

Moscow City Council



Regular Meeting ~Agenda~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, April 15, 2019

7:00 PM

**Council Chambers
206 E. Third St.**

The Moscow Mayor, City Council and Staff welcome you to tonight's meeting. We appreciate and encourage public participation. For regular agenda items, an opportunity for public comment is sometimes provided after the staff report. However, the formality of procedures varies with the purpose and subject of the agenda item; therefore, the Mayor may exercise discretion in deciding when to allow public comment during the course of the proceedings and limitations may be placed on the time allowed for comments. Citizens wishing to comment on business that is not on the agenda will be provided the opportunity to do so during the public comment item on the agenda. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" in the door pocket outside the City Council Chambers. Please note that Moscow City Council meetings are televised, videotaped and/or recorded. Thank you for your interest in City government.

PLEDGE OF ALLEGIANCE

PROCLAMATIONS – ARBOR DAY AND EARTH DAY

EARTH DAY AWARDS

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council April 1, 2019 Minutes - Caylee Birge

Minutes presented for approval.

ACTION: Approve minutes.

B. Disbursement Report March 2019 - Sarah Banks

Attached is the Accounts Payable Report for the month ending March, 2019. This was reviewed, signed and recommended for approval by the Public Works/Finance Committee on April 8, 2019.

ACTION: Approve the Disbursements Report for the month of March, 2019.

C. Second Quarter Financial Report January 1, 2019 to March 31, 2019 for FY2019 - Sarah Banks

Attached is the financial report for the second quarter of Fiscal Year 2019 (January 1, 2019 to March 31, 2019).

ACTIONS: Approve the FY2019 Second Quarter Report.

REGULAR AGENDA

- 2. Staff Recognition Report - Gary J. Riedner**
- 3. Mayors Appointments (ACTION ITEM)**
- 4. Public Comment and Mayor's Response Period (limit 15 minutes)**
- 5. Citizen Commission Report - Planning and Zoning Commission - Mike Ray / Wendy McClure**
- 6. Moscow Volunteer Fire Department Annual Report – Brian Nickerson**
- 7. Public Hearing: Flood Hazard Area Ordinance (ACTION ITEM) - Mike Ray**

In the fall of 2018, the Community Development Department was contacted by the Federal Emergency Management Agency (FEMA) which indicated that the National Flood Insurance Program (NFIP), in which the City participates, has recently updated their requirements. Staff conducted a review of Moscow's Flood Hazard Area ordinance and determined it was compliant, but there are a few areas that require attention and should be revised. Staff worked with FEMA to update the Flood Hazard Area ordinance to be compliant with current NFIP requirements. The Planning and Zoning Commission conducted a public hearing for the proposed ordinance on March 13, 2019 and recommended approval of the ordinance as presented to City Council. The proposed ordinance was reviewed by the Public Works/Finance Committee on April 8, 2019, is moving forward to City Council for public hearing and action.

PROPOSED ACTIONS: Conduct the public hearing and upon consideration of testimony presented, approve the Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary; or consider the Ordinance on first reading and that it be read by title; or reject the Ordinance; or take such other action deemed appropriate.

8. Proposed Lot Division at 860 N Lincoln Street (ACTION ITEM) - Leah Carlson

The applicant, David Reed, is requesting a lot division for an 11,380 sf lot located at 860 N. Lincoln Street. The applicant is requesting the lot division in order to create three townhouse lots of approximately 5,120 sf, 2,591 sf, and 3,669 sf in size from the original parcel. The subject property is located within the Medium Density Residential Zoning District (R-3). Within the R-3 Zoning District, townhouse lots require a minimum lot area of 2,000 square feet and a minimum lot width of twenty feet (20'). All proposed lot areas and lot widths meet these requirements. This was reviewed by the Public Works/Finance Committee on April 8, 2019 and the Committee directed the item to move forward for full City Council consideration without recommendation

PROPOSED ACTIONS: Approve the lot division request with no conditions; or approve the lot division request with conditions; or deny the lot division request; or take such other action deemed appropriate.

REPORTS

City Council

Mayor

Staff

ADJOURN

NOTICE: Moscow City Council and committee meetings are televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.

EARTH DAY PROCLAMATION

WHEREAS, the first EARTH DAY was celebrated on April 22, 1970; and

WHEREAS, EARTH DAY originated in the United States and became recognized worldwide by 1990; and

WHEREAS, all people of this Earth, from all walks of life, have a right to clean water, clean air and a wholly healthy environment; and

WHEREAS, humankind is currently facing tremendous global challenges including climate change, biodiversity loss, and a need for better waste solutions; and

WHEREAS, it is crucial to expand and diversify the global environmental movement to achieve maximum progress and to defend the environmental progress that has been heretofore gained; and

WHEREAS, it is essential to involve the community in the design and implementation of solutions for pressing environmental issues; and

WHEREAS, citizens of Moscow value quality of life, stability and sustainability; and

WHEREAS, every year on April 22, men, women, and children participate in environmental stewardship activities such as stream cleanup, planting trees, educational events, celebrating sustainable accomplishments, and more; and

WHEREAS, EARTH DAY is an annual reminder of the constant need for environmental activism, stewardship commitments, and sustainability efforts.

NOW THEREFORE, I, Bill Lambert, Mayor of the City of Moscow, Idaho do hereby proclaim Monday, April 22, 2019 to be observed and celebrated as

Earth Day

in the City of Moscow and encourage all of its inhabitants, businesses, and institutions to use EARTH DAY to celebrate the Earth and promote the wellbeing of the inhabitants of the City of Moscow and the protection of the environment.



DATED this 15th day of April, 2019



Bill Lambert, Mayor

ARBOR DAY PROCLAMATION

- WHEREAS,** In 1872, Julius Sterling Morton, who would become Secretary of Agriculture under President Grover Cleveland, proposed to the Nebraska Board of Agriculture that a special day be set aside for planting trees; and,
- WHEREAS,** The resulting holiday – Arbor Day – was first observed in that State with the planting of more than one million trees; and
- WHEREAS,** Arbor Day is now recognized throughout the nation and the world, reminding us that one person’s initiative can make a lasting and meaningful difference; and
- WHEREAS,** The City of Moscow and Moscow Tree Commission are committed to a community forestry program that supports a safe, healthy, and attractive urban forest; and
- WHEREAS,** Trees are renewable resources that yield fruit and nuts for food and profit, wood for construction, fuel for warmth, paper products, and a wide variety of other goods and materials; and
- WHEREAS,** When properly selected, planted in the right places, and tended appropriately, trees increase property values, add beauty, enhance economic vitality of business districts, cut heating and cooling costs, and provide buffers from traffic; and
- WHEREAS,** Trees intercept storm water, reduce runoff and erosion, clean air and water, produce oxygen, slow climate change by absorbing carbon dioxide, provide habitat for wildlife, and moderate air temperature; and
- WHEREAS,** A healthy urban forest can bring a sense of vibrancy or respite, adventure or calm, escape or contentment, and connection to wild nature, amidst asphalt and concrete; and
- WHEREAS,** Arbor Day reminds us of the timeless observation by its founder, J. Sterling Morton, that “Each generation takes the earth as trustees;” and
- WHEREAS,** To celebrate Arbor Day in Moscow, the City of Moscow, the Moscow Tree Commission, and Gritman Medical Center will host an Arbor Day ceremony highlighting the benefits of trees on health at 11:00 P.M. at The Pearl Bistro, located at 803 South Main Street on the second floor of Gritman’s new medical office building. Following the ceremony, an Autumn Gold Ginko will be planted a short distance away, south of Moscow Family Medicine.

NOW, THEREFORE, I, Bill Lambert, Mayor for the City of Moscow, do hereby proclaim April 26, 2019 as

ARBOR DAY

in the City of Moscow, and I urge all citizens to support the planting of trees, to promote the well-being of this and future generations.



DATED this 15th day of April, 2019.


Bill Lambert, Mayor

Moscow City Council



Regular Meeting ~Minutes~

www.ci.moscow.id.us

Laurie M. Hopkins
City Clerk

208.883.7015

Monday, April 1, 2019

7:00 PM

**Council Chambers
206 E. Third St.**

The meeting was called to order at 7:00 p.m.

PRESENT: Mayor Bill Lambert, Art Bettge, Jim Boland, Kathryn Bonzo, Brandy Sullivan, Gina Taruscio, Anne Zabala

STAFF: Jen Pfiffner, Gary J. Riedner, Mia Vowels, Bill Belknap, Kyle Snyder, Kyle Steele, Mathew Meacham, David Schott, Kelli Cooper, Caylee Birge

PLEDGE OF ALLEGIANCE

Council Member Bettge led the Pledge of Allegiance.

PROCLAMATION - FAIR HOUSING

Mayor Lambert presented the Fair Housing Proclamation. Randy Baukol was presented with the proclamation.

PRESENTATION TO STEVE BONNAR

Randy Baukol, chair of the Fair and Affordable Housing Commission presented the Sojourners Alliance award to Steve Bonnar. The Mayor recognized Steve's efforts.

CONSENT AGENDA

1. All Consent Items (ACTION ITEM)

A. Approval of Moscow City Council March 4, 2019 Minutes - Laurie M. Hopkins

Minutes presented for approval.

ACTION: Approve minutes as presented.

B. Approval of Moscow City Council March 18, 2019 Minutes - Laurie M. Hopkins

Minutes presented for approval.

ACTION: Approve minutes as presented.

C. Environmental Stewardship Award - Kelli Cooper

The Environmental Stewardship Award is designed to recognize and reward local businesses who have taken steps to reduce their environmental impacts. It is an extension of existing City of Moscow programs such as the Fats, Oils, and Grease reduction program, and Water Conservation program as well as several City of Moscow ordinances regarding environmental

regulations. At the same time, the program is meant to encourage and support future actions by providing information on additional steps that can be taken and the resources to help businesses make those changes. The packet includes the award logo, a support letter from the Sustainable Environment Commission (SEC), and the application for eligibility. In addition, this award program was unanimously supported by the SEC. This was reviewed by the Public Works/Finance Committee on March 25, 2019 and recommended for approval.

ACTION: Approve the Environmental Stewardship Award program.

D. Clarification of the FY2018 CAFR - Gary J. Riedner / Sarah Banks

Upon finalizing the Comprehensive Annual Financial Report (CAFR) pursuant to the City Council's approval of the document at the March 18 Council meeting, a scrivener's error was identified. On page 42 of the CAFR document the Statement of Net Position, specifically the column outlining the Component Unit for the Moscow Urban Renewal Agency (URA), adjustments have been made to reflect the correction of that error. This correction does not affect any of the City's information, financials or the like, as it is simply a representation of the URA's financial standing at the time of the report. This was reviewed by Public Works/Finance Committee and Administrative Committee on March 25 and recommended for approval.

ACTION: Approve the correction to the Comprehensive Annual Financial Report (CAFR) as noted.

E. Self-Funded Employee Health Insurance Proposal - Gary J. Riedner

On May 21, 2018, City Council unanimously directed staff to proceed with the development of a self-funded city employee health insurance proposal for City Council consideration. Staff has worked with long-time benefits consultant The Murray Group (formerly Helbling Benefits) as directed by Council to develop a self-funded health insurance proposal to be submitted to the State of Idaho Department of Insurance (DOI) for consideration. Information was gathered for that application as well as the required Actuarial Study that was completed by Milliman Consulting. That study confirmed that the City's experience lends favorably to self-funding. On January 2, 2019, City Council approved the implementation of a self-funded employee health benefits program and application to the Idaho Department of Insurance, creation of a City of Moscow Employees Benefits Trust, appointment of Trustees, and authorization to enter into appropriate agreements to implement the program. The proposed implementation date was April 1, 2019. Staff is proposing delaying the implementation of the program until FY2020, in accordance with the attached memo from the City Supervisor. This was reviewed by Public Works/Finance Committee and Administrative Committee on March 25, 2019 and recommended for approval.

PROPOSED ACTIONS: Approve delaying the implementation of the Self-Funded Employee Health Benefits Program until FY2020 in accordance with the attached memo from the City Supervisor.

F. Water Filter Plant Public Art Project Commission Agreement - Nichole Baker

The City of Moscow Public Works Department and Arts Department have selected mural artist Camille Cote to create a mural installation on the Water Filter Plant building located at the highly-visible and busy intersection of Jackson and A Street. The painted mural will depict our aquifer system, based on the

image of the Generalized Geologic Cross Section through Pullman and Moscow. The intent of this Project is to educate citizens of the City's water resource. The attached agreement with Ms. Cotes is in the amount of \$6,000 and the project was anticipated in the FY2019 Water Department budget, line item 220-220-70-670-30. This was reviewed by the Public Works/Finance Committee on March 25, 2019 and recommended for approval.

ACTION: Approve the agreement.

Bettge moved to approve the consent agenda, Zabala seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REGULAR AGENDA

2. Staff Recognition Report - Gary J. Riedner

Gary J. Riedner recognized Joe Knickerbocker's career and retirement.

3. Mayors Appointments (ACTION ITEM)

Mayor Lambert proposed the appointment of Kerry Morsek to the Farmers Market Commission.

Bettge moved and Taruscio seconded to approve the appointment. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

4. Public Comment and Mayor's Response Period (limit 15 minutes)

Kim O'Neill, 2100 Lexington Ave Moscow, with Moscow Career and Technical Education Coalition spoke. This is a new group of parents and professionals that want to assess the need to expanded agriculture sciences and technical classes in the Moscow School District. The first step is to assess the public interest and support during a public meeting that will held April 10, 2019 at 6:00 p.m. at the Best Western Plus University Inn. The second step will be to survey students to see if there is interest. The surveys will be provided by Professional Services from U of I. Funding will depend on the phase. Professors at the University of Idaho will teach during the first few years, followed by funding from the Idaho State Department of Education.

