

**MINUTES OF THE PLANNING AND ZONING COMMISSION
CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

June 1, 2020

**Regular Meeting: 5:00 PM
Council Chambers**

Hayden City Hall, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER

Chair Petersen called the meeting to order at 5:02 p.m.

ROLL CALL OF COMMISSION MEMBERS

Brian Petersen, Chair	Present
Michael Cramer, Vice-Chair	Not Present
Corey Andersen	Present arrived at 5:04 p.m.
Alan Davis	Present
Benjamin Prickett	Present
Shawn Taylor	Present
Brandon Bemis	Present

STAFF PRESENT

Melissa Cleveland, Community Development Director
Caitlin Kling, Legal Counsel
Donna Phillips, Senior Planner
Elizabeth Allen, Planner
Heather McNulty, Commission Clerk

FLAG SALUTE

Chair Petersen led the meeting in the Pledge of Allegiance.

CALL FOR CONFLICTS OF INTEREST

No conflicts reported.

CONSENT CALENDAR

The consent calendar included the approval of the meeting minutes for May 18, 2020. Commissioner Taylor moved to approve the consent calendar as presented. Commissioner Prickett seconded the motion. All were in favor, none opposed. The motion passed.

PUBLIC HEARING

Case No. PZE-20-0111, A request for a Special Use Permit by owner 162 E Hayden Ave LLC

Staff Presentation:

Donna Phillips, Senior Planner, introduced the application for one lot in the commercial (C) zone for a special use permit for a 24 unit apartment complex to replace the existing 24 unit manufactured home park. The property is located approximately 200 feet east of North Government Way and south of East Hayden Avenue, more commonly known as 98 E Hayden Avenue and is 1.543 acres.

Applicants Presentation:

Chad Oakland, Developer, 2022 N Government Way, CDA, ID presented the application for a Special Use Permit. The request is to allow by special use permit a 24-unit apartment complex. He went on to review zoning. The property is located in the commercial zone and is adjacent to the central business district (CBD). He discussed parking with Northern Lakes Fire Protection District (NLFPD) as well as egress on the property. Mr. Oakland stated that the proposal will keep the same density as the existing mobile home park and will upgrade the property while still accommodating multi-family units.

- Chair Petersen asked Mr. Oakland to address how he has met the standard for #2

Mr. Oakland replied that he has spoken with NLFPD and Avondale Water District [Avondale Irrigation District (AID)] to ensure that utility capacity is available at the time of development. Both NLFPD and AID agreed that adequate infrastructure can be available.

- Commissioner Bemis asked Mr. Oakland to go back to the diagram of the units to explain how the units fit on the property.

Mr. Oakland described the property layout and stated that it will be a perfect fit in the CBD for pedestrian shopping.

- Commissioner Davis asked how many stories are proposed.

Mr. Oakland replied that the proposed apartments are two stories.

- Commissioner Taylor asked if there are currently 24 sewer credits on the property.

Mr. Oakland replied that it is unclear if there are 23 or 24 sewer credits. That answer will be determined prior to the application of the building permit.

Staff Presentation:

Ms. Phillips continued the presentation with the staff analysis, which is in the staff review pages 4-14. The analysis includes the zoning analysis and comprehensive plan. The properties history is outlined on page 2 of the staff review. The City of Hayden incorporated in 1955 of which this property was a part. Documentation from 1997 shows this property as part of the City of Hayden moving from rural septic systems to citywide sewer. The location, design, and size of the proposal are such that the development will adequately serve streets, police and fire protection, drainage structures, refuse disposal, water, sewer and schools; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services. The project site is to be a single lot under single ownership with multi-family dwelling structures and associated parking areas. A circulation area found within the parking area includes a turnaround thus meeting the City of Hayden and NLFPD standards. Today the manufactured home park has two ingress and egress points of access for North Lorelee Lane and North Juno Street (shown on page 13 of the staff review); whereas the proposed site will be limited to a single access point, this will reduce possible conflict points to East Hayden Avenue. Dry utilities shall be installed underground within any future development, in accordance with Hayden City Code §11-20-4(B) (7). Ms. Phillips continued her review by discussing the design and planning of the site including lighting and landscaping. Ms. Phillips reviewed that public noticing requirements were met and that one comment was received after the completed staff review in favor of the project.

Ms. Phillips went on to discuss the staff recommended conditions of approval:

1. The approval of this Special Use Permit is based upon the application, narrative, and conceptual site plan.
2. Major changes to the building type, location, or the site plan shall require an application for an amendment to this Special Use Permit. The determination of what is a major change shall be made by staff, and shall be appealable to the Planning and Zoning Commission.
3. All permits from outside agencies (i.e. PHD, IDEQ, AID and NLFPD) shall be obtained prior to construction of any future development or building permit issuance.

