

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

**APRIL 14, 2015**

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

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

**5:30 P.M. CALL TO ORDER:**

**ROLL CALL:** Jordan, Bowlby, Ingalls, Luttrupp, Messina, Ward, O'Brien (Student Rep) Cousins (Alt. Student Rep)

**APPROVAL OF MINUTES:**

March 10, 2015

**PUBLIC COMMENTS:**

**STAFF COMMENTS:**

**PUBLIC HEARINGS:**

1. Applicant: U.S. Forest Service  
Location: 3600 W. Nursery Road  
Request: A proposed 13.4 acre PUD "U.S. Forest Service PUD"  
QUASI-JUDICIAL, (PUD-1-15)
2. Applicant: MK City Development, LLC.  
Location: 113 E. Garden Avenue  
Request: A proposed 7-lot preliminary plat subdivision  
"Garden Terraces"  
QUASI-JUDICIAL, (S-3-15)
3. Applicant: Eve Fatz  
Location: 5097 N. Building Center Drive  
Request: A proposed Commercial Recreation special use permit in  
the LM (Light Manufacturing) zoning district.  
QUASI-JUDICIAL, (SP-2-15)

**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 24 hours in advance of the meeting date and time.***



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**PLANNING COMMISSION  
MINUTES  
MARCH 10, 2015  
LOWER LEVEL – COMMUNITY ROOM  
702 E. FRONT AVENUE**

**COMMISSIONERS PRESENT:**

Brad Jordan, Chairman  
Heather Bowlby, Vice-Chair  
Peter Luttrupp  
Tom Messina  
Jon Ingalls

**STAFF MEMBERS PRESENT:**

Hilary Anderson, Community Planning Director  
Lori Burchett, Planner  
Tami Stroud, Planner  
Shana Stuhlmiller, Public Hearing Assistant  
Warren Wilson, Deputy City Attorney

**COMMISSIONERS ABSENT:**

Michael Ward  
Cole O'Brien, Student Rep.  
Christian Cousins, Alt. Student Rep.

**CALL TO ORDER:**

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

**APPROVAL OF MINUTES:**

Motion by Ingalls, seconded by Bowlby, to approve the minutes of the Planning Commission meeting on February 10, 2015. Motion approved.

**COMMISSION COMMENTS:**

None.

**STAFF COMMENTS:**

Community Planning Director Anderson announced that there are three hearings scheduled for April. She also announced that planning department staff, Mayor Widmyer and City Administrator Jim Hammond all took a tour of midtown last Friday and discussed future ideas for this area. Planner Sean Holm has been working on a pilot program for food trucks. The pilot program was approved and is scheduled to take place on April 12<sup>th</sup> in the lower parking lot at city hall.

**PUBLIC COMMENTS:**

None.

## **PUBLIC HEARINGS:**

1. Applicant: Miller Development  
Location: 3113 N. Government Way  
Request: A proposed zone change from R-12 (Residential at 12 units/acre) to C-17 (Commercial at 17units/acre) zoning district.  
QUASI-JUDICIAL (ZC-1-15)

Planner Burchett presented the staff report and answered questions from the Commission.

Commission Ingalls inquired about the traffic calculations and questioned if they were based on a mini storage, as indicated in the narrative, or based on the C-17 zone.

Planner Burchett explained that the traffic calculations were based on the many uses included in the C-17 zone and not on what the applicant intends to build.

Commissioner Bowlby inquired if 2<sup>nd</sup> street will be used as another access road to Government Way.

Planner Burchett explained that in the staff report - under engineering comments - the developer, in conjunction with the City, will be constructing 2<sup>nd</sup> Street to a full street section along the easterly boundary of the subject property between Anton and Neider Avenues.

### **Public testimony open:**

Chad Oakland, applicant representative, stated that the applicant intends to put a mini storage on the property and feels that a C-17 zone is appropriate since the property is surrounded by other C-17 properties.

Commissioner Bowlby commented that 2<sup>nd</sup> Street needs to be constructed and questioned if a condition could be added to ensure this happens.

City Deputy Attorney Wilson explained that the construction of 2<sup>nd</sup> Street will be discussed at the time a building permit is issued.

John Kulhanek stated that he is concerned if 2<sup>nd</sup> Street is constructed as his garage sits close to the easement next to 2<sup>nd</sup> Street.

Deputy City Attorney Wilson explained that the future extension of 2<sup>nd</sup> Street will be constructed to the North and Mr. Kulhanek's garage is located to the South. In the future if this happens, the city will need to acquire the additional property from the owners.

Allen Lee stated that the address for this property is wrong and explained that the Bambi Trailer Park has the address of 3113 N. Government Way.

Planner Burchett explained that the county in 2004 did readdressing for mobile home parks and that the new addresses were readdressed using the internal streets within the park.

### **Public testimony closed:**

Commissioner Ingalls feels a C-17 zone is appropriate since the property is surrounded by C-17. He stated that he is not worried about the construction of 2<sup>nd</sup> Street, since it will be dealt with at the time the building permit is issued.

**Motion by Ingalls, seconded by Messina, to approve Item ZC-1-15. Motion approved.**

ROLL CALL:

Commissioner Bowlby	Voted	Aye
Commissioner Ingalls	Voted	Aye
Commissioner Messina	Voted	Aye
Commissioner Luttrupp	Voted	Aye

Motion to approve carried by a 4 to 0 vote.

- 2. Applicant: Dorthy Dahlgren, Director Museum of North Idaho
- Location: 332 N. Hubbard Avenue
- Request: A proposed Community Assembly/Religious Assembly special use permit in the R-8 (Residential at 8 units/acre) zoning district. QUASI-JUDICIAL (SP-1-15)

Planner Burchett presented the staff report and answered questions from the Commission.

Commissioner Ingalls stated that he was at an event where this project was discussed, and after discussing this issue with the city attorney, it is not considered a conflict of interest.

**Public testimony open:**

Scott Cranston, project architect, explained that the purpose of this request is twofold: to bring the activities of the church in compliance, and to provide a detachable restroom on the property. He stated that there was an existing restroom in the basement of the church and that the sewer line had collapsed. He commented that the restroom will be designed to look similar to the chapel. He stated that the restroom will only be used by the people who attend the activities involving the church. He added that all revenue collected from these activities goes to the preservation of the chapel.

**Public testimony closed:**

**Discussion:**

Commissioner Luttrupp congratulated the applicant after hearing the history of this project.

Commissioner Ingalls stated that Mr. Cranston donated his architectural services to this project.

**Motion by Ingalls, seconded by Luttrupp, to approve Item SP-1-15. Motion approved.**

ROLL CALL:

Commissioner Bowlby	Voted	Aye
Commissioner Ingalls	Voted	Aye
Commissioner Messina	Voted	Aye
Commissioner Luttrupp	Voted	Aye

Motion to approve carried by a 4 to 0 vote.

- 3. Applicant: City of Coeur d'Alene
- Location: Burlington Northern Railroad
- Request: A proposed annexation from County Industrial to City C-17 (Commercial at 17units/acre) zoning district LEGISLATIVE (A-1-15)

Planner Stroud presented the staff report and answered questions from the Commission.

Commissioner Bowlby commented that this seems like an “unusual” request where the city is the applicant.

Deputy City Attorney Wilson stated that this is not an unusual request and has been done in the past. He explained that the city is in the process of purchasing this property. The annexation, if approved, will allow the city to regulate the property. He feels this property will be a win/win for the public and the city.

**Motion by Bowlby, seconded by Messina, to approve Item A-1-15. Motion approved.**

ROLL CALL:

Commissioner Bowlby	Voted	Aye
Commissioner Ingalls	Voted	Aye
Commissioner Messina	Voted	Aye
Commissioner Luttrupp	Voted	Aye

Motion to approve carried by a 4 to 0 vote.

**ADJOURNMENT:**

Motion by Bowlby, seconded by Ingalls, to adjourn the meeting. Motion approved.

The meeting was adjourned at 6:41 p.m.

Prepared by Shana Stuhlmiller, Public Hearing Assistant

**PLANNING COMMISSION  
STAFF REPORT**

FROM: TAMI STROUD, PLANNER  
DATE: APRIL 14, 2015  
SUBJECT: PUD-1-15 – U.S. FOREST SERVICE PLANNED UNIT DEVELOPMENT  
**LOCATION – +/- 13.14 ACRE PARCEL KNOWN AS 3600 W. NURSERY ROAD**

**Applicant:** U.S. Forest Service  
3815 Schreiber Way  
Coeur d'Alene, ID 83815

**DECISION POINT:**

Requested approval of "U.S. Forest Service" Planned Unit Development (PUD) in the C-17L (Limited Commercial at 17 units/acre) zoning district as follows:

- Proposed 23,500 SF two-story office building, parking lot and warehouse for Land Management and U.S. Fish and Wildlife Services
- Open Space: 1.31 acres of usable openspace measuring 10% of gross land area

**HISTORY:**

On April 15, 2014, the Coeur d'Alene City Council held a public hearing for a request for annexation on the above-noted property. The Council approved the requested annexation by a vote of 3 to 2. At the time of approval, the Council required the applicant to submit a PUD prior to development on the property, and show a buffer to the south of the property. They also asked that staff review the ingress/egress for the proposed project.

**GENERAL INFORMATION:**

The subject property is currently vacant and undeveloped. The current zoning is C-17L (Limited Commercial at 17 units/acre) zoning district.

