



**PLANNING AND ZONING COMMISSION
MEETING AGENDA**

**July 9, 2024
5:30 PM**

Location: City Council Chambers, 408 N. Spokane Street, Post Falls, ID 83854

CALL TO ORDER - 5:30 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

Vicky Jo Carey, Kibbee Walton, Ray Kimball, James Steffensen, Ross Schlotthauer, Nancy Hampe, Bobby Wilhelm

DEVELOPMENT IMPACT FEE COMMITTEE

- a. 2023 Impact Fee Report

REGULAR MEETING

**CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION:
ACTION ITEM**

- a. National Sugar Cookie Day

AMENDMENTS TO THE AGENDA

Final action cannot be taken on an item added to the agenda after the start of the meeting unless an emergency is declared that requires action at the meeting. The declaration and justification must be approved by motion of the Council.

DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS

Commission members are requested to declare if there is a conflict of interest, real or potential, pertaining to items on the agenda.

1. CONSENT CALENDAR

The consent calendar includes items which require formal Commission action, but which are typically routine or not of great controversy. Individual Commission members may ask that any specific item be removed from the consent calendar in order that it be discussed in greater detail. Explanatory information is included in the Commission agenda packet regarding these items and any contingencies are part of the approval.

ACTION ITEMS:

- a. Meeting Minutes June 11, 2024 Planning & Zoning meeting

2. CITIZEN ISSUES

This section of the agenda is reserved for citizens wishing to address the Commission on an issue that is not on the agenda. Persons wishing to speak will have 5 minutes. Comments related to pending public hearings, including decisions that may be appealed to the City Council, are out of order and should be held for that public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, by subsequent appointment. In order to ensure adequate public notice, Idaho Law provides that any item, other than emergencies, requiring action must be placed on the agenda of an upcoming meeting. As such, the Commission cannot take action on items raised during citizens issues at the same meeting but may request additional information or that the item be placed on a future agenda.

3. UNFINISHED / OLD BUSINESS

This section of the agenda is to continue consideration of items that have been previously discussed by the Planning and Zoning Commission.

ACTION ITEMS:

4. PUBLIC HEARINGS

There are generally two types of public hearings. In a legislative hearing, such as adopting an ordinance amending the zoning code or Comprehensive Plan amendments, the Mayor and City Council may consider any input provided by the public. In quasi-judicial hearings, such as subdivisions, special use permits and zone change requests, the Mayor and City Council must follow procedures similar to those used in court to ensure the fairness of the hearing. Additionally, the Mayor and City Council can only consider testimony that relates to the adopted approval criteria for each matter. Residents or visitors wishing to testify upon an item before the Council must sign up in advance and provide enough information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for submission of information from City staff, then presentation by the applicant (15 min.), followed by public testimony (4 min. each) and finally the applicant's rebuttal testimony (8 min.). Testimony should be addressed to the City Council, only address the relevant approval criteria (in quasi-judicial matters) and not be unduly repetitious.

ACTION ITEMS:

- a. Spencer Townhomes File No. SUP-24-3
- b. Aspen Cottage and Tiny Homes File No. SUP-24-4

5. ADMINISTRATIVE / STAFF REPORTS

6. COMMISSION COMMENT

7. ADJOURNMENT

Questions concerning items appearing on this Agenda should be addressed to the Community Development Department – Planning Division at 408 Spokane Street or call 208-773-8708.

The City Hall building is handicapped accessible. If any person needs special equipment to accommodate their disability, please notify the City Media Center at least 24 hours in advance of the meeting date. The Media Center telephone number is 208-457-3341.

Chair: James Steffensen Vice Chair: Ray Kimball
Members: Vicky Jo Carey, Nancy Hampe, Ross Schlotthauer, Bobby Wilhelm, Kibbee Walton

MEMORANDUM

DATE: July 5, 2024

TO: Planning and Zoning Commission

FROM: Jon Manley, Planning Manager

SUBJECT: Development Impact Fee Report 2023

The Finance Director has prepared the Development Impact Fee Report 2023 as part of the Annual Audit for Fiscal Year 2023 (FY23). A development impact fee report is an annual requirement for every governmental entity that collects impact fees (Title 67 Chapter 82 of the Idaho Statutes; Post Falls City Code, Title 19, Subsection 19.04.080.G). Exhibit S-1 details the history of impact fee collections and expenditures.

The data in the Development Impact Fee Report 2023 reflects beginning balances, impact fees collected, other revenues, expenditures, interest, fund totals, and the roads, parks and public safety projects that received impact fees during FY23 (10/01/22 to 09/30/23). In FY23, approximately \$4,122,306.62 were collected in impact fees and \$6,586,940.25 of impact fees were spent on roads, parks and public safety projects to assist with mitigating growth in the community as shown below.

- **Roads:** The following projects expended funding from the roads impact fee account: Traffic Study, Chase Rd BNSF RR Xing, Spokane and Prairie project (widening portion of Spokane St.), traffic control at Poleline and Cecil, Poleline/Spokane Roundabout, and the Seltice and Mullan congestion study. The total money spent on roads for fiscal year 2023 was \$2,835,080.37.
- **Parks:** Impact fee money for the Parks Department was spent on many projects. Some of the more substantial expenditures include Phase 1 of the Sports Complex and Black Bay Park, including some on professional contracts. The total sum of moneys spent by the Parks Department totals \$2,715,868.79 roads for fiscal year 2023.
- **Public Safety:** The Police Department expenditure of impact fees for FY23:
 - Land Acquisition \$999,784.39
 - Impact Fee Study \$1,746.00
 - Transfer Fund 008 \$34,460.70
 - Total Public Safety Projects \$1,035,991.09

No decision is required from the Planning and Zoning Commission on the Development Impact Fee Report 2023. The report will also be presented to the City Council.

Attachments:

Exhibit S-1: Impact Fee History
Exhibit S-2: FY2023 Impact Fee Summary
Exhibit S-3: 2023 Development Impact Fee Assessment

Impact Fee History

FY99	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 60,462.29	\$ 190,935.24			\$ 8,945.51	\$ 260,343.04
Parks	\$ 92,586.13	\$ 211,988.00		\$ (19,354.47)	\$ 9,025.08	\$ 294,244.74
Public Safety	\$ 17,616.24	\$ 55,284.46			\$ 2,590.13	\$ 75,490.83
	\$ 170,664.66	\$ 458,207.70	\$ -	\$ (19,354.47)	\$ 20,560.72	\$ 630,078.61
FY00	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 260,343.04	\$ 183,680.69		\$ (29,659.64)	\$ 19,860.32	\$ 434,224.41
Parks	\$ 294,244.74	\$ 160,127.00		\$ (234,284.91)	\$ 10,548.69	\$ 230,635.52
Public Safety	\$ 75,490.83	\$ 64,265.60			\$ 6,698.48	\$ 146,454.91
	\$ 630,078.61	\$ 408,073.29	\$ -	\$ (263,944.55)	\$ 37,107.49	\$ 811,314.84
FY01	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 434,224.41	\$ 137,223.61		\$ (26,864.29)	\$ 19,725.91	\$ 564,309.64
Parks	\$ 230,635.52	\$ 150,800.00		\$ (36,266.59)	\$ 12,565.50	\$ 357,734.43
Public Safety	\$ 146,454.91	\$ 103,431.95		\$ (153,000.00)	\$ 4,523.90	\$ 101,410.76
	\$ 811,314.84	\$ 391,455.56	\$ -	\$ (216,130.88)	\$ 36,815.31	\$ 1,023,454.83
FY02	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 564,309.64	\$ 230,429.01		\$ (355,995.89)	\$ 19,176.46	\$ 457,919.22
Parks	\$ 357,734.43	\$ 170,518.82		\$ (169,550.16)	\$ 12,152.26	\$ 370,855.35
Public Safety	\$ 101,410.76	\$ 56,304.46		\$ -	\$ 4,536.36	\$ 162,251.58
	\$ 1,023,454.83	\$ 457,252.29	\$ -	\$ (525,546.05)	\$ 35,865.08	\$ 991,026.15
FY03	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 457,919.22	\$ 258,082.36		\$ (5,939.92)	\$ 12,575.59	\$ 722,637.25
Parks	\$ 370,855.35	\$ 272,247.99		\$ (231,758.96)	\$ 10,288.27	\$ 421,632.65
Public Safety	\$ 162,251.58	\$ 77,336.06		\$ (237,890.00)	\$ 3,901.58	\$ 5,599.22
	\$ 991,026.15	\$ 607,666.41	\$ -	\$ (475,588.88)	\$ 26,765.44	\$ 1,149,869.12

Impact Fee History

FY04	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 722,637.25	\$ 346,274.59	\$ 31,443.50	\$ -	\$ 12,352.14	\$ 1,112,707.48
Parks	\$ 421,632.65	\$ 365,540.00		\$ (237,980.18)	\$ 6,199.51	\$ 555,391.98
Public Safety	\$ 5,599.22	\$ 95,477.58		\$ (50,000.04)	\$ 278.81	\$ 51,355.57
	\$ 1,149,869.12	\$ 807,292.17	\$ 31,443.50	\$ (287,980.22)	\$ 18,830.46	\$ 1,719,455.03

FY05	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 1,112,707.48	\$ 314,742.11		\$ -	\$ 24,640.21	\$ 1,452,089.80
Parks	\$ 555,391.98	\$ 390,884.24		\$ (531,811.70)	\$ 10,227.73	\$ 424,692.25
Public Safety	\$ 51,355.57	\$ 93,616.38		\$ (69,999.96)	\$ 1,192.06	\$ 76,164.05
	\$ 1,719,455.03	\$ 799,242.73	\$ -	\$ (601,811.66)	\$ 36,060.00	\$ 1,952,946.10

FY06	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 1,452,089.80	\$ 635,061.81		\$ (50,106.00)	\$ 58,547.74	\$ 2,095,593.35
Parks	\$ 424,692.25	\$ 759,173.12	\$ 251,110.10	\$ (328,086.88)	\$ 25,583.09	\$ 1,132,471.68
Public Safety	\$ 76,164.05	\$ 103,046.11		\$ (69,999.96)	\$ 3,108.91	\$ 112,319.11
	\$ 1,952,946.10	\$ 1,497,281.04	\$ 251,110.10	\$ (448,192.84)	\$ 87,239.74	\$ 3,340,384.14

*Includes a grant of \$251,110.10 in the Other Revenue Column

FY07	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 2,095,593.35	\$ 922,764.16		\$ (16,600.00)	\$ 109,116.11	\$ 3,110,873.62
Parks	\$ 1,132,471.68	\$ 654,949.88		\$ (265,729.58)	\$ 56,553.35	\$ 1,578,245.33
Public Safety	\$ 112,319.11	\$ 127,993.55		\$ (75,000.00)	\$ 5,611.47	\$ 170,924.13
	\$ 3,340,384.14	\$ 1,705,707.59	\$ -	\$ (357,329.58)	\$ 171,280.93	\$ 4,860,043.08

FY08	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 3,110,873.62	\$ 781,140.38	\$ 10,387.79	\$ (771,027.36)	\$ 99,777.36	\$ 3,231,151.79
Parks	\$ 1,578,245.33	\$ 344,345.00		\$ (690,790.04)	\$ 41,760.58	\$ 1,273,560.87
Public Safety	\$ 170,924.13	\$ 132,285.45		\$ (82,960.64)	\$ 6,528.72	\$ 226,777.66
	\$ 4,860,043.08	\$ 1,257,770.83	\$ 10,387.79	\$ (1,544,778.04)	\$ 148,066.66	\$ 4,731,490.32

Impact Fee History

FY09	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 3,231,151.79	\$ 351,255.78	\$ 54,936.45	\$ (379,106.18)	\$ 45,664.08	\$ 3,303,901.92
Parks	\$ 1,273,560.87	\$ 530,664.00		\$ (675,507.83)	\$ 13,466.19	\$ 1,142,183.23
Public Safety	\$ 226,777.66	\$ 112,846.16		\$ (110,276.20)	\$ 1,741.71	\$ 231,089.33
	<u>\$ 4,731,490.32</u>	<u>\$ 994,765.94</u>	<u>\$ 54,936.45</u>	<u>\$ (1,164,890.21)</u>	<u>\$ 60,871.98</u>	<u>\$ 4,677,174.48</u>
FY10	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 3,303,901.92	\$ 622,757.01	\$ 42,991.39	\$ (964,233.58)	\$ 154,895.93	\$ 3,160,312.67
Parks	\$ 1,142,183.23	\$ 341,904.00		\$ (35,375.39)	\$ 44,206.39	\$ 1,492,918.23
Public Safety	\$ 231,089.33	\$ 107,472.61		\$ (109,460.76)	\$ 321.48	\$ 229,422.66
	<u>\$ 4,677,174.48</u>	<u>\$ 1,072,133.62</u>	<u>\$ 42,991.39</u>	<u>\$ (1,109,069.73)</u>	<u>\$ 199,423.80</u>	<u>\$ 4,882,653.56</u>
FY11	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 3,160,312.67	\$ 309,221.90	\$ 250,000.00	\$ (375,852.29)	\$ 29,371.26	\$ 3,373,053.54
Parks	\$ 1,492,918.23	\$ 253,051.60		\$ (121,275.18)	\$ 9,846.43	\$ 1,634,541.08
Public Safety	\$ 229,422.66	\$ 52,530.61		\$ (108,285.31)	\$ 445.83	\$ 174,113.79
	<u>\$ 4,882,653.56</u>	<u>\$ 614,804.11</u>	<u>\$ 250,000.00</u>	<u>\$ (605,412.78)</u>	<u>\$ 39,663.52</u>	<u>\$ 5,181,708.41</u>
FY12	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 3,373,053.54	\$ 232,783.02	\$ 262,656.44	\$ (605,519.70)	\$ 38,004.41	\$ 3,300,977.71
Parks	\$ 1,634,541.08	\$ 287,570.07	\$ 35,700.00	\$ (153,835.18)	\$ 11,705.99	\$ 1,815,681.96
Public Safety	\$ 174,113.79	\$ 75,168.98		\$ (109,460.76)	\$ 206.70	\$ 140,028.71
	<u>\$ 5,181,708.41</u>	<u>\$ 595,522.07</u>	<u>\$ 298,356.44</u>	<u>\$ (868,815.64)</u>	<u>\$ 49,917.10</u>	<u>\$ 5,256,688.38</u>
FY13	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 3,300,977.71	\$ 266,414.73	\$ 246,234.53	\$ (1,338,179.80)	\$ 31,007.85	\$ 2,506,455.02
Parks	\$ 1,815,681.96	\$ 348,727.21		\$ (193,575.70)	\$ 9,499.10	\$ 1,980,332.57
Public Safety	\$ 140,028.71	\$ 100,131.27		\$ (98,300.04)	\$ 113.49	\$ 141,973.43
	<u>\$ 5,256,688.38</u>	<u>\$ 715,273.21</u>	<u>\$ 246,234.53</u>	<u>\$ (1,630,055.54)</u>	<u>\$ 40,620.44</u>	<u>\$ 4,628,761.02</u>

Impact Fee History

FY14	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 2,506,455.02	\$ 166,090.35	\$ 191,632.03	\$ (318,441.95)	\$ 23,096.02	\$ 2,568,831.47
Parks	\$ 1,980,332.57	\$ 201,490.50	\$ 176.00	\$ (22,963.81)	\$ 8,562.63	\$ 2,167,597.89
Public Safety	\$ 141,973.43	\$ 63,660.65		\$ (34,460.76)	\$ 73.38	\$ 171,246.70
	<u>\$ 4,628,761.02</u>	<u>\$ 431,241.50</u>	<u>\$ 191,808.03</u>	<u>\$ (375,866.52)</u>	<u>\$ 31,732.03</u>	<u>\$ 4,907,676.06</u>
FY15	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 2,568,831.47	\$ 437,629.80	\$ 84,279.49	\$ (895,234.16)	\$ 45,130.34	\$ 2,240,636.94
Parks	\$ 2,167,597.89	\$ 458,715.50	\$ -	\$ (5,108.55)	\$ 15,892.15	\$ 2,637,096.99
Public Safety	\$ 171,246.70	\$ 168,052.74	\$ -	\$ (36,380.70)	\$ 127.11	\$ 303,045.85
	<u>\$ 4,907,676.06</u>	<u>\$ 1,064,398.04</u>	<u>\$ 84,279.49</u>	<u>\$ (936,723.47)</u>	<u>\$ 61,149.60</u>	<u>\$ 5,180,779.78</u>
FY16	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 2,240,636.94	\$ 826,769.21	\$ 1,314,740.05	\$ (1,002,531.97)	\$ 32,196.46	\$ 3,411,810.69
Parks	\$ 2,637,096.99	\$ 1,030,175.88	\$ -	\$ (38,008.62)	\$ 13,074.64	\$ 3,642,338.89
Public Safety	\$ 303,045.85	\$ 331,626.34	\$ -	\$ (271,266.77)	\$ 441.69	\$ 363,847.11
	<u>\$ 5,180,779.78</u>	<u>\$ 2,188,571.43</u>	<u>\$ 1,314,740.05</u>	<u>\$ (1,311,807.36)</u>	<u>\$ 45,712.79</u>	<u>\$ 7,417,996.69</u>
FY17	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 3,411,810.69	\$ 632,563.81	\$ (4,964.49)	\$ (372,452.41)	\$ 2,856.23	\$ 3,669,813.83
Parks	\$ 3,642,338.89	\$ 933,733.64	\$ (15,842.83)	\$ (1,008,408.39)	\$ 22,479.99	\$ 3,574,301.30
Public Safety	\$ 363,847.11	\$ 246,547.42	\$ -	\$ (216,799.27)	\$ 687.98	\$ 394,283.24
	<u>\$ 7,417,996.69</u>	<u>\$ 1,812,844.87</u>	<u>\$ (20,807.32)</u>	<u>\$ (1,597,660.07)</u>	<u>\$ 26,024.20</u>	<u>\$ 7,638,398.37</u>
FY18	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 3,669,813.83	\$ 738,555.80	\$ (95,087.99)	\$ (416,319.51)	\$ 64,106.66	\$ 3,961,068.79
Parks	\$ 3,574,301.30	\$ 929,645.05	\$ (32,856.23)	\$ (2,110,323.84)	\$ 35,901.66	\$ 2,396,667.94
Public Safety	\$ 394,283.24	\$ 287,715.97	\$ 1,304.41	\$ (66,236.49)	\$ 4,914.98	\$ 621,982.11
	<u>\$ 7,638,398.37</u>	<u>\$ 1,955,916.82</u>	<u>\$ (126,639.81)</u>	<u>\$ (2,592,879.84)</u>	<u>\$ 104,923.30</u>	<u>\$ 6,979,718.84</u>

Impact Fee History

FY19	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 3,961,068.79	\$ 1,167,542.90	\$ 159,078.65	\$ (49,781.15)	\$ 106,558.29	\$ 5,344,467.48
Parks	\$ 2,396,667.94	\$ 1,679,134.21	\$ 256,938.19	\$ (1,789,838.11)	\$ 62,481.17	\$ 2,605,383.40
Public Safety	\$ 621,982.11	\$ 449,719.24	\$ (1,304.41)	\$ (184,145.22)	\$ 15,282.60	\$ 901,534.32
	\$ 6,979,718.84	\$ 3,296,396.35	\$ 414,712.43	\$ (2,023,764.48)	\$ 184,322.06	\$ 8,851,385.20
FY20	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 5,344,467.48	\$ 1,308,239.53	\$ 10,901.89	\$ (98,806.50)	\$ 148,138.17	\$ 6,712,940.57
Parks	\$ 2,605,383.40	\$ 1,890,377.12	\$ 3,649.86	\$ (1,218,580.27)	\$ 65,077.75	\$ 3,345,907.86
Public Safety	\$ 901,534.32	\$ 507,537.88	\$ -	\$ (66,316.75)	\$ 15,845.31	\$ 1,358,600.76
	\$ 8,851,385.20	\$ 3,706,154.53	\$ 14,551.75	\$ (1,383,703.52)	\$ 229,061.23	\$ 11,417,449.19
FY21	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 6,712,940.57	\$ 1,209,418.88	\$ 1,072,065.69	\$ (813,172.13)	\$ 57,873.25	\$ 8,239,126.26
Parks	\$ 3,345,907.86	\$ 1,379,967.15	\$ (40,745.91)	\$ (1,002,435.33)	\$ 23,545.53	\$ 3,706,239.30
Public Safety	\$ 1,358,600.76	\$ 455,977.70	\$ 3,990.57	\$ (36,112.37)	\$ 4,057.94	\$ 1,786,514.60
	\$ 11,417,449.19	\$ 3,045,363.73	\$ 1,035,310.35	\$ (1,851,719.83)	\$ 85,476.72	\$ 13,731,880.16
FY22	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 8,239,126.26	\$ 2,283,080.08	\$ 2,328,405.00	\$ (6,640,222.82)	\$ (17,880.06)	\$ 6,192,508.46
Parks	\$ 3,706,239.30	\$ 2,172,755.32	\$ -	\$ (1,352,400.57)	\$ (1,284.57)	\$ 4,525,309.48
Public Safety	\$ 1,786,514.60	\$ 449,464.22	\$ -	\$ (36,302.70)	\$ 4,833.20	\$ 2,204,509.32
	\$ 13,731,880.16	\$ 4,905,299.62	\$ 2,328,405.00	\$ (8,028,926.09)	\$ (14,331.43)	\$ 12,922,327.26
FY23	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 6,192,508.46	\$ 1,939,920.53	\$ 983,985.63	\$ (2,835,080.37)	\$ 9,702.21	\$ 6,291,036.46
Parks	\$ 4,525,309.48	\$ 1,840,321.31	\$ 1,351,000.00	\$ (2,715,868.79)	\$ 79,895.92	\$ 5,080,657.92
Public Safety	\$ 2,204,509.32	\$ 342,064.78	\$ 751,571.45	\$ (1,035,991.09)	\$ 60,898.71	\$ 2,323,053.17
	\$ 12,922,327.26	\$ 4,122,306.62	\$ 3,086,557.08	\$ (6,586,940.25)	\$ 150,496.84	\$ 13,694,747.55

Impact Fee Summary.xlsx

	FY2023					
FY2023	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Roads	\$ 6,192,508.46	\$ 1,939,920.53	\$ 983,985.63	\$ (2,835,080.37)	\$ 9,702.21	\$ 6,291,036.46
Parks	\$ 4,525,309.48	\$ 1,840,321.31	\$ 1,351,000.00	\$ (2,715,868.79)	\$ 79,895.92	\$ 5,080,657.92
Public Safety	\$ 2,204,509.32	\$ 342,064.78	\$ 751,571.45	\$ (1,035,991.09)	\$ 60,898.71	\$ 2,323,053.17
	\$ 12,922,327.26	\$ 4,122,306.62	\$ 3,086,557.08	\$ (6,586,940.25)	\$ 150,496.84	\$ 13,694,747.55

FY2023 Summary						
	Impact Fees	Other Revenues	Interest	Expenditures	Total	
Roads	\$ 16,553,039.58	\$ 6,943,686.05	\$ 1,155,438.45	\$ (18,361,127.62)	\$ 6,291,036.46	
Parks	\$ 17,851,392.74	\$ 1,809,129.18	\$ 609,255.03	\$ (15,189,119.03)	\$ 5,080,657.92	
Public Safety	\$ 4,677,174.41	\$ 755,562.02	\$ 148,962.53	\$ (3,258,645.79)	\$ 2,323,053.17	
	\$ 39,081,606.73	\$ 9,508,377.25	\$ 1,913,656.01	\$ (36,808,892.44)	\$ 13,694,747.55	

Budget Impact Fee Recon
FY2023

Roads	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Fund37	\$ 6,192,508.46	\$ 1,939,920.53	\$ 983,985.63	\$ (2,835,080.37)	\$ 9,702.21	\$ 6,291,036.46
(includes Multi-modal)						

Impact Fee Study	\$ 3,684.00
Traffic Study	\$ 214,621.00
Chase Rd BNSF RR Xing	71,803.79
Contracts/ Professional	9,243.95
Spokane and Prairie	106,811.17
Poleline and Cecil: Traffic control	103,389.30
Poleline/Spokane Roundabout	2,315,527.16
Seltice/Mullan Congestions Std	10,000.00
Total Street Projects	\$ 2,835,080.37

Parks	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Fund38	\$ 4,525,309.48	\$ 1,840,321.31	\$ 1,351,000.00	\$ (2,715,868.79)	\$ 79,895.92	\$ 5,080,657.92

Contracts/ Professional	30,535.90
Impact Fee Study	1,746.00
Land Acquisition	1,908,416.62
Sports Complex (Phase 1)	761,061.52
Black Bay	14,108.75
Total Parks Projects	\$ 2,715,868.79

Public Safety	Beginning Bal.	Impact Fees	Other Revenues	Expenditures	Interest	Total
Fund35	\$ 2,204,509.32	\$ 342,064.78	\$ 751,571.45	\$ (1,035,991.09)	\$ 60,898.71	\$ 2,323,053.17

Land Acquisition	\$ 999,784.39
Impact Fee Study	1,746.00
Transfer to Fund 008	34,460.70
Total Pulic Safety Pojects	\$ 1,035,991.09



**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

**June 11, 2024
5:30 PM**

Location: City Council Chambers, 408 N. Spokane Street, Post Falls, ID 83854

CALL TO ORDER - 5:30 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

Vicky Jo Carey, Kibbee Walton, Ray Kimball, James Steffensen, Ross Schlotthauer, Nancy Hampe, Bobby Wilhelm

REGULAR MEETING

**CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION
ACTION ITEM**

- a. National German Chocolate Cake Day

AMENDMENTS TO THE AGENDA

Final action cannot be taken on an item added to the agenda after the start of the meeting unless an emergency is declared that requires action at the meeting. The declaration and justification must be approved by motion of the Council.

Jon Manley, Planning Manager: Item number 8 on the agenda, The Development Impact Fee Committee meeting, is not going on this evening. We will be moving that report to another meeting in the future.

DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS

Commission members are requested to declare if there is a conflict of interest, real or potential, pertaining to items on the agenda.

None.

1. CONSENT CALENDAR

The consent calendar includes items which require formal Commission action, but which are typically routine or not of great controversy. Individual Commission members may ask that any specific item be removed from the consent calendar in order that it be discussed in greater detail. Explanatory information is included in the Commission agenda packet regarding these items and any contingencies are part of the approval.

ACTION ITEMS:

- a. Meeting Minutes May 14, 2024 Planning and Zoning Meeting

- b. MVBC Zone Recommendation File No. ANNX-23-6

**Motion by Planning and Zoning Commissioner Walton to approve the consent calendar as presented.
Second by Planning and Zoning Commissioner Carey.**

**Vote: Wilhelm - Yes, Hampe - Yes, Schlotthauer - Yes, Steffensen - Yes, Walton - Yes, Carey - Yes
Moved**

2. CITIZEN ISSUES

This section of the agenda is reserved for citizens wishing to address the Commission on an issue that is not on the agenda. Persons wishing to speak will have 5 minutes. Comments related to pending public hearings, including decisions that may be appealed to the City Council, are out of order and should be held for that public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, by subsequent appointment. In order to ensure adequate public notice, Idaho Law provides that any item, other than emergencies, requiring action must be placed on the agenda of an upcoming meeting. As such, the Commission cannot take action on items raised during citizens issues at the same meeting but may request additional information or that the item be placed on a future agenda.

