



Wendy McClure

~Agenda~

Mike Ray

Commission Chair

Staff Liaison

<http://www.ci.moscow.id.us/457/Planning-Zoning-Commission>

Wednesday

Council Chambers

7:00 PM

January 9, 2019

206 E 3rd Street

1. Approval Of Previous Minutes

ACTION: Approve minutes as presented, with amendments, or provide staff further direction.

Documents:

[MINPZC20181212.PDF](#)

2. Election Of Officers [ACTION ITEM]

ACTION: Nominate and elect a Chair, Vice Chair, and Second Vice Chair for 2019.

3. Correspondence

ACTION: Read any correspondence received and provide staff further direction if necessary.

4. Transportation Commission Meeting Report

ACTION: Receive report and provide staff further direction if necessary.

5. Public Comment

Time limit 15 minutes. Members of the Public may speak to the Commission regarding matters NOT on the Agenda nor currently pending before the Planning and Zoning Commission. Please state your name and address for the record and limit your remarks to three minutes.

6. Review Of 6-Month Stay Limitation For Recreational Vehicles [ACTION ITEM]

The Community Development Department received a letter from Mr. Gary Lester, requesting that the Commission review and potentially remove the 6-month stay limitation for Recreational Vehicles within the City.

ACTION: Review the current 6-month limitation for Recreational Vehicles and provide Staff further direction as deemed necessary.

Documents:

[6-MONTH RV LIMITATION.PDF](#)

7. Updates To The Floodplain Ordinance [ACTION ITEM]

Recent changes to the National Flood Insurance Program have necessitated updates to be made to the City's floodplain ordinance. Staff has been working with FEMA to identify which updates are required, which will be put into a draft ordinance.

ACTION: Review the required updates to the City's floodplain ordinance and provide Staff further direction as deemed necessary.

8. Subdivision Code Review [ACTION ITEM]

Staff has prepared a working draft of the updated subdivision code for the Commission's review.

ACTION: Review the subdivision code and lot division/lot line adjustment process and provide Staff further direction as deemed necessary.

9. Continuing Education

NOTICE: Moscow City Council Commission meetings can be 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.

PLANNING & ZONING COMMISSION



Wendy McClure
Commission Chair

~Meeting Minutes~
December 12, 2018

Mike Ray
Staff Liaison

p&z@ci.moscow.id.us

208.883.7008

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

The meeting was called to order at 7:02 PM.

MEMBERS PRESENT: Wendy McClure, Chair; Scott Gropp, Joel Hamilton, Kurt Obermayr (via phone), Nels Reese, Victoria Seever, Dennis Wilson

MEMBERS ABSENT: Mike Nelsen, Robb Parish

ALSO IN ATTENDANCE: Bill Belknap (for Mike Ray), Anne Peterson

1. Approval of minutes from November 28, 2018

Wilson moved approval of the minutes as presented.

RESULT:	ACCEPTED BY ACCLAMATION [UNANIMOUS]
MOVER:	Wilson
SECONDER:	Seever

2. Correspondence

None.

3. Transportation Commission Meeting Report

The Commission meets tomorrow. Agenda items include discussion of a joint bike share program with the University of Idaho and placement considerations of the Third Street pedestrian bridge.

4. Public Comment

None.

5. Public Hearing: Area of City Impact Agreement [ACTION ITEM]

Belknap reviewed code requirements governing the ACI and the proposed changes within the agreement as discussed during previous meetings. Hamilton inquired whether the City has always had an advisory role on applications within $\frac{3}{4}$ mile of the ACI border. Belknap said that was a new accommodation rather than changing the ACI boundary. Reese asked how other cities administer their ACIs, and Belknap responded that it primarily depends on the working relationship between the cities and counties, which has been very positive in Moscow/Latah County. He said there tends to be more conflict in more highly populated and faster growth areas. McClure asked about PUDs in the ACI and Belknap explained the County feels strongly that developments of any significant density should be within City limits where they can access adequate City services, and therefore the land should first be annexed.

