

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

OCTOBER 11, 2016

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

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

5:30 P.M. CALL TO ORDER:

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

APPROVAL OF MINUTES:

September 13, 2016

PUBLIC COMMENTS:

STAFF COMMENTS:

PRESENTATION:

Fort Grounds survey update – Ann Melbourn

ADMINISTRATIVE ITEM:

- | | | |
|---|------------------------|--|
| 1 | Applicant:
Request: | The Village at Orchard Ridge
A request for an extension for PUD-3-15 and SP-4-15, The Village at Orchard Ridge. |
|---|------------------------|--|

PUBLIC HEARINGS:

ITEM S-6-16 CONTINUED FROM PLANNING COMMISSION MEETING HELD ON 9-13-16

- | | | |
|----|-------------------------------------|---|
| 1. | Applicant:
Location:
Request: | Lake City Engineering, Inc.
2650-2750 W. Prairie Avenue
A proposed 32-lot preliminary plat "Prairie Trails"
in a R-8 (Residential at 8 units/acre) zoning district
QUASI-JUDICIAL, (S-6-16) |
| 2. | Applicant:
Location:
Request: | Shawn McMahon
3882 N. Schreiber Way
A proposed Professional Office special use permit
In the M (Manufacturing) zoning district
QUASI-JUDICIAL, (SP-2-16) |

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.***



MINUTES



**PLANNING COMMISSION
MINUTES
SEPTEMBER 13, 2016
LOWER LEVEL – COMMUNITY ROOM
702 E. FRONT AVENUE**

COMMISSIONERS PRESENT:

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

STAFF MEMBERS PRESENT:

Hilary Anderson, Community Planning Director
Tami Stroud, Planner
Faye Griffiths, Administrative Support
Randy Adams, Deputy City Attorney

COMMISSIONERS ABSENT:

Jon Ingalls

CALL TO ORDER:

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

APPROVAL OF MINUTES:

Motion by Luttropp, seconded by Rumpler to approve the minutes of the Planning Commission meeting on August 9, 2016, correcting the typographical error contained in the last sentence on Page No. 1 (from September 15th to September 16th); and on Page No. 9 a correction from a 6 to 0 vote, to a 5 to 1 vote. Motion approved.

COMMISSION COMMENTS:

None.

STAFF COMMENTS:

- Hilary Anderson announced that Kelly Setters, Planning Technician will begin employment with the City of Coeur d'Alene beginning on Monday, September 19, 2016.
- Parking(ing) it on Sherman this year will be located in the 1200 block of Sherman Avenue. Some permanent improvements will be made this year, and a live mural will be painted on the Liquor Store. There will be live music, and a free moving Saturday night. The BMX team racers will perform, and there will be a beer garden. Included will be a pop-up town hall meeting to gain input on the project. We are also kicking off a crowd funding effort for a signalized pedestrian crossing to be located on 13th and Sherman. This is a cool way to get the stakeholders to help out with this effort. \$5 fee will be charged for adults for the Sol Seed concert on Friday night and children 12 and under are free.
- One public hearing is scheduled this evening. The Vacation Ordinance is still being worked on.

A general discussion followed.

PUBLIC HEARINGS

1. Applicant: Lake City Engineering, Inc.
Location: 2650-2750 W. Prairie Avenue
Request: A proposed 32-lot preliminary plat "**Prairie Trails**" in a R-8 (Residential at 8 units/acre) zoning district QUASI-JUDICIAL, (S-6-16)

There being no conflicts of interest, Tami Stroud presented the staff report and answered Commission questions.

This is a request for a 32 lot subdivision and one tract. The project is located east of Atlas Road, and Lake City Engineering is representing the Applicant. The project is located on approximately 9.47 acres on the south side of Prairie Avenue. The existing structures will be removed.

Staff comments included:

- Extend public sanitary sewer, and the City has the capacity to serve.
- Water provided by the Hayden Lake Irrigation District, and will serve letter is provided.
- Stormwater Management Plan required by the City.
- Traffic estimates trip generation at 29 and 26 average daily trips respectively during a.m. and p.m. peaks.
- Courcelles Parkway principal point of access to the subject property adjoining Garden Grove on the westerly boundary.
- Streets and ROW do meet current standards.
- Fire Department requirements will be reviewed prior to final plat.
- Planning – all double frontage lots must meet the requirements of Section 16.15.180 for a 30-foot landscape buffer, as outlined on page nos. 5 and 6 of the Staff Report.
- Planning – a landscape plan per Section 16.15.180 of the Municipal code must be approved by the Planning Department.
- Parks and Recreation – the 2016 Trails and Bikeways Master Plan (with anticipated adoption in October of 2016) calls for a 10-foot multi-use path along Prairie Avenue. A lengthy discussion followed regarding safety, connectivity, and the desired trail width and placement.
- Planning – Staff has outlined 11 conditions of approval in the Staff Report.

Public testimony opened.

Drew Dittman, P.E., Lake City Engineering, 3909 North Schreiber Way, Suite 4, CDA, ID 83815 provided the following statements:

- We agree with the first 10 conditions of approval outlined in the Staff Report, but we do not agree with no. 11.
- We are bound by the 2010 Master Plan that is currently adopted, and we understand we are in compliance for the Class II Bike/Ped path required by that Plan.
- The Post Falls Highway District is not in favor of tearing out the existing sidewalk, which was constructed with a Federal Grant.
- The 2007 Comprehensive Plan calls for a Class II Bike/Ped trail along Prairie Avenue, which is also in compliance.
- The existing sidewalk is already in, and we request that Condition No. 11 be removed from our project.
- We feel it would be redundant to have two paths along Prairie Avenue.

General Discussion items included:

- City Code constraints and possible conflict between City Ordinances, for Legal Counsel to clarify include (16.15.030 Continuity of Street and Path Network & 16.15.180 Double Frontage Lots).
- Legal Counsel confirmed continuity of the trail is mandatory, and must provide for future continuation of streets and trails.
- Safety for children and joggers.
- Elevations of the sidewalk in that location.
- Widening of the current sidewalk is an option.
- Municipal Code 16.15.030 Continuity of Street and Path Networks, was referenced by the Applicant.

Applicant's rebuttal:

- The trail was in existence prior to the widening of Prairie Avenue through a Federal Grant.
- The Applicants feel they are in compliance with the existing adopted codes, and do not want their project delayed.
- The Applicants are willing to work with Garden Grove to provide connectivity.
- Thank you for your in-depth discussion, we appreciate it.

There being no further discussion, the public hearing was closed.

Motion to approve by Luttrupp the continuance of the application, referencing Municipal Code 16.25.030A "In order to review additional information that it deems necessary in order to render a final decision". Seconded by Rumpler. Motion approved. The commission also directed staff to with Post Falls Highway District on MOU and get clarity on multi-use path for Garden Grove and if it will be within Post Falls Highway District highway or in buffer?

ROLL CALL:

Commissioner Fleming	Aye
Commissioner Messina	Aye
Commissioner Luttrupp	Aye
Commissioner Rumpler	Aye
Commissioner Ward	Aye

Motion to approve carried by a 5 to 0 vote.

ADMINISTRATIVE:

2. Applicant: City of Coeur d'Alene
Request: Repeal of the Pocket Residential Development Ordinance
ADMINISTRATIVE

STAFF COMMENTS:

There being no conflict of interest Hilary Anderson, Community Planning Director, presented the staff report and answered questions from the Commission.

Anderson- Staff is proposing the repeal of Pocket Housing Ordinance adopted in 2007, which was originally designed for infill development.

- The intent was to create housing types resembling “cottages” within various zoning districts, produce greater efficiencies, stimulate new housing, create a broader range of building forms, and expands homes as condos. The intent was also to produce a high quality product with the appearance of individual homes and to include compatible material types.
- Existing developments include projects containing 3 units up to 20 units, allowed within 5-acre spaces.
- Staff has identified 22 issues involving functionality and poor building materials and design, and photographs were reviewed that showed vinyl siding, T-1-11 siding, garage doors instead of porches prominent in the front, car stacking issues, metal roofing, common driveways, emergency response vehicle turning radius, trash enclosures, Astro-turf instead of grass for open spaces and insufficient open spaces.
- Other housing choices are in place for building in the interim, and we can get the word out to the building community.
- Staff is suggesting bringing forward a new ordinance that is similar to the Sandpoint Pocket Housing Ordinance (which is working very well for that city) Staff could have a workshop with the commission on possible ordinances.
- Considerations will be made for applications begun prior to Council approval of the repeal request.

Chairman Jordan affirmed he is in agreement with Staff’s proposal.

Public testimony opened.

Eric Olson, HMH Engineering, 1302 Hayden Avenue, Hayden Idaho 83835 addressed the Planning Commission. Our concern involves one other pocket housing project in Riverstone, which is tied to an existing project. We would like to get that underway also and it is being worked on. I would be happy to get involved with the development of the new ordinance and that process. Dennis Cunningham would be interested also. Where do we need to get, to be grandfathered in. Chairman Jordan – how far along are you? Anderson – staff needs to sit down and review the project, to see if it meets our code. If it is not a viable project, it might not even qualify as pocket housing. Commissioner Messina – If engineering dollars have been spent, that is different. Chairman Jordan suggested a news release advising development groups and Commissioner Luttrupp agreed.

There being no further discussion, the public testimony was closed.

Motion to approve by Messina, seconded by Ward to recommend to the city council to repeal the Pocket Residential Development Ordinance.

ROLL CALL:

Commissioner Fleming	Aye
Commissioner Messina	Aye
Commissioner Luttrupp	Aye
Commissioner Rumpler	Aye
Commissioner Ward	Aye

Motion to approve carried by a 5 to 0 vote.


ADJOURNMENT:

Motion by Fleming, seconded by Luttrupp to adjourn the meeting.


The meeting was adjourned at 8:45 p.m.

Prepared by Faye Griffiths, Administrative Support

DRAFT



PRESENTATION





721 W Lakeshore Drive

Informational Survey
of the
Fort Grounds Historic District

Informational Survey

of the

Fort Grounds Historic District

June 2016

In 1992 a survey was conducted to determine if the Ft. Ground neighborhood could be registered as a National Historic District. That was accomplished, but without any mechanism to encourage historic preservation. At that time approximately (19) photographs of homes were taken as examples and a description of each home was written noting style of architecture, number of stories, date of construction and architectural details. This survey included (79) homes and the church. The survey area was north of Lakeshore Dr. to the south side of Garden Ave. and bordered by Hubbard Ave to west and Park Dr. to the east. The Finch Addition was excluded because that was subdivided later in the 1950's. Also, the homes on the north side of Garden to River Ave were excluded because even though some of the homes were of the same vintage, there had been more modifications done to them over time.

This updated survey is in response to a request, to provide concrete facts about the pace of change and the nature of those changes in the last 24 years. The 1992 survey has been used as a baseline from which the change has been evaluated.

The current 2016 survey includes photographs of (119) homes and a brief description of style and number of stories. The home's square footage is noted along with the floor/area ratio(FAR). (See Exhibit 1) The area currently surveyed is within the special use permit for single family only residence. (City Code SP-6-13)

Based upon the data in Exhibit 1, the current average FAR is .361 in the neighborhood. (The median FAR is .335) Two-thirds of the dwellings are at .40 or below. The 2 residences with the highest Floor to Area Ratio,(i.e. over .70) have been built since 2015/16.

The first timeline (Exhibit 2) indicates the complete demolitions of properties to make way for new homes. The average FAR for the houses which replaced the previous structures is .518 with all but one, built since 2004. The second timeline (Exhibit 3) shows which houses have been substantially altered so that the front of the house no longer resembles its appearance in 1992. Houses remodeled in the back without change to its curb presence, were not noted. However, their current FAR and floor stories were taken into account. The data shown in (Exhibits 2 & 3) indicates that the pace of change has accelerated over the past (24) years and dramatically in the last (10) years. The locations of those remodeled and demolished homes are shown on (Exhibit 4) and indicates that the changes are not limited to a specific section of the neighborhood but rather are occurring throughout the area.




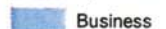

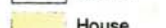

In the 1992 survey commentary, it was noted, "(t)he district is unified by height of homes. 55 of the 80 buildings are 1 ½ stories tall, also the most common height for homes throughout northern Idaho. 17 homes are just 1 story, 3 are 2 story, and only 5 are 2 ½ stories." The (Exhibit 5) illustration shows the changes that have occurred within the 1992 survey area in terms of the height of residential structures. The conclusion to be drawn is that the character of new homes includes significant change in vertical scale. The number of combined 2 & 2 ½ story homes has tripled since 1992. The map of (Exhibit 6) shows the locations according to number of stories.

Although there have been several significant changes to the scale of homes a majority of the remaining original residences from the 1992 survey, have not been significantly changed. 56 homes/structures out of the 80 remain 1 or 1 ½ stories. Seemingly, there is adequate time if action is taken soon, to retain the character of this residential neighborhood representing the Fort Grounds Historic District .