None

3. UNFINISHED / OLD BUSINESS

This section of the agenda is to continue consideration of items that have been previously discussed by the Planning and Zoning Commission.

ACTION ITEMS:

None

4. PUBLIC HEARINGS

There are generally two types of public hearings. In a legislative hearing, such as adopting an ordinance amending the zoning code or Comprehensive Plan amendments, the Mayor and City Council may consider any input provided by the public. In quasi-judicial hearings, such as subdivisions, special use permits and zone change requests, the Mayor and City Council must follow procedures similar to those used in court to ensure the fairness of the hearing. Additionally, the Mayor and City Council can only consider testimony that relates to the adopted approval criteria for each matter. Residents or visitors wishing to testify upon an item before the Council must sign up in advance and provide enough information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for submission of information from City staff, then presentation by the applicant (15 min.), followed by public testimony (4 min. each) and finally the applicant's rebuttal testimony (8 min.). Testimony should be addressed to the City Council, only address the relevant approval criteria (in quasi-judicial matters) and not be unduly repetitious.

ACTION ITEMS:

- a. North Place Subdivision File No. SUBD-23-7

Public Hearing opened at 5:33 pm.

Staff report

Jon Manley, Planning Manager:

The owner of the property is Schneidmiller Brothers Inc. The applicant is Kevin Schneidmiller. The applicant has requested to subdivide approximately 238.52 acres into approximately 1125 lots within the Residential Mixed (RM) zoning district in multiple phases consistent with the associated Residential Mixed (RM) Zone Change Development Agreement. The project is located south of Prairie Avenue, between Idaho Road and Greensferry Road. The current land use is a large undeveloped lot zoned Residential Mixed (RM). The surrounding land use within the City is mostly Single Family Residential (R-1) zoned single-family homes. The surrounding zoning districts are: at the northeast corner there is a 5-acre Community Commercial Services lot and to the east is another 5-acre Residential Mixed (RM) subdivision called Britton Place. The water provider west of Syringa is the City of Post Falls; east of Syringa is Ross Point Water District. The City of Post Falls will be providing sanitary sewer. The City of Post Falls has adequate capacity to provide service to the subdivision

as proposed. The subdivision and proposed layout are consistent with the City's Transportation Master Plan and Design Standards. At this time there are no known soil or topographical conditions which have been identified as hazards. The proposed preliminary plat complies with the Residential Mixed (RM) zoning district and the associated development agreement. Impact fees will be assessed and collected on individual building permits to assist in mitigating the off-site impacts on parks, public safety, multi-modal pathways and streets.

Carey: How much could they change that?

Chris Gabbert, Deputy City Attorney: In the residential mixed zone there are some limitations on the uses of the sites. Neighborhood commercial cannot exceed 10% of the total development area and multi-family residential uses cannot exceed 20% of the total area.

Robert Palus, City Engineer: This is a very large project, it has about 240 acres and won't be built out overnight. You're not going to see the impact of a thousand new lots and 11,000 new trips overnight. It develops gradually over about 15 to 20 years, we can't be positive. Looking at our Transportation Master Plan (TMP), first, does the overall project match what we anticipate for the population and density in that area? Being single-family residential, back in 2017 we were anticipating that this area, approximately 240 acres, would develop approximately 3,700 new residents to the city of Post Falls by the year 2035. What's being proposed tonight is in general aligned with that plus or minus, about 10%. They may be closer to about 4,000 new residents in that area by the time they reach the buildout. Our TMP computer model for the year 2035 shows what things look like now and for the year 2035. Prairie Avenue is a principal arterial roadway through the city of Post Falls, and provides regional connectivity from Post Falls to Coeur d'Alene and US Highway 95. Currently, Prairie Avenue has about 8,400 vehicle trips per day on it. That number is based off ITD's traffic counts that were done last year. By the year 2035 we're anticipating that number to about double to around 16,000. A principal arterial roadway is designed to handle between 16,000 to 32,000 vehicles per day. When we reach full development of Prairie Avenue, if it's at 16,000 vehicles per day in 2035 we're going to be on the low end of what its capacity is. We typically look at the V/C (volume over capacity) during the PM peak hours as being the most impacted time of the day. Currently, as a two-lane facility, Prairie Avenue is operating at V/C ratio of 57% of its capacity. We generally do improvements to the road when it reaches around 75 to 80% of its capacity. By the year 2035 our TMP indicates we are going to need to have Prairie as a 5-lane facility. We are currently making progress on that from the east coming in this direction. We recently made some improvements on Prairie between Spokane Street and Chase Road. In 2035, with the 5-lane configuration, the volume to capacity depending on where you're at on the section between Idaho Street and Greensferry Road will be operating around 55% of capacity. On Greensferry Road we currently have 6,000 vehicle trips per day. It's a 3-lane configuration, operating at 31% of capacity. By 2035, we anticipate it will still need to be a 3-lane configuration and will be operating at about 47% of capacity. The intersection of Syringa Street and Poleline Avenue is currently operating at 2,000 vehicle trips per day. For a minor collector roadway that is low. Minor collectors handle between 1,500 and 5,000 vehicles per day. By 2035, our models are indicating, with the growth anticipated from this development, 3,700 additional residences by 2035. We anticipate the volume to capacity ratio to be about 18% of capacity. On the west side of Idaho Street, it is currently operating at 3,900 vehicle trips per day. Idaho Street is a minor arterial roadway. Minor arterial roadways handle between 6,000 to 15,000 vehicles per day. Currently, it is at 27% capacity. By 2035, we anticipate it to be at 40% of capacity. We anticipate Prairie Avenue will be built out to a five-lane configuration. We have a Capital Improvement Plan project to widen Prairie Avenue from State Highway 41 to Greensferry Road to a five-lane configuration. That would include making some modifications to the traffic signals to accommodate a five-lane roadway. We have a CIP project for a roundabout at Charville and Prairie to help manage the traffic. For Greensferry Road, by 2035 we have on our CIP to install a traffic signal. At the time of development, we will look at the pros and cons of a roundabout versus a traffic signal, to determine which would work best for the situation, taking into consideration that there is a school there and a more constrained area in that location. Penrose Avenue, identified here as Hope Avenue east of Greensferry Road is a major collector roadway going through the neighborhood. Through its design, it should be able to handle between 6,000 to 12,000 vehicles per day. Our modeling shows the projected traffic volume from this neighborhood is going to less than 6,000. We kept that classification, that's what our TMP calls for. We worked with the developer and made some adaptations to our road standards there. There are a couple of areas where Penrose Avenue from Idaho Street almost up to Syringa Street have been constructed with bicycle lanes. East of Syringa Street is going to be widened with parking on both sides. In some areas there will be less parking because of how the lots are configured. We've done a similar thing on Syringa Street. Up on Prairie between Greensferry and Idaho right now is not in our CIP as being a funded project to make five lanes. We anticipate in our TMP that will become an impact fee project. If that isn't an impact fee project, this developer is responsible for widening Prairie Avenue to the south along

their frontage, which would take Prairie Avenue from a 26-foot wide road to about 51 feet, allowing a four-lane configuration with a two-way center turn lane. One lane in the westbound direction and two lanes in the eastbound direction. That would help alleviate one of the public comments about speed along Prairie Avenue. The collision history along there was predominantly due to rear end collisions, but providing a two-way center turn lane will help. We show that initially Syringa Street would be restricted. Traffic from Prairie would be able to turn in to the right or left and that traffic leaving the site would only be able to make a right turn-out. We are updating our TMP right now, we're looking at whether to increase Syringa to a traffic control device, a roundabout or traffic signal. If that's the case that would become a CIP project and impact fees that are paid by homes and commercial properties as they develop would pay for those improvements.

Wilhelm: Idaho Street goes to Prairie and there's the railroad tracks there. That stops traffic and all those cars are backed up there.

Palus: Currently, the intersection of the Union Pacific Railroad and Idaho Street on the north side is scheduled on the State Transportation Improvement Plan to receive crossing signals. When we widen Prairie Avenue, either that roundabout will need to be torn out and rebuilt as a multi-lane roundabout or put in a traffic signal at that location. Union Pacific is uncomfortable with the roundabout configuration that is currently there for safety reasons. We may end up with a traffic signal there verses a roundabout.

Wilhelm: So that's a decision that is down the road?

Palus: Within the next 10 years we will have to solve that issue because our TMP indicates by 2035 Prairie Avenue needs to be a five-lane configuration. When we do that, we need to bring that intersection into compliance to work with a five-lane roadway.

Steffensen: To clarify, Penrose and Syringa will be three lanes?

Palus: Both will be two-lane roadways. Parking on Syringa north of Penrose, parking on Penrose east of Syringa Street.

Steffensen: Prairie between Idaho and Greensferry would be at least four lanes.

Palus: Would be at least four lanes by 2035. Preferably we will have the funds and completely build a five-lane facility by then.

Steffensen: With this development, as they develop along Prairie, those improvements will be made and the funds will be there.

Palus: They've already started with North Place East in the lower southwest corner. Our anticipation is that they are going to continue working their way east and then start working their way north. I would defer to the applicant to explain what his procedure processes are. As they develop a section, they're responsible for frontage improvements along that section, and we have an obligation to make sure that they are in compliance with fire and rescue requirements to make sure each phase is able to operate until the next phase is developed.

Wilhelm: How many trips does a person make a day?

Palus: Per the Institute of Transportation Engineers manual a typical residential home makes about 10 trips per day, about 9 1/2 for a multifamily.

Wilhelm: There are 1100 units, that's 11,000 trips on Prairie and Idaho?

Palus: Distributed between Idaho, Syringa, Greensferry, Hope Avenue, and Prairie. A certain percentage goes to each. The Kootenai Metropolitan Planning Organization model which the city refines and builds off of has done demographic research to factor into the model where people work and take kids to school. The data reflects the percentage of trips being made to each road. It's not an exact science. A trip is considered one way. You go to work, that's trip #1, come home for lunch, that's trip #2.

Schlotthauer: Typically, on these applications the developer requirements for the road improvements are more detailed. Is it because of the phased nature of this that they're being addressed as they come?

Palus: Yes. Internally, we have the road configurations laid out in the Master Development Agreement. They have shown that in the application here. Syringa and Penrose are laid out. You build each phase as a stand-alone phase as it's needed for each phase.

Carey: An exit on Syringa. Will that be the only exit out of this development onto Prairie?

Palus: Prairie is identified as a critical arterial corridor by the Metropolitan Planning Organization, that puts restrictions as to how often and how close you can have access points to Prairie Avenue.

Carey: is the developer dedicating anything to Prairie for future expansion?

Palus: The developer dedicated their rights-of-way necessary to meet current standards prior to being annexed into the city in 2007. There's a small section on the western portion as you approach the roundabout that is down 85 feet of width. If that area isn't annexed into the city by the time we widen the roadway, we will have to get into the remaining rights-of-way acquisition for the remaking rights-of-way needed or build within

the rights-of-way that we can acquire.

Carey: Will Penrose be the only entrance and exit allowed off Idaho?

Palus: Penrose is the access that is shown, the larger lots shown as multifamily would be allowed with the classification of a minor arterial roadway to have a driveway approach for that entire multifamily development into Idaho. Single family residential direct access onto an arterial is not allowed for safety concerns. Greensferry is somewhat similar, it eventually have to punch out to Idaho. Killdeer is going to provide access from the site out to Greensferry.

Walton: Can you clarify if Syringa is two lanes or three lanes?

Palus: The roads that are shown as three lanes are Idaho and Greensferry. Currently, Syringa through Fieldstone subdivision is a three lane roadway, two lanes with a center two-way turn lane. Looking at 2035 being at 20% capacity, the three-lane roadway is overkill. A two-way configuration works better at keeping traffic slower than 25 MPH.

Manley: There were no known soil or topographical conditions to present hazards on the site that was not identified for this site area. The area proposed for the subject division is zoned for the proposed uses and the use conforms to the requirements in the code. Looking at similarities in zoning, it was identified as more similar than dissimilar and compatible with the surrounding land uses. Impact fees will be assessed and collected on individual building permits to assist in mitigating the off-site impacts on parks, public safety, multi-modal pathways and streets. Of the agencies notified of the project, Post Falls Highway Department had some comments. Rob Palus will address those comments.

Palus: In recent discussions with the Post Falls Highway Department, they recommend the city look at traffic impacts on the existing system with each phase, which is what we are proposing to do. To reiterate, we are looking at the TMP. We are reasonably comfortable with what the results are going to be. That a safe and efficient Road Network can be provided by the year 2035 with what we have planned and called for in our TMP and with those projects we have already identified in our CIP. The other concern PFHD had was they wanted the City to annex Prairie Avenue along the northern boundary of this property. The city staff does not have an issue bringing this section of Prairie Avenue into the Post Falls jurisdiction. It allows the ability to improve the road in a timely manner without having to meet two sets of reviews and two sets of improvement standards. Currently, there is some shared maintenance on Prairie Avenue between the PFHD and the City.

Schlotthauer: Is there enough width to annex that without affecting the northern properties?

Palus: We would just annex to the existing northern right-of-way line.

Applicant: Kevin Schneidmiller: I'm here representing the applicant, Greenstone Kootenai 2, the developer, and Schneidmiller Brothers is the landowner. We consider this all one project that began in 2015. Our company believes in master planning. It's good, from a developer's standpoint, for the city and the community. The request is for 238.50-acres, Residential Mixed (RM), 1125 lots (capped at 1400 lots), 20.88-acres of open space. That's 8.75%, the residential zone requires 7%. The lot density is 4.72 lots per acre. The area in the southwest corner, 37-acres, was previously approved for subdivision and will be completed in 2024. There are two locations for multi-family along Prairie Avenue and Idaho Street with a public park. We are collaborating with the Parks Department. The proposed trail system has 4 to 5 connections from the residential development and additional connections throughout the community. The open space will be controlled by one HOA. There are two areas that are designated as a 55-plus community with some multi-families for those that prefer to rent within the 55+ community. There will be a clubhouse with amenities for those residents and the community is maintenance free. It will be maintained by a separate HOA for the 55+ community. The project is a 15 to 20 year build out, building in multiple spaces at a time. The higher density residential areas will be adjacent to residential collectors and/or arterial. The commercial sites will be scaled to a residential setting without large two-story commercial facilities, allowing them to blend in with the residential areas. None of the residential homes will be taller than a two-story home. Conclusion:

- The proposal is supported by the Comprehensive Plans Goals and Policies.
- Conforms substantially to the zone change request processed and approved in 2021.
- It allows for the creation of economically diverse housing types and active residential neighborhoods.

- It creates neighborhoods that fit in scale with one another and are aesthetically pleasing.
- We concur with the conditions presented in the staff report.

Hampe: Do you know how many and where the phases will be?

Schneidmiller: We will continue to build east from where we are currently constructing Syringa. North to get the park finished and the roads around the park. In 2025, if the project is approved, we will start a phase in the 55-plus community. We don't have an exact phase, it is somewhat market driven. We have an agreement to meet the international fire code regarding access and providing the proper ingress and egress out of any one phase that will drive the phases as well as getting Penrose and Syringa completed because those will be collector streets that will carry traffic from this development and to the south.

Wilhelm: About how many units are in the 55-plus community?

Schneidmiller: About 250 to 300. It's about 75 acres. Most of them are single-family-detached.

Carey: There are about four different locations you could have Neighborhood Commercial. Have you decided where that will go as you flow?

Schneidmiller: Experience shows that in a residential neighborhood like this you are very limited how much actually works from a market perspective. We don't anticipate doing any more than what we are showing, possibly less. Commercial is market driven, you have to find end users who want to take the risk to be there. We're not interested in doing a large type of commercial.

Carey: Is there a buffer required between a commercial and a residential building?

Manley: When a commercial use is adjacent to a single family lot, then there is a buffering requirement. If it's a multifamily project, a buffer is not required.

Schneidmiller: All of our town home garages are alley loaded, 2 car garages with two parking spaces in the driveway. The parking we are providing is the same type as for a single family detached residential.

Steffensen: For now you're only looking at those lots by the park for neighborhood commercials?

Schneidmiller: That is correct. There's a location by Prairie and Syringa, one on the southeast corner of Penrose and Syringa. We're confident it's the amount of commercial that works. On a project that's 15 to 20 years to build, there's a possibility we could come back to the residential side and ask for some modifications. Because of Prairie Avenue and Idaho Street, we have to restrict access to Penrose going out the southern corner. We will reserve the multifamily site. I've met with the superintendent of schools twice, and we have a tentative MOU that needs to be taken to the school board. The multifamily site along Prairie is about 10 acres. We've committed to reserving 10 acres for the school until they make a decision if they want a school on this site.

Steffensen: Are you open to the condition of Neighborhood Commercial being only one story?

Schneidmiller: We have no problem with that.

Testimony

In-Favor: None

Neutral:

Steve Busch, Post Falls: Following last winter's request to cut back on natural gas and electric usage due to a disruption to one single gas supply line. How is the planning commission going to provide an adequate increasing amount of energy to this rapidly growing region?

Don Barker, Post Falls: I live west of Idaho Street in North Place. My concern is the traffic. Traffic is bad, and at a high rate of speed, especially at night. Emergency vehicles have limited ability to get out of that new area. People are going to get injured if nothing is done about controlling the speed limit there. Regarding the multifamily, it was my understanding it was a single family single story there. There are multiple trains all day long, so that area is just going to get worse when you start stacking all those people up from this subdivision.

Daniel Loebal, Post Falls: I have a couple questions for the developer. It would be good to get more clarity around what kind of single family homes are planned to be built within area one and area two of the development. What will some of the multifamily homes look like? It would help for transparency to get a visual of what it looks like. What does the phasing look like from both a geographical and timing standpoint? In the transportation presentation, I didn't see anything along Idaho at that junction between Penrose and Idaho. Based on the fact that from Syringa you can only turn right on Prairie and Idaho is your closest point to get onto I90, I would anticipate a lot of traffic coming out of the neighborhood onto Penrose and then Idaho. There's a park right across from Idaho from the North Place West development. There will be a lot of kids coming in and out of that neighborhood. They recently installed a flashing crosswalk. Installing a light there or some other solution to make it safe for the neighborhood on both sides, North Place West and North Place East. Lastly,

regarding the concerns with the commercial, maybe alter the proposal, so the commercial is in one location rather than three or four different spots.

Neil Uhrig: I am the chairman of the Post Falls School Board, I'm here tonight to express frustration about how this occurred and the lack of communication from the city. I've heard a lot of people ask why we are neutral, because we are always neutral. We will probably have to change that down the road because this is not sustainable. I'm asking for leadership from the city and work with the school district to prevent this type of development without working with us. We have not seen that, and we need that to change. We're here on behalf of the students. It's very difficult to build schools in Idaho. We have to pass a bond, which is really hard right now in the political climate. We're neutral, but we are not happy with how this is handled.

Wilhelm: What is the capacity of Post Falls right now?

Uhrig: We're sitting at a population of around 6,000 students, we could probably fit some more students in the district with the issue is that we can't predict what's going to happen from year to year. We can't adequately plan. The development gets there, but then we have to find a way to build this school. Schools don't get any of the impact fees to alleviate the impact on the district.

Wilhelm: Are any schools in the process of being built?

Uhrig: Not right now.

In Opposition:

Ashley Hurst, Post Falls (wishing not to speak): I oppose any apartments or commercial lots on Idaho and Penrose. Before purchasing our home in 2022, we were told it would be one story 55+ community. Our backyard has a view of those lots which we paid a lot premium for.

Joshua Ernisse, Post Falls (wishing not to speak): It was my understanding that the subdivision across from me would be a single story 55+ dwellings. I'm concerned that the possibility of multiple-story homes could eliminate our view of the mountains, which we value greatly. I'm concerned this could affect the value of our homes in the future, especially in the vicinity of multifamily units.

Catherine Zimmerman, Post Falls (wishing not to speak): I oppose any commercial or multifamily units at the corner of Idaho and Penrose. We were told the area would all be a single family 55+ community. This would affect traffic. We were never told this would take place when we were purchasing the property. This was misinformation at the time of purchase.

Heather Conway, Post Falls (wishing not to speak): No comments just in opposition.

Gail Puris, Post Falls (wishing not to speak): We were told the future development of this parcel would be for cottage homes for over 55. No plans of commercial directly behind the walking trail was never ever revealed.

John Pruis, Post Falls (wishing not to speak): Same as Gail Puris

Logan Storm, Post Falls (wishing not to speak): No comments just in opposition.

Kyle Storm, Post Falls (wishing not to speak): I am opposed to having any multifamily, single-family attached, or commercial building in the subdivision. Only single-family detached is appropriate in this area, based on the zoning of surrounding areas. There is already too much traffic (despite your studies or "demographics") and it will create more safety problems for the residents.

Julie Hensley, Post Falls: The North Place East proposed development lacks two of the necessary requirements to be approved. Letter C (#3) of the review criteria, the proposed streets are consistent with the transportation element of the comprehensive plan. Syringa Street is classified as a minor collector road. Minor collector roads are only supposed to support 5,000 vehicles a day. In the current plan, Syringa is the only street that gives access to Prairie Avenue. Most of the higher density homes in the neighborhood are on Syringa Street. Also, the four possible commercial note sites belong to Syringa Street, bringing even more vehicles there. I have called the KMPO and the Post Falls Highway District and there's been no impact study done. The city engineer stated that there are currently 2,000 vehicles on average just between Poleline and Bogie. So you know 2,000 vehicles per day, 5,000 vehicles, that's 40%. I don't know where he got 15%. It is already at a 40% capacity without those homes being built. How is Syringa going to stay under 5,000 vehicles per day with that proposed development? There needs to be at least an impact study done because of the number of proposed lots, the increased traffic for commercial use, and the number of higher-density homes puts more vehicles on Syringa Street than the comprehensive plan design has designated for this road. Note that Syringa Street is the only road from Mullan to Prairie Avenue with such a low traffic classification. The development also lacks the requirement of F (#6). The developers made adequate plans to insure the community will bear no more than it's fair share of cost. Schools will be highly impacted by this development and cause either overly crowded schools or substantially raise taxpayers' taxes by the money needed to be collected to build new schools. I called the city of Post Falls School District and per the Assistant Superintendent, the schools are at 100% capacity currently and yet we are still building thousands of homes in

our community. The Schneidmillers stated they are willing to hold off on building 8 to 10 acres of land that we the tax payers can buy to build a new school. Unfortunately, current state legislation doesn't allow us to collect impact fees for our school or police department. So guess who will pay for the price for this kind of development? The kids will be the first ones to pay the price with the overcrowding of schools. Then the taxpayers will pay the price by having to buy the land and pay for the school to be built. The Superintendent agrees that this plan will cause a need to increase taxes. Building a school requires a bond to be passed. It has become difficult to even have a levy passed that only takes a majority vote. Yet we expect a bond to be passed that takes 2/3 votes to say yes. So, yes, our kids will pay the price first. Also note, as of last week, the city engineer didn't know about the proposed 8 to 10 acre lot and is concerned because of the poor planning that went into building Greensferry Elementary School, because of all the tiny streets that are being built to "slow down the cars" yet can be seen as a hazard when a school is built upon these types of roadways. The Planning Division, the City Council, and the school district were warned about changing from R1 to RM around three years ago. Those fluffy circles once depicted on a plan are now microscopic lots. The high-density homes along Idaho Street and Prairie aren't even depicted on that plot map yet. I hope the city learns from this because those fluffy clouds from afar could end up being a storm that destroys the city you love.

Dale Gibboney, Post Falls, ID: The planning that's going on in this city is almost non-existent. I would like to know, (regarding) your Comp Plan. Did you talk to the citizens and ask them what they want here? I don't mean a board of maybe 10 or 15 or 20. Did you do a survey and ask the citizens of Post Falls what they want this city to like in 15 to 30 years out? That should be the determining factor of what is going on. I recognize the right of the developer to build on his property and do what he wants, but we need to get this under control. Three years ago, the Mayor said that "I want to shut the door now that I have a place in Post Falls". That's not the case. You cannot stop the population growth, but you need to control it and have the infrastructure to handle what's going to come. I doubt that you've dealt with this before. This rapid growth that's going on not only in Post Falls but all the surrounding area. Have you talked to any of the cities that have experienced the same thing in the past and seen how they've handled it? Ask them what worked, what didn't work. Fieldstone has a HOA right now. It has 750 homes. That's a lot for a group of volunteer residents/homeowners to manage. They've asked the city to split it into four different groups. The city said no because there's not enough green space for each one of those. There is for the entire project, but not if you divide it. These things need to be considered when you have a 1400 unit development. You're going to have citizens volunteering to manage that. That is a huge project for them. As Julie just explained, some of the streets that you have approved before have turned into one lane when you have parking on both sides of them. By Greensferry Elementary School in the morning, you have cars parked on both sides, and there's one lane going through there. The railroad tracks on Prairie there's going to be a problem with backing up traffic. What are you going to do about that now? In 10 years it's going to be more expensive to fix that. Post Falls School District is saying they're staying neutral. It creates a problem if they stay neutral. They're at 100% capacity now, you can't get a levy passed right now. A bond to build a new school is not going to go over well. There needs to be changes in state law and the school needs to start speaking up. You have reasons to either slow this down or stop it. If you don't, you haven't done your homework. Not having enough school space now would be a good reason. I ask you to look at other cities that have had this rapid growth experience.

Sarah Gaudio, Post Falls, ID: I don't like the commercial and the townhomes. There are only two ingress and egress and nothing coming off of Prairie. If fire or police have to come in there are only two areas. Syringa comes through a park, and you want to make that a main thoroughfare. Now when school starts/ends, it's a nightmare along Greensferry Road off Bunting. You're going to make that a 3 to 5 lane. What are you going to do for the high school, junior high, elementary school out there? How are we going to control that? The commercial starts out really nice and then it goes downhill. I don't mind a single family home, but the planning doesn't make sense. I live in the Reserve neighborhood, none of us were notified of this. I hope the fire department being built on Prairie is large enough for the capacity they will need for that area. My concerns are health and safety.

Susan Vendetti, Post Falls: There is no transparency! We did not receive any notification of the planned changes being addressed here. Our kind neighbor informed us. Several of us in the immediate area (North Place East) were not given any notice of this meeting. The information here is ambiguous and doesn't represent the typical planned neighborhoods Greenstone has presented. We have been misled! A large sign advertising a park "coming soon" is placed in an area in which the park is not currently proposed to be. Notice of park. No notice of this proposed development. Traffic is a real concern.