5. Citizen Commission Report - Fair and Affordable Housing Commission - Bill Belknap / Randy Baukol

Bill Belknap introduced Randy Baukol. Baukol presented the membership, duties and activities participated over the past year. Upcoming activities will include creating a retractable banner for use at events, reviewing the Analysis of Impediments, and research and preparing for the HUD Assessment of Fair Housing process.

6. Request for Funding from Moscow Affordable Housing Trust (ACTION ITEM) - Gary J. Riedner

Moscow Affordable Housing Trust (MAHT) is currently developing an affordable housing project consisting of a 3-unit townhouse located at 334, 336 and 338 Southview Avenue. MAHT purchased the property in fall, 2018 and is currently in the process of constructing improvements with a loan obtained through Idaho Housing Finance Authority. Because of the fact that the purchase of the land has depleted MAHT's working capital, Nils Peterson, Executive Director of the Moscow Affordable Housing Trust, is requesting financial assistance from the City of Moscow to participate in the cost of the property in the amount of \$15,000. This was reviewed by the Public

Works/Finance Committee on March 11, 2019 and recommended for approval.

PROPOSED ACTIONS: Recommend approval of MAHT request for \$15,000 for assistance in the cost of property for affordable housing project and authorize expenditure of funds from Legislative Non-Prioritized Projects; reject request, or take such other action deemed appropriate.

Riedner introduced the Nils Peterson, Executive Director of the Moscow Affordable Housing Trust. Peterson stating that low income households cannot purchase housing in the Moscow market. There are several different ways to subsidize home purchases for long term affordability. Subsidy retained will be held from the federal government in the ground for perpetuity in a land trust. The buyer will get their own mortgage and IHFA will provide up to \$40,000 to the Land Trust to fill the buyer gap. The next sale price will be calculated from the previous sale price, the value of the subsidies will not translate to the next sale. Sources of capital will include buyer sweat-equity through Self-Help Ownership program (SHOP). Grounded Solutions of Land Trust, a national organization, have provided a model lease agreement in which Idaho will adopt and use. There will be a ground lease of 99 years in place so the homeowner cannot be forced out. The home buyer will pay taxes and insurance on the home and any improvements. MAHT will have income stream from the rental agreement. Bonzo moved to approve the MAHT request for \$15,000 for assistance in the cost of property for affordable housing project and authorize expenditure of funds from Legislative Non-Prioritized Projects. Zabala seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

7. Downtown Survey Report (ACTION ITEM) – Jen Pfiffner / Kyle Snyder

During the Zoning Code update that was approved by the City Council on May 21, 2018, questions were raised by the Council regarding the allowance of Educational Institutions (colleges and universities) within the Central Business Zoning District (CBZD). The City Council approved the Zoning Code amendment at the time, but requested that the Administrative Committee of the City Council continue the discussion regarding the allowance of educational uses within the CBZD. On August 20, 2018, City Council provided direction to staff to develop a survey for the community and property owners and businesses operating within the CBZD. A survey instrument was then prepared which contained questions designed to gauge the perceptions of the community and property owners and businesses operating within the CBZD in regards to a) current public/private universities and colleges in the CBZD and b) additional or expanded public/private universities and colleges in the CBZD. The survey instrument was approved by City Council. The survey was then sent out in the fall of 2018 to CBZD property and business owners as well as a random sample of the community. Staff has compiled the responses into a summary document for the Council's review and consideration. The survey was reviewed by Administrative Committee and Public Works/Finance Committee on March 25, 2019 and recommended to proceed to City Council.

ACTION: Receive report and provide staff with further direction.

Pfiffner introduced the item. Snyder presented the results of the survey. There was a 24% response rate from 1,476 surveys that were sent out to property owners and business owners in the Central Business Zoning District (CBD). The survey had three questions and a statement section. The Council agreed the results of the survey were clear with a 2:1 response rate in objection to private colleges and universities in the CBD. Bonzo moved to send the survey results to the Planning and Zoning Commission to disallow private colleges and universities in the CBD. Sullivan seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

8. Moscow Urban Renewal Agency Annual Report - Bill Belknap

Bill Belknap reported in the financials of the agency, accomplishments for the past year and entities that partnered on projects, and the agency's capital improvement plan. Upcoming projects include participation in the Almon Street reconstruction, Hello Walk on Sixth and Jackson, and contribution to the public art installation in the Legacy Crossing District.

9. A Street, Stage 2 Project Construction Schedule Revision (ACTION ITEM) - Gary J. Riedner

Plans and Specifications for the long planned federal aid project to reconstruct the segment of A Street from Peterson to Cherry Street were submitted to the Local Highway Technical Assistance Council (LHTAC) in November of 2018. The project was expected to be advertised for construction by January or February in order that construction could commence by mid-May of 2019. However, due to several factors beyond control of City Staff, the bid advertisement has now been delayed well beyond the optimum time to obtain the most favorable prices. The delay will also make it difficult to meet the intended construction window of May through October. At this point it has been determined the best way forward is to advertise the project for construction in FY2020. Staff has discussed this option with LHTAC officials, who have no objections to the change, pending receipt of a letter from Mayor Lambert documenting the request. In order to prevent further delay staff sought both Public Works/Finance and Administrative Committee approval for the Mayor to provide the attached letter to LHTAC. Staff seeks ratification of that action from City Council.

PROPOSED ACTIONS: Approve moving the bid advertisement for A Street, Stage 2 construction from FY2019 to FY2020, including ratification of Committee direction for Mayor Lambert to transmit the attached letter to LHTAC, or take such other action deemed appropriate.

Riedner introduced the item as written and distributed a memo from Les MacDonald regarding Mountain View Road/A Street Funding Package from January 27, 2016 to the Council. The memo gives the history of the underfunded project and approval from Council to transfer funding from the Mountain View Road project to the A Street project so it could proceed in 2019. LTAC was scheduled to bid Spring 2019, however got a late start. With the late bid and short construction season, it would add expenditures and increase the overall project cost. The State of Idaho will now bid late fall or early winter for a better bid climate with a construction start date in early February 2020.

Boland moved to approve moving the bid advertisement for A Street, Stage 2 construction from FY2019 to FY2020 including ratification of committee direction for Mayor Lambert to transmit attached letter to LTAC. Taruscio seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

10. Set FY2020 Budget Hearing Date for August 5, 2019 (ACTION ITEM) - Gary J. Riedner

Per Idaho Code 63-802(A) the City is required to notify Latah County of the public hearing date for the City's annual budget no later than April 30th each year. Staff is requesting that the Council officially set the date so the Notification of Budget Hearing form can be completed and returned to the Latah County Auditor's Office by April 30th.

PROPOSED ACTIONS: Set August 5, 2019 as the public hearing date for the City of Moscow FY2020 budget, or take such other action deemed appropriate.

Riedner introduced item as written as written above. Having no questions, Sullivan moved and Bettge seconded to set the hearing date for August 5th 2019 for the fiscal year 2020 budget. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

REPORTS

City Council

Smart Transit – Boland reported the commission passed the federal audit. There were a few engine replacements on buses. We have a new app for transit for easier travel.

Urban Renewal Agency – Bettge said there was an audit report on the association of finance.

Human Rights Committee – Zabala the committee is hosting a food drive and arts fair.

Planning and Zoning Committee – Sullivan said proposed changes to manufacture home parks were reviewed. There was presentation from Michele Ray on subdivision density review.

Sustainable Environment Commission – Bonzo said there was a presentation at the 1912 about smart meters. Paul Kimmel will present at the next meeting.

Council Members reported on other meetings and events.

Mayor

The Mayor reported on the AIC legislative board meeting. At the Rotary luncheon meeting they discussed the state of city and the police bond. There will be an Airport board meeting, the runway is set to be done on October 9th. Gary Riedner and Mayor Lambert were at legal women voters. He also reported on upcoming events.

Staff

Gary J. Riedner reported that our second fire engine arrived April 1st.

ADJOURN

The meeting adjourned at 9:15 p.m.

Bill Lambert, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk

CITY COUNCIL STAFF REPORT

DATE: Monday, April 15, 2019



RESPONSIBLE STAFF

Sarah Banks, Finance Director

REVIEWED BY

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Disbursement Report March 2019 - Sarah Banks

DESCRIPTION

Accounts Payable Report for the month ending March 31, 2019. A summary of the major expenditures has been approximated by category and represents 95% of the total expenditure of \$2,290,147.11. This was reviewed, signed and recommended for approval by the Public Works/Finance Committee on April 8, 2019.

Payroll	\$1,484,580.00
Professional Services	\$15,265.00
Sanitation	\$292,345.00
Capital Outlay-Vehicles	\$77,626.00
Capital Outlay	\$84,647.00
Supplies	\$21,686.00
Utilities	\$75,908.00
Contractual Payments	\$85,535.00
ACH Wells Fargo	\$37,661.00
Total	\$2,175,253.00

STAFF RECOMMENDATION

Approve the Disbursements Report for the month of March, 2019.

PROPOSED ACTIONS

ACTION: Approve the Disbursements Report for the month of March, 2019.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. Disbursement Report Mar. 2019
2. Revenue 2019
3. Cash & Investments Balances 2019

DISBURSEMENTS REPORT FOR MARCH 2019															
DATE	FUND NAME	ACCOUNTS PAYABLE												GRAND TOTALS	
		ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	ACCOUNTS PAYABLE	VOID CHECKS	PAYROLL	PAYROLL		PAYROLL
		3/1/2019	3/4/2019	3/7/2019	3/14/2019	3/21/2019	3/28/2019	3/29/2019	3/4/2019	00002.03.2019	3/1/2019	3/15/2019	3/29/2019		
BATCH #		00002.03.2019	00005.03.2019	00001.03.2019	00006.03.2019	00007.03.2019	00009.03.2019	00010.03.2019	3/18/2019 00004.03.2019 00008.03.2019	00003.02.2019	00100.03.2019	00200.03.2019	00300.03.2019		
CHECK #'s		90490-90491	90492-90501	90502-90558	90559-90644	90645-90699	90700-90758	90759	Mar. CC ACHs	90685, 90724	20933-20938	20939-20948	20949-20950		
Fund #	ACH for Wells Fargo to be Imported								22,698.70					22,698.70	
101	GENERAL		7,074.66	34,474.41	14,807.15	4,829.52	15,582.60		6,896.67	(144.95)	307,836.72	308,609.51	252,867.53	952,833.82	
105	STREETS		57.00	21,589.89	10,506.72	1,324.24	11,762.18	1,550.00	837.10	(1,550.00)	27,109.66	27,395.93	21,198.42	121,781.14	
120	RECREATION AND CULTURE			7,971.98	9,815.34	3,198.85	4,501.20		1,849.13		52,480.05	52,850.13	44,498.90	177,165.58	
121	MSD COMM. PLAY FIELDS				289.40		80.00				1,949.98	1,672.32	1,359.12	5,350.82	
123	1912 CENTER				7,916.67									7,916.67	
128	TRANSIT CENTER			329.76	935.20									1,264.96	
220	WATER			23,632.18	10,085.17	9,263.36	2,477.36		1,217.52		55,558.65	45,737.98	39,931.82	187,904.04	
230	SEWER		121.00	22,025.93	31,428.67	25,306.25	5,374.50		1,904.07		49,387.70	47,475.10	39,408.92	222,432.14	
240	SANITATION			70,165.16	204,995.55	4,446.50	47.00		16.93		5,360.76	5,454.86	4,601.22	295,087.98	
290	FLEET	885.23		14,293.05	53,692.69	31,523.89	5,607.27		252.79		12,554.13	12,705.70	13,252.74	144,767.49	
295	INFORMATION SYSTEMS			230.86		2,333.14	5,445.22		1,987.70		18,601.32	18,479.06	16,241.93	63,319.23	
320	WATER CAPITAL PROJECTS					8,370.75								8,370.75	
330	SEWER CAPITAL PROJECTS													0.00	
340	SANITATION CAPITAL PROJ													0.00	
350	CAPITAL PROJECTS			42,540.36	6,130.00	30,455.93								79,126.29	
355	LID CONSTRUCTION													0.00	
380	HAMILTON - PARKS & REC													0.00	
590	BONDS & INTEREST													0.00	
941	PAYROLL CLEARING FUND			127.50										127.50	
	TOTAL	885.23	7,252.66	237,381.08	350,602.56	121,052.43	50,877.33	1,550.00	37,660.61	(1,694.95)	530,838.97	520,380.59	433,360.60	2,290,147.11	

WIRE Transfers:

_____ Jim Boland, Chair

_____ Sarah L. Banks, Finance Director

_____ Art Bettge

_____ Anne Zabala

RECEIPTS REPORT FOR MARCH 2019

Fund #	FUND NAME	Taxes	Franchise Fees	Licenses & Permits	Intergovernmental	Charges for Services	Fines & Penalties	Investment Income	Refunds & Reimbursements	Contributions & Donations	Other	Grand Total
101	GENERAL	44,400.61	98,526.01	53,070.67	65,851.07	129,718.70	13,736.67	40,920.61	-36,924.70	0.00	4,273.37	413,573.01
105	STREETS	6,479.50	0.00	0.00	448.73	24,090.97	1,286.00	0.00	168.00	0.00	0.00	32,473.20
120	RECREATION AND CULTURE	0.00	0.00	0.00	0.00	29,000.21	0.00	0.00	0.00	2,200.00	0.00	31,200.21
121	MSD COMMUNITY PLAY FIELDS	0.00	0.00	0.00	5,305.75	0.00	0.00	0.00	0.00	0.00	0.00	5,305.75
123	1912 CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
128	TRANSIT CENTER	0.00	0.00	0.00	0.00	1,404.16	0.00	0.00	0.00	0.00	0.00	1,404.16
220	WATER	0.00	0.00	0.00	0.00	448,287.26	0.00	52,545.77	2,706.90	0.00	0.00	503,539.93
230	SEWER	0.00	0.00	0.00	0.00	589,952.78	0.00	0.00	5,460.24	0.00	0.00	595,413.02
240	SANITATION	0.00	0.00	0.00	0.00	459,540.04	0.00	0.00	2,000.00	0.00	0.00	461,540.04
290	FLEET	0.00	0.00	0.00	0.00	76,466.93	0.00	0.00	0.00	0.00	0.00	76,466.93
295	INFORMATION SYSTEMS	0.00	0.00	0.00	0.00	102,851.66	0.00	0.00	0.00	0.00	0.00	102,851.66
320	WATER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330	SEWER CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
340	SANITATION CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
350	CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.58	1,000.58
355	LID CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	482.22	482.22
380	HAMILTON P&R	0.00	0.00	0.00	0.00	0.00	0.00	4,578.07	0.00	0.00	0.00	4,578.07
590	BOND & INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
595	LID FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL	50,880.11	98,526.01	53,070.67	71,605.55	1,861,312.71	15,022.67	98,044.45	-26,589.56	2,200.00	5,756.17	2,229,828.78

