



# Rathdrum

City Council Agenda  
August 26, 2020  
6:00 p.m.

Location: City Council Chamber  
8047 W. Main Street  
Rathdrum, ID 83858  
(208) 687-0261

Zoom Conference information will be on  
the City Website –  
[www.rathdrum.org/councilmeetings](http://www.rathdrum.org/councilmeetings)

---

**WELCOME-PLEASE TURN OFF CELL PHONES- Thank You.**

**Physically attending the open meeting:** The City Council Chambers will be open for the meeting. However, please note the following:

1. Limited Seating will be provided at a minimum distance of 6' apart in accordance with guidelines.
2. If you are feeling sick, have been in close contact with someone who has been sick, or are uncomfortable being in physical attendance, please use the video conferencing option.
3. It is **required** those in attendance wear a face mask.

**1) CALL THE MEETING TO ORDER**

**2) PLEDGE OF ALLEGIANCE**

**3) ROLL CALL**

**4) AMENDMENTS TO THE AGENDA AND DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS** The declaration and justification of an amendment must be approved by motion of the Council.

**5) ACTION ITEM: CONSENT CALENDAR APPROVAL**

- A) Regular Council Minutes of August 12, 2020
- B) Regular and Special Bills as presented
- C) Majestic Villas Final Plat (Major Subdivision)
- D) Brookshire 2<sup>nd</sup> Addition Final Plat (Major Subdivision)
- E) Rathdrum Creek Mobile Home Community Final Plat (Major Subdivision)

**6) CEREMONIES AND REPORTS**

**7) VISITORS COMMENTS – An opportunity to address concerns not on the agenda (No formal action allowed – 3-minute time limit per issue) issues may be placed on subsequent agenda. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight’s meeting, if time permitting. Repeated comments of the same or similar topic will be considered out of order and not allowed.**

**8) OLD BUSINESS**

**9) PUBLIC HEARING:**

**A) Forgone Revenue FY 2020-2021**

**A) ACTION ITEM: Consideration of the Resolution to reserve the Foregone Amount for FY 2020-2021.**

**10) NEW BUSINESS**

**A) ACTION ITEM: Consideration of Buck Conditional Use Permit – Home Occupation Nail Salon**

**B) ACTION ITEM: Consideration of Majestic Villas 1<sup>st</sup> Addition Preliminary Plat**

**C) ACTION ITEM: Consideration of the Governor’s Public Safety Grant Initiative**

**11) STAFF REPORTS**

**A) City Administrator**

**12) MAYOR’S REPORT/APPOINTMENTS**

**A) Constitution Week Proclamation**

**13) COUNCIL REPORTS**

**14) ADJOURN**

**Rathdrum City Hall is an ADA accessible building. Assistance for persons with disabilities will be provided upon 24-hours' notice prior to the meeting.**



# Rathdrum

City Council Minutes  
August 12, 2020  
6:00 p.m.

Location: City Council Chamber  
8047 W. Main Street  
Rathdrum, ID 83858  
(208) 687-0261

Zoom Conference information will be on  
the City Website –  
[www.rathdrum.org/councilmeetings](http://www.rathdrum.org/councilmeetings)



**WELCOME-PLEASE TURN OFF CELL PHONES- Thank You.**

**Physically attending the open meeting:** The City Council Chambers will be open for the meeting. However, please note the following:

1. Limited Seating will be provided at a minimum distance of 6' apart in accordance with guidelines.
2. If you are feeling sick, have been in close contact with someone who has been sick, or are uncomfortable being in physical attendance, please use the video conferencing option.
3. It is **required** those in attendance wear a face mask.

## 1) CALL THE MEETING TO ORDER

Meeting called to order at 6:00 pm

## 2) PLEDGE OF ALLEGIANCE

## 3) ROLL CALL

**PRESENT:** Mayor Holmes, Councilor Hill, Councilor Adams. and Councilor Rickard via Zoom video Conference

**ABSENT:** Councilor Laws

**STAFF:** City Administrator Duce, City Clerk Halligan, City Engineer/Public Works Director Jump, Police Chief McLean, Park and Recreation Director Singer and City Attorney Herrington via Zoom video Conference

4) **AMENDMENTS TO THE AGENDA AND DECLARATION OF CONFLICT, EX-PARTE CONTACTS AND SITE VISITS** The declaration and justification of an amendment must be approved by motion of the Council.

5) **ACTION ITEM: CONSENT CALENDAR APPROVAL**

- A) Regular Council Minutes of July 22, 2020
- B) Regular and Special Bills as presented

City Administrator Duce gave a brief presentation on the consent calendar.

Councilor Rickard made a MOTION that we approve the Consent Calendars as presented. Motion seconded by Councilor Hill.

**AYES:** Councilor Rickard  
Councilor Hill  
Councilor Adams  
**NAYES:** None  
**ABSENT:** Councilor Laws

Passed

6) **CEREMONIES AND REPORTS**

7) **VISITORS COMMENTS – An opportunity to address concerns not on the agenda (No formal action allowed – 3-minute time limit per issue) issues may be placed on subsequent agenda. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight’s meeting, if time permitting. Repeated comments of the same or similar topic will be considered out of order and not allowed.**

8) **OLD BUSINESS**

9) **PUBLIC HEARING**

10) **NEW BUSINESS**

- A) **DISCUSSION ITEM:** Presentation of the FY 2019-2020 Audit

Toni Hackwith from Anderson Bros CPA’s gave a brief presentation on the FY 2019-2020 Audit. Power Point is attached. (3 Slides per page.)

- B) **DISCUSSION ITEM:** Resolution calling for a KMPO Ballot Measure November 3<sup>rd</sup>, 2020

Councilor Rickard gave a brief presentation on the Resolution calling for a November 3, 2020 KMPO ballot measure to authorize Local Kootenai County Vehicle Registration Fees. The information from KMPO is attached for more detailed information.

- C) **ACTION ITEM:** Consideration for the Professional services Agreement with HMM Engineering for the Latah Street Bridge Construction Inspection

City Engineer/Public Works Director gave a brief presentation on the Professional services Agreement with HMM Engineering for the Latah Street Bridge Construction Inspection. Work is projected to start after Labor Day and should be completed before Veterans Day. Concerns were expressed about the steel that is needed for the project. It is hopeful that it will not delay the project.

Councilor Rickard made a MOTION that we give the Mayor authorization to sign the Professional services Agreement with HMM Engineering for the Latah Street Bridge Construction Inspection. Motion seconded by Councilor Hill.

- AYES:** Councilor Rickard  
Councilor Hill  
Councilor Adams
- NAYES:** None
- ABSENT:** Councilor Laws

Passed

## 11) STAFF REPORTS

- A) Public Works Reporting
- B) Police Department Reporting
- C) Park and Recreation Reporting
- D) City Administrator – In the City Administrator’s report, Mr. Duce informed the Council that the annexation and development projects were brought to the City for review & consideration. By State Law we must present them to P & Z and Council in a timely manner.

## 12) MAYOR’S REPORT/APPOINTMENTS

- A) **ACTION ITEM:** Appointment of Michael Compton to Planning and Zoning

Mayor Holmes would like to suggest the appointment of Michael Compton to the Planning and Zoning Commission. Mr. Compton lives outside city limits but lives in the area of City Impact, which is allowed in Rathdrum City Code.

Councilor Hill made a MOTION to confirm the appointment of Michael Compton to the Planning & Zoning. Motion seconded by Councilor Rickard.

**AYES:** Councilor Hill  
Councilor Rickard  
Councilor Adams

**NAYES:** None

**ABSENT:** Councilor Laws

Passed

### 13) COUNCIL REPORTS

### 14) ADJOURN

Meeting is adjourned 6:50 pm

---

Vic Holmes, Mayor

Attest:

---

Sherri L Halligan, City Clerk

**Rathdrum City Hall is an ADA accessible building. Assistance for persons with disabilities will be provided upon 24-hours' notice prior to the meeting.**



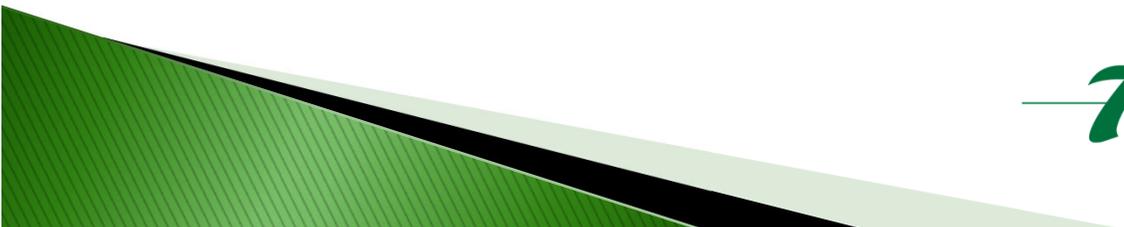
# CITY OF RATHDRUM

FY2019 FINANCIAL AUDIT PRESENTATION



# Audit Overview

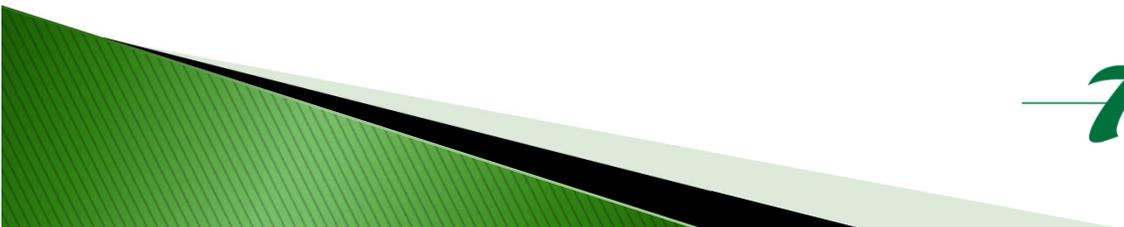
- ▶ Two Reports Issued
  - Financial Statements – Unmodified (clean) opinion – pages 1–3
  - Report on Internal Control over Financial Reporting – pages 51–52



*Anderson*  
BROS. CPAs

# General Fund Financial Highlights

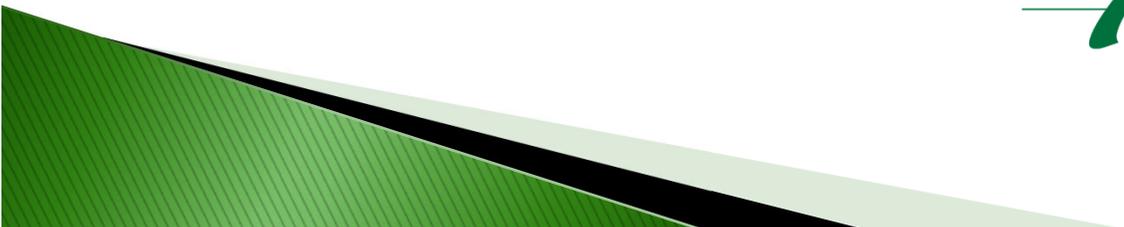
- ▶ Net change \$(661,535) FY2019
- ▶ Net change \$1,211 FY2018
  - Revenues \$213K more than prior year
    - Largest increases were in property taxes and intergovernmental revenues



*Anderson*  
BROS. CPAs

# General Fund Financial Highlights

- Expenditures \$898K more than the prior year
  - Capital outlay increased \$737K
  - Law enforcement increased \$150K
  - Highways and streets decreased \$122K



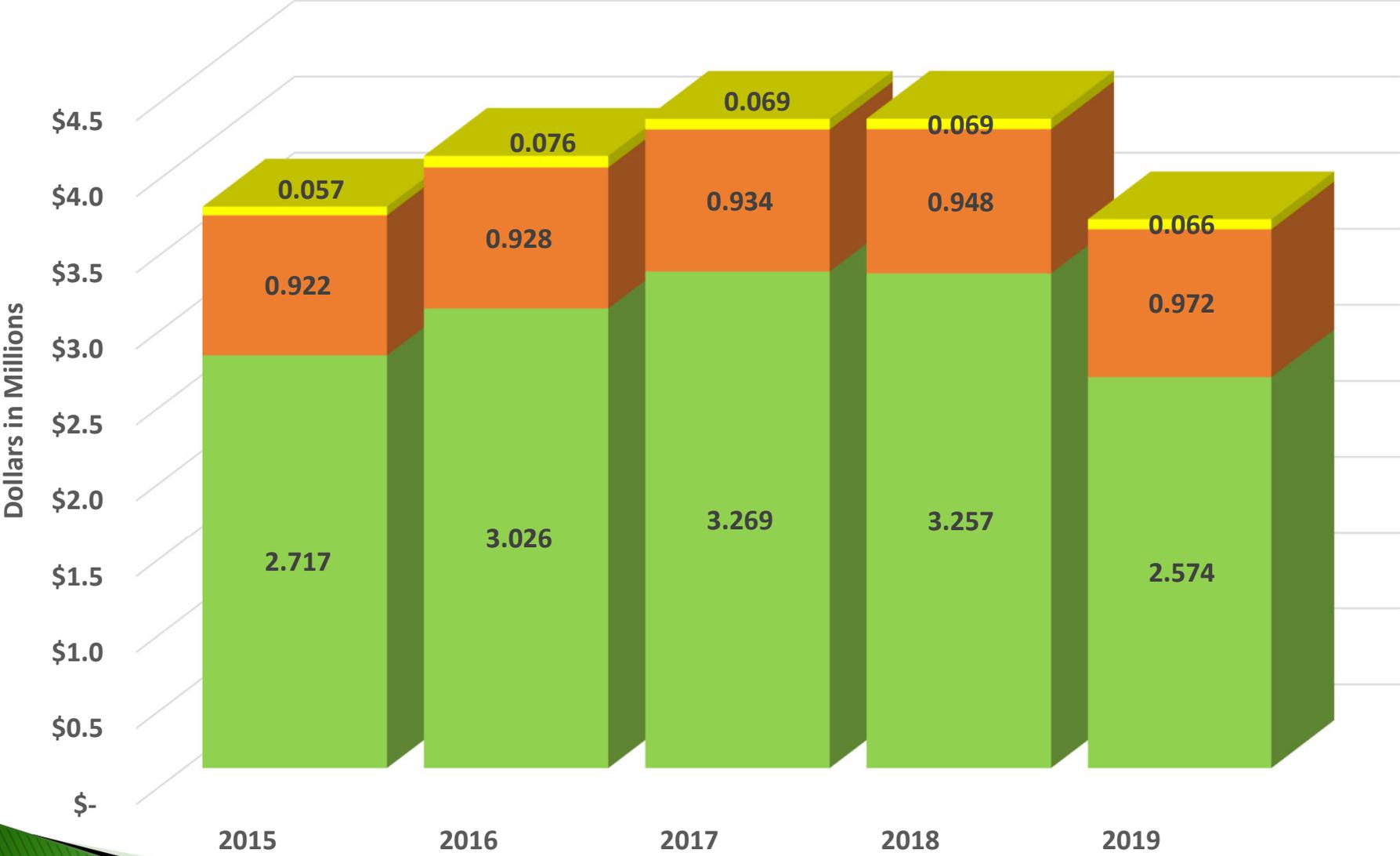
*Anderson*  
BROS. CPAs

# GENERAL FUND Revenues & Expenditures



# GENERAL FUND

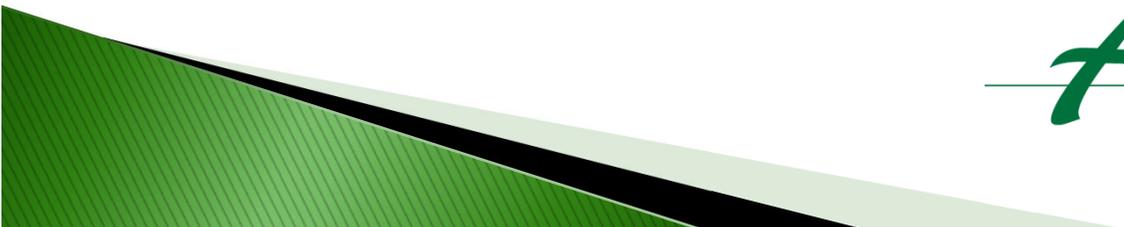
## Fund Balance by Classification



■ Unassigned ■ Assigned ■ Non-Spendable

# Fund Balance

- ▶ Why is a Fund Balance Important?
  - Revenue stream is not consistent month to month (property taxes received in July and January)
  - Provide prudent resources to meet unexpected emergencies (recessions) and protect against catastrophic events
  - Meet uncertainties of State and Federal funding
  - Protect the City from unnecessary borrowing
  - Help ensure a credit rating that would qualify the City for lower interest costs (in case of needed borrowing)
  - Help ensure future financial stability

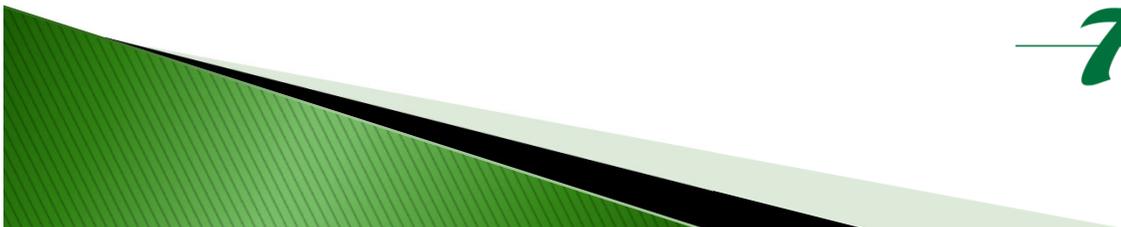


*Anderson*  
BROS. CPAs

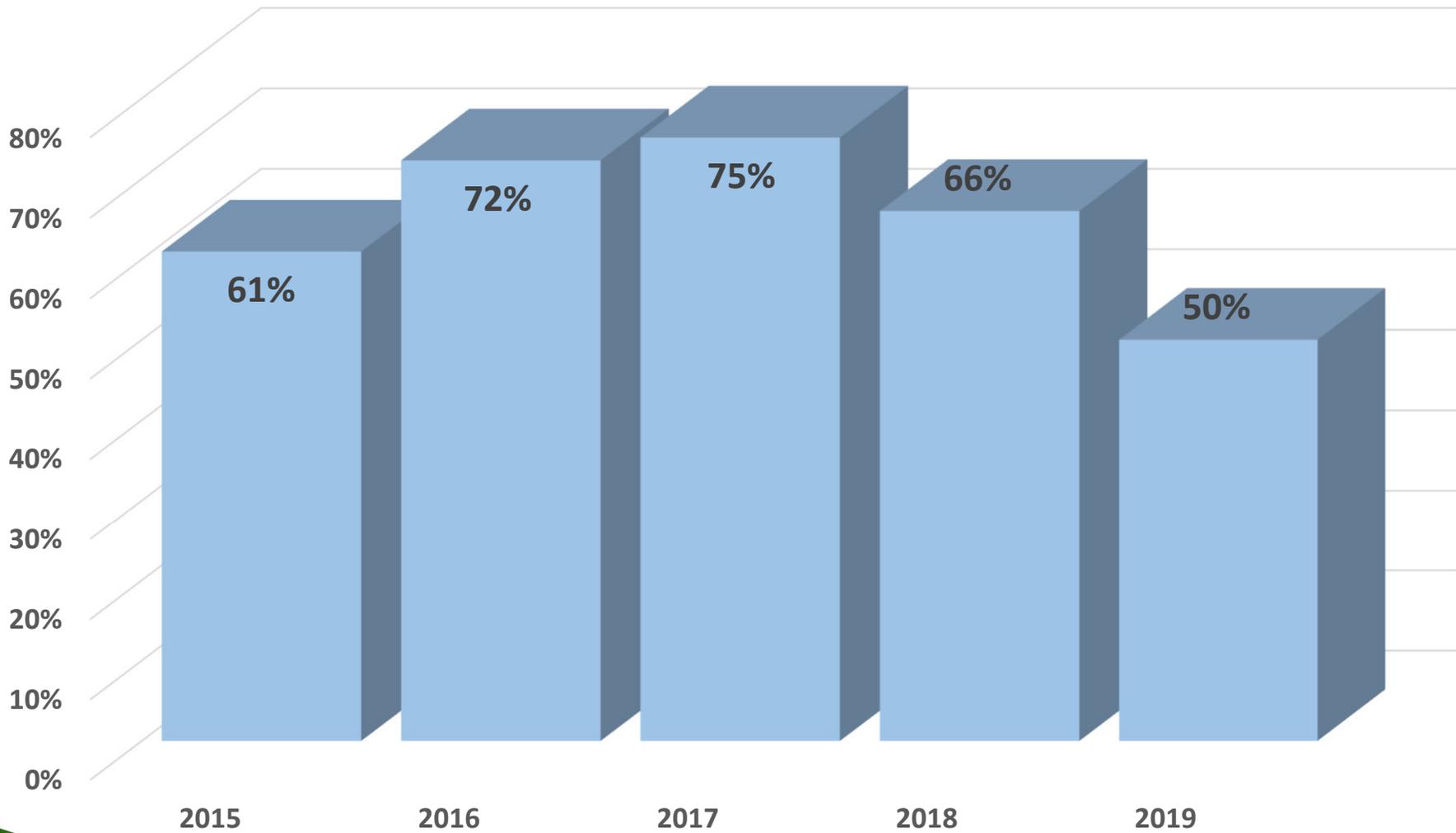
# Fund Balance

- ▶ The Government Finance Officers Association recommends at a minimum, that governments, maintain an unreserved fund balance in their general fund of no less than fifteen percent of regular general fund operating revenues, or no less than 60 days of regular general fund operating expenditures.