A. **Aerial Photo:**



**PLANNED UNIT DEVELOPMENT (PUD) FINDINGS:**

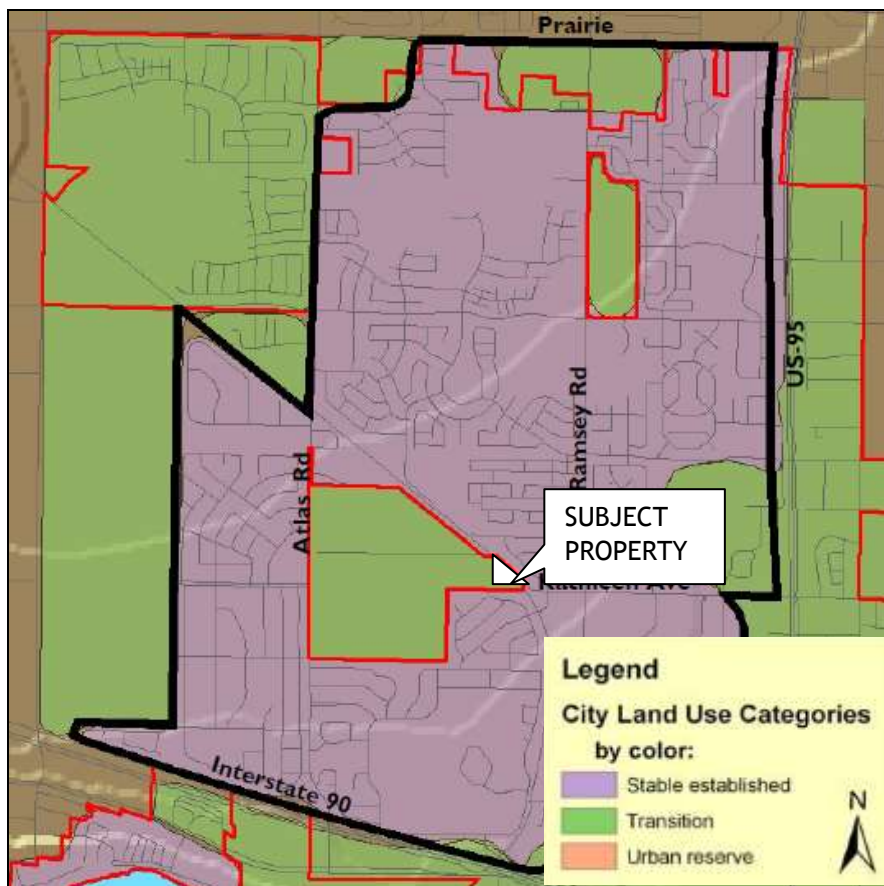
**Finding #B8A: That this proposal (is) (is not) in conformance with the Comprehensive Plan policies.**

1. The subject property is within the existing city limits.
2. The City Comprehensive Plan Map designates this area as – Ramsey-Woodland:Transition

*This finding requires that the Commission evaluate whether the proposed zoning is consistent with the Land Use Map of the Comprehensive Plan and generally consistent with the enumerated goals contained in the Plan.*

**A. Comprehensive Plan Analysis:**

**COMPREHENSIVE PLAN MAP: RAMSEY-WOODLAND**



**Transition:**

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

**Land Use Map Designation:**

As shown on the above map, the subject property is within the Area of City Impact and has been designated a Transition area within the Ramsey-Woodland land use area. Transition areas are areas where the character of neighborhoods is in transition and should be developed with care. The street network, the number of building lots and general land use are expected to change greatly within the planning period.



Concerning the Ramsey – Woodland land use area the Comprehensive Plan states that the:

Characteristics of the neighborhoods have, for the most part, been established and should be maintained. Development in this area will continue to grow in a stable manner. Lower density zoning districts will intermingle with the existing Coeur d’Alene Place Planned Unit Development (PUD) providing a variety of housing types. The northern boundary is the edge of the community, offering opportunities for infill.

[With additional growth] the characteristics of Ramsey - Woodland neighborhoods will be:

- That overall density may approach three to four residential units per acre (3-4:1), however, pockets of higher density housing and multi-family units are appropriate in compatible areas.
- Pedestrian and bicycle trails.
- Parks just a 5-minute walk away.
- Neighborhood service nodes where appropriate.
- Multi-family and single-family housing units.

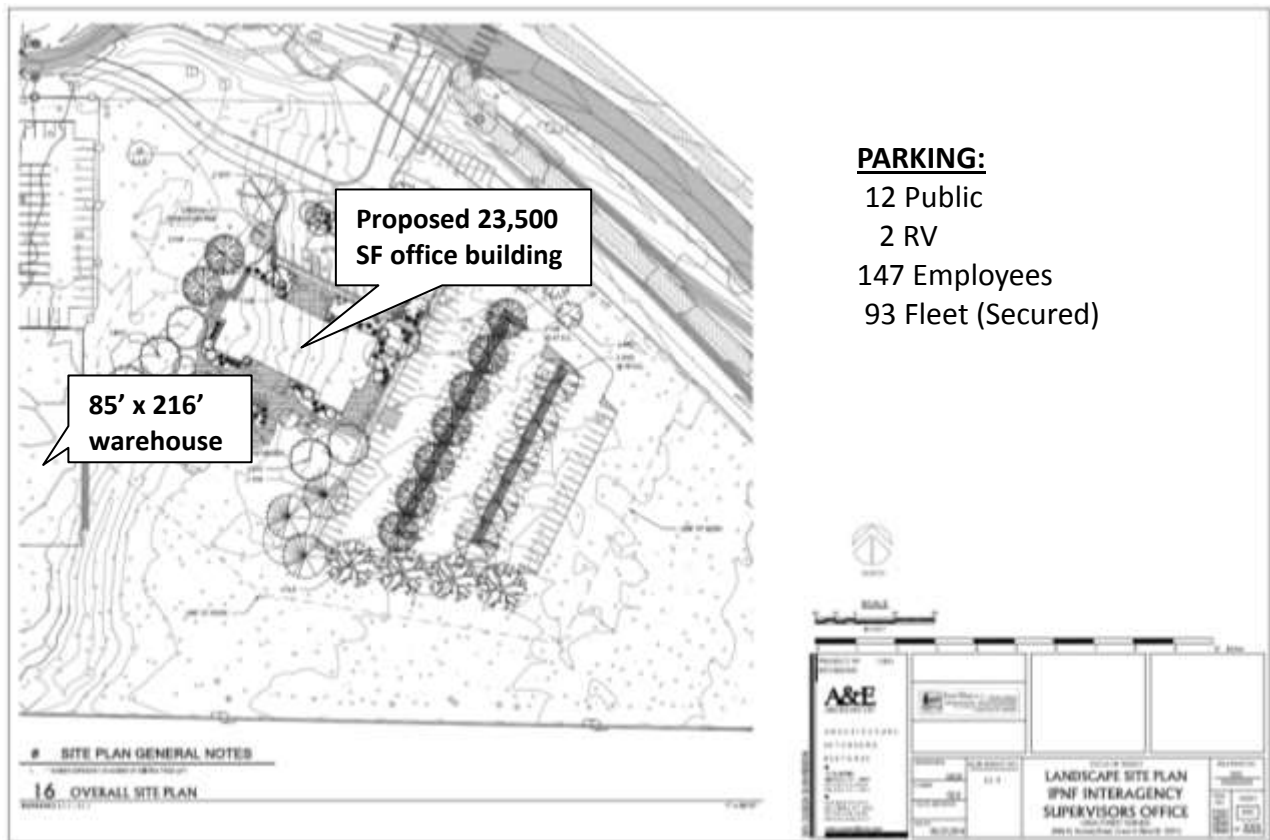
**Significant Comprehensive Plan Policies:**

- Objective 1.01 - Environmental Quality:  
Minimize potential pollution problems such as air, land, water, or hazardous materials.
- Objective 1.06 - Urban Forests:  
Enforce minimal tree removal, substantial tree replacement and suppress topping trees for new and existing development.
- Objective 1.12 - Community Design:  
Support the enhancement of existing urbanized areas and discourage sprawl.
- Objective 1.14 - Efficiency:  
Promote the efficient use of existing infrastructure, thereby reducing impacts to undeveloped areas.
- Objective 2.01 - Business Image & Diversity:  
Welcome and support a diverse mix of quality professional, trade, business, and service industries, while protecting existing uses of these types from encroachment by incompatible land uses.
- Objective 3.05 - Neighborhoods:  
Protect and preserve existing neighborhoods from incompatible land uses and developments.
- Objective 3.06 - Neighborhoods:  
Protect the residential character of neighborhoods by allowing residential/commercial/industrial transition boundaries at alleyways or along back lot lines if possible.
- Objective 3.16 - Capital Improvements:  
Ensure infrastructure and essential services are available prior to approval for properties seeking development.
- Objective 4.06 - Public Participation:  
Strive for community involvement that is broad-based and inclusive, encouraging public participation in the decision-making process.

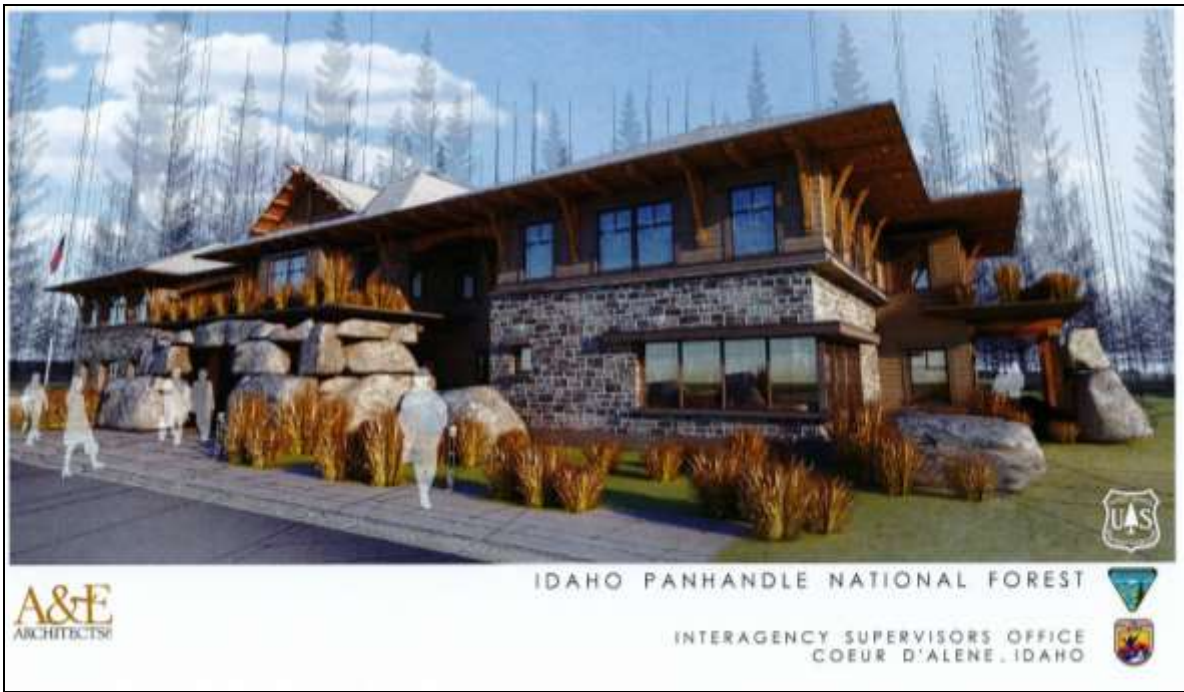
**Finding #B8B:** The design and site planning (is) (is not) compatible with existing uses on adjacent properties.