City of Moscow
Cash and Investments
Balances as of 3/31/2019

Fund		Year to Date Balance
General Fund	\$	5,621,403.75
Street Fund	\$	1,719,855.58
Culture & Recreation	\$	1,404,021.56
MSDCPF	\$	149,775.38
1912 Fund	\$	54,502.83
Transit Center	\$	67,349.23
Water Fund	\$	3,098,904.78
Sewer/WWTP	\$	4,426,902.21
Sanitation Fund	\$	2,603,973.40
Fleet Fund	\$	3,220,736.95
Information Systems	\$	1,721,576.47
Water Capital	\$	6,252,272.93
Sewer Capital	\$	8,843,232.67
Capital Projects	\$	3,217,035.87
Sanitation Capital	\$	5,153,700.72
LID construction	\$	164,747.57
Hamilton	\$	2,381,094.75
Bond & Interest	\$	14,296.95
LID Funds	\$	20,804.66
Payroll Service	\$	553,996.35
Total Cash & Investments	\$	50,690,184.61

CITY COUNCIL STAFF REPORT

DATE: Monday, April 15, 2019



RESPONSIBLE STAFF

Sarah Banks, Finance Director

REVIEWED BY

This was reviewed by the Public Works/Finance Committee on April 8, 2019 and recommended for approval.

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Second Quarter Financial Report January 1, 2019 to March 31, 2019 for FY2019 - Sarah Banks

DESCRIPTION

Attached is the financial report for the second quarter of Fiscal Year 2019 (January 1, 2019 to March 3, 2019).

STAFF RECOMMENDATION

Approve the FY2019 Second Quarter Report.

PROPOSED ACTIONS

ACTIONS: Approve the FY2019 Second Quarter Report.

FISCAL IMPACT

PERSONNEL IMPACT

ATTACHMENTS

1. 2nd Quarterly FY2019 City Council
2. 2nd Quarterly FY2019 Newspaper

City of Moscow
QUARTERLY FINANCIAL REPORT
Budget For Fiscal Year Ending September 30, 2019
SUMMARY FINANCIAL REPORT BY FUND - BUDGET AND ACTUAL

				Percent of Year 50%	
				Budget to	
				Actual	
				To Date	
	Fund	Original Budget	Final Budget	March-19 YTD	
101	General Fund Revenues	15,957,040	15,957,040	7,524,902	47.16%
	Salaries & Benefits	8,959,744	8,959,744	4,024,128	44.91%
	Operations	4,005,314	4,005,314	2,029,858	50.68%
	Capital Outlay	29,564	29,564	4,009	13.56%
	Transfers	2,962,418	2,962,418	1,769,650	59.74%
	Total General Fund Expenditures	15,957,040	15,957,040	7,827,645	49.05%
105	Street Department Revenues	3,568,041	3,568,041	1,309,548	36.70%
	Salaries & Benefits	879,634	879,634	327,123	37.19%
	Operations	1,205,132	1,205,132	436,992	36.26%
	Capital Outlay	0	0	0	0.00%
	Transfers	1,483,275	1,483,275	813,275	54.83%
	Total Street Fund Expenditures	3,568,041	3,568,041	1,577,390	44.21%
120	Recreation & Culture Revenues	3,290,264	3,290,264	1,167,443	35.48%
	Salaries & Benefits	1,919,703	1,919,703	649,662	33.84%
	Operations	1,301,703	1,301,703	355,814	27.33%
	Capital Outlay	68,558	68,558	0	0.00%
	Debt Service	0	0	0	0.00%
	Transfers	300	300	300	100.00%
	Total Parks & Rec Expenditures	3,290,264	3,290,264	1,005,776	30.57%
121	MSD Community Playfields Revenues	146,349	146,349	62,841	42.94%
	Salaries & Benefits	62,838	62,838	23,078	36.73%
	Operations	79,500	79,500	14,854	18.68%
	Transfers	4,011	4,011	4,011	100.00%
	Total MSD Community Playfields	146,349	146,349	41,943	28.66%
123	1912 Center Revenues	106,100	106,100	34,045	32.09%
	Operations	106,100	106,100	52,880	49.84%
	Capital Outlay	0	0	0	0.00%
	Total 1912 Center Expenditures	106,100	106,100	52,880	49.84%
128	Transit Center Revenues	66,716	66,716	26,772	40.13%
	Operations	66,716	66,716	11,581	17.36%
	Total Transit Center Fund	66,716	66,716	11,581	17.36%
220	Water Fund Revenues	6,633,223	6,633,223	2,742,389	41.34%
	Salaries & Benefits	1,379,490	1,379,490	602,671	43.69%
	Operations	2,032,278	2,032,278	585,944	28.83%
	Capital Outlay	330,800	330,800	65,301	19.74%
	Transfers	2,890,655	2,890,655	1,499,315	51.87%
	Total Water Fund Expenditures	6,633,223	6,633,223	2,753,231	41.51%
230	Sewer Fund Revenues	8,082,005	8,082,005	4,023,965	49.79%
	Salaries & Benefits	1,366,860	1,366,860	598,697	43.80%
	Operations	1,679,918	1,679,918	574,304	34.19%
	Capital Outlay	525,000	525,000	0	0.00%
	Debt Service	1,110,794	1,110,794	702,397	63.23%
	Transfers	3,399,433	3,399,433	1,727,367	50.81%
	Total Sewer Fund Expenditures	8,082,005	8,082,005	3,602,765	44.58%

240	Sanitation Fund Revenues	6,004,699	6,004,699	2,932,083	48.83%
	Salaries & Benefits	100,692	100,692	65,575	65.12%
	Operations	4,410,336	4,410,336	1,711,009	38.80%
	Capital Outlay	0	0	0	0.00%
	Transfers	1,493,671	1,493,671	746,835	50.00%
	Total Sanitation Fund	6,004,699	6,004,699	2,523,419	42.02%
290	Fleet Management Revenues	2,210,115	2,210,115	1,302,890	58.95%
	Salaries & Benefits	333,250	333,250	159,165	47.76%
	Operations	1,056,195	1,056,195	152,202	14.41%
	Capital Outlay	809,470	809,470	171,172	21.15%
	Debt Service	11,200	11,200	0	0.00%
	Transfers	0	0	0	0.00%
	Total Fleet Management Expenditures	2,210,115	2,210,115	482,539	21.83%
295	Information Systems	1,581,637	1,581,637	702,967	44.45%
	Salaries & Benefits	469,600	469,600	220,914	47.04%
	Operations	1,092,305	1,092,305	348,951	31.95%
	Capital Outlay	15,732	15,732	7,670	48.75%
	Transfers	4,000	4,000	4,000	100.00%
	Total Information Systems Expenditures	1,581,637	1,581,637	581,535	36.77%
	Revenue for Miscellaneous Funds				
320	Water Construction Fund	6,839,895	6,839,895	699,170	10.22%
330	Sewer Construction Fund	8,695,601	8,695,601	1,041,786	11.98%
340	Sanitation Construction Fund	5,346,655	5,346,655	261,892	4.90%
350	Capital Projects Fund	6,854,736	6,854,736	843,236	12.30%
355	LID Construction Fund	180,313	180,313	1,036	0.57%
380	Hamilton P & R	239,792	239,792	23,633	9.86%
590	Bond & Interest Debt Service Fund	10,010,295	10,010,295	0	0.00%
595	LID Bonded Debt Service Fund	29,989	29,989	654	2.18%
	Total Miscellaneous Fund Revenue	38,197,276	38,197,276	2,871,408	7.52%
	Expenses for Miscellaneous Funds				
320	Water Construction Fund	6,839,895	6,839,895	651,271	9.52%
330	Sewer Construction Fund	8,695,601	8,695,601	286,801	3.30%
340	Sanitation Construcion Fund	5,346,655	5,346,655	0	0.00%
350	Capital Projects Fund	6,854,736	6,854,736	2,228,262	32.51%
355	LID Construction Fund	180,313	180,313	17,584	9.75%
380	Hamilton P & R	239,792	239,792	223,792	93.33%
590	Bond & Interest Debt Service Fund	10,010,295	10,010,295	0	0.00%
595	LID Bonded Debt Service Fund	29,989	29,989	7,500	25.01%
	Total Miscellaneous Fund Expenses	38,197,276	38,197,276	3,415,210	8.94%
	Total City Revenue (1)	85,843,465	85,843,465	24,701,253	28.77%
	Total City Expenses	85,843,465	85,843,465	23,875,914	27.81%

Note: Citizens are invited to inspect the detailed supporting records of the above financial statements.

(1) Revenues do not include beginning fund balance as a resource available in this report

City of Moscow

QUARTERLY FINANCIAL REPORT

Budget For Fiscal Year Ending September 30, 2019
SUMMARY FINANCIAL REPORT BY FUND - BUDGET AND ACTUAL

	Original Budget	March-19 YTD	Percent of Year 50% Budget to Actual To Date
General Fund			
Revenues	15,957,040	7,524,902	47.16%
Salaries & Benefits	8,959,744	4,024,128	44.91%
Operations	4,005,314	2,029,858	50.68%
Capital Outlay	29,564	4,009	0.00%
Transfers	2,962,418	1,769,650	59.74%
Total General Fund Expenditures	15,957,040	7,827,645	49.05%
Bond & Interest Debt Service Revenue	10,040,284	654	0.01%
Bond & Interest Debt Service Expenditures	10,040,284	7,500	0.07%
Other Governmental Funds			
Revenues	7,177,470	2,600,649	36.23%
Salaries & Benefits	2,862,175	999,863	34.93%
Operations	2,759,151	872,120	31.61%
Capital Outlay	68,558	0	0.00%
Transfers	1,487,586	817,586	54.96%
Debt Service	0	0	0.00%
Total Other Governmental Expenditures	7,177,470	2,689,570	37.47%
All Capital Projects Funds			
Revenues	28,156,992	2,870,753	10.20%
Capital Outlay	28,156,992	3,407,710	12.10%
Total Capital Projects Expenditures	28,156,992	3,407,710	12.10%
Enterprise Funds			
Revenues	20,719,927	9,698,437	46.81%
Salaries & Benefits	2,847,042	1,266,943	44.50%
Operations	8,122,532	2,871,257	35.35%
Capital Outlay	855,800	65,301	7.63%
Debt Service	1,110,794	702,397	63.23%
Transfers	7,783,759	3,973,517	51.05%
Total Enterprise Fund Expenditures	20,719,927	8,879,416	42.85%
Internal Service Funds			
Revenues	3,791,752	2,005,857	52.90%
Salaries & Benefits	802,850	380,079	47.34%
Operations	2,148,500	501,153	23.33%
Capital Outlay	825,202	178,842	21.67%
Debt Service	11,200	0	0.00%
Transfers	4,000	4,000	100.00%
Total Fleet Management Expenditures	3,791,752	1,064,074	28.03%
Total City Revenue (1)	85,843,465	24,701,253	28.77%
Total City Expenses	85,843,465	23,875,914	27.81%

Note: Citizens are invited to inspect the detailed supporting records of the above financial statements.

(1) Revenues do not include beginning fund balance as a resource available in this report

CITY COUNCIL STAFF REPORT

DATE: Monday, April 15, 2019



RESPONSIBLE STAFF

Michael Ray, Assistant CD Director/Planning Manager

REVIEWED BY

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

N/A

AGENDA ITEM TITLE

Public Hearing: Flood Hazard Area Ordinance (ACTION ITEM) - Mike Ray

DESCRIPTION

In the fall of 2018, the Community Development Department was contacted by the Federal Emergency Management Agency (FEMA) which indicated that the National Flood Insurance Program (NFIP), in which the City participates, has recently updated their requirements. Staff conducted a review of Moscow's Flood Hazard Area ordinance and determined it was compliant, but there are a few areas that require attention and should be revised. Staff worked with FEMA to update the Flood Hazard Area ordinance to be compliant with current NFIP requirements. The Planning and Zoning Commission conducted a public hearing for the proposed ordinance on March 13, 2019 and recommended approval of the ordinance as presented to City Council. The proposed ordinance was reviewed by the Public Works/Finance Committee on April 8, 2019, is moving forward to City Council for public hearing and action.

STAFF RECOMMENDATION

Conduct the public hearing and upon consideration of testimony presented, approve the Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary.

PROPOSED ACTIONS

PROPOSED ACTIONS: Conduct the public hearing and upon consideration of testimony presented, approve the Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary; or consider the Ordinance on first reading and that it be read by title; or reject the Ordinance; or take such other action deemed appropriate.