Bob Harmon, Post Falls: Could they swap the multi-use family to the north side on the corner of Prairie and Idaho to get that big unit away from Penrose? I live east of where the multifamily unit is proposed. We were

told the 55+ was going directly north of Penrose. We have dogs. Could you put more waste containers for the dogs on the walking paths? There are very few out there now. Regarding the railroad crossing at Idaho and Prairie and the roundabout, I work for the BNSF railroad as an engineer on a train. The train traffic is going to continually increase. The railroads are gaining more business, and that crossing is going to get more trains. It's a dangerous intersection if you're on Idaho because there are no crossing gates there, just a stop sign. I've almost gone through it a few times because it's not very visible. If you get more traffic through there, that will need to change.

Peter Xhodo, Post Falls: I don't think it's the right time for this proposed master plan development. As pointed out, there's a lot more development still being built in Montrose and Fieldstone. It's not just Post Falls, it's also in Washington and Coeur d'Alene building. The master plan promises parks, trails, open space, and a beautiful area. Then, five years later, there were still no parks or trails. What's the harm is trying to make them give you what they promised 10 or 15 years ago before you keep approving new plans. Traffic is a concern, as Prairie and Idaho get congested. The traffic will start to go through the neighborhood side streets.

Jill Storm, Post Falls: It seems the plans are fluid, we want to know what is for sure and when. We were told only 55+ community single-story homes would be across the street. We paid a premium, which seems to no longer be the case. The developer needs to honor the residents and what he told his relators to tell the buyers. I'm asking for transparency from the developer and that the commitments they made are kept to all those who have already purchased in that area.

Dirk Wiggers, Post Falls: The lot density is clearly too high. The lot sizes are way too small. Road infrastructure is not ready to support this high population growth. This has been demonstrated in change to Prairie Avenue in prior developments. In general, Post Falls should remain a lower density suburban or what I would call "suburural". These lot sizes are not "typical" for historical Post Falls density. Lots with don't seem to allow for reasonable guest parking.

Rebuttal:

Schneidmiller: I'll try to answer many of the questions that were brought up. Regarding utilities and capacity, all we can do is listen to the utilities and tell us what to do. As a company, we build homes in Idaho to Washington's more stringent efficiency standards, excluding solar panels that Washington requires. Panels are offered to the buyer. Regarding the comments about 55+ community and multifamily components, the vast majority are single-family detached, there is a multifamily component shown at the time of the zone change. At this point, we don't know how many units. We can probably get about 60 to 70 units maximum, it may end up being 20 units. That will be market driven. We have found that there's a component of the 55+ community that no longer desires homeownership. We agreed at the zone change to limit ourselves to a 2-story multifamily throughout the project, and we will comply with that. In many ways, those are similar to some of the town home examples shown. We believe in building smaller buildings, 8 to 12 units in a building versus massive-sized buildings. The first phase will be a single family, one story detached east of Heaton Avenue, the north/south road that enters off of Penrose. Regarding the parks, I will check with marketing to ensure that the sign is in the correct location. Unfortunately, we cannot control what the realtors might tell buyers. This has always generally been the plan since we started the zone change process over 3 years ago. West of Syringa, north of Penrose, east of Idaho and south of Prairie to be a 55+ community of around 250 to 300 units and that is fully our intention to do. With our experience on other projects, we usually build around 25 units per year, a 10+ year build out. Regarding the parks and open space required, we have slightly exceeded the 7% requirement. The International Fire Code (IFC) requirements are very specific. The fire department weighs in on the amount of ingress and egress required. IFC speaks to the number of lots that can be developed before additional spaces are required. We are open to more ingress and egress where it is allowed.

Walton: Can you be specific about where the 55+ community is going to be? How will this phased?

Schneidmiller: The phasing will likely be two-pronged because of the 55+ neighborhood, which is a separate development because it has a separate demographic that's buying. Generally, we will continue east from the existing approved subdivision towards Syringa, continuing east. At some point, we may do an area around the parks so we can perfect those roads and build the park. In the first 55+ phase, it will be east of Heaton Avenue, 35 to 40 lots, and it is market driven, likely around 40 to generate some energy and support the amenities. It's roughly one third of the project.

Hampe: The multifamily along Idaho is some 55+?

Schneidmiller: It's all 55+. Whatever multifamily is built along Idaho will be 55+. The only non 55+ we have is east of Syringa, south of Prairie where you see those five large lots. We are not

going to build any non 55+ multifamily until we get a decision from the school district regarding building an elementary school. If the school is located there, the multifamily goes away.

Bob Seale, Community Development Director: I wanted to comment regarding working with the school district. I meet with the superintendent of schools every six months in a sit-down meeting with the City Administrator. I also sit on the chamberboard with Dena, so I have to speak with her there. We try to keep them well-informed as to the developments that are occurring within the city. We have brought up these issues for the potential need for additional land with developers and/or landowners when they do look to come into the city. The school was informed four years ago when this came through about a zone change there. When this came forward as a subdivision, it did not come to our attention to let Dena know about this potential impact because they had been informed and had commented and had worked through that process previously. We also worked with the school not many years ago the school bought approximately 80 acres of land on Prairie in the middle of nowhere and traded them 70 acres for that 80 acres immediately adjacent to other developments in order to provide sooner service so they could develop that into a future school site at an earlier date than the other parcel could be developed. We do try to work with the district throughout the process and I look forward to having further meetings and I'm happy to meet with the board in addition to working with the superintendent.

Public Hearing Closed: 7:48 pm.

Review Criteria:

1. Definite provision has been made for a water supply system that is adequate in terms of quantity and quality for the type of subdivision proposed.

Carey: Post Falls and Ross Point have both said that there's sufficient water supply and there's a will serve letter in the packet and staff report.

2. Adequate provisions have been made for a public sewage system and that the existing municipal system can accommodate the proposed sewer flows.

Hampe: City sewer.

3. Proposed streets are consistent with the transportation element of the comprehensive plan.

Commissioners: Discussed whether it is consistent. The requirements regarding the offsite requirements on the corner by the railroad and the volume is a concern. The proposed streets within the development and whether it fits generally within the transportation element of the comprehensive plan.

4. All areas of the proposed subdivision which may involve soil or topographical conditions presenting hazards have been identified and that the proposed uses of these areas are compatible with such conditions.

Commissioners: No comments indicating anything to the contrary.

5. The area proposed for subdivision is zoned for the proposed uses and the uses conform to other requirements found in this code.

Commissioners: It does. R1 went through the public hearing process through Planning and Zoning and the City Council at that time.

6. The developer has made adequate plans to ensure that the community will bear no more than its fair share of the costs to provide services by paying fees, furnishing land, or providing other mitigation measures for off-site impacts to streets, parks, and other public facilities within the community. It is the expectation that, in most cases, off-site mitigation will be dealt with through the obligation to pay development impact fees.

Commissioners: Discussion on impact fees cover and the impact it has.

Discussion

Motion by Planning and Zoning Commissioner Hampe to move to approve North Place East subdivision File No. SUBD-23-7 finding that it meets the approval criteria in the Post Falls Municipal Code as outlined in our deliberations subject to Conditions 1 through 13 contained in the staff report and adding a condition number 14 that no high density multifamily be built on what's identified as parcel number 7 on the corner of Penrose and Idaho Street and direct staff to prepare a written Reason Decision.

Second by Planning and Zoning Commissioner Schlotthauer.

Vote:

Steffensen - Yes, Walton - Yes, Carey - Yes, Wilhelm - Yes, Hampe - Yes, Schlotthauer - Yes

Moved

5. ADMINISTRATIVE / STAFF REPORTS

None.

6. COMMISSION COMMENT

None.

7. ADJOURNMENT

8:17 P.M.

Date: _____

Chair: _____

Attest: _____

Questions concerning items appearing on this Agenda should be addressed to the Community Development Department – Planning Division at 408 Spokane Street or call 208-773-8708.

The City Hall building is handicapped accessible. If any person needs special equipment to accommodate their disability, please notify the City Media Center at least 24 hours in advance of the meeting date. The Media Center telephone number is 208-457-3341.

Chair: James Steffensen Vice Chair: Ray Kimball

Members: Vicky Jo Carey, Nancy Hampe, Ross Schlotthauer, Bobby Wilhelm, Kibbee Walton

**CITY OF POST FALLS
AGENDA REPORT**

DATE: JULY 3, 2024

TO: POST FALLS PLANNING AND ZONING COMMISSION

FROM: ETHAN PORTER, ASSOCIATE PLANNER, 208-457-3353, eporter@postfalls.gov

SUBJECT: FINAL STAFF REPORT FOR JULY 9, 2024, P&Z COMMISSION PUBLIC HEARING MEETING
SPENCER TOWNHOMES SPECIAL USE PERMIT FILE NO. SUP-24-3

INTRODUCTION:

ZBA Architecture has requested on behalf of Panhandle Affordable Housing Alliance, approval for a Special Use Permit in the Community Commercial Services (CCS) Zone to allow for four (4) duplex units and eight (8) townhome units to be developed on approximately 1.90-acres per Exhibit A-3. The Planning & Zoning Commission must conduct a public hearing and determine if the proposed request meets the approval criteria contained in PFMC Section 18.20.070 (B). Following the public hearing, the Planning Commission will direct staff to prepare a Reasoned Decision, along with any appropriate conditions, that explains how the approval criteria are/are not met. The Planning Commission will review and approve the final Reasoned Decision at a subsequent meeting. The approval criteria are:

- A. Whether implementation of the special use would/would not conform to the purposes of the applicable zoning district.
- B. Whether the proposed use constitutes an allowable special use as established by this chapter for the zoning district involved; and complies with all other applicable laws, ordinances, and regulations of the city and the state.
- C. Whether the proposed use will/will not be compatible with the health, safety, and welfare of the public or with land uses within the vicinity of the proposal.
- D. Whether the proposed use will/will not comply with the goals and policies found within the comprehensive plan.

PROJECT INFORMATION:

Project Name/File Number: Spencer Townhomes Special Use Permit (SUP-24-3)

Owner Panhandle Affordable Housing Alliance, PO Box 598, Hayden, ID 83835

Applicant: ZBA Architecture, 421 W Riverside Suite 860, Spokane, WA 99201

Project Description: The applicant is intending to develop four (4) duplex units and eight (8) townhome units to be developed on approximately 1.90-acres per Exhibit A-3.

Project Location: Approximately 170-feet south of E. Seltice Way on the eastern side of N. Spencer Street. It is the property on the southeast corner of spencer street and the railroad right-of-way (see vicinity map below).

Water Provider: City of Post Falls

Sewer Provider: City of Post Falls

AREA CONTEXT:

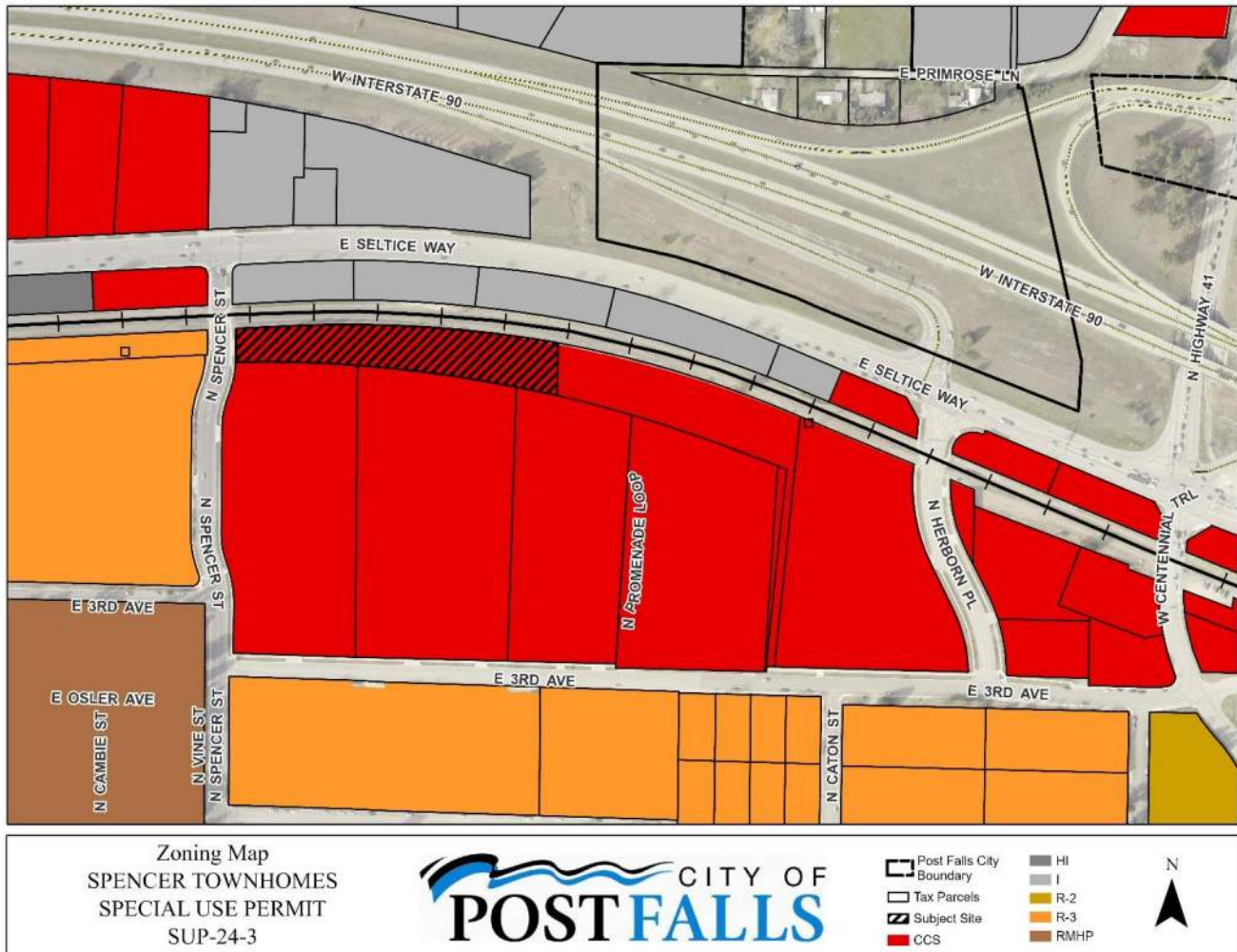
Surrounding Land Uses: Adjacent to the east is a U-Haul business currently being developed. Located adjacent to the south includes North Spencer Seniors, Post Falls Senior Apartments and Post Falls Secure Storage. Spencer Street right-of-way is adjacent to the subject site on the west and north is made up of railroad right-of-way.

Area Context Vicinity Map:



Surrounding Zoning Districts: East and south of the subject site is Community Commercial Services (CCS) zoning. There is High Density Residential (R3) zoning located across Spencer Street. Industrial (I) zoning is located to the north across the railroad right-of-way (See Following Map).

Zoning Map:



EVALUATION OF SPECIAL USE PERMIT APPROVAL/ REVIEW CRITERIA:

- A. Implementation of the special use will/will not conform to the purposes of the applicable zoning district.

The proposed multi-family is an allowed use with a Special Use Permit per PFMC Land Use Table 18.20.030 in the Community Commercial Services (CCS) zoning district. See following excerpt from the Land Use Table:

P = Permitted use

S = Special use

- = Nonpermitted use

Land Use Category	Zoning Classifications										LBCS Code
	R1S	R1	R2	R3	LC	CCS	I	TM	CCM	RM	
Twinhome	-	S	P	P	S	S	-	-	-	P	
Townhome, 6 or less units per structure	-	S	S	P	P	S	-	P	P	P	
Multi-family, 3 or more units per structure	-	-	-	P	S	S	-	P	P	P	1103

- B. Whether the proposed use constitutes an allowable special use as established by this chapter for the zoning district involved; and complies with all other applicable laws, ordinances, and regulations of the city and the state.**

Staff Comment: Addressed in criteria A.

- C. Whether the proposed use will/will not be compatible with the health, safety, and welfare of the public or with land uses within the vicinity of the proposal.**

Per PFMC Land Use Table 18.20.030 and being that the proposed project is allowed through a Special Use Permit, multi-family uses can be compatible with commercial uses and other multi-family uses. Additionally, the absence of a buffer requirement between multi-family and commercial land uses indicates the land uses may be compatible as well. The proximity of this project site to E. Seltice Way – a principal arterial – offers good connectivity for potential residents.

Transportation: The proposed special use is not anticipated to produce impacts that would adversely impact the adjoining transportation systems. Spencer Street is a Minor Collector Roadway that provides access to Seltice Way (Principal Arterial) with a signalized intersection. The current roadway network has capacity, with the Transportation model is showing remaining roadway capacity in 2035 of greater than 75% on Spencer St. and greater than 60% on Seltice Way.

Water Reclamation: The site will be connected to the City's Water Reclamation Facilities. Existing facilities are located in Spencer Street and in the property immediately to the east. It is the City's understanding that there is coordination between the adjoining property owners to extend mainline sewer from the property to the east onto the site. The City sewer facilities has the capacity and capability to handle the requested use. Site-specific issues would be handled with site plan review. The property is not subject to any Sewer Surcharges or Local Improvement Districts.

Domestic Water: The proposed special use will be serviced by the City of Post Falls Water District. Existing facilities are located within Spencer Street. Site-specific issues related to fire protection would be handled at the time of Site Plan Review.

- D. Whether the proposed use will/will not comply with the goals and policies found within the comprehensive plan.**

Goal 1: Grow and sustain a balanced, resilient economy for Post Falls, providing community prosperity and fiscal health.

In seeking long-term prosperity, residents understand the need to build economic diversity – capitalizing on access to neighboring job centers as well as developing a strong business base within City limits.

Development of workforce housing choices in proximity to neighborhood commercial and medical services may assist in achieving this goal.

Goal 7: Plan for and establish types and quantities of land uses in Post Falls supporting community needs and the City's long-term sustainability.

Cities exercise considerable influence over land use, in turn influencing the type and character of development, patterns of growth, and the short and long-term financial impact of growth on the local economy. Diversification in housing choices may assist in achieving this goal.

Goal 10: Provide and support Post Falls' parks and recreational opportunities on-pace with growth.

Through development of the multi-family site, park impact fees would be paid at the time of permitting to assist parks and recreational development needs in all related plans and actions.

The following policies may or may not assist the review of this Special Use Permit request.

Policy 1: Support land use patterns that:

- Maintain or enhance community levels of service.

Staff Comment: Impact Fees will be paid at the time of permit issuance to assist maintaining the community levels of service for parks, streets, multi-modal, fire, EMS and safety.

- Foster the long-term fiscal health of the community.

Staff Comment: Diversified housing opportunities bolsters the long-term health of the housing sector within a community. The industrial and commercial sectors within a community benefit by having a healthy and diverse housing sector as it either offers securities that their employees have a place to live, or it puts rooftops to provide commerce.

- Maintain and enhance resident quality of life.

Staff Comment: The proposed location of the special use permit is within walking distance to the City Link Bus Route/Stop. This may help achieve the residents' daily needs, services, and transit, to secure their quality of life. The proximity to commercial businesses provides potential for employment. Some amenities are within walking distance along E. Seltice Way.

- Promote compatible, well-designed development.

Staff Comment: The proposed development is within a Community Commercial Services (CCS) zoned property surrounded by other multi-family and commercial businesses within the area. Multi-family adjacent to commercial uses do not require a buffer, which may suggest compatible uses. N. Spencer Street is a minor collector roadway and could help traffic getting to E. Seltice Way, which is a principal arterial roadway. City design standards assist creating compatible, well-designed developments.

- Implement goals and policies of the comprehensive plan, related master plan and/or facility plans.

Staff Comment: The analysis within this staff report addresses this policy point.

Policy 2: Apply or revise zoning designations with careful consideration of factors including:

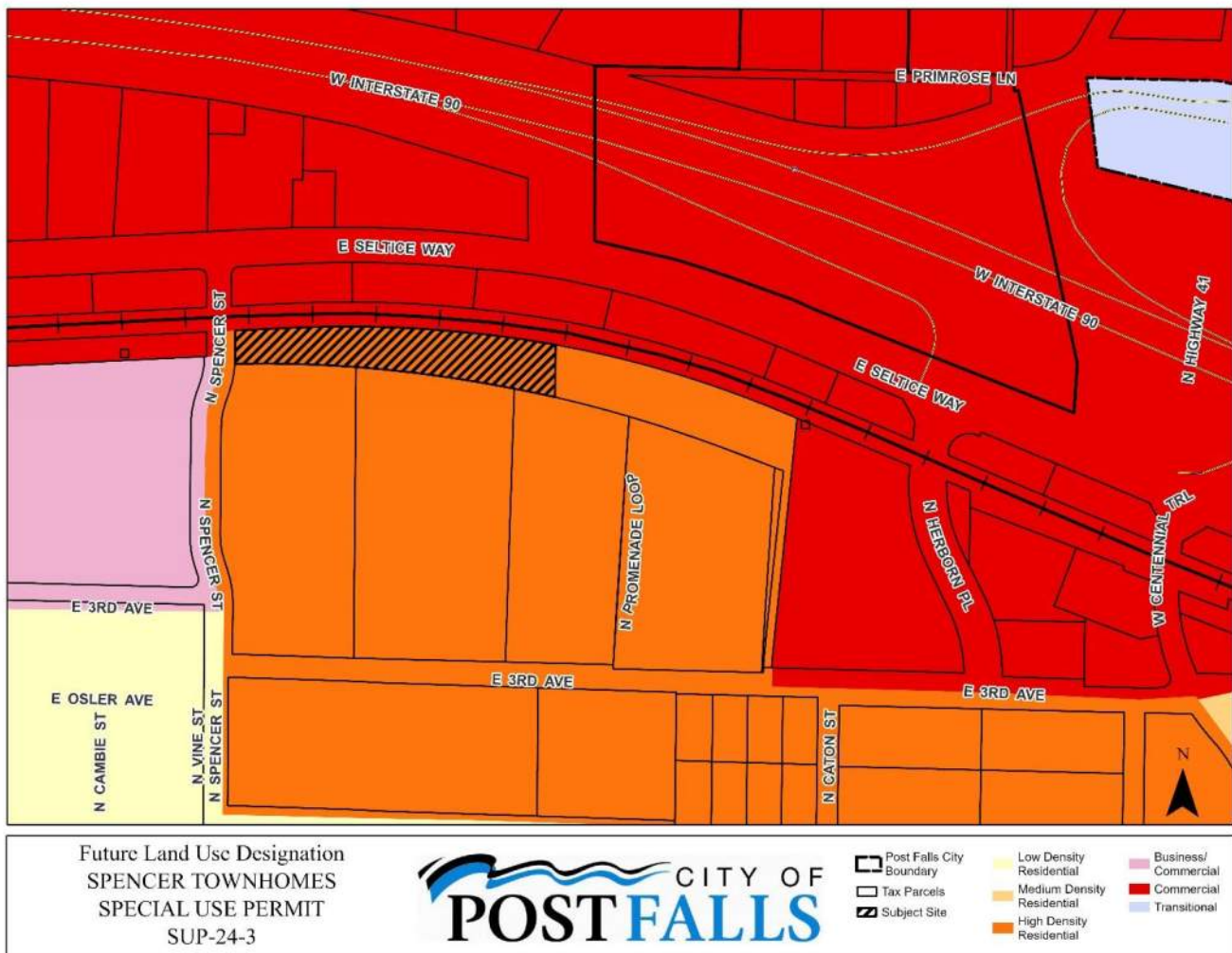
- Future land use mapping.

Staff Comment: The site has a future land use designation of High Density Residential (see following map). This category encompasses all types of residential uses that would be greater than 12.5 but less than 25 dwelling units per acre and also supports land uses such as nursing care facilities, parks, schools, and public facilities. Densities may vary as appropriate to location, street

and infrastructure capacities, planned development patterns and compatibility with existing development. Additional use patterns include: blending commercial and residential may be considered in areas as they develop, provided they feature higher traffic volumes, and/or are located and designed to function as a pedestrian-friendly focal point of the surrounding neighborhood. Such patterns should feature an interconnected street system allowing easy, all-modes access to adjoining neighborhoods. This site is in the Mill Town South focus area. New development in this area should contribute to the activity of the City Center and commercial uses already located in the Milltown South planning area. This area should focus growth of commercial and higher-density residential uses near higher classified roadways.

Implementing Zoning Districts R-3, RM, SC5, SC6 Per Focus Area

Future Land Use Designation Map



- Compatibility with surrounding land uses;

Staff Comment: Per PPMC Land Use Table 18.20.030 and cited in Criteria A, Multi-family being allowed through a Special Use Permit in CCS zones suggests that it is compatible with Commercial land uses.

- Infrastructure and service plans.

Staff Comment: The site is located adjacent to existing sanitary sewer and water infrastructure. Existing facilities have sufficient capacity to provide service for the anticipated land uses. The city does not have any existing capital plans for Sewer or Water infrastructure at this location.

- Existing and future traffic patterns.

Staff Comment: The site is located adjacent to Spencer St. (Minor Collector), that provides connection to Seltice Way (Principal Arterial) for local and regional connectivity. Capacity exists on Spencer St. and Seltice Way. To facilitate the proposed land use.

- Goals and policies of the comprehensive plan, related master plan and/or facility plans.

Staff Comment: The analysis within this staff report addresses this policy point.

Policy 8: Encourage compatible infill development and redevelopment of vacant and underutilized properties within City limits.

Staff Comment: This lot could be considered as under-utilized and infill. Redevelopment with a higher density could offer some relief to the housing concerns within the city.

Policy 15: Ensure that adequate land is available for future housing needs, helping serve residents of all ages, incomes, and abilities through provision of diverse housing types and price levels.

Staff Comment: The proposed special use permit could help created additional housing in the City that is needed to help support commercial development.

Policy 19: Encourage clustering of units in new residential development, providing service efficiencies and creating opportunities for private or community open space.

Staff Comment: The proposed special use permit is an example of clustered residential units that will also develop private open space for residents. The proposed development will pay park impact fees at time of permit issuance to contribute towards community open space. Per PFMC section 18.24.030, subsection D(7), Post Falls multi-family performance standards require 300-square feet of open space for each 2-bedroom unit, and 150-square feet of open space for each 1-bedroom unit.

Policy 20: Consider location of multi-family development in areas that:

- Have access to arterial and collector streets;

Staff Comment: The proposed special use permit would develop multi-family on a site that would have full direct access to a minor collector, N. Spencer Street, via a driveway approach. The site is closely located to E. Seltice Way (principal arterial) to help direct traffic east and west throughout the city.

- Help buffer higher and lower-intensity development patterns;

Staff Comment: Adjacent uses would not need to be buffered as the proposed is a higher intense use next to other higher intense uses.

- Abut compatible existing uses;

Staff Comment: This criterion is addressed in Policy 1.

- Are part of projects involving mixed use or master planned areas.

Staff Comment: The proposed development is not part of a planned area or mixed use.

Policy 21: Maintain standards for multi-family housing that encourage quality building design, landscaping and usable open space, supporting long-term family living.

