allowed by the City Code to complete all of the conditions outlined in the May 12, 2016 approval letter.

Thanks in advance for your consideration on this request.



John R. Williams
Riverwalk Townhomes, LLC



PUBLIC HEARINGS



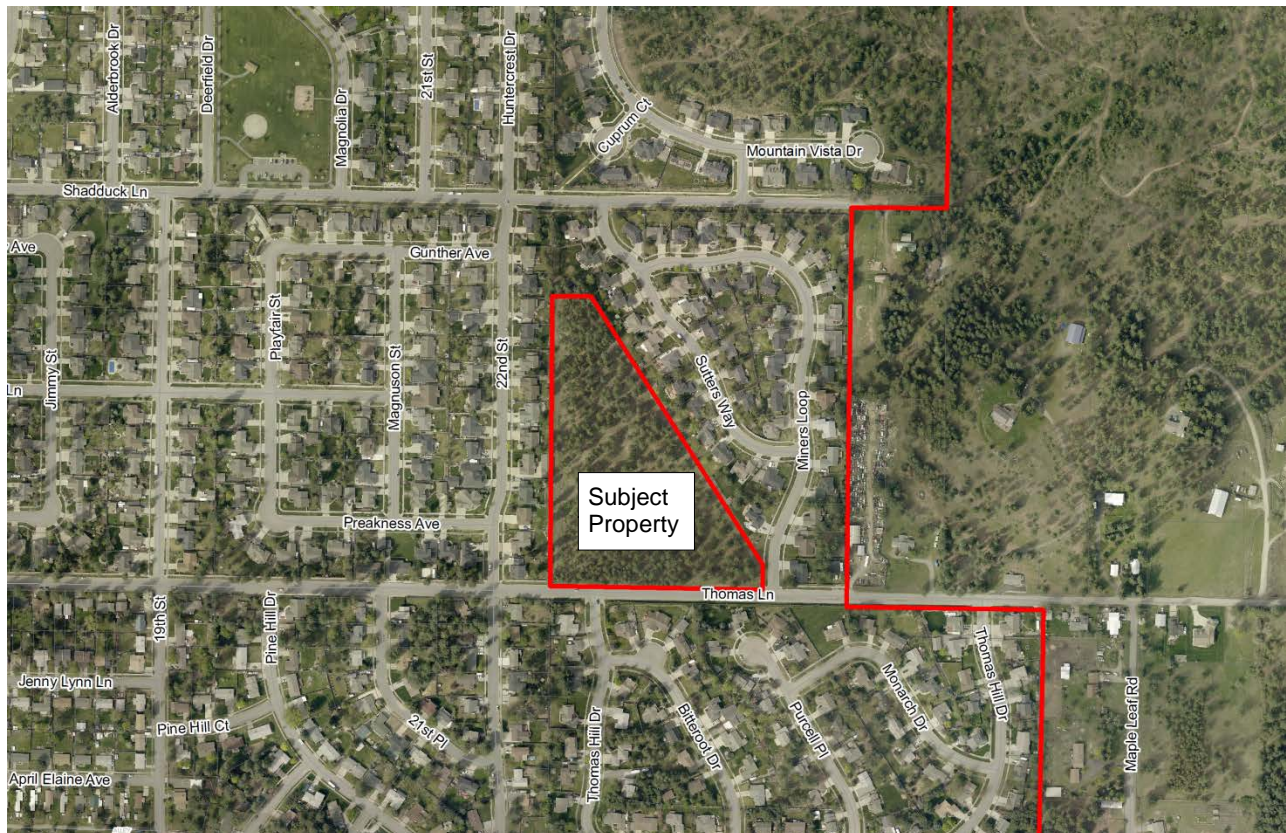
**PLANNING COMMISSION
STAFF REPORT**

FROM: SEAN E. HOLM, PLANNER
DATE: MARCH 14, 2017
SUBJECT: S-2-17 – 28 LOT PRELIMINARY PLAT SUDIVISION REQUEST FOR “ALPINE POINT”
LOCATION: +/- 10.01 ACRE PARCEL LOCATED BETWEEN 22ND ST. AND MINERS LOOP/SUTTERS WAY, NORTH OF THOMAS LANE

APPLICANT:
Owner: Aspen Homes & Development, LLC
1831 N. Lakewood Dr.
Coeur d’Alene, ID 83814

DECISION POINT:
Aspen Homes & Development, LLC is requesting approval of a 28-lot preliminary plat to be known as “Alpine Point”, for an existing parcel currently in the process of being annexed totaling +/-10.01 acres. This request has been filed in conjunction with an annexation (A-1-17).

Area Map:



GENERAL INFORMATION:

Planning Commission held a hearing for items S-1-17, PUD-1-17, and A-1-17 on January 10th, 2017. Planning Commission denied (w/o prejudice) the PUD and subdivision requests, and recommended approval of the annexation which has since been approved by City Council on February 21st, 2017.

REQUESTED DEVIATIONS:

The applicant has requested three deviations for this subdivision request listed as follow:

- 1. The distance along N Canfield Hill Drive is 670 feet which exceeds the standard of 600 feet. Due to the irregular triangular shape of the parcel and corresponding lot and street layout a deviation is being requested to accommodate the this length.*
- 2. The distance from the centerline of intersection of roads E Thomas Hill Ct. and N Canfield Hill Dr. and the centerline intersection of the closed road "T" turnaround is 402 feet which exceeds the design standard of 400 feet. Due to the irregular triangular shape of the parcel and corresponding lot and street layout a deviation is being requested to accommodate the this length.*
- 3. Due to the existing design and layout of the surrounding properties and developments it is not possible to include a midblock walkway on N Canfield Hill Drive or a pedestrian easement at the end of a closed end street as described in the referenced subdivision standard. A deviation is being requested to eliminate this requirement.*

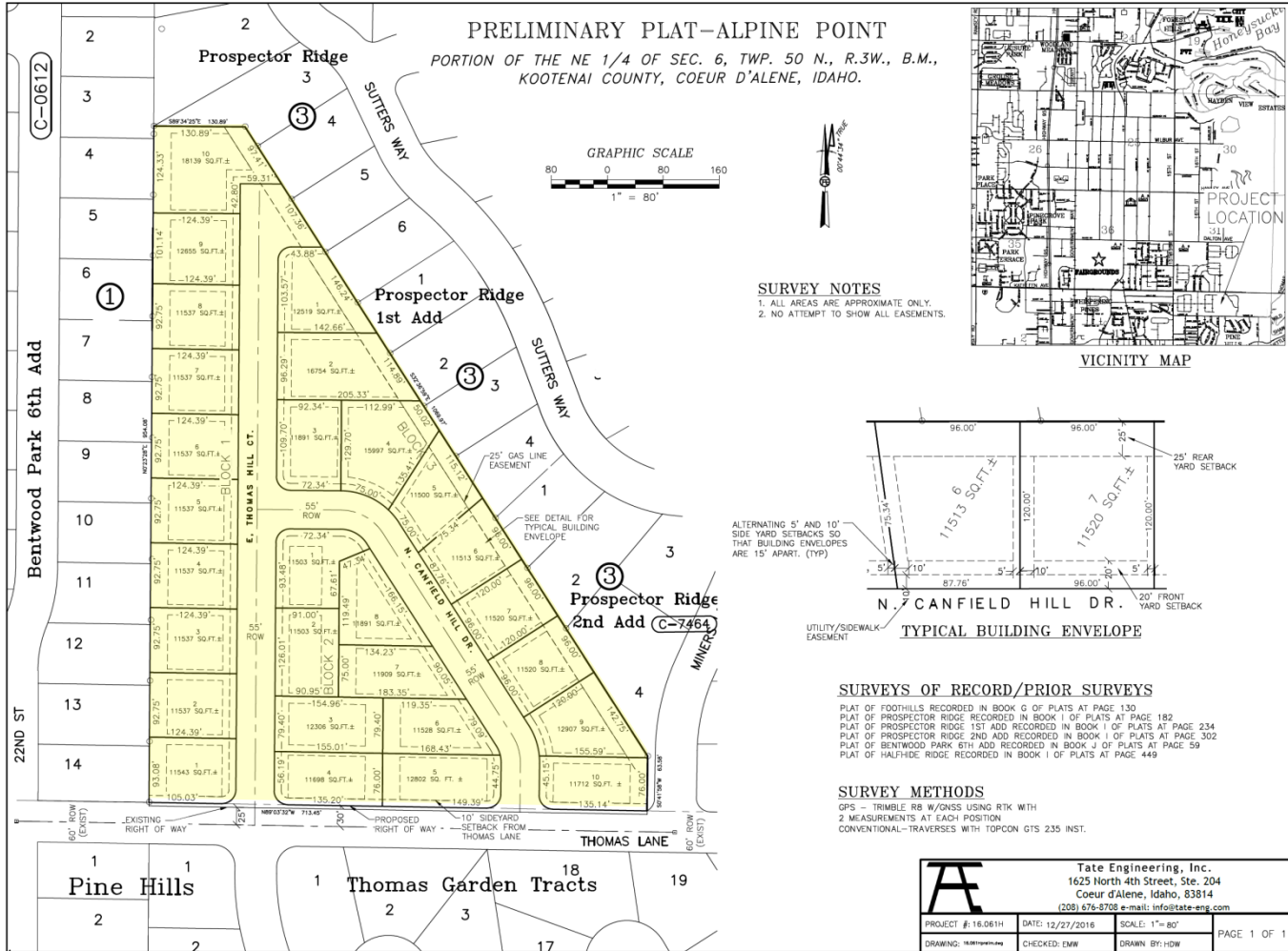
REQUIRED FINDINGS (Subdivision w/ deviations):

Finding #B7A: That all of the general preliminary plat requirements (have) (have not) been met as attested to by the City Engineer.

