

PLANNING & ZONING COMMISSION



Robb Parish
Commission Chair
P&Z@ci.moscow.id.us

Regular Meeting
~Agenda~

Mike Ray
Staff Liaison
208.883.7008

<https://www.ci.moscow.id.us/581/Agendas-and-Minutes>

Wednesday
July 28, 2021

7:00 PM

Council Chambers
206 E Third Street

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. **Approval of June 9, 2021 Minutes (ACTION ITEM)**

PROPOSED ACTIONS: Approve minutes as presented; approve minutes with amendments; or provide staff further direction.

2. **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 resident city for the record and limit your remarks to three minutes.)

3. **Public Hearing: Proposal for a Comprehensive Plan Land Use Designation and Zoning Designation for a 2.68-acre Property to be Annexed into the City of Moscow and Generally Located South of Robinson Park Road and East of the Current City Limits Boundary within the City of Moscow: Permit Application LUP2021-0031 (ACTION ITEM)**

1. Retaining the Current Comprehensive Plan Land Use Designation of Auto-Urban Residential.
2. Rezoning of the subject property from the Agriculture Forestry (AF) Zone to the Medium Density Residential (R-3) Zone.

PROPOSED ACTIONS: After conducting the public hearing and consideration of testimony received:

1. Recommend approval of the proposed Comprehensive Plan Land Use Designation with no conditions; or recommend approval of the proposed Comprehensive Plan Land Use Designation with conditions; or recommend denial of the proposed Comprehensive Plan Land Use Designation; or take such other action deemed appropriate.
2. Recommend approval of the proposed Rezone with no conditions; or recommend approval of the proposed Rezone with conditions; or recommend denial of the proposed Rezone; or take such other action deemed appropriate.
2. Direct Staff to prepare Reasoned Statement of Relevant Criteria and Standards documents for the proposed Comprehensive Plan Land Use Designation and Rezone; or take such other action deemed appropriate.

NOTICE: Moscow City Council and 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.

REPORTS

1. Transportation Commission meeting report.

ANNOUNCEMENTS**UPCOMING EVENTS/MEETINGS**

Next Planning & Zoning Commission regular meeting is scheduled for August 11, 2021.

ADJOURN

NOTICE: Moscow City Council and 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



Robb Parish
Commission Chair
P&Z@ci.moscow.id.us

Regular Meeting
~Minutes~

Mike Ray
Staff Liaison
208.883.7008

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

Wednesday
June 9, 2021

7:00 PM

Council Chambers
206 E Third Street

The meeting was called to order at 6:59 PM

MEMBERS PRESENT: Robb Parish, Chair; Rich Beebe, Drew Davis, Joel Hamilton, Michael Nelsen, Nels Reese, Victoria Seever, Dennis Wilson
MEMBERS ABSENT: Scott Gropp
OTHERS: Maureen Laflin
STAFF: Jennifer Fleischman, Mike Ray

REGULAR AGENDA

1. Approval of May 26, 2021 Minutes (ACTION ITEM)

Nelsen moved for approval of the minutes as presented, seconded by Seever. Vote by Acclamation; Ayes: Unanimous (8). Nays: None. Abstentions: None. Motion carried.

2. 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 resident city for the record and limit your remarks to three minutes.

None.

3. Approval of Reasoned Statement of Relevant Criteria and Standards (ACTION ITEM)

Proposal for a Preliminary Subdivision Plat for property generally located east of the intersection of Third Street and Sixth Street within the City of Moscow. Permit Application LUP2021-0016

1. Proposed Preliminary Plat of a 2.3-acre area of land to create ten (10) single-family lots with an average lot size of 7,847 square feet, referred to as Rolling Hills 9th Addition.

Wilson moved to approve the Reasoned Statements of Relevant Criteria and Standards as presented, seconded by Hamilton. Vote by Acclamation; Ayes: Unanimous (8). Nays: None. Abstentions: None. Motion carried.

4. Approval of Reasoned Statement of Relevant Criteria and Standards (ACTION ITEM)

Proposal for a Preliminary Subdivision Plat for property located at 2075 Sunnyside Ave and 706 W Palouse River Drive within the City of Moscow. Permit Application LUP2021-0019

1. Proposed Preliminary Plat of a 5.88-acre area of land to create eighteen (18) lots with an average lot size of 12,346 square feet, referred to as Anderson Addition Phase VI.

Wilson moved to approve the Reasoned Statements of Relevant Criteria and Standards as corrected, seconded by Hamilton. Vote by Acclamation; Ayes: Beebe, Davis, Hamilton, Nelsen, Reese, Seever, Wilson (7). Nays: None. Abstentions: Parish (1). Motion carried.

REPORTS

1. Transportation Commission Meeting

The next regular meeting is scheduled for June 10th. The agenda items include a proposed code amendment regarding e-scooters, shared mobility license agreement, and draft neighborhood traffic calming policy.

ANNOUNCEMENTS

The Commission requested a meeting with Tyler Palmer, Gina Taruscio, and Community Planning & Design to discuss water issues. There continued to be discussion regarding possible topics of questions and forms of research to continue Commission learning.

The Chair encouraged Commissioners to read the continuing education magazine from Latah County Board of Realtors.

UPCOMING EVENTS/MEETINGS

1. Next Planning & Zoning Commission regular meeting is scheduled for June 23, 2021.

The June 23rd Planning & Zoning Commission meeting will be cancelled.

