

BOARD of ADJUSTMENT



Joe Bazzoli
Commission Chair
BOA@ci.moscow.id.us

Public Hearing
~ Agenda ~

Aimee Hennrich
Staff Liaison
208.883.7095

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

Tuesday
April 19, 2022

7:00 PM

Council Chambers
206 E Third Street

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. Approval of November 29, 2021 Minutes (ACTION ITEM)

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

2. Election of Officers (ACTION ITEM)

PROPOSED ACTION: Nominate and elect a Chair and Vice Chair for 2022.

3. Public Hearing: Conditional Use Permit located at 706 N Main Street in the Motor Business (MB) Zoning District per MCC 4-3-4. – LUP2021-0048 (ACTION ITEM)

Conditional Use Permit application to allow residential apartments on the ground floor of an existing Motel (Hillcrest Motel) located at 706 N Main Street in the Motor Business (MB) Zoning District per MCC 4-3-4.

PROPOSED ACTIONS: Conduct the public hearing for the proposed Conditional Use Permit (CUP) request and upon consideration of any testimony received, approve the proposed CUP and direct Staff to prepare a reasoned statement of relevant criteria and standards; or approve the proposed CUP with conditions and direct Staff to prepare a reasoned statement of relevant criteria and standards; or deny the proposed CUP and direct Staff to prepare a reasoned statement of relevant criteria and standards; or take other action as deemed appropriate.

REPORTS

ANNOUNCEMENTS

UPCOMING EVENTS/MEETINGS

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.

BOARD of ADJUSTMENT



Joe Bazzoli
Board Chair
BOA@ci.moscow.id.us

Public Meeting
~ Minutes ~

Aimee Hennrich
Staff Liaison
208.883.7095

<http://www.ci.moscow.id.us/354/Board-of-Adjustment>

Monday
November 29, 2021

5:30 PM

Council Chambers
206 E Third Street

Monson called the meeting to order at 5:34 PM

MEMBERS PRESENT: Mark Monson, Vice Chair; Annette Bieghler, Steve Bush, Marshall Comstock, Tim Thomson
MEMBERS ABSENT: Joe Bazzoli
STAFF: Jennifer Fleischman, Aimee Hennrich

REGULAR AGENDA

1. Approval of November 17, 2021 Minutes (ACTION ITEM)

Comstock moved for approval of the minutes as corrected, seconded by Thomson. Vote by Acclamation; Ayes: Unanimous (5). Nays: None. Abstentions: None. Motion carried.

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

Amendment to an existing Conditional Use Permit for a school and church facility which was approved on August 2, 2016 and located at 1515 N. Mountain View Road within the Moderate Density, Single Family Residential (R-2) Zoning District per Moscow City Code 4-3-4. The applicant is amending the phasing plan that was approved as part of the original Conditional Use Permit application.

Thomson moved for approval of the Relevant Criteria & Standards as presented, seconded by Bush. Vote by Acclamation; Ayes: Unanimous (5). Nays: None. Abstentions: None. Motion carried.

ANNOUNCEMENTS

Mark Monson resigning as Board member beginning January 1, 2022.

UPCOMING EVENTS/MEETINGS

The meeting adjourned at 5:40 PM

Joe Bazzoli, Chair

Date

COMMUNITY DEVELOPMENT STAFF REPORT

HEARING DATE: Tuesday, April 19, 2022

GENERAL INFORMATION

Hearing Body: Board of Adjustment

Subject: Conditional Use Permit application to allow residential apartments on the ground floor of an existing Motel (Hillcrest Motel) located at 706 N Main Street in the Motor Business (MB) Zoning District per MCC 4-3-4.

Attachments: A. Public Hearing Notice – published in the Moscow-Pullman Daily News on Saturday, April 2, 2022

B. Conditional Use Permit Application

C. Site Plan and Floor Plan

Prepared by: Aimee Hennrich

STAFF REVIEW

Proposal: The applicant is proposing the use an existing 54-unit hotel (Hillcrest Motel) located at 706 N Main Street, in the City of Moscow, within the Motor Business Zoning District as long term (residential) rental units. Parking, curb cutouts, trash enclosures, and fire truck access are existing. The applicant intends to renovate the existing units into studio and one-bedroom apartments.

Residential uses are permitted within the MB Zone, but a CUP is required for residential uses located on the ground floor, not behind a commercial use. The applicant is requesting a CUP for the proposed 15 ground floor studio units directly adjacent to Main Street and not behind a commercial use.

Background: The Hillcrest Motel was built in 1958. Many rooms were built and allow for extended stays. In 1995, the Motel was sold, and under the new ownership, operated as a hotel, with residential units on the ground floor behind the hotel units and on the second floor. The applicant Fortify Holdings, LLC seeks to purchase the Hilcrest Motel from the current owner and proposes to use all units as residential housing units.

