



**PLANNING AND ZONING COMMISSION
MEETING AGENDA**

**August 13, 2024
5:30 PM**

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

REGULAR MEETING – 5:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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

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

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 July 9, 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:

- a. North Place East 2024 Reasoned Decision File No. SUBD-23-7

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. Anytime Archery File No. SUP-24-5
- b. Shawver Autobody File Nos. ZC-24-3 & SUP-24-6
- c. Mongeau Meadows Annexation & 1st Addition Subdivision File Nos. ANNEX-24-3 & SUBD-24-2

5. ADMINISTRATIVE / STAFF REPORTS

- a. Deferred Impact Fees for Attainable and Affordable Housing

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



**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

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

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

CALL TO ORDER - ~~530~~PM

PLEDGE OF ALLEGIANCE

ROLL CALL OF PLANNING & ZONING COMMISSION MEMBERS

Present - Kibbee Walton, Ray Kimball, James Steffensen, Nancy Hampe, Bobby Wilhelm, Vicky Jo Carey

Excused - Ross Schlotthauer

AMENDMENTS TO THE AGENDA

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Manley: There was an inquiry of what proportionate share of the multimodal fees was out of the Transportation Street fees. That was not itemized out. Staff is working on a modification to the 2023 Impact Fee Report and will bring that forward at a later date.

DEVELOPMENT IMPACT FEE COMMITTEE

- a. 2023 Impact Fee Report – Amended to a later date pending updates.

REGULAR MEETING

CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION:

ACTION ITEM

- a. National Sugar Cookie Day
- b. Announcement: Introduction of new Planner 1, Kelly Mathews

DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS

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ACTION ITEMS:

- a. Meeting Minutes Planning and Zoning Meeting June 11, 2024

Motion by Planning and Zoning Commissioner Walton to accept the Consent.

Second by Planning and Zoning Commissioner Hampe

Vote:

Kimball – Abstain, Steffensen – yes, Hampe – yes, Wilhelm – yes, Carey – yes, Walton - yes.

MOTION CARRIED

2. CITIZEN ISSUES

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None

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None

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ACTION ITEMS:

- a. Spencer Townhomes File No. SUP-23-3

Public Hearing opened at 5:33 pm.

Staff report

Ethan Porter, Associate Planner:

The applicant, ZBA Architecture has requested on behalf of the owner, 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. The project location is 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. Currently it is a vacant lot. It's over the Rathdrum Prairie Aquifer. Water and sewer provided by the City of Post Falls. 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. 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. The proposed requested special use is not anticipated to produce impacts that would adversely impact the adjoining transportation systems. Spencer Street is a Minor Collector Roadway that provide access to Seltice Way (Principal Arterial) with a signalized intersection and the roadway has capacity. Comprehensive goals and alignment with comprehensive policies were discussed, including goals 1 and 7, policies 1, 8, 15, and 19. The approval of the requested special use permit is based on review criteria per PFCM 18.20.070.

Review criteria were reviewed.

Whether the proposed use constitutes an allowable special use as established with all other applicable laws, ordinance, and regulation of the city and the state? Implementation of the special use will/will not conform to the purposes of the applicable zoning district? 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? Whether the proposed use will/will not comply with the goals and policies found within the Comprehensive Plan?

Hampe: Is that going to be one driveway?

Porter: Correct, there will be one access off Spencer Street, and they will have to provide fire turnaround.

Hampe: Who will maintain that?

Porter: Whoever is maintaining that site.

Carey: Are we requiring any buffer between the development and the railroad tracks?

Porter: There is a condition in the staff report for fencing to be in place.

Kimball: I don't think there are any railroad users east of that site.

Porter: I don't know of any users to the east, to my knowledge.

Steffensen: U-Haul is currently under construction, correct?

Porter: Yes, they have an approved site plan and currently constructing.

Steffensen: Will there be any connectivity from that road to the U-Haul?

Porter: Per the approved site plan for U-Haul, there is no connection, it's sectioned off and maintained for U-Haul security needs.

Applicant:

Sarah Brede, ZBA Architecture, the subject property is an odd little skinny lot that limits what can be developed on it. The proposed housing type does not exist in this area providing variety in housing choices for people. The street will be private so the ownership will maintain the street and the grounds.

Carey: Is there a HOA?

Brede: It will all be under the home ownership.

Maggie Lyons, Panhandle Affordable Housing Alliance (PAHA): Currently we are undecided on that. There will either be central ownership or an HOA. That will be addressed because we have the road, park, garden area, and the play area to maintain.

Hampe: It will be owned by PAHA and these will be rentals?

Lyons: We are contemplating both, but we are leaning towards home ownership. It depends on how it pencils for us.

Testimony

In-Favor: none

Neutral: none

In Opposition: none

Public Hearing Closed: 5:48 pm.

Manley: I want to add one clarification. If they're looking for home ownership options, they would be looking at all four items on the SUP land use chart that Ethan presented.

Review Criteria:

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

Carey: It is a permitted use with a Special Use Permit.

Kimball: All three of those conform to the use and are permitted special uses.

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 regulation of the city and the state.

Kimball: It is in the Land Use Table as a special use They will be required to meet the ordinances and regulations under site plan review.

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.

Kimball: There are commercial uses across the tracks, adjacent to the south is multifamily, the railroad tracks are rarely used, and it's close to the bus route. It meets the transportation requirements for compatibility and it's compatible with uses in the vicinity.

Gabbert: Nobody has provided testimony to the contrary.

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

Steffensen: It provides infill. The property limits what could be developed, this product fits in with the apartments behind it and surrounding residential.

Kimball: Policy 1 this supports land use pattern, this fits with that. The future land use map shows this as high density residential, so it fits those criteria. Policy 8, infill, and underutilized properties within city limits. Policy 15, townhomes, and duplexes are underdeveloped in Post Falls. Policy 20, it fronts onto Spencer Street which is a collector street.

Discussion

Commissioners agree that this is needed and is good use of the subject property that has limitations to its use.

Motion by Planning and Zoning Commissioner Hampe moves to approve Spencer Townhomes Special Use Permit File No. SUP-24-3 finding that it meets the approved criteria in the Post Falls Municipal Code as outlined in out deliberations subject to conditions one through two contained in the staff report and direct staff to prepare a Reasoned Decision.

Second by Planning and Zoning Commissioner Walton.

Vote:

Wilhelm – yes, Hampe – yes, Walton – yes, Carey – yes, Steffensen – yes, Kimball - yes

Move

Public Hearing opened at 5:33 pm.

Staff report

Ethan Porter, Associate Planner: The applicant, 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. The approval of the requested special use permit is based on review criteria per PPMC 18.20.070. The project location is north of Interstate 90 and east of the southernmost end of N. Corbin Road and south of the termination of Terra Street. 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. 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. The project site is a vacant lot, it's over the Rathdrum Prairie Aquifer. Wastewater, the City of Post Falls is willing to service the site and the reclamation system has capacity to provide service at the requested special use. Water provider is East Greenacres Irrigation District. The proposed special use is not anticipated to produce impacts that would adversely impact Corbin Road (local roadway). Proposed private alleys and roadway sections to be designed to comply with KCFR requirements for turn arounds and parking restrictions. The approval of the requested special use permit is based on review criteria per PPMC 18.20.070. Comprehensive goals and alignment with comprehensive policies were discussed, including goals 7, and 15, policies 1, 6, 8, and 15.

Review criteria:

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. Implementation of the special use will/will not conform to the purpose of the applicable zoning district. 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. Whether the proposed use will/will not comply with the goals and policies found within the Comprehensive Plan.

Hampe: There are three conditions already including the pending condition that would have to be added as a fourth?

Porter: Correct.

Hampe: The road (Terra Street) will be extended?

Porter: Yes, Terra Street on the north will come straight south and loop and tie into Corbin Road. That will be a public roadway. The private drive will be the loop on the northeast portion.

Applicant:

Scott McArthur, McArthur Engineering on behalf of Summit Builders and Development. The biggest challenge for this property is the offsite infrastructure that's required to be improved to serve this property. To work the density must be at a level that will offset those costs. This 2-acre portion is part of one large six-acre parcel created in 2021 through boundary line adjustment. We're asking the overall density to be in the range of 70 units on the property. We meet all the open space requirements for the entire project as represented on the conceptual plan presented tonight. This project targets both affordable attainable housing within the city and infill that serves that need. One of the misconceptions with higher density areas is the lack of maintenance. We're working on a maintenance program that will oversee through an HOA program for the entire development. We are proposing lots through a subdivision or condominium process to create ownership opportunities for people not just rent and lease opportunities. That will be the secondary step after this if the special use permit is approved. We meet all the planning and zoning requirements as outlined in the Cottage Homes and proposed Tiny Home code, we're in conformance with the comprehensive plan goals and policies, and we meet or exceed the city review criteria for the acceptance of this special use permit.

Walton: Regarding Terra Street extension.

McArthur: Our plan is to extend that street all the way at this time, it will not be in phases.

Steffensen: Terra will be a public road?

McArthur: There are public frontage requirements for open space, currently we're looking at portions of it being public and portions being private.

Carey: Do you have plans for a buffer between the development and existing surrounding properties?

McArthur: There is perimeter fencing to the north and the east. The only area not protected by a fence for the 2-acre piece we're discussing tonight is the western portion. There is no plan at this time for fencing that, but it may be forthcoming with the subdivision submittal.

Manley: Cottage Home does not require fencing. It was drafted in the context that you have a single-family residence next to a single-family residence. You can put up a fence up to six feet on the perimeter.

McArthur: Each lot has a green space requirement associated with it, conceptually as these are laid out with the front access on this portion those green space areas would be in the back.

Noah Stam, Developer. The Arc is a proposed development offering affordable housing for people who live and work in the community. This idea started a year and a half ago when I realized no one I went to high school with came back after college because they could not afford to live here. I researched and found that affordable housing is a big problem I wanted to find a solution for. The average realtor, loan officer, teacher, police officer, servers, construction worker cannot afford to buy a house over \$300,000.00. There are few listings on the MLS at that price point. We've created a product that could fill this need, we're asking to work with the city to make this project a reality and possibly encourage other developers to develop similar projects to fill this need. A couple of ideas are reimbursement for the Corbin Road extension over time, reducing permit fees, expedite civil plan and permit reviews, impact fees due to the city at the certificate of completion, and of course approval of this special use permit. This requires a team effort to create a product for the first-time homebuyer. This could be a pioneer for similar projects.

Hampe: When could this project begin and how long would the build take?

Stam: Depending on the approval timeline, the plan is to build ten houses every two months starting the first part of next year.

Walton: What's the reimbursement for the Corbin Road extension?

Stam: We have a substantial bill to extend Corbin Road. When that road goes in the city will have approximately 40 lots around the road that can tie into that sewer system in the future. A portion of that could be used to reimburse me the cost of that road extension done upfront.

Testimony

In-Favor: 4 comments

Maggie Lyons, Hayden Lake, ID: This is an incredible opportunity to drive

development of homes priced within the range our local workers can afford. We just launched a worker housing neighborhood, Miracle on Britain less than a week ago. We have 150 email responses and over 40 completed applications have been submitted. It affirms the desperate need to local worker homeownership housing in the area. This could be the example for developers to see what is possible for affordable workforce housing needs.

Kirsten Fritz, Coeur d'Alene, ID: Affordable housing is an issue we need to pay attention to and how this impacts the overall wellbeing and economic stability of individuals and families in this area. Projects like this can attract a mix of residents from different socioeconomic backgrounds, create a sense of community, and promote social cohesion and play a crucial role in promoting housing affordability, home ownership, economic growth, social equality and community development.

Michael Mentee, Post Falls, ID: This area is no longer an American Dream to buy your first home in your 20's. I have over 20 employees, over 90% of them live Bonner County or Shoshone County and must commute due to housing costs. I support this as long as there are deed restrictions, so this is for affordable housing, not more rentals. If we can mirror this in this city, it could be done in Coeur d'Alene, Hayden and so forth. I believe this is an excellent idea by a group willing to do this. This is not a greedy development going in here.

Peter Xhado, Post Falls, ID: I'm not against development, bringing in affordable housing to the area is a

great idea. My concern is we have a lot of development going on, Cottage Homes and Tiny Homes need to be built to code. Is the city ready to inspect all these homes to insure the structures will stand the test of time and the costs are covered?

Neutral: None

In Opposition: None

Rebuttal: None

Public Hearing Closed at 6:41 pm.

Review Criteria:

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

Kimball: R1 is for single-family residential, Cottage Homes and Tiny Homes are single-family residential homes. The Tiny Home special use portion of this application is subject to approval of the Tiny Home Ordinance up for consideration before the City Council July 16, 2024.

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.

Commissioners agree this is the same as the previous criteria.

3. 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.

Walton: It's surrounded by single-family homes in the area, so it is very compatible.

Kimball: It provides a wastewater extension that will provide sewer for adjoining properties that septic systems can be hooked up to eliminating drain fields, and impact fees that will cover traffic impacts.

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

Wilhelm: Under goal 7 this meets the criteria that is needed for long term sustainability.

Steffensen: Goal 15, with sewer infrastructure will help the city long term.

Kimball: Policy 8 infill development, Policy 15 adequate land available for future housing needs, provides diversity of housing types and price levels, this is filling that gap and desperately needed.

Discussion:

Commissioner discussed the need for and importance of affordable housing and homeownership.

Motion by Planning and Zoning Commissioner Kimball move to approve Aspen Cottage and Tiny Homes File No. SUP-24-4 finding that it meets the approval criteria in PFMC 18.20.070 as outlined in our deliberation subject to conditions one through three found in the staff report and adding condition number four that Tiny Homes special use permit as requested is subject to the approval of the Tiny Home Ordinance by City Council at a future date and direct staff to prepare a written decision.

Second by Planning and Zoning Commissioner Hampe.

Vote:

Carey – yes, Wilhelm – yes, Kimball – yes, Steffensen – yes, Hampe – yes, Walton - yes

Moved

5. ADMINISTRATIVE / STAFF REPORTS

None

6. COMMISSION COMMENT

7. None

8. ADJOURNMENT

6:52 PM

Date: _____

Chair: _____

Attest: _____

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Chair: James Steffensen

Vice Chair: Ray Kimball

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



Field K. Herrington
City Attorney
fherrington@postfalls.gov
Phone: (208) 773-0215
Fax: (208) 773-0214

July 24, 2024

To: Planning and Zoning Commission
Re: Legal Implications of Condition Restricting Multi-Family Development on Parcel #7.

Dear Commission,

This memorandum addresses the condition added by the Commission on June 11, 2024, restricting multi-family development on Parcel #7 at the corner of Idaho Street and Penrose Avenue. The condition conflicts with the existing Development Agreement between the City of Post Falls and Schneidmiller Brothers, Inc. Therefore, including this condition would place the City in breach of contract.

The City entered into a Development and Zoning Agreement with Schneidmiller Brothers, Inc., on October 5, 2021, to rezone and develop the property known as North Place East. The zoning designation was changed from Single Family Residential (R-1) to Residential Mixed (RM), permitting various types of residential development, including multi-family units in designated areas.

That Agreement is a legally binding contract outlining the permitted uses of the property, including, specifically multi-family residential development. Conditioning subdivision approval on the restriction of that multi-family development on Parcel #7 would contravene the terms of the City's earlier Agreement. This would constitute a breach of contract by the City, exposing it to a potential claim. The Commission's added condition, being in direct conflict with the Agreement, cannot supersede the contractual obligations already established.

I recommend that the Planning and Zoning Commission approve the Reasoned Decision for the North Place East subdivision without the condition restricting multi-family development on Parcel #7, as including it would be violative of the City's existing commitments. Therefore, removing this condition allows the City to remain compliant with its legal obligations and avoid potential claims.


Field K. Herrington
City Attorney

**North Place East 2024 Subdivision
File No. SUBD-23-7
Planning and Zoning Commission
Reasoned Decision**

A. INTRODUCTION:

APPLICANT: Kevin Schneidmiller, Schneidmiller Brothers Inc.

LOCATION: South of Prairie Avenue, between Idaho Road and Greensferry Road.

REQUEST: To subdivide approximately 238.53 acres into 1125 lots within the Residential Mixed (RM) zoning district.

B. RECORD CREATED:

1. A-1 Subdivision Application.
2. A-2 Applicant Narrative.
3. A-3 North Place East 2024 Preliminary Plat
4. A-4 Owners Authorization
5. A-5 Ross Point Will Serve Letter
6. A-6 Legal Description
7. S-1 Vicinity Map
8. S-2 Zoning Map
9. S-3 Future Land Use Map
10. S-4 North Place East Development Agreement
11. PA-1 PFSD Comments
12. PA-2 KCFR Comments
13. PA-3 YPL Comments
14. PA-4 PFPD Comments
15. PA-5 DEQ Comments
16. PA-6 PFHD Comments
17. P&Z Staff Report
18. Testimony at the June 11, 2024, Planning and Zoning public hearing:

The Planning and Zoning Commission (hereinafter “commission”) conducted a public hearing in-person which was live -streamed on the City of Post Falls YouTube Channel. The request was for the Commission to review the subdivision of approximately 238.53 acres into 1125 lots within the Residential Mixed zoning designation. The request is evaluated under the standards of Post Falls Municipal Code § 17.12.060.

Jon Manley, Planning Manager

Mr. Manley presented the staff report and testified that the applicant, Kevin Schneidmiller, is requesting to subdivide approximately 238.53 acres into 1125 lots within the Residential Mixed (RM) zoning district in multiple phases consistent with the associated RM Zone Change Development Agreement (File No. ANNEX-0007-2020). Mr. Manley explained the current land use is a large undeveloped lot zoned RM.

The surrounding zoning districts within the City are mostly Single Family Residential (R-1) zoned

parcels, with exception to the northeast corner, there is a 5-acre Community Commercial Services lot, to the east is another 5-acre Residential Mixed (RM) subdivision called Britton Place. The water service provider west of Syringa Road is the City of Post Falls, while east of Syringa is Ross Point Water District. The City of Post Falls will be providing sanitary sewer and has adequate capacity to provide service to the subdivision as proposed. Further that the proposed streets and layouts are consistent with the city's plan and standards and there were no known soil or topographical hazards known or identified. Mr. Manley also testified that the proposed area was zoned appropriately for the proposed uses and such use confirmed with both other provisions of the city code and the existing development agreement. Finally, that impact fees would be assessed at the time of issuance of any building permits to mitigate any adverse off-site impacts on public services.

Rob Palus, City Engineer

Mr. Palus testified regarding the timing of the impacts the proposed development would have on the existing roadways in conjunction with the Transportation Master Plan and the capacities of the adjacent roadways to handle traffic. Mr. Palus described the initial recommended restrictions for access onto Prairie from Syringa. Mr. Palus addressed questions regarding the traffic at the railroad tracks located on Idaho Street north of Prairie.

Kevin Schneidmiller, Schneidmiller Brothers, Applicant

Mr. Schneidmiller testified the project is approximately a 15 to 20 year build out on 238.50-acres of Residential Mixed (RM) zoned property with a proposed 1125 lots capped at 1400 units. It contains 20.88-acres of open space being approximately 8.75% of the project. The Residential Mixed (RM) zone requires 7%. The lot density is 4.72 lots per acre. The proposed trail system has 4 to 5 connections from the residential development and additional connections throughout the community. Open space will be controlled by the HOA. There are two locations for multi-family. One is along Prairie Avenue and Syringa Street and the other is along Idaho Street and Penrose Avenue. There is a Public Park (Tract E in Exhibit A-3) being collaborated with the Parks Department. There is a designated 55-plus community with some multifamily units (at Idaho Street and Penrose Avenue) for those that prefer to rent. There will be a club house with amenities for those residents and that community will be maintenance free. 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. No residential homes will be taller than a two-story home.

Mr. Schneidmiller testified in conclusion that the proposal is supported by the Comprehensive Plans Goals and Policies, that it conforms substantially to the zone change request processed and approved in 2021. Additionally that it allows for the creation of economically diverse housing types and active residential neighborhoods and creates neighborhoods that fit in scale with one another and are aesthetically pleasing.

He also responded to Commission questions regarding phasing of the development, numbers of units in the 55-plus housing and potential locations for the neighborhood commercial development and limitations on the height of neighborhood commercial.

The hearing was opened for public comment.

Steve Busch, Neutral

Mr. **Busch** testified as to concerns that there was no discussion of utilities' confirming their ability to provide adequate energy for the rapidly growing region.

Don Barker, Neutral

Mr. Barker testified concern regarding traffic, emergency vehicle access, type of housing, and the

congestion the train tracks create on Idaho Street.

Daniel Loebal, Neutral

Mr. Loebal testified concerns regarding the types of housing and the location and timing of each phase. He also raised concerns regarding safety in accessing the park across from Idaho from the North Place development and number of commercial location potentials.

Neil Uhrig, Neutral

Mr. Uhrig testified his concerns with the school district's current capacity and its ability to adequately plan for the growing student body needs. He expressed frustration about the perceived lack of communication from the city.

Ashley Hurst, Opposed (wishing not to speak)

Ms. Hurst is opposed to any apartments or commercial on Idaho and Penrose.

Joshua Ernisse, Opposed (wishing not to speak)

Mr. Ernisse does not want multiple-story homes as they could eliminate the view of the mountains.

Catherine Zimmerman, Opposed (wishing not to speak)

Ms. Zimmerman opposes any commercial or multifamily at the corner of Idaho and Penrose based on traffic.

Heather Conway, Opposed (wishing not to speak)

Gail Puris, Opposed (wishing not to speak)

Ms. Puris was told future development was for cottage homes for over 55 and no plans for commercial.

John Puris, Opposed (wishing not to speak)

Same comment as Ms. Puris

Logan Storm, Opposed (wishing not to speak)

Kyle Storm, Opposed (wishing not to speak)

Mr. Storm opposes any multifamily, single family attached or commercial based on traffic concerns.

Julie Hensley, Opposed

Ms. Hensley testified that the proposed development did not meet the transportation element of the comprehensive plan because she believes at full build out Syringa Street will exceed its capacity. She also believes the development fails to make adequate plans to insure the community bears its own share of the impacts, as the impacts on the schools are not mitigated by the collection of impact fees, and taxpayers will be obligated if a bond levy were passed to build new schools to address added populations.

Dale Gibboney, Opposed

Mr Gibboney testified as to his concerns with the planning process of the city and the comprehensive plan, the rapid growth, the impacts of on the taxpayers and Greensferry Elementary.

Sarah Gaudio Opposed

Ms. Gaudio testified her opposition to commercial and townhomes and the limited access to the development and health and safety from fire and police access.

Susan Vendetti, Opposed

Ms. Vendetti testified there was not transparency or notice provided of the proposed development.

Bob Hamon, Opposed

Mr. Hamon testified he would like the multi-family portion relocated to a different area than where it is proposed. He has safety concerns with the railroad crossing.

Peter Xhodo, Opposed

Mr. Xhodo testified he believed this is not the right time for this proposed development as there is still development occurring. Additionally, traffic is a concern and will be re-routed to neighborhood side streets.

Jill Strom, Opposed

Ms. Storm testified her concern for transparency and definitive plans, and the proposal seems fluid in design.

Dirk Wiggers, Opposed

Mr. Wiggers testified that he believed the density is too high and road infrastructure is not ready to handle the population growth.

Rebuttal Kevin Schneidmiller, Schneidmiller Brothers, Applicant

Mr. Schneidmiller responded with information regarding utilities and capacity and reaffirmed prior commitments to limiting the development to two story multifamily throughout the project. He expanded on the phasing anticipated.

Deliberations: The Chair closed the hearing upon completion, and the Commission progressed to deliberations to discuss their interpretation of the information presented both orally and in the written record and to apply that information to the approval criteria contained in PFMC § 17.12.060.

The Commission also discussed the feasibility of restricting high density multi-family on parcel number 7 at the corner of Idaho Street and Penrose Avenue.

C. SUBDIVISION REVIEW CRITERIA: (Post Falls Municipal Code Title 17.12.060, Subsection H): No subdivision shall receive approval unless findings and conclusions are made that:

C1. 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.

Based on the testimony supplied and the staff report, the Commission finds that water service to the project would be City of Post Falls west of Syringa Street and east of Syringa Street would be served

by Ross Point Water District

- C2. Adequate provisions have been made for a public sewage system and that the existing municipal system can accommodate the proposed sewer flows.**

The Commission determines that the city of Post Falls has adequate capacity to provide service to the subdivision as proposed.

- C3. Proposed streets are consistent with the transportation element of the comprehensive plan.**

The Commission finds that the subdivision and proposed layout are consistent with the City's Transportation Master Plan and Design Standards and public testimony in opposition to the development based on potential traffic impacts was unpersuasive. The Commission finds that the existing street infrastructure projections for capacity were within the estimates of the future capacity at full build out and that the proposed connectivity with existing streets would not have negative impacts on the transportation system. Additionally proposed restrictions on access to Prairie Avenue from Syringa were appropriate at this time. The roadways are designed to accept the increased traffic volume as projected by this development. Further, the phasing of the development will require each section's frontage and connectivity improvements to be completed prior to the next phase.

- C4. 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.**

The Commission determines that no testimony or evidence was presented that identified any soil or topographical conditions that would prevent or hinder the development of the property.

- C5. The area proposed for subdivision is zoned for the proposed uses and the uses conforms to other requirements found in this code.**

The Commission determines that this subdivision and proposed lots conform to Title 17 and Title 18 requirements for the Residential Mixed (RM) zoning district and the associated Development Agreement.

- C6. The developer has made adequate plans to ensure that the community will bear no more than its fair share of 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.**

The Commission determines that impact fees will be assessed and collected on individual building permits to assist in mitigating the off-site impacts to parks, public safety, streets, Kootenai County Fire and Rescue and Kootenai County Emergency Management Services.

- C7. Additional Recommended Conditions necessary to ensure compliance with the adopted standards:**

1. Corrections and additions if any, to the Subdivision requested by staff and/or the Planning and Zoning Commission should be completed by the applicant and reviewed by staff prior to approval by the City Council.
2. The proposed subdivision will be completed in multiple phases. Sequencing of phases shall account for utility and emergency access needs.
3. A Master Development Agreement shall be prepared by staff, reviewed, and approved by the City Council, and signed by the parties prior to commencement of any construction.