FISCAL IMPACT

PERSONNEL IMPACT

N/A

ATTACHMENTS

1. mem-Flood Hazard Areas Amendment 2019
2. Comments(02-05-2019)FloodplainAmended(2019)(pm4)mr;mv
3. MINPZC20190313
4. NPH Floodplain Regulations CC 04-15-19

Memo

To: Mayor and City Council

From: Mike Ray, AICP – Planning Manager

Date: April 2, 2019

Re: Proposed Amendment of Title 4, Chapter 5 - Flood Hazard Areas Amendment

Background

There are currently two watercourses that flow through the City of Moscow - Paradise Creek and the South Fork of the Palouse River. Within each of these watercourses FEMA has done a Flood Insurance Rate Study and mapped the Special Flood Hazard Area (SFHA), also known as the 100-year floodplain, which is the land in the floodplain that is subject to a one percent or greater chance of flooding in any given year. In the City of Moscow there are over 294 acres of land that has been designated as the 100-year floodplain and approximately 530 individual parcels that are partially, or entirely, located within the floodplain. Flooding in these areas occurs when climate, geology, and hydrology combine to create conditions where river and stream waters flow outside of their usual course and “overspill” beyond their banks. In the City of Moscow, the combination of these factors results in periodic flooding events. Flooding is most common from October through April and larger floods commonly result from heavy rains upon snow accumulation at a time when the soil is near saturation.

Since 2001 the City of Moscow has participated in the National Flood Insurance Program (NFIP) which makes federally backed flood insurance available for all structures, regardless of whether they are located within the 100-year floodplain or not. The City has earned a community-wide reduction of 10% off flood insurance rates for property owners by providing various floodplain management services. These services include stream maintenance, flood monitoring, public outreach and education, providing floodplain information, and reviewing and keeping elevation certificates and floodplain development permits on file at the City.

Also part of the NFIP is the requirement that the City have a section of the City Code that covers activities within flood hazard areas. Within Moscow’s City Code, this section is Chapter 5 – Flood Hazard Areas which is located within the Zoning Code and provides regulations for all development within the SFHA. This chapter provides methods for reducing flood loss, defines the duties and responsibilities of the floodplain administrator, lays out the appeals and variance processes, and includes standards for new or substantial improvements to residential or non-residential

structures. FEMA requires that each municipality's floodplain ordinance be updated periodically to meet the minimum requirements of the NFIP.

In 2015 the Community Development Department was contacted by the Idaho State Floodplain Coordinator with the Idaho Department of Water Resources (IDWR). The State Floodplain Coordinator indicated that they were going to be conducting a review of Moscow's floodplain ordinance for conformance with NFIP requirements. IDWR is tasked by FEMA to review floodplain ordinances and work with communities to meet the requirements of the NFIP. IDWR was in the process of reviewing 50 ordinances across the state for conformity with the NFIP which typically occurs every ten years, with Moscow's last review being in 2004.

After completing the review, Staff then worked with the City's Legal Department to amend Moscow's Ordinance. The changes that occurred included: adding, deleting, or amending certain definitions; updating state code references; updating flood insurance study references; establishing criteria in reviewing variances and appeals in the floodplain; and updating manufactured home and accessory structure standards. There were only slight substantive changes to the ordinance with most of the proposed changes being some restructuring to make the document easier to navigate and updating some of the current language. The Ordinance was subsequently adopted by City Council on November 16, 2015.

Then in the fall of 2018, the Community Development Department was contacted by FEMA Region X, indicating that they had recently updated their model ordinance for minimum NFIP requirements. FEMA Staff then conducted a review of Moscow's ordinance and determined it was compliant, but there are a few areas that require attention and should be revised. Staff then worked with Region X to update the City's Code to be compliant with the model ordinance. Overall, there were some definitional changes and other minor changes throughout, but really no substantive changes needed to be made.

The Planning and Zoning Commission conducted a public hearing for the proposed ordinance on March 13, 2019 and recommended approval of the ordinance as presented to City Council.

The proposed ordinance has been scheduled for a public hearing before City Council at the Council's upcoming April 15, 2019 meeting.

ORDINANCE NO. 2019 -

AN ORDINANCE OF THE CITY OF MOSCOW, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE AMENDMENT OF MOSCOW CITY CODE TITLE 4, CHAPTER 5; PROVIDING THAT THE PROVISIONS OF THIS ORDINANCE BE DEEMED SEVERABLE; AND PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM THE DATE OF ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, a review of the City of Moscow Floodplain Ordinance was conducted in November of 2018 by FEMA Region X to ensure compliance with the minimum standards of the National Flood Insurance Program (NFIP); and

WHEREAS, the last review of the City of Moscow Floodplain Ordinance occurred in 2015; and

WHEREAS, during the 2018 review, FEMA determined that portions of the Floodplain Ordinance should be updated to be consistent with current NFIP requirements; and

WHEREAS, on March 13, 2019, the Planning and Zoning Commission conducted a public hearing upon the amendments contained herein and recommended approval to the City Council; and

WHEREAS, on April 15, 2019, the City Council conducted a public hearing and considered and adopted the amendments contained herein;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF MOSCOW, IDAHO, AS FOLLOWS:

SECTION 1: That Moscow City Code Title 4, Chapter 5 be amended as follows:

Sec. 5-1. Statutory Authorization, Findings of Fact, Purpose and Objectives.

- A. **Statutory Authorization.** The Legislature of the State of Idaho, in Idaho Code Sections 46--1020 through 46-1024, authorized local government units to adopt a floodplain map and floodplain management ordinance that identifies floodplains and that sets forth minimum development requirements in floodplains that are designed to promote the public health, safety, and general welfare of its citizenry.
- B. **Findings of Fact:**
 1. The flood hazard areas of the City of Moscow are subject to periodic inundation which could result in the loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare.
 2. These flood losses are caused by structures-development in flood hazard areas, which are inadequately elevated, flood-proofed, or otherwise unprotected from flood damages, and by the cumulative effect of obstructions in floodplains causing increases in flood heights and velocities.

3. Local government units have the primary responsibility for planning, adoption, and enforcement of land use regulations to accomplish proper floodplain management.
- C. **Statement of Purpose.** It is the purpose of this [Ordinance-Chapter](#) to promote the public health, safety, and general welfare, and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:
1. Protect human life, health, and property;
 2. Minimize expenditure of public money for costly flood control projects;
 3. Minimize the need for rescue and emergency services associated with flooding and generally undertaken at the expense of the general public;
 4. Minimize prolonged business interruptions;
 5. Minimize damage to public facilities and utilities such as water purification and sewage treatment plants, water and gas mains, electric, telephone and sewer lines, streets, and bridges located in [Special Flood Hazard Areasfloodplains](#);
 6. Help maintain a stable tax base by providing for the sound use and development of [Special Flood Hazard Areasflood-prone areas](#);
 7. Ensure that potential buyers are notified that property is in an area of special flood hazards; and
 8. Ensure that those who occupy the areas of special flood hazard assume responsibility for their actions.
- D. **Objectives and Methods of Reducing Flood Losses.** In order to accomplish its purpose, this [Ordinance-Chapter](#) includes methods and provisions to:
1. Restrict or prohibit uses which are dangerous to health, safety, and property due to water or erosion hazards, or which increase flood heights, velocities, or erosion.
 2. Require that development that is vulnerable to floods, including structures and facilities necessary for the general health, safety and welfare of citizens, be protected against flood damage at the time of initial construction;
 3. Preserve and restore natural flood plains, stream channels, and natural protective barriers, which carry and store flood waters;
 4. Control the filling, grading, dredging, and other development which may increase flood damage or erosion; and
 5. Prevent or regulate the construction of flood barriers which will unnaturally divert flood waters or that may increase flood hazards to other lands.

Sec. 5-2. Definitions.

Unless specifically defined below or in Chapter 1, Title 1 of Moscow City Code (MCC), words or phrases used in this Chapter shall be interpreted so as to give them the meaning they have in common usage and to give this Chapter its most reasonable application.

- A. **Accessory ([Appurtenant](#)) Structure.** A structure which is attached to or detached from and is subordinate to a principal residential or non-residential structure on the same parcel and which serves a purpose customarily incidental to the principal structure.
- B. **Appeal.** A request for review of the Floodplain Administrator's interpretation of provisions of this Ordinance or request for a variance.
- C. **Area Of Shallow Flooding.** [A designated Zone AO, AH, AR/AO or AR/AH \(or VO\) on a community's Flood Insurance Rate Map \(FIRM\) with a one percent \(1%\) or greater annual chance of flooding to an average depth of one to three feet \(1 – 3'\) where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow](#)

may be evident. Such flooding is characterized by ponding or sheet flow. ~~A designated AO or AH zone on the Flood Insurance Rate Map (FIRM). The base flood depths range from one to three feet (1–3’); a clearly defined channel does not exist; the path of flooding is unpredictable and indeterminate; and, velocity flow may be evident. AO is characterized as sheet flow and AH indicates ponding.~~

- D. *Area of Special Flood Hazard.* The land in the flood plain within a community subject to a one percent or greater chance of flooding in any given year. Zone designation on maps always includes the letters A or V. Also known as the Special Flood Hazard Area (SFHA).
- E. *Base Flood.* The flood having a one percent (1%) chance of being equaled or exceeded in any given year. Also referred to as the "100-year flood". ~~Designation on maps always includes the letters A or V.~~
- F. *Base Flood Elevation (BFE).* The computed elevation to which flood water is anticipated to rise during the "Base Flood". ~~The Base Flood Elevation (BFE) is depicted on the FIRM to the nearest foot and in the FIS to the nearest point one foot (.1’).~~
- G. *Basement.* ~~Any area of the building having its floor sub-grade - i.e., below ground level - on all sides. The computed elevation to which flood water is anticipated to rise during the "Base Flood". The Base Flood Elevation (BFE) is depicted on the FIRM to the nearest foot and in the FIS to the nearest point one foot (.1’).~~
- H. *Building.* See "Structure."
- ~~HJ. Development.~~ Any man-made change to improved or unimproved real estate, including, but not limited to, the construction of buildings, structures or accessory structures, or the construction of additions or substantial improvements to buildings, structures or accessory structures; the placement of mobile homes; mining, dredging, filling, grading, paving, excavation or drilling operations; and the deposition or extraction of materials; specifically including the construction of dikes, berms and levees. ~~The term "development" does not include the operation, cleaning, maintenance or repair of any ditch, canal, lateral, drain, diversion structure or other irrigation or drainage works that is performed or authorized by the owner thereof, pursuant to lawful rights and obligations.~~
- IJ. *Federal Emergency Management Agency (FEMA).* The agency with the overall responsibility for administering the National Flood Insurance Program.
- ~~JK. Flood or Flooding.~~
- ~~1. A general and temporary condition of partial or complete inundation of normally dry land areas from:~~
 - ~~1 a. The overflow of inland or tidal waters; or~~
 - ~~2 b. The unusual and rapid accumulation of runoff of surface waters from any source; or~~
 - ~~3 c. Mudslides (i.e., mudflows) which are proximately caused by flooding, as defined in paragraph (2) of this definition, and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current. Mudflow; or~~
 - ~~42. Collapse or subsidence of land along the shore of a lake or similar body of water as a result of erosion or undermining, caused by waves or currents of water exceeding anticipated cyclical levels, or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (1)(a) of this definition, that result in a flood as defined above.~~

- KL. *Flood Insurance Rate Map (FIRM)*. An official map of a community, issued by the Federal Insurance Administration, delineating both the areas of special flood hazards and ~~or the~~ risk premium zones applicable to the community.
- LM. *Flood Insurance Study (FIS)*. An examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards. Also known as a flood elevation study. A compilation and presentation of flood risk data for specific watercourses, lakes, and coastal flood hazard areas within a community. The FIS report contains detailed flood elevation data in flood profiles and data tables.
- N. *Floodplain*. Any land area susceptible to being inundated by water from any source. See "Flood or flooding."
- O. *Floodplain Administrator*. The community official designated by title to administer and enforce the floodplain management regulations.
- P. *Floodplain Management*. The operation of an overall program of corrective and preventive measures for reducing flood damage, including, but not limited to, emergency preparedness plans, flood control works, and floodplain management regulations.
- Q. *Floodplain Management Regulations*. Zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as floodplain ordinance, grading ordinance and erosion control ordinance), and other application of police power. The term describes such sState or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.
- MR. *Flood Proofing*. Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.
- NS. *Flood Protection Elevation (FPE)*. As defined in Idaho Code Section 46-1021(7), "an elevation that shall correspond to the elevation of the one percent (1%) chance ~~annual~~-flood (~~base one hundred (100) year flood elevation or BFE~~), plus any increased flood elevation due to floodway encroachment, plus any required freeboard." The flood protection elevation for the City of Moscow is equal to BFE plus two feet (2') of freeboard; the freeboard accounts for any flood elevation increases due to floodway encroachment as shown in the community's Flood Insurance Study.
- OT. *Floodway*. See Regulatory Floodway.
- PU. *Freeboard*. A factor of safety usually expressed in feet above a flood level for the purposes of floodplain management. Freeboard tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, obstructed bridge openings, debris and ice jams and the hydrologic effects of urbanization in a watershed.
- V. *Functionally Dependent Use*. A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, and does not include long-term storage or related manufacturing facilities.
- QW. *Highest Adjacent Grade (HAG)*. The highest natural elevation of the ground surface prior to construction, adjacent to the proposed walls of a structure. Refer to the FEMA Elevation Certificate for HAG related to building elevation information.
- RX. *Historic Structure*. A structure that is:

1. Listed individually in the National Register of Historic Places (a listing maintained by the U.S. Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register.
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or to a district preliminarily determined by the Secretary to qualify as a registered historic district.
3. Individually listed on a state inventory of historic places and determined as eligible by states with historic preservation programs which have been approved by the Secretary of the Interior; or
4. Individually listed on a local inventory of historic places and determined as eligible by communities with historic preservation programs that have been certified either:
 - a. By an approved state program as determined by the Secretary of the Interior, or
 - b. Directly by the Secretary of the Interior in states without approved programs.