The subject property is heavily treed and currently used for the forest service nursery. The applicant intends to clear enough of the lot to accommodate the building, parking and warehouse footprint. The proposal is at a 30% design, as shown on the site layout. An additional 20 parking stalls may be included in the layout with the addition of employees relocating to the new building.

**SITE LAYOUT:**



ARCHITECTUAL RENDERING:

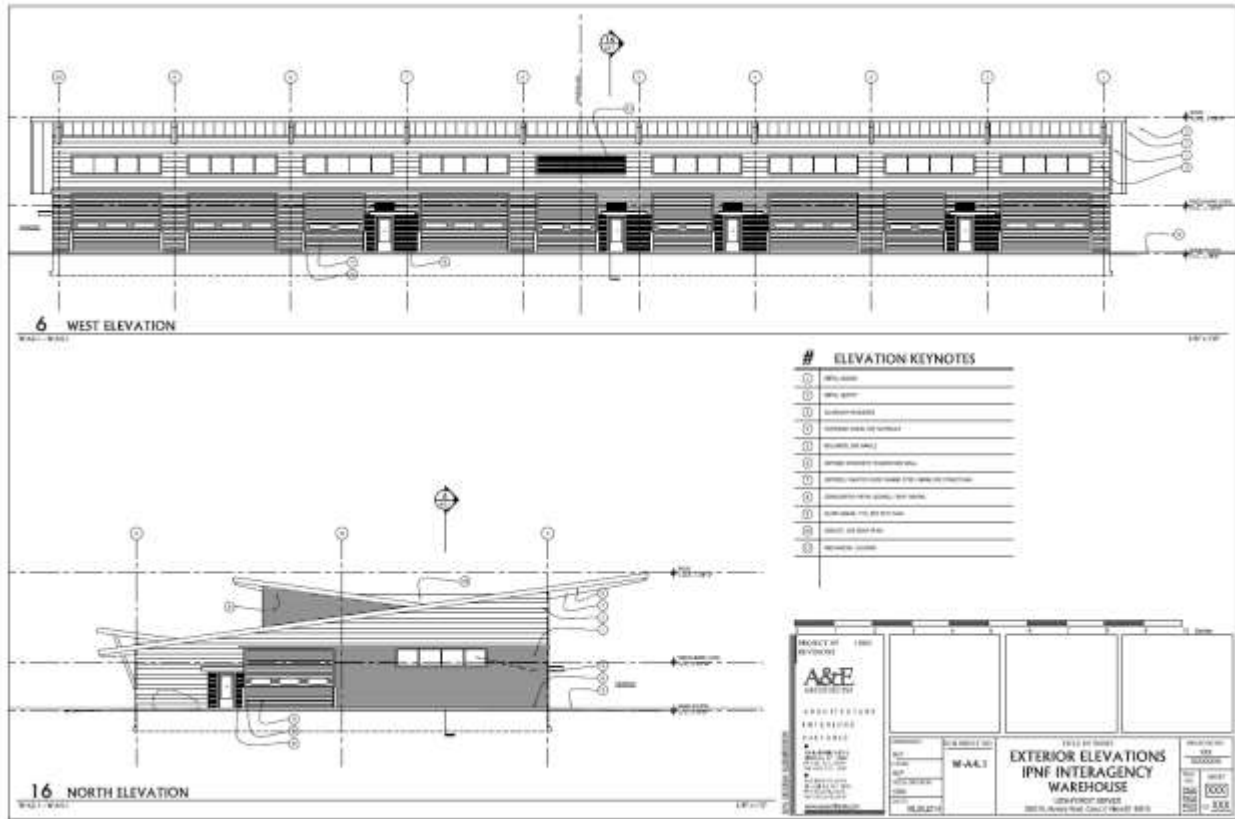


ARCHITECTUAL RENDERING:





**EXTERIOR ELEVATION- Warehouse:**



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



**Evaluation:** The site is relatively flat and heavily treed. The applicant intends to remove enough trees to accommodate the building, parking and warehouse footprint.

Fairway Forest 3<sup>rd</sup> Addition is located to the south of the subject property and is an existing single-family development. The applicant is showing a 60' vegetative buffer and open space area between the southern property line and proposed parking lot. This will help buffer the proposed use from the existing neighborhood.

**A. NEIGHBORHOOD CHARACTER AND LAND USE:**

The neighborhood character and land uses in the area show a mix of civic and residential uses surrounding the subject property. The single-family Fairway Forest development is immediately to the south of the subject property and the Fairway Meadows development is to the north of the Prairie Trail and Kathleen Avenue. The generalized land use and zoning patterns are depicted below. Land uses in the area include:

- Residential – single-family, multi-family, manufactured homes
- Commercial – mini-storage
- Vacant parcels
- Civic – Woodland Middle School, Idaho Dept. of Fish and Game offices and the Prairie Trail.

**Generalized Land Use:**





1. Development of the subject property will require the construction of a "turn pocket" for westbound traffic accessing the site. The minimum length of this "pocket" is required to be 100 feet in length, although, an increased length may be considered. All roadway design is subject to approval by the City Engineer.
2. Development of the subject property will require the construction of a "drop lane" for eastbound traffic accessing the site. The minimum length of this drop lane is required to be 160 feet in length. This lane is required to allow the free flow of vehicular traffic to continue past the vehicles turning into the subject property. All roadway design is subject to approval by the City Engineer.
3. Striping of this turn pocket will affect all of the existing striping within 500' of the point of ingress/egress, therefore, the applicant will be required to submit a restriping plan to be approved prior to any work being done.

## **STREETS**

The subject property is bordered by Kathleen Avenue (aka Nursery Road). This roadway, which is situated in an easement granted to the Post Falls Highway District in 1978, does not have any dedicated right-of-way. There is no width stated in the easement from "...the UNITED STATES OF AMERICA, acting by and through the Forest Service.....", therefore, the easement technically is the width of the existing road and varies between 26' and 40' wide.

### Evaluation

1. Any road widening that may result from any development of the subject property, would be solely on the applicant's property. This widening may or may not be contained within the language of the blanket easement that was given to the PFHD in 1978, due in part because, it is doubtful that there would be an actual dedication of right-of-way for the Kathleen Avenue roadway corridor.
2. Any alterations to the Kathleen Avenue roadway will be required to meet City standards, and, be approved by the City Engineer prior to construction.

*Comments submitted by Chris Bates, Engineering Project Manager*

## **FIRE:**

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

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

*Comments submitted by Bobby Gonder, Fire Inspector/Investigator*

## **PARKS:**

Driveway Impact on the Prairie Trail:

I have reviewed the parking lot and driveway alignment in the most recent set of plans for the new building proposed at 2208 W Kathleen Avenue and would like to weigh in on some issues that may have a negative impact on the Prairie Trail. Although the plan is only at 30% completion, I have included my comments about these impacts so they can be resolved early on in the process.



- The trail appears to be narrowed down and merged with a sidewalk coming from the proposed trail parking area and ending at the Kathleen crossing. We would like the trail to remain intact as it is in its current alignment all the way through the Kathleen crosswalk with no narrowing or becoming a sidewalk. It is acceptable to have a sidewalk or trail from the trail head parking lot to the trail (see attached sketch).
- Also, when constructing the curb for the driveway where it abuts the trail please extend the ped ramp the full width of the trail. This will allow our snow plows to plow the trail with trying to maneuver their 6 foot blades through a 4 foot wide ped/ramp.

*Comments submitted by Monte McCully, Trails Coordinator*

## **WASTEWATER:**

1. The Sewer CAP Fees must be paid prior to connecting to the public sewer system.

### *Evaluation*

The Wastewater Utility normally applies CAP Fees during the building permit process. Should the Forest Service elect not to submit an application for building permit, the Wastewater Utility will assess a Sewer CAP Fee based on best available information which must be fully paid to the City prior to allowing a sewer connect to public sewer as proposed.

2. The Forest Service must secure and record all easements required to install, use and maintain their sewer lateral across other properties.

### *Evaluation*

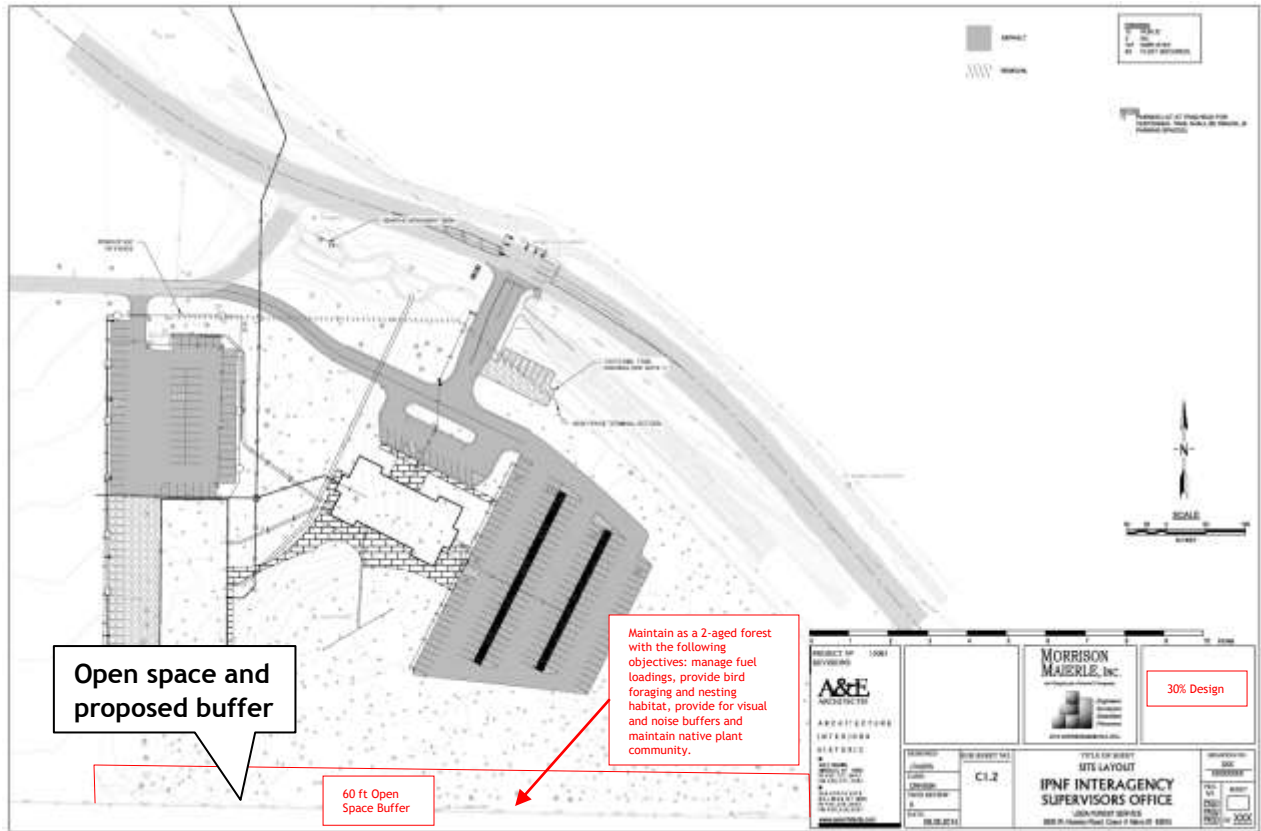
The Forest Service proposes to connect to Public Sewer Manhole REX1-14 in Shawna Avenue in the Fairway Forest 1st Addition Subdivision. This will traverse under and across the Prairie Trail and the residence at 2246 Shawna Ave. In accordance to City Code 13.12, a sewer lateral is privately owned and maintained; therefore, the easement must be between the owners of the aforementioned properties and the U.S. Forest Service.

