

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

June 9, 2015

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

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

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

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

**APPROVAL OF MINUTES:**

May 12, 2015

**PUBLIC COMMENTS:**

**STAFF COMMENTS:**

**PUBLIC HEARINGS:**

1. Applicant: City of Coeur d'Alene  
Location: Burlington Northern Railroad  
Request: A proposed annexation from County Industrial to City C-17.  
LEGISLATIVE, (A-2-15)

**ADJOURNMENT/CONTINUATION:**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_,  
to continue meeting to \_\_\_\_\_, \_\_\_, at \_\_\_ p.m.; motion carried unanimously.  
Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn meeting; motion carried unanimously.

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



**M  
I  
N  
I  
S  
T  
R  
E  
S**

**PLANNING COMMISSION  
MINUTES  
MAY 12, 2015  
LOWER LEVEL – COMMUNITY ROOM  
702 E. FRONT AVENUE**

**COMMISSIONERS PRESENT:**

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

**STAFF MEMBERS PRESENT:**

Hilary Anderson, Community Planning Director  
Sean Holm, Planner  
Shana Stuhlmiller, Public Hearing Assistant  
Warren Wilson, Deputy City Attorney

**COMMISSIONERS ABSENT:**

Michael Ward  
Cole O'Brien, Student Representative  
Christian Cousins, Alternate Student Representative

**CALL TO ORDER:**

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

**APPROVAL OF MINUTES:**

Motion by Ingall, seconded by Luttrupp, to approve the minutes of the Planning Commission meeting on April 14, 2015. Motion approved.

**OATH:**

Mrs. Stuhlmiller performed the Oath of office for the new Planning Commissioners Lewis Rumpler and Lynn Fleming.

**STAFF COMMENTS:**

Sean Holm, City Planner announced that we currently have one item scheduled for the Planning Commission meeting on June 9<sup>th</sup> with two town hall public meetings to discuss the long range planning ideas for East Sherman. The first one is scheduled on June 3<sup>rd</sup> and the second one on June 18<sup>th</sup>. He announced that Planner Lori Burchett has accepted a position in Seattle and will be leaving next week.

Chairman Jordan commented that Ms. Burchett did a great job and will be missed.

Warren Wilson, Deputy City Attorney, stated that with the addition of two new planning commissioners, it is time for another Findings and Order Workshop. He stated that after the public hearing for the Forest Service last month, some of the neighbors contacted staff about the appeal process stating that they were not satisfied with the amount of space approved at the public hearing between their property and the Forest Service. He explained that he was contacted by the Forest Service and at their recommendation, set up a meeting with a few of the neighbors to discuss other options for the buffer between their property and the neighbors. He stated that the meeting was a success with both sides coming to an agreement.

**ELECTION:**

1. Vice Chair

Commissioner Ingalls nominated Commissioner Messina for Vice Chair.

Motion by Ingalls, seconded by Luttrupp, to nominate Commissioner Messina as vice chair. Motion approved.

**PUBLIC COMMENTS:**

Commissioner Luttrupp stated there was an article in this weekend's newspaper about one of our past student representatives' receiving a full-ride scholarship to an out of state University. He commented that we have had some outstanding students participating in this program and hopes that the city continues this program.

**PUBLIC HEARINGS:**

1. Applicant: Lake Forest, LLC  
Location: 1555 W. Hanley Avenue  
Request: A proposed 66-lot preliminary plat "Lake Forest West 1<sup>st</sup> Addition QUASI-JUDICIAL (S-1-14m)

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

Commissioner Ingalls inquired about the buffer zone requirements for the people who will be living next to the proposed commercial lot.

Planner Holm explained that when the developer applies for a building permit, the requirements for a buffer will apply.

Commissioner Ingalls stated that he understands the subdivision code has changed since the approval of Lake Forest West in 2014, and is concerned when it's time to do the findings how the section for deviations will be addressed since they were approved with the original application.

Warren Wilson, Deputy City Attorney, stated that the original Lake Forest subdivision was approved last year and those improvements, including the deviations, were approved. He explained with this modification, the changes are with the reduction of lots and suggested if this application is approved, to adopt the deviation section of the findings approved at the hearing last year. He stated this is a unique situation and probably will not happen again.

