

# BOARD of ADJUSTMENT



Board Chair  
[BOA@ci.moscow.id.us](mailto:BOA@ci.moscow.id.us)

Public Meeting  
~ Agenda ~

Michael Ray  
Staff Liaison  
208.883.7008

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

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Tuesday  
April 22, 2025

5:30 PM

Council Chambers  
206 E Third Street

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## WELCOME AND ATTENDANCE

## REGULAR AGENDA

### 1. Election of Officers for 2025 (ACTION ITEM)

The Board will need to nominate officers for 2025.

**PROPOSED ACTIONS:** Nominate and elect a Chair and Vice Chair for 2025; or provide Staff with further direction if necessary.

### 2. Approval of Minutes from April 14, 2025 (ACTION ITEM)

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

### 3. Public Comment

Time limit 15 minutes. Members of the Public may speak to the Board regarding matters NOT on the Agenda nor currently pending before the Board of Adjustment. Please state your name and resident city for the record and limit your remarks to three (3) minutes.

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

Conditional Use Permit application for a proposed Residential Assisted Living Facility located at 2250 Augustine Ave within the Residential Office (RO) Zoning District, per Moscow City Code 4-3-4. Permit Application LUP2025-0005

**PROPOSED ACTIONS:** Review the draft Relevant Criteria and Standards document and approve the document; or approve the document with modifications; or provide Staff further direction as deemed necessary.

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

Variance application to reduce the required 20-foot rear yard setback by 3 feet for a proposed addition to an existing single-family dwelling at 403 N Polk St within the Medium Density Residential (R-3) Zoning District, per Moscow City Code 4-4-2. Permit Application LUP2025-0007.

**PROPOSED ACTIONS:** Review the draft Relevant Criteria and Standards document and approve the document; or approve the document with modifications; or provide Staff further direction as deemed necessary.

**NOTICE:** It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City's ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at [adacoordinator@ci.moscow.id.us](mailto:adacoordinator@ci.moscow.id.us) at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.

**REPORTS**

**ANNOUNCEMENTS**

**UPCOMING EVENTS/MEETINGS**

**ADJOURN**

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**BEFORE THE BOARD OF ADJUSTMENT  
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 CONDITIONAL USE PERMIT APPLICATION FOR A NURSING AND  
RESIDENTIAL CARE FACILITY LOCATED AT 2250 AUGUSTINE AVENUE IN THE  
CITY OF MOSCOW, IDAHO, WITHIN THE RESIDENTIAL OFFICE (RO) ZONING  
DISTRICT PER MCC 4-3-4.**

WHEREAS, the applicant filed an application for a Conditional Use Permit on March 6, 2025;  
and

WHEREAS, this matter came before the Moscow Board of Adjustment during a duly noticed  
public hearing on April 14, 2025; and

WHEREAS, having reviewed the application, including all exhibits entered, and having  
considered the issues presented:

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

**I. RELEVANT FACTS AND CONCLUSIONS**

1. The Board of Adjustment considered the request pursuant to the City of Moscow Zoning Code, Comprehensive Plan, State Statutes, and Moscow City Code.
2. The applicant is proposing to construct an assisted living facility at 2250 Augustine Avenue. The proposal is for a 16-bedroom assisted living facility for the elderly/disabled with not more than 16 residents. Caregivers will be limited to 3 during the day and 2 at night.
3. Assisted Living Facilities are categorized as Nursing and Residential Care Facilities within the Land Use Table in the Zoning Code. Nursing and Resident Care Facilities are defined within Moscow City Code as, “Establishments that provide residential care combined with either nursing, supervisory, or other types of care as required by the residents. In this subsector, the facilities are a significant part of the production process and the care provided is a mix of health and social services with the health services being largely some level of nursing services.”
4. The subject property is a 36,600 square foot parcel located within the Edington 1<sup>st</sup> Addition Subdivision on the east side of Augustine Ave.
5. The site is currently vacant along with adjacent lots to the north, east, and south.