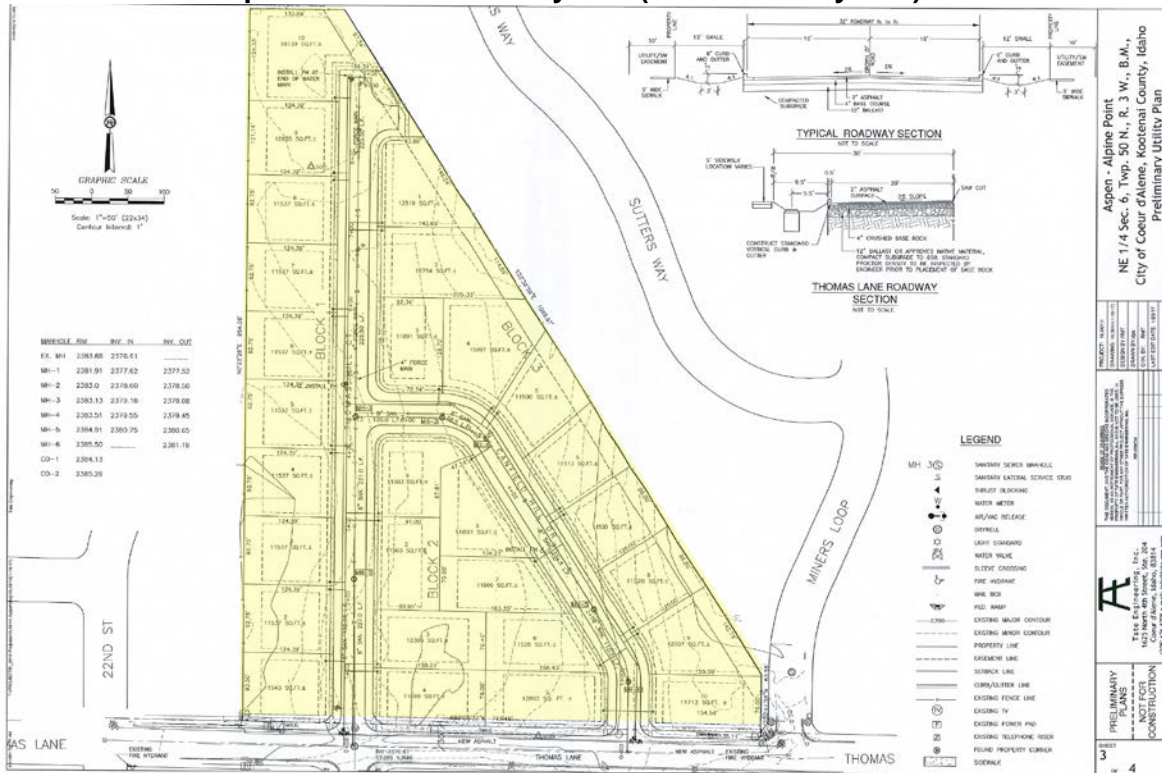
The preliminary plat submitted contains all of the general preliminary plat elements required by the Municipal Code.

-Submitted by Chris Bosley, City Engineer

Preliminary Plat "Alpine Point":



“Alpine Point” Preliminary Plat (Street & Utility info):



Evaluation: The Planning Commission must determine, based on the information before them, whether or not all of the general preliminary plat requirements have been met as attested to by the City Engineer.

Finding #B7B: That the provisions for sidewalks, streets, alleys, rights-of-way, easements, street lighting, fire protection, planting, drainage, pedestrian and bicycle facilities, and utilities (are) (are not) adequate.

STORMWATER:

City Code requires a stormwater management plan to be submitted and approved prior to any construction activity on site. Street-side swales are proposed with this development, meeting City standards. Each lot shall be designed and graded to contain its own stormwater.

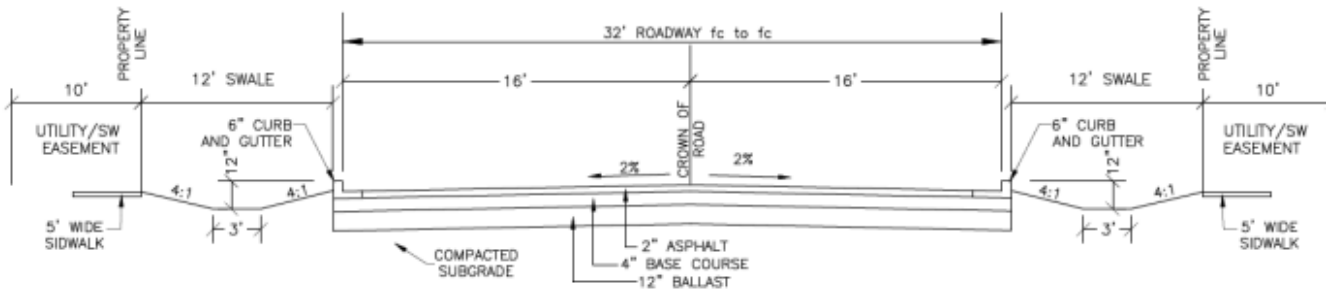
-Submitted by Chris Bosley, City Engineer

STREETS:

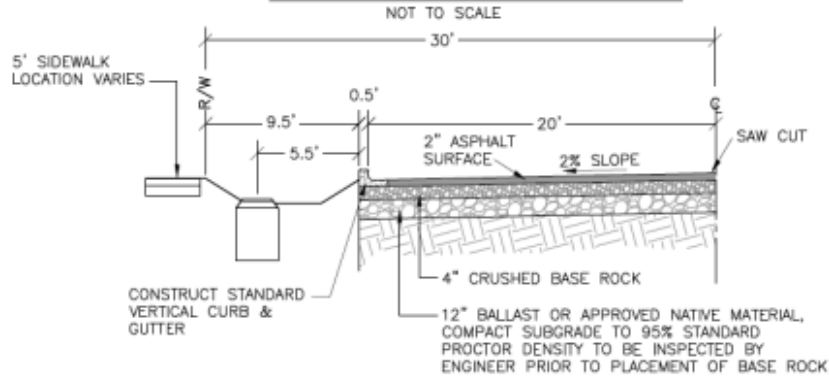
The proposed internal streets within the development meet the City Standard width at 32 feet. The proposed street sections are acceptable in the submitted form. Any changes to the proposed sections will require approval of the City Engineer prior to construction. The Thomas Lane frontage shall be improved to City Standards.

-Submitted by Chris Bosley, City Engineer

Typical Street Section:



TYPICAL ROADWAY SECTION



THOMAS LANE ROADWAY

SECTION

NOT TO SCALE

TRAFFIC:

The ITE Trip Generation Manual estimates the project may generate up to 267 trips per day at full build-out; with up to 29 occurring during the AM/PM peak hour periods. The subject development will have two points of access onto Thomas Lane. The added traffic is expected to be minor compared to existing conditions.

-Submitted by Chris Bosley, City Engineer

WATER:

There is an existing 12" water main in Thomas Lane. There is adequate capacity in the public water system to support domestic, irrigation and fire flow for the proposed plat.

-Submitted by Terry Pickel, Water Superintendent

WASTEWATER:

The City's Wastewater Utility presently has the wastewater system capacity and willingness to serve this subdivision as proposed. The nearest public sanitary sewer is located within the Thomas Lane and Thomas Hill Drive intersection which borders the southerly boundary of this subdivision.

-Submitted by Mike Becker, Utility Project Manager

FIRE:

The Fire Department works with the Engineering, Water, and Building Departments to ensure the design of any proposal meets mandated safety requirements for the city and its residents.

Fire department access to the site (Road widths, surfacing, maximum grade and turning radiuses), in addition to, fire protection (Size of water main, fire hydrant amount and placement, and any fire line(s) for buildings requiring a fire sprinkler system) will be reviewed prior to final plat recordation and/or building permit approval, utilizing the currently adopted International Fire Code (IFC) for compliance.

The locations of the additional 4 fire hydrants and the proposed road width (32') are acceptable as shown.

The Coeur d'Alene Fire Department can address all concerns at site and building permit submittals with approval of the recommended conditions.

-Submitted by Bobby Gonder, Fire Inspector

Evaluation: *The Planning Commission must determine, based on the information before them, whether or not the public facilities and utilities are adequate for the request.*

Finding #B7C: **That the proposed preliminary plat (does) (does not) comply with all of the subdivision design standards (contained in chapter 16.15) and all of the subdivision improvement standards (contained in chapter 16.40) requirements.**

Aside from the three proposed deviations, the preliminary plat submitted does comply with all of the subdivision design standards and all of the subdivision improvement standards.