Public Testimony open:

Drew Dittman, applicant representative, congratulated the appointment of the two new commissioners, Lewis Rumpler and Lynn Fleming. He explained that this request was driven by the change in the market and the demand for new homes. He then asked if the commission had any questions.

Commissioner Ingalls inquired if they approved of the conditions listed in the staff report.

Commissioner Fleming inquired if approved, will they continue with the same style of fence for the new area.

Mr. Dittman stated that they agree with the conditions and the fence will remain the same.

**Motion by Ingalls, seconded by Messina, to approve Item S-1-14.m. Motion approved.**

ROLL CALL:

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

Motion to approve carried by a 5 to 0 vote.

**ADJOURNMENT:**

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

The meeting was adjourned at 6:09 p.m.

Prepared by Shana Stuhlmiller, Public Hearing Assistant

# PLANNING COMMISSION STAFF REPORT

**DATE:** June 9, 2015  
**TO:** Planning Commission  
**FROM:** Tami Stroud, Planner  
**SUBJECT:** **A-2-15-** Annexation of a +/- 9.33 acre portion of former railroad property near Highway 95 and extending to the Hubbard Street right-of-way.

**APPLICANT:** City of Coeur d'Alene  
710 E. Mullan Avenue  
Coeur d'Alene, ID 83814

**OWNER:** BLM  
3815 Schreiber Way  
Coeur d'Alene, ID 83815

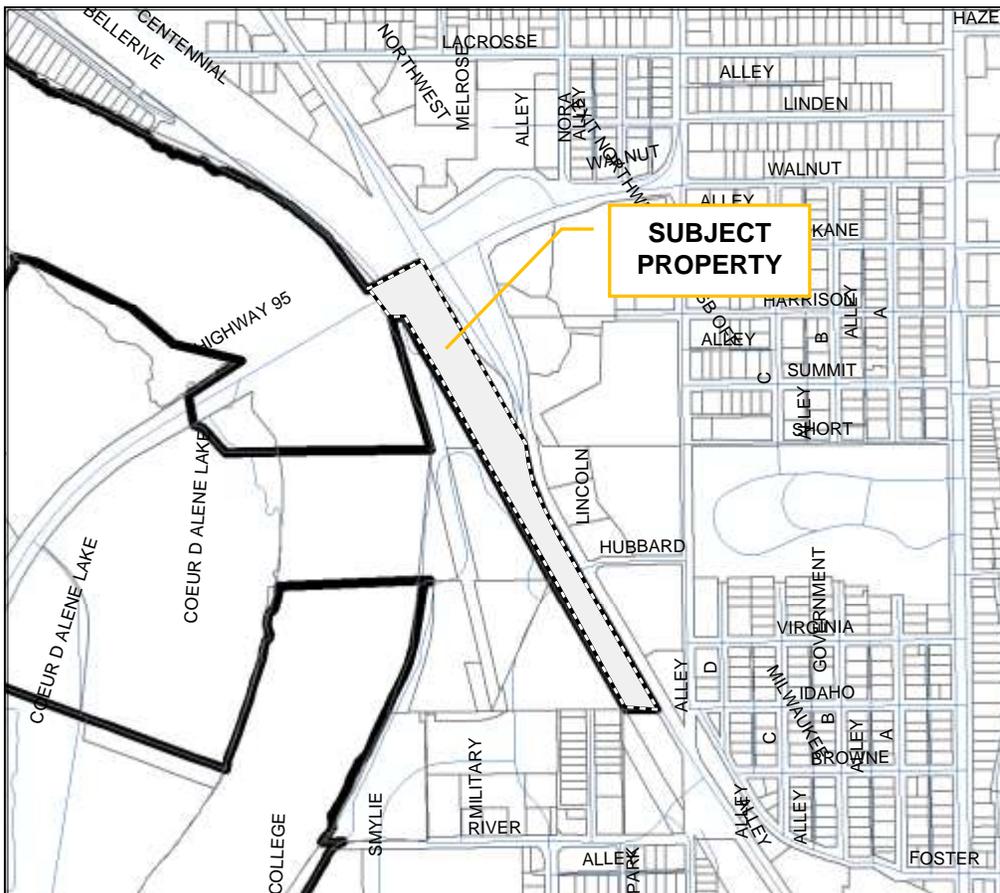
## ZONING REQUEST:

The City of Coeur d'Alene is requesting zoning prior to annexation from County Industrial (I) to City C-17 (Commercial at 17 units/ acre) zoning district. The property is more specifically described as a portion of former railroad property near Highway 95 and extending to the Hubbard Street right-of-way.