*Comments submitted by Mike Becker, Utility Project Manager*

**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 has proposed 1.31 acres of open space which is 10% of the gross land. The proposed open space is located within the buffer area on the south side of the property and will be available for USFS led field trips for groups that are interested in forest ecosystems (See map on page 12).

**SITE PLAN:**



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

The applicant has provided adequate parking for the proposed use. The parking ratio for Civic Office Uses is 1 space per 330 SF of net floor area.

**PARKING:**

- 12 Public
- 2 RV
- 147 Employees
- 93 Fleet (Secured)

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

The U.S. Forest Service will provide perpetual maintenance of all common property with the following objectives: manage fuel loadings, provide bird foraging and nesting habitat, provide for visual and noise buffers and maintain native plant community.

**APPLICABLE CODES AND POLICIES**

**UTILITIES**

1. All proposed utilities within the project shall be installed underground.

2. All water and sewer facilities shall be designed and constructed to the requirements of the City of Coeur d'Alene. Improvement plans conforming to City guidelines shall be submitted and approved by the City Engineer prior to construction.

#### **STREETS**

3. Street improvement plans conforming to City guidelines shall be submitted and approved by the City Engineer prior to construction.
4. An encroachment permit shall be obtained prior to any work being performed in any existing right-of-way.

#### **STORMWATER**

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

#### **PROPOSED CONDITIONS:**

##### **Engineering:**

1. Development of the subject property will require the construction of a "turn pocket" for westbound traffic (left turn movements) accessing the site. The minimum length of this "pocket" is required to be 100 feet in length, although, an increased length may be considered. All roadway design is subject to approval by the City Engineer.
2. Development of the subject property will require the construction of a "drop lane" for eastbound traffic accessing the site. The minimum length of this drop lane is required to be 160 feet in length. All roadway design is subject to approval by the City Engineer.
3. All striping revisions will be required to be submitted and approved by the City Engineer before any marking is placed.
4. Any alterations to the Kathleen Avenue roadway will be required to meet City standards, and, be approved by the City Engineer prior to construction.

##### **Parks:**

1. Submit a detailed drawing showing the connection for the trail head, sidewalk and pedestrian ramp to Kathleen Avenue.

#### **Ordinances and Standards Used In Evaluation:**

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

#### **ACTION ALTERNATIVES:**

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



**APPLICANT'S  
NARRATIVE**

**PROPERTY INFORMATION**

- 1. Gross area: (all land involved): 13.14 acres, and/or \_\_\_\_\_ sq.ft.
- 2. Total Net Area (land area exclusive of proposed or existing public street and other public lands): 12.58 acres, and/or \_\_\_\_\_ sq. ft.
- 3. Total number of lots included: 1 \_\_\_\_\_
- 4. Existing land use: Property class code 435-Com Imp rural tracts  
Neighborhood Code 24 County North, commercial
- 5. Existing Zoning (check all that apply): R-1 R-3 R-5 R-8 R-12 R-17 MH-8 NC  
CC C-17 C-17L DC LM M

**PROPOSED USE:**

Please describe the concept of development proposed.

The concept of the development is to collocate the U.S. Forest Service, Bureau of Land Management, and U.S. Fish and Wildlife Service into a combined office and storage warehouse on U.S. Forest Service owned property at the CDA Nursery. This project will reduce tax payer costs by eliminating an expensive office and warehouse lease.

**Proposed uses and activities:**

The proposed uses and activities are office space and warehouse storage for the U.S. Forest Service, Bureau of Land Management, and the U.S. Fish and Wildlife Service; approximately 125 employees (23,500 sf office). The site will be available for USFS led field trips for groups that are interested in forest ecosystems.

Proposed residential density: NA dwelling units per acre.

**Physical land alteration required by development:**

Clear the lot enough to accommodate the building, parking, and warehouse footprint.

Proposed sq. ft./acres of open space \_\_\_\_\_ sq.ft. 1.31 acres  
Maintain as a 2-aged forest with the following objectives: manage fuel loadings, provide bird foraging and nesting habitat, provide for visual and noise buffers and maintain native plant community.

On a separate sheet of paper, please provide any other information, plans, drawings, as may be necessary to fully convey the scope of the project.



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

**A. INTRODUCTION**

This matter having come before the Planning Commission on April 14, 2015, and there being present a person requesting approval of: PUD-1-15 a request for approval of "U.S. Forest Service" Planned Unit Development in the C-17L (Limited Commercial at 17 units/acre) zoning district.

APPLICANT: U.S. FOREST SERVICE

LOCATION: +/- 13.14 ACRE PARCEL KNOWN AS 3600 W. NURSERY ROAD

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

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

- B1. That the existing land uses are a mix of civic and residential uses surrounding the subject property.
- B2. That the Comprehensive Plan Map designation is Ramsey-Woodland: Transition.
- B3. That the zoning is C-17L (Commercial Limited at 17 units/acre) zoning district.
- B4. That the notice of public hearing was published on, March 28, 2015, which fulfills the proper legal requirement.
- B5. That the notice of public hearing was posted on the property on, April 6, 2015, which fulfills the proper legal requirement.
- B6. That 54 notices of public hearing were mailed to all property owners of record within three-hundred feet of the subject property on March 27, 2015.
- B7. That public testimony was heard on April 14, 2015.
- 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:

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. Density                 | 6. Open space  |
| 2. Architectural style     | 7. Landscaping |
| 3. Layout of buildings     |                |
| 4. Building heights & bulk |                |
| 5. Off-street parking      |                |

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 property?



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 U.S. FOREST SERVICE for approval of the planned unit development, as described in the application should be **(approved) (denied) (denied without prejudice)**.

Special conditions applied are:

**Engineering:**

1. Development of the subject property will require the construction of a “turn pocket” for westbound traffic (left turn movements) accessing the site. The minimum length of this “pocket” is required to be 100 feet in length, although, an increased length may be considered. All roadway design is subject to approval by the City Engineer.
2. Development of the subject property will require the construction of a “drop lane” for eastbound traffic accessing the site. The minimum length of this drop lane is required to be 160 feet in length. All roadway design is subject to approval by the City Engineer.
3. All striping revisions will be required to be submitted and approved by the City Engineer before any marking is placed.
4. Any alterations to the Kathleen Avenue roadway will be required to meet City standards, and, be approved by the City Engineer prior to construction.

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

ROLL CALL:

Commissioner Bowlby	Voted _____
Commissioner Ingalls	Voted _____
Commissioner Luttrupp	Voted _____
Commissioner Messina	Voted _____
Commissioner Ward	Voted _____

Chairman Jordan Voted \_\_\_\_\_ (tie breaker)

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

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

\_\_\_\_\_  
CHAIRMAN BRAD JORDAN

**PLANNING COMMISSION  
STAFF REPORT**

FROM: LORI BURCHETT, PLANNER  
DATE: APRIL 14, 2015  
SUBJECT: S-3-15 – “GARDEN TOWNHOMES” - 7-LOT PRELIMINARY PLAT  
SUBDIVISION  
LOCATION: **A +/- .444 acre parcel at 113 E. Garden Avenue and legally described as:  
Lots 10,11,&12 and a portion of lot 9 of Block 8 of Coeur d’Alene & King’s  
Addition, located in the SW ¼ of section 13, Township 50 N., Range 4 W.,  
Boise Meridian City of Coeur d’Alene, Kootenai County, Idaho.**

Owner: MK City Development, LLC  
Applicant 3027 Bayshore Drive  
Bacliff, TX 77518

**DECISION POINT:**

MK City Development, LLC is requesting the following:

- Approval of "Garden Terraces" a seven lot Preliminary Plat Subdivision in the R-17 (Residential at 17units/acre) zoning district and downtown overlay zoning district (DO-N).
- Approval of “Garden Terraces” subdivision request which would allow for a 7-lot subdivision at this location. All of the lots contain frontage on Garden Avenue, however street frontage is not a requirement for infill overlay projects per 17.07.900. The lots will be accessed from a private easement from 2<sup>nd</sup> Street in the rear of the property.

**GENERAL INFORMATION**

- A. Land uses in the area include residential - single-family, duplex, and vacant land.
- B. The subject property contains a single family residence.