6. The property to the west of the subject property has existing agricultural/shop buildings located upon it. The South Fork of the Palouse River is located to the north on property owned by the City of Moscow for park purposes.
7. The subject property is located within the Residential Office (RO) Zoning District. Properties adjacent to the east, south, and west are also located within the RO Zone. The City of Moscow property to the north which contains the South Fork of the Palouse River is currently zoned Farm Ranch (FR).
8. According to the City of Moscow Zoning Code, the RO Zone is a moderately intensive zone including both offices and high-density housing. It serves as a transitional Zoning District between residential Zoning Districts and commercial or industrial Zoning Districts. The RO Zoning District is appropriately applied in the following circumstances:
  1. On the perimeter of commercial or industrial districts where they abut residential land uses;
  2. Where transportation network use is greater than desirable for lower density residential uses;
  3. Where landforms create sites which are reasonably accessible by transportation systems and which are buffered from nearby residential areas; and
  4. Where the development patterns in a neighborhood will allow development of moderate intensity to occur without producing adverse visual impact or harm to the transportation network.
9. Chapter 2 of the Comprehensive Plan, Land Use and Community Character, designates the subject property as High-Density Residential.
10. According to the Comprehensive Plan, the High-Density Residential designated areas,

*“allow the highest density residential development at common densities between 15 and 26 units per acre. Areas appropriate for this designation include those located adjacent to areas of higher activity where there is a range of uses. High-Density Residential areas should be located adjacent or in close proximity to designated arterial or collector streets. New areas of high-density residential development should be located near mixed-use activity areas and corridors that accommodate multi-modal transportation. Lands designated as Urban Residential are generally appropriately zoned Medium Density Residential (R3), Multiple Family Residential (R-4), or Residential Office (RO).”*
11. Chapter 3, Community Mobility, identifies Augustine Ave as a collector street and Palouse River Drive as a minor arterial street.
12. The proposed facility will be accessed via Augustine Ave which is a 34-foot wide street with curb, gutter, tree lawns, sidewalks, and bike lanes on both sides.
13. Nursing and Resident Care Facilities require off-street parking be provided at a rate of one parking space per three beds, which requires six parking spaces based upon the sixteen beds that are proposed. The proposed site plan includes sixteen parking spaces, which exceeds the minimum parking that is required.
17. The new facility will be serviced by an existing water main located within Augustine Ave and an existing sewer main located in the alley to the south.

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

## **II. RELEVANT CRITERIA AND STANDARDS**

1. **The proposed use is a conditionally permitted use within the Zoning District:** Nursing and Residential Care Facilities are conditionally permitted in the Residential Office (RO) Zone per MCC 4-3-4.
2. **The character of the proposed use will be in harmony with the neighborhood and surrounding land uses:** The proposed Nursing and Residential Care Facility is consistent with the existing character of the uses within the surrounding neighborhood. The residential character of the proposed use will coincide with the mixture of single family dwellings, townhomes, and townhouses currently being developed in the Edington Subdivision.
3. **The proposed use as approved, or as approved with conditions, 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):** The proposed use will not generate nuisances to the adjoining properties or the neighborhood through noise, dust, glare, vibrations, or odors. The nursing and residential living facility is not expected to generate a significant amount of additional traffic to the neighborhood. Augustine Ave, which is designated as a collector street, is sufficient to accommodate any additional traffic that the proposed facility will generate.
4. **The location, design, and size of the proposed use will be adequately served by existing streets, public facilities and services:** The primary access to the facility will be via Augustine Ave, which is a collector street and is intended to carry high volumes of traffic. The existing water and sewer infrastructure is sufficient to accommodate the demand of the proposed facility.
5. **The proposed use will not endanger the public health or safety if located where proposed:** The proposed use will not endanger the public health or safety on the proposed site.
6. **Proposed use meets all applicable development standards of the Zoning Code:** The use meets all applicable development standards of the zoning code. The proposed facility exceeds the minimum parking required by the code and provides a sufficient number of ADA parking spaces. The proposed facility will conform to the overall height and setback requirements in the RO Zone and will meet floodplain development requirements.
7. **The proposed use will not be in conflict with the Comprehensive Plan:** The use is consistent with the Comprehensive Plan as it supports the goals and strategies of multiple chapters and does not conflict with other sections of the Plan.

### **III. DECISION**

Based on the above Reasoned Statement of Relevant Criteria, the City of Moscow Board of Adjustment approves the application for a Conditional Use Permit for a Nursing and Residential Care Facility at 2250 Augustine Avenue with no conditions

PASSED BY THE BOARD OF ADJUSTMENT OF THE CITY OF MOSCOW this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Marshall Comstock, Vice Chair  
Board of Adjustment

\* In accordance with Moscow City Code Section 4-6-5, any applicant, City representative or affected person, may appeal a final decision of the Board of Adjustment or of the Planning and Zoning Commission to the Council within ten (10) calendar days following a final decision of such Board or Commission regarding an interpretation of or administration of the Zoning Code by the Zoning Administrator, which includes: a variance application, conditional use permit, or PUD, by filing written notice of appeal specifying the grounds therefor with the City Clerk , or their designee. Grounds upon which an appeal to the City Council may be made following a final decision of the Board of Adjustment or of the Planning and Zoning Commission includes the following:

1. Decision violates statutory or constitutional provisions;
2. Decision exceeds statutory authority;
3. Decision was made upon unlawful procedure;
4. Decision was unsupported by substantial evidence in the records or as a whole; or
5. Decision was arbitrary, capricious, or an abuse of discretion.

**BEFORE THE BOARD OF ADJUSTMENT  
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 VARIANCE REQUEST TO REDUCE THE REAR YARD SETBACK  
FOR A PROPOSED ADDITION TO A SINGLE-FAMILY DWELLING AT 403 NORTH  
POLK STREET WITHIN THE MEDIUM DENSITY RESIDENTIAL (R-3) ZONING  
DISTRICT PER MOSCOW CITY CODE 4-4-2.**

**WHEREAS**, the applicant filed an application for a variance on March 25, 2025; and

**WHEREAS**, this matter came before the Moscow Board of Adjustment during a duly noticed public hearing on April 14, 2025; and

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

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

**I. RELEVANT FACTS AND CONCLUSIONS**

1. The Board of Adjustment considered the request pursuant to the City of Moscow Zoning Code, Comprehensive Plan, and Moscow City Code.
2. The applicants, Lincoln and Manisha Wilson, are requesting a variance to reduce the rear yard setback for a proposed building addition on a lot located at 403 North Polk Street within the Medium Density Residential (R-3) Zoning District.
3. The applicants are proposing to reduce the required twenty-foot (20') rear yard setback to seventeen feet (17') to accommodate a proposed 3,370 sf addition.
4. The proposed addition includes a recreation room, two-car garage, mudroom, study, dining area, storage area, bonus room above the garage, and small increase to the kitchen area.
5. The existing lot is located on the corner of Polk Street and 'C' Street. Since corner lots have two street frontages, property owners are able to choose which street frontage to designate as the front property line and which to designate as the street side property line. The rear property line is always the opposite of the designated front property line.
6. The subject property has historically designated the front property line along Polk Street and the rear property line as the west property line. The current setbacks are fifteen feet (15') for the front setback measured from the back edge of the sidewalk closest to the lot on Polk Street, thirteen feet (13') for the street side setback measured from the back edge

of the sidewalk closest to the lot on 'C' Street, five feet (5') for the side property line to the north, and twenty feet (20') for the rear property line to the west.

7. In order to accommodate the proposed addition, the applicants wish to declare the front property line along 'C' Street and the rear property line as the north property line. The existing house is currently seventeen feet (17') from the north property line, which does not meet the twenty-foot (20') rear yard setback requirement.
8. The applicants have requested a three-foot (3') variance in order to designate the north property line as the rear property line. The minimum side yard setback is five feet (5'), which would allow the proposed addition to be constructed five feet (5') from the west property line if the variance is approved. The fifteen foot (15') front setback would be measured from the back edge of the sidewalk closest to the lot on 'C' Street and the thirteen foot (13') street side setback would be measured from the back edge of the sidewalk closest to the lot on Polk Street.
9. The subject property is located within the Medium Density Residential (R-3) Zoning District.
10. The R-3 Zone provides for an increase over the density allowed by the R-2 zoning district by permitting different types of housing construction. It is appropriate where activity levels are moderate, terrain permits construction of somewhat larger structures, and where public systems and neighborhood facilities can accommodate a greater intensity of land use as guided by the Comprehensive Plan.
11. Uses permitted within the R-3 Zone include single-family dwellings, two family dwellings, twinhomes, townhouses, market and community gardens, group and small child care facilities, and public parks and recreation facilities. All surrounding properties are also located within the R-3 Zone.
12. The subject property is approximately 11,050 square feet in size and is bound by 'C' Street to the south and Polk Street to the east.
13. The subject property is within the Fort Russell Historic District and is listed as a contributing building. Surrounding properties are primarily single-family dwellings which are also located within the Fort Russell Historic District.
14. The subject property is adjacent to 'C' Street and Polk Street which are both local neighborhood streets.
15. Chapter 2 of the Comprehensive Plan, Land Use and Community Character, designates the subject property as Urban Residential.
16. Urban Residential designated areas are,

*"comprised of more compact residential development at densities of five to 15 units per net acre. This designation encompasses many of the older and historic residential neighborhoods of town which are located in close proximity to the City core and are developed in a traditional grid street pattern with alley access. Prevailing lot sizes within existing neighborhoods generally range between 5,000 to 7,000 square feet in size. Lands designated as Urban Residential are generally appropriately zoned Medium Density Residential (R-3) or Multiple Family Residential (R-4)."*

17. During the public testimony portion of the public hearing there were eleven (11) neighbors who submitted verbal testimony which was generally opposed to the proposed project and variance.
18. There were ten (10) written comments which were submitted prior to the meeting which were all generally opposed to the proposed project and variance.
19. The Board took into consideration all of the public testimony that was received on the proposal and also the applicant's testimony and determined that the proposal would be detrimental to the surrounding area.
20. The Board finds that there are similarly sized lots within the surrounding area and the subject property contains no special circumstances or conditions.

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

**II. RELEVANT CRITERIA AND STANDARDS**

1. **The applicant has demonstrated that special conditions and/or circumstances exist which are peculiar to the property (such as size, shape, topography or location) which are not applicable to other property similarly situated in the same zoning district.** The Board finds that the property is comparable in size to other lots within the surrounding neighborhood and is larger than many. The Board finds that there is nothing peculiar about the size, shape, and topography of the subject property which would warrant a variance. There are options within the existing code to construct a similarly sized detached garage five (5) feet from the west property line, and also options within the current setback requirements to construct an addition onto the existing house.
2. **The applicant has demonstrated that, because of the aforementioned special conditions of the property, application of the provisions of this Zoning Code would impose undue hardship and would deprive the property owner of rights commonly enjoyed by owners of other property similarly situated in the same zoning district under the terms of this Zoning Code.** The owners purchased the property knowing the location of the house on the lot and there are no special conditions or hardships that have been identified on the property. There are currently options for expansion within the existing setback requirements which would allow for the construction of a detached garage and additions onto the house. Detached garages are common within the Fort Russell Historic District and the size of the existing house is similar to most of the houses in the surrounding area.
3. **Granting of the variance will not be in conflict with the public interest or injurious to property or persons in the vicinity of the subject property.** There has been a substantial amount of public testimony in opposition to the variance which indicates that granting of the variance would be in conflict with the public interest in the surrounding area.

