

# BOARD of ADJUSTMENT



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

**Public Hearing**  
~ Agenda ~

Lucy Falcy  
Staff Liaison  
208.883.7095

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

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**Monday**  
**February 9, 2026**

**7:00 PM**

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

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## WELCOME AND ATTENDANCE

## REGULAR AGENDA

### 1. **Approval of Minutes from January 20, 2026 (ACTION ITEM)**

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

### 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.

### 3. **Public Hearing: Proposal for a Conditional Use Permit at 1882 Sunnyside Avenue. Permit Application LUP2025-0037 (ACTION ITEM)**

Conditional Use Permit application for a Type II Accessory Home Occupation to conduct a Personal Care Service (hair salon) located at 1882 Sunnyside Ave within the Low-Density Single-Family Residential (R-1) Zoning District, per Moscow City Code 4-3-4.

**PROPOSED ACTIONS:** Conduct the Public Hearing for the Conditional Use Permit (CUP) request, and upon consideration of any testimony received, approve the CUP and direct Staff to prepare a Reasoned Statement of Relevant Criteria and Standards; or approve the CUP with conditions and direct Staff to prepare a Reasoned Statement of Relevant Criteria and Standards; or deny the 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

The next Board of Adjustment meeting is scheduled for 5:30 PM on February 17, 2026.

## ADJOURN

**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.

# BOARD of ADJUSTMENT



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

**Public Meeting**  
~ Minutes ~

Lucy Falcy  
Staff Liaison  
208.883.7095

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

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**Tuesday**  
**January 20, 2026**

**5:30 PM**

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

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**Schutz called the meeting to order at 5:30 PM**

MEMBERS PRESENT: Jerry Schutz, Chair; Steve Bush, Ivy Dickinson, Tim Thomson, Laura Weldon  
MEMBERS ABSENT: Marshall Comstock, Tim Kinkeade  
STAFF: Lucy Falcy, Jennifer Fleischman

## REGULAR AGENDA

### 1. Approval of Minutes from January 13, 2026 (ACTION ITEM)

Dickinson moved for approval of the minutes as written, seconded by Thomson. Vote by Acclamation; Ayes: Unanimous (5). 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.*

John Slagboom, Moscow, talked about his concerns with the City pursuing the East City Park Stage Replacement project. He requested the Board remand City Council's decision. Staff informed the Board that the request would be outside of the bounds of the Board's purview.

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

*Conditional Use Permit Application for the expansion of a public service and utility facility located at 1132 White Avenue within the Medium Density Residential (R-3) Zone per Moscow City Code 4-3-4. Permit Application LUP2025-0035.*

Thomson moved for approval of the Reasoned Statement of Relevant Criteria and Standards for the Conditional Use Permit as written, seconded by Weldon. Roll Call Vote; Ayes: Unanimous (5). Nays: None. Abstentions: None. Motion carried.

## REPORTS

## ANNOUNCEMENTS

## UPCOMING EVENTS/MEETINGS

*The next Board of Adjustment meeting is scheduled for 7:00 PM on February 9, 2026.*

**The meeting was adjourned at 5:37 PM**

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Jerry Schutz, Chair

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Date

**CITY OF MOSCOW  
COMMUNITY DEVELOPMENT DEPARTMENT  
STAFF REPORT**

**HEARING DATE:** Tuesday, February 9, 2026

**GENERAL INFORMATION**

**Hearing Body:** Board of Adjustment

**Subject:** LUP2025-0037 – Conditional Use Permit application for a Type II Accessory Home Occupation to conduct a Personal Care Service (hair salon) located at 1882 Sunnyside Ave within the Low-Density Single-Family Residential (R-1) Zone, per Moscow City Code 4-3-4.