4. Submitted Preliminary Plans were reviewed from a conceptual basis only. Final construction plans of the streets and utilities shall be reviewed and approved by the Engineering Division prior to any street or utility construction. Such plans shall also include driveway approaches and location of proposed mailboxes. Construction limits shall correspond with the improvements indicated on the Preliminary Plat.
5. Except where an exception is granted, all streetlights and roadways shall be designed and constructed in accordance with City standards. No exceptions were requested.
6. The intersection of Prairie Ave. and Syringa Street shall be constructed as a $\frac{3}{4}$ - Turn restricted access.
7. All alleys will be owned and maintained by the HOA.
8. A private association shall be responsible for maintenance of Community common areas, and all open space tracts and associated improvements and amenities within such; including snow removal from sidewalks and the irrigation and maintenance of swales and right-of-way landscaping along Idaho St. and Prairie Ave.
9. Final landscaping plans for the street trees will be submitted for review and approval as part of the construction plans. Street trees shall be planted by the developer in the spring and fall following construction of homes. The Urban Forester shall be notified prior to planting.
10. Residential access to Penrose Ave. and Syringa St. shall be restricted on the plat.
11. Residential and commercial access to Prairie Ave. shall be restricted on the plat.
12. Residential access to Idaho St. shall be restricted on the plat.
13. All stormwater swales within any tract, receiving stormwater from public rights-of-way, shall include the appropriate easement to the City of Post Falls allowing for treatment, storage, and disposal of storm water.

D. STEPS THE APPLICANT CAN TAKE TO OBTAIN APPROVAL:

Not applicable, approval has been granted

E. CONCLUSION

SUBD-23-7: Based on the record placed before the Commission, the testimony received at the properly noticed public hearing, and with the imposition of the conditions below, it is the conclusion of the Post Falls Planning and Zoning Commission that the requested subdivision meets the standards of City Code, and the Idaho Local Land Use Planning Act, and is hereby approved subject to the applicant complying with the conditions contained herein:

Date

Chairman

Attest

NOTICE OF RIGHTS:

Any affected person aggrieved by a final decision of the Planning and Zoning Commission may submit a written notice of appeal along with the required fees in accordance with the City's adopted fee schedule, to the City Clerk for appeal to the Post Falls City Council within fourteen (14) days of the date of the written decision, pursuant to Post Falls City Code 18.20.60.E

The final decision of the Planning and Zoning Commission is not a final decision for purposes of judicial review until the City Council has issued a final decision on appeal and the party seeking judicial review has requested reconsideration of that final decision as provided by Idaho Code 67-6535(2)(b), pursuant to Post Falls City Code 18.20.60.E.

Any applicant or affected person seeking judicial review of compliance with the provisions of Idaho Code Section 67-6535 must first seek reconsideration of the final decision within fourteen (14) days of such decision. Such written request must identify specific deficiencies in the decision for which reconsideration is sought.

The applicant has the right to request a regulatory taking analysis pursuant to Idaho Code Section 67-8003. Any affected person aggrieved by a final decision concerning matters identified in Idaho Code Section 67-6521(1)(a) may, within twenty-eight (28) days after all remedies have been exhausted under local ordinances, seek judicial review under the procedures provided by Chapter 52, Title 67, Idaho Code.

**CITY OF POST FALLS
AGENDA REPORT**

DATE: AUGUST 7, 2024

TO: POST FALLS PLANNING AND ZONING COMMISSION

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

SUBJECT: FINAL STAFF REPORT FOR AUGUST 13, 2024, P&Z COMMISSION PUBLIC HEARING MEETING
ANYTIME ARCHERY SPECIAL USE PERMIT FILE NO. SUP-24-5

INTRODUCTION:

Kevin Bunce has requested, on behalf of Douglass Properties the owner, approval for a Special Use Permit to have an indoor archery range in the Community Commercial Services (CCS) zone. This use is requested for Lots 2 and 3 of Block 1 within the Expo at Post Falls 9th Addition, which is on approximately 8.68-acres per Exhibit A-4. 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: Anytime Archery Special Use Permit (SUP-24-5)

Owner Douglass Properties, 815 E Rosewood, Spokane, WA 99208

Applicant: Kevin Bunce, 2694 W Hargrave Ave., Post Falls, ID 83854

Project Description: The applicant is requesting to have an indoor archery range use for lots 2 of Block 1 within the Expo at Post Falls 9th Addition, which is on approximately 8.68-acres per Exhibit A-4.

Project Location: On the southside of W. Expo Parkway between N. Beck Road and W. Jacklin Road. It is approximately 560-feet southwest from the intersection of W. Jacklin Road and W. Expo Parkway (see vicinity map below).

Water Provider: City of Post Falls

Sewer Provider: City of Post Falls

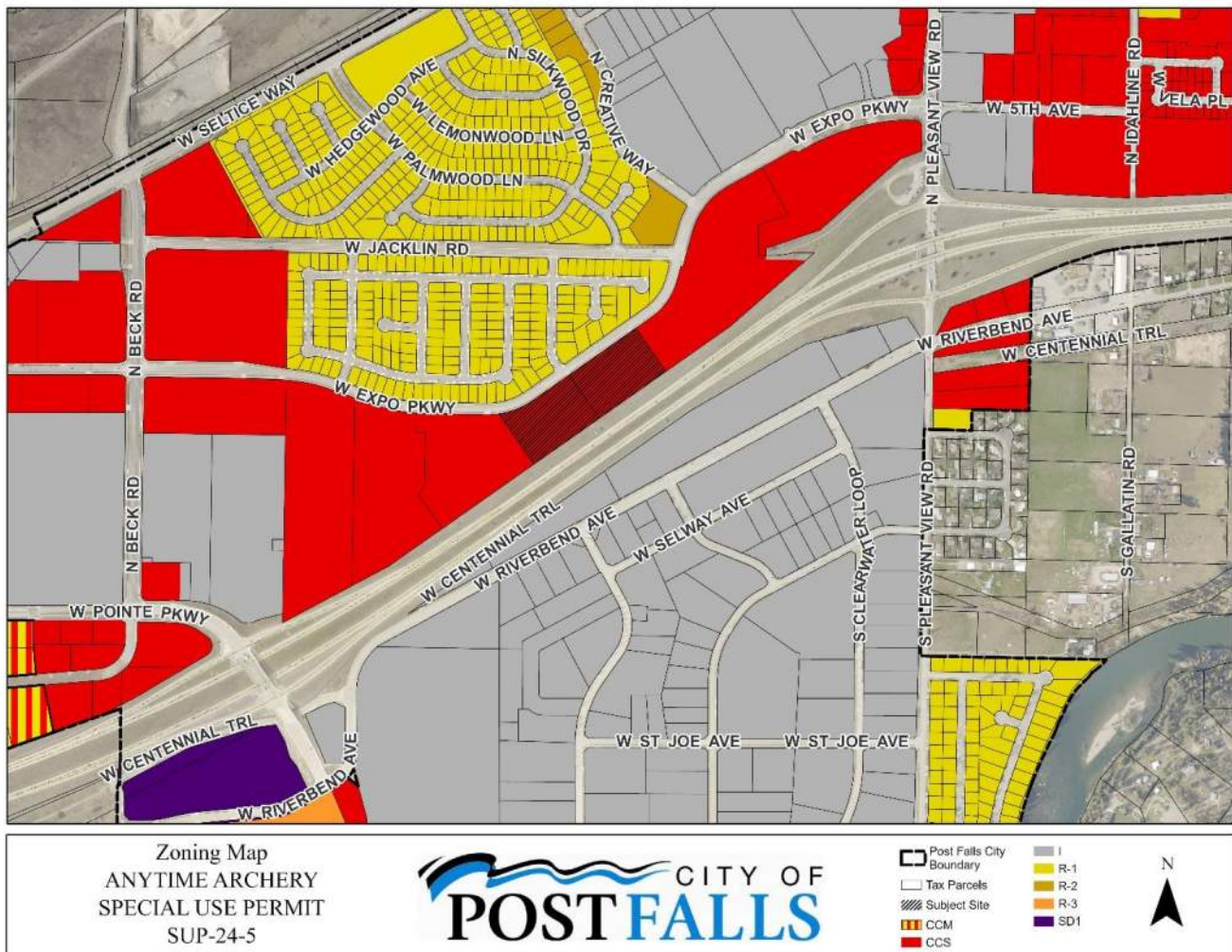
AREA CONTEXT:

Surrounding Land Uses: Adjacent to the east is a storage facility business currently being developed. Located adjacent to the south includes Interstate 90 rights-of-way. Directly west of the subject site is the Amelia Apartments phase II, which is currently being constructed. W. Expo Parkway right-of-way is located directly north with Woodbridge South Subdivision across the roadway.

Area Context Vicinity Map:



Surrounding Zoning Districts: East and west of the subject site is Community Commercial Services (CCS) zoning. North and south of the proposal is made up of road 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 indoor archery range is an allowed use with a Special Use Permit per PPMC Land Use Table 18.20.030 in the Community Commercial Services (CCS) zoning district. See following excerpt from the Land Use Table:

Land Use Category	Zoning Classifications					
	R1S	R1	R2	R3	LC	CCS
Indoor shooting or archery range	-	-	-	-	-	S

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, an indoor archery range use can be compatible with commercial uses and 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.

Transportation: The proposed special use is not anticipated to produce impacts that would adversely impact the adjoining transportation systems. Expo Parkway is a Major Collector roadway. The current roadway network has capacity, with identified impact fee projects in the immediate vicinity further facilitating long term traffic operations.

Water Reclamation: The site will be connected to the City's Water Reclamation Facilities. Existing facilities are located in Expo Parkway and have 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 Expo Parkway. 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. Approval of the special use for the subject site may open a niche of commercial use that is sought and desired for this area, which 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 commercial uses may assist in achieving this goal.

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 were already paid at the time of building permit issuance and any further change of use or tenant improvements may require further fees. This may 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: The commercial sectors within a community benefit by having a healthy and diverse set of uses, as it either offers further help and assistance to other uses and community members to recreate or helping the City's commerce.

- Maintain and enhance resident quality of life.

Staff Comment: The proposed location of the special use permit is within walking distance to the Woodbridge South Subdivision and would provide an activity/amenity for the residents living there. This may help achieve enhancing residents' quality of life through an option for family activities and a way for the community to recreate.

- Promote compatible, well-designed development.

Staff Comment: The proposed site is already developed via an approved site plan through the City of Post Falls. Proposed use and developed area are compatible with the adjacent uses to the apartments to the west and the storage facility to the east.

- 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 58: Provide a full range of recreational opportunities and park facilities to Post Falls residents.

Staff Comment: This proposal is not associated with any park facilities, but it does provide a recreational opportunity for the community to participate in. An indoor range use could be unique to this area, as there is a limited amount of indoor archery ranges within the City of Post Falls and may provide residents a way to enjoy archery year-round.

Policy 84: Expand the number of local living-wage jobs, enabling more residents to live and work in Post Falls.

Staff Comment: The proposed special use permit could help create a user for the existing buildings on site. In return there could be fewer empty buildings in this area and a desired place to go for those into archery or want to learn more about archery. A business located on the subject site will require employees and through any archery club it may help promote employment and volunteer opportunities for the residents.

Policy 86: With the local business community, work to enhance, sustain and diversify the local economic base by:

- Helping retain, promote and expand existing businesses and industry;
- Supporting innovative, entrepreneurial enterprises;
- Supporting opportunities related to business "campus" and mixed-use models;
- Coordinating provision of workforce housing;
- Attracting new businesses and clean industry.

Staff Comment: Approval of the requested use may help to promote further business and an industry that is not prevalent within the City of Post Falls.

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 – Will comment during permitting process

Exhibit PA-3 Yellowstone Pipeline Co. – No comments

Exhibit PA-4 Post Falls Police Department – Remains neutral

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 July 19, 2024. Notice has been published in the Post Falls Press on July 23, 2024 and was sent to appropriate jurisdictions on July 23, 2024. On August 2, 2024, the property was posted with notice of the hearing.

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

ATTACHMENTS:

APPLICANT'S EXHIBITS:

Exhibit A-1: Application

Exhibit A-2: Narrative

Exhibit A-3: Conceptual Plan

Exhibit A-4: Vicinity Map

Exhibit A-7: Owner Authorization

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 YPL comments

Exhibit PA-4 PFPD comments

Exhibit PA-5 PFHD comments

Exhibit PC-1 Wickstrom comments

Exhibit PC-2 Fletcher comments

Exhibit PC-3 Schreiber comments

Exhibit PC-4 Berdan comments

Exhibit PC-5 O'Hare comments

Exhibit PC-6 McElderry comments

Exhibit PC-7 Carey comments



SUP-24-5

Special Use Permit

Status: Active

Submitted On: 5/3/2024

Applicant

 Kevin Bunce

 208-704-1868

 kevinbunce0@gmail.com

 2694 W Hargrave Ave
Post Falls, ID 83854

Applicant Information

Applicant Type*

Planner

Applicant Name*

Killah B Enterprises LLC dba Anytime Archery

Phone*

2087041868

Email*

kevinbunce0@gmail.com

Address*

2694 W Hargrave Avenue

City, State & Zip Code

Post Falls ID 83854

Owner Information

Name*

The Estate of Harlan Douglass

Company

Douglass Properties

Phone*

5094894260

Email*

sgutierrez@spokane-rentals.com

Address*

815 E Rosewood

City, State & Zip Code

Spokane WA 99208

Site Information

Proposed Project Name*

AnytimeArchery.COM

Description of Project*

Indoor Archery Range and Pro Shop

Existing Zoning

CCS Commercial

Adjacent Zoning

CCS Commercial and Residential High
Density R3

Current Land Use

CCS Commercial

Adjacent Land Use

RS3

Size of Site

8.69 Acres

Site Density, if applicable

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. *

✓ Kevin Bunce

Apr 27, 2024



Special Use Narrative for Anytime Archery

Introduction to Anytime Archery:

At Anytime Archery, we envision a welcoming place where beginner archers embark on an exciting journey of discovery and mastery. Our vision is to be the trusted companion that empowers novices to take their first steps into the enchanting world of archery, where every arrow released carries the promise of progress and fulfillment.

As beginners ourselves once, we understand the exhilaration and the challenges that accompany learning the art of archery. We see our shop not just as a place of commerce but as a nurturing environment where aspiring archers find the guidance, support, and encouragement they need to flourish. From selecting the right equipment to mastering fundamental techniques, we aim to be the gateway that propels every beginner toward proficiency and passion. From DIY to lessons from a PRO, we can guide you on your way to success!

Central to our vision is the belief that archery is more than just a sport; it's a journey of self-discovery, discipline, and respect. We envision our shop as a gathering place where enthusiasts can share stories, exchange knowledge, and forge lasting friendships bound by a shared love for the bow and arrow. Through workshops, events, and community outreach programs, we aim to foster a sense of belonging and inclusivity, welcoming archers of all backgrounds and abilities into our fold.

In everything we do, we are guided by our commitment to excellence, integrity, and customer satisfaction. We envision a future where Anytime Archery stands as a beacon of innovation and expertise, setting the standard for excellence in the industry. Together, we will inspire, empower, and elevate the archery community, one arrow at a time.

Special Use Relative to the Comprehensive Plan:

1. Implementation of the special use for anytime archery would conform to the purposes of the zoning of the district in which the application is for, CCS – Community Commercial Services. We will have a light mix of retail and community services geared towards teaching beginners and provide a place for expert archers to learn their craft at our world class archery range.
2. Anytime Archery is seeking a special use under the proposed use is an allowable use in the zoning district involved. Archery ranges are listed as an allowable use for the zone CCS, but require special use permit. Post Falls does have a law preventing the discharge of “Manually Operated Throwing Devices” 9.36.030 which “manually operated throwing devices” is defined in 9.36.010 as including “bow and arrows”. Further, 9.36.040 goes on to allow special permit for shooting galleries, gun clubs and others in fixed localities as long as it is restricted to written permission from the clerk, conforming to such requirements as the governing body shall demand. Shooting will be isolated to the safety of the indoor range.
3. Our range will be compatible with the health, safety and welfare of the public or with land uses in the vicinity of the proposal. The business will be surrounded by the I-90 interstate to the South, Multi Family CCS to the west, Storage Units CCS to the east and a residential area to the North. Our proximity to the Freeway corridor, and retail establishments like Cabelas and Walmart will bring more revenue and traffic to the region that isn’t already here. Archery Ranges fall under CCS with a special use permit.
4. The proposed use complies with the goals and policies found in the City of Post Falls Comprehensive Plan. It is important, that proposed use will meet or exceed the plan laid out by the city. Our request for special use for Anytime Archery will fall in the Focus Area Riverbend, as established on Page 137 of the Plan. We are seeking this area, as we agree with the plans designation that being between two main cities in our Region, Spokane to the west and Coeur d’Alene to the East will make it easy to draw people from all over the region. Further, the focus area contains hotels making travel and accommodations simple to maintain and stay within our city, keeping the incoming revenue here in our city. We expect to draw archers from a long distance away in our region. The proximity of Riverbend Focus area to the I-90 Interstate Highway make it a desirable use area and end use location excellent for what our community needs.

We are excited for this opportunity to bring a venue like this to our community, our youth, and our city. Our heart and soul is one of community, education and recreation. Very few places in the country exist like this, but when they do, they thrive. We see this as a valued business in the region which will give our community a place to recreate 365 days a year and bring revenue to surrounding businesses by drawing people on the I-90 corridor.

Goals:

We have two main goals that align with the Goals found in the City of Post Falls Comprehensive Plan. G-01 and G-10.

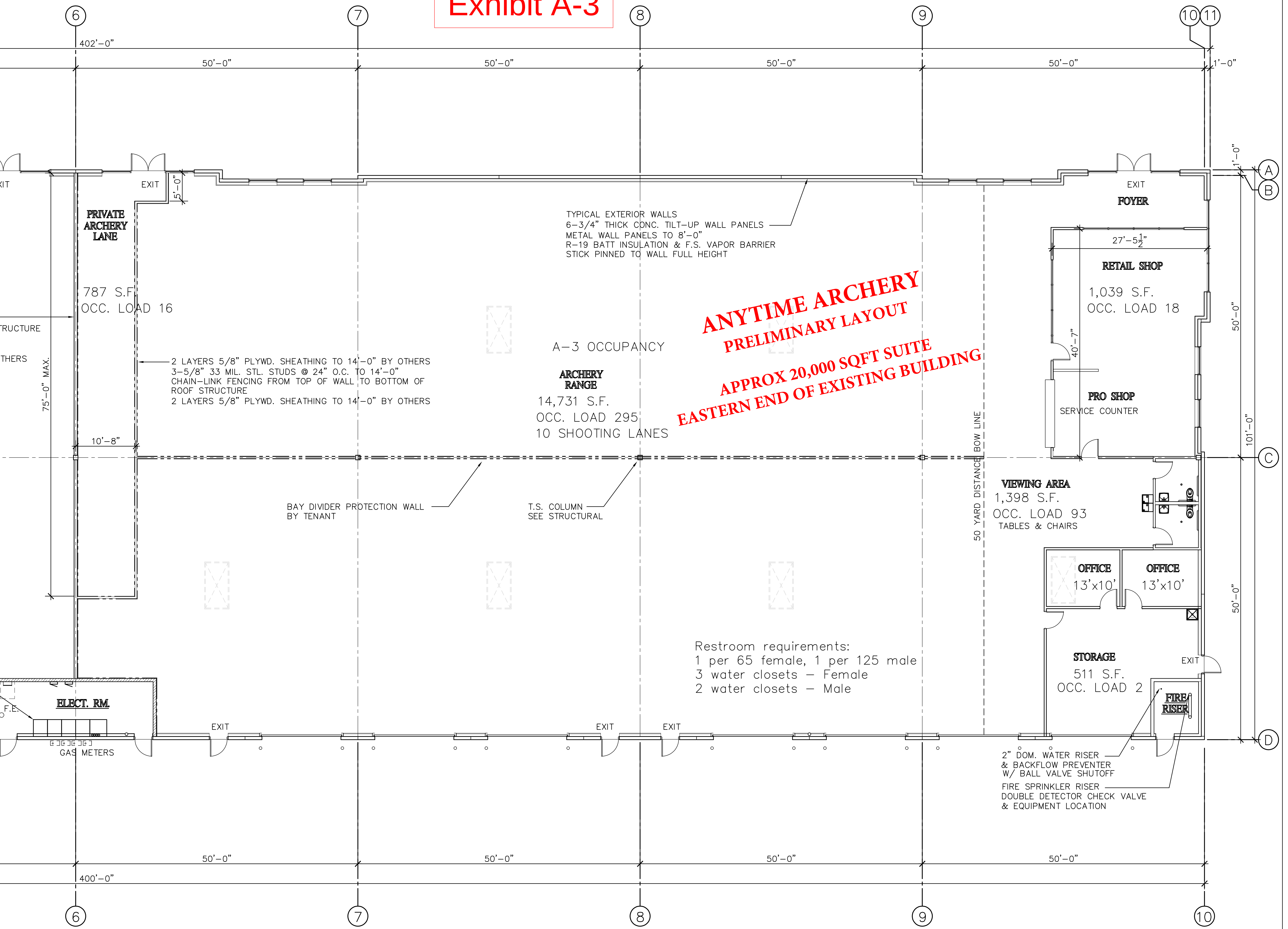
One of our main goals in our Archery Center will be to host and coordinate youth opportunities. Starting in Post Falls and extending to surrounding communities, teaching children archery will be the heart and soul of who we are. This aligns perfectly with G-10 where our region lacks any available way for this to happen, outside of summertime archery ranges.

G-01 strives towards building economic diversity. Since no business like ours really has been started in Post Falls, we expect to bring lots of economic diversity and opportunity for both our business and surrounding businesses inside and outside of the Focus Area in Post Falls.

Policies:

One of our main policies we are grounded to, is recreational opportunity. Both are found in the Comprehensive plan P.56 and P.58 respectively. P.56 “Work with the Post Falls School District to coordinate City Parks, facilities and service planning with: District Programs, recreational facilities and educational opportunities”. P-58 is broader in nature, and says “Provide a full range of recreational opportunities and park facilities to Post Falls residents”. Our special use request fits well with those policies. We find these align with our core objective that our community needs a facility like Anytime Archery to expand the opportunities for our residents. Both call out specifically this need, and our facility will be exactly what Post Falls needs to expand both economic diversity, but also aligning with recreational opportunities.

Exhibit A-3



Vicinity Map

Anytime Archery Facility
Expo Parkway, Post Falls



Exhibit A-4

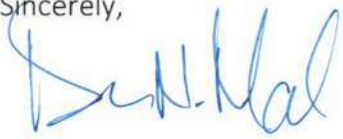
Exhibit A-5

City of Post Falls Planning Department
Attn: Anna Staal
astaal@postfalls.gov

The Estate of Harlan D. Douglass, as owner of the following referenced commercial property, hereby gives permission to Kevin and Lisa Bunce of Anytime Archery to apply for a special use permit (SUP) for said property referenced below:

APN	PL7230010010
Owner	Estate of Harlan Douglass
Legal	Lot 1, Block 1, Expo at Post Falls, 9th Addition
T-R-S	50N-05W-06
Situs	4814-4818 W. Expo Parkway, Post Falls, ID
Applicant	Kevin & Lisa Bunce, Anytime Archery

Sincerely,

 as Personal Representative of the Estate of
Harlan D. Douglass

ESTATE OF HARLAN D. DOUGLASS
BY: DEANNA MALCOM, EXECUTOR

CERTIFIED COPY

FILED
2023 NOV 30
KING COUNTY
SUPERIOR COURT CLERK

CASE #: 23-4-08162-2 SEA

IN THE SUPERIOR COURT OF THE STATE OF WASHINGTON
FOR THE COUNTY OF KING

IN RE HARLAN D DOUGLASS	NO: 23-4-08162-2 SEA
DECEASED	LETTERS TESTAMENTARY (LTRTS)

The last will of the above named decedent was duly exhibited, proven and filed on November 30, 2023. It appears in and by said will that **DEANNA N. MALCOM** is/are named Executor(s) and by order of this court is/are authorized to execute said will according to law.

WITNESS my hand and seal of said Court: November 30, 2023.



