

Public Works / Finance Committee



Regular Meeting ~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday, September 9, 2024

4:00 PM

Council Chambers
206 E. Third St.

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

PRESENT: Hailey Lewis, Gina Taruscio, Bryce Blankenship

OTHERS: Mayor Art Bettge, Council Member Sandra Kelly, Council Member Drew Davis,
Council Member Julia Parker

STAFF: Bill Belknap, Mia Bautista, Mike Ray, Aimee Hennrich, Todd Drage, Laurie M. Hopkins,

REGULAR AGENDA

1. Approval of Public Works/Finance Committee August 12, 2024 Minutes (ACTION ITEM) - Laurie M. Hopkins

The minutes were approved as presented.

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

Presentation of the Accounts Payable Report for the month ending August 2024.

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

Decker introduced the item by going over the major expenditures including an A Street reconstruction payment and the Whitcom quarterly payment. The Whitcom agreement runs calendar year and is coming due at the end of the year with anticipation of a three year agreement.

3. Request for Waiver for On-Premises Consumption Within 300 Feet of a School or Church per Idaho Code (ACTION ITEM) - Laurie M. Hopkins

The owners of Neat are in the process of obtaining a transfer of location for their alcohol license through the State of Idaho. Idaho Code § 23-913, 23-1011B, and 23-1307A, prohibits any business from selling liquor, beer and/or wine for on-premise consumption within three hundred feet (300') of any church, school or any other place of worship, unless the City Council approves waiver of the requirement. The new location at 524 S. Main St is within 300 feet of a place of worship, specifically the Nuart Theater, where Christ Church holds church services. The state and county licenses have been applied for and are pending approval. A letter of request for waiver has been submitted and is included in the meeting packet.

PROPOSED ACTIONS: Consider applicant's request for City Council to waive the prohibition from selling alcohol for on-premises consumption within three hundred feet (300') of any church, school or any other place of worship and recommend approval contingent on issuance of state and county licenses; or provide staff further direction.

Hopkins introduced the item as written above. Included in the packet was an email from Ben Merkle, minister at Christ Church, stating they support the new location. Having no questions, the Committee

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

4. Proposed Lot Line Adjustment at 702 and 718 Public Ave (ACTION ITEM) - Aimee Hennrich

The applicants, Mike and Brooke Lowry and Richard and Dana Hull, are requesting a lot line adjustment between three adjacent parcels. Two of the parcels share the common address of 702 Public Ave and consist of a single-family dwelling on one parcel surrounded by undeveloped land on second parcel. The third parcel is addressed as 718 Public Ave and currently contains a single-family dwelling. The proposed lot line adjustment increases the 702 Public Ave single-family dwelling parcel from 18,619 sf to 4.44 acres, decreases the 702 Public Ave undeveloped parcel from 4.27 acres to 9,600 sf, and decreases the 718 Public Ave parcel from 1.39 to 1.33 acres. The applicants are requesting the lot line adjustment in order to reduce the size of the undeveloped parcel and meet the required street frontage along Public Avenue. All three lots are within the Low Density, Single Family Residential (R-1) Zoning District where all parcels are required to have a minimum lot area of 9,600 sf and have a minimum lot width of 80 feet. All three proposed parcels meet all zoning requirements of the R-1 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. Staff can speculate this situation came about due to tax purposes to separate single family from vacant land but can't be certain. The owner of parcel one needed a little more frontage to meet the lot requirement which is why the lot of parcel 3 is being adjusted as well. The Committee recommended approval and that it be placed on the Council consent agenda.

5. Wildrose Court PUD Addition Development and Monumentation Agreements (ACTION ITEM) - Todd Drage

Ron Struthers, on behalf of Provvidenza, LLC., has submitted to the City a final plat for the development of a property east of the current extent of Wildrose Drive. On May 6, 2024, the City Council approved the preliminary plat for this property. The final plat is titled "Wildrose Court PUD" and will be presented for City Council approval on September 16th. 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 Wildrose Court PUD; or provide staff further direction.

Drage introduced the item as written above. The City will own and operate sanitary sewer and water mains and street and stormwater infrastructure will be owned and operated by the PUD. Included in this development is a dedication of a 20' pathway corridor to connect Wildrose Circle to path from Hampton Court. This pathway satisfies the parkland dedication. The Committee recommended approval and that it be placed on the Council consent agenda.

6. Replat of Lots 12 and 13, Quail Run Addition Development and Monumentation Agreements (ACTION ITEM) - Todd Drage

Stacy Smisek, on behalf of RMR Construction LLC., has submitted to the City a final plat for the

development of a property at the northeast corner of the intersection of Highway 95 and Quail Run Drive. On November 6, 2023, the City Council approved the preliminary plat for this property. The final plat is titled "Replat of Lots 12 & 13 of Block 3 of Quail Run Addition to the City of Moscow" and will be presented for City Council approval on September 16th. If Council approves the final plat, development and monumentation agreements will be required. The development agreement is necessary to address construction of public improvements, warranties, 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 Replat of Lots 12 and 13, Quail Run Addition; or provide staff further direction.