**Attachments:**

1. Public Hearing Notice – published in the Moscow-Pullman Daily News on Saturday, January 24, 2026
2. Conditional Use Permit Application
  - a. Site Plan
  - b. Floor Plan

**Prepared by:** Lucy Falcy, Planner I

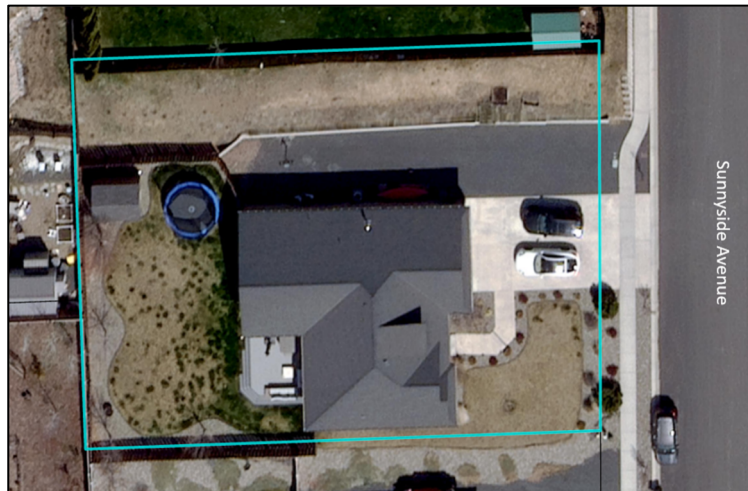
**STAFF REVIEW**

**Proposal:**

The applicant, Badriah Storey Ytreberg, has applied for a Conditional Use Permit (CUP) for a Type 2 Accessory Home Occupation located at 1882 Sunnyside Avenue. The applicant is proposing to operate a hair salon business out of her home, with no additional employees. The personal care facility hours of operation will be Monday through Thursday from 9AM to 4PM and expect 3-6 clients per day. The proposed personal care facility will operate out of an existing bedroom located at the front of the house and be approximately 143 square feet in size. The subject property is within the Low-Density Single-Family (R-1) Zoning District. Accessory home occupations that provide on-site customer service within the R-1 Zoning District are required to obtain a CUP in order to operate.



Vicinity Map



Subject Property

**Site and Area Land Use:**

The subject property is approximately 13,441 square feet in size and hosts a single-story single-family home with three bedrooms. The surrounding properties to the north, west, and south are single-family residential. To the east there is a steep undeveloped parcel.

**Streets and Access:**

Access to the subject property is via Sunnyside Avenue. The lot has approximately 100 feet of frontage along Sunnyside Avenue with one (1) approved approach. The site has a conventional driveway plus an additional gravel parking pad within the northern side yard.

There is a total of approximately six (6) off-street parking spaces available. The existing house plus the proposed business would require a total of three (3) parking spaces.

**Comprehensive Plan:**

Chapter 2, Land Use and Community Character, Future Land Use, designates the subject property as Auto-Urban Residential. The Auto-Urban Residential designated areas,

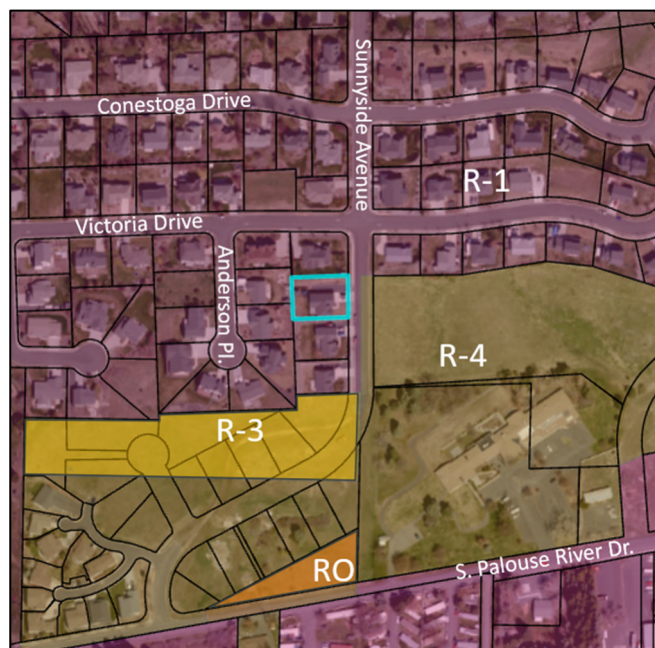
*“contain predominantly single-family detached homes on lots ranging from 7,000 to 11,000 square feet in size and are more isolated from surrounding uses which may require residents to rely more on automobile transportation. This designation includes those areas generally anticipated to be developed for low- to moderate-density residential uses at densities between three to six units per acre which could include a mix of detached single-family, twin home, and townhome residential dwellings. Appropriate current zoning for Auto Urban Residential designated areas include Low Density Residential (R-1), Moderate Density Single Family Residential (R-2), and Medium Density Residential (R-3) in order to include a mixture of attached and detached dwellings where appropriate.”*

