

PLANNING & ZONING COMMISSION



Dennis Wilson
Commission Chair
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Regular Meeting
~Minutes~

Mike Ray
Staff Liaison
208.883.7008

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

Wednesday
June 24, 2026

7:00 PM

Council Chambers
206 E. Third Street

Wilson called the meeting to order at 6:59 PM

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

REGULAR AGENDA

1. Approval of Minutes from May 27, 2026 (ACTION ITEM)

Seever moved for approval of the minutes as written, seconded by Beebe. Roll Call Vote; Ayes: Unanimous (6). 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 offered.

3. Accessory Dwelling Unit (ADU) and Manufactured Home Code Draft Ordinance (ACTION ITEM)

Senate Bill 1354a – Accessory Dwelling Units and House Bill 800 – Manufactured Homes are two bills that were signed in to law during the 2026 Idaho Legislative Session. There will need to be amendments made to Moscow City Code to bring the code into compliance with the new laws. Staff has prepared a draft ordinance for the Commission's consideration.

Ray presented the draft code amendment ordinance as described above (see attached). The City can no longer require owner occupancy for ADUs. There was a brief conversation about how the State's code amendment triggered the need for amendment to the City's code. The Commission talked about changing the maximum occupancy number for ADUs because of the size modifications.

Beebe moved to direct Staff to schedule a Public Hearing for the code amendment ordinance with the modifications as discussed, seconded by Scott. Roll Call Vote; Ayes: Unanimous (6). Nays: None. Abstentions: None. Motion carried.

4. Citizen Survey Questions (ACTION ITEM)

The City has distributed Citizen Surveys to 1,200 randomly selected addresses every two years since 2002. The 2026 Citizen Survey will be distributed this fall, and every City Commission has been requested to provide two questions to be included in the survey.

Ray reviewed the Commissions previous citizen surveys, as described above. The Commissioners discussed some of the prior questions that were asked and there was a conversation about the survey methods the City

uses. The Commission talked about parking downtown and the public's perception of the availability. Staff requested the Commissioners consider questions for this year's survey and come back to the next meeting for more discussion.

REPORTS

1. Transportation Commission meeting report.

The next meeting of the Transportation Commission is scheduled for Thursday, July 9th. Engineering will have a presentation regarding the traffic study they recently completed for Hayes St and Blaine St.

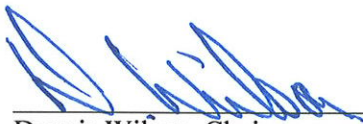
The Commissioners had a conversation about the differences and similarities between the Planning & Zoning Commission and the Board of Adjustment. There was a short discussion about Conditional Use Permits.

ANNOUNCEMENTS

UPCOMING EVENTS/MEETINGS

The next Planning & Zoning Commission regular meeting is scheduled for July 8, 2026.

The meeting was adjourned at 8:03 PM



Dennis Wilson, Chair



Date

80. *Lot Area.* The total horizontal area within the boundary lines of a lot, excluding areas of dedicated and prescriptive public or railroad rights-of-way. The lot area shall include all utility easements and any flag pole portion of a flat lot.
81. *Lot, Corner.* A lot at the junction of and fronting on two (2) or more intersecting streets.
82. *Lot, Depth.* The mean dimension of the lot from the front street line to the rear line.
83. *Lot, Flag.* A lot with access provided to the part of the lot designated for use as a building site by a narrow corridor.
84. *Lot, Interior.* A lot fronting on one (1) street.
85. *Lot Line, Front.* The front lot line is the property boundary that abuts a public or private street; the front lot line for an undeveloped corner lot is either one (1) of the property boundaries that abuts a public or private street, as selected by the property owner.
86. *Lot Line, Rear.* The boundary line of a lot that is opposite and most distant from the front lot line.
87. *Lot Line, Side.* Any lot line not a rear lot line or a front lot line shall be considered a side lot line.
88. *Lot Line, Street Side.* The street side lot line is the property boundary on a corner lot that abuts a public or private street which is not considered the front lot line.
89. *Lot, Through.* A lot fronting on two (2) streets that do not intersect on the parcel's lot lines.
90. *Lot, Width.* The dimension of the lot line at the street, or in an irregular shaped lot the dimension across the lot at the building line, or in a corner lot the narrow dimension of the lot at a street or building line.
91. *Manufactured (Mobile) Home Dealers (NAICS 453930).* Establishments primarily engaged in retailing new and/or used manufactured homes (i.e., mobile homes), parts, and equipment.
92. *Manufactured Home.* A structure as defined by Idaho Code Section 39-4105(14) and which meets the following additional standards:
- a. The manufactured home ~~shall be~~ may be either a single section or multisectional and shall enclose a space of ~~not less than one thousand (1,000) square feet at least~~ four hundred (400) square feet for a single section or eight hundred (800) square feet for a multisectional manufactured home; and
 - b. The manufactured home shall be placed on an excavated and backfilled foundation and enclosed at the perimeter such that the home is located not more than twelve inches (12") above grade; and
 - c. The manufactured home shall have a pitched roof of at least three feet (3') in vertical rise for each twelve feet (12') in horizontal run; and
 - d. The manufactured home shall have any exterior siding and roofing material which is approved by the City for site-built homes; and
 - e. The manufactured home shall not be permitted within an area defined as a historic district under Section 67-4607, Idaho Code.
93. *Manufacturing, Aerospace Product and Parts Manufacturing (NAICS 3364).* Establishments primarily engaged in one (1) or more of the following: (1) manufacturing complete aircraft, missiles, or space vehicles; (2) manufacturing aerospace engines, propulsion units, auxiliary equipment or parts; (3) developing and