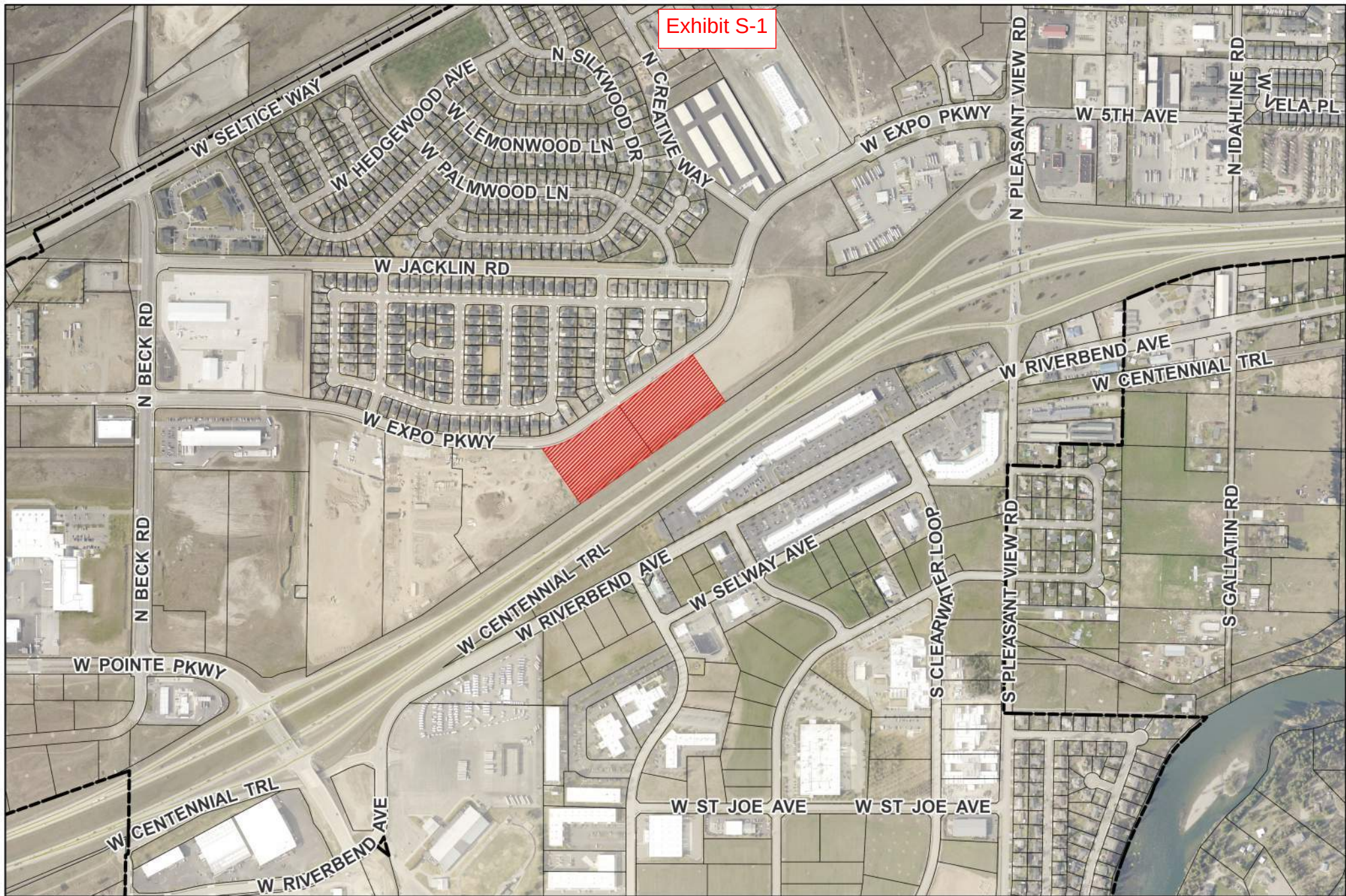
Catherine Cornwall
King County Superior Court Clerk

By: Chantiquia Riggins, Deputy Clerk
C.Riggins

• NOT OFFICIAL WITHOUT SEAL •

I BARBARA MINER, Clerk of the Superior Court of the State of Washington for King County, do hereby certify that this copy is a true and perfect transcript of said original as it appears on file and of record in my office and of the whole thereof. IN TESTIMONY WHEREOF, I have affixed this Seal of said Superior Court at my office at Seattle, Barbara Miner
By Deputy Clerk: Chantiquia Riggins



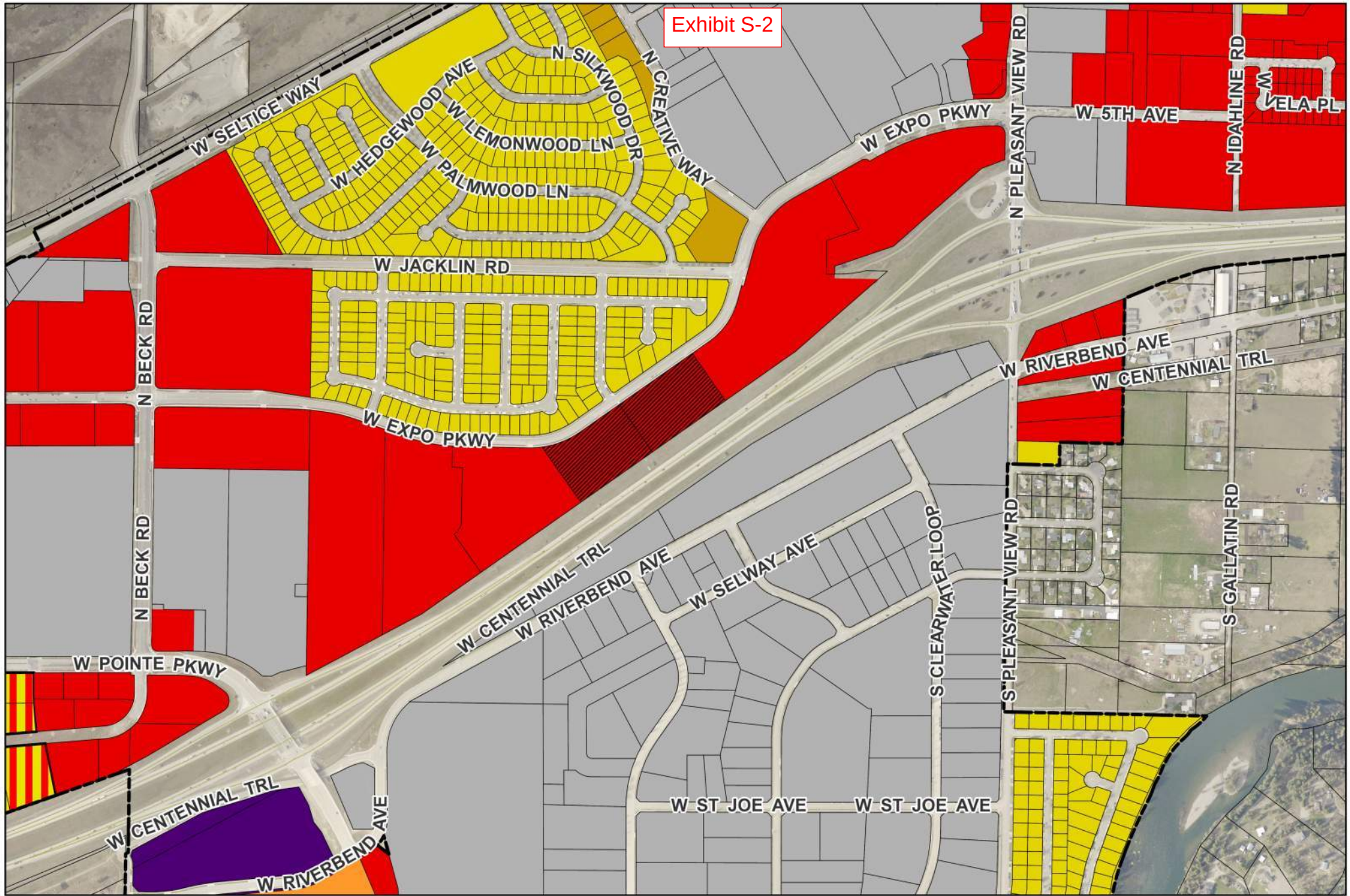


Project Location
ANYTIME ARCHERY
SPECIAL USE PERMIT
SUP-24-5



-  Post Falls City Boundary
-  Tax Parcels
-  Subject Site



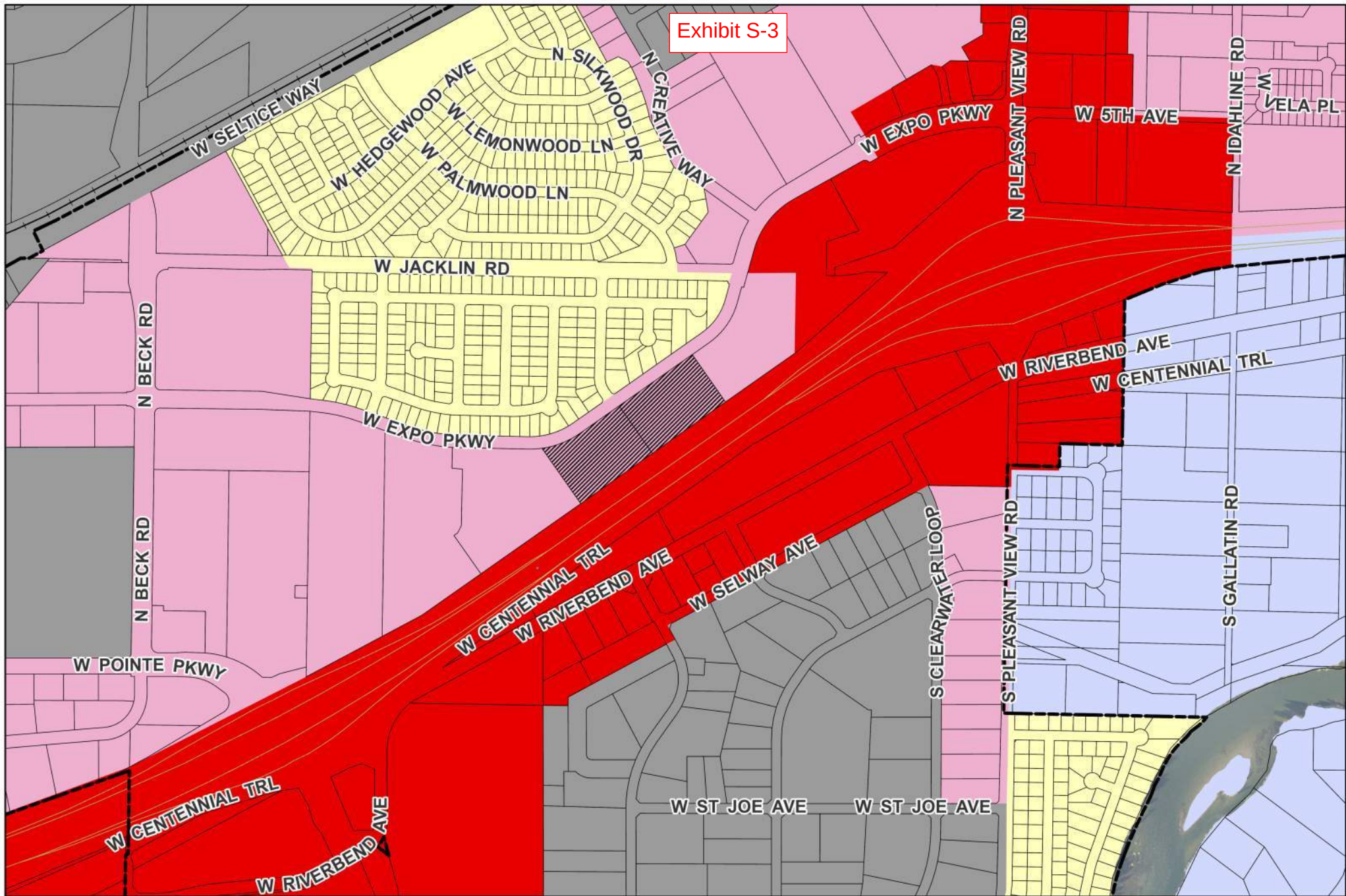


Zoning Map
ANYTIME ARCHERY
SPECIAL USE PERMIT
SUP-24-5



- | | |
|--------------------------|-----|
| Post Falls City Boundary | I |
| Tax Parcels | R-1 |
| Subject Site | R-2 |
| CCM | SD1 |
| CCS | |





Future Land Use Designation
ANYTIME ARCHERY
SPECIAL USE PERMIT
SUP-24-5



- Post Falls City Boundary
- Tax Parcels
- Subject Site
- Low Density Residential

- Business/Industrial
- 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,

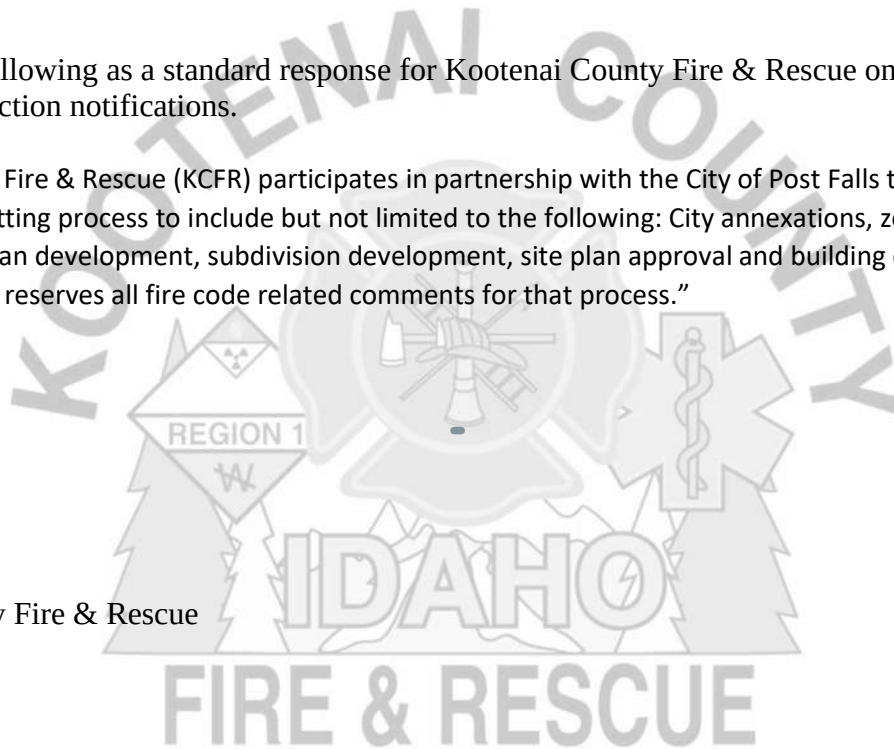
Please use the following as a standard response for Kootenai County Fire & Rescue on all applicable Notice to Jurisdiction notifications.

"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



From: [Polak, Chad M](#)
To: [Nancy Thurwachter](#)
Subject: FW: Notification to Jurisdictions Anytime Archery Special Use Permit File No. SUP-24-5
Date: Tuesday, July 23, 2024 12:52:38 PM
Attachments: [image001.png](#)
[DRAFT NTJ FORM_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 Afternoon Nancy,

Based on the location, there is no impact to the YPL ROW and we do not have any comments/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, July 23, 2024 1:16 PM
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>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; CDA Garbage Reception <reception@cdagarbage.com>; 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@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 <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>; 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@Zipty.com>; URA <postfallsura@gmail.com>

Cc: Anna Staal <astaal@postfalls.gov>; Bobby Wilhelm <bobby@bobbywilhelm.com>; Christopher Gabbert <cgabbert@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 <jfaulkner@postfalls.gov>; Jennifer Poindexter <jpoindexter@postfalls.gov>; John Beacham <jbeacham@postfalls.gov>; Jon Manley <jmanley@postfalls.gov>; Justin Miller <jmiller@postfalls.gov>; Kelly Russell <krussell@postfalls.gov>; Kibbee Walton <kibbee@artisanportrait.com>; Media Center <mediacenter@postfalls.gov>; Nancy Hampe <nancyradiantlake@gmail.com>; Naomi Tierney <ntierney@postfalls.gov>; Preston Hill <prestonh@postfalls.gov>; Ray Kimball <rkimball@whipplece.com>; Rob Palus <rpalus@postfalls.gov>; Robert Seale <rseale@postfalls.gov>; Ross Schlotthauer <ross@burlyproducts.com>; Shannon Howard <showard@postfalls.gov>; Shelly Enderud <senderud@postfalls.gov>; Stephanie Herman <sherman@postfalls.gov>; Tisha Gallop <tgallp@postfalls.gov>; Vicky Jo Carey <vjcarey@aol.com>; Wade Meyer <wmeyer@postfalls.gov>; Warren Wilson <wwilson@postfalls.gov>

Subject: [EXTERNAL]Notification to Jurisdictions Anytime Archery Special Use Permit File No. SUP-24-5

This Message Is From an External Sender

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Please find attached the Notice to Jurisdictions for the Anytime Archery Special Uses Permit File No. SUP-24-5 that is scheduled for the Planning and Zoning meeting on August 13, 2024. The draft staff report will be on the city's website shortly.

Nancy Thurwachter

Planning Administrative Specialist

408 N. Spokane Street

Post Falls, ID 83854

(208) 457-3338



The City of Post Falls has changed our domain to POSTFALLS.GOV. Please adjust your contacts/links.



Exhibit PA-4

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

July 23rd, 2024

Nancy Thurwachter
Planning Administrative Specialist
nthurwachter@postfalls.gov

Re: Anytime Archery Special Use Permit File No. SUP-24-5

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.

Respectfully submitted,

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

Mark J. Brantl
Captain
Post Falls Police Department

From: Jonie Anderson <Jonie@postfallshd.com>
Sent: Wednesday, July 31, 2024 2:48 PM
To: Nancy Thurwachter
Subject: RE: Notification to Jurisdictions Anytime Archery Special Use Permit File No. SUP-24-5

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 PFHD 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, July 23, 2024 12:16 PM
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>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; CDA Garbage Reception <reception@cdagarbage.com>; 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@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@aecom.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>; 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>; Bobby Wilhelm <bobby@bobbywilhelm.com>; Christopher Gabbert <cgabbert@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 <jfaulkner@postfalls.gov>; Jennifer Poindexter <jpoindexter@postfalls.gov>; John Beacham <jbeacham@postfalls.gov>;

From: [ROY E](#)
To: [Public Hearing Notice](#)
Subject: Reject zoning change SUP-24-5
Date: Monday, July 22, 2024 7:29:56 PM

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I am a homeowner off Expo Parkway and the last thing our association needs is a 24 hr archery. With the 24 hr trunking company and the 400 plus apartments and 24 hr Storage units you allowed to be constructed on EXPO -YOU are destroying our neighborhood. Stand up and say NO.

Roy Wickstrom
208 N. Figwood Ct.
DESTROYING
Sent from my iPad

August 4, 2024

Anytime Archery Special Use Permit Public Hearing Review

I feel that the approval of a Special Use Permit should not be approved for the following reasons. As referred to in the City of Post Falls Special Use Permit Review Criteria.

1. The question is if this special use permit would or would not conform to the purposes of the zoning district. Repairs or manufacturing of bows and Archery equipment would probably meet requirements during the week. The weekends would be the problem. Likely, there would be Archery Tournaments during the weekend with too many cars for the parking spaces available. There has already been a problem with parking on the street at each Apartment Complex because there are more vehicles than parking spaces. The propensity of traffic on Expo to speed with the addition of parking on the street near the corner of Expo and N Olivewood Lane would lead to more problems than we already have.
2. Whether the proposed use constitutes an allowable special use as established by this chapter for the zoning district involved. This can only be explained by the lawyers involved in this case by the city, but it would seem doubtful because of the design of the buildings and the limited number of parking spaces which would lean towards light manufacturing or retail operations.
3. Whether the proposed use will/will not be compatible with the health, safety, and welfare of the public or with land used in the vicinity of the proposal. It is doubtful that this use will be allowable as explained in section 1 above. The city has tried to keep all aspects of development along Expo parkway a secret. I have gone to city engineering department many times before work on the apartments or the eye sore of industrial buildings in this proposal were ever built. Every time I ask questions, I was met with they didn't know, or I was given specs on the buildings that were exceeded every time by height and size. We are now at a point that it is unsafe to drive onto expo from N. Olivewood Lane most of the time as well as to drive on to Expo from W. Jacklin Rd. Because of the speed that people drive, and the increase in traffic will only lead to a more dangerous road when discussing Expo Parkway.
4. Whether the proposed use will/will not comply with the goals and policies found within the Comprehensive Plan. There is no way that any kind of plan is being followed at this point with all the development that the city is allowing south of Expo as it impacts the residential area North of Expo.

For the above reasons I am not in favor of allowing a Special Use Permit to be granted to Anytime Archery for the area in question on Expo Parkway.

William Fletcher

206 N Figwood Ct.

Post Falls, ID 83854

Cell 208-640-0386



07/31/2024

PUBLIC COMMENT

Anytime Archery Special Use Permit File No. SUP-24-5 Exhibit: 4B

Applicant: Kevin Bunce

Location: South of W. Expo Parkway, midway between N. Beck Road and W. Jacklin Road. Approximately 560-feet southwest from the intersection of W. Jacklin Road and W. Expo Parkway.

Request: Requesting a Special Use Permit to have an indoor archery range in the Community Commercial Services (CCS) zone.

Hearing Date: August 13, 2024

Questions list:

Name: Chris Schreiber

Address: 6571 West Big Sky Drive, Post Falls, ID

Email: chris@firestarranch.com

Please Provide Your Position on the Proposed Special Use Permit: In Favor

1. Would implementation of the proposed Special Use Permit conform to the purposes of the applicable zoning district?: Yes

Comments: Although proposed use is not specifically listed in code for this zone, it fits well in the existing building and property and is typically an allowable use in similar commercial zones

in neighboring communities. This low impact use will not have an adverse impact on parking nor will it pose any concerns in terms of traffic, noise, or other pollution, even having less of an impact on neighboring uses including residential to the north.

2. Is the requested special use an allowable use in the applicable zoning district and does the special use comply with all other applicable laws, ordinances and regulations of the State and City?: Yes

Comments: Yes, the proposed use will be in compliance with building codes of city and state as receipt of permits from all the applicable departments and entities is required.

3. Will the proposed special use be compatible with the health, safety and welfare of the public or with land uses in the vicinity of the proposal?: Yes

Comments: Yes, the proposed use will BENEFIT our community providing a new opportunity for residents and families, and a new option for indoor activities especially during inclement weather! In fact, adding to the strength and vitality of our community is one of the driving reasons for this project!

4. Will the proposed special use comply with the goals and policies found within the Comprehensive Plan?: Yes

Comments: Yes. We are fortunate that our comp plan has a focus on community building which includes promoting local business and local facilities to serve our residents. This indoor facility promotes an active lifestyle AND creates a new indoor facility available throughout the year. I also believe this facility will have a larger impact in terms of retail sales, regularly compliment existing uses like Cabelas, WalMart and with special events support neighboring uses like the Greyhound Park & Events Center, local RV parks, restaurants, gas stations, and our local hotels.



08/01/2024

PUBLIC COMMENT

Anytime Archery Special Use Permit File No. SUP-24-5 Exhibit: 4B

Applicant: Kevin Bunce

Location: South of W. Expo Parkway, midway between N. Beck Road and W. Jacklin Road. Approximately 560-feet southwest from the intersection of W. Jacklin Road and W. Expo Parkway.

Request: Requesting a Special Use Permit to have an indoor archery range in the Community Commercial Services (CCS) zone.

Hearing Date: August 13, 2024

Questions list:

Name: Jeremy Berdan

Address:

Email:

Please Provide Your Position on the Proposed Special Use Permit: In Favor

1. Would implementation of the proposed Special Use Permit conform to the purposes of the applicable zoning district?:

Comments:

2. Is the requested special use an allowable use in the applicable zoning district and does the special use comply with all other applicable laws, ordinances and regulations of the State and City?:

Comments:

3. Will the proposed special use be compatible with the health, safety and welfare of the public or with land uses in the vicinity of the proposal?:

Comments:

4. Will the proposed special use comply with the goals and policies found within the Comprehensive Plan?:

Comments:



08/01/2024

PUBLIC COMMENT

Anytime Archery Special Use Permit File No. SUP-24-5 Exhibit: 4B

Applicant: Kevin Bunce

Location: South of W. Expo Parkway, midway between N. Beck Road and W. Jacklin Road. Approximately 560-feet southwest from the intersection of W. Jacklin Road and W. Expo Parkway.

Request: Requesting a Special Use Permit to have an indoor archery range in the Community Commercial Services (CCS) zone.

Hearing Date: August 13, 2024

Questions list:

Name: Ryan O'Hare

Address:

Email: ryerye177@gmail.com

Please Provide Your Position on the Proposed Special Use Permit: In Favor

1. Would implementation of the proposed Special Use Permit conform to the purposes of the applicable zoning district?:

Comments:

2. Is the requested special use an allowable use in the applicable zoning district and does the special use comply with all other applicable laws, ordinances and regulations of the State and City?:

Comments:

3. Will the proposed special use be compatible with the health, safety and welfare of the public or with land uses in the vicinity of the proposal?:

Comments:

4. Will the proposed special use comply with the goals and policies found within the Comprehensive Plan?:

Comments:



07/31/2024

PUBLIC COMMENT

Anytime Archery Special Use Permit File No. SUP-24-5 Exhibit: 4B

Applicant: Kevin Bunce

Location: South of W. Expo Parkway, midway between N. Beck Road and W. Jacklin Road. Approximately 560-feet southwest from the intersection of W. Jacklin Road and W. Expo Parkway.

Request: Requesting a Special Use Permit to have an indoor archery range in the Community Commercial Services (CCS) zone.

Hearing Date: August 13, 2024

Questions list:

Name: Cheyenne McElderry

Address: 124 Raging Bull Rd

Email: pastorcheyenne@gmail.com

Please Provide Your Position on the Proposed Special Use Permit: In Favor

1. Would implementation of the proposed Special Use Permit conform to the purposes of the applicable zoning district?: Yes

Comments:

2. Is the requested special use an allowable use in the applicable zoning district and does the special use comply with all other applicable laws, ordinances and regulations of the State and City?: Yes

Comments:

3. Will the proposed special use be compatible with the health, safety and welfare of the public or with land uses in the vicinity of the proposal?: Yes

Comments:

4. Will the proposed special use comply with the goals and policies found within the Comprehensive Plan?: Yes

Comments:



08/01/2024

PUBLIC COMMENT

Anytime Archery Special Use Permit File No. SUP-24-5 Exhibit: 4B

Applicant: Kevin Bunce

Location: South of W. Expo Parkway, midway between N. Beck Road and W. Jacklin Road. Approximately 560-feet southwest from the intersection of W. Jacklin Road and W. Expo Parkway.

Request: Requesting a Special Use Permit to have an indoor archery range in the Community Commercial Services (CCS) zone.

Hearing Date: August 13, 2024

Questions list:

Name: Lisa Carey

Address: 2034 N. Cecil Rd, Post Falls

Email: we4careys@gmail.com

Please Provide Your Position on the Proposed Special Use Permit: In Favor

1. Would implementation of the proposed Special Use Permit conform to the purposes of the applicable zoning district?: Yes

Comments:

2. Is the requested special use an allowable use in the applicable zoning district and does the special use comply with all other applicable laws, ordinances and regulations of the State and City?: Yes

Comments:

3. Will the proposed special use be compatible with the health, safety and welfare of the public or with land uses in the vicinity of the proposal?: Yes

Comments:

4. Will the proposed special use comply with the goals and policies found within the Comprehensive Plan?: Yes

Comments:

CITY OF POST FALLS
STAFF REPORT

DATE: AUGUST 7, 2024

TO: POST FALLS PLANNING AND ZONING COMMISSION

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

SUBJECT: STAFF REPORT FOR THE AUGUST 13th, 2024, P&Z COMMISSION MEETING
SHAWVER AUTOBODY ZONE CHANGE & SPECIAL USE PERMIT
FILE NOS. ZC-24-1 & SUP-24-6

INTRODUCTION:

Tracy Christopherson, property owner, has requested approval to rezone approximately 1.44-acres from Heavy Industrial (HI) zoning to Community Commercial Services (CCS) zoning district and to obtain a Special Use Permit to utilize a paint shop inside their business. The Planning & Zoning Commission must conduct a public hearing and review the proposed zoning change and special use permit request per the approval criteria contained in Post Falls Municipal Code Section 18.16.010, 18.20.070 (B) and 18.20.100. Following the public hearing, **the Planning Commission will forward its recommendation on zoning to City Council** for review and final action. The approval criteria for establishing zoning and the special use permit are:

ZONING CRITERIA:

1. Is the proposed zoning district consistent with the Future Land Use Map and Focus Area contained in the currently adopted Post Falls Comprehensive Plan?
2. Is the proposed zoning district consistent with the goals and policies contained in the currently adopted Post Falls Comprehensive Plan that are relevant to the area under consideration?
3. Does the proposed zoning district create a Demonstrable Adverse Impact upon the delivery of services by any political subdivision providing public services within the city?