Chapter 3, Community Mobility, identifies Sunnyside Avenue as a local residential street.

A goal of chapter 6, Economic Development, is to, “Enhance and strengthen the regional economy utilizing the strengths and assets of the region.”

**Zoning:**

The subject property, as well as property to the north, west, and south is located within the Low-Density Single-Family (R-1) Zoning District. The undeveloped property to the east is zoned Multi-Family Residential, (R-4).



Zoning Map

MCC 4-3-4 lists Type 2 Accessory Home Occupation as a conditionally permitted use within the R-1 zone.

MCC 4-3-5-B-2-b describes a Type 2 Accessory Home Occupation as “a non-residential use conducted by the inhabitants of the dwelling with up to one (1) additional on-site employee, and/or with on-site customer service provided upon the subject property, and where the conduct of the use does not change the character or nature of the dwelling or surrounding area” As the proposed use (hair salon) will include on-site customer service, it is considered a Type 2 Accessory Home Occupation.

MCC 4-3-5-B-4 Accessory Home Occupation Performance Standards:

Outdoor Activities: All activities shall be conducted wholly within the principal structure or a permitted accessory structure thereto. External storage or display of goods or equipment shall be prohibited.

There are no outdoor activities proposed in this application. The applicant has provided a floor plan of the primary residence where all services will be provided.

Appearance of Structure and Site: The dwelling and subject property shall remain residential in character and the Accessory Home Occupation use shall not be discernable from the exterior of the principal structure or permitted accessory structure thereto. No alterations of the structure or subject property which would change the residential appearance of the dwelling and subject property shall be permitted. Examples of such prohibited alterations include construction of parking lots, paving of setbacks, external signage not otherwise permitted by this Code, or adding commercial exterior lighting.

The application and site plan show no exterior alterations to the site that would change the residential character or make the accessory home occupation use discernable from the outside of the principal structure.

Vehicles: No more than one (1) vehicle shall be discernable as being used in association with the Accessory Home Occupation. The maximum size of such vehicle used in association with the Accessory Home Occupation shall be no more than one (1) ton capacity and shall not include any trailer.

There are no vehicles associated with the accessory home occupation. The site provides ample room for the personal vehicle of the homeowner and customers.

Deliveries: Deliveries and/or pick-ups of supplies or products associated with the Accessory Home Occupation shall be allowed only between 8:00 a.m. and 6:00 p.m. local time.

There are no deliveries being proposed as part of the application.

Nuisances: Unless otherwise permitted by law, no Accessory Home Occupation shall produce any detectable fumes, odors, dust, heat, noise, vibration, glare, electro-magnetic field, electrical interference, or other effects outside the dwelling which is incompatible with the characteristics of the residential Zoning District or is otherwise a violation of this Code.

There will be no nuisances generated by this accessory home occupation.

**Input from other Departments/Agencies:**

None.

**Other Considerations:**

None

**RELEVANT CRITERIA AND STANDARDS**

The following are Staff's comments relating to the criteria required for approval of a Conditional Use Permit. The following statements may be used for the Relevant Criteria and Standards or changed to include or remove any statement deemed necessary or appropriate by the Board.

**1. The proposed use (is/is not) a conditionally permitted use within the Zoning District.**

The proposed use is a conditionally permitted use within the R-1 Zone.