## **DECISION POINT:**

City of Coeur d'Alene is requesting approval of Zoning Prior to Annexation from County Industrial (I) to City C-17 (Commercial at 17 units/acre) zoning district.

Property map:



**ANNEXATION MAP:**

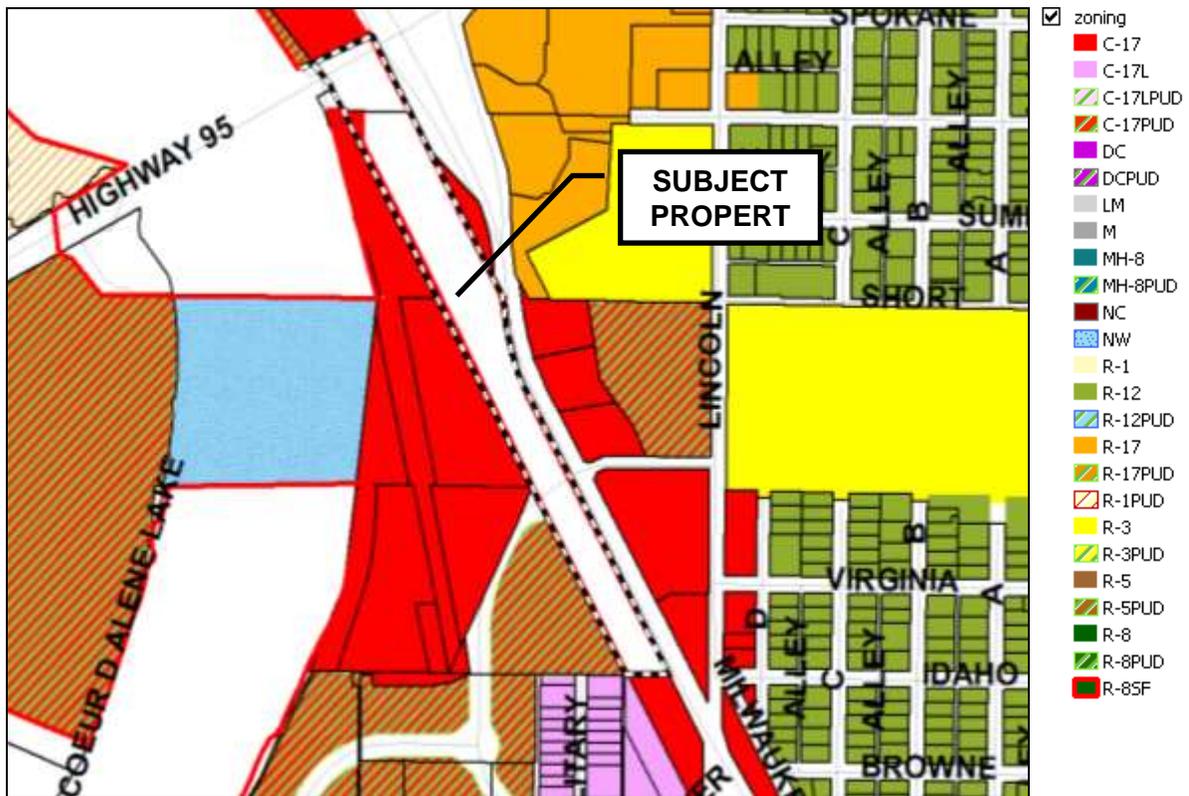


**A. SITE PHOTO LOOKING NORTH:**





D. Zoning:



**Purpose and Intent:**

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

**Uses permitted by right:**

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. Single-family detached housing (as specified by the R-8 District).</li> <li>2. Duplex housing (as specified by the R-12 District).</li> <li>3. Cluster housing (as specified by the R-17 District).</li> <li>4. Multiple-family (as specified by the R-17 District).</li> <li>5. Home occupations.</li> <li>6. Community education.</li> <li>7. Essential service.</li> <li>8. Community assembly.</li> <li>9. Religious assembly.</li> <li>10. Public recreation.</li> <li>11. Neighborhood recreation.</li> </ol> | <ol style="list-style-type: none"> <li>12. Commercial recreation.</li> <li>13. Automobile parking when serving an adjacent business or apartment.</li> <li>14. Hospitals/health care.</li> <li>15. Professional offices.</li> <li>16. Administrative offices.</li> <li>17. Banks and financial institutions.</li> <li>18. Personal service establishments.</li> <li>19. Agricultural supplies and Commodity sales.</li> <li>20. Automobile and accessory sales.</li> <li>21. Business supply retail sales.</li> <li>22. Construction retail sales.</li> <li>23. Convenience sales.</li> </ol> |
|---|---|

- |   |  |
|---|--|
| 24. Department stores.                                    | 42. General construction service.                    |
| 25. Farm equipment sales.                                 | 43. Group assembly.                                  |
| 26. Food and beverage stores,<br>on/off site consumption. | 44. Laundry service.                                 |
| 27. Retail gasoline sales.                                | 45. Finished goods wholesale.                        |
| 28. Home furnishing retail sales.                         | 46. Group dwelling-detached<br>housing.              |
| 29. Specialty retail sales.                               | 47. Mini-storage facilities.                         |
| 30. Veterinary office.                                    | 48. Noncommercial kennel.                            |
| 31. Hotel/motel.  | 49. Handicapped or minimal care<br>facility.         |
| 32. Automotive fleet storage.                             | 50. Rehabilitative facility.                         |
| 33. Automotive parking.                                   | 51. Child care facility.                             |
| 34. Automobile renting.                                   | 52. Juvenile offenders facility.                     |
| 35. Automobile repair and cleaning.                       | 53. Boarding house.                                  |
| 36. Building maintenance service.                         | 54. Commercial kennel.                               |