EXHIBIT 1

**FAR Ratio
(Base/Lot)**

Structure type

-  Unknown
-  Duplex
-  Apartment
-  Business
-  Church
-  House
-  Fort Ground Neighborhood

N



0 0.01 0.02 0.04 Miles

1 Inch = 148 feet



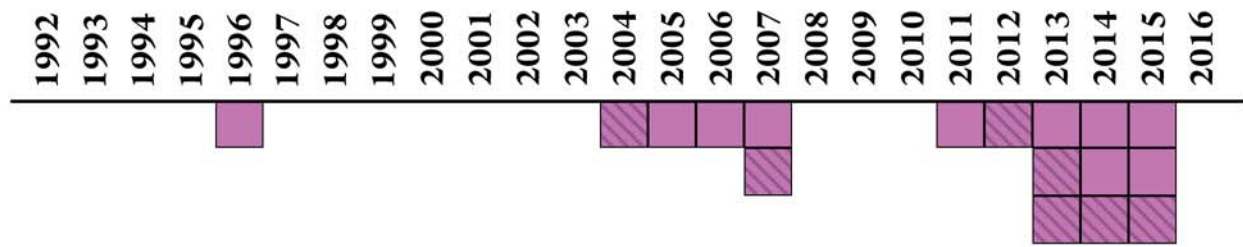
OFFICIAL PUBLIC MAP
COEUR D'ALENE, IDAHO
2016-2017 - FAX 208-766-2222

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EXHIBIT 2

Complete Demolition of Structure



LEGEND



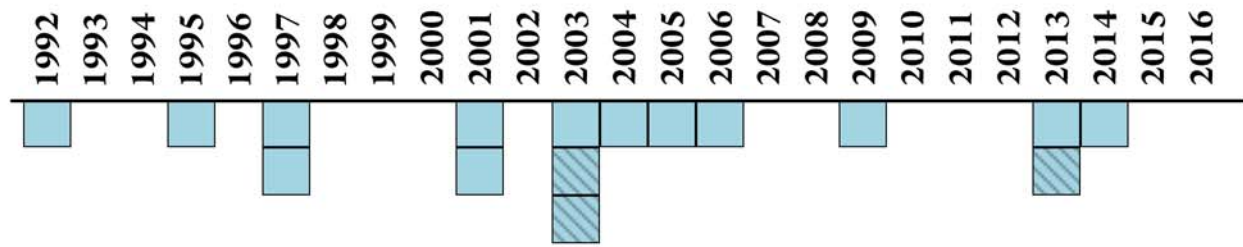


-  Total Demolition
-  Total Demolition (Home Not in 1992 Survey)

EXHIBIT 3

Significantly Remodeled (Doesn't resemble what it looked like in 1992)



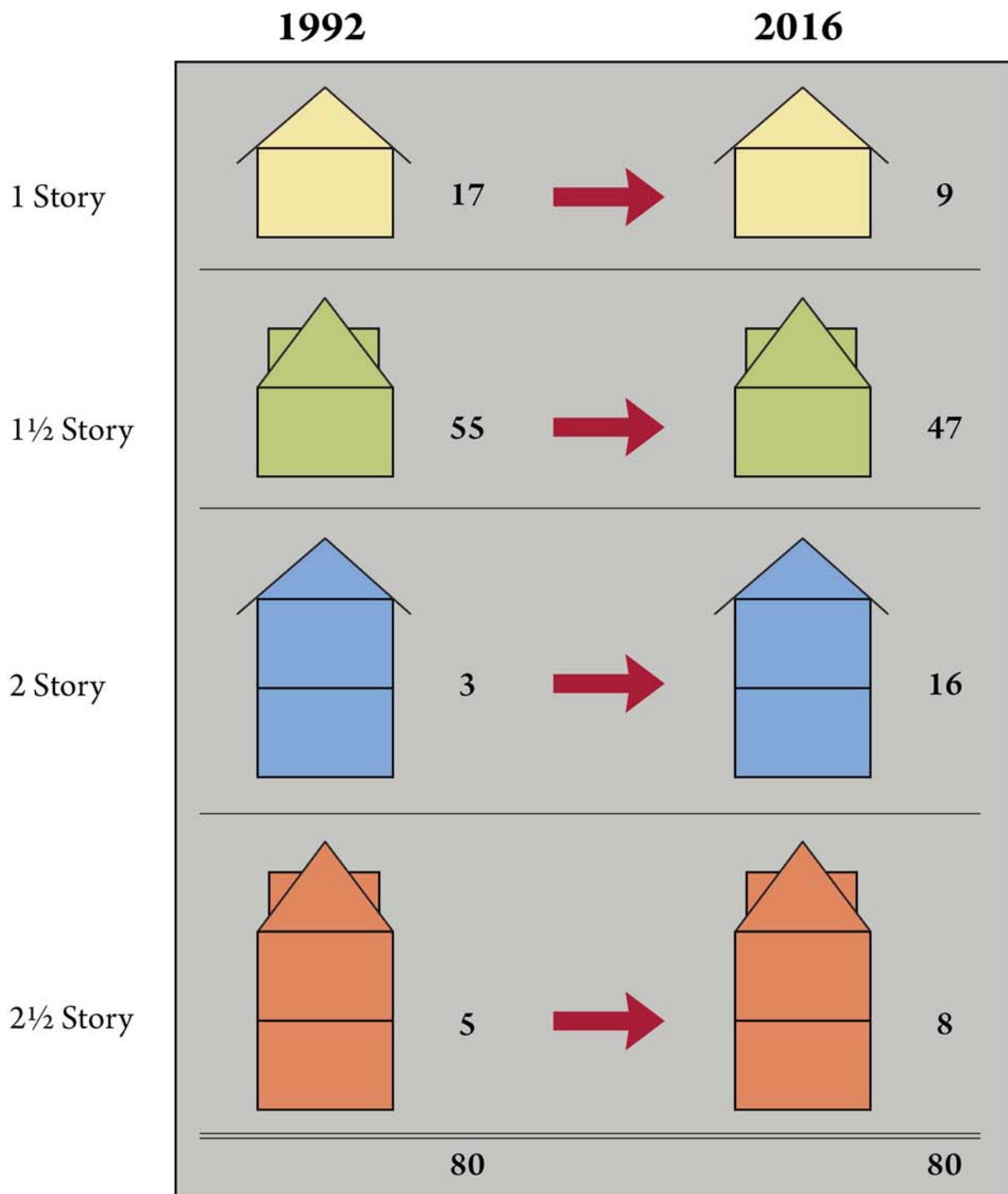
LEGEND

-  Significantly Remodeled
-  Significantly Remodeled (Home Not in 1992 Survey)

Significantly Remodeled and Demolished Homes



EXHIBIT 5



Current Number of Stories (excluding basements) with Addressing



111 Forest Drive

Original Description:

111 Forest Drive. 1 story duplex; stucco walls; hipped roof with shakes; large fixed-paned windows; inset porch. Built in 1959 by Wayne Olsen; carport added in 1964. (Noncontributing.)

New Description (Including Year of Update): 2 story, National Revival

2012 Photo:



2016 Photo:



Current Square Ft.: 4204
Current FAR: 77.2% Has Basement
Scraped? Yes
Yr: before 2012
Substantially Remodeled?
Yr:

Additional Comments: New construction, built in 2015. There is no back yard. Lot size is 5,445 sq. ft.



Garage attached in back, access off of alley, no backyard.

310 Forest Drive

Original Description:

310 Forest Drive. 1 1/2 story side-gable frame house; Craftsman bungalow; large wood shingle siding; metal frame replacement windows; room added at front; outset front porch. House built ca. 1908, probably by H. S. Moore and J. F. and Jessie M. Baughman, who owned the property from 1908 until 1920. (Noncontributing.)

New Description (Including Year of Update): (2) Story Rustic Neo National, lap siding, faux stone accents

2012 Photo:



2016 Photo:



Current Square Ft.: 3513

Current FAR: 44 % No Basement

Scraped? Yes

Yr: 2011

Substantially Remodeled?

Yr:

Additional Comments: New Construction , built in 2013-14.

316 Military Drive

Original Description:

316 Military Drive. Samuel L. and Lillian D. Boyd House. 1 1/2 story gable-front frame house; Craftsman bungalow; narrow clapboard siding, with shingles in gable ends; eaves flare, matching flare in base of walls; leaded glass sidelights flank front door; 1/1 double-hung sash windows; bay window on north; outset porch. Built between 1909 and 1911; Boyd was the assistant manager at Coeur d'Alene Lumber Company in 1911. (Contributing.)

New Description (Including Year of Update): 1 ½ Story, Craftsman

1992 Photo:



2016 Photo:



Current Square Ft.: 5150

Current FAR: 52%

Scraped?

Yr:

Substantially Remodeled? Yes. An addition was added to operate as a B&B.

Yr: abt 1995

Additional Comments:

421 Military Drive

Original Description:

421 Military Drive. 1 1/2 story gable-front frame house; bungalow; narrow clapboard siding with shingles in gable ends; large fixed-pane window in lower left facade; 9/1 double-hung sash at right; other windows are 1/1 double-hung sash; knee braces; shed-roofed dormer added to south side; outset porch spans facade. Built in 1907 by W. E. and Nannie Seelye, who built several other homes in this neighborhood in the same time period. (Contributing.)

New Description (Including Year of Update): 1 ½ Story, Craftsman

2012 Photo:



2016 Photo:



Current Square Ft.:

Current FAR:

Scraped?

Yr:

Substantially Remodeled? Yes. Large addition to back of house. New 2nd story gables. Front entry /porch changed. Bump out addition on south side of structure. New Landscaping.

Yr: 2014-15

Additional Comments: Example of no side wall articulation.



607 W Garden – N. side of Street

Original Description: Was not in 1992 survey.

New Description (Including Year of Update): (1 ½) Story Craftsman

2012 Photo:



2016 Photo:



Current Square Ft.: 1967

Current FAR : 31.5%

Scraped? Yes

Yr: 2013

Substantially Remodeled?

Yr:

Additional Comments: Built in 2013

PROPOSED FT. GROUNDS NEIGHBORHOOD COMPATIBILITY ORDINANCE

Executive Summary

Background and Rationale

The historic Fort Grounds Neighborhood in Coeur d'Alene is a mix of mostly single-family homes varying in size from 585 SF to 6204 SF. The average size is approximately 3121 SF.¹ Lot sizes vary from 3158 SF/.07 acre to 22789 SF/.52 acre. The neighborhood has in roughly the last decade experienced the demolition of a number of older and for the most part small existing homes and their replacement by residential structures which have in many cases maximized the square footage permitted by existing ordinances. Other cities have faced a similar trend. Some have responded with ordinances to restrict the size and scale of structures based upon the size of the building lot. Over-sized residential structures can and do have measurable and negative impact upon adjoining properties and the neighborhood in general. They negatively impact available views, sunlight, vegetation and natural soil percolation. These over-sized houses are starting to proliferate in the Ft. Grounds, threatening to materially and permanently alter the existing character of the Fort Grounds Neighborhood. The purpose of the proposed ordinance described below is to recognize the value in maintaining the general character and feel of older Fort Grounds residences, while acknowledging that both renovation and replacement of houses in the neighborhood will continue into the future. The ordinance described below is modeled after an ordinance adopted around 2006 by the City of Austin, Texas.

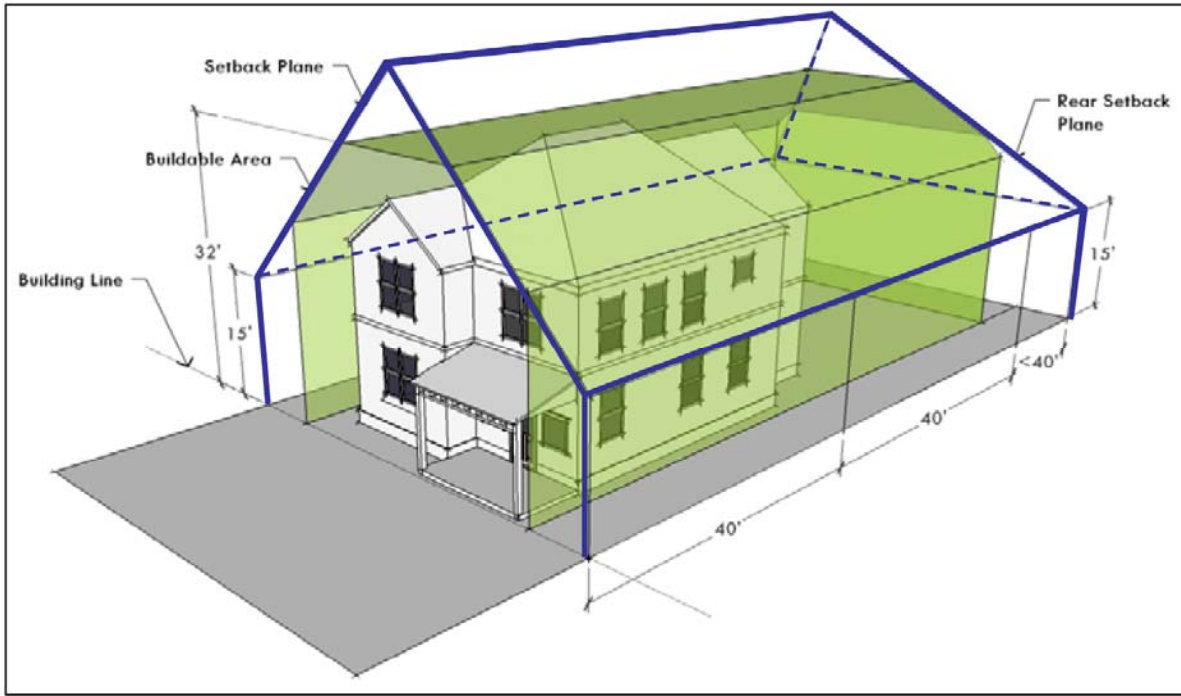
Proposed Ordinance Summary

The proposed ordinance will:

- Define the Fort Grounds Neighborhood as an area bounded on the east by Park Drive, the west by Hubbard Avenue, the south by West Lakeshore Drive² and the north by the centerline of the east/west alley between Empire and River Avenues, and create an overlay district wherein special rules of development will apply;
- Adopt an additional limitation on the total amount of gross floor area that can be developed based upon a "floor area ratio" (FAR) of 0.4 of gross floor area to each 1.0 foot of lot area, but allowing a minimum of 2300 square feet of floor area;
- Establish a 3-dimensional set-back regimen to govern the "scale" of new structures, using a "virtual tent" mechanism at a maximum height of 32 feet; [See attached illustration.]
- Provide for certain exceptions to the "tent" requirements for eaves, gables, dormers, chimneys, and certain features not designed for occupancy;
- Establish side wall articulation standards to prevent the construction of massive uniform side walls;
- Adopt definitions as necessary, including Gross Floor Area, (to exclude below grade livable space) for use in computing FAR and Natural Grade from which to measure maximum building height, (i.e. top of the curb).
- Provide for the prohibition of a covered porch, deck or other structure within the front setback zone;
- Adopt a maximum "lot coverage percentage" requirement in addition to the FAR, in order to preserve a minimum of open space;
- Adopt an maximum 75% "impervious surface" limitation to insure ensure percolation of storm water run-off and minimum amount of landscaped area;
- Provide for exceptions to accommodate exceptionally small building lots; and,
- Containing a savings clause recognizing the need to replace structures destroyed by fire or other casualty occurring after adoption, applicable to structures in existence as of the adoption date, (i.e., a "grandfather clause").

¹ This calculation excludes basement area. Not all residences have basements and basement floor area is excluded in the proposed FAR ratio calculations.

² To the extent any of the lots north of West Lakeshore Drive which also include ownership of property south of W. Lakeshore Drive to the mean high water mark of Lake Coeur d'Alene, that beach property is already subject to plat and ordinance restrictions which prohibit most structures. It is intended that this beach area not be considered in computing gross lot area for the purpose of complying with FAR, lot coverage or impervious surface requirements.



• **Figure 10: Buildable Area (Combination of Yard Setbacks, Maximum Height Limit, and Setback Planes)**

The heavy blue line indicates the "tent" formed by the side and rear setback planes. The buildable area is the smallest area included within the front, side, and rear yard setbacks; maximum height limit; and the combined side and rear setback planes (shown here as the green area).