4. All future development, building permits, and uses shall comply with Hayden City Code §11-13-3(A) General Standards Applicable to All Special Uses to include the allowed uses.
5. All multi-family structures shall meet the requirements of Hayden City Code §11-11-15(A) Multi-family Dwelling Structures Standards.
6. Required site improvements per Hayden City Code §11-20 will be evaluated at time of building permit review and required prior to Certificate of Occupancy issuance.
7. Type II landscaping shall be required on the west boundary and on the east boundary from Hayden Avenue south 125 feet abutting the developed central business district and commercial zoned properties, respectively, as a condition of the building/site plan permit.
8. Dedications of right-of-way and grant of easement along east Hayden Avenue shall be a condition of the site/building permit in accordance with the Hayden Avenue Corridor Plan.
9. An avigation easement shall be recorded on the property as a requirement of the application submittal as requested by the Coeur d'Alene Airport.
10. The approval of a Special Use Permit is valid for two years from the date of approval of the written decision authorizing such use, unless some other time period is approved by the planning and zoning commission. The development for which the permit was issued must complete construction and be fully operational prior to the expiration of this two year period. If any of the conditions to this use or development are not maintained, if the nature of the use changes, or if the use for which the special use permit has been issued is discontinued or abandoned for one year then the special use permit shall be considered null and void. Continued operation of a use requiring a special use permit after such special use permit expires or is in noncompliance with any condition of a special use permit, shall constitute a violation of the zoning ordinance. Any construction or modifications after expiration of the special use permit shall require an application for an amendment to this Special Use Permit.
11. This approval shall run with the land for the term approved herein regardless of whether the property ownership; applicant and/or design professionals noted herein remain the same, whether collectively or individually.

Commissioner Andersen asked about the projected timeframe for infrastructure improvements disrupting Hayden Avenue traffic and Mr. Oakland replied no more than a day or two.

Public Testimony:

No testimony given.

Rebuttal:

Mr. Oakland stated that according to Avondale Irrigation District, the water main will need to be improved and sewer is to the property but may need improvements. His goal is to have foundations started by Fall 2020 and to complete the project by June 2021. He agreed that the project can be completed in the allotted two-year timeframe.

Commission Discussion:

- Commissioner Prickett stated that the investment, by the developer, to improve the property with the proposed lower cost housing would be an improvement to the City.
- Commissioner Davis stated that he would like to see the property improved with low-income housing and that this project would promote walking to area businesses. Ready to propose a motion.
- Commissioner Andersen stated that this location is a good fit for the proposed apartments, which are located within walking distance to area businesses. He is in favor.
- Commissioner Taylor agrees that this project is a good fit with the higher density proposal in the downtown core.
- Commissioner Bemis agrees with the upgrade to the property.

- Chair Petersen found that this proposal met all three standards. 1- The request is an allowed use in the commercial zone with a special use permit. 2- The property served 24 units before and the proposal is for 24 units. 3- The design and planning of the project are consistent with the character of the surrounding area. He approves the special use permit with the staff recommended conditions.

Motion:

Commissioner Davis made a motion to approve in Case No. PZE-20-0111 with the 11 staff recommended conditions of approval. Commissioner Andersen seconded the motion.

Roll Call:

Commissioner Andersen:	Yes
Commissioner Bemis:	Yes
Commissioner Davis:	Yes
Commissioner Prickett:	Yes
Commissioner Taylor:	Yes
Chair Petersen:	Yes

All were in favor and none opposed. The motion passed.

NEW BUSINESS

Workshop – Future Land Use Map

Melissa Cleveland, Community Development Director, gave an update to the Future Land-Use Map. This update works alongside the sewer and traffic master plans. The new proposed zone is a Mixed Use Zone with a mix of Commercial and multi-family cutting down the applications for special use permits. The new option would not allow mixed use in the Commercial Zone, The Mixed Residential will no longer allow duplexes alongside single-family homes, which would protect the R-1 Zone. Ms. Cleveland requested that the Commission bring comments to her by Friday June 5, 2020.

REVIEW OF UP COMING MEETING CALENDAR, AND REPORT ON COUNCIL ACTION

Director's Review

Planning and Zoning Commission

June 15, 2020

- Consent Calendar
- PZE-19-0311 Marks Annexation

City Council Actions

March 24, 2020

- Approval of Cricket Estates Private Road Amendment – Consent Calendar
- Approval of Cricket Estates Minor Subdivisions Deed Restrictions Agreement – Consent Calendar
- Approval of Cricket Estates Final Plat – Consent Calendar

April 28, 2020

- Approval of Anderson Zone Map Amendment (ZC #0033) Ordinance – New Business

June 24, 2020 4:00 p.m.

- Joint Council Workshop

ADJOURNMENT

The meeting adjourned at 5:58 p.m.


Beverly Wester, Commission Clerk