| 37. Business support service.                             | 55. Community organization.                          |
| 38. Communication service.                                | 56. Nursing/convalescent/rest<br>homes for the aged. |
| 39. Consumer repair service.                              | 57. Commercial film production.                      |
| 40. Convenience service.                                  |  |
| 41. Funeral service.                                      |  |

**Uses allowed by special use permit:**

- |   |  |
|---|--|
| 1. Veterinary hospital.                   | 6. Auto camp   |
| 2. Warehouse/storage.                     | 7. Residential density of the R-34 district as specified |
| 3. Custom manufacturing.                  | 8. Underground bulk liquid fuel storage-wholesale        |
| 4. Extensive impact.                      | 9. Criminal transitional facility                        |
| 5. Adult entertainment sales and service. | 10. Wireless communication facility                      |

*Evaluation:*

- The requested zoning for the subject property is C-17. The C-17 (Commercial) zoning district is consistent with the neighboring properties.

**REQUIRED FINDINGS:**

**A. Annexation findings**

**Finding #B8: THAT THIS PROPOSAL (IS) (IS NOT) IN CONFORMANCE WITH THE COMPREHENSIVE PLAN POLICIES**

Please refer to the Comprehensive Plan map and evaluation on the following pages.

D. 2007 Comprehensive Plan – Stable Established – **Educational Corridor:**



**Stable Established:**  
These areas are where the character of neighborhoods has largely been established and, in general, should be maintained. The street network, the number of building lots, and general land use are not expected to change greatly within the planning period

**Education Corridor Today:**

The Education Corridor is made up of multiple institutions of higher learning and is adjacent to the Coeur d'Alene wastewater treatment plant, the DeArmond Lumber Mill, the Spokane River shoreline, and the Fort Grounds residential neighborhood.

The DeArmond Lumber Mill, owned by the Stimson Lumber Company, produces approximately 70 million board feet of dimension lumber each year. The mill is accessed by truck via Northwest Boulevard and by the Burlington Northern Santa Fe (BNSF) Railway. Stimson will operate this lumber mill until 2008 or 2009 before it is closed and the site converted to educational and residential uses. Over time, the lumber mill is planned to be removed and/or relocated to a more compatible location. The property on which the mill is located will be included in the education corridor study. The DeArmond Mill utilizes water transportation on Lake Coeur d'Alene in order to move its logs down the St. Joe River. This method of log transport has been used on the lake for over 100 years. The logs are towed in brails along the length of the lake by tugboat to the mill. The DeArmond Mill is the last mill on the lake to rely in part on water transport of its logs and is also the last working sawmill in Coeur d'Alene.

