

PLANNING & ZONING COMMISSION



Wendy McClure
Commission Chair

~Meeting Minutes~
August 28, 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 7:03 p.m. with the introduction of new Commissioner Connie Kimmel, representing the Area of City Impact.

MEMBERS PRESENT: Wendy McClure, Chair; Joel Hamilton, Connie Kimmel, Mike Nelsen, Robb Parish, Nels Reese, Victoria Seever
MEMBERS ABSENT: Scott Gropp, Dennis Wilson
ALSO IN ATTENDANCE: Mike Ray, Brandy Sullivan

1. Approval of minutes from July 24, 2019

Seever moved approval of the minutes as presented.

RESULT:	ACCEPTED BY ACCLAMATION
MOVER:	Seever
SECONDER:	Nelsen

2. Public Comment

None.

3. Approval of Reasoned Statement of Relevant Criteria and Standards:

- Proposed Conditional Use Permit Application to expand an existing Recreational Vehicle Park at 1651 Carmichael Rd in the Area of City Impact - LUP2019-0025

Seever moved to recommend approval of the Relevant Criteria and Standards with corrections.

RESULT:	APPROVED BY ACCLAMATION
MOVER:	Seever
SECONDER:	Parish

4. Public Hearing: Legislative Amendment Regarding Accessory Dwelling Unit (ADU) Standards

On April 6, 2015, City Council approved Ordinance 2015-06 which permitted ADUs in all residential zones and also established certain development standards. Since the ADU ordinance has been approved, there have been eight ADUs that have been constructed throughout the City. The Commission reviewed the possibility of removing the requirement that lots must meet the minimum lot size of their zone in order to be eligible for an ADU at the last meeting on June 26, 2019 and directed staff to prepare and ordinance which would remove the requirement.

Ray provided background as described above and reviewed the recent discussions regarding minimum lot size. Staff recommended approval of the proposed ordinance. Public hearing opened at 7:12 and closed immediately due to no one in attendance wanting to testify.

Seever recommended approval of the ordinance amendment as presented.

RESULT:	APPROVED BY ACCLAMATION
MOVER:	Seever
SECONDER:	Parish

5. Citizen Survey Questions

Ray provided background to the Citizen Survey process and listed previous year questions submitted by this Commission. Following a very lengthy discussion, Commissioners decided to focus one question on neighborhood characteristics and the other one on strategies to mitigate climate change. Staff will flesh out the questions for final review at the next meeting.

6. Review of Proposed Changes to the Mobile Home and RV Park Ordinances [ACTION ITEM]

The Commission has been discussing amending the Mobile Home and RV Park Ordinances in order to remove the 6-month stay limitation for RVs and allow modular buildings within mobile home parks. After review of the existing mobile home park ordinances, it was determined that the codes should be updated to be consistent with Idaho State Code.

Ray explained all the updates incorporated into the proposed amended ordinance based on previous meeting discussions. Commissioners instructed staff to prepare a final draft for review prior to public hearing.

7. Transportation Commission Meeting Report

Hamilton reported the August 8 main topic of discussion was design changes to the Third Street bike lane extending through Washington Street.

8. Announcements

Ray invited Commissioners to consider participating on the Subdivision Review Subcommittee. McClure will chair the committee and there is one more spot for a P&Z Commissioner in addition to a developer, a real estate representative, and a land use attorney. Parish volunteered.

The meeting adjourned at 8:45 p.m.


Wendy McClure, Chair

**BEFORE THE PLANNING AND ZONING COMMISSION
OF THE CITY OF MOSCOW, COUNTY
OF LATAH, STATE OF IDAHO**

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS REGARDING A CONDITIONAL USE PERMIT APPLICATION TO EXPAND AN EXISTING RECREATIONAL VEHICLE PARK LOCATED AT 1651 CARMICHAEL ROAD IN THE AGRICULTURE, FORESTRY, AND OUTDOOR RECREATION (AF) ZONING DISTRICT PER MCC 4-3-4.

