

# PLANNING & ZONING COMMISSION



Robb Parish  
Commission Chair  
[P&Z@ci.moscow.id.us](mailto: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>

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**Wednesday**  
**September 22, 2021**

**7:00 PM**

**Council Chambers**  
**206 E Third Street**

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### WELCOME AND ATTENDANCE

### REGULAR AGENDA

**1. Approval of September 8, 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. Proposed Final Subdivision Plat for Rolling Hills 9<sup>th</sup> Addition (ACTION ITEM)**

Proposal Final Subdivision Plat for a 2.3-acre area of land generally located east of the intersection of Third Street and Sixth Street within the City of Moscow to create ten (10) single-family lots ranging from 7,310 sf to 8,461 sf in size, referred to as Rolling Hills 9<sup>th</sup> Addition.

**PROPOSED ACTIONS:** Review the Rolling Hills 9<sup>th</sup> Addition final plat and recommend approval to City Council; or recommend approval of the final plat with conditions; or recommend denial of the final plat; or provide Staff further direction as deemed necessary.

**4. 15-minute City Continuing Education Discussion**

### REPORTS

1. Transportation Commission meeting report.

### ANNOUNCEMENTS

### UPCOMING EVENTS/MEETINGS

Next Planning & Zoning Commission regular meeting is scheduled for October 13, 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](mailto: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  
September 8, 2021**

**7:00 PM**

**Council Chambers  
206 E Third Street**

**The meeting was called to order at 6:59 PM**

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

## REGULAR AGENDA

### 1. Approval of August 25, 2021 Minutes (ACTION ITEM)

Seever moved for approval of the minutes as presented, seconded by Nelsen. Vote by Acclamation; Ayes: Unanimous (6). 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 Comprehensive Plan Land Use Designation, Zoning Designation, Preliminary Subdivision Plat and Planned Unit Development (PUD) for a 21.73-Acre Property Proposed to be Annexed into the City of Moscow and Generally Located North of Slonaker Drive, East of Arborcrest Road, and South of Trail Road within the City of Moscow.*

*1. Comprehensive Plan Land Use Designation amendment from Auto-Urban Residential to a combination of the Auto-Urban Residential and Suburban Commercial designations.*

*2. Rezoning of the subject property from the Agriculture Forestry (AF) Zone to a combination of the Moderate Density, Single Family Residential (R-2) Zone and the Neighborhood Business (NB) Zone.*

*3. Proposed Preliminary Plat and Planned Unit Development (PUD) of a 21.73-acre area to create 74 lots ranging from 3,794 to 17,973 square feet in size, referred to as Woodbury Subdivision.*

Seever moved for approval of all four (4) of the Reasoned Statement of Relevant Criteria and Standards for the Comp Plan Designation, Rezone, and Preliminary Plat with PUD. Motion seconded by Nelsen. Vote by Acclamation; Ayes: Unanimous (6). Nays: None. Abstentions: None. Motion carried.

## REPORTS

1. Transportation Commission meeting report.

The next Transportation Commission meeting is scheduled for September 9<sup>th</sup>, 2021. The agenda includes items regarding the D Street and Mountain View Road intersection and grant applications available for pedestrian and bicycle safety improvements.

#### **ANNOUNCEMENTS**

A water conservation discussion between Planning & Zoning Commissioners, the Water Department, and City Council will be scheduled soon. City Council has a Climate Action workshop scheduled September 27, 2021. Commission requested Staff contact the Legal Department to get some guidance on Planning & Zoning's role with water conservation concerns.

A discussion about the 15-minute city concept will be added to the next meeting's agenda.

#### **UPCOMING EVENTS/MEETINGS**

*Next Planning & Zoning Commission regular meeting is scheduled for September 22, 2021.*

**The meeting adjourned at 7:09 PM**

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Robb Parish, Chair

# Memo

**To:** Planning and Zoning Commission  
**From:** Mike Ray, AICP - Planning Manager  
**Date:** September 16, 2021  
**Re:** Rolling Hills 9<sup>th</sup> Addition Final Plat Review

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The Planning & Zoning Commission conducted a public hearing on May 26, 2021 to consider the request of Ryan Itani for a preliminary subdivision plat for a 2.3-acre area of land generally located east of the intersection of Third Street and Sixth Street, referred to as Rolling Hills 9<sup>th</sup> Addition. After considering public testimony and the relevant criteria and standards, the Planning and Zoning Commission recommended approval of the preliminary subdivision plat with the following two conditions:

1. The applicant shall provide stormwater control analysis and design in accordance with the City's Stormwater Runoff Control Standards
2. The applicant shall extend Third Street 19.87 feet to the east to align with the eastern property boundary of Lot 6, Block 2 of the proposed subdivision.

City Council then conducted a public hearing on June 21, 2021 and approved the Rolling Hills 9<sup>th</sup> Addition with the same two conditions.

On September 13, 2021 the applicant submitted the final subdivision plat to be reviewed by the Planning and Zoning Commission and City Council. Staff has reviewed the final plat for conformance with City and State Code requirements and found it to be in conformance. Therefore, Staff recommends that the Commission recommend approval of the final plat for Rolling Hills 9<sup>th</sup> Addition to City Council with no conditions.



**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                | Final Review | \$425 plus<br>\$27/lot |      |
| Receipt Number    |              |                        |      |

## APPLICATION FOR FINAL SUBDIVISION PLAT

### APPLICANT:

Name: Itani Development IV, Inc. Telephone: 509-338-5147  
Complete Address: 1515 SW Wadleigh Dr, Pullman, Wa 99163  
E-Mail: ryanitani@hotmail.com Fax: N/A

### OWNER: (if other than applicant)

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Complete Address: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Fax: \_\_\_\_\_

### ENGINEER/SURVEYOR:

Name: Rim Rock Consulting Telephone: 208-883-5339  
Complete Address: 129 W 3rd St, Suite #102, Moscow, Id 83843  
E-Mail: tamara@rimrockconsulting.net Fax: \_\_\_\_\_

Primary point of contact (select one): Applicant ☒ Owner \_\_\_\_\_ Engineer/Surveyor \_\_\_\_\_

### PROPERTY:

- Proposed Subdivision Name: Rolling Hills 9
- Address(as) or Parcel Number(s): Lots 1-4 Block 1, Lots 1-6 block 2
- Gross area of all land involved: 2.27 acres, and/or 98,881 sq.
- Total Net Area of land area exclusive of proposed or existing public street and other public lands:  
1.8 acres, and/or 48,408 square feet.
- Total number of lots: 10 Average lot size: 7854

### SEWER AND WATER MAIN OVERSIZING REIMBURSEMENT POLICY

Oversizing of utilities will not be eligible for reimbursement from the City unless a written request is submitted to the City Engineer prior to approval of the project construction drawings and a written approval of such request is issued by the City Engineer.

