

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

**AUGUST 8, 2023**

**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:** Messina, Fleming, Ingalls, Luttropp, Coppess, McCracken, Ward

**PLEDGE:**

**OATH:**

Lynn Fleming  
Tom Messina  
Mark Coppess

**APPROVAL OF MINUTES:** \*\*\*ITEM BELOW IS CONSIDERED TO BE AN ACTION ITEM.

May 9, 2023, PC Meeting  
May 17, 2023, Impact Fee Workshop

**PUBLIC COMMENTS:**

**STAFF COMMENTS:**

**COMMISSION COMMENTS:**

**PUBLIC HEARINGS:** \*\*\*ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS.

1. Applicant: North Idaho Archery  
Location: 3848 & 3846 N. Schreiber Way  
Request: A proposed Commercial Recreation and Specialty Retail Sales special use permit in the M (Manufacturing) zoning district  
QUASI-JUDICIAL, (SP-5-23)

2. Applicant: Todd Kaufman  
Location: 2810 N. 17th  
Request:
- A. A proposed 2.3-acre PUD known as "Kaufman Estates PUD"  
QUASI-JUDICIAL, (PUD-1-23)
  - B. A proposed 18-lot preliminary plat known as "Kaufman Estates"  
QUASI-JUDICIAL, (S-5-23)

**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 Stuhmiller at (208)769-2240 at least 72 hours in advance of the meeting date and time.*

***\*Please note any final decision made by the Planning Commission is appealable within 15 days of the decision pursuant to sections [17.09.705](#) through [17.09.715](#) of Title 17, Zoning.***



# MINUTES



**PLANNING COMMISSION  
MINUTES  
MAY 9, 2023  
LOWER LEVEL – LIBRARY COMMUNITY ROOM  
702 E. FRONT AVENUE**

**COMMISSIONERS PRESENT:**

Tom Messina, Chairman  
Lynn Fleming  
Phil Ward  
Peter Luttrupp  
Sarah McCracken  
Brinnon Mandel

**STAFF MEMBERS PRESENT:**

Hilary Patterson, Community Planning Director  
Shana Stuhmiller, Public Hearing Assistant  
Randy Adams, City Attorney

**COMMISSIONERS ABSENT:**

Jon Ingalls

**CALL TO ORDER:**

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

**APPROVAL OF MINUTES:**

Motion by Ward, seconded by Fleming, to approve the minutes of the Planning Commission meeting on March 14, 2023. Motion approved.

**PUBLIC COMMENTS:**

Justin O' Connell shared various comments/critiques associated with the Planning Commission and the concept of central planning.

Natalie Keanu stated that she would like to issue a complaint that she had a radiation reaction due to a cell tower located in her neighborhood. She asked that the commission consider regulating all wireless towers especially in residential/school districts and require a National Environmental Policy Act (NEPA) report.

Tanya Osterson stated that she recently worked on the Wireless Ordinance for the City of Dalton Gardens and suggested the city take a look at that ordinance to get ideas on how to improve/ update their wireless code. She added that she would like all residential neighborhoods free of Wireless Telecommunication Facilities (WTF's).

Ingrid Cassel stated that she has concerns about the current wireless ordinance. She suggested that the code be rewritten to not have WTF's in residential neighborhoods and will provide additional documentation for the commission to review.

Ann Wilder stated that she belongs to a group Wire Idaho that advocates for wired internet at the municipal level that educates governments about the hazards of wireless microwave radiation from WTF's. She suggested that the city adopt the Dalton Gardens Wireless Ordinance.



Brook Leggit discussed the health issues associated from wireless towers to children and discussed the differences of 3, 4 and 5G networks and how 5G sends out more radiation than the other two. She suggested to please support the Dalton Gardens Wireless Ordinance.

Commissioner Luttrupp stated that he appreciates public comments and suggested that this group to talk to the city or state who would have the power to change legislation.

### **STAFF COMMENTS:**

Hilary Patterson provided the following statements:

- We scheduled a Development Impact Fee workshop next week on May 17<sup>th</sup> at 12:00 p.m. with updates from the consulting team relating to the Capital Improvement Plans for the different departments.
- We won't be having a June meeting since we didn't receive any applications.
- She announced that the Historic Preservation Commission received a grant from the State Preservation Office (SHPO) to do a nomination for the Garden District Neighborhood to be placed on the National Register of Historic Places with an internal kickoff meeting with our consultant on Thursday, May 11<sup>th</sup> and to do a community kick off meeting the week of June 19<sup>th</sup>. She added, if goes through, this is an honorary designation/ recognition of historic properties in the area.
- She mentioned that the commission received a flyer for Connect Kootenai, an organization that is merging with the Regional Housing and Growth Issues Partnership and formerly CDA 2030 that expanded its focus to be more regional. They are scheduling an open house with two options either June 1<sup>st</sup> or June 2<sup>nd</sup> which is open to the community.
- She noted that staff and Connect Kootenai will be scheduling a fall Regional Joint Planning Commission Workshop.

### **COMMISSION COMMENTS:**

Commissioner Luttrupp noted in our packet we received a copy of the Idaho Ethics in Government Manual and curious if staff will be holding a workshop to cover some of the items in this manual. Mr. Adams responded and said if the Planning Commission wants a workshop, staff would be able to schedule that workshop at a later date.

### **PUBLIC HEARINGS**

1. Applicant: Tilford Homes Homeowners Association Inc.  
Location: Tilford Place  
Request: A modification of the open space area within the Tilford PUD.  
QUASI-JUDICIAL, (PUD-2-17m1)

Hilary Patterson, Community Planning Director, provided the following statements.

- In 2017, the applicant was approved for 13-lot preliminary plat and a residential planned unit development (PUD) known as "Tilford Place" PUD.
- The 2017 PUD was approved on 1.66 acres that allowed 13 residential lots, private streets and open space tracts.
- The proposed modification is to reduce the approved amenities in the open space areas, modifying what was previously approved by the Planning Commission.

Previous actions:

- On October 10, 2017, the Planning Commission approved the "Tilford Place" PUD and "Riverwalk" Preliminary Plat, which included one phase. The total number of dwelling units approved in the proposed project was 13.

- On January 9, 2018, approved a minor modification of the “Tilford Place” approved Planned Unit Development which is a 13-lot (6 tract) residential development for two existing parcels totaling +/- 1.66 acres. The request is to reduce the minimum rear yard setback from 15’ to 10’.
- On July 10, 2018, the Planning Commission approved the request to allow additional design elements and design flexibility for the future homes within “Tilford Place” PUD, and to allow the homes to have “Craftsman” style elements, in addition to the “Bungalow” style that was approved for the project.
- The original PUD, approved in 2017 met the 10% open space requirement. During the public hearing, testimony from the applicant described the open space areas as Tract “A, B, C, D, E and F”. The Planning Commission approved the requested PUD with the proposed open space tracts and amenities.
- The applicant is requesting to modify amenities in Tract “A, B, C and E” noted in the applicants narrative
- The applicant’s representative has noted in the Narrative that the Association is requesting the modification and revision of the original approved amenities because the Association desires low cost, low maintenance, amenities in the open spaces.

Ms. Patterson concluded her presentation

**Commission Comments:**

Commissioner Luttrupp stated he has concerns that a PUD is being used as a tool by developers to have some give/take to the property and once we approve a PUD he feels there shouldn’t be a lot of changes coming forward by the developer. Ms. Patterson explained staff has met with the applicant representatives for a couple years trying to get this property into compliance. A few of the residents didn’t want some of the original amenities approved with the original request because of the maintenance and because they wouldn’t use them – such as the dog park, garden boxes, and green house. She added we have in the past, approved PUD modifications such as Bellerive who also requested changes to their open space.

Commissioner Fleming inquired what is the width of those tracts. Ms. Patterson estimated the tracts to be 20-30 feet wide. Commissioner Fleming explained that she reviews landscaping plans and is concerned with the type of tree selected for that open space explained that the Silver Maple gets up to 80-90 feet tall with a 2/3<sup>rd</sup> diameter resulting in a 65 foot diameter tree and suggested the applicant might rethink that type of tree. Ms. Patterson stated maybe a specific tree shouldn’t be part of the request.

**Public testimony open.**

Matt Wiemela, applicant representative, provided the following statements:

- He explained that this is a straight forward request brought forward by the Bellerive Homeowners Association (HOA) to make the open space easier for them to maintain and user friendly.
- He explained that they would like to replace previous amenities with trees and benches where the community can gather with minimal maintainance .
- He explained that this is not about cost saving for Riverstone Holdings. We have an approved PUD listing the approved open space amenities that they could have been completed, but would be going against the wishes of the HOA who has requested these modifications.
- He added no objection to the type of tree and will work with staff on a different variety/species and the placement of those trees.

The applicant concluded his presentation.

**Commission Comments:**

Commissioner Ward commented that the HOA is made up of 13 homeowners who are the ones who filed the application for the modifications to the open space. Mr. Wiemela stated that's correct and explained we did submit with the application with a consent signed by the president of the HOA authorizing us to bring this application forward.

Commissioner Luttrupp inquired if the residents knew that these amenities weren't done and would be responsible to pay and not the applicant. Mr. Wiemela commented that he can't answer if the existing homeowners knew about this, but clarified that the HOA wanted these changes that would require minimal upkeep. Chairman Messina explained when this PUD was approved there weren't any houses built yet, so the open space plan was sufficient and once developed the 10% open space requirement remains but the way the open space is used has changed based on the needs of the current residents. Ms. Patterson explained that one of the conditions in the staff report references that there is a bond that the city is holding for open space.

Jeramie Shute President of the Tilford HOA agrees to these changes pertaining to the open areas. The HOA discussed the open spaces at a meeting scheduled last August. He explained that, if approved, the revisions to the open space will best serve the current needs of the residents. Within the three years since he bought his home, they have had to increase the HOA dues to help with the lawn and snow removal. He explained that this area gets a lot of snow and they have been challenged keeping the snow onsite. They had to move snow in some of the tracts from year to year. He added that they have had to move the snow outside the Tilford HOA community and now will have to use trucks to remove the snow to an alternate area. He added this is a private community. The modification requested will keep things minimal but effective and the plan proposed will benefit all of us.

Chairman Messina inquired that the snow was removed from the Tilford area and now that's not being done. Mr. Shute explained snow will be removed by a loader and will be transported out of the area.

**Public testimony closed.**

**Discussion:**

Commissioner Ward commented if the HOA is happy with the reduction to the open space amenities, he supports the request.

Commissioner Mandel concurs and understands within three years things can change and it is not our responsibility to dictate what amenities are important to the HOA.

Commissioner Luttrupp will support this request.

Commissioner Fleming concurs and will support this request.

**Motion by Fleming , seconded by Mandel , to approve Item Motion approved.**

ROLL CALL:

Commissioner Fleming	Voted	Aye
Commissioner Mandel	Voted	Aye
Commissioner McCracken	Voted	Aye
Commissioner Luttrupp	Voted	Aye
Commissioner Ward	Voted	Aye
Chairman Messina	Voted	Aye

Motion to approve carried by a 7 to 0 vote.

**ADJOURNMENT:**

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

The meeting was adjourned at 6:30 p.m.

Prepared by Shana Stuhlmiller, Public Hearing Assistant

**PLANNING COMMISSION WORKSHOP  
MINUTES  
MAY 17, 2023  
LOWER LEVEL – LIBRARY COMMUNITY ROOM  
702 E. FRONT AVENUE**

**COMMISSIONERS PRESENT:**

Tom Messina, Chairman  
Jon Ingalls, Vice-Chair  
Lynn Fleming  
Phil Ward  
Peter Luttrupp  
Sarah McCracken

**STAFF MEMBERS PRESENT:**

Hilary Patterson, Community Planning Director  
Sean Holm, Senior Planner  
Shana Stuhmiller, Public Hearing Assistant

**COMMISSIONERS ABSENT:**

Brinnon Mandel

**CALL TO ORDER:**

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

Sean Holm, Senior Planner introduced Melissa Cleveland, Welch Comer, who will be doing the presentation.

**WORKSHOP:**

Melissa Cleveland, Welch Comer provided the following statements.

- Today's meeting will be a discussion on the development impact fee study for; Fire, Police, Parks, Transportation, and a briefing on annexation fees.
- The consultant team will review the following;
  - Introductions and Overview
  - Procedures
  - Analysis alternatives
  - Draft impact fee CIPs (Capital Improvement Plans)
  - Growth assumptions
- She introduced her team and provided a PowerPoint (click [here](#) to view the PowerPoint).

## **DISCUSSION:**

Commissioner Ward inquired if defensible fees mean defense in court if someone challenges the fees. Todd Chase, FCS Group, explained it's a maximum defensible fee if it were to be challenged.

Commissioner Ward inquired in the past if the county has been challenged. Mr. Tymeson answered that yes, we were challenged when we were the first to introduce impact fees more than 20+ years ago.

Ms. Cleveland continued her presentation.

- Impact Fees are intended to pay for growth's share of eligible infrastructure (police, fire, streets, and parks)
- Level of service based, when possible
- Proportionate-share\_of costs that will be incurred
- General Methodology of fee calculations and eligible expenses/projects
- She stated that they look at the existing system and investment and the added capacity needed to support growth.

Mr. Chase explained that there are two types of impact fees -- reimbursement and improvement share - that are allowed.

Ms. Cleveland continued her presentation.

- The City's development impact fees were established in 2004 and have not been adjusted since
- The City has citywide impact fees for parks, police, and fire, but uses quadrants for transportation
- There are three land-use classifications for the fees: single family, multifamily, and commercial/industrial
- She asked for input from the Planning Commission and staff if the City wants to continue to have the 4 quadrants for transportation. She clarified that staff would prefer that the fees for transportation be citywide and not quadrant based. She explained when you have different quadrants the speed is collected for development within that quadrant that needs to be spent within that quadrant that results in "pots" of money you can't do anything with. She added that there is a timeframe when those money's need to be spent or give a refund, and that can be a challenge.

Commissioner Ingalls questioned why haven't we indexed in the past. He stated that the City has modest impact fees and the fees go up substantially, it may be tough for the development community to accept..

Mr. Tymesen explained that the City has looked at these fees off/on since 2004. Commissioner Ingalls suggested requiring a regular review for these fees and frequent updates. Commissioner McCracken questioned if you can get rid of the quadrants what happens to the money not used in those quadrants. Mr. Chase said would need to get some legal advice and report back to the group. Mr. Tymesen explained it shouldn't matter if we shift the use of the fees from quadrant to citywide if Council adopts the new fees and methodology since we would be following what is in the adopted CIP (Capital Improvement Plan) and he feels we could legally move those moneys if they are used for the same fee category (e.g., transportation). He added that the best plan the city has is the Impact Fee Plan and it's hard to tell how each quadrant is going to be developed. Mr. Holm, in answering a previous question regarding justifying the cost of raising Impact Fees, said that the cities surrounding us have already raised their fees so hopefully that makes it easier for the development community to accept.. Commissioner Ward questioned about the 4 quadrants and understands the money needed for Parks is something that could be quadrant based, but he questions how that is feasible for Fire/ Police when they are answering a call for an emergency won't be stopping at each quadrant line based on their jurisdiction.

Ms. Cleveland continued with her presentation and said that the City has their impact fees broken up in categories; single family, multifamily and commercial/industrial and that the consultant team suggests breaking those categories down further to make it fairer. But, she added that we don't want to make it complicated for staff to use.

Commissioner Ingalls noted from looking at the chart that parks don't get a contribution from non-residential and that we don't have a hotel/motel tax etc. and asked if it would help to put some burden on

tourists that visit our city. He suggested putting a price on the square footage impact fee for future hotels, bars and restaurants etc. and feels if we tap that source maybe it could lessen the burden for single-family owners. Chairman Messina inquired how can we break these categories down to meet our needs. Ms. Cleveland suggested breaking the single family to different ranges of square footage etc. and said they can break down commercial/industrial into different categories. She explained that Hayden and Post Falls have already done that, so we can look at what they have done and if it makes sense for the City to follow their example.

Ms. Cleveland added for transportation/commercial/industrial that the fees are calculated by “trips” where someone has to calculate those trips. She added that the goal is to keep it simple for staff, and to keep it fair if someone is building a restaurant versus a mini storage. They shouldn’t have the same fee. Commissioner Luttrupp inquired if we are going to look at other jurisdictions in the State. Ms. Cleveland said in the second committee workshop we will bring forward a summary of other jurisdictions’ impact fees and what they are doing, recognizing the consultant teams knows there might be questions. Commissioner Luttrupp inquired where were the other jurisdictions. Ms. Cleveland answered that she recently asked Hayden and Post Falls since their studies were recent in the last couple years and that Mr. Chase will plan to do a comparison of other jurisdictions in Idaho.

Ms. Cleveland continued her presentation.

- She noted on PowerPoint slide showing the city’s current impact fees.
- Policy Parameters
  - Boundary
  - Parks, Fire, Police City-wide
  - Roads – quadrants or City-wide
  - Level of Service
  - Fire and Police based on existing system investment per 1,000 residents (see needs assessment)
  - Parks based on 5 acres per 1,000 residents
  - Transportation based on trips in KMPO model

Commissioner Ingalls stated traffic is a concern and he has questions about Level of Service regarding response times for fire and police. Ms. Cleveland explained that fire/police Level of Service for impact fees is different than for transportation. They evaluate what will it take to serve the population in the future. She added this information from fire and police will be helpful pinpointing when looking at where new facilities should go. She explained with transportation the industry standard for an acceptable Level of Service for roads is “D.”

Ms. Cleveland continued her presentation.

- Policy Parameters:
  - Growth
  - Based on 2020 Census and updated KMPO Growth forecasts
  - 2024 CDA population = 59,000 (82% of 2034)
  - 2034 CDA population = 72,000
  - 2024 – 2034 growth = 13,000 (18% of 2034)
  - Roughly 2% per year annual growth rate
  - Different from “build-out” and/or 2040 population estimates which other studies are using (85k – 87k)

Commissioner McCracken inquired how projected growth compares to the Comprehensive Plan. Ms. Cleveland explained it is different but similar based on the Comprehensive Plan was used in the last KMPO report and we are looking at something different than build out (10 years versus 20 years).

- Policy Parameters



- Eligible Capital Facilities
  - Parks – unit costs and capital projects from master plan
  - Police – expansion, portion of downtown station, and vehicles that last longer than 10 years.
  - Fire – expansion (new station on west side), apparatus, vehicles that last longer than 10 years
  - Transportation – growth's share of transportation improvements (widening, intersections), may expand to include ped-bike facilities

Mr. Tymesen explained that we received direction from the legislation that told us what we can/can't include in Impact Fees.

Ms. Cleveland continued her presentation.

- Administrative Assumptions
  - Add land use categories
    - Hotel, industrial/warehouse, office, medical, retail, restaurant, service, storage
    - Make the fees fair without making them overwhelming to implement/manage
  - Vary residential by dwelling size
    - SF ranges or scalable
    - Number of bedrooms might be hard to manage
  - Charge parks fees to residential and commercial (lodging, etc.)

Chairman Messina inquired about STRs (Short Term Rentals) and how would they be categorized. Ms. Patterson explained they would be considered residential. Ms. Cleveland explained that other jurisdictions such as Hayden and Post Falls had a category for smaller residences for a smaller fee.

Commissioner Luttrupp stated that he has nothing against Post Falls and Hayden but would like to hear what other cities such as Boise or other bigger urban centers are doing. Ms. Patterson explained that is tricky since other cities such as Bozeman that might be more comparable than Post Falls and Hayden are in other states that have different rules for impact fees. Ms. Cleveland explained that she isn't suggesting to do things similar to Post Falls or Hayden but looking at options that are recent like these communities who recently did an update to their fees and it is worth considering square footage based fees to incentivize smaller dwellings. This is something that should be discussed.

Commissioner McCracken concurred that it's important to know what our neighboring cities are doing and if we will be similar in the range of impact fees. Discussion ensued with Ms. Cleveland commented that fees will be addressed at the second workshop when we have more data.

Ms. Cleveland suggested charging park fees to non-residential customers. Mr. Chase explained we can calculate park fees in two categories residential/and hotel motel lodging with two different fees or add another category to include the other non-residential uses to include commercial and industrial. He added most cities don't charge office/retail uses impact fees for parks but some do. Bill Greenwood, Parks Director concurs impact fees on lodging makes sense. Commissioner Fleming inquired if we should include the medical district since they use parks for taking breaks etc. Mr. Chase said we will leave that option on the table and might change your mind after seeing the fee and it might not be worth it to pursue. Commissioner Luttrupp inquired if there are other hospital districts in Idaho. Ms. Cleveland inquired if there could be a fee in the medical district that might be different from the other land uses similar kind in the city. Mr. Chase explained that we would need more focus on the use. Ms. Patterson explained that some of the users in the health corridor may be people coming here for treatment, so that is different than employees.

Ms. Cleveland continued her presentation.

- Indexing fees- We want to put something in the study that allows the City to have an annual



process for indexing fees such as to use Engineering News Record (ENR), Construction Cost Index (CCI) based on Seattle as the closest market to set up a method for the City to schedule and update to impact fees which will avoid "sticker shock" of not doing it for a few years. Ms. Patterson inquired if Post Falls or Hayden does that. She said Post Falls used to use the ENR but wasn't sure if they were still doing that. Ms. Cleveland said she will have to find out.