-Submitted by Chris Bosley, City Engineer

Evaluation: *The Planning Commission must determine, based on the information before them, whether the proposed preliminary plat does or does not comply with all of the subdivision design standards (contained in chapter 16.15) and all of the subdivision improvement standards (contained in chapter 16.40) requirements. Specific ways in which the policy is or is not supported by this request should be stated in the finding.*

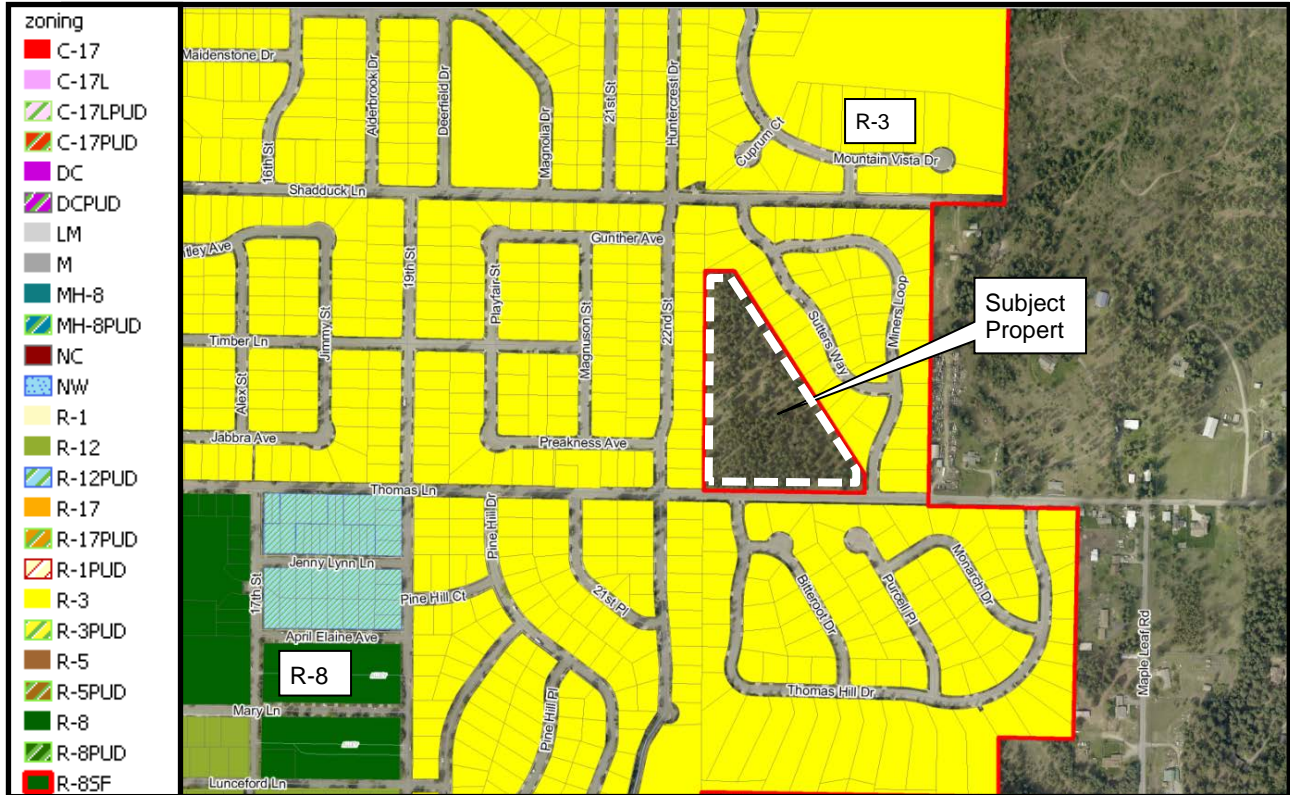
Finding #B7D: **The lots proposed in the preliminary plat (do) (do not) meet the requirements of the applicable zoning district.**

The R-3 lots in the proposed preliminary plat meet frontage requirements of 75' per lot and the minimum of 11,500 SQ FT per lot.

GENERALIZED LAND USE PATTERN:



EXISTING ZONING:



Evaluation: *The Planning Commission must determine, based on the information before them, whether or not the lots proposed in the preliminary plat do or do not meet the requirements of the applicable zoning district.*

DEVIATIONS FROM PROVISIONS CRITERA (See “GENERAL INFORMATION”):

Section 16.32.010 - Standards for Granting:

In specific cases, the Commission may authorize deviations from the provisions or requirements of this title that will not be contrary to public interest; but only where, owing to special conditions pertaining to a specific subdivision, the literal interpretation and strict application of the provisions or requirements of this title would cause undue and unnecessary hardship.

No such deviation from the provisions or requirements of this title shall be authorized by the Commission unless they find that all of the following facts and conditions exist:

- A. Exceptional or extraordinary circumstances or conditions applying to the subject subdivision or to the intended use of any portion thereof that does not apply generally to other properties in similar subdivisions or in the vicinity of the subject subdivision.
- B. Such deviation is necessary for the preservation and enjoyment of a substantial property right of the subdivider or is necessary for the reasonable and acceptable development of the property.
- C. The authorization of such deviation (will) (will not) be materially detrimental to the public welfare or injurious to property in the vicinity in which the subdivision is located.
- D. The authorization of such deviation will not adversely affect the Comprehensive Plan.
- E. Deviations with respect to those matters originally requiring the approval by a City Engineer or his designee may be granted by the Commission only with the written approval by the City Engineer or his designee.

APPLICABLE CODES AND POLICIES:

Utilities:

1. All proposed utilities within the project shall be installed underground.
2. All water and sewer facilities shall be designed and constructed to the requirements of the City of Coeur d’Alene. Improvement plans conforming to City guidelines shall be submitted and approved by the City Engineer prior to construction.
3. All water and sewer facilities servicing the project shall be installed and approved prior to issuance of building permits.
4. All required utility easements shall be dedicated on the final plat.

Streets:

5. All new streets shall be dedicated and constructed to City of Coeur d'Alene standards.
6. Street improvement plans conforming to City guidelines shall be submitted and approved by the City Engineer prior to construction.
7. All required street improvements shall be constructed prior to issuance of building permits.
8. An encroachment permit shall be obtained prior to any work being performed in the existing right-of-way.

Stormwater:

9. A stormwater management plan shall be submitted and approved prior to start of any construction. The plan shall conform to all requirements of the City.

Fire Protection:

10. Fire hydrant(s) shall be installed at all locations as determined by the City Fire Inspectors.

General:

11. The final plat shall conform to the requirements of the City.
12. Prior to approval of the final plat, all required improvements must be installed and accepted by the City. The developer may enter into an agreement with the City guaranteeing installation of the improvements and shall provide security acceptable to the City in an amount equal to 150 percent of the cost of installation of the improvements as determined by the City Engineer. The agreement and security shall be approved by the City Council prior to recording the final plat.

PROPOSED CONDITIONS:

Water:

1. Minimum 8" water distribution mains, individual domestic water services to all residential lots and fire hydrants meeting CDA Fire Dept. spacing requirements will be required upon final plat approval prior to application for any building permits.

Fire:

2. The hammer-head at the north end is to be used for an approved FD turnaround due to dead-end road over 150'. The hammer-head shall be signed, 'NO PARKING-FIRE LANE' as shown on the current plans.
3. The FD hammer-head shall not be used for snow storage. Snow storage area shall be reflected on the final plat.

Wastewater:

4. The Extension of public sanitary sewer infrastructure and installation of sewer laterals to each newly created lot will be required prior to final plat approval.

ORDINANCES & STANDARDS USED FOR EVALUATION:

2007 Comprehensive Plan
Transportation Plan
Municipal Code
Idaho Code
Wastewater Treatment Facility Plan
Water and Sewer Service Policies
Urban Forestry Standards
Transportation and Traffic Engineering Handbook, I.T.E.
Manual on Uniform Traffic Control Devices
2010 Coeur d'Alene Trails Master Plan

ACTION ALTERNATIVES:

The Planning Commission must consider these requests and make separate findings to approve, deny or deny without prejudice. The findings worksheets are attached.

A decorative border composed of a grid of purple diamonds in various shades, surrounding a central light purple rectangular area.

**APPLICANT'S
NARRATIVE**

Alpine Point Subdivision Description

In July 2016, Aspen Homes and Development, LLC, (Aspen Homes), purchased a 10 acre parcel of land, (parcel number 0-8200-00A-007-A), from School District # 271 of Kootenai County. The property is located North of Thomas Lane and is bordered by residences off of 22nd Street on the West and residences off of Miners Loop and Sutters Way on the East. Aspen Homes is proposing to subdivide this property into 28 single family lots. Aspen Homes has previously submitted an application to annex this property into the City of Coeur d'Alene zoned as R3, reference application number A-1-17.

Subdivision Description

The Alpine Point Subdivision is a proposed 28 lot single family residential development. The property is currently an island of undeveloped land surrounded by established communities. The parcel is flat and will require limited to no alterations to support the subdivision other than the installation of required utilities and streets that can easily be tied into the existing infrastructure.

