



Agenda for Regular Planning & Zoning Meeting

Thursday, July 27, 2023 @ 6:00 PM

Location: DALTON GARDENS CITY HALL,
6360 N 4th St., Dalton Gardens, ID

The meeting will be conducted in person and with online access using ZOOM:

<https://us02web.zoom.us/j/87878118402?pwd=WjMwN1ZUMm4waW5TcjJ5emRuNy9iZz09>

Number: 1-669-900-6833 or 1-346-248-7799 or 1-253-215-8782

Webinar ID; 878 7811 8402; Password: 358473

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES FOR THE MAY 25, 2023 MEETING- **ACTION ITEM**
4. CITY PLANNER REPORT
5. **PUBLIC COMMENT:** Each speaker will be allowed a maximum of three (3) minutes to address the Planning & Zoning Commission on matters relating to City government business. Comments related to future public hearings should be held for that public hearing. Please be advised that the Planning & Zoning Commission can only take official action this evening for those items already listed on the agenda.
6. DISCUSSION OF COMMERCIAL CORRIDOR COMMUNITY ENGAGEMENT
7. CITY PLANNER PRIORITIES
8. DISCUSS AGENDA MEETING ITEMS FOR AUGUST 24, 2023
9. ADJOURN- **ACTION ITEM**

Original Posting: 6/24/2023

The purpose of the Agenda is to assist the Commission and interested citizens in the conduct of the public meeting. Careful review of the Agenda is encouraged. Testimony from the public will be solicited for any item or issue listed under the category of Public Hearings. Any individual who wishes to address the Commission on any other subject should plan to speak when Item: Public Comments is identified by the Chairman. The Chairman and Commission will not normally allow audience participation at any other time. Please no repetitive or abusive comments. Workshops are for Commission Members discussion only on a topic, no action or decisions occur at this time. No Public Comment is taken during Workshops. Assistance for persons with disabilities will be provided upon 24-hour notice prior to the meeting by calling, City Clerk at (208) 772-3698 x102.

City of Dalton Gardens
Planning & Zoning Meeting Minutes
Thursday, May 25, 2023 @ 6:00 PM

Meeting was conducted in person and via Zoom.

1. **CALL TO ORDER:** Chairman Becker called the meeting to order at 6:00 PM
2. **ROLL CALL:** Present were Commissioners Chad Haunschild, Melissa Cleveland, and Chairman Mike Becker. Also present, Ryan Hughes- City Planner and Candi Baker- Deputy Clerk. Commissioners Caitlin O'Brien and Ron Sampert were absent.
3. **APPROVAL OF MINUTES:** **CHaunschild made a motion to approve the regular meeting minutes from April 27, 2023. MCleveland seconded.**
CHaunschild: yes MCleveland: yes MBecker: yes **Motion Carries.**
4. **CITY PLANNER REPORT:** City Planner gave the commission an update of the Lot Line Adjustment recommendation to the City Council and the Public Hearing to be discussed at the Council's June meeting. He also reported on the commercial district design considerations, incoming building permits, commercial business license applications, and home-based business license applications being reviewed. No variances to report.
5. **PUBLIC HEARING FOR SU 23-01 AT 115 E HANLEY AVE:** City Planner reviewed and outlined the applicants request to obtain a special use permit to operate a marine and automotive repair shop and presented the commission with the historical use and conditions required to comply with the city's code. Planner recommended the applicant complete the critical materials program and inspection. The Commission had no questions or comments.

Opened 6:08 PM Closed 6:11 PM -No Comments

MCleveland made a motion to approve SU 23-01 with the Conditions of Approval 6.01 and 6.02.

CHaunschild: yes MCleveland: yes MBecker: yes **Motion Carries.**

6. **PUBLIC HEARING FOR SU 23-02 AT 108 E HANLEY AVE:** City Planner reviewed and outlined the applicants request to obtain a special use permit to an automotive repair shop and presented the commission with the historical use and staff findings. Wastewater concerns include a roof covered wash-pad, (building permit to be issued allowing the covered wash-pad to bring property into compliance) re-evaluation of cap fees, critical materials inspection, and prohibit residential use at the commercially zoned property location to come into compliance with current city code.