Ms. Cleveland said she worked with the police to come up with a draft CIP/Fee. The Police Department are currently working on an expansion to the Police Station and because ARPA funds were used for the expansion, we will set that aside and not include the current expansion proposal in the CIP for Police. She explained looking forward what are we going to need to serve our population in 2034 with more expansion predicted. She added that the Police do have a substation downtown that is an existing need and continued naming a list of items for consideration such as 16 vehicles for personnel that doesn't include patrol or traffic since those vehicles don't last 10 years, ATV and an armored car.

Commissioner Ingalls inquired about CIPs and if other funds are available to buy down some of these items. He also asked if there will be any flexibility in the CIPs to switch it up and as an example and/or a requirement that Parks gets a grant that help pays for one of the items and would the CIP be recalculated. Mr. Chase explained the city can update their CIP list every year without updating the impact fees because impact fees are calculated every 5 years with the CIP updated every year to determine what is eligible for impact fee expenditures. Mr. Tymesen explained the city looks forward on expenses with the presumption that the money will come in and sometimes that money doesn't come in. Melissa said growth has to happen.

Commissioner McCracken suggested to make this chart simpler for people to understand. The discussion ensued on how to calculate impact fees.

Ms. Cleveland continued and explained the Fire CIP worksheet and that they need a 5<sup>th</sup> fire station on the westside and the fees are based on a new station. The discussion ensued about Fire fees and how station 3 was financed.

Ms. Cleveland noted that Northern Lakes Fire District has an Impact Fee based on \$102.00 per dwelling unit and Kootenai County Fire and Rescue is \$1207.00 per dwelling unit. Ms. Cleveland explained what was included with Fire Impact Fees was a few vehicles and a cargo trailer that might need to be removed including equipment that lasts more than 10 years. She added these are smaller items that won't affect the fee and without scrutiny to include them or not. Commissioner McCracken concurs that the trailer and ATV,s that are under \$25,000 are not worth opening it up for scrutiny if more than 10 years left.

Ms. Cleveland noted that previously Fire said that they make many trips to assisted living facilities and if that is something this group should look at a possible category for assisted living. Ms. Patterson inquired if there was a benefit to add an additional breakdown of other commercial uses for police. Ms. Cleveland explained that Fire said this is a different type of response requirement for assisted living facilities compared to other commercial. The discussion ensued on a special category for Assisted Living. Commissioner Fleming inquired if we are going to penalize those who are also calling police/fire frequently. Mr. Grief said calls are based on usage. Mr. Holm explained that we have to use the data that we have which is the call history. Commissioner Ward stated that equity is an issue and the question that needs to be asked would the fee be considered fair, proportionate and equitable and we know what the CIP needs are from Police, Fire etc. He suggested to divide it and set a rate. Commissioner McCracken feels that we should look closer at this since she worked in the hospice care business and some weeks there was a huge ambulance bill. Ms. Cleveland commented that she can run the numbers and comeback with those results at the next workshop.

Ms. Cleveland explained the quadrant map for transportation and after talking to Engineering/Streets they are interested in doing away with this map and wanted to know if the commission feels the same way. Commissioner Ingalls explained looking at the map and one quadrant has a lot of activity such as Coeur Terre and because things are happening in one quadrant that needs some upkeep there isn't a budget for

the work which is why he concurs with eliminating the quadrant map. The group concurred to get rid of the quadrant map.

Ms. Cleveland explained that they just received the updated KMPO model last week so we don't have an update but will have an update at the next workshop. She stated that we might consider varying the fee by dwelling size and by using data we got from the City for the last few years the average square footage was 2400 sq.ft., the medium was 2300 sq. ft., the smallest was 700 sq.ft. and the largest was 4800 sq.ft. We aren't looking for an answer today, but would appreciate any suggestions on what reports we can run for the next meeting. Commissioner Ward commented that somewhere in the report talked about using trip generation as peak am hours and questioned if that could be explained. Ms. Cleveland explained usually the pm model has more trips. Cameron McKeague with FCS Group explained that they see higher values in the pm and not ignoring am hours and pm hours are normally higher. The commission discussed on how to calculate the fee for residential. Mr. Holm suggested we don't calculate by occupancy. Mr. Chase explained that he has seen two approaches with one a flat dollar per sq.ft. and the other is using categories. He added that he has seen a "base" fee and every foot above the base amount get charged so much which seems the most accurate way to do it. Ms. Patterson commented the more streamlined we can make it will be easy for IT staff to design it with "one" click that would calculate those fees. Chairman Messina concurs to keep it simple and when going to council it might come back to us with more suggestions.

Ms. Cleveland explained that we haven't done a Parks CIP yet and have met with staff and will meet with them again to go over the numbers so that's still in process. She added that they do have some specific service criteria in place within the Parks Master Plan. Commissioner McCracken inquired if trails will be part of the process or its own line item. Ms. Cleveland explained that we were going to include trails in transportation and was considered both ways. Mr. Greenwood said about developing park land trails is a different fee. Commissioner Ingalls noted in the report talks about CIPs with assumptions for example Coeur Terre if the city will be getting a park and the negotiation is done through an Annexation Agreement. Ms. Cleveland explained that getting a park through annexation is a different situation which is a negotiation and it's a choice if the city decides to approve the annexation and if a developer builds something that is in the CIP, they should get a credit and should be specific on how that process works. Commissioner Ward concurs since the people staying at the resort use our parks and agrees there should be a payment but have to be careful since it might be setting us up for a challenge trying to impose fees on other than residential uses. Ms. Cleveland commented that we can get more data and bring it to the next workshop.

Annexation Fee – Mr. Chase explained that they looked at the way the City did their calculations in 1997 with an update that set a precedence for fee calculation. He added that they assessed the fee at \$750.00 per dwelling unit. He explained how they did their calculation and looked at the city budget for the General Fund items and the new annexation fee would be increasing to \$1,117 from \$750.00. He commented that the City has become more efficient. Mr. Tymesen explained that all annexation fees are collected and goes into the General Fund since annexation fees funds and doesn't have a separate category.

**Next steps:**

Ms. Cleveland discussed the next steps and if possible, would like to schedule the next workshop in July. She explained that staff will send out a Doodle Poll for some possible dates in July. Ms. Patterson indicated that the week of July 17<sup>th</sup> looks like a good week for her schedule.

Ms. Cleveland concluded her presentation

**ADJOURNMENT:**

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

The meeting was adjourned at 2:00 p.m.

Prepared by Shana Stuhlmiller, Public Hearing Assistant

DRAFT



# **PUBLIC HEARINGS**



**PLANNING COMMISSION  
STAFF REPORT**

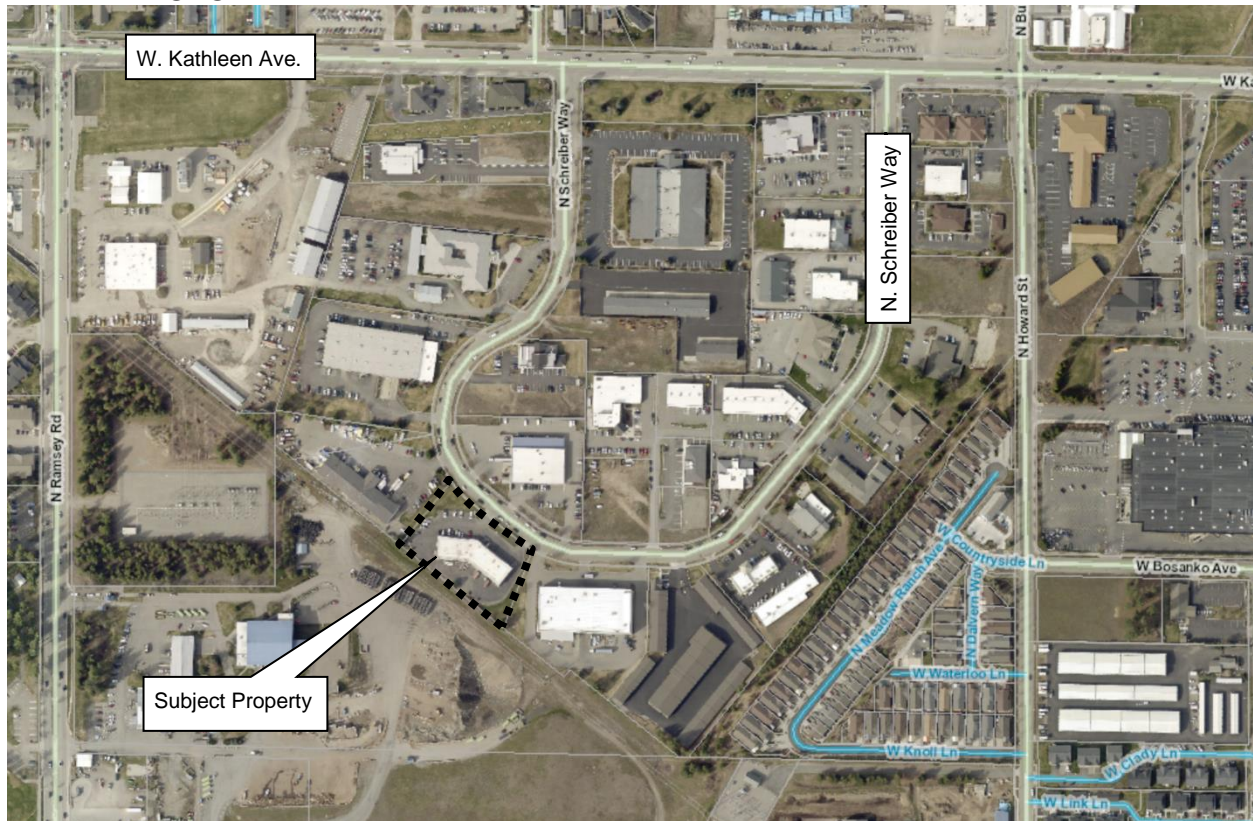
**FROM:** SEAN E. HOLM, SENIOR PLANNER  
**DATE:** AUGUST 8, 2023  
**SUBJECT:** SP-5-23 – REQUEST FOR COMMERCIAL RECREATION AND SPECIALTY RETAIL SALES SPECIAL USE PERMITS IN A MANUFACTURING (M) DISTRICT.  
**LOCATION:** A PARCEL ALONG SCHREIBER WAY COMMONLY ASSOCIATED WITH 3846-3856 N. SCHREIBER WAY.

**APPLICANT:**  
Johnathan Fontaine, et al.  
dba North Idaho Archery  
3846-3848 N. Schreiber Way  
Coeur d’Alene, ID 83815

**PROPERTY OWNER:**  
MJ Mack Properties, LLC  
801 W. Riverside Ave., Suite #300  
Spokane, WA 99201

**DECISION POINT:**  
Mr. Fontaine, dba North Idaho Archery, is requesting a Special Use Permit (SUP) for two activity uses: **commercial recreation** and **specialty retail sales**. If approved, this SUP will allow for a retail archery pro shop and indoor range in a Manufacturing (M) zone.

**AERIAL PHOTO:**



**GENERAL INFORMATION:**

**From the Applicant’s Narrative (excerpt):**

North Idaho Archery is a full-service archery pro shop with a 20-yard indoor range. Our retail space sells high end archery and outdoor related products. We provide a recreation site that can be utilized 365 days a year; a recreation source that has been highly requested and applauded by the community. In addition, we will be offering outdoor survival education, hunting education, archery education courses as well as many other seminars to help grow the outdoor community in Coeur D'Alene.

Our long-term goal is to get connected with the schools and offer an archery physical education class to get students more involved in outdoor recreation as well. I believe North Idaho Archery is adequately serving the community with its offered services that cannot be located anywhere nearby. The next closest full service certified pro shop is in Spokane Valley.

The owners of North Idaho Archery have spent 5 months remodeling the space to be as community friendly as possible and kindly request your granting of a special use permit to continue operating in the space. We are an all veteran owned and operated business.

**Prior Approved Special Use Permit(s) on Subject Property:**

SP-6-12: Trickster’s Brewing Company petitioned the Planning Commission in 2012 to review a special use permit for “Food and Beverage” allowing the site to be used for serving customers in conjunction with their brewing operation. The SUP was approved and the business continues to serve onsite today (see finding #B8B SUP map for more).

**Manufacturing District (M):**

The manufacturing district is intended to include manufacturing, warehousing and industry that are primarily indoors with an on-site operation that has minimal impact on the environment. Residential uses are not permitted.

**17.05.820: PERMITTED USES; PRINCIPAL:**

Principal permitted uses in an M district shall be as follows:

- Agricultural supplies and commodity sales
- Auto and accessory sales
- Automobile parking
- Automobile parking when serving an adjacent business
- Automobile renting
- Automotive fleet storage
- Automotive repair and cleaning
- Building maintenance service
- Commercial film production
- Commercial kennel
- Construction retail sales
- Custom manufacture
- Essential service
- Extensive impact
- Farm equipment sales
- Finished goods wholesale
- General construction services
- Laundry service
- Light manufacture
- Mini-storage facilities
- Unfinished goods wholesale
- Veterinary hospital
- Warehouse/storage
- Wholesale bulk liquid fuel storage



**17.05.840: PERMITTED USES; SPECIAL USE PERMIT:**

Permitted uses by special use permit in an M district shall be as follows

- Administrative offices
- Adult entertainment
- Banks and financial establishments
- Business supply retail sales
- Business support service
- **Commercial recreation**
- Communication service
- Consumer repair service
- Convenience sales
- Convenience service
- Criminal transitional facility
- Department store
- Extractive industry
- Finished goods retail
- Food and beverage stores for on/off site consumption
- Funeral service
- Group assembly
- Heavy manufacture
- Heavy manufacture
- Home furnishing retail sales
- Hotel/motel
- Personal service establishments
- Professional offices
- Retail gasoline sales
- **Specialty retail sales**
- Veterinary office or clinic
- Wireless communication facility

**17.03.050: GENERAL DESCRIPTION OF COMMERCIAL ACTIVITIES:**

Commercial activities include the distribution and sale or rental of goods; the provision of services other than those classified as civic activities; and the administrative and research operations of private, profit oriented firms, other than public utility firms and include the following:

M. **Specialty Retail Sales**: Activities that include the sale or rental from the premises of particular or predominant types of goods and merchandise primarily for personal or household use; they exclude the sale or rental of motor vehicles, parts and accessories, furniture and major appliances, and materials used in the construction of buildings or other structures; such activities are typical of apparel, antique, camera and flower stores.

**17.03.060: GENERAL DESCRIPTION OF SERVICE ACTIVITIES:**

Service activities include the on-site provision of professional and/or commercial services that are not classified as civic activities and are not primarily concerned with the relating of goods and include the following:

U. **Commercial Recreation**: Activities that include profit-oriented sports activities performed either indoors or outdoors, which require a facility for conducting the recreational activity; such activities are typical of swimming centers, tennis courts, racquetball courts, golf courses, etc.

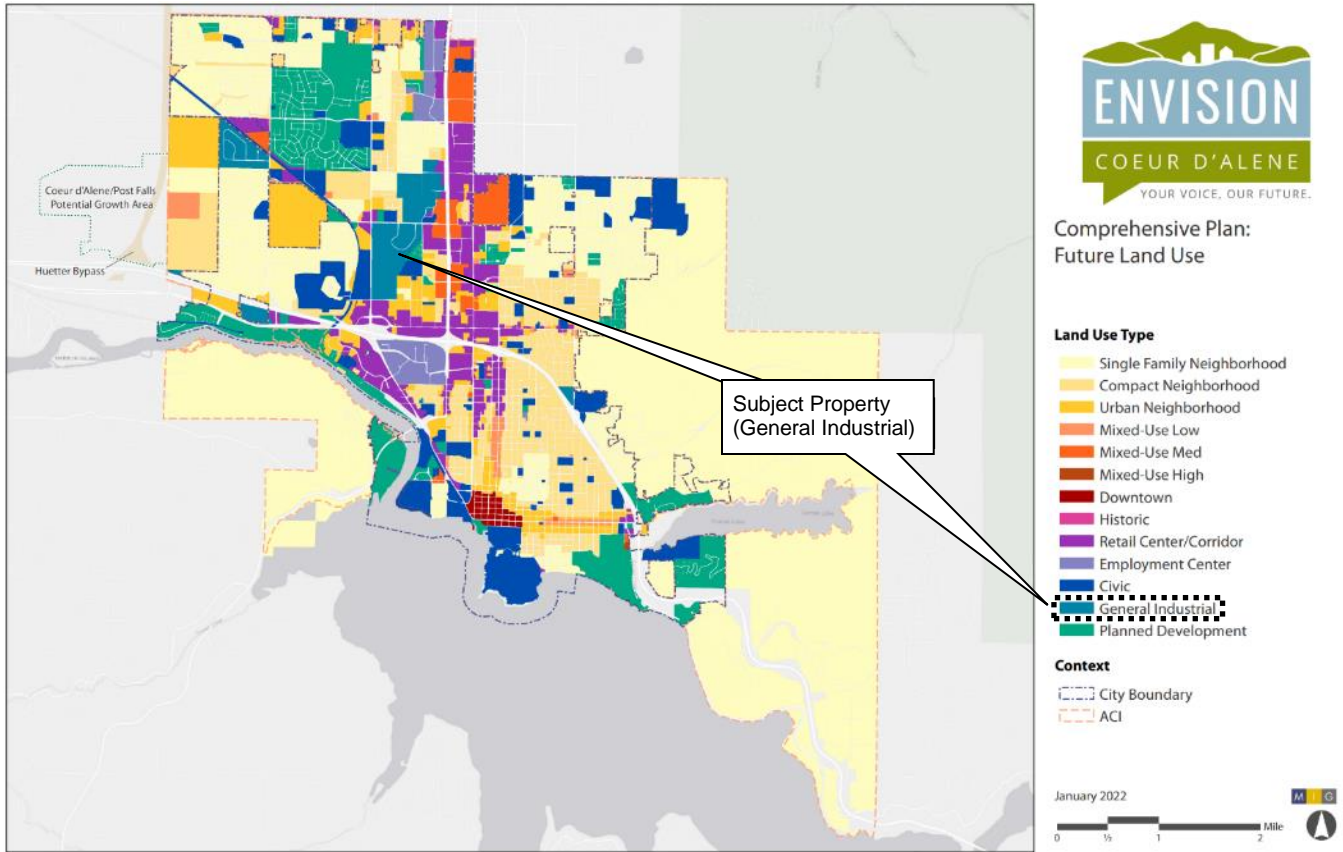
**REQUIRED FINDINGS:**

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:

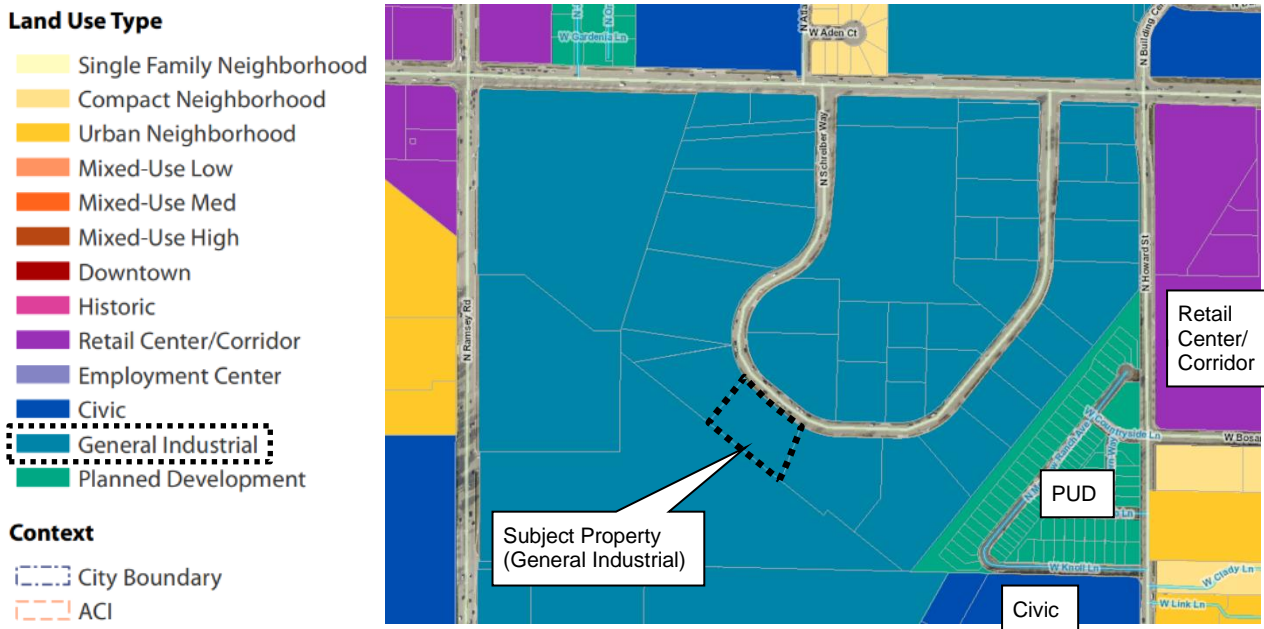
**Finding #B8A: The proposal (is) (is not) in conformance with the Comprehensive Plan.**

- ✓ The subject property is within the existing city limits.
- ✓ The City Comprehensive Plan Map designates this area as “General Industrial”:

## Future Land Use Map (City Context):



## Future Land Use Map (Neighborhood Context):





## Place Types

Place Types represent the form of future development, as envisioned by the residents of Coeur d'Alene. These Place Types provide the policy-level guidance that will inform the City's Development Ordinance. Each Place Type corresponds to multiple zoning districts that will provide a high-level of detail and regulatory guidance on items such as height, lot size, setbacks, adjacencies, and allowed uses.