The meeting adjourned at 7:12 PM

Robb Parish, Chair

COMMUNITY PLANNING AND DESIGN DEPARTMENT STAFF REPORT

HEARING DATE: July 28, 2021

GENERAL INFORMATION

Hearing Body: Planning and Zoning Commission

Subject: Proposal for a Comprehensive Plan Land Use Designation and Zoning Designation for a 2.68-acre Property to be Annexed into the City of Moscow and Generally Located South of Robinson Park Road and East of the Current City Limits Boundary: Permit Applications LUP2021-0031

Attachments:

1. Notice of Public Hearing
2. Application for Rezone
3. Site Map
4. Legal Descriptions
5. Neighborhood Meeting Materials

Prepared by: Mike Ray, AICP – Planning Manager

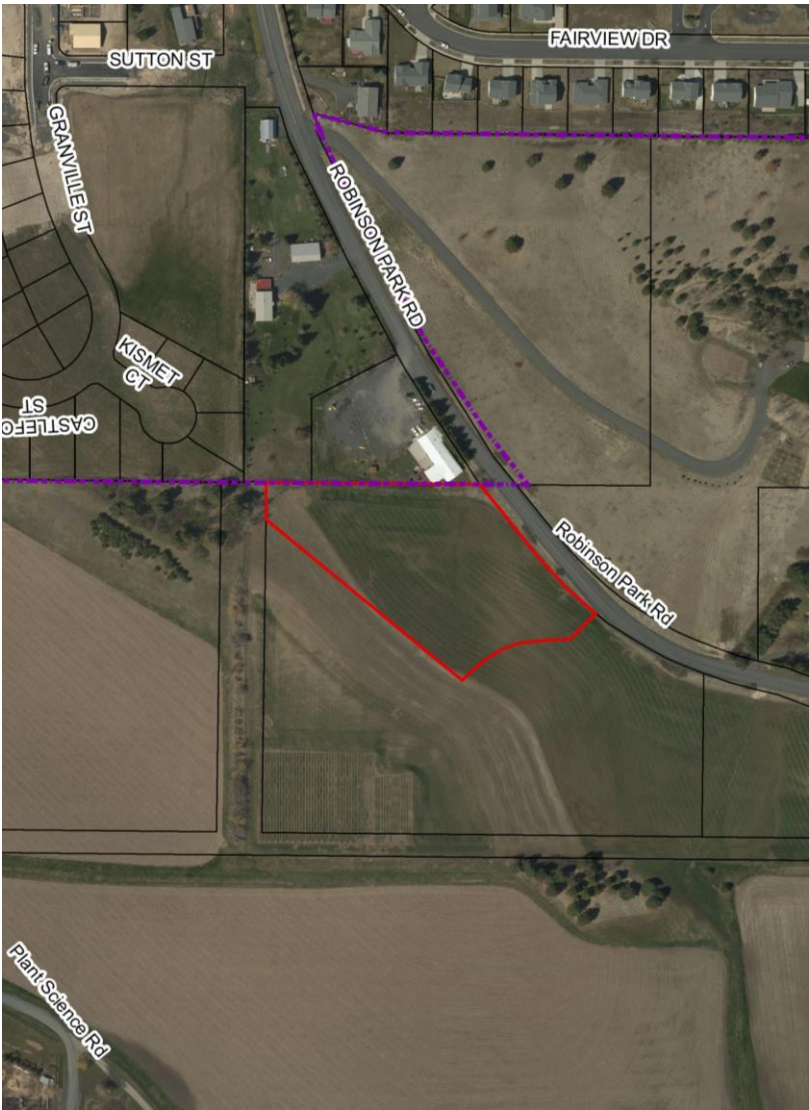
STAFF REVIEW

Proposal: The applicant, Garrett Thompson, is proposing to rezone and retain the existing Comprehensive Plan land use designation for a 2.68-acre property proposed to be annexed into the City of Moscow and located directly south of Robinson Park Road and east of the current City Limits boundary. The current Comprehensive Plan Land Use Designation is Auto-Urban Residential and the applicant is proposing to retain that designation. The zoning on the subject property is currently Agriculture Forestry (AF) and the proposal is to rezone to the Medium Density Residential (R-3) Zone. Prior to annexation, the Planning and Zoning Commission is required to review the subject property and provide the City Council with a recommendation regarding the appropriate future land use designation and zoning designations to be applied to the subject property upon annexation.

Site and Area Land Use: The subject property is a 2.68-acre parcel of land that is currently undeveloped and being utilized as agricultural production. The subject property is surrounded by the University of Idaho's Parker Farm to the south and east, a childcare center to the west, and rural residential properties to the north.