SPECIAL USE CRITERIA:

- 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: Shawver Autobody Zone Change & Special Use Permit File Nos. ZC-24-1 & SUP-24-6

Applicant: Tracy Christopherson, 2915 E Seltice Way, Post Falls ID 83854

Owner(s): Tracy Christopherson, 2915 E Seltice Way, Post Falls ID 83854

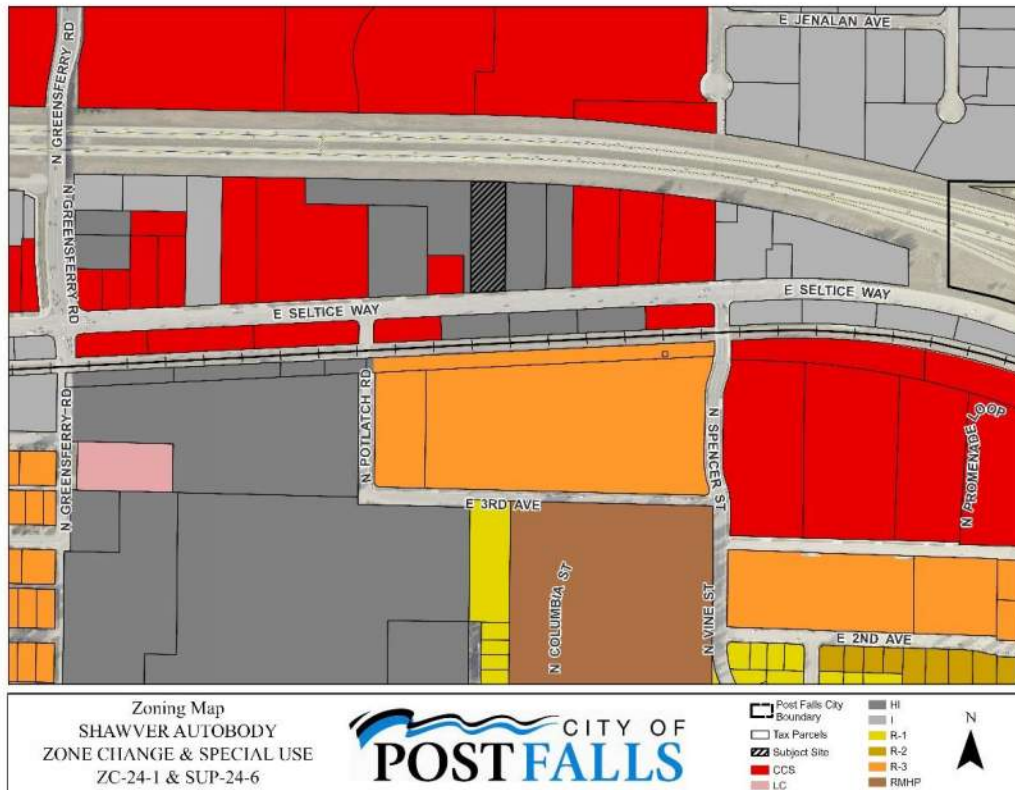
Project Description: Rezone approximately 1.44-acres from Heavy Industrial (HI) zoning district to a Community Commercial Services (CCS) zoning district.

Project Location: The property is generally located on the northside of E. Seltice Way between N. Potlach Road and N. Spencer Street.

AREA CONTEXT (proposed site hatched red below):

Surrounding Land Uses: Located along the north side of the subject property is Interstate 90 rights-of-way and on the southern side there is E. Seltice Way rights-of-way. Land uses directly west of the subject site include a fabrication business and east is a building and supply business. Majority of the uses along this E. Seltice Way stretch include commercial businesses.

Area Context Vicinity Map:

Zoning Map:**EVALUATION OF ZONING APPROVAL CRITERIA:**

The following section provides the staff analysis pertaining to the establishment of zoning. The zone change review criteria set forth within the Post Falls Municipal Code sections 18.16.010 and 18.20.100 are cited within the following staff analysis in **BOLD**. This review criteria provides the framework for decision making for the Planning Commission and City Council.

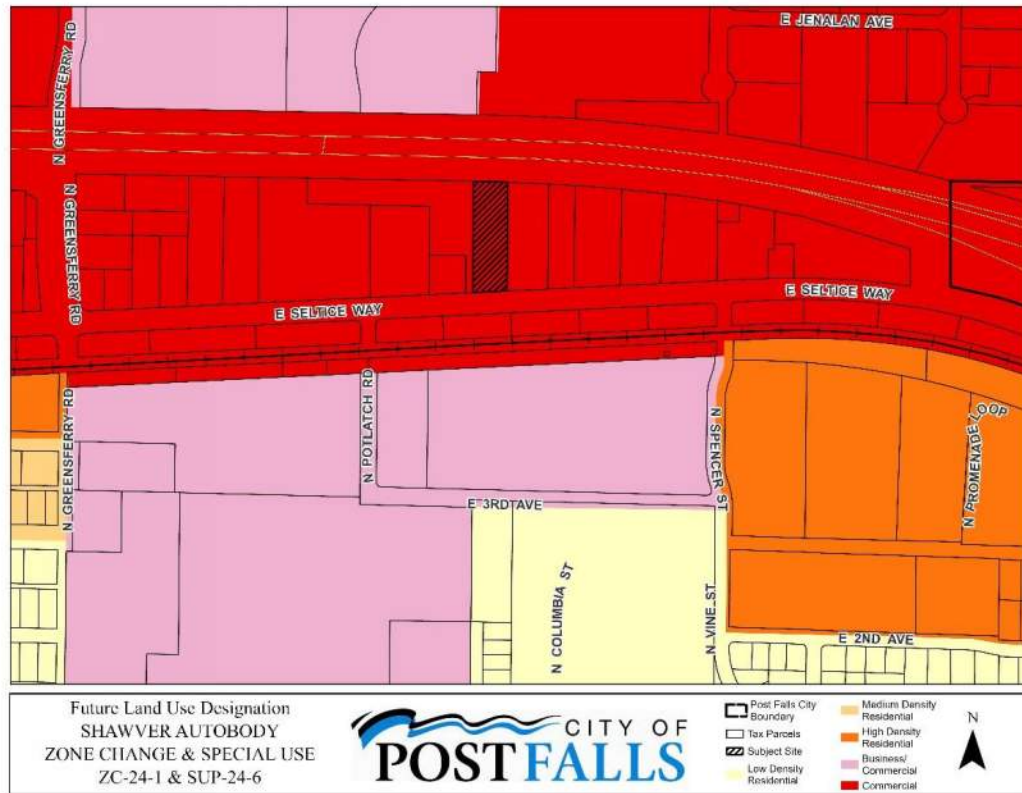
ZONE CHANGE REVIEW CRITERIA

1. **Is the proposed zoning district consistent with the Future Land Use Map and Focus Area contained in the currently adopted Post Falls Comprehensive Plan?**

The subject site has a future land use designation of Commercial, which provides for a wide variety of general service, retail, professional office, and mixed (commercial and multi-family) uses that serve local and regional residents as well as the traveling public. The Commercial category generally applies to regional and community shopping centers and professional office developments. Retail and Office Commercial areas are generally located throughout the city along major arterial streets. Typical building types include commercial buildings, shopping centers, and office buildings. Future changes to Retail and Office Commercial areas are expected to include additional commercial and mixed-use developments that create a more pedestrian oriented commercial centers and corridors mixed with multifamily housing.

Implementing Zoning Districts: CCM, LC, **CCS**, SC4, SC5, Per Focus Area

Future Land Use Map:



The proposed zone change is located within the Seltice East Focus Area. This Focus Area states the following in the Comprehensive Plan:

This segment of Seltice, within view of Interstate 90, has become the major retail and services district for Post Falls. Major grocers, restaurants, and other retailers occupy this district, benefitting from freeway visibility and the growing Post Falls market. This corridor hosts a wide range of land uses, but industrial uses may soon migrate to other areas of town where rents and land uses are more compatible – creating future infill opportunities that generally favor surrounding patterns. Served by the Highway 41 interchange, this portion of Seltice seems more accessible than it actually is. Having an additional access point (interchange) at Greensferry Road would improve this, and could also provide:

- An alternate route south of the Spokane River (pending construction of the Greensferry Bridge);
- A business route back to Spokane Street along 3rd Avenue;
- An additional link to the northern neighborhoods of Post Falls;
- Increased access to Centennial Trail for commercial uses along this corridor.

Without improved access at Greensferry, this area's ultimate growth potential may be limited. Similar to conditions in Seltice Central, work to improve pedestrian connectivity from residential areas, refining land use patterns and scale, and planning for safe, walkable corridors are worthy objectives in this area. The following items affirm or guide development of key policies for this area, or suggest future action items for the Seltice East focus area:

- Seek incentives to promote infill development within this area;
- Improve access from I-90;

- Improve access to and from the Centennial Trail;
- Seek opportunities to beautify the Seltice Corridor.

Staff Comment: This property is currently being utilized as an existing autobody shop and has been established for some time. The applicant has conveyed no intention of removing the business that is currently there. The existing use aligns with the future land use designation being commercial and is one of the wide range of land uses as outlined in this focus area.

- 2. Is the proposed zoning district consistent with the goals and policies contained in the currently adopted Post Falls Comprehensive Plan that are relevant to the area under consideration;** Goals and Policies (listed by policy number) that may be relevant to this annexation request are shown below, followed by staff comments.

The following goals may or may not assist with this zone change request.

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

Staff Comment: 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. This plan supports strategies that build and sustain a diverse, balanced economic base, retain existing quality of life assets, and help keep Post Falls prosperous.

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.

Staff Comment: Commercial development may be beneficial to assist with providing community prosperity and fiscal health as they generally provide the higher valued parcels and investments with diverse land uses. The Comprehensive Plan supports the allocation of land use types, parks features and other areas sufficient to achieve overall plan objectives.

The following policies may or may not assist with this zone change request.

Policy 1: Support land use patterns that:

- Maintain or enhance community levels of service;

Staff Comment: Any additions to this existing business will need to adhere to impact fees for development through permitting to help maintain/enhance the community's levels of service.

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

Staff Comment: The requested rezone helps to align the existing use as commercial, but maintains its support of long-term fiscal health through this use as it has been established and providing service to the community over the previous years.

- Maintain and enhance resident quality of life;

Staff Comment: The proposed CCS zone could potentially enhance the resident's quality of life in that area by providing the businesses service to the immediate area, which would not require further travel to those living close by.

- Promote compatible, well-designed development;

Staff Comment: Development on site has been established and future development would need to meet currently adopted codes, regulations and

standards at the City, state and federal levels.

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

Staff Comment: Transportation impacts, and sewer and water capacity are reviewed by City staff. Any anticipated inadequacies identified are addressed and/or have a plan on how to be brought into compliance with the relevant master plans. Services are already in place for this existing business and will be reexamined at the time of redevelopment or future additions.

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

- Future land use mapping;

Staff Comment: As stated previously in this report this area is designated as future commercial and this category provides for a variety of typical retail and office uses. Commercial zoning should help facilitate these types of developments as well as compliment the surrounding commercial activity along the Seltice corridor.

- Compatibility with surrounding land uses;

Staff Comment: Currently the surrounding land uses, from the Project Information section of this report, is compatible as the subject site is currently providing a commercial use and the surrounding area is comprised of other commercial and some industrial developments, which would be incompatible.

- Infrastructure and service plans;

Staff Comment: Sanitary Sewer for the location is currently located adjacent to the subject property and existing buildings upon the property are serviced by the City's water reclamation system. The property requesting the zone change and Special User Permit is identified in the City of Post Falls Water Reclamation Master Plan as being serviced by the referenced sewer main. The requested zoning is in conformance with the land use assumptions within the City's Water Reclamation Master Plan.

The City's Water Reclamation System has the capacity to provide service and the City is willing to serve to the property at the requested density. Existing capacity is not a guarantee of future service.

The property is not subject to any Local Improvement Districts (LID's), Subsequent User Agreements or Sewer Surcharges.

Water would be serviced by the City of Post Falls. A water main is currently located adjacent to the property and service is provided to the existing buildings upon the subject property. The property requesting the zone change is identified in the City of Post Falls Water Master Plan as being serviced by the referenced water main. The requested zoning is in conformance with the land use assumptions within the City's Water Master Plan.

- Existing and future traffic patterns;

Staff Comment: The property is adjacent to Seltice Way, a principal arterial and critical arterial corridor. The Signalized intersection of Seltice Way / Cedar St. is located approximately 1,000 feet to the east and the signalized intersection of Seltice Way/Greensferry Road is located approximately 1,600 feet to the west. There is

current roadway capacity along Seltice Way to support existing and projected long range transportation needs. The requested zone change and special use permit is not anticipated to modify traffic patterns or volumes. Frontage improvements along Seltice Way would be required with site development. Access would be reviewed at the time of site development and would be required to comply with City Access Standards.

The site is benefitted by Seltice Ways access to other local and regionally significant roadways.

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

Staff Comment: The response to this is embedded within the analysis within this section.

Policy 86: With the local business community, work to enhance, sustain and diversify the local economic base by:

- Helping retain, promote and expand existing businesses and industry;
- Supporting innovative, entrepreneurial enterprises;
- Supporting opportunities related to business “campus” and mixed-use models;
- Coordinating provision of workforce housing;
- Attracting new businesses and clean industry.

Staff Comment: The request for rezone to CCS may help to retain the existing business and uses from a legacy zoning of Heavy Industrial (HI). Additional commercial zoning and redevelopment/expansion opportunity may help to increase the existing businesses as well as attract other businesses to the area. In turn this may help to diversity the local economic base and create further local businesses.

Policy 89: Support Jobs Plus, the Chamber of Commerce, local business and civic groups in promoting Post Falls.

Staff Comment: A rezone to CCS from a legacy zoning does help long term business on the subject property as it helps retain, and support, the commercial use for future uses while bringing the existing business into more conformance with City standards.

3. Does the proposed zoning district create a Demonstrable Adverse Impact upon the delivery of services by any political subdivision providing public services within the city.

Staff Comment: At this point in time there have been no identified “Demonstrable Adverse Impacts upon the delivery of services by any political subdivision providing public services within the city”.

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: Part of the existing use of the business is a paint shop, which requires a special use permit within the CCS zoning district per PFMC 18.20.030. If the zone change is approved then the special use permit would be required.

- 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: Currently the business has been in operation over the years and no impact to the health, safety or welfare of the public, or with adjacent land uses, have been reported. An existing commercial use is compatible with other surrounding commercial uses. Some of the vacant nearby lots may be developed as commercial or industrial and majority of uses allowed in those zoning districts would be compatible as outlined in the land use table.

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

Staff Comment: The special use permit request, for the paint shop use inside the existing building, aligns with the previously stated goals and policies found within the zone change review criteria section 2. The special use would allow the existing business to operate and provide services to the community in support of goals 1 and 7, as well as policies 1, 2, 86 and 89.

OTHER AGENCY RESPONSE & RECEIVED WRITTEN COMMENTS:

Agencies Notified:

Post Falls Post Office	PF Park & Rec	East Greenacres Irr. 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

OTHER AGENCY RESPONSE & RECEIVED WRITTEN COMMENTS:

Exhibit PA-1 Post Falls School District - Remains neutral
 Exhibit PA-2 Kootenai County Fire & Rescue - Will comment in permitting process
 Exhibit PA-3 Yellowstone Pipeline Co. – No comments
 Exhibit PA-4 Post Falls Police Department – Remains neutral
 Exhibit PA-5 Post Falls Highway District – No comment
 Exhibit PA-6 Department of Environmental Quality – Update air quality permit to reflect changes in operation

PUBLIC PROCESS: Notice of the proposed annexation was sent to appropriate jurisdictions and mailed to property owners within 300 feet of the proposed project on July 19, 2024. Notice has been published in the Coeur d'Alene Press on July 23, 2024. The property was posted August 2, 2024.

ZONE CHANGE MOTION OPTIONS: The Planning and Zoning Commission must provide a recommendation of zoning to City Council. Should the Commission need additional information or wish to hear additional testimony, it may wish to move to continue the public hearing to a date certain. If the Commission has heard sufficient testimony but needs additional time to deliberate and make a recommendation, it may close the public hearing and move the deliberations to a date certain.

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

FINDINGS & CONCLUSIONS: The Planning & Zoning Commission should adopt Findings and Conclusions when forming a reasoned decision. Staff proposes the following conditions upon a potential recommendation of approval of the proposed Shawver Autobody Special Use Permit. The Commission may adopt additional conditions from review of the application or from discussion at the Commission meeting.

SPECIAL USE CONDITIONS: Should the Planning & Zoning Commission move to recommend approval; staff proposes the following conditions:

1. Approval of the proposed special use permit is contingent upon the requested zone change (ZC-24-1) approval.

ATTACHMENTS:

Applicant Exhibits:

Exhibit A-1A	Zone Change Application
Exhibit A-1B	Special Use Permit Application
Exhibit A-2	Narrative
Exhibit A-3	Vicinity Map
Exhibit A-4	Owner Authorization

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	YPL comments
Exhibit PA-4	PFPD comments
Exhibit PA-5	PFHD comments
Exhibit PA-6	DEQ comments
Exhibit PC-1	Schreiber comments

Zone Change (Map Amendment)

ZC-24-1

Submitted On: May 8, 2024

Applicant

 Tracy Christopherson
 208-457-4040
 tracy@shawversautobodyrv.com

Primary Location

2915 E SELTICE WAY
POST FALLS, ID 83854

Applicant Information

Applicant Type

Owner

Phone

208-457-4040

Address

2915 E. Seltice Way

Applicant Name

Tracy Christopherson

Email

tracy@shawversautobodyrv.com

City, State & Zip Code

Post Falls, ID 83854

Amendment Information

New Field

--

Description of Project/Reason for Request

We submitted for a building permit and found our zoning of Heavy Industrial has been changed to Legacy Zoning which requires us to rezone our property to do any renovations, development or additions.

Tax Parcel Number

P2150001002A

Adjacent Zoning

Heavy Industrial

Adjacent Land Use

Commercial and Industrial

Existing Zoning

Legacy Zoning

Current Land Use

Auto Body Collision repair shop

Proposed Zone

CCS

Application Certification

The applicant (or representative) must be present at the public hearing to represent this proposal or the application will not be heard. The applicant will be responsible for costs to re-notice the public hearing.

true

I (We) the undersigned do hereby make petition for a modification of the zoning classification 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 contract buyer.

true

Special Use Permit

SUP-24-6

Submitted On: May 8, 2024

Applicant

 Tracy Christopherson
 208-457-4040
 tracy@shawversautobodyrv.com

Primary Location

2915 E SELTICE WAY
POST FALLS, ID 83854

Applicant Information

Applicant Type

Owner

Phone

1-208-457-4040

Address

2915 E. Seltice Way

Applicant Name

Tracy Christopherson

Email

tracy@shawversautobodyrv.com

City, State & Zip Code

Post Falls, ID 83854

Site Information

Proposed Project Name

Paint material use and storage as well as vehicle detailing permit

Description of Project

Due to the need to rezone our property, we need to apply and receive a special use permit to continue doing business in the same manner we have for the past 10 years

Existing Zoning

Legacy Zoning

Current Land Use

Commercial/Industrial

Size of Site

--

Adjacent Zoning

Heavy Industrial Legacy Zoning

Adjacent Land Use

Commercial/Industrial

Site Density, if applicable

--

Application Certification

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

true

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.

true

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.

true

We are respectfully requesting a Special Use Permit to go along with our request for rezoning to Community Commercial Services. We have recently been notified that our original zoning of Heavy Industrial is no longer available through the City of Post Falls. In keeping in line with the city's Comprehensive Plan of rezoning the East Seltice area, where we currently own and operate our business, to Community Commercial Services. Industrial Zoning is not part of the Comprehensive Plan for the city in this area, so we find it is necessary to acquire a Special Use Permit as paint materials are not allowed in this category unless permitted. Since Auto Body and Paint is what we do, it is imperative that we acquire this Special Use Permit.

We are an independently owned and operated Body Shop-one of a few left in this area. We offer our customers the opportunity to have repairs done by a shop that does not belong to a large corporation. Being independent and family owned allows us to be more flexible than other shops and do repairs they may not offer due to restrictions laid out by corporate. For example: the age of the vehicle or being a self-pay instead of filing an insurance claim, have been problematic for some of our customers, when inquiring with the corporate ran shops.

We are in the need of additional space for our parts storage. This need required we submit for a building permit, this is when we found that our area was rezoned as legacy, to trigger the planning department to look at our zoning options and that is why we are here. We are not asking for a zone change because we want to, we need to in order to make the best use of our space and create better efficiency within the shop.

We are requesting to be rezoned to Community Commercial Services (CCS) which we are aware is consistent with the new zoning future land use map for this area and the currently adopted Post Falls Comprehensive Plan. Since we are a collision repair body shop, we also do paint work and have been made aware that CCS zoning will require a special use permit. We are also filing for this special use permit to incorporate with our new zoning.

The implementation of this permit would conform to the purposes of our new zoning district. We are surrounded by other commercial/Industrial businesses. We all operate similar hours so there should be no resistance to this permit. We are compatible with other businesses in our immediate area and we do work for each other when the need arises. We have been operating for 10 years now and feel that allowing us to continue under a Special Use Permit should not change anything.

We have been operating with a new paint booth since 2020 that was properly permitted and all of the requirements were met with State law, City ordinances and regulations as well as the DEQ. This booth is state of the art and much more efficient.

The land use would remain the same as in the past, we will be adding on an additional parts room to make better use of our space and allow our technicians to be more efficient.

The proposed Special Use Permit will be compatible with the health, Safety and welfare of the public in mind. Our paint mix room is fully enclosed in case of any major spillage. All paint waste is on secondary containment platforms and removed by a licensed hazardous waste removal company and with the new paint booth, we are much more efficient.

The proposed Special Use Permit will comply with the goals and policies found within the Comprehensive Plan:

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

As a long term business in this area, we feel we will be here to continue contributing to the local economy, not just the services we provide but also the employment of 14 people, all of whom help stimulate the local economy when they purchase items outside of work.

(G2) Maintain and improve the provision of high-quality, affordable and efficient community services in Post Falls.

We provide a high quality level of service to our customer. Going to a body shop is not top on people's priority list and they are usually not very happy to see us.

We strive to insure that they are inconvenienced as minimally as possible during this trying time for them. We get our work by word of mouth and repeat customers, and have a great reputation and Google reviews. We plan on keeping those high ratings.

(G12) Maintain the City of Post Falls' long-term fiscal health

As a long term service oriented company, which has been here for 10 years now, we plan to continue on for many years to come. Which will contribute the long term fiscal health of our community.

[P.01] Support land use patterns that:

- Maintain or enhance community levels of service; we strive to provide great customer service and repairs and will continue to do so in the future.
- Foster the long-term fiscal health of the community; being a long term business in this area and being well known, I believe we will be able to continue contributing to the fiscal health of the community.
- Maintain and enhance resident quality of life; as a business that helps people when they are stressed from an accident, we walk them through the process and return their vehicle back to pre-accident condition. These services can only help to enhance the quality of life during this trying period of time.
- Promote compatible, well-designed development; any improvements that have been made or will be made in the future have been and will be well thought out and be an improvement on our immediate area.
- Implement goals and policies of the comprehensive plan, related master plan and/or facility plans. Our goal is to keep our employees working in a safe environment which ultimately will help the economy of Post Falls. This will help the city create a diverse economy where residents can choose to work and live.

[P.02] Apply or revise zoning designations with careful consideration of factors including:

- Future land use mapping; Per the future land use map for Post Falls, we will be compatible with the new zoning as the goal for Post Falls is for this area to be

zoned as Community Commercial Services. Currently our adjacent neighbors are also commercial or heavy industrial.

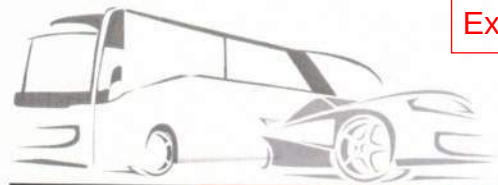
- Compatibility with surrounding land uses; the business around us are also industry related even though they have not been rezoned at this time. We all operate around the same time frames during the day so there should be no conflict with us running the business the same way we have for the past 10 years.
- Infrastructure and service plans; we are a commercial services business and fit well into the new zoning of the area.
- Existing and future traffic patterns; there will be no need to change any of the traffic patterns in the area to accommodate the zone change for us.

[P.72] Support and participate in efforts to protect the high quality of water from the Rathdrum Prairie Aquifer, which provides the existing and future municipal water supply. We put in a permitted parking lot in 2014, to help insure there is not damage from vehicles on our property causing any issues with the aquifer.

There will be no demonstrable adverse impact upon the delivery services of any political subdivision providing public services within the city if our zoning is changed

Exhibit A-3





SCOTT SHAWVER'S
AUTO BODY & RV

2915 E. Seltice Way • Post Falls, ID 83854
P. (208) 457-4040 • F. (208) 620-3989

May 7, 2024

To whom it may concern:

As the owner of T&R Enterprises and the sole member of Scott Shawver's Auto Body and RV, I give permission and authorization for myself, Tracy Christopherson or my husband Robert Christopherson to apply for the new rezoning and special use permit and to be present during the special hearings as needed. Should we be unavailable to attend these special hearings, I appoint my contractor Kevin Johnson (BFH Construction) and /or our manager Mark Ferguson to act on our behalf.