### III. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City of Moscow Board of Adjustment denies the application for a Variance to reduce the rear yard setback for a proposed building addition on a lot located at 403 N Polk Street.

DENIED BY THE BOARD OF ADJUSTMENT OF THE CITY OF MOSCOW THE \_\_\_\_\_  
OF \_\_\_\_\_, 2025.

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Marshall Comstock, Vice Chair  
Board of Adjustment

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# BOARD of ADJUSTMENT



Board Chair  
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Public Hearing  
~ Minutes~

Michael Ray  
Staff Liaison  
208.883.7008

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

**Monday**  
**April 14, 2025**

**7:00 PM**

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

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

MEMBERS PRESENT: Tim Thomson, Temporary Chair; Steve Bush, Ivy Dickinson, Jerry Schutz  
MEMBERS ABSENT: Marshall Comstock, Tim Kinkeade  
STAFF: Jennifer Fleischman, Mike Ray

## REGULAR AGENDA

As there were no Elected Officers in attendance, the Board decided to elect a Temporary Chair for the duration of the meeting.

Bush moved to elect Tim Thomson as Temporary Chair of the meeting, seconded by Schutz. Vote by Acclamation; Ayes: Unanimous (4) Nays: None. Abstentions: None. Motion carried.

### 1. Approval of Minutes from November 4, 2024 (ACTION ITEM)

Schutz moved for approval of the minutes as written, seconded by Dickinson. Vote by Acclamation; Ayes: Unanimous (4) Nays: None. Abstentions: None. Motion carried.

### 2. Public Comment

*Time limit 15 minutes. Members of the Public may speak to the Board regarding matters NOT on the Agenda nor currently pending before the Board of Adjustment. Please state your name and resident city for the record and limit your remarks to three (3) minutes.*

None.

### 3. Public Hearing: Proposal for a Conditional Use Permit at 2250 Augustine Avenue. Permit Application LUP2025-0005 (ACTION ITEM)

*Conditional Use Permit application for a proposed Residential Assisted Living Facility located at 2250 Augustine Ave within the Residential Office (RO) Zoning District, per Moscow City Code 4-3-4.*

Ray presented the Conditional Use Permit (CUP) request as described above, and recommended approval with no conditions. Augustine Avenue has been completely constructed up to the connection with Edington Avenue.

The Public Hearing opened at 7:11 PM

Nathaniel Bartlett (applicant), Moscow, provided some background information for the proposed project. He described his previous development on Mountain View Road, which was designed for memory care and been well received and high in demand.

The Public Hearing closed at 7:14 PM

The Board talked about the need for more geriatric assisted living residences in the community.

Schutz moved for approval of the CUP for 2250 Augustine Ave with no conditions and directed Staff to prepare the draft Relevant Criteria and Standards document. The motion was seconded by Thomson. Roll Call Vote; Ayes: Unanimous (4). Nays: None. Abstentions: None. Motion carried.

**4. Public Hearing: Proposal for a Variance at 403 North Polk Street. Permit Application LUP2025-0007 (ACTION ITEM)**

*Variance application to reduce the required 20-foot rear yard setback by 3 feet for a proposed addition to an existing single-family dwelling at 403 N Polk St within the Medium Density Residential (R-3) Zoning District, per Moscow City Code 4-4-2.*

Ray presented the Variance (VAR) request as described above. Developed properties on a corner lot can choose which street to designate as the front, if all setbacks meet the minimum requirements. The address and front door location could stay the same if the front was re-designated, unless the developer chose to make those changes. There are no special development restrictions for building in the Fort Russell Historic District.

The Public Hearing opened at 7:27 PM

Lincoln Wilson (applicant), Moscow, provided a brief presentation (see attached) for the Board explaining their potential options for building an addition and a garage.