Staff Comment: This criterion is addressed in Policy 19.

Policy 60: Maintain adopted Levels of Service (LOS) for parks, recreation and open space, and continue to identify opportunities to acquire parkland.

Staff Comment: This project would not be an opportunity to acquire further parkland, but the LOS can be achieved through the impact fees paid for parks. This would help to allocate funds to purchasing park property and further expanding existing park facilities.

OTHER AGENCY RESPONSE & RECEIVED WRITTEN COMMENTS:

Agencies Notified:

Post Falls Post Office	PF Park & Rec	East Greenacres Irrigation District
Kootenai County Fire	Kootenai Electric	Time Warner Cable
PF Highway District	Ross Point Water	PF Police Department
PF School District	Verizon	Utilities (W/WW)
Avista Corp. (WWP-3)	Idaho Department of Lands	Urban Renewal Agency
Department of Environmental Quality	Panhandle Health District	Kootenai County Planning
Conoco, Inc. (Pipeline Co.)	NW Pipeline Corp.	KMPO
Yellowstone Pipeline Co.	TransCanada GTN	TDS

Exhibit PA-1: Post Falls School District – Remains neutral

Exhibit PA-2: Kootenai County Fire and Rescue – Comment during permitting process

Exhibit PA-3: Post Falls Police Department – Remains neutral

Exhibit PA-4: Yellowstone Pipeline – No impact and no questions

Exhibit PA-5: Post Falls Highway District – No comments

PUBLIC PROCESS: Notice of the proposed subdivision was mailed to property owners within 300 feet of the proposed project June 14, 2024. Notice has been published in the Post Falls Press on June 19, 2024 and was sent to appropriate jurisdictions on June 19, 2024. The property was posted onsite on June 28, 2024.

MOTION OPTIONS: The Planning Commission may approve the requested Special Use Permit as presented, approve with conditions, or deny the Special Use Permit request.

CONDITIONS (If any are applied):

1. Site Access points will be required to conform with City Access Management requirements.
2. A fence would need to be constructed along the BNSF spur line on the property's northern boundary.

ATTACHMENTS:

APPLICANT'S EXHIBITS:

Exhibit A-1: Application

Exhibit A-2: Narrative

Exhibit A-3: Conceptual Plan

Exhibit A-4: Vicinity Map

Exhibit A-5: Owner Authorization

Exhibit A-6: Open Space Calculation

STAFF EXHIBITS:

Exhibit S-1: Vicinity Map

Exhibit S-2: Zoning Map

Exhibit S-3: Future Land Use Map

TESTIMONY:

Exhibit PA-1 PFSD Comment

Exhibit PA-2 KCFR Comment

Exhibit PA-3 PFPD Comment

Exhibit PA-4 YPL Comment

Exhibit PA-5 PFHD Comment



SUP-24-3

Special Use Permit

Status: Active

Submitted On: 4/2/2024

Applicant

 Sarah Brede

 509-456-8236

 brede@zbaarchitecture.com

 421 W Riverside, Ste 860
Spokane, WA 99201

Applicant Information

Applicant Type*

Other

Applicant Name*

Sarah Brede

Phone*

509-456-8236

Email*

brede@zbaarchitecture.com

Address*

421 W Riverside, Ste 860

City, State & Zip Code

Spokane, WA 99201

Owner Information

Exhibit A-1

Name*

Maggie Lyons

Company

Panhandle Affordable Housing Alliance

Phone*

208-659-3477

Email*

maggie@pahaid.org

Address*

PO Box 598

City, State & Zip Code

Hayden, ID 83835

Site Information

Proposed Project Name*

Spencer Townhomes

Description of Project*

8 units of duplex housing, plus an additional 8 townhomes for future development

Existing Zoning

CCS

Adjacent Zoning

CCS, R3

Current Land Use

Vacant

Adjacent Land Use

Multifamily housing, vacant land

Size of Site

83,105 SF

Site Density, if applicable

5,194 SF/d.u. proposed

Application Certification

All exhibits presented will need to be identified at the meeting, will be entered into the record, and retained on file.*



The applicant (or representative) must be at the meeting representing this proposal or the application will not be heard. The applicant will be responsible for costs in re-noticing the public hearing.*



I (We) the undersigned do hereby make application for the land use action contemplated herein on the property described in this application and do certify that the information contained in the application and any attachments or exhibits herewith are accurate to the best of my (our) knowledge. I (We) further acknowledge that any misrepresentation of the information contained in this application may be grounds for rejection of the application or revocation of a decision rendered. I (We) understand that the Administrator may decline this application if required information is deficient and/or the application fee has not been submitted. I (We) acknowledge that City staff may, in the performance of their functions, take photographs and/or videos of the property under consideration as deemed necessary, enter upon the property to inspect, post legal notices, and/or other standard activities in the course of processing this application. I (We) hereby certify that I am (we are) the owner or contract buyer of the property upon which the land use action is to be located, or that I (we) have been vested with the authority to act as agent for the owner or contact buyer. *



Sarah Brede

Mar 26, 2024



421 W. RIVERSIDE
SUITE 860
SPOKANE, WA 99201

ZBAARCHITECTURE.COM
t. 509.456.8236

PROJECT NARRATIVE

DATE: April 5, 2024

RE: Spencer Townhomes

The project will consist of four duplexes (8 total units) with an area for eight additional townhomes in the future. There will be a mixture of 3 and 4 bedroom units, all will be two-story configuration. We plan on 2 parking stalls per unit, asphalt paved driveway, play area, landscaping and associated utilities and site work.*

1. Whether implementation of the special Use would/would not conform to the purposes of the applicable zoning district.

The lot is located in the "Mill Town South" focus area in the comprehensive plan. The future land use map designates this area for high density residential. We have maximized the density of the lot as allowed by current code. The proposal is consistent with the comprehensive plan designations by providing a variety of affordable, attractive housing options in this area.

- Seek creative methodologies to enhance neighborhood areas and spur reinvestment;
 - The project utilizes a very narrow lot to provide additional variety of housing in the area. There are many low-rise apartments nearby, but not as many of this duplex scale of development. This will add to the diversity of options and enhance the neighborhood.
- Support development patterns that are interconnected, and that provide pedestrian connectivity to all multi-use paths and trails;
 - The project will have sidewalks connecting each unit to the Seltice right-of-way
- Support development patterns that improve access to nearby parks and the Spokane River;
 - I understand the long-term plans for the railroad that borders the site to the north are to turn it into a park/multi-use path. The housing fronts the railroad and will help contribute to a safe, dynamic path when it is converted.
- Support development patterns that improve access to nearby commercial activity nodes and corridors;
 - The project infills an oddly shaped lot that is adjacent to existing commercial areas, which will be supported by the future residents.

2. Whether the proposed Use constitutes an allowable special Use as established by this chapter for the zoning district involved; and complies with all other applicable laws, ordinances, and regulations of the city and the state.

The proposed project, duplexes and townhomes, are specifically permitted by Special Use in the zoning code. The project will comply with all applicable laws, ordinances and regulations of the city and the state.

Exhibit A-2

3. Whether the proposed Use will/will not be compatible with the health, safety, and welfare of the public or with land Uses in the vicinity of the proposal.

Adjacent properties include multifamily housing (North Spencer Senior to the south and Spencer Place to the west). The existing railroad property to the north is expected to be abandoned and potentially converted into a park in the future. Further north are commercial properties and businesses that would be supported by additional residents in the neighborhood. The proposal is compatible with and will enhance all the adjacent uses.

4. Whether the proposed Use will/will not comply with the goals and policies found within the Comprehensive Plan.

The proposed project complies with the following goals found within the Comprehensive Plan.

- [G-01] Grow and sustain a balanced, resilient economy for Post Falls, providing community prosperity and fiscal health.
- [G.05] Keep Post Falls' neighborhoods safe, vital, and attractive.
- [G.07] Plan for and establish types and quantities of land uses in Post Falls supporting community needs and the City's long-term sustainability.
 - The project's affordability to residents supports the above three goals. Spencer Townhomes will ensure affordable housing opportunities for residents, which are a foundational requirement for a resilient, prosperous, safe community. These first 8 units will require a covenant to secure long-term affordability for decades to come.
- [G-03] Maintain and improve Post Falls' small-town scale, charm and aesthetic beauty.
 - The townhome and duplex style housing is lower-scale, modest housing that meets with the intent of this goal. Furthermore, the design of the site is based around the "front porch" style design for small community living. Each unit faces and is directly connected to a common sidewalk, which will promote a sense of community and encourage daily interaction with their neighbors. This is very much in alignment with the small-town scale and charm identified with this goal.

*Statements in BLUE are taken directly from the City of Post Falls municipal code or comprehensive plan.

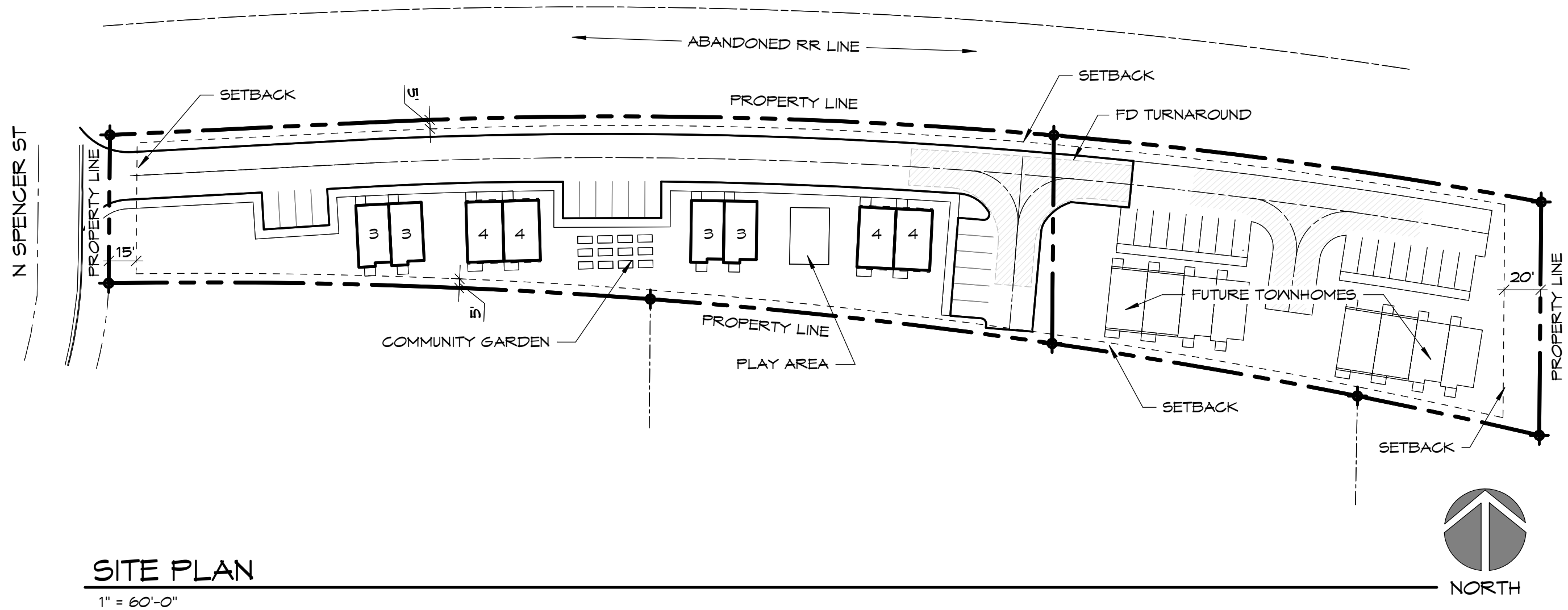


Exhibit A-3

SPENCER TOWNHOMES
POST FALLS, IDAHO
3/26/24 PN: 2120



Exhibit A-4



March 26, 2024

City of Post Falls
408 N Spokane Street
Post Falls, ID 83854

RE: Spencer Land located at east side Spencer St., South of Seltice & RR
Parcel P00000011570

To Whom It May Concern:

I hereby certify that I am the owner or duly authorized agent of the owner, of the subject property for the purposes of this application. I hereby give CONSENT to SARAH BREDE, AIA Aassociate and ZBA ARCHITECTURE to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

Respectfully submitted,

Maggie Lyons

PO BOX 598
HAYDEN, ID 83835
208-659-3477
WWW.PAHAIID.ORG

Exhibit A-5

4/9/2024 3:58:16 PM

N SPENCER ST

ZONING
CCS
COMMUNITY COMMERCIAL SERVICES
DUPLEX (SPECIAL USE)

SETBACKS
FRONT 15'
REAR 20'
INTERIOR SIDE 5'
STREET SIDE 5'

BUILDING HEIGHT
MAX ALLOWED HEIGHT: 45'-0"
MAX PROVIDED HEIGHT: ± 25'-0"

PARKING
REQUIRED: 2 SPACES / DWELLING
PROVIDED: 16 SPACES

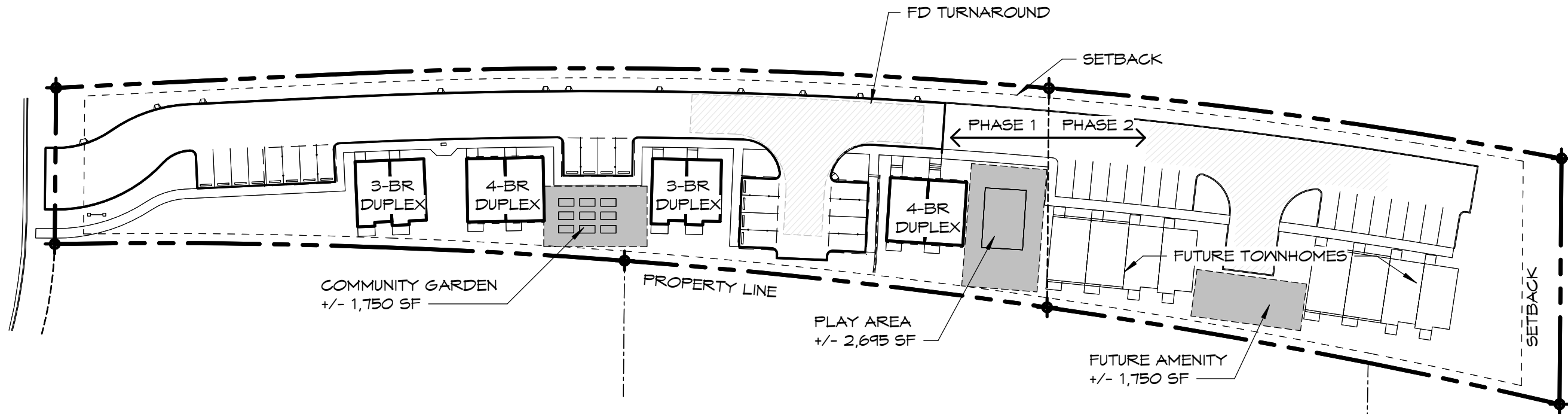
DENSITY
LAND AREA: 83,105 SF (1.9 ACRES)

PHASE 1: 8 UNITS = 6,568 SF / D.U.
PHASE 2: 8 UNITS = 3,820 SF / D.U.
TOTAL COMBINED: 16 UNITS = 5,194 SF / D.U.

OPEN SPACE
*SHOWN SHADED ON PLAN

8 UNITS @ 300 SF = 2,400 SF REQUIRED (PH 1)
8 UNITS @ 300 SF = 2,400 SF REQUIRED (PH 2)
TOTAL OPEN SPACE REQUIRED = 4,800 SF

AREA PROVIDED PHASE 1 = 4,445 SF
AREA PROVIDED PHASE 2 = 1,750 SF
TOTAL OPEN SPACE PROVIDED = 6,195 SF



ARCHITECTURAL SITE PLAN

1" = 60'-0"



Exhibit A-6

SPENCER TOWNHOMES

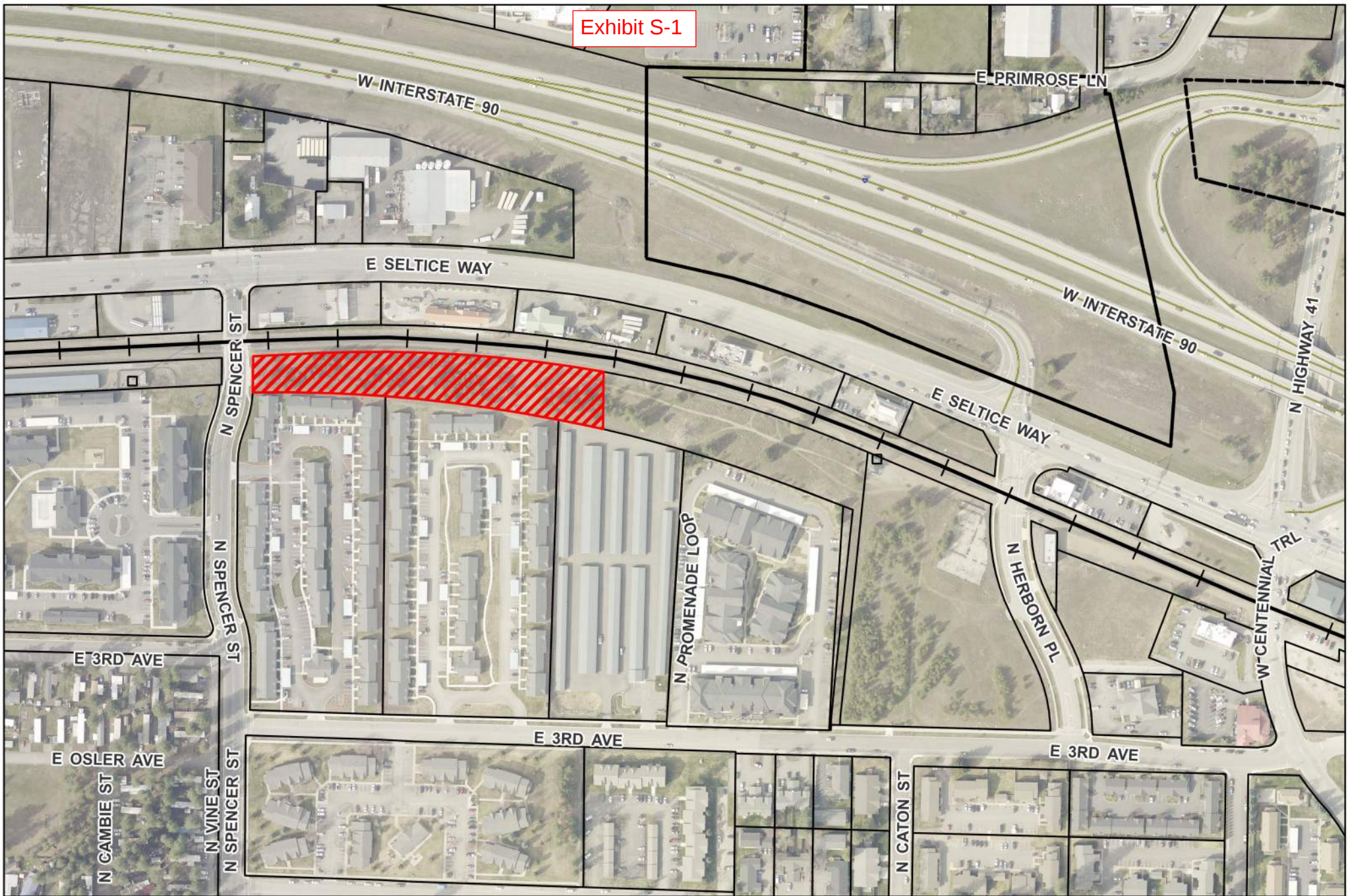
POST FALLS, IDAHO

4/19/24 PN: 2120



ZBA
ARCHITECTURE
421 W. RIVERSIDE, SUITE 860
SPOKANE, WA 99201
T. 509.456.8236
Copyright © 2021 ZBA Architecture PS. All Rights Reserved.

1.1



Project Location
SPENCER TOWNHOMES
SPECIAL USE PERMIT
SUP-24-3

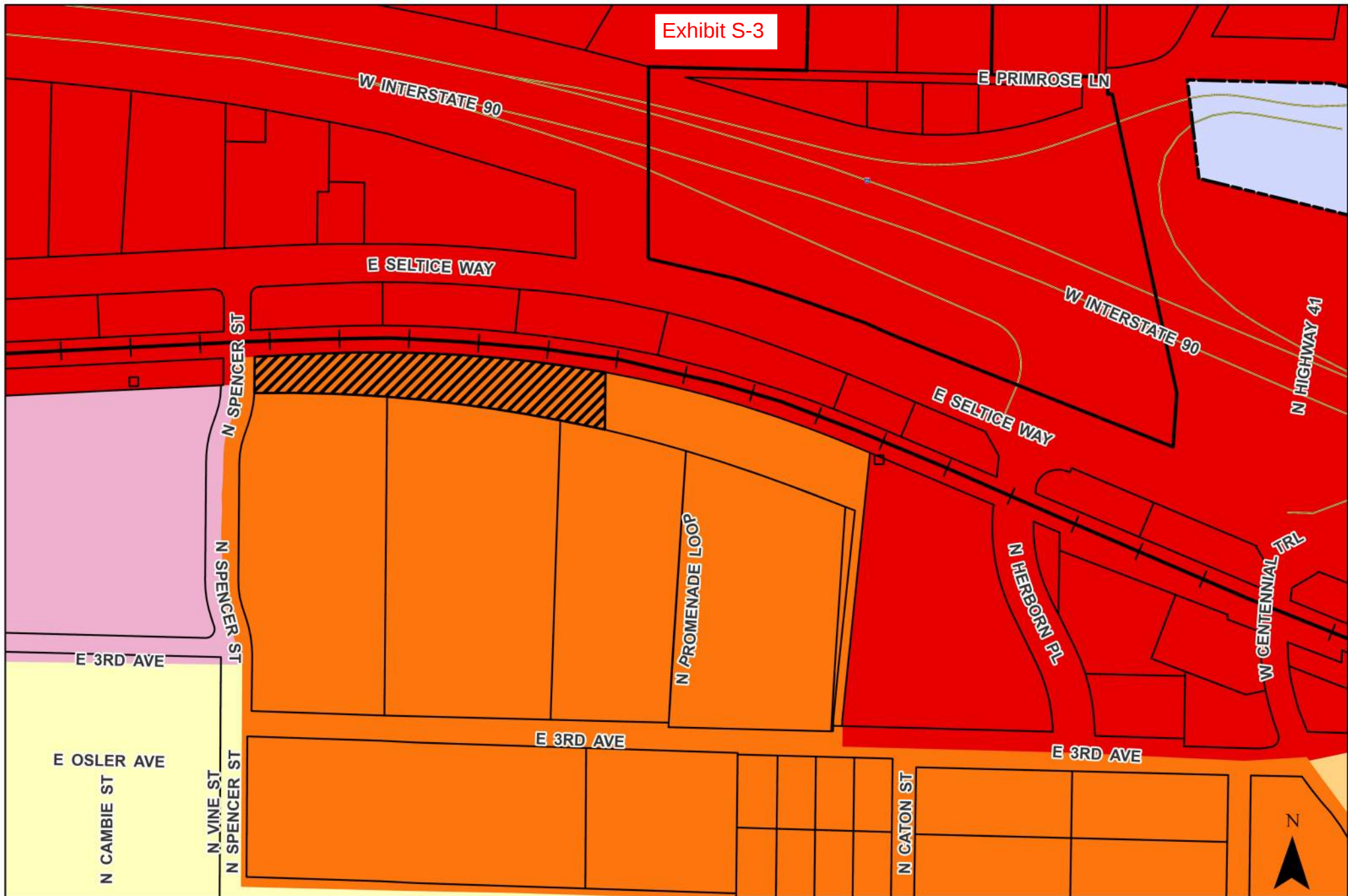


- Post Falls City Boundary
- Tax Parcels
- Subject Site



The logo for the City of Post Falls features a stylized blue and black wave graphic above the text "CITY OF POST FALLS". The words "CITY OF" are in a small, black, sans-serif font, while "POST" and "FALLS" are in a large, bold, black serif font.

- N
- 



Future Land Use Designation
SPENCER TOWNHOMES
SPECIAL USE PERMIT
SUP-24-3



- Post Falls City Boundary
- Tax Parcels
- Subject Site

- Low Density Residential
- Medium Density Residential
- High Density Residential

- Business/Commercial
- Commercial
- Transitional



POST FALLS

SCHOOL DISTRICT #273

DISTRICT OFFICE
P.O. Box 40
Post Falls, ID 83877
PHONE 208-773-1658
FAX 208-773-3218
www.pfsd.com

September 8, 2023

Robert Seale
 Community Development Director
 City of Post Falls
 408 Spokane Street
 Post Falls, ID 83854

Dear Bob,

The purpose of this letter is to restate the status and position of the Post Falls School District regarding growth within the city and school district boundaries. The Post Falls School District will continue to remain neutral regarding proposed developments and will provide additional or modified comments in a timely manner when deemed necessary.

The district has a responsibility through State statute to provide an appropriate education for every student ages 6 through 21 who attend our schools. It is also the district's responsibility to provide an adequate educational program, organizational structure, and facilities.

Though there are pros and cons for new development growth, the district will continue to provide a quality education. The district appreciates the working relationship we have with the City of Post Falls.

With the anticipated growth in future years, the district requests assistance from the Planning Department to acquire school building sites in any large proposed residential developments and support financial mitigation for smaller developments.

The enrollment status and capacity of each school for the 2023-2024 school year are listed below.

The district will review the current long-range facility plan this fall. A copy of the current plan is included with this letter.

School	2023-2024 Enrollment	Building Capacity
Greensferry Elementary	400	525
Mullan Trail Elementary	341	500
Ponderosa Elementry	440	570
Prairie View Elementary	328	525
Seltice Elementary	410	560
Treaty Rock Elementary	432	525
West Ridge Elementary	415	525
Post Falls Middle School	765	920
River City Middle School	597	750

Our school community will develop relationships, skills, and knowledge to become responsible citizens who think critically to solve problems.

Post Falls High School	1645	1800
New Vision High School	144	225

The school district looks forward to continuing the good working relationship we have with the City of Post Falls. Thank you for your support of the Post Falls School District.