**2. The character of the proposed use (will/will not) be in harmony with the neighborhood and surrounding land uses.**

The proposed use will be in harmony with the neighborhood and surrounding land uses and will meet all the Accessory Home Occupation Performance Standards. There is ample parking, the hours are limited, and no modifications, including signage, are proposed for the exterior of the existing home.

**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).**

The proposed use will not generate nuisances that would be injurious to the neighborhood or adjoining properties. The business is to be conducted wholly inside the existing dwelling and within normal business hours.

**4. The location, design, and size of the proposed use (will/will not) be adequately served by existing streets, public facilities and services.**

The existing use of the site is adequately served by existing streets, public facilities, and services. The additional burden anticipated by the proposed salon is nominal. No additional utilities or services are requested or required.

**5. The proposed use (will/will not) endanger the public health or safety if located where proposed.**

The proposed salon will not endanger public health or safety.

**6. Proposed use (meets/does not meet) all applicable development standards of the Zoning Code.**

The proposed salon meets all applicable development standards of the Zoning Code, including the additional provisions of the Accessory Home Occupation Performance Standards.

**7. The proposed use (will/will not) be in conflict with the Comprehensive Plan.**

The proposed use will not be in conflict with the Comprehensive Plan. Accessory Home Occupations in residential area are an avenue in which the City works towards the goals of Chapter 6 to “enhance and strengthen the regional economy utilizing the strengths and assets of the region.”

**RECOMMENDATION FOR CONDITIONAL USE PERMIT APPLICATION**

The Board has the option to approve, approve with conditions, or deny the application subject to the Relevant Criteria and Standards and any public testimony provided at the public hearing. The board may also table the decision for the application in order to request more information, including studies of social, economic, fiscal and environmental effects of the proposed Conditional Use Permit.

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- 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.

Staff recommend that the City of Moscow Board of Adjustment **approve** the Conditional Use Permit for a Type II Accessory Home Occupation to conduct a Personal Care Service (hair salon) located at 1882 Sunnyside Avenue with no conditions.

The Board of Adjustment’s actions are to conduct the public hearing and upon consideration of testimony received:

1. Approve the Conditional Use Permit application; or
2. Approve the Conditional Use Permit application with conditions; or
3. Deny the Conditional Use Permit application; or
4. Take other such action as deemed appropriate.

In accordance with the Board’s decision, direct staff to prepare the Relevant Criteria and Standards document to be reviewed at the following meeting.

# NOTICE OF PUBLIC HEARING

Proposal for a Conditional Use Permit at 1882 Sunnyside Avenue.  
Permit Application LUP2025-0037

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 for a Type II Accessory Home Occupation to conduct a Personal Care Service (hair salon) located at 1882 Sunnyside Avenue, within the Low-Density Single-Family Residential (R-1) Zoning District, per Moscow City Code 4-3-4.

**HEARING DATE:** Monday, February 9, 2026

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

**MEETING TIME:** 7:00 p.m.

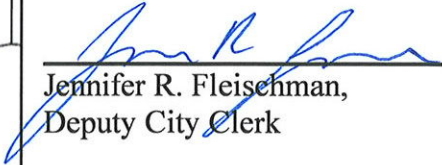
*Note:* Meeting start time is not necessarily indicative of hearing start time for the proposal advertised in this notice. Multiple hearings and/or agenda items may make it difficult to determine hearing start time, which could occur late in the meeting. The file containing information on this matter 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 to get a meeting agenda and further information about the matter.

Verbal testimony at the hearing is generally limited to three (3) minutes time. Public participants desiring to submit textual materials to the decision-making board shall make that submission at least five (5) calendar working days in advance of the scheduled meeting. Materials provided tardy may be admitted for consideration subject to the discretion of the decision-making board. You may obtain further information about the public hearing process and procedures on the City's Website at:

<https://www.ci.moscow.id.us/593/Public-Hearing-Notices>



Laurie Hopkins, Moscow City  
Clerk

  
Jennifer R. Fleischman,  
Deputy City Clerk

Published:  
Saturday, January 24, 2026



**CITY OF MOSCOW  
COMMUNITY DEVELOPMENT**  
Ph: 208-883-7035  
504 S. Washington Street  
jfleischman@ci.moscow.id.us  
lfalcy@ci.moscow.id.us

For City Use Only			
Date Received			
Dept	Fee Type	Fees	Paid
CDV	Application Fee	\$600.00	
Receipt Number			

### APPLICATION FOR CONDITIONAL USE PERMIT

(Please type or print plainly with blue ink.)