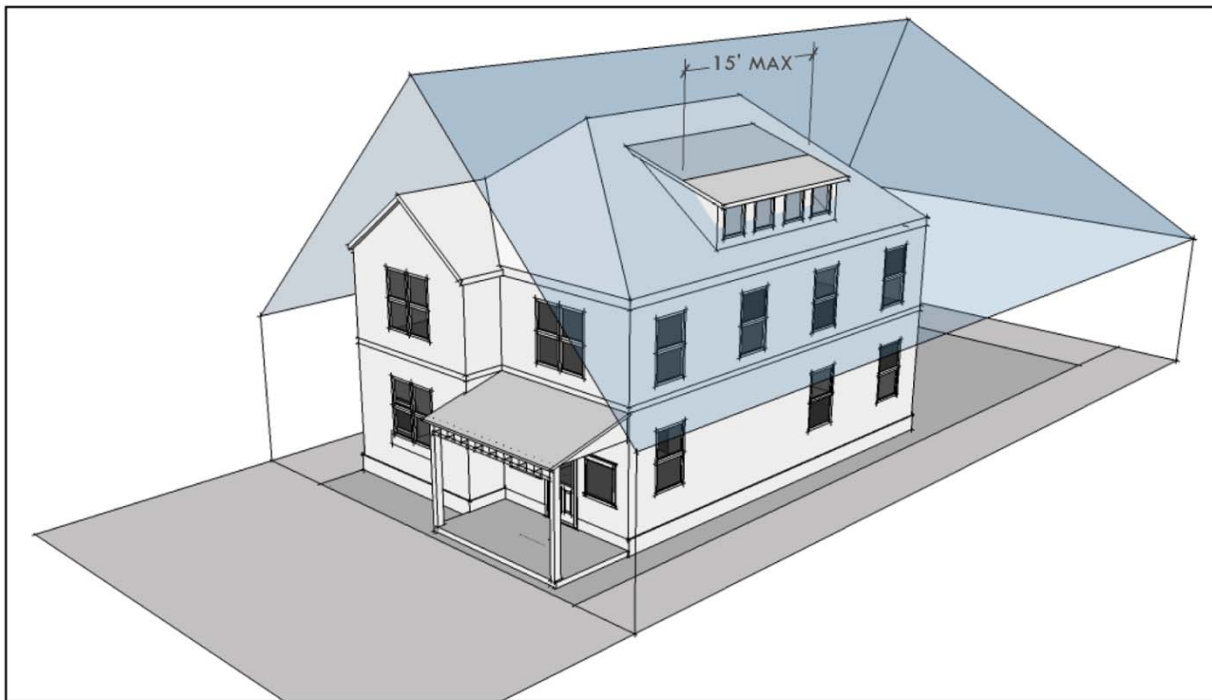
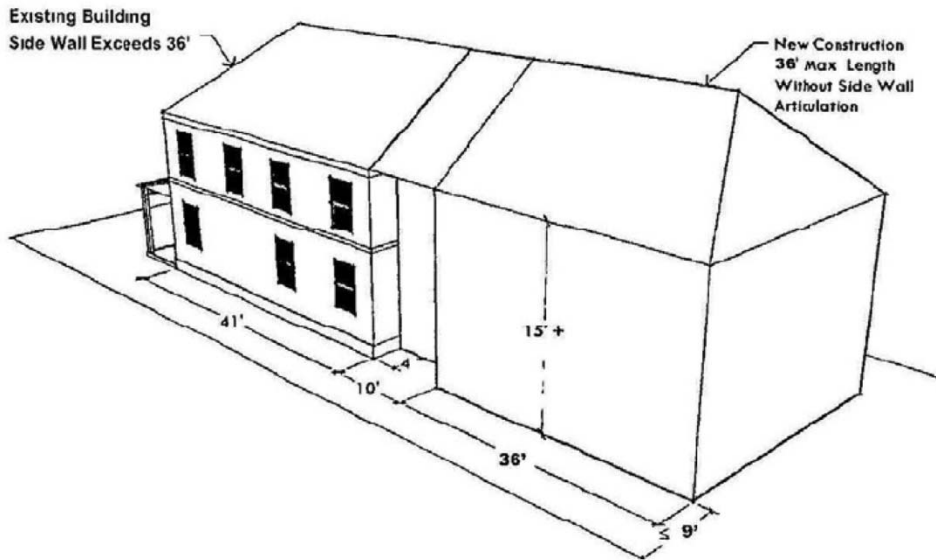


Figure 16: Dormer Exception (Gable or Shed)

One or more dormers with a combined width of 15 feet or less on each side of the roof may extend beyond the setback plane. The width of the dormer is measured at the point that it intersects the setback plane.



• **Figure 18: Side Wall Articulation (Existing Side Wall Exceeds 36 Feet)**

Articulation is required for side walls on additions or new construction that are 15 feet or taller and located within 9 feet of the side lot line. No wall may extend for more than 36 feet without a projection or recession of at least 4 feet in depth and 10 feet in length.

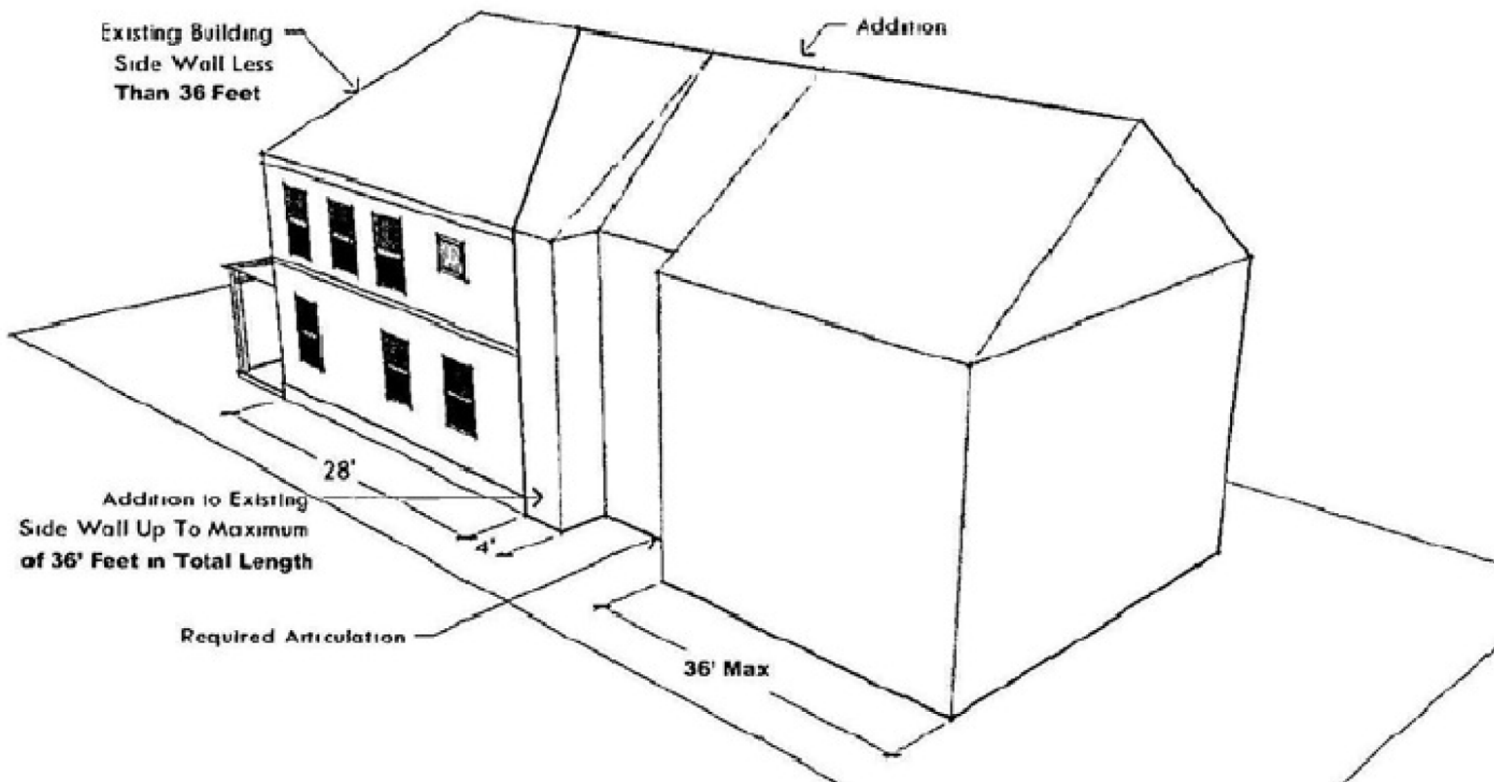



Figure 19: Side Wall Articulation (Existing Side Wall Less Than or Equal to 36 feet)

An addition to an existing building may extend a side wall up to a maximum of 36' in total length without articulation.



ADMINISTRATIVE

**PLANNING COMMISSION
STAFF REPORT**

FROM: SEAN E. HOLM, PLANNER
DATE: OCTOBER 11, 2016
SUBJECT: EXTENSION OF PLANNING COMMISSION APPROVAL FOR PUD-3-15 & SP-4-15 – PLANNED UNIT DEVELOPMENT & R-34 SPECIAL USE PERMIT FOR THE VILLAGE AT ORCHARD RIDGE
LOCATION: PROPERTY ASSOCIATED WITH 704 W. WALNUT (+/- 1.993 OF AN ACRE)

DECISION POINT:

The Village at Orchard Ridge is requesting a one (1) year extension of PUD-3-15 and SP-4-15 (R-34 density) to November 10th, 2017.

This request would allow the applicant extra time to complete the PUD Final Development Plan and vest the Special Use Permit. This must happen no later than **November 10th, 2017**.

DISCUSSION:

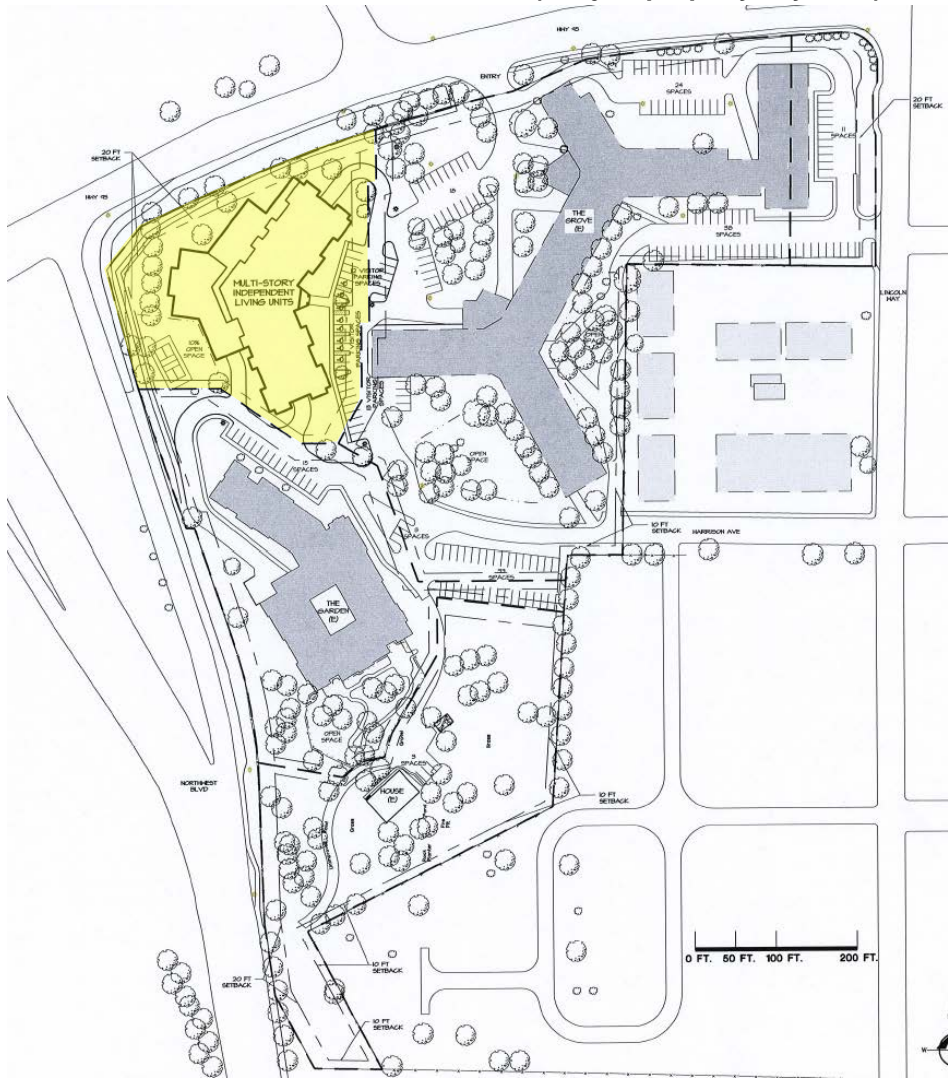
Section 17.09.230 and 17.09.478(A) of the city's Zone Code allows the Planning Commission to extend a Special Use Permit and Planned Unit Development for one year, without public notice, upon written request filed at any time before the permit has expired. The Special Use Permit extension requires a showing of unusual hardship not caused by the owner or applicant.

The applicant has submitted a letter, which is attached, requesting a one (1) year extension explaining that market analysis, feasibility study, and financing are the reasons for extension request.

SITE PHOTO:



OVERALL CONCEPTUAL MASTER PLAN (Subject property in yellow):

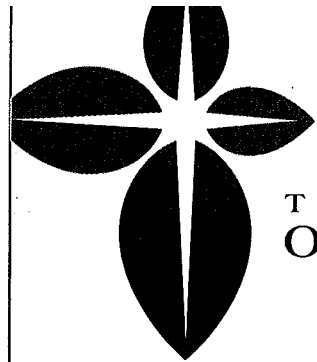


COMMISSION ALTERNATIVES:

- The Planning Commission may, by motion, grant an additional one year extension of the Village at Orchard Ridge's PUD and Special Use Permit to a sunset date of **November 10th, 2017**, or;
- The Planning Commission may, by motion, deny the extension request.

PRIOR CONDITIONS OF APPROVAL:

There were no conditions for the PUD or Special Use Permit made with the original approvals in 2015.



THE VILLAGE AT
ORCHARD RIDGE

September 29, 2016

City of Coeur d'Alene
Planning Department
710 E. Mullan
Coeur d'Alene, ID 83814

**Subject: PUD-3-15: The Village at Orchard Ridge Planned Unit Development
SP-4-15: R-34 Density Special Use Permit**

I would like to request a one-year extension to the above referenced PUD and Special Use Permit. The current permits expire November 10, 2016.

This request for extension stems from the fact that our Board of Directors has required a thorough look at market analysis, feasibility study and financing opportunities that this type of construction requires. The process has taken longer than anticipated.

Your consideration for this request is appreciated.

Sincerely,

Ann Johnson, Executive Director



PUBLIC HEARINGS



MEMORANDUM

DATE: OCTOBER 11, 2016
TO: PLANNING COMMISSION
FROM: TAMI STROUD, PLANNER
RE: **S-3-16 “PRAIRIE TRAILS” Preliminary Plat**
Additional information regarding a multi-use pathway within the Post Falls Highway Districts right-of-way along Prairie Avenue.