Sincerely,



Dena Naccarato
Superintendent

Cc: Post Falls School District Board of Trustees
Shelly Enderud, City Administrator

Kootenai County Fire & Rescue

Fire Marshal's Office

5271 E. Seltice Way
Post Falls, ID 83854
Tel: 208-777-8500
Fax: 208-777-1569
www.kootenaifire.com

January 18, 2024

Nancy Thurwachter
Planning Administrative Specialist
nthurwachter@postfalls.gov

RE: Notice to Jurisdiction Response

Nancy,

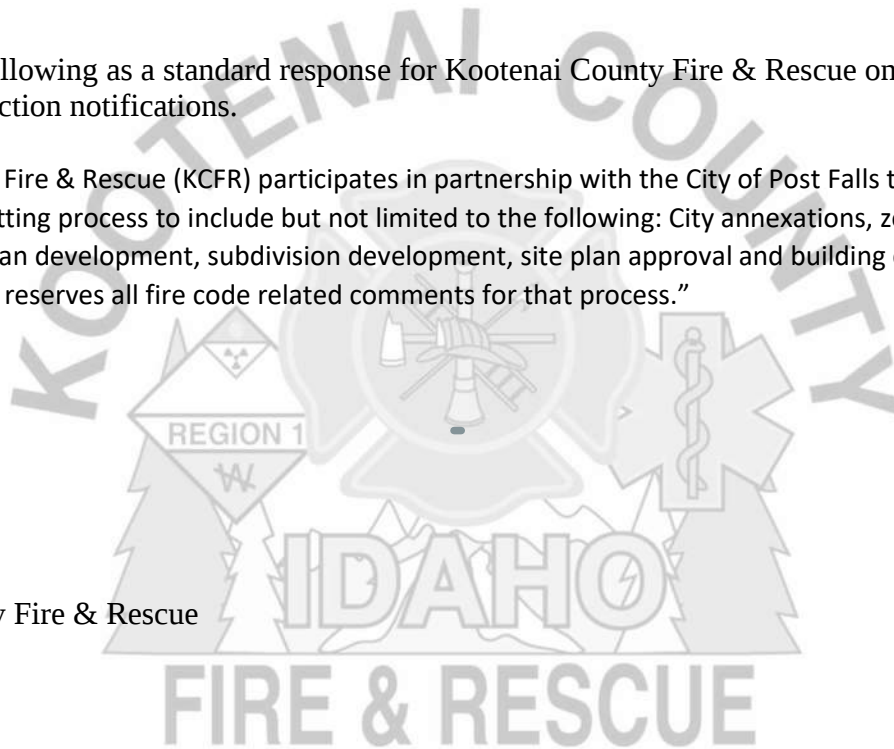
Please use the following as a standard response for Kootenai County Fire & Rescue on all applicable Notice to Jurisdiction notifications.

"Kootenai County Fire & Rescue (KCFR) participates in partnership with the City of Post Falls throughout the review and permitting process to include but not limited to the following: City annexations, zoning issues, comprehensive plan development, subdivision development, site plan approval and building construction code compliance. KCFR reserves all fire code related comments for that process."

Respectfully,



Jeryl Archer II
Kootenai County Fire & Rescue
Division Chief
Fire Marshal





1717 E Polston Ave. ♦ Post Falls, ID 83854 ♦ Phone (208) 773-3517 ♦ Fax (208) 773-3200

June 18th, 2024

Nancy Thurwachter
Planning Administrative Specialist
nthurwachter@postfalls.gov

Re: Spencer Townhomes File No. SUP-24-3

The Police Department has reviewed the above listed special use permit and will remain Neutral on this request. Please accept this letter as the Police Department's response to this request for both Planning and Zoning as well as City Council.

Any comments or concerns with this project will be addressed during the design meetings.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark J. Brantl".

Mark J. Brantl
Captain
Post Falls Police Department

From: [Polak, Chad M](#)
To: [Nancy Thurwachter](#)
Subject: FW: Notice to Jurisdictions Spencer Townhomes File No. SUP-24-3
Date: Tuesday, June 18, 2024 9:22:36 AM
Attachments: [image001.png](#)
[Exhibit PH-2 NTJ_PZ_Spencer Townhomes SUP-24-3.pdf](#)

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Nancy,

Based on the location, there is no impact to the YPL ROW or pipeline and we do not have any questions.

Sincerely,

Chad M. Polak
Agent, Real Estate Services
O: (+1) 303.376.4363 | M: (+1) 720.245.4683
3960 East 56th Avenue | Commerce City, CO 80022
Phillips 66

From: Nancy Thurwachter <nthurwachter@postfalls.gov>
Sent: Tuesday, June 18, 2024 9:29 AM
To: Ali Marenau <AMarienau@kmpo.net>; Alynette Farley <abfarley@BPA.Gov>; Amanda Raymond <arraymond@bpa.gov>; Avista <c01_Real_Estate@avistacorp.com>; Avista <cdaconst@avistacorp.com>; Ben Tarbutton <btarbutton@kcgov.us>; Carey Borchardt <carey.borchardt@charter.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; CDA Garbage Reception <reception@cdagarbage.com>; Chad Ingle <cingle@kcgov.us>; Polak, Chad M <Chad.M.Polak@p66.com>; Chris Way <cway@kootenaifire.com>; Christina Petit <christina@postfallschamber.com>; Christine Harmon <christine.harmon@deq.idaho.gov>; Dan Ryan <danr@kootenaifire.com>; Dan Selden <danselden@hotmail.com>; Dan Zeck <dan@eastgreenacres.org>; Daniel Mavrinac <Daniel.Mavrinac@BNSF.com>; David Callahan <dcallahan@kcgov.us>; David Haggerty <David.Haggerty@tdstelecom.com>; Dena Naccarato <dena.naccarato@sd273.com>; Devin Weeks <dweeks@cdapress.com>; Glen Miles <Gmiles@kmpo.net>; Gregory Ashley <gregory.Ashley@williams.com>; Greta Gissel <greta@connectkootenai.org>; Jame Davis <jame.davis@intermaxteam.com>; Jason Cortes <JCortes@hbkengineering.com>; Jeff Boren <Jeffrey.Boren@charter.com>; Jeremy Hofer <jhofer@kec.com>; Jeryl Archer <jeryla@kootenaifire.com>; Jessie Holderman <JHolderman@kec.com>; John R. Price <John.Price1@charter.com>; Jordan Wirth <Jordan.T.Wirth@usps.gov>; Karen Philips <Karen.Phillips@avistacorp.com>; Kevin Linville <kevin.linville@tdstelecom.com>; Kevin Teo <kevin.teo@ziply.com>; Kristen Rondo <krondo@phd1.idaho.gov>; Kristie May <Kristie.May@deq.idaho.gov>; Lori Cogley <lcogley@kec.com>; Lynn Sandsor <lynn.sandsor@aecom.com>; Mark Brantl

Nancy Thurwachter

From: Jonie Anderson <Jonie@postfallshd.com>
Sent: Wednesday, June 19, 2024 8:40 AM
To: Nancy Thurwachter
Subject: RE: Notice to Jurisdictions Spencer Townhomes File No. SUP-24-3

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The Post Falls Highway District has no comment.

Jonie Anderson
 Post Falls Highway District
 208.765.3717
contactus@postfallshd.com



From: contactus@postfallshd.com <contactus@postfallshd.com> On Behalf Of Nancy Thurwachter
Sent: Tuesday, June 18, 2024 8:29 AM
To: Ali Marenau <AMarienu@kmpo.net>; Alynnette Farley <abfarley@BPA.Gov>; Amanda Raymond <arraymond@bpa.gov>; Avista <c01_Real_Estate@avistacorp.com>; Avista <cdaconst@avistacorp.com>; Ben Tarbutton <btarbutton@kcgov.us>; Carey Borchardt <carey.borchardt@charter.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; CDA Garbage Reception <reception@cdagarbage.com>; Chad Ingle <cingle@kcgov.us>; Chad Polak <Chad.M.Polak@p66.com>; Chris Way <cway@kootenaifire.com>; Christina Petit <christina@postfallschamber.com>; Christine Harmon <christine.harmon@deq.idaho.gov>; Dan Ryan <danr@kootenaifire.com>; Dan Selden <danselden@hotmail.com>; Dan Zeck <dan@eastgreenacres.org>; Daniel Mavrinac <Daniel.Mavrinac@BNSF.com>; David Callahan <dcallahan@kcgov.us>; David Haggerty <David.Haggerty@tdstelecom.com>; Dena Naccarato <dena.naccarato@sd273.com>; Devin Weeks <dweeks@cdapress.com>; Glen Miles <Gmiles@kmpo.net>; Gregory Ashley <gregory.Ashley@williams.com>; Greta Gissel <greta@connectkootenai.org>; Jame Davis <jame.davis@intermaxteam.com>; Jason Cortes <JCortes@hbkengineering.com>; Jeff Boren <Jeffrey.Boren@charter.com>; Jeremy Hofer <jhofer@kec.com>; Jeryl Archer <jeryla@kootenaifire.com>; Jessie Holderman <JHolderman@kec.com>; John R. Price <John.Price1@charter.com>; Jordan Wirth <Jordan.T.Wirth@usps.gov>; Karen Phillips <Karen.Phillips@avistacorp.com>; Kevin Linville <kevin.linville@tdstelecom.com>; Kevin Teo <kevin.teo@ziply.com>; Kristen Rondo <krondo@phd1.idaho.gov>; Kristie May <Kristie.May@deq.idaho.gov>; Lori Cogley <lcogley@kec.com>; Lynn Sandsor <lynn.sandsor@aeacom.com>; Mark Brantl <mbrantl@postfallspolice.gov>; Owens, Dylan <Dylan.Owens@tdstelecom.com>; Panhandle Health General <ehapplications@phd1.idaho.gov>; Patricia M. Corrigan <pcorrigan@hbkengineering.com>; PFPD Admin <admin@postfallspolice.gov>; Post Falls Highway District <contactus@postfallshd.com>; Robert Beachler <Robert.Beachler@itd.idaho.gov>; Ron Wilson <Ron@eastgreenacres.org>; Ross Point Water <rosspointwater@yahoo.com>; Ryan Goff <ryan.goff@tdstelecom.com>; Sherman <Sherman@cdagarbage.com>; Tess Reasor <tess@connectkootenai.org>; Tom Kearns <tkearns@idl.idaho.gov>; Tom Murn <Tom.Murn@Ziply.com>; URA <postfallsura@gmail.com>
Cc: Anna Staal <astaal@postfalls.gov>; Rob Palus <bmelvin@postfalls.gov>; Christopher Gabbert <cggabbert@postfalls.gov>; Dave Fair <dfair@postfalls.gov>; Ethan Porter <eporter@postfalls.gov>; Field Herrington <fherrington@postfalls.gov>; James Steffensen <James.steffensen@yahoo.com>; Jason Faulkner

**CITY OF POST FALLS
AGENDA REPORT**

DATE: JULY 3, 2024

TO: POST FALLS PLANNING AND ZONING COMMISSION

FROM: ETHAN PORTER, ASSOCIATE PLANNER, 208-457-3353, eporter@postfalls.gov

SUBJECT: FINAL STAFF REPORT FOR JULY 9, 2024, P&Z COMMISSION PUBLIC HEARING MEETING
ASPEN COTTAGE AND TINY HOMES SPECIAL USE PERMIT FILE NO. SUP-24-4

INTRODUCTION:

McArthur Engineering has requested on behalf of Noah Stam, property owner, approval for a Special Use Permit in the Single-Family Residential (R1) zone to allow for four cottage home and tiny home units to be developed on approximately 2-acres as part of a larger 6.18-acre project per Exhibit A-3. The Planning & Zoning Commission must conduct a public hearing and determine if the proposed request meets the approval criteria contained in PFMC Section 18.20.070 (B). Following the public hearing, the Planning Commission will direct staff to prepare a Reasoned Decision, along with any appropriate conditions, that explains how the approval criteria are/are not met. The Planning Commission will review and approve the final Reasoned Decision at a subsequent meeting. The approval criteria are:

- A. Whether implementation of the special use would/would not conform to the purposes of the applicable zoning district.
- B. Whether the proposed use constitutes an allowable special use as established by this chapter for the zoning district involved; and complies with all other applicable laws, ordinances, and regulations of the city and the state.
- C. Whether the proposed use will/will not be compatible with the health, safety, and welfare of the public or with land uses within the vicinity of the proposal.
- D. Whether the proposed use will/will not comply with the goals and policies found within the comprehensive plan.

PROJECT INFORMATION:

Project Name/File Number: Aspen Cottage and Tiny Homes Special Use Permit (SUP-24-4)

Owner: Noah Stam, 1831 N Lakewood Dr. #100, Coeur d'Alene, ID 83814

Applicant: McArthur Engineering, PO Box 2488, Post Falls, ID 83877

Project Description: The applicant is requesting approval to allow for single-family detached cottage and tiny homes to be developed on individual lots on approximately 2-acres as part of a larger 6.18-acre development project per Exhibit A-3.

Project Location: North of Interstate 90 and east of the southernmost end of N. Corbin Road and south of the termination of Terra Street (see vicinity map below).

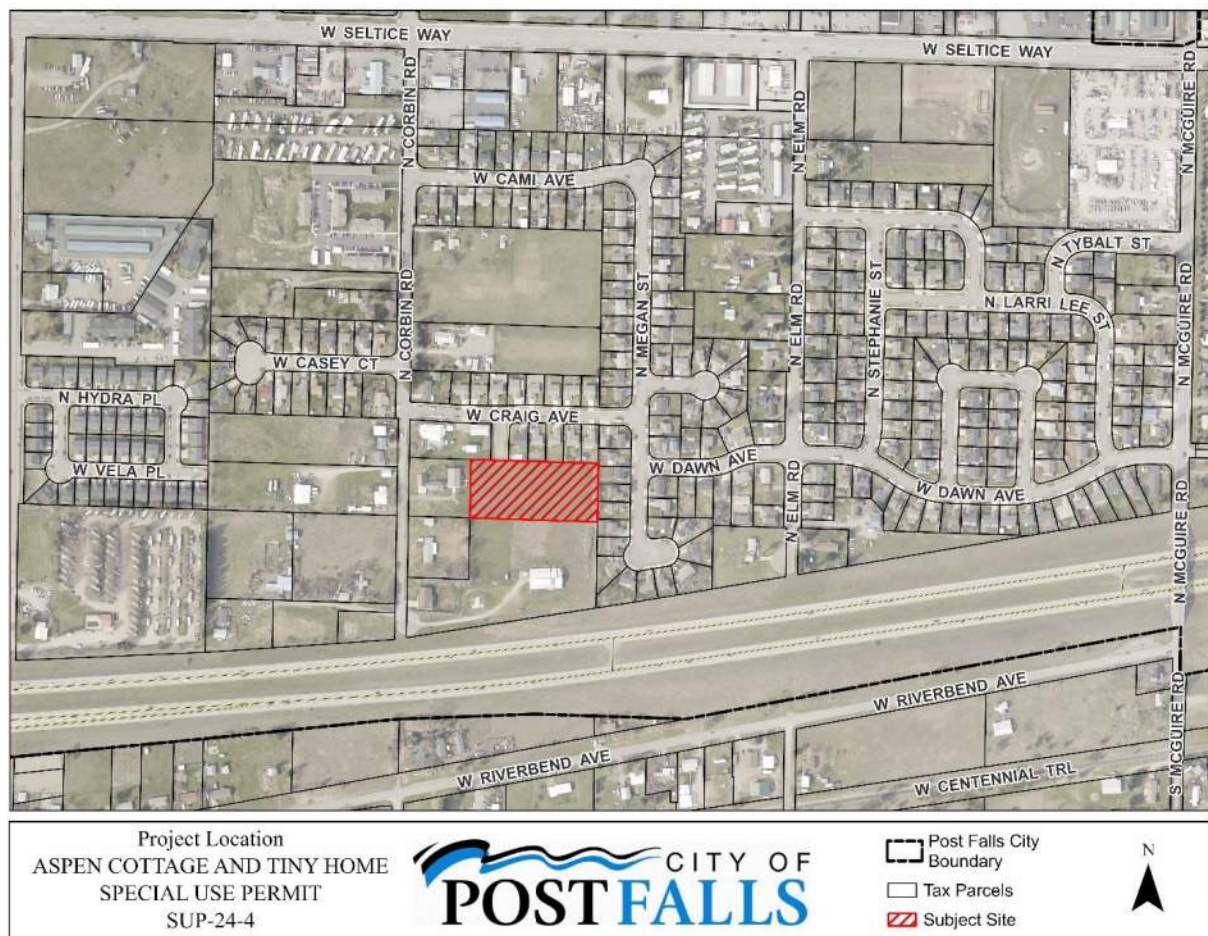
Water Provider: East Greenacres Irrigation District

Sewer Provider: City of Post Falls

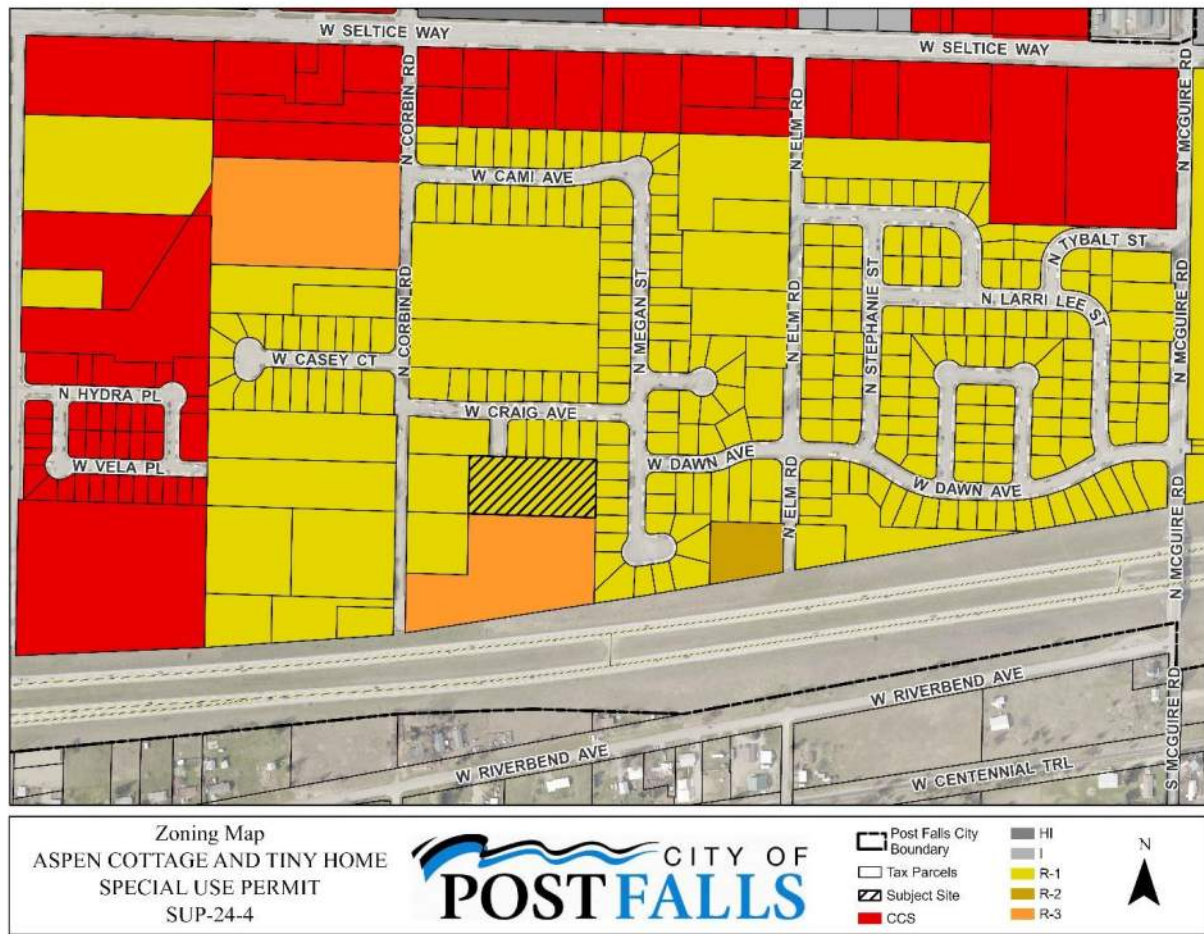
AREA CONTEXT:

Surrounding Land Uses: To the east adjacent to the subject site is Dawns Place, a single-family residential subdivision. Directly north of the subject site is five (5) lots within the Bluegrass Pointe single-family residential subdivision. Located to the south and to the west includes single-family homes on large lots.

Area Context Vicinity Map:



Surrounding Zoning Districts: Directly west, north, and east of the subject site is Single-Family (R1) zoning. South of the proposal is zoned as High Density Residential (R3) zoning (See Following Map).

Zoning Map:**EVALUATION OF SPECIAL USE PERMIT APPROVAL/ REVIEW CRITERIA:**

- A. Implementation of the special use will/will not conform to the purposes of the applicable zoning district.**

Staff Comment: The proposed cottage homes are an allowed use with a Special Use Permit per PPMC 18.24.032(B) in the Single-Family Residential (R1) zoning district. Tiny homes, at this time, do not have standards as the ordinance is in the public hearing process currently to be approved. The proposed performance standards for tiny homes do have the same special use permit requirement for the R1 zoning district.

- B. Whether the proposed use constitutes an allowable special use as established by this chapter for the zoning district involved; and complies with all other applicable laws, ordinances, and regulations of the city and the state.**

Staff Comment: Addressed in criteria A.

- C. Whether the proposed use will/will not be compatible with the health, safety, and welfare of the public or with land uses within the vicinity of the proposal.**

Staff Comment: Single-family homes adjacent to other single-family homes are compatible uses. Cottage homes and tiny homes may be on smaller lots, which could create a small neighborhood

feel. Open space would be provided through a cottage/tiny home development, which could be seen as helping the health, safety and welfare for the area surrounding the development.

Transportation: The proposed special use is not anticipated to produce impacts that would adversely impact Corbin Rd. The City has a traffic signal identified for the intersection of Seltice Way / Corbin Rd. (CIP# M-25). Most recent traffic counts (2023) do not show the intersecting meeting MUTCD Warrants for signalization at this time for traffic volume or collision history. The Developer should provide a Warrant Analysis to help guide the City in timing signal installation, with future site plan review. The current roadway network has capacity, with identified impact fee projects in the immediate vicinity further facilitating long term traffic operations.

Proposed private alley's and roadway sections shall be designed to comply with KCFR requirements for turn arounds and parking restrictions.

Water Reclamation: The site will be connected to the City's Water Reclamation Facilities. Existing facilities are located in Corbin Road and have the capacity to handle the requested use. Site-specific issues would be handled with site plan review. Verification by the projects engineer should confirm sewer depths and capability to connect and serve the site from Corbin Road. The property is not subject to any Sewer Surcharges or Local Improvement Districts.

Domestic Water: The proposed special use will be serviced by the East Greenacres Irrigation District. Existing facilities are located adjacent to the site. Site-specific issues related to fire protection would be handled at the time of Site Plan Review.

D. Whether the proposed use will/will not comply with the goals and policies found within the comprehensive plan.

Goal 1: Grow and sustain a balanced, resilient economy for Post Falls, providing community prosperity and fiscal health.

In seeking long-term prosperity, residents understand the need to build economic diversity – capitalizing on access to neighboring job centers as well as developing a strong business base within City limits. Development of diverse housing choices within the city may assist in achieving this goal to help keep Post Falls prosperous.

Goal 5: Keep Post Falls' neighborhoods safe, vital, and attractive.

Residents prize the character and unhurried pace of Post Falls neighborhoods, and wish to ensure their neighborhoods are kept safe, active, and aesthetically pleasing. Mixing housing types within a development and having smaller scale single-family homes may assist this goal through performance standards. Smaller neighborhood feel may help the neighborhood be attractive and safe.

Goal 7: Plan for and establish types and quantities of land uses in Post Falls supporting community needs and the City's long-term sustainability.

Cities exercise considerable influence over land use, in turn influencing the type and character of development, patterns of growth, and the short and long-term financial impact of growth on the local economy. Diversification in housing choices may assist in achieving this goal.

Goal 15: Maintain and Improve the City's water and sewer infrastructure, anticipating future needs regarding population and regulatory conditions.

Provision of clean, safe water and responsible treatment and disposition of wastewater are essential services for any community. Post Falls recognizes the extreme value of potable water and wastewater treatment as relates to its future, and working with all providers, pledges to manage provision of water

and wastewater services, sustaining growth and community vitality. This proposal may help support existing incorporated properties to connect to city sewer services that may not be already in the area.

The following policies may or may not assist the review of this Special Use Permit request.

Policy 1: Support land use patterns that:

- Maintain or enhance community levels of service.

Staff Comment: Impact Fees will be paid at the time of permit issuance to assist maintaining the community levels of service for parks, streets, multi-modal, fire, EMS and safety.

- Foster the long-term fiscal health of the community.

Staff Comment: Diversified housing opportunities bolsters the long-term health of the housing sector within a community. The industrial and commercial sectors within a community benefit by having a healthy and diverse housing sector as it either offers securities that their employees have a place to live, or it puts rooftops to provide commerce.

- Maintain and enhance resident quality of life.

Staff Comment: The goal of this point may be achieved through the performance standards for cottage/tiny homes. Cottage/Tiny homes may be seen as a type of housing that is sustainable/affordable, which in turn could assist the quality of life for the residents.

- Promote compatible, well-designed development.

Staff Comment: City design standards assist creating compatible, well-designed developments. Having compatible development next to one another may further assists in well-designed development.

- Implement goals and policies of the comprehensive plan, related master plan and/or facility plans.

Staff Comment: The analysis within this staff report addresses this policy point.

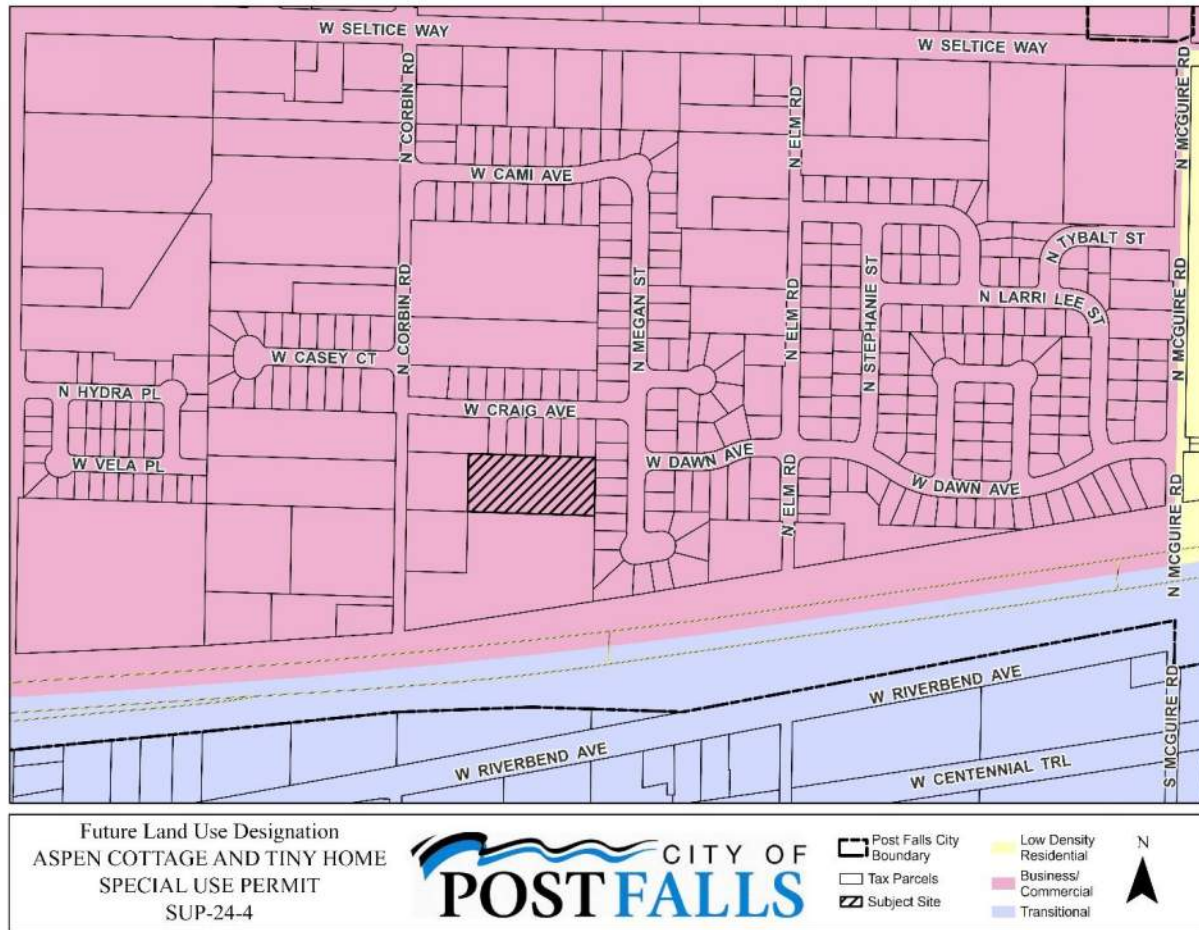
Policy 2: Apply or revise zoning designations with careful consideration of factors including:

- Future land use mapping.