Robert Norris- 5500 N Government Way: Requested that the commission consider that the property has been used as a residence for over a decade and be permitted as a part of the special use allowance.

The Commission asked applicant Tammy Maskell -6473 W Harbor Drive, about parking for residence and the historical use of the property. The City Planner recommended as a condition of the Special Use Request; the commercial property be brought into compliance with the current city code by prohibiting residential use in the commercial district. Applicants Robert Norris and Tammy Maskell reiterated the request for consideration of approval of Special Use permit with allowance of residential use in commercial district.

Opened 6:32 PM Closed 6:34 PM- No Comments

The Commission discussed the possibility of conversion of residential space to commercial space. Chairman Becker asked for 6.01 to be amended to read Coeur d'Alene Wastewater.

Commissioner CHauschild made a motion to re-open Public Hearing for SU 23-02. MCleveland seconded.

CHauschild: yes MCleveland: yes MBecker: yes Motion Carries.

Opened 6:49 PM Closed 6:53 PM

Robert Norris- 5500 N Government Way: Asked that residential use be considered on the requested commercial property and transferrable to future owners of the property to retain value and clarified that the residential space on commercial property would not exceed more than the existing two units.

Commissioner MCleveland made a motion to approve SU 23-02 with Conditions of Approval to include amendment allowing residents to remain on commercially zoned property with a non-transferrable clause to be. NO second. Motion Denied.

Commissioner CHauschild made a motion to deny SU 23-02. NO second. Motion Denied.

Commissioner CHauschild made a motion to approve the Special Use application SU 23-02 and read the Facts and Findings with recommended conditional stipulations recommended by staff. MCleveland seconded.

CHauschild: yes MCleveland: yes MBecker: yes Motion Carries.

7. PUBLIC COMMENT:

Opened 7:16 PM Closed 7:19 PM

Ray Craft- 931 E Wilbur Ave: Commended the commission for conducting a thorough deliberation of the SU applications.

8. DISCUSSION OF COMMERCIAL CORRIDOR COMMUNITY ENGAGEMENT:

Commissioner CHauschild requested to table the discussion of Commercial Corridor Community Engagement to June 22, 2023. The Commission agreed.

9. **DISCUSS AGENDA ITEMS JUNE 22, 2023, MEETING:**

- Discussion of Commercial Corridor Community Engagement

10. **ADJOURN:** MCleveland made a motion to adjourn the meeting. CHaunschild seconded. All in favor. Meeting adjourned at 7:22 PM.

Mike Becker, Chairman

ATTEST:

Candi Baker, Deputy Clerk



City of Dalton Gardens

6360 N Fourth Street, Dalton Gardens,
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(208) 772-3698

Monthly Planner Activity Report

June 30, 2023

Code amendments

No code amendments are currently under review by the Planning and Zoning (P&Z) Commission. The P&Z recommended Lot Line Adjustment code amendments were tabled at the June City Council regular meeting. The public hearing and City Council action is to be determined at a later Council meeting. The P&Z Commission has tabled continued discussion of the Commercial District design considerations until the full membership of the Commission is present. Staff has prepared the costs breakdown of conducting a visual preference survey. If desired, the VPS could be displayed at City Hall for the public's comments with the purpose of gauging the community's desire for change along the corridor.

Variances / Special Use Permits

No new special use permits requests have been submitted.

Subdivisions

No new subdivision requests have been submitted.

Building Permits

The City continues to receive and manage a variety permit request. Building permits are received weekly and are reviewed on a rolling basis. A large influx of commercial business permits have been submitted in run up to the July 1st deadline. Additional permit reviews, home based business permits, and others. The City consistently receives permit applications for both accessory structures and new home construction.

Code enforcement

Code compliance activities include review of an un-permitted Accessory Dwelling Unit. Other compliance concerns include water overage issued to non-compliant properties in the commercial district. With the continued backlog of code enforcement cases logged in OpenGov, staff recommends that a dedicated code compliance staff member is hired and trained to ensure timely processing.