The wastewater treatment plant has been at its present location since 1939. This facility is expanding to accommodate growth and provide more intensive treatment of wastewater. Effluent from the plant is discharged into the Spokane River.

**Education Corridor Tomorrow:**

The Education Corridor is becoming an important asset to our community as institutions of higher learning continue to grow in this area. A study looking at future land use patterns in the Education Corridor is currently underway. This study should provide the needed framework to ensure compatibility with the existing neighborhoods, wastewater treatment plant, shoreline, and the planned higher educational uses.

**The characteristics of the Education Corridor will include:**

- An increasing number of uses related to the provision of higher education that are suitable in scale and density with the existing surrounding uses.
- Ensuring connectivity is maintained and improved throughout the corridor to provide multi-modal transportation options.
- Retaining and increasing trees and landscaping.

**Significant policies:**

➤ **Objective 1.11 – Community Design:**

Employ current design standards for development that pay close attention to context, sustainability, urban design, and pedestrian access and usability throughout the city.

➤ **Objective 1.12 – Community Design:**

Support the enhancement of existing urbanized areas and discourage sprawl.

➤ **Objective 1.13 – Open Space:**

Encourage all participants to make open space a priority with every development and annexation.

➤ **Objective 1.16 - Connectivity:**

Promote bicycle and pedestrian connectivity and access between neighborhoods, open spaces, parks, and trail systems.

➤ **Objective 2.05 – Pedestrian & Bicycle Environment:**

Plan for multiple choices to live, work, and recreate within comfortable walking/biking distances.

➤ **Objective 3.13- Parks:**

Support the development, acquisition, and maintenance of property and facilities for current and future use, as described in the Parks Master Plan.

➤ **Objective 3.14 - Recreation:**

Encourage city-sponsored and/or private recreation facilities for citizens of all ages. This includes sports fields and facilities, hiking and biking pathways, open space, passive parks, and water access for people and boats.

*Evaluation:*

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

**Finding #B9: THAT PUBLIC FACILITIES AND UTILITIES (ARE) (ARE NOT) AVAILABLE AND ADEQUATE FOR THE PROPOSED USE.**

**SEWER:**

The Wastewater Utility has no objections to this Annexation as proposed. The public sewer main is located within the subject property. Any wastewater conditions will be addressed during the Project Review process, and at that time, determine capacity based upon the proposed use.

*-Comments submitted by Mike Becker, Utility Project Manager*

**WATER:**

There is generally sufficient supporting water system infrastructure and capacity in the area to provide adequate domestic service, irrigation and fire flow to the area proposed for annexation. When more specific development information is provided, staff will determine if additional infrastructure installation will be required to provide service directly to the property to be annexed.

*-Comments submitted by Terry Pickel, Assistant Wastewater Superintendent*

**TRAFFIC & STREETS:**

The area proposed for annexation is abandoned railroad right-of-way that extends from the northerly right-of-way of US Highway 95, to the northerly boundary of the Taylor's Park, extended easterly. There are no roadway connections to this portion of abandoned rail property, although, it does parallel Northwest Boulevard for a portion of the area of request. Taken together with previously annexed portions of rail property, there would be numerous intersections to allow access to the property.

*Evaluation:*

Annexation of this portion of rail property eliminates the gap in the portions of right-of-way that have been previously annexed, thus allowing for a unified development of the property. Subsequent development of the area, whether it be recreational, commercial or residential, will bring about a traffic element that does not currently exist due to the undeveloped nature, however, the presence of numerous street connections over the entire railway length will allow for multiple points of access for ingress/egress and parking that would be addressed at the time of development on the property.

**STORMWATER:**

Annexation of the subject property will not directly impact stormwater. Any stormwater requirements will be addressed during the Building Permit process. The Engineering Department has no concerns with the proposed annexation.

