DOVER PLANNING AND ZONING COMMISSION
MINUTES
SEPTEMBER 12, 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 6:02 p.m.

ANNOUNCEMENTS:
Ms. Marley reminded the Commission that this would be Chairman Nowaske's last meeting as a Planning and Zoning Commission member. She thanked him for his 12 years of service and dedication to the Dover planning efforts.
Ms. Marley shared the City of Ponderay's Neighbor Day poster and announced the event would take place from 1-6 p.m. on Saturday, September 29th.

CONSENT AGENDA:
Approval of the August 2, 2018 minutes.
Motion: Commissioner Jones moved, and Commissioner Johnson seconded the motion to approve the minutes of August 2, 2018. The motion passed unanimously.

ELECTION OF OFFICERS:
The Chair opened nominations for the Commission Chair. Commissioner Johnson nominated Commissioner Jones for Chair. The Chair called for any additional nominations, and closed the nominations.

Motion: The Commission elected Commissioner Jones as Chair on a unanimous vote.

The Chair opened nominations for Vice Chair. Commissioner Nowaske nominated Commissioner Becker. After hearing no additional nominations, the Chair closed the nominations.

Motion: The Commission elected Commissioner Becker as Vice Chair on a unanimous vote.

PUBLIC COMMENT:
No member of the public presented comments under the general public comment section.

OLD BUSINESS:

File #AM13-18, RV Occupancy, Storage & Parking – Amendment to Section 12-6-18. The Commission requested this item be placed on the agenda to review requested revisions and confirm a date for a public hearing on the matter. The Commission reviewed the following changes:

12-6-18(C)(1) regarding minimum setbacks, to read as:

- C1. Five feet (5') from rear and side property lines (where 10' was originally proposed);
    - C1a. An administrative exception to the rear or side yard setbacks may be granted provided the landowner adjoining the subject yard provides written consent to allow the RV to be stored closer than the required setback. (New)
    - C2: Up to zero (0) front yard setback, provided vehicle is parked or stored within private driveway.

The Commission discussed with the planner whether paragraph C2 needed additional language to establish the front yard setback if the RV is not parked within the driveway. The group agreed to insert a requirement that the parked or stored RV has to meet the minimum front yard setback of the zoning district, if not parked within the front yard. The Commission agreed to return this to the public hearing calendar, after a quorum is confirmed.

Fencing standards, DCC 12-6-12D – The Commission reviewed the draft amendment to fencing standards to:

- Increase maximum fence height from 6 feet to 7 feet;
- Include variance as a method to seek exceptions to the fence height;
- Provide a method of measuring fence height and allow an arbor over gateways and entrances.

The Commission reviewed the draft and agreed to schedule the item to public hearing, after a quorum is confirmed.

Title 11, Subdivision Regulations, draft street standards and parking – The city planner reviewed the latest draft street typicals prepared by City Engineer Jay Hassell and discussed the types of roads common in Dover, where these standards should be applied and how private street standards should be set. City staff is preparing draft ordinance language to accompany the street standards, which will be presented to the Commission at a later date. The Commission discussed the four draft options, and requested additional review and information on cul-de-sacs and turnarounds, retention of paths or sidewalk systems for all streets, and additional "group" or "bump-out" parking areas where no parking is provided on-street. The street typicals presented are listed below, with additional Commission comments on the private roads:

- *Typical Section 1. Right-of-way widths of 60 to 80 feet, depending on street classification, with no on-street parking; 28-foot wide asphalt travel surface; 14-foot wide lanes; 10-foot wide ditches each side; and 10-foot wide utility/drainage easements on each side. No pedestrian path.*
- *Typical Section 2 for Collector and Urban Residential with on-street parking. Right-of-way width of 80 feet, 40-foot-foot wide asphalt surface; 11-foot travel lanes; curb and gutter; 7-foot wide parking lanes each side; 5-foot wide sidewalks each side; 8-foot-wide ditches each side; 10-foot wide drainage/utility easements each side, outside the 80-foot right-of-way.*

- *Typical Section 3. Right-of-way width of 60 feet; no on-street parking; 26-foot wide asphalt, 11-foot wide lanes; 5-foot wide sidewalks each side; curb and gutter; 8-foot wide ditches; 10-foot wide drainage/utility easements on each side, outside of the right-of-way.*
- *Typical Section 4, private road standard. 40-foot wide easement; 20-foot wide asphalt travel surface; 10-foot wide ditches each side within easement; 5-foot wide drainage/utility easements outside 40-foot wide easement. No sidewalks or on-street parking.* The Commission discussed possible "rational" thresholds or limits to the number of residences that would be allowed on a private road system, such as a limit of six homes. They also talked about requirements for long-term maintenance of private road systems, such as home owner associations or road maintenance associations. They requested that staff review the standards for life/safety/emergency access concerns. The group suggested even private roads should have connecting pathways or sidewalks and off-street parking must be addressed to prevent streets from being blocked by parked cars. The Commission also expressed concerns that even private streets could someday become public, and the interconnectivity of streets could become checkerboarded by varying standards and widths. The Commission suggested a minimum easement or right-of-way width be the same for both public and private roads.

OPEN DISCUSSION: Schedules and training. The Commission reviewed their schedules for the proposed public hearings for amendments regarding fence height, RV occupancy and public nuisance. The Commission selected Monday, October 15th, at 6 p.m. as the proposed public hearing date. Ms. Marley advised she will follow up with all Commission members to confirm the date prior to sending legal notices. The Commission agreed to conduct its regularly scheduled November 1st meeting to continue training and updates.

The Commission reviewed the multi-part Association of Idaho Cities training video on land use procedures. They will continue the video session at the next regular meeting.

MEETING ADJOURNED:

Motion: Commissioner Nowaske moved, and Commissioner Becker seconded the motion to adjourn. The Chair called the meeting adjourned at 7:55 p.m. on a unanimous vote.

Michael Jones
Dover Planning and Zoning Commission Chair

CITY OF DOVER PLANNING AND ZONING COMMISSION MEETING PUBLIC HEARINGS
DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER, IDAHO
WED. ~~THURSDAY~~, SEPTEMBER 12th, 2018 @ 6:00 p.m.

NAME	ADDRESS	PHONE	EMAIL
Debra RAWUKA	215 3rd, Dover	208) 290-5438	debrarawuka@hotmail.com
GREG RAWUKA	" " "	208-304-5487	" " "