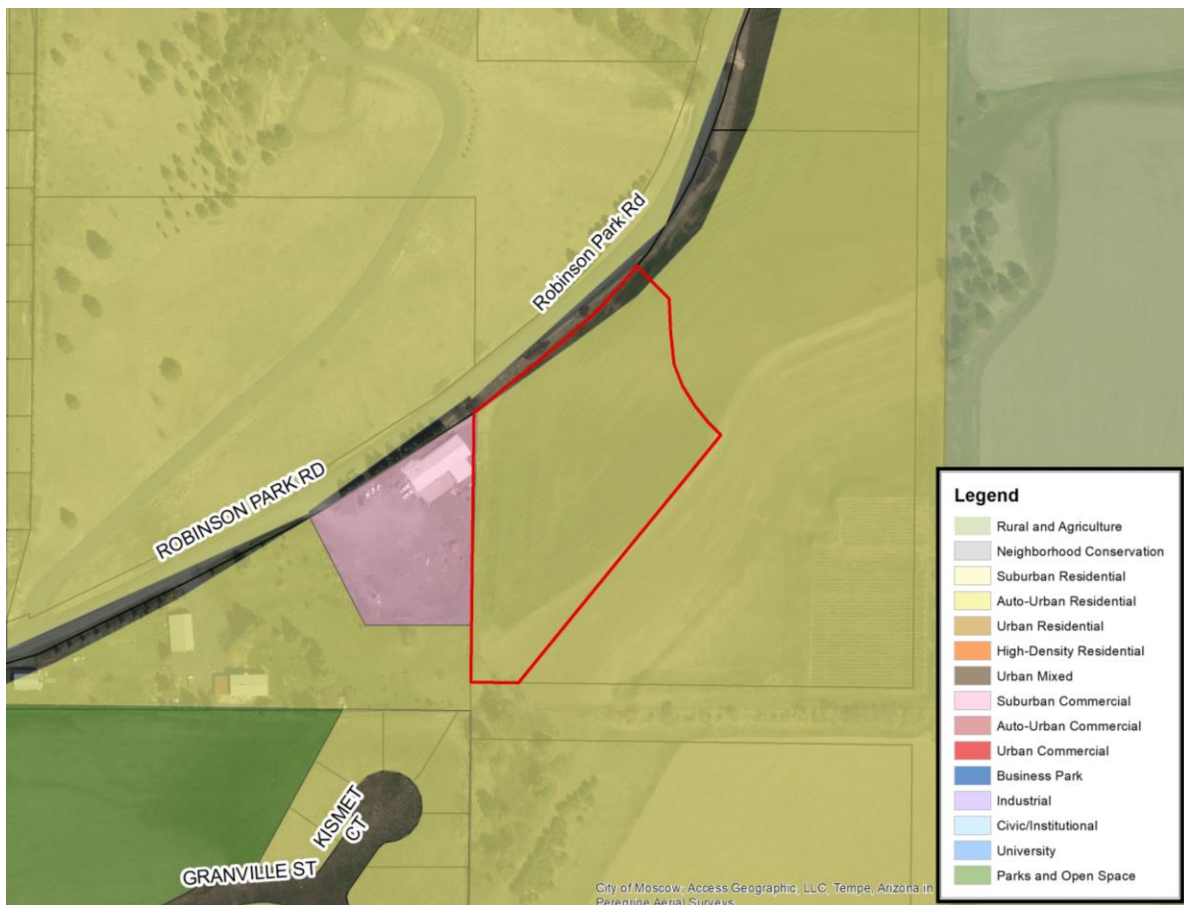
Vicinity Map



Aerial of Subject Property

Comprehensive Plan: Within the 2019 Moscow Comprehensive Plan, the subject property is currently designated as Auto-Urban Residential. According to the Comprehensive Plan, Auto-Urban Residential designated areas are intended to,

“designated areas contain predominantly single family detached homes on lots ranging from 7,000 to 11,000 square feet in size and are more isolated from surrounding uses which may require residents to rely more on automobile transportation. This designation includes those areas generally anticipated to be developed for low- to moderate-density residential uses at densities between three to six units per acre which could include a mix of detached single-family, twinhome, and townhome residential dwellings. Appropriate current zoning for Auto-Urban Residential designated areas include Low Density Residential (R-1), Moderate Density Single Family Residential (R-2) and Medium Density Residential (R-3) in order to include a mixture of attached and detached dwellings where appropriate.”



Current Comprehensive Plan Land Use Designations

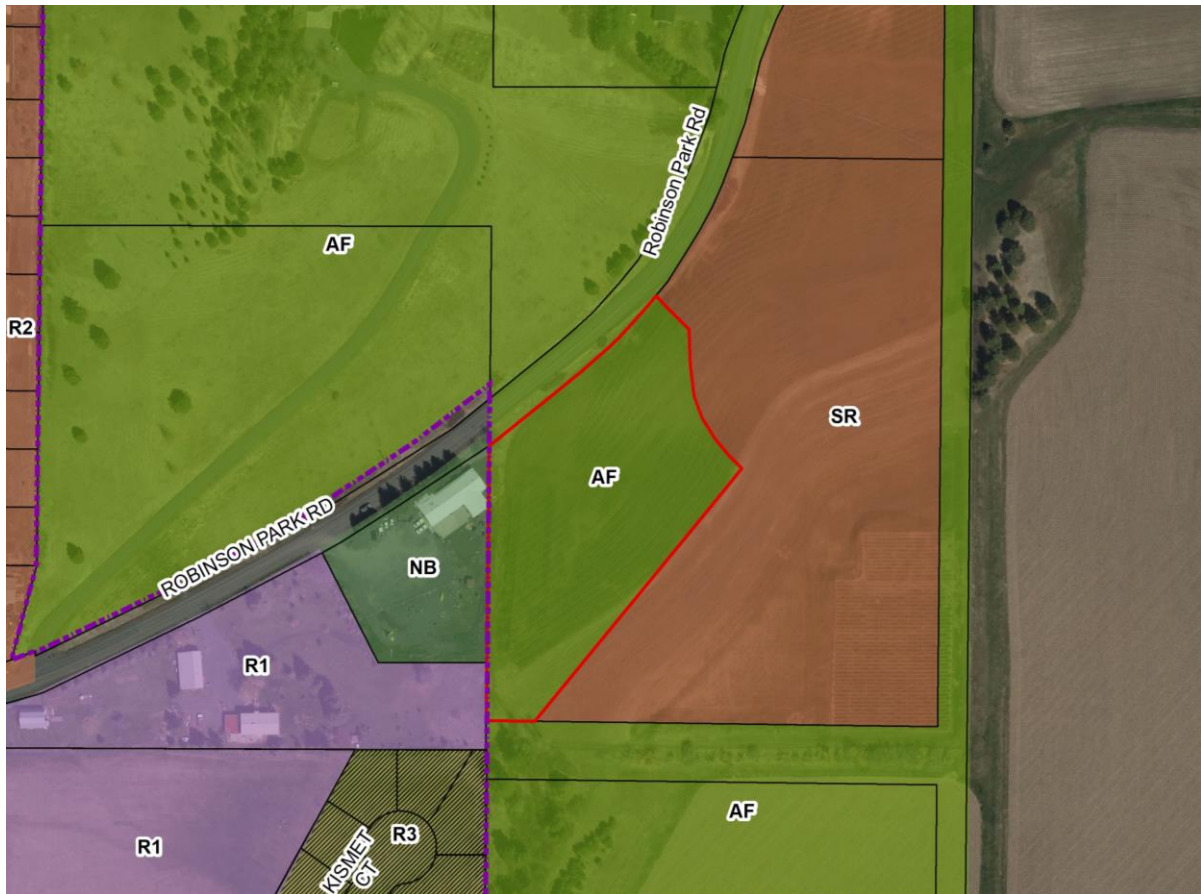
Zoning: The subject property and adjacent properties immediately to the north and south are located in Latah County and are currently zoned Agriculture/Forestry (AF). The property to the east was rezoned to the Suburban Residential (SR) Zone and subdivided into four lots in 2020. Properties to the west are located within the City Limits and are zoned a combination of Neighborhood Business (NB), Low Density Single Family Residential (R-1), and Medium Density Residential (R-3). The applicant is proposing to