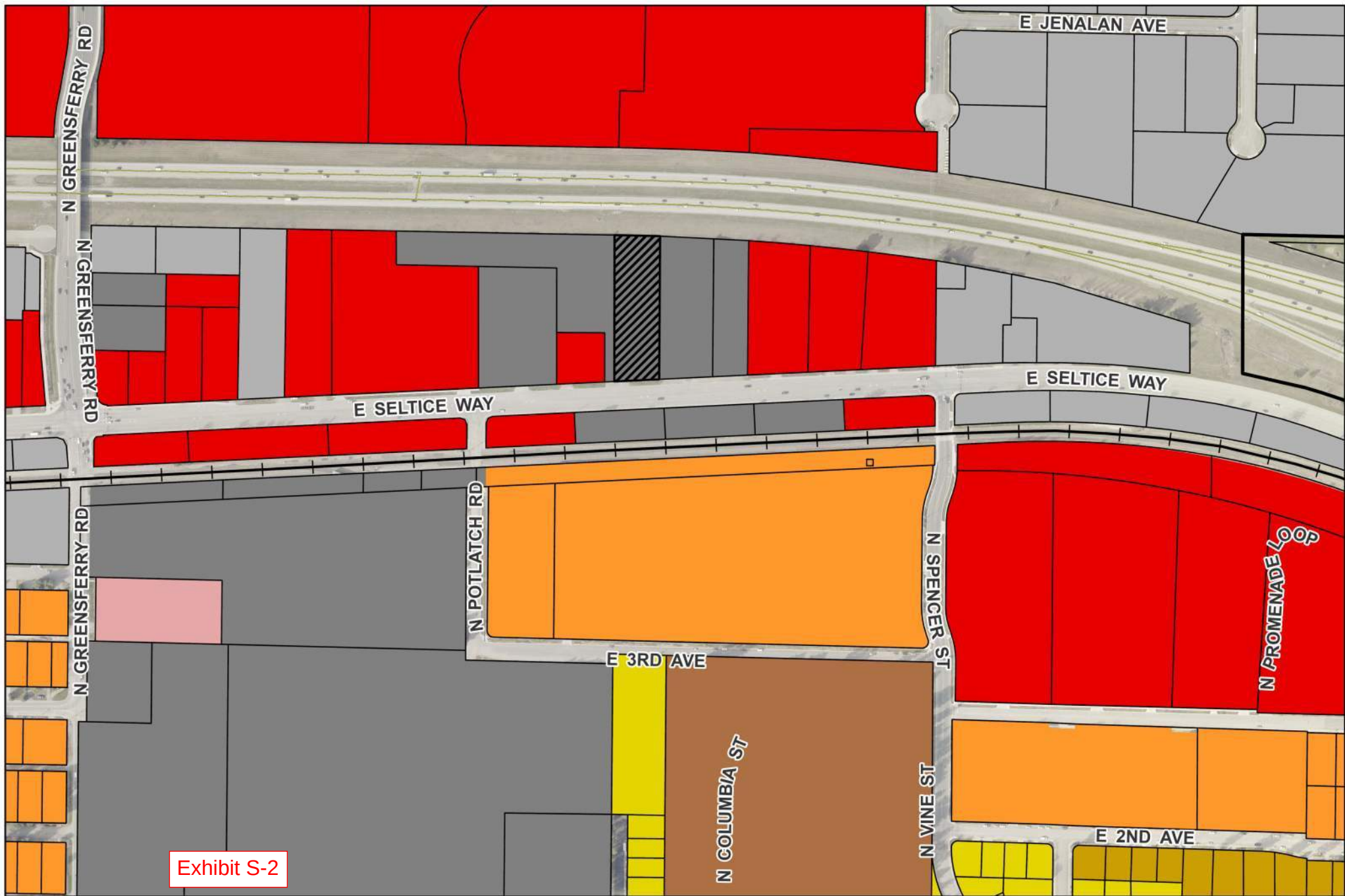


Project Location
SHAWVER AUTOBODY
ZONE CHANGE & SPECIAL USE
ZC-24-1 & SUP-24-6



- Post Falls City Boundary
- Tax Parcels
- Subject Site



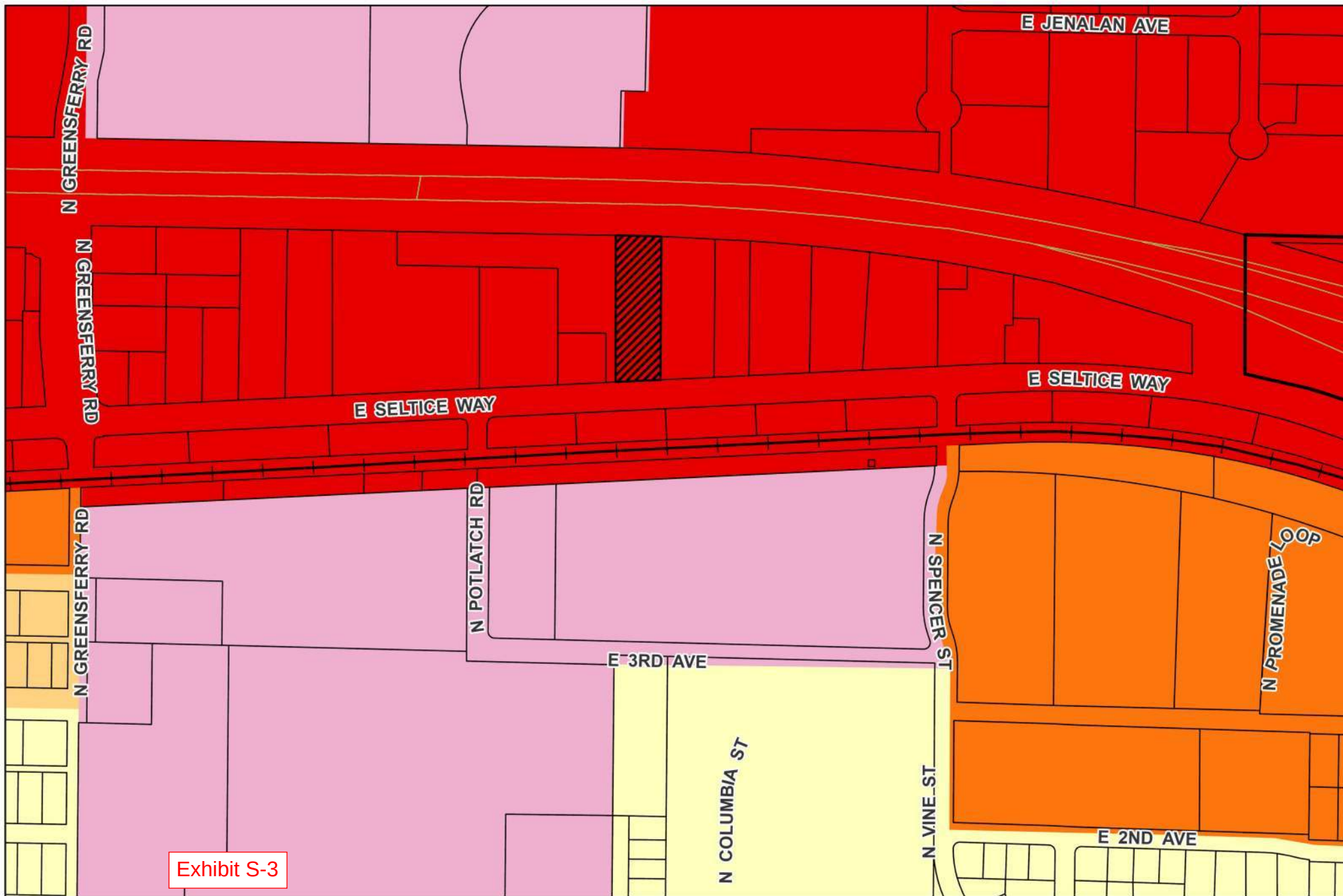


Zoning Map
SHAWVER AUTOBODY
ZONE CHANGE & SPECIAL USE
ZC-24-1 & SUP-24-6



- Post Falls City Boundary
- Tax Parcels
- Subject Site
- CCS
- LC
- HI
- I
- R-1
- R-2
- R-3
- RMHP





Future Land Use Designation
SHAWVER AUTOBODY
ZONE CHANGE & SPECIAL USE
ZC-24-1 & SUP-24-6



- Post Falls City Boundary
- Tax Parcels
- Subject Site
- Low Density Residential

- Medium Density Residential
- High Density Residential
- Business/Commercial
- Commercial





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

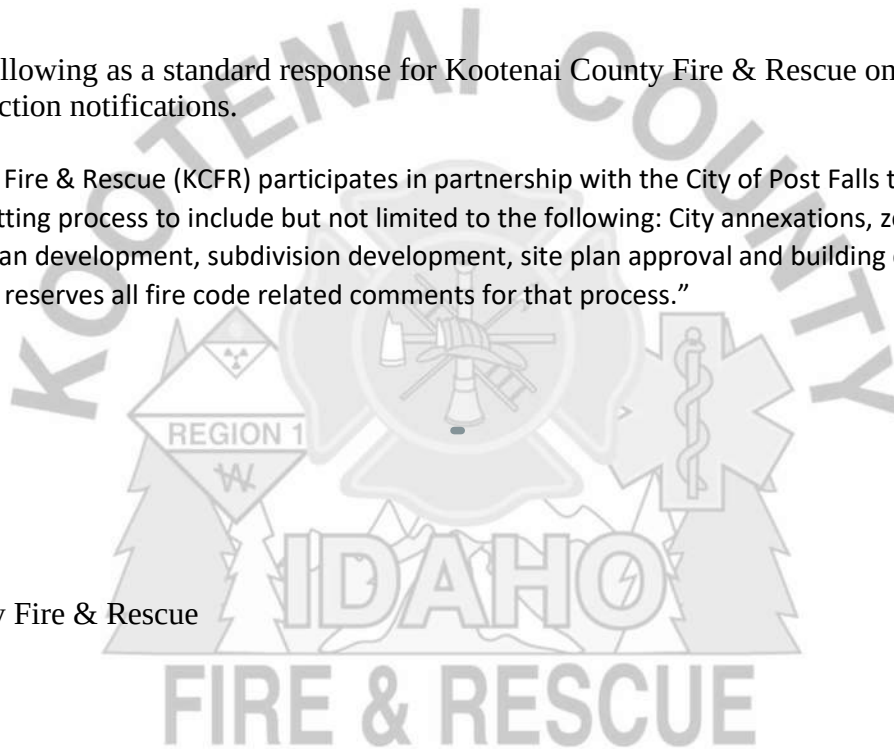


Exhibit PA-3

From: [Polak, Chad M](#)
To: [Nancy Thurwachter](#)
Subject: FW: Notice to Jurisdictions Shawver Autobody Zone Change and Special Use Permit File Nos. ZC-24-1 and SUP-24-6
Date: Tuesday, July 23, 2024 12:52:03 PM
Attachments: [image001.png](#)
[Exhibit PH-2 NTJ Shawver Autobody File Nos. ZC-24-1 & SUP-24-6 \(1\) \(2\).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 Afternoon Nancy,

Based on the location, there is no impact to the YPL ROW and we do not have any comments/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, July 23, 2024 1:16 PM
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>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carriann.hewitt@itd.idaho.gov>; CDA Garbage Reception <reception@cdagarbage.com>; 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@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 <kronro@phd1.idaho.gov>; Kristie May <Kristie.May@deq.idaho.gov>; Lori Cogley <lcogley@kec.com>; Lynn Sandsor



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

July 23rd, 2024

Nancy Thurwachter
Planning Administrative Specialist
nthurwachter@postfalls.gov

Re: Shawver Autobody Zone Change and Special Use Permit File Nos. ZC-24-1 and SUP-24-6

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.

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: Jonie Anderson <Jonie@postfallshd.com>
Sent: Wednesday, July 31, 2024 2:48 PM
To: Nancy Thurwachter
Subject: RE: Notice to Jurisdictions Shawver Autobody Zone Change and Special Use Permit File Nos. ZC-24-1 and SUP-24-6

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The PFHD 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, July 23, 2024 12:16 PM
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>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carriann.hewitt@itd.idaho.gov>; CDA Garbage Reception <reception@cdagarbage.com>; 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@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 <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>; 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>; Bobby Wilhelm <bobby@bobbywilhelm.com>; 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

Exhibit PA-6

From: [Christine Harmon](#)
To: [Nancy Thurwachter](#)
Cc: [Kristie May](#)
Subject: Comments: Notice to Jurisdictions Shawver Autobody Zone Change and Special Use Permit File Nos. ZC-24-1 and SUP-24-6
Date: Thursday, August 1, 2024 10:57:59 AM
Attachments: [image001.png](#)

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Hello Nancy:

Air Quality Comments for Shawver Autobody SUP application.

Changes to currently permitted facility, ID 055-00128 PTC No. P-2020.0010, AKA Shawver Autobody, must comply with IDAPA 58.01.01. 200 et al Procedures And Requirements For Permits To Construct. This means that they must update their air quality permit to reflect the change in their operations.

Additionally, facility activities, including but not limited to, site prep must comply with IDAPA 58.01.01650-651 Rules for the Control of Fugitive Dust. Should fugitive dust be generated during modifications to the facility, reasonable efforts must be made to control the dust.

If you have any questions about the comments this project has received please contact:

- Shawn Sweetapple for air quality. 208-769-1422

Thank you-

Idaho Department of Environmental Quality
2110 Ironwood Parkway, Coeur d'Alene, Idaho 83814
Office Line: 208.769.1422
www.deq.idaho.gov

Our mission: To protect human health and the quality of Idaho's air, land, and water.

From: Nancy Thurwachter <nthurwachter@postfalls.gov>
Sent: Tuesday, July 23, 2024 12:16 PM
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>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; CDA Garbage Reception <reception@cdagarbage.com>; 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@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@aecom.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>; 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@cdagabage.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>; Bobby Wilhelm <bobby@bobbywilhelm.com>; Christopher Gabbert <cgabbert@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 <jfaulkner@postfalls.gov>; Jennifer Poindexter <jpoindexter@postfalls.gov>; John Beacham <jbeacham@postfalls.gov>; Jon Manley <jmanley@postfalls.gov>; Justin Miller <jmiller@postfalls.gov>; Kelly Russell <krussell@postfalls.gov>; Kibbee Walton <kibbee@artisanportrait.com>; Media Center <mediacenter@postfalls.gov>; Nancy Hampe <nancyradiantlake@gmail.com>; Naomi Tierney <ntierney@postfalls.gov>; Preston Hill <prestonh@postfalls.gov>; Ray Kimball <rkimball@whipplece.com>; Rob Palus <rpalus@postfalls.gov>; Robert Seale <rseale@postfalls.gov>; Ross Schlotthauer <ross@burlyproducts.com>; Shannon Howard <showard@postfalls.gov>; Shelly Enderud <senderud@postfalls.gov>; Stephanie Herman <sherman@postfalls.gov>; Tisha Gallop <tgallp@postfalls.gov>; Vicky Jo Carey <vjcarey@aol.com>; Wade Meyer <wmeyer@postfalls.gov>; Warren Wilson <wwilson@postfalls.gov>

Subject: Notice to Jurisdictions Shawver Autobody Zone Change and Special Use Permit File Nos. ZC-24-1 and SUP-24-6

CAUTION: This email originated outside the State of Idaho network. Verify links and attachments BEFORE you click or open, even if you recognize and/or trust the sender. Contact your agency service desk with any concerns.

Please find attached the Notice to Jurisdictions for the Shawver Autobody Zone Change and Special Use Permit File Nos. ZC-24-1 and SUP-24-6 that is scheduled for the Planning and Zoning meeting on August 13, 2024. The draft staff report will be on the city's website shortly.

Nancy Thurwachter

Planning Administrative Specialist

408 N. Spokane Street

Post Falls, ID 83854

(208) 457-3338



The City of Post Falls has changed our domain to POSTFALLS.GOV. Please adjust your contacts/links.

Privileged / confidential information may be contained in this message. If you are not the addressee indicated in this message (or responsible for delivery of the message to such person), you may not copy or send this message to anyone. In such case, you should destroy this message and kindly notify the sender by reply e-mail. Although this email has been scanned for the possible presence of computer viruses prior to dispatch, we cannot be held responsible for any viruses or other material transmitted with, or as part of, this email without our knowledge.



07/31/2024

PUBLIC COMMENT

Shawver Autobody Zone Change & Special Use Permit File No. ZC-24-1/SUP-24-6 Exhibit: 4A

Applicant: Shawver Autobody

Location: The northside of E. Seltice Way between N. Potlach Road and N. Spencer Street.

Request: To rezone approximately 1.44-acres from Heavy Industrial (HI) zoning to Community Commercial Services (CCS) zoning district and to obtain a Special Use Permit to utilize a paint shop inside their business.

Hearing Date: August 13, 2024

Questions list:

Name: Chris Schreiber

Address: 6571 W Big Sky Drive, PostFalls

Email: chris.schreiber@khco.com

Please Provide Your Position on the Proposed Zone Change: In Favor

1. Is the requested zoning district compatible with the street classification, traffic patterns, existing development, future land uses, community plans and geographic or natural features of the area?: Yes

Please explain your answer:

2. Commercial and high-density residential zoning is typically assigned along streets with a higher road classification.

Is the request for commercial or high-density residential?: Yes

If the request for commercial or high-density residential.: Yes

Please explain your answer:

3. Limited or neighborhood commercial and lower density residential zoning is typically assigned for properties as they proceed farther away from the higher intensity urban activity.

Is the request for limited or neighborhood commercial or low density residential?: No

If the request for limited or neighborhood commercial or low density residential.

Is the property near higher intensity urban activity?:

Please explain your answer:

4. Industrial zoning is typically assigned for properties with sufficient access to major transportation routes and may be situated away from residential zoning.

Is the request for Industrial?: No'

If the request for Industrial Zoning

Is it situated away from residential zoning?:

Does it have sufficient access to major transportation routes?:

Please explain your answer:

5. Is the requested zoning district in accordance with the Future Land Use Map in the Comprehensive Plan?: Yes

Please explain your answer: CCS matches the comp plan commercial designation.

6. Is the requested zoning district consistent with the goals and policies in the Comprehensive Plan?: Yes

Please explain your answer:

Please Provide Your Position on the Proposed Special Use Permit: In Favor

1. Would implementation of the proposed Special Use Permit conform to the purposes of the applicable zoning district?: Yes

Comments:

2. Is the requested special use an allowable use in the applicable zoning district and does the special use comply with all other applicable laws, ordinances and regulations of the State and City?: Yes

Comments:

3. Will the proposed special use be compatible with the health, safety and welfare of the public or with land uses in the vicinity of the proposal?: Yes

Comments:

4. Will the proposed special use comply with the goals and policies found within the Comprehensive Plan?: Yes

Comments:

CITY OF POST FALLS
STAFF REPORT

DATE: August 7, 2024

TO: POST FALLS PLANNING AND ZONING COMMISSION

FROM: JON MANLEY, PLANNING MANAGER • jmanley@postfalls.gov • 208-457-3344

SUBJECT: FINAL STAFF REPORT FOR THE AUGUST 13, 2024, P&Z COMMISSION MEETING
MONGEAU MEADOWS 2024 ANNEXATION ANNX-24-3
MONGEAU MEADOWS 1ST ADDITION SUBDIVISION SUBD-24-2

INTRODUCTION:

Ray Kimball, with Whipple Engineering is requesting, on behalf of Wild Horse Investments, the property owner, approval to annex and subdivide approximately 5.8-acres into a total of 21 lots within the City of Post Falls with a zoning request of Single Family Residential (R-1) (Exhibit S-1, Exhibit A-4). The Planning & Zoning Commission must conduct a public hearing and review the proposed zoning as part of the annexation proposal per the Zone Change approval criteria contained in Post Falls Municipal Code Section 18.20.100. Following the public hearing, **the Planning Commission will forward its recommendation on zoning to City Council** for review and final action pertaining to the annexation. The approval criteria for establishing zoning are:

1. Is the proposed zoning district consistent with the Future Land Use Map and Focus Area contained in the currently adopted Post Falls Comprehensive Plan?
2. Is the proposed zoning district consistent with the goals and policies contained in the currently adopted Post Falls Comprehensive Plan that are relevant to the area under consideration.
3. Does the proposed zoning district create a Demonstrable Adverse Impact upon the delivery of services by any political subdivision providing public services within the city.

PROJECT INFORMATION:

Project Name / File Number: Mongeau Meadows 2024 Annexation Landing and Mongeau Meadows Subdivision File No. ANNX-24-3 & SUBD-24-2

Owner(s): Wild Horse Investments, 14899 W. Stub Ave, Rathdrum, ID 83858

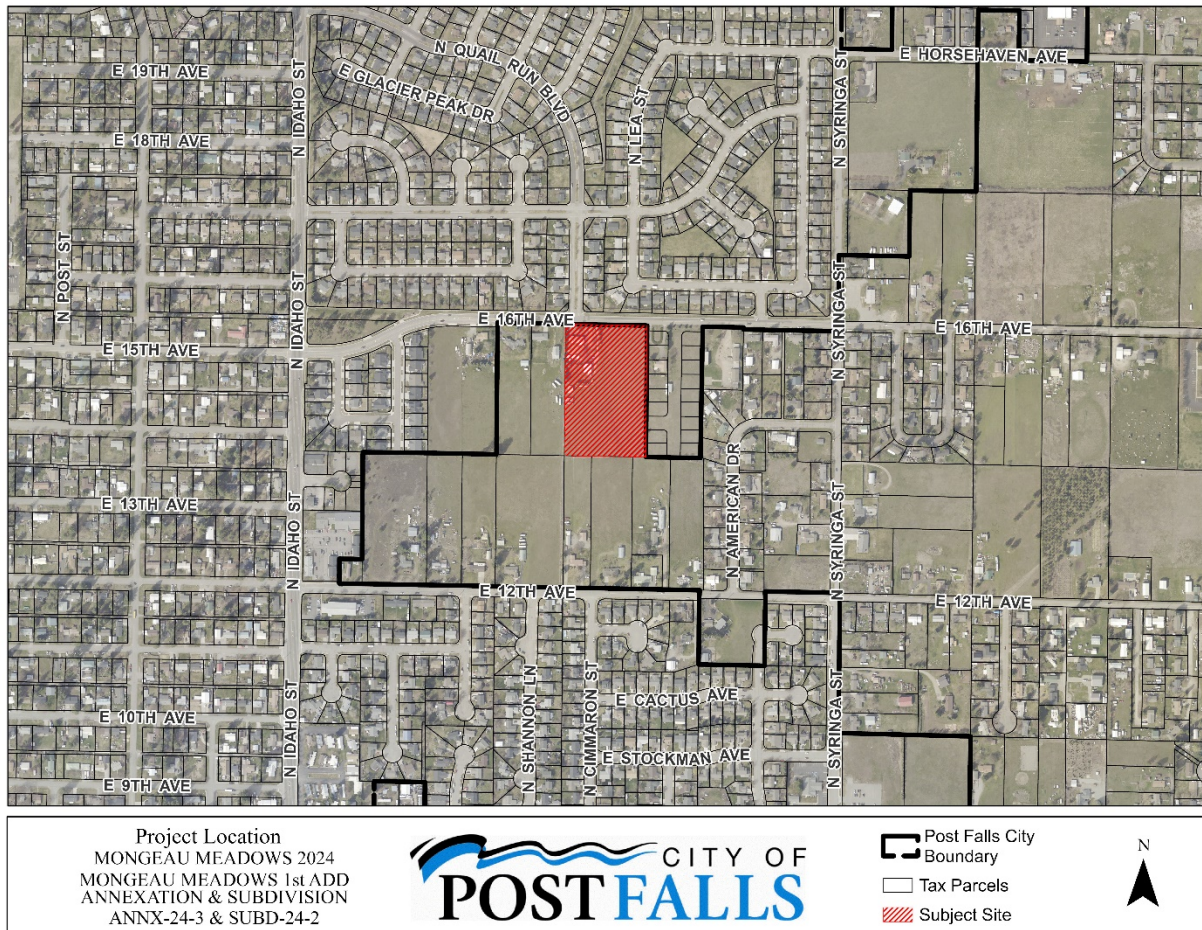
Applicant: Whipple Engineering, 21 S. Pines Road, Spokane Valley, WA 99206

Project Description: Annex and subdivide 5.8-acres into 21 lots within the City of Post Falls with a zoning request of Single Family Residential (R-1).

Project Location: The property is generally located south of E. 16th Ave., between N. Idaho St. and N. Syringa St (south of the intersection of N. Quail Run Blvd. and E. 16th Ave.).

AREA CONTEXT (proposed site hatched red below):

Surrounding Land Uses: Located to the north is an older subdivision in the City of Post Falls. To the east, is a recent annexation and subdivision of Mongeau Meadows. Adjacent and to the west and south are larger lot single family uses in the county.

Area Context Vicinity Map:**EVALUATION OF ZONING APPROVAL CRITERIA:**

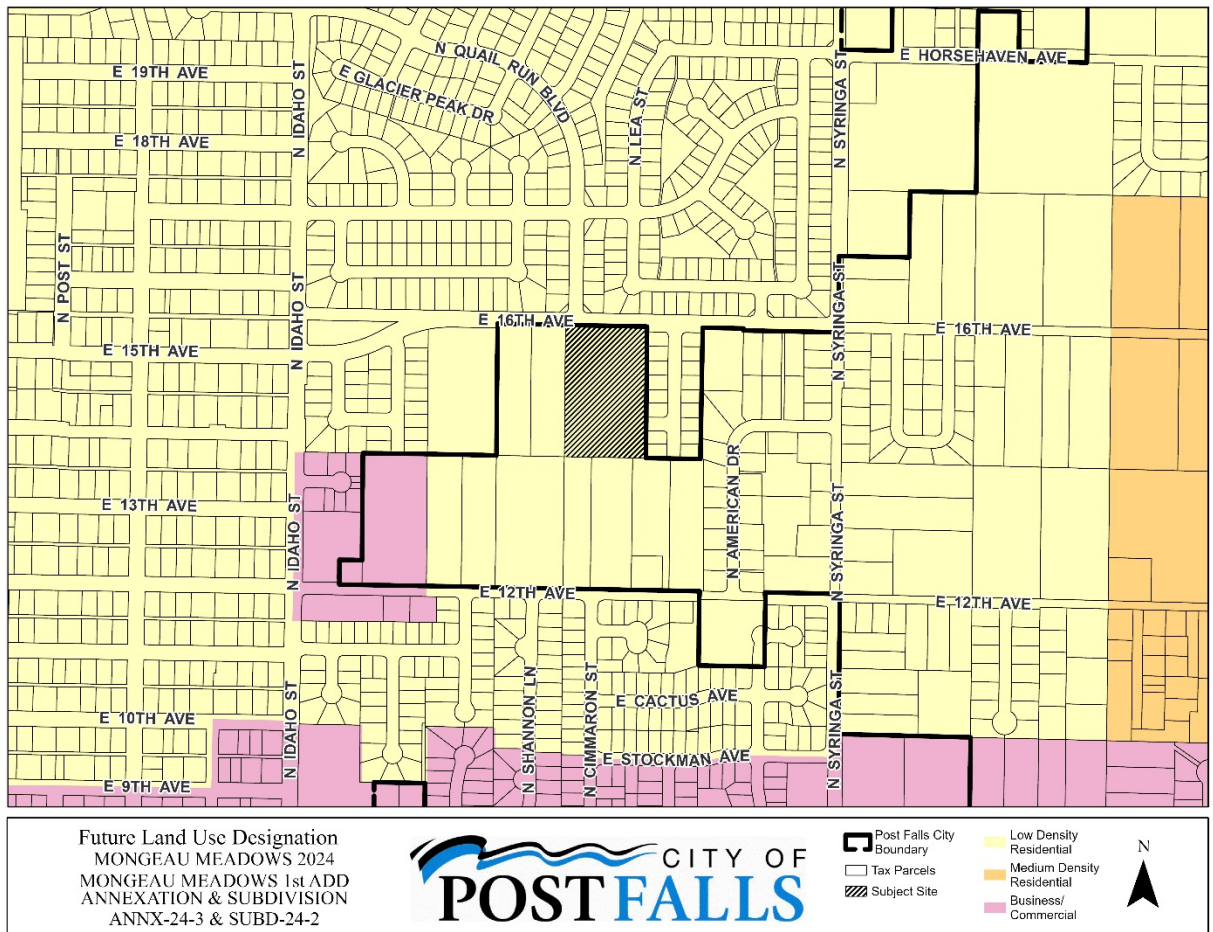
The following section provides the staff analysis pertaining to the Annexation Application and the establishment of zoning. The zone changes review criteria set forth within the Post Falls Municipal Code section 18.20.100 is cited below in **BOLD** with staff comments following. This review criteria provides the framework for decision making for the Planning Commission and City Council.