*Anderson*  
BROS. CPAs



**GENERAL FUND**  
**Fund Balance as a Percent of Revenues**  
**(Recommended minimum = 15%)**

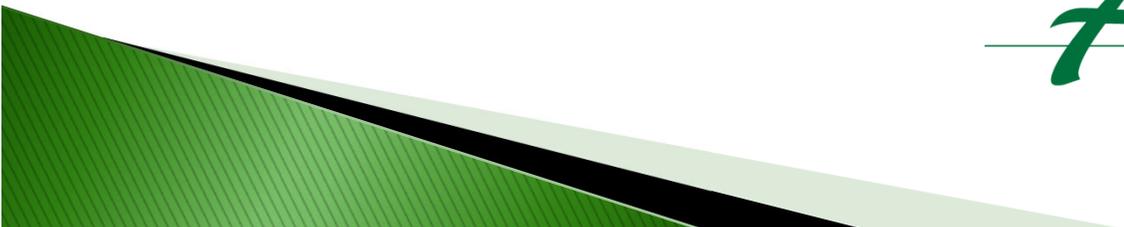


**GENERAL FUND**  
**Days Expenditures in Unassigned Fund Balance**  
**(Recommended minimum = 60 days)**



# Water & Sewer Financial Highlights

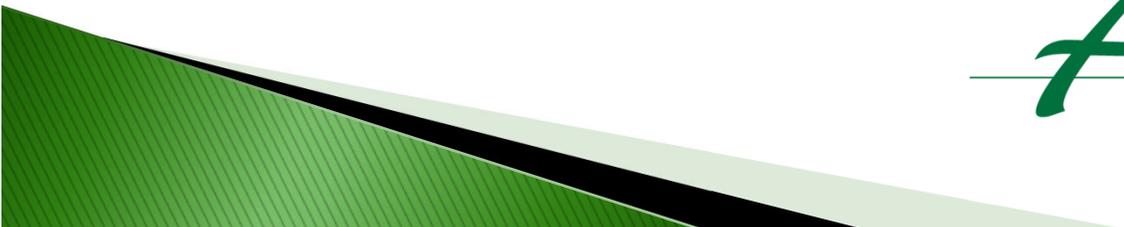
- ▶ These funds (Proprietary Funds) should be self-sustaining as well as provide for excess funds for future capital improvements/repairs.
  - Water fund had net operating income of \$154K; (prior year had operating income of \$187K)
  - Sewer fund had operating income of \$378K; (prior year had operating income of \$365K)



*Anderson*  
BROS. CPAs

# Water & Sewer Financial Highlights

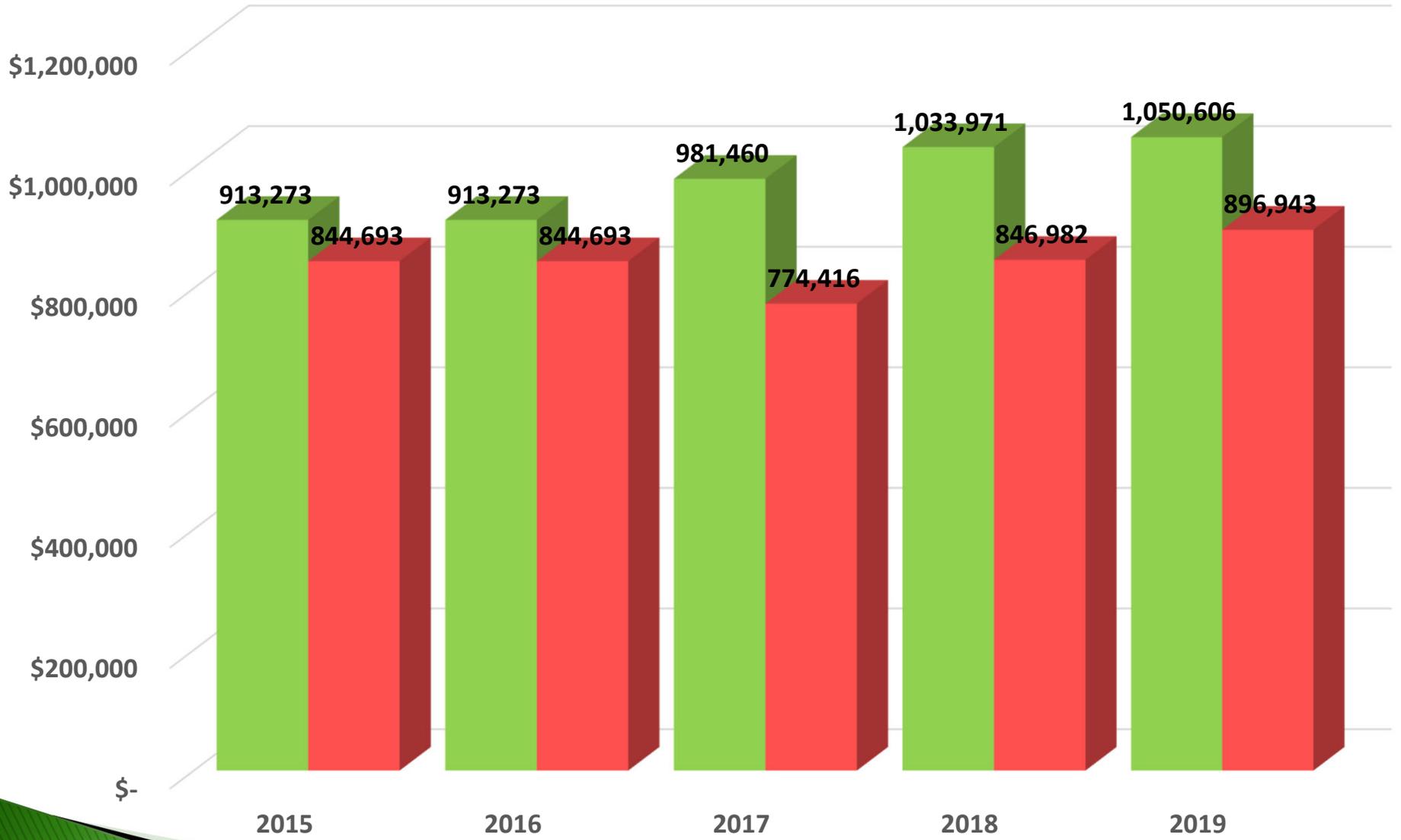
- ▶ Cash flow from operating activities is positive:
  - Water fund \$377K, prior year was \$547K
  - Sewer fund \$335K, prior year was \$823K



*Anderson*  
BROS. CPAs

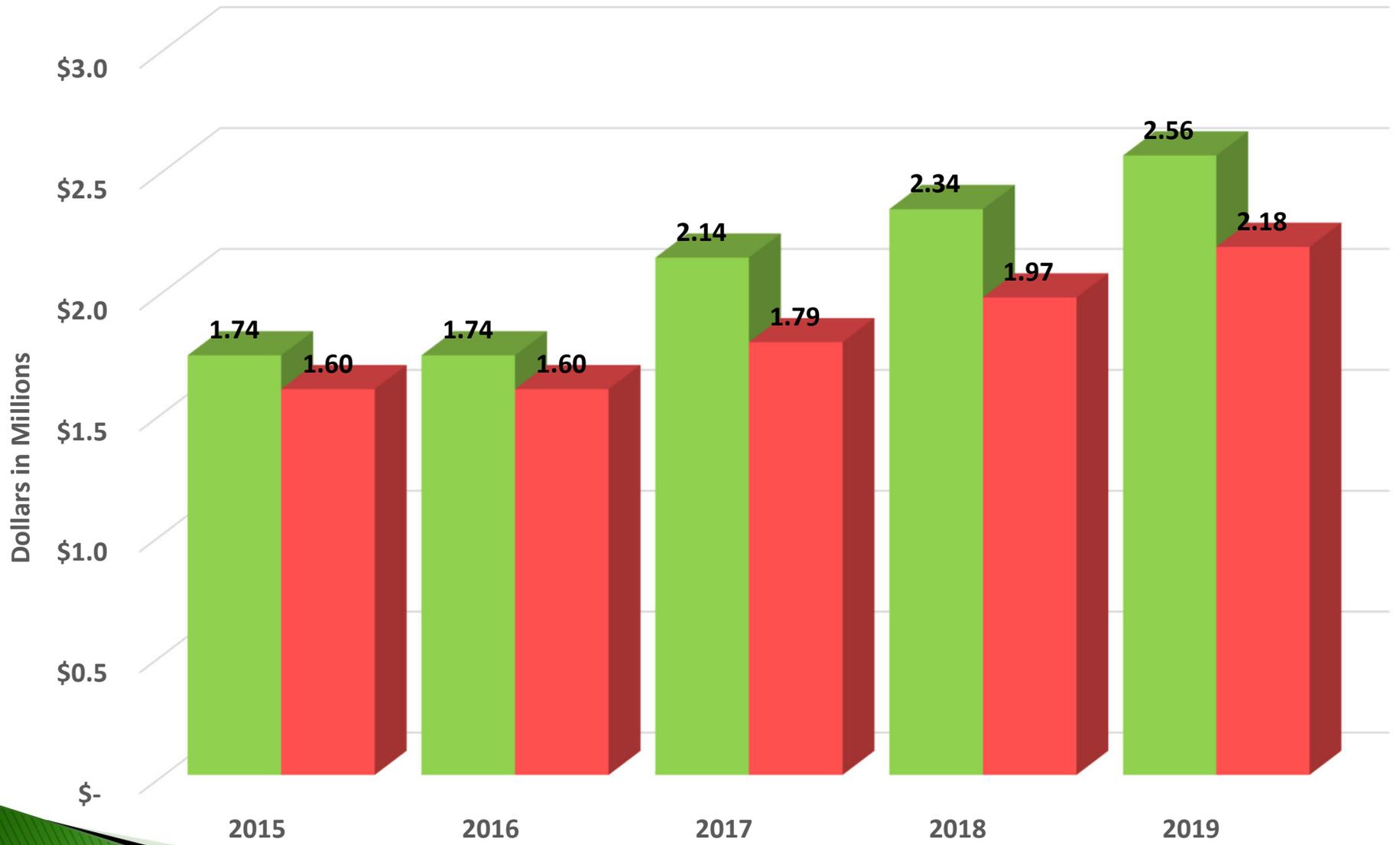
# WATER FUND

## Revenues & Expenses



■ Revenues ■ Expenses

# SEWER FUND Revenues & Expenses



■ Revenues ■ Expenses

Questions???



## Report Criteria:

Detail report.  
Invoices with totals above \$0.00 included.  
Only unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10-217500</b>							
2160	Regence Blue Shield of Idaho	202250045495	Sept premium	08/12/2020	35,436.45	.00	
Total 10-217500:					35,436.45	.00	
<b>10-415-310</b>							
134	AMAZON CAPITAL SERVICES	16V7-C3L9-CM	Ozone lamp	08/10/2020	159.99	.00	
134	AMAZON CAPITAL SERVICES	1YPG-M676-V	Diffuser with oils	08/10/2020	25.49	.00	
2328	SERIGHT'S ACE HARWARE 3	15298/3	Duct tape	08/18/2020	5.39	.00	
2440	STAPLES ADVANTAGE	3452892475	Battery backup	08/01/2020	30.00	.00	
2518	SUPER ONE FOODS	07-2578390	Supplies	07/30/2020	7.97	.00	
Total 10-415-310:					228.84	.00	
<b>10-415-510</b>							
1979	POWERNET GLOBAL COMMUNI	42152706	Long distance service	08/07/2020	40.89	.00	
75	TIME WARNER CABLE	016285308092	Internet fee	08/09/2020	71.66	.00	
2950	ZIPLY FIBER	2086870261JU	Tele	08/04/2020	131.44	.00	
Total 10-415-510:					243.99	.00	
<b>10-415-796</b>							
2033	QUADIENT LEASING USA, Inc.	N19031192	Postage meter	08/17/2020	316.02	.00	
Total 10-415-796:					316.02	.00	
<b>10-415-890</b>							
2814	VISION MUNICIPAL SOLUTIONS	09-8402	Leon's PC Upgrade	08/17/2020	53.86	.00	
Total 10-415-890:					53.86	.00	
<b>10-416-423</b>							
1977	POST FALLS LAW	213669	Prof Services	07/31/2020	4,500.00	.00	
Total 10-416-423:					4,500.00	.00	
<b>10-416-429</b>							
480	COEUR D'ALENE PRESS, INC.	I00398342	Fee Increase Igl 3909	08/04/2020	57.25	.00	
480	COEUR D'ALENE PRESS, INC.	I00399200	Proposed bidjet fy 20-21	08/05/2020	229.28	.00	
Total 10-416-429:					286.53	.00	
<b>10-419-421</b>							
272	BERNHART & BUCK, INC	4000	Audit preparation	08/13/2020	93.34	.00	
Total 10-419-421:					93.34	.00	
<b>10-421-320</b>							
134	AMAZON CAPITAL SERVICES	1XJL-6DD1-M	Coffee pot dacanter	08/14/2020	64.29	.00	
436	CLEARWATER SPRINGS	65762	Water cooler & rent	07/31/2020	55.00	.00	
1360	KOOTENAI COUNTY REPROGR	2020-0000012	Request for Leave Forms	07/30/2020	70.22	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-421-320:					189.51	.00	
<b>10-421-325</b>							
790	GALLS PARENT HOLDINGS,LLC	015925972	Cargo pants credit	06/23/2020	44.49-	.00	
790	GALLS PARENT HOLDINGS,LLC	016251008	Womens patrol uniform & assesso	08/12/2020	517.84	.00	
1539	PROFORCE LAW ENFORCEME	420084	Panel set, concealable carrier	08/11/2020	2,592.36	.00	
2011	Public Safety Center	5942279	Face Cover	07/24/2020	258.96	.00	
2765	UNIFORMS 2 GEAR	105487	Mens Pant	08/04/2020	140.60	.00	
2765	UNIFORMS 2 GEAR	105488	Nylon Liner Belt	08/04/2020	48.39	.00	
2765	UNIFORMS 2 GEAR	105637	Duty belt	08/10/2020	48.74	.00	
2765	UNIFORMS 2 GEAR	105638	Shirt	08/10/2020	53.87	.00	
Total 10-421-325:					3,616.27	.00	
<b>10-421-326</b>							
902	GUNS N GEAR SPORTS	0805202BBB	900 Round Case	08/05/2020	2,925.00	.00	
Total 10-421-326:					2,925.00	.00	
<b>10-421-330</b>							
270	BANNER FUEL	2021301RPD	July fuel RPD	07/31/2020	3,440.55	.00	
Total 10-421-330:					3,440.55	.00	
<b>10-421-350</b>							
1890	PERFECTION TIRE # 38	1-163800	Oil & filters	08/06/2020	39.90	.00	
863	PRAIRIE AUTOMOTIVE	200035	Tire Rotation	07/31/2020	80.00	.00	
863	PRAIRIE AUTOMOTIVE	200036	Tire Rotation	07/31/2020	80.00	.00	
863	PRAIRIE AUTOMOTIVE	200040	Tire rotation	08/16/2020	80.00	.00	
863	PRAIRIE AUTOMOTIVE	200041	Oil change	08/16/2020	80.00	.00	
Total 10-421-350:					359.90	.00	
<b>10-421-423</b>							
430	CITY OF POST FALLS	INV04667	Legal fees-July	08/15/2020	5,400.00	.00	
Total 10-421-423:					5,400.00	.00	
<b>10-421-480</b>							
2703	TRANSUNION	3005511-20200	TLOxp	08/01/2020	50.00	.00	
Total 10-421-480:					50.00	.00	
<b>10-421-510</b>							
2950	ZIPLY FIBER	2080016771AU	Tele	08/13/2020	256.00	.00	
Total 10-421-510:					256.00	.00	
<b>10-421-520</b>							
240	AVISTA UTILITIES	6538920000AU	GAS & ELECTRIC	07/20/2020	331.85	.00	
1370	KOOTENAI COUNTY SOLID WA	84744JUL20	Garbage dumpster	07/31/2020	52.00	.00	
920	NORTHWEST WASTE & RECYC	586019	2yd fl 1xw	07/31/2020	46.50	.00	
2950	ZIPLY FIBER	2086870261AU	Tele	08/13/2020	398.46	.00	
Total 10-421-520:					828.81	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10-421-610</b>							
1890	PERFECTION TIRE # 38	1-163800	Haz enviro mgt fee	08/06/2020	20.00	.00	
1890	PERFECTION TIRE # 38	1-163800	Shop supplies	08/06/2020	2.00	.00	
863	PRAIRIE AUTOMOTIVE	200035	Battery	07/31/2020	215.12	.00	
863	PRAIRIE AUTOMOTIVE	200037	Battery and heating fan	07/31/2020	516.73	.00	
863	PRAIRIE AUTOMOTIVE	200038	Buff & Clean Rear Window	08/05/2020	80.00	.00	
863	PRAIRIE AUTOMOTIVE	200039	Replaced canister solinoid	08/05/2020	153.54	.00	
Total 10-421-610:					987.39	.00	
<b>10-421-695</b>							
439	COBAN TECHNOLOGIES INC	32138	Cable for body camera	06/22/2020	265.00	.00	
863	PRAIRIE AUTOMOTIVE	200041	Heater fans	08/16/2020	120.00	.00	
863	PRAIRIE AUTOMOTIVE	200042	Installed radar	08/16/2020	120.00	.00	
863	PRAIRIE AUTOMOTIVE	200043	Brakes & fuel pump	08/16/2020	891.90	.00	
Total 10-421-695:					1,396.90	.00	
<b>10-421-765</b>							
134	AMAZON CAPITAL SERVICES	1CLP-TFJF-KT	Credit memo for digital camera	07/21/2020	136.13-	.00	
Total 10-421-765:					136.13-	.00	
<b>10-421-796</b>							
2033	QUADIENT LEASING USA. Inc.	N19031192	Postage meter	08/17/2020	316.01	.00	
Total 10-421-796:					316.01	.00	
<b>10-421-797</b>							
1239	J&R ELECTRONICS	048522	Business internet monthly access	08/20/2020	162.50	.00	
Total 10-421-797:					162.50	.00	
<b>10-423-310</b>							
1240	J.THAYER COMPANY, INC	1468435-0	Office Supplies	08/03/2020	411.20	.00	
1240	J.THAYER COMPANY, INC	1469841-0	Office Supplies	08/10/2020	138.92	.00	
Total 10-423-310:					550.12	.00	
<b>10-423-330</b>							
270	BANNER FUEL	2021301PW	July fuel PW	07/31/2020	1,446.30	.00	
960	HICO COUNTRY STORE, INC.	112773	Aug fuel PW	08/05/2020	30.72	.00	
Total 10-423-330:					1,477.02	.00	
<b>10-423-510</b>							
2950	ZIPLY FIBER	2086875542JU	Tele	08/04/2020	439.59	.00	
Total 10-423-510:					439.59	.00	
<b>10-423-520</b>							
1370	KOOTENAI COUNTY SOLID WA	80608JUL20	Garbage dumpster	07/31/2020	390.00	.00	
1370	KOOTENAI COUNTY SOLID WA	81011JUL20	Garbage dumpster	07/31/2020	26.00	.00	
920	NORTHWEST WASTE & RECYC	586012	6yd fl 2xwk	07/31/2020	255.65	.00	
920	NORTHWEST WASTE & RECYC	586014	2yd fl 1xw	07/31/2020	36.50	.00	
Total 10-423-520:					708.15	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10-423-720</b>							
1530	LOWE'S COMPANIES, INC	45163502	Poplar Board	08/11/2020	5.53	.00	
Total 10-423-720:					5.53	.00	
<b>10-423-920</b>							
2033	QUADIENT LEASING USA. Inc.	N19031192	Postage meter	08/17/2020	316.01	.00	
Total 10-423-920:					316.01	.00	
<b>10-424-480</b>							
140	AMERICAN PLANNING ASSOCI	214660-2075	Membership-Cary Siess	07/10/2020	461.00	.00	
480	COEUR D'ALENE PRESS, INC.	I00398835	Public Hearing P & Z LGL 3918	08/03/2020	123.91	.00	
480	COEUR D'ALENE PRESS, INC.	I00398851	Public Hearing P & Z LGL 3919	08/03/2020	132.32	.00	
480	COEUR D'ALENE PRESS, INC.	I00398863	Public Hearing P & Z LGL 3921	08/03/2020	132.56	.00	
480	COEUR D'ALENE PRESS, INC.	I00398867	Public Hearing P & Z LGL 3920	08/03/2020	78.93	.00	
Total 10-424-480:					928.72	.00	
<b>10-431-320</b>							
134	AMAZON CAPITAL SERVICES	1VM6-D9VL-Q	Sanitizer dispenser, battery	07/24/2020	76.97	.00	
200	ARROW CONSTRUCTION SUPP	277788	Marking paint	08/04/2020	168.04	.00	
277	BEAN TOOLS, INC	336663	Air tool care, screwdriver set	08/12/2020	80.18	.00	
1650	NAPA AUTO STORE, CDA, INC.	918361	Piston grip gun	08/11/2020	55.94	.00	
1720	Norco	29869061	Cylinder rent	07/31/2020	55.18	.00	
2144	RATHDRUM TRADING POST HA	6947/1	Mir Lens/Chrome Tape Rule	08/06/2020	35.98	.00	
2328	SERIGHT'S ACE HARWARE 3	15123/3	Power Scrub Roller Mop	07/30/2020	12.59	.00	
2328	SERIGHT'S ACE HARWARE 3	15170/3	Velcro	08/03/2020	30.16	.00	
2328	SERIGHT'S ACE HARWARE 3	15214/3	Tarp, Pop up and Gear Drive	08/06/2020	62.06	.00	
2328	SERIGHT'S ACE HARWARE 3	15224/3	Cord	08/07/2020	6.29	.00	
2938	WILBUR-ELLIS COMPANY	13749591	Weeco & esplanade ez	07/28/2020	207.32	.00	
Total 10-431-320:					790.71	.00	
<b>10-431-510</b>							
222	AT & T MOBILITY	287262285686	Call out phone	08/05/2020	143.80	.00	
Total 10-431-510:					143.80	.00	
<b>10-431-525</b>							
240	AVISTA UTILITIES	2756400000AU	Street lights	07/28/2020	6,889.73	.00	
1385	KOOTENAI ELECTRIC	1800084AUG2	Street lights	07/30/2020	294.61	.00	
1385	KOOTENAI ELECTRIC	1831880AUG2	Street lights	07/30/2020	44.28	.00	
1385	KOOTENAI ELECTRIC	1832815AUG2	Street lights	07/30/2020	647.66	.00	
1385	KOOTENAI ELECTRIC	1837059AUG2	Street lights	07/30/2020	388.08	.00	
Total 10-431-525:					8,264.36	.00	
<b>10-431-610</b>							
1650	NAPA AUTO STORE, CDA, INC.	917732	Virtual Kit, Disc Pad & Brake Roto	08/06/2020	317.76	.00	
1650	NAPA AUTO STORE, CDA, INC.	917776	Electric Drum Pump	08/06/2020	249.04	.00	
1650	NAPA AUTO STORE, CDA, INC.	917904	Shock Mate Boot Kit	08/07/2020	163.74	.00	
1815	O'REILLY AUTO PARTS	3930-110978	Bolt Remover	08/04/2020	44.99	.00	
1815	O'REILLY AUTO PARTS	3930-111247	Gasket Maker & Hex Bits Sets	08/05/2020	29.98	.00	
Total 10-431-610:					805.51	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10-435-310</b>							
2144	RATHDRUM TRADING POST HA	6928/1	Wasp & Hornet Spray	08/04/2020	10.77	.00	
2440	STAPLES ADVANTAGE	3452892474	Face masks	08/01/2020	80.97	.00	
2518	SUPER ONE FOODS	07-2597433	Vinegar	08/14/2020	4.49	.00	
Total 10-435-310:					96.23	.00	
<b>10-435-330</b>							
960	HICO COUNTRY STORE, INC.	112872	Aug fuel PR	08/03/2020	101.96	.00	
960	HICO COUNTRY STORE, INC.	112876	Aug fuel PR	08/04/2020	33.17	.00	
960	HICO COUNTRY STORE, INC.	112880	Aug fuel PR	08/06/2020	62.33	.00	
960	HICO COUNTRY STORE, INC.	112881	Aug fuel PR	08/06/2020	36.26	.00	
960	HICO COUNTRY STORE, INC.	112884	Aug fuel PR	08/11/2020	46.88	.00	
Total 10-435-330:					280.60	.00	
<b>10-435-470</b>							
2518	SUPER ONE FOODS	02-1508337	Cake	07/20/2020	8.48	.00	
Total 10-435-470:					8.48	.00	
<b>10-435-510</b>							
2950	ZIPLY FIBER	2086872399JU	Tele	08/04/2020	291.74	.00	
Total 10-435-510:					291.74	.00	
<b>10-435-520</b>							
1370	KOOTENAI COUNTY SOLID WA	85115JUL20	Garbage cart	07/31/2020	15.00	.00	
920	NORTHWEST WASTE & RECYC	585425	96G Comm 1XWK	07/31/2020	12.00	.00	
Total 10-435-520:					27.00	.00	
<b>10-435-740</b>							
1936	POINTE PEST CONTROL	1360556	2 Com Qtrly General Pest	08/07/2020	100.00	.00	
Total 10-435-740:					100.00	.00	
<b>10-435-920</b>							
2033	QUADIENT LEASING USA, Inc.	N19031192	Postage meter	08/17/2020	316.01	.00	
Total 10-435-920:					316.01	.00	
<b>10-438-315</b>							
1315	KAYGEECO INC.	528	Multi-fold towels	07/30/2020	105.80	.00	
2144	RATHDRUM TRADING POST HA	6938/1	Bathroom Supplies	08/06/2020	36.68	.00	
Total 10-438-315:					142.48	.00	
<b>10-438-320</b>							
2144	RATHDRUM TRADING POST HA	200578/1	Push mower repair	07/30/2020	13.46	.00	
2144	RATHDRUM TRADING POST HA	6717/1	Trash Cans	07/09/2020	27.89	.00	
2144	RATHDRUM TRADING POST HA	6902/1	Lawn & Leaf Bags	08/01/2020	26.98	.00	
2144	RATHDRUM TRADING POST HA	6908/1	Face Masks	08/03/2020	7.50	.00	
2144	RATHDRUM TRADING POST HA	6921/1	Disc Course Sign	08/04/2020	17.24	.00	
2144	RATHDRUM TRADING POST HA	6930/1	Majestic Power Box	08/05/2020	.44	.00	
2144	RATHDRUM TRADING POST HA	6932/1	Straps	08/05/2020	41.38	.00	
2144	RATHDRUM TRADING POST HA	6984/1	Trimmer line	08/11/2020	19.20	.00	
2144	RATHDRUM TRADING POST HA	6998/1	Sealant, brush, tape	08/12/2020	26.72	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
2144	RATHDRUM TRADING POST HA	6999/1	Spray paint	08/12/2020	11.86	.00	
Total 10-438-320:					192.67	.00	
<b>10-438-330</b>							
960	HICO COUNTRY STORE, INC.	112875	Aug fuel PR	08/04/2020	17.92	.00	
960	HICO COUNTRY STORE, INC.	112883	Aug fuel PR	08/10/2020	27.12	.00	
960	HICO COUNTRY STORE, INC.	112885	Aug fuel PR	08/11/2020	26.47	.00	
960	HICO COUNTRY STORE, INC.	112887	Aug fuel PR	08/13/2020	28.57	.00	
Total 10-438-330:					100.08	.00	
<b>10-438-350</b>							
2144	RATHDRUM TRADING POST HA	7001/1	2 Stroke oil	08/12/2020	13.45	.00	
Total 10-438-350:					13.45	.00	
<b>10-438-360</b>							
2144	RATHDRUM TRADING POST HA	6893/1	Park Irrigation	07/31/2020	52.19	.00	
2144	RATHDRUM TRADING POST HA	6974/1	Fitting	08/10/2020	7.16	.00	
Total 10-438-360:					59.35	.00	
<b>10-438-520</b>							
1239	J&R ELECTRONICS	048522	Business internet monthly access	08/20/2020	162.50	.00	
Total 10-438-520:					162.50	.00	
<b>10-438-570</b>							
2144	RATHDRUM TRADING POST HA	203939/1	Concrete mixer rental	08/11/2020	50.00	.00	
Total 10-438-570:					50.00	.00	
<b>10-438-610</b>							
2144	RATHDRUM TRADING POST HA	6907/1	Weed Eater Line	08/03/2020	21.75	.00	
Total 10-438-610:					21.75	.00	
<b>10-438-620</b>							
1505	LES SCHWAB TIRES	12700331306	Flat tire repair	08/12/2020	20.00	.00	
1505	LES SCHWAB TIRES	12700331328	Tires & tubes	08/12/2020	324.36	.00	
Total 10-438-620:					344.36	.00	
<b>10-438-735</b>							
276	BELSON OUTDOORS INC	W274547	Trash cans & bags	08/11/2020	2,628.15	.00	
Total 10-438-735:					2,628.15	.00	
<b>10-438-770</b>							
136	AMERICA ON SITE SERVICES	350009	Handicap unit	07/31/2020	90.00	.00	
136	AMERICA ON SITE SERVICES	350010	Unit rent	07/31/2020	125.81	.00	
136	AMERICA ON SITE SERVICES	350011	Unit rent	07/31/2020	125.81	.00	
136	AMERICA ON SITE SERVICES	350012	C unit	07/31/2020	125.81	.00	
136	AMERICA ON SITE SERVICES	350013	C unit	07/31/2020	111.13	.00	
136	AMERICA ON SITE SERVICES	350014	Handicap unit	07/31/2020	90.00	.00	
136	AMERICA ON SITE SERVICES	352701	Pumping for site host	07/30/2020	90.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-438-770:					758.56	.00	
<b>10-439-330</b>							
960	HICO COUNTRY STORE, INC.	112878	Aug fuel PR	08/05/2020	30.91	.00	
960	HICO COUNTRY STORE, INC.	112879	Aug fuel PR	08/05/2020	11.05	.00	
960	HICO COUNTRY STORE, INC.	112882	Mower gas	08/10/2020	27.68	.00	
960	HICO COUNTRY STORE, INC.	112886	Mower gas	08/13/2020	17.34	.00	
Total 10-439-330:					86.98	.00	
<b>10-440-600</b>							
2358	SITEONE LANDSCAPE SUPPLY	101246912-00	Cooper Field	07/02/2020	227.52	.00	
2358	SITEONE LANDSCAPE SUPPLY	28435	Cooper Field credit	02/11/2020	75.02-	.00	
Total 10-440-600:					152.50	.00	
<b>10-440-700</b>							
2761	SUB TERRA LLC	72854	Shirts	08/05/2020	479.25	.00	
Total 10-440-700:					479.25	.00	
<b>10-440-750</b>							
134	AMAZON CAPITAL SERVICES	14PR-3YGG-V	Batting Tee & Tballs	08/11/2020	118.30	.00	
Total 10-440-750:					118.30	.00	
<b>10-490-515</b>							
430	CITY OF POST FALLS	INV04668	July dispatch	08/15/2020	7,717.82	.00	
Total 10-490-515:					7,717.82	.00	
<b>13-400-100</b>							
708	DAVID EVANS & ASSOCIATES	470528	Project RATH0000-009SH-53 & M	07/31/2020	16,917.92	.00	
Total 13-400-100:					16,917.92	.00	
<b>40-400-200</b>							
896	HMH, LLC	M19014-06	Project M19014 Latah St Br 1	08/11/2020	3,966.88	.00	
Total 40-400-200:					3,966.88	.00	
<b>60-434-310</b>							
2440	STAPLES ADVANTAGE	3452892475	Battery backup	08/01/2020	30.00	.00	
2518	SUPER ONE FOODS	07-2578390	Supplies	07/30/2020	7.97	.00	
Total 60-434-310:					37.97	.00	
<b>60-434-421</b>							
272	BERNHART & BUCK, INC	4000	Audit preparation	08/13/2020	93.33	.00	
Total 60-434-421:					93.33	.00	
<b>60-434-510</b>							
1979	POWERNET GLOBAL COMMUNI	42152706	Long distance service	08/07/2020	40.89	.00	
75	TIME WARNER CABLE	016285308092	Internet fee	08/09/2020	71.66	.00	
2950	ZIPLY FIBER	2086870261JU	Tele	08/04/2020	131.43	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 60-434-510:					243.98	.00	
<b>60-434-890</b>							
2814	VISION MUNICIPAL SOLUTIONS	09-8402	Leon's PC Upgrade	08/17/2020	53.86	.00	
Total 60-434-890:					53.86	.00	
<b>60-435-520</b>							
1385	KOOTENAI ELECTRIC	1835508AUG2	Pumping	07/30/2020	12,506.93	.00	
2950	ZIPLY FIBER	2080016152JU	Water pumping	08/04/2020	28.43	.00	
2950	ZIPLY FIBER	2080016635JU	water	08/04/2020	13.80	.00	
2950	ZIPLY FIBER	2080019017JU	Water pumping	08/04/2020	28.43	.00	
2950	ZIPLY FIBER	2080019365JU	Water	08/04/2020	13.80	.00	
2950	ZIPLY FIBER	208687157506	Water pumping	08/04/2020	78.44	.00	
2950	ZIPLY FIBER	2087700742JU	Water ppumping	08/04/2020	13.80	.00	
2950	ZIPLY FIBER	2087700805JU	Water pumping	08/04/2020	13.80	.00	
Total 60-435-520:					12,697.43	.00	
<b>60-436-320</b>							
103	ALSCO	LSP02324810	Towels & Medical Supplies	08/10/2020	53.08	.00	
103	ALSCO	LSP02322596	Towels & Medical Supplies	08/03/2020	53.08	.00	
277	BEAN TOOLS, INC	336663	Air tool care, screwdriver set	08/12/2020	80.17	.00	
964	HI-LINE INC	10793475	Dust masks	07/28/2020	138.80	.00	
1650	NAPA AUTO STORE, CDA, INC.	917038	Freight	07/31/2020	12.99	.00	
1726	NORTH 40 OUTFITTERS	032321/E	Plastic Utility	08/10/2020	27.99	.00	
1726	NORTH 40 OUTFITTERS	32282/E	Oil Stabilizer & Measuring Pitcher	08/05/2020	38.47	.00	
1830	OXARC, INC.	31035955	Sodium hypochlorite	08/11/2020	240.18	.00	
1830	OXARC, INC.	60697239	Acearna	07/31/2020	12.33	.00	
2144	RATHDRUM TRADING POST HA	08062020	Workhorse	08/06/2020	43.14	.00	
2328	SERIGHT'S ACE HARWARE 3	15089/3	Sign - No Trespassing	07/28/2020	8.98	.00	
2328	SERIGHT'S ACE HARWARE 3	15176/3	Elbow	08/04/2020	13.49	.00	
2328	SERIGHT'S ACE HARWARE 3	15206/3	Tape Measure, Key Set & Thermo	08/06/2020	42.29	.00	
2938	WILBUR-ELLIS COMPANY	13749591	Weco & esplanadw ez	07/28/2020	207.33	.00	
Total 60-436-320:					972.32	.00	
<b>60-436-450</b>							
50	ACCURATE TESTING LABS,LLC	111945	Haloacetic Acids & Trihalomethan	07/21/2020	250.00	.00	
50	ACCURATE TESTING LABS,LLC	112377	Coliform Presence/Absence	08/10/2020	125.00	.00	
50	ACCURATE TESTING LABS,LLC	112395	Coliform Presence/Absence	08/11/2020	25.00	.00	
Total 60-436-450:					400.00	.00	
<b>60-436-520</b>							
2950	ZIPLY FIBER	2086875003JU	Tele	08/04/2020	30.83	.00	
Total 60-436-520:					30.83	.00	
<b>60-436-610</b>							
281	BIGFOOT TECHNICAL SERVICE	5039	Replaced UPS in Maint office	08/11/2020	79.74	.00	
Total 60-436-610:					79.74	.00	
<b>60-436-730</b>							
281	BIGFOOT TECHNICAL SERVICE	5041	Installed flex conduit, connectors,r	08/11/2020	1,621.22	.00	
281	BIGFOOT TECHNICAL SERVICE	5042	New exhaust fan installed	08/11/2020	793.75	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
281	BIGFOOT TECHNICAL SERVICE	5043	Troubleshoot analog output at new	08/11/2020	1,200.00	.00	
281	BIGFOOT TECHNICAL SERVICE	5068	Relocated ATS from Radiant Lake	08/15/2020	200.00	.00	
2328	SERIGHT'S ACE HARWARE 3	15204/3	Rotor Sprinkler	08/06/2020	53.96	.00	
Total 60-436-730:					3,868.93	.00	
<b>60-436-735</b>							
735	FILTRATION TECHNOLOGY INC	8149	Watts pressure regulator with gau	08/12/2020	302.10	.00	
Total 60-436-735:					302.10	.00	
<b>60-490-429</b>							
1880	PASSWORD, INC.	10238282	Overcalls	08/03/2020	389.16	.00	
1880	PASSWORD, INC.	10238283	Admin fee	08/03/2020	3.00	.00	
Total 60-490-429:					392.16	.00	
<b>61-208000</b>							
430	CITY OF POST FALLS	INV04683	Sewer cap fees July	08/15/2020	47,535.00	.00	
Total 61-208000:					47,535.00	.00	
<b>61-434-310</b>							
2440	STAPLES ADVANTAGE	3452892475	Battery backup	08/01/2020	29.99	.00	
2518	SUPER ONE FOODS	07-2578390	Supplies	07/30/2020	7.97	.00	
Total 61-434-310:					37.96	.00	
<b>61-434-421</b>							
272	BERNHART & BUCK, INC	4000	Audit preparation	08/13/2020	93.33	.00	
Total 61-434-421:					93.33	.00	
<b>61-434-510</b>							
1979	POWERNET GLOBAL COMMUNI	42152706	Long distance service	08/07/2020	40.90	.00	
75	TIME WARNER CABLE	016285308092	Internet fee	08/09/2020	71.66	.00	
2950	ZIPLY FIBER	2086870261JU	Tele	08/04/2020	131.43	.00	
Total 61-434-510:					243.99	.00	
<b>61-434-890</b>							
2814	VISION MUNICIPAL SOLUTIONS	09-8402	Leon's PC Upgrade	08/17/2020	53.85	.00	
Total 61-434-890:					53.85	.00	
<b>61-435-520</b>							
2950	ZIPLY FIBER	2080011809JU	Sewer pumping	08/04/2020	14.21	.00	
2950	ZIPLY FIBER	2080016021JU	Sewer pumping	08/04/2020	13.80	.00	
2950	ZIPLY FIBER	2080017616JU	Sewer pumping	08/04/2020	17.70	.00	
2950	ZIPLY FIBER	2080018109JU	Sewer pumping	08/04/2020	28.43	.00	
2950	ZIPLY FIBER	2086871655JU	Sewer pumping	08/04/2020	69.73	.00	
Total 61-435-520:					143.87	.00	
<b>61-436-320</b>							
103	ALSCO	LSP02324810	Towels & Medical Supplies	08/10/2020	53.07	.00	
103	ALSCO	LSP02322596	Towels & Medical Supplies	08/03/2020	53.07	.00	
1726	NORTH 40 OUTFITTERS	32282/E	Oil Stabilizer & Measuring Pitcher	08/05/2020	38.47	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
2144	RATHDRUM TRADING POST HA	6933/1	Shop Supplies	08/05/2020	1.20	.00	
2328	SERIGHT'S ACE HARWARE 3	15206/3	Tape Measure, Key Set & Thermo	08/06/2020	42.28	.00	
Total 61-436-320:					188.09	.00	
<b>61-436-520</b>							
2950	ZIPLY FIBER	2086875003JU	Tele	08/04/2020	30.82	.00	
Total 61-436-520:					30.82	.00	
<b>61-436-610</b>							
281	BIGFOOT TECHNICAL SERVICE	5039	Replaced UPS in Maint ofc	08/11/2020	79.74	.00	
Total 61-436-610:					79.74	.00	
<b>61-436-730</b>							
281	BIGFOOT TECHNICAL SERVICE	5040	Service call at Lift 11	08/11/2020	748.20	.00	
Total 61-436-730:					748.20	.00	
<b>61-490-625</b>							
430	CITY OF POST FALLS	INV04673	Sewer pumpimg july	08/15/2020	130,343.75	.00	
Total 61-490-625:					130,343.75	.00	
<b>62-400-200</b>							
822	GENERAL PACIFIC, INC.	1379274	Meters	07/31/2020	9,108.00	.00	
822	GENERAL PACIFIC, INC.	1379327	Meters	07/31/2020	11,816.00	.00	
891	H.D. FOWLER	I5542551	Meter adapters	08/03/2020	347.52	.00	
891	H.D. FOWLER	I5548381	Rubber gasket	08/07/2020	21.00	.00	
Total 62-400-200:					21,292.52	.00	
Grand Totals:					330,378.09	.00	