Staff Comment: The site has a future land use designation of Business/Commercial (see following map). This category promotes a mixture of moderate/high density housing types within walking distance of the city center, neighborhood center and corridor commercial uses, as well as civic uses and other amenities within Post Falls. The implementing zoning district details the breadth and types of uses that would be permitted within the Business/Commercial area. Multifamily uses may also be integrated into Business/ Commercial areas. Compatible non-residential uses are also allowed under special conditions. Implementing Zoning Districts include LC, CCS, CCM, TM, R-2, R-3, SC4, SC5, Per Focus Area.

This site is in the Seltice West Focus Area. This highlights that the existing character is expected to remain largely the same. One action item that may pertain to this proposal is the buffering of low-intensity development patterns and the Seltice Way corridor should be maintained, employing use buffering and physical distance as necessary.

Future Land Use Designation Map



- Compatibility with surrounding land uses;

Staff Comment: Per PPMC 18.24.032(B) and cited in Criteria A, cottage homes being allowed through a Special Use Permit in R1 zoning district suggests that it is compatible with other single-family land uses. Tiny homes draft ordinance is proposed to have the same special use requirement in the R1 zoning district.

- Infrastructure and service plans.

Staff Comment: The site is located adjacent to existing sanitary sewer and water infrastructure. Existing facilities have sufficient capacity to provide service for the anticipated land uses. The city does not have any existing capital plans for Sewer or Water infrastructure at this location. Verification by the projects engineer should confirm sewer depths and capability to connect and serve the site from Corbin Road.

- Existing and future traffic patterns.

Staff Comment: The site is located adjacent to Corbin Road, that provides connection to Seltice Way (Principle Arterial) allowing local and regional connectivity. The proponent should provide a traffic study to guide timing for the installation of a Traffic Signal at Seltice Way / Corbin Rd., as identified in the City's Capital Improvement Plan (CIP# M-25)

- Goals and policies of the comprehensive plan, related master plan and/or facility plans.

Staff Comment: The analysis within this staff report addresses this policy point.

Policy 6: Encourage residential development patterns typically featuring:

- Housing that faces the street edge;

Staff Comment: Cottage home performance standards and proposed tiny home performance standards require these products to be facing the street edge and can be side or rear loaded.

- An interconnected grid or small-block streets network;

Staff Comment: Homes to be platted on their own lots will require a subdivision, which is approved through the Planning and Zoning Commission. This will need to meet the city's subdivision requirements, to include right-of-way improvements for sidewalks and streets networks.

- Street sections designed for safety, traffic calming and aesthetic appeal, including narrower lanes, sidewalks, landscaping and lighting;

Staff Comment: These are reviewed at the time of subdivision or site improvements to meet City of Post Falls' standards, which include sidewalks, landscaping, street trees, lighting and safety measures for roadways.

- Development and utilization of alleys for parking and service access;

Staff Comment: Included in Cottage home, and proposed tiny home, performance standards are rear or side loaded requirements for these types of developments. This will help create alleys and help address parking on/off street, as well as service access.

- Vertical or horizontal mixed use where appropriate along the ID-41 corridor and in neighborhood and regional centers.

Staff Comment: This proposal is not along ID-41 and therefore not applicable.

Policy 8: Encourage compatible infill development and redevelopment of vacant and underutilized properties within City limits.

Staff Comment: This lot could be considered as under-utilized and infill. Currently the lot is vacant and any residential density could offer some relief to the housing concerns within the city.

Policy 15: Ensure that adequate land is available for future housing needs, helping serve residents of all ages, incomes, and abilities through provision of diverse housing types and price levels.

Staff Comment: The proposed special use permit could help created additional housing in the City that is needed to help support commercial development and housing for the workforce.

Policy 18: Maintain housing standards, fees and regulations that support and sustain related services and infrastructure.

Staff Comment: The proposed special use permit may help to maintain housing standards, fees and regulations service and other residential homes in the area by allowing connection to sanitary sewer.

Policy 19: Encourage clustering of units in new residential development, providing service efficiencies and creating opportunities for private or community open space.

Staff Comment: The proposed cottage/tiny home uses may be an example of clustered residential units that will also develop private open space for residents per open space requirements. The proposed development will pay park impact fees at time of permit issuance to contribute towards community open space.

Policy 60: Maintain adopted Levels of Service (LOS) for parks, recreation and open space, and continue to identify opportunities to acquire parkland.

Staff Comment: This project would not be an opportunity to acquire further parkland, but the LOS can be achieved through the impact fees paid for parks. This would help to allocate funds to purchasing park property and further expanding existing park facilities. Currently the city has plans to develop new park land approximately a mile and a half from the proposed development. However, the area is identified as below the target level of service value in the 2020 Parks and Recreation Master Plan.

OTHER AGENCY RESPONSE & RECEIVED WRITTEN COMMENTS:

Agencies Notified:

Post Falls Post Office	PF Park & Rec	East Greenacres Irrigation District
Kootenai County Fire	Kootenai Electric	Time Warner Cable
PF Highway District	Ross Point Water	PF Police Department
PF School District	Verizon	Utilities (W/WW)
Avista Corp. (WWP-3)	Idaho Department of Lands	Urban Renewal Agency
Department of Environmental Quality	Panhandle Health District	Kootenai County Planning
Conoco, Inc. (Pipeline Co.)	NW Pipeline Corp.	KMPO
Yellowstone Pipeline Co.	TransCanada GTN	TDS

Exhibit PA-1: Post Falls School District – Remains neutral

Exhibit PA-2: Kootenai County Fire & Rescue – Comment during permitting process

Exhibit PA-3: Post Falls Police Department – Remains neutral

Exhibit PA-4: Yellowstone Pipeline Company – No impact no questions

Exhibit PA-5: Post Falls Highway District– No comment

PUBLIC PROCESS: Notice of the proposed subdivision was mailed to property owners within 300 feet of the proposed project June 14, 2024. Notice has been published in the Post Falls Press on June 19, 2024 and was sent to appropriate jurisdictions on June 18, 2024. The property is scheduled to be posted by June 28, 2024.

MOTION OPTIONS: The Planning Commission may approve the requested Special Use Permit as presented, approve with conditions, or deny the Special Use Permit request.

CONDITIONS (If any are applied):

1. Site Access points will be required to conform with City Access Management requirements.
2. Complete Traffic Signal Warrant Analysis, Seltice Way / Corbin Rd. prior to site development.
3. Verify sewer connection depths prior to site development.

ATTACHMENTS:

APPLICANT'S EXHIBITS:

Exhibit A-1: Application

Exhibit A-2: Narrative

Exhibit A-3: Conceptual Plan

Exhibit A-4: Vicinity Map

Exhibit A-5: Owner Authorization

Exhibit A-6: Open Space Calculation

STAFF EXHIBITS:

Exhibit S-1: Vicinity Map

Exhibit S-2: Zoning Map

Exhibit S-3: Future Land Use Map

TESTIMONY:

Exhibit PA-1 PFSD Comments

Exhibit PA-2 KCFR Comments

Exhibit PA-3 PFPD Comments

Exhibit PA-4 YPL Comments

Exhibit PA-5 PFHD Comments



SUP-24-4

Special Use Permit

Status: Active

Submitted On: 4/30/2024

Applicant

 Scott McArthur

 208-964-0481

 scott@mcArthur-eng.com

 PO Box 2488
Post Falls, ID 83877

Applicant Information

Applicant Type*

Engineer

Applicant Name*

Scott McArthur

Phone*

2089640481

Email*

scott@mcArthur-eng.com

Address*

PO Box 2488

City, State & Zip Code

Post Falls, Idaho 83877

Owner Information

Name*

Noah Stam (Contract Buyer)

Company

Summit Builders and Development
(Contract Buyer)

Phone*

208.446.4506

Email*

noahstam14@me.com

Address*

1831 North Lakewood Drive #100

City, State & Zip Code

Coeur d'Alene, Idaho 83814

Site Information

Proposed Project Name*

Summit Builders Special Use Permit

Description of Project*

SUP for Cottage Home and Tiny Home Development for 1.967 acres of R-1 zoned property that is a part of a 6.18 acre parcel of land that is split zoned property (remaining 4.21 acres of land is zoned R-3)

Existing Zoning

R-1 (1.967 acres)

Adjacent Zoning

R-3 (onsite 4.21 acres) & R-1

Current Land Use

under-developed SFR

Adjacent Land Use

SFR / Small Businesses

Size of Site

1.967 acs of R-1 (6.18ac parcel)

Site Density, if applicable

up to 12.5 units per ac (77 units/6.18 acres)

Application Certification

All exhibits presented will need to be identified at the meeting, will be entered into the record, and retained on file.*



The applicant (or representative) must be at the meeting representing this proposal or the application will not be heard. The applicant will be responsible for costs in re-noticing the public hearing.*



I (We) the undersigned do hereby make application for the land use action contemplated herein on the property described in this application and do certify that the information contained in the application and any attachments or exhibits herewith are accurate to the best of my (our) knowledge. I (We) further acknowledge that any misrepresentation of the information contained in this application may be grounds for rejection of the application or revocation of a decision rendered. I (We) understand that the Administrator may decline this application if required information is deficient and/or the application fee has not been submitted. I (We) acknowledge that City staff may, in the performance of their functions, take photographs and/or videos of the property under consideration as deemed necessary, enter upon the property to inspect, post legal notices, and/or other standard activities in the course of processing this application. I (We) hereby certify that I am (we are) the owner or contract buyer of the property upon which the land use action is to be located, or that I (we) have been vested with the authority to act as agent for the owner or contact buyer. *



Scott McArthur

Apr 30, 2024



SPECIAL USE PERMIT REQUEST
SUMMIT BUILDING AND DEVELOPMENT
AFFORDABLE & OBTAINABLE HOUSING
CITY OF POST FALLS, IDAHO



Submitted by McArthur Engineering

Page 1

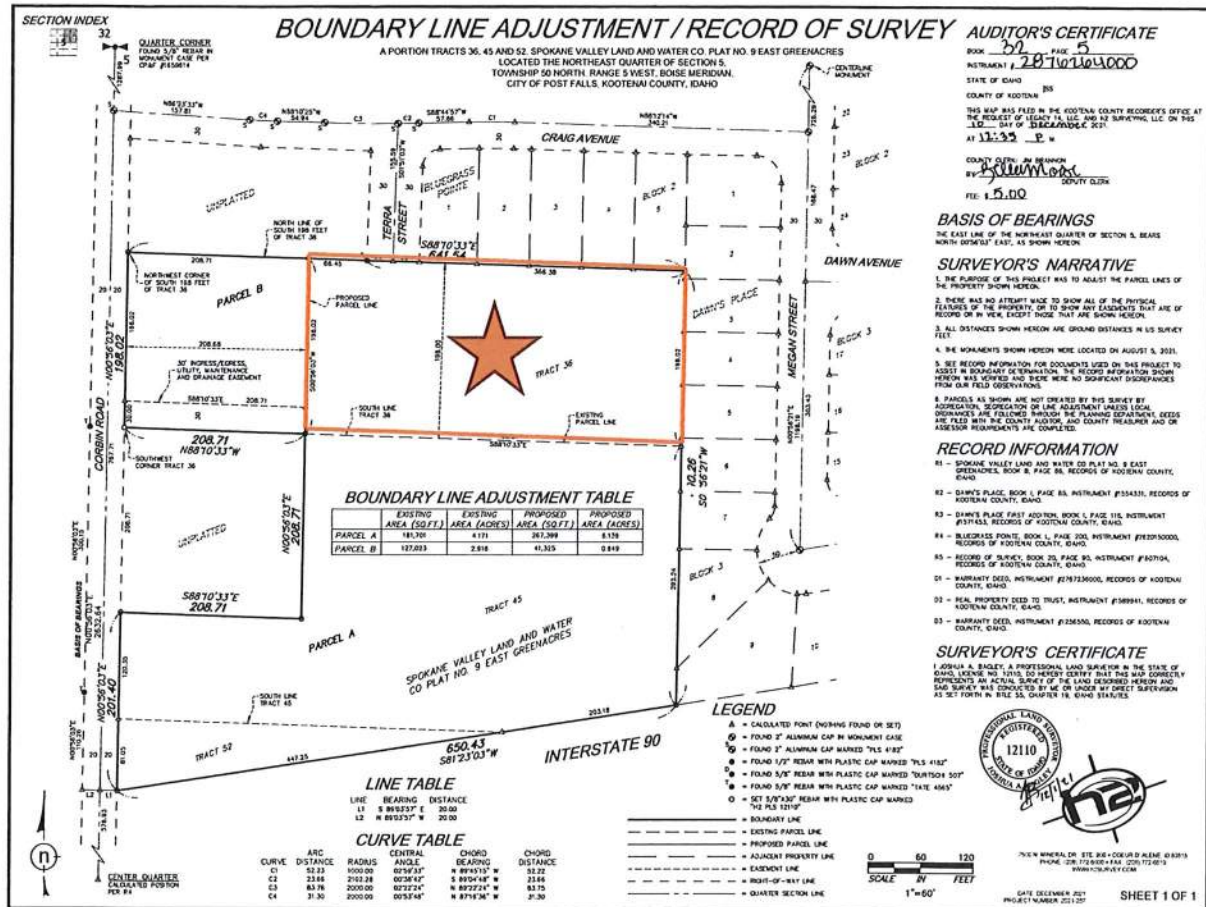
- **Project Summary:** This narrative shall outline the proponent's request for a Special Use Permit to develop a 1.967-acre portion of a parcel is land with an affordable mix of single-family cottage homes, and single family tiny homes, in accordance with City of Post Falls standards, codes, and requirements.

The 6.18 acre parent parcel is located North of Interstate 90, East of Corbin Road, South of Craig Avenue, and West of Megan Street, and further located in Section 05, Township 50 North, Range 05 West, Boise Meridian, City of Post Falls, Kootenai County, Idaho, shown below:



- **Parcel:** P-3900-05-036-BA
- **AIN:** 346853

- Special Use Permit Land: 1.967 acres



- Property Owner:** CORSTOR, LLC
1010 S Lakeside Drive
Liberty Lake, WA 99019
Tel: 509.879.4033
Em: legacy14llc@gmail.com
- Proponent (Contract Buyer):** Summit Builders and Development
1831 North Lakewood Drive, #100
Coeur d'Alene, Idaho 83814
Tel: 208.446.4506
Em: noahstam14@me.com
- Applicant (Engineer):** McArthur Engineering Company LLC
PO Box 2488
Post Falls, Idaho 83877
Tel: 208.446.3307
Em: scott@mcArthur-eng.com

- **Existing Conditions:** The property in question is a 1.967-acre portion of an under-developed parcel of land in the City of Post Falls, Idaho, with the overall parent parcel being 6.18-acres in size.

The parent parcel is split zoned, with the southern 4.21-acres being zoned R-3, adjacent to Interstate-90, which allows for the development of cottage homes, and will soon allow for tiny homes, once the new City code is approved; however, this Special Use Permit request shall only be subject to the northern 1.967-acres of this property is that is zoned R-1.

The topography on this property, the surrounding properties, and within the adjacent rights of way is relatively flat, with approximately four (4) feet of elevation relief across the subject property.

Adjacent properties to the North and East of the subject property are zoned R-1, and are developed with single family residences, ± 0.18 Ac Lots. Adjacent properties to the West of the subject property are also zoned R-1 and are developed with single-family residences, ± 1.0 ac Lots.

Utilities (sewer, water, power, gas, phone, cable, etc.) are available for connection in the adjacent public rights of way.

Access to the public right of way from the 6.18-acre parent parcel is available from Corbin Road to the West, and from Terra Street to the North, which connects to the portion of property in question.

- **Proposed Development Plan:**

As illustrated on the conceptual development exhibit provided with this submittal, the proponent is proposing to develop the R-1 portion of the parent parcel, in kind, with the R-3 zoned portion of his property, through this Special Use Permit (SUP) request.

This future project shall consist of the creation of Lots that can support the construction of affordable, and obtainable cottage homes and tiny homes, in accordance with City of Post Falls standards, codes, and requirements.

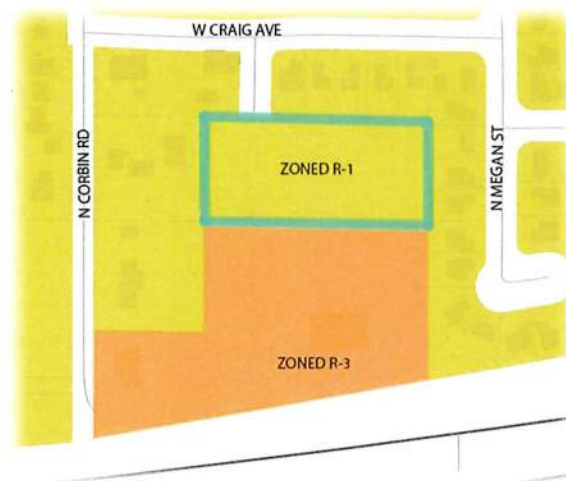
The following shall outline the proponents proposed overall development plan for the parent parcel (on both the R-3 and R-1 zoned property), with the understanding that the proposed cottage home and tiny home development is already an outright permitted use on the R-3 zoned property:

- **Structures:**
The proponent intends to construct cottage homes, tiny homes, and four (4) plex condominium structures (the future condominiums shall be on the R-3 zoned property only).
- **Employees:**
Direct employment opportunities are not currently planned for this residential community; however, the Home Owners Association (HOA) shall be responsible for overseeing the common space maintenance, as well as the maintenance for each Lot in this development. At the time of purchase, each Lot within the development (with the exception of the existing home) shall be subject to a binding maintenance agreement, at the time of purchase, that is intended to promote the common beautification of this first-time home buyer community.

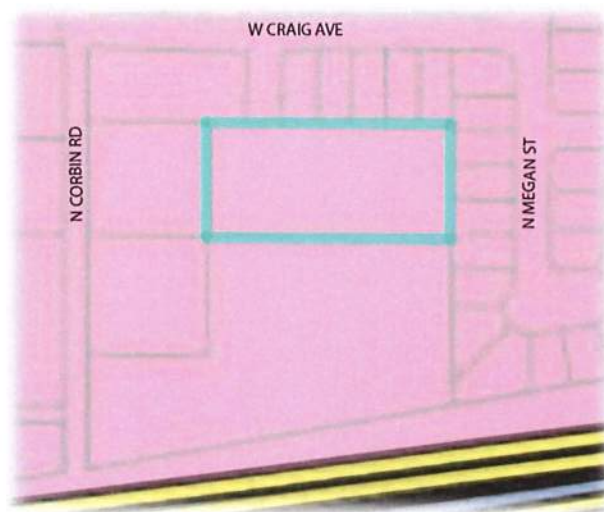
- Construction Timeframe:
The timing of onsite development shall be subject to the receipt of this Special Use Permit; however, the proponent of this request intends to start construction (currently Summer, 2024) on the required sanitary sewer improvements in Corbin Road, subject to City plan approval.
- Access:
Access to the public right of way from the 6.18-acre parent parcel shall be developed with a connection to Corbin Road to the West, and a connection to Terra Street to the North.
- Stormwater Management:
Stormwater from the asphalt and concrete impervious surfaces shall be conveyed to stormwater swales for treatment and shall outlet to stormwater drywells or through infiltration into the onsite prairie sands and gravels after treatment.
- Landscaping:
A landscape plan shall be prepared and submitted with the onsite construction plans for the development of this project. This plan shall be limited to the common open space areas, and public rights of way, and shall detail the necessary plantings and ground cover that are required by City code in the common open space, public right of way, and required landscape buffers. This landscaping shall be irrigated by a Home Owners Association (HOA) water service.

Each individual Lot shall have private landscaping that will be implemented by the builder after the home is constructed. The individual Lot owners shall be responsible for their own private automated irrigation; however, as previously mentioned, each Lot owner shall enter into a binding maintenance agreement (with the exception of the existing home).
- Parking:
Each Lot/dwelling unit shall be provided with City required off-street parking. Guest parking shall be provided within the public right of way, or within designated off-street parking locations. The storage of outdoor trailers, campers, recreational vehicles, and or disabled vehicles shall be prohibited in this development.
- Water:
Water is provided by East Greenacres Irrigation District (EGID), who shall review and approve (together with DEQ) the proposed water system infrastructure improvements. Each proposed Lot shall be provided with a water service for domestic and irrigation water, per EGID standards requirements, and the common open space shall have irrigation water services to support the automated irrigation of the common open space vegetation. Fire flow shall be achieved on this site via a water system loop between Terra Street and Corbin Road.
- Sanitary Sewer:
Sanitary sewer is provided by the City of Post Falls who shall review and approve the proposed infrastructure improvements. The proponent is aware that significant offsite improvements are required to serve this property, and that sewer shall also be extended to serve the existing home on the property (currently on septic). The owner also has an existing 30' wide easement to Corbin Road, for the extension of utilities, if needed to support the proposed development.

- Dry Utilities:
Power, gas, phone, cable, and fiber are available in the adjacent public rights of way.
- Site Lighting:
The majority of the future site lighting shall be structure mounted (private, on homes); however, necessary public and private site lighting shall be designed to, at a minimum, meet the City's lighting requirements (downward facing, glare protection, etc.).
- **Zoning:** The property, after a Boundary Line Adjustment (BLA) (prior to the City's adoption of a Boundary Line Adjustment code), is split zoned, R-1 (subject property zoning), and R-3 (remainder), as shown below, with the surrounding area to the North of Interstate 90 also being zoned R-1.



- **Comprehensive Plan:** The City of Post Falls Future Land Use Map designates this property, and the surrounding properties as “Business/ Commercial”; however, the proponents proposed single-family residential use is consistent with the surrounding single-family residential use, with the exception of a few small “in-home” businesses that are located along Corbin Road.



- **City of Post Falls Code – 18.20.070 – Special Use Permits: Comprehensive Plan:** The project proponent understands that the purpose of a special use permit is to establish procedures for the review and approval of the intended property use, which is not permitted by right in this particular zoning district. Further, the proponent understands that a Special Use Permit is not transferable from one parcel of land to another. The following criteria are found in City of Post Falls Code, Section 18.20.070 - Special Use Permits:

- A. **A completed special use permit application shall be submitted to the Zoning Administrator which shall include a description of the use proposed, the manner of implementation of the proposed use including information about appearance and configuration, how it would be compatible with infrastructure and land uses present and future, and why the proposal would be in the public interest.**

The SUP Application is a part of this submittal package. It is the proponent's opinion that the proposed residential development, as permitted by the City, and is a good alternative to the potential multifamily (rental apartments) that could be developed on R-3 zoned portion of this property.

- B. **As its schedule and agenda allow, the Planning and Zoning Commission shall hold a public hearing and shall review the particular facts and circumstances of each proposed special use. In granting a special use permit, the Planning and Zoning Commission may attach appropriate conditions to mitigate impacts, and to ensure conformance with the intent of the Comprehensive Plan and applicable provisions of this title. The application for a special use permit may be approved as presented, conditionally approved, or denied by the Planning and Zoning Commission upon determining the following:**

- 1. **Whether implementation of the special use would/would not conform to the purposes of the applicable zoning district.**

The existing property (parent parcel) is split zoned, R-1 and R-3. It is the proponent's intent to develop affordable, and obtainable single family residential Lots to provide ownership opportunities, adjacent to existing single family home neighborhood, using the City of Post Falls codes relating to cottage home, and tiny home development.

- 2. **Whether the proposed use constitutes an allowable special use as established by this chapter for the zoning district involved; and complies with all other applicable laws, ordinances, and regulations of the City and the State.**

This proposed cottage home, and tiny home, development project, within the R-1 zoned portion of the parent parcel, being 1.967-acres of land, requires a Special Use Permit, with any future cottage home, or tiny home development being subject to specific City of Post Falls development standards and requirements.

This Special Use Permit request was prepared to address our client's ability to develop his split zoned property, in kind, under the City of Post Falls cottage home, and tiny home development standards and requirements.

It is the intent of our client to create a community of obtainable housing options for those seeking to afford the blessing of home ownership.

3. Whether the proposed use will/will not be compatible with the health, safety, and welfare of the public or with land uses in the vicinity of the proposal.

The proposed single family residential development, being in kind to the surrounding uses, does not appear to in any way negatively impact the community, but rather intends to provide affordable/obtainable housing for those seeking home ownership in the City of Post Falls.

4. Whether the proposed use will/will not comply with the goals and policies found within the Comprehensive Plan. The applicable Comprehensive Plans goals and policies that relate to this proposed project are:

This unique split zoned property is located in the “Seltice West” focus area of the City of Post Falls 2020 Comprehensive Plan update, and it fronts Interstate-90. While it is the proponents understanding that this project will serve as a buffer between the surrounding existing single-family homes and the interstate, the proponent is also taking into consideration the placement of proposed single-family homes onsite, which shall serve as a buffer between the various development patterns that are in the vicinity of this property. The following shall assess portions of the Comprehensive Plan that are relative to this proposed Special Use Permit request:

- **Population and Growth:**

Growth in our area continues to impact our public services and infrastructure, but well planned-out growth, and proper density management can reduce those concerns. This Special Use Permit request, in our opinion, aims to promote home ownership options, and to reduce the number of apartments that could otherwise be constructed on the parent parcel.

