
DOVER PLANNING AND ZONING COMMISSION MINUTES MAY 5, 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 Julie Reister-Keaton 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 6:01 p.m. Roll call: Commission members present are noted with a check mark "X" in the boxes above.

CONSENT AGENDA:

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

Public Comment: None.

PUBLIC HEARING: ACTION ITEM: RECOMMENDATION TO CITY COUNCIL

FILE AM22-22 – SETBACKS, ACCESSORY STRUCTURES, & STANDARDS - The City of Dover has initiated an amendment to its zoning regulations, Title 12 of Dover City Code, to: clarify or add definitions for primary access, accessory structures, kitchen, setbacks, flanking street, and yards; clarify how setbacks are measured; allow an administrative exception to height or setback standards of up to 1 foot upon a showing of hardship; establish that residential accessory structures (garages, carports, etc.) are to be built simultaneously or after construction of the residence in the Residential zone; allow steps or stairs to be located within the waterfront setback with certain standards; allow structures to be placed across contiguous, common property lines; reduce the required front and rear setbacks in the Residential zone from 25 feet to 20 feet; reduce side yard setbacks to 5 feet for narrow lots (50 feet or less) in the Residential zone, inclusive of eaves. 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.

Chair Kubiak opened the public hearing.

Staff Presentation: Planner Clare Marley summarized the amendment request, presented a series of slides regarding the proposed amendment, and reviewed Planning and Zoning Commission workshop discussions on the proposed changes. She fielded Commission questions regarding the effect of the adoption on new construction and structures pending permit approval. She explained that permits are entitled to the laws in effect at the time of application.

Public Testimony: Kyle Coleman, 212 Mill Road, testified in support of the text amendment saying that the draft ordinance is a “good compromise” from the various options considered. He said he is a proponent of the 20-foot Residential setback and believes the required residential 10-foot side yard setback is atypical.

Motion: The Chair closed the hearing, and the Commission began deliberations. Commissioner Becker moved to recommend to City Council approval of file #AM22-22, amending Title 12 of Dover City Code, regarding definitions and development standards, 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 MacDonald seconded the motion. The Chair declared the motion approved on a unanimous voice vote.

NEW BUSINESS:

Ms. Marley shared with the Commission the engineer’s report to City Council regarding the sewer treatment plant operations and capacity. The report summarized the existing connection capacity of about 58% of plant design and the effects of infiltration and inflow on the system capacity.

OLD BUSINESS:

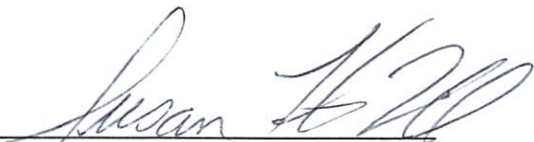
Parks and Recreation Facilities and Standards: The city planner reviewed past discussions regarding the standards and permitting process for public and private parks and recreation facilities under current city land use codes. Ms. Marley resumed discussion on the distinction between high and low intensity recreation and park uses. She reviewed draft definitions and possible permitting scenarios for public hearings for high intensity uses and administrative reviews for low intensity facilities. The Commission discussed draft definitions, public noticing for administrative permits and site plan reviews. They suggested the size of parking lots could be determining factors in a use’s intensity, as well as traffic trip generations, lighting, and noise. The Commission noted the 20 trips per day may be too low, as presented in the draft definition. Other questions needing further discussion and research included: whether equestrian parks or arenas are low or high intensity; if traffic counts should be considered averages over a week/month; whether certain facilities should be prohibited due to intensity or limited to certain zones. The Commission will resume discussions at the next public workshop.

ANNOUNCEMENTS AND UPDATES:

The city planner provided updates on the new post office construction.

MEETING ADJOURNED:

Commissioner MacDonald moved to adjourn, and Commissioner Gibbs seconded the motion. The Chair declared the meeting adjourned at about 8:00 p.m. on a unanimous voice vote.



Susie Kubiak
Dover Planning and Zoning Commission Chair

CANNED

JUN 03 2022