
DOVER PLANNING AND ZONING COMMISSION MINUTES AUGUST 4, 2022

CITY OF DOVER PLANNING AND ZONING COMMISSION MEETING
Dover Council Chambers
699 Lakeshore Ave., Dover, ID

P&Z COMMISSIONERS IN ATTENDANCE:

Marilyn Becker Joe Gibbs Kyle Coleman Susie Kubiak Rowdy MacDonald

STAFF/OTHERS IN ATTENDANCE:

Clare Marley, AICP, City Planner

CALL TO ORDER/ROLL CALL:

Chair Kubiak called the meeting to order at 5:30 p.m. Roll call: Commission members present are noted with a check mark "X" in the boxes above.

WELCOME/INTRODUCTIONS:

The Commission welcomed Kyle Coleman, who joined the Dover Planning and Zoning Commission, replacing Commissioner Julie Reister-Keaton.

ELECTION OF OFFICERS:

Commissioner MacDonald moved, and Commissioner Gibbs seconded the motion, to elect Susie Kubiak as Chair of the Commission. The motion was approved on a unanimous voice vote.

Commissioner Gibbs moved, and Commissioner Coleman seconded the motion, to elect Marilyn Becker as Vice Chair. The Chair declared the motion approved on a unanimous voice vote.

CONSENT AGENDA:

Commissioner Coleman moved, and Commissioner Gibbs seconded the motion, to approve the minutes of July 7, 2022. The Chair declared the motion approved on a unanimous voice vote.

Public Comment: None.

NEW BUSINESS:

Ms. Marley updated the Commission on the adjustments to the residential accessory structure standards. Following the July P&Z meeting, Dover City Council reviewed the Commission suggestions for maximum sizes and development standards for residential accessory structures such as garages, carports, and other similar buildings. The Council favored the following standards:

- A maximum square footage for the accessory structures based upon the size of the home;
- A suggested maximum floor area of not greater than 50% of the residence for accessory structures;

- Structures larger than the maximum could only be approved through a variance and proof of hardship;
- The standards would apply to Residential and Suburban zones;
- The code language should be strengthened to confirm the residential accessory structures are not to be used for commercial purposes;
- Attached and detached should be defined if used in code.

The P&Z discussed how the suggested standards could affect small homes and whether accessory dwelling unit (ADU) residential floor spaces should also be counted into the allowable accessory residential structure maximums. They also reviewed setting a minimum allowable floor space, regardless of the home size. A summary of the discussion is as follows:

- **Garage/accessory:** The Commission agreed with the Council suggestion of setting a maximum garage/accessory structure size limit of 50% of the dwelling. They also suggested a minimum size of not less than 500 square feet should be allowed, regardless of the 50% rule. They also reached a consensus that the maximum height for accessory residential structures should be two stories, gross floor area of the residence and any accessory dwelling unit (ADU) should be used to calculate accessory residential structure allowances, and the allowable accessory structures can be in any combination of carport, garden shed, garages, etc. The standard would apply in the Suburban and Residential districts.

Ms. Marley reviewed a FEMA update to floodplain standards for low-cost structures such as garden sheds, garages, and storage sheds that would allow landowners to construct within the floodplain without meeting certain strict elevation and floodproofing standards. The FEMA guidance allows this exception for structures of up to 600 square feet. The Dover code limits such structures to 200 square feet. Staff will prepare an amendment that increases this allowance to match FEMA standards to include with future code amendments.

The Commission reviewed a request by the Dover Mayor to consider changes to the current zoning code for treatment of non-conforming (grandfathered) structures. Non-conforming structures are ones that were lawfully constructed but do not meet current zoning standards for height, setbacks, and other zoning standards. Current standards do not allow the rebuilding of these structures unless lost by a catastrophic means, such as flood or fire. The Planning & Zoning Commission preferred to leave the code as written. They advised that they are concerned that if the code is amended to allow reconstruction of a grandfathered structure that is purposefully removed, it would grant an unfair advantage. The updated setback standards for narrow lots granted the ability for smaller lots to meet current codes, they suggested.

The city planner reviewed the latest edits and revisions to the parks and recreation text amendment. The Commission advised that the work to provide an amendment for permitting parks and recreation appears to be ready for public hearing, pending Council and attorney review.

ANNOUNCEMENTS AND UPDATES:

Commissioner Gibbs presented an update on the City of Dover historical committee work. The 100-year celebration of the barging of the structures and homes from Laclede to Dover is July 22, 2023. The group discussed ways to celebrate, such as a walking tour of the homes that eventually became a part of historic


Dover, a boat parade, or re-enactment of the barging event. Commissioner Gibbs will keep the Commission updated on plans.

Ms. Marley advised that an application to consider the annexation of lands on West Pine is ready to be heard September 1st. Members advised of their availability for that night.

The Commission members requested the earlier start time for regular Planning and Zoning Commission meetings be added as a discussion/action item for the next meeting. Ms. Marley said she would include that in the September 1st agenda.

MEETING ADJOURNED:

Commissioner Becker moved to adjourn, and Commissioner MacDonald seconded the motion. The Chair declared the meeting adjourned at about 7:08 p.m. on a unanimous voice vote.



Susie Kubiak
Dover Planning and Zoning Commission Chair