ZONE CHANGE REVIEW CRITERIA

1. Is the proposed zoning district consistent with the Future Land Use Map and Focus Area contained in the currently adopted Post Falls Comprehensive Plan?

The Future Land Use Map classifies this property with the land use designation of **Low Density Residential** (See Following Image). This category encompasses all types of single-family

residential uses up to eight dwelling units per acre and supports land uses such as parks, schools, and public facilities. Densities may vary as appropriate to location, street, and infrastructure capacities, planned development patterns and compatibility with existing development. The following are the Implementing Zoning Districts: R-1-S, **R-1**, R-2, RM, SC3, Per Focus Area.



The proposed annexation is located within the Central Island Focus Area, which states the following:

A particular challenge for Post Falls has been the incorporation of "county islands" into City Limits, particularly in this portion of town. A mix of agricultural uses and large-lot single-family uses has remained in place for decades, resistant to surrounding development pressures. As it transforms over time, challenges will include struggles to match and blend street network design and connections, ensure land use compatibility, and orchestrating improvements to utility systems. Successful development of this area and incorporation into City Limits will likely rely on incentives rewarding developers with higher density or modified design standards in exchange for forward-thinking integration of the land into its surrounding context. This area could benefit from a sub-area transition plan to ease the incorporation of these "county islands" into City Limits.

Staff Comment: The proposed single family residential (R-1) zone is near other R-1 zones and is consistent with the focus area above regarding "county islands".

2. Is the proposed zoning district consistent with the goals and policies contained in the currently adopted Post Falls Comprehensive Plan that are relevant to the area under consideration;

Goals and Policies (listed by policy number) that may be relevant to this annexation request are shown below, followed by staff comments.

The following goals may or may not assist with this zone change request.

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 with a supportive housing stock within City limits.

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. Supporting this goal, a diverse set of policies have been provided, including encouraging attractive, pedestrian-friendly development, provision of diverse housing types, parks facilities, and neighborhood-scale commercial services.

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. Consequently, the Comprehensive Plan supports the allocation of land use types, parks features and other areas sufficient to achieve overall plan objectives.

Goal 12: Maintain the City of Post Falls’ long-term fiscal health.

Services that cities provide cannot be sustained without fiscal balance and accountability. This goal serves to anchor the City of Post Falls’ obligation to sustain its fiscal health – achieved through the gathering of income in responsible, equitable ways, and through decisions, investments and actions that provide ratepayers with efficient, effective services now and in the future.

Goal 14: Involve the community of Post Falls in all local government planning and decision-making.

The development of the Comprehensive Plan is community-driven, involving numerous residents including some representing large groups of residents. For plans to succeed, community buy-in and support is critical. Future conditions will certainly require the creation of new objectives and strategies, and this goal supports keeping residents highly involved in such work.

The following policies may or may not assist with this zone change request.

Policy 1: Support land use patterns that:

- Maintain or enhance community levels of service.

Staff Comment: Impact Fees are paid at the time of permit issuance to assist in mitigating impacts and maintain/enhance community levels of service.

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

Staff Comment: Additional housing may help further long-term fiscal health of the City by supporting both the Industrial and Commercial uses by supporting employment and commerce objectives. Providing housing closer to services provided by the City may be considered more beneficial.

- Maintain and enhance resident quality of life.

Staff Comment: Annexing this property in the City may assist improving the resident's quality of life through further development. Being in a county island, much of the area has county roads without urban improvements such as sidewalks and multi-use trails, which may be a less than desirable scenario compromising public safety. Annexation and upon development could help enhance quality of life through providing improvements that are lacking in this area. Additionally, there are numerous commercial and medical uses that are approximately $\frac{3}{4}$ mile to 1-1/4 miles from this site.

- Promote compatible, well-designed development.

Staff Comment: Development will be required to meet City design standards.

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

Staff Comment: Transportation impacts, sewer and water capacity are reviewed by City staff. Any anticipated inadequacies identified are addressed and/or have a plan on how to be brought into compliance with the relevant agreements and city processes through the public hearing process and land use action proposals.

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

- Future land use mapping.

Staff Comment: This has been addressed in Criteria 1.

- Compatibility with surrounding land uses.

Staff Comment: Existing use, currently for the subject site, is single-family residential and would be compatible with the surrounding residential subdivisions. The request of R-1 would be compatible with the surrounding single-family homes.

- Infrastructure and service plans.

Staff Comment: Sanitary Sewer for the site is located in the adjacent subdivision to the east, Mongeau Meadows, in Healy Avenue. The requested zoning is in conformance with the land use assumptions within the City's Water Reclamation Master Plan. The City's Water Reclamation System has the capacity to provide service and the City is willing to serve to the property at the requested density. Existing capacity is not a guarantee of future service.

The property is not subject to any Local Improvement Districts (LID's), Subsequent User Agreements or Sewer Surcharges.

The Site is currently provided water service from the City of Post Falls. Existing mains are in the adjacent subdivision to the east, Mongeau Meadows, in Healy Avenue and in 16th Avenue. The requested zoning is in conformance with the land use assumptions

within the City's Water Master Plan. The City's Water System has the capacity to provide service and the City is willing to serve to the property at the requested density. Existing capacity is not a guarantee of future service.

- Existing and future traffic patterns.

Staff Comment: The property's northern boundary is adjacent to 16th Avenue, a classified Major Collector roadway that connects to Idaho Street (Minor Arterial) ¼ mile to the west. Additional rights-of-way dedication would be required with annexation, along with dedication of a sidewalk, drainage, and utility easement, complying with adopted City Design Standards:

The intersection of 16th Ave. / Idaho Street is identified in the City's Impact Fee Capital Improvement plan for a future traffic signal. The signal will be installed when traffic warrants are met; based on traffic volumes, intersection safety and delay.

16th Avenue – Major Collector, 85-foot road rights-of-way, as measured from the existing northern rights-of-way line for 16th Avenue. Along with a 10-foot sidewalk, drainage, and utility easement to be provided adjacent to the dedicated rights-of-way.

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

Staff Comment: The response to this is embedded within the analysis of this staff report.

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

Staff Comment: This site would be considered a compatible infill development area and within the exclusive tier of the Area City Impact. Having this approved to be incorporated into the City may help meeting this policy.

Policy 9: Encourage annexation of County "islands" within the City, with priority given to areas:

- Surrounded by incorporated areas.

Staff Comment: The site is currently within a County "island".

- That have readily available service infrastructure and capacity.

Staff Comment: The City of Post Falls is the purveyor for Sanitary Sewer and water. Sanitary sewer and water infrastructure is located adjacent to the property. The City has capacity and is willing to provide service to the site.

16th Avenue is a classified Major Collector with constructed urban improvements to the east and west. Dedications of rights-of-way and easement would aid in accommodating the completion of missing improvements within the county island section.

- That support increased development intensity near the urban core.

Staff Comment: The site size and requested zoning would limit the intensity for development and is located approximately $\frac{3}{4}$ to 1-1/4 miles from commercial and medical services along Mullan Avenue.

Policy 14: Follow all annexation procedures established by Idaho State Statutes and applicable City ordinances.

Staff Comment: Idaho State Statutes and City ordinances associated with annexations have been followed.

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 Single-Family Residential (R-1) zoning may provide for future development of diverse housing for all ages, incomes, and abilities with diversified housing opportunities.

Policy 24: Plan for and protect transportation corridors from encroachment and preserve adequate rights-of-way for future corridors including utility facilities.

Staff Comment: Additional rights-of-way and easement would need to be provided as part of annexation. Annexation shall include all rights-of-way adjoining the site and currently within the County.

Policy 26: Maintain and improve the continuity of sidewalks, trails, and bicycle paths in Post Falls.

Staff Comment: Upon the development of the site, frontage improvements will be required to be completed. This allows for continuity of pedestrian pathways along E. 16th Avenue.

Policy 33: Annexation should help implement Post Falls' transportation plans, enabling completion or preserving continuity of circulatory patterns for roads and pedestrian ways.

Staff Comment: Upon the development of the site from a subdivision, roadway and pedestrian improvements will be required to be completed. This allows for continuity of roadways and pedestrian pathways.

Policy 45: Guide annexation decisions guided by and considering:

- Master plans for water, sewer, transportation, parks, schools, and emergency services.

Staff Comment: Compliance with associated master plans has been outlined

previously within this staff report. Schools and emergency services have been notified of this request and have been given the chance to comment on the request.

- Provision of necessary rights-of-way and easements.

Staff Comment: Dedication of additional rights-of-way and associated easements have been previously addressed and will be described as part of the annexation agreement.

- Studies that evaluate environmental and public service factors.

Staff Comment: No known environmental studies have been conducted however Panhandle Health District and the Department of Environmental Quality have been notified of this request and have been given the chance to comment on the request. Per Idaho Code, no Interstate pipelines are located within 1,000 feet of the proposed annexation and subdivision. The requested zoning is in conformance with the land use assumptions within the City's Water Reclamation Master Plan. The City's Water Reclamation System has the capacity to provide service and the City is willing to serve to the property at the requested density. Existing capacity is not a guarantee of future service.

- Timing that supports orderly development and/or coordinated extension of public services.

Staff Comment: The property is abutting the City of Post Falls on three (3) sides. Utilities are located adjacent to the property and capable of providing service to the property. The City of Post Falls currently maintains and operates the water and water reclamation facilities adjoining the site.

Rights-of-way of 16th Avenue, adjacent to the site, are owned and maintained by the City of Post Falls. Urban transportation improvements exist along 16th Avenue to the north and east.

Annexation of the property would create no net increase in the operational and maintenance costs of the adjoining City infrastructure.

- Comprehensive plan goals and policies.

Staff Comment: The response to this is embedded within the analysis within this section.

Policy 71: Promote the planting and protection of trees citywide, helping.

Staff Comment: Frontage improvements associated with future development, including the planting of street trees and adequate irrigation, are required. Policy 71 will be met through these plans as existing trees are assessed and any new proposed trees to help identify the

below bulleted items.

- Beautify and enhance community value.
- Provide shade and comfort.
- Affirm the city's association with the outdoors and its historic origins.
- Provide wildlife habitat.

Policy 72: Support and participate in efforts to protect the high quality of water from the Rathdrum Prairie Aquifer, which provides the existing and future municipal water supply.

Staff Comment: All development associated with this proposal will be connected to municipal wastewater systems and will not utilize a septic system. With site redevelopment, existing septic systems will be removed from service. Stormwater management will be reviewed through the subdivision review process.

3. Does the proposed zoning district create a Demonstrable Adverse Impact upon the delivery of services by any political subdivision providing public services within the city.

Staff Comment: There have been no identified "Demonstrable Adverse Impact upon the delivery of services by any political subdivision providing public services within the city" at this point in time.

SUBDIVISION REVIEW CRITERIA (Post Falls Municipal Code Title 17.12.060, Subsection H):

No subdivision shall be approved from the planning and zoning commission unless findings and conclusions are made that:

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.

Staff's Response: Water service to the project will be provided by the City of Post Falls. With development of the site in conformance with City Standards and guiding Master Plans, the City of Post Falls has the capacity and willingness to serve this site.

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

Staff's Response: The City of Post Falls has adequate capacity to provide service to the subdivision as proposed with development of the site in conformance with City Standards and guiding Master Plans. Existing septic systems will be required to be abandoned, in conformance with Panhandle Health requirements, and remaining structures connected to the City's Water Reclamation system.

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

Staff's Response: The subdivision and proposed layout accommodate connectivity and will not have a negative impact on the local transportation system. An emergency services access is proposed to access 16th Ave. towards the western limits of the

project. The roadways shall dedicate rights of way and easements and be constructed to the roadway standards as outlined within the City Transportation Master Plan.

- Internal streets – local residential, 32-foot width
- 16th Avenue – Major Collector Roadway, southern curb and pedestrian improvements to match improvements to the east.

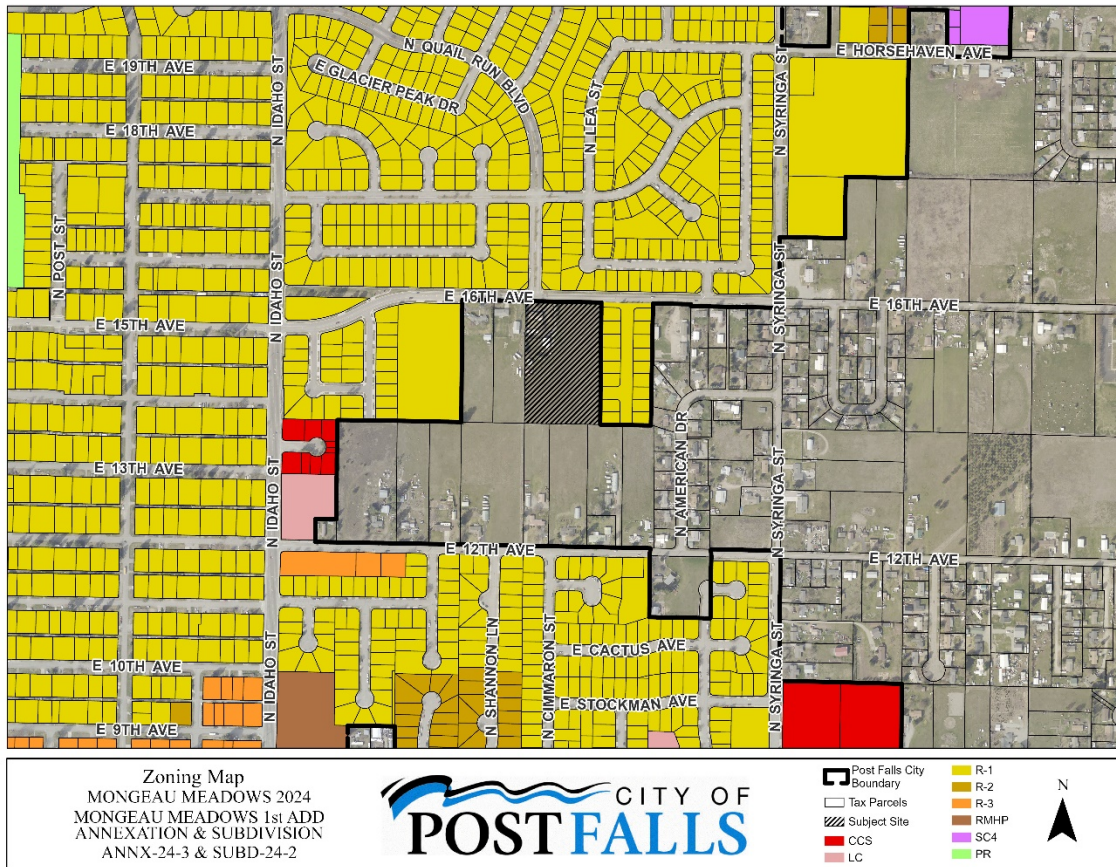
Roadway illumination, ADA ramps and roadway markings / signs shall comply with City Standards.

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.

Staff's Response: There are no soil or topographical conditions which have been identified as presenting hazards.

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

Staff's Response: The applicant is also requesting annexation into the City and the requested zoning for this subdivision is appropriate based on the existing land use in the general area (refer to zone change review criteria above). The subdivision and proposed lots conform to the requirements of Title 17 (Subdivisions) and Title 18 (Zoning).



6. The developer has made adequate plans to ensure that the community will bear no more than its fair share of 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.

Staff's Response: Impact fees will be assessed on individual building permits to assist in mitigating the off-site impacts to parks, public safety, and streets.

OTHER AGENCY RESPONSE & RECEIVED WRITTEN COMMENTS:

- Exhibit PA-1: Post Falls School District commented as Neutral.
- Exhibit PA-2: Kootenai County Fire & Rescue will coordinate at time of development.
- Exhibit PA-3: Philips 66 (YPL) commented as "No Impact" to their infrastructure.
- Exhibit PA-4: Post Falls Police Department commented as neutral.
- Exhibit PA-5: Department of Environmental Quality Commented a no environment impact.
- Exhibit PA-6: Post Falls Highway District had no comment.

Agencies Notified:

Post Falls Post Office	PF Park & Rec	East Greenacres Irr. 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

ITEMS TO BE CONSIDERED FOR INCLUSION IN AN ANNEXATION AGREEMENT:

1. Dedication of Rights-of-way and easements along 16th Avenue
 - a. 85-foot right-of-way (measured from existing northern rights-of-way line of 16th Avenue)
 - b. 10-foot sidewalk, drainage, and utility easement

MOTION OPTIONS: The Planning and Zoning Commission must provide a recommendation of zoning to City Council along with an evaluation of how the proposed development does/does not meet the required evaluation criteria for the requested annexation. Accompanying the annexation is the proposed Subdivision, which the Planning and Zoning Commission shall approve as presented, make an approval with conditions or modifications, or disapprove the proposed Subdivision. Should the Commission need additional information or wish to hear additional testimony, it may wish to move to continue the public hearing to a date certain. If the Commission has heard sufficient testimony but needs additional time to deliberate and make a recommendation, it may close the public hearing and move the deliberations to a date certain.

FINDINGS & CONCLUSIONS: The Planning & Zoning Commission should adopt Findings and Conclusions when forming a reasoned decision. Staff proposes the following conditions upon a potential recommendation of approval of the proposed Millsap Landing Subdivision. The Commission may adopt additional conditions from review of the application or from discussion at the Commission meeting.

SUBDIVISION CONDITIONS: Should the Planning & Zoning Commission move to recommend approval; staff proposes the following conditions:

1. This subdivision may only be approved subject to annexation approval.
2. Corrections and additions, if any, to the Subdivision requested by staff and/or the Planning & Zoning Commission should be completed by the applicant and reviewed by staff prior to approval by the City Council.
3. A Master Development Agreement shall be prepared by staff, reviewed, and approved by the City Council, and signed by the parties prior to commencement of any construction.
4. The proposed subdivision must be completed in a single phase.
5. A Construction Improvement Agreement shall be prepared and executed prior to commencement of construction for the subdivision.

6. Submitted Preliminary Plans were reviewed from a conceptual basis only and reflected only the Phase I construction. Final construction plans of the streets and utilities shall be reviewed and approved by the Engineering Division prior to any street or utility construction. Such plans shall also include driveway approaches and location of proposed mailboxes. Construction limits shall correspond with the improvements indicated on the Preliminary Plat.
7. Except where an exception is granted, all streetlights, roadways and City owned utilities shall be designed and constructed in accordance with City standards. The application did not request any exceptions from City Code or Design Standards.
 - 16th Avenue – Major Collector
8. Direct access from residential lots to 16th Avenue shall be prohibited on the face of the plat, with the exception of Lot 15.
9. The driveway approaches for Lot 15 shall be configured to meet City Design Standards and maintain “looped” operation.
10. A Homeowners Association (HOA) shall be formed to maintain the common right-of-way frontage along 16th Avenue; including all landscaping, irrigation and removal of snow from sidewalks and trails.
11. Existing structures identified to remain shall pay appropriate capacity fees, connect to the City sewer system and remove existing septic systems in conformance with Panhandle Health requirements.

ATTACHMENTS:**Applicant Exhibits:**

Exhibit A-1a	Annexation Application
Exhibit A-1b	Subdivision Application
Exhibit A-2	Annexation/Subdivision Narrative
Exhibit A-3	Vicinity Map
Exhibit A-4	Preliminary Plat
Exhibit A-5	Auth Letter

Staff Exhibits:

Exhibit S-1	Vicinity Map
Exhibit S-2	Zoning Map
Exhibit S-3	Future Land Use Map

Testimony:

Exhibit PA-1	Post Falls School District Comment
Exhibit PA-2	Kootenai County Fire & Rescue Comment
Exhibit PA-3	Philips 66 (YPL) Comment
Exhibit PA-4	Post Falls Police Department Comment
Exhibit PA-5	Department of Environmental Quality Comment
Exhibit PA-6	Post Falls Highway District Comment

Annexation ·

501 – MONGEAU MEADOWS 2024

📅

Expiration Date

Active

Request Changes

(/#/explore/request-changes/50406)

⋮

ANNX-24-3

Details

Submitted on Jun 3, 2024 at 11:58 am

Attachments

11 files

Activity Feed

Latest activity on Jun 26, 2024

Applicant

Raymond Kimball

👥

2

Location

Point Location: 47.7228, -116.9314

View

▼

Edit Workflow

✓

GIS Review

Completed Jun 17, 2024 at 11:14 am

📅

Due: 06/10/2024

BF

✓

Completeness Review

Completed Jun 18, 2024 at 10:21 am

📅

Due: 06/10/2024

CITY OF POSTFALLS

✓

Completeness Review

Skipped Jun 17, 2024 at 10:18 am

📅

Due: 06/10/2024

↓

Application Fee

Paid Jun 19, 2024 at 4:57 am

https://postfallsid.workflow.opengov.com/#!/explore/records/50406/react-form-details/50406

Exhibit A-1a

Page 10 of 10

Subdivision Application · 498 – MONGEAU MEADOWS 1ST ADDITION

 **Expiration Date**

Active

Request Changes
(/#/explore/request-changes/50409)



SUBD-24-2



Details
Submitted on Jun 3, 2024 at 11:59 am



Attachments
7 files



Activity Feed
Latest activity on Jun 28, 2024



Applicant
Raymond Kimball



Location
Point Location: 47.7227, -116.9315

View ▼

Edit Workflow



Completeness Review
Completed Jun 18, 2024 at 10:21 am

 Due: 06/10/2024 



Completeness Review
Skipped Jun 17, 2024 at 10:18 am

 Due: 06/10/2024 



Completeness Review
Completed Jun 18, 2024 at 7:59 am

 Due: 06/10/2024 

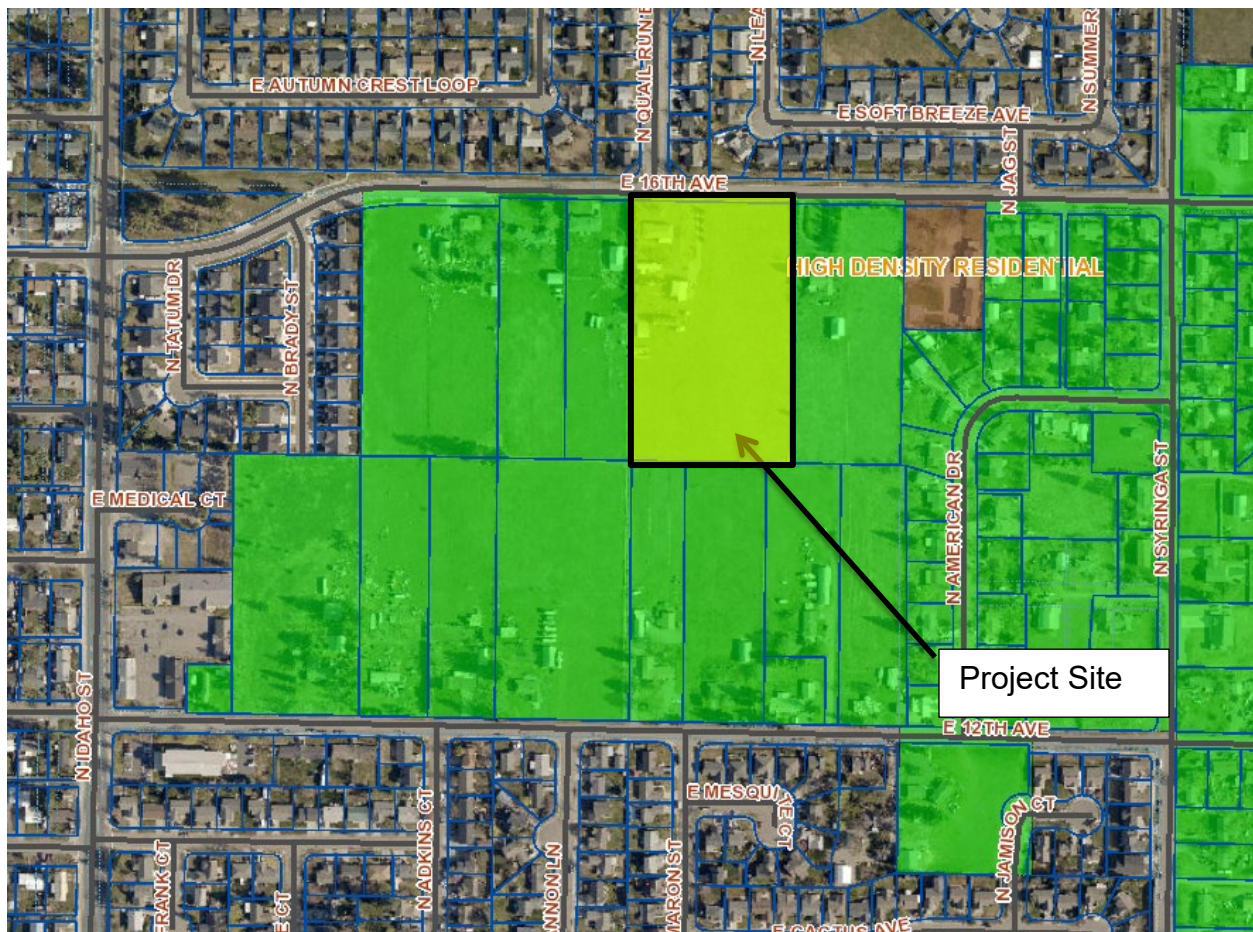


Application Fee
Paid Jun 19, 2024 at 4:59 am



Mongeau Meadows 1st Addition Annexation/Subdivision

The site of the proposed annexation is located in the Southwest ¼ of Section 35, T51N, R5W at 1138 E. 16th Ave. The property consists of one parcel with an existing home and several outbuildings. The applicant is requesting a City R-1 zoning and subdivision into 21 single family lots. See below for a Vicinity Map.



