
MINUTES FOR

**DOVER CITY PLANNING AND ZONING MEETING
Dover Council Chambers
699 Lakeshore Ave.
November 3, 2016**

In Attendance:

Marilyn Becker Paul Nowaske Michael Jones Dean Johnston Kevin Johnson

CALL TO ORDER:

Chair Nowaske called the meeting to order at 6:06 p.m. Commissioner Jones joined the meeting via telephone conference call and was audible to all present, in accord with Idaho Code §74-203(5).

PUBLIC COMMENTS

No member of the public was present.

CONSENT AGENDA

Approval of the October 6, 2016 minutes.

Motion: Commissioner Johnston moved and Commissioner Becker seconded the motion to approve the minutes of October 6, 2016. The motion passed unanimously.

OLD BUSINESS

RV occupancy/short-term rental: The Chair announced the RV occupancy and short-term rental standards discussion will be deferred to December so that staff can have additional time to prepare draft language for consideration and more of the commissioners can attend. The scheduled training session will be reset for January when the entire P&Z Commission is expected to be able to attend.

Discussion of draft floodplain ordinance amendment: City Planner Clare Marley presented the Flood Damage Prevention (Title 10) Ordinance draft and summary of key points. She advised the Commission that the draft document is based on a state model ordinance. Ms. Marley reviewed proposed changes to the model ordinance and revisions made after input from both the City Council and Planning and Zoning Commission. The Commission reviewed each chapter, and commented on the penalties section and corrective action deadlines. The P&Z requested staff confirm that the language at section 10-4-5.C retains the requirement for a finished elevation certificate prior to the city issuing a certificate of occupancy. Staff will review and confirm the wording. The Commission proposed the following changes:

- Chapter 2, Definitions, "Floodplain Management Regulations:" Keep the words "other police power ordinances" to define the various codes the city can use to regulate the

floodplain. The term is more encompassing, giving a broader array of authority to the city to enforce flood damage prevention measures, according to Commissioner Jones.

- Section 10-5-2.C: Require the landowner to provide the grounds for appealing an administration determination for corrective action. The appeal narrative should include the rationale for the requesting council consideration of staff's decision, a statement of facts, and the reason the appellant believes an error was made. The paragraph numbering also needs to be corrected, the Commission noted.
- Section 10-6-5.A: Insert requirements for a performance bond or other assurances to the variance conditions so that the city can ensure authorized work is completed in accord with floodplain standards.
- Section 10-7-2.J.4: Provide a better explanation of "5 feet per second" in the section on below grade crawlspaces. Ms. Marley explained the prohibition for use of below grade crawlspaces where water can exceed 5 feet per second during a flood event is considered a floodway. She offered to add language to better identify this standard.
- Section 10-7-3.C: Correct the "shall/may" error in this paragraph.

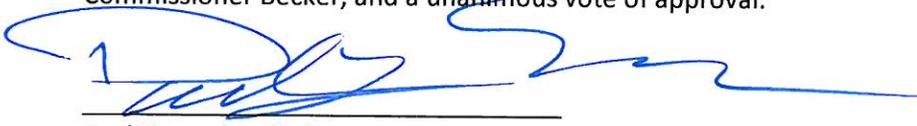
The Planning & Zoning Commission discussed the potential schedule for hearing the floodplain ordinance and the format for the ordinance amendment to be presented at the hearing. Staff noted that due to advertising deadlines and pending review of the ordinance by the state, this amendment will likely be heard in January. She will prepare a clean copy of the ordinance for hearing, along with the mark-up copy.

DECEMBER AGENDA

The Chair requested a revised copy of the floodplain ordinance be added to the December 1st agenda, along with the short-term rental and RV occupancy discussion.

MEETING ADJOURNED

The meeting adjourned at 7:14 p.m., upon a motion by Commissioner Johnston and a second by Commissioner Becker, and a unanimous vote of approval.



Paul Nowaske, Chairman