

Public Works / Finance Committee



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

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208.883.7015

Monday, May 13, 2024

4:00 PM

Council Chambers
206 E. Third St.

The meeting was called to order at 4:00 p.m.

PRESENT: Sandra Kelly, Hailey Lewis, Gina Taruscio

OTHERS: Mayor Art Bettge, Council Member Parker

STAFF: Bill Belknap, Mia Bautista, Mike Ray, Aimee Hennrich, Todd Drage, Sarah Decker, Tim Davis, Amanda Argona

REGULAR AGENDA

1. Approval of Public Works/Finance Committee April 8, 2024 Minutes (ACTION ITEM) - Taylor Riedner

The minutes were approved as presented.

2. Disbursement Report April 2024 (ACTION ITEM) - Sarah Decker

Presentation of the Accounts Payable Report for the month ending April, 2024.

PROPOSED ACTION: Approve and authorize the use of digital signatures to sign the Disbursements Report for the month of April 2024.

Decker introduced the item and highlighted a major payment for the booster station phase 2. The Committee approved the disbursement report and authorized the use of digital signatures.

3. Public Meeting: Proposed Lot Division located at 824 Logan Street (ACTION ITEM) – Aimee Hennrich

The applicants, Ransom and Jessica Mallery and Raymond and Rhonda Mallery, are requesting a lot division to create two lots of approximately 8,341 sf and sf, 6,488 sf in size from one existing parcel of 14,829 sf in size. The intention of the lot division is to separate the existing house at 824 Logan Street and create a new lot for the construction of a single-family home with separate ownership. The subject property is located within the Medium Density (R-3) Zoning District, which requires a minimum lot size of 6,000 square feet and a minimum lot width of 60 feet for single-family dwellings. Both proposed lots meet the minimum lot area and width requirements of the R-3 Zone, and structures will meet all setback requirements. Property owners within 600 feet of the property have been notified of the proposed division and a sign was posted seven (7) days prior to the public meeting date.

PROPOSED ACTIONS: Take public comment if applicable and recommend approval of the lot division request with conditions; or recommend approval of the lot division request with no conditions; or recommend denial of the lot division; or provide staff with further direction.

Hennrich introduced the item as written above. The new lot has an accessory structure that would need to be removed to meet zoning requirements. Lewis asked for public comment.

Steve Hammond (Moscow) is a neighbor and has concerns regarding parking and additional traffic. Hennrich said a single family dwelling of up to four bedrooms is required to provide 2 onsite parking stalls. Anything above that requires additional parking.

Nels Peterson, Moscow Affordable Housing Trust, in support as it is a simple way to add density in the neighborhood. It would be compatible with the neighborhood.

The Committee recommended approval with the condition to remove the structure and that it be placed on the Council consent agenda.

4. Proposed Lot Line Adjustment of Lots 1-4, Block 3, of Paradise View Addition (ACTION ITEM) – Aimee Hennrich

The applicant, Moscow Affordable Housing Trust, is requesting a lot line adjustment between four properties legally described as Lots 1-4, Block 3, of Paradise View Addition. The proposed lot line adjustment would increase Lot 1 from 2,934 sf to 2,999 sf, increase Lot 2 from 2,065 sf to 2,257 sf, increase Lot 3 from 2,054 sf to 2,277 sf and decrease Lot 4 from 2,793 to 2,313. The subject lots are currently vacant land and were previously platted within the Paradise View Subdivision. The applicant is requesting the lot line adjustment in order to meet the minimum lot requirements to construct twin homes. The subject lots are currently zoned Multiple Family Residential (R-4) where the minimum lot size for twinhomes is 2,250 sf and the minimum lot width is 20 feet. All proposed lots meet the minimum lot size and width requirements of the R-4 Zone.

PROPOSED ACTIONS: Recommend approval of the lot line adjustment request; or recommend approval of the lot line adjustment request with conditions; or recommend denial of the lot line adjustment request; or provide staff with further direction.

Hennrich introduced the item as written above. Nels Peterson, Moscow Affordable Housing Trust, said he designed the lots for town homes but due to cost of concrete, it wasn't cost effective. By changing to twin homes, the project was affordable but lot sizes weren't compliant. The Committee recommended approval and that it be placed on the Council consent agenda.

