
DOVER PLANNING AND ZONING COMMISSION MINUTES OCTOBER 6, 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 5:32 p.m. Roll call: Commission members present are noted with a check mark "X" in the boxes above.

CONSENT AGENDA:

Commissioner Becker moved, and Commissioner MacDonald seconded the motion, to approve the minutes of September 1, 2022. The Chair declared the motion approved on a unanimous voice vote.

Public Comment: None.

OLD BUSINESS:

Residential Accessory Structures: The Planning and Zoning Commission continued discussion regarding a Council directive to consider maximum square footage standards for residential accessory structures such as garages, tool sheds, carports, etc. Commissioner Coleman presented handouts he had prepared to work through the discussion. The handout included illustrations of standard one-, two- and three-car garages and common square footages, ranging from 240 to 832 square feet. The group reviewed previous considerations that would set the maximum residential accessory structure at 50% of the residence or a set maximum of 1,000 square feet. They reviewed various scenarios for setting standards for residential garages and accessory buildings. The City Council requested the additional consideration for residential accessory structures to ensure these structures are not used for commercial purposes and do not reduce opportunities for housing. The P&Z suggested the following standards: 1) Set a maximum garage/accessory structure limit of 1,000 square feet rather than setting a limit based on a ratio of lot size or residence size. (Previously, a ratio of 2:1 house to garage ratio was discussed. P&Z also considered a 1:1 house to garage ratio. The set square footage of 1,000 square feet is easier to administer and is sufficient for three cars and storage/work space; 2) Establish the standard for only the Residential District, where lot sizes are smaller; 3) Limit height to two stories; 4) Include language restricting use to non-commercial, residential-only. The P&Z Commissioners asked staff to forward their suggestions to the City Council for feedback. (The residential accessory structure discussion was suspended to open the public hearing for File #AM23-22, and was continued following the close of the public hearing.)

PUBLIC HEARING: FILE AM23-22 – PARKS AND RECREATION FACILITIES - The City of Dover has initiated an amendment to its zoning regulations, Title 12 of Dover City Code, to amend Chapters 3, 5, 7, and Definitions to provide a process and standards to consider private and public low- and high-intensity parks and recreation facilities, create an administrative site plan review process for low-intensity parks and rec facilities, add these uses to the public uses table and remove from the commercial table, and to provide definitions for parks and recreation facilities. The Dover Planning and Zoning Commission will make a recommendation to City Council, which will hear the amendment at a later date and make the final decision.

Ms. Marley presented a summary of the application, a slide presentation, and the background for this proposed text amendment.

Public Comment: Katie Cox, executive director of the Kaniksu Land Trust, testified about several concerns she had regarding the draft amendment. She noted the 5,000 square foot land disturbance threshold for low-intensity facilities is too low. Even minor trail construction and parking lot development could move a potentially low-intensity use into high-intensity, she said. She also expressed concern that special events such as a music festival could result in the use being categorized as a high-intensity park/recreation facility. She spoke about the low intensity restrictions, including: the 20-car parking stall limit; daylight use only rather than a tie to “quiet hours;” possible inability for maintenance or event truck traffic to access sites for low-intensity uses; restrictions on special events; and city’s inability to monitor traffic and park usage; and limits on retail sales. Ms. Cox requested the Planning and Zoning Commission table the amendment and allow public workshops with trail and park providers and stated her concerns that the proposed amendment might restrict or hinder future recreational proposals.

The Chair closed the hearing at 7:19 p.m.

Deliberation: The Commission discussed the testimony received. The group reviewed daylight hour restrictions versus “quiet hours” of 7 a.m. to 11 p.m. Commissioner Coleman said he preferred the quiet hours limits rather than daylight hours. Commission members said they felt adequate public notice of the numerous workshops had been given and their goal is to streamline low-intensity uses. Uses that are not low intensity should rightfully be considered at public hearings, they noted.

Motion: Commissioner Becker moved to recommend to City Council approval of this file #AM23-22, amending Title 12 of Dover City Code, regarding Parks and Recreation Facilities, finding that it IS in accord with the adopted policies of the City of Dover comprehensive plan and Dover City Code, as enumerated in the findings and standards, as presented. Commissioner Gibbs seconded the motion. The Chair declared the motion approved 3-1, on a roll call vote, as follows: Gibbs: Yes; MacDonald: Yes; Coleman: No; Becker: Yes.

CONTINUATION OF OLD BUSINESS:

Flood Damage Prevention code update: Ms. Marley announced that she is still awaiting some clarifying information on the flood code update, and would follow up regarding this topic at a future meeting.

ANNOUNCEMENTS:

Ms. Marley confirmed quorum for the pending November 3, 2022, annexation zone change hearing. She updated the Commission on the post office plans and advised that she would copy the Commission with her memo to City Council on the residential accessory structures.

MEETING ADJOURNED:

The Chair declared the meeting adjourned at about 8:09 p.m.



Susie Kubiak
Dover Planning and Zoning Commission Chair