- making prototypes of aerospace products; (4) aircraft conversion (i.e., major modifications to systems); and (5) complete aircraft or propulsion systems overhaul and rebuilding (i.e., periodic restoration of aircraft to original design specifications).
94. *Manufacturing, Beverage (NAICS 3121)*. Establishments primarily engaged in manufacturing soft drinks, ice, and purifying and bottling water; manufacturing brewery products; winery products; and distillery products. Also included is (1) the artificially carbonating of water; (2) the brewing of beer, ale, malt liquors, and nonalcoholic beer; (3) growing of the grapes, and the manufacturing of wine and brandy, or making of wine or brandy from purchased materials, and the blending of wines and brandies; and (4) the distilling of potable liquors (except brandies) and the blending of liquors and other ingredients.
 95. *Manufacturing, Computer and Electronic Product (NAICS 334)*. Establishments that manufacture computers, computer peripherals, communications equipment, and similar electronic products, and establishments that manufacture components for such products.
 96. *Manufacturing, Electrical Equipment, Appliance, and Component (NAICS 335)*. Establishments that manufacture products that generate, distribute and use electrical power.
 97. *Manufacturing, Light*. The manufacturing, compounding, treatment, processing, assembling, packaging, or testing of goods or equipment that is primarily indoors and which does not present any adverse effect upon surrounding property from smoke, noise, vibration, dust, glare, air pollution, or water pollution.
 98. *Manufacturing, Medical Equipment and Supplies (NAICS 3391)*. Establishments primarily engaged in manufacturing medical equipment and supplies.
 99. *Manufacturing, Pharmaceutical and Medicine (NAICS 3254)*. Establishments primarily engaged in one (1) or more of the following: (1) manufacturing biological and medicinal products; (2) processing (i.e., grading, grinding, and milling) botanical drugs and herbs; (3) isolating active medicinal principals from botanical drugs and herbs; and (4) manufacturing pharmaceutical products intended for internal and external consumption in such forms as ampoules, tablets, capsules, vials, ointments, powders, solutions, and suspensions.
 100. *Manufacturing, Heavy*. The extraction, processing or treatment of raw materials, or the manufacturing, compounding, treatment, processing, assembling, packaging, testing, handling, or storage of explosive or radioactive materials or products.
 101. *Motorized Vehicle*. A motor driven conveyance capable of carrying one (1) or more passengers.
 102. *Movie Theaters (NAICS 512131)*. Establishments primarily engaged in operating motion picture theaters (except drive-ins) and/or exhibiting motion pictures or videos at film festivals, and so forth.
 103. *Museums and Art Galleries (NAICS 712110)*. Establishments primarily engaged in the preservation and exhibition of objects of historical, cultural, and/or educational value.
 104. *Nonconforming Building Use*. The use of a building or structure which was a lawful use at the time this Zoning Code was passed but which use, because of the passage of this Zoning Code, does not conform to the regulations of the zoning district in which the use exists.