WHEREAS, the applicant filed an application for a conditional use permit on June 5, 2019; and

WHEREAS, this matter came before the Moscow Planning and Zoning Commission during a duly noticed public hearing on July 24, 2019; and

WHEREAS, having reviewed the application, including all exhibits entered, and having considered the issues presented:

THE PLANNING AND ZONING COMMISSION OF THE CITY OF MOSCOW, IDAHO, AFTER DUE DELIBERATION AND CONSIDERATION, HEREBY CONCLUDES:

I. RELEVANT FACTS AND CONCLUSIONS

1. The Planning and Zoning Commission considered the request pursuant to the City of Moscow Zoning Code, Comprehensive Plan, and Moscow City Code.
2. The subject property is located within the Multiple Family Residential (R-4) Zoning District, where Recreational Vehicle (RV) Parks are a conditionally permitted use.
3. The applicant, Dan Mack, is proposing to expand an existing Recreational Vehicle (RV) Park by thirteen RV spaces at 1651 Carmichael Road in the Moscow Area of City Impact.
4. The RV park currently has twenty-one RV spaces and the applicant is proposing to expand the RV park into a gravel area that was previously approved for RV storage. The applicant is proposing to create thirteen RV spaces with full hook-ups and an additional area with another thirteen RV spaces with only electrical connections.
5. A Special Use Permit was previously approved upon the subject property in 2010 in order to establish an RV Park. The subject property has historically been used as a mobile home park and the applicant had previously transitioned the use into a fifteen space RV Park using the existing infrastructure that serviced the mobile home park.
6. In 2014, an additional SUP was approved which allowed the applicant to expand the existing RV Park by adding six RV spaces. Then in 2016, the applicant rezoned an adjacent 1.90 acre parcel to the Agriculture/Forestry (AF), and concurrently was approved for a Conditional

Use Permit to allow for RV storage. The applicant developed the 1.90 acre parcel as a large gravel parking area with stormwater detention on the west side and allowed the storage of RVs.

7. The entire subject property is an approximately 4.85 acre parcel with 385 feet of frontage along Carmichael Road. The subject property is relatively level with a gradual slope to the southwest corner of the property. Surrounding uses are predominantly single family residential rural lots as well as undeveloped agricultural lands.
8. The subject property and adjacent properties to the south and west are currently zoned Multiple-Family Residential (R-4), while adjacent property to the east is currently zoned Single-Family Residential (R-1). The subject property is located in Latah County within the Area of City Impact.
9. Recreational Vehicle Parks are specially permitted uses within the R-4 Zoning District and are subject to Title 6, Chapter 4, Recreational Vehicle Parks which identifies specific standards for RV Park site development.
10. The minimum space size determined in the RV Park standards is 40ft x 20ft, while allowing up to forty percent of the spaces to be a minimum of 25ft x 20ft. The applicant is proposing thirteen additional RV spaces with full hook-ups that are 40ft x 20ft and another thirteen spaces with only electrical connection that 40ft x 22ft. All proposed spaces which meet the minimum requirements of the RV park code.
11. The design of RV spaces shall be such that the minimum space between recreational vehicles is ten feet. The applicant's proposed space between each RV is ten feet.
12. All RV Park facilities which allow tents or recreational vehicles which are not self-contained are required to provide toilet facilities and potable water. The applicant is not proposing to allow tents and potable water connections are proposed to be available to the thirteen RV spaces via a private well.
13. Each RV space within the park is required to provide common open space exclusive of all setback areas and shall be developed with turf and trees. The size of the open space shall be left to the discretion of the developer. The applicant had previously provided approximately 0.8 acres of total open space in the northeast portion of the property.
14. Refuse areas shall be provided and shall be located no further than 150 ft. from any RV space. The applicant has provided a dumpster which is located at the west end of the RV Park, near the RV turnaround. This location is further than 150ft from the RV spaces on the east side of the Park, so the applicant had previously provided some individual trash cans on the eastern portion of the RV Park. An additional trash receptacle is proposed to be located in the northern portion of the expanded area.
15. Internal private streets are required to be a minimum of twenty-eight feet wide which includes a twenty foot surface with four foot shoulders on either side. The applicant has placed $\frac{3}{4}$ inch processed rock, six inches deep for the entire twenty-eight foot wide access drive as well as each RV space. The applicant's proposed street, shoulder, and turnaround meet the requirements for streets within a RV Park development.
16. Portions of a RV Park that adjoin public streets shall have a Type B landscape buffer which consists of four canopy trees, six understory trees, and eight shrubs per 100 lineal feet. The

subject property currently has an existing landscape buffer which is adjacent to Carmichael Rd, which satisfies the Type B landscape buffer requirement.