*-Submitted by Chris Bates, Engineering Project Manager*

**FIRE:**

The International Fire Code (IFC) and Life Safety Code are applicable to occupancy uses. With an annexation, the degree of IFC or Life Safety Code requirements are dependent on the occupancy use, type of construction, degree of fire protection and access. Without knowing the occupancy use, the Fire Department is unable to define the degree of applicable IFC and Life Safety Codes that will pertain to the project.

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

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

*-Submitted by Bobby Gonder, Fire Inspector*

**Finding #B10: THAT THE PHYSICAL CHARACTERISTICS OF THE SITE (MAKE) (DO NOT MAKE) IT SUITABLE FOR THE REQUEST AT THIS TIME.**

The subject property is a +/- 9 acre strip of former BNSF railroad property near Highway 95 and extending to the Hubbard Street right-of-way.

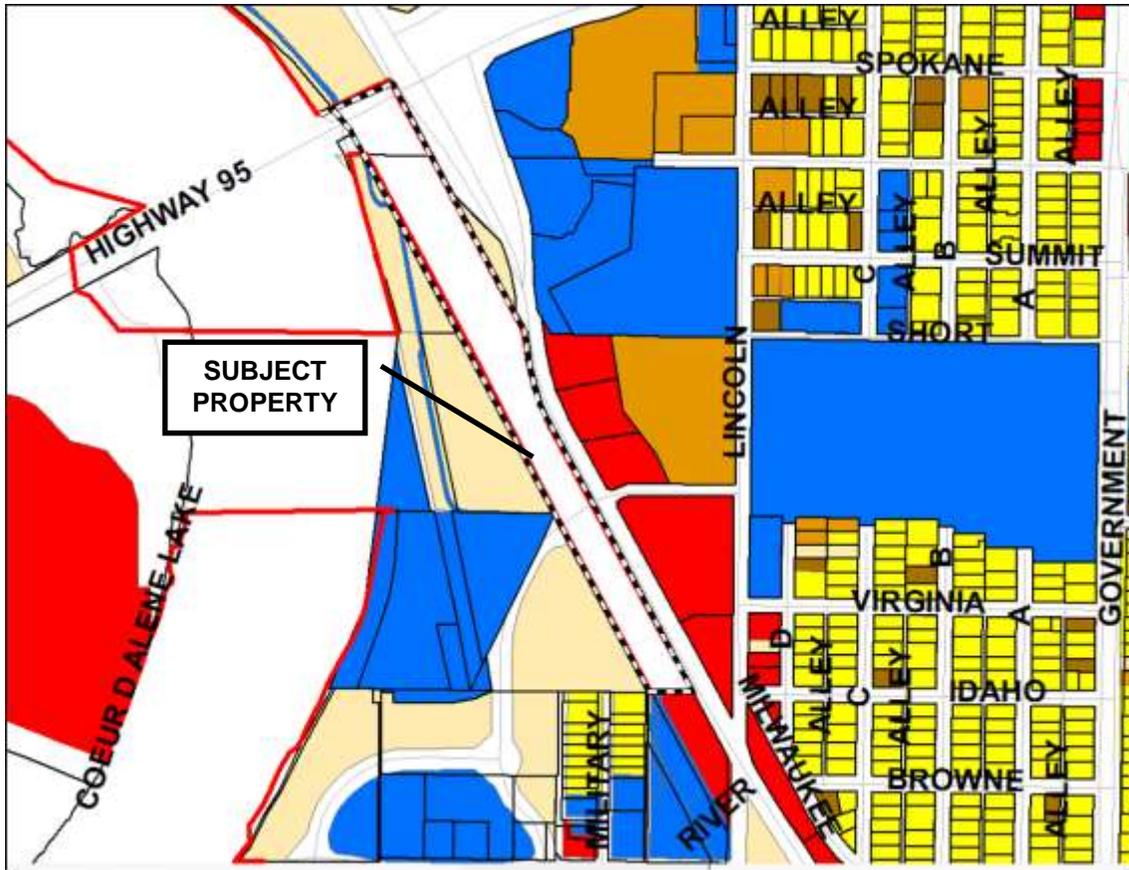
Evaluation:

The physical characteristics appear to be suitable for the request at this time and the topography would not preclude development of the property.