HISTORY:

On September 13, 2016, the Planning Commission discussed the request for the 32-lot, 1-tract subdivision known as “Prairie Trails” during their September meeting. Lengthy discussion ensued with regard to the condition requiring the developer to provide a multi-use pathway along Prairie Avenue that would connect with the future pathway in the adjacent development, Garden Grove, and tie into trails along Courcelles Parkway and in Sunshine Meadows. At the meeting, the applicant’s representative informed the Planning Commission that they were not in agreement with the condition and indicated that the Post Falls Highway District would not allow them to remove the existing sidewalk because it had been paid for by federal funds, and they believed they were meeting the city’s requirements, and that **Section 16.15.180: Double Frontage Lots** of the Subdivision Code did not allow a pathway within the 30-foot vegetated buffer because it referenced “future roadway improvements” as not being allowed within a perimeter landscape buffer. The commission asked for clarification from Deputy City Attorney, Randy Adams, and planning staff on compliance with the Subdivision Code. Mr. Adams stated that if there is a conflict within the Subdivision Code that the Planning Director would make the final call on which section of the code shall take precedence. The public hearing item was continued to allow staff to review additional information and discuss the Subdivision Code requirements, verify that the Garden Grove project had been approved for a multi-use path within the highway district’s right-of-way, have a discussion with the Post Falls Highway District about allowing a multi-use path within their right-of-way for the proposed Prairie Trails project and about entering into an MOU with the City, and then report back to the Planning Commission in order for them to render a decision during their October commission meeting.

Following September’s Planning Commission meeting, the applicant and the applicant’s representative met with city administration and the city attorney’s office to discuss the project. During that meeting the applicant agreed to install a multi-use pathway proposed by staff in Condition #11. A subsequent meeting took place between the applicant, the applicant’s representative, city administration, the city attorney and planning staff where the applicant asked city staff to receive verification from the Post Falls Highway District that they had indeed approved a multi-use path for Garden Grove within the Prairie Avenue right-of-way before they would agree to installing the pathway for Prairie Trails. The applicant/applicant’s representative also asked for clarification if the city would require them to remove the sidewalk and maintain the path. Staff clarified that the developer would be required to remove the sidewalk and that their HOA would be responsible for maintaining the pathway along Prairie Avenue. Staff also guaranteed the applicant and the applicant’s representative that the annexation agreement could provide assurance that the multi-use pathway could be located within the 30-foot vegetated buffer without a code violation or a future requirement for another ten feet of vegetated buffer.

On October 3, 2016, Community Planning Director, Hilary Anderson, and Mike Gridley, City Attorney, met with the Post Falls Highway District. The below summary provides the discussion during that workshop.

Ms. Anderson explained to the highway district commissioners that the Coeur d'Alene Planning Commission directed staff at the September meeting to reach out to the highway district to discuss coordination and communication between the agencies related to frontage improvements, access, and bike/pedestrian facilities along roadways under the jurisdiction of the PFHD. Several recent annexation requests along Prairie Avenue have brought to light the need to have more communication with all of the highway districts who have roadway facilities within our city limits to make sure there is mutual understanding of what can be within the right-of-way and other expectations of the agencies. She let them know about the "hot off the presses" 2016 Trails & Bikeway Master Plan that is scheduled to go before the Parks & Recreation Commission and City Council for adoption and the master plan's designation of a multi-use path along Prairie that connects to Courcelles and the existing pathways in Sunshine Meadows and the language in the master plan about coordinating with highway districts. She also noted the Highway Districts' standards that call for connectivity and alignment with the master plans of adjacent cities. And stated that this shows the desire of both agencies to coordinate and communicate.

Ms. Anderson reminded them that the highway district recently approved the Garden Grove project and their design to remove the existing sidewalk along Prairie Avenue and replace with a multi-use path. She let the highway district know that the city has asked Prairie Trails, which is immediately adjacent to Garden Grove, to do the same but there has been some concern and resistance from the developer. The city wants to make sure the highway district would support having a multi-use path within their right-of-way that would replace the existing sidewalk. Hilary informed them that the city also would like to enter into an MOU with the highway district to help establish an understanding of the desires of both agencies related to multi-use paths, street trees, access points, the need for traffic studies, etc., and discussed how it could be beneficial to both agencies. Commissioners Werner and Humphreys expressed some concerns with removing perfectly good sidewalk along Prairie Avenue that was federally funded. There was some additional discussion about tax payer dollars, the city's requirements and how annexation is a discretionary action, and the difference between sidewalks and multi-use paths related to functionality and safety. Kelly Brownsberger clarified that the sidewalk along Prairie Avenue is only 5 feet and that the homeowners association would be required to maintain the pathway with the Garden Grove project. There was also a discussion about the safety aspect and the difference between a sidewalk and a multi-use path, especially for bicycles. The commission asked if a home owners association would also be responsible for maintenance of the multi-use path for the Prairie Trails development. Mr. Gridley and Hilary informed them that yes it would be the same for this project.

Commissioner Humphreys said the highway district defers to the cities and their standards and that they would support our requirements as they always have. Commissioner Humphreys also acknowledged that the highway district really can't stop the city from implementing its own standards because their roadway falls within the city's area of city impact. Commissioner Humphreys then asked the city to draft an MOU that could be presented to the highway district for discussion at a future meeting. The other commissioners agreed. Kelly Brownsberger indicated that it would be beneficial for the MOU to discuss limited access onto Prairie Avenue.

Staff received confirmation from the Post Falls Highway District on October 3, 2016 that Garden Grove was approved for a multi-use pathway within the Prairie Avenue right-of-way and assurance that the highway district will support the City's requirement for a multi-use pathway for the Prairie Trails project within their right-of-way and allow the sidewalk to be removed.

PERFORMANCE ANALYSIS:

The Parks and Recreation and Planning Departments have evaluated the proposal and have provided a condition requiring a multi-use pathway along Prairie Avenue (see Condition #11).

This condition is consistent with **Section 16.15.030: Continuity of Street and Path Network** of the Subdivision Code, which reads, "*The street and multiuse path layout must provide for the continuation of existing principal streets and trails in adjoining subdivisions. The layout must provide for future continuation of streets and trails into areas which are not presently subdivided. (Ord. 3485, 2014)*"

The Community Planning Director has determined that Section 16.15.030: Continuity of Street and Path Network would take precedence over Section 16.15.180: Double Frontage Lots of the Subdivision Code and the Deputy City Attorney has reviewed the two sections of the Subdivision Code and has rendered an opinion that a multi-use pathway can be located within the 30-foot vegetated buffer at the discretion of the Community Planning Director.

As discussed above, the applicant met with City staff to discuss the changes necessary to incorporate the multi-use pathway within the 30-foot vegetated buffer along Prairie Avenue and an opinion has been provided by the city attorney's office that this is consistent with the Subdivision Code and can be detailed in the forthcoming annexation agreement.

The applicant will be required to provide an updated preliminary plat map to include the bike/pedestrian facilities for staff review.

DECISION POINT RECOMMENDATION:

Staff recommends that the Planning Commission include revised Conditions #4 and #11, as noted below, which address maintenance and the location of the multi-use path along Prairie Avenue, if they approve the proposed preliminary plat for "Prairie Trails".

Condition #11:

The existing sidewalk shall be removed and a 10 foot multi-use pathway shall be constructed within the PFHD right-of-way, the subdivision boundary within the 30-foot buffer area along Prairie Avenue, or a combination of the two. The pathway shall connect to the approved multi-use pathway that will be constructed to the west of the property along Prairie Avenue within the Garden Grove project and tie into the trail along Courcelles Parkway.

Condition #4

Formation of a Home Owner's Association approved by the City Attorney, for the purpose of maintaining the planting screen landscaping, multi-use path and required swale.

**PLANNING COMMISSION
STAFF REPORT**

FROM: TAMI STROUD, PLANNER

DATE: OCTOBER 11, 2016 (CONTINUED FROM SEPTEMBER 13, 2016)

SUBJECT **S-6-16 - 32-LOT, 1 TRACT PRELIMINARY PLAT SUBDIVISION
KNOWN AS "PRAIRIE TRAILS"**

LOCATION: +/- 9.47 ACRES LOCATED EAST OF ATLAS ROAD AND SOUTH OF
PRAIRIE AVENUE, NORTH AND WEST OF SUNSHINE MEADOWS

APPLICANT: Lake City Engineering, Inc.
3909 N. Schreiber Way, Suite #4
Coeur d'Alene, ID 83814

OWNER: Miller Development Group, LLC
2900 N. Government Way, #310
Coeur d'Alene, ID 83815

DECISION POINT:

Lake City Engineering, Inc. is requesting approval of a proposed preliminary plat of a 32-lot, 1-tract subdivision known as "Prairie Trails " based on two existing parcels which are currently being annexed into the City.

GENERAL INFORMATION:

Land uses in the area include single-family and multi-family residential, commercial, and vacant land. The subject property is currently vacant.

- "Prairie Trails" is a proposed 32-lot, 1 tract subdivision.

AERIAL PHOTO:

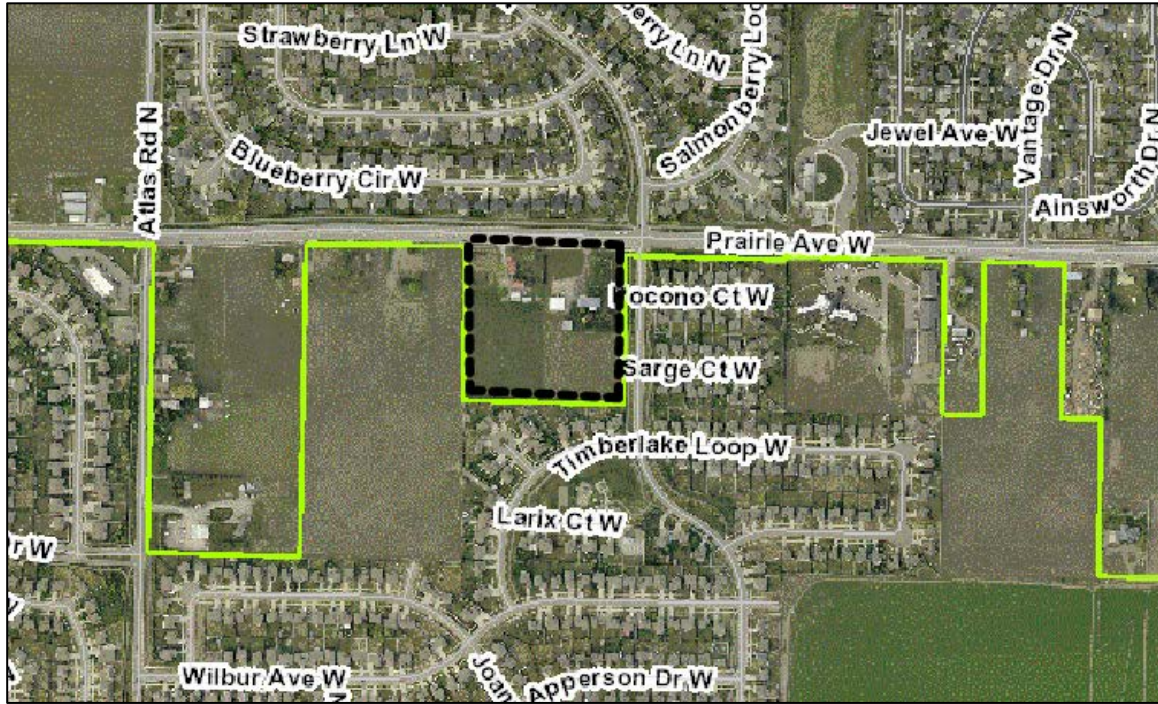
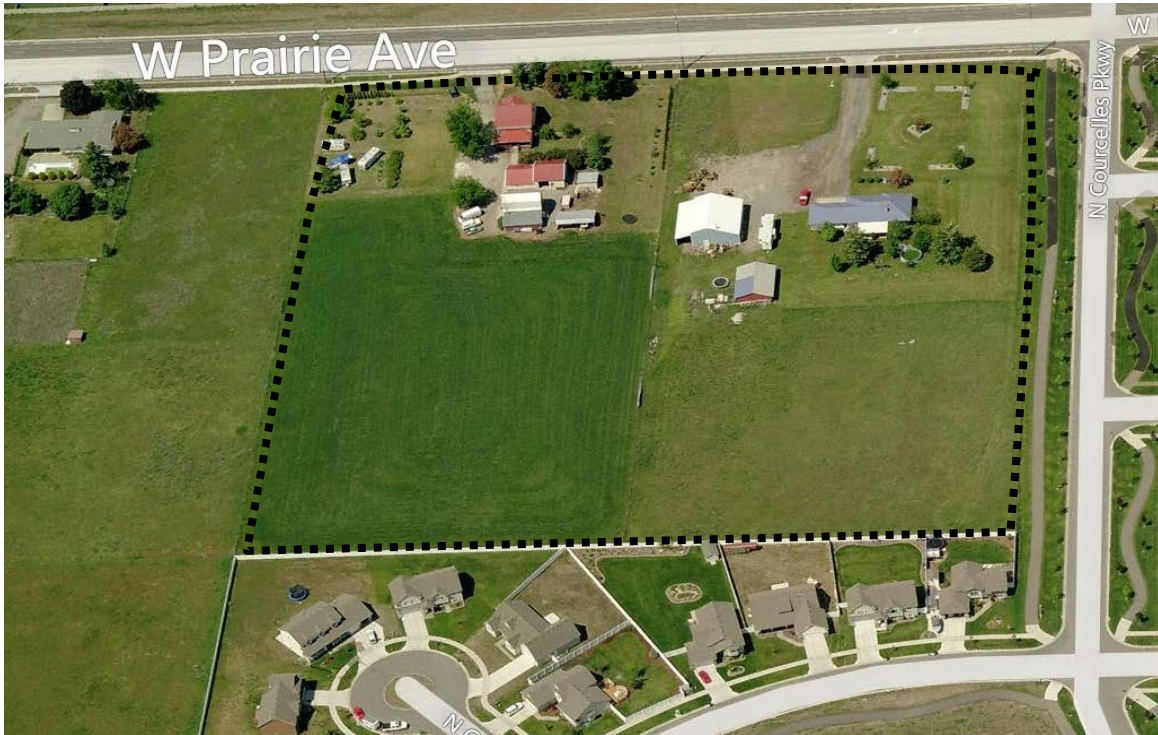


PHOTO OF SUBJECT PROPERTY:

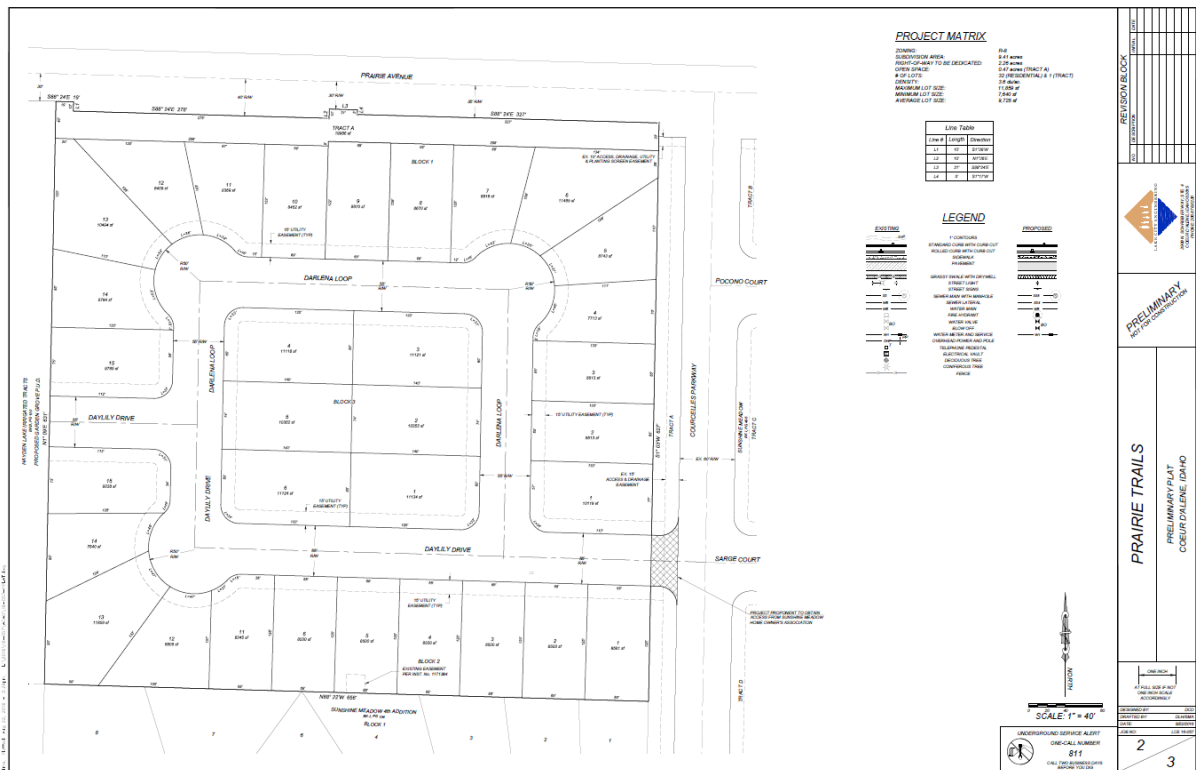


REQUIRED FINDINGS (Subdivision):

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

The preliminary plat includes 32-lots and one tract. Tract "A" would include the required vegetative buffer for double frontage lots along Prairie Avenue. Per the Engineering Department, the preliminary plat submitted contains all of the general preliminary plat elements required by Municipal Code. The preliminary plat is provided below.