### General Industrial

Industrial places include manufacturing & logistics that provide a range of job types, services, and wage levels. These areas are locations that provide concentrated areas of employment areas that create goods and services with a mix of indoor industrial uses separated from residential areas. Primary uses include manufacturing, warehousing, storage, and industrial parks located in one to two-story buildings with varied building footprints and interior ceiling heights. Industrial places are located near major transportation corridors as they often require access for large vehicles.

**Compatible Zoning: LM and M**

#### Industrial



#### Key Characteristics

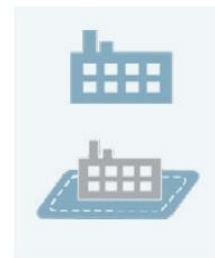
Industrial places include manufacturing & logistics that provide a range of job types, services, and wage levels. These areas are locations that provide concentrated areas of employment areas that create goods and services with a mix of indoor industrial uses separated from residential areas. Primary uses include manufacturing, warehousing, storage, and industrial parks located in one to two-story buildings with varied building footprints and interior ceiling heights. Industrial places are located near major transportation corridors as they often require access for large vehicles.

#### Transportation

- Roads able to accommodate large vehicles
- Access to arterials and highways

#### Typical Uses

- Primary: Manufacturing, warehousing, storage, industrial parks, automotive repair, and similar
- Secondary: Parking, dining, office, and commercial



#### Building Types

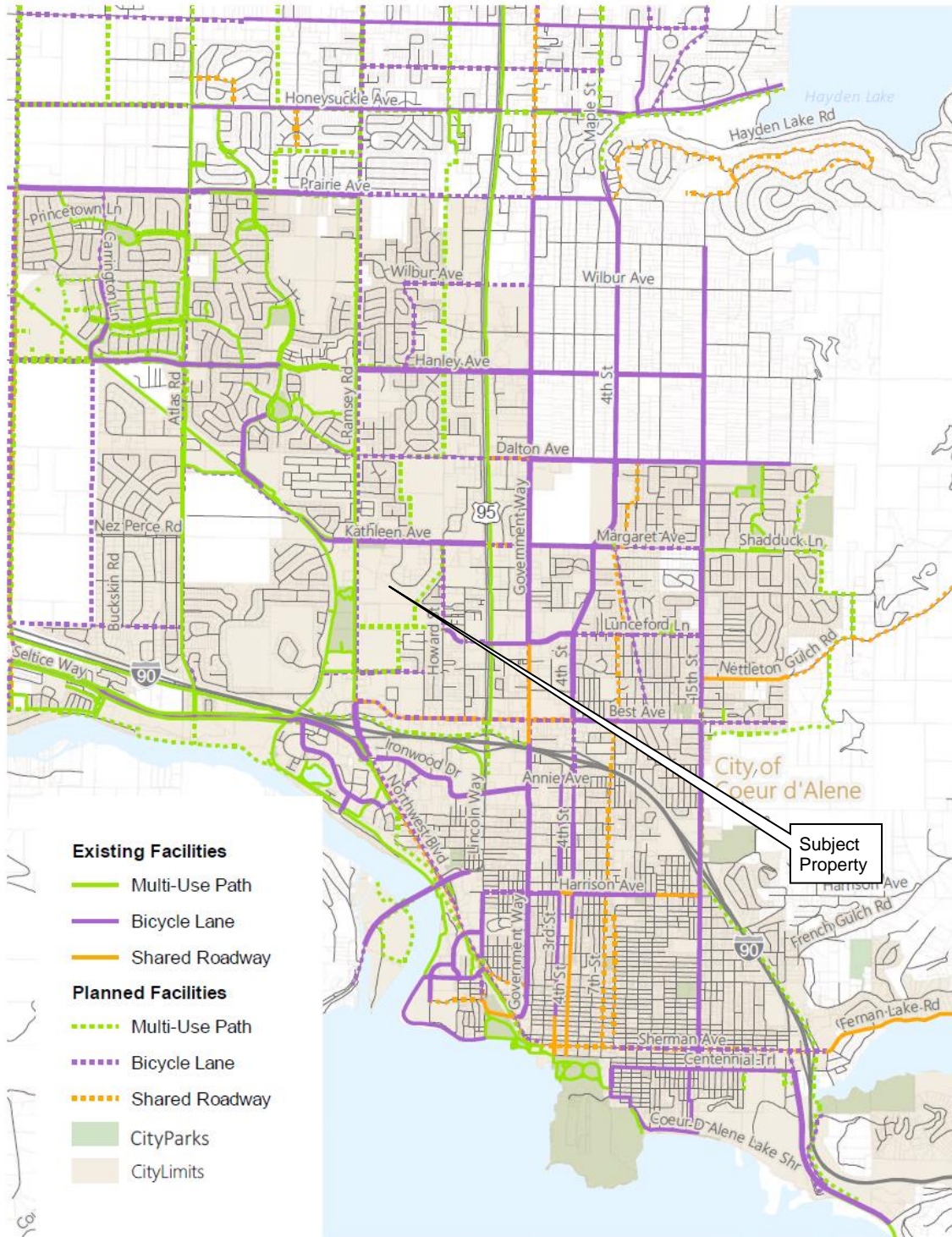
- 1-2 story large footprint buildings with varied forms

#### Compatible Zoning

- LM and M

# Transportation

## Existing and Planned Bicycle Network:

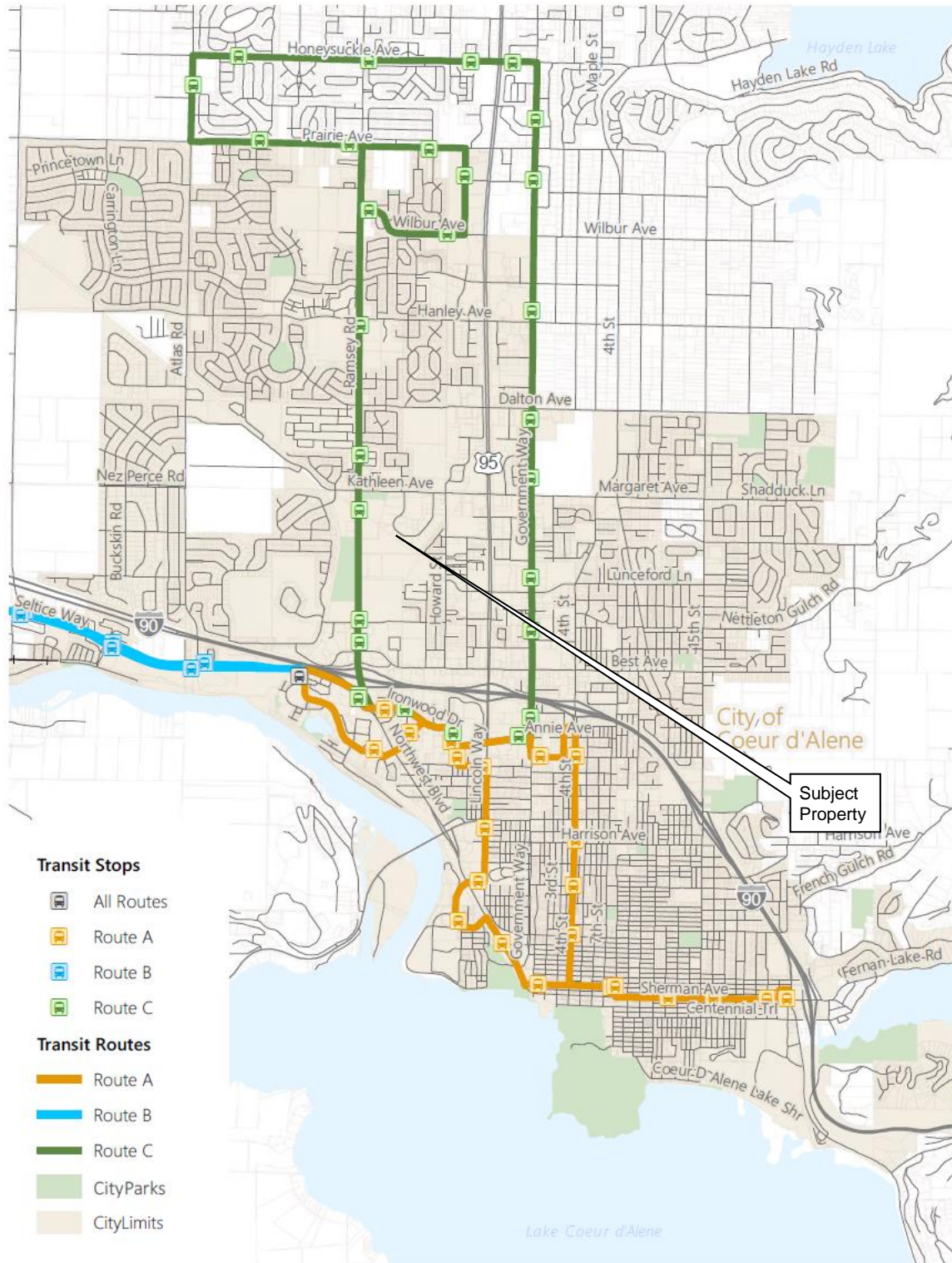




**Existing and Planned Walking Network:**



**Existing Transit Network:**



## Comprehensive Plan Policy Framework:

### Community & Identity

**Goal CI 1:** Coeur d'Alene citizens are well informed, responsive, and involved in community discussions.

**Objective CI 1.1:** Foster broad-based and inclusive community involvement for actions affecting businesses and residents to promote community unity and involvement.

### Environment & Recreation

**Goal ER 2:** Provide diverse recreation options.

**Objective ER 2.2:** Encourage publicly-owned and/or private recreation facilities for citizens of all ages. This includes sports fields and facilities (both outdoor and indoor), hiking and biking pathways, open space, passive recreation, and water access for people and motorized and non-motorized watercraft.

### Growth & Development

**Goal GD 1:** Develop a mix of land uses throughout the city that balance housing and employment while preserving the qualities that make Coeur d'Alene a great place to live.

**Objective GD 1.6:** Revitalize existing and create new business districts to promote opportunities for jobs, services, and housing, and ensure maximum economic development potential throughout the community.

### Jobs & Economy

**Goal JE 1:** Retain, grow, and attract businesses.

**Objective JE 1.2:** Foster a pro-business culture that supports economic growth.

**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.*

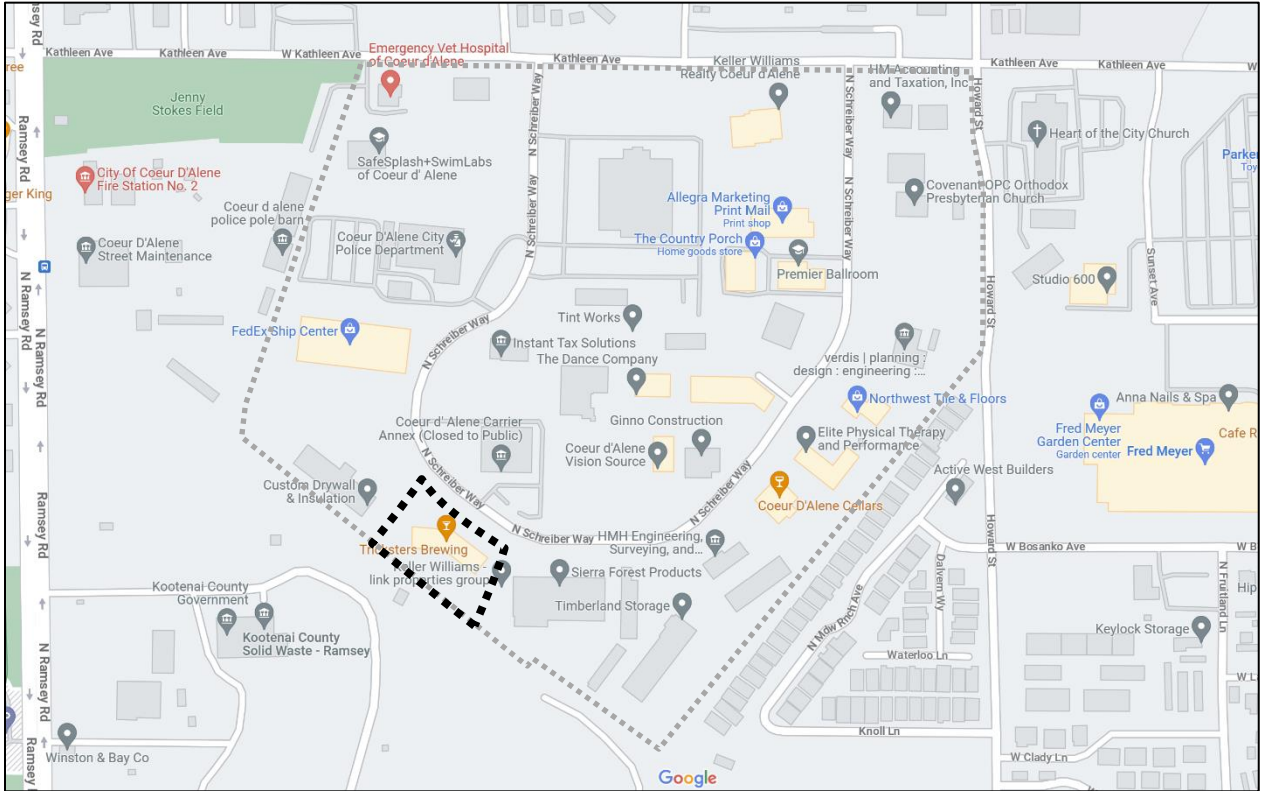
**Finding #B8B:** **The design and planning of the site (is) (is not) compatible with the location, setting, and existing uses on adjacent properties.**

#### **LOCATION AND SETTING:**

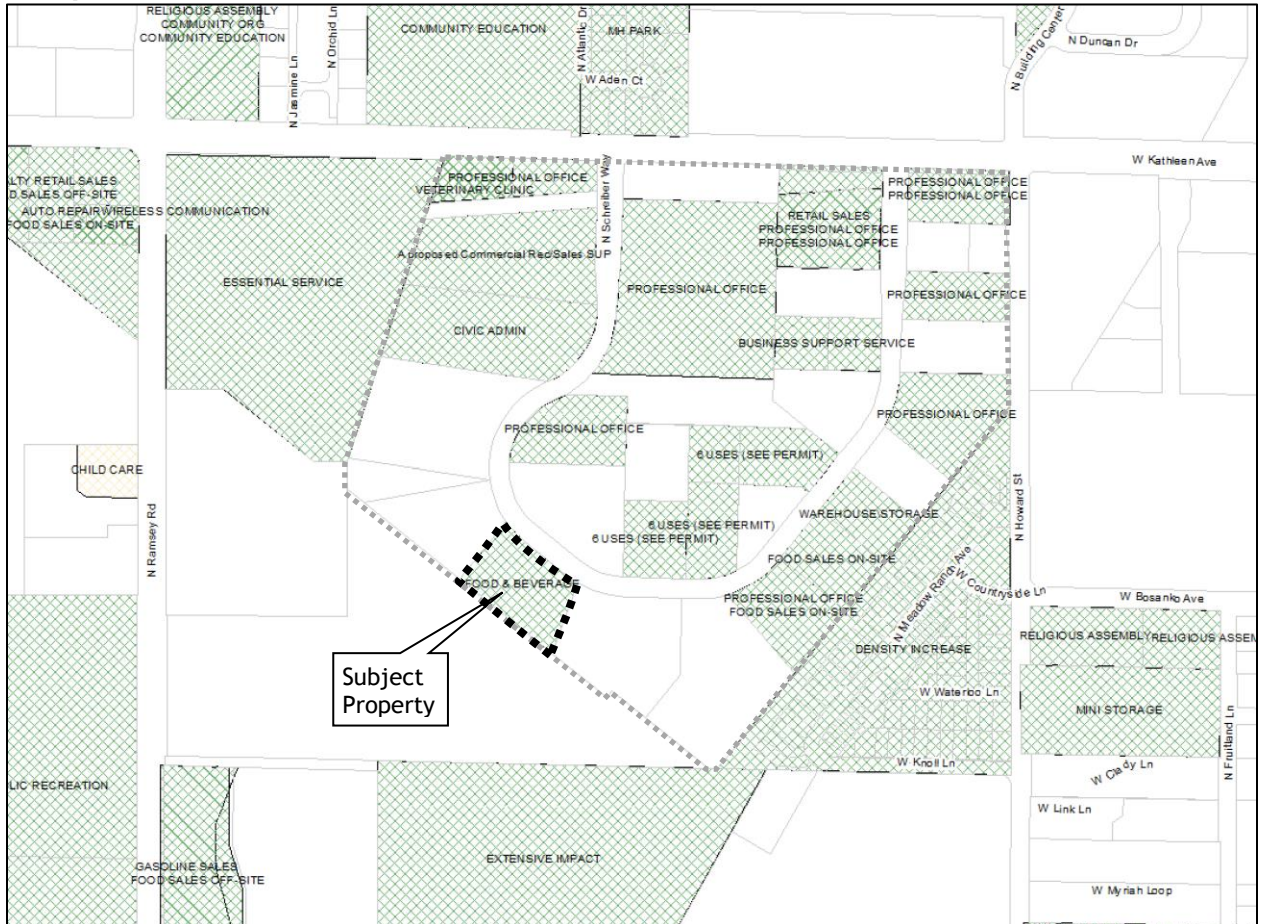
The subject property is located along the south end of Schreiber Way, where the looped access from Kathleen Ave. is an eclectic area containing an array of uses including: civic, manufacturing, commercial, and service (*see existing uses below*). A number of special use permits have been approved in the area (*see SUP map below*). The area is fairly flat with a gain of elevation to the east. Unlike the Industrial Park, the frontages have curb, gutter, and sidewalks, which provide a pleasant pedestrian experience.