#### GENERAL INFORMATION

##### 1. Applicant

Name: Badriah Storey Ytreberg Phone: [REDACTED]

Address: 1882 Sunnyside Ave, Moscow, ID 83843 Email: [REDACTED]

Relationship to affected property (please check one):

Owner  Purchaser  Lessee  Other  (explain below)

##### 2. Owner of Affected Property (if other than applicant)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

##### 3. Location of Affected Property: 1882 Sunnyside Ave, Moscow, ID 83843

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

Legal Description: \_\_\_\_\_ (Subdivision) \_\_\_\_\_ (Block) X (Lot)

#### INFORMATION ON REQUESTED CONDITIONAL USE

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

I propose to use a bedroom in my home to operate my salon, Beauty By Badria, LLC. The attached floor plan shows the bedroom that I plan to use. The business is a sole proprietorship with Badriah as owner/operator. Typically, only one customer will be in the salon at a time. Clients will park in the driveway or the gravel area next to the driveway. Typical hours will be 9-4 Mon-Thu. The number of clients per day will range from 3-6. I will not be installing any signs for the business.

*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, 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 the proposed use may have.

The business is a sole proprietorship with Badriah as owner/operator. Typically, only one customer will be in the salon at a time. Clients will park in the driveway or the gravel area next to the driveway. Typical hours will be 9-4 Mon-Thu. The number of clients per day will range from 3-6. I will not be installing any signs for the business.

7. Before the Board of Adjustment may issue a Conditional Use Permit, the Board of Adjustment must first make findings of compliance with the following seven **Relevant Criteria and Standards**. Please describe in the spaces provided below how your requested Conditional Use is in compliance with each of the relevant criteria and standards.

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

Moscow City Code 4-3-4 lists 'Accessory Home Occupation' Type II as a conditionally permitted use in the R-1 Zone.

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

There will be no disruption to the neighborhood since only one customer will be visiting at a time and parked in the driveway.

**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).

No nuisances will be generated by the business or customers. Customers will only be walking between the home and their cars.

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

There is adequate space for the one-at-a-time customers that will be visiting the business.

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

[There are no safety or health concerns with the proposed plan.](#)

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

[This will be for Accessory Home Occupation Type II. All activities conducted by the business will be in the house located on the property. There will be no modifications to the exterior or structure of the home. No signs will be installed. The only modifications will be to for indoor plumbing to the room for a shampoo bowl and possible electrical upgrades to operate professional hair dryers. Only one customer will be parked on the premises at a time. As shown on the parking map, there is space for 6 vehicles to park. The driveway is 50' long X 23' wide and will accommodate 4 vehicles. The gravel area next to the driveway is 19' wide and will accommodate 2 vehicles if necessary. All other regulations such as deliveries and nuisances will be followed.](#)

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

[The proposed use does not conflict with the comprehensive plan.](#)

## CONDITIONS OF APPROVAL

The Board of Adjustment, pursuant to Moscow City Code Title 4, Chapter 8, Sec. 8-4.D., 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 approved 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 of Adjustment 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 of Adjustment. If plan modifications are not in substantial conformance, the plan modifications must be resubmitted to the Board of Adjustment 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 (1) 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 Community Development Department at least twenty-one (21) days prior to the hearing at which the application is to be considered by the Board of Adjustment. Applicant will be notified by the City Planner I as to the time, date, and place of the hearing pertaining to this application.