**FINAL PLAT CHECKLIST:**

All Final plats, including the legal description of the exterior boundary, shall be prepared in accordance with the Idaho Code. Final plats shall be drawn to a scale no larger than 1"=100' unless pre-approved by the city engineer. The final plat drawing shall not be substantially different than the approved preliminary plat for the subdivision and shall contain the following information:

- \_\_\_\_\_ 1. Name of subdivision and its location by section, township, range, and county, with drawing scale, date of submission, and north arrow.
- \_\_\_\_\_ 2. Name, address, phone number, registration number and seal of the professional land surveyor preparing the plat, and name of subdivider and owners of property being platted.
- \_\_\_\_\_ 3. Boundary lines of property being platted including bearings, distances and curve data based on an accurate survey in the field closing within the tolerances prescribed by Idaho Code; lines of departure and owners of unplatted adjoining property; and lots, blocks and names of adjoining subdivisions. Adjoining subdivision lots shall be shown with dashed lines.
- \_\_\_\_\_ 4. Names and widths of all proposed streets; bearings, distances, and curve data of all street centerlines; location, width, purpose, and dimensions of easements; location and description of all property being dedicated for public use. All curves shall be described by central angle, radius, arc length, and chord bearing and distance.
- \_\_\_\_\_ 5. Location, name, and widths of adjacent street rights-of-way, the location and width of adjacent public easements, and the location and purpose of any adjacent property previously dedicated for public use.
- \_\_\_\_\_ 6. Lots and blocks with lots numbered consecutively within each block; bearings, distances, and curve data for each lot; the square footage of lots less than one acre in size or acreage of lots one acre or greater. Blocks shall be labeled consecutively. All curves shall be described by central angle, radius, arc length, and chord bearing and distance.
- \_\_\_\_\_ 7. Location and description of all monuments, including found monuments. If interior monuments are not set at the time the plat is recorded (as allowed by Idaho Code), include a statement indicating the date which they shall be set. Said date shall be approved by the City Engineer.
- \_\_\_\_\_ 8. Basis of bearing used to determine bearings shown on plat.
- \_\_\_\_\_ 9. Point of beginning of the subdivision with ties to the point of beginning from a minimum of two established corners of the Public Land Survey System (PLSS) in one or more of the sections containing the subdivision. List the recording numbers of the corner perpetuation and filing forms of the PLSS monuments. List horizontal coordinates for each PLSS monument and the point of beginning based on the Idaho Coordinate System West Zone. All coordinates values shall be grid coordinates based on the North American Datum of 1983 (NAD83) and specified as such.
- \_\_\_\_\_ 10. Street centerline monuments at each intersection, point of curvature, and point of tangency. Street monuments shall be constructed in accordance with City of Moscow standard specifications for street monuments. All other monuments shall be as prescribed by Idaho Code.
- \_\_\_\_\_ 11. Signed certificate by the owners of the land containing a correct legal description of the land, with the statement containing their intentions to include the same in the plat, and make a dedication of all public rights-of-way, easements, and parkland. The owners' signatures upon the certificate shall be notarized upon the plat by an officer duly authorized to take acknowledgements. If the property being mortgaged, the signature of the mortgagee's representative is also required.

- \_\_\_\_\_ 12. Signed certificate by the land surveyor, stating that the plat is correct and accurate, the land survey of the platted property was performed by him/her or under his/her direct supervision, the monuments indicated on the plat have been located as described, and the surveying and platting was done in accordance with Idaho Code. The statement shall be accompanied by the seal of the registered professional land surveyor, signed and dated. The surveyor shall in every case have a valid certificate of registration with the Idaho Board of Registration of Professional Engineers and Professional Land Surveyors.
- \_\_\_\_\_ 13. Signed certificate by the City of Moscow Planning and Zoning Commission with date of approval.
- \_\_\_\_\_ 14. Certificate stating that the City Council has approved the plat and accepts all public dedications as shown thereon. The certificate shall be signed by the Mayor and attested to by the City Clerk.
- \_\_\_\_\_ 15. Certificate by the City Engineer that the plat conforms to the requirements of Title 50, Chapter 13, Idaho Code, and with the requirements of this chapter.
- \_\_\_\_\_ 16. Signed certification by the subdivider stating the City of Moscow has agreed in writing to supply water to all the lots in the subdivision from the municipal water system.
- \_\_\_\_\_ 17. Certificate signed and sealed by the Latah County Surveyor stating the plat and computations have been checked and the plat meets the requirements of Title 50, Chapter 13, Idaho Code.
- \_\_\_\_\_ 18. Certificate of satisfaction of the sanitary restrictions, to be endorsed by the Latah County Recorder at the time of filing if the sanitary restrictions have been satisfied according to Idaho Code, Section 50-1326.
- \_\_\_\_\_ 19. Certificate that taxes have been paid to date on the property to be signed by the Latah County Treasurer at the time of filing.
- \_\_\_\_\_ 20. Certificate of recording, to be signed by the Latah County Recorder at the time of filing.

**SUBMITTAL:**

A Subdivision application is made by submitting the following information to the Community Development Department:

- Completed application.
- Payment of application fees.
- One full-sized Preliminary Plat Map and one electronic copy.

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

\_\_\_\_\_  
Applicant's Signature

09-13-2021  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner's Signature (if different)

\_\_\_\_\_  
Date

T 39 N, R 5 W, S 9

ROLLING HILLS 9th ADDITION

LOTS 1-4 BLK 1, LOTS 1-6 BLK 2,  
SW 1/4 OF SECTION 9, T39N, R5W, BOISE MERIDIAN  
CITY OF MOSCOW, LATAH COUNTY, IDAHO

LEGAL DESCRIPTION

A parcel of land located in the southeast quarter of the southwest quarter and the southwest quarter of the southeast quarter of Section 9, Township 39 North, Range 5 West of the Boise Meridian, City of Moscow, Latah County, Idaho, described as follows:

COMMENCING at the southwest corner of Section 9; Thence N 70°59'02" E, 2414.62 feet to northeast corner of Lot 1, Block 4, Rolling Hills 8th Addition according to the recorded plat thereof, said point being the POINT OF BEGINNING;

Thence along the south right of way line of said addition, S 89°32'26" E, 69.86 feet;  
Thence along the east line of said Addition, N 00°05'13" E, 70.00 feet the southeast corner of Lot 10, Block 2, Rolling Hills 8th Addition, as shown on the recorded plat thereof;  
Thence along the east line of said Lot, N 00°00'00" W, 114.27 feet to the northeast corner of said Lot;  
Thence along the south line of the parcel described in Warranty Deed Inst. No. 540586, S 89°35'12" E, 291.67 feet to a point on the east line of the southeast quarter of the southwest quarter of Section 9;  
Thence along said east line, S 00°20'03" W, 164.65 feet to the southwest corner of Moser Park as described in Deed of Dedication Inst. No. 412761, Latah County records;  
Thence S 44°24'11" E, 27.64 feet;  
Thence S 07°23'49" E, 119.20 feet to a point on the north line of Lot 3, Block 1, Rolling Hills 7th Addition according to the recorded plat thereof;  
Thence along the north line of said Addition, N 89°42'40" W, 345.84 feet to the east corner of the parcel described in Warranty Deed Inst. No. 600631;  
Thence along the northeast line of said parcel, N 53°16'58" W, 62.42 feet to the southeast corner of Lot 1, Block 4, Rolling Hills 8th Addition according to the recorded plat thereof;  
Thence along the east line of said Lot, N 00°22'39" E, 81.94 feet to the POINT OF BEGINNING.

Containing 2.27 acres more or less.

CITY OF MOSCOW COUNCIL

Examined and approved by action of the Moscow City Council at a regular meeting with a quorum present this \_\_\_\_\_ day of \_\_\_\_\_, 2021. Dedication of all public streets, easements, and parkland described on this plat is hereby accepted in accordance with Section 50-1313, Idaho Code.

\_\_\_\_\_  
Mayor, City of Moscow

\_\_\_\_\_  
City Clerk

LATAH COUNTY SURVEYOR

This plat has been checked and meets the requirements of Title 50, Chapter 30, Idaho Code. Examined and approved by the Latah County Surveyor this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Latah County Surveyor

LATAH COUNTY TREASURER

I hereby certify that taxes and assessments on property shown hereon have been paid for 2021 and preceding years as of this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Latah County Treasurer

NORTH CENTRAL HEALTH DISTRICT

Sanitary Restriction satisfied, Title 50, Chapter 13, Idaho Code.

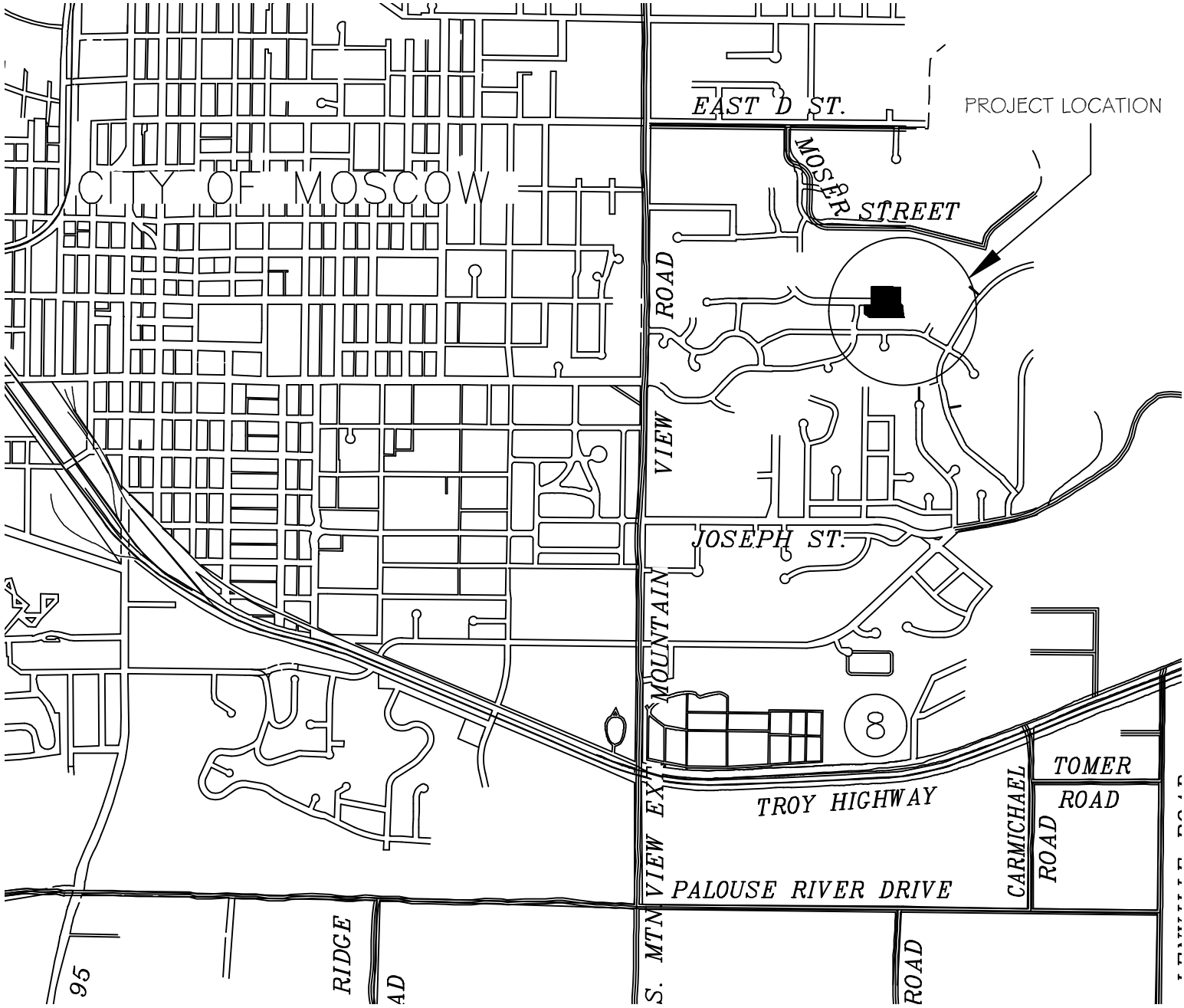
\_\_\_\_\_  
North Central Health District

\_\_\_\_\_  
Date

CITY OF MOSCOW ENGINEER

Examined and approved by the City of Moscow Engineer this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
City Engineer, City of Moscow



VICINITY MAP  
Not to Scale

DEDICATION

Know by all men these present that Itani Development IV, Inc., a Washington Corporation, Owners of the land and premises included in the accompanying plat, have caused said land to be subdivided and platted as shown on said plat as an addition to the City of Moscow, Idaho, to be known as ROLLING HILLS No. 9 ADDITION. The undersigned do herewith declare their intention to dedicate for public use the rights-of-way, the public utility, and easements as shown hereon. Itani Development IV, Inc. certifies that all the lots shown hereon will be eligible to receive water service from the City of Moscow's municipal water system, per Chapter 50-1334(2), Idaho Code.

In witness thereof, the undersigned have set their hand,

\_\_\_\_\_  
Rafik Itani, President

\_\_\_\_\_  
Date

ACKNOWLEDGMENT

STATE of IDAHO  
COUNTY of LATAH

On this \_\_\_\_\_ day of \_\_\_\_\_, 2021, before me, the undersigned Notary Public in and for the State of Idaho, personally appeared

\_\_\_\_\_  
known by me to be the person whose name is subscribed to the foregoing, and acknowledged to me that he executed the same.

\_\_\_\_\_  
Notary Public

Residing in \_\_\_\_\_

My commission expires \_\_\_\_\_

CITY OF MOSCOW PLANNING & ZONING

Approval of this plat by the City of Moscow certifies agreement to allow connection of the above described property to the municipal water system and satisfies Section 50-1334, Idaho Code.

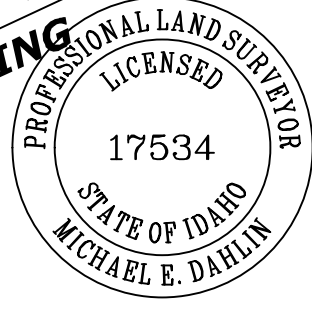
Examined and approved by action of the Moscow Planning and Zoning Commission at a regular meeting with a quorum present this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Chairperson, Planning & Zoning Commission

SURVEYOR CERTIFICATION

This map correctly represents a survey made by me or under my direction in conformance with the Survey Recording Act. This survey map was prepared at the request of Itani Land Development, in September, 2021.

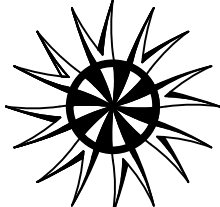
**PRELIMINARY**  
NOT FOR RECORDING  
\_\_\_\_\_  
Michael E. Dahlin - Idaho Professional Land Surveyor



COUNTY RECORDER CERTIFICATE

STATE OF IDAHO, COUNTY OF LATAH  
RECORDED AT THE REQUEST OF \_\_\_\_\_  
AT \_\_\_\_\_ THIS \_\_\_\_ DAY OF \_\_\_\_\_,  
\_\_\_\_\_  
RECORDER  
\_\_\_\_\_  
DEPUTY

| DATE           | STATE | COUNTY | PROJECT          | DRAWN BY |
|----------------|-------|--------|------------------|----------|
| SEPTEMBER 2021 | ID    | LATAH  | ROLLING HILLS #9 | TLW      |



RIM ROCK CONSULTING, INC.

Land Surveying  
Site Planning  
Mapping

129 West 3rd Street #102 Moscow, Idaho 83843 208-883-5339 rimrock@rimrockconsulting.net

SHEET  
1  
OF  
1

T 39 N, R 5 W, S 9

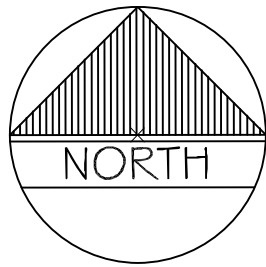
ROLLING HILLS 9th ADDITION

LOTS 1-4 BLK 1, LOTS 1-6 BLK 2,  
SW 1/4 OF SECTION 9,  
T39N, R5W, BOISE MERIDIAN,  
CITY OF MOSCOW, LATAH COUNTY, IDAHO

| LINE | BEARING       | DISTANCE |
|------|---------------|----------|
| L1   | S 44°01'09" E | 27.82'   |

RHEINGANS, PHILLIP & HEATHER  
WD #540586

FUTURE MOSER PARK  
CITY OF MOSCOW  
DoD #412761



ORIGINAL SCALE : 1" = 50 FEET  
CADD FILE : Rolling Hills No 9 PH1 Plat.dwg

LEGEND

- Set 5/8" X 30" long rebar w/ aluminum cap LS 17534
- ⊙ Found 5/8" rebar w/ cap LS 3003 or as Described
- Calculated Position - Nothing Found or Set
- ✚ Found Section or 1/4 Section Corner
- ✚ Found Sectional Subdivision Corner
- (M) Measured
- (R) Record Per Survey References
- Subject Property Boundary Line
- Section Line
- Section Subdivision Line
- City Street Centerline
- City Street Right of Way Line
- Easement Line
- Adjacent Subdivision Lot Lines
- Adjacent Parcel Lines
- Survey Tie Line

BASIS OF BEARINGS

The Basis of Bearings for this survey is the Idaho Coordinate System, West Zone, NAD 83, as shown between the found south quarter corner and the southeast corner of Section 9, said bearing being N 89°36'18" W.

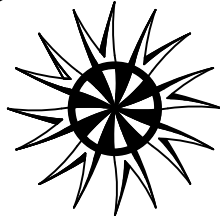
SURVEY REFERENCES

- Quitclaim Deed Inst. No. 513742
- Deed of Dedication Inst. No. 412761
- Warranty Deed Inst. No. 540586
- Warranty Deed Inst. No. 600361
- Rolling Hills 8th Addition, Inst. No. 546541
- Rolling Hills 7th Addition, Inst. No. 500355

**PRELIMINARY**  
NOT FOR RECORDING

COUNTY RECORDER CERTIFICATE

STATE OF IDAHO, COUNTY OF LATAH  
RECORDED AT THE REQUEST OF \_\_\_\_\_  
AT \_\_\_\_\_ THIS \_\_\_\_ DAY OF \_\_\_\_\_,  
\_\_\_\_\_  
RECORDER  
\_\_\_\_\_  
DEPUTY