**Finding #B11: THAT THE PROPOSAL (WOULD) (WOULD NOT) ADVERSELY AFFECT THE SURROUNDING NEIGHBORHOOD WITH REGARD TO TRAFFIC, NEIGHBORHOOD CHARACTER, (AND) (OR) EXISTING LAND USES.**

B. Generalized land use:

Please refer to the land use map and evaluation on the following page.



*Evaluation:*

The subject property was previously the site of the Burlington Northern Railroad property and is now vacant. The property runs parallel with Northwest Boulevard. The city is working on a lease with BLM and intends to create open space, parks, pedestrian and bicycle connections and other public spaces.

The subject property is adjacent to Northwest Boulevard, which is designated as a minor arterial. The surrounding uses are, civic and commercial. The Wastewater Treatment Plant, North Idaho College and LCSC/BSU Extension Center are located to the west are civic uses. The property to the west of the site is zoned C-17 (Commercial at 17 units/acre).

**PROPOSED RECOMENDATIONS FOR AN ANNEXATION AGREEMENT:**

Conditions are not placed on annexations, but are negotiated as part of any annexation agreement, or, required as part of any development for the subject property.

**ORDINANCES AND STANDARDS USED IN EVALUATION:**

- Comprehensive Plan - Amended 2007.
- Transportation Plan
- Municipal Code.
- Idaho Code.
- Wastewater Treatment Facility Plan.
- Water and Sewer Service Policies.

Urban Forestry Standards.  
Transportation and Traffic Engineering Handbook, I.T.E.  
Manual on Uniform Traffic Control Devices.  
Coeur d'Alene Bikeways Plan  
Kootenai County Assessor's Department property records  
Resolution No. 09-021, Complete Street Policy

**ACTION ALTERNATIVES:**

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



**APPLICANT'S  
NARRATIVE**



**S  
G  
N  
-  
D  
-  
F**

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

**A. INTRODUCTION**

This matter having come before the Planning Commission on June 9, 2015 and there being present a person requesting approval of ITEM A-2-15, a request for zoning prior to annexation from County Industrial to City C-17.

APPLICANT: CITY OF COEUR D' ALENE

LOCATION: +/- 9.33 ACRE PORTION OF FORMER RAILROAD PROPERTY NEAR HIGHWAY 95  
AND EXTENDING TO THE HUBBARD STREET RIGHT-OF-WAY

**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, commercial and civic uses.
- B2. That the Comprehensive Plan Map designation is Educational Corridor.
- B3. That the zoning is County Industrial.
- B4. That the notice of public hearing was published on May 23, 2015, which fulfills the proper legal requirement.
- B5. That the notice of public hearing was not required to be posted, which fulfills the proper legal requirement.
- B6. That 74 notices of public hearing were mailed to all property owners of record within three-hundred feet of the subject property on May 22, 2015.
- B7. That public testimony was heard on June 9, 2015.
- B8. That this proposal **(is) (is not)** in conformance with the Comprehensive Plan policies as follows:

B9. That public facilities and utilities **(are) (are not)** available and adequate for the proposed use.  
This is based on

**Criteria to consider for B9:**

1. Can water be provided or extended to serve the property?
2. Can sewer service be provided or extended to serve the property?
3. Does the existing street system provide adequate access to the property?
4. Is police and fire service available to the property?

B10. That the physical characteristics of the site **(do) (do not)** make it suitable for the request at this time because

**Criteria to consider for B10:**

1. Topography.
2. Streams.
3. Wetlands.
4. Rock outcroppings, etc.
5. vegetative cover.

B11. That the proposal **(would) (would not)** adversely affect the surrounding neighborhood with regard to traffic, neighborhood character, **(and) (or)** existing land uses because

**Criteria to consider for B11:**

1. Traffic congestion.
2. Is the proposed zoning compatible with the surrounding area in terms of density, types of uses allowed or building types allowed?
3. Existing land use pattern i.e. residential, commercial, residential w churches & schools etc.

**C. ORDER: CONCLUSION AND DECISION**

The Planning Commission, pursuant to the aforementioned, finds that the request of **THE CITY OF COUEUR D'ALENE** for zoning prior to annexation, as described in the application should be **(approved) (denied) (denied without prejudice)**.

Suggested provisions for inclusion in an Annexation Agreement 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 Rumppler	Voted _____
Commissioner Ward	Voted _____

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

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

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

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