**EXISTING USES:**

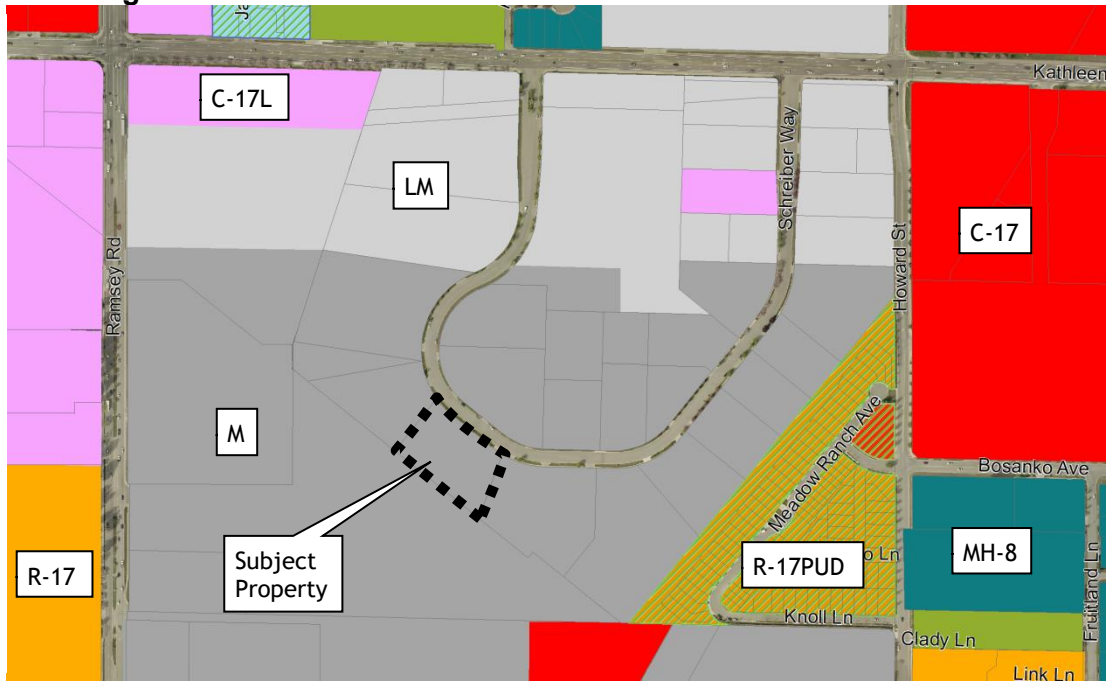


**Special Use Permits in Area:**



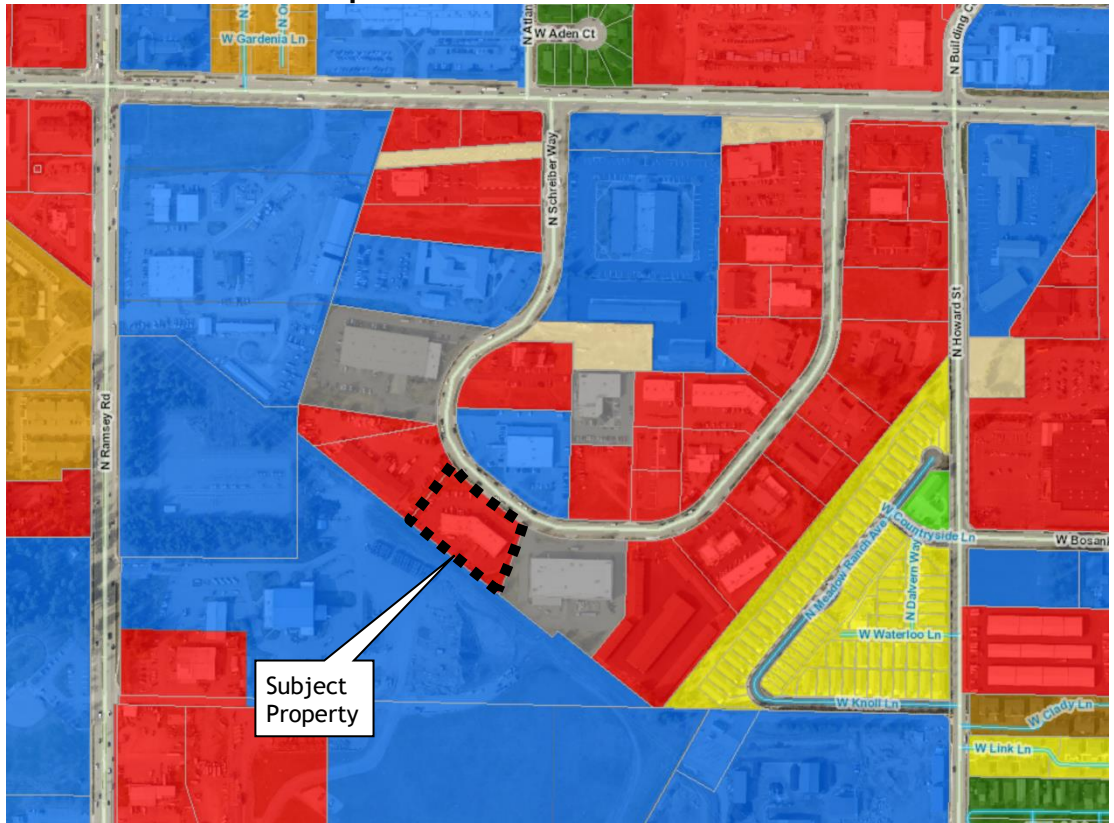
**Zoning:**

- zoning
- C-17
- C-17L
- C-17LPUD
- C-17PUD
- DC
- DCPUD
- LM
- M
- MH-8
- MH-8PUD
- NC
- NW
- R-1
- R-12
- R-12PUD
- R-17
- R-17PUD
- R-1PUD
- R-3
- R-3PUD
- R-5
- R-5PUD
- R-8
- R-8PUD
- R-85F



**Generalized land use pattern:**

- Land Use
- SFA
- SFD
- DUPLEX
- MH
- MHP
- MFD
- CIVIC
- COMM
- MFGR
- AGRICULTURE
- VACANT





**Photo(s) of Site:**

*Context of site on N. Schreiber Way looking south:*



*Frontage improvements along N. Schreiber Way looking northwest:*





*Frontage improvements along N. Schreiber Way looking southeast:*



*Looking toward North Idaho Archery's occupied portion of the structure:*

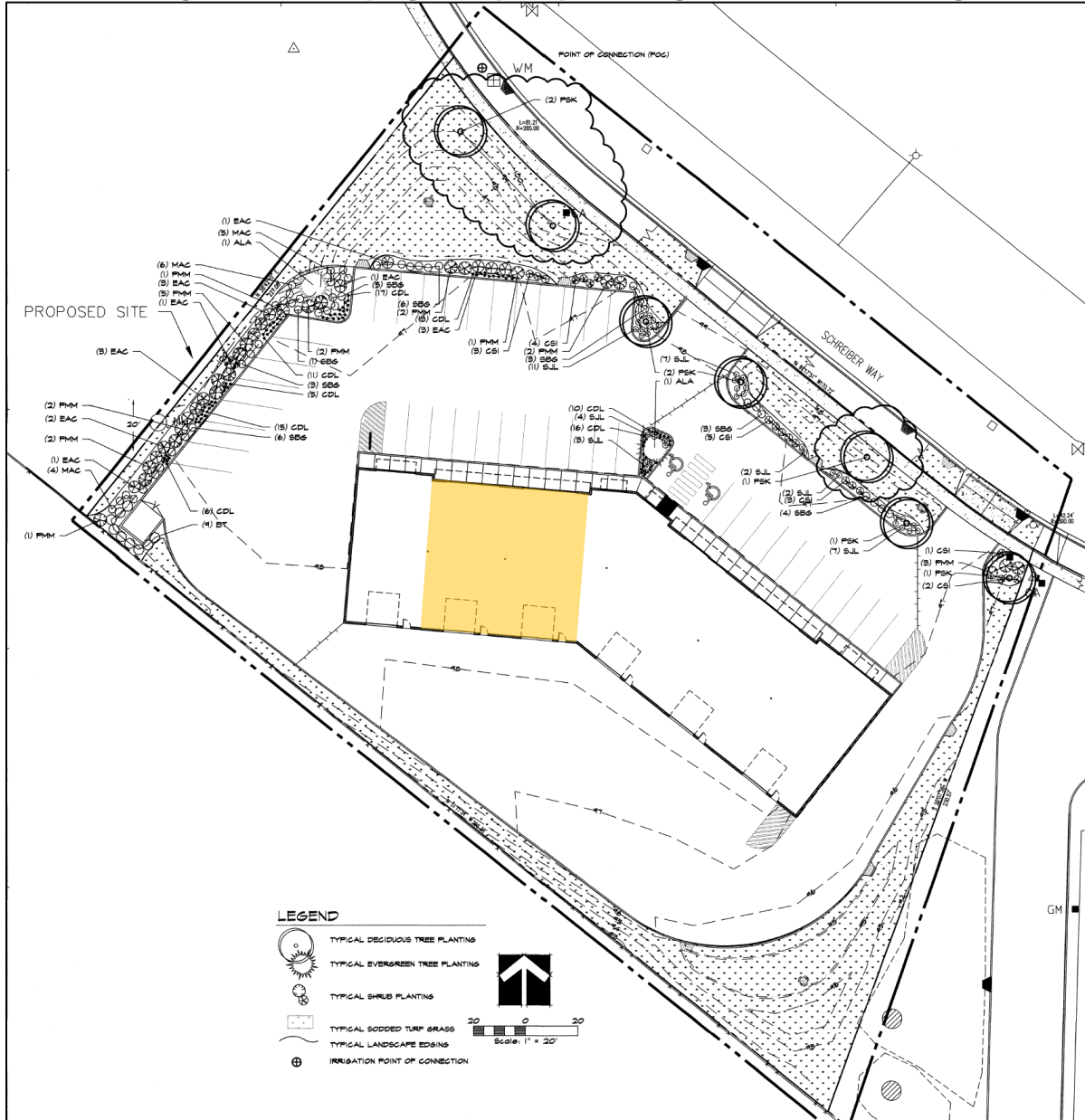


**Evaluation:** *Based on the information presented, the Planning Commission must determine if the request is compatible with the location, setting, and existing uses on adjacent properties.*

**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.

**Existing Site/Landscaping Plan (2005): Existing Multi-Tenant Building**



**STAFF COMMENTS:**

STORMWATER:

The location is within an existing development with stormwater management in place.

*-Submitted by Chris Bosley, City Engineer*

STREETS:

The subject property is bordered by N. Schreiber Way. Future permits for the site would trigger a review of the sidewalk along the frontage, and portions not meeting ADA requirements would be required to be replaced, to meet City code.

*-Submitted by Chris Bosley, City Engineer*

TRAFFIC:

Because this specialty retail and recreational business is not very common, no category in the ITE Trip Generation Manual is directly applicable. For comparison's sake, a multipurpose recreational facility (Land Use Code 435) is expected to generate approximately 14 peak hour trips for 4000 sf development. Schreiber Way and Kathleen Ave have available capacity to accommodate the traffic from the project.

*-Submitted by Chris Bosley, City Engineer*

WATER:

Water has no comments or conditions for the proposed special use permit.

*-Submitted by Kyle Marine, Assistant Water Director*

WASTEWATER:

The subject property has been connected to City sewer and currently paying their sewer bill. Wastewater has no issues with this proposed Special use Permit.

*-Submitted by Larry Parsons, 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: The site was reviewed with the building permit for compliance with Fire Department requirements. No additional improvements are required.

*-Submitted by Bobby Gonder, Fire Inspector*

POLICE:

The police department does not have any concerns with this application as it appears consistent with many other uses in the area and would not have an impact on traffic or other police related concerns.

*-Submitted by David Hagar, Investigations Captain*

**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:**

**None.**

*NOTE: The Planning Commission may, as a condition of approval, establish reasonable requirements as conditions of approval to mitigate any impacts that would adversely affect the surrounding neighborhood. Please be specific, if additional conditions are added to the motion.*

**ORDINANCES AND STANDARDS USED IN EVALUATION:**

- 2022-2042 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
- 2021 Parks Master Plan
- 2017 Trails and Bikeways Master Plan

**ACTION ALTERNATIVES:**

The Planning Commission must consider this request and make appropriate findings to approve, approve with conditions, 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**



To Whom it Concerns,

My name is Jake Kremer, an owner of North Idaho Archery. North Idaho Archery is owned by myself, John Fontaine and Austin Johnson. We are an all veteran owned and operated business at 3848 N Schreiber Way, Coeur D'Alene ID.

I am writing this request for a special use permit as it has come to our attention that we are zoned Manufacturing rather than Commercial.

North Idaho Archery is a full-service archery pro shop with a 20-yard indoor range. We also have a retail space where we sell high end archery and outdoor related products.

The site is designed for retail spaces, and it is adjacent to Tricksters Brewery and CDA Soap. The parking lot is designed to hold approximately 40 cars and does not interfere with the normal flow of traffic, nor does it concede to a manufacturing style business in that most of the space is lent to ease of customer use.

I was unable to find the 2007 comprehensive plan as the application requests, however the 2030 plan speaks to growing recreation and education in the community. Of which we provide a recreation site that can be utilized 365 days a year, a recreation source that has been highly requested and applauded by the community. In addition, we will be offering outdoor survival education, hunting education, archery education courses as well as many other seminars to help grow the outdoor community in Coeur D'Alene ID. Our long-term goal is to get connected with the schools and offer an archery physical education class to get students more involved in outdoor recreation as well.

I believe North Idaho Archery is adequately serving the community with its offered services that cannot be located anywhere nearby. The next closest full service certified pro shop is in Spokane Valley. In addition, I believe the location for the business is best serving the community as a retail commercial space as the overall footprint of the building is not adequate for any large industrial manufacturing component.

The owners of North Idaho Archery have spent 5 months remodeling the space to be as community friendly as possible and kindly request your granting of a special use permit to continue operating in the space.

Regards,

North Idaho Archery Team

**PLANNING COMMISSION  
STAFF REPORT**

**FROM:** TAMI STROUD, ASSOCIATE PLANNER  
**DATE:** AUGUST 8, 2023  
**SUBJECT:** PUD- 1-23 – “KAUFMAN ESTATES” PUD.  
S-5-23- 18-LOT (2-TRACT) PRELIMINARY PLAT SUBDIVISION  
REQUEST FOR “KAUFMAN ESTATES”  
**LOCATION:** +/- 2.23 ACRE PARCEL LOCATED SOUTH OF EAST SIDE OF N.  
17<sup>TH</sup> STREET AND E. STINER AVENUE AND SOUTH OF  
NETTLETON GULCH ROAD.

**APPLICANT/OWNER:**  
Todd Kaufman  
3389 E Harrison Avenue  
Coeur d’Alene, ID 83814

**ENGINEER:**  
Olson Engineering  
PO Box 1894  
Coeur d’Alene ID 83814

**DECISION POINT:**

Olson Engineering, on behalf of Todd Kaufman is proposing a Planned Unit Development request to allow 18 lots and two (2) tracts known as “Kaufman Estates” PUD in the R-12 (residential at 12 units per acre) zoning district.

**BACKGROUND INFORMATION:**

The subject property is located at 2810 N. 17<sup>th</sup> Street, slightly southeast of Stiner Avenue, north of Gilbert Avenue and south of Nettleton Gulch Road. The property is approximately 2.3-acre site with an existing single-family dwelling and accessory structure that will be removed. The applicant is proposing a planned unit development (PUD) as part of this request. (See PUD map on page 14).

The PUD will consist of 18 lots, with two open space tracts, one tract that will contain the private road and the other tract will contain the required Open Space. The applicant has indicated that the 18 lots are designed for twin homes, which are like duplexes except that they are on individual lots with one shared wall and zero lot line construction, with separate utilities and can be sold as real property (see proposed building elevations on page 16 and 17). The project is designed for one of the units in each structure to contain a one-car garage with a smaller overall footprint, while the other unit will be larger and contain a two-car garage. The 18 proposed buildable lots will have access to a private road within the development and the private road will have a single access connection to N. 17th Street. The total number of units would be 18. The applicant has also proposed +22 parallel parking stalls along the south side of the private road.

The applicant is proposing 12,400 SF of open space or 12% that will be located in a tract known as “Tract B” on the preliminary plat. The open space amenities include a grassy area with a walking path, trees, shrubs and a picnic area with a gazebo in the open space tract. (see Open Space map and images on pages 21 -22). The applicant has indicated that the open space area will be maintained by the Homeowners’ Association (HOA).



The applicant has indicated that this project will be completed in one phase with construction beginning in spring/summer of 2024 and completed by late 2024/early 2025. See the attached Narrative by the applicant at the end of this report for a complete overview of their PUD, and subdivision request (Attachment).

**HISTORY:**

This proposal came forward to Planning Commission at the August 9, 2022 meeting. It was presented to Planning Commission with a request for 24 twin home units on a 2.3-acre parcel with two (2) Open Space tracts and a private road. The request was unanimously denied.

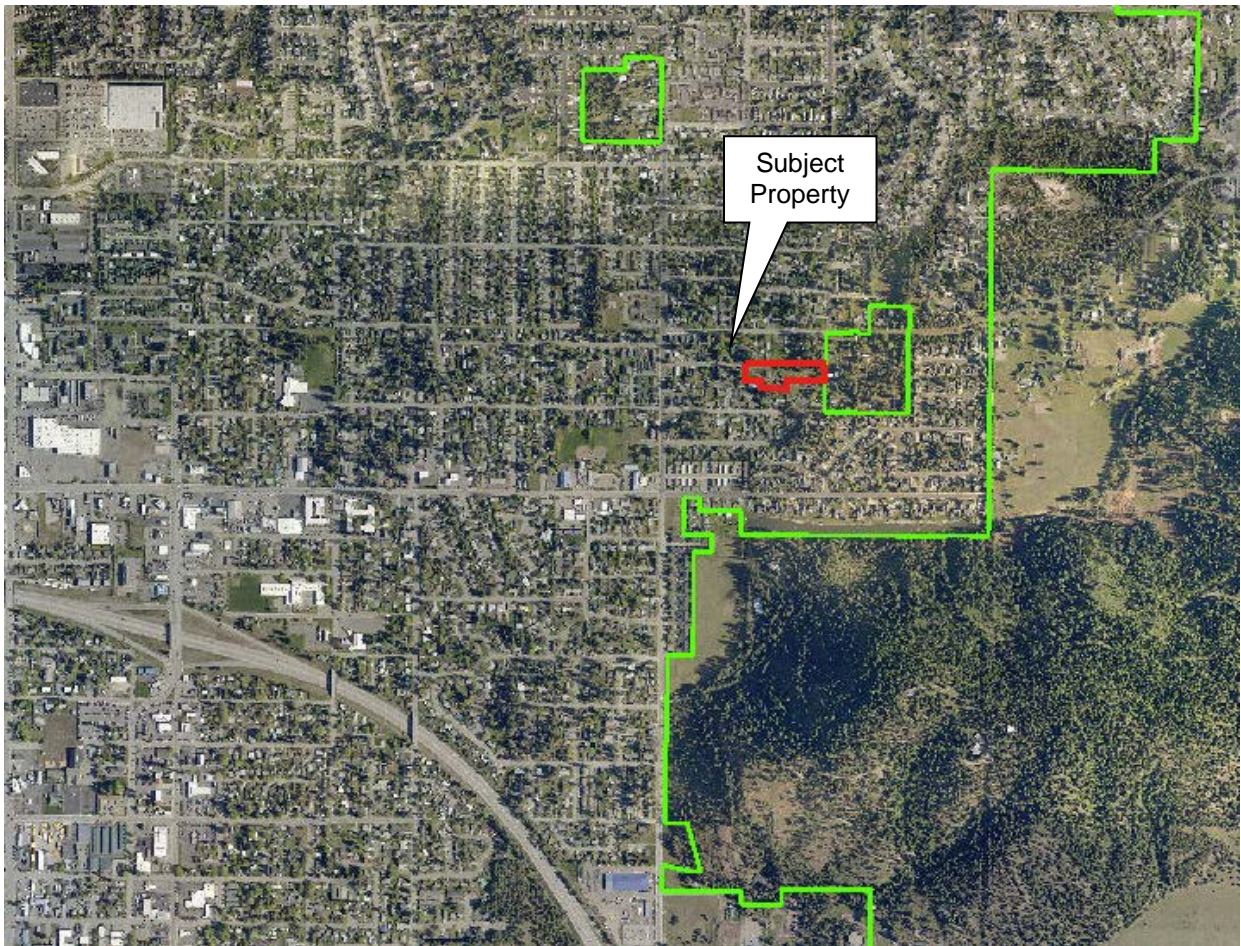
On February 10<sup>th</sup> 2023, the development team, including Jeramie Terzulli, Olson Engineering and Todd Kaufman owner and developer of Kaufman Estates met with several of the neighbors surrounding the proposed development to discuss the project. The neighbors shared their concerns with the density, compatibility and their hope that single-family homes would be built on the parcel. Jeramie and Todd explained that they would like to build the twin homes and sell them individually.

The applicant has modified their request and has proposed 18 twin homes, +/- 12,000 SF of Open Space that will be opened to the public, and +22 parallel parking spaces proposed on the south side of the private street for visitor parking in response to the comments and feedback from the hearing on August 9, 2022.

The applicant is requesting approval of a the “Kaufman Estates” PUD with the following deviations. The following decision points will require separate findings to be made for each item.

1. A residential planned unit development (PUD) that will allow for 18-lots and two tracts with the following modifications.
  - a. Lots fronting on a private street rather than a public street.
  - b. Allow for twin home type construction in the R-12 Zoning District.
  - c. Minimum Lot Area of 2,663 SF for a twin home unit rather than 3,500 SF.
  - d. Side Setback (interior) of 5’ and 0’ rather than 5’ on one side and 10’ on the other.
  - e. Street Side Setback of 5’ rather than 10’.
  - f. Sidewalk on one side of street rather than sidewalks on both sides of street.
  - g. 30-foot lot frontage for each twin home lot.
2. An 18 lot, two tract preliminary plat to be known as Kaufman Estates.