Respectfully submitted,

Ryan Hughes,
City Planner



COMPREHENSIVE PLAN

2019-2030

Adopted December 5, 2019





Dalton Gardens:
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IMPLEMENTATION



The Comprehensive Plan serves as a guideline to growth and development for the citizens of Dalton Gardens. The Plan includes a number of components which offer background information, present characteristics and, as appropriate, future trends and projections. The components offer policy statements and goals which were developed to assist the Planning Commission and the City Council in their plans and decisions relative to specific community objectives.

Recommendations

The policy statements include recommendations for organizing citizen committees, conducting studies, establishing priorities, amending provisions in ordinances or regulations, and budgeting items. Following these recommendations is perhaps the best way to ensure that the community's goals and objectives are attained. However, the Plan should not be considered as cast in concrete; it should be reviewed regularly and amended or updated as circumstances or changes in objectives may warrant.

Action

Following the public hearing, the first step toward implementation of the Plan is its adoption by the Planning Commission and the City Council, as required by the Local Planning Act. Thereafter, the Commission and Council can establish priorities and begin to carry out the recommendations of the policy statements. Typically, the priorities will include updating the zoning and subdivision ordinances for Plan compatibility.



IMPLEMENTATION GOALS AND POLICIES

GOAL 1:

Adopt the amended Comprehensive Plan, and carry out the recommendations contained in the policy statements of each Plan component.

POLICIES:

1. Study and evaluate all policy statements to determine which ones recommend or require formation of a committee, outside use of a consultant, budgetary considerations, a study, a change or addition to current policy, etc.
2. Establish a prioritizing system with a timeframe schedule of completion.
3. Identify elements which require budgeting and prepare a cost estimate.
4. Develop spreadsheets with flow diagrams for priority items; include milestones and a checklist with dates.
5. Introduce and adopt resolutions or amendments as necessary to achieve Plan goals and objectives.

GOAL 2:

Ensure that regulatory and administrative actions by the City of Dalton Gardens, operating within the City limits, do not result in an unconstitutional taking of private property without due process of law, and without just compensation, as provided in Title 80, Chapter 67, Idaho Code.

GOAL 3:

Ensure that the land use policies, restrictions, conditions, and fees of the City of Dalton Gardens do not violate private property rights, adversely impact property values, or create unnecessary technical limitations on the use of property.

GOAL 4:

Ensure that residentially zoned property owners have the opportunity to develop their properties consistent with a rural lifestyle.

GOAL 5:

Ensure that commercially zoned property owners develop their properties in harmony with land use guidelines, and in compliance with sewage restrictions.



Dalton Gardens:
Relax, You're Home

IMPLEMENTATION ITEMS:

1. Develop, coordinate, and facilitate a pedestrian pathway committee to make recommendations on pedestrian traffic and circulation in Dalton Gardens.
2. Explore a streetscape concept for Government Way, addressing landscaping, street furniture, public art and other elements as appropriate.
3. Regulate nuisance yards.
4. Maintain agreements with Dalton Water Association regarding water consumption issues.
5. Develop a utility undergrounding standard.
6. Review and evaluate existing ordinances, resolutions and standards, and ensure that the provisions and regulations regarding community image goals are met.
7. Discourage through traffic from other communities by increasing communication with the Cities of Hayden and Coeur d'Alene, and Kootenai County. Participate in the land use process of adjacent cities and develop memoranda of understanding or joint powers agreements to ensure adequate traffic mitigation.
8. Continue to ensure compliance with the Sewage Management Plan Agreement with Panhandle Health District every five years.
9. Update zoning to incorporate appropriate uses for each district.
10. Review and implement buffer standards.
11. Consider appropriate designs for local streets intersecting Government Way.
12. Amend Commercial standards and regulations ensuring development is compatible with sewer design plans and strategies.
13. Review and update home occupation regulations to permit uses compatible with residential surroundings.
14. Rezone Dalton Market to allow small expansion and repair.
15. Amend the Municipal Code to ensure that design standards in the Commercial District offers adequate buffering from the Residential District.
16. Amend the Municipal Code to ensure that design standards are adequately addressed for Commercial and existing light industrial uses and focus on addressing impacts such as hours of operation, noise, traffic and lighting.
17. Amend Commercial standards and regulations that promote uses that will be compatible with future sewer design plans and strategies.