PRELIMINARY PLAT OF "PRAIRIE TRAILS" – PROPOSED 32-LOT 1-TRACT SUBDIVISION (S-6-16)



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

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

SUMMARY OF DEPARTMENT COMMENTS:

UTILITIES SUMMARY:

Sewer

1. This subdivision is required to extend public sanitary sewer infrastructure conforming to all current City Standards and Sewer Policies.
2. The nearest public sanitary sewer (manhole SUN2-12) is located at the intersection of Sarge Court and Courcelles Parkway, which borders this subdivision request.
3. The City's Wastewater Utility has the wastewater system capacity and willingness to serve this project

-Submitted by Mike Becker, Utility Project Manager

Water

Water service for the proposed subdivision will be provided by the Hayden Lake Irrigation District. A Will Serve letter is required.

-Submitted by Terry Pickel, Water Superintendent

ENGINEERING:

Stormwater

City Code requires a Stormwater Management Plan to be submitted, and approved prior to any construction activity on the site.

Evaluation:

The proposed submittal outlines specified areas for stormwater containment. Detailed analysis of these for capacity sizing will be addressed during the infrastructure plan submittal review.

Traffic

The ITE Trip Generation Manual estimates the project may generate approximately 20 and 26 average daily trips respectively, during the A.M. and P.M. peak hour periods.

Evaluation:

The development is proposing to utilize the local street to the east Courcelles Parkway, as the principal point of access to the subject property. Secondary access will be available through the newly developing subdivision (Garden Grove) adjoining the westerly boundary. It is apparent that the additional traffic volume will be accommodated and allow for rapid dispersion.

Streets

The streets and rights-of-way within the proposed development do meet current standards established in the City Subdivision Ordinance. Allowance has been made for roadway connection to the west of the proposed development.

Evaluation:

The proposed street sections as shown in the preliminary plat submittal meet City criteria for street width, drainage and sidewalk requirements. Any changes to the submittal will require approval of the City Engineer or designee.

-Submitted by the Engineering Department

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) for compliance. The CD'A FD can address all concerns at site and building permit submittals.

-Submitted by Bobby Gonder, Fire Inspector

PLANNING:

All lots in the proposed subdivision that are double frontage lots will have to meet the requirements of Section 16.15.180 of the Municipal Code, which requires the landscape buffer to be located in a dedicated tract. The buffer must be at least 30-feet wide for a planting screen that must be landscaped in accordance with Section 16.15.180 in the zoning ordinance for all double frontage lots. A landscape plan must be approved by the Planning Department with improvements installed or bonded for, prior to approval of the final plat for each phase. Lots adjoining Darlena Loop and Daylily Drive are double frontage lots. All double frontage lots are required to comply with the planting screen standards of the Subdivision Ordinance.

1. A 30-foot wide planting screen easement on all double frontage lots shall be dedicated on the final plat as a tract.
2. A landscaping plan, pursuant to Section 16.15.180 of the Municipal Code, for all buffer zones must be approved by the Planning Department with improvements installed or

bonded for by the applicant, prior to approval of the final plat for each phase of development.

3. The planting screen areas will be the responsibility of the Homeowner's Association to maintain.

PARKS AND RECREATION:

The city of Coeur d'Alene's draft 2016 Trails and Bikeways Master Plan calls for a 10-foot multi-use path along Prairie Avenue in this area. The plan is anticipated to be adopted by the City Council this September or October. The developer to the west in Garden Grove will be removing the existing concrete sidewalk and replacing with a 10-foot multiuse path. The properties to the east, within Sunshine Meadows, have already built a trail along Prairie Avenue and Courcelles Parkway, and a future development has already submitted plans to continue the trail. Once these trails are finished, they will complete a 4-mile trail loop that will serve all of Coeur d'Alene, especially the current and future residents in this area. If the sidewalk is allowed to remain in its current form and alignment, it will not connect to the adjacent trails and will be unusable by the public. Even if the 5-foot sidewalk was connected to the future trail, it would not serve the same purpose because it is too narrow to accommodate both pedestrians and bicycles. Additionally, sidewalk riding is dangerous and an ordinance preventing sidewalk riding is being considered by the Coeur d'Alene Pedestrian and Bicycle Advisory Committee.

See attached maps

- Monte McCully, Trails Coordinator

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.**

SUBDIVISION IMPROVEMENTS:

All subdivision infrastructure that is required to be installed for purpose of obtaining building permits for the subject lots can be installed through the site development permit process. Per the Engineering Department, 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.**

The "Prairie Trails" preliminary plat is proposed as R-8 zoning, in conjunction with the annexation request (Item #A-3-16). Lot sizes range from 7,590 SF to 10,750

SF and meet the minimum lot size requirements of 5500 SF, as required in the R-8 zoning district.

The R-8 zone has the following performance standards, which will be met as building permits are issued on each lot:

Front yard –	20-feet
Side yards –	5/10-feet
Side street yard	10-feet
Rear yard –	25-feet
Minimum lot size -	5,500 sq. ft.
Street frontage -	50-feet on a public street (Unless requested as a deviation)
Building height -	32 feet

17.05.090: GENERALLY:

- A. The R-8 district is intended as a residential area that permits a mix of housing types at a density not greater than eight (8) units per gross acre.
- B. In this district a special use permit, as prescribed in section 17.09.205 of this title may be requested by neighborhood sponsor, to restrict development for a specific area to single-family detached housing only at eight (8) units per gross acre. To constitute neighborhood sponsor, at least sixty six percent (66%) of the people who own at least seventy five percent (75%) of the property involved must be party to the request. The area of the request must be at least one and one-half (1 1/2) acres bounded by streets, alleys, rear lot lines, or other recognized boundary. Side lot lines may be used for the boundary only if it is also the rear lot line of the adjacent property.
- C. In this district a special use permit may be requested by the developer for a two (2) unit per gross acre density increase, for each gross acre included in a pocket residential development. This density increase provision is established to reflect the concern for energy and environment conservation.
- D. Project review (see sections 17.07.305 through 17.07.330 of this title) is required for all subdivisions and for all residential, civic, commercial, service and industry uses, except residential uses for four (4) or fewer dwellings. (Ord. 3288 §11, 2007: Ord. 1691 §1(part), 1982)

17.05.100: PERMITTED USES; PRINCIPAL:

Principal permitted uses in an R-8 district shall be as follows:

- Administrative.
- Duplex housing.
- Essential service (underground).
- "Home occupation", as defined in this title.
- Neighborhood recreation.
- Pocket residential development.
- Public recreation.
- Single-family detached housing.

17.05.110: PERMITTED USES; ACCESSORY:

Accessory permitted uses in an R-8 district shall be as follows:

- Accessory dwelling units.
- Garage or carport (attached or detached).
- Private recreation facility (enclosed or unenclosed).

REQUESTED DEVIATIONS:

The applicant has requested a deviation for lot frontages.

Lot Frontage

- Lot frontages on lots that are situated in “knuckles” (eyebrow cul-de-sacs) of the development require a deviation to allow reduced frontage from the minimum of fifty feet (50’). Six lots fall into this category. They range from thirty-one feet (34’) to forty-four feet (47’) in linear frontage, as shown in the preliminary plat.

16.25.040: DEVIATIONS:

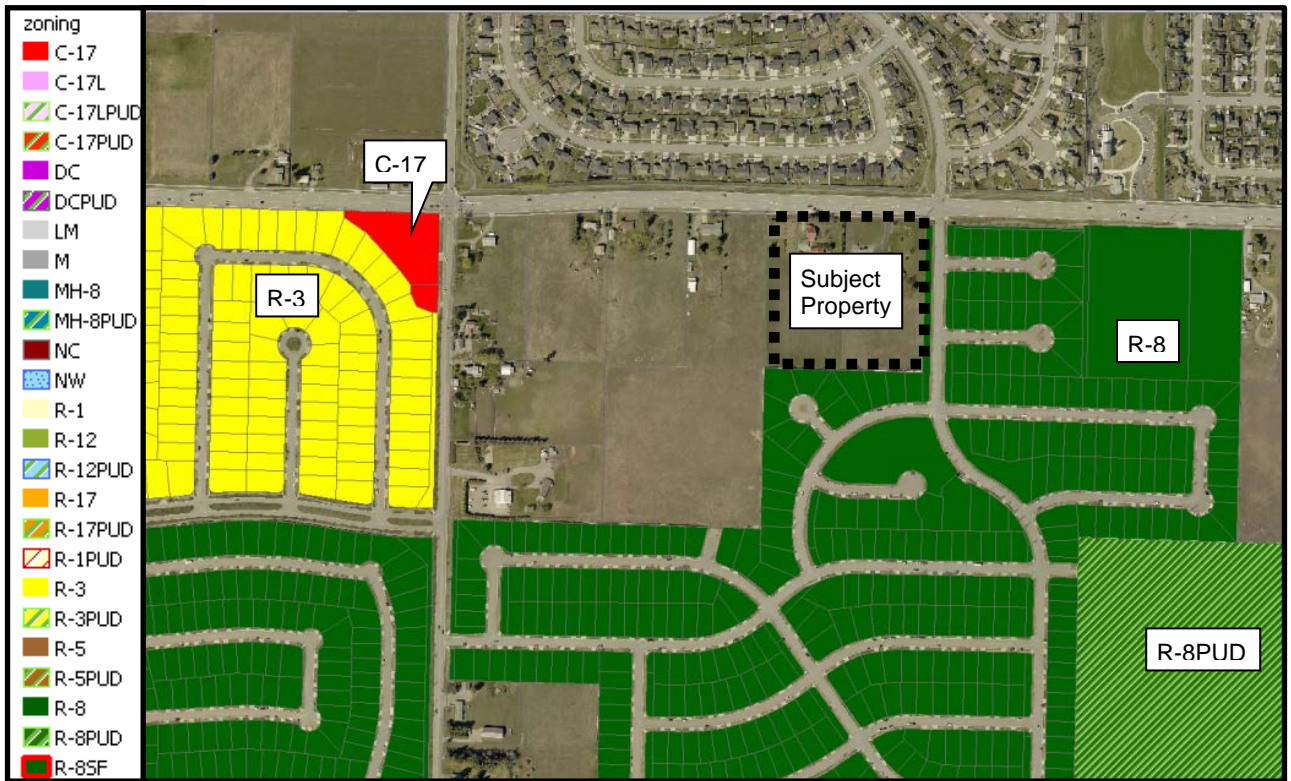
A. In specific cases the Commission may authorize deviations from the requirements of chapters 16.15 (design standards) and 16.40 (improvement standards) of this title, but only where, owing to special conditions pertaining to a specific subdivision, the literal interpretation and strict application of the provisions or requirements of this title would cause undue and unnecessary hardship. No deviation from the provisions or requirements of this title may be authorized by the commission unless they find that all of the following facts and conditions exist:

1. Exceptional or extraordinary circumstances or conditions exist warranting the approval of the requested deviation that does not generally apply to other properties in similar subdivisions or in subdivisions in the vicinity of the proposed subdivision.
2. Approval of the deviation is necessary for the preservation and enjoyment of a substantial property right of the developer or is necessary for the reasonable and acceptable development of the property.
3. Approval of the deviation will not be injurious to property in the vicinity in which the subdivision is located.
4. Approval of the deviation is consistent with the Comprehensive Plan.

B. The Commission may attach conditions of approval concerning the design or features of the deviation in order to meet the purpose and intent of this title. (Ord. 3485, 2014).

(See Zoning Map on the following page)

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.*

APPLICABLE CODES AND POLICIES

UTILITIES

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

STREETS

5. All new streets shall be dedicated and constructed to City of Coeur d'Alene standards.
6. Street improvement plans conforming to City guidelines shall be submitted and approved by the City Engineer prior to construction.
7. All required street improvements shall be constructed prior to issuance of building permits.

8. An encroachment permit shall be obtained prior to any work being performed in the existing right-of-way.

STORMWATER

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

FIRE PROTECTION

10. Fire hydrants shall be installed at all locations as determined by the City Fire Inspector.

GENERAL

11. The final plat shall conform to the requirements of the City.
12. The Covenants, Conditions, and Restrictions and/or Articles of Incorporation of the Homeowner's Association shall be subject to review for compliance with the conditions herein by the City Attorney.

SUBDIVISION CONDITIONS:

ENGINEERING:

1. Lot frontages on the knuckle radii are less than the minimum required therefore, a deviation will need to be approved (16.15.170).

PLANNING:

2. A minimum 30' tract for a landscape buffer/planting screen shall be dedicated on the Final Plat as a Tract for all double frontage lots per Section 16.15.180.
3. A planting screen landscaping plan approved by the Planning Department and installed, prior to final plat approval or, if not installed before final plat approval, a bond or other sufficient security for the planting screen landscaping approved by the city attorney, equal to one hundred fifty percent (150%) of the costs of landscaping, provided by the owner/developer and held by the City until said landscaping is complete.
4. Formation of a Home Owner's Association, approved by the City Attorney, for the purpose of maintaining the planting screen landscaping

WATER:

5. A Will Serve letter from Hayden Lake Irrigation District will be required.

WASTEWATER:

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

FIRE:

7. There are 32 proposed single-family residential structures on the subject property. Per the IFC (International Fire Code) Section D107, any developments having over 30 one or two family residents requires two separate and approved fire apparatus access roads.
8. The number of dwelling units on a single fire apparatus access road shall not be increased (over 30 units) unless fire apparatus access roads will connect with future development, as determined by the fire code official (IFC Section D107 Exception #2).
9. The Garden Grove PUD adjacent to the west of this project constitutes 'future development'. The Fire Code Official (CD'A FD) will allow the additional two single-family residential structures, dependent on the continuance of Daylily Drive into the Garden Grove PUD.
10. If any gates or barriers are proposed for the approved fire apparatus access road, the FD will require full access through such gates or barriers utilizing Knox products.

PARKS AND RECREATION:

11. The existing sidewalk shall be removed and a 10 foot multi-use path shall be constructed within the subdivision boundary in the 30-foot buffer area. The path shall connect to the multi-use path being constructed to the west of the property along Prairie Avenue within the Garden Grove project and tie into the trail along Courcelles Parkway. If the sidewalk cannot be removed, the sidewalk shall be widened to accommodate bicyclists and pedestrians and shall be reconfigured at the west end to tie into the future trail alignment.

ORDINANCES AND STANDARDS USED IN EVALUATION:

Comprehensive Plan - Amended 1995
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
Resolution 14-049

ACTION ALTERNATIVES:

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

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

**APPLICANT'S
NARRATIVE**

Prairie Trails

Preliminary Subdivision

Project Narrative

City of Coeur d'Alene, Idaho

August 1, 2016



3909 N. Schreiber Way, Suite 4
Coeur d'Alene, Idaho 83815
Phone/Fax: 208-676-0230

✓

PROJECT SUMMARY

Prairie Trails is a proposed development consisting of 32 single-family residential lots. The subject property is located at the northwest corner of the intersection of Prairie Avenue and Courcelles Parkway.

LAND USE

The subject property, which has two existing single family residences and several outbuildings, is currently within the Urban Growth Area. The property was recently annexed into the City of Coeur d’Alene as Medium Density Residential (R-8) zoning. The surrounding property consists of residentially zoned parcels. The property is bordered by R-8 Residential zones to the East and South and by Agricultural zones within the County to the West.

The proposed uses for Prairie Trails are consistent with the existing zoning classifications, the surrounding land uses, and are in conformance with the Coeur d’Alene Municipal Code. Additional open space is not required as a part of this project. A brief summary of the proposed project is provided below:

<i>Existing Zoning:</i>	<i>R-8 Residential</i>
<i>Comprehensive Plan Designation:</i>	<i>Atlas-Prairie Land Use Area</i>
<i>Project Area:</i>	<i>9.41 acres</i>
<i>Open Space / Buffer:</i>	<i>0.47 acres</i>
<i>Residential Units:</i>	<i>32 units</i>
<i>Density:</i>	<i>3.6 units/ac</i>

<u>Setback or Provision</u>	<u>Proposed</u>
<i>Maximum Lot Size</i>	<i>10,750 sf</i>
<i>Minimum Lot Size</i>	<i>7,590 sf</i>
<i>Average Lot Size</i>	<i>9,725 sf</i>
<i>Allowable Lot Coverage</i>	<i>50%</i>
<i>Front Setback</i>	<i>20'</i>
<i>Side Setback</i>	<i>5' / 10'</i>
<i>Rear Setback</i>	<i>25'</i>
<i>Max Building Height</i>	<i>32'</i>

PRE-DEVELOPMENT CHARACTERISTICS

The project site is located within Kootenai County. It is situated South of Prairie Avenue, West of Sunshine Meadow and North of Sunshine Meadow 4th Addition subdivisions, and East of Hayden Lake Irrigation Tracts. The frontage improvements on Prairie Avenue are complete and include curb, gutter and drainage swales. Existing improvements along Courcelles Parkway include curb, gutter, pedestrian pathways and drainage swales. The site is relatively flat with a combination of bare farm ground, fir & pine trees and natural brush & grasses. The existing single-family residences and outbuildings are located along the northern portion fronting Prairie Avenue. Access to the residences are off of Prairie Avenue. There are no topographical limitations to the development of this property.

An existing 10" domestic water main is located within Courcelles Parkway as well as an existing 8" gravity sewerage collection system. The sewer infrastructure is currently live and being used by the City.

POST-DEVELOPMENT CHARACTERISTICS

The proposed 32 unit development will be built in accordance with City of Coeur d'Alene standards and common accepted construction practices. Each lot will be accessed from public internal streets which are connected to Courcelles Parkway.

Transportation and Roads

The proposed access to and from the subdivision will be from Courcelles Parkway to the East. This is an existing public street and maintained by the City of Coeur d'Alene. The proponent has secured access through the Sunshine Meadow Tract A in line with Sarge Court. Courcelles Parkway is an existing 37' wide road within a 60' right-of-way. Proposed internal residential streets will be 37' wide. Roadway widths are measure from top back of curb to top back of curb. All roadways will be constructed with concrete curb and gutter, asphalt pavement and a concrete 5' sidewalk along both sides. In the future, Daylily Drive will connect to a future residential development.

Stormwater

Stormwater will be collected and mitigated via grassed infiltration basins and permanent drywell injection per City standards. A stormwater management plan shall be designed to use best management practices (BMP) during and after construction in accordance with accepted standard construction practices and City of Coeur d'Alene Standards. The soils on the project site consist of silty sands and prairie gravels, which are suitable for this type of development and stormwater disposal.

Water

Domestic water is currently available to the project site via a 10" PVC water main located in Courcelles Parkway on the East side of the project. An 8" diameter PVC distribution system is proposed to be looped internally. All water services are proposed to be tapped into the new

water distribution main and extended into each lot of the project as required. The water system is owned and operated by the Hayden Lake Irrigation District, and all construction shall meet their standards and requirements. There is currently adequate capacity within the existing water system to serve this project.

Existing fire hydrants are located on the East side of Courcelles Parkway near Prairie Avenue, the North side of Timerlake Loop, and at the Northeast corners of the intersections of Pocono Court and Sarge Court along Courcelles Parkway. All fire hydrants are proposed to be installed at 600 feet spacing per Hayden Lake Irrigation District Standards. There is adequate capacity in the existing water system to meet the fire flow requirements.

Sewer


Sanitary sewer is currently available to the project site via an 8" PVC gravity sewer main located in Courcelles Parkway. Existing manhole SUN2-12 will be cored and a new 8" PVC line extended to the West to serve the project. All sewer mains within the proposed project will be 8" PVC installed at or above the 10 State Standards recommended minimum grades. Sanitary sewer services are to be extended to each lot. The gravity sewer collection system is owned and operated by the City of Coeur d'Alene. There is currently adequate capacity within the existing gravity system to serve this project.

Other Utilities


All dry utilities are currently available to serve the proposed project and are located in Courcelles Parkway. Similar to other developments, power, natural gas, communications and internet service will be provided to each lot. All dry utility companies will be notified of the proposed project at the appropriate time where agreements will be finalized between the developer and the respective utility company.

Development Schedule

It is anticipated the construction of this project will begin in the fall of 2016 and be completed in one phase.



FINDINGS



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

A. INTRODUCTION

This matter having come before the Planning Commission on October 11, 2016 and there being present a person requesting approval of ITEM: S-6-16 a request for preliminary plat approval of a 32-lot, subdivision known as "Prairie Trails".

APPLICANT: LAKE CITY ENGINEERING INC.

LOCATION : +/- 9.47 ACRES LOCATED EAST OF ATLAS ROAD AND SOUTH OF PRAIRIE AVENUE, NORTH AND WEST OF SUNSHINE MEADOWS

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: single-family and multi-family residential, commercial, and vacant land. The subject property is currently vacant.

B2. That the zoning is R-8.

B3. That the notice of public hearing was published on August, 27, 2016, which fulfills the proper legal requirement.

B4. That the notice was not required to be posted on the property.

B5. That the 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.

B7. Pursuant to Section 16.10.030A.1, Preliminary Plats: In order to approve a preliminary plat, the Planning Commission must make the following findings:

B7A. That all of the general preliminary plat requirements **(have) (have not)** been met as determined by the City Engineer or his designee. This is based on

- B7B. That the provisions for sidewalks, streets, alleys, rights-of-way, easements, street lighting, fire protection, planting, drainage, pedestrian and bicycle facilities, and utilities **(are) (are not)** adequate. This is based on

- B7C. That the proposed preliminary plat **(do) (do not)** comply with all of the subdivision design standards (contained in chapter 16.15) and all of the subdivision improvement standards (contained in chapter 16.40) requirements. This is based on

- B7D. The lots proposed in the preliminary plat **(do) (do not)** meet the requirements of the applicable zoning district. This is based on

Criteria to consider for B7D:

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

- B8. Deviations from Provisions Criteria, Section 16.32.010, Standards for Granting. In specific cases, the Commission may authorize deviations from the provisions or requirements of this title that will not be contrary to public interest; but only where, owing to special conditions pertaining to a specific subdivision, the literal interpretation and strict application of the provisions or requirements of this title would cause undue and unnecessary hardship. No such deviation from the provisions or requirements of this title shall be authorized by the Commission unless they find that all of the following facts and conditions exist:
 - A. Exceptional or extraordinary circumstances or conditions applying to the subject subdivision or to the intended use of any portion thereof that does not apply generally to other properties in similar subdivisions or in the vicinity of the subject subdivision. This is based on

 - B. Such deviation is necessary for the preservation and enjoyment of a substantial property right of the subdivider or is necessary for the reasonable and acceptable development of the property. This is based on

 - C. The authorization of such deviation **(will) (will not)** be materially detrimental to the public welfare or injurious to property in the vicinity in which the subdivision is located. This is based on

- D. The authorization of such deviation will not adversely affect the Comprehensive Plan.
- E. Deviations with respect to those matters originally requiring the approval by a City Engineer or his designee may be granted by the Commission only with the written approval by the City Engineer or his designee.

C. ORDER: CONCLUSION AND DECISION

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

Special conditions applied to the motion are:

ENGINEERING:

1. Lot frontages on the knuckle radii are less than the minimum required therefore, a deviation will need to be approved (16.15.170).

PLANNING:

2. A minimum 30' tract for a landscape buffer/planting screen shall be dedicated on the Final Plat as a Tract for all double frontage lots per Section 16.15.180.
3. A planting screen landscaping plan approved by the Planning Department and installed, prior to final plat approval or, if not installed before final plat approval, a bond or other sufficient security for the planting screen landscaping approved by the city attorney, equal to one hundred fifty percent (150%) of the costs of landscaping, provided by the owner/developer and held by the City until said landscaping is complete.
4. Formation of a Home Owner's Association approved by the City Attorney, for the purpose of maintaining the planting screen landscaping, multi-use path and required swale.

WATER:

4. A Will Serve letter from Hayden Lake Irrigation District will be required.

WASTEWATER:

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

FIRE:

- 6. There are 32 proposed single-family residential structures on the subject property. Per the IFC (International Fire Code) Section D107, any developments having over 30 one or two family residents requires two separate and approved fire apparatus access roads.
- 7. The number of dwelling units on a single fire apparatus access road shall not be increased (over 30 units) unless fire apparatus access roads will connect with future development, as determined by the fire code official (IFC Section D107 Exception #2).
- 8. The Garden Grove PUD adjacent to the west of this project constitutes 'future development'. The Fire Code Official (CD'A FD) will allow the additional two single-family residential structures, dependent on the continuance of Daylily Drive into the Garden Grove PUD.
- 9. If any gates or barriers are proposed for the approved fire apparatus access road, the FD will require full access through such gates or barriers utilizing Knox products.

PARKS AND RECREATION:

- 11. The existing sidewalk shall be removed and a 10 foot multi-use pathway shall be constructed within the PFHD right-of-way, the subdivision boundary within the 30-foot buffer area along Prairie Avenue, or a combination of the two. The pathway shall connect to the approved multi-use pathway that will be constructed to the west of the property along Prairie Avenue within the Garden Grove project and tie into the trail along Courcelles Parkway.

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

ROLL CALL:

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

Chairman Jordan Voted _____ (tie breaker)

Commissioners _____ were absent.

Motion to _____ carried by a ____ to ____ vote.

CHAIRMAN BRAD JORDAN

**PLANNING COMMISSION
STAFF REPORT**

FROM: SEAN E. HOLM, PLANNER
DATE: OCTOBER 11, 2016
SUBJECT: SP-2-16, REQUEST FOR A SPECIAL USE PERMIT TO ALLOW A PROFESSIONAL AND ADMINISTRATIVE OFFICE IN THE MANUFACTURING DISTRICT
LOCATION: A +/- 1.43 ACRE PARCEL LOCATED AT 3882 SCHREIBER WAY

APPLICANT/OWNER:

North Woods Properties, LLC
P.O. Box 1088
Camarillo, CA 93011

DECISION POINT:

North Woods Properties, LLC is requesting approval of a special use permit to allow a Professional and Administrative Office in the Manufacturing (M) Zoning District.