**PROPERTY LOCATION MAP:**

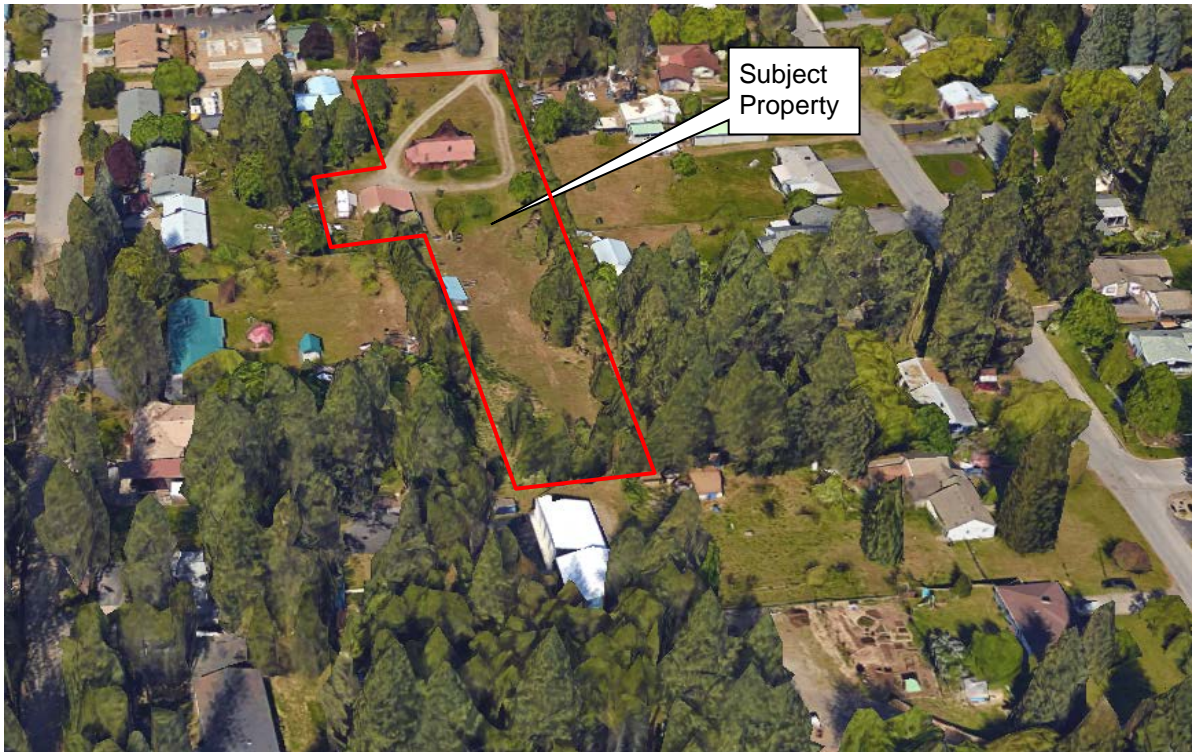




**AERIAL PHOTO:**



**BIRDS EYE AERIAL:**





**CONTOUR MAP:**



**SITE PHOTO - 1:** View from the 17<sup>th</sup> St./ Stiner Avenue looking east at the subject property.





**SITE PHOTO - 2:** View from center of the subject property looking east. Existing home on the left.



**SITE PHOTO - 3:** View from the subject property looking west at the existing storage building.





**SITE PHOTO - 4:** View from the subject property looking north at the neighboring properties.



**SITE PHOTO - 5:** View from the center of property looking west toward 17<sup>th</sup> Street and Stiner Ave.





**SITE PHOTO - 6:** View from western edge of the subject property looking west toward Stiner Ave.



**SITE PHOTO - 7:** View from 17<sup>th</sup> St./Stiner Ave. looking south with the subject property on the left.





**SITE PHOTO - 8** View from 17<sup>th</sup> Street looking north toward Nettleton Gulch Road.



**Evaluation:** *The Planning Commission will need to determine, based on the information before them, whether or not the physical characteristics of the site make it suitable for the request at this time.*



# PUD-1-22: PLANNED UNIT DEVELOPMENT FINDINGS:

## 17.07.230: PLANNED UNIT DEVELOPMENT REVIEW CRITERIA:

A planned unit development may be approved only if the proposal conforms to the following criteria, to the satisfaction of the commission:

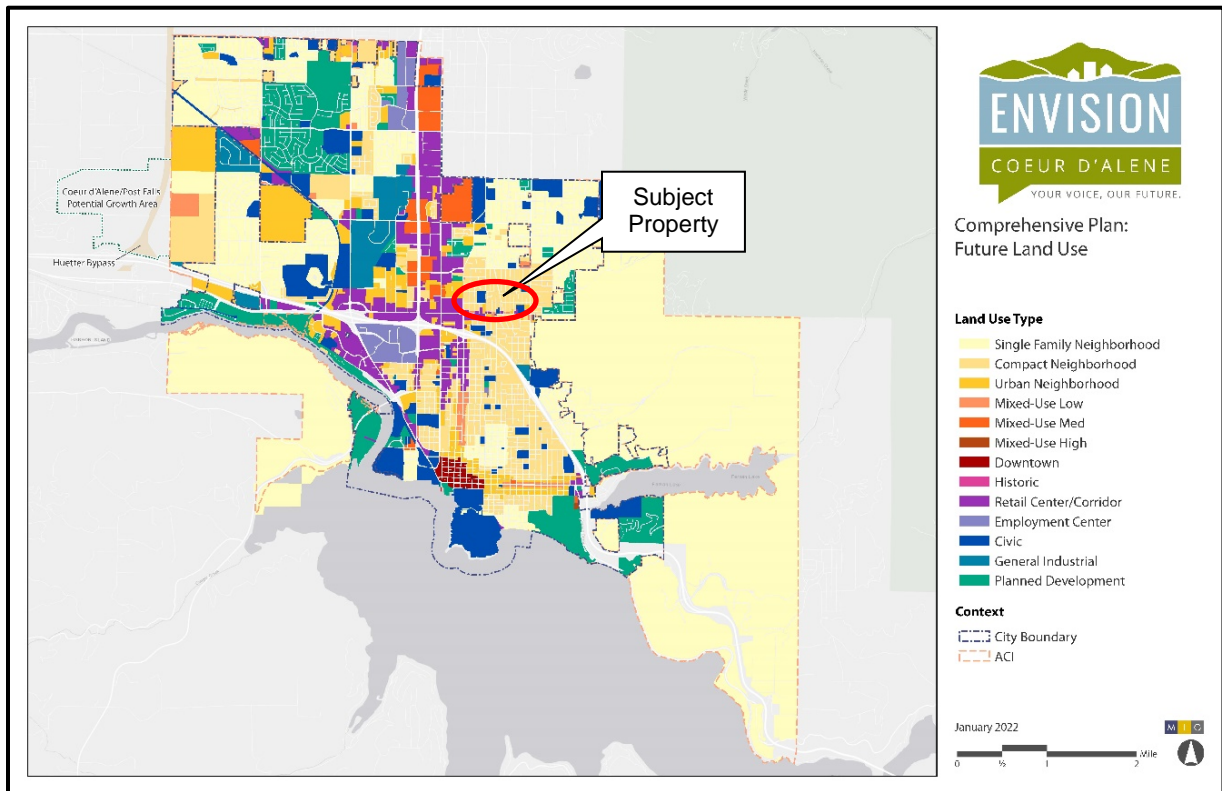
### REQUIRED FINDINGS (PUD):

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

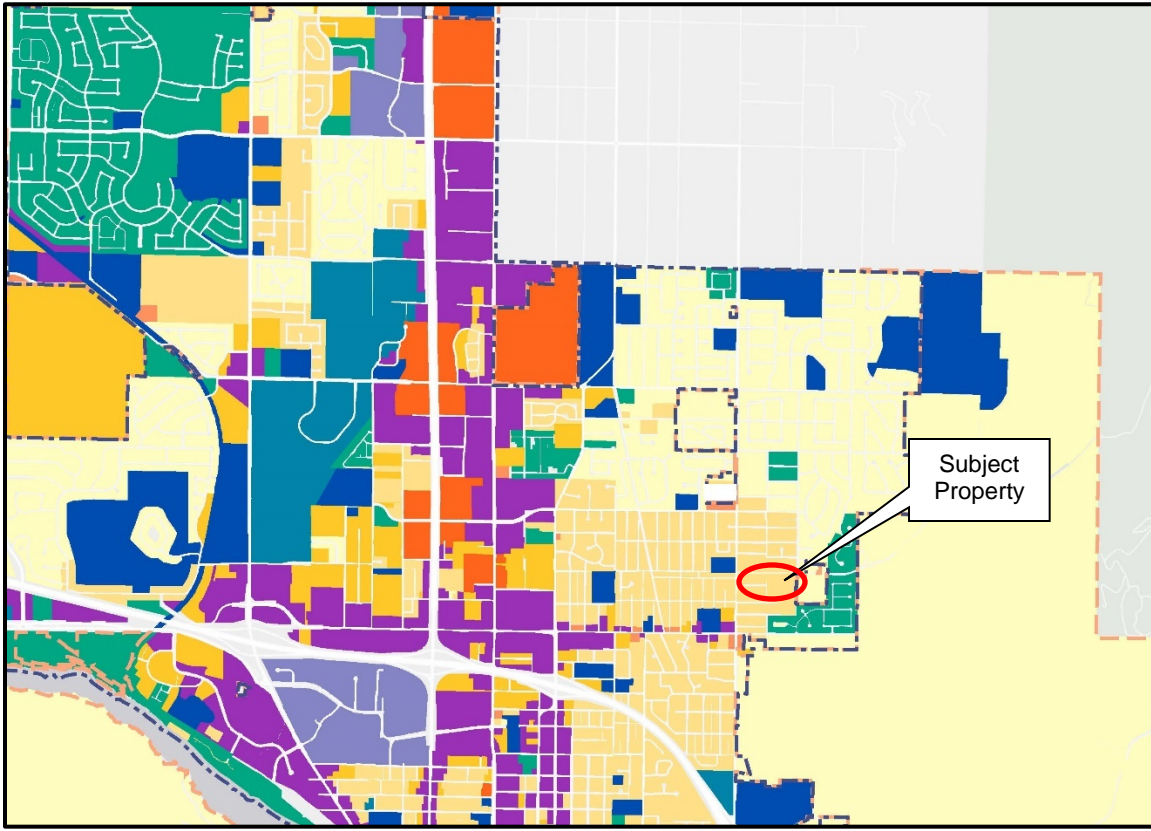
### 2042 COMPREHENSIVE PLAN LAND USE:

- The subject property is within the existing city limits.
- The City's Comprehensive Plan designates the subject property within two land use areas.
  1. Compact Neighborhood
  2. Mixed Use-Low
- The subject site lies within the City's Area of City Impact (ACI)

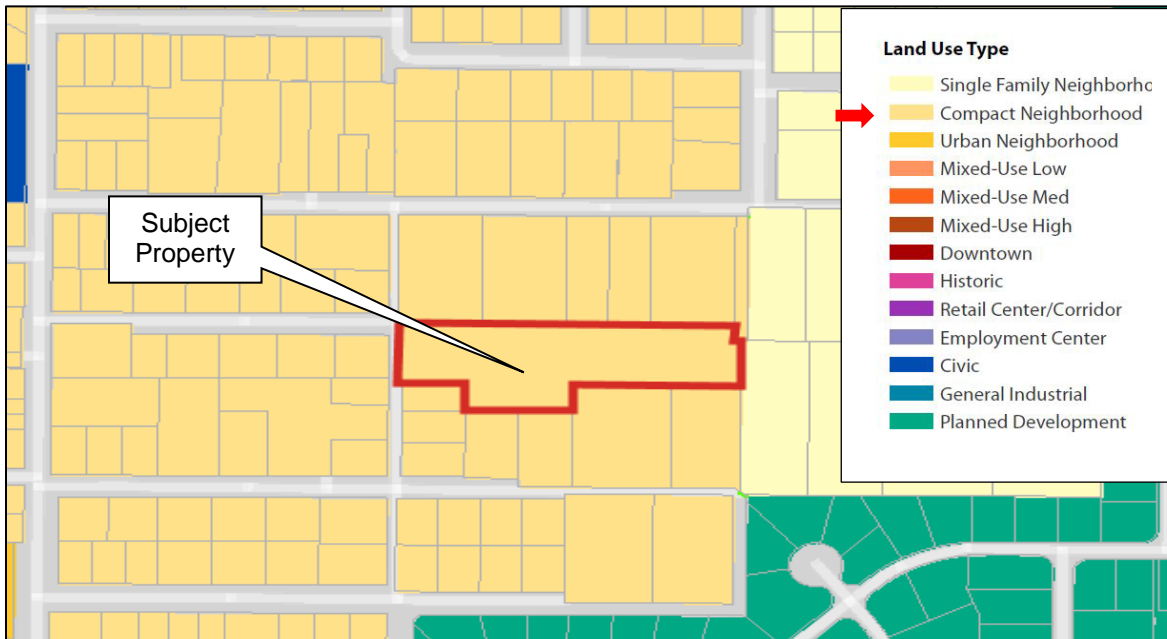
### 2042 COMPREHENSIVE PLAN LAND USE MAP:



**2042 COMPREHENSIVE PLAN LAND USE MAP:**



**2042 COMPREHENSIVE PLAN LAND USE MAP: Site Location**



The subject site lies within the **Compact Neighborhood** designation in the 2042 Comprehensive Plan.

### 2042 Comprehensive Plan Place Type:

The Place Types in this plan represent the form of future development, as envisioned by the residents of Coeur d'Alene. These Place Types will in turn provide the policy level guidance that will inform the City's Development Ordinance. Each Place Type corresponds to multiple zoning districts that will provide a high-level of detail and regulatory guidance on items such as height, lot size, setbacks, adjacencies, and allowed uses.

#### Place Type -1: Compact Neighborhood

Compact Neighborhood places are medium density residential areas located primarily in older locations of Coeur d'Alene where there is an established street grid with bicycle and pedestrian facilities. Development is typically single-family homes, duplexes, triplexes, four-plexes, townhomes, green courts, and auto-courts. Supporting uses typically include neighborhood parks, recreation facilities, and parking areas.

#### Compatible Zoning Districts within the "Compact Neighborhood" Place Type:

- R-12, R-17, MH-8, NC and CC Zoning Districts.

#### Key Characteristics of "Compact Neighborhood" Place Type:

### Compact Neighborhood



**Key Characteristics**  
Compact Neighborhood places are medium density residential areas located primarily in older locations of Coeur d'Alene where there is an established street grid with bicycle and pedestrian facilities. Development is typically single-family, duplexes, triplexes, four-plexes, townhomes, green courts, and auto-courts. Supporting uses typically include neighborhood parks, recreation facilities, and parking areas.

**Transportation**

- Gridded street pattern with pedestrian and bicycle facilities

**Typical Uses**

- Primary: Single and mixed residential
- Secondary: Neighborhood parks and recreation facilities, parking

**Building Types**

- Single-family, duplexes, triplexes, four-plexes, townhomes, green courts, and auto-courts

**Compatible Zoning**

- R-12 and R-17; MH-8; NC and CC





The “Compact Neighborhood” place type is compatible with the proposed PUD and preliminary plat with R-12 zoning.

## **2042 Comprehensive Goals and Objectives that apply:**

### **Community & Identity**

#### **Goal CI 1**

Coeur d’Alene citizens are well informed, responsive, and involved in community discussions.

##### **OBJECTIVE CI 1.1**

Foster broad-based and inclusive community involvement for actions affecting businesses and residents to promote community unity and involvement.

#### **Goal CI 2**

Maintain a high quality of life for residents and business that make Coeur d’Alene a great place to live and visit.

##### **OBJECTIVE CI 2.1**

Maintain the community’s friendly, welcoming atmosphere and its small-town feel.

#### **Goal CI 3**

Coeur d’Alene will strive to be livable for median and below income levels, including young families, working class, low income, and fixed income households.

##### **OBJECTIVE CI 3.1**

Support efforts to preserve existing housing stock and provide opportunities for new affordable and workforce housing.

### **Environment & Recreation**

#### **Goal ER 1**

Preserve and enhance the beauty and health of Coeur d’Alene’s natural environment.

##### **OBJECTIVE ER 1.4**

Reduce water consumption for landscaping throughout the city.

#### **Goal ER 2**

Provide diverse recreation options.

##### **OBJECTIVE ER 2.3**

Encourage and maintain public access to mountains, natural areas, parks, and trails that are easily accessible by walking and biking.

## **Growth & Development**

### **Goal GD 1**

Develop a mix of land uses throughout the city that balance housing and employment while preserving the qualities that make Coeur d'Alene a great place to live.

#### **OBJECTIVE GD 1.1**

Achieve a balance of housing product types and price points, including affordable housing, to meet city needs.

#### **OBJECTIVE GD 1.3**

Promote mixed use development and small-scale commercial uses to ensure that neighborhoods have services within walking and biking distance.

#### **OBJECTIVE GD 1.5**

Recognize neighborhood and district identities.

### **Goal GD 2**

Ensure appropriate, high-quality infrastructure to accommodate community needs and future growth.

#### **OBJECTIVE GD 2.1**

Ensure appropriate, high-quality infrastructure to accommodate growth and redevelopment.

#### **OBJECTIVE GD 2.2**

Ensure that City and technology services meet the needs of the community.

### **Goal GD 5**

Implement principles of environmental design in planning projects.

#### **OBJECTIVE GD 5.1**

Minimize glare, light trespass, and skyglow from outdoor lighting.

**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.*

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

**LOCATION, SETTING, AND EXISTING USES:**

The property has a slight elevation change from the center of the subject property tapering down toward 17<sup>th</sup> Street. There are large native trees around the perimeter of the property. There is a single-family dwelling and accessory structure in the center of the site which will be removed. There are existing residential uses that surround the subject site on all sides. The neighborhood is established with larger lot sizes in the area. There are single family dwellings to the north, east and west of the subject site. Near the project site on Gilbert Avenue, Stiner Avenue and Nettleton Gulch Road are examples of pocket housing projects, duplexes, and other infill projects.

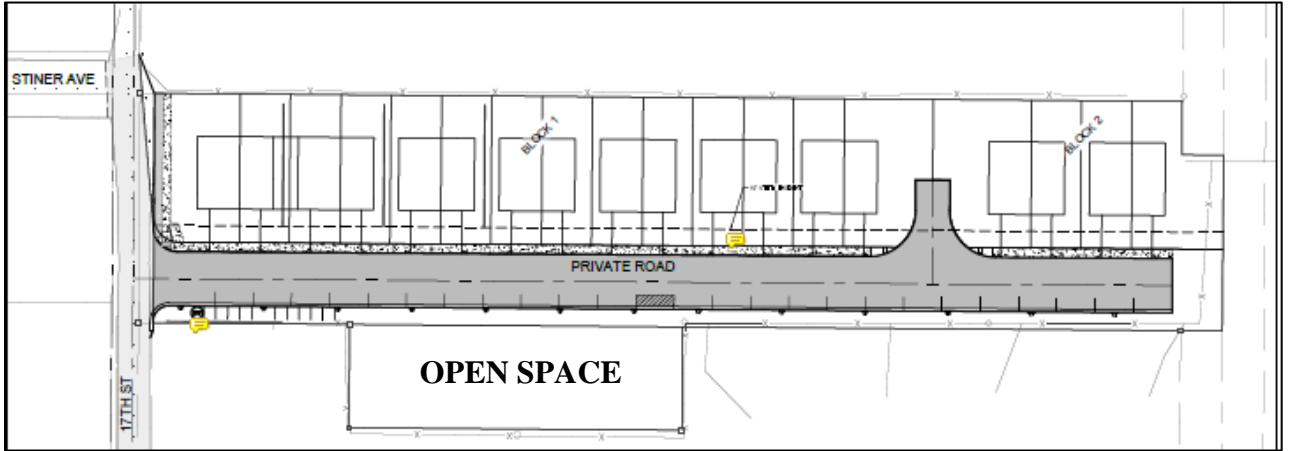
The PUD site plan map and proposed setbacks/building footprint graphic are on the following page.

