
**DOVER PLANNING AND ZONING COMMISSION
MINUTES
JANUARY 4, 2018**

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

P&Z COMMISSIONERS IN ATTENDANCE:

Marilyn Becker Paul Nowaske Michael Jones Dean Johnston Kevin Johnson

STAFF/OTHERS IN ATTENDANCE:

Clare Marley, AICP, City Planner

CALL TO ORDER:

Chair Nowaske called the meeting to order at 6:06 p.m.

CONSENT AGENDA:

Approval of the December 7, 2017 minutes.

Motion: Commissioner Jones moved, and Commissioner Johnston seconded the motion to approve the minutes of December 7, 2017. The motion passed unanimously.

PUBLIC COMMENT:

There was no public present.

ANNOUNCEMENTS:

City Planner Marley advised the Commission of the adoption of the comprehensive plan and map by the Dover City Council December 14, 2017. The comp plan was adopted as recommended by the Planning and Zoning Commission, she said.

Ms. Marley advised the Commission that several Bonner County land use ordinance amendments are being proposed that could affect the Area of City Impact. The public hearing planned for January 4th has been postponed to allow time for additional public input. She will provide the Commission with details as they become available.

OLD BUSINESS:

Discussion of post comp plan implementation schedule:

The Commission resumed its review of the comprehensive plan implementation table, which was initially presented at the December 7th meeting. The purpose of the table is to prioritize actions called for in the newly adopted comprehensive plan. The Commission input will be forwarded to the City Council. Commission members completed the ranking of actions. The attached spreadsheet reflects the Commission discussion and is made a part of the minutes by reference.

Good Neighbor policy brochures for short-term rentals:

Ms. Marley provided copies of the early draft to members who had not seen the document and requested feedback.

RV occupancy:

At the request of the Commission, Ms. Marley reviewed the RV occupancy standards adopted by Twin Falls, Idaho. She noted Twin Falls does not allow any occupancy of RVs on residential lots. Occupancy was allowed only in RV parks. Inoperable RVs are addressed in the city nuisance ordinance, she said. RVs are identified as temporary quarters for recreational use, similar to Dover's proposed language.

The city planner shared a summary of other city standards for RV occupancy, noting that many prohibit occupancy in residential areas, or restrict the days to fewer than the number proposed by Dover. The Commission discussed the proposed 21-day maximum, parking challenges in the city, setbacks for occupied and unoccupied RVs, and long-term storage.

The Commission reviewed the Dover parking regulations at Section 6-2-8, and noted that the code does not prohibit RV parking on public streets. They suggested the city may want to review the code section and include RVs in the parking restrictions.

After the discussion, the Commission suggested the following revisions to the draft code:

- Define what is meant by "occupied;"
- Retain the proposed 21-day limit on RV occupancy;
- Retain the allowance for RVs to be occupied while a home is under construction;
- Add setback standards that are based on the accessory building standards of current code, suggesting that setback standards are desirable to protect the property rights of adjoining neighbors from snow and rain shed, fire hazards, and loss of sunlight.
- Add RV parking standards, where appropriate, in zoning code, to prevent street congestion or hazards.

NEW BUSINESS:**City-wide stormwater ordinance:**

Ms. Marley presented a preview of the proposed stormwater ordinance. She explained the current Dover City Code standards for stormwater, noting that only special use permits and subdivisions are subject to stormwater measures. Individual lot development is not subject to installation of erosion control measures or stormwater plans, even if on steep slopes or adjacent to the water. However, the Dover Bay planned unit development has self-regulated stormwater management requirements. She reviewed the reasons for a stormwater/erosion control ordinance, which is identified in the new comprehensive plan as a need.

The planner briefly described what a future stormwater ordinance might contain, including:

- Trigger points for stormwater and erosion control measures, such as:
 - Percentage of impervious surface coverage;
 - Proximity to water;
 - Slope;
 - Commercial or industrial uses;
 - Grading of large areas;
 - Land use applications.
- Storm designs and performance standards;
- Who would be authorized to prepare plans;
- Reviews and inspections.

The group also discussed who might provide input on proposed language, including local engineers, interested public agencies, or citizen volunteers with knowledge of the subject. She advised that the proposed ordinance is subject to Council and Mayor input as to priority and timing.

February agenda:

The Chair suggested the February agenda include RV occupancy discussion, input from the City Council on 2018 priorities, and any updates from Bonner County on proposed code changes.

MEETING ADJOURNED:

Motion: Commissioner Jones moved, and Commissioner Johnston seconded the motion to adjourn. The Chair called the meeting adjourned at 7:50 p.m. on a unanimous vote.



Paul Nowaske, Chairman