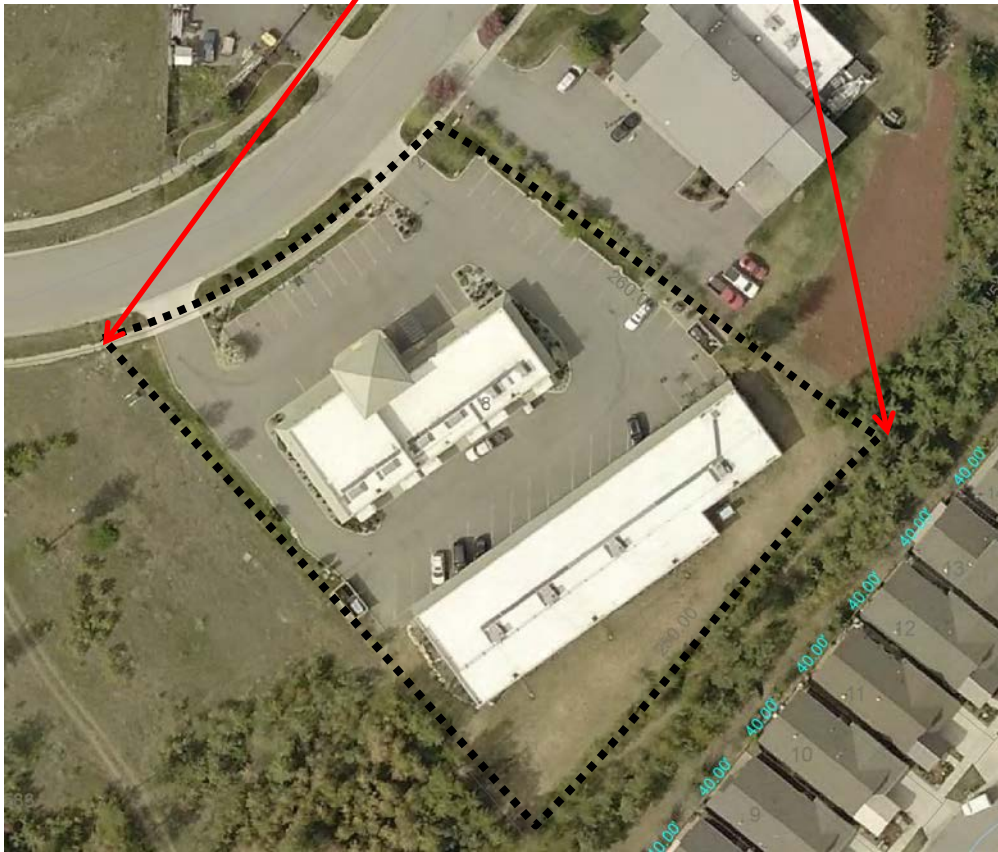
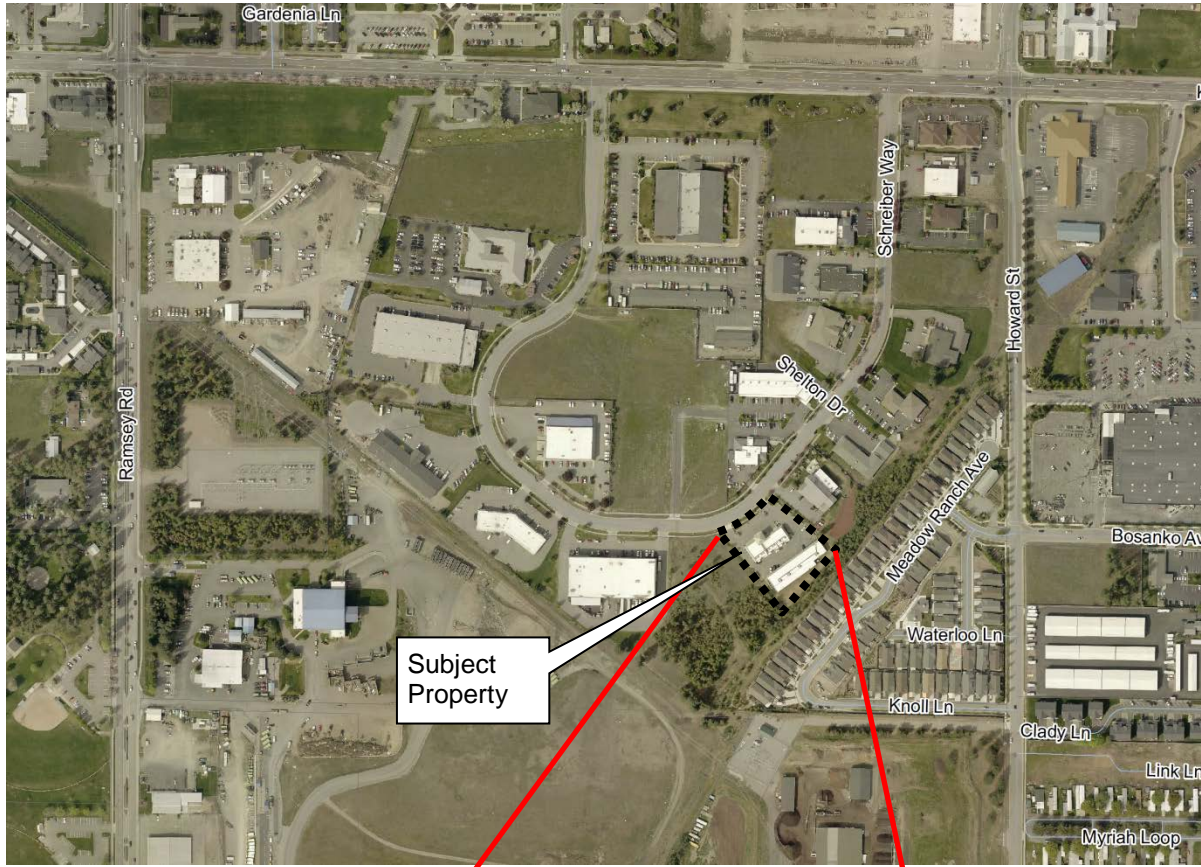
BACKGROUND INFORMATION:

The subject property is located in an industrial area and shares its rear property boundary with Meadow Ranch. There are a variety of uses located in the immediate vicinity that are compatible with the proposed use. The Bureau of Land Management (BLM) office, the USDA Forest Service, Idaho Panhandle National Forests Headquarters, a FedEx facility, the City of Coeur d' Alene's Police Department, the U.S. Post Office are all located along Schreiber Way. The City's Police Station was approved by a special use permit in 1997 (item SP-2-97). In 1993 the BLM office was approved by a special use permit as a Professional and Administrative Office (item SP-19-93). A winery with a tasting room was also approved by a special use permit in 2014 (item SP-8-14).

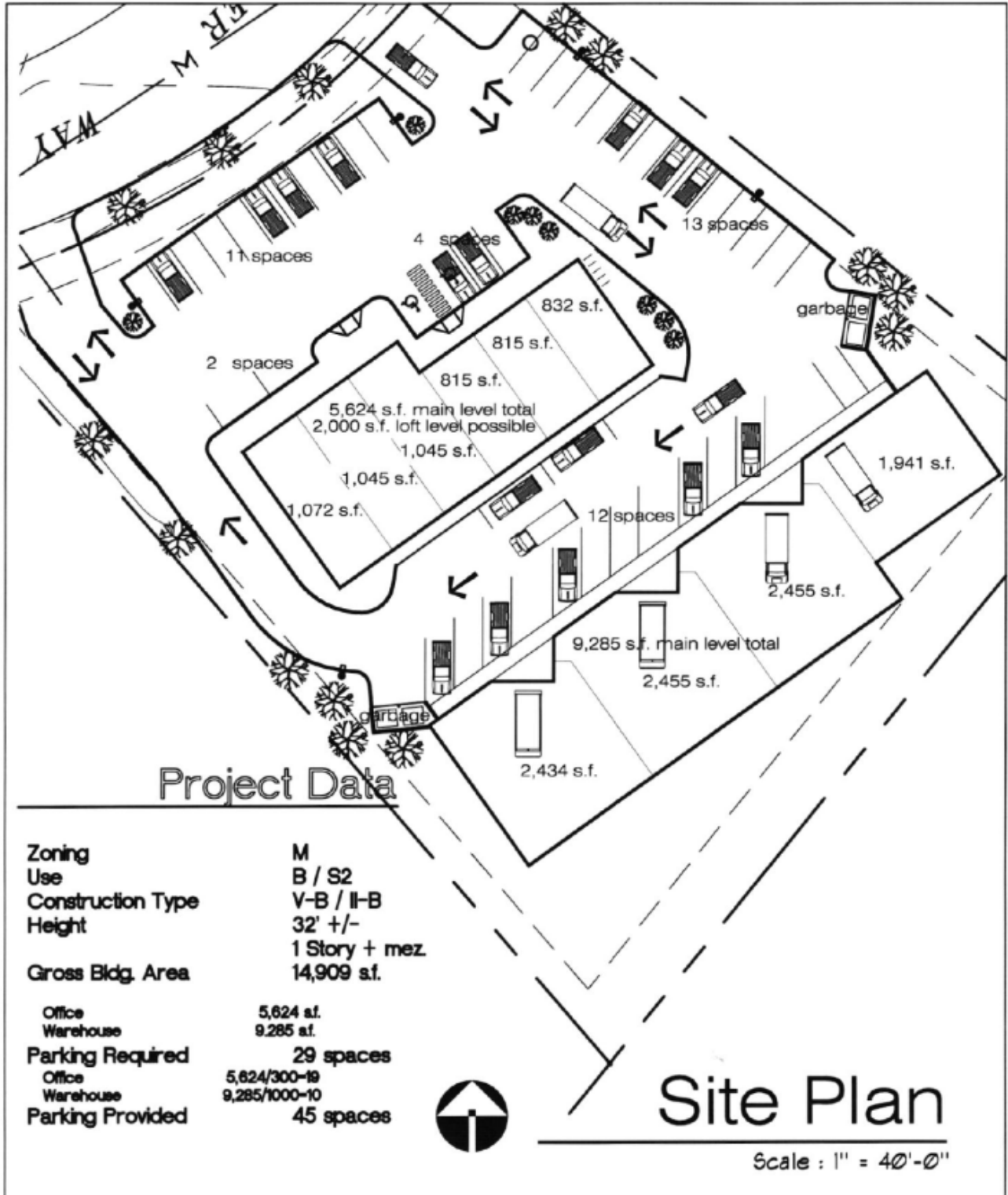
This particular property has been before the Planning and Zoning Commission in 2014 under a separate request made by Summit Cider Company, to allow for food and beverage (on/off site consumption). The request was approved on August 12, 2014.

The Manufacturing District is intended for a variety of intensive manufacturing uses that are primarily conducted indoors with some manufacturing uses that include outdoor activities that may create some noise and dust. However, the proposed use will be conducted primarily within the proposed building and the applicant is aware of the possible manufacturing uses that may be built in the area in the future.

PROPERTY LOCATION MAP:



APPLICANT'S SITE PLAN (Structures currently built):



<h1>North Woods</h1> <p>3882 Schreiber Way COEUR D'ALENE, IDAHO</p>	Date: 03-30-09	SHEET NO.	MILLER STAUFFER ARCHITECTS 701 Front Ave., Suite 301, Coeur d'Alene, ID 83814 Voice: 208-664-1773 Fax: 208-667-3174 E-Mail: msa@millerstauffer.com
	Addendum: XX-X	AA-1	
Project No. XXXX	reference sheet: XXXX		

M-Manufacturing District:

The M 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.

In addition to permitting light manufacturing uses, this district permits all commercial activities. A special use permit is required for all heavy manufacturing land uses. This district should be located close to major or principal arterials and is suitable as a buffer zone for heavy industry. In this district, development of manufacturing land uses in an industrial park and away from residential or sensitive areas is encouraged.

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

17.05.880: SITE PERFORMANCE STANDARDS; MINIMUM YARD:

Minimum yard requirements in an M district shall be as follows:

1. Front: The front yard requirement shall be twenty feet (20') except, when abutting along the side or across the street from a residential district. The front setback shall be equal to the most restrictive front setback thereof.

2. Side, Interior: The interior side yard requirement shall be ten feet (10').
3. Side, Street: The street side yard requirement shall be twenty feet (20').
4. Rear: The rear yard requirement shall be twenty feet (20'). However, the rear yard will be reduced by one-half (1/2) when adjacent to public open space.

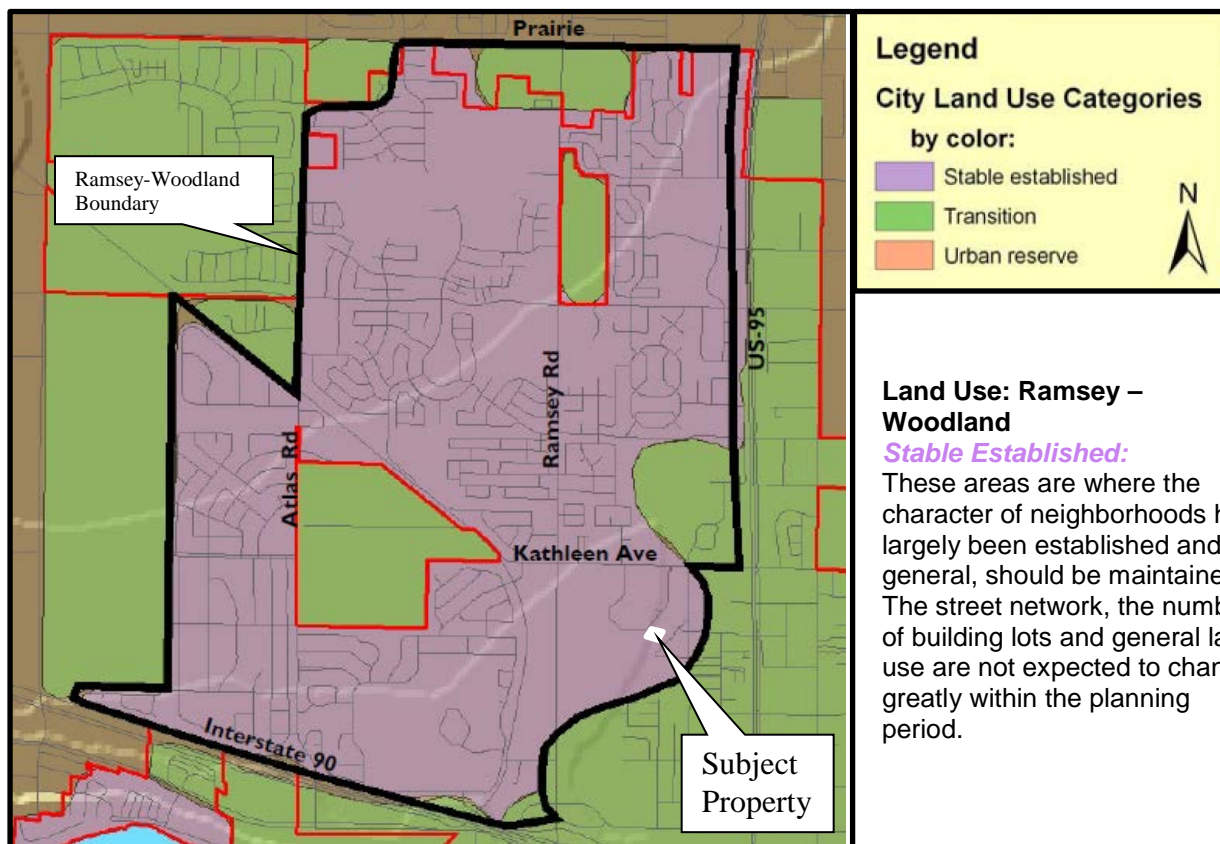
17.05.850: SITE PERFORMANCE STANDARDS; MAXIMUM HEIGHT:
 Maximum height requirements in an M district shall be as follows: 63 Feet

REQUIRED FINDINGS FOR SPECIAL USE PERMITS:

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

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

- The subject property is within the existing city limits.
- The City Comprehensive Plan Map designates this area as Ramsey-Woodland: Stable Established:



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.