Drage introduced the item as written above. Staff explained the use of a hammerhead turnaround. Having no other questions, the Committee recommended approval and that it be placed on the Council consent agenda.

7. Woodbury 1st Addition Development Agreement Amendment (ACTION ITEM) - Todd Drage

Woodbury Land LLC, has submitted to the City a request to modify the phasing for the Woodbury 1st Addition Subdivision. The final plat, titled Woodbury 1st Addition, and the Development Agreement for the Addition was approved by City Council on Monday, October 17, 2022. Section X - Phasing, in the original agreement contained a figure that detailed 17 single family lots being included in a 1st phase, 17 single family lots included in a 2nd phase, and then the remaining 45 lots being included in a 3rd phase. The original agreement was then amended in 2023 requesting a modified phasing plan. Woodbury Land LLC is requesting a 2nd amendment to phase the remaining lots in the development in 6 more phases (7 phases total). The agreement amendment provides a new figure, detailing the 7 phases. The amendment to the agreement along with the original development agreement and the 1st amendment included as attachments to the 2nd amendment have been included with this packet.

PROPOSED ACTIONS: Recommend approval of the Development Agreement amendment with Woodbury Land LLC for the Woodbury 1st Addition; or provide staff with further direction.

Drage introduced the item as written above. Staff is currently reviewing phase 2 civil drawings to be sure there is no drop offs, service to utilities and emergency services. Taruscio liked there was a wider demographic of lots. In answer to a question from Lewis, Belknap explained the city code does allow the opportunity for developments to mitigate the park demand their development would create by creating their own city parks and this development would be responsible for maintaining it. Lewis was surprised to see the park being the last part of the development. There is a second open space in the development. The City requires all improvements be complete before a building permit can be issued so phasing allows less capital costs upfront and building permits to be issued per phase. The Committee recommended approval and that it be placed on the Council consent agenda.

8. Replat of Lot 12 and Lot 13, Block 3 of the Quail Run Addition Final Plat (ACTION ITEM) - Mike Ray

On November 6, 2023, Moscow City Council approved the Replat of Lot 12 and Lot 13, Block 3 of the Quail Run Addition preliminary plat with no conditions. On August 14, 2024, 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 August 28, 2024 and recommended approval to City Council.

PROPOSED ACTIONS: Recommend approval of the Replat of Lot 12 and Lot 13, Block 3 of the

Quail Run Addition Final Plat; or provide staff further direction.

Ray introduced the item as written above and provided an illustration. Stormwater is shared and is south of the homes and conveys into Pintail Lane. Having no questions, the Committee recommended approval and that it be placed on the Council consent agenda.

9. Wildrose Court Final Plat and Final PUD (ACTION ITEM) - Mike Ray

On May 6, 2024, Moscow City Council approved the annexation, Comprehensive Plan land use designation, zoning designation, preliminary subdivision plat, and preliminary planned unit development (PUD) for the Wildrose Court Addition with six conditions. On August 13, 2024, the applicant submitted the final subdivision plat and final PUD to be reviewed by the Planning and Zoning Commission and City Council. The Planning and Zoning Commission reviewed the final subdivision plat and final PUD at their meeting on August 28, 2024 and recommended approval to City Council with no conditions.

PROPOSED ACTIONS: Recommend approval of the Wildrose Court Addition Final Plat and Final PUD; or provide staff further direction.

Ray introduced the item as written above and provided an illustration of the final plat which includes 16 lots and an open space. A landscape plan was provided per required condition. The plan shows each lot and trees/shrubs along the east side of the development, landscaping at the entrance and for the stormwater detention facility. Blankenship acknowledged he and Lewis voted against the preliminary plat but as it was approved by P&Z and Council, he feels moving forward is the right option. He felt it was too much of a PUD for the small amount of acreage, especially with the concerns from the neighbors. He respects the process and need for more housing. Lewis recognized private land owners have the ability to do what they want to do within the code and the PUD process is a tool. There were enough concerns from the neighbors which is why she voted no to the preliminary plat. She hoped the neighbor's concerns have been addressed. Taruscio said she wasn't immune to the concerns of the neighbors. She agrees with Lewis about land owners being able to do what they would like and trusts the process. She understands change is difficult and growth can be painful. She does feel this is a good development and supports approval. The Committee recommended approval and that it be placed on the Council regular agenda.

ADJOURN

It was mutually agreed upon to adjourn at 4:35 p.m.



Minutes Approved On
December 9, 2024
[Signature]
(Clerk Signature)