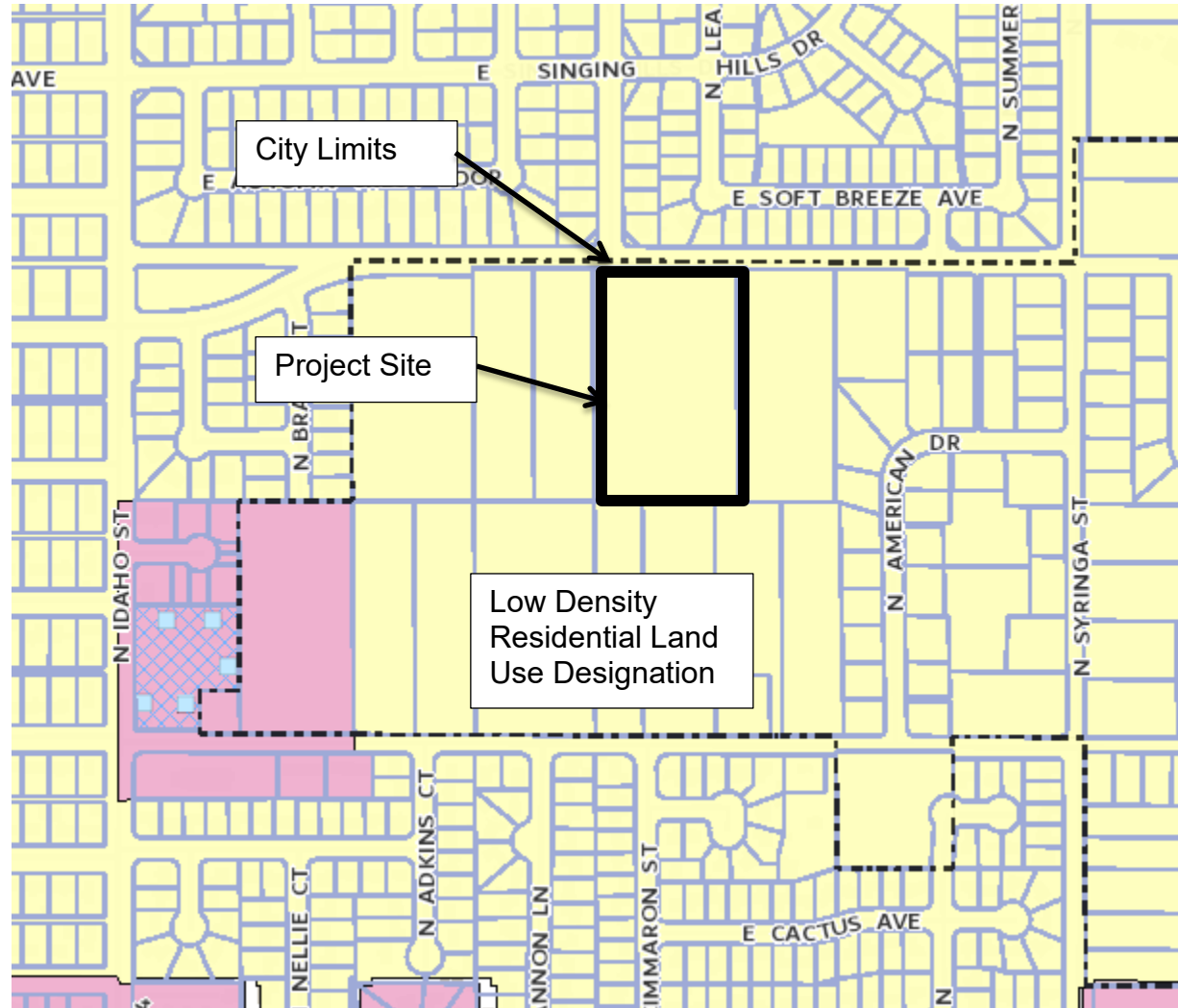
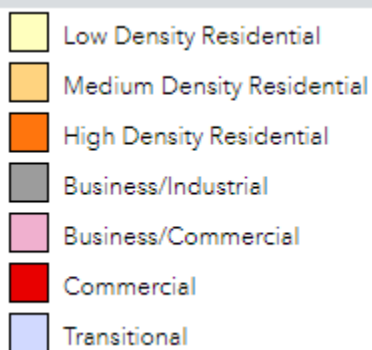


Figure 2: Future Land Use Map



Zoning:

As shown on the future land use map, the property has a low density residential land use designation. This is consistent with the surrounding development patterns and annexation into the City with an R-1 Zoning is consistent with both the surrounding zoning as well as the future land use map.

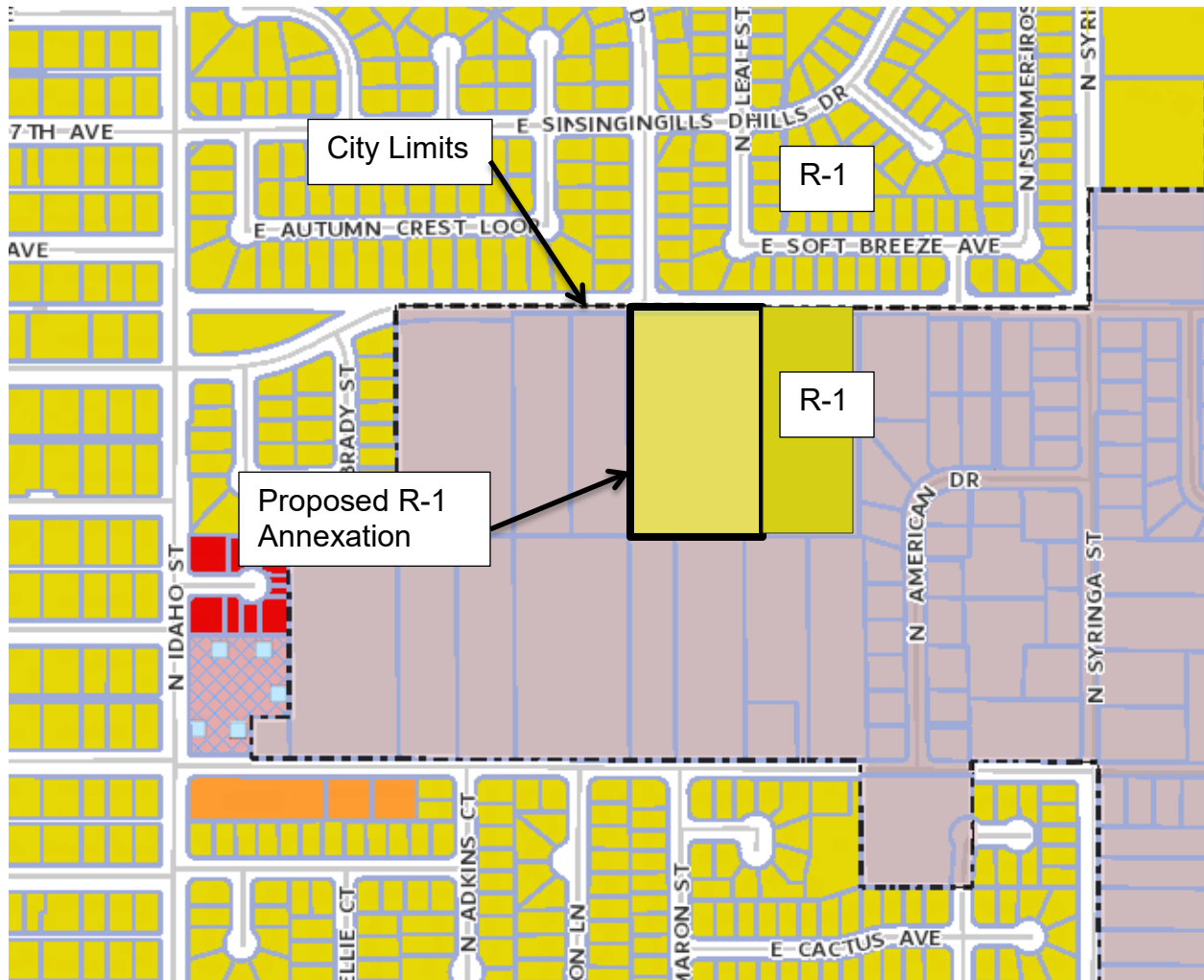


Figure 3: Zoning Map

When residential zoning is considered, it's important to consider both the existing and future surrounding environment. The existing single family residential subdivision to the north of the property has lot sizes in conformance with the R-1 zoning and the county property to the west of the subject site will likely follow suit at some time in the future. The single family subdivision to the east is compatible as well.

Utilities and Access:

Primary access to this property will be from Mongeau Street which tees into 16th Ave. Connectivity to the south and west is provided with the extension of Mongeau Street and Healy Street. Both streets are considered local access streets. 16th Avenue is considered collector streets within the City's Transportation Master Plan and will be widened accordingly.

Both water and sewer mains are located in 16th Avenue. The Sewer will be extended into the project via Healy Ave. A water main is also located in Healy Avenue and will provide domestic water to the property. Water and sewer extensions will be stubbed to the south and west for future development. Dry utilities are also located on the property and available to serve any future development on site.

Subdivision:

As shown on the attached subdivision plan, the proposed subdivision will result in 21 single family residential lots. The lots range in size from a minimum of 6,642 sf to a maximum of 13,273 sf with the average size in the neighborhood of 8,655 sf, and all lots meet the dimensional requirements of the R-1 zoning. Healy Ave will extend west and McKelvy Lane will extend to the west. This will provide important connectivity to the adjacent undeveloped parcels and will allow for them to develop in the future should the land owners decide to do so. Right of way for the widening of 16th Avenue will be dedicated and either improved or cashed out at the City's discretion.

As mentioned above, water and sewer are both immediately available and of adequate capacity to serve the proposed subdivision. There is approximately 6-10 feet of relief across the site, which will yield relatively flat lots for single family construction.

Comprehensive Plan Analysis:

This property is located within the Central Island focus area, which is a "County Island" completely surrounded by the City. This area has long been a challenge for the City and is considered a priority for annexation and is considered infill. The future land use map designates this area to be Low Density Residential which encompasses all types of single family residential uses. The requested R-1 zone is an implementing zoning district in Low Density Residential.



The proposed annexation and subdivision complies with the City's adopted comprehensive plan as follows (*policy goal in italics*):

Land Use:

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

The proposed R-1 single family zoning and subdivision is intended to provide a safe and vibrant neighborhood ideal for the residents of Post Falls. Sidewalks will provide a safe pedestrian environment, and the connection of the streets to adjoining properties will allow for this neighborhood to grow in an orderly manner. Impact fees collected at building permit will provide for acquisition and construction of parks, off site transportation infrastructure, and public safety needs.

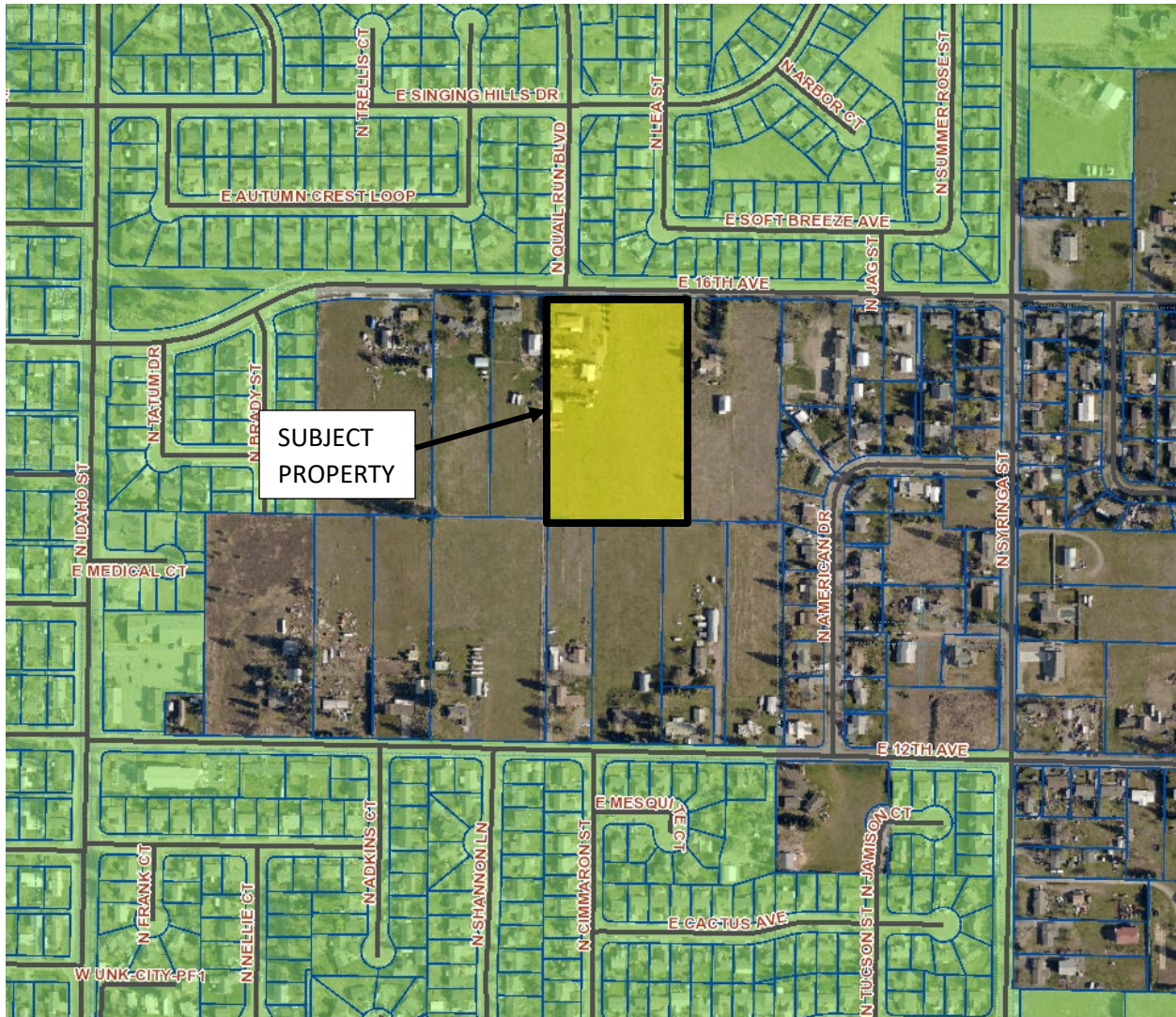
G.07. Plan for and establish types and quantities of land uses in Post Falls supporting community needs and the City's long-term sustainability.

The residential housing mix in Post Falls is very diverse, but currently extremely limited in availability. A shortage in available and developable land coupled with an increase in demand has resulted in a sharp increase in home prices. High prices and limited availability make it difficult for the City to attract high paying employers to our community. Development of this property will increase the supply of available lots/homes which in turn supports the community need for mid-range housing.

Conclusion:

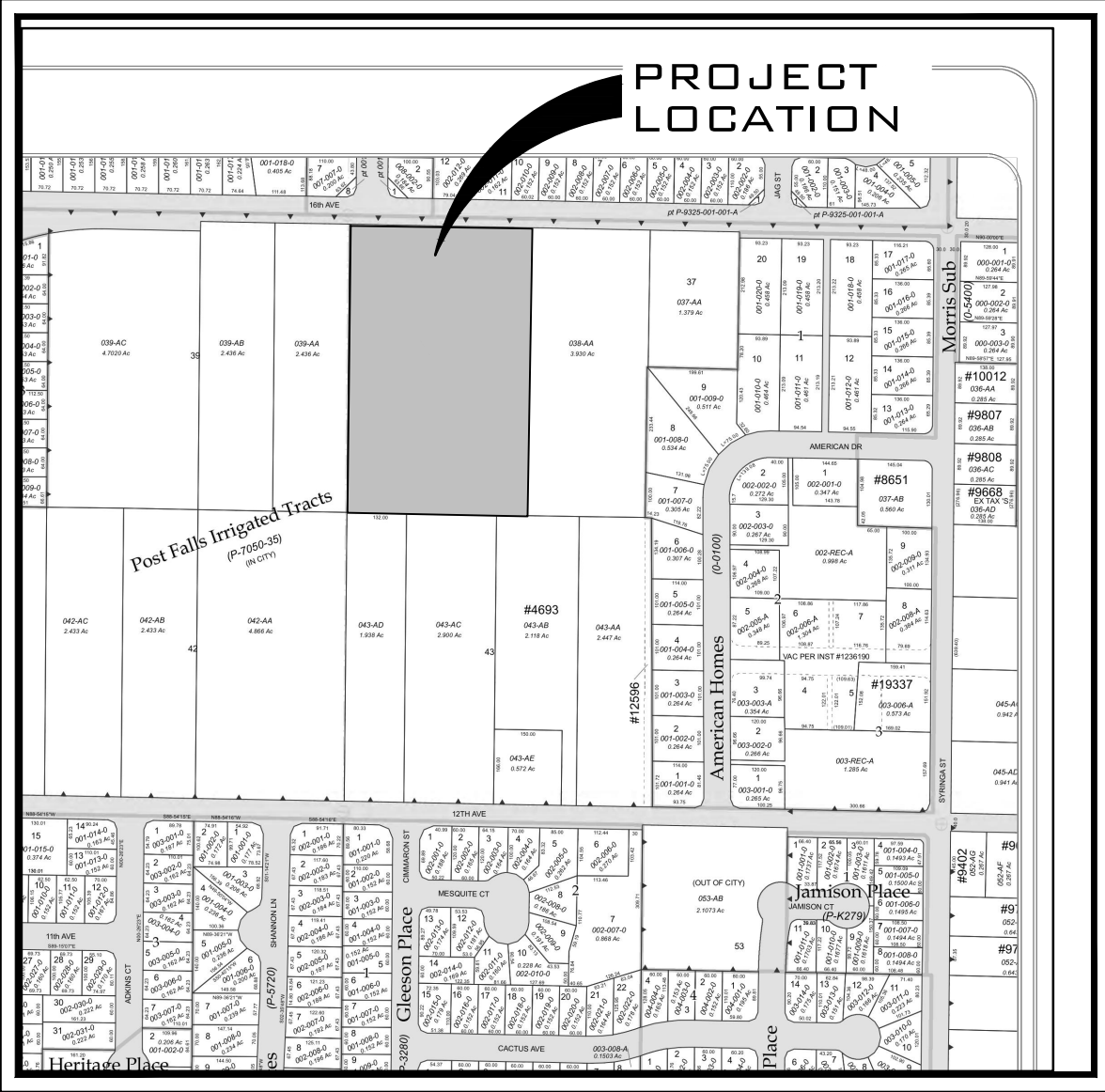
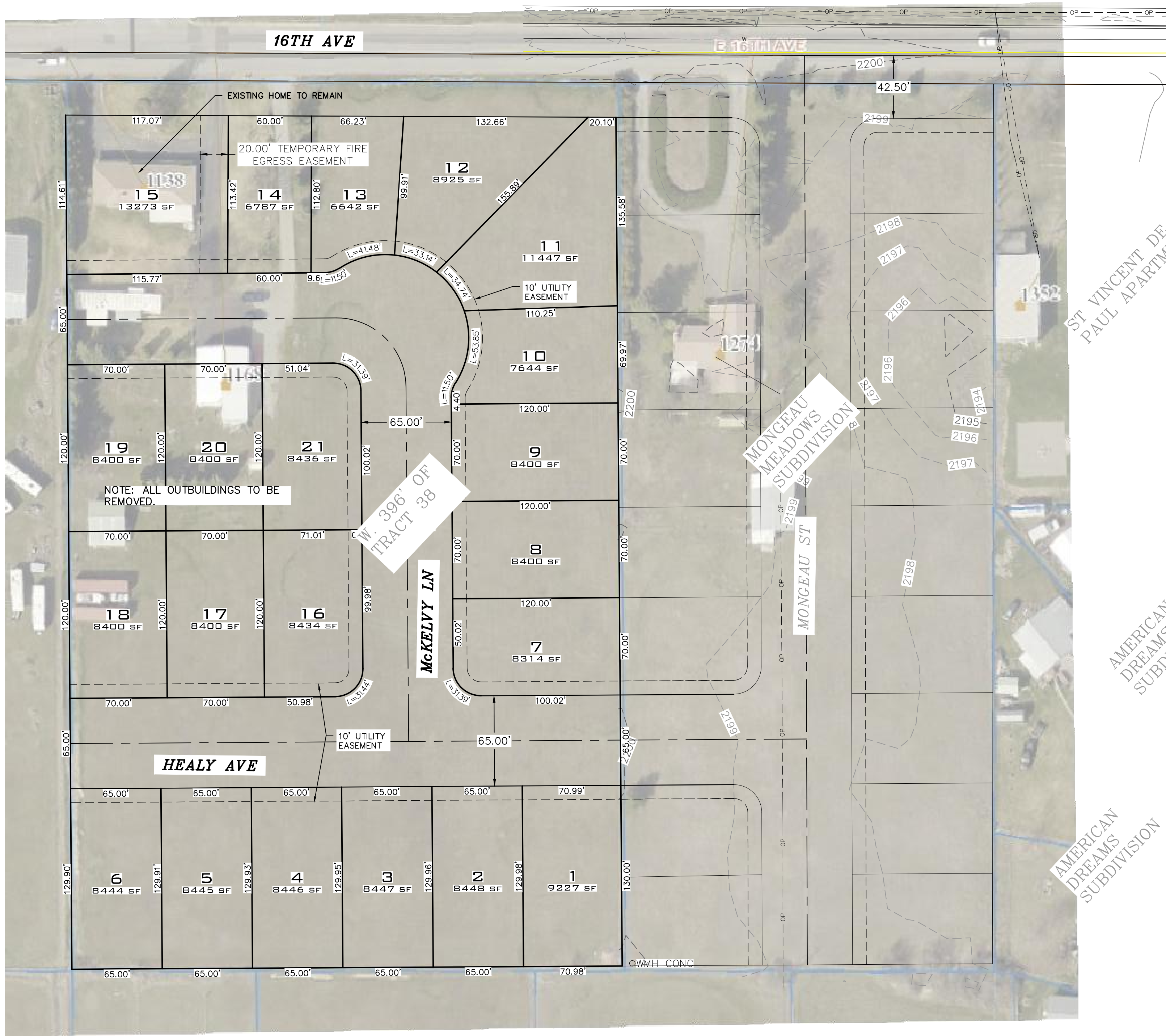
The proposed annexation and subdivision are both supported by the comprehensive plan as outlined in this narrative and the proposed subdivision meets the requirements of the City's subdivision ordinance, therefore we are requesting approval of the annexation and subdivision of the property as presented.

Vicinity Map



SW 1/4, SECTION 35, T. 51 N., R. 5 W., B.M.

MONGEAU MEADOWS 1ST ADDITION
PRELIMINARY SUBDIVISION PLAN
LOCATED IN THE SW 1/4 OF
SEC 35, TOWNSHIP 51N, RANGE 05W, B.M.
CITY OF POST FALLS, KOOTENAI COUNTY, IDAHO



VICINITY MAP

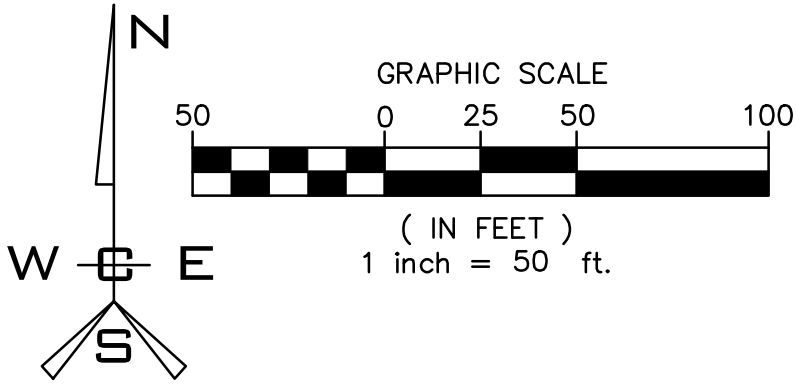
SITE DATA TABLE	
GENERAL DESIGN DATA	
PARCEL NUMBERS	0-6360-35-038-AB
EXISTING ZONING	COUNTY AG-SUBURBAN
PROPOSED ZONING	R-1
PROJECT AREA (ac)	5.81
NUMBER OF LOTS	21
MAXIMUM LOT AREA (SF)	13,273
MINIMUM LOT AREA (SF)	6,642
PROPERTY DENSITY (lots/ac)	3.61
AVERAGE LOT AREA (SF)	8,655
DOMESTIC WATER	CITY OF POST FALLS
SANITARY SEWER DISPOSAL	CITY OF POST FALLS
FIRE DEPARTMENT	KCFR
DATUM	NAVD 88
ELECTRIC PROVIDER	AVISTA
GAS PROVIDER	AVISTA
OTHER PURVEYORS	TO BE DETERMINED

ENGINEERING (CONTACT)
THIS PRELIMINARY PLAT WAS
PREPARED BY:
WHIPPLE CONSULTING ENGINEERS
21 S. PINES ROAD
SPOKANE VALLEY, WA 99216
PHONE: 509-893-2617
CONTACT: RAY KIMBALL, PE/PLS

OWNER
WILD HORSE INVESTMENTS, LLC
14899 W. STUB AVE
RATHDRUM, ID 83858
MIKE STEGMANN

LEGAL DESCRIPTION
THAT PORTION OF LAND LOCATED IN THE SOUTHWEST 1/4 OF
SECTION 35, TOWNSHIP 51 NORTH, RANGE 5 WEST, BOISE
MERIDIAN, KOOTENAI COUNTY, IDAHO MORE PARTICULARLY
DESCRIBED AS FOLLOWS:

THE WEST 396 FEET OF TRACT 38, BLOCK 35, POST FALLS
IRRIGATED TRACTS, ACCORDING TO THE PLAT RECORDED IN BOOK
C OF PLATS, PAGES 78, 79, AND 80, RECORDS OF KOOTENAI
COUNTY, IDAHO;



NAVD - 88
BENCHMARK:

- LEGEND**
- FOUND MONUMENT AS NOTED
 - ✱ SECTION CORNER
 - ✱ SECTION QUARTER CORNER

NO.	DATE	BY	REVISIONS

PREPARED BY WHIPPLE CONSULTING ENGINEERS 5/7/24
RAY KIMBALL, P.E.

SCALE:
HORIZONTAL:
1"=50'
VERTICAL:

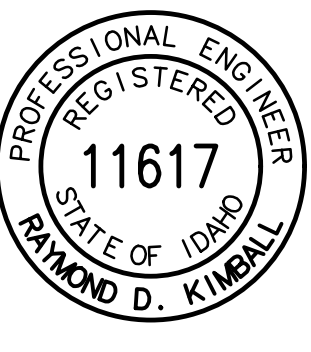
PROJ #: 24-3769
DATE: 5/31/24
DRAWN:
REVIEWED: RDK

- CIVIL
- STRUCTURAL
- SURVEYING
- TRAFFIC
- PLANNING
- LANDSCAPE
- OTHER



MONGEAU MEADOWS
1ST ADDITION PRELIMINARY PLAT
16TH AVE
POST FALLS, ID

City of Post Falls
Approval
Approved By: _____
City Engineer Date



SHEET
1 OF 2
JOB NUMBER
24-3769

May 30, 2024

Re: 1138 E 16th Ave / Mongeau Meadows 1st Add

To Whom It May Concern:

Ray Kimball of Whipple Consulting Engineers has my authorization to apply for and discuss land use application on my behalf.