SY. *Lowest Adjacent Grade*. The lowest point of the ground level next to the structure. ~~Refer to the FEMA Elevation Certificate for LAG related to building elevation information.~~

TZ. *Lowest Floor*. The lowest floor ~~to of~~ the lowest enclosed area (including basement) ~~used for living purposes, which includes working, storage, cooking and eating, or recreation, or any combination thereof. This includes any floor that could be converted to such a use including a basement or crawl space.~~ An unfinished or flood resistant enclosure, ~~used~~usable solely for parking of vehicles, building access or storage, in an area other than a basement area, is not considered a structure's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this Chapter. ~~The lowest floor is a determinate for the flood insurance premium for a building, home or business.~~

UAA. *Manufactured Home*. A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term "Manufactured Home" does not include a "Recreational Vehicle".

VBB. *Manufactured Home Park or Subdivision*. A parcel (or contiguous parcels) of land divided into two (2) or more manufactured home lots for rent or sale.

WCC. *Mean Sea Level*. For purposes of the National Flood Insurance program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which Base Flood Elevations shown on a community's FIRM are referenced.

XDD. *New Construction*. For the purposes of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of an initial Flood Insurance Rate Map or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, "new construction" means structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by a community, and includes any subsequent improvements to such structures. ~~Structures for which the "start of construction" commenced on or after the effective date of this Ordinance.~~

YEE. *Recreational Vehicle*. A vehicle that is:

1. Built on a single chassis;
2. Four hundred (400) square feet or less when measured at the largest horizontal projection;
3. Designed to be self-propelled or permanently towable by a light-duty truck; and

4. Designed primarily not for use as a permanent dwelling but as a temporary living quarters for recreational, camping, travel, or seasonal use.

~~ZFF~~. *Regulatory Floodway*. The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

~~AAGG~~. *Start of Construction*. Includes substantial improvement and means the date the development permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within one hundred eighty (180) days of the permit date. The actual start means either the placement of a manufactured home on a foundation or the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not the alteration affects the external dimensions of a building.

~~BBHH~~. *Structure*. A walled and roofed building, including a gas or liquid storage tank that is principally above ground, as well as a manufactured home.

~~CCII~~. *Substantial Damage*. Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed fifty percent (50%) of its market value before the damage occurred.

~~DDJJ~~. *Substantial Improvement*. Any Rreconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage,” regardless of the actual repair work performed. The market value of the structure should be:

1. The appraised value of the structure prior to the start of the initial repair or improvement; or
2. In the case of damage, the value of the structure prior to the damage occurring. This term includes structures which have incurred “substantial damage”, regardless of the actual amount of repair work performed.

The term does not include either:

a. A project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications, which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions, or

b. Any Aalteration of a Historic Structure provided that the alteration will not preclude the structure's continued designation as a Historic Structure.

~~KKEE~~. *Variance*. A grant of relief by the governing body from a requirement of this Ordinance.

~~LLFF~~. *Violation*. The failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required by the community's floodplain management ordinance is presumed to be in violation until such time

as that documentation is provided. To remedy a violation means to bring the structures or other development into full or partial compliance with State or local regulations or, if this is not possible, to reduce the impacts of its non-compliance. Ways that impacts may be reduced include protecting the structure or other affected development from flood damages, implementing the enforcement provision of this Ordinance or otherwise deterring future similar violations, or reducing Federal financial exposure with regard to the structure or other development.

MMGG. Water Surface Elevation. The height, in relation to the North American Vertical Datum (NAVD) of 1988 (or other specified datum) of floods of various magnitudes and frequencies in the flood plains of costal or riverine areas.

Sec. 5-3. General Provisions.

- A. Lands to which this Chapter Applies. This Chapter shall apply to all areas of Special Flood Hazards within the jurisdiction of the City of Moscow.
- B. Basis for Establishing the Areas of Special Flood Hazard. The following Flood Insurance Studies and their accompanying Flood Insurance Rate Maps and any revisions thereto as recognized by the Federal Insurance Administration ~~and/or the Federal Emergency Management Agency~~ are hereby adopted by reference and declared to be part of this Chapter: ~~1) "Flood Insurance Study, City of Moscow, Idaho, Latah County revised April 15, 2002,";~~ and 2) ~~"Flood Insurance Study, Latah County, revised April 15, 2002."~~ Copies of these studies and maps are kept on file with the Moscow Community Development Department. Upon recommendation from the Planning and Zoning Commission, the Council may from time to time amend the development regulations and areas of special flood hazard by ordinance.
- C. Penalties for Noncompliance. No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this Chapter and other applicable regulations. Violation of the provisions of this Chapter by failure to comply with any of its requirements, including violations of conditions and safeguards established in connection with grants of variance or special exceptions, shall constitute a violation and shall be prosecuted in accordance with MCC Title 4, Chapter 11. Nothing herein contained shall prevent the City of Moscow from taking such other lawful actions as is necessary to prevent or remedy any violation.
- D. Abrogation and Greater Restrictions. This Chapter is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this Chapter and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.
- E. Interpretation: In the interpretation and application of this Chapter, all provisions shall be:
 - 1. Considered as minimum requirements;
 - 2. Liberally construed in favor of the governing body; and
 - 3. Deemed neither to limit nor repeal any other powers granted by state statutes.
- F. Warning and Disclaimer of Liability. The degree of flood protection required by this chapter is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. This chapter does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This Chapter shall not create liability on the part of the City, any officer or

employee thereof, or the Federal Insurance Administration, for any flood damages that result from reliance on this Chapter or any administrative decision lawfully made hereunder.

- G. This Chapter is hereby declared to be severable. Should any portion of this Chapter be declared invalid by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect and shall be read to carry out the purpose(s) of this Chapter before the declaration of partial invalidity.

Sec. 5-4. Administration.

A. Establishment of Development Permit:

1. Development Permit Required. A development permit shall be obtained before construction or development begins within any area of special flood hazard established in MCC Section 4-5-3(B). The permit shall be for all structures including manufactured homes, as set forth in the "Definitions" above, and for all development including fill and other activities, also as set forth in the "Definitions."

2. Application for Development Permit. Application for a development permit shall be made on forms furnished by the Zoning Administrator and shall include:

a. Plans in duplicate drawn to scale showing the nature, location, dimensions, and elevations of the area in questions; existing or proposed structures, fill, storage of materials, drainage facilities, and the location of the foregoing;

b. Elevation in relation to mean sea level, of the lowest floor (including basement) of all structures;

c. Elevation in relation to mean sea level to which any structure has been flood-proofed;

d. Certification by a registered professional engineer or architect that the flood-proofing methods of any nonresidential structure meet the flood proofing criteria in MCC Section 4-5-5(B)(2); and

e. Description of the extent to which a watercourse will be altered or relocated as a result of proposed development.

- B. Designation of the Zoning Floodplain Administrator; The Zoning Administrator Community Development Director or designee is hereby appointed to administer and implement this Ordinance Chapter by granting or denying development permit applications in accordance with its provisions.

- C. Duties and Responsibilities of the Zoning Administrator; Duties of the Zoning Administrator shall include, but not be limited to:

1. Permit Review.

a. Review all development permits to determine that the permit requirements of this Chapter have been satisfied.

b. Review all development permits to determine that all necessary permits have been obtained from those federal, state, or local governmental agencies from which prior approval is required.

c. Review all development permits to determine if the proposed development is located in the floodway. If located in the floodway, assure that the encroachment provisions of MCC Section 4-5-5(C)(1) are met.

2. Use of Other Base Flood Data. When base flood elevation data has not been provided in accordance with MCC Section 4-5-3(B), BASIS FOR ESTABLISHING THE AREAS OF SPECIAL FLOOD HAZARD, the Zoning Administrator shall obtain, review, and reasonably utilize any base flood elevation and floodway data available from a federal, state or other

source, in order to administer MCC Sections 4-5-5(B), SPECIFIC STANDARDS, and 4-5-5(C), FLOODWAYS.

3. Information to be Obtained and Maintained.

a. Where base flood elevation data is provided through the Flood Insurance Study or required as in MCC Section 4-5-4(C)(2), obtain and record the actual elevation (in relation to mean sea level) of the lowest floor (including basement) of all new or substantially improved structures, and whether or not the structure contains a basement.

b. For all new or substantially improved flood-proofed structures:

(1) verify and record the actual elevation (in relation to mean sea level), and

(2) maintain the flood-proofing certifications required in MCC Section 4-5-4(A)(2)(d).

c. Maintain for public inspection all records pertaining to the provisions of this [OrdinanceChapter](#).

4. Alteration of Watercourses.

a. Notify adjacent communities and the state coordinating agency prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration.

b. Require that ~~the flood carrying capacity maintenance is provided~~ within the altered or relocated portion of said watercourse ~~is maintained so that the flood carrying capacity is not diminished.~~

5. Interpretation of FIRM Boundaries. Make interpretations where needed, as to exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions). The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in MCC Section 4-5-4(D)6.

6. [Base Flood Elevation Changes](#). [Base Flood Elevations may increase or decrease resulting from physical changes affecting flooding conditions. As soon as practicable, but not later than six \(6\) months after the date such information becomes available, the Floodplain Administrator shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data in accordance with Volume 44 Code of Federal Regulations Section 65.3. Such a submission is necessary so that, upon confirmation of those physical changes affecting flooding conditions, risk premium rates and floodplain management requirements will be based upon current data.](#)

7. [Notification](#). [Notify the Federal Insurance Administrator in writing of acquisition by means of annexation, incorporation or otherwise, of additional areas of jurisdiction.](#)

Sec. 5-5. Provisions for Flood Hazard Reduction.

A. General Standards. In all areas of special flood hazards, the following standards are required:

1. [Subdivision StandardsDevelopment](#).

a. All ~~subdivision developmentproposals~~ shall be consistent with the need to minimize flood damage.

b. All subdivision preliminary plats/development plans shall include the mapped flood hazard zones from the effective FIRM.

c. Base flood elevation data shall be generated and/or provided for ~~subdivision proposals and all other~~ proposed development, including manufactured home parks and subdivisions, greater than fifty (50) lots or five (5) acres, whichever is less.

d. All ~~development-subdivisions~~ shall have public utilities and facilities such as sewer, gas, electric and water systems located and constructed to minimize flood damage.

e. All ~~development-subdivisions~~ shall have adequate drainage provided to reduce exposure to flood hazards.

2. Construction Standards.

a. All new construction and substantial improvements of an existing structure, ~~including a structure that has been substantially damaged~~, shall be constructed with materials and utility equipment resistant to flood damage.

b. All new construction and substantial improvements of an existing structure, ~~including a structure that has been substantially damaged~~, shall be constructed using methods and practices that minimize flood damage.

c. All new construction and substantial improvements of an existing structure, ~~including a structure that has been substantially damaged~~, shall be anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.

d. Enclosed Spaces / Crawl-spaces. All new construction or substantial improvements of an existing structure, ~~including a structure that has been substantially damaged~~, that includes a fully enclosed area located below the lowest floor formed by the foundation and other exterior walls and used solely for parking, access, or storage and subject to flooding, shall be designed to be an unfinished or flood resistant enclosure. The enclosure shall be designed to equalize hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater. Designs for complying with this requirement must be certified by a licensed professional engineer or architect or meet the following minimum criteria:

~~(1)i-~~ Provide a minimum of two (2) openings with a total net area of not less than

(a) One (1) square inch for every square foot of enclosed area ~~subject to flooding~~;

(b) The bottom of all openings shall be no higher than one foot (1') above the higher of the exterior or interior grade or floor immediately below the opening;

(c) Openings may be equipped with screens, louvers, valves or other coverings or devices, provided they permit the automatic flow of floodwater in both directions without manual intervention.

~~(2)ii-~~ To comply with the "Lowest Floor" criteria of this Ordinance Chapter, the unfinished or flood resistant enclosure shall only be used for parking of vehicles, limited storage of maintenance equipment used in connection with the premises, or entry to the elevated area.

~~(3)iii-~~ The interior portion of such enclosed area shall not be partitioned or finished into separate rooms.

~~(4)iv-~~ For crawlspace foundation types, construction must follow the guidelines in FEMA TB 11-01, Crawlspace Construction for Structures Located in Special Flood Hazard Areas: National Flood Insurance Program Interim Guidance, specifically:

(a) Below grade crawlspaces are prohibited at sites where the velocity of floodwaters exceed five feet (5') per second;

(b) Interior grade of the crawlspace below the BFE must not be more than two feet (2') below the lowest adjacent exterior grade (LAG);

(c) Height of the below grade crawlspace, measured from the lowest interior grade of the crawlspace to the ~~bottom of the floor joist~~top of the foundation wall must not exceed four feet (4') at any point;

(d) Shall contain an adequate drainage system that removes floodwaters from the interior area of the crawlspace.

3. Utilities.

a. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.

b. New and replacement sanitary sewage system shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharge from the systems into flood waters; and

c. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

d. Electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities shall be designed and/or otherwise elevated or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

4. Storage of Material and Equipment.

a. Placement, storage or processing of materials that are in time of flooding buoyant, flammable, explosive or could be injurious to human, animal or plant life is prohibited.

b. Storage of other materials or equipment may be allowed if not subject to major damage by floods and if firmly anchored to prevent flotation or readily removable from the area within the time available after flood warning.

5. Review of Building Permits. Where elevation data is not available either through the Flood Insurance Study or from another authoritative source, applications for building permits shall be reviewed to assure that proposed construction will be reasonably safe from flooding. The test of reasonableness is a local judgment and includes use of historical data, high water marks, photographs of past flooding, and other relevant information, where available. Failure to elevate at least two feet (2') above grade in these zones may result in higher insurance rates.