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
--------	-------------	----------------	-------------	--------------	--------------------	-------------	-----------

---

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

---



# City of Rathdrum City Council

## Staff Report –Final Plat

**To:** Rathdrum City Council  
**From:** City of Rathdrum Planning and Zoning Administrator  
**Date of Report:** August 19, 2020  
**Subject:** Majestic Villas Final Plat (Major Subdivision)  
**Meeting Date:** August 26, 2020

### PROJECT INFORMATION

**Applicant / Owner:** Big Creek Land Company, LLC, 1950 W. Bellerive Lane #107, Coeur d’Alene, Idaho, 83814.

**Applicant’s Representative:** Representing the Applicant is Wayne Lockman, PLS of Lake City Engineering, Inc., 126 E. Poplar Avenue, Coeur d’Alene, Idaho 83814.

**Request:** The Applicant is asking for final approval of the Majestic Villas subdivision consisting of 11 residential lots on approximately 6.08 acres. This is a change from the approved preliminary plat which consisted of 17-residential lots on approximately 6.08 acres of an approximately 13.2-acre property with average lot size of 14,506 SF in area, ranging between 10,675 SF and 15,579 SF in area.

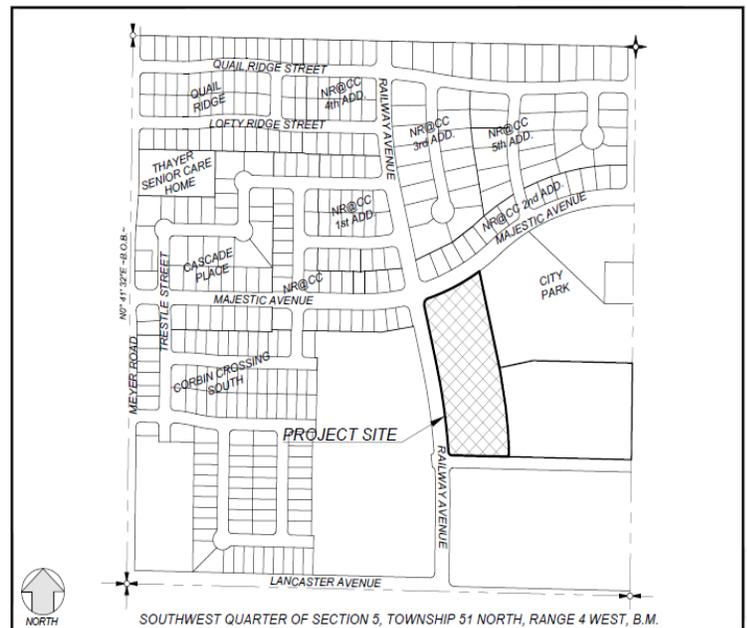
The change between the preliminary plat and this final plat is due, in part, to the re-alignment of Deadwood Avenue at the southern end of the subdivision. New lot 6 which incorporates 7 of the preliminarily platted lots, together with the remaining lot acreage of the 13.2-acre parcel is to be separately platted in the future as Majestic Villas 1<sup>st</sup> Addition.

Of the 10 lots (lots 1-5 and lots 7-11) intended for residential development at this time, the minimum lot size is 10,680 SF in compliance with the R3 zone district standards (6,000 SF lot minimum). Those lots reflect the approved preliminary plat sizes and locations.

Right of way dedication of Saloon Street is included in the plat.

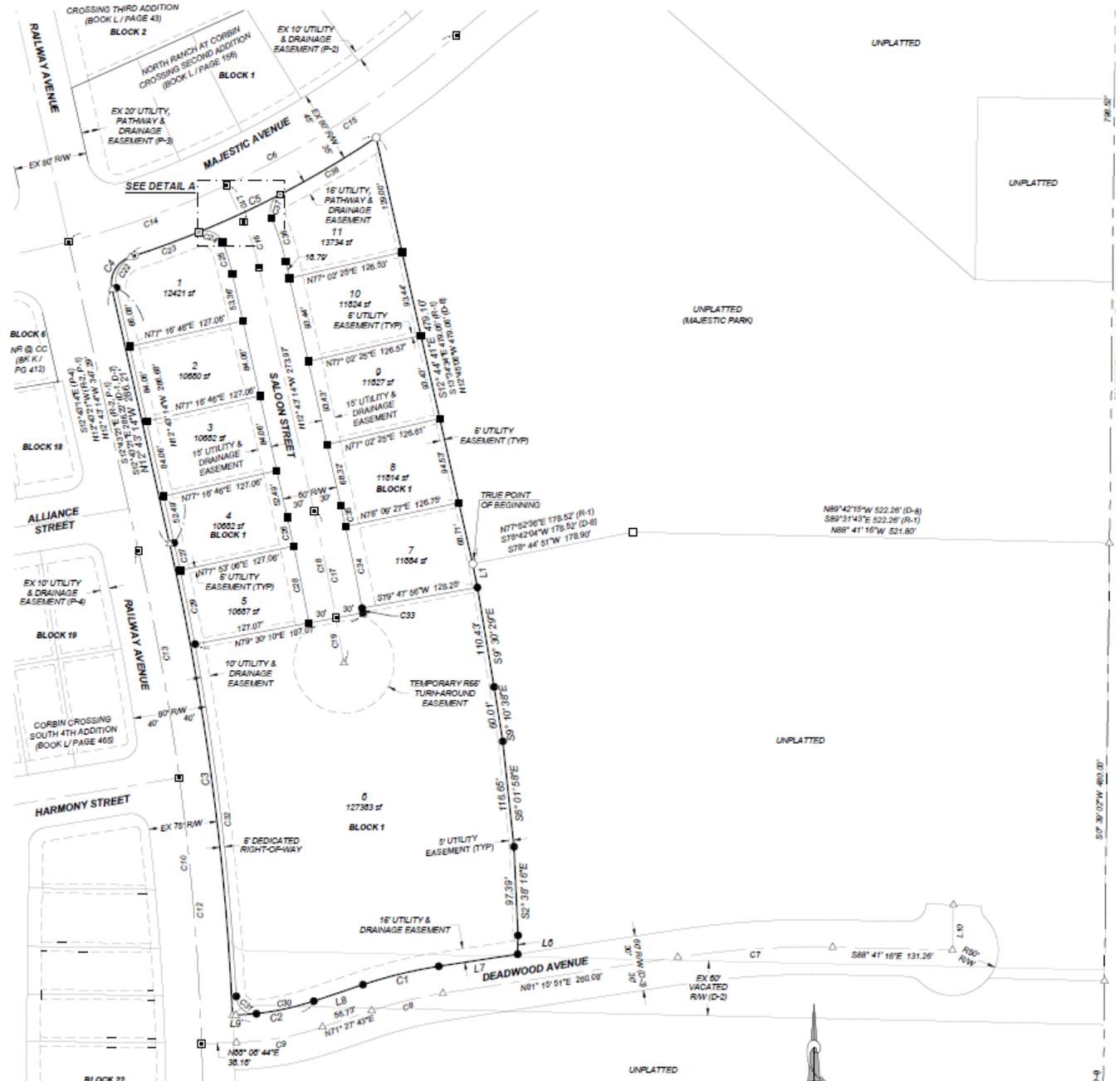
**Site Information / Location of Project:** The proposed plat is generally located south of Majestic Avenue and east of Railway Avenue within the City of Rathdrum, directly adjacent and west of Majestic Park.

The property is currently vacant and undeveloped.



The Kootenai County Assessors Tax Parcel Number is R0000005500. The legal description is set by meets and bounds located in the Southwest Quarter of Section 5, Township 51 North, Range 4 West, Boise Meridian as found within the Title Report submitted with the application.

**Zoning:** The property within plat is zoned R-3 (Residential, multifamily, high-density).



**Comprehensive Plan Designation:** The Future Land Use Map identifies the site as Residential.

## **PROJECT REVIEW**

### **Review and Recommendation:**

City planning and public works staff reviewed the proposed subdivision and determined that it is substantially consistent with the Preliminary Plat approval and the Development Agreement executed April 30, 2020 under Instrument No. 2748756000, Records of Kootenai County, Idaho (may be subject to minor technical changes). The proposed subdivision is also compliant with, or can be compliant with, RCC Title 12, including but not limited to Final Plat Standards of RCC 12-3-4.

The developer has made improvements to the property and has indicated that an acceptable surety as provided by City Code for the remaining incomplete infrastructure will be posted. The City has not yet received the surety for the incomplete work. When the performance surety is received, such will be reviewed for acceptance by the City Attorney prior to release of the approved and signed final plat.

The Planning and Zoning Commission recommends approval of the final plat to the City Council, subject to the Findings and Conclusions as discussed herein.

The Planning and Zoning Commission's recommendation to the City Council addresses City Code Sections 12-3-3-(2) (A) through (F):

#### *Section 12-3-3-2*

#### Findings:

1. Pursuant to RCC 12-3-3-2-A the final plat is required to meet established standards.
2. The final plat shall conform to the preliminary plat per RCC 12-3-3-2-B.
3. The plat shall include the necessary Certificates and Statements of Approval per RCC 12-3-3-2-C.
4. A title report confirming that title to the land in the proposed subdivision is vested in the name of the owner whose signature appears on the plat is required per RCC 12-3-3-2-C.
5. Improvements and facilities required by the City for the subdivision shall be completed or a suitable guarantee shall be provided. Costs incurred by the City for plan, specification or drawing review and approval or construction inspection shall be paid by the subdivider.
6. The subdivider shall provide warranty that the required water, sewer and street improvements (including appurtenant features) and facilities will be free from defects in material and workmanship.
7. Any Finding of Fact which is more correctly a Conclusion of Law is incorporated herein by this reference.

