

PLANNING & ZONING COMMISSION



Robb Parish
Commission Chair
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Regular Meeting
~Minutes~

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

Wednesday
March 22, 2023

7:00 PM

Council Chambers
206 E Third Street

Parish called the meeting to order at 7:00 PM

MEMBERS PRESENT:	Robb Parish, Chair; Cole Mize, Sue Scott, Victoria Seever, Dennis Wilson
MEMBERS ABSENT:	Rich Beebe, Scott Gropp, Joel Hamilton, Nels Reese
OTHERS:	Gina Taruscio
STAFF:	Jennifer Fleischman, Mike Ray

REGULAR AGENDA

1. Approval of February 8, 2023 Minutes (ACTION ITEM)

Wilson moved for approval of the minutes as written, seconded by Mize. Roll Call Vote; Ayes: Unanimous (5). 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 (3) minutes.

None.

3. Subdivision Ordinance and Streets Chapter Update (ACTION ITEM)

The Commission worked on updating the City's subdivision code in 2019 and 2020, including the lot division and lot line adjustment processes. There was a public hearing for the proposed code amendment on June 24, 2020 and it was recommended for approval to City Council. A new streets chapter, which is intended to replace the previous location of the subdivision code, Title 5 – Chapter 1, was concurrently in the process of being drafted by the Engineering Department. The new streets chapter largely contained items that are under the duties of the Engineering Department which were previously located in the zoning and subdivision codes, but had been removed in anticipation of the new subdivision code. The streets chapter has taken longer to draft than originally anticipated and both the subdivision code and streets chapter are anticipated to advance on to City Council this spring. Since the subdivision code has been awaiting the streets chapter to advance since 2020, staff would like to review and update the Commission on the subdivision code and then schedule for an additional public hearing before advancing to City Council.

Staff provided an update of the Subdivision Ordinance and Streets Chapter, as described above, and recommended the Commission hold a Public Hearing for the Subdivision changes at the next meeting. The new Streets Chapter would not have a Public Hearing with the Planning & Zoning Commission because it does not fall under the purview of the Local Land Use Planning Act. Public comment could be made for that chapter during the Hearing at the City Council meeting. The upcoming Public Hearing would be the second Public Hearing for this Subdivision code change, because the first one occurred back in 2020.

Lot Line Adjustment requests need consent from all applicable land owners before they would be considered by the City. The Planning Manager, or his designee, acts as the Zoning Administrator. The Commission talked about the definition of a dwelling unit. Cul-de-sacs have a minimum standard of a 96 foot diameter, which does not provide any on-street parking, but there are no maximum size allowances and can be as large as developers choose.

4. 2023 Citizen Survey Questions (ACTION ITEM)

Staff will review prior Citizen Survey questions and responses dating back to 2002. The Commission will discuss which questions should be included within the survey sent out this year.

Ray explained the process of adding questions to the Citizen Survey and how the Commissioners might use information from Moscow citizens' opinions. The Commission talked about previous questions and corresponding responses received, and how the Commission have used data that to enact changes in the Zoning Code. Staff requested the Commission consider questions to include in the next survey.

5. Buffer Yard Requirements Update Review (ACTION ITEM)

Staff will introduce potential updates to the buffer yard requirements section of the Zoning Code. Similar to the parking lot landscaping section that the Commission worked on updating a few years ago, the buffer yard section is outdated and has presented some challenges.

Staff went over some changes for the Buffer Yard Requirements Update, as described above. The Commission requested that language recommending wise-scaping be added to the updated section.

REPORTS

1. Transportation Commission meeting report.

ANNOUNCEMENTS

Parish supplied a news article on the 15-Minute City for the Commissioners to read and discuss at a future meeting.

UPCOMING EVENTS/MEETINGS

The next Planning & Zoning Commission meeting is scheduled for April 12, 2023.

Parish declared the meeting adjourned at 8:21 PM



Robb Parish, Chair