C. Subject property photos:



Subject property from Garden looking north:



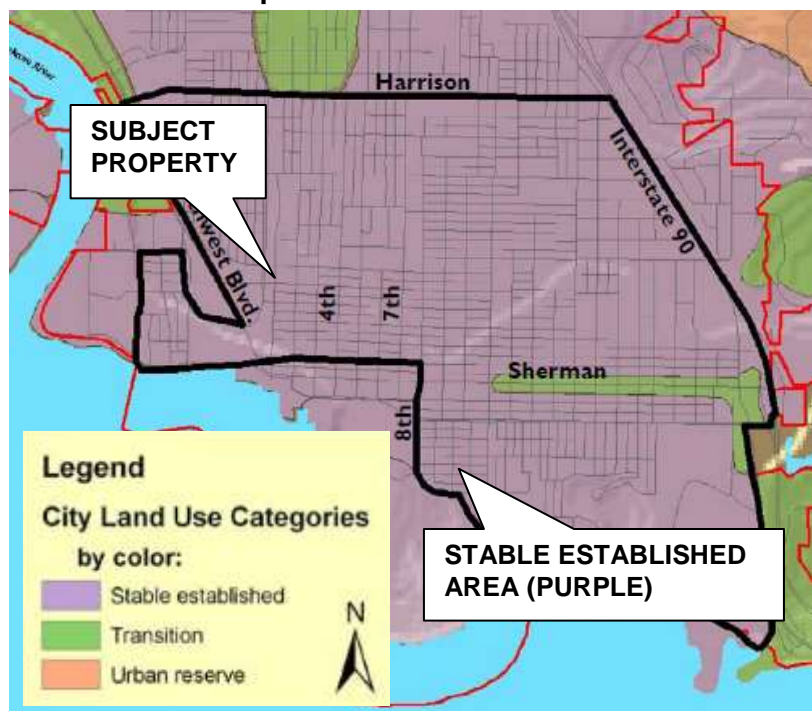
Subject property from the corner of Garden and 2<sup>nd</sup> Street looking northwest:



Subject property from 2<sup>nd</sup> Street looking west:



#### D. 2007 Comprehensive Plan – Stable Established – Historical Heart District:



#### ***Stable Established:***

These areas are where the character of neighborhoods has largely been established and, in general, should be maintained.

The street network, the number of building lots and general land use are not expected to change greatly within the planning period.

#### ***Historical Heart Today:***

The historical heart of Coeur d'Alene contains a mix of uses with an array of historical residential, commercial, recreations, and mixed uses. A traditional, tree-lined, small block, grid style street system with alleys in the norm in this area. Neighborhood schools and parks exist in this location and residents have shown support for the long term viability of these amenities.

Focusing on multimodal transportation within this area has made pedestrian travel enjoyable and efficient. Widely governed by traditional zoning, there are pockets of infill overaly zones that allow development, based on Floor Area Ratio (FAR). Many other entities and ordiances serve this area to ensure quality development for generations to come.

Numerous residential homes in this area are vintage and residents are very active in local policy-making to ensure development is in scale with neighborhoods.

#### **Historical Heart Tomorrow**

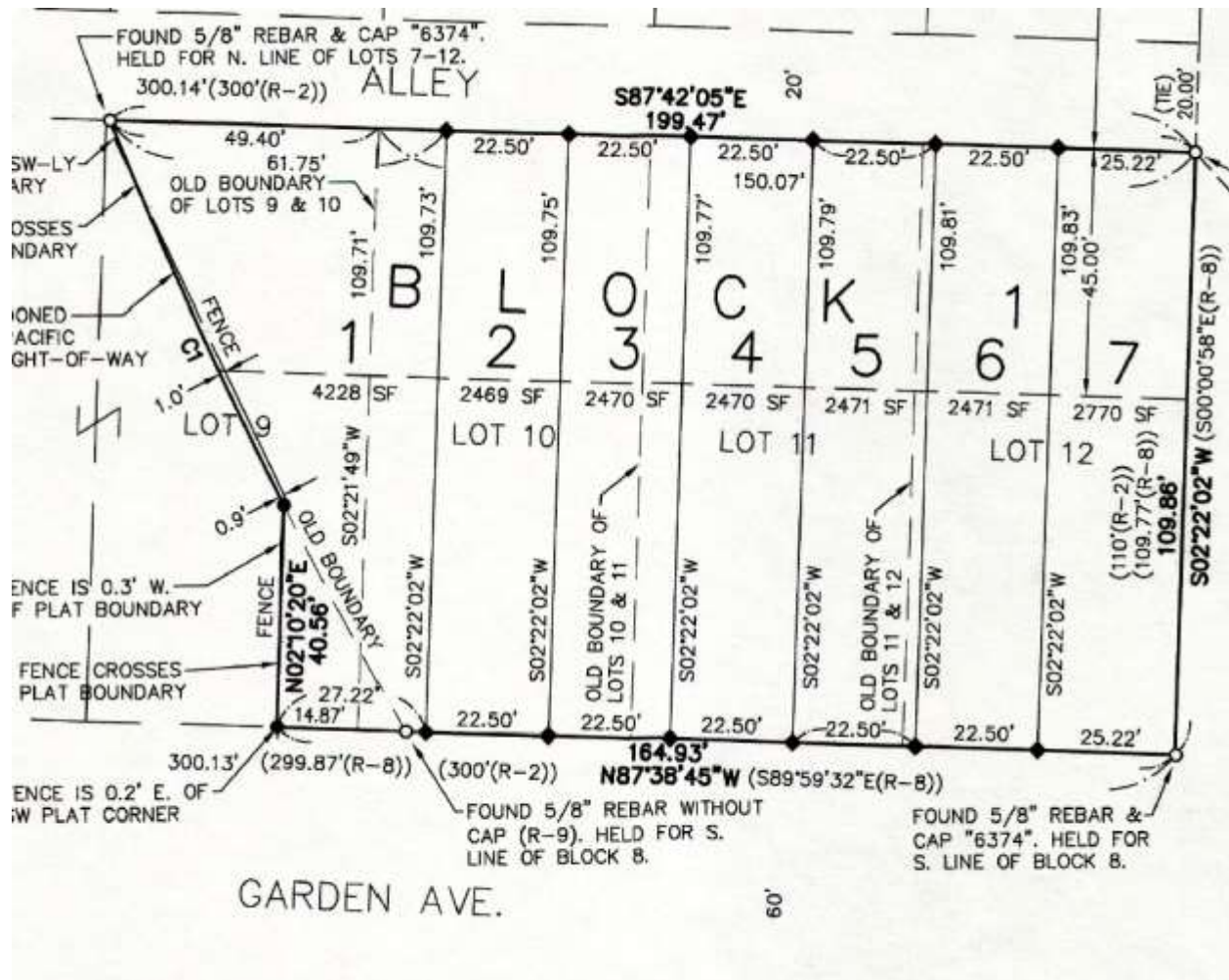
Increased property values near Lake Coeur d'Alene have intensified pressure for infill, redevelopment, and reuse in the areas surrounding the downtown core. Stakeholders must work together to find a balance between commercial, residential and mixed use development in the Historic Heart that allows for increased density in harmony with long established neighborhoods and uses. Sherman Avenue, Northwest Boulevard and I-90 are gateways to our community and should reflect a welcoming atmosphere.

Neighborhoods in this area, Government Way, Foster, Garden, Sanders Beach, and others, are encouraged to form localized groups designed to retain and increase the qualities that make this area distinct.

#### **The characteristics of Historical Heart neighborhoods will be:**

- That infill regulations providing opportunities and incentives for redevelopment and mixed use development will reflect the scale of existing neighborhoods while allowing for an increase in density.
- Encouraging growth that complements and strengthens existing neighborhoods, public open spaces, parks, and schools while providing pedestrian connectivity. Increasing numbers of, and retaining existing street trees.
- That commercial building sizes will remain lower in scale than in the downtown core.





B. **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.

**UTILITIES SUMMARY:**

**WATER:**

There is sufficient infrastructure in place to provide adequate domestic service and fire flow. Any existing service may be used on the lot where currently located.

Each lot will be served by a separate domestic water service. All new services, and if an additional fire hydrant is needed, will be installed at the developer's expense.

*-Submitted by Terry Pickel, Assistant Water Superintendent*



SEWER:

The Wastewater Utility has no objections to this project and presently we have adequate wastewater capacity and willingness to serve this project as proposed. Any wastewater conditions will be addressed during the permitting process.

*-Submitted by Michael Becker, Utility Project Manager*

Stormwater

City Code requires a stormwater management plan to be submitted and approved prior to any construction activity on the site.

Evaluation:

This issue was addressed during the site plan/building permit submittal process for the subject property. A stormwater plan was previously submitted and approved which addressed all of the on-site stormwater issues for control, containment, and, treatment.

Traffic

The ITE Trip Generation Manual estimates the project may generate approximately seven (7) trips per day during the AM/PM peak hour periods.

Evaluation:

The adjacent and/or connecting streets will accommodate the traffic volume. The interconnected network of adjacent streets provides for numerous points of ingress/egress to the subject property, and, one of the City's major north/south arterial roadways is situated +/- 330' to the west of the subject property.

Streets

The proposed subdivision is bordered by 2<sup>nd</sup> Street on the east and Garden Avenue on the south. The current right-of-way width of both of the streets meets City standards, and both street sections are fully developed, however, the curb, sidewalk and approaches are in a state of disrepair.

Evaluation:

The developer, as part of the site development, is required to replace all of the curb, sidewalk, ped ramps and approaches to the subject property. All of these issues are currently being addressed.

*-Submitted by Chris Bates, Engineering Project Manager*

**Fire:**

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

Fire department access to the site (Road widths, surfacing, maximum grade and turning radiuses), in addition to, fire protection (Size of water main, fire hydrant amount and placement, and any fire line(s) for buildings requiring a fire sprinkler system) will be reviewed prior to final plat recordation or during the Site Development Permit, utilizing the currently adopted International Fire Code (IFC) for compliance. There is a fire hydrant located on the N.W. corner of 2<sup>nd</sup> and Garden and is adequate for the required fire flow.

*-Submitted by Bobby Gonder, Fire Inspector*

**Evaluation:** *The Planning Commission must determine, based on the information before them, whether or not the provisions for sidewalks, streets, alleys, rights-of-way, easements, street lighting, fire protection, planting, drainage, pedestrian and bicycle facilities, and utilities adequate where applicable.*

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

The subdivision design and improvement standards have been met.

**Evaluation:** *The Planning Commission must determine, based on the information before them, whether or not the proposal complies with all of the subdivision design standards and all of the subdivision improvement standards requirements.*

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

Residential (R-17) downtown overlay zoning district (DO-N) zoning allows for single-family and commercial uses. The proposed "Garden Terraces" subdivision is planned for a subdivision, which will be accessed through an easement along the rear of the properties off of 2<sup>nd</sup> Street. The applicant received approval for the design of the project through the design review process on November 20, 2014, which is a requirement of the DO-N overlay district. Minimum frontage is 15-feet.