**SITE PHOTO: Looking east from 17<sup>th</sup> St. /Stiner Avenue at the subject property.**

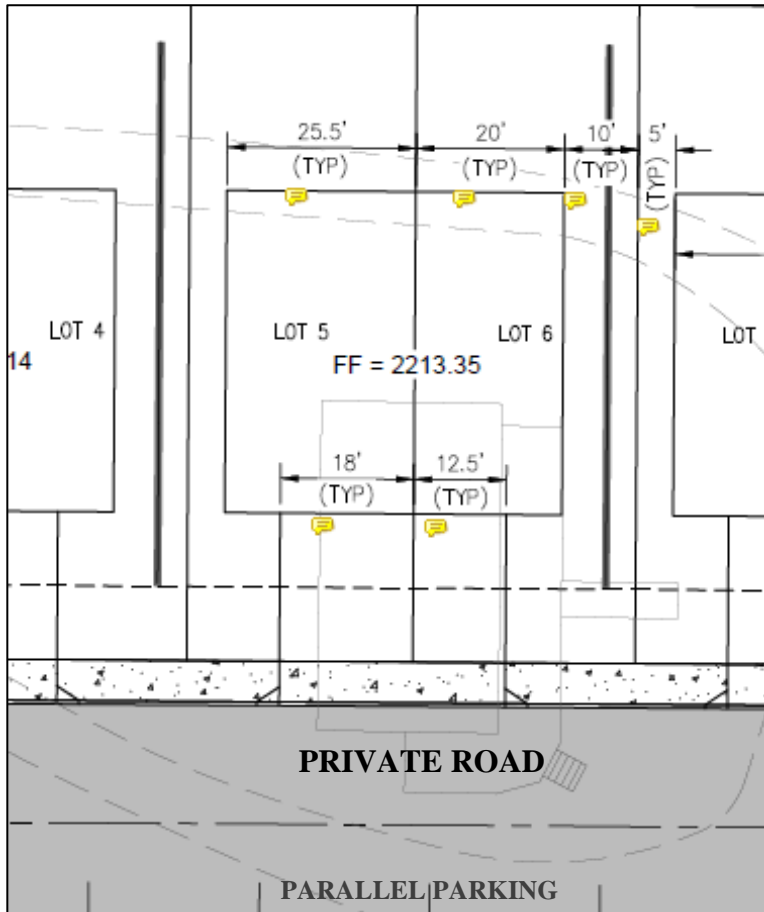




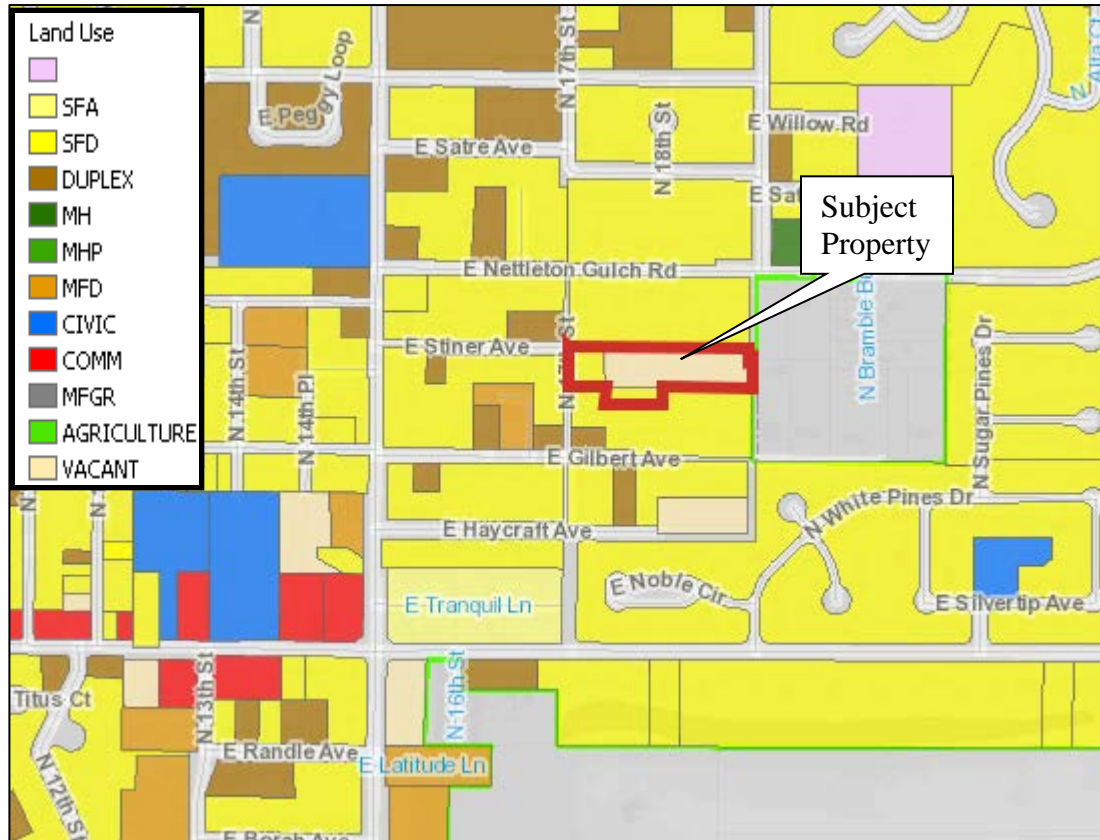
**PUD SITE PLAN MAP: "KAUFMAN ESTATES"**



**SETBACKS PROPOSED/BUILDING FOOTPRINT:**



**GENERALIZED LAND USE MAP:**



**Evaluation:** *The Planning Commission must determine, based on the information before them, whether or not the design and planning of the site is compatible with the location, setting and existing uses on adjacent properties.*

**Finding #B8C:** **The proposal (is) (is not) compatible with natural features of the site and adjoining properties.**

The property has a slight elevation change from the center of the subject property tapering down west toward 17<sup>th</sup> Street. There are large trees along the perimeter of the property, particularly in the eastern portion of the property. The site is relatively flat with limited vegetation in the center and western half of the property. There is a single-family home and a few outbuildings. The natural features of the site are consistent with the natural features of the surrounding properties to the east, including the residential housing on larger parcels to the north, east, and south of the subject property. The neighborhood immediately west (including northwest and southwest) includes a mix of single-family homes, duplexes, pocket housing, and infill development with smaller lots. The images on page on the following page reflect the proposed building elevations of the proposed twin homes.

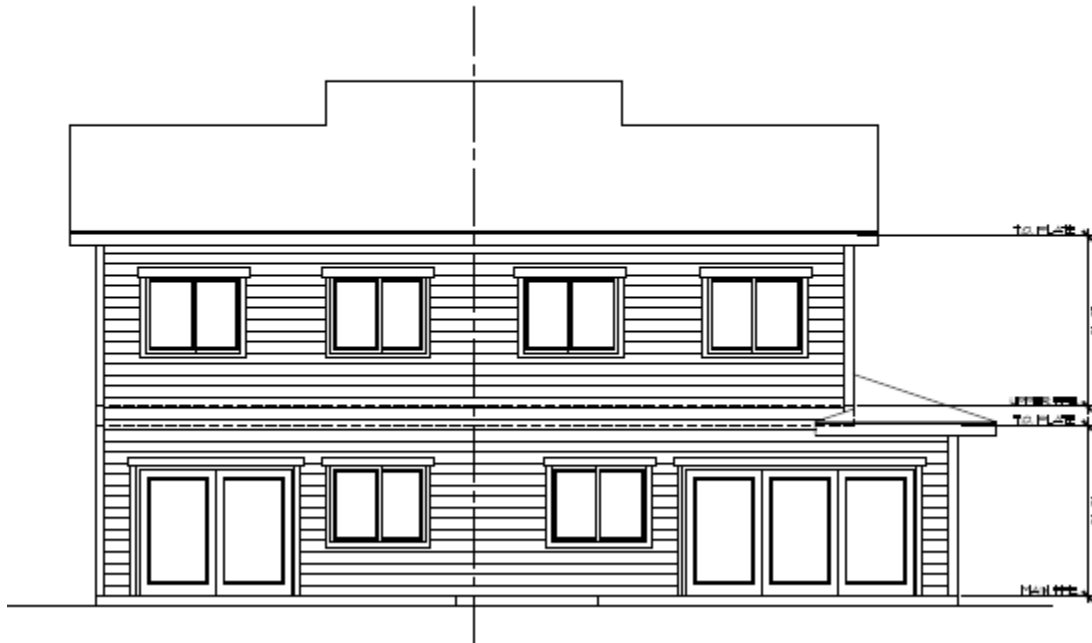
**APPLICANT'S BUILDING ELEVATION – 1: Twin Home Front Elevation**

*(Note: the dashed vertical line indicates the property line splitting the two units)*



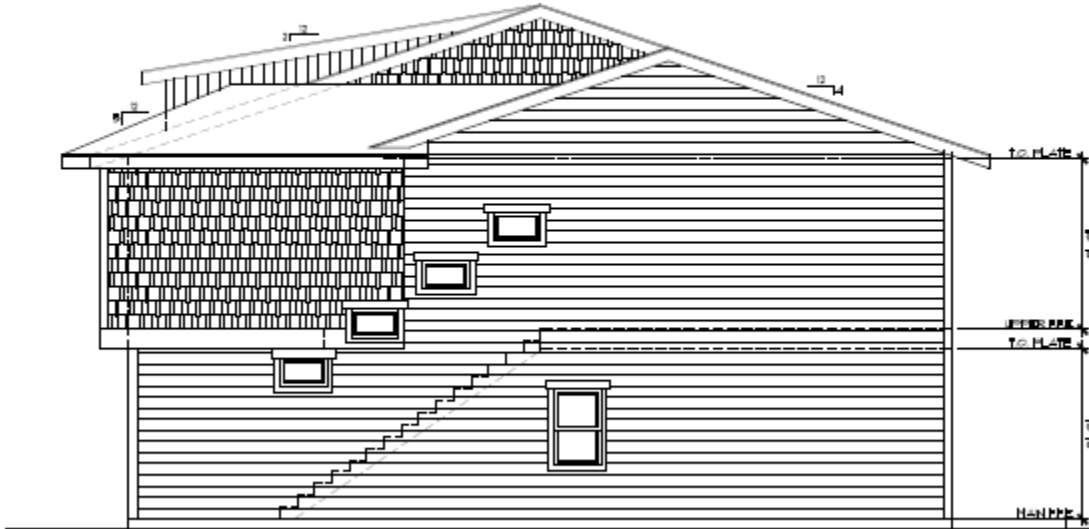
**APPLICANT'S BUILDING ELEVATION – 2: Twin Home Rear Elevation**

*(Note: the dashed vertical line indicates the property line splitting the two units)*





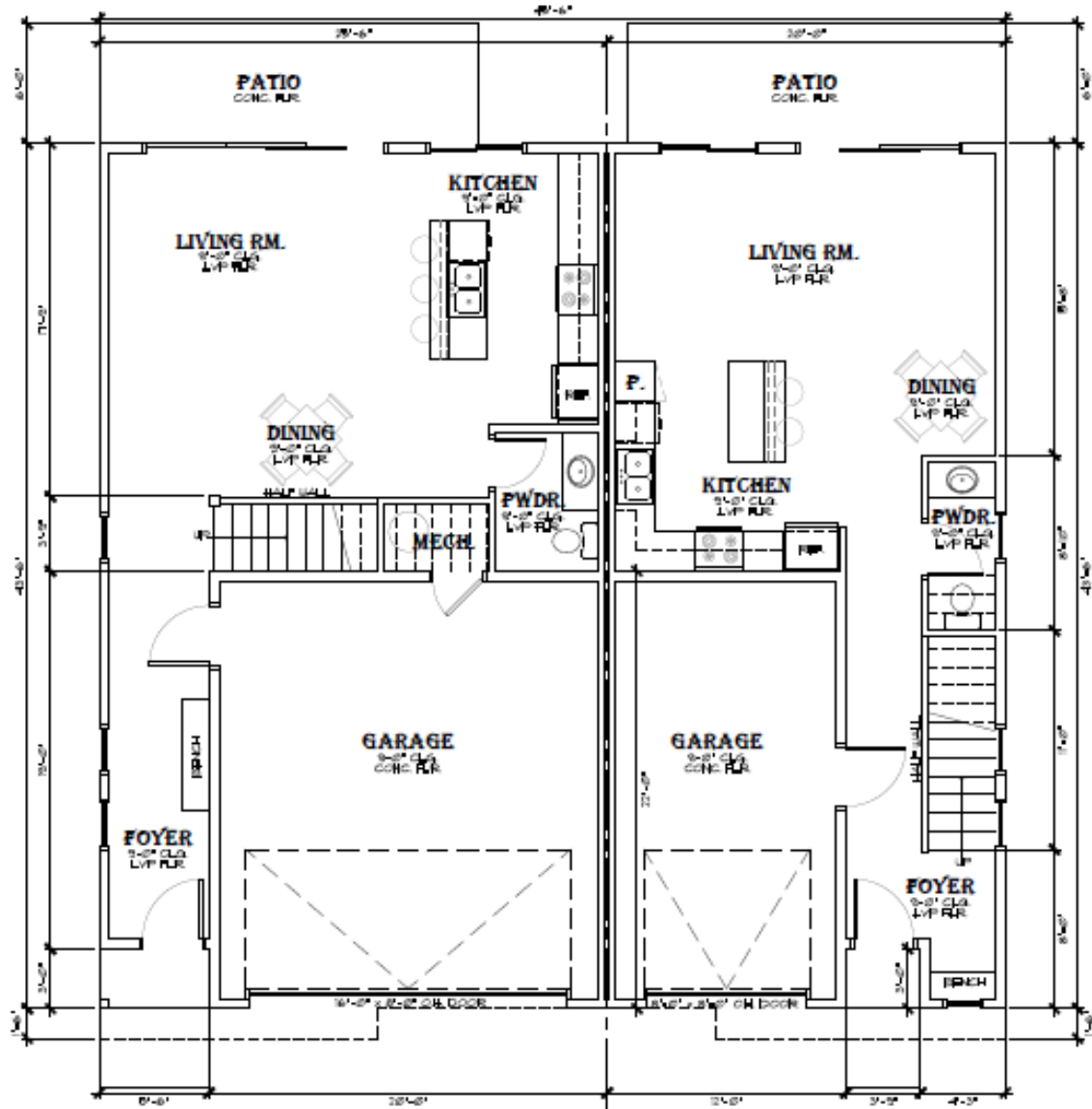
**APPLICANT'S BUILDING ELEVATION – 3: Twin Home Right Side Elevation**



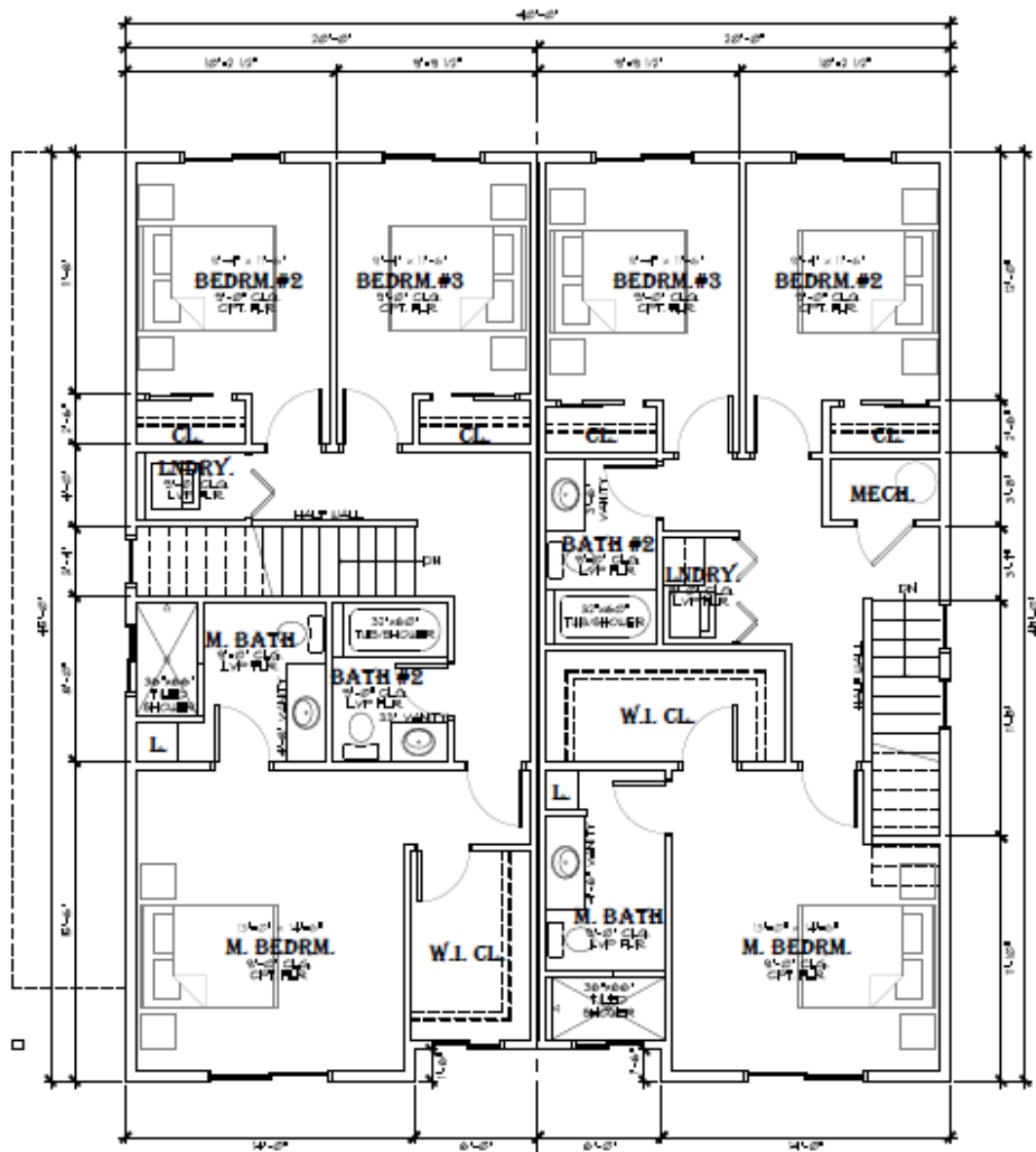
**APPLICANT'S BUILDING ELEVATION – 4: Twin Home Left Side Elevation**



APPLICANT'S FLOOR PLAN:- 5: Main Floor Twin Home



APPLICANT'S FLOOR PLAN:- 6: Upper Floor Twin Home



**Evaluation:** *The Planning Commission must determine, based on the information before them, whether or not the proposal is compatible with natural features of the site and adjoining properties.*

**Finding #B8D:** **The location, design, and size of the proposal are such that the development (will) (will not) be adequately served by existing public facilities and services.**

See staff comments which can be found in finding #B7B (Subdivision: pages 24-27).

**Evaluation:** *The Planning Commission must determine, based on the information before them, whether or not the location, design, and size of the proposal are such that the development will be adequately served by existing public facilities and services.*

**Finding #B8E:** **The proposal (does) (does not) provide adequate private common open space area, as determined by the Commission, no less than 10% of gross land area, free of buildings, streets, driveways or parking areas. The common open space shall be accessible to all users of the development and usable for open space and recreational purposes.**

The applicant is proposing 12,400 SF of open space or 12% that will be located in a tract known as "Tract B" on the preliminary plat. The open space amenities include a grassy area with a walking path, trees, shrubs and a picnic area with a gazebo in the open space tract. (see Open Space map and images on pages 21 -22). The applicant has indicated that the open space area will be maintained by the Homeowners' Association (HOA) and available for public use. Below is an excerpt from the applicant's narrative in regards to the proposed open space.

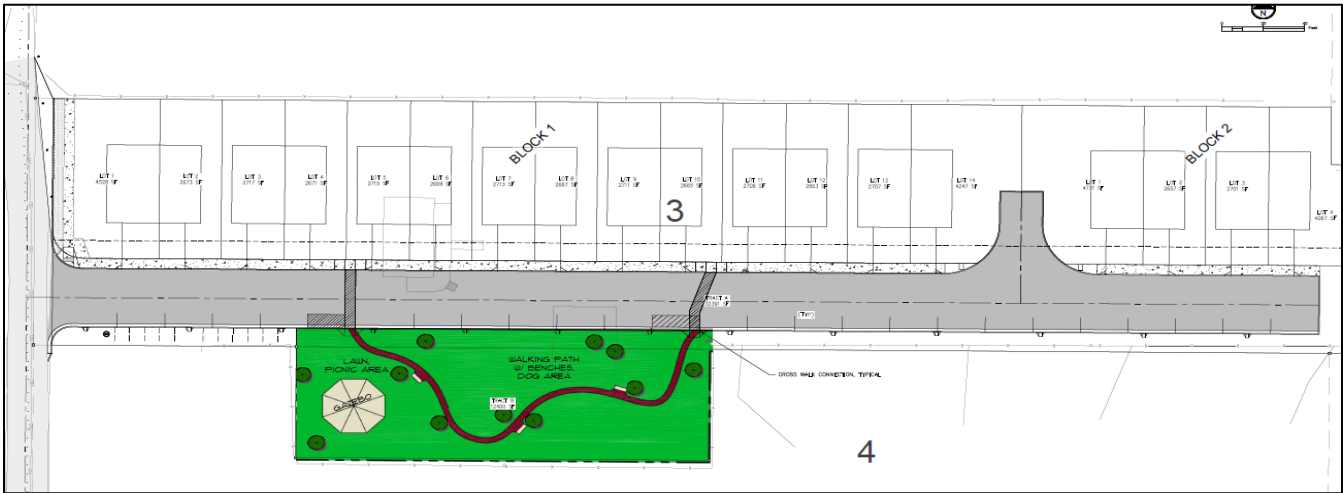
***Applicant's Narrative regarding open space:***

Open Space

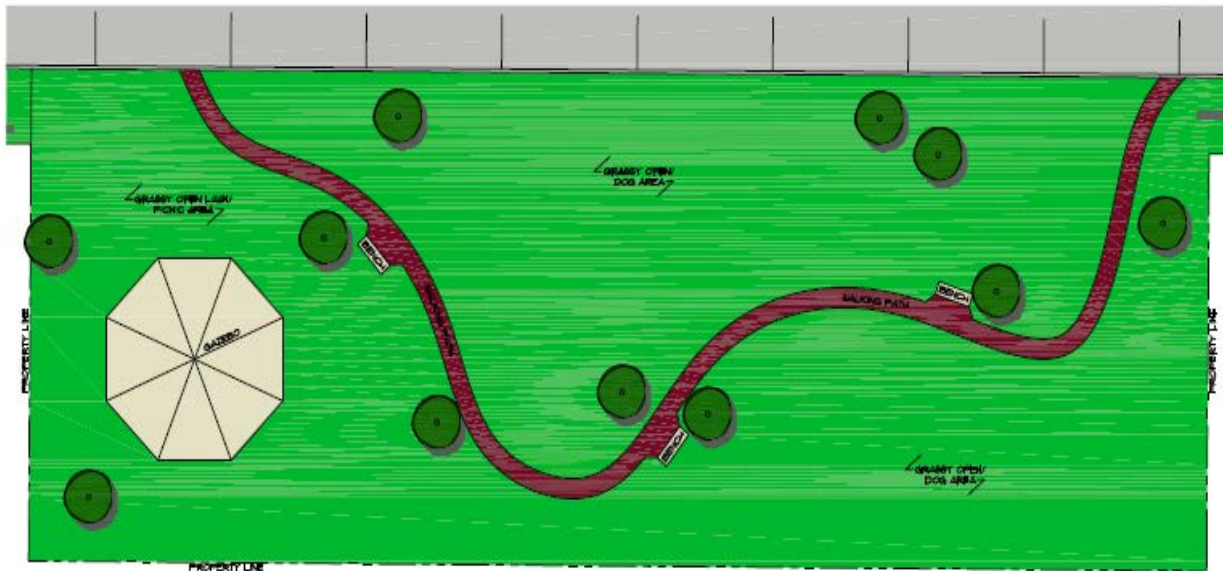
As shown on the preliminary improvement plans, 12,400 sq ft of open space is being provided in the area labeled Tract B in the Improvement Plans. This area exceeds the required 10% dedication, as it represents 12% of the entire parcel, including the private road. Open space will be a combination of lawn, walking path, trees, shrubs, and a picnic area. The area will be maintained by an HOA and will be open to the public. Snow storage and stormwater treatment areas are not included in the open space.