Public hearing opened at 7:31pm. There was no public comment so the hearing closed immediately. Seever pointed out a few formatting issues. Hamilton moved to recommend approval of the agreement with those corrections.

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

6. Final Review of Comprehensive Plan Update Draft [ACTION ITEM]

Belknap reviewed the changes incorporated from last meeting's discussion of citizen comments. Commissioners were pleased with how the citizen comments were addressed and supported setting a hearing date for the Comp Plan Update. Belknap said it would likely be the January 23rd meeting.

7. Small Cell Wireless Facilities Report

Belknap introduced the topic of small cell wireless facilities which will be the upcoming mechanism for 5G service and will require modification of Moscow's current telecommunication code. 5G service will provide much higher data speeds and traffic but will require significantly more short-distance towers. Most of Moscow's current antennae are on tall existing structures (Theophilus Tower, McConnell Building, F Street and Residence Street water towers) and three free-standing towers (on Peterson Drive, behind Eastside Marketplace, and by Creekside Apartments on South Highway 95). Small cell antennae will need to be located about 500 feet apart so will likely be on utility poles and luminaires. The FCC has established strict guidelines on what jurisdictions can/cannot regulate and the processing fees/timelines for small cell deployment processes. Belknap illustrated examples of how other municipalities have codified concerns such as visual clutter, design standards, effects on the tree canopy, minimizing the number of towers, etc. Hamilton asked if the City will need to maintain codes for both tall tower and small cell towers, and Belknap said yes because tall towers will serve <5G phones and the rural areas. Gropp suggested this could be a good opportunity to partner with Avista to update power poles. Seever preferred the luminaire towers over antennae on wooden utility poles. Belknap thought the City would have to accommodate a variety of installations depending on the location and tree canopy. Belknap surmised that in this market the most cost-effective installation will be a network serving multiple carriers. He said the City has already had multiple inquiries and staff are working on an initial code draft.

The meeting adjourned at 8:21 p.m.

Wendy McClure, Chair

Abiel Mobile Home Community Request to Remove Six-Month Limit on RV Stay

Property Address: 603 West Palouse River Drive, Moscow, Idaho
Applicant: Gary T. Lester, Manager, Abiel Mobile Home Community LLC
1032 Juliene Way, Moscow, Idaho 83843
208-301-1446; glester@ecoanalysts.com

November 23, 2018

Dear Planning and Zoning Commission:

In August 2018 the City of Moscow Planning and Zoning Commission recently granted Abiel Mobile Home Community, LLC permission to fill all empty spaces with RV's. During the meeting we briefly discussed the 6-month stay limit for RV's in the park and during that discussion some questions were brought up as to the origin of that statute, intent, and there seemed to be a willingness of the Board to revisit that topic and discuss further.

Since the approval was granted to allow RV's into my park, I have upgraded, inspected and permitted the electrical meter panels at all 11 empty lots in Loop 1 and I have inspected all sewer connections to make sure they are functional. As an experiment I landscaped one lot (space 45) by excavating and then installing fresh sod. That space is now filled with an RV and we have 10 spaces left to fill.

There have been several additional inquiries for RV's, though none have committed yet. The most exciting that happened was an inquiry from a woman coming to the area (WSU professor) who wanted to move a tiny home into the park. She indicated she liked the spaces and the park but needed to set it in one place longer than the 6-month period, so she took it elsewhere (see attached email thread for reference).

I believe if we can remove the 6-month stay limit on RV's we could address some people's concerns about staying in the park. We could also potentially get one or more tiny homes to settle in and once we have one in there I think more will follow. If you recall me mentioning this at the hearing, Latah County recently revised their RV park zoning regulations this year and there is no limit on length of stay in an RV park, so there is good local precedent to do this within City limits, too.

To alleviate any concerns regarding allowing vagrants into the park, we are quite stringent on who can enter and stay in our park. Alliance Home Management screens tenants for criminal history, rental history, credit history, and proof of reliable and adequate income. We have good rules and regulations for conduct in the park, so any undesirable behaviors or tenants are dealt with appropriately, up to and including removal from the park. As we fill the empty spaces with RV's or tiny homes, we intend to tap into the recent trends we are seeing: students, retirees, and young professionals (Millennials) who seem to desire smaller accommodations and close community relationships.