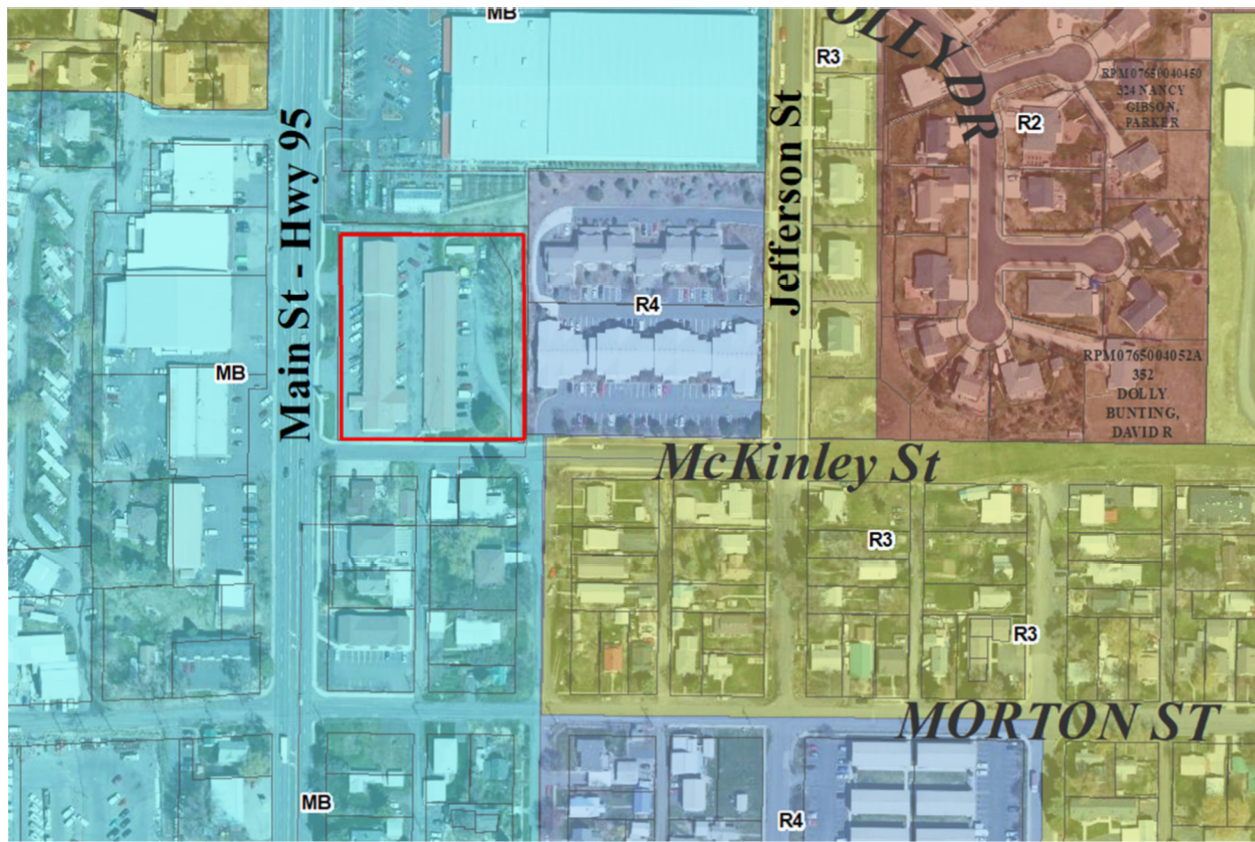


Aerial

Zoning: The subject property is located within the Motor Business Zoning District (MB). Adjacent properties to the north, south and west are within the MB Zone. The property to the east is zoned Multiple Family Residential (R-4). According to the City of Moscow Zoning Code,

“The Motor Business Zoning District (MB) is intended to provide for the location and grouping of compatible uses having similar operation as they involve enterprises which depend primarily on the transient motor vehicle-based trade. By concentrating such uses the City intends to increase public convenience when utilizing such services and, within the regulation, to allow such activities to render the maximum service.”

The subject property is located within the Motor Business (MB) Zoning District which requires a Conditional Use Permit (CUP) for Residential uses located on the ground floor which are not located behind commercial uses or otherwise authorized herein per MCC 4-3-4.



Zoning Plan

Site and Area Land Use: The entire subject property is a 1.7-acre parcel with 300 feet of frontage along Main Street and 270 feet of frontage on McKinley Street. Other surrounding uses include Moscow Building Supply to the north, west, across Main Street (Hwy 95), is Affordable Vet Care, Carpet Mill and a storage building owned by Moscow Building Supply. To the south is Vac U Mart and a residential house. The property to the east is zoned R-4 and contains residential apartments.



Subject Property

Comprehensive Plan: Chapter 2, Community Character and Land Use, designates the subject property as Auto Urban Commercial (AUC).

According to the Comprehensive Plan, Auto Urban Commercial designated areas,

“provide for commercial services and developments that are motor vehicle oriented or those which require large amounts of land. These areas should be located adjacent to existing commercial developments and along major arterials where the vehicle traffic can be accommodated. Developments within these designations should be required to provide significant landscaping which would be applied to enhancing areas along the street edge, screening parking lots, and buffering adjacent uses.”

Chapter 3, Community Mobility, identifies Main Street (Hwy 95) as National Highway and McKinley Road as a Neighborhood Street.

Streets and Access: The subject property has 300 feet of frontage along Main Street and 270 feet of frontage on McKinley Road. Main Street (Hwy 95) is a National Highway and is 100 feet wide with curb, gutter, sidewalk on both sides and a green strip on the eastern side. McKinley Street has a 50 foot right of way with curb and gutter on both sides and sidewalk on the north side of the

street. The subject property can be accessed via four existing vehicular access points two on Main Street (Hwy 95) the other two on McKinley Street.

The current use requires 55 parking space per MCC 4-6-2. The proposed change would increase that requirement to 78 parking spaces, if all units were used as residential apartments. The site plan shows 78 proposed parking spaces. The applicant has shown four ADA parking spaces and has shown that an ADA compliant route to the public sidewalk as well as apartment amenities will be provided.

Utilities: All utilities to the building are existing and adequate for the change of use.

Input from Other Departments/Entities: No comments from any Departments/Entities.