The development is proposed on 10 acres of land and will consist of 28 single family residential lots, a residential density of 2.8 units per acre that is consistent with the R3 zoning of the adjoining developments and the requested R3 zoning in the annexation application. The proposed lots are in full compliance with the R3 lot standards. Landscaping will be installed throughout the development that meet the requirements of the City's landscaping ordinance. CCR's and Architectural design guides will be developed and recorded to define use restrictions, architectural control, maintenance and repair obligations, and other general guides for the subdivision. All public infrastructure, such as roads, curbs and sidewalks, associated with the proposed development will be built per the city subdivision design standards and will be publicly maintained. The development will be able to tie into and utilize the existing utilities and infrastructure that currently service the area, no new services are required.

Pacific Northwest Pipeline Corporation maintains a 60 foot easement that encroaches on the proposed development. The easement is for the purpose of inspecting, maintaining and operating an existing 6" natural gas pipeline. In discussion with North West Pipeline, it was described that the approximately 25' of the right of way was west of the property line and 35' to the east. The actual pipeline location is to the east of the property line, out of the proposed development. The easement calls for no permanent structures and ideally North West Pipeline prefers the easement be left as a green belt in the event that they needed to mobilize equipment to expose the pipeline. North West Pipeline does not have any planned maintenance or work scheduled for the pipeline in this area at this time.

The proposed development will be built as a single phase with construction beginning immediately after receiving approval from the City of Coeur d'Alene.


Requested Deviations

To facilitate the layout on the triangular parcel the following deviations to the Subdivision Design Standards are being requested:


- The distance along N Canfield Hill Drive is 670 feet which exceeds the standard of 600 feet. Due to the irregular triangular shape of the parcel and corresponding lot and street layout a deviation is being requested to accommodate the this length.
- The distance from the centerline of intersection of roads E Thomas Hill Ct. and N Canfield Hill Dr. and the centerline intersection of the closed road “T” turnaround is 402 feet which exceeds the design standard of 400 feet. Due to the irregular triangular shape of the parcel and corresponding lot and street layout a deviation is being requested to accommodate the this length.
- Due to the existing design and layout of the surrounding properties and developments it is not possible to include a midblock walkway on N Canfield Hill Drive or a pedestrian easement at the end of a closed end street as described in the referenced subdivision standard. A deviation is being requested to eliminate this requirement.

In Conclusion

We look forward in working with the City of Coeur d’Alene in developing, finalizing and constructing this subdivision. We will strive to make this a quality neighborhood that will attract and retain families in support of the growth of the City of Coeur d’Alene.



FINDINGS



**COEUR D'ALENE PLANNING COMMISSION
FINDINGS AND ORDER**

A. INTRODUCTION

This matter having come before the Planning Commission on March 14, 2017, and there being present a person requesting approval of ITEM: S-2-17 A request for preliminary plat approval of a 28-lot preliminary plat subdivision known as "Alpine Point".

APPLICANT: ASPEN HOMES AND DEVELOPMENT, LLC

LOCATION : +/- 10.01 ACRE PARCEL LOCATED BETWEEN 22ND ST. AND MINERS LOOP/SUTTERS WAY, NORTH OF THOMAS LANE

B. FINDINGS: JUSTIFICATION FOR THE DECISION/CRITERIA, STANDARDS AND FACTS RELIED UPON

(The Planning Commission may adopt Items B1-through7.)

- B1. That the existing land uses are residential.
- B2. That the zoning is County Agricultural Suburban.
- B3. That the notice of public hearing was published on February 22, 2017, which fulfills the proper legal requirement.
- B4. That the notice was not required to be posted on the property.
- B5. That notices of public hearing were mailed to all property owners of record within three-hundred feet of the subject property.
- B6. That public testimony was heard on March 14, 2017.
- B7. Pursuant to Section 16.10.030A.1, Preliminary Plats: In order to approve a preliminary plat, the Planning Commission must make the following findings:
 - B7A. That all of the general preliminary plat requirements **(have) (have not)** been met as determined by the City Engineer or his designee. This is based on
 - B7B. That the provisions for sidewalks, streets, alleys, rights-of-way, easements, street lighting, fire protection, planting, drainage, pedestrian and bicycle facilities, and utilities **(are) (are not)** adequate. This is based on
 - B7C. That the proposed preliminary plat **(do) (do not)** comply with all of the subdivision design standards (contained in chapter 16.15) and all of the subdivision improvement standards (contained in chapter 16.40) requirements. This is based on
 - B7D. The lots proposed in the preliminary plat **(do) (do not)** meet the requirements of the applicable zoning district. This is based on

Criteria to consider for B7D:

1. Do all lots meet the required minimum lot size?
2. Do all lots meet the required minimum street frontage?
3. Is the gross density within the maximum allowed for the applicable zone?

B8. Deviations from Provisions Criteria, Section 16.32.010, Standards for Granting. In specific cases, the Commission may authorize deviations from the provisions or requirements of this title that will not be contrary to public interest; but only where, owing to special conditions pertaining to a specific subdivision, the literal interpretation and strict application of the provisions or requirements of this title would cause undue and unnecessary hardship. No such deviation from the provisions or requirements of this title shall be authorized by the Commission unless they find that all of the following facts and conditions exist:

- A. Exceptional or extraordinary circumstances or conditions applying to the subject subdivision or to the intended use of any portion thereof that does not apply generally to other properties in similar subdivisions or in the vicinity of the subject subdivision. This is based on
- B. Such deviation is necessary for the preservation and enjoyment of a substantial property right of the subdivider or is necessary for the reasonable and acceptable development of the property. This is based on
- C. The authorization of such deviation **(will) (will not)** be materially detrimental to the public welfare or injurious to property in the vicinity in which the subdivision is located. This is based on
- D. The authorization of such deviation will not adversely affect the Comprehensive Plan.
- E. Deviations with respect to those matters originally requiring the approval by a City Engineer or his designee may be granted by the Commission only with the written approval by the City Engineer or his designee.

C. ORDER: CONCLUSION AND DECISION

The Planning Commission, pursuant to the aforementioned, finds that the request of **ASPEN HOMES AND DEVELOPMENT, LLC** for preliminary plat of approval as described in the application should be **(approved) (denied) (denied without prejudice)**.

Special conditions applied to the motion are:

Water:

1. Minimum 8" water distribution mains, individual domestic water services to all residential lots and fire hydrants meeting CDA Fire Dept. spacing requirements will be required upon final plat approval prior to application for any building permits.

Fire:

2. The hammer-head at the north end is to be used for an approved FD turnaround due to dead-end road over 150'. The hammer-head shall be signed, 'NO PARKING-FIRE LANE' as shown on the current plans.
3. The FD hammer-head shall not be used for snow storage. Snow storage area shall be reflected on the final plat.

Wastewater:

4. The Extension of public sanitary sewer infrastructure and installation of sewer laterals to each newly created lot will be required prior to final plat approval.

Motion by _____, seconded by _____, to adopt the foregoing Findings and Order.

ROLL CALL:

Commissioner Fleming	Voted _____
Commissioner Ingalls	Voted _____
Commissioner Luttrupp	Voted _____
Commissioner Messina	Voted _____
Commissioner Rumpler	Voted _____
Commissioner Ward	Voted _____

Chairman Jordan Voted _____ (tie breaker)

Commissioners _____ were absent.

Motion to _____ carried by a ____ to ____ vote.

CHAIRMAN BRAD JORDAN

PLANNING COMMISSION STAFF REPORT

FROM: MIKE BEHARY, PLANNER

DATE: MARCH 14, 2017

SUBJECT: SP-2-17, REQUEST FOR A SPECIAL USE PERMIT TO ALLOW
CUSTOM MANUFACTURING IN THE C-17 COMMERCIAL DISTRICT

LOCATION: A 2.54 ACRE PARCEL LOCATED AT 250 W ANTON AVENUE

APPLICANT/OWNER:

Advanced Custom Cabinets
c/o Joe McCormick
PO Box 2679
Hayden, ID 83835

DECISION POINT:

Advanced Custom Cabinets is requesting approval of a special use permit to allow a custom cabinet manufacturing operation in the C-17 Commercial Zoning District.

BACKGROUND INFORMATION:

The applicant has been manufacturing custom cabinets since 1997. The applicant currently operates his business in the Hayden area and has outgrown his current location. The applicant currently employs around 45 employees at his current facility. The applicant has indicated that their primary customers are located in the greater Coeur d'Alene and Spokane areas

The proposed new site has an existing structure that is 24,500 square feet (SF) in area. Approximately 1,850 SF of the building will be dedicated toward a showroom and office area. The showroom will be open to the public from 8AM to 5pm Monday through Friday. The rest of the building will be used for material storage, manufacturing, and shipping of finished products. (See Floor Plan on page 4)

The applicant has indicated that all manufacturing production and operations will be conducted wholly within the existing facility. The applicant has indicated that the existing building is well insulated and that noise levels outside the building will be comparable to a dishwasher running. The applicant has submitted a site plan of the property that shows the building, parking, and loading dock area on the subject site. (See Site Plan on page 3)

The applicant has indicated that he does not have any immediate plans to expand this facility or build an additional facility elsewhere on the property. However, the applicant has indicated that the proposed new location will allow him to grow the business and provide for future growth as needed.