Analyzing the existing, outright permitted development density of the overall future development project, on the split zoned property we find the following results:

- **R-1 Zone:**

- Density: Approximately five (5) units per acre
- Total acreage: 1.967 acres
- Allowable Number of Units: 9.8 units

- **R-3 Zone:**

- Permitted Density: Approximately eighteen (18) units per acre
- Total acreage: 4.21 acres
- Allowable Number of Units: 75.8 units

Without requesting bonus density (per City code) this property could, under its current zoning designations, be developed with approximately 85 total units.

The attached Cottage Home Conceptual Exhibit portrays a preliminary development layout, necessary open space and Lot configuration, with a total of 62 units.

If this development were to include the use of the City of Post Falls’ forthcoming tiny home development codes and regulations, we would anticipate around 77 units on the property.

- **Economic Development:**

The City's Comprehensive Plan aims to maintain a balance of residential, commercial, and industrial land uses to provide a well-balanced tax base. This Special Use Permit request (on 1.967 acres), for affordable, and obtainable housing options, in the City of Post Falls, will help provide home ownership opportunities, that will provide housing for the workforce that is needed to support our commercial, and industrial growth, that will help the City provide a well-balanced tax base.

- **Future Land Use:**

As stated above, the City of Post Falls Future Land Use Map identifies this property, and the surrounding land as being "Business/ Commercial"; however, our proposed residential use is consistent with the surrounding properties that are also developed with single family residences, with the exception of a few small "in-home" businesses that are located along Corbin Road.

- **Public Services and Utilities:**

The City of Post Falls (sewer), and East Greenacres Irrigation District (water) both serve this property, with services available in the adjacent right-of-way, and or available to extend to the property to provide service. Dry utilities are also available in the adjacent public right of way.

- **Transportation:**

The property is located at the South end of Corbin Road, on the North side of Interstate-90, currently terminating at an existing cul de sac that encroaches into the parent parcel (easement). The Idaho Transportation Department, at this time, does not foresee a capital improvement project to construct a Corbin Road overpass. The proponent would bring those portions of Corbin Road, that front the subject property, up to City standards. The Terra Street right of way improvements are currently up to City standards at the North line of the parent parcel. Ingress/Egress shall be from Corbin Road and Terra Street. Traffic analysis of the Corbin Road, and Seltice Way intersection shall be completed up approval of this Special Use Permit. The City of Post Falls currently has funding in place for improvements at this intersection.

The following shall briefly outline how this proposed Special Use Permit request meets the goals and policies outlined in the City of Post Falls Comprehensive Plan:

➤ **Goals:**

- **G-01 - Grow and sustain a balanced, resilient economy for Post Falls, providing community prosperity and fiscal health.**

Home ownership is essential for economic growth and community prosperity. This project intends to provide that opportunity for families to establish roots in our small town.

- **G-02 - Maintain and improve the provision of high-quality, affordable and efficient community services in Post Falls.**

Affordable and efficient community services are supported by a broad tax basis in our community. This development proposes minimal City infrastructure, for a higher density of single-family residential ownership

opportunities that are affordable and obtainable for first time home buyers, and or for those looking to downsize.

- **G-03 - Maintain and improve Post Falls' small town scale, charm and aesthetic beauty.**

This future development as a whole proposes to incorporate well maintained open space areas, pedestrian sidewalks, and rear loaded access/parking in a single-family residential setting, maintaining the small town feel that we had growing up in this community.

- **G-05 - Keep Post Falls' neighborhoods safe, vital, and attractive.**

Safe, and aesthetically pleasing neighborhoods are obtainable, in small, affordable communities, through well managed Home Owner Associations, and like minded home owners seeking to establish roots in our community. This future proposed neighborhood will provide families with the opportunity to have pride of ownership, with limited personal maintenance, creating more time for family, friends, and community relationships.

- **G-07 - Plan for and establish types and quantities of land uses in Post Falls supporting community needs and the City's long-term sustainability.**

Affordable housing opportunities are difficult to come by in our community, which is driving our workforce and professionals to seek home ownership in other communities. This proposed future development will support our quest for home ownership, through affordable and obtainable single family housing options that are not available in our surrounding communities.

➤ **Policies:**

- **P.01 - Support land use patterns:**

This area of the City is primarily comprised of single-family homes. The R-3 zoning portion of the subject property could, as an outright use, be developed with multi-family apartments at a higher density then that which is being proposed by the developer, who is alternatively seeking to create affordable and obtainable home ownership opportunities in this area of the City.

- **P.02 – Apply or revise zoning designations with careful consideration of factors:**

The property in question is split zoned, with the primary zoning designation being R-3, which permits multi-family apartment development; however, the proponent understands that this area is primarily comprised of single-family homes, and is otherwise interested in creating affordable and obtaining home ownership opportunities on the R-1 and R-3 zoned property (split zoned), which are desired by those seeking to live and work in our community.

- **P.03 - Encourage development patterns that provide suitably scaled, daily needs services within walking distance of residential areas, allowing a measure of independence for those who cannot or choose not to drive:**

This proposed future development is an infill portion of property that will provide frontage improvements to Corbin Road, that will some day be connected with adjacent development improvements, providing much needed pedestrian access to the community services that are within walking distance of this project and the other residential living units in this area.

- **P.06 – Encourage residential development patterns:**

This proposed future development will extend single-family home ownership opportunities in an area of the City that is already developed with single-family homes.

- **P.08 – Encourage compatible infill development of vacant and under-utilized properties withing City limits:**

This request shall be for single-family residential development on under-utilized infill property in the City of Post Falls.

- **P.15 – Ensure that adequate land is available for future housing needs, helping serve residents of all ages, incomes and abilities through provision of diverse housing types and price levels:**

This proposed single-family development of cottage homes, tiny homes, and condominium units are being developed to provide opportunities for home-ownership at affordable and obtainable price levels in the City of Post Falls.

- **P.16 – Encourage maintenance of housing in an attractive, safe and sanitary condition, helping extend the service life of housing and enhancing the general appearance of the city and its neighborhoods.**

This future proposed Lots in this development will provide attractive, safe, and well-maintained housing opportunities and open space areas for those choosing to live in the City of Post Falls.

- **P.18 – Maintain housing standards, fees and regulations that support and sustain related services and infrastructure.**

This proposed future single-family cottage home, tiny home, and condominium unit development is being implemented to provide support for sustainable, affordable, and obtainable housing, which shall increase the City tax base, which will provide funding for City infrastructure maintenance and sustainability.

- **P.19 – Encourage clustering of units in new residential development, providing service efficiencies and creating opportunities for private or community open space.**
 This proposed future cottage home and tiny home development will create internal open space for residences to use. These areas shall be privately maintained with irrigated vegetation and landscaping.
- **P.20 – Consider location of multi-family development:**
 While this future proposed development is for single-family housing, the R-3 zoned portion of this property could alternatively be developed with multi-family rental housing, as an outright permitted use. While we see the need for multi-family rental housing, it is my professional opinion that this type of development, in this location, is not desired by the surrounding neighbors, and or the City, due to its compatibility with the surrounding single-family homes.
- **P.23 – Develop and enhance a transportation system in Post Falls:**
 The termination of Corbin Road is currently a less than desired cul de sac (does not meet City or IFC standards), while the termination of Terra Street, ends at the North end of this future project. It is the intent of this project to provide a public connection between the two (2) existing public streets, through the development, in accordance with City standards and requirements.
- **P.26 – Maintain and improve the continuity of sidewalks, trails, and bicycle paths in Post Falls.**
 The connection of Corbin Road and Terra Street will provide a sidewalk connection to improve pedestrian access.
- **P.27 – Work to improve street connectivity in all areas of Post Falls, improving walkability, public health and safety, and transportation efficiency.**
 The termination of Corbin Road is currently a less than desired cul de sac, (does not meet City or IFC standards), while the termination of Terra Street, ends at the North end of this future project. It is the intent of this project to provide a public connection between the two (2) existing public streets, through the development, in accordance with City standards and requirements. This connection will also provide pedestrian access as well.
- **P.32 – Implement street designs including the range of features located and identified in adopted guidelines and standards:**
 This development has the luxury of utilizing well planned street sections, that promote safe travel ways for vehicles and pedestrians, as well as safe on-street parking, and safe access to, and from private road ways and driveways.
- **P.35 – Maintain infrastructure and personnel at levels that provide citizens with services that are high quality, effective, and affordable:**

This development shall be Home Owner Association governed, with a common maintenance agreement, and private road management (where applicable), which shall aim to beautify this community for years to come.

▪ **P.40 – Plan and locate private and public utilities consistent with best management practices:**

Strategic utility planning shall be implemented in this development to improve aesthetics, and serviceability for not only franchise utilities, but also for City and District utilities that will be extended through, or looped through this future development project.

▪ **P.69 – Encourage new development to provide pedestrian access to nearby parks, trails and green spaces:**

While this development does not provide pedestrian access to City owned and maintained parks, trails and green spaces, it will provide pedestrian access to the internal open space, and onsite amenities.

▪ **P.71 – Promote the planting and protection of trees citywide:**

Landscaping will be implemented in this future proposed development.

▪ **P.80 – Promote landscaping guidelines:**

Landscaped street frontage, buffers and open space areas will be implemented in this proposed future development.

▪ **P.84 – Expand the number of local living-wage jobs, enabling more residents to live and work in Post Falls.**

To expand the number of local living-wage jobs, we need to create a product that provides those seeking to live in our City to have home ownership.

▪ **P.85 – Coordinate use patterns along the I-90 corridor to take advantage of access and visibility while enhancing Post Falls’ regional image:**

The primary zone of this property is R-3, which promotes “multi-family” development; however, this proposed use would create single-family homeownership opportunities, as well as a buffer between Interstate-90 and the existing single-family homes and home-based businesses that surround this property.

▪ **P.86 – With the local business community, work to enhance, sustain and diversify the local economic:**

Affordable, and obtainable home ownership opportunities are limited in our area, which are driving the local professionals and workforce out of our City, this development, governed by City codes and regulations would aim to provide an alternative option to “renting an apartment” for those who want to plant roots in our City, and gain economic wealth through the blessing of home ownership.

- **P.106 – Encourage cooperation between local water districts and the City, supporting planning for and provision of services concurrent with community needs.**

This future development shall be served by East Greenacres Irrigation District, with a new water system loop, through the development, in the City right of way, between Terra Street and Corbin Road. This loop shall aim to improve fire suppression, as well as sustain area water pressures.

C. Upon granting a special use permit, the Planning and Zoning Commission may attach conditions including, but not limited to:

1. Minimizing adverse impact on other development.

Landscaped buffers, open space, reduced lighting impacts, and a reduction in the overall density, from what could be developed outside of this cottage home/tiny home proposal, are ways in which the proponent feels this proposed project minimizes the impacts to neighboring residential developments.

2. Controlling the sequence and timing of development.

Once a Special Use Permit can be obtained from the City of Post Falls, the proponent will work with the City, and other applicable reviewing agencies to develop a development schedule.

3. Controlling the duration of development.

Once a Special Use Permit can be obtained from the City of Post Falls, it is the intent of the proponent to proceed with finalizing the development plan, and simultaneously begin construction on the offsite infrastructure that will serve the future affordable/obtaining housing development.

4. Assuring that development is maintained properly.

Once the Special Use Permit is approved, and the development plan is prepared, the proponent will have a professional landscape plan prepared, that will be submitted to the City for acceptance. Once construction is complete, the proponent will implement the approved landscaping, and will employ a qualified landscape maintenance team to oversee not only the open space landscaping, but to also oversee the individual Lot landscaping, through a Home Owners Association (HOA) managed monthly maintenance fee that all Lot owners shall enter into at the time of purchase. This uniform maintenance program is meant to provide consistent landscape maintenance, and to reduce the costs of home ownership landscape maintenance.

5. Controlling the location and setbacks of development.

The development of this facility will be designed and constructed in accordance with applicable City of Post Falls cottage home, and tiny home codes, standards, and requirements, with maintained landscaping and site improvements that are aesthetically pleasing to the community.

6. Requiring more restrictive standards than those generally required in the zoning ordinance.

The development of this facility shall be designed and constructed in accordance with applicable City of Post Falls cottage home, and tiny home codes, standards, and requirements, with maintained landscaping and site improvements that are aesthetically pleasing to the community.

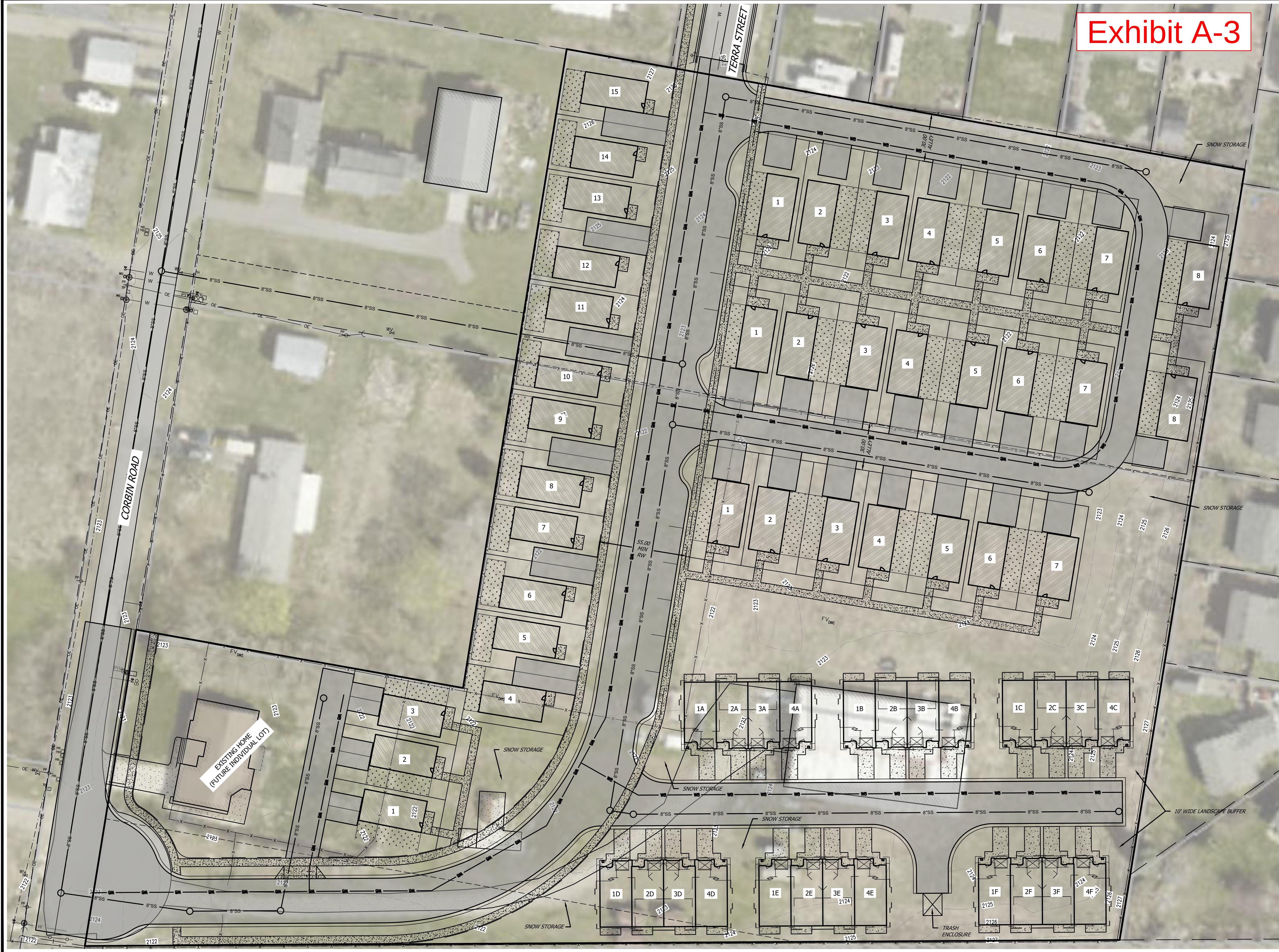
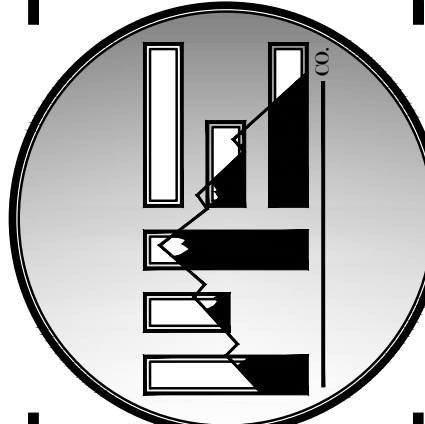


Exhibit A-3

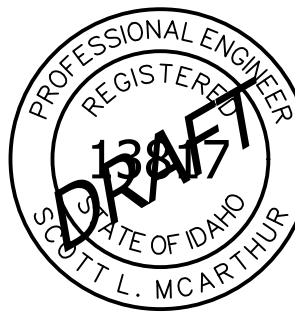
CONCEPTUAL EXHIBIT NOTES:

1. THIS IS A CONCEPTUAL EXHIBIT TO BE USED FOR DISCUSSION AND VISUALIZATION PURPOSES ONLY, AND THE LAYOUT IS NOT APPROVED BY THE CITY, AND SHALL NOT BE USED FOR CONSTRUCTION.
2. THE NORTH 1.967 ACRES OF THIS PARENT PARCEL IS ZONED R-1.
THE SOUTH 4.21 ACRES OF THIS PARENT PARCEL IS ZONED R-3.
THE PARENT PARCEL SIZE IS 6.18 ACRES.
3. THIS CONCEPTUAL EXHIBIT IS INCLUSIVE OF THE OF-A LAYOUT OVER THE 6.18 ACRE PARENT PARCEL, WHILE THE SPECIAL USE PERMIT REQUEST IS FOR THE R-1 ZONED PORTION OF THIS PROPERTY, CONSISTING OF THE NORTH 1.967 ACRES.
4. THIS EXHIBIT IS DEPICTS A CONCEPTUAL LAYOUT, AND ONLY INCLUDES COTTAGE HOME LOTS WITH CONDOMINIUM FOUR (4) PLEX STRUCTURES (R-3 ONLY PROPERTY), AND DOES NOT DEPICT POTENTIAL TINY HOME STRUCTURES.
THIS EXHIBIT DEPICTS 62 TOTAL DWELLING UNITS, CONSISTING OF 38 COTTAGE HOMES, AND 24 CONDOMINIUM UNITS.
5. THIS EXHIBIT DEPICTS CONCEPTUAL WATER AND SEWER INFRASTRUCTURE LAYOUTS THAT ARE NOT APPROVED BY THE CITY, EAST GREENACRES IRRIGATION DISTRICT, OR KOOTENAI FIRE AND RESCUE.
6. THIS CONCEPTUAL EXHIBIT DEPICTS INDIVIDUAL THE CITY REQUIRED OPEN SPACE FOR BOTH THE COTTAGE HOMES AND CONDOMINIUM UNITS.

M^CARTHUR ENGINEERING
REGISTERED PROFESSIONAL ENGINEER
NO. 2488, POST FALLS, ID 83377



REVISIONS:



DRAFT

SUMMIT BUILDERS AND DEVELOPMENT
SPECIAL USE PERMIT
CONCEPTUAL EXHIBIT
CITY OF POST FALLS, IDAHO



Know what's below.
Call before you dig.

SURVEYED: N2	DESIGNED: ME	DRAWN: CBS	CHECKED: SLM
--------------	--------------	------------	--------------

CONCEPTUAL LAYOUT

SHEET # X1.0	PROJECT # ME2024-017	DATE 04/30/2024
------------------------	--------------------------------	---------------------------

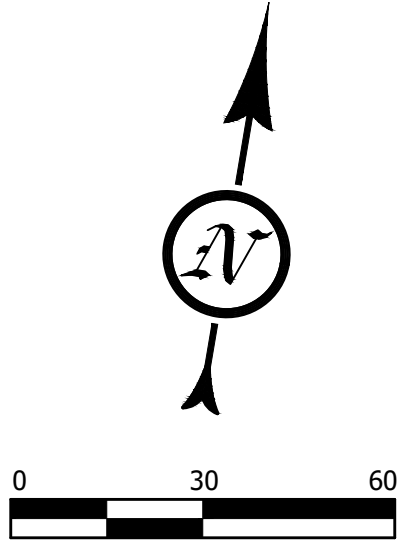


Exhibit A-4



VICINITY MAP

SUMMIT BUILDERS AND DEVELOPMENT ~ SPECIAL USE PERMIT REQUEST

CITY OF POST FALLS, IDAHO



**McARTHUR ENGINEERING COMPANY
AUTHORIZATION LETTER**



Know all men by these presents that the undersigned does hereby authorize
McARTHUR ENGINEERING COMPANY LLC (ME)
to formally act on my behalf with respect to all matters relating to:

Project: Summit Builders and Development – Corbin Road Development Project (Current Name)

Parcels: P390005036BA & P390005045AA

With this authorization **ME**, and their authorized representatives have the authority to provide professional engineering services for the above project in accordance with the Client's signed scope of service. The signee of this document agrees that **ME** is not legally responsible for this project, the conditions of approval, quantities, or financial decisions that are to be made by the Client, etc. Further, by signing this document, the signee hereby agrees that they are the legal property owner, and or the legal entitled developer of this project with written consent from the legal authorized property owner, and do hereby authorize the above to perform to contracted duties described in the project's signed scope of service.

Client (Printed Name): Noah Stam

Client (Signature):  Date: 4-29-2024

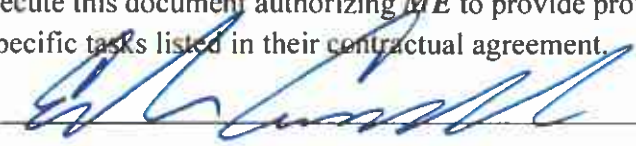
Client agrees, by this document, that proper legal documentation is in place for **ME** to enter the property associated with this project, and to complete the services outlined in this scope. If the Client is not the property owner, the Client shall provide written consent from property owner to **ME** for liability reasons. Said written consent will also be required by the reviewing agency.

On this 29 day of April, 2024

I personally witness the above noted party execute this document authorizing **ME** to provide professional engineering services on their behalf for the specific tasks listed in their contractual agreement.

(stamp)




Notary Public in and for the *State of Idaho*

Residing at: Karena County

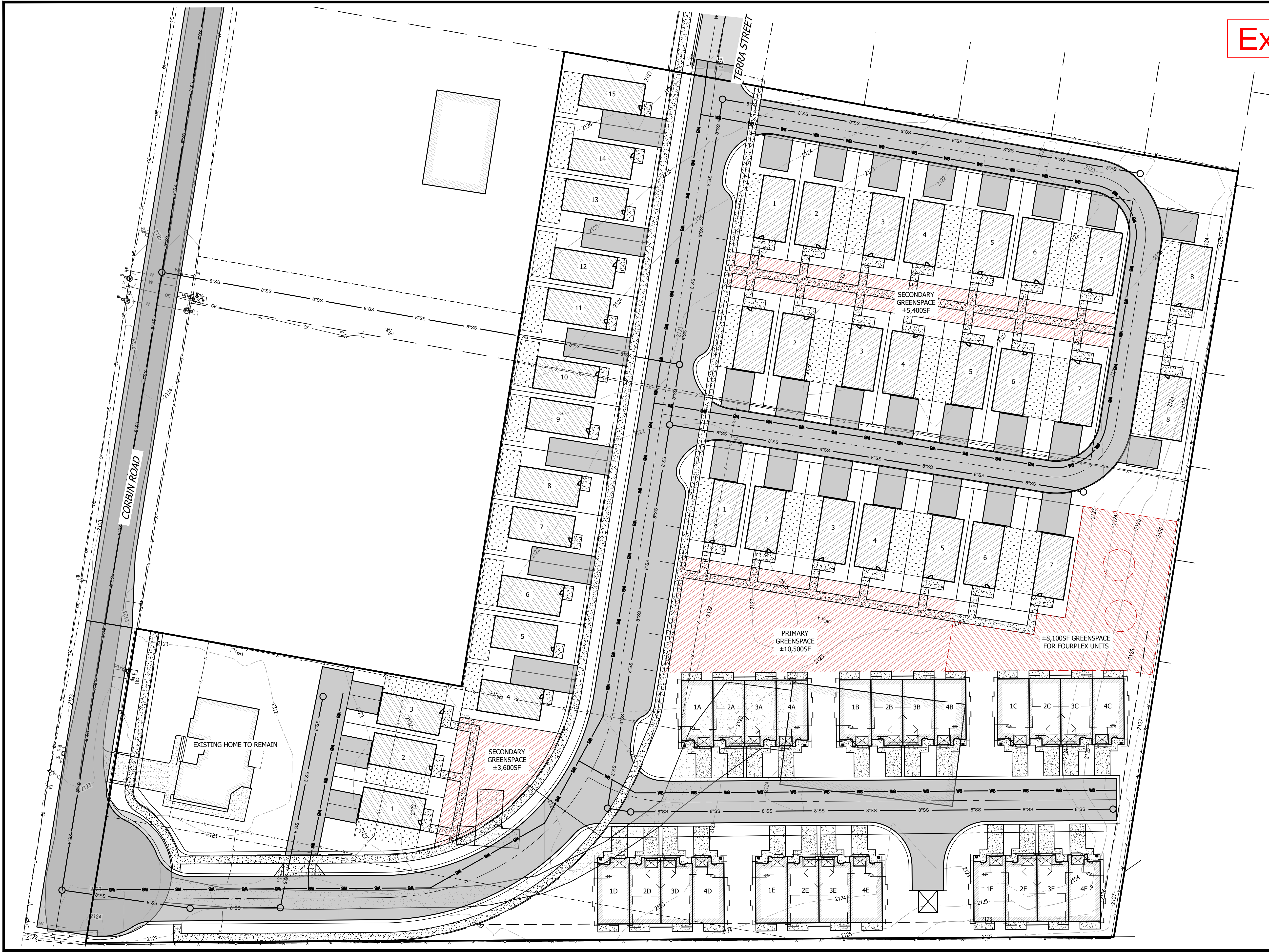


Exhibit A-6

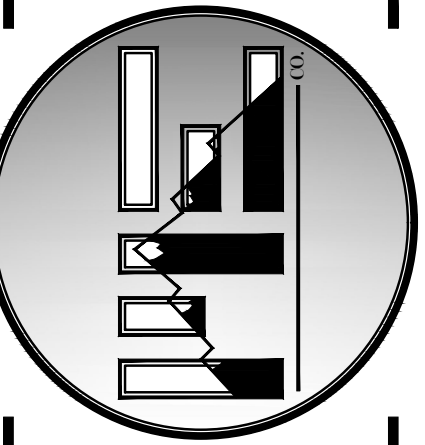
NORTH - 1.967 AC
(85,698.44 SF)

SOUTH - 4.171 AC
(181,700.61 SF)