**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. I declare and certify under penalty of perjury pursuant to the law of the State of Idaho that the foregoing is true and correct and that I have legal authority to submit this Application.*



\_\_\_\_\_  
Signature of Applicant

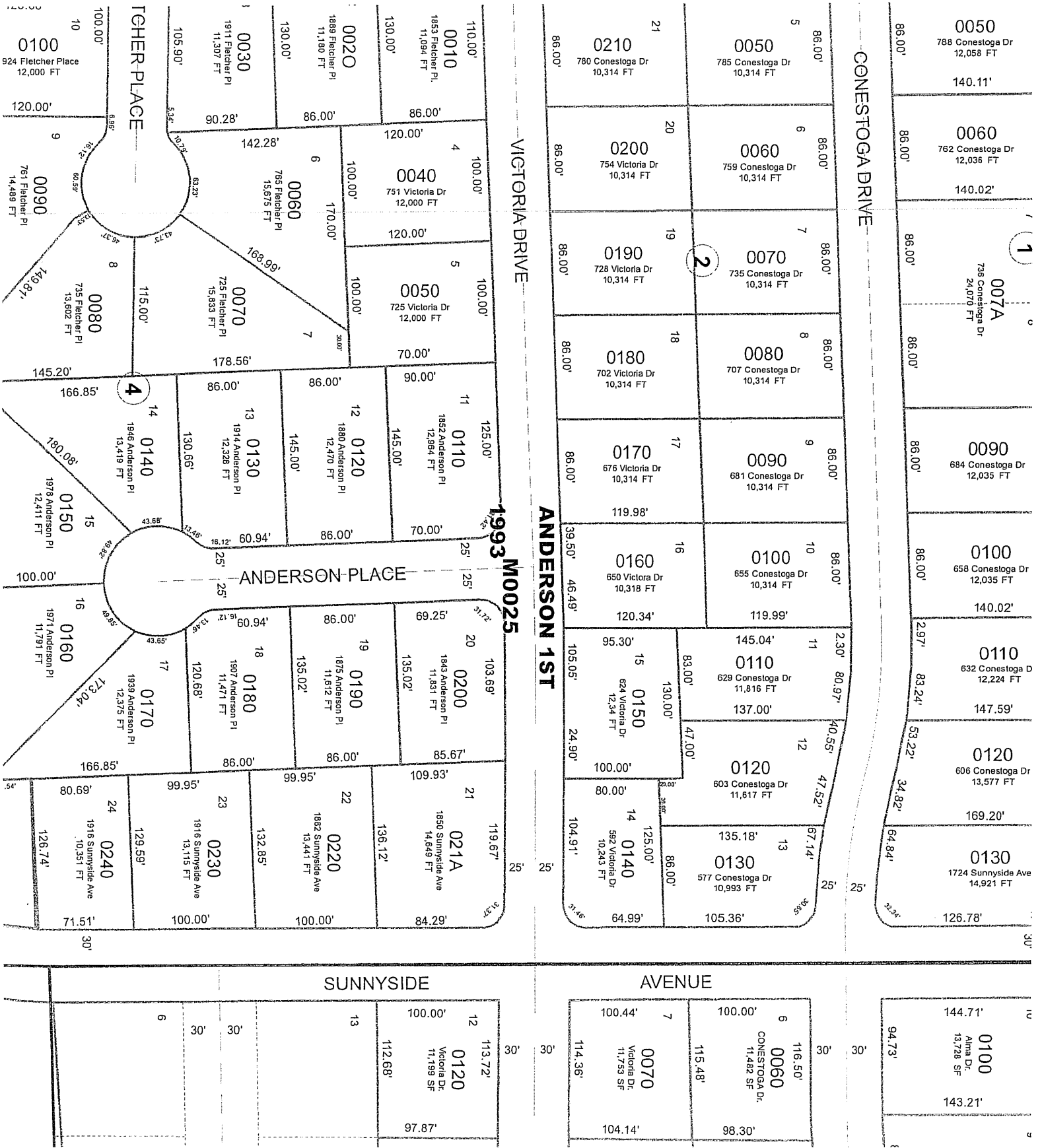
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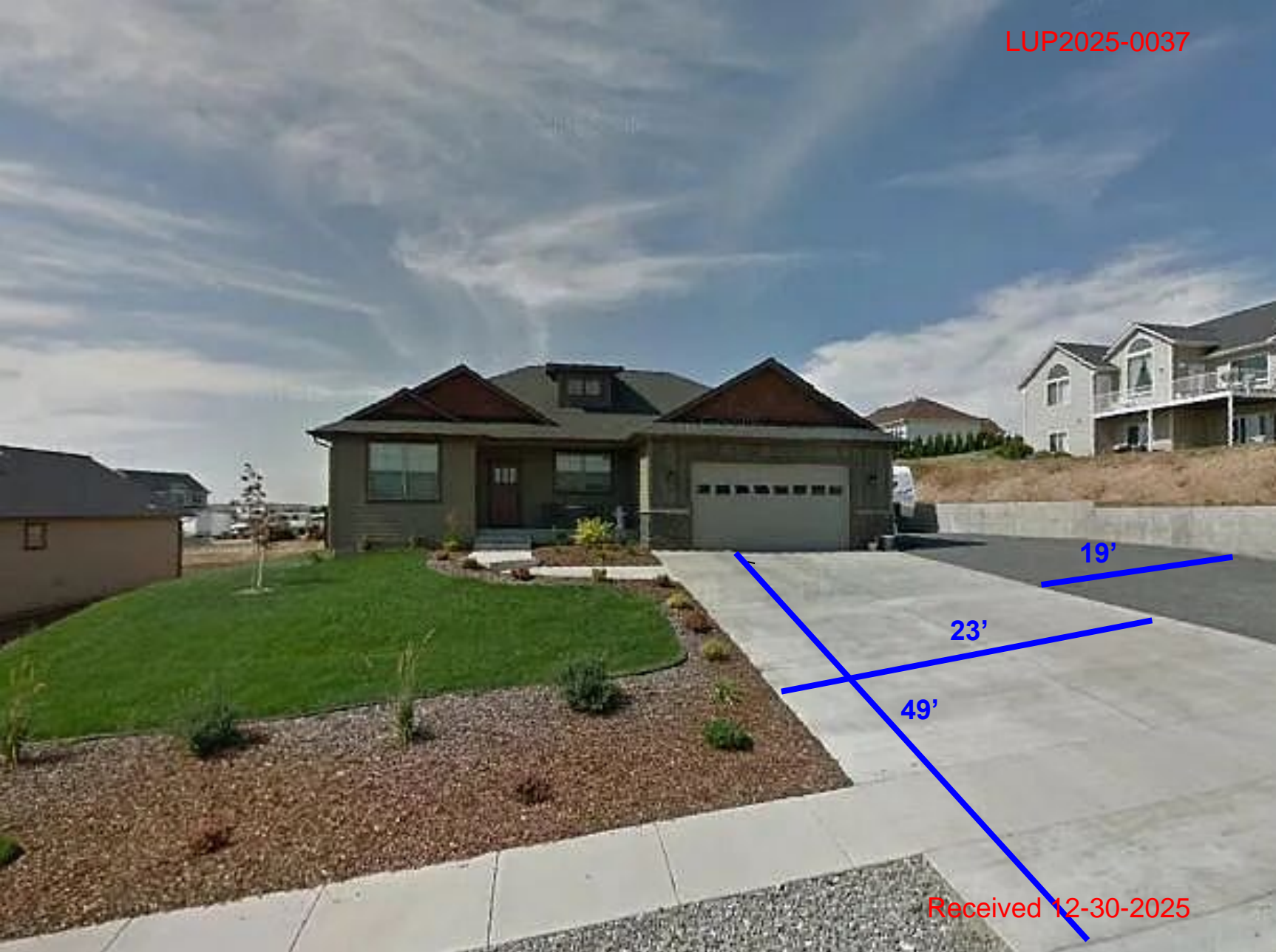
\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Property Owner (if different)