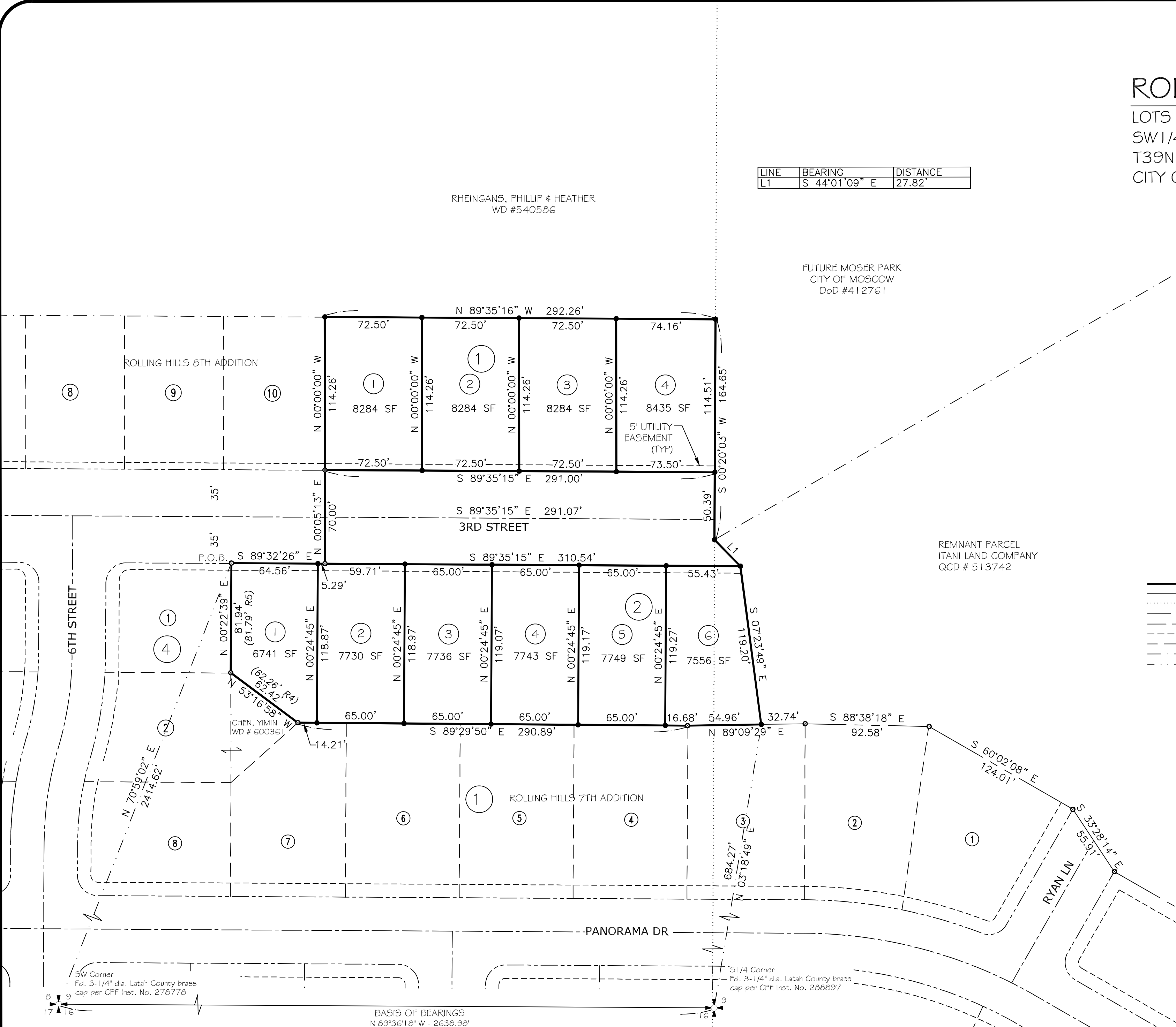
RIM ROCK CONSULTING, INC.

Land Surveying  
Site Planning  
Mapping

129 West 3rd Street #102 Moscow, Idaho 83843 208-883-5339 rimrock@rimrockconsulting.net

SHEET

1  
OF  
1



| DATE           | STATE | COUNTY | PROJECT           | DRAWN BY |
|----------------|-------|--------|-------------------|----------|
| SEPTEMBER 2021 | ID    | LATAH  | ROLLING HILLS 9th | TLW      |

# Moscow City Council



## Regular Meeting ~Minutes~

[www.ci.moscow.id.us](http://www.ci.moscow.id.us)

Laurie M. Hopkins  
City Clerk

208.883.7015

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**Monday, June 21, 2021**

**7:00 PM**

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

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

PRESENT: Mayor Bill Lambert, Art Bettge, Sandra Kelly, Maureen Laflin, Brandy Sullivan, Gina Taruscio

ABSENT: Anne Zabala

STAFF: Jen Pfiffner, Mia Bautista, Mike Ray, Megan Cherry, Laurie M. Hopkins

### **PLEDGE OF ALLEGIANCE**

Taruscio led the Pledge of Allegiance.

### **CONSENT AGENDA**

#### **1. All Consent Items (ACTION ITEM)**

##### **A. Approval of Moscow City Council June 7, 2021 Minutes - Laurie M. Hopkins**

##### **B. Disbursement Report for May 2021 - Sarah Banks**

Presentation of the Accounts Payable Report for the month ending May, 2021.

**ACTION:** Approve and authorize the use of digital signatures to sign the Disbursements Report for the month of May 2021.

##### **C. Lot Line Adjustment: 816 and 902 Public Avenue - Aimee Hennrich**

The applicant, Pat Planagan, is requesting a lot line adjustment between two properties located at 902 and 816 Public Ave. 902 Public Ave is currently 51,231 sf and 816 Public Ave is currently 37,093 sf. As a result of the proposed adjustment, 902 Public Ave will become 17,038 sf and 816 Public Ave will become 71,286 sf. 902 Public Ave contains a barn currently used for storage and 816 Public Ave currently has a single-family home. The subject properties are located within the Medium Density Residential District (R-3). Within the R-3 Zoning District, lots are limited to single-family, twin homes, townhouses and two-family dwellings, require a minimum area of 6,000 square feet for a single-family home and a minimum lot width of 60 feet and 20 feet in width for flag lots. The proposed lot line adjustment meets all of these standards. This was reviewed and approved by the Public Works and Finance Committee on June 14, 2021.

**ACTION:** Approve the Lot Line Adjustment with no conditions.

##### **D. Development Agreement Amendment: Ridgeview Estates 2nd Addition - Todd Drage**

Noel Blum, on behalf of Blum Enterprises - 3 LLC, has requested to amend the Development Agreement for the Ridgeview Estates 2nd Addition Subdivision. The Ridgeview Estates Second Addition was platted in 2014 and the development agreement was approved and signed in November of that year. The requested modification is to allow the development to be completed in two phases, as detailed in Section 18 and Exhibit B of the attached agreement. The phasing modification is the only item requesting to be amended. All other sections of the original development agreement would remain unchanged.

**ACTION:** Approve the development agreement amendment with Blum Enterprises - 3 LLC for the Ridgeview Estates 2nd Addition.

**E. Sixth and Logan Asphalt Improvement Project Bid Results and Contract Award - Nate Suhr**

The City published an advertisement for bids on May 21st, 2021 for Sixth & Logan Asphalt Improvement Project. The bid for the project includes the replacement of eighty-four (84) tons of deteriorated asphalt and the installation of two hundred and seventy (270) feet of subsurface drain pipe to catch groundwater that caused the deterioration in the asphalt. The Engineer's estimate for the project was \$65,776.00.

Bid opening for the project took place on May 28<sup>th</sup>, 2021, at which one (1) bid was received. Motley-Motley Inc. was the only bidder on the project with a bid of \$57,940.00. A bid tabulation is included in the packet.