rezone the 2.68-acre parcel from the Agriculture/Forestry (AF) Zone to the Medium Density Residential (R-3) Zone.

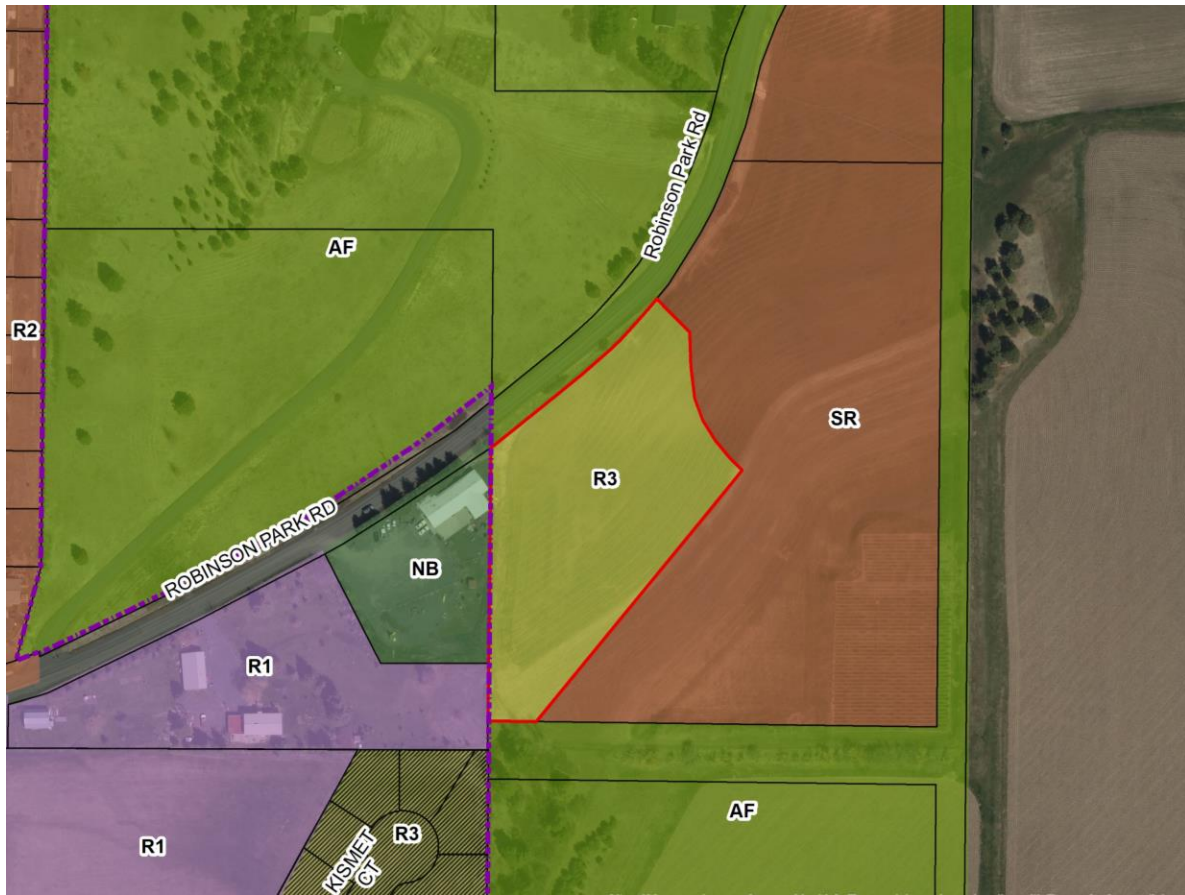
According to the City of Moscow Zoning Code, the R-3 Zone,

“Provides for an increase over the density allowed by the R-2 zoning district by permitting different types of housing construction. It is appropriate where activity levels are moderate, terrain permits construction of somewhat larger structures, and where public systems and neighborhood facilities can accommodate a greater intensity of land use as guided by the Comprehensive Plan.”

Uses permitted within the R-3 Zone include single-family dwellings, two family dwellings, twinhomes, townhouses, market and community gardens, group and small child care facilities, and public parks and recreation facilities.