\_\_\_\_\_  
Date

THE SKETCH BELOW IS MADE SOLELY FOR THE PURPOSE OF ASSISTING IN LOCATING SAID PREMISES AND THE COMPANY ASSUMES NO LIABILITY FOR VARIATIONS, IF ANY, IN DIMENSIONS AND LOCATIONS ASCERTAINED BY ACTUAL SURVEY  
MOSCOW TITLE, INC.



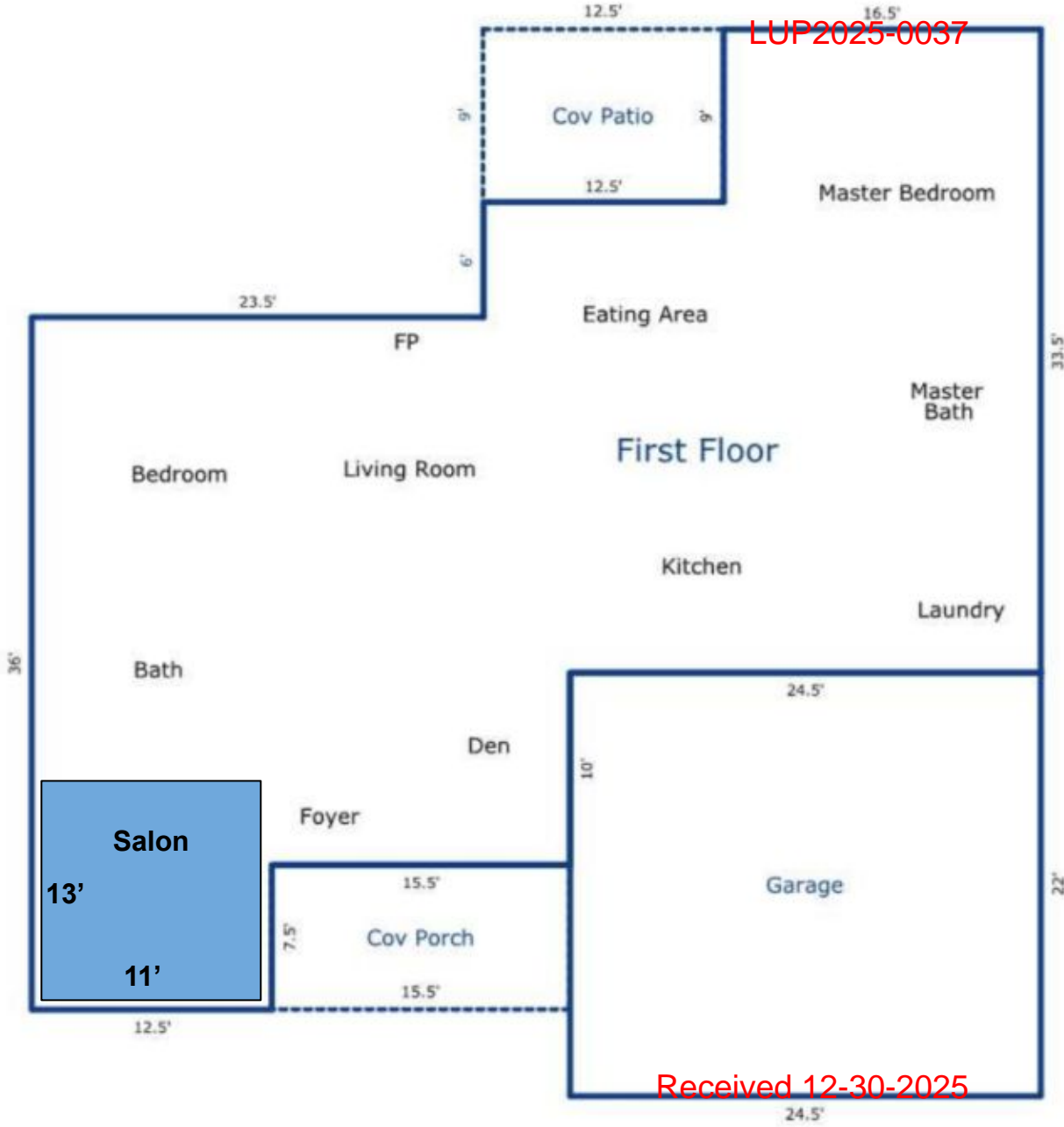


19'

23'

49'

LUP2025-0037



First Floor

Received 12-30-2025