105. *Nonconforming Use*. A use which lawfully occupied a building or land at the time this Zoning Code becomes effective and which does not conform with the use regulations of the zoning district in which it is located.
106. *Nursing and Residential Care Facilities (NAICS 623)*. 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.
107. *Off-Street Parking*. Parking facilities for motor vehicles located on private property.
108. *Parking Lots and Garages (NAICS 812930)*. Establishments primarily engaged in providing parking space for motor vehicles, usually on an hourly, daily, or monthly basis and/or valet parking services. For the purposes of this Code, a parking lot is an off-street parking facility designed for more than four (4) parking spaces.
109. *Personal and Household Goods Repair and Maintenance (NAICS 8114)*. Establishments primarily engaged in home and garden equipment and appliance repair and maintenance; reupholstery and furniture repair; footwear and leather goods repair; and other personal and household goods repair and maintenance.
110. *Personal Care Services (NAICS 8121)*. Establishments such as barber and beauty shops, that provide appearance care services to individual consumers.
111. *Parking Space*. A usable space for the storage of one (1) passenger automobile or commercial vehicle, exclusive of access drives, aisles, or ramps, within a public or private parking lot or a building that meets the parking standards of this Code.
112. *Pet Care Services (NAICS 812910)*. Establishments primarily engaged in providing pet care services (except veterinary), such as boarding, grooming, sitting, and training pets.
113. *Planned Unit Development (PUD)*. The PUD is characterized by a unified site design for a number of housing units and/or other buildings where clustering of buildings and utilization of open space will allow for enhanced land use. Through a PUD, a development may be planned as a unit and the density of use may be calculated on the basis of the entire project, rather than on a lot by lot basis. Individual uses and structures in a PUD need not comply with specific building locations, height, building size, floor area, lot size and open space requirements of the underlying basic zone provided that requirements set forth herein are complied with, and the development as a whole is harmonious with the community, particularly adjacent land uses.
114. *Principal Use*. The primary or predominant use(s) to which a property is or may be devoted.
115. *Professional, Scientific, and Technical Services (NAICS 541)*. Establishments engaged in processes where human capital is the major input. These establishments make available the knowledge and skills of their employees, often on an assignment basis, where an individual or team is responsible for the delivery of services to the client. The individual industries of this subsector are defined on the basis of the particular expertise and training of the services provider.
116. *Public Service and Utility Facility*. Public facilities necessary to serve the neighborhood or community, including, but not limited to, fire stations, police stations, national guard armories, fire training facilities, pumping stations, electrical substations, and telephone switching facilities.

117. *Publishing Industries (except Internet) (NAICS 511)*. Establishments engaged in the publishing of newspapers, magazines, other periodicals, and books, as well as directory and mailing list and software publishing.
118. *Public Utility*. A public service corporation performing some public service and subject to special governmental regulations, or a governmental agency performing similar public services, the services by either of which are paid for directly by the recipients thereof. Such services shall include, but are not limited to, water supply, electric power, gas and transportation for persons and freight.
119. *Railroad Yards (NAICS 488210)*. Establishments primarily engaged in providing specialized services for railroad transportation, including servicing, routine repairing (except factory conversion, overhaul or rebuilding of rolling stock), and maintaining rail cars; loading and unloading rail cars; and operating independent terminals.
120. *Real Estate Services (NAICS 531)*. Establishments that are primarily engaged in renting or leasing real estate to others; managing real estate for others; selling, buying, or renting real estate for others; and providing other real estate related services, such as appraisal services.
121. *Religious Facilities (NAICS 813110)*. Establishments primarily engaged in (1) operating religious organizations, such as churches, religious temples, and monasteries; and/or (2) establishments primarily engaged in administering an organized religion or promoting religious activities.
122. *Rental and Leasing Services (NAICS 532)*. Establishments that provide a wide array of tangible goods, such as automobiles, computers, consumer goods, and industrial machinery and equipment, to customers in return for a periodic rental or lease payment.
123. *Restaurants (NAICS 72251)*. Establishments primarily engaged in one (1) of the following: (1) providing food services to patrons who order and are served while seated (i.e., waiter/waitress service), and pay after eating; (2) providing food services to patrons who generally order or select items (e.g., at a counter, in a buffet line) and pay before eating; or (3) preparing and/or serving a specialty snack (e.g., ice cream, frozen yogurt, cookies) and/or nonalcoholic beverages (e.g., coffee, juices, sodas) for consumption on or near the premises.
124. *Retail Sales (NAICS 44-45)*. Establishments engaged in retailing merchandise, generally without transformation, and rendering services incidental to the sale of merchandise.
125. *Riding Stables*. Establishments where horses are kept for riding, driving, or stabling for compensation.
126. *RV (Recreational Vehicle) Parks and Campgrounds (NAICS 721211)*. Establishments primarily engaged in operating sites to accommodate campers and their equipment, including tents, tent trailers, travel trailers, and RVs (recreational vehicles). These establishments may provide access to facilities, such as washrooms, laundry rooms, recreation halls and playgrounds, stores, and snack bars.
127. *Savings Institutions (NAICS 522120)*. Establishments primarily engaged in accepting time deposits, making mortgage and real estate loans, and investing in high-grade securities. Savings and loan associations and savings banks are included in this industry.