17. Portions of a RV Park that are adjacent to a residential or industrial use shall have a minimum setback of ten feet from the property line and shall have a six foot high, sight-obscuring fence located within the setback area. The applicant has previously constructed a six foot high fence on approximately 900 ft of the southern property line which is adjacent to a residential property. The northwestern property line which is also adjacent to a residential use currently has a six foot high fence which satisfies the requirements on this portion of the property.
18. Portions of the RV Park that are adjacent to undeveloped land shall have a Type A landscape buffer. The proposed expansion area is adjacent to undeveloped land to the west. The applicant is planning on installing a Type A landscape buffer along the entire west property line adjacent to the undeveloped property, which meets the requirement.
19. At least one canopy tree of 1.5 inch caliper and two shrubs a minimum of twelve inches in height are required per every two RV spaces. Additionally, all common areas not utilized for structures, parking or other landscaping shall be covered by turf or other vegetative ground cover. The applicant has indicated that there will be a tree and shrubs within the green strips between each of the RV spaces on the west side and surrounding the perimeter of the expanded area. A total of 13 trees and 26 shrubs will need to be provided within the expanded area.
20. The applicant has provided three freestanding lights within the proposed expanded portion of the RV Park in addition to the two existing freestanding lights within the current RV Park. Three freestanding lights should be sufficient in servicing the expanded RV Park development area.
21. The proposed RV Park is located in Latah County, within the Area of City Impact. Therefore, there are no requirements for the proposed Park to connect to City of Moscow water or sewer. The proposed park is currently serviced with an existing private well and sewer connections are provided via the Southeast Sewer District.

BASED ON THE ABOVE RELEVANT FACTS AND CONCLUSIONS, THE PLANNING AND ZONING COMMISSION OF THE CITY OF MOSCOW HEREBY FINDS THE FOLLOWING RELEVANT CRITERIA AND STANDARDS:

II. RELEVANT CRITERIA AND STANDARDS

1. **Is the proposed use a conditionally permitted use within the Zoning District?** The subject property is located within the Multiple Family Residential (R-4) Zoning District, where Recreational Vehicle (RV) Parks are a conditionally permitted use.
2. **Is the proposed use in harmony with the neighborhood and surrounding land uses?** The proposed use is in harmony with the neighborhood and surrounding land uses. The RV Park is consistent with the surrounding residential area and will have no more impact to the neighborhood than a permitted use.

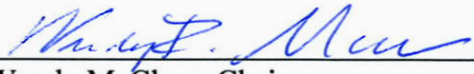
3. **Will the proposed use as approved, or as approved with conditions, generate nuisances that would be injurious or detrimental to the adjoining properties or the neighborhood (including but not limited to, noise, dust, glare, vibrations, odors, and the like)?** The impacts of the proposed RV Park are similar to the adjacent residential uses which are predominantly in the Multiple-Family Residential (R-4) Zoning District. The use is also similar to that of a Mobile Home Park, which has been the historical use of the property and a use that is allowed by right in the R-4 Zone.
4. **Will the location, design, and size of the proposed use be adequately served by existing streets, public facilities and services?** The location, design, and size of the expanded RV Park area will be adequately served by existing streets, public facilities, and services. The existing park is currently on a well with a pump house on the property and all sewer services will be connected to the Southeast Sewer District.
5. **Will the proposed use endanger the public health or safety if located where proposed?** The use does not create endangerment to public health or safety as it is proposed to have no more impacts to the area than other uses which are allowed by right.
6. **Does the proposed use meet all applicable development standards of the Zoning Code?** The use, as proposed, will meet all applicable RV Park development standards as required by MCC 6-4-10.
7. **Will the proposed use be in conflict with the Comprehensive Plan?** The proposed use is not in conflict with the 2019 Comprehensive Plan.

III. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City of Moscow Planning and Zoning Commission recommends approval of the application for a Conditional Use Permit for the expansion of an RV Park to Latah County with the following condition:

1. The applicant provide landscaping in the expanded RV Park area at a ratio of one canopy tree and two shrubs every two RV spaces within 90 days of final approval.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF MOSCOW
THE 29th DAY OF AUGUST, 2019.



Wendy McClure, Chair
Planning and Zoning Commission