PROPERTY LOCATION MAP:



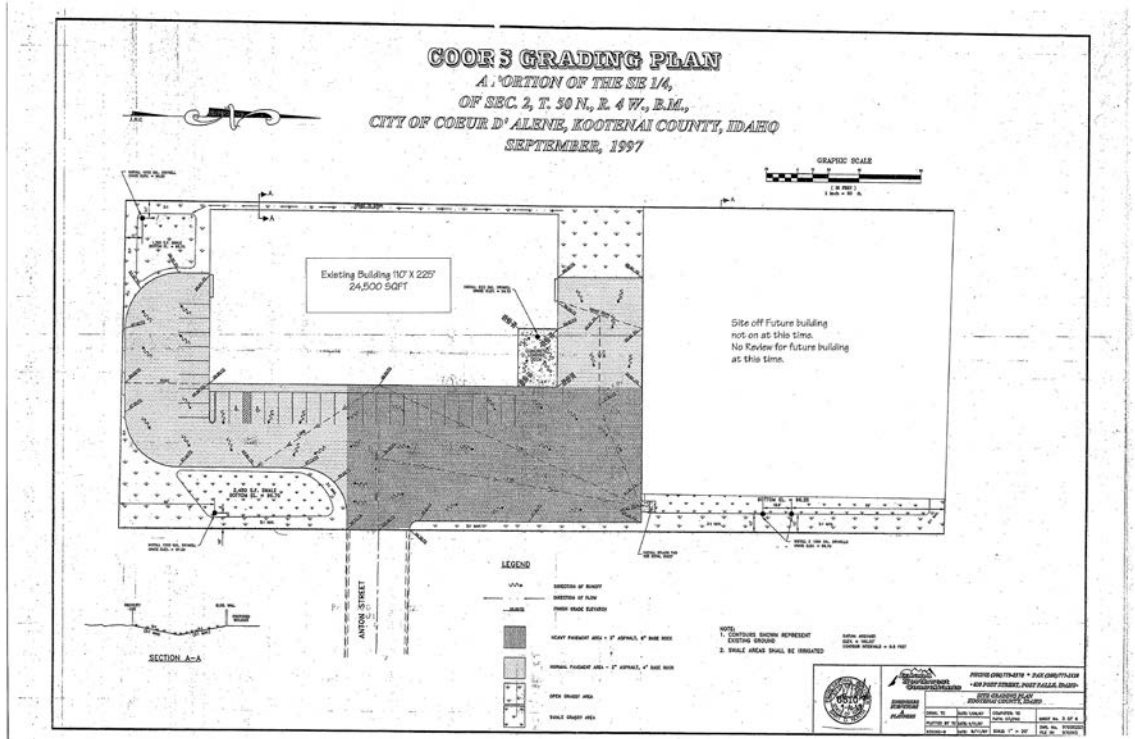
AERIAL PHOTO:



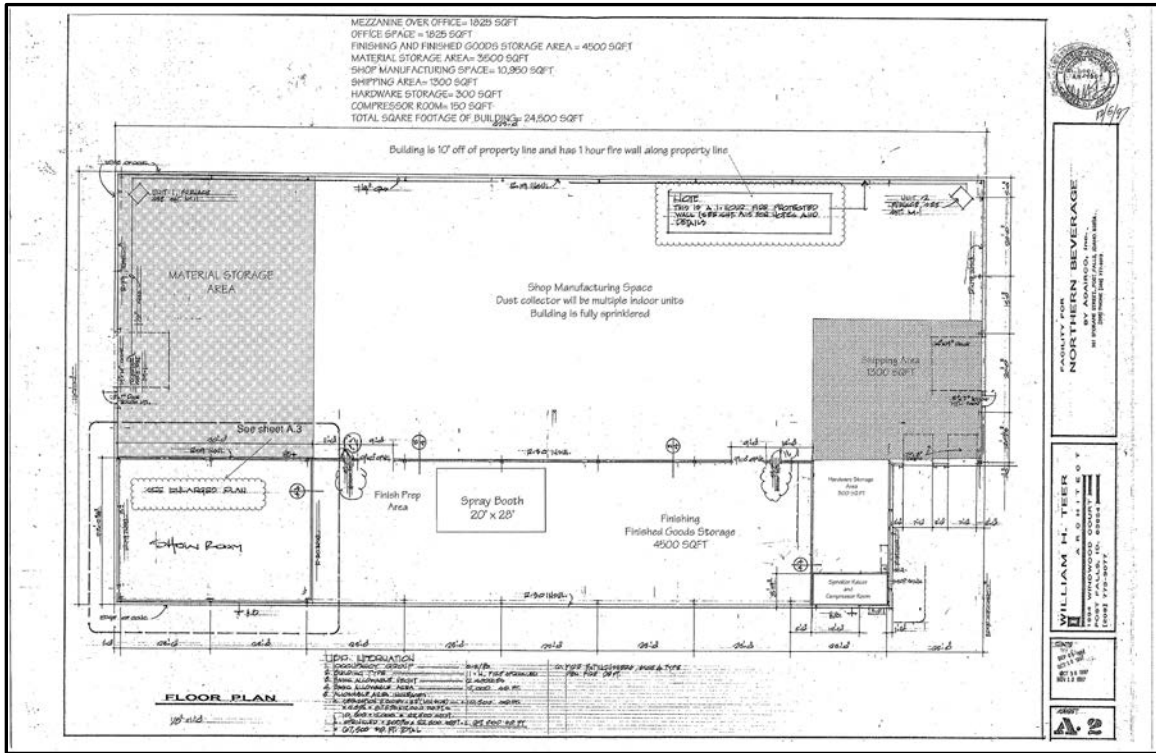
BIRDS EYE AERIAL PHOTO:



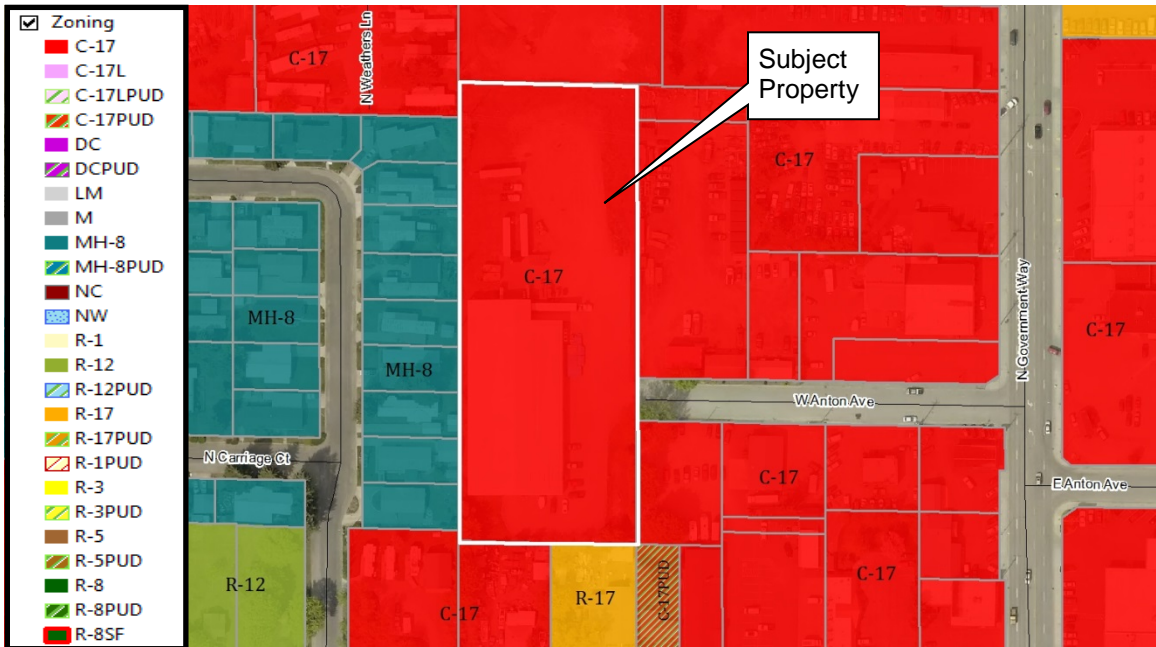
APPLICANT'S SITE PLAN:



FLOOR PLAN:



ZONING MAP:



C-17 COMMERCIAL ZONING DISTRICT:

The C-17 district is intended as a broad spectrum commercial district that permits limited service, wholesale/retail and heavy commercial in addition to allowing residential development at a density of seventeen (17) units per gross acre. This district should be located adjacent to arterials; however, joint access developments are encouraged.