B. Specific Standards. In all areas of special flood hazards where base flood elevation data has been provided as set forth in MCC Section 4-5-3(B), Basis for Establishing the Areas of Special Flood Hazard or MCC Section 4-5-4(C)(2), Use of Other Base Flood Data, the following provisions are required:

1. Residential Construction.

New construction and substantial improvement of any residential structure shall have the lowest floor, including basement, constructed at or above the Flood Protection Elevation. If solid foundation perimeter walls are used to elevate a structure, openings sufficient to facilitate the unimpeded movement of flood waters shall be provided in accordance with the construction standards in MCC Section 4-5-5(A)(2)(d).

2. Nonresidential Construction. New construction and substantial improvement of any non-residential structure must be flood-proofed if the new construction or improvement is not elevated. The structure, together with attendant utility and sanitary facilities, shall:

a. Be flood-proofed to one foot (1') above the Flood Protection Elevation, so that the structure is watertight with walls substantially impermeable to the passage of water.

b. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy;

c. Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this subsection based on their development and/or review of the structural design, specifications and plans. Such certifications shall be provided to the official as set forth in MCC Section 4-5-4(C)(3)(b).

d. Nonresidential structures that are elevated, not flood-proofed, must meet the same standards for space below the lowest floor as described in MCC Section 4-5-5(A)(2)(d).

3. Manufactured Homes. All manufactured homes to be placed, substantially improved, or which have incurred substantial damage within ~~zoning district AE~~ the SFHA shall be elevated on a permanent foundation such that the lowest floor of the manufactured home is at or above the Flood Protection Elevation and be securely anchored to an adequately anchored foundation system in accordance with the provisions of MCC Section 4-5-5(A)(2)(c) to resist flotation, collapse and lateral movement.

4. Recreational vehicles in all areas of Special Flood Hazard, must either:

a. Be on site for fewer than one hundred eighty (180) consecutive days, or

b. Be fully licensed and ready for highway use, on its wheels or jacking system, attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions, or

c. Meet all the requirements for “New Construction” Manufactured Home installation, including the anchoring and elevation requirements.

5. Accessory Structures. Relief from the elevation or dry flood-proofing standards may be granted for an accessory structure containing no more than fifteen hundred (1,500) square feet. Such a structure must be certified by a registered professional engineer or architect that the structure meets or exceeds the following standards:

a. It shall not be used for human habitation;

b. The accessory structure shall be used solely for parking and/or storage ~~of limited items which can readily be removed from the building in the event of a flood warning~~;

c. It shall be constructed and placed on the lot to offer the minimum resistance to the flow of floodwaters;

d. It shall be firmly anchored to prevent flotation;

e. Services such as electrical and heating equipment shall be elevated or flood-proofed to or above the Flood Protection Elevation; and

f. It shall meet the opening requirements of MCC Section 4-5-5(A)(2)(d).

C. Floodways. The following provisions shall apply in a floodway:

1. A proposed project in the regulatory floodway: ~~must undergo an encroachment review to determine its effect on flood flows. An encroachment analysis must include:~~

~~a. Determination and documentation that the filling, grading or construction of a structure will not obstruct flood flows and will not cause an increase in flood heights upstream or adjacent to the project site;~~

~~b. Determination and documentation that grading, excavation, channel improvements, bridge and culvert replacements that remove an obstruction, do not cause increases in downstream flood flows;~~

ea. Must be Certificationcertified and documentation by a licensed professional engineer or architect in a hydrologic and hydraulic analysis performed in accordance with standard engineering practice that the proposed project will not result in any increase in flood levels within the community during the occurrence of the base flood dischargea rise in flood heights;

~~db.~~ The Administrator may make the encroachment determination for minor projects, such as projects that do not increase the natural grade (e.g., paving a driveway or parking lot at existing grade, open fences and small isolated obstructions such as a mailbox or telephone pole).

2. Upon demonstrating that there are no alternatives, the applicant may propose an encroachment in the floodway that will cause an increase in the base flood elevation, ~~in excess of the allowable level,~~ provided that the applicant obtain a Conditional Letter of Map Revision from FEMA before the development can be approved and permitted.

Sec. 5-6. Variance and Appeal Procedures.

A. Variances: Procedures regarding variances are governed by MCC Section 4-8-3.

B. Criteria for Variances within the Special Flood Hazard Area:

1. Generally, the only condition under which a variance from the elevation standard may be issued is for new construction and substantial improvements to be erected on a small or irregularly shaped lot contiguous to and surrounded by lots with existing structures constructed below the base flood level. As the lot size increases the technical justification required for issuing the variance increases.

2. Variances shall not be issued within a designated floodway if any increase in flood levels during the base flood discharge would result.

3. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

4. Variances may be issued upon:

a. (1) A showing by the applicant of good and sufficient cause;

(2) A determination that failure to grant the variance would result in exceptional hardship to the applicant; and

(3)b. A determination that failure to grant the variance would result in increased flood heights, additional threats to public safety, extraordinary public expense, creation of nuisances, causation of fraud on or victimization of the public, or conflict with existing local laws and ordinances; ~~or-~~

~~eb.~~ Limited circumstances, where functionally dependent uses are needed, provided that the structure is protected by methods that minimize flood damages during the base flood and there are no additional threats to public safety; ~~or-~~

c. For the repair, rehabilitation or restoration of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure, and the variance is the minimum necessary to preserve the historic character and design of the structure.

5. Variances pertain to a physical piece of property; they are not personal in nature and do not pertain to the structure, its inhabitants, economic or financial circumstances. They primarily address small lots in densely populated residential neighborhoods.

C. Variance Decision: The decision to either grant or deny a variance shall be in writing and shall set forth the reasons for such approval and denial. The Floodplain Administrator shall maintain a record of all variance actions, including justification for their issuance. If the variance is granted, the property owner shall be put on notice along with the written decision that the permitted building will have its lowest floor below the Flood Protection Elevation and that the cost of flood insurance likely will be commensurate with the increased flood damage risk.

- D. Appeals. The Board of Adjustment shall hear and decide appeals from the interpretations of the Zoning Administrator. Procedures regarding appeals are governed by MCC Section 4-8-2 and 4-10-8. The Board of Adjustment shall consider the following in ruling on an appeal: All technical evaluations, all relevant factors, standards specified in other sections of this Ordinance, including:
1. The danger that materials may be swept onto other lands with potential for the injury of others;
 2. The danger to life and property due to flooding or erosion damage;
 3. The susceptibility of the proposed facility and its contents to flood damage and the effects of such damage on the individual landowner;
 4. The importance of the services provided by the proposed facility to the community;
 5. The necessity of the facility to a waterfront location, where applicable;
 6. The availability of alternative locations for the proposed use which are not subject to flooding or erosion damage;
 7. The compatibility of the proposed use with existing and anticipated development;
 8. The relationship of the proposed use to the comprehensive plan and flood plain management program for that area;
 9. The safety of access to the property in times of flooding for ordinary and emergency vehicles;
 10. The expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site; and
 11. The cost of providing government services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, water systems, and streets and bridges.
- E. Appeal Decision. The Board of Adjustment decision on appeal shall be in writing and shall set out the facts, technical information and the legal basis for the decision.

SECTION 2: SEVERABILITY. Provisions of this Ordinance shall be deemed severable and the invalidity of any provision of this Ordinance shall not affect the validity of remaining provisions. The remaining sections of Title 4 shall be in full force and effect.

SECTION 3: EFFECT ON OTHER ORDINANCES. Where the definitions contained in this Ordinance are in conflict with relevant portions of the City of Moscow, Idaho, Municipal Code, the definitions contained within those portions of the Moscow Municipal Code will be unaffected until such time, if any, as they are amended to be consistent with this Ordinance.

SECTION 4: EFFECTIVE DATE. This Ordinance shall be effective upon its passage, approval, and publication according to law.

PASSED by the City Council and APPROVED by the Mayor this _____ day of _____, 2019.

Bill Lambert, Mayor

ATTEST:

Laurie M. Hopkins, City Clerk

DRAFT

PLANNING & ZONING COMMISSION



Wendy McClure
Commission Chair

~Meeting Minutes~
March 13, 2019

Mike Ray
Staff Liaison

p&z@ci.moscow.id.us

<http://id-moscow.civicplus.com/agendacenter>

208.883.7008

The meeting was called to order at 7:00 PM.

MEMBERS PRESENT: Wendy McClure, Chair; Scott Gropp, Joel Hamilton, Mike Nelsen, Nels Reese, Victoria Seever

MEMBERS ABSENT: Robb Parish, Dennis Wilson

ALSO IN ATTENDANCE: Mike Ray, Sandra Collins

1. Approval of minutes from February 13, 2019

Seever moved approval of the minutes as presented.

RESULT:	ACCEPTED BY ACCLAMATION
MOVER:	Seever
SECONDER:	Reese
ABSTENTIONS:	Hamilton

2. Public Comment

Nils Peterson of 841 Travois Way, Moscow, spoke about a post in the newspaper regarding parking problems. He stated "parking problems" was a broad term that could include car storage, overnight parking, and short-term parking and he would like to see a more defined statement of the problem. There was discussion about the need for a comprehensive study on parking management strategies and the possibility of creating a Parking District.

3. Public Hearing: Proposed Update to the City of Moscow Floodplain Ordinance [ACTION ITEM]

Ray reviewed the process and previous discussions leading up to the code amendment, which was primarily required due to changes in the National Flood Insurance Program. He showed an overview of Chapter 5, Flood Hazard Areas.

The public hearing opened at 7:15 pm, but hearing no comment, it closed immediately. Reese asked Ray if he thought climate change had any effect on FEMA's decision to update their regulations. Ray said the changes were made after hurricanes caused coastal flooding and the levee failure in New Orleans.

Seever moved to recommend approval of the Ordinance amendment as presented.

RESULT:	APPROVED BY ACCLAMATION [UNANIMOUS]
MOVER:	Seever
SECONDER:	Hamilton

4. Review of Potential Changes to the Recreational Vehicle Park Ordinance [ACTION ITEM]

Ray gave an overview of City Code, Title 6, Chapter 2, Chapter 3 and Chapter 4, and reviewed previous discussions about lifting the six-month limitation for recreational vehicles in mobile home parks. He went over the definition of a mobile home per City and Idaho Code. The changes to Chapter 2 would include:

- Changing the description from Mobile Home Park to Manufactured Home Park
- Updating the definitions per Idaho State Code
- Adding Modular Homes to the chapter

The information currently in Chapter 3 would be incorporated into Chapter 2 and Chapter 3 would be deleted. Chapter 4 would be amended to eliminate the six-month stay limit. Reese asked if other mobile home park owners had made inquiries about the stay limit. Ray said staff has not reached out to the other parks directly, but Robinson Mobile Home Park had inquired in the past about allowing recreational vehicles or tiny homes for long-term use. McClure wondered what negative ramifications might arise from allowing RVs and tiny homes. Ray thought aesthetics might become an issue, but on the other hand it could actually be an improvement upon what's there now. He thought providing another housing option, especially a more affordable one, would be very beneficial to the community. Staff will draft an amended ordinance for the Commission to review prior to the public hearing.

5. Subdivision Code Review [ACTION ITEM]

Ray reviewed previous discussions about cluster subdivisions and presented a table showing the proposed bulk and dimensional regulations for cluster development. Ray suggested the Commission may want to discuss whether the standards should apply only to single-family subdivisions or to two-family and multi-family as well. McClure asked how the calculations were made and Ray said it was a percentage off the lot size and doubling the open/common space. Ray said some of the examples they studied required more open space in rural subdivisions. McClure said she would like to see some quality control on how open spaces are setup in subdivisions so they are integrated within the neighborhood. Ray said in Moscow, sensitive areas such as wetlands, floodplain, and steep slopes will naturally become the open space. He added that it will require review of the current parkland dedication process, street connectivity standards, and pedestrian easements. Reese asked if Ray could also provide images that reflect the data in the table. Ray will bring some from a previous density study. McClure suggested this could be a future Continuing Education topic.

6. Transportation Commission Meeting Report

Hamilton did not attend the last meeting. Discussion about the Third Street west terminus of the two-way bike lane is on the next meeting's agenda (tomorrow).

7. Continuing Education

Ray will bring the density study photographs to the next meeting. Reese said he would like to get a sense of where the growth is going to be in the City of Moscow, and also said parking management, parking structures and public transportation should be topics for the future. McClure preferred to defer further discussion about parking until they have specific data to review.

8. Announcements

Seever mentioned a workshop on walkability will be held in May at the 1912 Center. Seever said the paper's "Today in History" column reported that five years ago the Commission discussed water use projections in relation to city build-out and asked more about that conversation. Reese said he predicts the lack of water will be the main limitation to Moscow's growth.

The meeting adjourned at 8:45 p.m.

Wendy McClure, Chair

NOTICE OF PUBLIC HEARING

Legislative Hearing Providing for the Amendment of Title 4, Chapter 5 of Moscow City Code
Regarding Flood Hazard Areas

A public hearing at which you may be present and speak will be conducted before the Moscow City Council at which time the following proposals will be considered:

1. Legislative Hearing Providing for the Amendment of Title 4, Chapter 5 Regarding Flood Hazard Areas.

HEARING DATE: Monday, April 15, 2019

HEARING LOCATION: Council Chambers on the Second Floor of Moscow City Hall
206 East Third Street, Moscow, Idaho

MEETING TIME: 7:00 p.m.

Note: Meeting start time is not necessarily indicative of hearing start time for the proposal advertised in this notice. Multiple hearings and/or agenda items may make it difficult to determine hearing start time, which could occur late in the meeting.