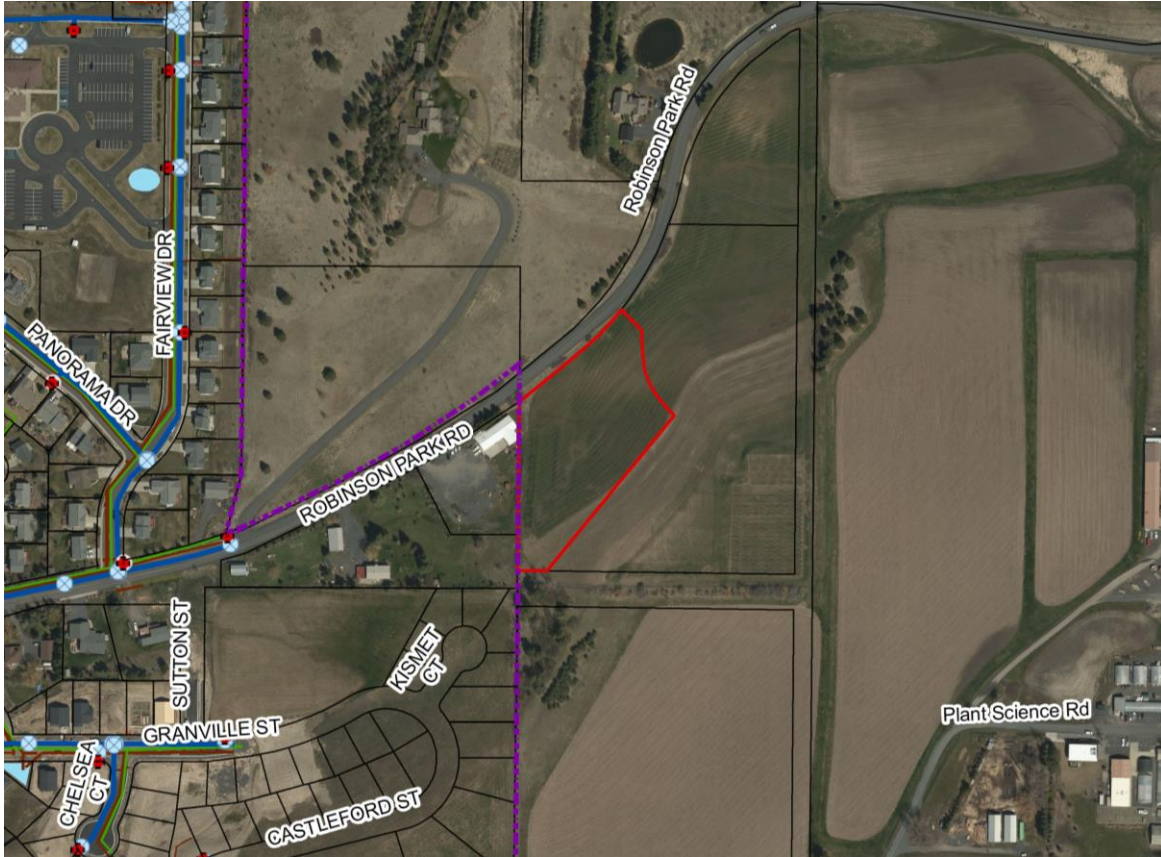
Existing Zoning



Proposed Zoning

Access, Streets, Traffic: The subject property has property frontage Robinson Park Road. Robinson Park Road is designated as a minor arterial and is developed as a 24-foot-wide paved roadway two travel lanes and minimal gravel shoulders on both sides.

Utilities: Water, sanitary sewer, and storm sewer mains are located approximately 700 feet to the west within Robinson Park Road.



Utilities (Water mains in blue and sanitary sewer in green)

Other Issues: The applicant conducted a neighborhood meeting with affected property owners within 600 ft. of the subject property on January 29, 2021 to discuss the proposal. All neighborhood meeting materials are attached to your packet.

RECOMMENDATIONS:

Staff recommends that the City of Moscow Planning and Zoning Commission conduct the public hearing and upon consideration of testimony received:

1. Recommend retaining the proposed Comprehensive Plan Land Use Designation of Auto-Urban Residential; and
2. Recommend approval of the proposed rezone from the Agriculture/Forestry (AF) Zone to the Medium Density Residential (R-3) Zone with no conditions.

NOTICE OF PUBLIC HEARING

Proposal for a Comprehensive Plan Land Use Designation and Zoning Designation for a 2.68-acre Property to be Annexed into the City of Moscow and Generally Located South of Robinson Park Road and East of the Current City Limits Boundary within the City of Moscow as Shown on the Vicinity Map Below. Permit Applications LUP2021-0031

A public hearing at which you may be present and speak will be conducted by the Planning and Zoning Commission of the City of Moscow, at which time the following proposals will be considered:

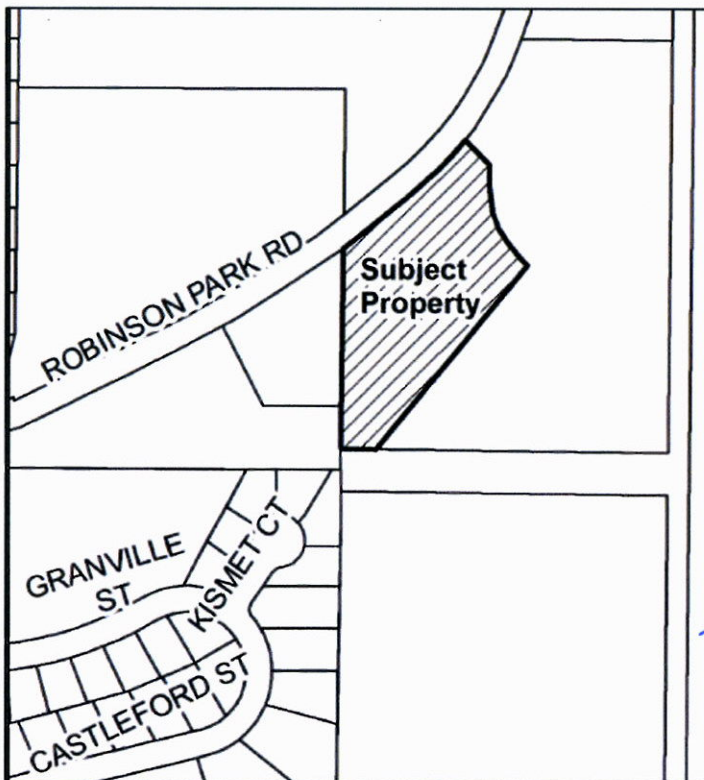
1. Retaining the Current Comprehensive Plan Land Use Designation of Auto-Urban Residential.
2. Rezoning of the subject property from the Agriculture Forestry (AF) Zone to the Medium Density Residential (R-3) Zone.