128. *Sawmills (NAICS 321113)*. Establishments primarily engaged in sawing dimension lumber, boards, beams, timbers, poles, ties, shingles, shakes, siding, and wood chips from logs or bolts.
129. *Scrap Yards / Material Recycling (NAICS 423930)*. Establishments primarily engaged in the merchant wholesale distribution of automotive scrap, industrial scrap, and other recyclable materials. Included in this industry are auto wreckers primarily engaged in dismantling motor vehicles for the purpose of wholesaling scrap.
130. *Securities, Commodity Contracts, and Other Financial Investments and Related Activities (NAICS 523)*. Establishments that are primarily engaged in one (1) of the following: (1) underwriting securities issues and/or making markets for securities and commodities; (2) acting as agents (i.e., brokers) between buyers and sellers of securities and commodities; (3) providing securities and commodity exchange services; and (4) providing other services, such as managing portfolios of assets; providing investment advice; and trust, fiduciary, and custody services.
131. *Self-Storage Facilities (NAICS 531130)*. Establishments primarily engaged in renting or leasing space for self-storage. These establishments provide secure space (i.e., rooms, compartments, lockers, containers, or outdoor space) where clients can store and retrieve their goods.
132. *Setback*. The distance that buildings or uses must be removed from their lot lines. Setbacks shall be measured, where applicable, from proposed or actual public or private street right-of-way lines. When measuring front and street side yard setbacks for lots that abut a Local Residential Street, as designated upon the Thoroughfare Plan within the City's Comprehensive Plan, the front and street side setbacks shall be measured from the building lot side of the public sidewalk to the nearest point of the wall of the main building on the lot. In such cases where sidewalks do not exist in the front or street side of a building lot, the Zoning Administrator shall determine the point of measurement based upon the location of adjacent principal structures, the likelihood of future sidewalk installation, and the anticipated location of such future sidewalk.
133. *Sign*. A presentation, display, or representation of words or letters, or of a figure, design, picture, painting, color pattern, logo, emblem, symbol, trademark or other representation so as to give notice, advertise, call attention to, or identify an entity.
134. *Software Publishers (NAICS 5112)*. Establishments primarily engaged in computer software publishing or publishing and reproduction. Establishments in this industry carry out operations necessary for producing and distributing computer software, such as designing, providing documentation, assisting in installation, and providing support services to software purchasers. These establishments may design, develop, and publish, or publish only.
135. *Stadiums and Sports Arenas (NAICS 713940)*. Establishments primarily engaged in operating fitness and recreational sports facilities featuring exercise and other active physical fitness conditioning or recreational sports activities, such as swimming, skating, or racquet sports.
136. *Street*. A public thoroughfare which affords the principal means of access to abutting properties.
137. *Telecommunications Services (NAICS 517)*. Establishments that provide telecommunications and the services related to that activity (e.g., telephony,

including Voice over Internet Protocol (VoIP); cable and satellite television distribution services; Internet access; telecommunications reselling services). The Telecommunications subsector is primarily engaged in operating, and/or providing access to facilities for the transmission of voice, data, text, sound, and video.