**ACTION:** Accept the low bid from Motley-Motley Inc. for Base Bid, award the contract in the amount of \$57,940.00 and authorize staff approval for construction change orders in an amount not to exceed 10% of the contract amount.

**F. Portable Collection Donation Proposal - Megan Cherry**

Five works by artist Pam Overholtzer have been offered as a donation to the City's Portable Collection. Overholtzer comes from a long line of artists with a lifelong passion for design, art, and craft. She maintained an interior design practice focused on historic architecture and interiors before returning to college to study architecture at the University of Idaho where she earned a Master of Architecture degree and research-oriented Master of Science degree. The seeds for this project began when Pam first saw Lillian Otness's well-known book "A Great Good Country," and particularly Lillian's sketches of the historic buildings in downtown Moscow. While working on City Hall's Centennial Art Show at the Third Street Gallery as a member of the Moscow Historic Preservation Commission, she had an opportunity to work directly with Otness's original drawings. Musing about the sketches, Pam sought a way to apply her artistic talent, a penchant for detail-oriented projects, and model-building skills to three dimensional interpretations of Otness's beautiful sketches in the form of small, multi-dimensional models mounted in shadow boxes. The donation is offered by architect and longtime City of Moscow Planning & Zoning and Historic Preservation Commission member Wendy McClure.

The Moscow Arts Commission voted during their May 11, 2021 meeting to recommend acceptance of this donation and states a preference for keeping all five works together in a single display location. The donation proposal was reviewed by Administrative Committee on June 14, 2021.

**ACTION:** Accept artwork donation.

**G. Moscow Farmers Market Live Entertainment Request - Amanda Argona**

Per the direction of City Council, live entertainment and performances are scheduled to return to the Moscow Farmers Market on Saturday, July 3. Given the current downward trend of cases in the community, updated guidance from the Center for Disease Control, and Resolution 2021-08 Terminating Amended Public Health Order 20-03, staff is seeking to have the 9:00 to 10:00 a.m. performance time slot reinstated alongside the already approved 10:30 a.m. to 12:30 p.m. performance time slot, as well as lifting the suspension of the Performance Vendor program.

**ACTION:** Approve the reinstatement of the 9:00 to 10:00 a.m. performance time slot and Performance Vendor Program.

#### **H. Community Oriented Policing Services (COPS) - Law Enforcement Mental Health and Wellness Act (LEMHWA) Grant - Alisa Anderson / Anthony Dahlinger**

The Pullman Police Department will be leading in the application and management of grant funds from the COPS Law Enforcement Mental Health and Wellness Act (LEMHWA). The Moscow Police Department as well as other local law enforcement agencies have been invited to participate in a regional team of law enforcement peer support. Four officers will be selected from the Moscow Police Department to participate on the Peer Support Team and in training. Grant funds requested by Pullman Police for the Moscow Police Department will not exceed \$38,000.

**ACTION:** Ratify approval of the grant application for participation in the regional Peer Support team under the COPS Law Enforcement Mental Health and Wellness Act (LEMHWA), managed by Pullman Police Department, not to exceed \$38,000 in grant awards for the Moscow Police Department.

#### **I. Andrew Becker Memorial Public Art Installation at the ITC Sculpture Garden – Megan Cherry**

In January 2021, the family of Andrew Thatcher Becker contacted the City of Moscow with an offer to donate funds for a public art installation. Following conversations between donor, staff, and MAC members, the ITC Sculpture Garden was identified as a location that fits the budget and artistic direction for the project. The ITC Sculpture Garden has traditionally hosted temporary installations of three-dimensional artworks that are featured for up to one year. There are five plinths in that location, each of which are filled following an RFP process and selection by a panel of community members. Each artist is paid an honorarium for the loan of their artwork, and this program has traditionally served the UI student artist population. The offer of donated funds to support the accession of an artwork into the Permanent Collection has prompted the re-assignment of one of the plinths as a permanent location for the artwork to be funded by the donor's contribution. This shift would result in four plinths being available for the annual call to artists. The MAC voted during their March 9, 2021 meeting to recommend this re-assignment.

Arts staff has prepared an RFP for this opportunity based upon Becker's biographical information, the Public Art subcommittee's advice, and standard Arts Department processes and timelines. The MAC voted during their May 8, 2021 meeting to recommend approval of this donation and the RFP, and the project was reviewed by Administrative Committee on June 14, 2021.

**ACTION:** Approval the donation, plinth re-assignment, and RFP.

Bettge moved and Taruscio seconded to approve the consent agenda as presented. Roll Call Vote: Ayes: unanimous. Nays: None. Abstentions: None. Motion carried.

#### **REGULAR AGENDA**

##### **2. Staff Recognition Report - Gary J. Riedner**

Pfiffner thanked the staff at the HLAC and reported the pool is canceling the limit on patrons. More lifeguards are needed with the increase of patrons.

##### **3. Mayors Appointments (ACTION ITEM)**

None offered.

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

None offered.

##### **5. Update of MPD Bodyworn Cameras Report - James Fry, Mia Bautista**

*Heard as item six.*

Chief Fry said the officers received training on the use of cameras. There were a few issues with the camera batteries but the issues have been resolved. The cameras are in use and have already recorded an

intense incident which in turn can be used in ongoing training for the cameras. Officers can turn the camera on but also will turn on automatically with the car's emergency lights. Bautista added there have been a couple records requests. It takes time to review the video and redact information allowed by Code and takes a significant amount of staff time and may be charged if processing takes over two hours. Legal staff attended the same training the officers did and also partook in training on the redaction program. Laflin felt the transparency is important but the educational side of the video is great. Self-reflection is critical. Taruscio said she was at an incident and found the camera is lending a good degree of comfort to the businesses. Chief Fry thanked the City Council as the purchase of cameras was a large ticket item.

#### **6. Public Hearing: Rolling Hills 9th Addition Preliminary Plat (ACTION ITEM) - Mike Ray**

The applicant, Ryan Itani, is proposing to subdivide a 2.3-acre area of land generally located east of the intersection of Third Street and Sixth Street into 10 lots ranging from 7,310 sf to 8,461 sf in size, referred to as Rolling Hills 9th Addition. The Planning and Zoning Commission conducted a public hearing for this matter on May 26, 2021 and recommended approval of the proposed preliminary plat with two conditions.

##### **PROPOSED ACTIONS:**

1. After conducting the public hearing and upon consideration of testimony received, approve the preliminary plat with conditions; or approve the preliminary plat with no conditions; or reject the preliminary plat; or take other such action deemed appropriate.
2. In accordance with the decision upon the preliminary plat, adopt the Planning and Zoning Commission's Reasoned Statement of Relevant Criteria; or direct Staff to prepare a Reasoned Statement of Relevant Criteria for the Council's consideration at a future meeting.

*Heard as item 5.*

Ray introduced the item by providing a background of the plat, describing the Comprehensive Plan designation, zoning and infrastructure. Approval of the preliminary plat will not affect the negotiation of shifting Third Street to adjust for Moser Park.

Mayor Lambert opened the public hearing at 7:13 p.m.

Rafik Itani (Pullman) (applicant) said this plat is consistent with their master plan from 1996. The delay with Moser Park/Third Street is a grading plan for the steep area.

Mayor Lambert asked for testimony in favor of the application. Hearing none, he asked for general testimony or in opposition. A letter was received from Romney Boehm and the Council received copies. Mayor Lambert closed the public hearing at 7:20 p.m.

Bettge said it seems to be a clear cut preliminary plat. He moved to approve the preliminary plat with two conditions: (1) the applicant shall provide stormwater control analysis and design in accordance with the City's Stormwater Runoff Control Standards; (2) the applicant shall extend Third Street 19.87 feet to the east to align with the eastern property boundary of Lot 6, Block 2 of the proposed subdivision. Taruscio seconded. Sullivan felt it is a natural extension of the Rolling Hills plan and appreciated reaching out to the neighbors. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Bettge moved to adopt the Planning and Zoning Commission's Reasoned Statement of Relevant Criteria. Taruscio seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

#### **7. Public Hearing: Anderson Addition Phase VI Preliminary Plat (ACTION ITEM) - Mike Ray**

The applicant, Jim Swift, is proposing to subdivide a 5.88-acre area of land generally located at 2075 Sunnyside Ave and 706 W Palouse River Drive into 18 lots with an average lot size of 12,346 square feet, referred to as Anderson Addition Phase VI. The Planning and Zoning Commission conducted a public hearing for this matter on May 26, 2021 and recommended approval of the proposed preliminary plat with three conditions.

**PROPOSED ACTIONS:**

1. After conducting the public hearing and upon consideration of testimony received, approve the preliminary plat with conditions; or approve the preliminary plat with no conditions; or reject the preliminary plat; or take other such action deemed appropriate.
2. In accordance with the decision upon the preliminary plat, adopt the Planning and Zoning Commission's Reasoned Statement of Relevant Criteria; or direct Staff to prepare a Reasoned Statement of Relevant Criteria for the Council's consideration at a future meeting.

Ray introduced the item by providing an aerial of the property and described the Comprehensive Plan designation and zoning of the neighborhood. The subject property was rezoned to the R-3 and R-4 zones in 1993 which included three conditions. The zoning and conditions imposed seem to lean towards a retirement community extending on this property from Latah Care Center. Although plans for the area has changed, the conditions still apply to the subject property. The preliminary plat includes 18 lots and a pedestrian path. Utilities are adequate, storm sewer will be constructed and streets will be constructed to the standard that was approved at the time Anderson 1st Addition was approved.

Mayor Lambert opened the public hearing at 7:47 p.m.

Scott Becker, Hodge and Associates (applicant) said the applicant is looking into the possibility of reversing the height restrictions and a possible rezone. The neighborhood meeting was positive.

Mayor Lambert asked for testimony in favor of the application. Hearing none, he asked for general testimony or in opposition. Hearing none, he closed the hearing at 7:49 p.m.

Taruscio moved, Kelly seconded, to approve the preliminary plat with three conditions: (1) Lot 7, Block 5 shall be converted to a flag lot with the flagpole portion providing direct access to Sunnyside Avenue and no vehicular access shall be permitted from Palouse River Drive; (2) street frontage improvements shall be required on the north side of Palouse River Drive adjacent to the subject property to include installation of curbing, sidewalk and roadway widening to improve Palouse River Drive to thirty-four (34) feet in width; (3) the pedestrian pathway connecting Cloudy Court with Anderson Frontier Park shall be increased to ten (10) feet in width. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Bettge moved to adopt the Planning and Zoning Commission's Reasoned Statement of Relevant Criteria. Laflin seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

Ray explained a preliminary plat can expire at 12 months if not advanced to the final plat stage. An applicant can request an extension of 6 months.

**REPORTS**

**City Council**

*Moscow Pathways Commission* – Kelly reported the maps created for pathways are being distributed and Jonathan Gradin has one last meeting as a member.

*Human Rights Commission* – Kelly said there was an informal discussion on bias reporting.

*Transportation Commission* – Taruscio said the Commission discussed ebike/escooter code additions; addition of eboards; and pedestrians having the right away.

*Palouse Basin Aquifer Committee* – Taruscio said the Committee heard about research on tracking snowfall and the rate at which it recharges the aquifer; working toward annual recharge amount; update on water alternatives project report. Council discussion ensued regarding the phases and funding with each alternative and taking action.

*Moscow Volunteer Fire Department* – Bettge said the Department is moving forward on policy manuals that meet national standards for fire suppression and control.

*Farmers Market Commission* – Bettge said after consulting with vendors, the mobile market will be discontinued; live performances will start back up; definition of "loyal".

*Moscow Arts Commission* – Sullivan highlighted the donations of art which were on the consent agenda above. The Commission voted to name the new micro-gallery The Box Gallery.

### **Mayor**

Mayor Lambert attended the AIC conference where a large discussion was about HB389 regarding limiting the amount of taxable value of new construction and to 90% and URA returning to 80%. eals with foregone tax amounts, placed 8% limit Bettge was elected

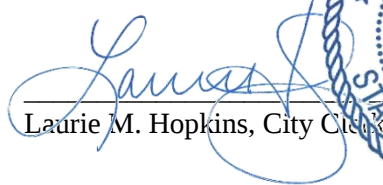
### **Staff**

Juneteenth holiday declared.

### **ADJOURN**

It was moved, seconded and mutually agreed upon to adjourn at 8:14 p.m.

ATTEST:

  
Laurie M. Hopkins, City Clerk



  
Bill Lambert, Mayor

**BEFORE THE CITY COUNCIL  
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 REQUEST FOR A PRELIMINARY SUBDIVISION PLAT OF A TWO POINT THREE (2.3) ACRE AREA OF LAND GENERALLY LOCATED EAST OF THE INTERSECTION OF THIRD STREET AND SIXTH STREET, KNOWN AS ROLLING HILLS 9<sup>TH</sup> ADDITION TO THE CITY OF MOSCOW, IDAHO.