#### Conclusions:

1. The final plat meets all standards established by Idaho Code and RCC Title 12 relating to final plats, including the checklist, which can be modified by the council.
2. The final plat is essentially the same as the preliminary plat and the conditions imposed when the preliminary plat was approved have been met. The City Engineer, Public Works Director or City Council may recommend modifications of the preliminary plat up to the time of Council approval of the final plat.
3. The final plat bears the certificates and statements of approval required by RCC Title 12.
4. The Applicant has submitted a title report, from a title insurance company authorized to do business in the state, confirming that title of the land in the proposed subdivision is vested in the name of the owner whose signature appears on the plat.

5. The facilities and improvements required to be provided by the subdivider have been completed, and the costs incurred by the City for plan, specification or drawing review and approval or construction inspection have been paid by the subdivider, *OR* the subdivider has or will provide an irrevocable letter of credit or other suitable guarantee acceptable to the City in an amount of one hundred fifty percent (150%) of the estimated cost as approved by the City Engineer and with responsible sureties commensurate with improvements remaining to be done and costs to be paid, securing to the City the construction and installation of the improvements and payment of the costs which will be or have been incurred by the City within the fixed time period established by the Council.
6. Water and Sewer: The subdivider has provided, or will provide, a standard written warranty that the required water and sewer improvements and facilities will be free from defects in material and workmanship for a period of one year from the date of acceptance of the improvements by the city, secured by a performance bond in the amount of twenty five percent (25%) of the actual construction cost of the warranted improvements and facilities.
7. Street Improvements: The subdivider has provided, or will provide, a warranty that the required street improvements will be free from defects in material and workmanship for a period of two (2) years from the date of acceptance of the improvements by the city, secured by a performance bond in the amount of twenty five percent (25%) of the actual construction cost of the warranted improvements.
8. Any Conclusion of Law which is more correctly a Finding of Fact is incorporated herein by this reference.

#### **STAFF CONTACT**

Cary Siess, City Planner / Planning and Zoning Administrator  
City of Rathdrum Public Works Department, Planning Division  
8047 W. Main Street, Rathdrum, Idaho 83858  
Phone: 208-687-2700 x 117 / Email: cary@rathdrum.org

---

#### **Attached Exhibits:**

Exhibit A – Preliminary Subdivision

Exhibit B – Final Subdivision

# Exhibit A











# City of Rathdrum City Council

## Staff Report –Final Plat

**To:** Rathdrum City Council  
**From:** City of Rathdrum Planning and Zoning Administrator  
**Date of Report:** August 19, 2020  
**Subject:** Brookshire 2<sup>nd</sup> Addition Final Plat (Major Subdivision)  
**Meeting Date:** August 26, 2020

### PROJECT INFORMATION

**Applicant / Owner:** Bluegrass Development, LLC, 1250 Northwood Center Court, Suite A, Coeur d’Alene, Idaho.

**Applicant’s Representative:** Representing the Applicant is Wayne Lockman, PLS of Lake City Engineering, Inc., 126 E. Poplar Avenue, Coeur d’Alene, Idaho 83814.

**Request:** The approved preliminary subdivision consisted of 461 residential lots and one 10-acre lot on approximately 152.45 acres of a 314.316-acre property. The project was to be developed in phases, subject to market conditions.

The Applicant is now requesting final approval of the seconds addition of the subdivision consisting of 74 single family residential lots on the 19.309-acre lot platted with the first addition for the purpose of plat phasing. This project area is the remainder of the land identified in the preliminary plat as “Phase 2.” A remainder parcel comprising the un-platted land is available for future additions.

The minimum residential lot size is 7,560 SF in compliance with the R2 zone district standards (7,500 SF lot minimum).

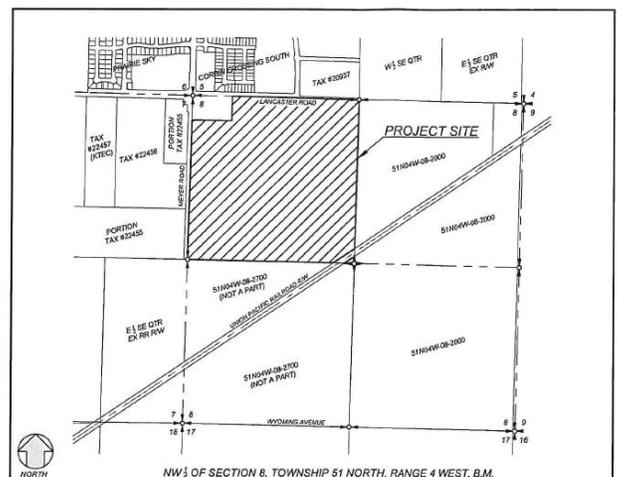
Right of way dedication of extended Railway Avenue along with a new streets Cavanaugh Drive, Rockingham Road and Lujack Way are included in the plat.

**Site Information / Location of Project:** The proposed plat is generally located at the southeasterly corner of Meyer and Lancaster Roads.

The property is currently vacant and undeveloped.

The current site address is 11866 N Meyer Road, Rathdrum. The Kootenai County Assessors Tax Parcel Number is R-0000-008-2700. The legal description is described as found within the Title Report submitted with the application.

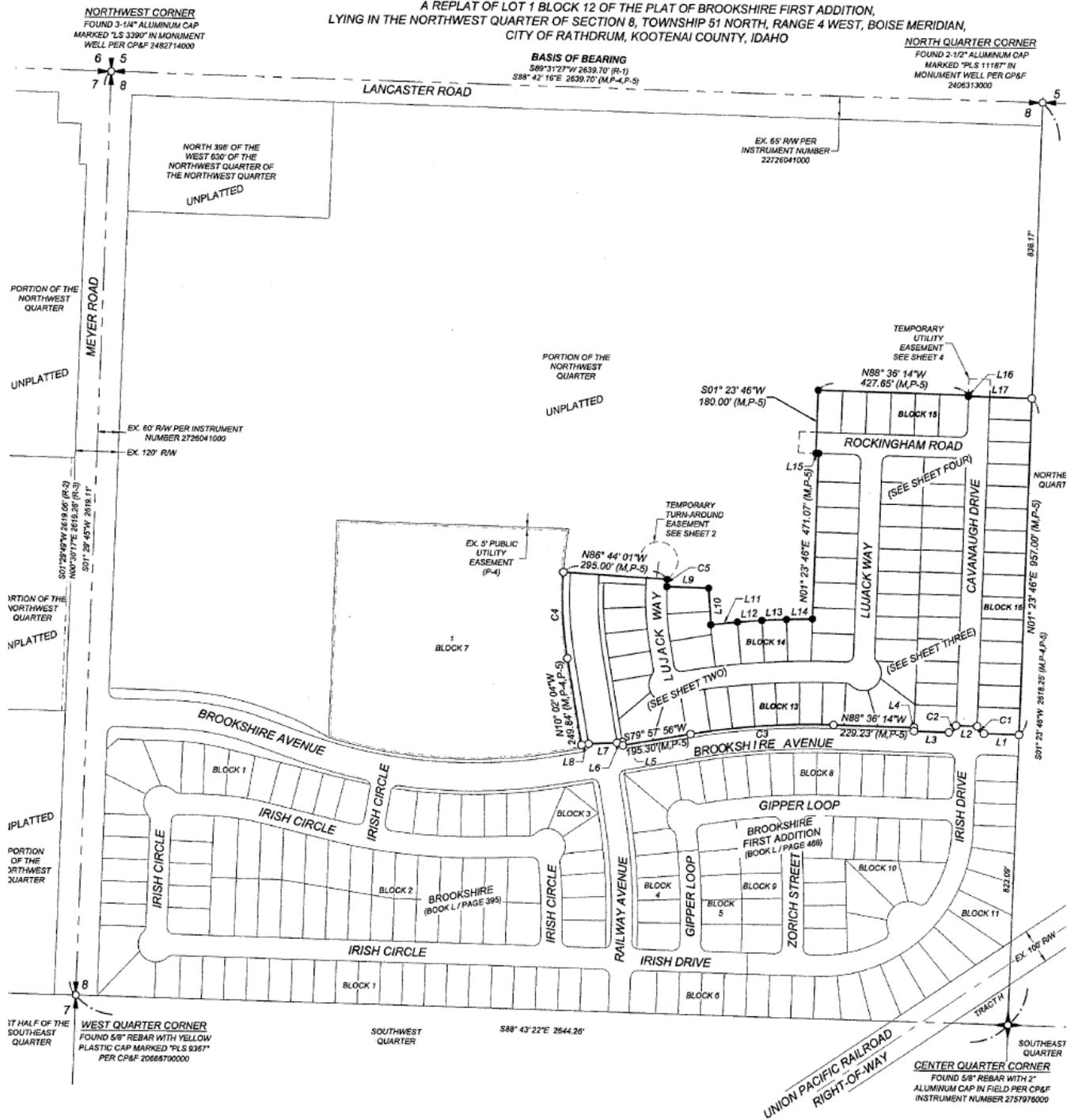
**Zoning:** The property within this plat is zoned R-2S (Residential, single family, medium-density).



PROJECT LOCATION

# BROOKSHIRE SECOND ADDITION

A REPLAT OF LOT 1 BLOCK 12 OF THE PLAT OF BROOKSHIRE FIRST ADDITION,  
LYING IN THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 51 NORTH, RANGE 4 WEST, BOISE MERIDIAN,  
CITY OF RATHDRUM, KOOTENAI COUNTY, IDAHO



**Comprehensive Plan Designation:** The Future Land Use Map identifies the site as Transformational. Residential use is compatible with this designation.

## **PROJECT REVIEW**

### **Review and Recommendation:**

City planning and public works staff reviewed the proposed subdivision and determined that it is substantially consistent with the Preliminary Plat approval and the Development Agreement executed May 23, 2019 under Instrument No. 2694181000, Records of Kootenai County, Idaho (may be subject to minor technical changes). The proposed subdivision is also compliant with, or can be compliant with, RCC Title 12, including but not limited to Final Plat Standards of RCC 12-3-4.

The developer has made improvements to the property and has indicated that an acceptable surety as provided by City Code for the remaining incomplete infrastructure will be posted. The City has not yet received the surety for the incomplete work. When the performance surety is received, such will be reviewed for acceptance by the City Attorney.

The Planning and Zoning Commission recommends approval of the Brookshire 2<sup>nd</sup> Addition final plat to the City Council, subject to the Findings and Conclusions as discussed herein.

The Planning and Zoning Commission's recommendation to the City Council addresses City Code Sections 12-3-3-(2) (A) through (F):

#### *Section 12-3-3-2*

#### Findings:

1. Pursuant to RCC 12-3-3-2-A the final plat is required to meet established standards.
2. The final plat shall conform to the preliminary plat per RCC 12-3-3-2-B.
3. The plat shall include the necessary Certificates and Statements of Approval per RCC 12-3-3-2-C.
4. A title report confirming that title to the land in the proposed subdivision is vested in the name of the owner whose signature appears on the plat is required per RCC 12-3-3-2-C.
5. Improvements and facilities required by the City for the subdivision shall be completed or a suitable guarantee shall be provided. Costs incurred by the City for plan, specification or drawing review and approval or construction inspection shall be paid by the subdivider.
6. The subdivider shall provide warranty that the required water, sewer and street improvements (including appurtenant features) and facilities will be free from defects in material and workmanship.
7. Any Finding of Fact which is more correctly a Conclusion of Law is incorporated herein by this reference.

#### Conclusions

1. The final plat meets all standards established by Idaho Code and RCC Title 12 relating to final plats, including the checklist, which can be modified by the council.
2. The final plat is essentially the same as the preliminary plat and the conditions imposed when the preliminary plat was approved have been met. The City Engineer, Public Works Director or City Council may recommend modifications of the preliminary plat up to the time of Council approval of the final plat.
3. The final plat bears the certificates and statements of approval required by RCC Title 12.
4. The Applicant has submitted a title report, from a title insurance company authorized to do business in the state, confirming that title of the land in the proposed subdivision is vested in the name of the owner whose signature appears on the plat.

5. The facilities and improvements required to be provided by the subdivider have been completed, and the costs incurred by the City for plan, specification or drawing review and approval or construction inspection have been paid by the subdivider, *OR* the subdivider has or will provide an irrevocable letter of credit or other suitable guarantee acceptable to the City in an amount of one hundred fifty percent (150%) of the estimated cost as approved by the City Engineer and with responsible sureties commensurate with improvements remaining to be done and costs to be paid, securing to the City the construction and installation of the improvements and payment of the costs which will be or have been incurred by the City within the fixed time period established by the Council.
6. Water and Sewer: The subdivider has provided, or will provide, a standard written warranty that the required water and sewer improvements and facilities will be free from defects in material and workmanship for a period of one year from the date of acceptance of the improvements by the city, secured by a performance bond in the amount of twenty five percent (25%) of the actual construction cost of the warranted improvements and facilities.
7. Street Improvements: The subdivider has provided, or will provide, a warranty that the required street improvements will be free from defects in material and workmanship for a period of two (2) years from the date of acceptance of the improvements by the city, secured by a performance bond in the amount of twenty five percent (25%) of the actual construction cost of the warranted improvements.
8. Any Conclusion of Law which is more correctly a Finding of Fact is incorporated herein by this reference.

#### **STAFF CONTACT**

Cary Siess, City Planner / Planning and Zoning Administrator  
City of Rathdrum Public Works Department, Planning Division  
8047 W. Main Street, Rathdrum, Idaho 83858  
Phone: 208-687-2700 x 117 / Email: cary@rathdrum.org

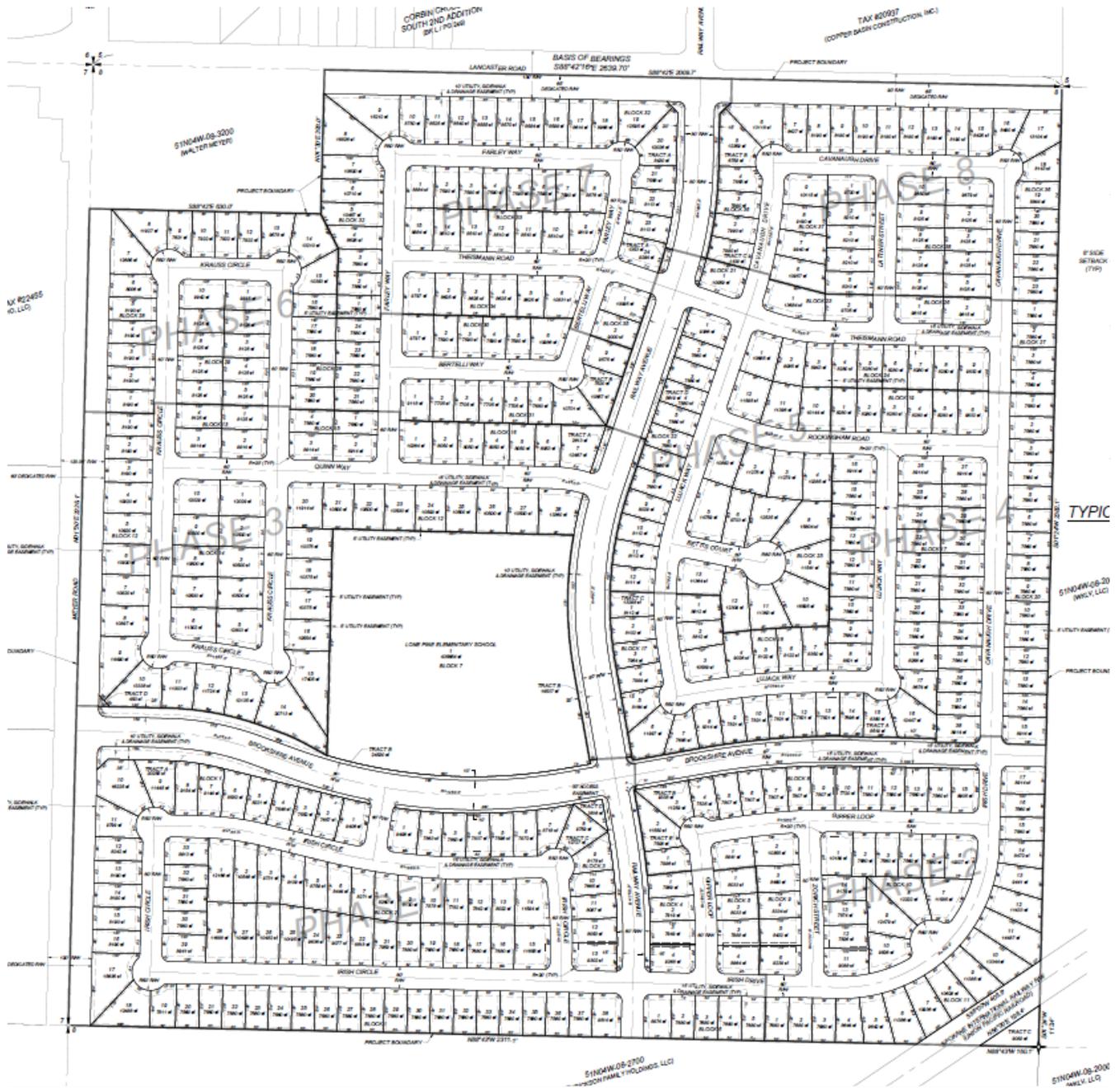
---

#### **Attached Exhibits:**

Exhibit A – Preliminary Subdivision

Exhibit B – 2<sup>nd</sup> Addition Final Subdivision

Exhibit A





# BROOKSHIRE SECOND ADDITION

A REPLAT OF LOT 1, BLOCK 12 OF THE PLAT OF BROOKSHIRE FIRST ADDITION, SECTION 8, TOWNSHIP 39 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF SAGINAW, AGRESTON COUNTY, MICH.

BOOK \_\_\_\_\_ PAGE \_\_\_\_\_  
INSTRUMENT No. \_\_\_\_\_

Course	Length	Bearing	Delta	Stationing	Chord	Record Data
C1	489.87	S80.00°E	117.7300'	S80°00'00" E	489.87	489.87
C2	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C3	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C4	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C5	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C6	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C7	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C8	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C9	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C10	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C11	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C12	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C13	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C14	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C15	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C16	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C17	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C18	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C19	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C20	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C21	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C22	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C23	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C24	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C25	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C26	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C27	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C28	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C29	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C30	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C31	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C32	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C33	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C34	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C35	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C36	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C37	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C38	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C39	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C40	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C41	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C42	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C43	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C44	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C45	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C46	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C47	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C48	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C49	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C50	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C51	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C52	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C53	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C54	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C55	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C56	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C57	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C58	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C59	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00
C60	20.00	N00.00°E	0.0000'	N00°00'00" E	20.00	20.00



Line #	Bearing	Length	Record Data
L1	S80.00°E	489.87	489.87
L2	N00.00°E	20.00	20.00
L3	N00.00°E	20.00	20.00
L4	N00.00°E	20.00	20.00
L5	N00.00°E	20.00	20.00
L6	N00.00°E	20.00	20.00
L7	N00.00°E	20.00	20.00
L8	N00.00°E	20.00	20.00
L9	N00.00°E	20.00	20.00
L10	N00.00°E	20.00	20.00
L11	N00.00°E	20.00	20.00
L12	N00.00°E	20.00	20.00
L13	N00.00°E	20.00	20.00
L14	N00.00°E	20.00	20.00
L15	N00.00°E	20.00	20.00
L16	N00.00°E	20.00	20.00
L17	N00.00°E	20.00	20.00
L18	N00.00°E	20.00	20.00
L19	N00.00°E	20.00	20.00
L20	N00.00°E	20.00	20.00
L21	N00.00°E	20.00	20.00
L22	N00.00°E	20.00	20.00
L23	N00.00°E	20.00	20.00
L24	N00.00°E	20.00	20.00
L25	N00.00°E	20.00	20.00
L26	N00.00°E	20.00	20.00
L27	N00.00°E	20.00	20.00
L28	N00.00°E	20.00	20.00
L29	N00.00°E	20.00	20.00
L30	N00.00°E	20.00	20.00
L31	N00.00°E	20.00	20.00
L32	N00.00°E	20.00	20.00
L33	N00.00°E	20.00	20.00
L34	N00.00°E	20.00	20.00
L35	N00.00°E	20.00	20.00
L36	N00.00°E	20.00	20.00
L37	N00.00°E	20.00	20.00
L38	N00.00°E	20.00	20.00
L39	N00.00°E	20.00	20.00
L40	N00.00°E	20.00	20.00
L41	N00.00°E	20.00	20.00
L42	N00.00°E	20.00	20.00
L43	N00.00°E	20.00	20.00
L44	N00.00°E	20.00	20.00
L45	N00.00°E	20.00	20.00
L46	N00.00°E	20.00	20.00
L47	N00.00°E	20.00	20.00
L48	N00.00°E	20.00	20.00
L49	N00.00°E	20.00	20.00
L50	N00.00°E	20.00	20.00
L51	N00.00°E	20.00	20.00
L52	N00.00°E	20.00	20.00
L53	N00.00°E	20.00	20.00
L54	N00.00°E	20.00	20.00
L55	N00.00°E	20.00	20.00
L56	N00.00°E	20.00	20.00
L57	N00.00°E	20.00	20.00
L58	N00.00°E	20.00	20.00
L59	N00.00°E	20.00	20.00
L60	N00.00°E	20.00	20.00

**NOTES**

1. ALL UTILITIES SHOWN ARE BASED ON RECORD PLATS AND FIELD SURVEY DATA. THE PLATEE HAS CONDUCTED VISUAL INSPECTIONS AND HAS NOTED ANY DISCREPANCIES. THE PLATEE IS NOT RESPONSIBLE FOR THE ACCURACY OF UTILITIES NOT SHOWN ON THIS PLAT.
2. THE PLATEE HAS CONDUCTED VISUAL INSPECTIONS AND HAS NOTED ANY DISCREPANCIES. THE PLATEE IS NOT RESPONSIBLE FOR THE ACCURACY OF UTILITIES NOT SHOWN ON THIS PLAT.
3. THE PLATEE HAS CONDUCTED VISUAL INSPECTIONS AND HAS NOTED ANY DISCREPANCIES. THE PLATEE IS NOT RESPONSIBLE FOR THE ACCURACY OF UTILITIES NOT SHOWN ON THIS PLAT.
4. THE PLATEE HAS CONDUCTED VISUAL INSPECTIONS AND HAS NOTED ANY DISCREPANCIES. THE PLATEE IS NOT RESPONSIBLE FOR THE ACCURACY OF UTILITIES NOT SHOWN ON THIS PLAT.
5. THE PLATEE HAS CONDUCTED VISUAL INSPECTIONS AND HAS NOTED ANY DISCREPANCIES. THE PLATEE IS NOT RESPONSIBLE FOR THE ACCURACY OF UTILITIES NOT SHOWN ON THIS PLAT.
6. THE PLATEE HAS CONDUCTED VISUAL INSPECTIONS AND HAS NOTED ANY DISCREPANCIES. THE PLATEE IS NOT RESPONSIBLE FOR THE ACCURACY OF UTILITIES NOT SHOWN ON THIS PLAT.
7. THE PLATEE HAS CONDUCTED VISUAL INSPECTIONS AND HAS NOTED ANY DISCREPANCIES. THE PLATEE IS NOT RESPONSIBLE FOR THE ACCURACY OF UTILITIES NOT SHOWN ON THIS PLAT.
8. THE PLATEE HAS CONDUCTED VISUAL INSPECTIONS AND HAS NOTED ANY DISCREPANCIES. THE PLATEE IS NOT RESPONSIBLE FOR THE ACCURACY OF UTILITIES NOT SHOWN ON THIS PLAT.
9. THE PLATEE HAS CONDUCTED VISUAL INSPECTIONS AND HAS NOTED ANY DISCREPANCIES. THE PLATEE IS NOT RESPONSIBLE FOR THE ACCURACY OF UTILITIES NOT SHOWN ON THIS PLAT.
10. THE PLATEE HAS CONDUCTED VISUAL INSPECTIONS AND HAS NOTED ANY DISCREPANCIES. THE PLATEE IS NOT RESPONSIBLE FOR THE ACCURACY OF UTILITIES NOT SHOWN ON THIS PLAT.