RELEVANT CRITERIA AND STANDARDS

- 1. The proposed use (is/is not) a conditionally permitted use within the Zoning District.**
- 2. The character of the proposed use (will/will not) be in harmony with the neighborhood and surrounding land uses.**
- 3. The proposed use as approved, or as approved with conditions, (will/will not) generate nuisances that would be injurious or detrimental to the adjoining properties or the neighborhood (including, but not limited to, noise, dust, glare, vibrations, odors, and the like).**
- 4. The location, design, and size of the proposed use (will/will not) be adequately served by existing streets, public facilities and services.**
- 5. The proposed use (will/will not) endanger the public health or safety if located where proposed?**
- 6. Proposed use (meets/does not meet) all applicable development standards of the Zoning Code.**
- 7. The propose use (will/will not) be in conflict with the Comprehensive Plan**

RECOMMENDATION

Staff recommends **approval** of the Conditional Use Permit application to allow residential apartments on the ground floor of an existing Motel (Hillcrest Motel) located at 706 N Main Street in the Motor Business (MB) Zoning District.

Conditions of Approval:

The Board of Adjustment may impose conditions including, but not limited to, those (1) minimizing adverse impact on other development; (2) controlling the sequence and timing of development; (3) controlling the duration of development; (4) assuring that development is maintained properly; (5) designating the exact location and nature of development; (6) requiring the provision for on-site or off-site public facilities or services; (7) requiring more restrictive standards than those generally required in an ordinance; and/or 8) requiring mitigation of effects of the proposed development upon service delivery by any political subdivision, including school districts, providing services within the planning jurisdiction.

NOTICE OF PUBLIC HEARING

Proposal for Conditional Use Permit at 706 N Main St
Permit Application LUP2021-0048

A public hearing at which you may be present and speak will be conducted before the Board of Adjustment of the City of Moscow at which time the following proposal will be considered:

Conditional Use Permit application to allow residential apartments on the ground floor of an existing Motel (Hillcrest Motel) located at 706 N Main Street in the Motor Business (MB) Zoning District per MCC 4-3-4.

HEARING DATE: Tuesday, April 19, 2022

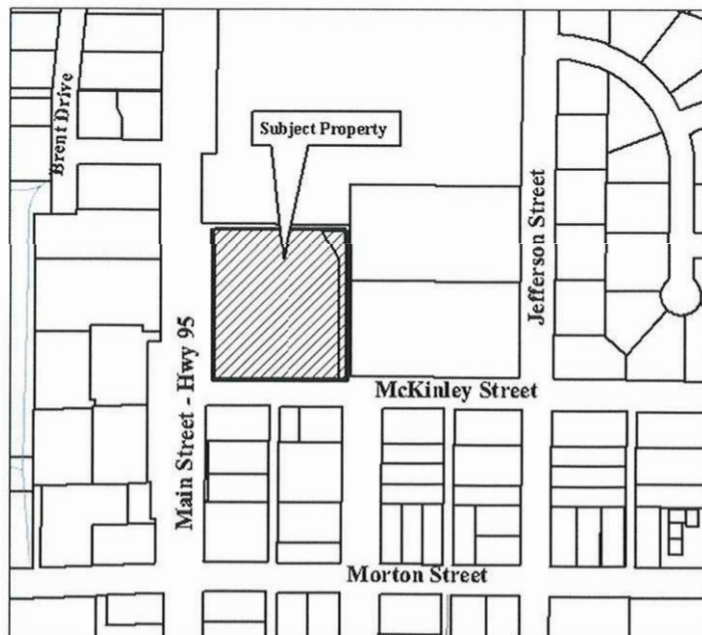
HEARING LOCATION: Council Chambers on the Second Floor of Moscow City Hall
206 East Third Street, Moscow, Idaho

MEETING TIME: 7:00 pm

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

The file containing information on this matter is available for public review at the Community Development Department located in the Haddock Building at 504 S Washington Street, Moscow, Idaho. Call 883-7035 for a meeting agenda and further information about the matter.

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



Laurie Hopkins, Moscow City Clerk


Jennifer Fleischman, Deputy City Clerk

Publish: April 2, 2022



**CITY OF MOSCOW
COMMUNITY PLANNING
& DESIGN**

Ph: 208-883-7035

Fax: 208-883-7033

jfleischman@ci.moscow.id.us

For City Use Only

Date Received		12-10-21	
Dept	Fee Type	Fees	Paid
CPD	Application Fee	\$525.00	
Receipt Number		LUP2021-0048	

RECEIVED

DEC 10 2021

BY:

APPLICATION FOR CONDITIONAL USE PERMIT

(Please type or print plainly with blue ink.)

GENERAL INFORMATION

1. Applicant

Name: Fortify Holdings, LLC & Robert Jacobs Telephone: 509-546-1597
732 NW 19th Ave. Portland, OR 97209
 (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: George N. Branson Telephone: 208-301-0316
706 N. Main St. Moscow, ID 83843
 (home address)

3. Location of Affected Property: 706 N Main St. (Hillcrest Motel)

Legal Description: _____
 (subdivision) (block) (lot)

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

4. Proposal: The applicant proposes the following use and/or construction for the above-described property:

We plan to renovate the entire motel into studio & 1 bedroom apartment homes. We propose the city grants a CUP allowing residential units on ground floor.

The proposed activities and use shall be shown on an attached site plan drawn to a standard engineer's or architect's scale. The site plan shall show, label and dimension all property lines and easements, existing and proposed buildings, parking lot and driveway(s), fencing and landscaping. A site topography map shall be provided when appropriate.

5. Authorization: Section 3-4 of the Moscow Zoning Ordinance authorizes the proposed use, subject to a Conditional Use Permit.

6. **Operating Characteristics:** Detail the operating characteristics of the proposed use. In other words, provide specific information which describes and defines how the proposed use will be conducted and what will be involved in the day to day operations of the proposed use. Applicable information may include hours of operation, number of people (employees, customers, students, etc.) involved, traffic and/or delivery information, services provided, equipment or machinery which may be involved, or any other information which helps describe and define the proposed use and impacts which it may have.