I look forward to speaking with the Commission about this topic.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Mary T. Lister". The signature is fluid and elegant, with a large initial "M" and a distinct "T" and "L".

Owner, Abiel Mobile Home Community

Attachment A. Email Thread Regarding A Tiny Home Inquiry

Hi Gary,

Just following up on your email below. Did you want to meet about this or did you want to send me what you're thinking?

Thanks,

Mike

Mike Ray, AICP

Planning Manager

Asst. CD Director

City of Moscow

221 E Second Street

Moscow, ID 83843

mray@ci.moscow.id.us

(208) 883-7008

From: Gary Lester <glester@ecoanalysts.com>

Sent: Monday, November 05, 2018 10:44 AM

To: Michael Ray <mray@ci.moscow.id.us>

Subject: FW: New Mobile Home(s) for Sale - FINANCING AVAILABLE

Hey Mike,

This email below is from a lady who has a tiny home. Looks like she wanted a more permanent stay, so the 6 month stay limit scared her off. I think the tiny home thing could get some legs if we can remove that restriction on stay length. I've got some thoughts I'd like to run by you and see what you think before I go to the committee with a request.

Thanks as always for your help (and for doing such a great job at what you do).

Gary T. Lester, CEO

EcoAnalysts, Inc.

1420 S. Blaine St., Suite 14 | Moscow, ID 83843

O: 208.882.2588 x 21 | C: 208-301-1446

www.ecoanalysts.com

From: Alana Pulay <739b6c823d5c393880a1d0ceba7fac02@reply.craigslist.org>

Sent: Thursday, October 25, 2018 6:31 AM

To: ccfgg-6649263506@hous.craigslist.org

Subject: Re: New Mobile Home(s) for Sale - FINANCING AVAILABLE

Hello,

Yes I did make it through. I'm looking for a spot with more space. I also spoke with the city planner and I could only stay there for 6 months. They do not allow RV dwellers to live full time in 1 location for more than 6 months. At this time, while I liked the location, I don't think it'll work for me.

Thanks!

Alana S. Pulay, PhD, NCIDQ, LEED AP

Interior Designer

304-610-8105

On Thu, Oct 25, 2018 at 12:00 AM craigslist 6649263506 <ccfgg-6649263506@hous.craigslist.org> wrote:

Alana,

Did you make it through the park on Saturday? Thoughts?

Gary T. Lester

Managing Member - Abiel, LLC

Owner - Abiel Mobile Home Community, LLC

Affordable Housing Solutions!

208-301-1446

From: Alana Pulay <739b6c823d5c393880a1d0ceba7fac02@reply.craigslist.org>

Sent: Wednesday, October 17, 2018 7:55 AM

To: ccfgg-6649263506@hous.craigslist.org

Subject: Re: New Mobile Home(s) for Sale - FINANCING AVAILABLE

Hello again!

I'll be in town on Saturday to check out some parking spaces for my tiny house on wheels. I plan to stop by Abiel at some point. Will you be around on Saturday?

Thanks!

Alana S. Pulay, PhD, NCIDQ, LEED AP

Interior Designer

304-610-8105

On Mon, Oct 1, 2018 at 3:40 PM craigslist 6649263506 <ccfgg-6649263506@hous.craigslist.org> wrote:

Very good Alana,

I hope I can meet you when you are here.

Sincerely,

Gary T. Lester

Manager – Abiel, LLC

Affordable Housing Solutions!

208-301-1446

From: Alana Pulay <739b6c823d5c393880a1d0ceba7fac02@reply.craigslist.org>

Sent: Monday, October 1, 2018 1:12 PM

To: ccfgg-6649263506@hous.craigslist.org

Subject: Re: New Mobile Home(s) for Sale - FINANCING AVAILABLE

Ok, thanks! I'll let you know if it'll work out for me after October 20th.