**OPEN SPACE – SITE PLAN MAP:**



**OPEN SPACE EXHIBIT 1: Lawn shrubs, picnic area and walking path (SW Corner)**



**2 ENLARGED SOUTH OPEN SPACE**  
SCALE: 1" = 20'-0"

**OPEN SPACE EXHIBIT 3: Gazebo and picnic area**



In February of 2016, the Planning Commission held a workshop to discuss and better define the intent, functionality, use, types, required improvements, and other components of open space that is part of Planned Unit Development (PUD) projects. The workshop discussion was necessary due to a number of requested PUD's and the Planning Commission being asked to approve "usable" open space within a proposed development.

Per the Planning Commission Interpretation (Workshop Item I-1-16 Open Space) the below list outlines what qualifies as Open Space.

- ≥ 15 FT wide, landscaped, improved, irrigated, maintained, accessible, usable, and include amenities
- Passive and Active Parks (including dog parks)
- Community Gardens
- Natural ok if enhanced and in addition to 10% improved
- Local trails

**Evaluation:** *The Planning Commission must determine, based on the information before them, whether or not the proposal provides adequate private common open space area, no less than 10% of gross land area, free of buildings, streets, driveways or parking areas. The common open space shall be accessible to all users of the development and usable for open space and recreational purposes.*

**Finding #B8F:** **Off-street parking (does) (does not) provide parking sufficient for users of the development.**

There was no request made to change the City's off-street parking requirements through the PUD process. The twin homes would be required to provide two (2) off-street paved parking spaces per unit, which is consistent with code requirements for single-family and duplex residential. The applicant has proposed +22 additional parallel parking spaces on the south side of the private road to help provide additional parking for resident's guests above the required off-street parking for the project.

**Evaluation:** *The Planning Commission must determine, based on the information before them, whether or not the off-street parking provides parking sufficient for users of the development.*

**Finding #B8G:** **That the proposal (does) (does not) provide for an acceptable method for the perpetual maintenance of all common property.**

The applicant/owner will be required to work with the City of Coeur d'Alene legal department on all required language for the CC&Rs, Articles of Incorporation and Bylaws, and any language that will be required to be placed on the final subdivision plat in regard to maintenance of all private infrastructure.

The HOA will be responsible for continued maintenance of the private infrastructure, roads, and all open space areas that serve the residential lots of this PUD.

**Evaluation:** The Planning Commission must determine, based on the information before them, whether or not the proposal provides for an acceptable method for the perpetual maintenance of all common property.

## S-3-22 SUBDIVISION FINDINGS:

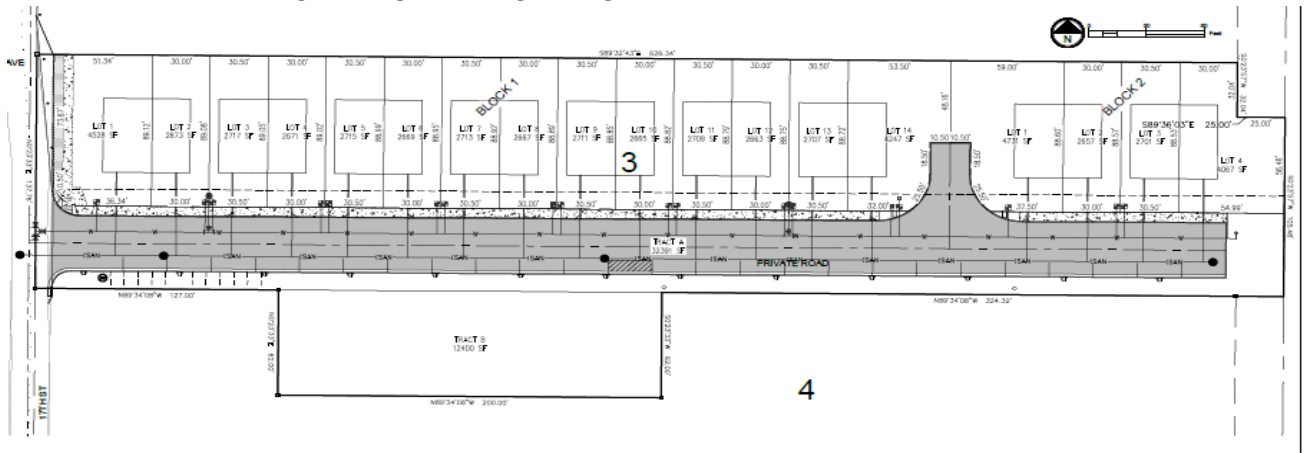
REQUIRED FINDINGS (Subdivision):

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

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

-Submitted by Chris Bosley, City Engineer

### PRELIMINARY PLAT FOR "KAUFMAN ESTATES":



**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:**

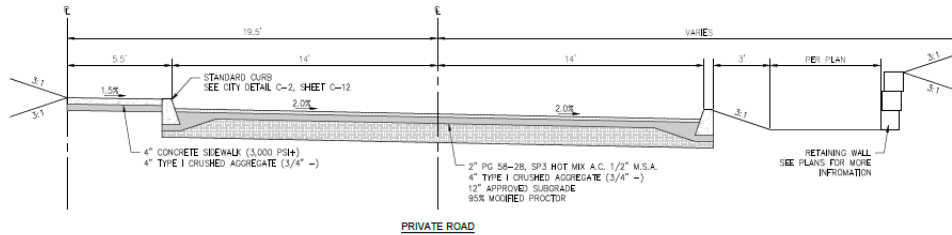
All stormwater must be contained on-site. A stormwater management plan meeting the requirements of the City is required

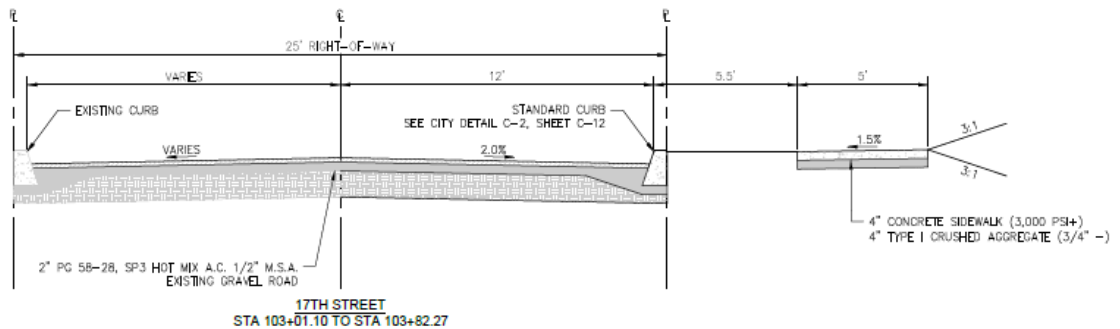
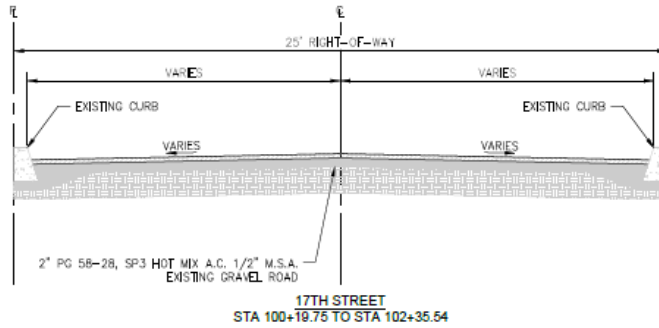
**STREETS:**

The site has frontage on 17<sup>th</sup> Street, a gravel street with concrete curb. Frontage improvements, including concrete curb and asphalt paving must be completed at the property. Additionally, 17<sup>th</sup> Street must be paved full width from Stiner Ave to Gilbert Ave to accommodate traffic. Right-of-way shall be dedicated to the City along 17<sup>th</sup> Street to match the existing 25-foot right-of-way width that exists to the south. No on-street parking will be allowed on 17<sup>th</sup> Street. The Streets and Engineering Department has no objection to the proposed development.

*-Submitted by Chris Bosley, City Engineer*

**Private Roadway Sections: 17<sup>th</sup> Street:**





#### TRAFFIC:

Traffic from the proposed residential development is estimated to generate a 10 AM and 13 PM Peak Hour Trips as estimated using the ITE Trip Generation Manual for Planned Unit Developments (Land Use Code 270). Though this will likely be a substantial increase from existing traffic on 17<sup>th</sup> Street, traffic volumes will remain relatively low. The Streets & Engineering Department has no objection to the subdivision plat and planned unit development as proposed.

*-Submitted by Chris Bosley, City Engineer*

#### WATER:

The public water system has adequate capacity to serve domestic, irrigation and fire flow to the proposed project. A 6" water main is located in N 17<sup>th</sup> Street.

*-Submitted by Kyle Marine, Water Department Assistant Director*

#### WASTEWATER:

1. Sewer Policy #719 requires an "All-Weather" surface permitting unobstructed O&M access to the city sewer.
2. Sewer Policy #716 requires all legally recognized parcels within the City to individually connect and discharge into (1) sewer connection.
3. Idaho Code §39-118 requires IDEQ or QLPE to review and approve public infrastructure plans for construction.
4. Sewer Policy #719 requires a 20' wide utility easement (30' if shared with Public Water) to be dedicated to the city for all City sewers if private roadway.
5. Cap any unused sewer laterals at the public main in 17th St.

6. Must maintain 10-foot separation between city sewer and city water mains.

*-Submitted by Larry Parsons, 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 or during the Site Development and Building Permit, utilizing the currently adopted International Fire Code (IFC) 2018 Edition for compliance. The CD'A FD can address all concerns at site and building permit submittals with the corrections to the below conditions.

*-Submitted by Bobby Gonder, Fire Inspector / MIAAI – CFI*

**POLICE:**

The Police Department does not have an issue with the proposed development.

*-Submitted by Lee White, Chief of Police*

**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.**

Per Engineering review, for the purposes of the preliminary plans, both subdivision design standards (Chapter 16.15) and improvement standards (Chapter 16.40) have been vetted for compliance.

*-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-12 zoning district requires that each lot have a minimum of 5,500 square feet of area for a single-family dwelling unit and 7,000 square foot (SF) minimum lot area for duplex housing,

equating to 3,500 SF per duplex unit. The proposed lots range from 2,663 SF to 4,731 SF in area. As a twin home, each unit would be on its own lot with a shared wall. If the twin home lots/units were looked at as a duplex with a combined lot, the equivalent duplex lots would range from approximately 5,388 SF to 7,338 SF. The applicant has requested the reduction in lot area for the twin home lots through the PUD process and the zero lot line for side yard setbacks on one side. The Zoning Code does allow for townhouses to have zero side yard setbacks in the R-17 Zoning District. The twin home product type is not allowed outright in R-12 and must be requested through a PUD. The minimum lot frontage for R-12 lots is 50 feet. The applicant is requesting a reduction in this requirement to 30 feet per lot frontage.

The subject property is 2.3 acres and the R-12 zoning district would allow up to a maximum of 27 (duplex) units on this site. The applicant is proposing 18 twin homes on the site. The R-12 zoning district allows for a maximum density of 12 units per acre and this development proposed at a density of 7.8 units per acre. The requested deviations are due to the dimensional constraints of the site and not to obtain any density bonus. The overall residential density of the project will be consistent with the R-12 zoning code and will not exceed 12 dwelling units per gross acre.

**Deviations:**

- a. Lots fronting on a private street rather than a public street.
- b. Allow for twin home type construction in the R-12 Zoning District.
- c. Minimum Lot Area of 2,663 SF for a twin home unit rather than 3,500 SF.
  - Minimum lot size 2,663 SF per twin home unit
  - Maximum lot size 4,731 SF per twin home unit
  - Average lot size 3,035 SF per twin home unit
- d. Side Setback (interior) of 5' and 0' rather than 5' on one side and 10' on the other.
- e. Street Side Setback of 5' rather than 10'.
- f. Sidewalk on one side of street rather than sidewalks on both sides of street.
- g. 30-foot lot frontage for each twin home lot.

**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*

**ORDINANCES & STANDARDS USED FOR EVALUATION:**

2042 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  
2018 Coeur d'Alene Trails Master Plan



## **PROPOSED CONDITIONS:**

### **PLANNING:**

1. The creation of a homeowner's association will be required to ensure the perpetual maintenance of the open space, all other common areas, stormwater maintenance and snow removal.
2. The applicant's requests for subdivision, and PUD run concurrently. The subdivision and PUD designs are reliant upon one another. Additionally, approval of the requested PUD is only valid once the Final Development Plan has been approved by the Planning Department.
3. The open space must be installed and completed prior to the issuance of the first Certificate of Occupancy. The open space areas shall be consistent with this approval and include the same or better amenities and features.

### **STREETS AND ENGINEERING:**

4. Right-of-way shall be dedicated to the City along 17<sup>th</sup> Street to match the existing 25-foot right-of-way width that exists to the south.
5. 17<sup>th</sup> Street frontage must be improved including concrete curb, sidewalk, and asphalt paving.
6. 17<sup>th</sup> Street must be paved full width from Stiner Ave to Gilbert Ave and No Parking signs added to both sides.

### **FIRE DEPARTMENT:**

7. Fire hydrant locations approved as shown on plans.
8. Minimum street width is 20', 26' at fire hydrant locations.
9. NO-PARKING FIRE LANE sign installed in hammerhead.
10. Street sign stating 'Kaufman Lane.
11. Street sign stating 'Dead-end, no Outlet'.
12. Parking on south side of Kaufman Lane only.
13. 'No Parking' signs on north side of Kaufman Lane.

### **WASTEWATER:**

14. Sewer Policy #719 requires an "All-Weather" surface permitting unobstructed O&M access to the city sewer.
15. Sewer Policy #716 requires all legally recognized parcels within the City to individually connect and discharge into (1) sewer connection.
16. Idaho Code §39-118 requires IDEQ or QLPE to review and approve public infrastructure plans for construction.
17. Sewer Policy #719 requires a 20' wide utility easement (30' if shared with Public Water) to be dedicated to the city for all City sewers if private roadway.
18. Cap any unused sewer laterals at the public main in 17th St.
19. Must maintain 10-foot separation between city sewer and city water mains.

**WATER:**

20. The installation of any required water main extensions, additional fire hydrants and new services will be the responsibility of the owner/developer at their expense. A minimum 20' public utility easement for any water main extension onto private property including fire hydrants is required. No permanent structures such as building foundations are allowed within the easement. Capitalization fees will be due for domestic, irrigation and/or fire services at the time of building permits.

**ACTION ALTERNATIVES:**

Planning Commission will need to consider these three requests and make separate findings to approve, deny or deny without prejudice. The findings worksheet is attached.

Attachments: Applicant's Narrative



**APPLICANT'S  
NARRATIVE**

Project Narrative  
Kaufman Estates  
Planned Unit Development

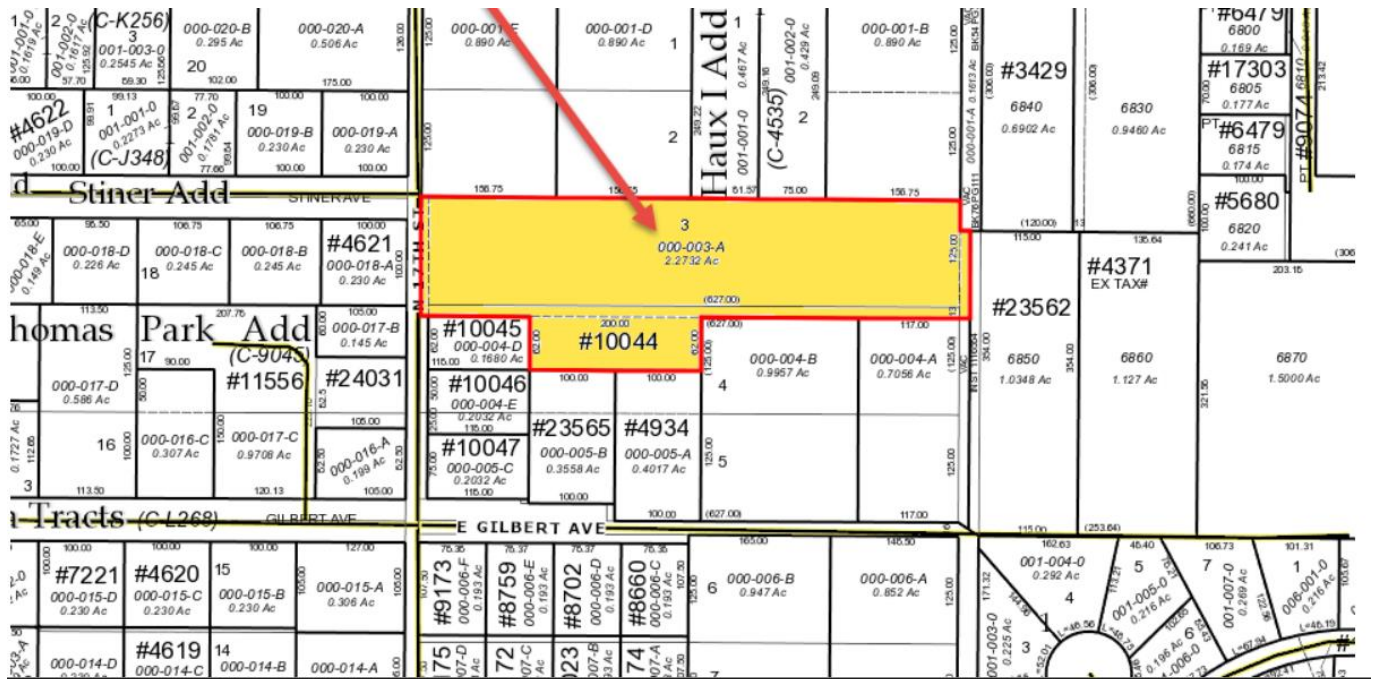


Prepared by:  
Olson Engineering  
PO Box 1894  
Post Falls, ID 83877



## Legal Description

All of Lot 3 and the North 13 feet of Lot 4 in Thomas Park Addition, Kootenai County, State of Idaho, according to the plat recorded in Book "B" of Plats, page 142. Together with that portion vacated 19th Street running along the East line of the herein above described property, by Ordinance No. 2129, which attaches by operation of law, recorded May 11, 1988 and Instrument No. 1116584 Also together with the South 62 feet of the North 75 feet of the East 200 feet of the West 327 feet of Lot 4 in Thomas Park Addition, Kootenai County, State of Idaho, according to the plat recorded in Book "B" of Plats, page 142.



**2810 N 17th St.  
Coeur d'Alene, ID 83815**

THIS MAP IS FURNISHED AS AN ACCOMMODATION STRICTLY FOR THE PURPOSES OF GENERALLY LOCATING THE LAND. IT DOES NOT REPRESENT A SURVEY OF THE LAND OR IMPLY ANY REPRESENTATIONS AS TO THE SIZE, AREA OR ANY OTHER FACTS RELATED TO THE LAND SHOWN THEREOF

# Project Overview

## Project Location

The subject property is located at 2810 N 17<sup>th</sup> St in Coeur d' Alene, south of E Stiner Ave. The property is south of Nettleton Gulch Rd in the area known as the Thomas Park Addition.

## Site Conditions

The site is approximately 2.3 acres in size with an existing single-family dwelling and accessory structure (shop) positioned about 200 feet from 17<sup>th</sup> St. The property is gently sloped with native trees scattered near the perimeter. The neighborhood contains a mix of housing, mostly aging homes on ¼ acre lots, although some homes are on larger parcels. The home on the property is currently in a state of disrepair and has reached its useful life.



### Existing Zoning

The property is currently zoned R-12. The city of Coeur d' Alene generally describes the R-12 zoning designation as follows:

*"The R-12 District is intended as a residential area that permits a mix of housing types at a density not greater than twelve (12) units per gross acre."*

### Surrounding Zoning

R-12

### Future Land Use Map Designation

The property is situated in an area designated as Compact Neighborhood in the City's Comprehensive Plan.

