

RATHDRUM  
PLANNING AND ZONING

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**PLANNING AND ZONING COMMISSION MEETING**

**MEETING MINUTES**

Wednesday, February 19, 2020

6:00 PM

**PRESENT:** Commissioner Furey, Commissioner Carr, Commissioner Shuman,  
Commissioner Munyer and Commissioner Hatcher

**STAFF:** Planner Siess, Attorney Herrington and Assistant Planner Davey

**PLEDGE OF ALLEGIANCE**

**MINUTES:** Approval of the meeting minutes for January 15, 2020 as they are presented made in a motion by Commissioner Shuman and seconded by Commissioner Carr.

All in favor stating aye. None opposed.

**VISITOR:** None

**OLD BUSINESS:** Westwood Pines Subdivision

Planner Siess gave an overview of what was discussed during the previously held meeting that was on January 15, 2020 meeting for this application stating that the Planning and Zoning Commission requested additional requirements information for the subdivision approval which included a site-obscuring fence and a more in depth more detailed information regarding traffic study.

Since that meeting, Viking Construction / Whipple Engineering has submitted a revised site plan that includes a 6'-feet-foot fenceing located on the northernly property line of the subdivision and provided information regarding existing traffic impact analysis counts at the intersection of Highway 523 and Meyer Road and construction and development timing of the subdivision to city staff.

Staff recommends that the following conditions of approval be included in any decision to recommend approval of the proposal:

1. Issuance of building permitting within the subdivision, inclusive of all zone districts, will be limited to 60 dwelling units until capital improvements are completed for the SH53 – Meyer Road intersection.

2. Any non-residential development within the subdivision, inclusive of all zone districts, will require a new, updated traffic LOS analysis and conformance with City requirements derived therefrom, as applicable.
3. A Traffic Impact Analysis shall be completed per the requirements of Idaho Transportation Depart (ITD) prior to connection of Cloverdale Street access to SH53. Such Traffic Impact analysis shall be submitted to the City as well as any response and/or requirements from ITD. The developer shall be responsible for providing any improvements for the development.
4. The developer shall donate (at no cost to the City of Rathdrum and/or ITD), all necessary public right-of-way and easements on the north-side of SH53 and east side of Meyer Road adjacent to the proposal which may be required to provide traffic improvements for the development.
5. The developer shall re-construct Meyer Road, from SH53 to the property's northwest boundary. The improvements for Meyer Road shall be in accordance with the City's collector street typical roadway standards, as approved by the City Engineer / Public Works Director.
6. The new, temporary sewer force main alignment shall be contained within noted / platted vehicle access aisles where it crosses the City's cemetery property. The new, permanent sewer force main alignment shall be contained within the Cloverdale Street public right-of-way. Both the temporary and permanent sewer force main alignments shall be constructed as part of this project. The Cloverdale Street force main alignment shall terminate on the ~~south-north~~ side of SH53.
7. The developer shall be responsible for constructing a 16-foot wide all-weather vehicle access aisle, ~~consisting of 2 inch asphalt pavement over 4 inches of ¾ inch crushed stone and prepared subbase,~~ in accordance with City requirements, within the ~~east-west alignment of the~~ sewer force main alignment within the cemetery property.
- ~~8. The developer shall be responsible for constructing an all-weather access roadway along the west property line of the cemetery property within the sewer force main alignment.~~
- 9.8. The developer shall construct a temporary sanitary sewer lift station with the Westwood Pines development, at the developer's sole expense. The City shall provide for the required wet well volume and technical specifications for: the lift station components, including electrical controls, bypass pumping capabilities, emergency power requirement, odor control equipment, telemetry, wet well access capabilities, spray liner requirements for the wet well, site layout of the lift station and wet well liquid level sensor devices. Further, the City will provide direction for the sewer piping depth (invert elevation) and pipe sizing upstream of the temporary sewage lift station. City financial participation pursuant to RCC 9-4-10, Credits and Reimbursements, may be available if upsizing of the system is determined necessary. Lastly, this temporary sewer lift station shall be integrated in the City's SCADA monitoring system. The temporary lift station shall be placed within an easement as specified by the City Engineer / Public Works Director and shall be owned and operated by the City of Rathdrum upon acceptance by the City Council.
- 10.9. The developer shall construct a 12-inch diameter water main in both the Dayton Avenue public right-of-way alignment (entirety of alignment) and Cloverdale Street. The Cloverdale Street 12-inch water main shall terminate on the ~~south-north~~ side of SH53.
- 11.10. Construction of the temporary sewer force main to service the development will bring the public sewer within 200-feet of the Lion's Club property which will require such property to connect to the public system and abandon their private system within one year of City acceptance of the temporary force main. The developer shall be required

to provide a lateral stub to service the Lion's Club property and is ~~strongly~~ encouraged to coordinate with the Lion's Club regarding timing and payment of their connection to the City's system, including capitalization fees. In no case shall connections for the RV park be allowed without written authorization of the Public Works Director. Pre-treatment or other provisions may be required.

~~12.11.~~ 11. The developer shall enter into a Development Agreement with the City of Rathdrum 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, landscaped areas, maintenance of common area landscaping, fencing and roadway drainage swales, irrigation system casing, 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.

~~13.12.~~ 12. The developer shall install a six-foot tall solid (wood or vinyl, with no gaps between slats) fence three feet south of the northern boundary of the subdivision.

~~14.13.~~ 13. 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.

Motion to approve; ~~"I move to recommend to the City Council that the proposal be approved with the recommended conditions of approval as found within the staff report dated February 19, 2020, finding that it is in accord with the City of Rathdrum Comprehensive Plan and Rathdrum City Code as conditioned and directing. I further move that the Planning and Zoning Administrator provide a written report to the Council as soon as possible and include the recommendation of this Commission and the facts that provide a basis for the decision."~~  
~~m~~Made by Commissioner Shuman and seconded by Commissioner Furey.

#### **ROLL CALL VOTE:**

Carr – aye

Munyer - aye

Furey – aye

Shuman – aye

Hatcher – aye

Presentation by John and Allison Sylte – Food Courts with Food Trucks

Mr. Sylte introduced himself as being a long-time resident of Rathdrum and would like to introduce the 'Food Truck' concept into the city. The location of the project would be on his parcel located on the east side of Highway 53, between Les Schwab Tire Center and Harlow's Restaurant, on approximately two acres of currently undeveloped land. ~~They~~ Mr. Sylte and his girlfriend have reviewed the current Food Court Ordinance ~~from of~~ the City of Coeur d'Alene, Idaho for ~~some sort of~~ reference to begin their planning process. The purpose of the meeting tonight is to give the commissioners some of their ideas ~~of what they are purposing to accomplish at~~ for this site. Points discussed were restrooms, traffic flow within

the site, parking, self-contained trucks, security for the site, and to have some sort of shelter for those who would like to stay and eat on the premises.

There was general Open discussion ~~was done~~ with the Commissioners regarding ~~Rathdrum's~~ a new ordinance that would be generated for allow this type of business. Defining the differing types of concessions - definitions of mobile food trucks, temporary food trucks, those needing permission to do business on private property versus a commercial parking lot, etc. were included in the overall discussion. Pricing of permits ~~to accommodate each of this type of locations~~ was also discussed.

Next steps – staff will consider some of the existing code language utilized by neighboring jurisdictions and produce draft code to bring back to the Commission for discussion.

## **ADJOURNMENT**