**Minimum Lot Size:**

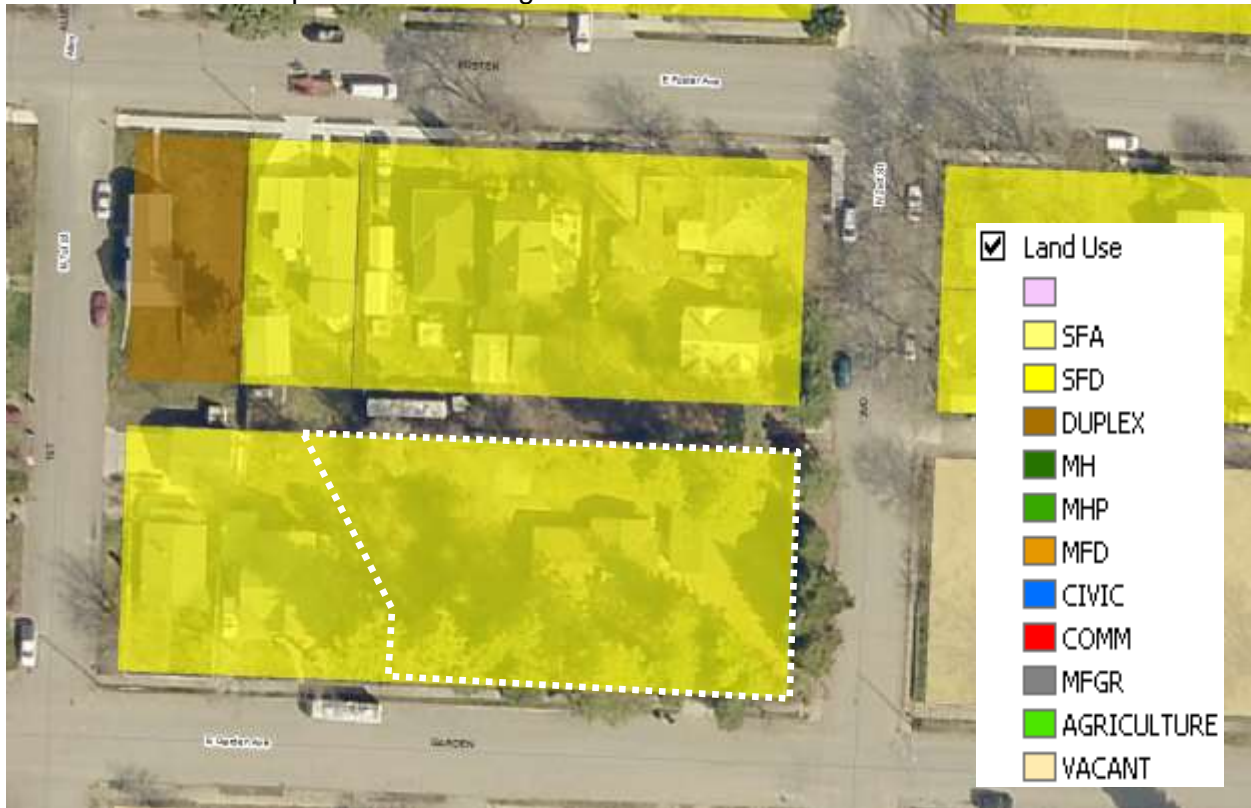
This project falls within the R-17 Infill Downtown Overlay North and structure size is calculated by Floor Area Ratio (FAR). The minimum lot size is 1,500 sq. ft. The lots range in size from 2,469 sq. ft. to 4,228 sq. ft.

Lot size= 19, 349 sq. ft.

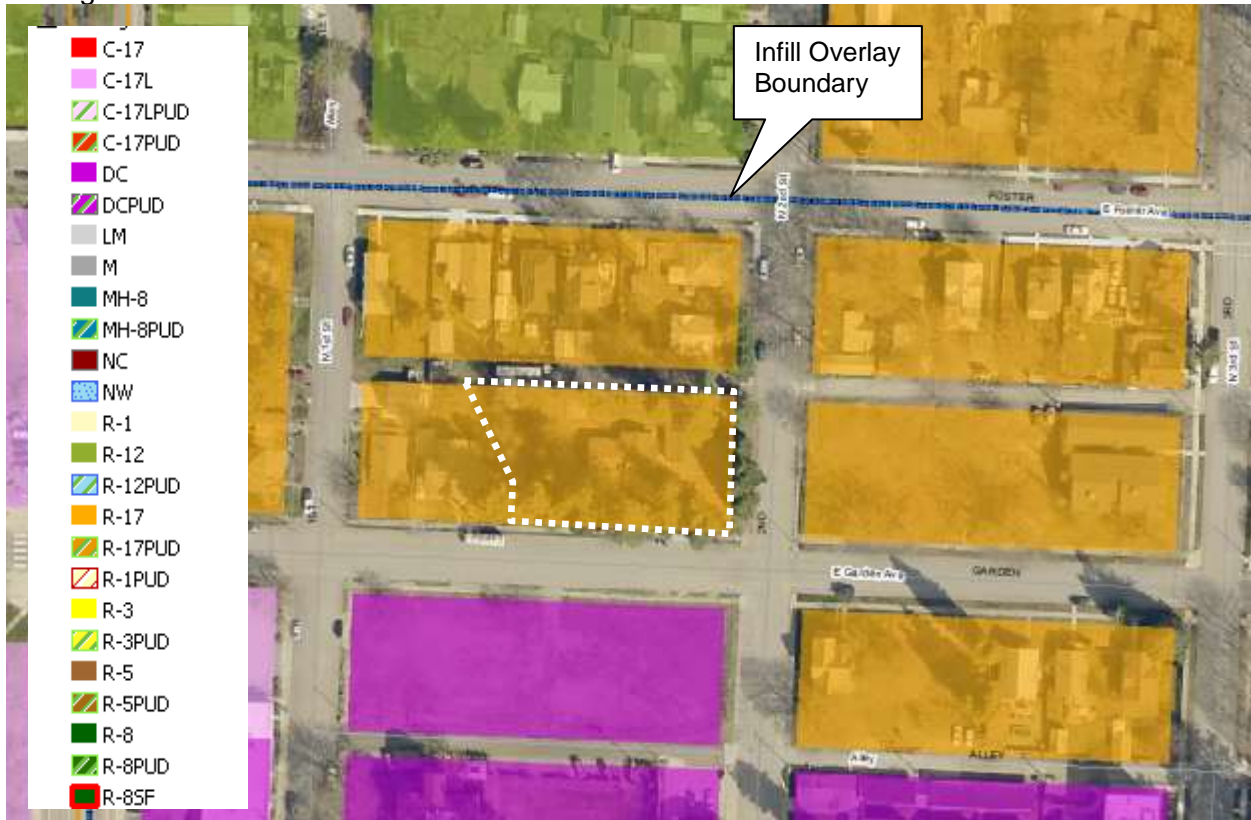
FAR= 19,349 sq. ft. (allowable basic) 38,698 sq.ft. (with all bonuses)

**Land Use and Zoning Map:**

Generalized land use pattern and zoning:



Zoning:



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

**Finding #B8. Deviations from Provisions Criteria (Section 16.25.040).**

No deviations are proposed.

**APPLICABLE CODES AND POLICIES**

**Utilities:**

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

**Streets:**

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

**Stormwater:**

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

**General:**

9. The final plat shall conform to the requirements of the City.

**ORDINANCES AND STANDARDS USED IN EVALUATION:**

- Comprehensive Plan - Amended 2007.
- 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.
- Coeur d'Alene Bikeways Plan
- Kootenai County Assessor's Department property records
- Resolution No. 09-021 Complete Street Policy

**PROPOSED CONDITIONS: None**

**ACTION ALTERNATIVES:**

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



**APPLICANT'S  
NARRATIVE**

**PROPERTY INFORMATION**

1. Gross area: (all land involved): 0.444 acres, and/or 19,349 sq.ft.
2. Total Net Area (land area exclusive of proposed or existing public street and other public lands): 0.444 acres, and/or 19,349 sq. ft.
3. Total length of street frontage: 275 ft., and/or \_\_\_\_\_ miles.
4. Total number of lots included: 7
5. Average lot size included: 2,764 S.F.  
minimum lot size: 2,469 S.F.  
maximum lot size: 4,228 S.F.
6. Existing land use: RESIDENTIAL

**SEWER AND WATER REIMBURSEMENT POLICY**

Over sizing of utilities will not be eligible for reimbursement from the city unless a request is approved in writing by the City Council prior to issuance of Building Permits or the start of construction, whichever comes first.

**PROJECT DESCRIPTION:**

Please describe the concept of the proposed subdivision:

THE PROPOSED SUBDIVISION WILL BE PLATTED  
OVER THE APPROVED 7 UNIT TOWN HOME  
DEVELOPMENT WITH INTERIOR LINES HAVING  
A ZERO SETBACK CENTERED ON INTERIOR  
WALLS OF THE UNITS 1-2; 2-3; 3-4; 4-5;  
5-6; 6-7.

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

**A. INTRODUCTION**

This matter having come before the Planning Commission on April 14, 2015, and there being present a person requesting approval of ITEM: S-3-15 a request for preliminary plat approval of "Garden Terraces" a 7-lot preliminary plat subdivision in the R-17(Residential at 17 units/acre) and Downtown Overlay (DO-N) zoning district.

APPLICANT: MK CITY DEVELOPMENT, LLC

LOCATION : A +/- .444 acre parcel at 113 E. Garden Avenue

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

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

- B1. That the existing land uses are residential - single-family, duplex, and vacant land.
- B2. That the zoning is R-17(Residential at 17units/acre) and downtown overlay zoning district (DO-N) zoning district.
- B3. That the notice of public hearing was published on March 28, 2015, which fulfills the proper legal requirement.
- B4. That the notice was not required to be posted on the property.
- B5. That 67 notices of public hearing were mailed to all property owners of record within three-hundred feet of the subject property on March 27, 2015.
- B6. That public testimony was heard on April 14, 2015.
- 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. This is based on
- B7B. That the provisions for sidewalks, streets, alleys, rights-of-way, easements, street lighting, fire protection, planting, drainage, pedestrian and bicycle facilities, and utilities **(are) (are not)** adequate. This is based on
- B7C. That the proposed preliminary plat **(do) (do not)** comply with all of the subdivision design standards (contained in chapter 16.15) and all of the subdivision improvement standards (contained in chapter 16.40) requirements. This is based on
- B7D. The lots proposed in the preliminary plat **(do) (do not)** meet the requirements of the applicable zoning district. This is based on

**Criteria to consider for B7D:**

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

**C. ORDER: CONCLUSION AND DECISION**

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

Special conditions applied to the motion are:

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

ROLL CALL:

Commissioner Bowlby	Voted _____
Commissioner Ingalls	Voted _____
Commissioner Luttrupp	Voted _____
Commissioner Messina	Voted _____
Commissioner Ward	Voted _____

Chairman Jordan Voted \_\_\_\_\_ (tie breaker)

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

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

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CHAIRMAN BRAD JORDAN

**PLANNING COMMISSION  
STAFF REPORT**

FROM: LORI BURCHETT, PLANNER  
DATE: APRIL 14, 2015  
SUBJECT: SP-2-15 – REQUEST FOR A COMMERCIAL RECREATION SPECIAL USE PERMIT IN THE LM (LIGHT MANUFACTURING) ZONING DISTRICT  
LOCATION: A ± 6,945 SQ. FT. PARCEL AT 5097 N. BUILDING CENTER DRIVE AND LEGALLY DESCRIBED AS LOT 7, BLOCK 1, ATLAS CENTER.