Manisha Wilson (applicant), Moscow, talked about working hard to be transparent for the Board and the neighbors. She talked about having specific needs for an attached garage as opposed to a detached. The property has an elevation drop on the northwest side which houses a daylight basement, but the development would not increase it.

There is a large maple tree on the west side of the property that will be removed for safety reasons. No other trees are planned to be removed, but the applicants would be willing to work with an arborist to ensure that other trees are not harmed during construction. The applicants argued that the size of the proposed addition is not completely out of character with some other Fort Russell Historic District homes. There was a discussion about building and zoning codes regarding attached versus detached garages. A minimum two-foot breezeway is required between all principal and detached structures. There continued to be discussion between the applicants and the Board about building code.

Cajus Rommens, Moscow, disagreed with the proposed development and said that it would not be good for the neighborhood.

Julie Thomas, Moscow, opposed the VAR request and read from their submitted comments (see attached).

Alexis Bailey, Moscow, opposed the project and read from their submitted comments (see attached). She pointed out differences between the proposed design and other attached garages on neighboring properties.

The Board and Staff had a conversation about building code requirements for garages and the height of residential buildings.

Tina Hilding, Moscow, spoke in opposition of the VAR, reading from their submitted comments (see attached).

Jay Johnson, Moscow, thanked the applicants for their transparency and following City Code. He talked about various properties on Polk Street and C Street with moderate sized homes compared to their lot size and didn't think the proposed development would fit with the character of the neighborhood.

Steve McGeehan, Moscow, disagreed with the proposed project and talked about how the addition wouldn't fit in with the neighborhood aesthetic.

Alison Petty, Moscow, was opposed to the proposal and read from their submitted comments (see attached).

Kenton Bird, Moscow, read the submitted comment in opposition from Phillip Mead (see attached).

Kristopher Waynant, Moscow, apologized for all the negative comments and wanted to encourage the applicants to work together so everyone could be pleased with the outcome.

Gary Reed, Moscow, was opposed to the plans and read from their submitted comments (see attached).

The Chair summarized and accepted into the hearing record two (2) other opposing written comments that were submitted after the public hearing comment deadline.

Brian Petty, Moscow, requested that the applicants consider modifying their plans to have a one-car garage instead of a two-car garage.

Alison Petty, Moscow, encouraged the applicants to work with the neighbors to find a solution that is beneficial to all.

Lincoln Wilson (applicant), Moscow, responded to the comments regarding their proposed project. He talked about how the proposed project meets building code and setback requirements, except the garage would need to be detached without the VAR approval. They are willing to work with the adjacent neighbors to ease any concerns about drainage, tree health, and other items as needed. The garage would need to be approximately 3 feet shorter if it were to be detached.

The Public Hearing closed at 8:51 PM

**The Board recessed from 8:51 PM to 8:55 PM.**

The Board talked more about the requirements for changing the front designation and how the applicants cannot meet them without a VAR. The Board expressed concern about the height of the proposed garage and addition so close to the property line. The criteria for a Variance were discussed, and it was mentioned that the criteria for approval have not been met. There continued to be discussion about the neighborhood and how approval of this variance request would not be in character with the neighboring properties. The Board understands the applicant's frustration of the different setback requirements for an attached versus a detached garage, but does not feel the application meets any of the three criteria for a VAR.

Schutz moved to deny the VAR to reduce the required 20-foot rear yard setback by 3 feet at 403 N Polk St and directed Staff to prepare the draft Relevant Criteria and Standards document. The motion was seconded by Bush. Roll Call Vote; Ayes: Unanimous (4). Nays: None. Abstentions: None. Motion carried.

**REPORTS**

**ANNOUNCEMENTS**

**UPCOMING EVENTS/MEETINGS**

*The next Board of Adjustment meeting is scheduled for 5:30 PM on April 22, 2025.*

**The meeting adjourned at 9:08 PM**

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Marshall Comstock, Vice Chair

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Date