The motel will be converted into studio & 1 bedroom apartment homes. There will be on-site property management & maintenance throughout the day.

7. Before the Moscow Board of Adjustment may issue a Conditional Use Permit, the Board must first make findings of compliance with the following seven relevant criteria and standards. Please indicate in the spaces provided below what you believe to be justification showing compliance with each of the relevant criteria and standards.

Criteria #1. THE PROPOSED USE IS A CONDITIONALLY PERMITTED USE WITHIN THE ZONING DISTRICT.

Justification and compliance with criteria #1: This property is in the MB Zoning district. Per Title 4 Section 3-4 of the Zoning Code, dwellings in commercial zones are allowed with a Conditional Use Permit.

Criteria #2. THE CHARACTER OF THE PROPOSED USE WILL BE IN HARMONY WITH THE NEIGHBORHOOD AND SURROUNDING LAND USES.

Justification and compliance with criteria #2: The current premises currently has numerous long-term tenants who have been living there for years. We will completely rehab the property & it will enhance the residential community adjacent to the property.

Criteria #3. THE PROPOSED USE AS APPROVED, OR AS APPROVED WITH CONDITIONS, WILL NOT GENERATE NUISANCES THAT WOULD BE INJURIOUS OR DETRIMENTAL TO ADJOINING PROPERTIES OR THE NEIGHBORHOOD (INCLUDING BUT NOT LIMITED TO NOISE, DUST, GLARE, VIBRATIONS, ODORS AND THE LIKE).

Justification and compliance with criteria #3: The premises is already occupied by mostly long term tenants. By remodeling the property we will enhance the neighborhood by investing in new infrastructure to limit nuisances & improve the community.

Criteria #4. THE LOCATION, DESIGN, AND SIZE OF THE PROPOSED USE WILL BE ADEQUATELY SERVED BY EXISTING STREETS, PUBLIC FACILITIES AND SERVICES.

Justification and compliance with criteria #4: The multiple street access points off Main St. & McKinley St. are adequate. Utilities including water, sewer, electric, gas, trash, & phone/internet already exist on site & are adequate for our remodel.

Criteria #5. THE PROPOSED USE WILL NOT ENDANGER THE PUBLIC HEALTH OR SAFETY IF LOCATED WHERE PROPOSED.

Justification and compliance with criteria #5: The property will not add any risk as it is already being occupied as residential.

Criteria #6. THE PROPOSED USE MEETS ALL APPLICABLE DEVELOPMENT STANDARDS OF THE ZONING CODE.

Justification and compliance with criteria #6: Yes it does, & our remodel will continue to adhere to these standards.

Criteria #7. THE PROPOSED USE WILL NOT BE IN CONFLICT WITH THE COMPREHENSIVE PLAN.

Justification and compliance with criteria #7: Several apartments & residential dwellings are in immediate proximity to this property.

CONDITIONS OF APPROVAL

The Board of Adjustment may impose conditions including, but not limited to, those (1) minimizing adverse impact on other development; (2) controlling the sequence and timing of development; (3) controlling the duration of development; (4) assuring that development is maintained properly; (5) designating the exact location and nature of development; (6) requiring the provision for onsite or offsite public facilities or services; (7) requiring more restrictive standards than those generally required in an ordinance; and/or (8) requiring mitigation of effects of the proposed development upon service delivery by any political subdivision, including school districts, providing services within the planning jurisdiction.

COMPLIANCE

1. In the event of failure to comply with the plans proof by the Board of Adjustment, or with any conditions imposed upon the Conditional Use Permit, the permit shall be immediately revoked and shall be automatically null and void.
2. Where plans are submitted and approved as part of the application for a Conditional Use Permit, modifications of the original plans may be required by the Board as a condition of approval.
3. Where plans approved by the Board of Adjustment are modified following such approval, such plan modifications must be submitted to and determined by City staff to be in substantial conformance with the plans approved by the Board. If plan modifications are not in substantial conformance, the plan modifications must be resubmitted to the Board for an additional public hearing as an amendment to the Conditional Use Permit application.

REVOCATIONS

If a Building Permit and/or Certificate of Occupancy pertaining to the Conditional Use Permit is not obtained for the subject property within one year from the date of the Board of Adjustment's final decision, the Conditional Use Permit shall be immediately revoked and shall be automatically null and void. If the use and/or occupancy for which the Conditional Use Permit is approved ceases for a period of twelve consecutive months, unless otherwise provided for in the Conditional Use Permit, then the Conditional Use Permit shall be immediately revoked and shall be automatically null and void.

Application Submittal:

This application must be completed and submitted with the below described items to the Moscow Community Development Director at least twenty-one days prior to the hearing at which the application is to be considered by the Board or the application will not be processed.

The following items must be submitted with this application before it will be processed:

1. Application Fee
2. Site Plan, drawn to scale
3. Floor Plans, drawn to scale
4. Elevation Drawings, drawn to scale (for new construction only)

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

Robert J. Juhl
Applicant's Signature

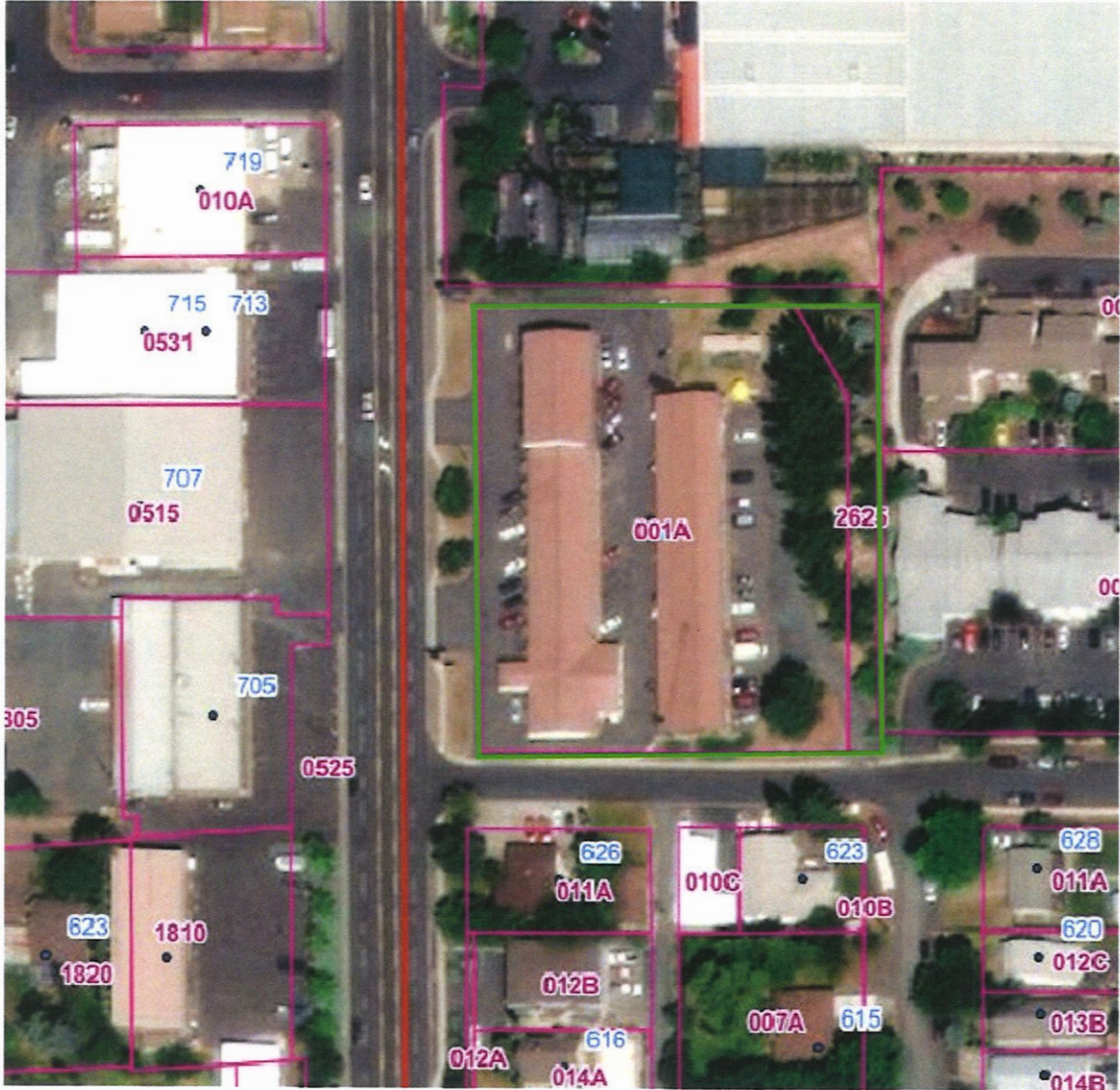
12/2/21
Date