**APPLICANT:**

Eve Fatz  
4673 Mill River Court  
Coeur d’Alene, ID 83814

**PROPERTY OWNER(S):**

Same as Applicant

**DECISION POINT:**

Eve Fatz is requesting approval of a Commercial Recreation Special Use Permit in a Light Manufacturing (LM) zoning district. The request, if granted, would allow the applicant to operate a commercial recreation, health fitness studio at the location noted above.

**GENERAL INFORMATION:**

The applicant has applied for a special use permit to be able to operate a commercial fitness facility.

This business would be located within an existing facility and the proposed use is similar to uses at surrounding facilities in the area. Many of the surrounding uses are manufacturing and commercial. The most recent use for the space was manufacturing. Approximately 4,432 square feet of the facility would be used for the commercial recreation. The proposed floor plan below illustrates the various components of the facility.

Parking requirements for commercial recreation, fitness center, is 1 one space for each 400 square feet of floor area (1:400). The existing facility had been approved as a warehouse with office space (building permit 110758-B) in 2006.







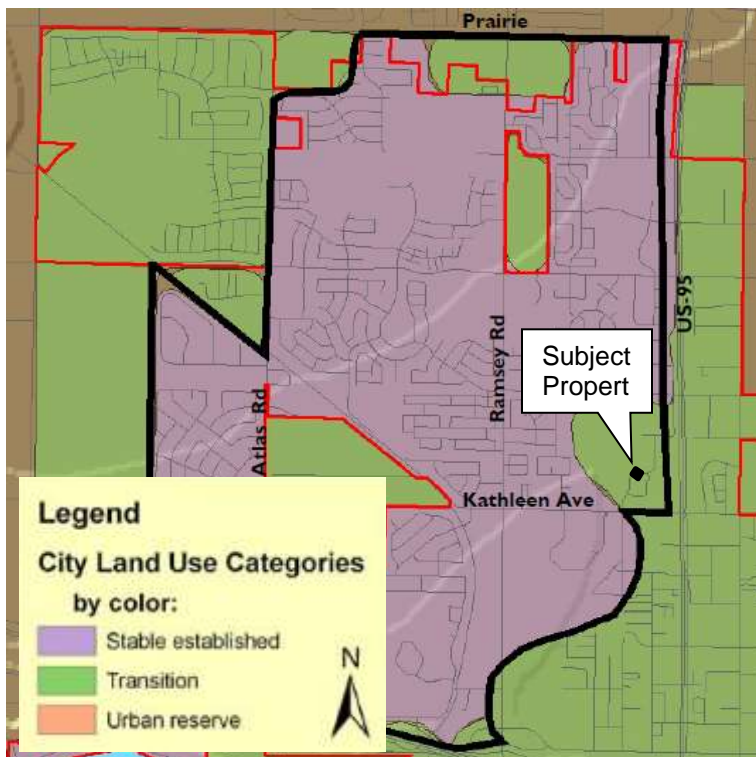
**REQUIRED FINDINGS:**

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:

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

1. The subject property is within the existing city limits.
2. The City Comprehensive Plan Map designates this area as Ramsey-Woodland~Transition:

**Ramsey-Woodland**



**Land Use: Ramsey-Woodland Transition:**

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

**Ramsey-Woodland Today**

The development pattern in this area is mixed with established subdivisions, such as Coeur d'Alene Place, that are continuing to expand to the north. Passive and active parks have also been provided for the residents of these housing developments. Industrial uses are prominent to the west of Atlas Road with a mix of residential zoning on the south side of Hanley Avenue.

Neighborhood service nodes can be found throughout the Ramsey-Woodland area.

### **Ramsey-Woodland Tomorrow**

Characteristics of the neighborhoods have, for the most part, been established and should be maintained. Development in this area will continue to grow in a stable manner. Lower density zoning districts will intermingle with the existing Coeur d'Alene Place Planned Unit Development (PUD) providing a variety of housing types. The northern boundary is the edge of the community, offering opportunities for infill.

#### **The characteristics of Ramsey-Woodland neighborhoods will be:**

- That overall density may approach three to four residential units per acre (3-4:1), however, pockets of higher density housing and multi-family units are appropriate in compatible areas.
- Pedestrian and bicycle trails.
- Parks just a 5-minute walk away.
- Neighborhood service nodes where appropriate.
- Multi-family and single-family housing units.

#### **2007 Comprehensive Plan Goals and Objectives that apply:**

##### **Objective 1.12**

##### **Community Design:**

Support the enhancement of existing urbanized areas and discourage sprawl.

##### **Objective 1.14**

##### **Efficiency:**

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

##### **Objective 2.01**

##### **Business Image & Diversity:**

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

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

##### **1. Location, setting, adjacent uses, & previous actions:**

The area surrounding the request is relatively flat and developed with commercial and manufacturing uses. The vicinity yields two zones: Commercial (C-17) and Light Manufacturing (LM) as shown on the zoning map below.

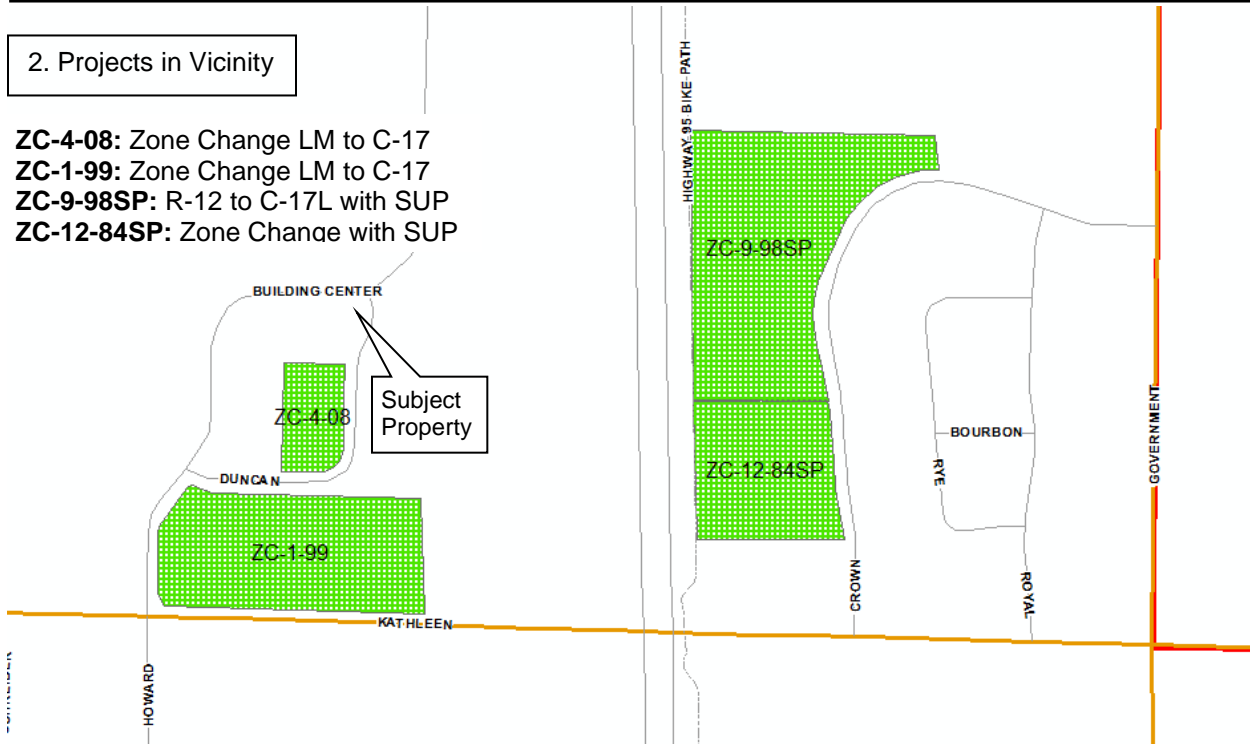
A variety of uses are located in the area of Building Center Drive. Examples of businesses operating in the immediate vicinity of this request include a builders supply store, woodworking, home care, and event rentals, among additional similar uses. Additionally, multiple zone change and zone change special use request combinations have been approved in the vicinity. Further detail is provided below.

1. Aerial of Site



2. Projects in Vicinity

- ZC-4-08:** Zone Change LM to C-17
- ZC-1-99:** Zone Change LM to C-17
- ZC-9-98SP:** R-12 to C-17L with SUP
- ZC-12-84SP:** Zone Change with SUP