MEETING DATE: Wednesday, July 28, 2021

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

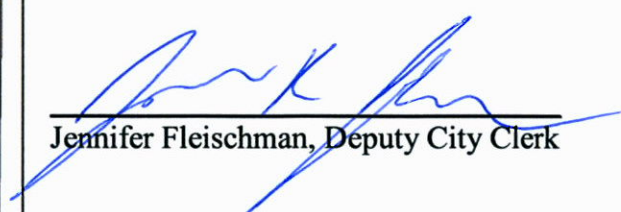
MEETING TIME: 7:00 p.m.

Note: Meeting start time is not necessarily indicative of the 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 Planning & Design Department located in the Paul Mann Building, 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: <https://www.ci.moscow.id.us/593/Public-Hearing-Notices>

Laurie M. Hopkins, Moscow City Clerk


Jennifer Fleischman, Deputy City Clerk

Publish: Saturday, July 10, 2021

Hodge & Associates, Inc. ENGINEERS • PLANNERS • LANDSCAPE ARCHITECTS • SURVEYORS

June 29, 2021

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

Re: Request for Annexation and Rezone
A portion of Parcel RP39N05W160450 along Robinson Park Road.

Dear Mayor Lambert and City Council:

Thompson Development, LLC. is requesting rezone and annexation into the City of Moscow of a 2.68-acre parcel along Robinson Park Road. The rezone request is from Ag/Forest in the County to City of Moscow's R3 residential zone.

Enclosed with this submittal are:

1. Neighborhood Meeting notice, sign in sheet, site map from presentation and minutes.
2. Rezone Application
3. Legal description
4. Exhibit map

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: Garrett Thompson, Susan Wilson



**CITY OF MOSCOW
COMMUNITY DEVELOPMENT**
Ph.: 208-883-7035
Fax: 208-883-7033
jfleischman@ci.moscow.id.us

For City Use Only			
Date Received			
Dept	Fee Type	Fees	Paid
CD	Application Fee	\$895	
Receipt Number			

APPLICATION FOR ZONING AMENDMENT

(Please type or print plainly with blue ink.)

GENERAL INFORMATION

1. Applicant

Name: Garrett Thompson Telephone: (208) 330-0350
1024 Pine Crest Road, Moscow, Idaho 83843
 (Home address)

Relationship to affected property (please check one):

Owner ☒ Purchaser ☐ Lessee ☐ Other ☐ (explain below)

2. Owner of Affected Property (if other than applicant)

Name: Thompson Development LLC Telephone: 208-330-0350
1024 Pine Crest Rd Moscow, ID 83843
 (Home address)

3. Location of Affected Property: Robinson Park Road at the City Limits

Legal Description: _____
 (Subdivision) (Block) (Lot)

If described by Metes and Bounds, please attach deed on a separate sheet.

INFORMATION ON REQUESTED REZONE

4. Proposal: The applicant requests a rezone on the above-described property as follows:

From: Ag Forest to: R-3
 (Current zoning) (Proposed zoning)

5. Reason: Applicant requests a rezone for the following reason(s): _____ For residential development

6. Before the Moscow Planning and Zoning Commission can approve a zoning amendment request, the Commission must first make findings of compliance with the following five Relevant Criteria and Standards. Please indicate in the spaces provided below what you believe to be justification showing compliance with each item:

A. The proposed rezone is consistent with Comprehensive Plan goals, objectives, and implementation actions.

See Attached

B. The proposed rezone would provide for the logical and orderly location of land uses and community services and facilities.

See attached

C. The uses expected to occur as a result of the rezone will be compatible with the surrounding area.

See attached

D. The size, type, and density of development expected to occur as a result of the rezone will not place an undue burden upon delivery of services provided by any political subdivision within the planning jurisdiction.

See attached

E. The size, type, and density of development expected to occur as a result of the rezone can be adequately served by existing transportation network, public facilities and services.

See attached

Notification: The Idaho Code requires that all property owners located within 300 feet of the affected property receive notification of the public hearing to be conducted by the Planning and Zoning Commission regarding any rezone request.

The Planning and Zoning Commission shall have the authority to require any additional information they consider necessary to render a fair decision and recommendation on a rezone request. The Commission may recommend and the City Council may require additional conditions and limitations as specified in Section 4-9-3C of the Moscow Code.

All questions addressed on this application and the application itself must be filed with the Moscow City Planner at least twenty-one (21) days prior to the hearing date. The applicant will be notified by the City as to the time and place of the hearing pertaining to this application. The applicant or his/her duly-appointed representative must be present at the public hearings held before both the Planning & Zoning Commission and the City Council.