**WHEREAS**, the applicant filed an application for a Preliminary Subdivision Plat on April 14, 2021; and

**WHEREAS**, this matter came before the Moscow Planning and Zoning Commission during a duly noticed public hearing on May 26, 2021; and

**WHEREAS**, this matter came before the Moscow City Council during a duly noticed public hearing on June 21, 2021; and

**WHEREAS**, having reviewed the application, including all exhibits entered, and having considered the issues presented by the applicant and the opponents:

**THE CITY COUNCIL OF THE CITY OF MOSCOW, IDAHO, AFTER DUE DELIBERATION AND CONSIDERATION, HEREBY CONCLUDES:**

**I. RELEVANT FACTS AND CONCLUSIONS**

1. The City Council considered the request pursuant to the City of Moscow 2019 Comprehensive Plan, City of Moscow Zoning Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The subject property is a two point three (2.3) acre area of land generally located east of the intersection of Third Street and Sixth Street.
3. The subject property is currently undeveloped and is directly to the east of Rolling Hills 8th Addition. To the north of the subject property is undeveloped land that was recently approved as Harvest Hills 2nd Addition. Rolling Hills 7th Addition is located to the south, Moser Park is located to the northeast, and un-platted lands owned by the applicant are located to the east. All of the surrounding property that is currently developed is single family residential structures.
4. The subject property contains areas of moderate sloping topography as the land slopes to the north. There are no drainage ways or natural features that have been identified upon the subject property.
5. The subject property is currently designated as Auto-Urban Residential (AU-R). AU-R designated areas,

*“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."*

6. All surrounding land is currently designated as Auto-Urban Residential, with the exception of the parks in the area which are designated as Parks and Open Space.
7. The subject property is currently designated as the Moderate Density Residential (R-2) Zoning District. All surrounding properties are also located within the R-2 Zone.
8. The R-2 zoning district is a moderate density residential zone appropriate where the following circumstances are present:
  1. Single family dwellings predominate.
  2. The terrain is not harshly irregular and smaller lot sizes can be accommodated without extensive earthwork.
  3. Utilities and other public facilities are adequate for the densities allowed.
  4. Existing lot development patterns and policies embodied in the Plan will also guide application of this zoning district.
9. Uses permitted within the R-2 Zone include single-family residential dwellings, market and community gardens, group child care facilities, and public parks and recreational facilities.
10. The applicant is proposing to subdivide the 2.3-acre area of land to create 10 lots ranging from 7,310 sf to 8,461 sf in size, referred to as Rolling Hills 9<sup>th</sup> Addition. The proposed subdivision includes the extension of Third Street to Moser Park. All of the lots within the proposed subdivision meet the minimum lot size and lot width for the R-2 zone.
11. Water services are proposed to be extended along the Third Street alignment to connect with existing mains at the current eastern terminus of Third Street in Rolling Hills 8<sup>th</sup> Addition. The property is considered developable in the City's Comprehensive Water System Plan dated January 2012. Engineering has determined that the existing system has adequate potable and fire flows to serve the proposed subdivision.
12. It is anticipated that under commonly observed household water use within the City (114 gallons per day per occupant) that the proposed development could be reasonably anticipated to use approximately 0.93 million gallons of water per year ( $10 \text{ du} \times 2.25 \text{ occupants/du} \times 114 \text{ gallons/occupant} \times 365 \text{ days/year} = 0.93 \text{ M gallons/year}$ ).
13. Sanitary sewer is proposed to be extended along the Third Street alignment to connect with existing mains at the current eastern terminus of Third Street in Rolling Hills 8<sup>th</sup> Addition. Engineering has determined that the system has adequate capacity to convey the additional flow from the development. The subject property is considered developable in the Comprehensive Sewer System Plan dated September 2011.
14. The storm sewer for the subdivision is proposed to be extended in a similar fashion to the sanitary sewer system by following the Third Street alignment. The proposed subdivision exceeds the five thousand (5,000) square feet of impervious surface threshold that triggers the requirement for stormwater runoff control analysis and design per City Code Title 5, Chapter 15. The method for control is not specified in the preliminary plat and, therefore, is a recommended condition of approval.

15. The subject property is located adjacent to Third Street to the west which is designated as a collector street. The section of Third Street adjacent to the subject property is developed as a 34-foot-wide roadway with two travel lanes, bike lanes on both sides of the street, and curbing and gutters on both sides of the street. Third Street through the subject property will also be constructed to the collector standard.
16. The parkland dedication requirements for the proposed subdivision were previously met with Moser Park to the northeast, so no further dedication is required.
17. The applicant conducted a neighborhood meeting with affected property owners within 600 feet of the subject property on March 25, 2021 to discuss the proposed preliminary plat.

**BASED ON THE ABOVE RELEVANT FACTS AND CONCLUSIONS, THE CITY COUNCIL OF THE CITY OF MOSCOW HEREBY FINDS THE FOLLOWING RELEVANT CRITERIA AND STANDARDS:**

**II. RELEVANT CRITERIA AND STANDARDS**

1. **The proposed subdivision is in conformance with all applicable City Code requirements.** The proposed preliminary plat is consistent with and in conformance with the requirements and provisions of the Moderate Density Residential (R-2) Zoning District, including lot area, dimensions and other relevant provisions. The proposed preliminary plat is also in conformance with the general requirements of the Moscow Subdivision Ordinance including, but not limited to, the provision of the logical and orderly connection to the City's street network, public utilities, and the provision of public parkland.
2. **The proposed subdivision is in general conformance with the Comprehensive Plan.** The proposed preliminary plat is consistent with the City of Moscow Comprehensive Plan and provides for the logical and orderly development and extension of the City's street system. The extension of Third Street is consistent with the general alignment within the Thoroughfare Plan. The proposed lots sizes and densities are consistent with the Comprehensive Plan Land Use designation of Auto-Urban Residential.
3. **Public Services and utilities are available or can be made available and are adequate to accommodate the proposed subdivision.** The subject property has direct access to Third Street which is designated as a collector street. Water and sewer services are proposed to be extended along the Third Street alignment to connect with existing mains at the current eastern terminus of Third Street in Rolling Hills 8<sup>th</sup> Addition. The Engineering Department has determined that the existing system has adequate potable and fire flows and sewer capacity to serve the proposed subdivision.
4. **The proposed subdivision will not be detrimental to the public health, safety, or general welfare.** The proposed preliminary plat provides for the extension of City streets and services and will not be detrimental to the public health, safety, or general welfare.

### III. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Moscow approves the preliminary subdivision plat request for the two point three (2.3) acre area of land generally located east of the intersection of Third Street and Sixth Street with two conditions:

1. The applicant shall provide stormwater control analysis and design in accordance with the City's Stormwater Runoff Control Standards
2. The applicant shall extend Third Street 19.87 feet to the east to align with the eastern property boundary of Lot 6, Block 2 of the proposed subdivision.

PASSED BY THE CITY COUNCIL OF THE CITY OF MOSCOW this 21st day of June, 2021.

  
Bill Lambert, Mayor