**LEGEND**

- 1. SET 3/4" I.P. BEARS WITH YELLOW POLYESTER CAP MARKED "PLS"
- 2. SET 3/4" I.P. BEARS WITH YELLOW POLYESTER CAP MARKED "PLS"
- 3. SET 3/4" I.P. BEARS WITH YELLOW POLYESTER CAP MARKED "PLS"
- 4. SET 3/4" I.P. BEARS WITH YELLOW POLYESTER CAP MARKED "PLS"
- 5. SET 3/4" I.P. BEARS WITH YELLOW POLYESTER CAP MARKED "PLS"
- 6. SET 3/4" I.P. BEARS WITH YELLOW POLYESTER CAP MARKED "PLS"
- 7. SET 3/4" I.P. BEARS WITH YELLOW POLYESTER CAP MARKED "PLS"
- 8. SET 3/4" I.P. BEARS WITH YELLOW POLYESTER CAP MARKED "PLS"
- 9. SET 3/4" I.P. BEARS WITH YELLOW POLYESTER CAP MARKED "PLS"
- 10. SET 3/4" I.P. BEARS WITH YELLOW POLYESTER CAP MARKED "PLS"





# BROOKSHIRE SECOND ADDITION

A REPLAT OF LOT 7 BLOCK 12 OF THE PLAT OF BROOKSHIRE FIRST ADDITION,  
 IN SECTION 16 NORTHWEST CORNER OF RANGE 4 WEST, BOISE MERIDIAN,  
 CITY OF RATHDRUM, KOOTENAI COUNTY, IDAHO



**KOOTENAI COUNTY RECORDER**  
 I HEREBY CERTIFY THAT THE RECORDING OF THIS INSTRUMENT IS IN ACCORDANCE WITH THE REQUIREMENTS OF THE KOOTENAI COUNTY RECORDING ACT.  
 AT \_\_\_\_\_, IDAHO, ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.  
 \_\_\_\_\_  
 COUNTY RECORDER

**COUNTY TREASURER'S CERTIFICATE**  
 I HEREBY CERTIFY THAT THE TAXES DUE FOR THE PROPERTY DESCRIBED IN THE FOREGOING CERTIFICATE ARE PAID.  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.  
 \_\_\_\_\_  
 COUNTY TREASURER

**CITY COUNCIL, CITY OF RATHDRUM**  
 I HEREBY CERTIFY THAT THIS PLAT MEETS THE REQUIREMENTS OF THE CITY OF RATHDRUM ORDINANCES AND THE CONDITIONS IMPOSED BY THE COUNCIL, AND APPROVES FOR PLACEMENT OF THIS PLAT.  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.  
 \_\_\_\_\_  
 CITY CLERK

**ENGINEER, CITY OF RATHDRUM**  
 I HEREBY CERTIFY THAT I HAVE DRAWN THIS PLAT AND APPROVE THE SAME FOR PLACING THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.  
 \_\_\_\_\_  
 ENGINEER

**HEALTH DISTRICT APPROVAL**  
 I HEREBY CERTIFY THAT I HAVE REVIEWED THE PLAT AND APPROVE THE SAME FOR PLACING THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.  
 \_\_\_\_\_  
 HEALTH DISTRICT APPROVAL

**OWNER'S CERTIFICATE AND DEDICATION**  
 I, THE UNDERSIGNED, AS OWNER OF THE BROOKSHIRE SECOND ADDITION, DO HEREBY CERTIFY THAT THE SAID ADDITION IS IN ACCORDANCE WITH THE REQUIREMENTS OF THE KOOTENAI COUNTY RECORDING ACT, THE KOOTENAI COUNTY RECORDING ACT, AND THE CITY OF RATHDRUM ORDINANCES AND THE CONDITIONS IMPOSED BY THE COUNCIL, AND APPROVES FOR PLACEMENT OF THIS PLAT.  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.  
 \_\_\_\_\_  
 OWNER

**COUNTY SURVEYOR'S CERTIFICATE**  
 I HEREBY CERTIFY THAT I HAVE EXAMINED THE INSTRUMENT AND CONSIDER THE PLAT CORRECT AND ACCURATE.  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.  
 \_\_\_\_\_  
 COUNTY SURVEYOR

**SURVEYOR'S NARRATIVE**  
 THE PURPOSE OF THIS PLAT IS TO CORRECT THE REQUIREMENTS OF THE CITY OF RATHDRUM ORDINANCES AND THE CONDITIONS IMPOSED BY THE COUNCIL, AND APPROVES FOR PLACEMENT OF THIS PLAT.  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.  
 \_\_\_\_\_  
 SURVEYOR

**SURVEYOR'S CERTIFICATE**  
 I, THE UNDERSIGNED, AS SURVEYOR OF THE BROOKSHIRE SECOND ADDITION, DO HEREBY CERTIFY THAT THE PLAT IS CORRECT AND ACCURATE.  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.  
 \_\_\_\_\_  
 SURVEYOR

**NOTARY PUBLIC**  
 I HEREBY CERTIFY THAT I HAVE EXAMINED THE INSTRUMENT AND CONSIDER THE PLAT CORRECT AND ACCURATE.  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.  
 \_\_\_\_\_  
 NOTARY PUBLIC

**NOTARY CERTIFICATE**  
 I HEREBY CERTIFY THAT I HAVE EXAMINED THE INSTRUMENT AND CONSIDER THE PLAT CORRECT AND ACCURATE.  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.  
 \_\_\_\_\_  
 NOTARY PUBLIC

**COMMISSION EXPIRES ON \_\_\_\_\_**  
 \_\_\_\_\_  
 COMMISSION EXPIRES ON \_\_\_\_\_

DEED  
 WILL  
 AFFIDAVIT  
 POWER OF ATTORNEY  
 OTHER

5  
 5  
 5



# City of Rathdrum City Council

## Staff Report –Final Plat

**To:** Rathdrum City Council  
**From:** City of Rathdrum Planning and Zoning Administrator  
**Date of Report:** August 19, 2020  
**Subject:** Rathdrum Creek Mobile Home Community Final Plat (Major Subdivision) – a replat and Planned Unit Development of a portion of Willow Creek Subdivision  
**Meeting Date:** August 26, 2020

### PROJECT INFORMATION

**Applicant / Owner:** Idaho Contractors, 8601 N Hayden Pines Way, Hayden, ID.

**Applicant’s Representative:** Representing the Applicants is Seneca Capital Partners, DBA Willow Creek MHP, LLC, 3001 Brighton Blvd. Ste 334, Denver, CO, 80216, and Gordon Dobler, PE, Frame & Smetana, PA, 63 N 4<sup>th</sup> Street, Coeur d’Alene, ID 83814.

**Request:** The approved preliminary subdivision consisted of Re-Plat of the 135 lots of Willow Creek subdivision owned by Idaho Contractors, with a Planned Unit Development (PUD) overlay by removing the underlying individual lot lines and consolidating the property into eight (8) new lots (not including the 5 lots in separate ownership) with multiple mobile / manufactured homes on each lot.

**Site Information / Location of Project:** The proposed Re-Plat is generally located to the southwest of Coeur d’Alene Street, southeast of the BNSF railroad tracks and north of Pine Street.

The property is a portion of Willow Creek Subdivision (135 of the originally platted 140 lots (so the proposal specifically excludes five (5) of the originally platted lots which are in separate ownership – Lots 1, 2 and 20, Block 6, and Lots 8 and 37, Block 2)). The project area is approximately 28.78 acres, including existing rights of way, or 22.01 acres excluding right of way area.



VICINITY MAP  
NO SCALE

The Kootenai County Assessors Tax Parcel

Number for the subject property (135 lots in common ownership) is R-9000-001-000-A. The legal description includes all of those lots within Willow Creek Subdivision, excluding those five (5) in separate ownership noted above, in the SE ¼ of Section 36, T52N, R5W, BM, Kootenai County, Idaho as shown within the Title Commitment submitted with the application.

**Zoning:** The property within this plat is zoned R-2S (Residential, single family, medium-density).

## **PROJECT REVIEW**

### **Review and Recommendation:**

City planning and public works staff reviewed the proposed subdivision and determined that it is substantially consistent with the Preliminary Plat approval and the Planned Unit Development approval subject to minor technical changes. The proposed subdivision is also compliant with, or can be compliant with, RCC Title 12, including but not limited to Final Plat Standards of RCC 12-3-4.

The developer will be required to make improvements to the property and has indicated that an acceptable surety as provided by City Code for the improvements will be posted. The City has not yet received the surety for the work. When the performance surety is received, such will be reviewed for acceptance by the City Attorney.

The Planning and Zoning Commission reviewed this proposal on August 18, 2020 and recommends approval of the final plat to the City Council, subject to the Findings and Conclusions as discussed herein.

The Planning and Zoning Commission's recommendation to the City Council addresses City Code Sections 12-3-3-(2) (A) through (F):

#### *Section 12-3-3-2*

#### Findings:

1. Pursuant to RCC 12-3-3-2-A the final plat is required to meet established standards.
2. The final plat shall conform to the preliminary plat per RCC 12-3-3-2-B.
3. The plat shall include the necessary Certificates and Statements of Approval per RCC 12-3-3-2-C.
4. A title report confirming that title to the land in the proposed subdivision is vested in the name of the owner whose signature appears on the plat is required per RCC 12-3-3-2-C.
5. Improvements and facilities required by the City for the subdivision shall be completed or a suitable guarantee shall be provided. Costs incurred by the City for plan, specification or drawing review and approval or construction inspection shall be paid by the subdivider.
6. Any Finding of Fact which is more correctly a Conclusion of Law is incorporated herein by this reference.

#### Conclusions

1. The final plat meets or will meet all standards established by Idaho Code and RCC Title 12 relating to final plats, including the checklist, which can be modified by the council.
2. The final plat is essentially the same as the preliminary plat and the conditions imposed when the preliminary plat was approved have been or will be met. The City Engineer, Public Works Director or City Council may recommend modifications of the preliminary plat up to the time of Council approval of the final plat.
3. The final plat bears the certificates and statements of approval required by RCC Title 12.

4. The Applicant has submitted a title report, from a title insurance company authorized to do business in the state, confirming that title of the land in the proposed subdivision is vested in the name of the owner whose signature appears on the plat.
5. The subdivider has or will provide an irrevocable letter of credit or other suitable guarantee acceptable to the City in an amount of one hundred fifty percent (150%) of the estimated cost as approved by the City Engineer and with responsible sureties commensurate with improvements remaining to be done and costs to be paid, securing to the City the construction and installation of the improvements and payment of the costs which will be or have been incurred by the City within the fixed time period established by the Council.
6. Any Conclusion of Law which is more correctly a Finding of Fact is incorporated herein by this reference.

**STAFF CONTACT**

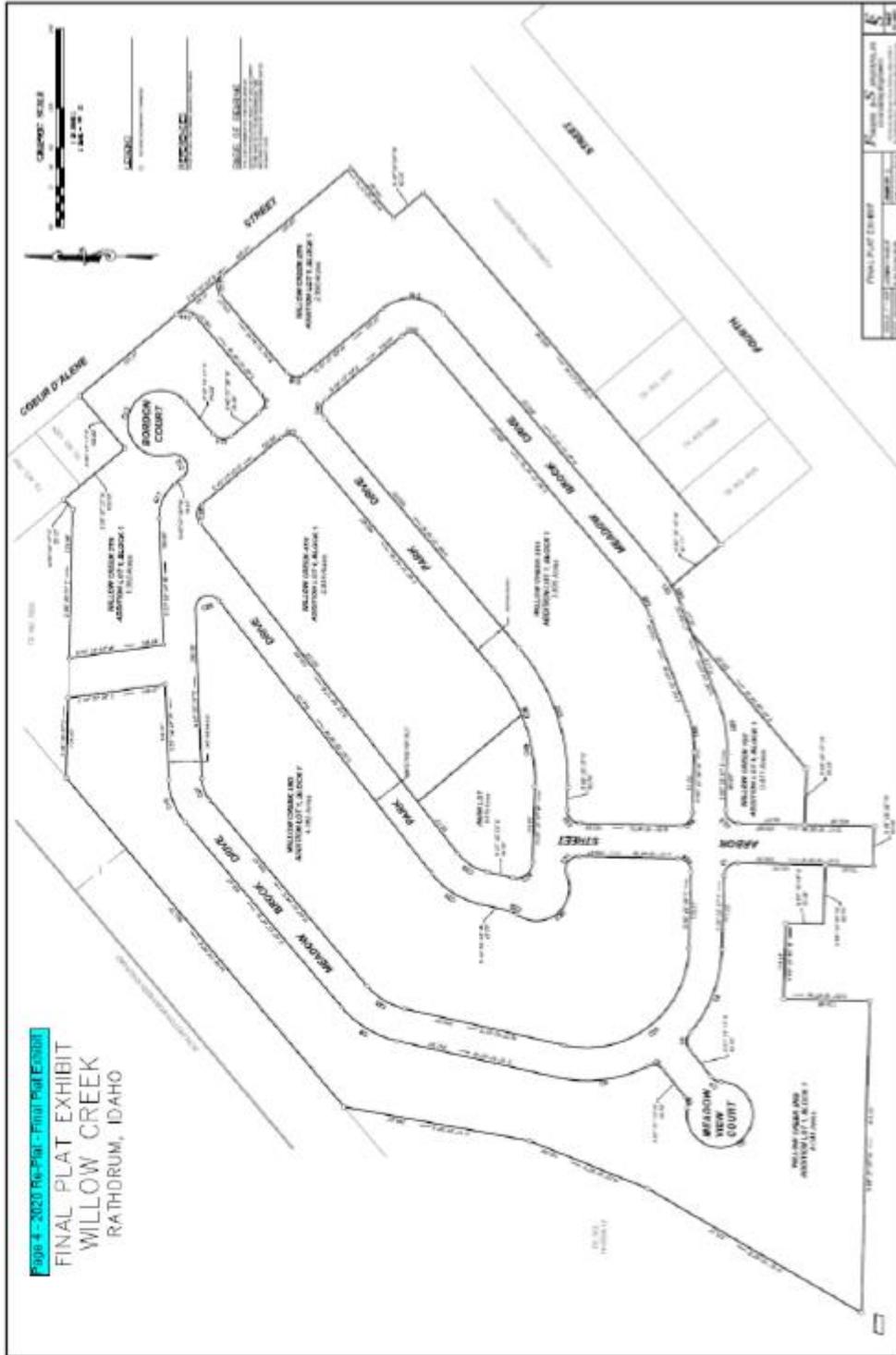
Cary Siess, City Planner / Planning and Zoning Administrator  
City of Rathdrum Public Works Department, Planning Division  
8047 W. Main Street, Rathdrum, Idaho 83858  
Phone: 208-687-2700 x 117 / Email: cary@rathdrum.org

---

Attached Exhibits:

Exhibit A – Preliminary Subdivision

Exhibit B – 2<sup>nd</sup> Addition Final Subdivision













# City of Rathdrum City Council

## Staff Report – Conditional Use Permit

**To:** Rathdrum City Council  
**From:** City of Rathdrum Public Works Department / Planning and Zoning Division  
**Date of Report:** August 19, 2020  
**Subject:** Buck CUP 2020 – Request to allow home occupation use on residentially zoned property

### PROJECT INFORMATION

**Applicant / Owner:** Michelle Buck, 15457 N Hwy 41, Rathdrum, ID 83858 (Applicant)  
Karen Evans, 15457 N Hwy 41, Rathdrum, ID 83858 (Owner)

**Request:** This is an application for a Conditional Use Permit (CUP) to allow for a home occupation use to occur on residentially zoned property. The Applicant seeks to allow a home occupation/nail salon to be operated on the subject property, zoned R-2. The nail salon is to consist of one nail station, one pedicure station, assorted counter and storage space, with a total area of approximately 320 square feet within the ground floor of the existing single family home. The occupant of the home is to be the only employee and will service a single client at a time. Typical business hours are anticipated.

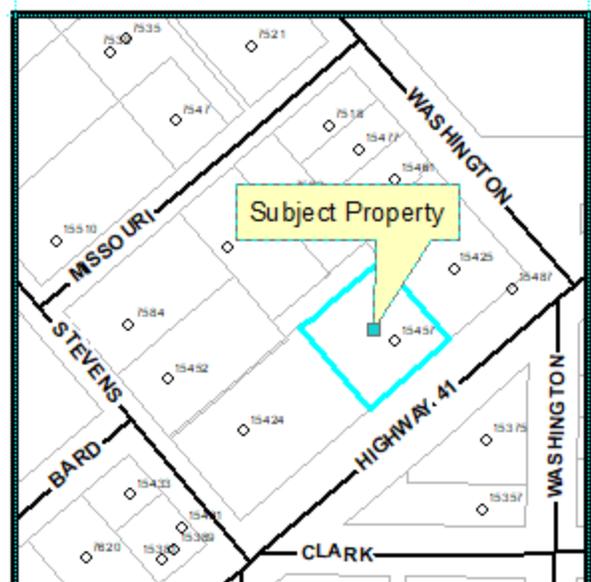
Pursuant to Rathdrum City Code (RCC), 11-4A-3 (D), R-2 Residential District, Conditional Uses, all principal and conditional uses permitted in R-1 districts may be allowed in the R-2 district by conditional use permit. Rathdrum City Code (RCC), 11-4A-2 (D) lists conditional uses in the R-1 Residential District as: Bed and Breakfast Inns, Churches, Guesthouses, Home occupations, Nursery/Daycare for children, Schools, and “Other uses determined by the commission to be in keeping with the purpose and intent of this district.”

A conditional use permit may be granted to an applicant if the proposed use is prohibited by the terms of RCC Title 11 but is allowed with conditions under specific provisions of RCC Title 11 and is not in conflict with the Comprehensive Plan. The minimum criteria and conditions of the RCC shall apply to the approval of any conditional use permit.

**Site Information / Location of Project:** The property is addressed 15471 N Highway 41 and is located generally north of Highway 41, east of N Stevens Street, and west of N Washington Street.

The Kootenai County Assessors Tax Parcel Number is R-0000-031-4400.

The legal description is delineated by metes and bounds, as a portion of Block 5, East End Addition to Rathdrum, a portion of the NW ¼ of Section 31, T52N, R4W, B.M.,



and portions of Lots 6, 7, 8, and 9, Block 2, Handy's Addition to Rathdrum, as described in Auditor's File Number 2480257000, records of Kootenai County, ID.



**Adjacent Land Uses:**

The surrounding properties are as follows:

- North: Single family homes (Residential: R-2)
- West: Vacant lot (Residential: R-2)
- East: Single family home (Residential: R-2)
- South: N Highway 41 and vacant lot beyond (Residential: R-2)

**PROJECT REVIEW**

This staff report reflects an overview of the proposed conditional use based on the submitted application materials and other information available at the time of this report. The project is subject to modification prior to final action of the Rathdrum City Council.

**Rathdrum City Code (RCC):** Several titles of City Code provide regulations for the proposal. Those portions of the RCC that pertain to the proposal are described in **Table 1** below. Included for each requirement is an analysis of the proposal's consistency with that requirement.

**Table 1 – Rathdrum City Code Consistency**

Code	Consistent	Discussion
<b>11-4A-2 (D) R-2 Residential Zone District, Conditional Uses.</b> All principal uses permitted outright in the R-1	CUP REQUESTED	The Applicant intends to establish a home occupation on the property located in the Residential R-2 zone district. A conditional

Code	Consistent	Discussion
districts are permitted outright in the R-2 Districts, and conditional uses permitted in the R-1 residential districts are allowed by conditional use.		use permit is necessary to establish a home occupation on the residentially zoned property.
<p><b>11-8-1 Conditional (Special) Use Permits, Granting of Permits.</b></p> <p>A conditional use permit may be granted to an applicant if the proposed use is prohibited by the terms of this title, but is allowed with conditions under specific provisions of this title and is not in conflict with the comprehensive plan.</p>	CUP REQUESTED	Home occupations are enumerated within RCC 11-4A-2 (D) as conditional uses allowed within the R-1 Zoning District, RCC 11-4A-2-1(D) enumerates that conditional uses allowed in the R-2 district are “the same as permitted in the R-1 district. Home Occupation is identified as an allowed conditional use. A home occupation is an occupation or business activity that is conducted within a dwelling unit or residential accessory building by a resident thereof, which is clearly incidental and subordinate to the residential occupancy and which does not change the character or use classification of the residential structure or area and which meets all of the conditions as required by this title.
<p><b>11-8-2 Conditional (Special) Use Permits, Public Notice Procedures.</b></p> <p>...</p>	Yes	See Regulatory Compliance section below.
<p><b>11-8-3: Conditional (Special) Use Permits, Criteria for Granting Conditional Use Permits.</b></p> <p>The commission shall review the particular facts and circumstances of each proposed conditional use permit in terms of the following standards and shall find adequate evidence showing that such use at the proposed location:</p> <p>A. Will constitute a conditional use as established in this title for the zoning district involved;</p> <p>B. Will be harmonious with and in accordance with the general objectives or with any specific objectives of the comprehensive plan and/or this title;</p> <p>C. Will be served adequately by essential public facilities and services;</p> <p>D. Will be designed, constructed, operated and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential</p>	Yes, as conditioned	<p>The Conditional Use Permit application is subject to commission review.</p> <p>A. Home Occupations constitute a conditional use as discussed with 11-4A-2-1 (D) above.</p> <p>B. The proposal appears harmonious with and in accordance with the comprehensive plan as discussed in Table 2 below.</p> <p>C. Public utility infrastructure, including separate lateral water and sewer connection to the property is existing.</p> <p>D. The proposal is for a home occupation to be accessory to the existing residential use. RCC 11-5-2 (J) requires that the home occupation be clearly subordinate visually and spatially to the primary residential use, with no changes in the outside appearance of the premises and no visible evidence of the home occupation activity.</p> <p>E. The proposal will require typical services and facilities for a small nail</p>

Code	Consistent	Discussion
<p>character of the same area;</p> <p>E. Will not create excessive additional requirements as to public cost for public facilities and services and will not be detrimental to the economic welfare of the community;</p> <p>F. Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors;</p> <p>G. Will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic and surrounding public thoroughfares;</p> <p>H. Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.</p>		<p>salon, not substantially greater than would be typical for a residential use and does not appear to create additional requirements or costs for public facilities or services, and does not appear detrimental to the economic welfare of the community.</p> <p>F. The proposal does not appear to be detrimental to any person, property or the general welfare of the community because of proposed uses, activities, processes etc. The proposal is for use of a portion of a residential property as a nail salon. Staff has suggested conditions of approval to address general standards and conditions for the properties.</p> <p>G. A vehicular approach to the property is existing. Staff has suggested conditions of approval to address this section, including mitigation of potential traffic impacts on Highway 41.</p> <p>H. No features of importance have been identified on the property or immediate vicinity.</p>
<p><b>11-8-4: Conditional (Special) Use Permits, Action by Commission and Council.</b></p> <p>A. Commission:</p> <p>1. Findings And Recommendation: Within sixty (60) days following the public hearing, the commission shall present to city council its findings and recommendation to either approve, conditionally approve or deny the request for a conditional use permit.</p> <p>2. Conditions Of Approval: Upon the granting of a conditional use permit, conditions may be attached to the permit including, but not limited to, the following conditions:</p> <p>a. Minimizing adverse impact on other development;</p> <p>b. Controlling the sequence and timing of development;</p> <p>c. Controlling duration of development;</p> <p>d. Assuring that development is properly maintained;</p> <p>e. Designating the exact location and nature of development;</p> <p>f. Requiring the provision for on-site or</p>	<p>Yes, as conditioned</p>	<p>A.</p> <p>1. Staff has suggested a motion including provision of the recommendation to the City Council.</p> <p>2. Staff has suggested conditions to attach to the permit to minimize impacts, control timing of the development and designate the nature of the development.</p> <p>3. Staff has not identified additional studies or information needed for the proposed use.</p>

Code	Consistent	Discussion
<p>off-site public facilities or services;</p> <p>g. Requiring more restrictive standards than those generally required.</p> <p>3. Studies Required: Prior to granting a conditional use permit, studies may be required of the social, economic, fiscal, and environmental effects of the proposed use. A conditional use permit shall not be considered as establishing a binding precedent to grant other permits. A conditional use permit is not transferable from one parcel of land to another.</p>		
<p><b>11-8-5: Conditional (Special) Use Permits, Time Limit.</b></p> <p>Upon granting of a conditional use permit, the proposed use must be substantially initiated within one year. Failure to comply with this regulation will result in the conditional use permit becoming null and void.</p>	Yes, as conditioned	Staff has suggested conditions of approval to address this requirement.