Thanks!

Alana S. Pulay, PhD, NCIDQ, LEED AP

Interior Designer

304-610-8105

On Mon, Oct 1, 2018 at 3:06 PM craigslist 6649263506 <ccfgg-6649263506@hous.craigslist.org> wrote:

So far we have plenty of room....

Gary T. Lester, CEO

EcoAnalysts, Inc.

glester@ecoanalysts.com

Cell Phone: 208-301-1446

Message sent from my iPhone. Sorry for fat fingers, typos, and the darn autocorrect :-/

From: Alana Pulay <739b6c823d5c393880a1d0ceba7fac02@reply.craigslist.org>
Sent: Monday, October 1, 2018 12:28 PM
To: ccfgg-6649263506@hous.craigslist.org
Subject: Re: New Mobile Home(s) for Sale - FINANCING AVAILABLE

Hello!

Just checking in to see if an RV spot is still available starting in December? I am coming to check it out October 20th.

Thanks!

Alana S. Pulay, PhD, NCIDQ, LEED AP

Interior Designer

304-610-8105

On Wed, Sep 5, 2018 at 10:04 AM craigslist 6649263506 <ccfgg-6649263506@hous.craigslist.org> wrote:

That's a really cool set up! Thanks for sharing the photos and I look forward to meeting you soon.

Sincerely,

Gary T. Lester

Manager – Abiel, LLC

Affordable Housing Solutions!

208-301-1446

From: Alana Pulay <739b6c823d5c393880a1d0ceba7fac02@reply.craigslist.org>
Sent: Wednesday, September 5, 2018 7:25 AM
To: ccfgg-6649263506@hous.craigslist.org
Subject: Re: New Mobile Home(s) for Sale - FINANCING AVAILABLE

Sounds great! Here's a few pictures so you understand what it is. I will be moving in December and coming in October to look at a few parking spots. Please let me know if this starts to fill up!

Alana S. Pulay, PhD, NCIDQ, LEED AP

Interior Designer

304-610-8105

On Wed, Sep 5, 2018 at 9:03 AM craigslist 6649263506 <ccfgg-6649263506@hous.craigslist.org> wrote:

PS – I assume it has a self-contained toilet? I don't have toilet facilities in the park....

Gary T. Lester

Manager – Abiel, LLC

Affordable Housing Solutions!

208-301-1446

From: Alana Pulay <739b6c823d5c393880a1d0ceba7fac02@reply.craigslist.org>

Sent: Wednesday, September 5, 2018 6:45 AM

To: ccfgg-6649263506@hous.craigslist.org

Subject: Re: New Mobile Home(s) for Sale - FINANCING AVAILABLE

Well, it's 24' long, 8'-6" wide, and 13'-6" high. It's around 165 sq feet.

Alana S. Pulay, PhD, NCIDQ, LEED AP

Interior Designer

304-610-8105

On Tue, Sep 4, 2018 at 9:09 PM craigslist 6649263506 <ccfgg-6649263506@hous.craigslist.org> wrote:

Hi Alana,

I found out a little more about the tiny home rules. What is the square footage of the floor plan, MINUS the bathroom and built out (cupboard) areas?

Thanks and I look forward to hearing from you soon.

Sincerely,

Gary T. Lester, CEO

EcoAnalysts, Inc. – L I F E I N W A T E R

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www.ecoanalysts.com | www.ecologicalspecialists.com

From: Alana Pulay <739b6c823d5c393880a1d0ceba7fac02@reply.craigslist.org>

Sent: Thursday, August 09, 2018 2:44 PM

To: ccfgg-6649263506@hous.craigslist.org

Subject: New Mobile Home(s) for Sale - FINANCING AVAILABLE

Hello!

Do you allow tiny house on wheels? I have a 24' long by 8'-6" wide by 13'6" high professionally built tiny house on wheels and am looking for a parking spot. I accepted a position at WSU and need to find a lot to park.

Thanks!

<https://pullman.craigslist.org/reo/d/new-mobile-homes-for-sale/6649263506.html>