The file containing information on this matter is available for public review at the Community Development Department located in the Paul Mann Building at 221 East Second Street, Moscow, Idaho. Call 883-7035 to get a meeting agenda and further information about the matter.

Verbal testimony at the hearing is generally limited to three (3) minutes time. Minor amounts of written materials (less than two (2) pages) may be submitted to the hearing body at any time prior to the close of comments, as determined by the hearing body. More in-depth written materials require at least five (5) calendar days for review prior to the hearing. You may obtain further information about the public hearing process and procedures on the City's Website at: <http://id-moscow.civicplus.com/593/Public-Hearing-Notices>

Laurie M. Hopkins, City Clerk


Anne Peterson, Deputy City Clerk

Publish: Saturday, March 23, 2019

CITY COUNCIL STAFF REPORT

DATE: Monday, April 15, 2019



RESPONSIBLE STAFF

Leah Carlson, Planner I

REVIEWED BY

This was reviewed by the Public Works/Finance Committee on April 8, 2019 and the Committee directed the item to move forward for full City Council consideration without recommendation

ADDITIONAL PRESENTER(S)

OTHER RESOURCES

AGENDA ITEM TITLE

Proposed Lot Division at 860 N Lincoln Street (ACTION ITEM) - Leah Carlson

DESCRIPTION

The applicant, David Reed, is requesting a lot division for an 11,380 sf lot located at 860 N. Lincoln Street. The applicant is requesting the lot division in order to create three townhouse lots of approximately 5,120 sf, 2,591 sf, and 3,669 sf in size from the original parcel. The subject property is located within the Medium Density Residential Zoning District (R-3). Within the R-3 Zoning District, townhouse lots require a minimum lot area of 2,000 square feet and a minimum lot width of twenty feet (20'). All proposed lot areas and lot widths meet these requirements. This was reviewed by the Public Works/Finance Committee on April 8, 2019 and the Committee directed the item to move forward for full City Council consideration without recommendation.

STAFF RECOMMENDATION

Approve the lot division request with no conditions.

PROPOSED ACTIONS

PROPOSED ACTIONS: Approve the lot division request with no conditions; or approve the lot division request with conditions; or deny the lot division request; or take such other action deemed appropriate.

FISCAL IMPACT

No fiscal impact.

PERSONNEL IMPACT

No personnel impact.

ATTACHMENTS

1. Lot Division Application
2. LUP2019-0008 - 860 N Lincoln St LD 4-8-2019

March 6, 2019

Mayor Lambert and Moscow City Council
City Hall
Moscow, ID 83843

Re: 860 N. Lincoln Street Lot Division

Dear Mayor Lambert and City Council:

David Reed is requesting a lot division of 860 N. Lincoln Street. The existing lot is zoned R3 and would be divided into three townhouse lots.

The existing lot is 11,380 square feet. The proposed lots are:

Parcel A – 5,120 SF

Parcel B – 2,591 SF

Parcel C – 3,669 SF

Attached are the following:

1. Proposed Record of Survey
2. Proposed legal descriptions
3. City utility maps

Please do not hesitate to contact me if you have questions regarding the lot division request.

Sincerely,



Scott Becker, PE
Principal
Hodge and Associates Inc.

Enc
Cc: David Reed

2/25/2019

Legal Description by Hodge & Associates
For David Reed
Parcel A

A legal description for a parcel of land, located in the NW1/4 of the NE1/4 of Section 8, T39N, R5W, B.M., being a portion of Lots 3 & 4, Block 1 of Reynolds Addition to the City of Moscow, Latah County, Idaho. Being more particularly described as follows:

Beginning at the northwest corner of Lot 3, Block 1 of Reynolds Addition, on the east right-of-way of Lincoln Street;
Thence, along the north line of said Lot 3, S89°14'46"E, 72.06 feet;
Thence leaving said north line, parallel to the east line of said Lot 3, S0°29'39"W, 79.90 feet to the north line of Lot 4, Block 1 of Reynolds Addition;
Thence, parallel to the east line of said Lot 4, S0°29'39"W, 1.99 feet to the north right-of-way of Vandal Drive per Deed of Dedication, Instrument #307503;
Thence along said north right-of-way, N72°35'27"W, 6.90 feet to the south line of Lot 3, Block 1 of Reynolds Addition;
Thence continuing along said North right-of-way N72°35'27"W, 68.30 feet to the west line of said Lot 3 and the east right-of-way of Lincoln Street;
Thence along said east right-of-way, N0°23'29"E, 60.33 feet to the **Point of Beginning**.

Parcel contains 5,120 square feet, more or less.



2/25/2019

Legal Description by Hodge & Associates
For David Reed
Parcel B

A legal description for a parcel of land, located in the NW1/4 of the NE1/4 of Section 8, T39N, R5W, B.M., being a portion of Lots 3 & 4, Block 1 of Reynolds Addition to the City of Moscow, Latah County, Idaho. Being more particularly described as follows:

Commencing at the northwest corner of Lot 3, Block 1 of Reynolds Addition, on the east right-of-way of Lincoln Street, Thence, along the north line of said Lot 3, S89°14'46"E, 72.06 feet to the **Point of Beginning**:

Thence, continuing along said north line, S89°14'46"E, 30.00 feet;
Thence leaving said north line, parallel to the east line of said Lot 3, S0°29'39"W, 79.86 feet to the north line of Lot 4, Block 1 of Reynolds Addition;
Thence, parallel to the east line of said Lot 4, S0°29'39"W, 11.01 feet to the north right-of-way of Vandal Drive per Deed of Dedication, Instrument #307503;
Thence along said north right-of-way, N72°35'27"W, 31.36 feet;
Thence leaving said north right-of-way, parallel to the east line of said Lot 4, N0°29'39"E, 1.99 feet to the south line of Lot 3, Block 1 of Reynolds Addition;
Thence, parallel to the east line of said Lot 3, N0°29'39"E, 79.90 feet to the **Point of Beginning**.

Parcel contains 2,591 square feet, more or less.



2/25/2019

Legal Description by Hodge & Associates
For David Reed
Parcel C

A legal description for a parcel of land, located in the NW1/4 of the NE1/4 of Section 8, T39N, R5W, B.M., being a portion of Lots 3 & 4, Block 1 of Reynolds Addition to the City of Moscow, Latah County, Idaho. Being more particularly described as follows:

Commencing at the northwest corner of Lot 3, Block 1 of Reynolds Addition, on the east right-of-way of Lincoln Street, Thence, along the north line of said Lot 3, S89°14'46"E, 102.06 feet to the **Point of Beginning**:

Thence, continuing along said north line, S89°14'46"E, 38.00 feet to the northeast corner of said Lot 3;

Thence along the east line of said Lot 3, S0°29'39"W, 79.80 feet to the northeast corner of Lot 4, Block 1 of Reynolds Addition;

Thence along the east line of said Lot 4, S0°29'39"W, 22.45 feet to the north right-of-way of Vandal Drive per Deed of Dedication, Instrument #307503;

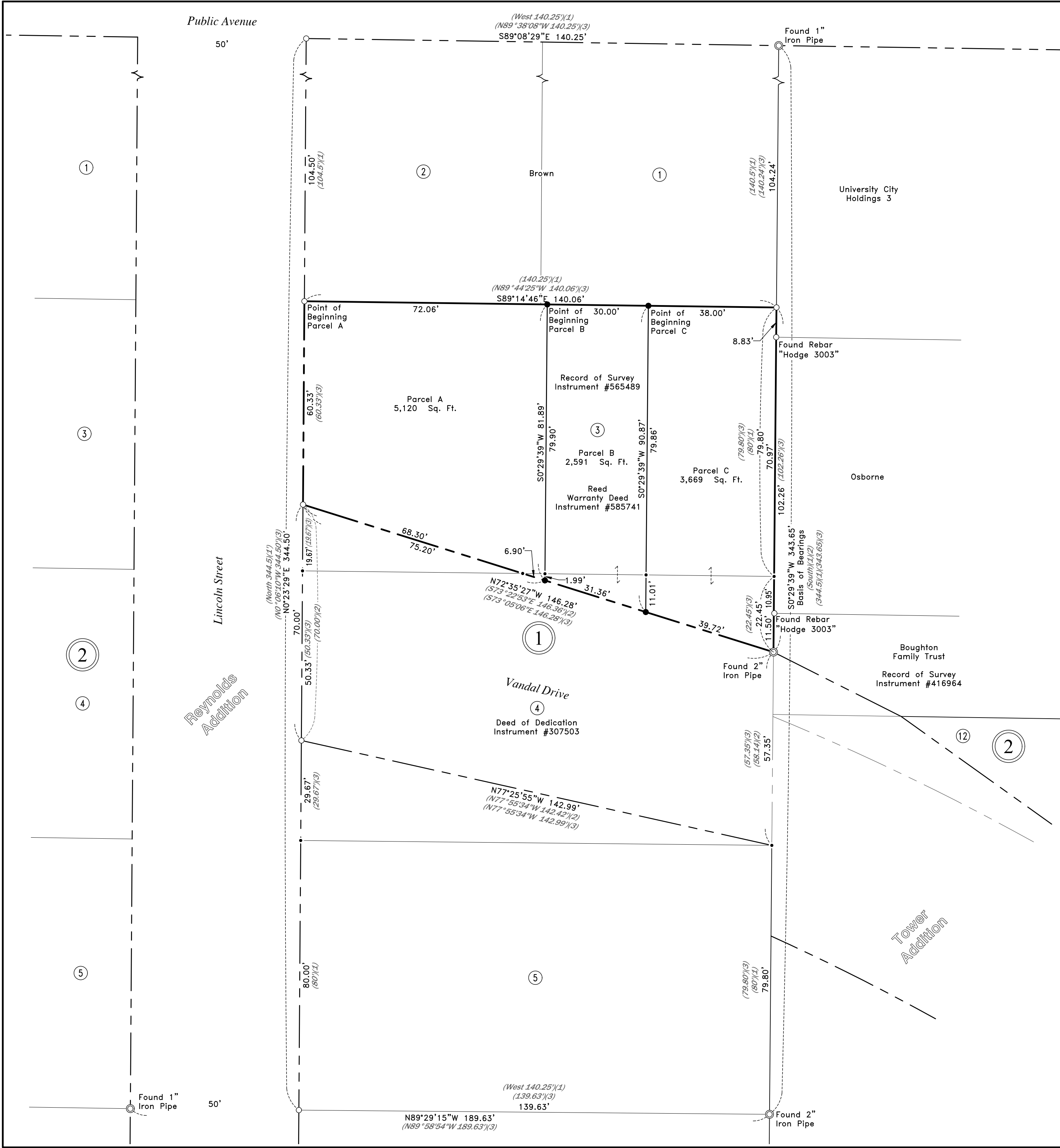
Thence along said north right-of-way, N72°35'27"W, 39.72 feet;

Thence leaving said north right-of-way, parallel to the east line of said Lot 4, N0°29'39"E, 11.01 feet to the south line of Lot 3, Block 1 of Reynolds Addition;

Thence, parallel to the east line of said Lot 3, N0°29'39"E, 79.86 feet to the **Point of Beginning**.

Parcel contains 3,669 square feet, more or less.





Section 8, T39N, R5W, BM

Survey References

1. Reynolds Addition to the City of Moscow, Instrument #212095.
2. Deed of Dedication, Instrument #307503, Clanton & Mitchell to the City of Moscow.
3. Record of Survey, Instrument #565489, by A. Younger, PLS #12724.
4. Warranty Deed, Instrument #585741, Wheaton to Reed.
5. Record of Survey, Instrument #416964, by L. Hodge PE/LS #3003.

Surveyor's Certificate

I, Duane Priest, PLS #6449, State of Idaho, do hereby certify that the survey represented by this map was performed by me or under my supervision in accordance with the laws of the State of Idaho and at the request of David Reed in February 2019.

Basis of Bearings

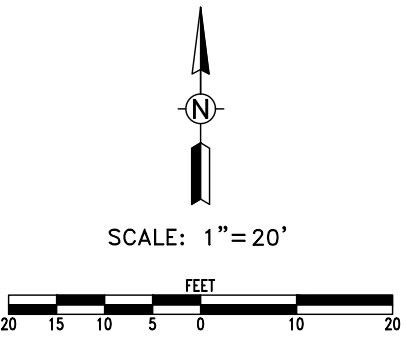
The Basis of Bearings for this survey is the east line of Reynolds Addition, between the northeast corner of Lot 1, Block 1 and the southeast corner of Lot 5, Block 1. Shown hereon as S0°29'39"W per GPS observation.

Purpose Of Survey

To divide the Reed property, as described in Warranty Deed, Instrument #585741, into 3 separate Parcels as shown hereon.