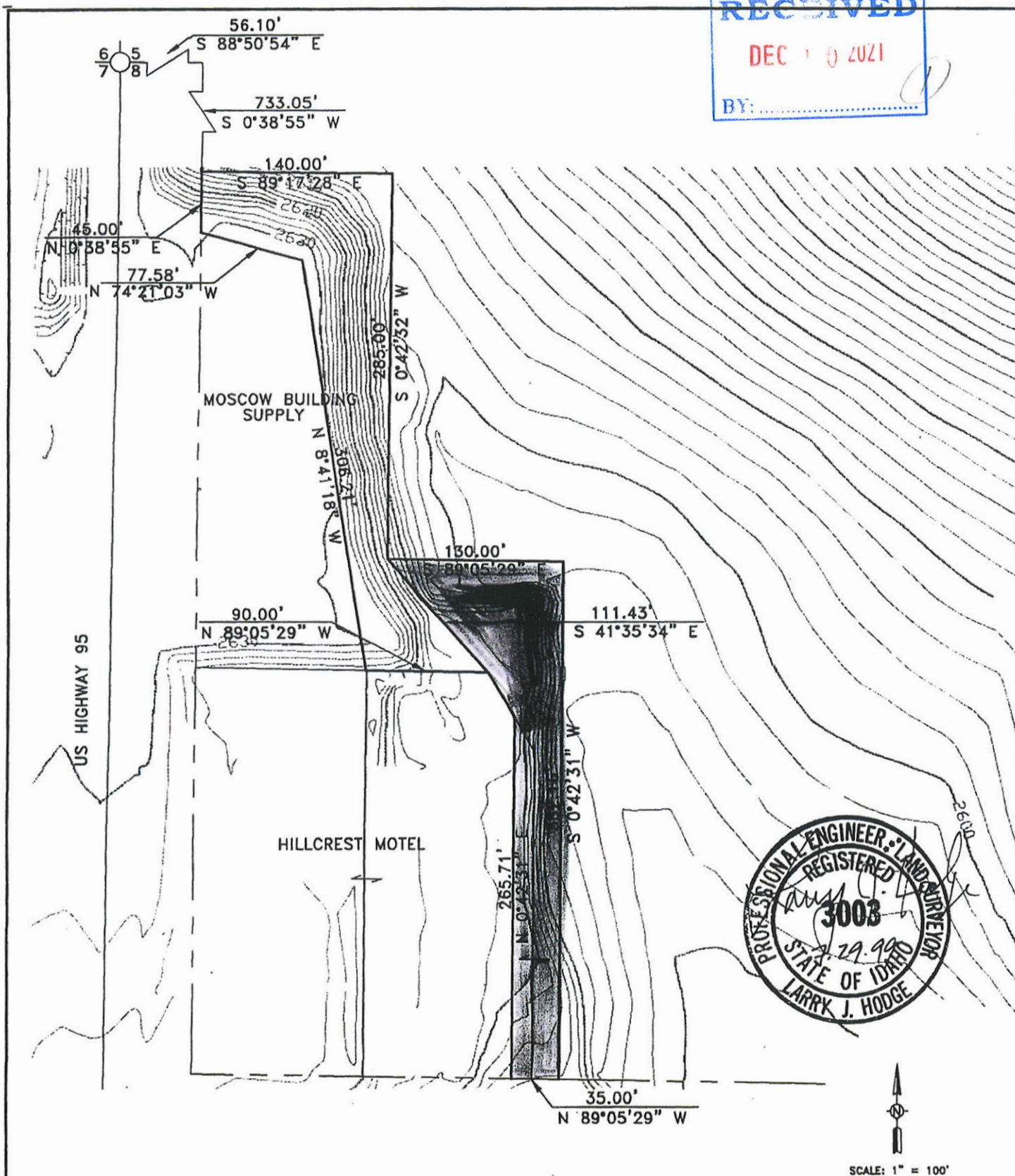
George Branson
Owner's Signature

12/3/2021
Date

Please provide details community Mailbox. If there is not an approved USPS community mailbox with separate spaces for each unit, one needs to be installed and specified in this plan set.

RECEIVED
DEC 10 2021
BY:





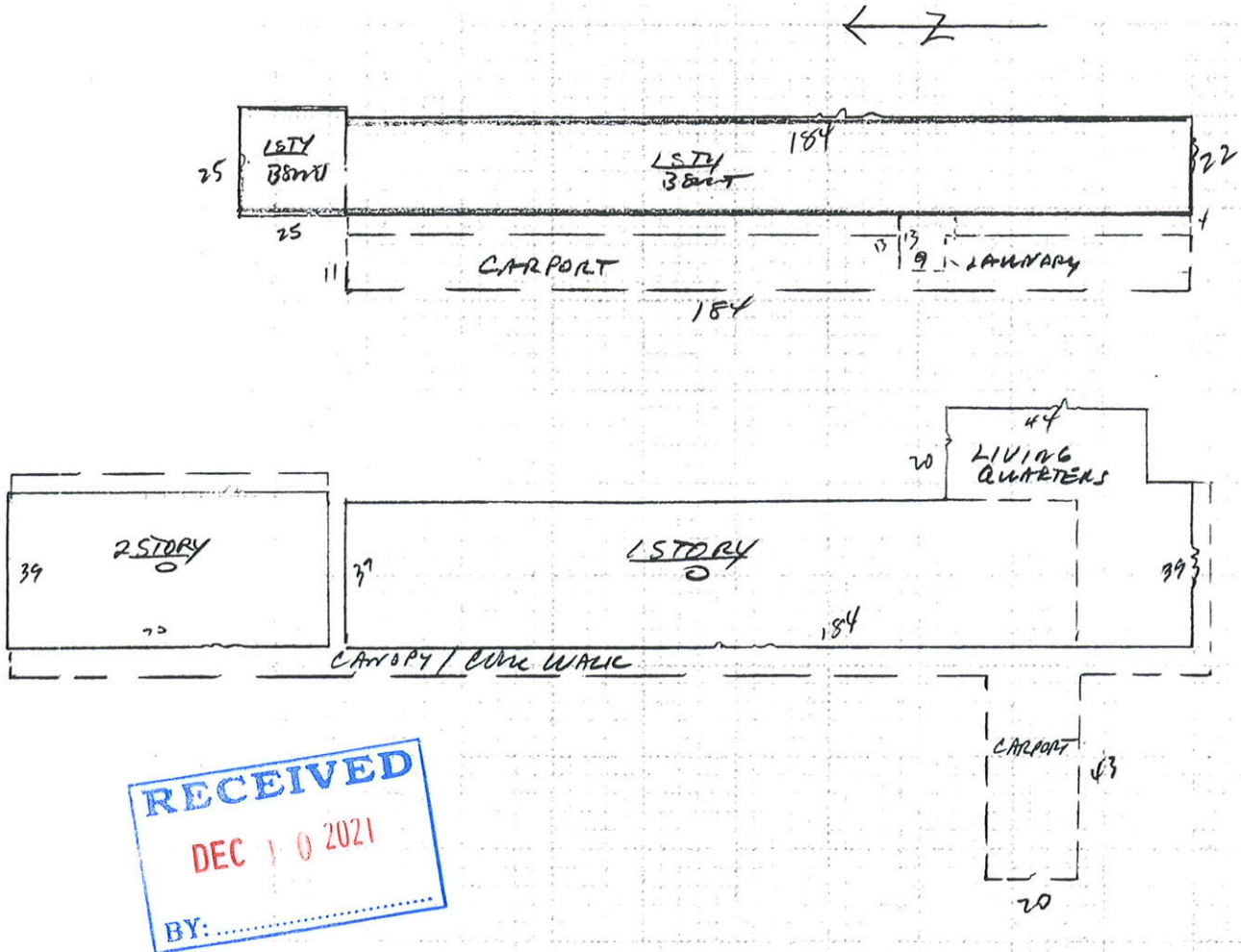
P.O. Box 8728
128 E. Third Street
Moscow, Idaho 83843
(208) 882-3620