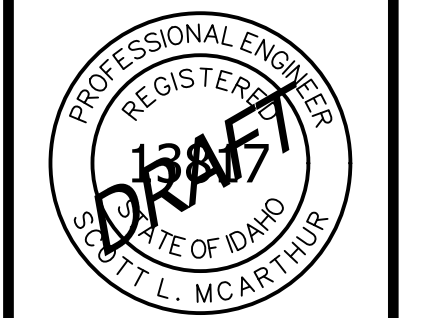
TOTAL - 6.138 AC
(267,399.05 SF)

TOTAL DWELLINGS - 62
COTTAGE DWELLINGS - 38
FOURPLEX DWELLING - 24

M^CARTHUR
ENGINEERING
1000 W. 14TH ST. SUITE 100
PO BOX 2488, POST FALLS, ID 83857



REVISIONS



ASPEN - CORBIN DEVELOPMENT
CONCEPTUAL EXHIBIT
CITY OF POST FALLS, IDAHO



SURVEYED: -
DESIGNED: ME
DRAWN: CBS
CHECKED: SLM

CONCEPTUAL
LAYOUT

SHEET # X1.0
PROJECT # ME2024-017
DATE 04/16/2024

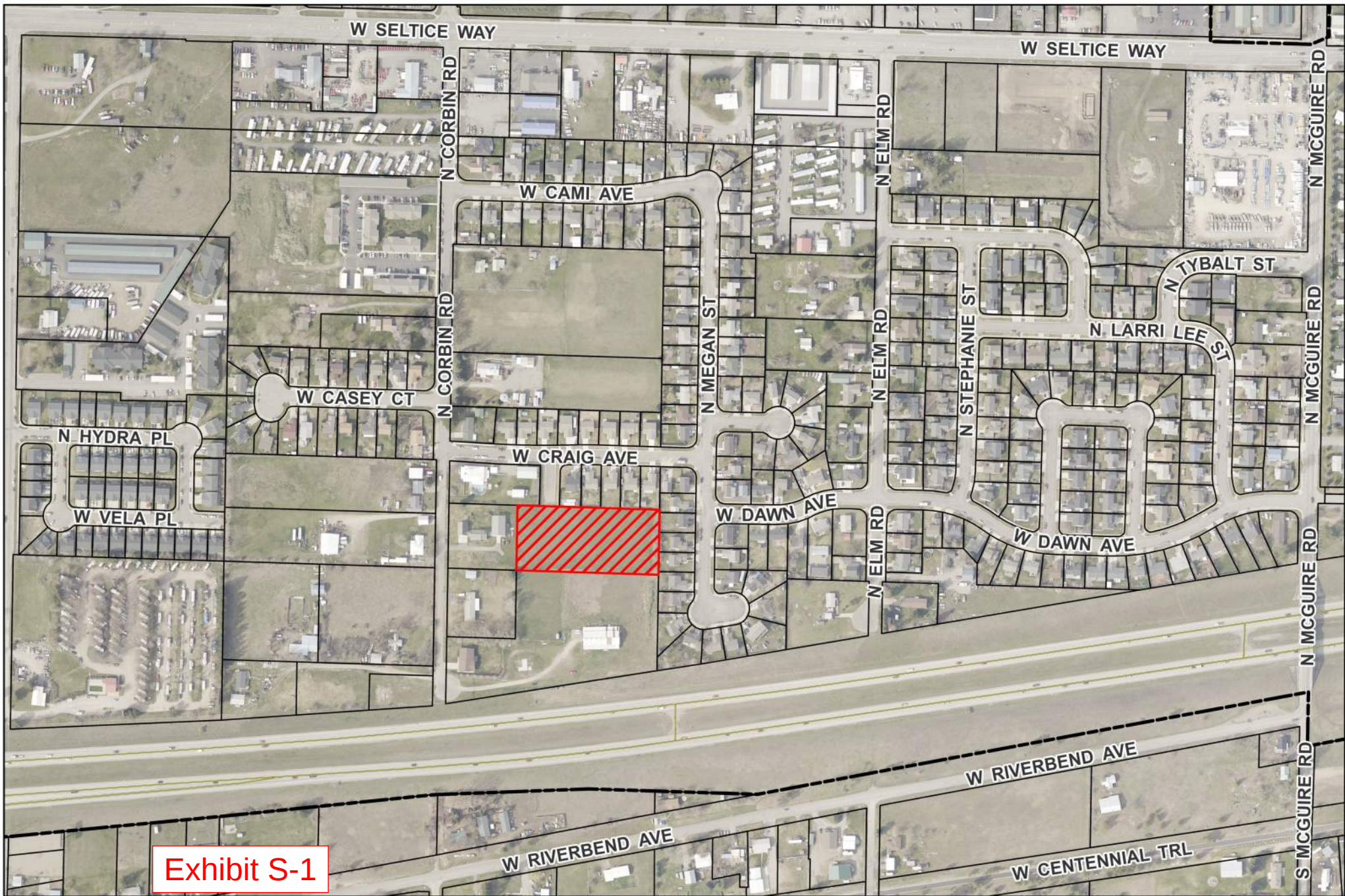


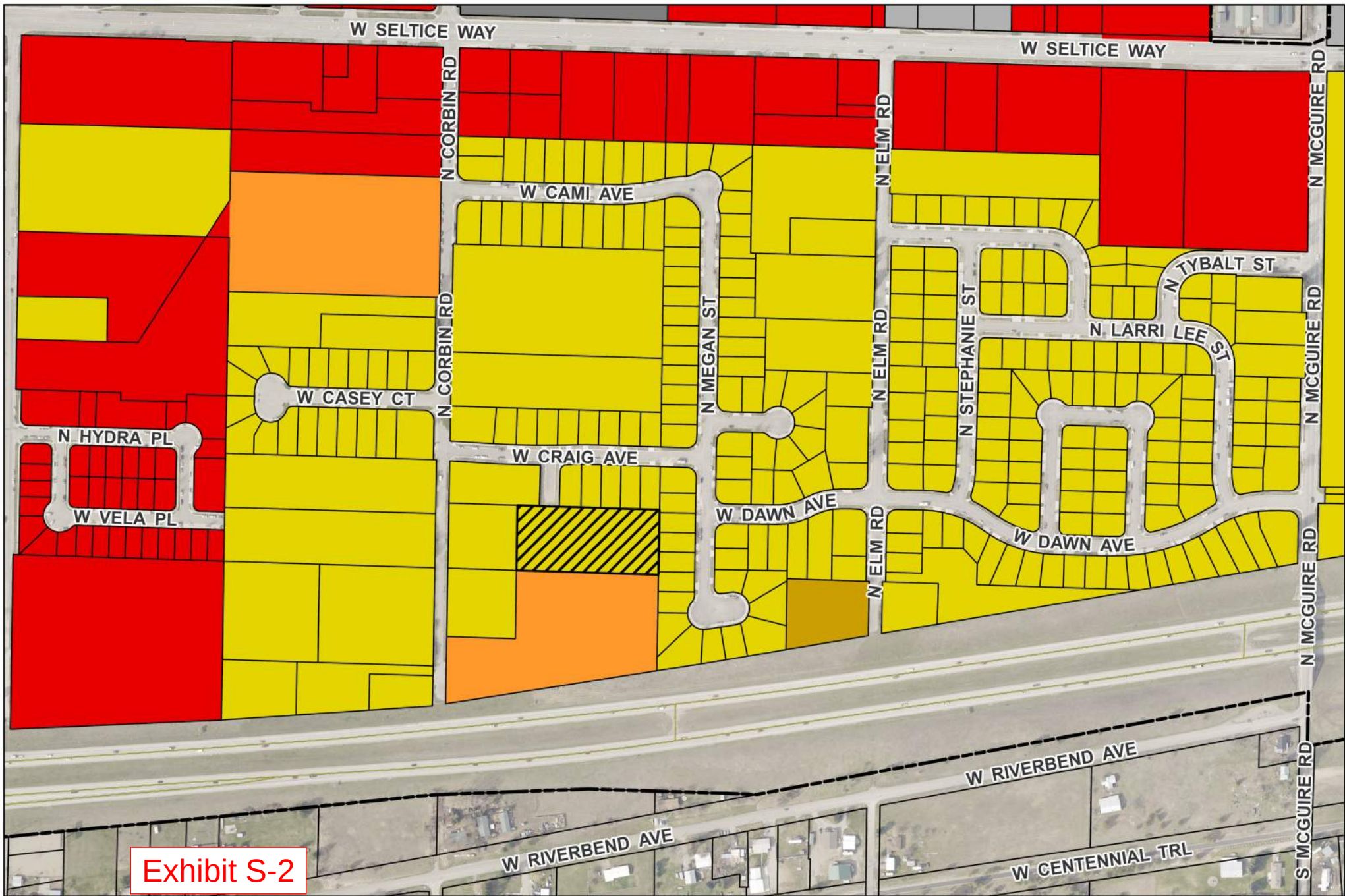
Exhibit S-1

Project Location
ASPEN COTTAGE AND TINY HOME
SPECIAL USE PERMIT
SUP-24-4



- Post Falls City Boundary
- Tax Parcels
- Subject Site





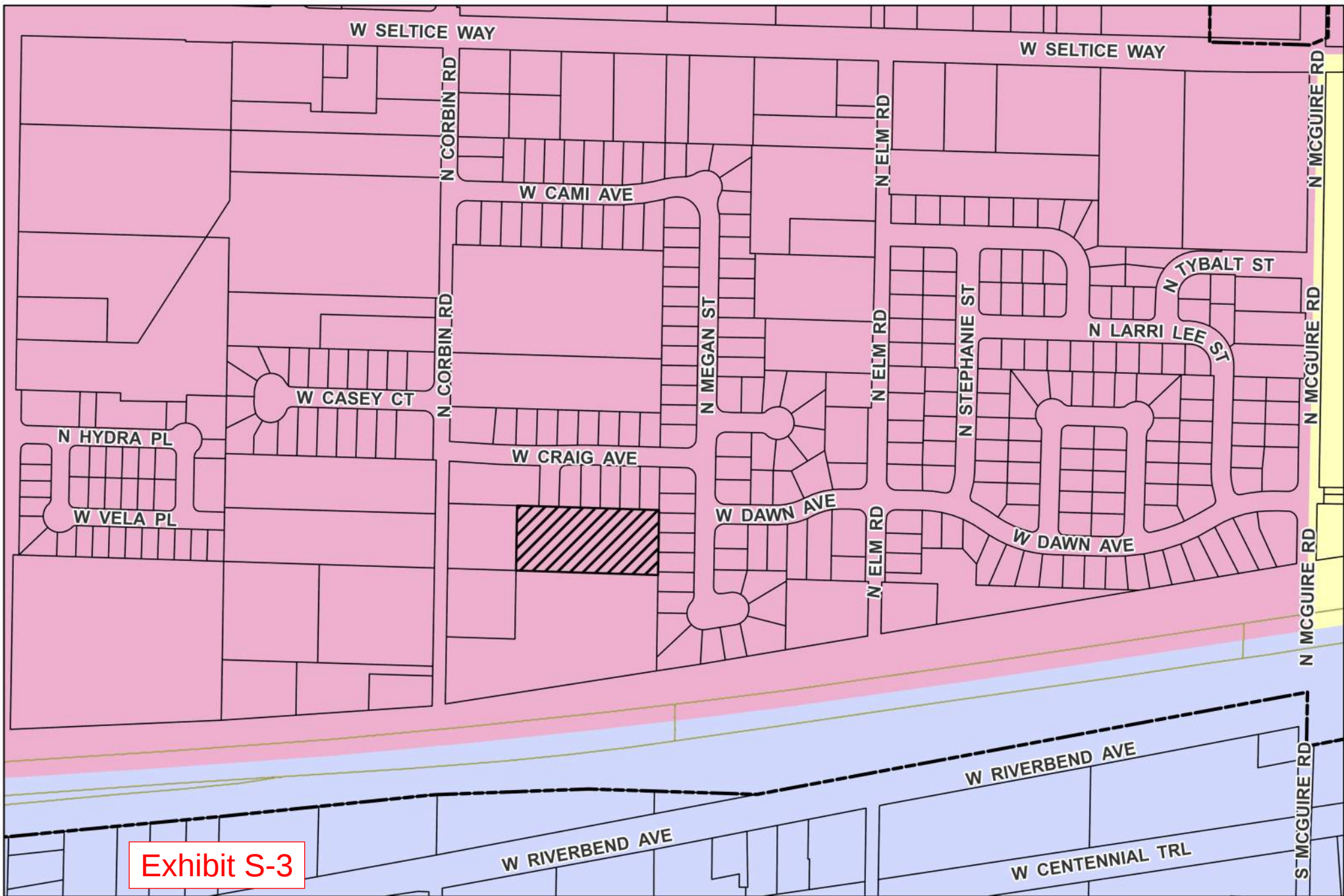
Zoning Map
 ASPEN COTTAGE AND TINY HOME
 SPECIAL USE PERMIT
 SUP-24-4



- Post Falls City Boundary
- Tax Parcels
- Subject Site
- CCS

- HI
- I
- R-1
- R-2
- R-3





Future Land Use Designation
 ASPEN COTTAGE AND TINY HOME
 SPECIAL USE PERMIT
 SUP-24-4



- Post Falls City Boundary
- Tax Parcels
- Subject Site

- Low Density Residential
- Business/Commercial
- Transitional





POST FALLS

SCHOOL DISTRICT #273

DISTRICT OFFICE
P.O. Box 40
Post Falls, ID 83877
PHONE 208-773-1658
FAX 208-773-3218
www.pfsd.com

September 8, 2023

Robert Seale
Community Development Director
City of Post Falls
408 Spokane Street
Post Falls, ID 83854

Dear Bob,

The purpose of this letter is to restate the status and position of the Post Falls School District regarding growth within the city and school district boundaries. The Post Falls School District will continue to remain neutral regarding proposed developments and will provide additional or modified comments in a timely manner when deemed necessary.

The district has a responsibility through State statute to provide an appropriate education for every student ages 6 through 21 who attend our schools. It is also the district's responsibility to provide an adequate educational program, organizational structure, and facilities.

Though there are pros and cons for new development growth, the district will continue to provide a quality education. The district appreciates the working relationship we have with the City of Post Falls.

With the anticipated growth in future years, the district requests assistance from the Planning Department to acquire school building sites in any large proposed residential developments and support financial mitigation for smaller developments.

The enrollment status and capacity of each school for the 2023-2024 school year are listed below.

The district will review the current long-range facility plan this fall. A copy of the current plan is included with this letter.

School	2023-2024 Enrollment	Building Capacity
Greensferry Elementary	400	525
Mullan Trail Elementary	341	500
Ponderosa Elementry	440	570
Prairie View Elementary	328	525
Seltice Elementary	410	560
Treaty Rock Elementary	432	525
West Ridge Elementary	415	525
Post Falls Middle School	765	920
River City Middle School	597	750

Our school community will develop relationships, skills, and knowledge to become responsible citizens who think critically to solve problems.

Post Falls High School	1645	1800
New Vision High School	144	225

The school district looks forward to continuing the good working relationship we have with the City of Post Falls. Thank you for your support of the Post Falls School District.

Sincerely,



Dena Naccarato
Superintendent

Cc: Post Falls School District Board of Trustees
Shelly Enderud, City Administrator

Kootenai County Fire & Rescue

Fire Marshal's Office

5271 E. Seltice Way
Post Falls, ID 83854
Tel: 208-777-8500
Fax: 208-777-1569
www.kootenaifire.com

January 18, 2024

Nancy Thurwachter
Planning Administrative Specialist
nthurwachter@postfalls.gov

RE: Notice to Jurisdiction Response

Nancy,

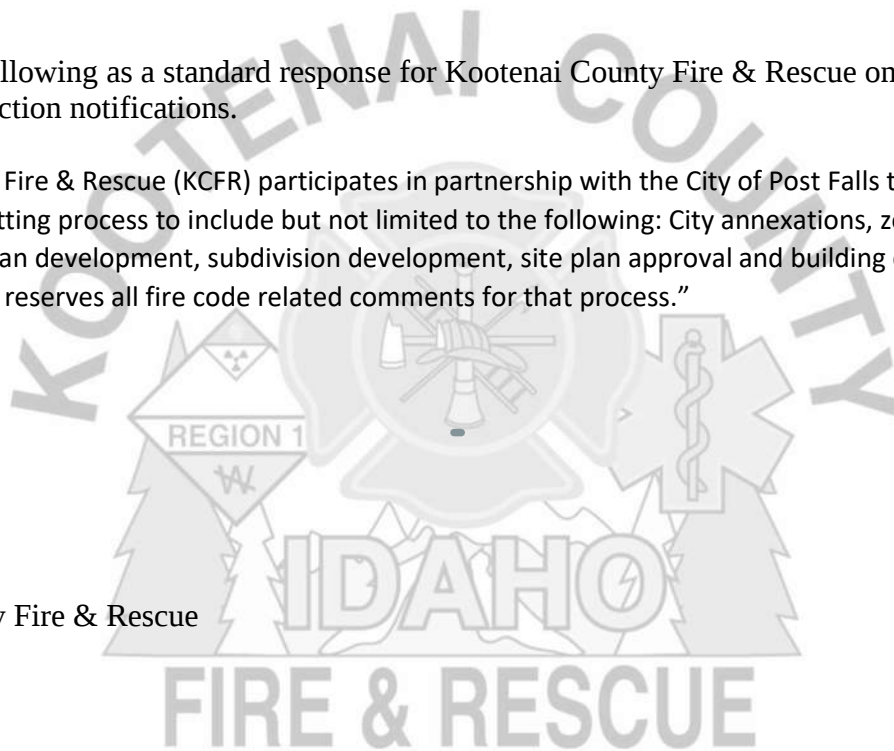
Please use the following as a standard response for Kootenai County Fire & Rescue on all applicable Notice to Jurisdiction notifications.

"Kootenai County Fire & Rescue (KCFR) participates in partnership with the City of Post Falls throughout the review and permitting process to include but not limited to the following: City annexations, zoning issues, comprehensive plan development, subdivision development, site plan approval and building construction code compliance. KCFR reserves all fire code related comments for that process."

Respectfully,



Jeryl Archer II
Kootenai County Fire & Rescue
Division Chief
Fire Marshal





1717 E Polston Ave. ♦ Post Falls, ID 83854 ♦ Phone (208) 773-3517 ♦ Fax (208) 773-3200

June 18th, 2024

Nancy Thurwachter
Planning Administrative Specialist
nthurwachter@postfalls.gov

Re: Aspen Cottage and Tiny Homes File No. SUP-24-4

The Police Department has reviewed the above listed special use permit and will remain Neutral on this request. Please accept this letter as the Police Department's response to this request for both Planning and Zoning as well as City Council.

Any comments or concerns with this project will be addressed during the design meetings.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark J. Brantl".

Mark J. Brantl
Captain
Post Falls Police Department

Nancy Thurwachter

From: Polak, Chad M <Chad.M.Polak@p66.com>
Sent: Tuesday, June 18, 2024 9:20 AM
To: Nancy Thurwachter
Subject: FW: Notice to Jurisdictions Aspen Cottage and Tiny Homes File No. SUP-24-4
Attachments: NTJ _Aspen Homes SUP-24-4_PZ.pdf

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Nancy,

Based on the location, there is no impact to the YPL ROW or pipeline and we do not have any questions.

Sincerely,

Chad M. Polak
 Agent, Real Estate Services
 O: (+1) 303.376.4363 | M: (+1) 720.245.4683
 3960 East 56th Avenue | Commerce City, CO 80022
 Phillips 66

From: Nancy Thurwachter <nthurwachter@postfalls.gov>
Sent: Tuesday, June 18, 2024 9:28 AM
To: Ali Marenau <AMarienau@kmpo.net>; Alynnette Farley <abfarley@BPA.Gov>; Amanda Raymond <arraymond@bpa.gov>; Avista <c01_Real_Estate@avistacorp.com>; Avista <cdaconst@avistacorp.com>; Ben Tarbutton <btarbutton@kcgov.us>; Carey Borchardt <carey.borchardt@charter.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; CDA Garbage Reception <reception@cdagarbage.com>; Chad Ingle <cingle@kcgov.us>; Polak, Chad M <Chad.M.Polak@p66.com>; Chris Way <cway@kootenaifire.com>; Christina Petit <christina@postfallschamber.com>; Christine Harmon <christine.harmon@deq.idaho.gov>; Dan Ryan <danr@kootenaifire.com>; Dan Selden <danselden@hotmail.com>; Dan Zeck <dan@eastgreenacres.org>; Daniel Mavrinac <Daniel.Mavrinac@BNSF.com>; David Callahan <dcallahan@kcgov.us>; David Haggerty <David.Haggerty@tdstelecom.com>; Dena Naccarato <dena.naccarato@sd273.com>; Devin Weeks <dweeks@cdapress.com>; Glen Miles <Gmiles@kmpo.net>; Gregory Ashley <gregory.Ashley@williams.com>; Greta Gissel <greta@connectkootenai.org>; Jame Davis <jame.davis@intermaxteam.com>; Jason Cortes <JCortes@hbkengineering.com>; Jeff Boren <Jeffrey.Boren@charter.com>; Jeremy Hofer <jhofer@kec.com>; Jeryl Archer <jeryla@kootenaifire.com>; Jessie Holderman <JHolderman@kec.com>; John R. Price <John.Price1@charter.com>; Jordan Wirth <Jordan.T.Wirth@usps.gov>; Karen Philips <Karen.Phillips@avistacorp.com>; Kevin Linville <kevin.linville@tdstelecom.com>; Kevin Teo <kevin.teo@ziply.com>; Kristen Rondo <krondo@phd1.idaho.gov>; Kristie May <Kristie.May@deq.idaho.gov>; Lori Cogley <lcogley@kec.com>; Lynn Sandsor <lynn.sandsor@aeacom.com>; Mark Brantl <mbrantl@postfallspolice.gov>; Owens, Dylan <Dylan.Owens@tdstelecom.com>; Panhandle Health General <ehapplications@phd1.idaho.gov>; Patricia M. Corrigan <pcorrigan@hbkengineering.com>; PFPD Admin <admin@postfallspolice.gov>; Post Falls Highway District <contactus@postfallshd.com>; Robert Beachler <Robert.Beachler@itd.idaho.gov>; Ron Wilson <Ron@eastgreenacres.org>; Ross Point Water <rosspointwater@yahoo.com>; Ryan Goff <ryan.goff@tdstelecom.com>; Sherman <Sherman@cdagarbage.com>; Tess Reasor <tess@connectkootenai.org>; Tom Kearns <tkearns@idl.idaho.gov>; Tom Murn <Tom.Murn@Ziply.com>; URA <postfallsura@gmail.com>
Cc: Anna Staal <astaal@postfalls.gov>; Rob Palus <bmelvin@postfalls.gov>; Christopher Gabbert <cgabbert@postfalls.gov>; Dave Fair <dfair@postfalls.gov>; Ethan Porter <eporter@postfalls.gov>; Field Herrington

Nancy Thurwachter

From: Jonie Anderson <Jonie@postfallshd.com>
Sent: Wednesday, June 19, 2024 8:37 AM
To: Nancy Thurwachter
Subject: RE: Notice to Jurisdictions Aspen Cottage and Tiny Homes File No. SUP-24-4

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The Post Falls Highway District has no comment.

Jonie Anderson
 Post Falls Highway District
 208.765.3717
contactus@postfallshd.com



From: contactus@postfallshd.com <contactus@postfallshd.com> On Behalf Of Nancy Thurwachter
Sent: Tuesday, June 18, 2024 8:28 AM
To: Ali Marenau <AMarienu@kmpo.net>; Alynnette Farley <abfarley@BPA.Gov>; Amanda Raymond <arraymond@bpa.gov>; Avista <c01_Real_Estate@avistacorp.com>; Avista <cdaconst@avistacorp.com>; Ben Tarbutton <btarbutton@kcgov.us>; Carey Borchardt <carey.borchardt@charter.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; CDA Garbage Reception <reception@cdagarbage.com>; Chad Ingle <cingle@kcgov.us>; Chad Polak <Chad.M.Polak@p66.com>; Chris Way <cway@kootenaifire.com>; Christina Petit <christina@postfallschamber.com>; Christine Harmon <christine.harmon@deq.idaho.gov>; Dan Ryan <danr@kootenaifire.com>; Dan Selden <danselden@hotmail.com>; Dan Zeck <dan@eastgreenacres.org>; Daniel Mavrinac <Daniel.Mavrinac@BNSF.com>; David Callahan <dcallahan@kcgov.us>; David Haggerty <David.Haggerty@tdstelecom.com>; Dena Naccarato <dena.naccarato@sd273.com>; Devin Weeks <dweeks@cdapress.com>; Glen Miles <Gmiles@kmpo.net>; Gregory Ashley <gregory.Ashley@williams.com>; Greta Gissel <greta@connectkootenai.org>; Jame Davis <jame.davis@intermaxteam.com>; Jason Cortes <JCortes@hbkengineering.com>; Jeff Boren <Jeffrey.Boren@charter.com>; Jeremy Hofer <jhofer@kec.com>; Jeryl Archer <jeryla@kootenaifire.com>; Jessie Holderman <JHolderman@kec.com>; John R. Price <John.Price1@charter.com>; Jordan Wirth <Jordan.T.Wirth@usps.gov>; Karen Phillips <Karen.Phillips@avistacorp.com>; Kevin Linville <kevin.linville@tdstelecom.com>; Kevin Teo <kevin.teo@ziply.com>; Kristen Rondo <krondo@phd1.idaho.gov>; Kristie May <Kristie.May@deq.idaho.gov>; Lori Cogley <lcogley@kec.com>; Lynn Sandsor <lynn.sandsor@aecocom.com>; Mark Brantl <mbrantl@postfallspolice.gov>; Owens, Dylan <Dylan.Owens@tdstelecom.com>; Panhandle Health General <ehapplications@phd1.idaho.gov>; Patricia M. Corrigan <pcorrigan@hbkengineering.com>; PFPD Admin <admin@postfallspolice.gov>; Post Falls Highway District <contactus@postfallshd.com>; Robert Beachler <Robert.Beachler@itd.idaho.gov>; Ron Wilson <Ron@eastgreenacres.org>; Ross Point Water <rosspointwater@yahoo.com>; Ryan Goff <ryan.goff@tdstelecom.com>; Sherman <Sherman@cdagarbage.com>; Tess Reasor <tess@connectkootenai.org>; Tom kearns <tkearns@idl.idaho.gov>; Tom Murn <Tom.Murn@Ziply.com>; URA <postfallsura@gmail.com>
Cc: Anna Staal <astaal@postfalls.gov>; Rob Palus <bmelvin@postfalls.gov>; Christopher Gabbert <cgabbert@postfalls.gov>; Dave Fair <dfair@postfalls.gov>; Ethan Porter <eport@postfalls.gov>; Field Herrington <fherrington@postfalls.gov>; James Steffensen <James.steffensen@yahoo.com>; Jason Faulkner