The following materials must be included with this application:

1. Application fee.
2. If a legal description of the affected property is given by Metes and Bounds, a separate sheet containing that description.

I understand this information is a public record and may be posted to a public website.

Applicant's Signature

Date

Property Owner's Signature

Date

authorized agent of Thompson Development, LLC
of Thompson Development, LLC

Thompson Development
Application for Zoning Amendment

6A. The proposed Rezone is consistent with the comprehensive plan goals, objectives and implementation actions.

1. Community Vision
 - a. The proposal provides for sustainable, incremental growth while preserving and enhancing the distinctive characteristics of Moscow, and its rich and vibrant economic, cultural, social and physical environments.
 - b. 1.4.2 Natural Resources, Implementation Action 1. The development will be located adjacent to an existing developed area where city utilities and other public service will be readily available.
2. Land Use
 - a. 2.7.1 General land use and community character. The proposal will direct land used to meet future community desires and needs for housing while conserving natural drainages.
 - b. 2.7.7 Land use map. The proposal is located within the Auto Urban Residential on the Comprehensive Plan Map. The proposed R-3 zoning is consistent with this designation.
3. Community Mobility
 - a. 3.11.1 General Community Mobility. The project will consider plans for the orderly development and continuity of the city street and pathways systems and efficient delivery of services.
 - b. 3.11.5 Bicycle Mobility the project will accommodate a future bike lane along Robinson Park Road at the street is improved along the property frontage during project development.
4. Parks and Recreation
 - a. 4.9.2 The project suggests Fee In Lieu of Land dedication for parkland on this site. The site is small and does not work well for park space. The project will consider other suggestions from the City Parks Director.
5. Public Utilities and Growth Capacity
 - a. 5.9.1 General Goals. The city has been fulfilling the goals of this chapter by extending utilities to east Moscow in order to provide for sustainable growth and the efficient delivery of public facilities, utilities, and services. The extension of these utilities also directs growth to areas that can efficiently and economically be served with public services and utilities while planning for future capacity needs.
 - b. 5.9.2 Potable Water. The city is providing for safe and sustainable water supply that meets the future needs of the community,
 - c. 5.9.3 Sanitary sewer. The city is providing for orderly and efficient collection and treatment of wastewater services to community into the future.
6. Economic Growth
 - a. 6.6.1 Regional economic context. The rezone will support economic growth and employment by providing opportunity for residential development and provide housing for employees moving into the area.

- b. 6.6.2 Leveraging existing assets. The proposal will utilize and improve existing infrastructure for project development.

6B. The proposed rezone would provide for the logical and orderly location of land uses and community services and facilities.

- 1. The proposed annexation and rezone will help fulfil the logical and orderly planned use for this property, as outlined in the comprehensive plan.

6C. The uses expected to occur as a result of the rezone will be compatible with the surrounding area.

- 1. The proposed rezone is R-3 which is compatible with properties along White Avenue to the west and creates a logical transition to rural residential and agricultural to the east.

6D. The size type and density of the development expected to occur as a result of the rezone can be adequately served by existing transportation network, public facilities and services.

- 1. The uses anticipated on the subject property will not place an undue burden on delivery of services. Services are extended along White Avenue currently and can be extended to this property.

6E. The size, type and density of development expected to occur as a result of the rezone can be adequately served by existing transportation network, public facilities and services.

- 1. The proposed development will have a minor impact on existing networks and facilities. The capacity of City utilities and roadway is capable of managing the proposed development.

2/9/2021

Legal Description by Hodge & Associates
For Garrett Thompson
Remainder Parcel

A parcel of land located in the Northeast Quarter of the Northeast Quarter of Section 16, Township 39 North, Range 5 West, Boise Meridian, in Lot 16 of the Plat of Section 16, Latah County, Idaho, described as follows:

Commencing at the northeast corner of Section 16, thence along the east line of the Northeast Quarter of Section 16, S0°34'10"W, 1389.06 feet to the southeast corner of the Northeast Quarter of said Northeast Quarter; Thence along the south line of the Northeast Quarter of said Northeast Quarter, N89°44'48"W, 659.82 feet; Thence N0°30'12"E, 40.00 feet to the southwest corner of Lot 16 of the Plat of Section 16 and the **Point of Beginning**:

Thence along the west line of said Lot 16, N0°30'12"E, 391.71 feet to the southeasterly right-of-way line of Robinson Park Road;

Thence along said southeasterly right-of-way line the following four courses:

Thence N52°25'47"E, 19.77 feet;

Thence N51°33'54"E, 162.26 feet;

Thence N48°51'41"E, 95.93 feet;

Thence N44°33'34"E, 23.38 feet;

Thence leaving said southeasterly right-of-way line, S49°22'09"E, 41.82 feet;

Thence 33.38 feet along a curve to the right, said curve having a Delta = 54°38'57", Radius = 35.00 feet, Chord = 32.13 feet and a Chord Bearing = S22°02'40"E;