5. Proposed Lot Line Adjustment for Lots 1 and 2, Block 10, of Edington 1st Addition Subdivision (ACTION ITEM) – Aimee Hennrich

The applicant is requesting a lot line adjustment between two properties legally described as Lots 1 and 2, Block 10, of Edington 1st Addition Subdivision. Lot 1 is currently 63,105 square feet (1.45 acres) in size and parcel two is 35,040 square feet (0.80 acres). As a result of the lot line adjustment, Lot 1 would decrease in size to 39,560 square feet (.91 acres) and Lot 2 would increase to 58,585 square feet (1.34 acres). Both parcels are currently vacant and are located within the Residential Office (RO) Zoning District. The minimum lot size for the RO Zone is 5,000 square feet and the minimum lot width is 50 feet. Both of the proposed lots meet all of the requirements of the RO Zone.

PROPOSED ACTIONS: Recommend approval of the lot line adjustment request with conditions; or recommend approval of the lot line adjustment request with no conditions; or recommend denial of the lot line adjustment request; or provide staff with further direction.

Hennrich introduced the item as written above. There is an existing sewer easement that will need to be extended to service lot 1. The Committee recommended approval with the condition to extend the sewer easement and that it be placed on the Council consent agenda.

6. Camp Moscowanna Alcohol Use Request in Entertainment District (ACTION ITEM) - Amanda Argona

The Moscow Chamber of Commerce + Visitor Center is hosting Camp Moscowanna on Saturday, June 15th, from 4 pm to 8 pm on Main Street between 3rd and 6th Streets. This summer camp-themed event is designed to evoke the nostalgia of family-friendly gatherings and will feature: up to

eight retail and/or street game vendors, up to eight food vendors, and up to ten beer/wine vendors. The event has been reviewed and approved by staff as of March 18, 2024. Following standard operating procedures for events with alcohol that are within the Entertainment District boundaries, Camp Moscowanna is requesting a temporary suspension of the open container law by resolution. Per Moscow City Code, Section 10-1-12, a draft resolution has been prepared for the Council's consideration.

PROPOSED ACTIONS: Recommend approval of the resolution allowing for the temporary suspension of the open container law within the event footprint of Camp Moscowanna for the duration of the event; or provide staff with further direction.

Argona introduced the item as written above. Alys from The Chamber of Commerce said they are looking at switching to an aluminum glassware. The Chamber does accept previous glassware at their office for recycling. The Committee recommended approval and that it be placed on the Council consent agenda.

7. Proposed Amendment to Solid Waste Franchise Agreement to add 200 and 300 Gallon Containers (ACTION ITEM) - Tim Davis

Staff has received a proposal from Inland North Waste regarding the implementation of 200 and 300 gallon poly containers for both waste and recycling services. The 200/300-gallon containers can be serviced with the automated side loading trucks currently used to service the 35, 65 and 95 gallon roll carts. The 200-gallon waste containers are virtually the same size as a one-yard metal dumpster, and we have many outlying one-yard dumpsters located in residential areas that could be replaced with 200-gallon poly containers. Currently, the one-yard dumpsters require a front-loading truck to travel out of the way of the business district to service the dumpster. Replacing the one-yard dumpsters with a 200-gallon poly container will allow them to be serviced by the automated side loading truck when it is already in the vicinity and would also provide a cost savings for customers who currently have one-yard dumpsters. The 200/300-gallon poly containers were also a topic of discussion with the multi-family recycling work group, as the containers would add another option for apartment recycling. Staff has reviewed the proposal and believes it is a fair and equitable cost for the provision and servicing of the proposed 200/300 gallon containers. Staff has prepared an amendment to Exhibit G of the Sanitation Franchise Agreement to include a servicing and container replacement cost from the City to the Franchisee and the customer service rate for the new containers will be included in the FY2025 Fee Resolution in advance of the launch of the new containers this fall.

PROPOSED ACTIONS: Recommend approval of the proposed Agreement providing for the Amendment to Exhibit "G" of the Solid Waste Franchise Agreement to include 200 and 300-gallon containers for waste and recycling services; or provide staff with further direction.

Davis introduced the item as written above. Recycling costs are based on volume and service cost so will be comparable. By replacing the one-yard dumpster with a 200-gallon poly container, the customer will see a 35% decrease in cost. The 200 waste will be blue in color like the dumpsters and the recycling will be green, both with black lids. Davis said he will reach out to the one-yard dumpster customers and then reach out to the property management companies regarding the recycling containers. The Committee recommended approval and that it be placed on the Council consent agenda.

8. Rolling Hills 10th Addition Final Plat (ACTION ITEM) - Mike Ray

On December 5, 2022 Moscow City Council approved the Rolling Hills 10th Addition preliminary plat with no conditions. On December 5, 2023, the applicant submitted the final subdivision plat to be reviewed by the Planning and Zoning Commission and City Council. The Planning and Zoning Commission reviewed the final subdivision plat at their meeting on January 24, 2024 and recommended approval to City Council.

PROPOSED ACTIONS: Recommend approval of the Rolling Hills 10th Addition Final Plat; or provide staff further direction.

Ray introduced the item with a background of the application. There is a pedestrian path within Rolling Hills 7th Addition for access to Moser Park property from Panorama. Rolling Hills 10th includes an easement to extend that path to Third Street. The Committee recommended approval and that it be placed on the Council consent agenda.

9. Memorandum of Agreement for Rolling Hills 10th Addition (ACTION ITEM) - Todd Drage

In July of 1993, the City entered into an agreement to pay one-half the cost of public improvements for any streets contiguous to Moser Park. With the approval of the Rolling Hills 10th Addition, and the resulting extension of 3rd Street, the southern property boundary of Moser Park will be developed. As a result, the City is obligated to fund half of the improvements. The attached memorandum of agreement (MOA) provides a mechanism to formalize this funding through the reimbursement of costs upon completion of the improvements.

PROPOSED ACTIONS: Recommend approval of the Memorandum of Agreement with Itani Land Development IV, Inc., or provide staff with further direction.

Drage introduced the item as written above. Requesting a pathway and parking allows use in the near future. Belknap added back in the 1990's the city purchased property to extend the size of the park and because of this purchase the city agreed to share in the cost of the frontage. The Committee recommended approval and that it be placed on the Council consent agenda.

10. Rolling Hills 10th Addition Development and Monumentation Agreements (ACTION ITEM) - Todd Drage

Ryan Itani, on behalf of Itani Development IV, LLC., has submitted to the City a final plat for the development of a property east of the intersection of 3rd St. and 6th St and just south of Moser Park.

On December 05, 2023, the City Council approved the preliminary plat for this property. The final plat is titled Rolling Hills 10th Addition and will be presented for City Council approval on May 20th. If Council approves the final plat, development and monumentation agreements will be required. The development agreement is necessary to address construction of public improvements, parkland dedication, and as-constructed drawings. The monumentation agreement is required as the interior property corners will not be set until after the final plat has been filed, the earthwork has been completed, and the utilities have been installed. In such instances, an agreement obligating the establishment of these interior corners is required by Idaho Code. Staff has prepared both agreements for the Council's approval.

PROPOSED ACTIONS: Recommend approval of the Development and Monumentation Agreements for the Rolling Hills 10th Addition; or provide staff further direction.

Drage introduced the item as written above. Having no questions, the Committee recommended approval and that it be placed on the Council consent agenda.

11. Moscow Home Depot Development Agreement (ACTION ITEM) - Todd Drage

Home Depot U.S.A., Inc. has been approved to construct an approximately 137,000 square foot home improvement store along with an associated surface parking lot. The development is proposed to be located on a portion of property owned by the University of Idaho behind the Palouse Empire Mall at the southwest corner of the City's A Street and Farm Road Intersection. In addition to the construction of the retail store and parking lot, the project will extend A Street and City utilities from their current terminus at Farm Road to the west along the development's property boundary. For the project, a development agreement is necessary to address construction of public improvements, project warranty, securities, and as-constructed drawings. The agreement included in

the packet covers these items.

PROPOSED ACTIONS: Recommend approval of the Development Agreement with Home Depot U.S.A., Inc., or provide staff with further direction.

Drage introduced the item as written above and provided a design drawing of the site. There are two approaches to the site, both on West A Street. Farm Road and A Street are minor arterials. A Street will continue as a minor arterial with two travel lanes, two bike paths, curb and gutter, a green strip and an 8 foot sidewalk.

Kelly is concerned about the traffic. Drage said a drop lane will be added to the A and Farm Road intersection which will allow pedestrian refuge. Belknap said the applicant did a traffic impact study and met acceptable levels of service. The long-term plan is a round-about at the intersection but could not request it from Home Depot as their improvements were adequate to maintain level of service. Belknap said A Street was planned to curve to the north to allow development depth on the south side of the road.

Drage said A Street is free flowing east/west and Farm Road is stop controlled with right turn yields. A bus pullout will be included for future use. Belknap said the plans have been approved for construction. A development provides the means for the city to insure security for public improvements.

The Committee recommended approval and that it be placed on the Council consent agenda.

ADJOURN

The meeting concluded at 4:53 p.m.