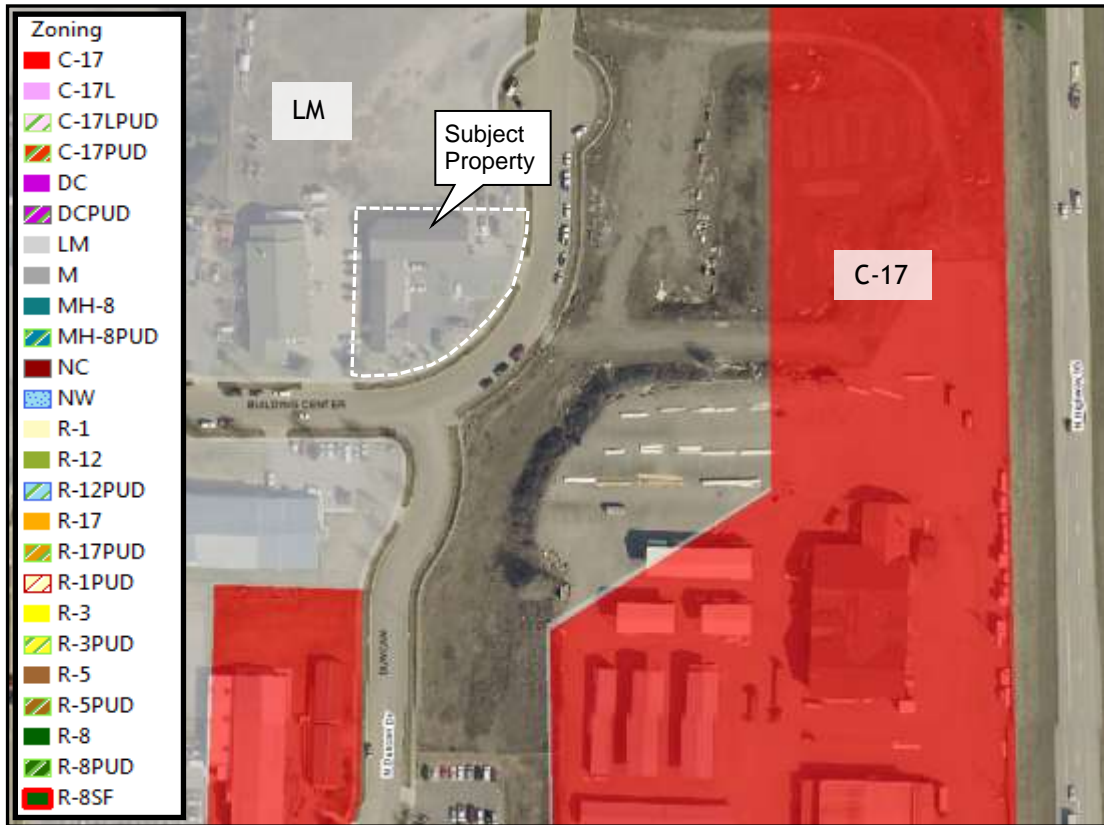




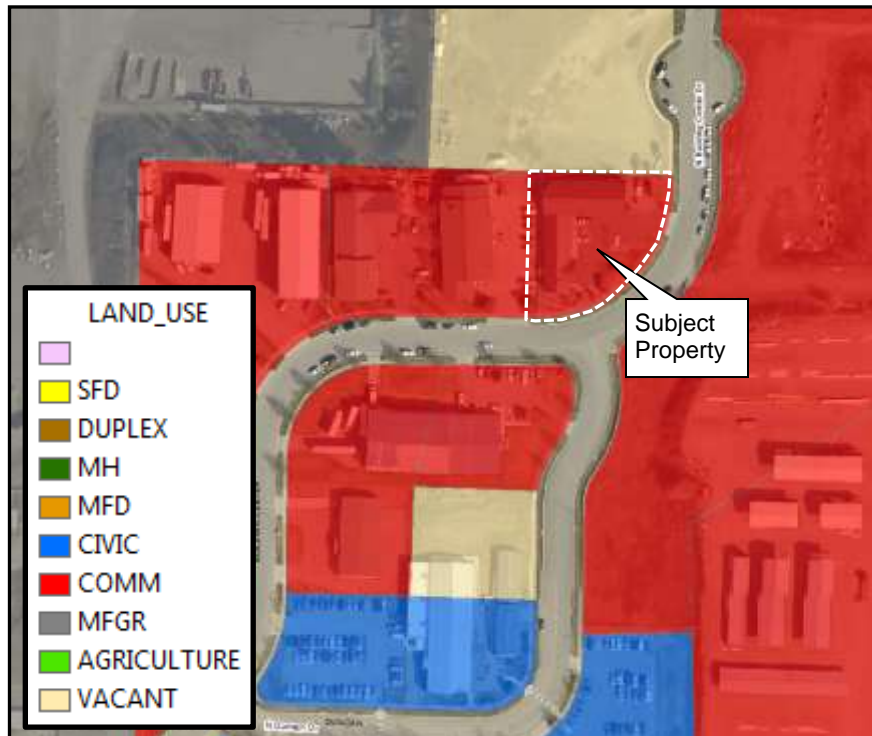
3. Photos of site from Building Center Drive:



4. Zoning:



5. Generalized land use:



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

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

**STAFF COMMENTS:**

WATER: Water has no comments regarding the special use permit.

*-Submitted by Terry Pickel, P.E., Assistant Water Superintendent (4/01/2015)*

STORMWATER

City Code requires a stormwater management plan to be submitted and approved prior to any construction activity on the site.

Evaluation:

All stormwater issues were addressed with the previous development on the subject property. No alterations would be required.

TRAFFIC

The ITE Trip Generation Manual does not have categorical estimation for a facility of this nature, however, based upon the previous site activity, and, the direct access to a signalized intersection on a major east/west collector street, the proposed use and the vehicular traffic utilizing the site will not present any issues.

STREETS

The subject property is bordered by Building Center Drive which is a fully developed street section that meets all current criteria for a public roadway. No changes or alterations will be required of the noted roadway adjoining the subject property.

**APPLICABLE CODES AND POLICIES**

STREETS

Any work being performed in the existing right-of-way will require the obtaining of an encroachment permit prior to initiation of any activity.

STORMWATER

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

**PROPOSED CONDITIONS**

None from Engineering

*-Submitted by Chris Bates, Engineering Project Manager (3/19/2015)*

## FIRE

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

Fire department access to the site (Road widths, surfacing, maximum grade and turning radiuses), in addition to, fire protection (Size of water main, fire hydrant amount and placement, and any fire line(s) for buildings requiring a fire sprinkler system) will be reviewed prior to final plat recordation, utilizing the currently adopted International Fire Code (IFC) for compliance. *Access requirements for this project appear to have been previously met.*

*-Submitted by Craig Etherton, Fire Inspector (3/24/2015)*

WASTEWATER: The Wastewater Utility has no objections to this Special Use Permit. Presently the facility is connected to public sewer and we have adequate wastewater capacity and willingness to serve this project as proposed. Any wastewater conditions will be addressed during the permitting process.

*-Submitted by Mike Becker, Utility Project Manager (3/24/2015)*

**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.*

## **CONDITIONS:**

No staff conditions proposed.

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

## **ORDINANCES AND STANDARDS USED IN EVALUATION:**

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

## **ACTION ALTERNATIVES:**

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



**APPLICANT'S  
NARRATIVE**

**PROPERTY INFORMATION**

- 1. Gross area: (all land involved): 0.58 acres, and/or 16,945 sq.ft.
- 2. Existing Land Use: \_\_\_\_\_
- 3. Existing Zoning (check all that apply): R-1 R-3 R-5 R-8 R-12 R-17 MH-8  
NC CC C-17 C-17L DC LM M

**REQUIRED DRAWINGS:**

A site plan is required to complete the application. The Planning Director or Planning Commission *may* require additional submittals such as floor plans and/or building elevations as deemed necessary to demonstrate the characteristics of the use proposed. All plans must be accurately drawn to an acceptable scale and complete with dimensions that show lot size, setbacks, required off-street parking and any landscaping that may be proposed to ensure the compatibility with abutting properties and the surrounding neighborhood.

Please list other drawings that have been submitted with this application:

Silverstone LLC site plan  
Hand drawn plan indicating area to be used  
for client training.  
Also provided photo of exterior space to be used.

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**JUSTIFICATION:**

Proposed Activity Group(s): Commercial recreation/personal training.

Prior to approving a special use permit, the Planning Commission is required to make Findings of Fact. Findings of Fact represent the official decision of the Planning Commission and specify why the special use permit is granted. The **BURDEN OF PROOF** for why the special use permit is necessary rests on the applicant. Your narrative should address the following points (attach additional pages if necessary):

A. A description of your request; Requesting to use warehouse portion of building for personal training facility.

B. Explain how your request conforms to the 2007 Comprehensive Plan;

Objective 2.04 Prioritize a strong, vibrant downtown and compatible neighborhood service nodes throughout city. Objective 2.01 welcome and support a diverse mix of quality professional, trade, business and service industries.

C. Explain how the design and planning of the site is compatible with the location, setting and existing uses on adjacent properties;

Building design has minimal impact on surrounding properties and public space. Very minimal traffic flow into the building.

D. Explain how the location, design, and size of the proposal will be adequately served by existing streets, public facilities and services;

The flow of traffic into the building will only be to the extent of approximately 20 people throughout a 12 hour business day. Very low traffic.

E. Any other information that you feel is important and should be considered by the Planning Commission in making their decision.

The proposed use of personal fitness training has little to no effect on surrounding streets and properties. It is a positive result on community members. The facility also has a contract to provide training in fitness to Kootenai County SWAT team and provides valuable health

benefits to local first responders.



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

**A. INTRODUCTION**

This matter having come before the Planning Commission on April 14, 2015, and there being present a person requesting approval of ITEM: SP-2-15, a request for approval of a Commercial Recreation Special Use Permit in a Light Manufacturing (LM) zoning district.

APPLICANT: EVE FATZ

LOCATION: A ± 6,945 SQ. FT. PARCEL AT 5097 N. BUILDING CENTER DRIVE

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

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

- B1. That the existing land uses are commercial and manufacturing.
- B2. That the Comprehensive Plan Map designation is Ramsey-Woodland Transition.
- B3. That the zoning is Light Manufacturing (LM) zoning district.
- B4. That the notice of public hearing was published on, March 28, 2015, which fulfills the proper legal requirement.
- B5. That the notice of public hearing was posted on the property on, April 2, 2015, which fulfills the proper legal requirement.
- B6. That 11 notices of public hearing were mailed to all property owners of record within three-hundred feet of the subject property on March 27, 2015.
- B7. That public testimony was heard on April 14, 2015.
- B8. Pursuant to Section 17.09.220, Special Use Permit Criteria, a special use permit may be approved only if the proposal conforms to all of the following criteria to the satisfaction of the Planning Commission:

B8A. The proposal **(is) (is not)** in conformance with the comprehensive plan, as follows:

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

- Criteria to consider for B8B:**
1. Does the density or intensity of the project "fit " the surrounding area?
  2. Is the proposed development compatible with the existing land use pattern i.e. residential, commercial, residential w churches & schools etc?
  3. Is the design and appearance of the project compatible with the surrounding neighborhood in terms of architectural style, layout of buildings, building height and bulk, off-street parking, open space, and landscaping?

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

- Criteria to consider B8C:**
1. Is there water available to meet the minimum requirements for domestic consumption & fire flow?
  2. Can sewer service be provided to meet minimum requirements?
  3. Can police and fire provide reasonable service to the property?

**C. ORDER: CONCLUSION AND DECISION**

The Planning Commission, pursuant to the aforementioned, finds that the request of EVE FATZ 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 Bowlby	Voted _____
Commissioner Ingalls	Voted _____
Commissioner Luttrupp	Voted _____
Commissioner Messina	Voted _____
Commissioner Ward	Voted _____

Chairman Jordan Voted \_\_\_\_\_ (tie breaker)

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

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

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CHAIRMAN BRAD JORDAN