17.05.500: PERMITTED USES; PRINCIPAL

Principal permitted uses in a C-17 district shall be as follows:

- Administrative offices
- Agricultural supplies and commodity sales
- Automobile and accessory sales
- Automobile parking when serving an adjacent business or apartment
- Automobile renting
- Automobile repair and cleaning
- Automotive fleet storage
- Automotive parking
- Banks and financial institutions
- Boarding house
- Building maintenance service
- Business supply retail sales
- Business support service
- Childcare facility
- Commercial film production
- Commercial kennel
- Commercial recreation
- Communication service
- Community assembly
- Community education
- Community organization
- Construction retail sales
- Consumer repair service
- Convenience sales
- Convenience service
- Department stores
- Duplex housing (as specified by the R-12 district)
- Essential service
- Farm equipment sales
- Finished goods wholesale
- Food and beverage stores, on/off site consumption
- Funeral service
- General construction service
- Group assembly
- Group dwelling - detached housing
- Handicapped or minimal care facility
- Home furnishing retail sales
- Home occupations
- Hospitals/healthcare
- Hotel/motel
- Juvenile offenders facility
- Laundry service
- Ministorage facilities
- Multiple-family housing (as specified by the R-17 district)
- Neighborhood recreation
- Noncommercial kennel
- Nursing/convalescent/rest homes for the aged
- Personal service establishments
- Pocket residential development (as specified by the R-17 district)
- Professional offices
- Public recreation
- Rehabilitative facility
- Religious assembly
- Retail gasoline sales
- Single-family detached housing (as specified by the R-8 district)
- Specialty retail sales
- Veterinary office

17.05.510: PERMITTED USES; ACCESSORY

Accessory permitted uses in a C-17 district shall be as follows:

- Accessory dwelling units.
- Apartment for resident caretaker watchman.
- Outside area or buildings for storage and/or preparation of merchandise or goods necessary for and incidental to the principal use.
- Private recreation (enclosed or unenclosed).
- Residential accessory uses as permitted by the R-17 district

17.05.520: PERMITTED USES; SPECIAL USE PERMIT

Permitted uses by special use permit in a C-17 district shall be as follows:

- Adult entertainment sales and service
- Auto camp
- Criminal transitional facility
- Custom manufacturing
- Extensive impact
- Residential density of the R-34 district as specified
- Underground bulk liquid fuel storage - wholesale
- Veterinary hospital
- Warehouse/storage
- Wireless communication facility

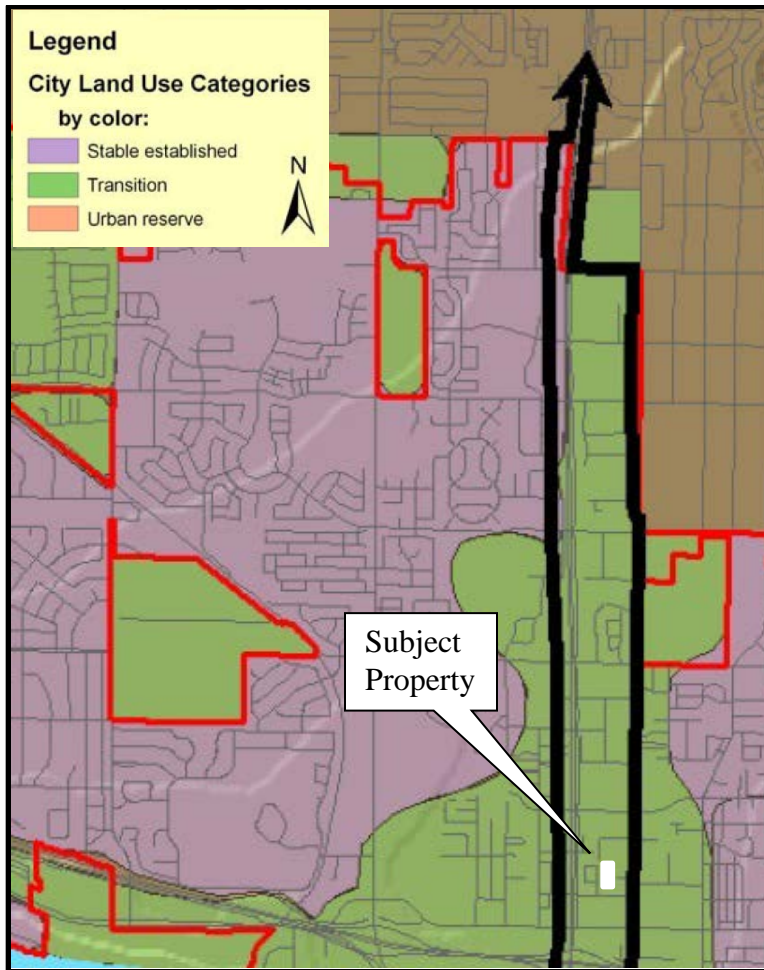
REQUIRED FINDINGS FOR SPECIAL USE PERMITS:

Pursuant to Section 17.09.220, Special Use Permit Criteria, a special use permit may be approved only if the proposal conforms to all of the following criteria to the satisfaction of the Planning Commission:

A. Finding #B8A: The proposal (is) (is not) in conformance with the Comprehensive Plan.

- The subject property is within the existing city limits.
- The City Comprehensive Plan Map designates this area in the US 95 Corridor, Transition:

COMPREHENSIVE PLAN MAP: US 95 Corridor (see Comprehensive Plan Map on page 6 and description on pages 6 and 7)



Transition Areas:
 These areas are where the character of neighborhoods is in transition and should be developed with care. The street network, the number of building lots and general land use are expected to change greatly within the planning period.

US 95 Corridor Today:

The US Highway 95 has become a high impact gateway into the community as well as the major north-south highway through north Idaho. It is also the main arterial that connects communities to the north of Coeur d’Alene to I-90 and is the state’s principle route to Canada. Northwest Boulevard and I-90 are major intersections within city limits. Large scale native trees along this corridor help to offset the negative impacts associated with a major thoroughfare. Presently the highway is a bottleneck for both local and through traffic.

US 95 Corridor Tomorrow:

The City of Coeur d’Alene will be working during the next planning period until the year 2027 with the Idaho Department of Transportation (IDT) to design an efficient transportation system through the city.

The characteristics of US 95 Corridor neighborhoods will be:

- Ensuring that access to businesses along the highway corridor is protected.
- Ensuring the city is not divided by this highway.
- Designing a system for the safe and efficient traffic flow through the city with a separate arterial for through traffic
- Encouraging retention and planting of native variety evergreen trees
- Anticipating that US 95 traffic will be possibly diverted to a future bypass

- Careful planning is needed to the south of Coeur d'Alene due to the continued development of Blackwell Island.
- Careful planning is needed to the south of the Coeur d'Alene because access to these areas is limited to the US 95 bridge over the Spokane River.
- Retaining and expanding landscaping along both I-90 and US 95
- Provide for safe crossing of US 95 for pedestrian and bicycle traffic.

2007 Comprehensive Plan Goals and Objectives that apply:

Objective 1.12 - Community Design:

Support the enhancement of existing urbanized areas and discourage sprawl.

Objective 1.14 - Efficiency:

Promote the efficient use of existing infrastructure, thereby reducing impacts to undeveloped areas.

Objective 2.01 - Business Image & Diversity:

Welcome and support a diverse mix of quality professional, trade, business, and service industries, while protecting existing uses of these types from encroachment by incompatible land uses.

Objective 3.05 - Neighborhoods:

Protect and preserve existing neighborhoods from incompatible land uses and developments.

Objective 3.16 – Capital Improvements:

Ensure infrastructure and essential services are available for properties in development.

Objective 4.01 - City Services:

Make decisions based on the needs and desires of the citizenry.

Objective 4.06 - City Services:

Strive for community involvement that is broad-based and inclusive, encouraging public participation in the decision making process.

Evaluation: *The Planning Commission must determine, based on the information before them, whether the Comprehensive Plan policies do or do not support the request. Specific ways in which the policy is or is not supported by this request should be stated in the finding.*

B. Finding #B8B: The design and planning of the site (is) (is not) compatible with the location, setting, and existing uses on adjacent properties.