DATE	DRAWN BY	DRAWING NO.	SHEET NO.
7-29-99	M. KAES	1979case.dwg	1

		YR BUILD TYPE	DIMENSIONS	AREA
	A			D
	B			E
	C			F

LOT AND BUILDING DIAGRAM — AREA COMPUTATION

(1)



268	267	266	265	264	263		262	261								
43	42	41	40	39	38	37	36	35	34	33	31		30	29	28	27
Covered Parking																

RECEIVED

DEC 10 2021

ONE WAY ---->

18	19	20	21	Hallway	12	22	23	24	25	26		Back Door>		ICE Washer & Dryer Coffee OFFICE	
259	258	257	256		11	10	9	8	7	6	5	4	3	2	1
17	16	15	14												

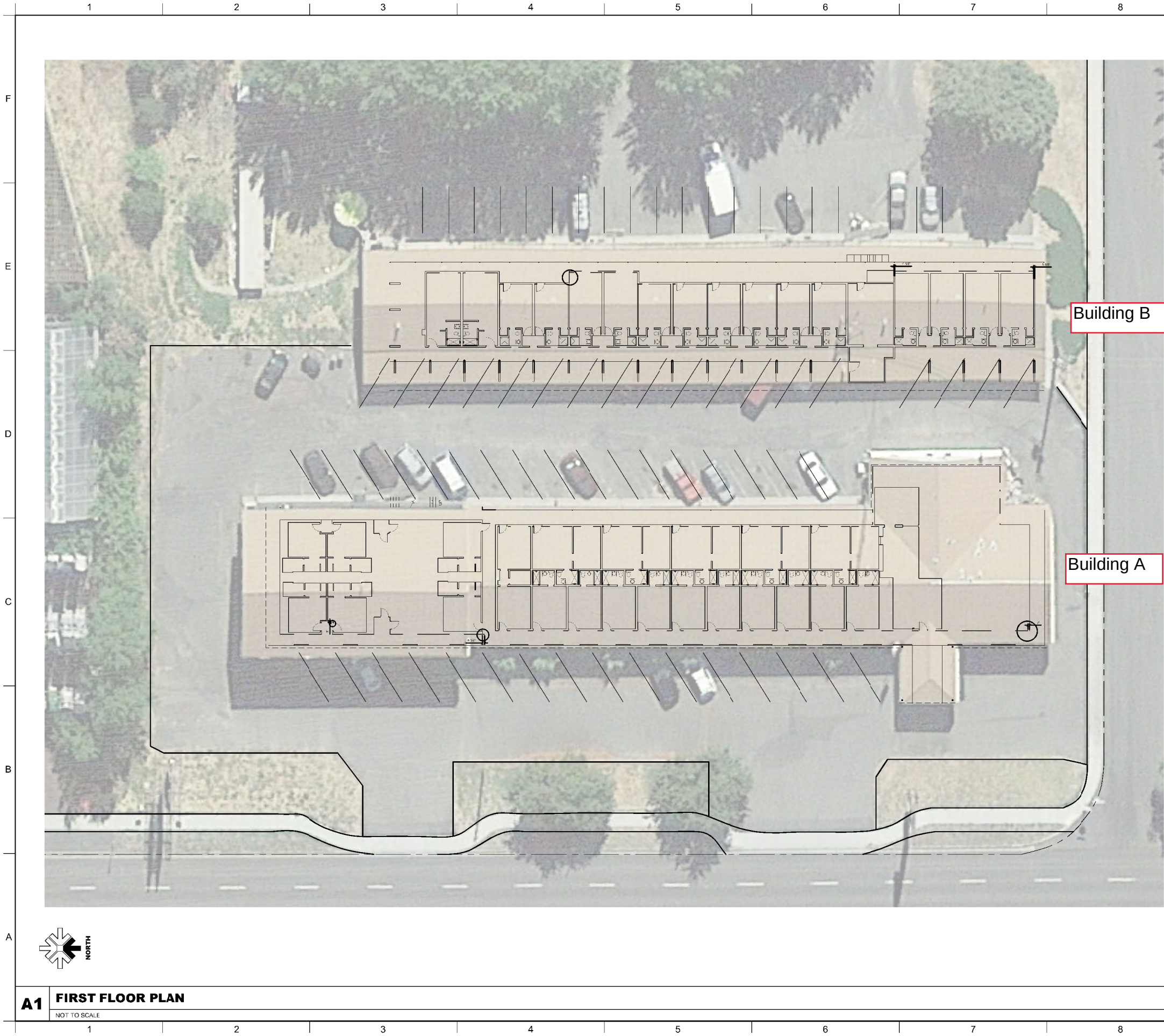
<--- NORTH

US HIGHWAY 95

(North Main Street)