*"Compact Neighborhood places are medium density residential areas located primarily in older locations of Coeur d'Alene where there is an established street grid with bicycle and pedestrian facilities. Development is typically single-family homes, duplexes, triplexes, four-plexes, townhomes, green courts, and auto-courts."*

This proposal is consistent with the recently adopted future land use map.

### Zoning Code (Reference PUD Preliminary Plat)

The City's zoning code does not have standards for townhome or twin-home design within the R-12 zoning classification. Twin-home design standards are outlined within the R-17 zoning classification. This PUD proposal is based exclusively on adapting the R-17 twin home design standards (**17.05.320**) to this project. The overall residential density of the project will be 7.8 units per acre, which is far less than the density allowed by code.

### Comprehensive Plan

This proposal is supported by the comprehensive plan in several areas of the policy framework sections.

*“The Policy Framework is a combination of new and existing goals, objectives and actions that were identified through the Envision Coeur d’Alene planning process and those found in the existing 2007 Comprehensive Plan. This blend of what works now with the existing Comprehensive Plan with new ideas from the community provides guidance for future decision making.”*

### Growth and Development

*“Future growth is focused on improving our city’s livability by planning for a mix of land uses that are walkable, access to attainable housing options, employment opportunities, healthcare, quality schools and recreation. Neighborhoods include a variety of housing options and services where residents can walk or bike to cafes, shops, services, jobs, and open spaces.”*

#### OBJECTIVE GD 1.1

*“Achieve a balance of housing product types and price points, including affordable housing, to meet city needs.”*

### Land Use and Design

#### Compact Neighborhood- Key Characteristics

*“Compact Neighborhood places are medium density residential areas located primarily in older locations of Coeur d’Alene where there is an established street grid with bicycle and pedestrian facilities. Development is typically single-family, duplexes, triplexes, fourplexes, townhomes, green courts, and auto-courts. Supporting uses typically include neighborhood parks, recreation facilities, and parking areas.”*

The City’s Comprehensive Plan is clear in its understanding of the need for attainable housing solutions community wide. Kaufman Estates will be a housing



option that can help fill the needs of Coeur d'Alene's work force and is supported throughout the plan.

### Coeur Housing

The City's efforts to develop supplementary code to address the rising cost of housing throughout the community is ongoing. Based on the available data, the Kaufman Estates development is in alignment with the main Coeur Housing objectives:

- Neighborhood context
- Scale
- Walkable/Bikeable

### Development Plan

The existing structures on the site will be demolished and removed in preparation for development.

It is anticipated that if approved, the project would be completed in a single phase.

### Housing Type (Reference Architectural Plans, Sheets A2.1, A3.1)

The housing type being proposed for the project is commonly referred to as a twin-home. This product closely resembles a duplex with the shared wall of the structure acting as one of the property lines. Each unit is served by its own utilities and can be bought and sold as real property allowing for greater affordability. The proposed design is for one of the units in each structure to contain a one-car garage with a smaller overall footprint, while the other unit will be larger and contain a two-car garage. These revisions have been made to provide two price points within the development while reducing density from the previous proposal.

### Streets (Reference Improvement Plans Sheets C-2, C-3, C-4, C-5)

The development will be served by a single, private road with an emergency vehicle turnaround toward the east side of the property (hammerhead). The north side of the street will have a sidewalk and the south side of the street will provide 20+ additional parallel parking stalls. The internal private street will be designed to sheet drain stormwater to the south where it will be treated in streetside swales.

Dedication of land for public right-of-way will occur along 17<sup>th</sup> St and improvements of this section of roadway will be performed as part of the project as shown on the preliminary plans.

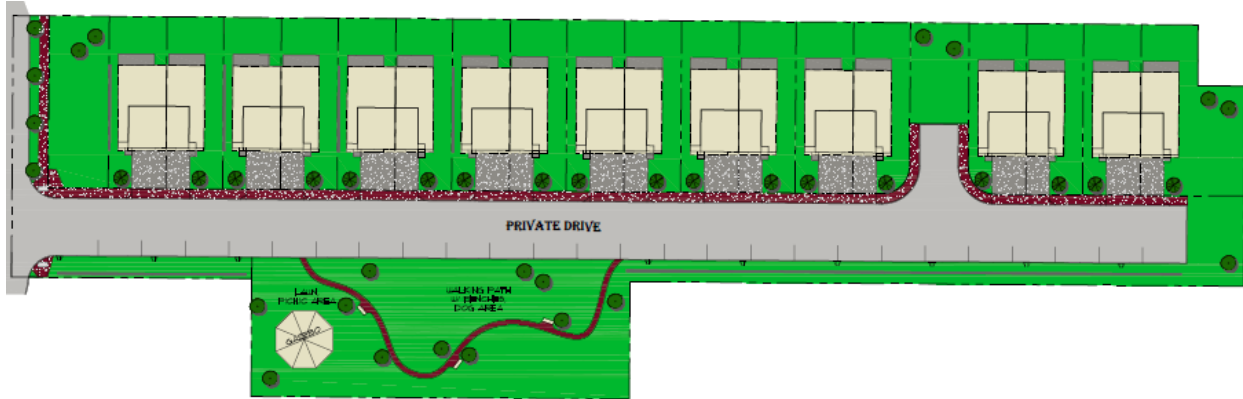
#### Utilities (Reference Sheet C-8)

The City of Coeur d'Alene will provide water and sanitary sewer for the project and the development team has been communicating with these departments throughout the design phase.

Electricity, natural gas, phone, and cable are currently available to the site. Coordination with utility providers is ongoing.

#### Open Space

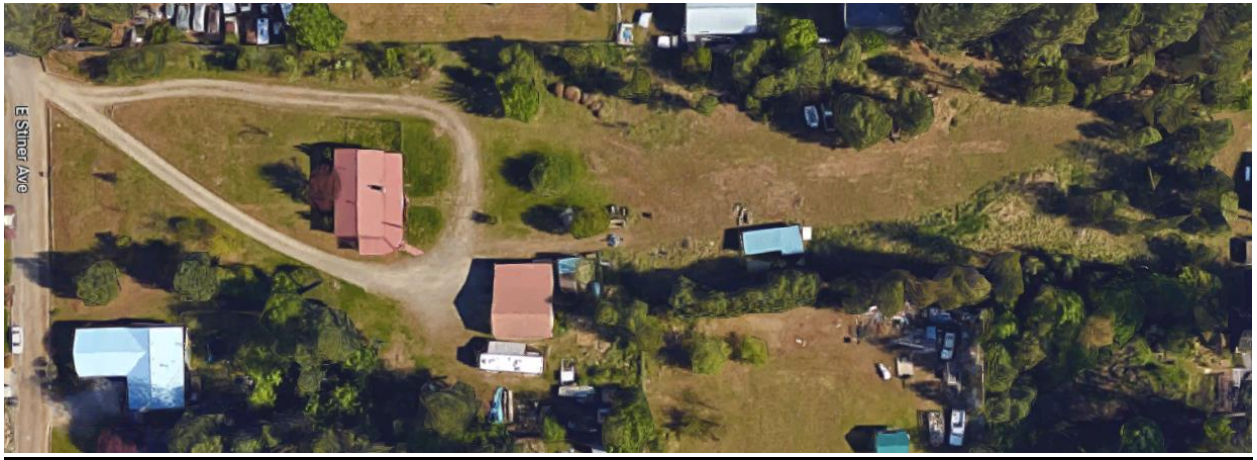
As shown on the preliminary improvement plans, 12,400 sq ft of open space is being provided in the area labeled Tract B in the Improvement Plans. This area exceeds the required 10% dedication, as it represents 12% of the entire parcel, including the private road. Open space will be a combination of lawn, walking path, trees, shrubs, and a picnic area. The area will be maintained by an HOA and will be open to the public. Snow storage and stormwater treatment areas are not included in the open space.



### Homeowners Association

Kaufman estates will require an HOA be formed in order to govern the standards for the subdivision. This document will also include a road maintenance agreement and an open space maintenance agreement.

Photos





Looking West



Looking East





# **PUBLIC COMMENTS**



## STUHMILLER, SHANA

---

**From:** Jessica Steidl <jessysteidl@gmail.com>  
**Sent:** Tuesday, July 25, 2023 2:23 PM  
**To:** STUHMILLER, SHANA  
**Subject:** Comment on Todd Kaufman PUD

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

To whom it may concern,

As a neighbor to this proposed PUD I am concerned that the neighborhood does not support this type of development. The regular zoning laws seem to be aligned with the neighborhood feel. I am not sure what benefit this would have on the city or the neighbors?

I propose you say no to this development as other parts of CDA have denser zoning and this neighborhood should not. We purchased our house specifically because this neighborhood had such a great feel. I, of course, say no. Thanks

--

Jessy Steidl  
208-290-5582



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

**SP-5-23**

**A. INTRODUCTION**

This matter having come before the Planning Commission on, August 8, 2023 , and there being present a person requesting approval of ITEM: SP-5-23 a Commercial Recreation & Specialty Retail Sales Special Use Permit in the M zoning district.

APPLICANT: JOHNATHAN FONTAINE, ET AL.

LOCATION: A PARCEL ALONG SCHREIBER WAY COMMONLY ASSOCIATED WITH 3846-3856 N. SCHREIBER WAY.

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

**The Planning Commission (adopts) (does not adopt) Items B1 to B7.**

- B1. That the existing land uses are Commercial and Residential.
- B2. That the Comprehensive Plan Map designation is "General Industrial".
- B3. That the zoning is M .
- B4. That the notice of public hearing was published on, July 22, 2023 , which fulfills the proper legal requirement.
- B5. That the notice of public hearing was posted on the property on August 1, 2023 , 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 August 8, 2023 .

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:

**Community & Identity**

**Goal CI 1:** Coeur d’Alene citizens are well informed, responsive, and involved in community discussions.

**Objective CI 1.1:** Foster broad-based and inclusive community involvement for actions affecting businesses and residents to promote community unity and involvement.

**Environment & Recreation**

**Goal ER 2:** Provide diverse recreation options.

**Objective ER 2.2:** Encourage publicly-owned and/or private recreation facilities for citizens of all ages. This includes sports fields and facilities (both outdoor and indoor), hiking and biking pathways, open space, passive recreation, and water access for people and motorized and non-motorized watercraft.

**Growth & Development**

**Goal GD 1:** Develop a mix of land uses throughout the city that balance housing and employment while preserving the qualities that make Coeur d’Alene a great place to live.

**Objective GD 1.6:** Revitalize existing and create new business districts to promote opportunities for jobs, services, and housing, and ensure maximum economic development potential throughout the community.

**Jobs & Economy**

**Goal JE 1:** Retain, grow, and attract businesses.

**Objective JE 1.2:** Foster a pro-business culture that supports economic growth.

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 Johnathan Fontaine 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 Coppess	Voted _____
Commissioner McCracken	Voted _____
Commissioner Ward	Voted _____
Chairman Messina	Voted _____

Commissioners \_\_\_\_\_ were absent.

Motion to \_\_\_\_\_ carried by a \_\_\_\_ to \_\_\_\_ vote.

\_\_\_\_\_  
CHAIRMAN TOM MESSINA



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

**PUD-1-23**

**A. INTRODUCTION**

This matter having come before the Planning Commission on August 8, 2023 and there being present a person requesting approval of: PUD-1-23 a request for a modification of a planned unit development known as "Kaufman Estates".

APPLICANT: TODD KAUFMAN

LOCATION: +/- 2.23 ACRE PARCEL LOCATED SOUTH OF EAST SIDE OF N. 17<sup>TH</sup> STREET AND E. STINER AVENUE AND SOUTH OF NETTLETON GULCH ROAD.

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

**The Planning Commission (adopts) (does not adopt) Items B1 to B7.**

- B1. That the existing land uses are Residential and Commercial.
- B2. That the Comprehensive Plan Map Designation Compact Neighborhood/Mixed Use-Low.
- B3. That the zoning is R-12.
- B4. That the notice of public hearing was published on July 22, 2023 , which fulfills the proper legal requirement.
- B5. That the notice of public hearing was posted on the property on August 1, 2023, which fulfills the proper legal requirement.
- B6. That 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 August 8, 2023.

B8. Pursuant to Section 17.07.230, Planned Unit Development Review Criteria, a planned unit development may be approved only if the proposal conforms to the following criteria to the satisfaction of the Planning Commission:

B8A. The proposal **(is) (is not)** in conformance with the Comprehensive Plan. This is based upon the following policies:

**Community & Identity**

Goal CI 1

Coeur d'Alene citizens are well informed, responsive, and involved in community discussions.

OBJECTIVE CI 1.1

Foster broad-based and inclusive community involvement for actions affecting businesses and residents to promote community unity and involvement.

Goal CI 2

Maintain a high quality of life for residents and business that make Coeur d'Alene a great place to live and visit.

OBJECTIVE CI 2.1

Maintain the community's friendly, welcoming atmosphere and its small-town feel.

Goal CI 3

Coeur d'Alene will strive to be livable for median and below income levels, including young families, working class, low income, and fixed income households.

OBJECTIVE CI 3.1

Support efforts to preserve existing housing stock and provide opportunities for new affordable and workforce housing.

**Environment & Recreation**

Goal ER 1

Preserve and enhance the beauty and health of Coeur d'Alene's natural environment.

OBJECTIVE ER 1.4

Reduce water consumption for landscaping throughout the city.

Goal ER 2

Provide diverse recreation options.

OBJECTIVE ER 2.3

Encourage and maintain public access to mountains, natural areas, parks, and trails that are easily accessible by walking and biking.

## **Growth & Development**

### **Goal GD 1**

Develop a mix of land uses throughout the city that balance housing and employment while preserving the qualities that make Coeur d'Alene a great place to live.

#### **OBJECTIVE GD 1.1**

Achieve a balance of housing product types and price points, including affordable housing, to meet city needs.

#### **OBJECTIVE GD 1.3**

Promote mixed use development and small-scale commercial uses to ensure that neighborhoods have services within walking and biking distance.

#### **OBJECTIVE GD 1.5**

Recognize neighborhood and district identities.

### **Goal GD 2**

Ensure appropriate, high-quality infrastructure to accommodate community needs and future growth.

#### **OBJECTIVE GD 2.1**

Ensure appropriate, high-quality infrastructure to accommodate growth and redevelopment.

#### **OBJECTIVE GD 2.2**

Ensure that City and technology services meet the needs of the community.

### **Goal GD 5**

Implement principles of environmental design in planning projects.

#### **OBJECTIVE GD 5.1**

Minimize glare, light trespass, and skyglow from outdoor lighting.

**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. <b>Density</b>                     | 6. <b>Open space</b>  |
| 2. <b>Architectural style</b>         | 7. <b>Landscaping</b> |
| 3. <b>Layout of buildings</b>         |                       |
| 4. <b>Building heights &amp; bulk</b> |                       |
| 5. <b>Off-street parking</b>          |                       |

B8C The proposal **(is) (is not)** compatible with natural features of the site and adjoining properties. In the case of property located within the hillside overlay zone, does not create soil erosion, sedimentation of lower slopes, slide damage, or flooding problems; prevents surface water degradation, or severe cutting or scarring; reduces the risk of catastrophic wildfire in the wildland urban interface; and complements the visual character and nature of the city. This is based on

- Criteria to consider for B8C:**
- |                      |                                |
|----------------------|--------------------------------|
| 1. Topography        | 3. Native vegetation           |
| 2. Wildlife habitats | 4. Streams & other water areas |

B8D 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 for B8D:**
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 the existing street system accommodate the anticipated traffic to be generated by this development?
  4. Can police and fire provide reasonable service to the

B8E The proposal **(does) (does not)** provide adequate private common open space area, as determined by the Commission, no less than 10% of gross land area, free of buildings, streets, driveways or parking areas. The common open space shall be accessible to all users of the development and usable for open space and recreational purposes. This is based on

B8F Off-street parking **(does)(does not)** provide parking sufficient for users of the development. This is based on



B8G That the proposal **(does) (does not)** provide for an acceptable method for the perpetual maintenance of all common property. This is based on

**C. ORDER: CONCLUSION AND DECISION**

The Planning Commission, pursuant to the aforementioned, finds that the request of Ted Kaufman for approval of the planned unit development, as described in the application should be **(approved) (denied) (denied without prejudice)**.

**Special conditions applied are:**

**PLANNING:**

1. The creation of a homeowner's association will be required to ensure the perpetual maintenance of the open space, all other common areas, stormwater maintenance and snow removal.
2. The applicant's requests for subdivision, and PUD run concurrently. The subdivision and PUD designs are reliant upon one another. Additionally, approval of the requested PUD is only valid once the Final Development Plan has been approved by the Planning Department.
3. The open space must be installed and completed prior to the issuance of the first Certificate of Occupancy. The open space areas shall be consistent with this approval and include the same or better amenities and features.

**STREETS AND ENGINEERING:**

4. Right-of-way shall be dedicated to the City along 17<sup>th</sup> Street to match the existing 25-foot right-of-way width that exists to the south.
5. 17<sup>th</sup> Street frontage must be improved including concrete curb, sidewalk, and asphalt paving.
6. 17<sup>th</sup> Street must be paved full width from Stiner Ave to Gilbert Ave and No Parking signs added to both sides.

**FIRE DEPARTMENT:**

7. Fire hydrant locations approved as shown on plans.
8. Minimum street width is 20', 26' at fire hydrant locations.
9. NO-PARKING FIRE LANE sign installed in hammerhead.
10. Street sign stating 'Kaufman Lane.
11. Street sign stating 'Dead-end, no Outlet'.
12. Parking on south side of Kaufman Lane only.
13. 'No Parking' signs on north side of Kaufman Lane.

**WASTEWATER:**

- 14. Sewer Policy #719 requires an "All-Weather" surface permitting unobstructed O&M access to the city sewer.
- 15. Sewer Policy #716 requires all legally recognized parcels within the City to individually connect and discharge into (1) sewer connection.
- 16. Idaho Code §39-118 requires IDEQ or QLPE to review and approve public infrastructure plans for construction.
- 17. Sewer Policy #719 requires a 20' wide utility easement (30' if shared with Public Water) to be dedicated to the city for all City sewers if private roadway.
- 18. Cap any unused sewer laterals at the public main in 17th St.
- 19. Must maintain 10-foot separation between city sewer and city water mains.

**WATER:**

- 20. The installation of any required water main extensions, additional fire hydrants and new services will be the responsibility of the owner/developer at their expense. A minimum 20' public utility easement for any water main extension onto private property including fire hydrants is required. No permanent structures such as building foundations are allowed within the easement. Capitalization fees will be due for domestic, irrigation and/or fire services at the time of building permits.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to adopt the foregoing Findings and Order.

**ROLL CALL:**

Commissioner Fleming	Voted _____
Commissioner Ingalls	Voted _____
Commissioner Luttrupp	Voted _____
Commissioner Coppess	Voted _____
Commissioner McCracken	Voted _____
Commissioner Ward	Voted _____
Chairman Messina	Voted _____

Commissioners \_\_\_\_\_ were absent.

Motion to \_\_\_\_\_ carried by a \_\_\_\_ to \_\_\_\_ vote.

\_\_\_\_\_  
CHAIRMAN TOM MESSINA

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

**S-5-23**

**A. INTRODUCTION**

This matter having come before the Planning Commission on August 8 , and there being present a person requesting approval of ITEM: S-5-23 a request for a preliminary plat known as “Kaufman Estates” .

APPLICANT: TODD KAUFMAN

LOCATION: +/- 2.23 ACRE PARCEL LOCATED SOUTH OF EAST SIDE OF N. 17<sup>TH</sup> STREET AND E. STINER AVENUE AND SOUTH OF NETTLETON GULCH ROAD.

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

**The Planning Commission (adopts) (does not adopt) Items B1 to B6.**

- B1. That the existing land uses are Residential and Commercial.
- B2. That the zoning is R-12.
- B3. That the notice of public hearing was published on July 22, 2023 , 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 August 8, 2023 .

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 **(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. 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?

**C. ORDER: CONCLUSION AND DECISION**

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

Special conditions applied to the motion are:

**PLANNING:**

1. The creation of a homeowner's association will be required to ensure the perpetual maintenance of the open space, all other common areas, stormwater maintenance and snow removal.
2. The applicant's requests for subdivision, and PUD run concurrently. The subdivision and PUD designs are reliant upon one another. Additionally, approval of the requested PUD is only valid once the Final Development Plan has been approved by the Planning Department.
3. The open space must be installed and completed prior to the issuance of the first Certificate of Occupancy. The open space areas shall be consistent with this approval and include the same or better amenities and features.

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

ROLL CALL:

Commissioner Fleming	Voted _____
Commissioner Ingalls	Voted _____
Commissioner Luttrupp	Voted _____
Commissioner Coppess	Voted _____
Commissioner McCracken	Voted _____
Commissioner Ward	Voted _____
Chairman Messina	Voted _____

Commissioners \_\_\_\_\_ were absent.

Motion to \_\_\_\_\_ carried by a \_\_\_\_ to \_\_\_\_ vote.

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CHAIRMAN TOM MESSINA