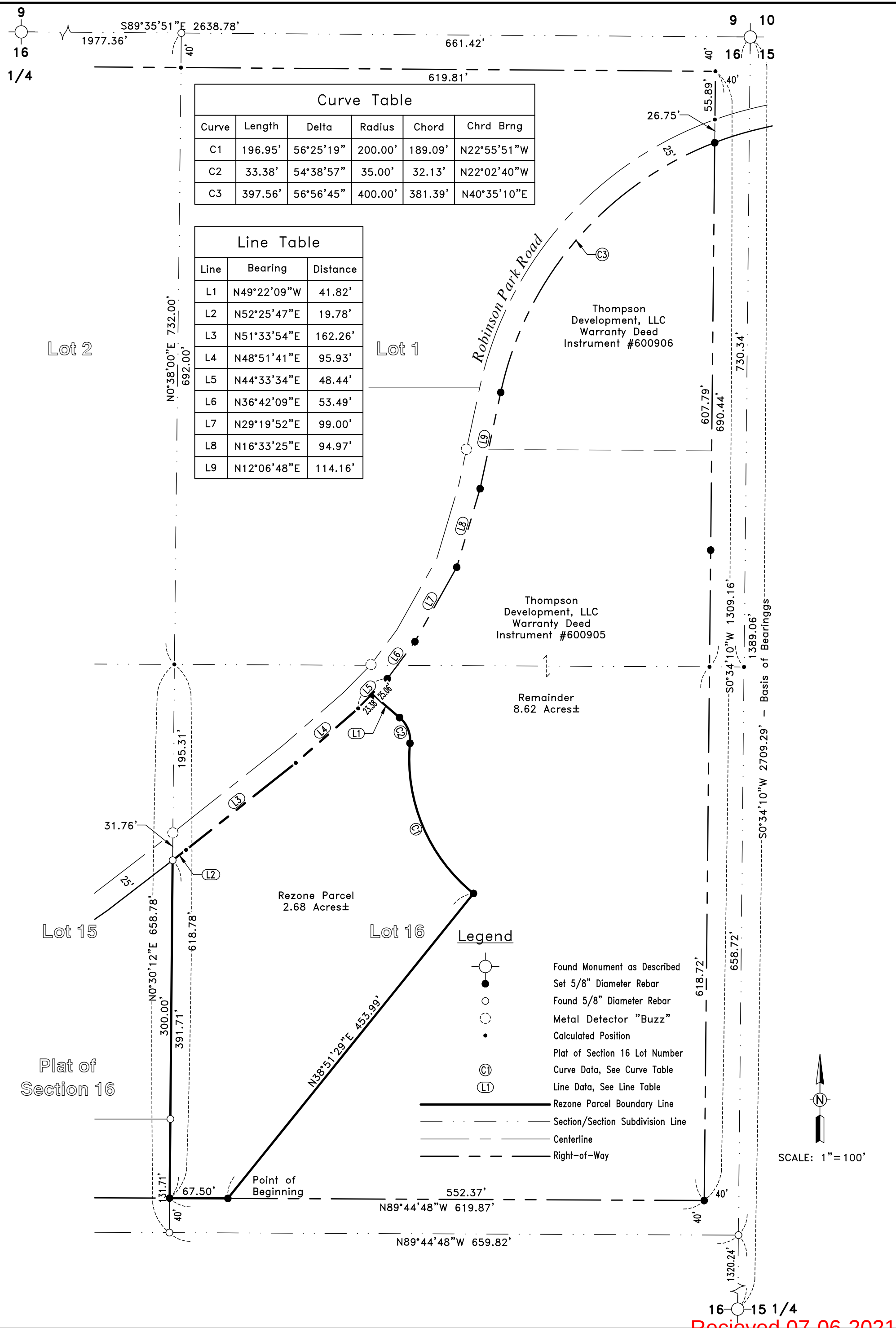
Thence 196.95 feet along a curve to the left, said curve having a Delta = 56°25'19", Radius = 200.00 feet, Chord = 189.09 feet and a Chord Bearing = S22°55'51"E;

Thence S38°51'29"W, 453.99 feet to the south line of Lot 16 of the Plat of Section 16;

Thence along said south line, N89°44'48"W, 67.50 feet to the **Point of Beginning**.

Parcel contains 2.68 acres, more or less.





Recieved 07-06-2021

Neighborhood Meeting

TO: Neighbors and Interested Community Members

RE: 2.68 Acre Annexation and Rezone

WHEN: Friday, January 29, 2021 4:00 pm

WHERE: Hodge & Associates Office located at 405 S. Washington St, Moscow

WHAT: You are invited to a neighborhood meeting regarding a proposed annexation and rezone of a 2.68-acre parcel of land located south of Robinson Park Road at the Moscow City Limits. Project team members will be available for discussion with individual attendees after the presentation to answer questions and record comments. See Attached Map for proposed layout.

Due to concerns over the COVID-19 virus, I will also respond to email questions and comments at scottbecker@moscow.com as well as phone calls at (208) 882-3520 through January 29th. All questions and comments will be recorded and submitted to the City as part of the subdivision and rezone request submittal. You will also have an opportunity to comment on the project at a future public hearing for the project.



Vicinity Map

Sincerely,

Scott Becker
Project Manager
Hodge and Associates, Inc.

Hodge & Associates, Inc.

Meeting Minutes

January 29, 2021 4:00 PM

Present: Scott Becker, Hodge & Associates
Project Name: Thompson's Robinson Park Road Property Annexation and Rezone
Meeting Type: Neighborhood Meeting
Meeting Location: Hodge & Associates Office, 405 S. Washington, Moscow, ID

Meeting Purpose

Presentation and discussion of the proposed Thompson's Robinson Park Road Property Annexation and Rezone.

Meeting

The meeting was open to the neighbors of Thompson's Robinson Park Road Property. One neighbor showed up to the meeting. Scott Becker opened the meeting with a brief presentation of the project including: Rezone to R3 residential and potential impacts to existing neighboring properties.

Terry Schierman asked what a proposed development would look like. Scott Becker explained, there were now immediate plans for development of the proposed Rezoned property. Since the subject property could be served by a future gravity sewer it made sense to annex it into the City at this time.

Attached is a list of neighbors in attendance.

Meeting adjourned at 4:35 pm

Scott Becker

**Thompson Rezone Annexation Meeting
SIGN IN SHEET
January 29, 2021 4:00 PM**

[illegible]