Received 12-10-2021

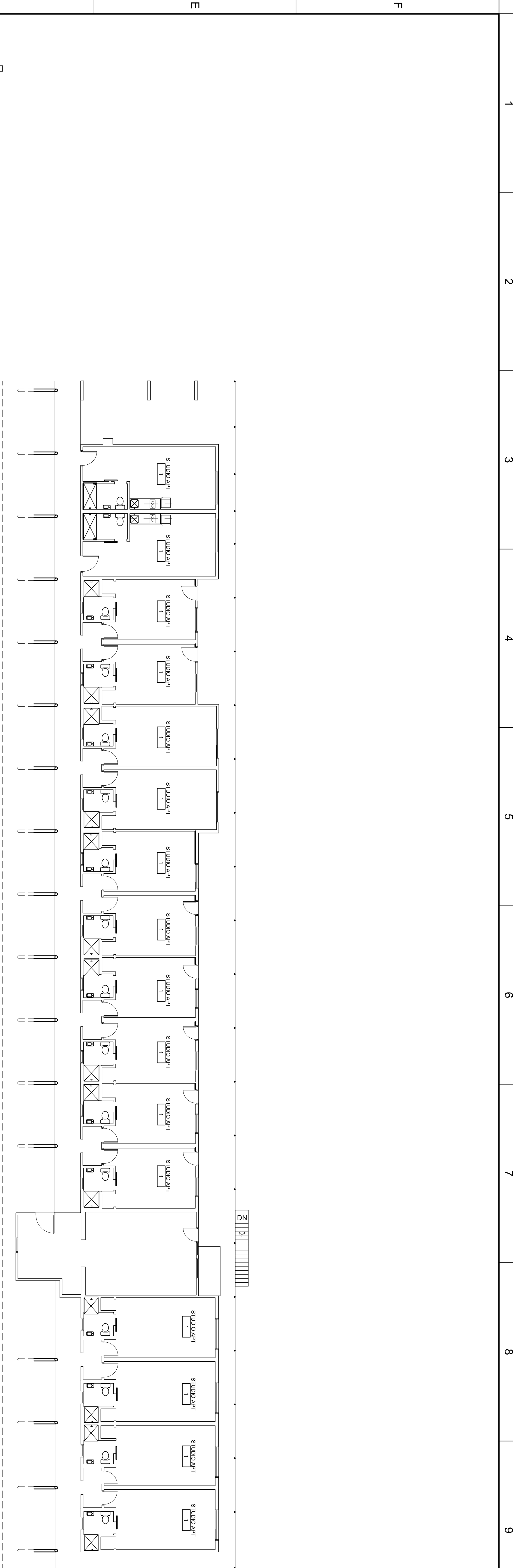
PERMIT TO PROCEED 1/25/2024 4:09:40 PM



SITE PLAN GENERAL NOTES:

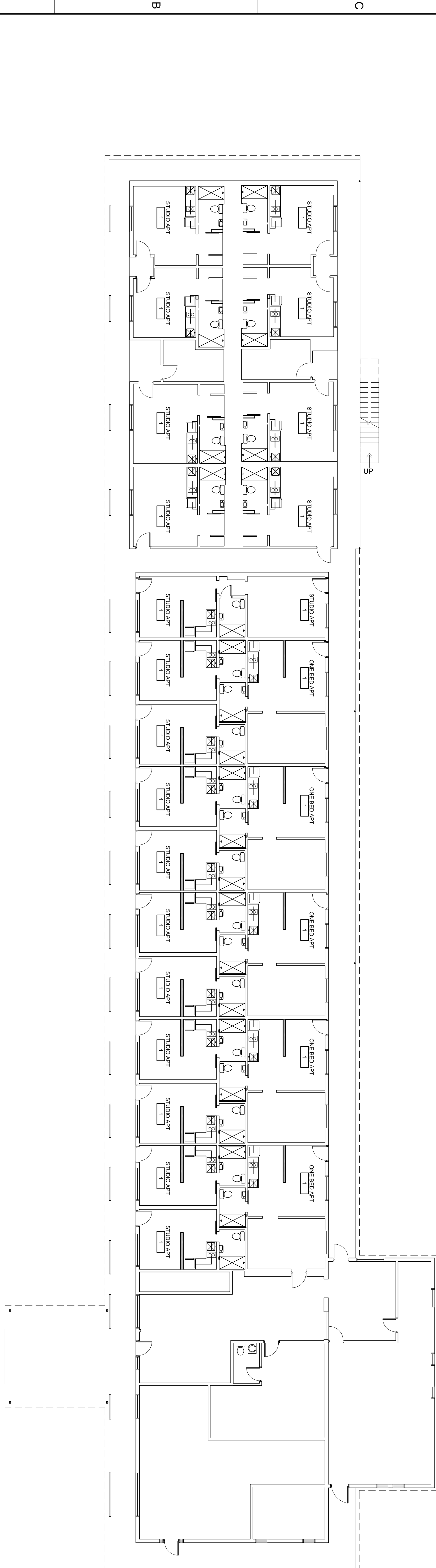
SITE PLAN LEGEND:

 DESIGN WEST ARCHITECTS, P.A. • MERIDIAN, IDAHO • PULLMAN, WASHINGTON • • KENNEWICK, WASHINGTON • OREGON, OREGON • www.designwestpa.com © COPYRIGHT DESIGN WEST ARCHITECTS P.A. DESIGN CONCEPTS AND DRAWINGS NOT TO BE REPRODUCED WITHOUT WRITTEN PERMISSION OF ARCHITECT	
DRAWN BY AH + KH	
CHECKED BY	
JOB NUMBER 21XXX	
REVISIONS	
PRELIMINARY NOT FOR CONSTRUCTION	
MOSCOW HILLCREST HOTEL	MOSCOW, ID
DATE 12/16/2021	
SHEET NAME SITE PLAN	
SHEET A1.00	



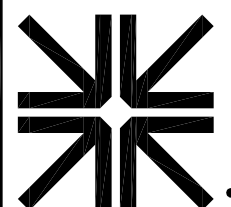
A1
FIRST FLOOR PLAN

3/32" = 1'-0"



A1
FIRST FLOOR PLAN

3/32" = 1'-0"



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CS
JOB NUMBER
22007
REVISIONS

**PRELIMINARY
NOT FOR
CONSTRUCTION**

**MOSCOW HILLCREST
HOTEL**

MOSCOW, ID

DATE
2/17/2022
SHEET NAME

**OVERALL
PLAN**

SHEET

A3.30