**Consistency Analysis Comprehensive Plan:** The relevant goals and policies established within the Rathdrum Comprehensive Plan that pertain to the proposal are listed in **Table 2** below. Also included is an analysis of whether the proposed project is generally consistent with the requirements of those goals and policies.

**Table 2 – Comprehensive Plan Consistency**

Goal/Policy	Consistent	Discussion
<b>Land Use Element</b>		
<i>II B. Land Use, Goal 1, Policy F: Consider special use permits only where proposed land uses can be demonstrated to be consistent with goals of the Comprehensive Plan.</i>	Yes, with conditions of approval	Consistency with the goals of the Comprehensive Plan can be demonstrated as discussed herein. Staff has suggested conditions of approval necessary to ensure compliance.
<b>Sewer and Water Element</b>		
<i>II E.-2 Water and Sewer, Goal 1, Policy B: Promote development in areas with municipal sewer and water systems in place.</i>	Yes	Municipal water and sewer utilities are available to the property. It does not appear that improvements to the infrastructure to support the proposed use(s) are necessary.
<b>Housing Element</b>		
<i>II G. Housing, Goal 4, Policy A: Encourage mixed use design in residential and commercial development.</i>	Yes	Allowing commercial development on the residential property creates a mixed use and will help provide more variety in local commercial options.

Goal/Policy	Consistent	Discussion
<b>Economic Development Element</b>		
<i><b>II J. Economic Development, Goal 1, (Policy C):</b> Promote the expansion, retention and diversity of the existing economic base, focusing on development efforts on, clean, non-polluting industry; <b>(Policy G):</b> Encourage economic development and business recruitment that utilizes existing facilities and establishes a long term presence without negative impact of increased population and traffic.</i>	Yes	The proposed use would expand the commercial/economic base of the neighborhood, utilizing existing structures; the proposed use is clean and non polluting in nature.
<i><b>II J. Economic Development, Goal 2, Policy C:</b> Encourage home based business where appropriate.</i>	Yes	The proposed use is a home occupation, in keeping with the provisions of the Comprehensive Plan.

**REGULATORY COMPLIANCE**

**Public Noticing:** RCC 11-8-2 lays out the process which is followed for a Conditional Use Permit application which requires an open record public hearing before the Planning and Zoning Commission as directed by Idaho Statute 67-6512. Not more than sixty (60) days following the filing of an application and prior to granting a conditional use permit, at least one public hearing at which interested persons shall have an opportunity to be heard shall be held by the planning and zoning commission.

The application was received on June 15, 2020. A Public Hearing before the Planning and Zoning Commission was held on August 18, 2020 in compliance with this section.

At least fifteen (15) days prior to the hearing, notice of the time, place and a summary of the proposal shall be published in the official newspaper of the city.

Notice of the hearing, including time, place and summary of the proposal was posted in the Coeur d’Alene Record on or before August 3, 2020 in compliance with this section.

Notice by regular mail shall be provided at least ten (10) days prior to the hearing to record property owners of land situated within three hundred feet (300’) of the external boundaries of the land being considered, and any additional area that may be substantially impacted by the proposed conditional use permit as determined by the administrator.

Notice by regular mail to all property owners of land situated within three hundred feet of the external boundaries of the proposal was provided on or before August 3, 2020 in compliance with this section.

Notice shall further be posted on the concerned property at least seven (7) days prior to the public hearing.

A Public Notice was posted on the property on or before August 3, 2020 in compliance with this section.

Notice was also posted as a courtesy on the City’s web site and notice board outside of City Hall on July 30, 2020.

When notice is required for two hundred (200) or more property owners, in lieu of the mail notification, three (3) notices in the official newspaper of the city is sufficient; provided that, the third notice appears at least ten (10) days prior to the public hearing.

Not Applicable.

The application has been processed in conformance with this Code.

Furthermore, prior to the date of the public hearing, the City issued a written staff report, integrating any public

comments received regarding the application, and made available to the public a copy of the staff report for review and inspection. A copy of the staff report was provided to the Applicant or the Applicant's designated representative and the Commission prior to the hearing.

**Comments Received:** The issuance of the Notification of Public Hearing included an invitation for the public to provide written comment for a period of seven (7) days in addition to the ability of the public to provide comment during the hearing for this proposal. Agencies with jurisdiction were also provided an opportunity to provide comment during review of this application. One written comment regarding this proposal was received by the City and is attached hereto within Exhibit C.

**Comment Consideration:** Comments provided during the hearing were considered in the project analysis by the Planning and Zoning Commission, as applicable.

### **RECOMMENDATION**

The City of Rathdrum Planning and Zoning Commission recommends APPROVAL of this Conditional Use Permit subject to the suggested findings of fact, conclusions of law and conditions of approval as attached within Exhibit B.

### **Staff Contact:**

For more information regarding this application, the complete project file, including application materials and project history, is available for review at Rathdrum City Hall at 8047 W. Main Street, Rathdrum, Idaho, or by contacting Planning staff:

James Agidius, Associate Planner  
City of Rathdrum Public Works Department  
8047 W. Main Street, Rathdrum, Idaho 83858  
Phone: 208-687-2700 x 120  
Email: james@rathdrum.org

---

### **Attached Exhibits:**

Exhibit A –CUP Application

Exhibit B – Suggested Findings of Fact / Conclusions of Law and Conditions of Approval

Exhibit C – Comments Received

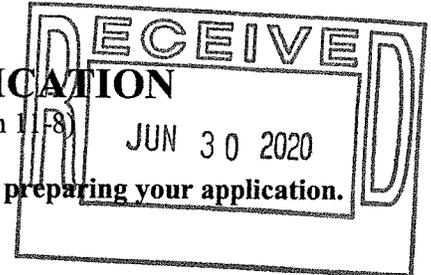
City of Rathdrum  
Planning & Zoning  
8047 W. Main Street  
Rathdrum, ID 83858

208 687-2700 ext. 124



### CONDITIONAL USE PERMIT APPLICATION

(Conditional Use Permits Addressed in Code Section 1-8)



**Make an appointment with the City Planner and Building Official prior to preparing your application.**

Applicant's Name: Michelle Pauline Buck  
 Address: 15457 W. Hwy 41 City: Rathdrum State: ID Zip: 83858  
 Legal Owner-Name: Karen Evans Phone: 208-755 8763  
 Legal Owner-Address: 15457 W Hwy 41 Rathdrum ID  
 Contact Person-Name: Michelle Buck Phone: 208-691-2433  
 Contact Person-Address: 15457 W Hwy 41 Rathdrum  
 Street Address of Property: 15457 N Hwy 41 Rathdrum ID 83858  
 Legal Description: Lot # \_\_\_\_\_ Block # \_\_\_\_\_ Parcel # \_\_\_\_\_  
 Subdivision: \_\_\_\_\_ Current Zoning District: \_\_\_\_\_

Attach the following information:

1. Written description of both the existing and proposed use of property.
2. Written description of the steps you intend to take to minimize the impacts on surrounding properties from the proposed land use.
3. Site plan showing the following information for both the existing and proposed land uses:
  - Location of all buildings
  - Traffic access and circulation
  - Signage
  - Parking and loading areas
  - Open spaces and landscaping
  - Service areas

*NOTE: Site plans need to be prepared by a design professional unless the Planning and Zoning Administrator finds otherwise.*

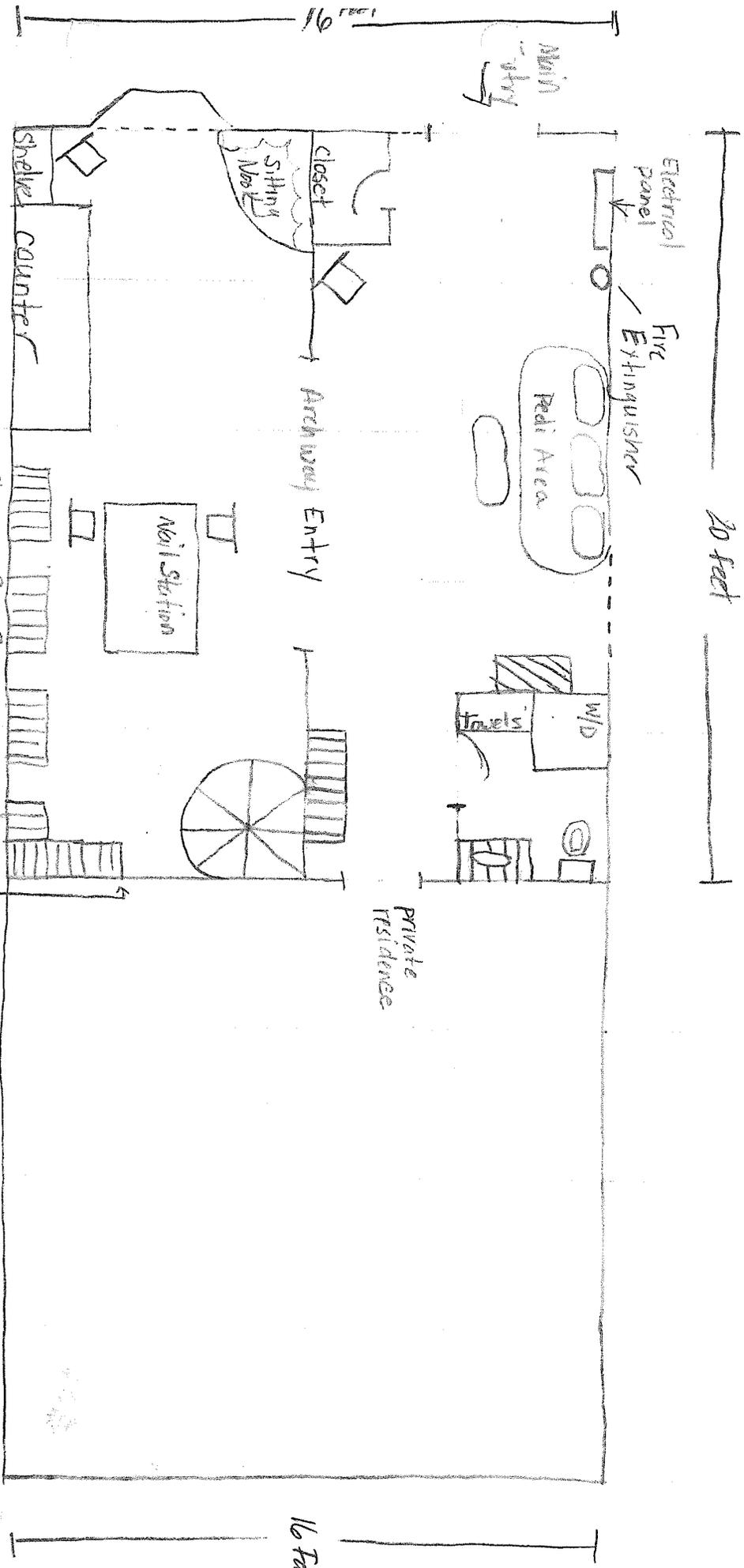
4. Listing and three (3) sets of mailing labels of property owners within a 300 foot radius of the property as prepared by a licensed Kootenai County title company and issued within the past 60 days. Include your own address and others whom you wish to receive hearing notices.
5. Processing fee made payable to the City of Rathdrum: ~~\$591.00~~ (Fee covers all city review processes, including cost of publication and mailing of the legal notice)

[Signature]  
Applicant's Signature

6/15/20  
Date

*Need owner's signature*





w/p = Washer & Dryer

□ chairs

▨ coffee bar



⊗ Staircase to private residence

▨ = Storage for Salon

▨ water Area

□ = Per Square Foot

----- = Windows

① Used as a home. I want to use the downstairs designated area to do rails.

② I am a One on One salon. So there will never be more than one car in my driveway. my driveway currently holds 2 cars and can hold up to 6 cars without impacting anyone.

## **CITY OF RATHDRUM**

### **Suggested Findings of Fact / Conclusions of Law and Conditions of Approval for Buck CUP**

#### **FINDINGS OF FACT / CONCLUSIONS OF LAW**

1. The applicant / project proponent is Michelle Buck, 15457 N Highway 41, Rathdrum, ID 83858 for owner Karen Evans, 15457 N Hwy 41, Rathdrum, ID 83858 who has provided her consent to the proposal and application
2. The Applicant seeks approval of a Conditional Use Permit (CUP) to allow for limited commercial use (single station nail salon) of residentially zoned and used property pursuant to Rathdrum City Code (RCC) 11-4A-3 (D) (R-2 Residential District, Conditional Uses), and 11-8 (Conditional Uses). A Conditional Use Permit subject to review and recommendation of the Planning and Zoning Commission, and approval of the City Council is necessary to allow for the proposed use.
3. The subject site is located at 15457 N Highway 41, Rathdrum Idaho, within the R-2 Residential (medium density) zone district. The Kootenai County Assessors Tax Parcel Number is R-0000-031-4400.
4. In the R-2 Residential district all principal and conditional uses permitted in the R-1 Residential district may be allowed by Conditional Use Permit. Conditions of approval may be attached to the permit to minimize impacts, control timing of the development, designate the nature of the development, provide for on and off-site improvements, require studies and/or plans and other provisions as required by the Rathdrum Comprehensive Plan and Rathdrum City Code.
5. Several Goals and Policies of the City's Comprehensive Plan and standards within Rathdrum City Code pertain to the proposal. The Staff Report includes a comprehensive analysis of the proposal's consistency with the Plan and Code. With the provision of Conditions of Approval, the proposal can implement goals and policies of the City's Comprehensive Plan and be consistent with City Code.
6. The surrounding properties include residential uses or vacant land within the R-2 zone district. The proposed use is not anticipated to substantially impact surrounding land use activities and will not cause significant adverse impacts on the human, aesthetic, or natural environments that cannot be mitigated by Conditions of Approval.
7. The entire file of record was reviewed by City staff in review of the proposal and development of the Staff Report dated July 28, 2020 and considered by the Planning and Zoning Commission during a public hearing on August 18, 2020.
8. The application has been processed in compliance with the regulations of RCC 11-8-2 and Idaho Statute 67-6512.

#### **CONDITIONS OF APPROVAL**

1. The business shall be limited to a single employee who is the occupant of the home, as indicated by the CUP Application for this proposal.
2. On-site parking shall be revised, allowing for two off-street parking stalls for the single family residence as required by RCC 11-5-2 C (5), and a single stall for the commercial use which shall be an ADA compliant parking stall, as required by RCC Title 9 and Federal and State law, together with marked access lane and ADA signage, providing for vehicle turn around on site, and without backing into the right of way of Highway 41.

3. The Property Owner/Operator shall remove the existing carport from the front yard setback to allow for required vehicular turn around and correct an existing zoning violation (structure located within required front yard / setback).

**Public Comment Buck CUP**

**From:** wheresstar <wheresstar@yahoo.com>

**Sent:** Monday, August 10, 2020 12:12 PM

**To:** Cary Siess <cary@rathdrum.org>

**Subject:** Planning and zoning Use Permit

I am in favor of the Use Permit at residence 15471 N Highway 41, Rathdrum, ID for Home Occupation of a single nail station.

Greg Hart  
GS Hartlands LLC  
15357 N Washington St  
Rathdrum, ID 83858



## City of Rathdrum City Council

### Staff Report –Preliminary Plat

**To:** Rathdrum City Council

**From:** City of Rathdrum Planning and Zoning Administrator

**Date of Report:** August 19, 2020

**Subject:** Majestic Villas 1<sup>st</sup> Addition Preliminary Long Plat (Major Subdivision) LP 2020-03

**Property Address:** NNA N Meyer Road

**Applicant / Owner:** Big Creek Land Company, LLC  
1950 W. Bellerive Lane #107  
Coeur d’Alene, ID 83814

**Representative:** Drew Dittman, PE  
Lake City Engineering, Inc.  
126 E Poplar Avenue  
Coeur d’Alene, ID 83814

**Meeting Date:** August 26, 2020

### PROJECT INFORMATION

**Request:** The Applicant is requesting approval of a preliminary subdivision consisting of 32-residential lots on approximately 9.761 acres. The proposed average lot size is 10,386 SF in area, with lots ranging between 8,745 SF and 13,001 SF in area.

A portion of the area within this proposal (approximately 2.92 acres) was previously included in the Majestic Villas Preliminary Plat which was approved by the Rathdrum City Council on January 9, 2019. That acreage was included in the Majestic Villas Final Plat application which is being reviewed by the Commission on this date as Lot 6 of Block 1 with the intention of future platting. That area is now included in this request.

This property was annexed into the City by Ordinance #341 in 1993 at which time it was provided with R-3 Multi-family Residential zoning, and the impacts of such zoning was considered by the City Council, including those to transportation and schools.

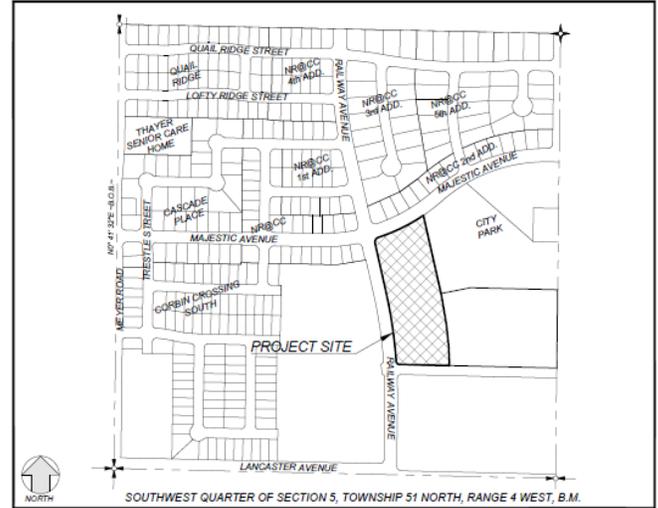
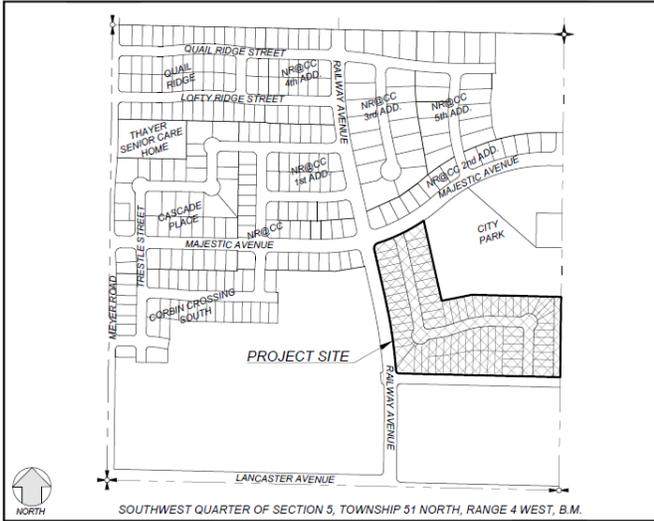
The R-3 residential zoning allows for up to 280 residential units to be placed on the property (9.761 acres) as an outright permitted use as it now stands – without being required to be reviewed by the Planning and Zoning Commission and Council. Because the proposal is to subdivide the property into 32 lots, for the provision of 64 residential units (duplexes are intended), it requires public hearing and review and approval by the Planning and Zoning Commission and City Council. The proposal is for 216 fewer residences than would be allowed outright.

This property was included within a proposed subdivision and Planned Unit Development to allow 78 residential units in early 2018. As part of that proposal, the duplex units were to cross property lines and units sold individually (providing for two separate owners of each side of the duplexes). That proposal was not approved.

In late 2018, the owner applied for subdivision of a part of the lot included in the original proposal, which was approved as Majestic Villas Preliminary Plat. This proposal (Majestic Villas 1<sup>st</sup> Addition) is a change to part (approximately 2.92 acres) of that previously approved preliminary subdivision and incorporates the remaining property acreage from the original proposal. The revision to the Majestic Villas Preliminary Plat area is due in part to a road re-alignment that occurred subsequent to the plat approval.

Original Proposal Area:

Revised and Approved Majestic Villas Area:



Majestic Villas 1<sup>st</sup> Addition Proposal Area:



The total lots now proposed for the entire acreage (incorporating Majestic Villas and Majestic Villas 1<sup>st</sup> Addition plats) is 42 lots – 32 fewer lots than originally proposed. The number of dwelling units however will increase by six.

The complete project description is available in Exhibit A attached hereto.

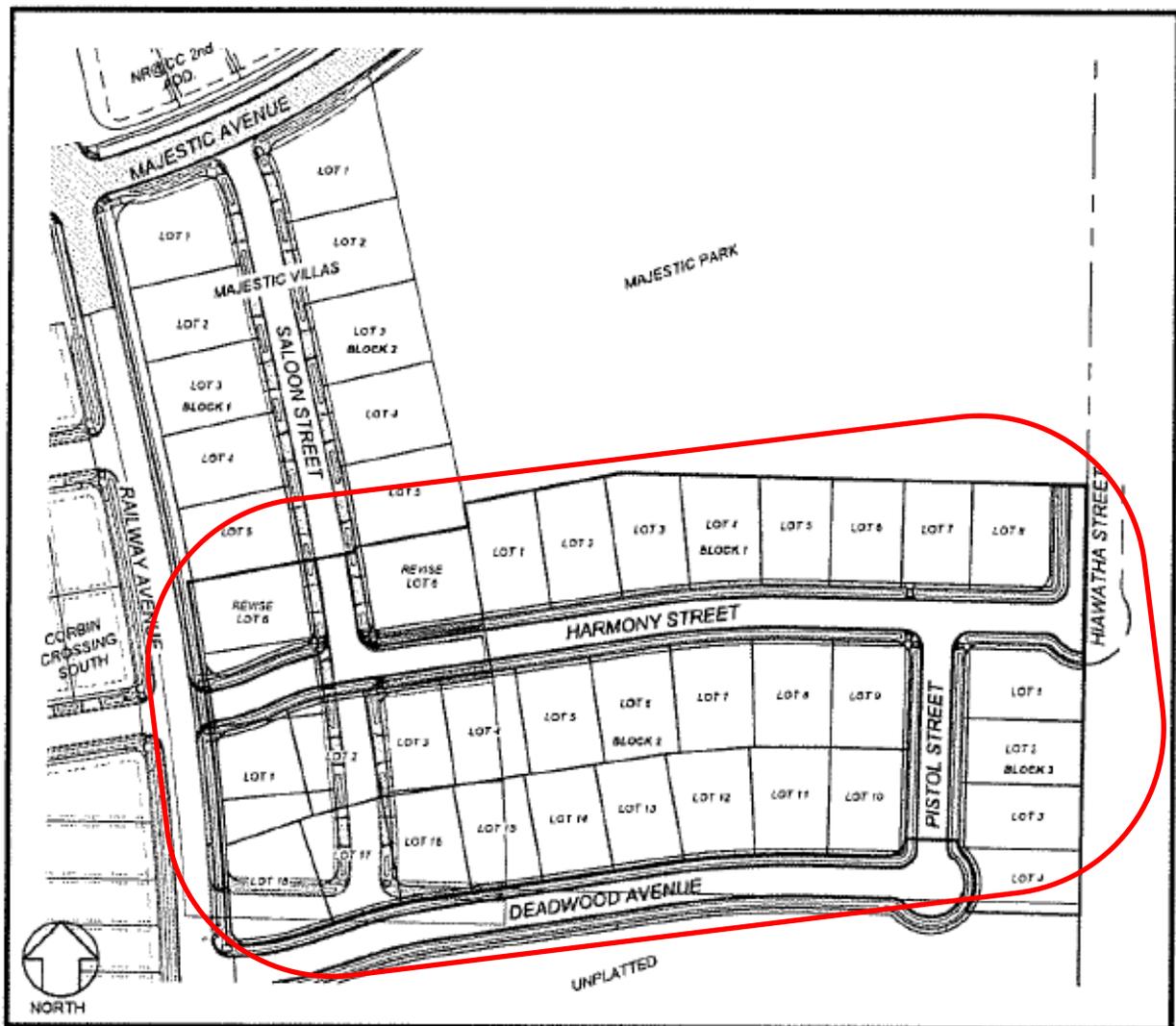
**Site Information / Location of Project:** The proposed plat is generally located south of Majestic Avenue and east of Railway Avenue within the City of Rathdrum, directly adjacent and west of Majestic Park. Adjacent properties are zoned R-3 and Parks.