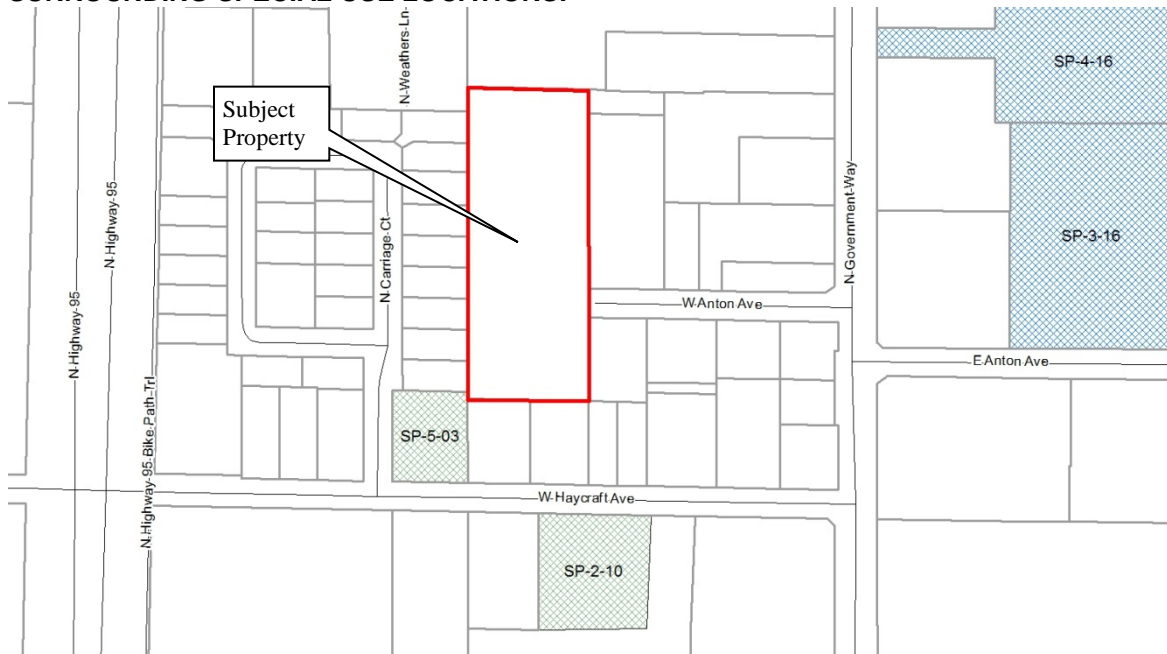
The property to the north of the subject site is vacant. To the east is an industrial use and is used by a general contractor for his office, shop, and outside storage of equipment. To the south are residential uses with single family homes. To the west are also residential uses that have mobile homes located on private individual lots. (See Land Use map on page 9). The subject property has a six foot high privacy fence and a ten foot wide planting strip of land along the west and south property lines that buffers the residential uses from the activities on the subject site.

The properties to the north and east of the subject site are zoned C-17 Commercial. The properties to the south are zoned R-17 and C-17. The properties to the west are zoned MH-8 (see Zoning Map on page 4).

There is one special use permit adjacent to the subject property. The Planning Commission approved a special use request for an auto camp (SP-5-03) southwest of the subject property in 2003 and a rehabilitative facility in 2010 south of Haycraft Avenue as shown in the map provided below. The Planning Commission also approved two special use permits east of Government Way and north of Anton Avenue in 2016, which increased the residential density to R-34 to bring two existing non-conforming multi-family apartments into compliance, as shown on the map below.

The subject site has frontage on Anton Avenue that connects to Government Way, which is an Arterial Road. The existing building meets all the required building setbacks and building height requirements that are required for structures in the C-17 Zoning District.

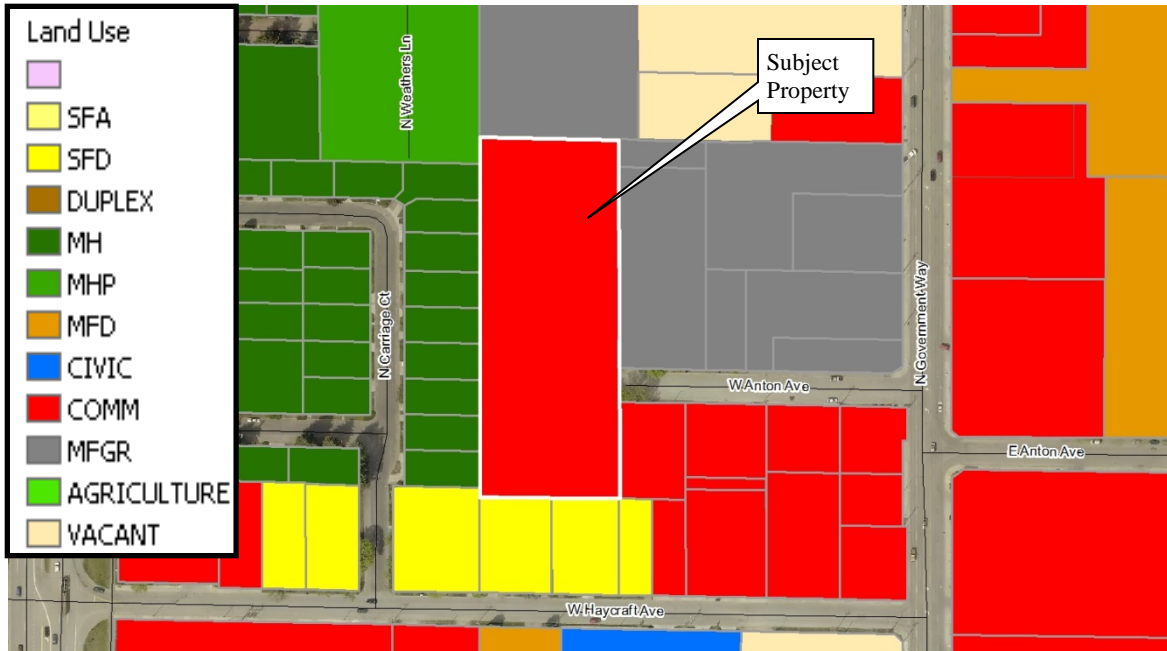
SURROUNDING SPECIAL USE LOCATIONS:



Special Use Permits:

SP-5-03	Auto Camp – RV Park	7-08-2003	Approved
SP-2-10	Rehabilitate Facility	7-13-2010	Approved
SP-3-16	Density Increase to R-34	11-8-16	Approved
SP-4-16	Density Increase to R-34	11-8-16	Approved

GENERALIZED LAND USE MAP:



SITE PHOTO - 1: View from the southeast part of property looking northwest



SITE PHOTO - 2: View from the southeast part of property looking north



SITE PHOTO - 3: View from the center part of property looking south



SITE PHOTO - 4: View from the center part of property looking north



Evaluation: *Based on the information presented, the Planning Commission must determine if the request is compatible with surrounding uses and is designed appropriately to blend in with the area.*

- C. **Finding #B8C:** The location, design, and size of the proposal are such that the development (will) (will not) be adequately served by existing streets, public facilities, and services.

STORMWATER:

Onsite stormwater is required to be contained on the subject property, and the management and design of that will be a required component of any site development plan that may be submitted. The City Code requires a stormwater management plan to be submitted and approved prior to any construction activity on the site.

STREETS:

The subject property is at the end of Anton, rather than adjacent to it, therefore, unless there is some form of damage to the roadway or appurtenant facilities (curb/sidewalk), no alterations or repairs will be required. Any part of the facilities that are damaged as a result of site development will be required to be repaired during the site construction phase of development. The existing streets are expected to easily accommodate the additional traffic.

TRAFFIC:

Although the applicant is proposing manufacturing on the subject property, a showroom is also planned. Based on the ITE Trip Generation Manual, a manufacturing facility of this size may generate an average of 94 trips per day, with 20 expected during the AM/PM peak hours. The Engineering Department has no objection to this special use permit as proposed.

-Submitted by Chris Bosley, City Engineer

WATER:

There is adequate capacity in the public water system to support domestic, irrigation and fire flow for the proposed special use permit for a custom manufacturing facility at 250 W Anton Ave. There is an existing 8" water main that abuts the parcel on Anton Avenue and the parcel already has adequate domestic, irrigation, and fire services. The Water Department has no objection to this special use permit as proposed.

-Submitted by Terry Pickel, Water Superintendent

SEWER:

The subject property is currently connected to public sanitary sewer. The Wastewater Utility presently has the wastewater system capacity and willingness to serve this special use request. The Wastewater Utility has no objection to this special use permit as proposed.

-Submitted by Mike Becker, Utility Project Manager

PARKS:

The Parks Department has no requirements for this development. The Parks Department has no objection to this special use permit as proposed.

-Submitted by Monte McCully, Trails Coordinator

FIRE:

The Fire Department works with the Engineering and Water Departments to ensure the design of any proposal meets mandated safety requirements for the city and its residents.

Fire department access to the site (road widths, surfacing, maximum grade, and turning radiuses), in addition to, fire protection (size of water main, fire hydrant amount and placement, and any fire line(s) for buildings requiring a fire sprinkler system) will be reviewed prior to building permit or site development, utilizing the currently adopted International Fire Code (IFC) for compliance. The City of Coeur d'Alene Fire Department can address all concerns at site and building permit submittals. The Fire Department has no objection to this special use permit as proposed.

-Submitted by Bobby Gonder, Fire Inspector

Evaluation: *Planning Commission must determine if the location, design, and size of the proposal are such that the development will or will not be adequately served by existing streets, public facilities and services.*

PROPOSED CONDITIONS: No proposed conditions.

The Planning Commission may, as a condition of approval, establish reasonable requirements to mitigate any impacts that would adversely affect the surrounding neighborhood. Please be specific, when adding conditions to the motion.

ORDINANCES AND STANDARDS USED IN EVALUATION:

- 2007 Comprehensive Plan
- Municipal Code
- Idaho Code
- Wastewater Treatment Facility Plan
- Water and Sewer Service Policies
- Urban Forestry Standards
- Transportation and Traffic Engineering Handbook, I.T.E.
- Manual on Uniform Traffic Control Devices

ACTION ALTERNATIVES:

The Planning Commission must consider this request and make appropriate findings to approve, deny, or deny without prejudice. The findings worksheet is attached.