Legend

- Found Monument as Described
- Set 5/8" Diameter Rebar w/Yellow Plastic Cap Stamped "Priest 6449"
- Found 5/8" Diameter Rebar "Younger 12724" or as Described
- Found Iron Pipe, as Described
- Calculated Position
- Block Number
- Lot Number
- Record Data - See Survey References
- Parent Parcel Boundary Line
- Parcel Boundary - Created This Survey
- Lot Line
- Right-of-Way



NO. _____ AT THE REQUEST OF: _____

DATE & HOUR: _____

_____ M.
HENRIANNE WESTBERG
LATAH COUNTY RECORDER

FEE \$ _____ BY _____

Wheaton & Associates, Inc.
P.O. Box 8728
405 S. Washington Street
Moscow, ID 83843-8728
(208) 882-3526

RIM ROCK CONSULTING, INC.
Lead Surveying
Site Planning
Mapping

1231 WEST 25 STREET #102 TULSA, OKLA 74107-3883 918.465.5539 info@rimrockconsulting.net

**PRELIMINARY
NOT FOR
RECORDING**

Record of Survey for:
David Reed
Latah County, Idaho

Drafted by: SW

Checked by: DEP

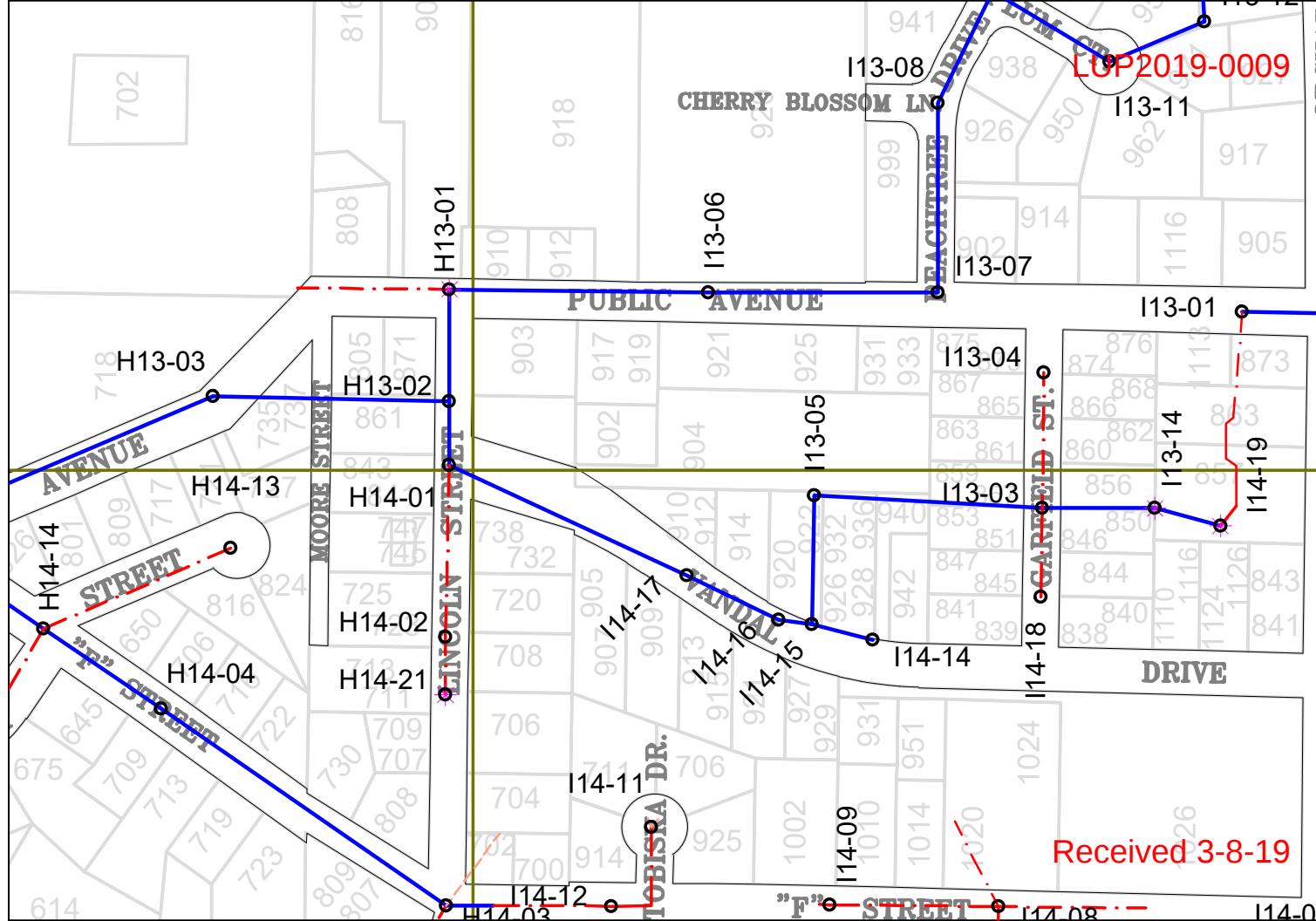
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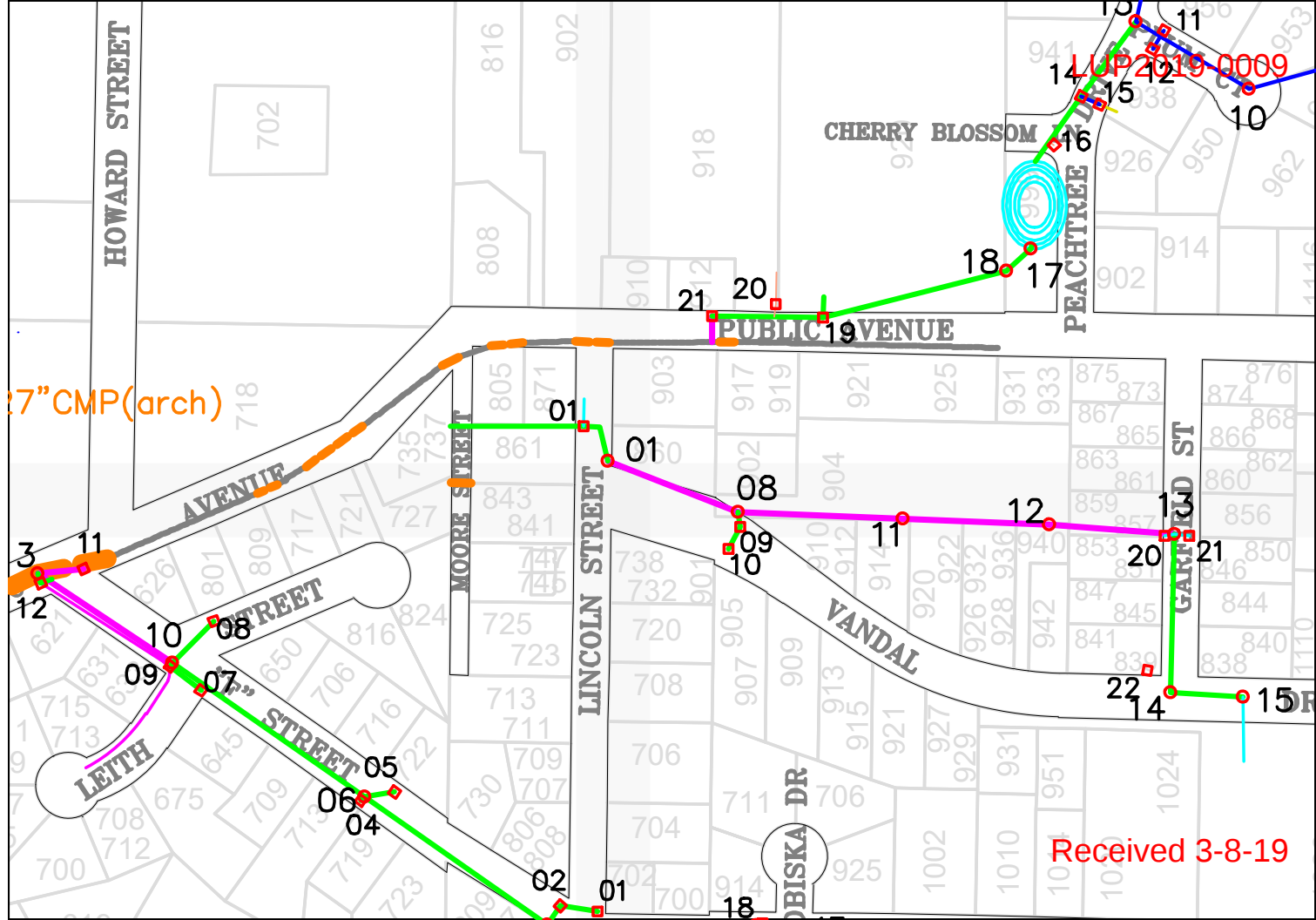
Tab: Layout

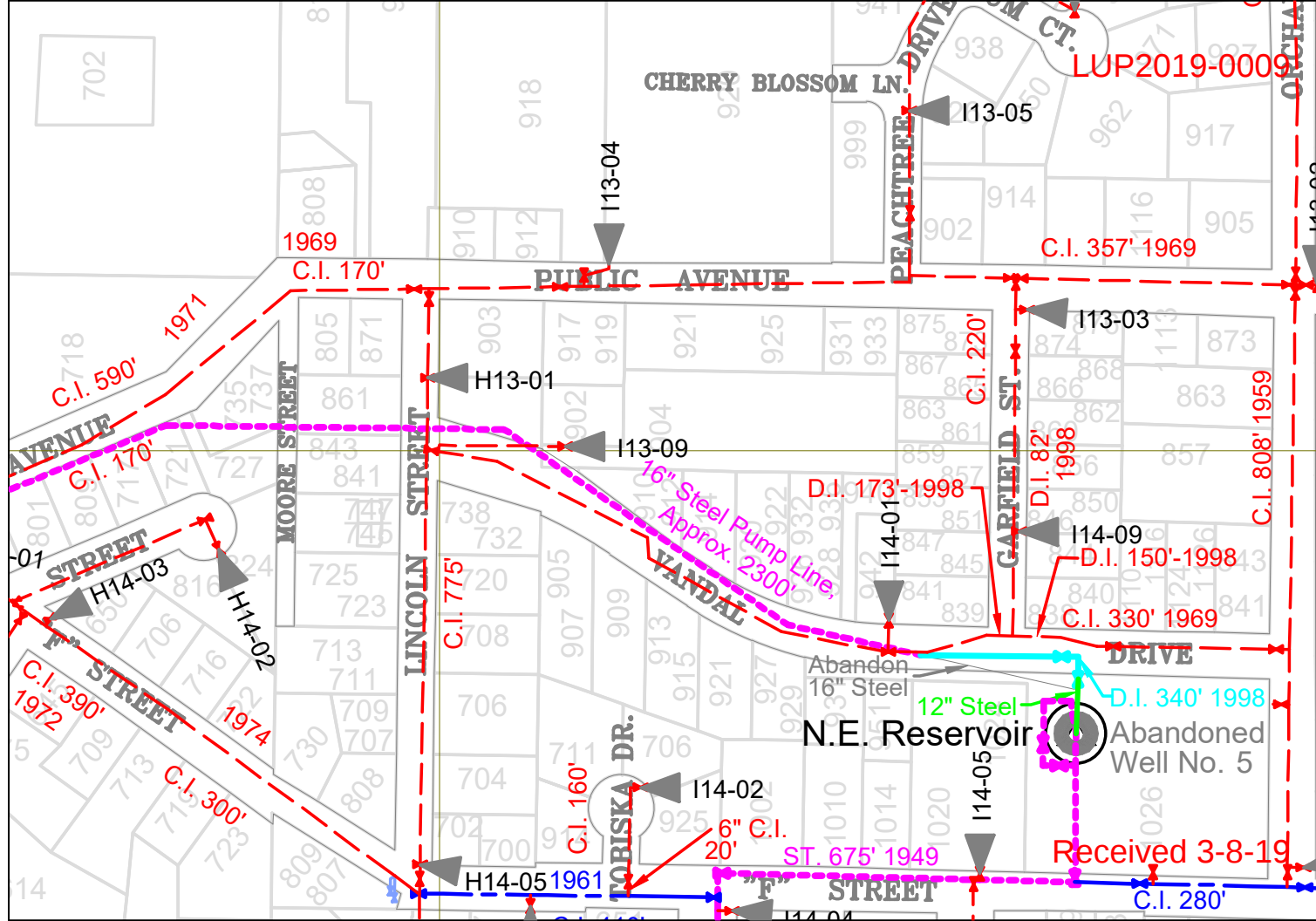
Plot Style Default.ctb

Project: 4150-02-19

Date: 2/25/19







NOTICE OF PUBLIC MEETING

Proposed Lot Division and Lot Line Adjustment at 860 N Lincoln Street
in the City of Moscow, Idaho (LUP2019-0008)

A public meeting before the Public Works/Finance Committee of the City Council will be conducted during which the following proposal will be considered:

Applicant is requesting a lot division to split one existing lot of 11,380 sf to three lots of 5,120 sf, 2,591 sf, and 3,669 sf. Applicant is also requesting the lot divisions in order to construct three townhouses. The property is currently addressed 860 N Lincoln Street, as shown on the vicinity map below.

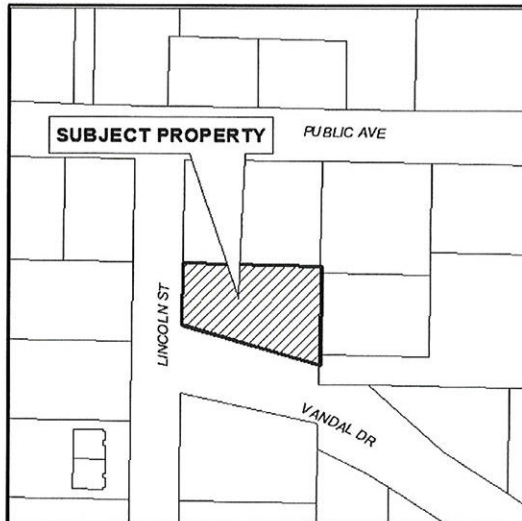
MEETING DATE AND TIME: Monday, April 8th, 2019

LOCATION OF MEETING: Council Chambers, Second Floor, Moscow City Hall
206 East Third Street, Moscow, Idaho

MEETING TIME: 3:00 p.m.

Note: Meeting start time is not necessarily indicative of discussion start time for the application advertised in this notice. Multiple hearings and/or agenda items may make it difficult to determine hearing start time, which could occur late in the meeting.

The file containing information on this matter is available for public review (an appointment may be necessary) at the Community Development Department located in the Paul Mann Building, 221 East Second Street, Moscow, Idaho. You may also call 883-7035 to obtain the meeting agenda, further information on the application or the public hearing process, and/or to request a meeting with City Staff.



Laurie Hopkins, Moscow City Clerk


Anne Peterson, Deputy City Clerk