The property is currently vacant and undeveloped.

The Kootenai County Assessors Tax Parcel Number is R0000005500. The legal description is set by meets and bounds located in the Southwest Quarter of Section 5, Township 51 North, Range 4 West, Boise Meridian as found within the Title Report submitted with the application.

**Zoning:** The property is located in the R-3 zone district.

**Comprehensive Plan Designation:** The Future Land Use Map identifies the site as Residential. All residential activities, from single family to multifamily and mixed-use development are allowed in this designated area.



**PROJECT SITE**  
1" = 150'

## **PROJECT REVIEW**

City planning and public works staff have reviewed the proposed subdivision and determined that it is supported by the City's Comprehensive Plan and is consistent with Rathdrum City Code. The Applicant will be required to construct public infrastructure (roads, sidewalks, utility extensions, etc.) before development of individual lots within the subdivision. A Development Agreement is required. Construction on the lots will be subject to individual building permits demonstrating compliance with zoning and development standards as found within Rathdrum City Code at the time of development. The R-3 zone district allows for single and multi-family dwellings subject to lot size and other standards.

This report reflects an overview of the proposed preliminary subdivision based on the submitted application materials, public hearing for the proposal, any comments received, Planning and Zoning Commission's recommendation, and other information available at the time of this report. The project is subject to modification prior to final action of the Council.

**Code and Comprehensive Plan Compliance Analysis:** Analysis of the applicable sections of the Comprehensive Plan and Rathdrum City Code (RCC) as reviewed by the Planning and Zoning Commission are attached hereto within Exhibits C and D.

## **RECOMMENDATION**

The City of Rathdrum Planning and Zoning Commission recommends APPROVAL of the Majestic Villas 1<sup>st</sup> Addition preliminary plat. In its review, the Commission determined the proposed subdivision conforms to the general purpose of the Comprehensive Land Use Plan and will include appropriate provisions for streets, drainage, alleys and other public ways, open space, water supplies, sewage disposal, fire protection and other appropriate public and private improvements upon infrastructure build-out. The Commission recommends that the following findings of fact, conclusions of law and conditions of approval be included in any decision to approve the proposal:

### **Findings of Fact:**

1. The applicant seeks approval of a preliminary long plat for development of a 32-lot subdivision within the R-3 Multi-family Residential zone district.
2. The applicant is the property owner, Big Creek Land Company, LLC, represented by Lake City Engineering, Inc.
3. The project is located south of Majestic Avenue and east of Railway Avenue within the City of Rathdrum, directly adjacent and west of Majestic Park.
4. The site is currently vacant and undeveloped.
5. The property was annexed into the Rathdrum city limits in 1993 and provided with R-3 zoning as found on the City's current zoning map and in compliance with the City's Future Land Use Map.
6. According to the Rathdrum City Code Section 12-3-1-1 every division of land for the purpose of sale, lease, or transfer or building development into five (5) or more lots, tracts or parcels within the incorporated limits of the City shall proceed in compliance with RCC Title 12.
7. The proposed lot sizes range in size from 8,745 SF and 13,001 SF in area.
8. The minimum lot size required in the R-3 zone district is 6,000 square feet for a single-family dwelling, plus an additional 1,500 square feet per dwelling unit after one.
9. The application is subject to processing pursuant to RCC 12-3-1-5 and 12-3-1-6.
10. An open record public hearing after due legal notice was held on August 18, 2020 before the Rathdrum Planning and Zoning Commission.

11. Appearing and providing a summary of the staff report on behalf of the City of Rathdrum was City Planner, Cary Siess.
12. Appearing and testifying on behalf of the applicant was Drew Dittman, PE of Lake City Engineering, Inc.
13. The only public testimony received prior to the hearing was admitted into the record. No comments were received during the hearing. The written comment received in opposition to this proposal was from Jennifer Eastman of 26976 N Michelle Court, Athol, ID 83801 who states that Rathdrum cannot support more traffic, more children and doesn't need any more low income housing.
14. Admitted into the record were comments from agencies as follows:
  - a. Northern Lakes Fire Protection District
  - b. Panhandle Health District
  - c. Lakeland Joint School District #272
  - d. City of Rathdrum Public Works Director / City Engineer Memo
15. The Planning and Zoning Commission made their recommendation following review of the testimony and comments received and the facts of the proposal in compliance with RCC 12-3-1-7.
16. Any conclusion of law which is more appropriately a finding of fact is incorporated herein by this reference.

**Conclusions of Law:**

1. The property / project site is appropriately zoned for the proposal.
2. The application has been processed in compliance with RCC 12-3-1-1, 12-3-1-5 and 12-3-1-6.
3. The proposed lot sizes are in conformance with the zone district standards.
4. Transportation and utility related impacts have been appropriately addressed in the opinion of the City Engineer / Public Works Director.
5. The proposal conforms, or can conform, with the application of conditions of approval, to the zone district regulations, the requirements of RCC Title 12 and is consistent with the Rathdrum Comprehensive Plan.
6. Any finding of fact which is more appropriately a conclusion of law is incorporated herein by this reference.

**Conditions of Approval:**

1. The final plat map shall not include the lines showing the underlying, previously planned lots, street alignments, nor reference "revised" lots.
2. The developer shall enter into a Development Agreement with the City which specifies property and term, project regulation and policies, conditions of approval (including improvements to be constructed, roadway drainage swales, landscaping / street trees, irrigation water service lines to roadway drainage swales and landscaped areas, maintenance of common area landscaping, fencing and roadway drainage swales, irrigation system casings, walkways and stormwater, street lights, streets, construction access, street closure, phasing, erosion sediment control plan, dedication of right of way, dedication of easements and sewer), improvement construction standards and procedures, performance guarantee, owner's warranty, and other City requirements as approved by the City Council.
3. The developer shall comply with the rules and requirements of any agency with jurisdiction over the project, including those agencies which provided comment for this proposal, and all applicable laws,

rules and regulations governing the project, whether specified herein or not.

### **COUNCIL ACTION**

This Commission Report is being provided to the Council for consideration at the next regular meeting of the Council in compliance with RCC 12-3-1-8 (A). The Council shall review the report and all other relevant evidence and take action to approve, reject the recommendation, or return the plat to the Commission for modification.

Pursuant to RCC 12-3-1-8 (B), Council approval shall constitute authorization for the subdivider to develop detailed plans and specifications for the improvements and facilities of the subdivision and to prepare the final plat in strict accordance with the standards set forth by RCC Title 12 and any conditions imposed by the Council.

**Potential Motions:** The language set forth below is provided for guidance with no intent to suggest any specific action.

**APPROVAL:** I move approve the proposal, finding that it is in accord with the City of Rathdrum Comprehensive Plan and Rathdrum City Code as found within the Findings of Fact, Conclusions of Law and Conditions of Approval as found within the Staff Report dated August 19, 2020. I further move that the Planning and Zoning Administrator provide a reasoned decision regarding this action to the Applicant.

**ADDITIONAL CONDITIONS OF APPROVAL (Optional):** I further move that the following additional conditions be met in accordance with Rathdrum City Code: \_\_\_\_\_

**DENIAL:** I move to reject the proposal, finding that it is not in accord with Rathdrum City Code for the following reasons: \_\_\_\_\_

**RETURN FOR MODIFICATION:** I move to return the proposal to the Planning and Zoning Commission, finding that the following items need clarification or correction to demonstrate compliance with the following Rathdrum City Code: \_\_\_\_\_

### **STAFF CONTACT**

For more information regarding this application, the complete project file, including application materials and project history, is available for review at Rathdrum City Hall at 8047 W. Main Street, Rathdrum, Idaho, or by contacting Planning staff:

Cary Siess, City Planner / Planning and Zoning Administrator  
City of Rathdrum Public Works Department, Planning Division  
8047 W. Main Street, Rathdrum, Idaho 83858  
Phone: 208-687-2700 x 117  
Email: cary@rathdrum.org

---

### **Attached Exhibits:**

Exhibit A - Project Narrative

Exhibit B - Preliminary Subdivision

Exhibit C - Rathdrum City Code Compliance Analysis Matrix

Exhibit D - Rathdrum Comprehensive Plan Analysis Matrix

Exhibit E – Agency Comments

1. Northern Lakes Fire Protection District

2. Panhandle Health District
  3. Lakeland Joint School District #272
  4. City of Rathdrum Public Works Director / City Engineer Memo
- Exhibit F – Public Comment

## Rathdrum City Code Analysis Matrix

Code	Consistent	Discussion
<b>Rathdrum City Code (RCC) Title 12, Subdivision</b>		
<b>RCC 12 Chapter 1, Definitions</b> contains definitions to be used in review of the application.	Yes	Such definitions were utilized in review of the proposal.
<b>RCC 12 Chapter 2, Short Plats</b> contains requirements and standards for short plats. The Chapter is generally not applicable to this application with the exception of 12-2-2, Exemptions.	NA	The proposal is not exempt.
<b>RCC 12 Chapter 3, Long Plats</b> contains requirements and standards for long plats.	Yes and NA	This chapter is provided by section below.
<b>12-3-1, Preliminary Plat</b>	“	
• <b>§12-3-1-1, Applicability</b>	Yes	The division is for the purpose of building development for more than five (5) lots.
• <b>§12-3-1-2, Exemptions</b>	NA	The proposal is not exempt as found in RCC 12-2-2.
• <b>§12-3-1-3, Preapplication Procedure</b>	Yes	After submission of the application on June 26, 2020 a preapplication meeting was waived by the City.
• <b>§12-3-1-4, Application Fees</b>	Yes	The applicant submitted the required application, checklist, title report and fees.
• <b>§12-3-1-5, Plats and Plans</b> A. <b>Requirements</b> B. <b>Adequacy of Plats and Plans</b> C. <b>Distribution of Plats and Plans</b>	Yes	<p>A. The Applicant submitted an application on June 26, 2020 showing the general layout of roads, lots, blocks and other elements of the subdivision. A hearing before the Planning and Zoning Commission was scheduled not less than 20 days after determining the application was complete and consistent with RCC 12-3-2, Preliminary Plat Standards, in compliance with this section. A pre-construction meeting will be required with the public works department prior to construction of any infrastructure necessary for this plat.</p> <p>B. Staff reviewed the application materials and provided comments and/or red lined plans to the applicant. Upon resubmittal staff determined that plans were complete and substantially met the standards set forth in this title.</p> <p>Staff provided a Notice of Public Hearing including a description of the proposal and invitation to provide comment to the following agencies on August 3, 2020: Idaho Department of Water Resources, US Postal Service, Bonneville Power Administration, Charter, Centurytel, Kootenai County Community Development Department, BNSF, Kootenai Electric Cooperative, Frontier, Transcanada, Kootenai County EMS, Idaho Department of</p>

Code	Consistent	Discussion
		<p>Environmental Quality, Panhandle Health District, Kootenai Metropolitan Planning Organization, Idaho Transportation Department, Lakes Highway District, Post Falls Highway District, Lakeland School District, North Idaho STEM Academy, Northern Lakes Fire Department, City of Rathdrum Police Department, City of Rathdrum Parks and Recreation Department, City of Rathdrum Public Works Department and Avista. The Applicant also provided notice to agencies prior to application submittal.</p> <p><u>Comments Received:</u> Comments received are attached in Exhibit E.</p>
<ul style="list-style-type: none"> <li>• <b>§12-3-1-6, Public Hearing</b> <ul style="list-style-type: none"> <li>A. Notice of Hearing</li> <li>B. Continuance of Hearing</li> </ul> </li> </ul>	<p>Yes and NA</p>	<p>A. Notice of the hearing, including time, place and summary of the proposal was posted in the Coeur d’Alene Press on August 3, 2020 in compliance with this section.</p> <p>Notice by regular mail to all property owners of land situated within three hundred feet of the external boundaries of the proposal was provided on or before August 4, 2020 in compliance with this section.</p> <p>A Public Notice was posted on the property on or before August 4, 2020 in compliance with this section. Notice was also posted on the City’s web site and notice board outside of City Hall on or before August 3, 2020. All notices included the date, time and place of the hearing as well as a summary of the proposal, and the description and location of the subject property.</p> <p>Furthermore, prior to the date of the public hearing, the City issued a written staff report integrating any public comments received regarding the application, and made available to the public a copy of the Staff Report for review and inspection. A copy of the staff report was provided to the Applicant or the Applicant’s designated representative and the Planning Commission prior to the hearing.</p> <p>B. NA.</p>
<ul style="list-style-type: none"> <li>• <b>§12-3-1-7, Commission Action</b></li> </ul>	<p>To Be Determined</p>	<p>Following the public hearing, the Commission shall consider all relevant evidence and comments and determine whether to recommend that the Council approve or disapprove the preliminary plat or return the preliminary plat to the subdivider for modification. The Commission may only recommend contingencies to the Council on preliminary plats that are beyond their scope and power. In its review, the Commission shall determine if the proposed subdivision conforms to the general purpose of the Comprehensive Land Use Plan and whether the proposal includes appropriate provisions for streets, drainage, alleys and other public ways, open space, water supplies, sewage disposal, fire protection and other appropriate</p>

<b>Code</b>	<b>Consistent</b>	<b>Discussion</b>
		public and private improvements.
• <b>§12-3-1-8, Council Action</b>	To Be Determined	The Council shall review the application following receiving the Commission's report and other relevant evidence and take action to approve, reject, or return the plat to the commission for modification.
• <b>§12-3-1-9, Expiration of Approval</b>	NA	This section is not applicable until approval of the application.
<i>12-3-2, Preliminary Plat Standards</i>	Yes	The application contains the standards as numbered A through S of this section.
<i>12-3-3, Final Plat</i>	NA	Not applicable at this time.
<i>12-3-4, Final Plat Standards</i>	NA	Not applicable at this time.
<b>RCC 12, Chapter 4, Design and Improvement Standards</b> contains street, block and lot standards for subdivisions, and construction plan specifications and standards.	Yes	Streets, blocks and lots have been determined to be compliant or in keeping with existing approved subdivisions and development.  Construction plans and specifications will be reviewed for compliance at the time of submittal of such in the future (following preliminary plat approval).
<b>RCC 12, Chapter 5, Municipal Land Donation</b> involves municipal land donation.	NA	The City has adopted impact fees which are applicable to the project and preempt this chapter.
<b>RCC 12, Chapter 6, Variances</b> deals with Variances for this Title.	NA	No request for variance has been requested.
<b>RCC 12, Chapter 7, Violations and Enforcement</b> deals with Violations of this Title.	NA	No violations have been found.
<b>RCC 12, Chapter 8, Amendments</b> deals with Amendments to this Title	NA	Not applicable to the application.
<b>RCC Title 7, Public Ways and Property</b>		
<b>RCC 7, Chapter 1, Public Works Projects, Performance Bonds</b> deals with requirements for anyone engaging in municipal construction projects such as water and sewer main extension	Yes As Conditioned	Construction of infrastructure to be dedicated to the public will be required to conform with the requirements of this chapter, including licensing and bonding. The City Council shall approve any infrastructure prior to acceptance.
<b>RCC 7, Chapter 7, Right of Way Encroachment</b> deals with requirements for working in City right of way	Yes As Conditioned	The developer will be required to obtain permitting from the City and provide any required sureties prior to work within right-of-way for this development.
<b>RCC Title 8, Water and Sewer</b>		
<b>RCC 8, Chapter 1, Water</b>	Yes As	The development of lots within the subdivision will be subject

Code	Consistent	Discussion
<b>System</b> deals with metering and fees for users of the municipal water system	Conditioned	to the requirements of this chapter.
<b>RCC 8, Chapter 2, Cross-Connection Control</b> deals with protecting public health by controlling actual or potential cross-connections and contamination of the public water system.	Yes As Conditioned	The development of lots within the subdivision will be subject to the requirements of this chapter.
<b>RCC 8, Chapter 3, Wastewater Collection and Disposal</b> deals with the regulation of wastewater disposal, construction, ownership, connections, line extension policies, permitting, user charges, fees, easements, etc.	Yes, As Conditioned	Connection to the City’s municipal sewer system is required. The developer is responsible to provide services necessary to serve the subdivision and dedicate infrastructure to the public upon acceptance by the City Council. Construction of infrastructure to be dedicated will be required to conform with the requirements of this chapter and shall be reviewed at the time of construction plan submittal.
<b>RCC 8, Chapter 4, Wastewater Discharge Restrictions</b> defines prohibited wastes to the municipal sewer system, including but not limited to RV waste.	NA	Typical domestic waste is not generally applicable to this chapter.
<b>RCC Title 9, Building Regulations</b>		
<b>RCC 9, Chapter 1, Building Codes</b> defines adopted international codes, and contains requirements for building permitting and fees	Yes As Conditioned	Building on individual lots will be subject to review under the applicable international codes and permitting by the City at the time of development (following final plat approval).
<b>RCC 9, Chapter 2, Mechanical Code and Fuel Gas Installers</b> defines adopted international codes, and contains requirements for permitting and fees	Yes As Conditioned	Building on individual lots will be subject to review under the applicable international codes and permitting by the City at the time of development (following final plat approval).
<b>RCC 9, Chapter 4, Development Impact Fee</b> the purpose of this chapter is to prescribe the procedure whereby developers of land shall pay an impact fee for the purpose of providing the public facilities and system improvements needed to serve future residents and users of such development, ensure adequate facilities are provided to serve new growth,	Yes As Conditioned	Development impact fees are paid and collected at the time of building permitting and calculated based on the use. The capital improvements to be financed by the impact fee are those listed in the City’s adopted Capital Improvement Plan  This chapter shall not affect, in any manner, the permissible use of property, density of development, design and improvement standards and requirements, or any other aspect of the development of land or provision of capital improvements subject to the zoning and subdivision regulations or other regulations of the city, which shall be operative and remain in full force and effect without

Code	Consistent	Discussion
<p>ensure those who benefit from the growth and development pay their proportionate share of new public facilities needed to serve the growth and development, collect and expend development impact fees and ensure capital improvements (which are approved and listed in the City's Capital Improvement Plan) are fully funded by the fees. The chapter deals with calculating fees, collection, etc.</p>		<p>limitation with respect to all such development.</p>
<b>RCC Title 11, Zoning</b>		
<p><b>RCC 11, Chapter 4, Zoning Districts</b> defines zoning districts and boundaries as found within the adopted City Zoning Map and Future Land Use Map</p>	<p>Yes</p>	<p>The zoning districts within the subdivision were established by amendment of the City Zoning Map by the City Council at the time of annexation of the property. The proposed development follows the adopted boundaries within the approved R-3 district.</p>
<p><b>RCC 11, Chapter 4, Zoning, Article A-4-A, R-3 Residential District</b> provides the purpose of the R-3 district is to provide for residential environments at a higher density than R-1 and R-2 districts.</p>	<p>Yes</p>	<p>The proposed lot configuration within the R-3 zone district will allow for duplex or multifamily units, subject to the lot area, density and setback provisions of this chapter, which are higher than R-1 and R-2 districts.</p>
<p><b>RCC 11, Chapter 5, General Provisions and Performance Standards, Section 1, General Standards</b> provides for required right-of-way / frontage improvements required at the time of land development, including driveway approaches, sidewalks, fencing, stormwater management, and other provisions.</p>	<p>Yes As Conditioned</p>	<p>The proposal has been reviewed and determined to provide adequate lot frontages to accommodate driveways, including separation between approaches, areas for stormwater retention, sidewalks and other frontage improvements. As conditioned, the developer will be required to enter into a Development Agreement, as approved by the City Council, which will specify project regulation and policies, conditions of approval (including development improvements to be constructed, roadway drainage swales, landscaping / street trees, irrigation water service lines to roadway drainage swales and landscaped areas, maintenance of common area landscaping, fencing and roadway drainage swales, irrigation system casings, walkways and stormwater, street lights, streets, construction access, street closure, phasing, erosion sediment control plan, dedication of right of way, dedication of easements and sewer as necessary), improvement construction standards and procedures, performance guarantee, owner's warranty, and other City requirements in conformance with this chapter. Construction plans and specifications will be reviewed for compliance at the time of</p>

Code	Consistent	Discussion
		submittal of such in the future.
<p><b>RCC 11. Chapter 5, General Provisions and Performance Standards, Section 2, Residential Standards</b> provides standards for landscaping, driveways and parking, garages, accessory buildings and other provisions for residential development.</p>	Yes As Conditioned	Plans and specifications will be reviewed for compliance at the time of submittal of individual lot development in the future.
<p><b>RCC 11. Chapter 5, General Provisions and Performance Standards, Section 3, Commercial, Industrial, Multi-Family and Institutional Standards</b> provides standards for landscaping, parking, loading, lighting, trash areas, material storage and other provisions for development.</p>	Yes As Conditioned	Plans and specifications will be reviewed for compliance at the time of submittal of individual lot development in the future.
<p><b>RCC 11, Chapter 5, General Provisions and Performance Standards, Section 4, Site Plan Review</b> provides standards to ensure commercial, industrial, multi-family and institutional development are in compliance with zoning and other City Code requirements and/or policy as well as other regulations.</p>	Yes As Conditioned	Plans and specifications will be reviewed for compliance at the time of submittal of individual lot development in the future.
<p><b>RCC 11, Chapter 12, Development / Annexation Agreements</b> provides for the opportunity for the City to require an agreement, the form of which is required by the Zoning Administrator.</p>	Yes As Conditioned	As conditioned, the developer shall enter into a Development Agreement with the City, as approved by the City Council to address specific project regulation and policies, conditions of approval (including improvements to be constructed, roadway drainage swales, landscaping / street trees, irrigation water service lines to roadway drainage swales and landscaped areas, maintenance of common area landscaping, fencing and roadway drainage swales, irrigation system casings, walkways and stormwater, street lights, streets, construction access, street closure, phasing, erosion sediment control plan, dedication of right of way, dedication of easements and sewer as necessary), improvement construction standards and procedures, performance guarantee, owner’s warranty, and other City requirements in conformance with City Code and policy.
<p><b>RCC 11, Chapter 16, Signs</b></p>	Yes As	Plans and specifications will be reviewed for compliance at the

<b>Code</b>	<b>Consistent</b>	<b>Discussion</b>
provides for sign standards and requirements.	Conditioned	time of submittal of individual lot development in the future.

**Comprehensive Plan Analysis Matrix**

Goal/Policy	Consistent	Discussion
<b>II A. Population</b>		
<b>II A. Population, Goal 1: Address changing growth trends and capacities to work toward a moderate and stable rate of long-range population growth with orderly development.</b>	Yes	The proposal addresses long-range population growth within a subdivision development which is consistent with other approved development in Rathdrum.
<b>II B. Land Use</b>		
<b>II B. Land Use, Goal 1: A balance of land use guidelines will be applied to preserve and enhance the following values:</b> <ul style="list-style-type: none"> <li>• Rural character and small-town feel</li> <li>• Access to open space</li> <li>• Provision of day-to-day commercial needs</li> <li>• Well maintained and inter-connected local circulation systems</li> <li>• Economically rational development of desirable land uses</li> <li>• Historic sites</li> <li>• Capacity for citizens to live, work and play inside the community</li> <li>• Public safety</li> <li>• Quality of the local natural environment</li> <li>• Preservation of a clean and abundant aquifer</li> <li>• Efficient use of valuable infrastructure.</li> </ul>	Yes As Conditioned	The proposal is consistent with other development within Rathdrum. The proposed subdivision will provide inter-connectivity with existing streets and provide capacity for citizens to live in the community.
<i>II B. Land Use, Goal 1, Policy A: Actively engage citizens in planning and zoning activities to ensure desirable land use practices are applied and sustained.</i>	Yes As Conditioned	The City provided public notice of the proposal as required by law and encouraged citizens to engage in the subdivision process.
<i>II B. Land Use, Goal 1, Policy C: Maintain regulatory standards that encourage private property land uses and infill development consistent with expressed local values.</i>	Yes	The proposed subdivision will provide infill within an area with housing development and a public park.
<b>II E. Public Services</b>		
<i>II E. Public Services, Goal 1, Policy A: Coordinate with service providers and public safety entities to assure necessary and appropriate urban services are provided to accommodate projected types and densities of growth and development.</i>	Yes	Service providers and public safety entities were provided an opportunity to comment on the proposal as required.
<i>II E.-1 Public Safety, Goal 1, Policy E: Continue to coordinate with fire protection officials to ensure that new development is designed so fire protection can be effectively provided.</i>	Yes	Northern Lakes Fire Protection District was given an opportunity to provide comment on the proposal and provided response that fire protection can be provided.