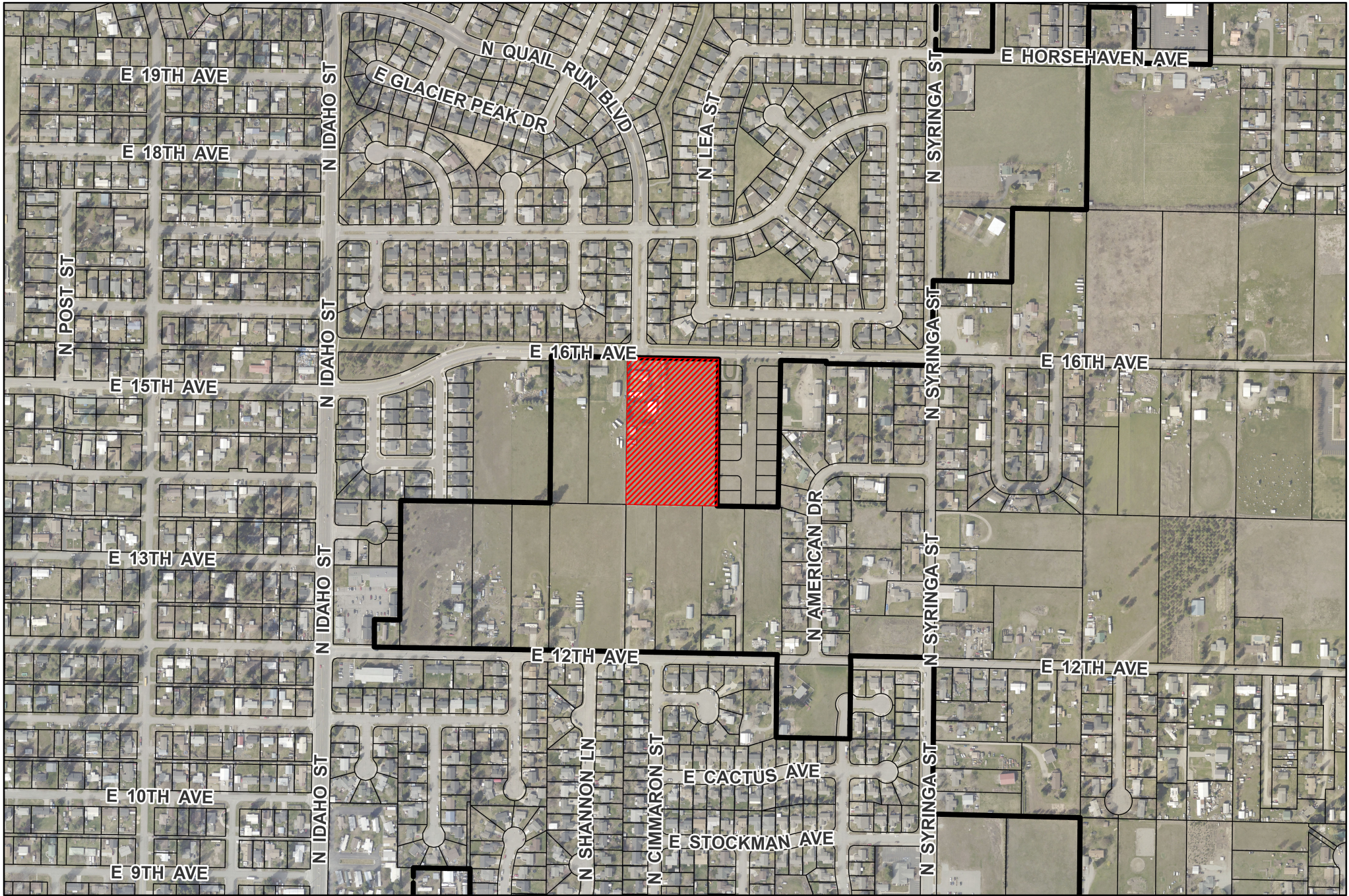
If you have any questions please feel free to contact me.

Wild Horse Investments, LLC

A handwritten signature in blue ink, appearing to read "Michael D Stegmann", with a long horizontal flourish extending to the right.

By: Michael D Stegmann
14899 W Stub Ave.
Rahtdrum, ID 83858

314-753-6622
mike@stegmanns.us

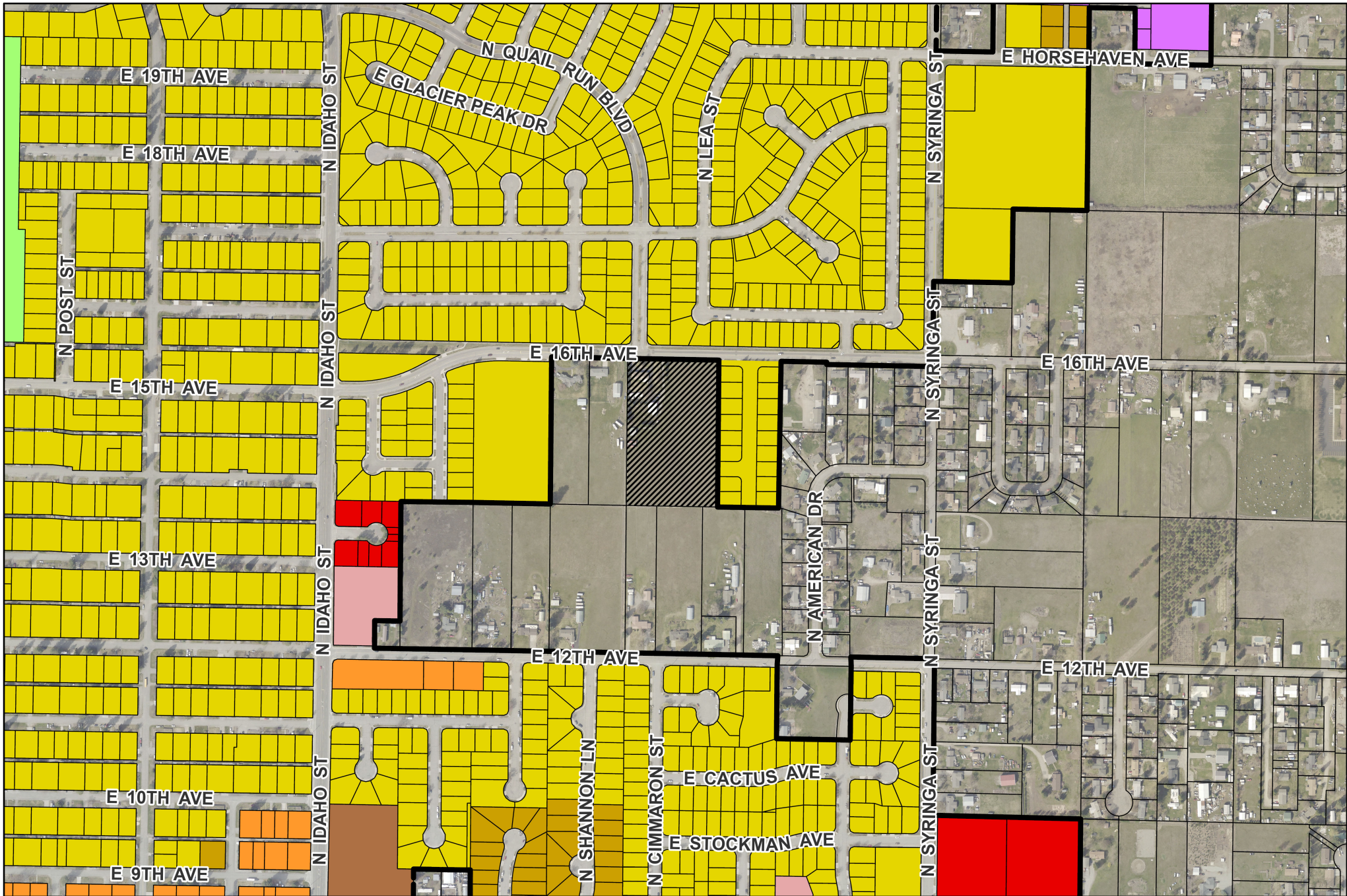


Project Location
MONGEAU MEADOWS 2024
MONGEAU MEADOWS 1st ADD
ANNEXATION & SUBDIVISION
ANNX-24-3 & SUBD-24-2



-  Post Falls City Boundary
-  Tax Parcels
-  Subject Site





Zoning Map
 MONGEAU MEADOWS 2024
 MONGEAU MEADOWS 1st ADD
 ANNEXATION & SUBDIVISION
 ANNX-24-3 & SUBD-24-2



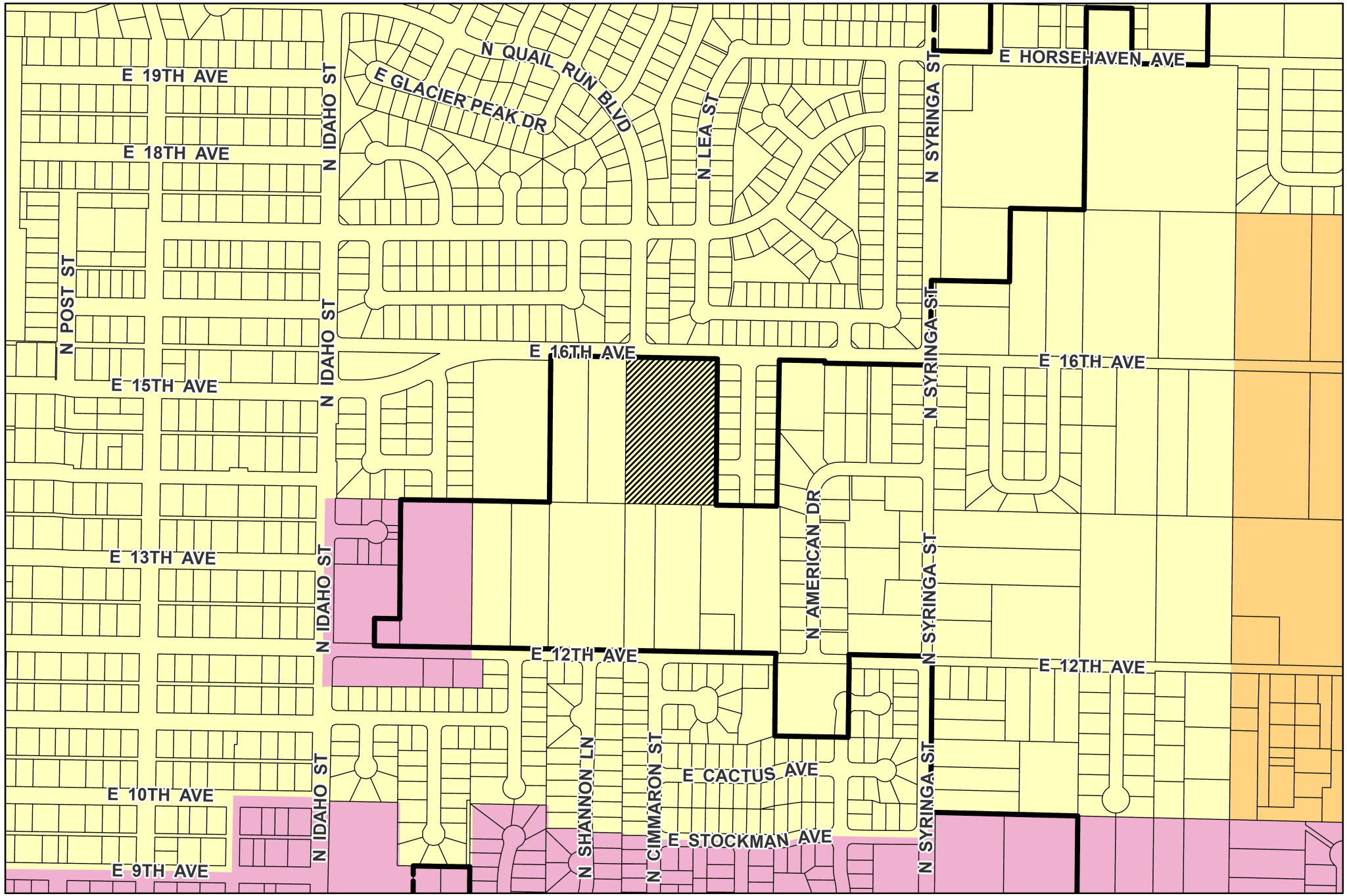
- Post Falls City Boundary
- Tax Parcels
- Subject Site
- CCS
- LC

- R-1
- R-2
- R-3
- RMHP
- SC4
- PR

N



Exhibit S-2



Future Land Use Designation
 MONGEAU MEADOWS 2024
 MONGEAU MEADOWS 1st ADD
 ANNEXATION & SUBDIVISION
 ANNX-24-3 & SUBD-24-2



Post Falls City Boundary

Tax Parcels

Subject Site

Low Density Residential

Medium Density Residential

Business/Commercial

N

Exhibit S-3

Page 11 of 14



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,

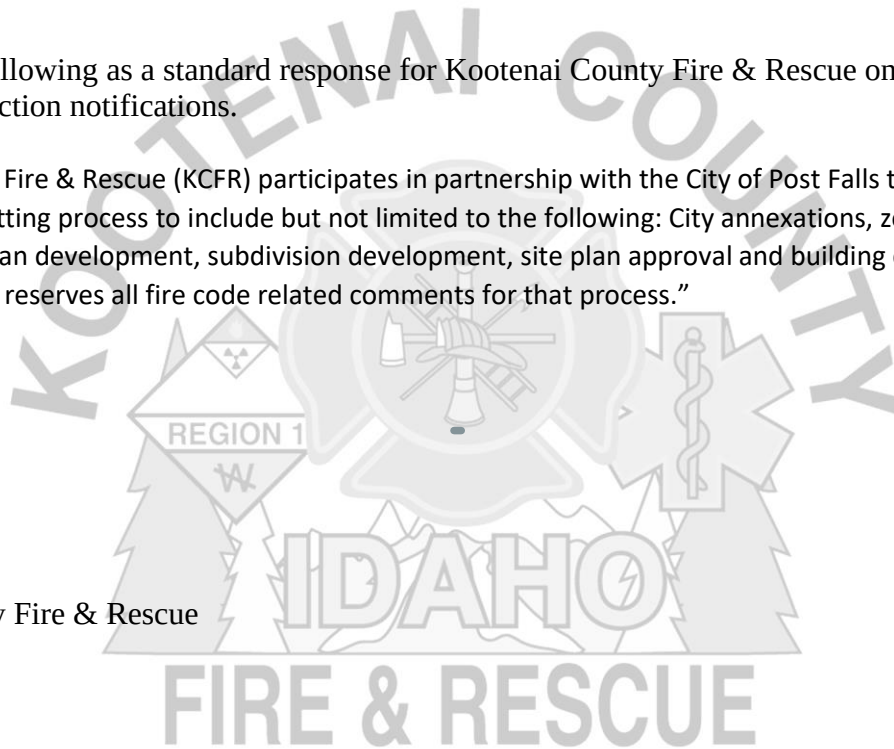
Please use the following as a standard response for Kootenai County Fire & Rescue on all applicable Notice to Jurisdiction notifications.

"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



From: [Polak, Chad M](#)
To: [Nancy Thurwachter](#)
Subject: FW: Notification to Jurisdictions Mongeau Meadows Annexation File No. ANNX-24-3
Date: Tuesday, July 23, 2024 12:51:53 PM
Attachments: [image001.png](#)
[Exhibit PA-2 NTJ Mongeau Meadows ANNX-24-3_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 Afternoon Nancy,

Based on the location, there is no impact to the YPL ROW and we do not have any comments/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, July 23, 2024 1:31 PM
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>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; CDA Garbage Reception <reception@cdagarbage.com>; 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@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 <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>; 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@Ziplay.com>; URA <postfallsura@gmail.com>

Cc: Anna Staal <astaal@postfalls.gov>; Bobby Wilhelm <bobby@bobbywilhelm.com>; Christopher Gabbert <cgabbert@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 <jfaulkner@postfalls.gov>; Jennifer Poindexter <jpoindexter@postfalls.gov>; John Beacham <jbeacham@postfalls.gov>; Jon Manley <jmanley@postfalls.gov>; Justin Miller <jmiller@postfalls.gov>; Kelly Russell <krussell@postfalls.gov>; Kibbee Walton <kibbee@artisanportrait.com>; Media Center <mediacenter@postfalls.gov>; Nancy Hampe <nancyradiantlake@gmail.com>; Naomi Tierney <ntierney@postfalls.gov>; Preston Hill <prestonh@postfalls.gov>; Ray Kimball <rkimball@whipplece.com>; Rob Palus <rpalus@postfalls.gov>; Robert Seale <rseale@postfalls.gov>; Ross Schlotthauer <ross@burlyproducts.com>; Shannon Howard <showard@postfalls.gov>; Shelly Enderud <senderud@postfalls.gov>; Stephanie Herman <sherman@postfalls.gov>; Tisha Gallop <tgallp@postfalls.gov>; Vicky Jo Carey <vjcarey@aol.com>; Wade Meyer <wmeyer@postfalls.gov>; Warren Wilson <wwilson@postfalls.gov>

Subject: [EXTERNAL]Notification to Jurisdictions Mongeau Meadows Annexation File No. ANNX-24-3

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Please find attached the Notice to Jurisdictions for the Mongeau Meadows Annexation File No. ANNX-24-3 that is scheduled for the Planning and Zoning meeting on August 13, 2024. The draft staff report will be on the city's website shortly.

Nancy Thurwachter

Planning Administrative Specialist

408 N. Spokane Street

Post Falls, ID 83854

(208) 457-3338



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

July 23rd, 2024

Nancy Thurwachter
Planning Administrative Specialist
nthurwachter@postfalls.gov

Re: Mongeau Meadows Annexation & Subdivision File Nos. ANNX-24-3 & SUBD-24-2

The Police Department has reviewed the above listed annexation/zone change request and will remain Neutral on this project. Please accept this letter as the Police Department's response to this request for both Planning and Zoning as well as City Council.

Respectfully submitted,

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

Mark J. Brantl
Captain
Post Falls Police Department

From: [Christine Harmon](#)
To: [Nancy Thurwachter](#)
Cc: [Kristie May](#)
Subject: Updated NTJ Mongeau Meadows Annexation & Subdivision File Nos. ANNX-24-3 & SUBD-24-2 - No Comment
Date: Friday, July 26, 2024 10:14:10 AM
Attachments: [image001.png](#)

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Good Morning,

Thank you for providing the opportunity to comment. DEQ has no environmental impact comments for the project listed above at this stage of development.

Thank you,

Idaho Department of Environmental Quality
2110 Ironwood Parkway, Coeur d'Alene, Idaho 83814
Office Line: 208.769.1422
www.deq.idaho.gov

Our mission: To protect human health and the quality of Idaho's air, land, and water.

From: Nancy Thurwachter <nthurwachter@postfalls.gov>
Sent: Tuesday, July 23, 2024 3:06 PM
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>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; CDA Garbage Reception <reception@cdagarbage.com>; 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@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 <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>; 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>; Bobby Wilhelm <bobby@bobbywilhelm.com>; Christopher Gabbert <cgabbert@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 <jfaulkner@postfalls.gov>; Jennifer Poindexter <jpoindexter@postfalls.gov>; John Beacham <jbeacham@postfalls.gov>; Jon Manley <jmanley@postfalls.gov>; Justin Miller <jmiller@postfalls.gov>; Kelly Russell <krussell@postfalls.gov>; Kibbee Walton <kibbee@artisanportrait.com>; Media Center <mediacenter@postfalls.gov>; Nancy Hampe <nancyradiantlake@gmail.com>; Naomi Tierney <ntierney@postfalls.gov>; Preston Hill <prestonh@postfalls.gov>; Ray Kimball <rkimball@whipplece.com>; Rob Palus <rpalus@postfalls.gov>; Robert Seale <rseale@postfalls.gov>; Ross Schlotthauer <ross@burlyproducts.com>; Shannon Howard <showard@postfalls.gov>; Shelly Enderud <senderud@postfalls.gov>; Stephanie Herman <sherman@postfalls.gov>; Tisha Gallop <tgallop@postfalls.gov>; Vicky Jo Carey <vjcarey@aol.com>; Wade Meyer <wmeyer@postfalls.gov>; Warren Wilson <wwilson@postfalls.gov>

Subject: Updated NTJ Mongeau Meadows Annexation & Subdivision File Nos. ANNX-24-3 & SUBD-24-2

CAUTION: This email originated outside the State of Idaho network. Verify links and attachments BEFORE you click or open, even if you recognize and/or trust the sender. Contact your agency service desk with any concerns.

Please find attached an updated Notice to Jurisdictions for the Mongeau Meadows Annexation and Subdivision File Nos. ANNX-24-3 and SUBD-24-2 that is scheduled for the Planning and Zoning meeting on August 13, 2024. Thank you.

Nancy Thurwachter
Planning Administrative Specialist
408 N. Spokane Street
Post Falls, ID 83854
(208) 457-3338



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Nancy Thurwachter

From: Jonie Anderson <Jonie@postfallshd.com>
Sent: Wednesday, July 31, 2024 2:47 PM
To: Nancy Thurwachter
Subject: RE: Updated NTJ Mongeau Meadows Annexation & Subdivision File Nos. ANNX-24-3 & SUBD-24-2

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The PFHD has no comment for this annexation.

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, July 23, 2024 3:06 PM
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>; Carolyn Bostick <cbostick@cdapress.com>; Carrie Ann Hewitt <carrieann.hewitt@itd.idaho.gov>; CDA Garbage Reception <reception@cdagarbage.com>; 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@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@aecom.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>; 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>; Bobby Wilhelm <bobby@bobbywilhelm.com>; Christopher Gabbert <cgabbert@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

ORDINANCE NO. [Category]

AN ORDINANCE OF THE CITY OF POST FALLS, KOOTENAI COUNTY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING THAT DEVELOPMENT IMPACT FEES FOR ATTAINABLE HOUSING PROJECTS MAY BE PAID PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY; PROVIDING THAT REMAINING SECTIONS OF POST FALLS CITY CODE SHALL REMAIN IN EFFECT; PROVIDING FOR SEVERABILITY; PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW

WHEREAS, the Mayor and City Council find that [INSERT]; and

WHEREAS, *after public hearing on the hereinafter provided, and after recommendation of the [DEPT.]*, it is deemed by the Mayor and City Council to be in the best interests of the citizens of the City of Post Falls that the following be adopted.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Post Falls as follows:

SECTION 1. That Post Falls Municipal Code Section 19.04.010 is amended as follows:

19.04.020. - Definitions.

Unless otherwise defined in this section, words and terms used in this chapter have the meanings defined in Idaho Code title 67, chapter 82.

Attainable Housing means homes that meet the following criteria:

For Ownership: Homes restricted to be affordable to persons making 120%, or less, of the area median income for Kootenai County.

For Rental: Projects where at least 25% of the units are restricted to be affordable to persons making 80%, or less, of the area median income for Kootenai County.

Director means the Post Falls Community Development Director or their designee.

SECTION 2. That Post Falls Municipal Code Section 19.04.040 is amended as follows:

19.04.040. - Collection of impact fee.

A. Except as provided in subsection F. of this section for *Attainable Housing*, tThe Development impact fee shall be paid and collected at the time of issuance of a building permit, a site Development permit, or a manufactured/mobile home installation or placement permit, or at such time as there is a change of use to a different use which requires a larger impact fee (under such circumstance, the difference in the impact fees will be collected). The Development impact fee will be based on the fee resolution in effect at the time a complete building permit application, or other relevant permit application, is submitted.

B. No building permit or other ~~equivalent~~ City approval shall be issued for "Development" as herein defined unless the impact fee is paid pursuant to this chapter.

C. A manufactured/mobile home unit may not initially locate on a manufactured/mobile home site unless the impact fee has been paid pursuant to this chapter or has been paid on a previous manufactured/mobile home unit on the same site.

D. When it is determined pursuant to the procedures set forth in this chapter that a Project will have extraordinary impacts, an additional impact fee shall be paid, or bonded for, prior to commencement of construction or Development.

E. In the event payment of a Development impact fee is dishonored, the City shall have all lawful remedies including, but not limited to, the withholding of utility services, the imposition of liens pursuant to Idaho Code title 45, chapter 5, the withholding of other City approvals required for the Development of other properties owned by the fee payer, and the issuance of "stop work" orders, and the revocation or suspension of the building or Development permit.

F. The impact fee for *Attainable Housing Projects* must be paid and collected prior to the issuance of a certificate of occupancy for the structure.

SECTION 3. All provisions of the current Post Falls Municipal Code or ordinances of the City of Post Falls and parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 4. Neither the adoption of this ordinance nor the repeal of any ordinance shall, in any manner, affect the prosecution for violation of such ordinance committed prior to the effective date of this ordinance or be construed as a waiver of any license or penalty due under any such ordinance or in any manner affect the validity of any action heretofore taken by the City of Post Falls City Council or the validity of any such action to be taken upon matters pending before the City Council on the effective date of this ordinance.

SECTION 5. The provisions of this ordinance are severable and if any provision, clause, sentence, subsection, word, or part thereof is held illegal, invalid, or unconstitutional or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words or parts of this ordinance or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this ordinance would have been adopted if such illegal, invalid, or unconstitutional provision, clause sentence, subsection, word, or part had not been included therein, and if such person or circumstance to which the ordinance or part thereof is held inapplicable had been specifically exempt therefrom.

SECTION 6. After its passage and adoption, a summary of this Ordinance, under the provisions of the Idaho Code, shall be published once in the official newspaper of the City of Post Falls, and upon such publication shall be in full force and effect.

Passed under suspension of rules upon which a roll call vote was duly taken and duly enacted an Ordinance of the City of Post Falls at a regular session of the City Council on August ____ 2024.

APPROVED, ADOPTED and SIGNED this day of August, 2024.

Ronald G. Jacobson, Mayor

ATTEST:

Shannon Howard, City Clerk

DRAFT

SUMMARY OF POST FALLS ORDINANCE NO. [Category]

AN ORDINANCE OF THE CITY OF POST FALLS, KOOTENAI COUNTY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING THAT DEVELOPMENT IMPACT FEES FOR ATTAINABLE HOUSING PROJECTS MAY BE PAID PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY; PROVIDING THAT REMAINING SECTIONS OF POST FALLS CITY CODE SHALL REMAIN IN EFFECT; PROVIDING FOR SEVERABILITY; PROVIDING FOR THIS ORDINANCE TO BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW

The City of Post Falls, Kootenai County Idaho hereby gives notice of the adoption of Post Falls Ordinance No. [Category], which [Comments]; providing repeal of conflicting ordinances and providing severability. The ordinance is effective upon publication of this summary. The full text of Ordinance No. [Category] is available at Post Falls City Hall, 408 Spokane Street, Post Falls, ID 83854 in the office of the City Clerk. Dated this ____ day of August, 2024.

/s/

Shannon Howard, City Clerk

STATEMENT OF LEGAL ADVISOR

I, Warren J. Wilson, the legal advisor for the City of Post Falls, I have examined the attached summary of Ordinance No. [Category], which [Comments], and find it to be a true and complete summary of said ordinance and provides adequate notice of the contents to the public.

Dated this ____ day of August, 2024.

Warren J. Wilson, City Attorney