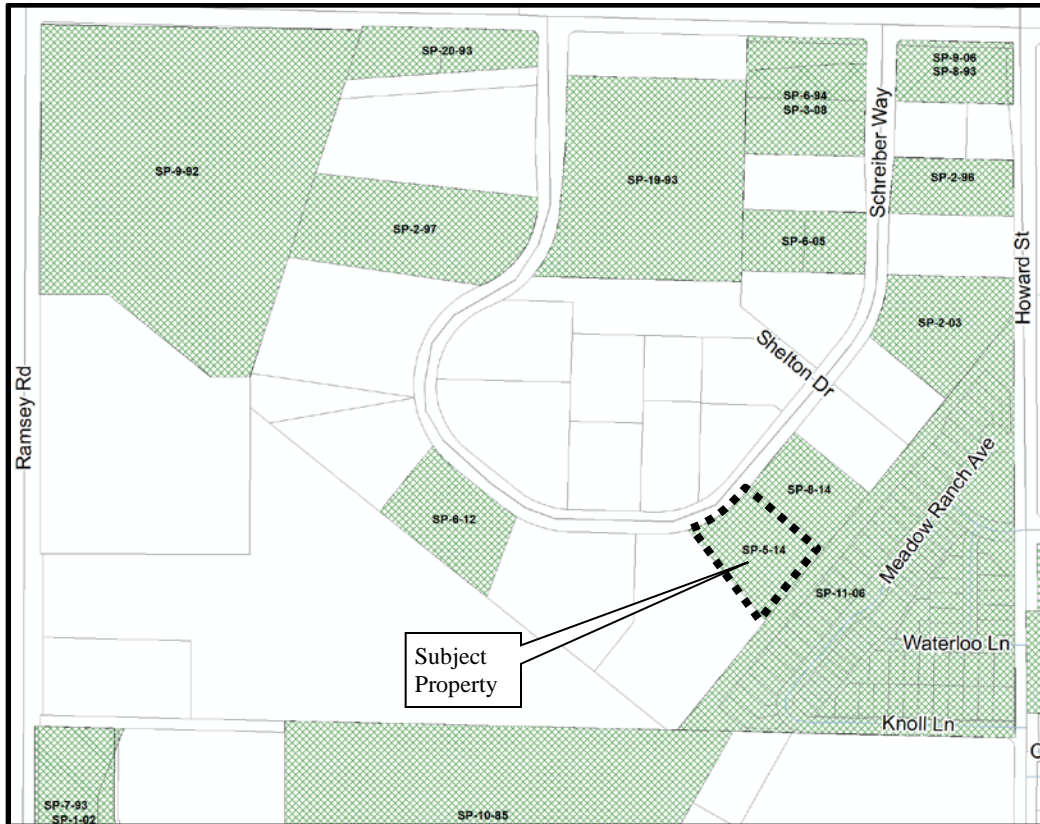
Evaluation: *The Planning Commission must determine, based on the information before them, whether the Comprehensive Plan policies do or do not support the request. Specific ways in which the policy is or is not supported by this request should be stated in the finding.*

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

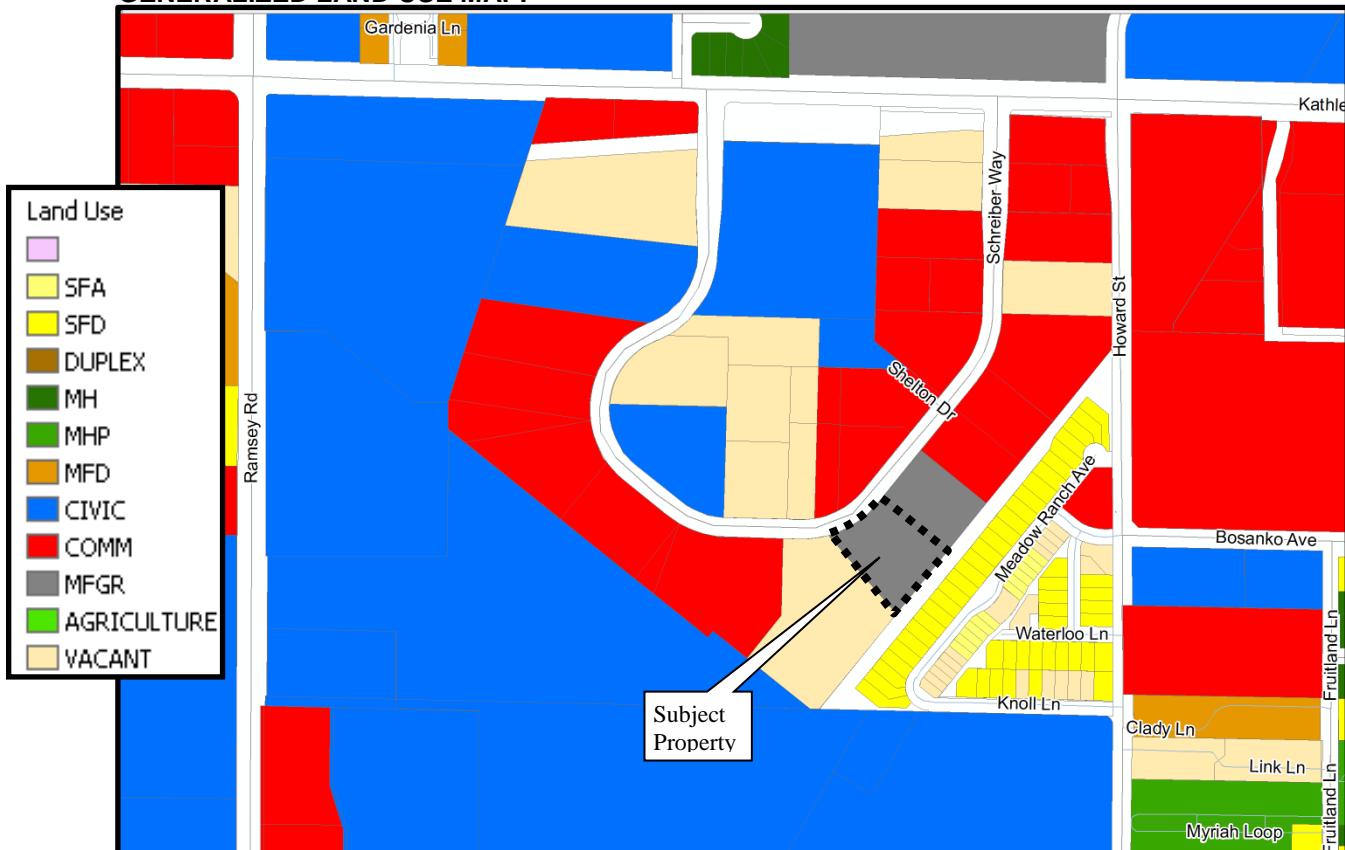
A variety of uses are located in the area of Schreiber Way: The BLM office, an insurance agency, the CDA Police Dept., Tricksters Brewing, hardware sales, Beverage distributorship, USPS, printers, tile store, and construction services are examples of businesses operating in the immediate vicinity of this request.

The area associated with parcels on Schreiber Way is relatively flat. Meadow Ranch PUD is a residential development located east and directly behind the subject property with a fence and planted buffer between the two uses. Meadow Ranch slopes up from the rear property line to where the homes are located. There is no vehicle or pedestrian connection between the two areas.

SURROUNDING SPECIAL USE LOCATIONS:

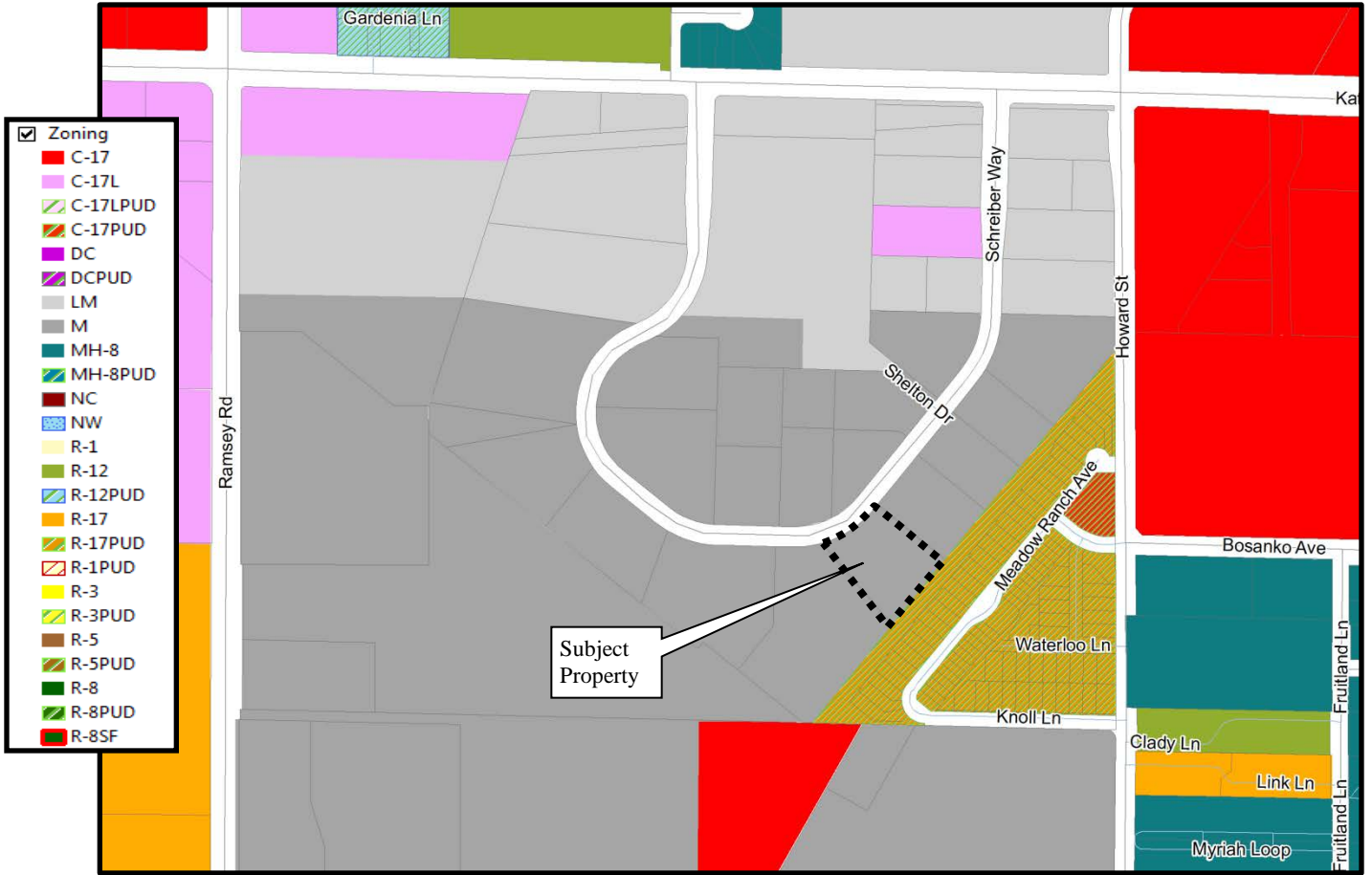


GENERALIZED LAND USE MAP:



Land Use	
[Pink Box]	SFA
[Yellow Box]	SFD
[Brown Box]	DUPLEX
[Dark Green Box]	MH
[Light Green Box]	MHP
[Orange Box]	MFD
[Blue Box]	CIVIC
[Red Box]	COMM
[Grey Box]	MFGR
[Light Green Box]	AGRICULTURE
[Tan Box]	VACANT

ZONING MAP:



SITE PHOTO - 1: Subject property from Schreiber Way looking southeast



SITE PHOTO - 2: Front of building looking east on Schreiber Way



SITE PHOTO - 3: Looking northeast into subject property from Schreiber Way



SITE PHOTO - 4: Northeast corner of property looking southwest

Evaluation: *Based on the information presented, the Planning Commission must determine if the design and planning of the site is or is not compatible with the location, setting, and existing uses on adjacent properties.*

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

STORMWATER:

The subject property is a fully developed site, and, the stormwater containment and treatment was previously addressed at the time of the initial development and construction on the subject property.

STREETS:

The subject property is bordered by Schreiber Way which is a fully developed forty foot (40') street section. No additions or alterations to the roadway adjoining the subject property would be required.

TRAFFIC:

Traffic use on the subject property was evaluated at the time of development and found to be insignificant in relation to the impact on the adjoining streets.

Since this type of proposed use is generally outside of the typical peak hour periods, and, the subject property has two primary points of access onto a major east/west arterial roadway, traffic volumes from the site would be insignificant and easily accommodated by the adjacent roadways.

-Submitted by Shane Roberts, Public Works Inspector

WATER:

Water service is currently provided to 3882-84 Schreiber Way. The system has sufficient capacity to service domestic and fire flow conditions for the proposed use. The buildings are adequately protected for all types of commercial, business uses.

-Submitted by Terry Pickel, Water Superintendent

SEWER:

The site is currently served by wastewater and sufficient capacity exists to serve the propped professional/administrative offices within the existing structure.

The applicant may not construct any kind of structure over the interceptor easement (Instrument # 1108791) located in the upper NW corner of the property and shown Commerce Park of Coeur d'Alene 2nd Addition (Inst # 1414378, Book G, Page 291A).

-Submitted by Mike Becker, Utility 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 building permit or site development, utilizing the currently adopted International Fire Code (IFC) for compliance. The City of Coeur d'Alene Fire Department can address all concerns at site and building permit submittals.

-Submitted by Bobby Gonder, Fire Inspector

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

PROPOSED CONDITIONS:

No conditions are 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 if conditions are added to the motion.

ORDINANCES AND STANDARDS USED IN EVALUATION:

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

ACTION ALTERNATIVES:

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

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

**APPLICANT'S
NARRATIVE**

JUSTIFICATION:

Proposed Activity Group(s): Office USE

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; INDEPENDANT office USES in the existing office BUILDING, NOT RELATED to the LM building Behind the office BUILDING

B. Explain how your request conforms to the 2007 Comprehensive Plan; Objective 2.01 BUSINESS IMAGE: Diversity, 2.02 ECONOMIC & WORKFORCE DEVELOPMENT, 2.03, BUSINESS ENHANCEMENT - This facility would support economic development such as JOB'S PLUS, & the INNOVATIVE Collective.


C. Explain how the design and planning of the site is compatible with the location, setting and existing uses on adjacent properties; The two BUILDINGS on this site are very ATTRACTIVE, FUNCTIONAL, AND EXTREMELY well LANDSCAPED

D. Explain how the location, design, and size of the proposal will be adequately served by existing streets, public facilities and services; This property is in Commerce PARK. The BUILDINGS were constructed in 2009.

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



FINDINGS



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

A. INTRODUCTION

This matter having come before the Planning Commission on October 11, 2016, and there being present a person requesting approval of ITEM: SP-2-16, a request for a Professional and Administrative Office Special Use Permit in the Manufacturing zoning district.

APPLICANT: NORTH WOODS PROPERTIES, LLC

LOCATION: A +/- 1.43 ACRE PARCEL LOCATED AT 3882 SCHREIBER WAY

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 mixed residential and Industrial.
- B2. That the Comprehensive Plan Map designation is Stable Established.
- B3. That the zoning is Manufacturing.
- B4. That the notice of public hearing was published on, September 24, 2016, which fulfills the proper legal requirement.
- B5. That the notice of public hearing was posted on the property on September 24, 2016, 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 October 11, 2016.
- 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 NORTH WOODS PROPERTIES, LLC for a special use permit, as described in the application should be **(approved) (denied) (denied without prejudice)**.

Special conditions applied are as follows:

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

ROLL CALL:

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

Chairman Jordan Voted _____ (tie breaker)

Commissioners _____ were absent.

Motion to _____ carried by a ____ to ____ vote.

CHAIRMAN BRAD JORDAN