Goal/Policy	Consistent	Discussion
<i>II E.-1 Public Safety, Goal 1, Policy F: Require new development to provide sufficient emergency vehicular access for emergency equipment and adequate water supply and pressure for the purposes of fire protection.</i>	Yes	The proposed subdivision will be required to meet these provisions prior to recordation of plat or building permitting.
<b>II E.-2 Sewer and Water</b>		
<i>II E.-2 Water and Sewer, Goal 1, Policy A: Require all existing and proposed facilities within the city limits be connected to and serviced by, the municipal sewer system.</i>	Yes	Connection to the City sewer system is required.
<i>II E.-2 Water and Sewer, Goal 1, Policy B: Promote development in areas with municipal sewer and water systems in place.</i>	Yes	Municipal sewer and water lines are located adjacent to the proposal and can be extended by the developer to provide service for the proposal.
<b>II F. Transportation</b>		
<i>II F. Transportation, Goal 1, Policy A: Promote standards that create functional connections to the regional highway system and convenient internal circulation.</i>	Yes	The proposal includes provision of convenient internal circulation and connection to the highway system via Lancaster Avenue.
<i>II F. Transportation, Goal 1, Policy D: Incorporate lighting, sidewalks and connections to enhance neighborhoods, pedestrian and bike pathways, public safety, etc.</i>	Yes	The proposal includes the provision of lighting and sidewalks.
<b>II G. Housing</b>		
<p><b>II G. Housing, Goal 1: Apply four primary principles, 1) Sense of Community, 2) Variety, 3) Affordability and 4) Integration, in the enhancement and maintenance of existing residential areas and the design of new housing developments.</b></p> <p><b>A) Sense of Community:</b> Promote a sense of community by encouraging walking and cycling, good lighting and safe havens for children while providing ready access to shared green space and parks. Housing will be connected to commercial areas and civic centers by well-organized street and pathway systems, potentially including public transportation, all making it easy for people to meet and interact with each other. Neighborhoods should not be completely walled off from each other.</p> <p><b>B) Variety:</b> Provide a broad mix of housing choices for a mix of people with differing economic means, ages and lifestyles. Types of</p>	Yes	The proposal includes lighting and sidewalks to encourage walking and cycling and will provide increased housing stock which helps keep the market affordable. The intended duplex housing will also provide variety and provision of more affordable housing for young families starting out in a neighborhood with an existing child-friendly park.

Goal/Policy	Consistent	Discussion
<p>housing may include, but are not limited to, apartments, townhouses, multi-family units, manufactured homes and small, as well as large, lot single family residences.</p> <p><b>C) Affordability:</b> Ensure affordable housing is available for the local household and family, encouraging the creation of a wide range of housing, including that which is affordable to the community's average and lower income worker and family.</p> <p><b>D) Integration:</b> Provide a mix of appropriate housing choices in neighborhoods suitable for seniors as well as youth, young families starting out, as well as established single-family residences. Neighborhoods should be welcoming, inviting, safe and available in every sense. Seniors should not be segregated from youth. Young families starting out should not be segregated in apartment complexes from single family residential neighborhoods.</p>		
<p><i>II G. Housing, Goal 2, Policy F: Protect the continuity and inherent character of existing neighborhoods in planning and zoning decisions.</i></p>	Yes	The proposal provides continuity with, and will be very similar in character to, the existing residential neighborhoods in the immediate area, including but not limited to the plats of Majestic Villas and Cascade Place.
<p><b>II G. Housing, Goal 5: Accommodate the enhancement of current housing and the development of future housing to ensure housing is available in an affordable manner for all members of the community.</b></p>	Yes	Increased housing stock helps keep the market affordable.
<b>II H. School Facilities</b>		
<p><b>II H. School Facilities, Goal 1: Consider the priorities and concerns of Lakeland School District and other schools in future community development decisions.</b></p>	NA	This provision is intended to consider schools at the time of assigning land use designations and provisions for future decisions, not current proposals.
<p><b>II H. School Facilities, Goal 2, Policy B: Improve neighborhood access and connection to reduce student travel time.</b></p>	NA	The proposed subdivision is not within an area with a school or planned school. Typical sidewalks are to be provided within the development.
<p><b>II H. School Facilities, Goal 2, Policy C: Increase student safety and maximize community connections to schools.</b></p>	NA	The proposed subdivision is not within an area with a school or planned school. Typical sidewalks are to be provided within the development.
<b>II K.-1 Small Town Atmosphere</b>		

Goal/Policy	Consistent	Discussion
<i>II K.-1 Community Design, Small Town Atmosphere, Goal 1, Policy A: Implement community development tools and land use regulations to advance the community's sense of place and small town character.</i>	Yes	The development standards as found within Rathdrum City Code, which was developed in compliance with the Comprehensive Plan, have been utilized in review of the project.
<i>II K.-1 Community Design, Small Town Atmosphere, Goal 1, Policy C: Consider building height and bulk standards for individual districts to minimize impacts on views from public spaces</i>	Yes	Building height and bulk standards will be applied at the time of lot development in conformance with Code.

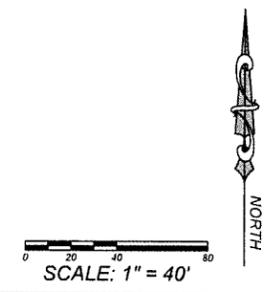




**SITE INFORMATION**

ZONING: R-3  
 TOTAL AREA: 9.761 Acres  
 # OF LOTS: 32  
 # OF UNITS: 64  
 DENSITY: 6.56 du/ac  
 AVERAGE LOT SIZE: 10386 sf  
 MINIMUM LOT SIZE: 8745 sf  
 MAXIMUM LOT SIZE: 13001 sf

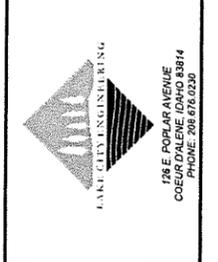
Parcel Table		Parcel Table		Parcel Table	
Parcel	Area (sf)	Parcel	Area (sf)	Parcel	Area (sf)
Lot 1 Blk 1	10298	Lot 4 Blk 3	8745	Lot 11 Blk 2	10233
Lot 1 Blk 2	11148	Lot 5 Blk 1	9463	Lot 12 Blk 2	10448
Lot 1 Blk 3	10602	Lot 5 Blk 2	10124	Lot 13 Blk 2	9594
Lot 2 Blk 1	10845	Lot 6 Blk 1	9600	Lot 14 Blk 2	9600
Lot 2 Blk 2	10338	Lot 6 Blk 2	10581	Lot 15 Blk 2	9600
Lot 2 Blk 3	9730	Lot 7 Blk 1	9240	Lot 16 Blk 2	9677
Lot 3 Blk 1	10803	Lot 7 Blk 2	10681	Lot 17 Blk 2	10574
Lot 3 Blk 2	10300	Lot 8 Blk 1	10514	Lot 18 Blk 2	11968
Lot 3 Blk 3	9787	Lot 8 Blk 2	10632	Revise Lot 6	12852
Lot 4 Blk 1	10531	Lot 9 Blk 2	10354	Revised Lot 6	13001
Lot 4 Blk 2	10125	Lot 10 Blk 2	10354		



UNDERGROUND SERVICE ALERT  
 ONE-CALL NUMBER  
**811**  
 CALL TWO BUSINESS DAYS BEFORE YOU DIG

REVISION BLOCK

NO.	DESCRIPTION	INITIAL	DATE



PRELIMINARY  
 NOT FOR CONSTRUCTION

MAJESTIC VILLAS FIRST ADDITION  
 SUBDIVISION PLAN  
 RATHDRUM, IDAHO

DESIGNED BY: DCD  
 DRAFTED BY: SMA  
 DATE: 06/25/2020  
 JOB NO: LCE 18-097.1

ONE INCH  
 AT FULL SIZE IF NOT  
 ONE INCH SCALE  
 ACCORDINGLY

2

4





PUBLIC WORKS DEPARTMENT  
8047 W. Main Street  
Rathdrum, ID 83858  
P 208.687.2700  
F 208.687.1377

# Memo

To: Cary Siess (via email)  
From: Kevin Jump  
CC:  
Date: July 29, 2020  
Re: Majestic Villas – 1<sup>st</sup> Addition

---

I've reviewed the above-referenced Preliminary Plat, signed/stamped 7.9.2020. I have no comments or revision requests.

Note: The Hiawatha Street right-of-way is not being extended to Lancaster Avenue due to significant topography challenges.

# ***MAJESTIC VILLAS FIRST ADDITION***

Subdivision

## **Project Narrative**

**OWNER:**

Big Creek Land Company, LLC  
1950 W. Bellerive Lane, #107  
Coeur d'Alene, ID 83814  
(208) 430-4697

**PREPARED BY:**

Lake City Engineering, Inc.  
126 E. Poplar Avenue  
Coeur d'Alene, ID 83814  
(208) 676-0230



## **PROJECT SUMMARY**

Majestic Villas First Addition is a proposed Subdivision consisting of 32 multi-family residential lots located in the southeastern corner of the City of Rathdrum, Idaho. It encompasses the next phase of the Majestic Villas subdivision, which consisted of 10 lots along Saloon Street. The goal for this project is to contribute to the rising rental demand within the City by producing quality duplex rentals.

## **LAND USE**

The subject property is currently vacant and undeveloped. It is zoned R-3 according to the City of Rathdrum Municipal Code. The properties to the South and West are zoned R-3 and are platted residential subdivisions or undeveloped land. Majestic Park is located immediately adjacent to the North. To the East, the properties are undeveloped farm lands that are not annexed into the City. The subject property has previously been annexed into the City of Rathdrum.

The proposed uses for Majestic Villas First Addition are consistent with the existing zoning classification, the surrounding land uses, and are in conformance with the Rathdrum Municipal Code. It is important to note that the proposed lot sizes will allow for the construction of duplexes per Municipal Code. Additional common open space is not required as a part of this project. A brief summary of the proposed project is provided below:

<i>Existing Zoning:</i>	<i>R-3 Single &amp; Multi-family Residential</i>
<i>Comprehensive Plan Designation:</i>	<i>Residential</i>
<i>Project Area:</i>	<i>9.761 acres</i>
<i>Residential Lots:</i>	<i>32 lots</i>
<i>Residential Units:</i>	<i>64 units</i>
<i>Density:</i>	<i>6.56 units/ac</i>

<b><u>Setback or Provision</u></b>	<b><u>Proposed</u></b>
<i>Maximum Lot Size</i>	<i>13,001 sf</i>
<i>Minimum Lot Size</i>	<i>8,745 sf</i>
<i>Average Lot Size</i>	<i>10,386 sf</i>
<i>Allowable Lot Coverage</i>	<i>35%</i>
<i>Front Setback</i>	<i>20' (25' to face of garage from walk/curb)</i>
<i>Side Setback</i>	<i>6' / 20' (flanking)</i>
<i>Rear Setback</i>	<i>10'</i>
<i>Max Building Height</i>	<i>35'</i>

### ***PRE-DEVELOPMENT CHARACTERISTICS***

The project site is located within the City of Rathdrum, Kootenai County, Idaho. It is situated East of the Corbin Crossing South Subdivision and South of Majestic Park. The site is bare farm ground gently sloping to the northwest with a cover of natural brush & grasses. There are no topographical limitations to the development of this property.

### ***POST-DEVELOPMENT CHARACTERISTICS***

The proposed 32 residential lot development will be built in accordance with City of Rathdrum standards and common accepted construction practices. Each lot will be accessed from a public internal street which is connected to Railway Avenue and Future Deadwood Avenue. The Homeowner's Association previously formed for the Majestic Villas Subdivision will implement and enforce Covenants, Conditions and Restrictions (CC&Rs).

#### ***Transportation and Roads***

The primary access to and from the proposed project will be from Railway Avenue to the West. Railway Avenue was recently constructed as part of the Corbin Crossing South 4<sup>th</sup> Addition project as a 40' street section in an 80' public right-of-way and is currently maintained by the City of Rathdrum Streets Department. Secondary access to the project will be via the extension of Saloon Street and Deadwood Avenue. These streets will ultimately have a 36' street section within a 60' public right-of-way. All streets are proposed to be publicly maintained by the City of Rathdrum and will be built in accordance with adopted street sections and standards and will include curb/gutter, sidewalks and stormwater swales.

#### ***Stormwater***

Stormwater will be collected and mitigated via grassed infiltration basins and permanent drywell injection per City standards. A stormwater management plan shall be designed to use best management practices (BMP) during and after construction in accordance with accepted standard construction practices and City of Rathdrum Standards. The soils on the project site consist of silty sands and prairie gravels, which are suitable for this type of development and stormwater disposal.

#### ***Water***

Domestic water is currently available to the project site via 8" PVC water mains located in Railway Avenue and Saloon Street. 8" PVC water mains will be extended throughout the project. Domestic water services are proposed to be tapped into these new 8" water mains and extended to each lot of the project as required. The water system is owned and operated by the City of Rathdrum, and all construction shall meet their standards and requirements. There is currently adequate capacity within the existing water system to serve this project.

New fire hydrants will be installed at spacing per City of Rathdrum and Northern Lakes Fire District Standards. There is adequate capacity in the existing water system to meet the fire flow requirements.

### ***Sewer***

Sanitary sewer is currently stubbed into the project at future Saloon Street and at Deadwood Avenue. These are 8" gravity sewer mains and they will be extended through the subdivision as required. The subdivision will join the proposed gravity sewer that will be constructed in Future Deadwood Avenue to the West as a part of the Corbin Crossing South Subdivision. New 8" gravity sewer lines will be extended from this planned sewer line to service the remainder of this project. All sewer mains within the proposed project will be 8" PVC installed at or above the 10 State Standards recommended minimum grades. Sanitary sewer services are to be extended to each lot as required. The gravity sewer collection system is owned and operated by the City of Rathdrum. There is currently adequate capacity within the existing gravity system to serve this project.

### ***Other Utilities***

All dry utilities are currently available to serve the proposed project and are located in adjacent streets. Similar to other developments, power, natural gas, communications and internet service will be provided to each lot. All dry utility companies will be notified of the proposed project at the appropriate time where agreements will be finalized between the developer and the respective utility company.

### ***Common Open Space***

Common open space is not required as a part of this project; therefore none will be provided. However, Majestic Park is located immediately to the North of the project and is within easy walking or biking distance from all parts of this new development. Pedestrian trails will connect to this park. This park has playgrounds, softball fields and picnic areas.

### ***Development Schedule***

It is anticipated that construction on this project will begin in the late Summer of 2020.

## Lakeland Joint School District #272

Dr. Becky W. Meyer, Superintendent of Schools

15506 N Washington Street, Rathdrum, Idaho 83858

208/687-0431, ext. 1107

becky.meyer@lakeland272.org ~ web.lakeland272.org



**LJSD Vision: A community committed to academic excellence ... dedicated to student success.**

---

Date: 07/10/2020

RE: Majestic Villas First Addition

The Lakeland Joint School District recognizes that development will occur, and we are always excited to see our district grow. We openly welcome families and new children into our district to become part of the Lakeland family. However, the impact of development can be substantial for our district. With no impact fees and without developers considering setting aside some land for schools, it is difficult for us to keep up, as there is no funding mechanism from the state of Idaho for school construction and land acquisition.

For larger developments and annexations, the District has been asking for a donation of land to help mitigate the impact of growth. We understand that this is not feasible for smaller developments like the Majestic Villas Development. We believe the best way to address the impact of smaller developments is to use a formula.

Based on current Kootenai County data, 1,000 new households equals the need for a new elementary school. A 10 acre site suitable for a school is likely to be valued near \$500,000, or \$500 per household. The Majestic Villas First Addition development is 32 lots and this equals a recommended donation of \$16,000. We believe that responsible development with school site inclusion planning is critical for our community and it is difficult for us to be in support of this development with no consideration of our land acquisition and growth needs.

We look forward to working with planning agencies and developers to improve the quality of both our schools and future neighborhoods. In the event that you would like to request our presence at future meetings to discuss the direct effects of development on our district, please contact our office at 208-687-0431.

Sincerely,

A handwritten signature in black ink, appearing to read 'Becky Meyer'.

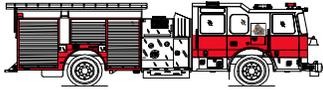
Dr. Becky Meyer, Superintendent of Schools

A handwritten signature in black ink, appearing to read 'Brian Wallace'.

Brian Wallace, Chief Finance/Operations Officer

# **Northern Lakes Fire Protection District**

Proudly serving the areas of and surrounding Hayden and Rathdrum



Hayden Area (208) 772-5711 • Fax: (208) 772-3044  
Rathdrum Area (208) 687-1815 • Fax (208) 687-2088  
[www.northernlakesfire.com](http://www.northernlakesfire.com)

June 26, 2020

City of Rathdrum Planning & Zoning  
8047 W. Main Street  
Rathdrum, ID 83858

Attn: Cary Siess,

The Northern Lakes Fire Protection District has reviewed the preliminary subdivision request Majestic Villas First Addition, 32 duplex lots, located at the southeast corner of Railway Ave. and Harmony St.

*The Fire District approves of the preliminary subdivision with the following requirements.*

- **Final subdivision drawings shall be submitted for approval to Northern Lakes Fire prior to start of construction.**
- **The subdivision review fee of \$47/hr. minimum of one hour, plus \$30 per dwelling unit shall be paid prior to final subdivision approval, a duplex is considered two dwelling units.**
- Roadways shall be reviewed by Fire District prior to start of construction. Roads with fire hydrants shall be no less than twenty-six (26) feet wide.
- Fire flows shall meet the requirements of the 2015 Idaho Fire Code. Dwellings smaller than 3,600 sq. ft. require a fire flow of 1,000 gpm for a duration of 1 hour. Dwellings larger than 3,600 sq. ft. require higher fire flows depending on the square footage.
- Proposed locations of fire hydrant shall be approved by Fire District and shown on the site plan.
  - **Fire hydrants shall be operational before the start of construction to any dwellings.**
  - **Fire hydrants shall be outfitted with 5” Storz adapter with cover and hydrant marking flags.**
- Address numbers shall be provided and visible from access road fronting the property.
- If any type of construction occurs other than 1 and 2 family dwellings homes will be reviewed for the need for fire sprinkler systems, this may require larger water line sizing.
- 2015 Idaho Fire Code requirements shall apply when building permits are applied for. Additional requirements may apply depending on size and type of occupancy constructed.

If you have any questions, please call 208-772-5711.

Thank you,

*Tyler Drechsel*

Tyler Drechsel  
Fire Marshal

125 West Hayden Avenue • Hayden Lake, Idaho 83835



**Public Health**  
Prevent. Promote. Protect.  
Panhandle Health District

# Panhandle Health District

*Healthy People in Healthy Communities*



6/30/20

Lake City Engineering  
126 E. Poplar Avenue  
Coeur d'Alene, ID 83814

**RE: Majestic Villas First Addition; PHD# 20-28-145549; Parent Parcel R-0000-005-5000**

To All Concerned:

The residential subdivision known as *Majestic Villas First Addition* consisting of 32 lots on 9.761 acres located in Township 51 North, Range 04 West, Section 5 within Kootenai County in the State of Idaho has been reviewed by Panhandle Health District (PHD). PHD will grant final plat approval when the following conditions are satisfied:

- PHD must receive a letter from the Department of Environmental Quality (DEQ) or a Qualified Licensed Professional Engineer (QLPE) stating water and sewer services for *Majestic Villas First Addition* meet the State of Idaho Standards.
- PHD must receive a letter from City of Rathdrum stating they have the capacity and willingness to supply water/sewer to all 32 lots in the *Majestic Villas First Addition*.
- The water source must be stated on the plat as part of the owner's certificate block as required by Idaho Code §50-1334. Lots are to be supplied via individual wells as indicated on the Land Application submitted to PHD.
- PHD will provide the applicable language for the Sanitary Restriction/Certificate of Approval as required by Idaho Code §50-1326 to §50-1329. This must be placed on the face of the plat.

### CERTIFICATE OF APPROVAL

Sanitary restrictions as required by Idaho Code, Title 50, Chapter 13 have been satisfied based on a review by a Qualified Licensed Professional Engineer (QLPE) representing City of Rathdrum and the QLPE approval of the design plans and specifications and the conditions imposed for the developer for continued satisfaction of the sanitary restrictions. Buyer is cautioned that at the time of this approval, no drinking water extensions or sewer extension were constructed. Building construction can be allowed with appropriate building permits if drinking water extensions or sewer extensions have since been constructed or if the developer is simultaneously constructing those facilities. If the developer fails to construct facilities, then sanitary restrictions may be re-imposed, in accordance with Section 50-1326, Idaho Code, by the issuance of a certificate of disapproval, and no construction of any building or shelter requiring or sewer/septic facilities shall be allowed.

Date: \_\_\_\_\_ Health District Signature: \_\_\_\_\_

- All shallow injection wells (drywells) must be registered with PHD and corresponding fees paid.
- Copies of the plat including signature page(s) must be supplied to PHD.
- All fees pertinent to PHD's subdivision review process must be paid.

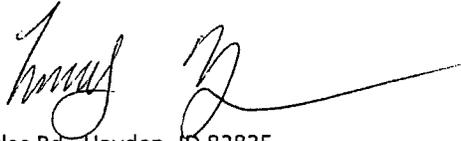
cc: City of Rathdrum  
Kootenai County Community Development

*rec'd 7.6.20*

If the above conditions are satisfied PHD will lift the sanitary restrictions when the final plat/mylar is signed. Please note that plat approval does not guarantee these lots are buildable. If you have any questions or require additional information, please call Panhandle Health District.

PHD recommends that the suitable drainfield sites are located on the face of the plat. It is the owners responsibility to protect and preserve the approved drainfield and replacement areas at all times.

Sincerely,  
Tony Zwick  
Environmental Health Specialist

A handwritten signature in black ink, appearing to read 'Tony Zwick', with a long horizontal flourish extending to the right.

Panhandle Health District, 8500 N. Atlas Rd., Hayden, ID 83835  
208 415-5220 ext. 5236; E-mail [tzwick@phd1.idaho.gov](mailto:tzwick@phd1.idaho.gov)

[Type here]

From: [jeneastmanrn@gmail.com](mailto:jeneastmanrn@gmail.com) <[jeneastmanrn@gmail.com](mailto:jeneastmanrn@gmail.com)>

Sent: Sunday, August 2, 2020 9:13 PM

To: Cary Siess <[cary@rathdrum.org](mailto:cary@rathdrum.org)>

Subject: No thank you

I would like to voice my concern over the proposed multi-family homes to go off Lancaster. Rathdrum cannot support more traffic or more children and we certainly don't need any more low income housing in the area.

Please do NOT approve this. I grew up in this town and hate what it has become already. Please don't hurt our small town more.

Jennifer Eastman  
26976 n Michelle ct, 83801

# PROCLAMATION



*WHEREAS; The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and*

*WHEREAS; September 17, 2020, marks the two hundred thirty-third anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and*

*WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and*

*WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,*

*NOW, THEREFORE I, Vic Holmes, by virtue of the authority vested in me as Mayor of the City of Rathdrum do hereby proclaim the week of September 17 through 23 as*

## CONSTITUTION WEEK

*AND ask our citizens to reaffirm the ideals the Framers of the constitution had in 1787, by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties,*

*IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Rathdrum to be affixed this \_\_\_ day of \_\_\_\_\_ in the year of our Lord two thousand twenty*

Signed \_\_\_\_\_  
Vic Holmes, Mayor