A decorative border composed of a grid of purple diamonds in various shades, surrounding a central light purple rectangular area.

**APPLICANT'S
NARRATIVE**

Advanced Cabinets Special Use Permit Narrative:

Date: 3-14-17

Intro- My Name is Joe McCormick I am the Managing Director of Advanced Custom Cabinets. I am here tonight to share with you what we do and who we are.

ABOUT:

Advanced Custom Cabinets is a local manufacturer of quality custom woodwork and cabinetry. Our market includes local residential projects, local and regional schools, hospitals, universities, medical office buildings, and just about any place you would find custom woodwork. Our primary focus is in the greater Coeur d' Alene and Spokane areas but we also perform many projects in western and central Washington and Oregon. Occasionally our work extends as far as Hawaii and San Francisco.

HISTORY:

In 1997 I had been working for a local cabinet company for a few years and wanted to follow a family tradition of being a self-employed craftsman. I began as McCormick Wood Works in late 1997 in a one car garage building cabinets and custom furniture for local customers. By 1998 I moved to a commercial location and started working for local contractors. In 2000 I changed the name of the business to Advanced Custom Cabinets moved towards creating a business that embraced modern cabinet making, techniques and machinery to provide a quality woodwork at affordable prices.

PEOPLE:

Advanced Custom Cabinet has been so fortunate as to have grown to organization of 45+ team members. The success of Advanced has been its loyal hardworking dedicated team. We have many individuals with 10+ years employed at Advanced and look forward to continuing the tradition of long tenure. As a company we strive to provide an excellent work environment through promoting safety, creativity, quality, accountability and leadership.

FACILITY:

Advanced Cabinets is equipped with today's most advanced modern equipment available which brings a very high level of safety and efficiency to our organization. These machines are optimized for electrical efficiency, material efficiency and labor efficiency. The investment made in our machinery benefits not just our company but also the employees, customer, environment and community. Advanced Cabinets' commitment to having the most advanced manufacturing equipment is at our core and will continue in the future.

Advanced Cabinets' modern machinery brings many non-traditional woodworking jobs to the community such as CAD drafting, CNC machinery operators, machinery operators, production support staff, assembly positions and the traditional highly skilled craftsman. In comparison to traditional cabinet manufacturing that relied solely on highly skilled craftsman and provided fewer other job opportunities outside of that scope. We feel that these jobs created by our machinery and process brings value to the community. All machinery is and will be housed inside of the building limiting the outdoor noise level. At our current facility the noise level is hardly noticeable outside of our building. This new location has great insulated walls due to the previous use as a beverage

storage facility. This insulation with would lower the outdoor noise level even further. At our current facility we tested the noise outdoors and currently it is between 50-60 decibels. This is comparable a dishwasher and less than the street noise on government way and Hwy 95. Safety at our facility is a very high priority. The modern equipment includes machinery the operators cannot get close to with safety mats that detect a person entering a non safe area and shuts the machinery down automatically and items like our table saws that are saw stop technology. This has sensors that instantly stops the table saw blade upon touching any flesh and deploys a stop block into the blade via the same technology as air bags in your car before you are able to cut off any fingers or hands. Most parts are now cut with machinery that does the dangerous work near the blades and cutters for you. The operator is now making sure the correct material is being loaded and that the part are getting made correctly.

Materials and Lumber:

Materials are delivered daily on delivery trucks such as these shown here. We typically receive 1-5 delivery trucks per day including UPS and FEDEX. We unload the deliveries with a forklift this process take about 15 minutes. Shipping is done by our two trucks or on commercial carries such as Peninsula Freight. These are most commonly a 28' dry van trailer. Hours of shipping and receiving are 7am to 5pm. The materials we receive are hardwood lumber, plywood, MDF, particle board, hardware, laminates and veneers. Most of materials are greenguard certified, California CARB compliant, and NAF certified. Advanced Cabinets' commitment to the safety of our customers, employees and the environment is visible by the products we use everyday. We will continue to expand and grow our line materials with safety and sustainability at the forefront of our company.

Showroom:

We will have a showroom that will be open to the public and include will have a cabinet displays, design services and have a full line of materials and finishes to select from. The show room will be open from 8am-5pm Monday through Friday.

Associations and Certifications:

We are member of many associations and certifications.

AWI- Advanced Cabinet is long standing member of the (AWI) Architectural Woodwork Institute. AWI a organization that has published the standard for quality Woodworking and Cabinetry. All products built by Advanced are built the AWI standards.

QCP- The (QCP) Quality Certification program is the certification body of the AWI that will certify that the products built and installed for a customer by a wood manufacture is in accordance with the AWI standards. We are certified to build project that meet the standards and have completed many project that have been certified.

FSC- We are (FSC) Forest Stewardship Council certified. We can produce projects build that require FSC materials to be used. We are also able to provide chain of custody certification that show that materials used are certified FSC and have not been ever mixed in with or substituted for non FSC materials.

ABC- We are proud member of the ABC Associated Building and Contractors. The ABC is a organization that stands for companies in the construction industry to be base on Merit and not affiliations and union preferences. Advanced Cabinets management agrees with the ABC in that the project should be


awarded based on merit of a company and competitive prices, regardless of our labor affiliations.

NEW LOCATION:


The location we are hear tonight proposing to relocate to is for strategic reasons. We want to expand and provide a quality local source of quality jobs and quality woodwork. This location will bring us much closer the city and its people. Also provide a great source for affordable quality cabinets in Coeur d' Alene. Today when you need cabinets for affordable cabinets the big box stores that buy there cabinets from companies that are not local or from overseas. This sends jobs and money away from our city. We will be a great source for locals quality woodwork and job opportunities. Our current location is not large enough for our current sales and we want to be able to grow in the future. This new location will provide us the building and location to do so.

Thankyou for your time,

Joe McCormick



FINDINGS



**COEUR D'ALENE PLANNING COMMISSION
FINDINGS AND ORDER**

A. INTRODUCTION

This matter having come before the Planning Commission on March 14, 2017, and there being present a person requesting approval of ITEM: SP-2-17 a request for a Custom Manufacturing Special Use Permit in the C-17 zoning district.

APPLICANT: JOE MCCORMICK

LOCATION: A 2.54 ACRE PARCEL LOCATED AT 250 W ANTON AVENUE

**B. FINDINGS: JUSTIFICATION FOR THE DECISION/CRITERIA, STANDARDS AND FACTS
RELIED UPON**

(The Planning Commission may adopt Items B1 to B7.)

- B1. That the existing land uses are Residential and Commercial.
- B2. That the Comprehensive Plan Map designation is Transition.
- B3. That the zoning is C-17.
- B4. That the notice of public hearing was published on, February 22, 2017, which fulfills the proper legal requirement.
- B5. That the notice of public hearing was posted on the property on March 7, 2017, which fulfills the proper legal requirement.
- B6. That the notices of public hearing were mailed to all property owners of record within three-hundred feet of the subject property.
- B7. That public testimony was heard on March 14, 2017.
- B8. Pursuant to Section 17.09.220, Special Use Permit Criteria, a special use permit may be approved only if the proposal conforms to all of the following criteria to the satisfaction of the Planning Commission:
 - B8A. The proposal **(is) (is not)** in conformance with the comprehensive plan, as follows:

B8B. The design and planning of the site **(is) (is not)** compatible with the location, setting, and existing uses on adjacent properties. This is based on

Criteria to consider for B8B:

1. Does the density or intensity of the project "fit " the surrounding area?
2. Is the proposed development compatible with the existing land use pattern i.e. residential, commercial, residential w churches & schools etc?
3. Is the design and appearance of the project compatible with the surrounding neighborhood in terms of architectural style, layout of buildings, building height and bulk, off-street parking, open space, and landscaping?

B8C The location, design, and size of the proposal are such that the development **(will) (will not)** be adequately served by existing streets, public facilities and services. This is based on

Criteria to consider B8C:

1. Is there water available to meet the minimum requirements for domestic consumption & fire flow?
2. Can sewer service be provided to meet minimum requirements?
3. Can police and fire provide reasonable service to the property?

C. ORDER: CONCLUSION AND DECISION

The Planning Commission, pursuant to the aforementioned, finds that the request of JOE MCCORMICK for a special use permit, as described in the application should be **(approved) (denied) (denied without prejudice)**.

Special conditions applied are as follows:

Motion by _____, seconded by _____, to adopt the foregoing Findings and Order.

ROLL CALL:

Commissioner Fleming	Voted _____
Commissioner Ingalls	Voted _____
Commissioner Luttrupp	Voted _____
Commissioner Messina	Voted _____
Commissioner Rumpler	Voted _____
Commissioner Ward	Voted _____

Chairman Jordan Voted _____ (tie breaker)

Commissioners _____ were absent.

Motion to _____ carried by a ____ to ____ vote.

CHAIRMAN BRAD JORDAN



PUBLIC COMMENTS



Comments

This is super frustrating. Now it's a "J8"
tract lot to be developed? Come on Alpine,
we don't want your cookie-cutter houses in our
neighborhood. Too much noise, traffic and
congestion → not safe for pets / kids / walkers!
"Just say no"

5-2-17

Comment