138. *Temporary Use*. A land use established for a limited duration which does not require permanent site improvements. Temporary Uses include, but are not limited to, the erection of temporary structures for activities such as fruit and vegetable sales, Christmas tree sales, fireworks sales, art sales, and other retail sales permitted in the zoning district within which the proposed use is to be located.
139. *Use*. The purpose land, a building or a structure now serves or for which it is occupied, maintained, arranged, designed or intended.
140. *Use District*. A portion or portions of the City designated on the Moscow Zoning Map as one (1) or more of the categories listed and described in this Zoning Code.
141. *Variance*. A modification of the bulk and placement requirements of the ordinance as to lot size, lot coverage, width, depth, front yard, side yard, rear yard, setbacks, parking space, height of buildings, or other ordinance provision affecting the size or shape of a structure or the placement of the structure upon lots, or the size of lots.
142. *Veterinary Services (NAICS 541940)*. Establishments of licensed veterinary practitioners primarily engaged in the practice of veterinary medicine, dentistry, or surgery for animals; and establishments primarily engaged in providing testing services for licensed veterinary practitioners.
143. *Warehousing and Storage (NAICS 493)*. Establishments that are primarily engaged in operating warehousing and storage facilities for general merchandise, refrigerated goods, and other warehouse products. These establishments provide facilities to store goods. They do not sell the goods they handle. These establishments take responsibility for storing the goods and keeping them secure. They may also provide a range of services, often referred to as logistics services, related to the distribution of goods.
144. *Wholesale Uses (NAICS 423)*. Establishments that sell capital or durable goods to other businesses.
145. *Yard*. An open unoccupied space, except as otherwise permitted in this Code, in the front, rear or side on the same lot with a building or proposed building, which extends along a lot line and at right angles to the lot line to a depth or width specified in the setback requirements of the zoning district where the property is located.

(Ord. 2018-07, 05/21/2018)

...

SECTION 3: That Title 4, Chapter 3, Section 3-5 of the Moscow City Code be, and the same is hereby amended to read as follows:

...

Sec. 3-5. Specific Use Standards.

A. Accessory Dwelling Units:

1. **Applicability and Purpose.** These standards shall apply to Accessory Dwelling Units which are permitted by this Code. These standards are intended to help promote the

benefits of Accessory Dwelling Units, while also preserving neighborhood character and creating predictability and certainty for established neighborhoods.

2. Specific Standards.

- a. General. Accessory Dwelling Units must meet all applicable regulations for the zoning district in which they are located, except as otherwise expressly stated within this Section.
- b. Size. The floor area of the Accessory Dwelling Unit may not exceed ~~six hundred (600)~~ one thousand (1,000) square feet or ~~forty percent (40%)~~ seventy-five percent (75%) of the gross floor area of the principal dwelling, whichever is less.
- c. Maximum Occupancy. The number of persons allowed to reside within an Accessory Dwelling Unit shall be limited to two (2).

~~d. Owner Occupancy:~~

- ~~i. Prior to the issuance of a building permit for an Accessory Dwelling Unit, the property owner must record a deed restriction upon the property which states that the property owner will reside on the property, within either the principal dwelling or Accessory Dwelling Unit. The deed restriction must be approved by the City Attorney and shall be binding upon the heirs, assigns, and subsequent purchasers of the property.~~
- ~~ii. Owner occupancy means a property owner, as reflected in real property records, who makes his or her legal residence at the property, as evidenced by voter registration or similar means and actually resides at the property for more than six (6) months out of any given year. Owner occupancy may also include a named natural person with an ownership or benefit in a private trust, but shall not extend to corporate trusts.~~
- ~~iii. The Zoning Administrator may waive this requirement for temporary absences of greater than six (6) months for military service, employment sabbatical, or family medical leave qualified absences. Temporary leave waivers for other reasons must be reviewed and approved by the City Council.~~
- ~~iv. In the event the owner is unable to reside on the property as required herein, only one (1) of the dwelling units on the property may be occupied.~~

~~ed.~~ Off-street parking. One (1) off-street parking space shall be required for the Accessory Dwelling Unit, only if there are currently no off-street parking spaces provided in addition to that required for the principal dwelling on the property.

B. Accessory Home Occupations.

1. Purpose.

Accessory home occupations are uses that occur within dwellings and which are accessory and incidental to the principal use of the subject property for residential purposes. It is the intent of this Section to allow accessory home occupations that are compatible with the surrounding neighborhood and land use where the nature of the accessory home occupation use is and remains secondary to the principal use of the subject property as a dwelling. This Section recognizes that many types of accessory home occupations can be conducted within a residential dwelling with little or no adverse effect(s) on the surrounding neighborhood.

2. Description of Accessory Home Occupation Types.

For the purposes of this Section there shall be two (2) classifications of accessory home occupations as follows: