## A G E N D A CITY OF POCATELLO PLANNING & ZONING COMMISSON MEETING

JANUARY 8, 2025 · 6:30 PM COUNCIL CHAMBERS | 911 N. SEVENTH AVENUE

City Hall is accessible to persons with disabilities. Program access accommodations may be provided with two (2) days' advance notice by contacting Skyler Beebe at <a href="mailto:sbeebe@pocatello.gov">sbeebe@pocatello.gov</a>; 208.234.6248 or 5815 South 5th Avenue, Pocatello, ID.

The Planning & Zoning Commission is a citizen advisory group to the City Council. They are charged with making recommendations concerning land use plans, planning processes and/or on matters of plan implementation. All regular meetings of the P&Z Commission are recorded for record retention and transcription.

The following is the official agenda of the Planning & Zoning Commission. Discussion and Commission action will be limited to those items on the agenda. Any citizen who wishes to address the Commission shall first be recognized by the Chair, and shall give his/her name and address for the record. If a citizen wishes to read documentation of any sort to the Commission, he/she shall first seek permission from the Chair. Oral testimony may be restricted to no more than 3 minutes per person.

#### 1. ROLL CALL AND DISCLOSURES

Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if there is anything personally or professionally that would not allow an impartial or unbiased decision. Disclose if a site visit was done, location(s) of the visit, and what was seen.

#### 2. APPROVAL OF MINUTES

The Commission may wish to waive the oral reading of the P&Z clarification and regular meeting minutes from December 11, 2024, and to approve the minutes as written. (ACTION ITEM)

#### 3. PUBLIC HEARING: ASPEN GROVE PLANNED UNIT DEVELOPMENT - FILE PUD24-0002

This time has been set aside for the Commission to hear comments from the public regarding the Aspen Grove Planned Unit Development project submitted by Sunrise Engineering on behalf of Gate City Builders. The property is located at 2806 S. 5<sup>th</sup> Avenue and consists of four (4) parcels encompassing 5.56-acres (more or less). The subject property is zoned Residential-Commercial-Professional (RCP) with a future land use map designation of Mixed-Use (MU). The request is to allow for lot size averaging to construct eight (8) multi-family structures on individual lots with Lot 9 proposed to be a common lot for stormwater retention, recreation area and parking. (ACTION ITEM) (Quasi-Judicial Public Hearing)

#### 4. PUBLIC HEARING: ASPEN GROVE PRELIMINARY PLAT - FILE PP24-0004

This time has been set aside for the Commission to hear comments from the public regarding a preliminary plat application to be known as Aspen Grove Subdivision request by Gate city Builders, represented by Sunrise Engineering. The property is located at 2806 S. 5<sup>th</sup> Avenue and consists of four (4) parcels encompassing 5.56-acres (more or less) with a total of nine (9) lots. The subject property is zoned Residential-Commercial-Professional (RCP) with a future land use map designation of Mixed-Use (MU). The request is to allow for lot size averaging to construct eight (8) multi-family structures on individual lots with Lot 9 proposed to be a common lot for stormwater retention, recreation area and parking. (ACTION ITEM) (Quasi-Judicial Public Hearing)

#### 5. ADJOURN.

## AGENDA 2

## **MINUTES**

#### **MINUTES**

#### CITY OF POCATELLO

#### PLANNING & ZONING COMMISSON CLARIFICATION MEETING

DECEMBER 11, 2024 · 6:00 PM
COUNCIL CHAMBERS | 911 N. SEVENTH AVENUE

Vice Chair Adam Geyer called the meeting to order at 6:00 PM.

#### 1. ROLL CALL.

**Present:** Eugene Bartu, Benjamin Gomez, Adam Geyer, Marjanna Hulet, Annie Mendoza, and Desirea Valladolid.

**Excused:** Richard Phillips.

Staff: Jim Anglesey, Becky Babb, Matthew Lewis, Aceline McCulla, and Merril Quayle.

#### 2. DISCUSSION TO CLARIFY ITEMS ON THE P&Z MEETING AGENDA FOR DECEMBER 11, 2024.

The Commission and staff discussed the agenda items.

#### Agenda Item #3: Adjourn.

With no further discussion, Geyer closed the meeting at 6:03 PM.

Submitted by: Approved on:

Aceline McCulla, Secretary

#### **MINUTES**

## CITY OF POCATELLO PLANNING & ZONING COMMISSON MEETING

DECEMBER 11, 2024 · 6:00 PM COUNCIL CHAMBERS | 911 N. SEVENTH AVENUE

Vice Chair Adam Geyer opened the meeting at 6:30 p.m.

#### 1. ROLL CALL.

**Present:** Eugene Bartu, Benjamin Gomez, Adam Geyer, Marjanna Hulet, Annie Mendoza, and Desirea Valladolid.

**Staff:** Jim Anglesey, Becky Babb, Matthew Lewis, Aceline McCulla, and Merril Quayle.

**Excused:** Richard Phillips.

**Bartu** did a site visit for agenda items 3 and 4, **Hulet** did a site visit for agenda 3, and the rest of the members had nothing to report.

#### 2. APPROVE MINUTES.

The Commission may wish to waive the oral reading of the P&Z clarification and regular meetings minutes held September 11, 2024, and to approve the minutes as written.

It was moved by **M. Hulet** and seconded by **B. Gomez** to approve the meeting minutes held September 11, 2024. Those voting in favor were Bartu, Gomez, Geyer, Hulet, Mendoza, and Valladolid. Motion passed unanimously.

#### 3. PUBLIC HEARING: MAP AMENDMENT - FILE MA24-0004

This time has been set aside for the Commission to hear comments from the public regarding a Map Amendment application, submitted by Brandon Desfosses. The subject property, known as 155 Willard Ave., entails 0.3 acres (more or less) where half is zoned Residential Medium Density Single-Family (RMS) and half is zoned Commercial General (CG) with a Future Land Use designation of Residential (R). The request is to rezone the CG portion of the property to RMS. (ACTION ITEM) (Quasi-Judicial Public Hearing)

Geyer opened the public hearing at 6:33 PM.

**Brandon Desfosses** stated he wants to rezone from Commercial General to the Residential zoning to put a single home on the property and to have zoning match the surrounding properties.

Sr. Long-Range Planner **Jim Anglesey** of the City of Pocatello summarized the staff report and stated no written comments were received for this project.

Staff concludes that the proposed zoning map amendment is **compliant** with Pocatello City Code Section 17.02.170.E. full analysis is detailed within this staff report.

**Hulet** asked if the City will rezone these properties as a City-wide effort. **Anglesey** stated currently the City does not have plans rezone this area, until a zoning ordinance rewrite with the smart code and form based code is completed. The Future Land Use Map will help guide a future discussion. As owners want to make changes, they may do so one property at a time.

**Geyer** opened the hearing for public comment, and with no public comment closed the public hearing at 7:37 PM.

It was moved by **M. Hulet** and seconded by **B. Gomez** to recommend approval of the zoning map amendment application from Brandon Desfosses to rezone the subject property from Commercial General (CG) to Residential Medium Density Single-family (RMS), finding the application meets the standards for approval under section 17.02.170.E of Pocatello City Code, and to authorize the Vice Chair to sign the Findings of Fact & Recommendation. Those voting in favor were Bartu, Gomez, Geyer, Hulet, Mendoza, and Valladolid. Motion passed unanimously.

#### 4. PUBLIC HEARING: PRELIMINARY PLAT - FILE PP24-0003

This time has been set aside for the Commission to hear comments from the public regarding a Preliminary Plat application, submitted by Ben Johnson representing Johnson Contracting & Engineering, Inc. The subject property, located in the 800 Block of Barton Road North/Northwest of Cowboy Mobile Home Park and more specifically known as parcel RPCPP106404 entails 1.10 acres (more or less) and is zoned Residential-Commercial-Professional (RCP) with a Future Land Use designation of Mixed Use (MU). The request is to subdivide the subject parcel into thirteen (13) townhome lots and two (2) stormwater/non-buildable lots and to be known as Barton Villas Subdivision. (ACTION ITEM) (Quasi-Judicial Public Hearing)

Geyer opened the public hearing opened at 6:39 PM.

**Ben Johnson** of Johnson Contracting & Engineering is seeking approval for their preliminary plat to build thirteen (13) townhouse units and will work with staff to complete the Code requirements and asked the P&Z to approve the request.

**Hulet** asked if the applicant was agreeable to the development conditions listed in the staff report. **Johnson** stated he was agreeable to all conditions listed in the staff report.

Sr. Planner **Matthew Lewis** of the City of Pocatello summarized the staff report. Lewis stated no written comments were received for this project.

Staff finds that the proposal is compliant with all applicable standards of City Code 16.20.050, assuming the following conditions are met: **1)** All comments contained in the Public Works Memorandum, dated December 3, 2024, shall be adhered to (see attachment A); **2)** A fire turnaround shall be provided as required by Fire Department Staff (see Attachment B); **3)** Per Municipal Code Section 17.05.350 C. "Trees: One tree a minimum size of one and one-half inch  $(1^1/2^{"})$  caliper shall be planted in the planter strip or front yard for every thirty-five feet (35') of lot frontage;" **4)** A building permit may not be issued unless all applicable standards of City Code Section 16.24.100 are adhered to, or a subdivision surety bond and warranty bond is obtained as outlined in City Code 16.24.110, prior to recording; **5)** Pursuant to Intermountain Gas Company (IGC) if the proposed development will require natural gas, IGC will have to install a new section of main to serve the development; and **6)** All other standards or conditions of Municipal Code not herein stated but applicable to land subdivision and residential development shall apply.

**Geyer** opened the hearing for public comment, and with no public comments, closed the public hearing at 6:48 PM.

It was moved by **M. Hulet** and seconded by **A. Mendoza** to approve the preliminary plat application from Ben Johnson for the Barton Villas Subdivision, finding the application does meet the standards for approval

under Chapter 16.20.050 of Pocatello Municipal Code, with the conditions listed in the staff report, and to authorize the Vice Chair to sign the Findings of Fact and Decision. Those voting in favor were Bartu, Gomez, Geyer, Hulet, Mendoza, and Valladolid. Motion passed unanimously.

#### 5. ADJOURN.

With no other business, **Geyer** closed the meeting at 6:49 PM.

Submitted by: Approved on:

Aceline McCulla, Secretary



## **AGENDA 3**

### ASPEN GROVE PLANNINGED UNIT DEVELOPMENT



## Planning & Development Services

PLANNING SERVICES

NEIGHBORHOOD & COMMUNITY SERVICES

911 NORTH 7<sup>TH</sup> AVENUE I P.O Box 4169

POCATELLO, IDAHO 83205-4169 208.234.6184 WEB https://www.pocatello.us

#### PLANNING & ZONING COMMISSION MEETING JANUARY 8, 2025 STAFF REPORT

PROJECT: Aspen Place PUD FILE # PUD24-0002

**APPLICANT/OWNER:** David Assan of Sunrise Engineering -representing Gate City Builders

SURVEYOR/ENGINEER: Matt Baker of Sunrise Engineering
REQUEST: Planned Unit Development application
TITLE REPORT: Title report was submitted and reviewed

**LOCATION:** Four separate parcels located at 2806 S. 5<sup>th</sup> Avenue

**STAFF:** Matthew G. Lewis M.S., Senior Planner

PLEASE NOTE: The staff report was completed 10 days before the due date mainly in light of the Holidays. This being the case there may be additional information provided to the Commission at their January 8, 2025 meeting.

#### **GENERAL BACKGROUND**

**REQUEST:** David Assan of Sunrise Engineering on behalf of Gate City Builders, has submitted an application for a Planned Unit Development (PUD). The property is located at 2806 S. 5<sup>th</sup> Avenue and consists of four (4) parcels encompassing 5.56-acres (more or less). The subject property is zoned Residential-Commercial-Professional (RCP) with a future land use map designation of Mixed-Use (MU). The request is to allow for lot size averaging to construct eight (8) multi-family structures on individual lots with Lot 9 proposed to be a common lot for stormwater retention, recreation area and parking.

**DENSITY & LOT DESIGN:** The above noted parcel is zoned Residential-Commercial-Professional (RCP). The subject PUD will be followed by a subdivision application. Common areas will be provided for parking, open space and storm water retention with said areas being dedicated and maintained by the homeowner's association. See further discussion from staff under section 17.02.140.G.1 regarding density and lot design.

Each eighteen (18)-plex will consists of twelve (12) 2-bedroom units and six (6) one (1) bedroom units on a lot measuring 5,662 sq.ft. (more or less). Based on Municipal Code Section 17.05.570-1 one & one-half (1.5) off-street parking spaces are required per two (2) bedroom unit and one (1) required for the single bedroom units resulting in a total of 192 off-street parking spaces. A total of 259 (259) parking spaces are proposed.

**NOTIFICATION:** All property owners within a 300-foot radius of the existing property boundaries have been provided notice of the public hearing in order that they may provide comment on the proposed request. Notice was also published in the <u>Idaho State Journal</u> and a sign was posted on the subject property. No public comment has been received as of the completion of the staff report.

**UTILITY PROVIDER & CITY DEPARTMENT NOTICE:** Utility providers and affected City departments were provided notice on 12/5/2024. As of Wednesday December 18, 2024, no comments have been received from utility providers and affected City departments with exception of the Public Works Memorandum.

#### **OPTIONAL MOTIONS:**

- 1. **Approval of the Application**: Motion to recommend approval of the Aspen Place Planned Unit Development from David Assan on behalf of Gate City Builders finding the application **does** meet the standards for approval under Chapter 17.02.140 of Pocatello Municipal Code, **with the conditions of approval** [insert conditions of approval here], and to authorize the Chair to sign the Findings of Fact and Recommendation.
- 2. **Denial of the Application**: Motion to recommend denial of the Aspen Place Planned Unit Development from David Assan on behalf of Gate City Builders finding the application **does not** meet the standards for approval under Chapter 17.02.140 of Pocatello Municipal Code, **finding that**: [cite findings for denial], and to authorize the Chair to sign the Findings of Fact and Recommendation.

#### **TABLES:**

- 1. PUD Review Criteria Analysis
- 2. PUD General Standards Analysis

#### **ATTACHMENTS:**

- A. Planned Unit Development Layout and Response to Review Criteria under 17.01.140 C.
- B. Public Works Memorandum dated December 18, 2024
- C. Aerial
- D. Front Landscaping/Sidewalk Cross Section

Table 1. PUD Review Criteria Analysis

				REVIEW CRITERIA (17.01.140 C):	
Co	mpli	ant	City Code and Staff Review		
Yes	No	N/A	<b>Code Section</b>	Analysis	
			17.02.140 C.1	The project provides alternative methods of land development;	
$\boxtimes$			Staff Review	The applicant is proposing that the following be considered as an alternative method of land development for reasons illustrated in the project narrative associated with the application (Attachment A). The applicant has designed the project to provide a safe, attractive development with the stated intent providing high quality housing to the area for both students and families. The subject site is designed to incorporate a recreation area for residents as required by code for a PUD.	
				The applicant is proposing to utilize lot size averaging as called out in City Code 17.02.140 G. See the staff analysis under this subsection for an evaluation of the proposed lot size averaging.	
$\boxtimes$			17.02.140 C.2	The project includes a mix of land uses; these uses are compatible and well integrated even though they might otherwise be discouraged through conventional zoning techniques;	

		Staff Review	As noted above, the site consists of 4 parcels encompassing 5.56-acres (more or less). Land uses adjacent to and near the proposed development include Rest Lawn Cemetery to the south, a manufactured home community to the east/northeast, a mixed commercial use adjacent the northern boundary and Ross Park with a community trail to the west. The property is zoned RCP which allows the use outright. Staff is recommending that an eight (8)-foot wide planter strip be provided between the curb and eight (8) foot wide sidewalk with a ten (10) foot landscaped setback provided on the east side of the sidewalk (as required by Municipal Code). In addition - one (1) tree a minimum of one & one-half inches (1.5") in caliper shall be provided for every thirty-five feet of street frontage in both landscaping areas. Such planting shall be staggered a minimum of ten 10-feet between trees within the landscape areas (Refer to Attachment D). Such will provide a more pedestrian friendly experience and would be in line with the proposed cross section envisioned with the Brownfields Study area in addition to providing an amenity for the residence of the apartments and general public.
⊠		17.02.140 C.3 Staff Review	The project conserves natural and topographic features;  The subject site consists of minimal grade thus development is not subject to Hillside Development or Sensitive Land Standards.
		17.02.140 C.4	The project promotes compatibility with adjacent land uses, established
			neighborhoods, and available public facilities;
_	_	Staff Review	See Staff review under 17.02.140 C.2 above. Existing infrastructure such as
$\boxtimes$			but not limited to water and sewer is available adjacent S. 5 <sup>th</sup> Avenue. Utility
			connections will be subject to review at the time a preliminary/final plat
			application is submitted. Once complete, these services are adequate to
		17.02.140 C.5	serve the property.  The project considers intensity of use including, but not limited to, building
		17.02.140 (.5	coverage, magnitude of activities, density, and traffic circulation/patterns;
$\boxtimes$		Staff Review	As noted above each eighteen (18)-plex will consists of twelve (12) 2-
_			bedroom units and six (6) one (1) bedroom units on a lot measuring 5,662
			sq.ft. (more or less).
		17.02.140 C.6	The project emphasizes architectural design and aesthetic value; and
		Staff Review	The project provides multi-family units are architecturally designed
$\boxtimes$			providing for a pleasing aesthetic value to the project and surrounding areas.
			The multi-family buildings will have vinyl siding, perforated metal soffit and
			a colored accent band. Staff recommends that earth-tone colors be used
		47.02.640.0=	where possible.
		17.02.140 C.7	The project emphasizes provision of open spaces and quality recreation
$\boxtimes$		Chaff Daile	areas and facilities;
		Staff Review	See staff analysis under section 17.01.140.D.4

**Table 2. PUD General Standards Analysis** 

				REVIEW CRITERIA (17.01.140 D):
Co	mpli	ant		City Code and Staff Review
Yes		N/A	Code Section	Analysis
			17.02.140 D.1	Ownership or Unitary Control: A PUD shall be under single ownership or unified control throughout the entire planning stage and the completion of all approved infrastructure to ensure that development is accomplished as planned. Proof of single ownership or unified control is required and may be demonstrated by a deed showing a single owner, restrictive covenants of a property owners' association, or otherwise as approved by the city.
			Staff Review	A Title Report has been submitted with the application showing NKA Bareground as the owner of the subject parcel. Additionally, a signed and notorized Affidavit of Legal Interest from Gary Ratliff and Jonathan Vincent was provided as part of the application allowing Sunrise Engineering to submit the PUD Application on their behalf. The applicant will be responsible to provide a draft Declaration of Covenants, Conditions and Restrictions (CC&R'S) prior to recording a Final Plat.
×			17.02.140 D.2  Staff Review	Integration: In the design process, particular effort shall be made to integrate a PUD proposal with the surrounding natural and built out environment. Particular attention shall be paid to proposed traffic patterns, pedestrian circulation, surrounding land uses, and drainage patterns.  There is one (1) point of ingress/egress to the development via South 5 <sup>th</sup> Avenue. Public Works and Traffic Department personnel are requiring that the approach, as proposed, be moved to the north to line up with Garden Street to the west which extends between S. 4 <sup>th</sup> & 5 <sup>th</sup> Avenues. This results in the Apartment building on Lot 1 to be relocated to the proposed multiuse stormwater/recreation area located adjacent South 5 <sup>th</sup> Avenue. The latter shall be moved to Lot 1.  The parking area shall be dedicated as shared common lot area and at no point may gates or other obstructions be placed within the parking and access area so as to prevent fire access through said parking area. The parking lot shall be maintained by the future Homeowners Association in perpetuity who shall be responsible for all maintenance and snow removal.
×			17.02.140 D.3  Staff Review	Subdivision Requirements: Any PUD that includes a subdivision of land shall comply with all standards set forth by the subdivision ordinance of the city. Subdividing of land may not proceed until a proposed PUD has been approved.  The subject PUD application will be followed by both a preliminary & final plat application to subdivide the property. All standards of the subdivision ordinance shall apply and will be reviewed at the time of application submittal. Any modifications at that time, may require an amendment to the final approved PUD application.

		17.02.140 D.4	Open Space: Regardless of the type of PUD, common open space shall encompass at least twenty percent (20%) of the net land area involved in the development. Rights of way and areas included within private lots shall not be counted toward the required open space. The required common open space shall include, but not be limited to, usable recreation areas and/or facilities (e.g., parks, clubhouses, athletic courts, pools, trails).
		Staff Review	The project area as called out in the summary of the request states that there is 5.56 acres of land area, or 242,194 sq. ft. (more or less). The open space dedication states that at least 20% of the net land area involved in the development shall be left for open space. As such, a minimum of 48,439 sq. ft. shall be dedicated as open space and the applicant is proposing 86,348 sq. ft (more or less) which includes all landscape areas between lots and the private recreation areas associated with Lot 9. Please note that the calculation does not include the parking/circulation area.
			(Note: Land dedicated as open space shall be permanently maintained by either private covenants attached to and made part of the plan, or if suitable and mutually agreeable to the applicant and the city, by public dedication. If open space is to be maintained through private covenants, the director may require, prior to recording of any final plat, establishment of a homeowners' association and/or either: a. Completed improvements, development, and dedication of open space features; b. Posting of a bond sufficient to assure completion of improvements, development, and dedication of open space features.)
		17.02.140 D.5	Grading and Vegetation: All lands graded and/or stripped of vegetation,
			except private residential yards, shall be revegetated by the developer in
			a timely manner with approved species adapted to site conditions.
			Revegetation plans shall be submitted to and approved by the city
$\boxtimes$		Staff Review	engineer or designee prior to grading  A landscaping plan shall be reviewed and approved at the time of building
		Stajj neview	permit. Said plan shall be designed as outlined under Condition #5 and the
			cross section (see Attachment D). The applicant shall receive approval by
			the city engineer or designee prior to grading. See recommended condition
		17.02.140 D.6	#7 concerning future landscaping.
		17.02.140 0.0	Time Frame: For any approved PUD, physical construction of approved infrastructure shall begin within three (3) years of final approval of the PUD. Grading or landscaping does not constitute physical construction. Build-out of the PUD infrastructure shall be completed within five (5) years of final approval. If not complete, the PUD becomes null and void and reapplication is required thereafter. If requested, the planning and zoning commission may consider granting time extensions for the PUD
			time frames described herein. Extensions shall not exceed a one year period, and requests for such extensions shall be received by the city at

		least three (3) months prior to the expiration date. These time limits may
		be as otherwise adjusted and approved through the PUD process.
	Staff Review	The applicant has not indicated that the PUD will be constructed in phases.
	17.02.140 D.7	Planned Unit Development to Run with The Land: A planned unit
		development granted pursuant to the provisions of this chapter shall continue for the approved use upon a change of property ownership,
		subject to the same conditions and terms of approval.
	Staff Review	All conditions and terms of approval shall run with the land and shall apply
		upon any change in ownership.

Table 3. PUD Development Standards in Residential Zoning Districts Analysis

	REVIEW CRITERIA (17.01.140 G):			
Co	mplia	ant		City Code and Staff Review
Yes	No	N/A		
			17.02.140 G.1	Lot size averaging may be used provided that the overall density does not
				exceed the maximum number of dwelling units per acre allowed by the
				underlying zoning district, plus up to twenty percent (20%).
			Staff Review	Municipal Code requires a minimum of 1,452 sq.ft. per unit for multi-family
				or in this case 26,136 sq.ft. per 18-plex for a total of 209,088 sq.ft. (8 x
				26,136) or 4.80 acres for the eight (8) 18-plex structures. The RCP zoning
$\boxtimes$				district allows a maximum number of thirty (30) dwelling units per acre. Past
				interpretation of lot size averaging on separate applications has indicated
				that lot size averaging may include the common area of the project into the
				lot size average calculation. The overall density does not exceed the
				maximum number of dwelling units per acre allowed by Municipal Code.
				The average minimum lot size meets the minimum requirement of the RCP
				zoning district.
			17.02.140 G.2	Uses permitted in the neighborhood commercial and residential
				commercial professional districts may constitute up to twenty five percent
$\boxtimes$				(25%) of the net land area within a residentially zoned PUD.
			Staff Review	The applicant is proposing to develop multi-family structures outright in the
				RCP zoning district.
			17.02.140 G.3	Open space (common area) shall conform to the general standards set
$\boxtimes$				forth in subsection D4 of this section.
			Staff Review	See analysis under subsection D4 regarding open space requirements.
			17.02.140 G.4	Residential PUDs shall meet minimum off street parking requirements for
				residential components. A reduction of up to ten percent (10%) from
				minimum off-street parking requirements may be allowed for
$\boxtimes$				nonresidential uses.
	╵╜┈		Staff Review	Based on Municipal Code Section 17.05.570-1 one & one-half (1.5) off-
				street parking spaces are required per apartment unit with one (1) required
				for the single bedroom units resulting in a total of 192 off-street parking
				spaces. A total of 259 (259) parking spaces are proposed.

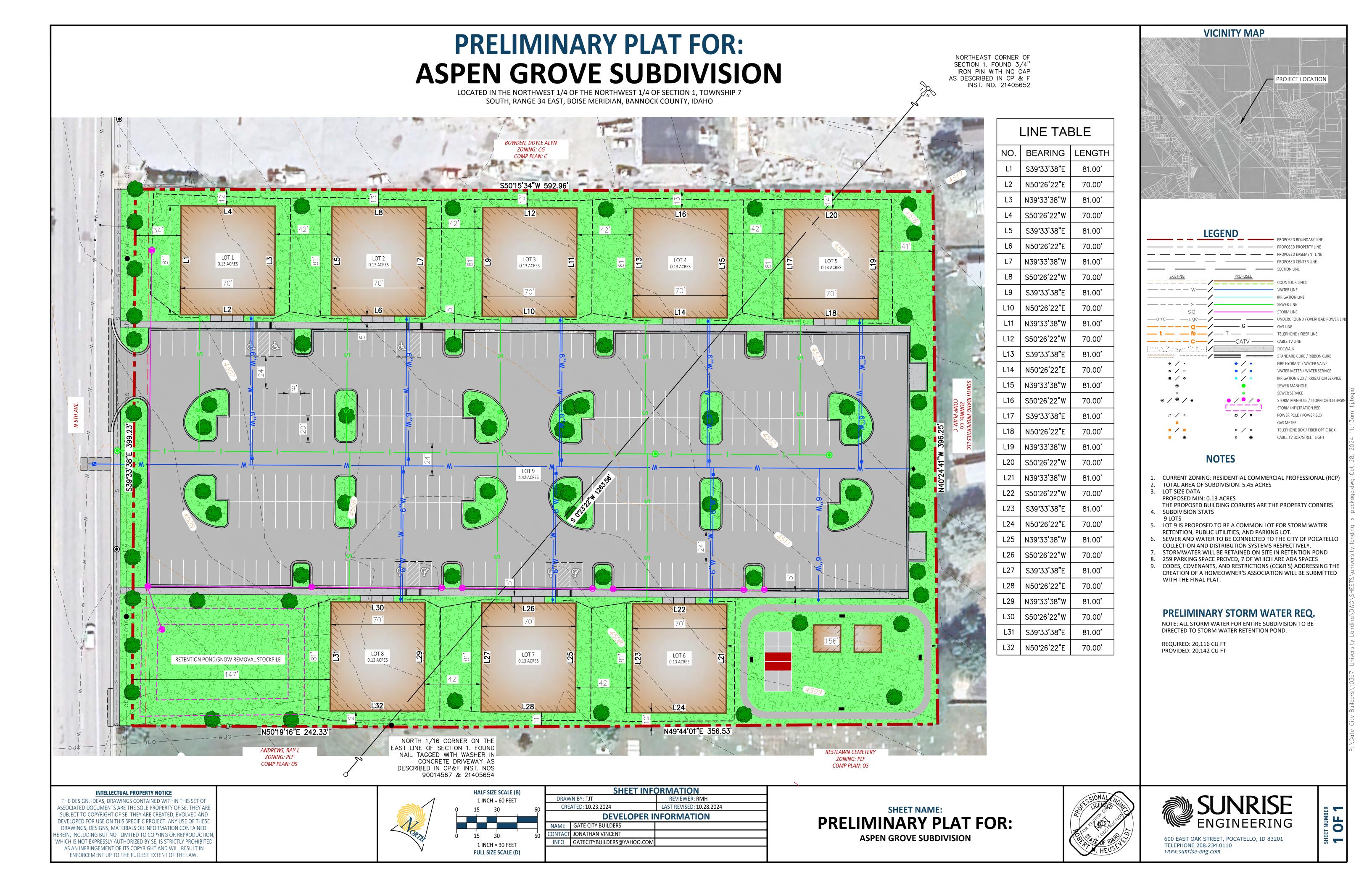
$\boxtimes$		17.02.140 G.5	Architectural design principles shall be approved for each PUD and shall be enforced by the property owner(s) or a property owners' association. The standards shall address. a. Style or type of building; b. Color scheme; and c. Building materials.
		Staff Review	See staff review under section 17.02.140 C.6.

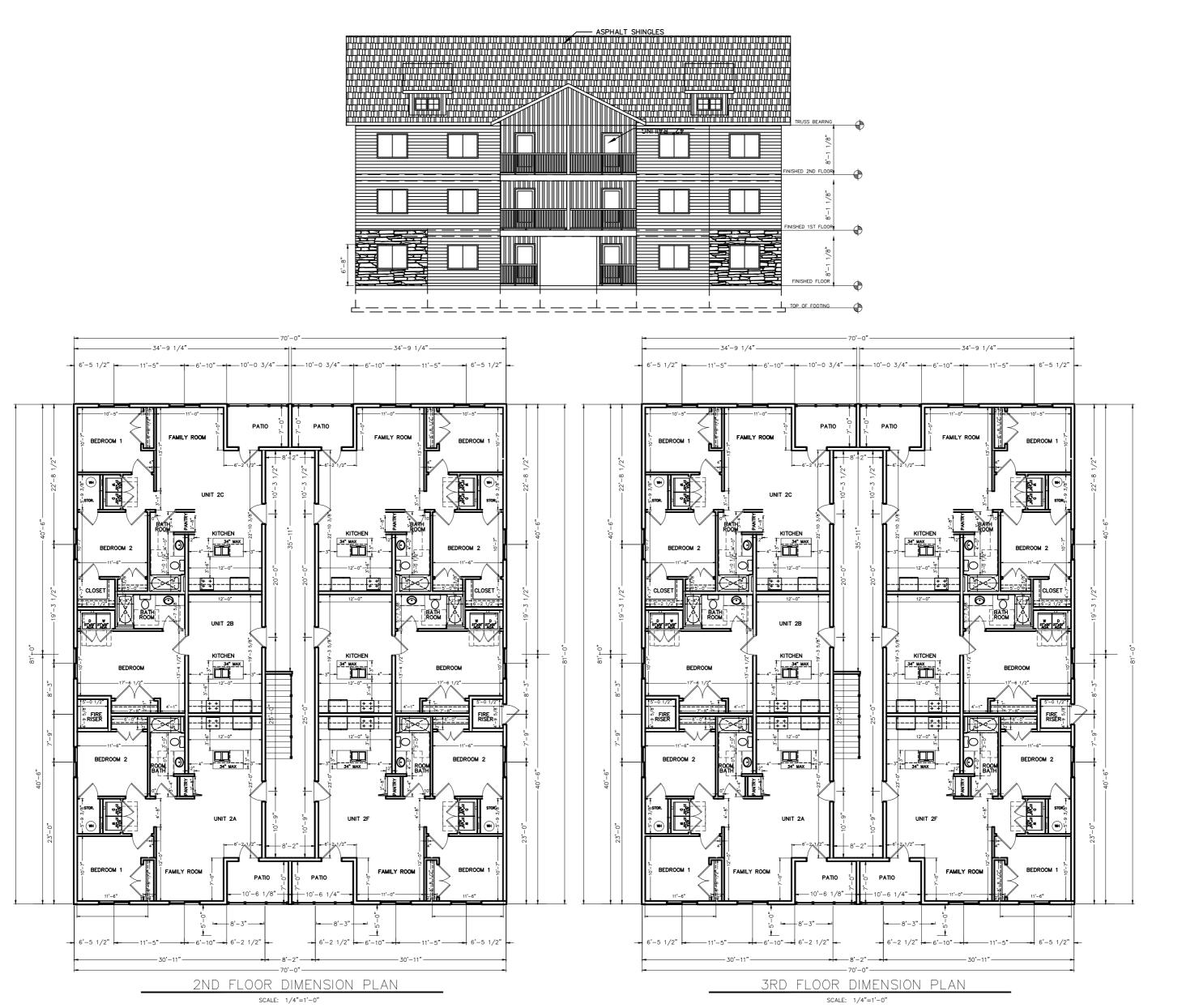
#### **SUMMARY & CONDITIONS:**

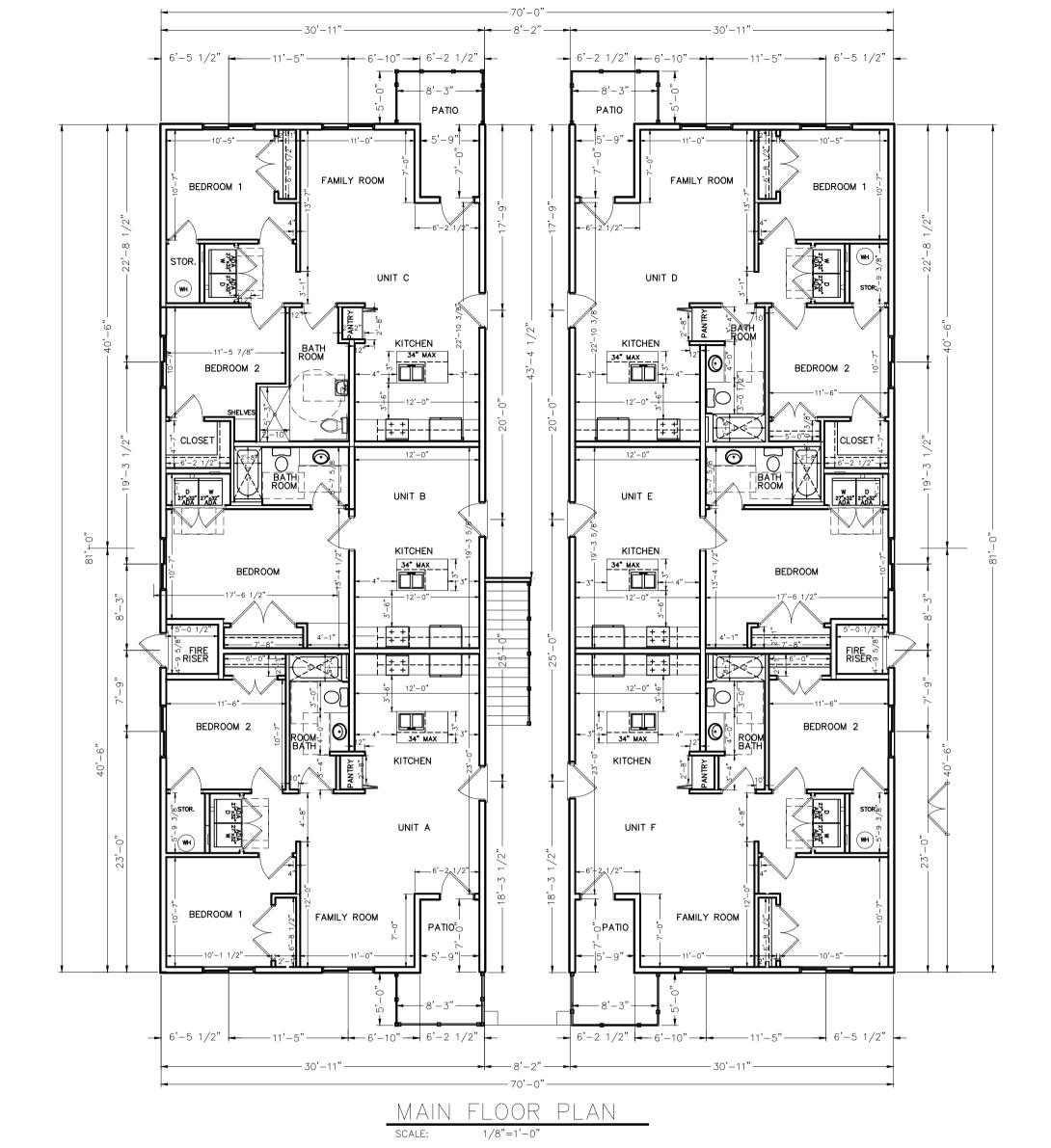
The Planning and Zoning Commission shall hold a public hearing on this matter and render a recommendation. The Commission shall submit findings of fact and their recommendation to the City Council within forty-five (45) days following the closure of the public hearing. In consideration of the application and proposed development, staff concludes that the Planned Unit Development request is compliant with Pocatello Municipal Code Section 17.02.140. Should the Commission recommend approval of the subject application, staff recommends the following conditions:

- 1. All applicable standards of Pocatello Municipal Code 16.20 & 16.24 shall be strictly adhered to;
- 2. All open space designated as part of the subject PUD shall be maintained by the future Homeowner's Association subject to the standards of Municipal Code 17.02.140.D.4;
- 3. The parking area shall be dedicated as shared common area and at no point may any gates or other obstruction be placed within the parking and access area so as to prevent fire access through the parking lot areas as well as the rear yard of each townhome.
- 4. A street light shall be installed on the north side of the approach.
- 5. Staff is recommending that an eight (8)-foot wide planter strip be provided between the curb and eight (8) foot wide sidewalk with a ten (10) foot landscaped setback provided on the east side of the sidewalk (as required by Municipal Code). In addition one (1) tree a minimum of one & one-half inches (1.5") in caliper shall be provided for every thirty-five feet of street frontage in both landscaping areas. Such planting shall be staggered a minimum of ten 10-feet between trees within the landscape areas (Refer to Attachment D);
- 6. All proposed amenities shall be complete with each phase as proposed;
- 7. A final landscape plan shall be submitted at the time of the initial building permit application and shall be compliant with all landscaping requirements of Pocatello Municipal Code. Said plan shall include a planting schedule which includes the type of vegetative, non-vegetative cover, and tree type and size.
- 8. All approved architectural standards shall be enforced by the Homeowner's Association per Municipal Code 17.02.140.G.5; and
- 9. All other standards or conditions of Municipal Code not herein stated but applicable to the Planned Unit Development, land subdivision and residential development shall apply.

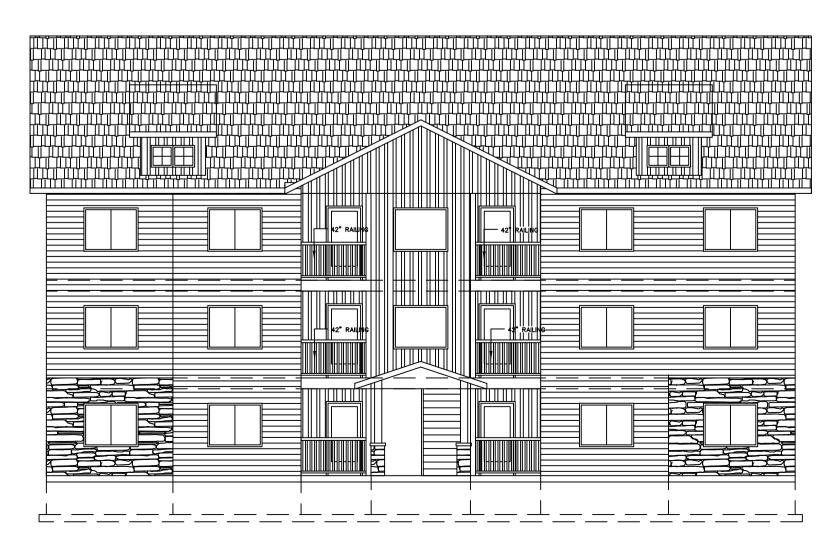
# ATTACHMENT A PLANNED UNIT DEVELOPMENT LAYOUT & RESPONSE TO REVIEW CRITERIA







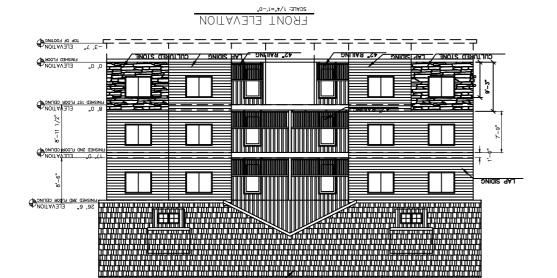
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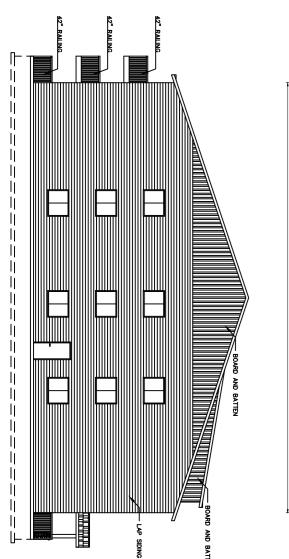


ASPEN GROVE 18 PLEX

2 BEDROOM UNIT 865 SQ. FEET

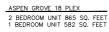
1 BEDROOM UNIT 582 SQ. FEET

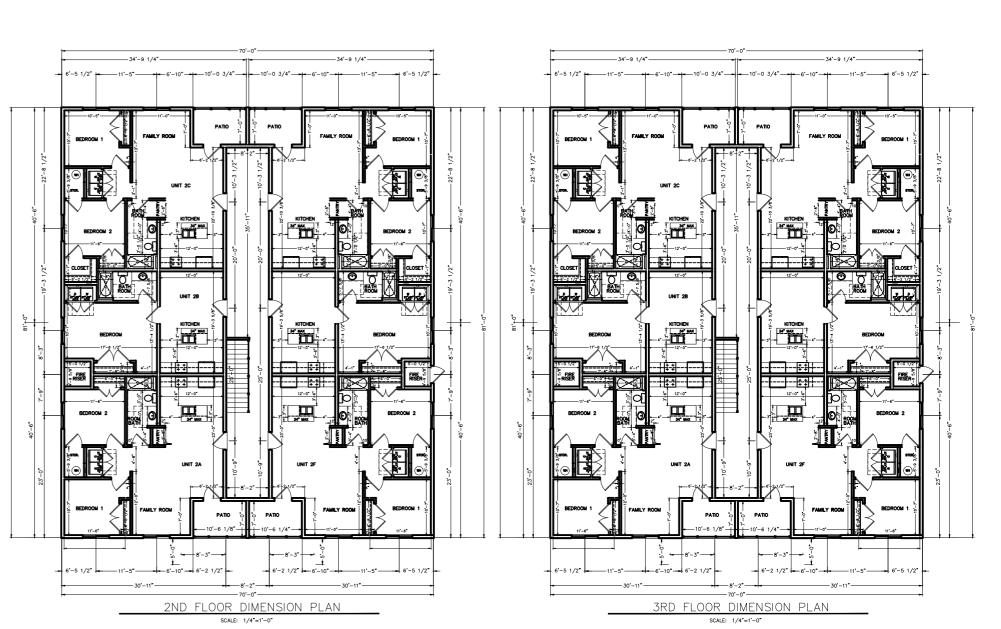












REQUIREMENT 1: The project provides alternative methods of land development;

Response: The current property is partially developed with a single structure and roadway access, with undeveloped land surrounding it. This project proposes to re-develop the property into 8 multi-family units with landscaping and recreational facilities.

REQUIREMENT 2: The project includes a mix of land uses; these uses are compatible and well integrated even though they might otherwise be discouraged through conventional zoning techniques;

Response: The site plan demonstrates the arrangement of buildings and landscape areas, with ample parking and stormwater facilities provided.

REQUIREMENT 3: The project conserves natural and topographic features;

Response: The proposed project minimizes grading activities to only excavations necessary for construction. The landscaping has been designed to provide a uniform layout to improve aesthetics.

REQUIREMENT 4: The project promotes compatibility with adjacent land uses, established neighborhoods, and available public facilities;

Response: The proposed project is located between a Public Land Use site, a commercial site, and a residential subdivision. The design of the site ensures a uniform mix of hardscapes and landscape areas to compliment the neighborhood.

REQUIREMENT 5: The project considers intensity of use including, but not limited to, building coverage, magnitude of activities, density, and traffic circulation/patterns;

Response: The proposed project will develop 8 residential buildings with 18-units per building suitable for students and families to live across from the Ross Park and within proximity to the University, Zoo and other places of interest. The location of the subdivision approach encourages only right turn unto South 5th Avenue.

REQUIREMENT 6: The project emphasizes architectural design and aesthetic value

Response: The design of the subdivision blends a mix of landscaped areas with the apartment designs, incorporating recreational facilities to create an aesthetically pleasing development.

REQUIREMENT 7: The project emphasizes provision of open spaces and quality recreation areas and facilities.

Response: The project proposes a landscape coverage of 38%, with the development providing a pickleball court and recreational areas. There are 259 parking spaces provided covering 2.16 acres of the property.

## ATTACHMENT B PUBLIC WORKS MEMORANDUM 12/18/24



## Public Works 911 North 7<sup>th</sup> Avenue P.O. Box 4169 Pocatello, ID 83205-4169 Phone (208) 234-6225



#### Memorandum

To: Matthew Lewis, Senior Planner

From: Merril Quayle PE, Public Works Engineer

**Date:** 12.18.2024

**Re:** Aspen Grove Apartments - P&Z Preliminary Plat (01.08.2025) Application #PP24-0004

The Public Works Department has reviewed the preliminary plat application for the above-mentioned project and submits that the following changes and items shall be addressed prior to final plat application.

#### **Plat Conditions**

- 1. The final plat shall meet all the requirements defined in section **16.24.040: Final Plat Requirements** of the Subdivision Ordinance.
- 2. Subdivision Plat shall conform to all state and local laws and ordinances.
- 3. The subdivision plat shall be formatted per Bannock County's requirements and reproducible on an 8.5x11 sheet of paper per Bannock County instructions. The plat shall be black opaque ink, no gray scale or color.
- 4. Notes on the Plat shall be approved by the City of Pocatello Engineering and Legal Department prior to recording.
- 5. Provide adjoining property owners recorded deeds, a copy of all recorded easements, and document(s) which grants the signatory to sign the plat on behalf of the owner(s) to the City Surveyor at the time of final application for review.
- 6. Add cross easements access easement for all utilities, access and CCR's to include future maintenance and replacement plan of said improvements and appurtenances. Provide a recorded copy to the City for the file.
- 7. Add note, Easements not depicted: All lots in this subdivision are subject to a drainage easement equal to the primary structure setback line along all lot lines. Lots must be graded and maintained so as to minimize drainage to adjoining properties. Also, there is an easement for refuse pickup that is within the parking area. Also add this paragraph to the owner's certificate. "The undersigned owner(s) of real property located within the <u>Aspen Grove Apartments Plat</u>, hereby grant permission to the City of Pocatello Sanitation Department to drive City vehicles onto the asphalt/concrete and any other private property in order to provide garbage service at the above location including vehicles needed to perform clean-up maintenance on such private property. Owner(s) release and hold harmless the City of Pocatello, a municipal corporation of Idaho, and its employees from any liability and will accept full responsibility for damages to the driving surface area, Owner(s) acknowledge and agree are beyond the control of the City of Pocatello and its employees.

#### **Development Conditions**

- 1. Switch the retention pond/snow removal stockpile area with Lot 1.
- 2. Confirm the center line of the proposed approach is lined up with the center line of Garden Street.
- 3. A street light shall be added at the proposed approach adjacent to S 5th Ave.

- 4. A traffic calculation and evaluation will need to be submitted at the time of final application.
- 5. Landscape trees adjacent to S 5th Ave. shall not incumber sight distance for a 35mph travel speed.
- 6. Add master meter size, vault and double check valve and vault location and detail to final plan set.
- 7. Calculations show there should be a minimum of 10 6-yard garbage dumpsters provided for this development. Dumpsters will be front load and require 60-90-feet of clear space for truck access.
- 8. The parking area shall be dedicated as shared common area and at no point may any gates or other obstruction be placed within the parking and access area so as to prevent fire access and garbage pickup through the parking lot areas. Fire access will be required to the rear yard of each townhome from the parking area.
- 9. Place a fire truck turning template for the drive isles within the parking area to insure adequate drivability.
- 10. Above ground communication line parallel to S 5<sup>th</sup> Ave. will need to be relocated underground through this development.
- 11. There will need to be a property association and property management that will facilitate one monthly payment for sanitation, sewer and water pertaining to the City of Pocatello utility Billing.
- 12. All capacity fees shall be paid at the time of the first building application.
- 13. A building permit may not be issued unless all applicable standards of City Code Section 16.24.100 are adhered to.
- 14. A subdivision surety bond will need to be provided to obtained early recording of the plat as outlined in City Code 16.24.110.

#### **General Conditions**

- 1. One (1) full sized copies of construction drawings for right-of-way and infrastructure improvements shall be submitted for review under section **16.24.030(D): Final Plat Application Requirements** of the Subdivision Ordinance.
- 2. Proposed right-of-way and infrastructure shall be designed by a licensed engineer in the State of Idaho and constructed by a contractor licensed and in good standings with the City of Pocatello and Public Works and meet all local, state, and federal regulations and standards.
- 3. If the developer desires to record the final plat prior to completion of all the required public infrastructure and improvements, then the developer shall be required to adhere to section **16.24.110: Subdivision Surety Bond and Warranty Bond** of the Subdivision Ordinance.
- 4. All items above will need to be addressed in accordance with section **16.24.080(A)**: **Recording of Final Plat** of the Subdivision Ordinance.
- 5. A qualified engineer shall submit a written analysis of the storm water plan. This will include but not be limited to the associated calculations, pipe size, design details showing that the proposed design meets the Portneuf Valley Stormwater Design Manual current storm water requirements.
- 6. An erosion and sediment control plan and a final stabilization plan will be required as part of the final plat application.
- 7. Provide the model results for the culinary water system for projected pressures and flows for the subdivision and the entire pressure zone affected. Supply a digital layout of the subdivision with elevations for model verification.
- 8. Utility and street light approval is required by the City.
- 9. US Mail box units required and location approved by the Post Master and the City of Pocatello.

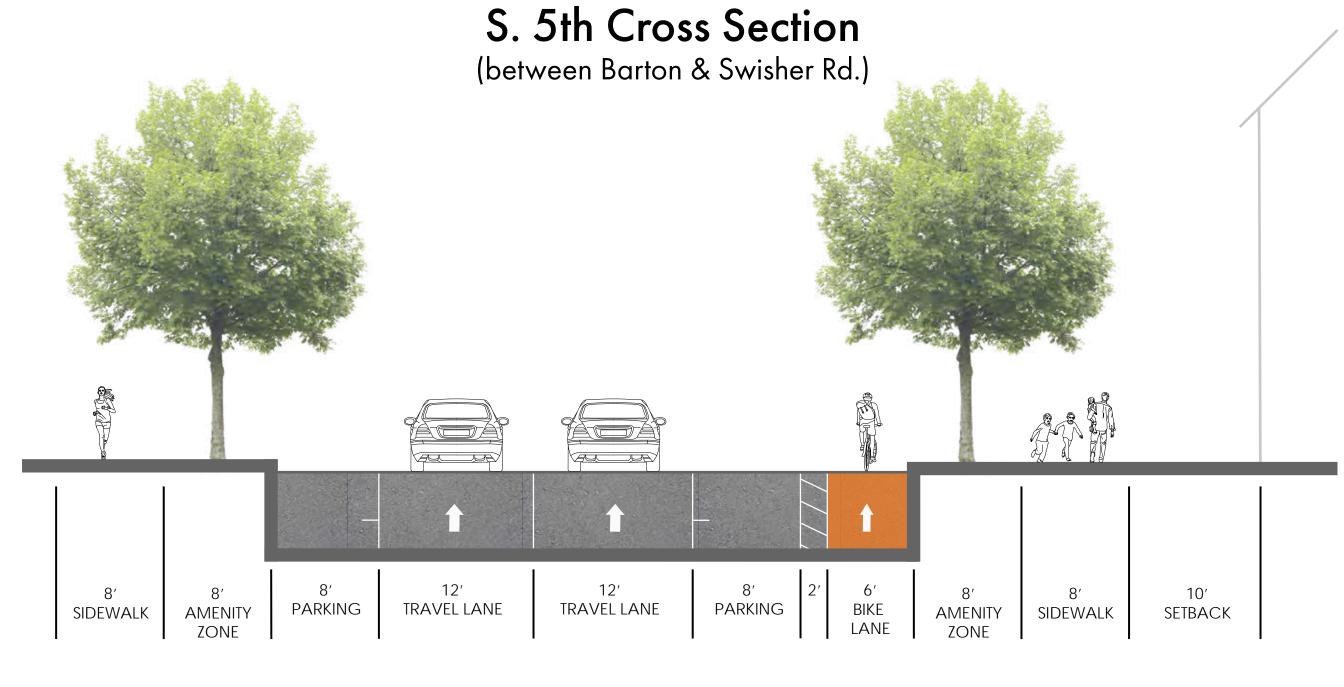
### **ATTACHMENT C**

### **AERIAL OF THE SITE**

## Pocatello Planning Map



# ATTACHMENT D FRONT LANDSCAPING & SIDEWALK CROSS SECTION



## **AGENDA 4**

### ASPEN GROVE PRELIMINARY PLAT



## Planning & Development Services

PLANNING SERVICES

**NEIGHBORHOOD & COMMUNITY SERVICES** 

911 NORTH 7<sup>TH</sup> AVENUE | P.O Box 4169

POCATELLO, IDAHO 83205-4169 208.

208.234.6184 WEB https://www.pocatello.us

## PLANNING & ZONING COMMISSION MEETING JANUARY 8, 2025 STAFF REPORT

SUBDIVISION: Aspen Grove Subdivision FILE: PP24-0004
APPLICANT/OWNER: David Assan of Sunrise Engineering; representing Gate City Builders

**SURVEYOR/ENGINEER:** Matt Baker of Sunrise Engineering **REQUEST:** Preliminary Plat Subdivision Application

**LOCATION:** Four separate parcels located at 2806 S. 5<sup>th</sup> Avenue

LOTS/UNITS: Eight (8) eighteen (18) multi-family buildings; 1 common lot

**STAFF:** Matthew G. Lewis, Senior Planner

PLEASE NOTE: The staff report was completed 10 days before the due date mainly in light of the Holidays. This being the case there may be additional information provided to the Commission at their January 8, 2025 meeting.

#### **RECOMMENDATION & CONDITIONS:**

Staff finds that the proposal is compliant with all applicable standards of City Code 16.20.050, assuming the following conditions are met:

- 1. Per Pocatello Municipal Code Section 17.02.140D.3 states that subdividing of land may not proceed until a proposed PUD has been approved, the Final Plat shall not be submitted until the subject PUD has been approved;
- 2. The parking area shall be dedicated as shared common area and at no point may any gates or other obstruction be placed within the parking and access area so as to prevent fire access through the parking lot areas as well as the rear yard of each townhome.
- 3. A street light shall be installed on the north side of the approach.
- 4. Staff is recommending that an eight (8)-foot wide planter strip be provided between the curb and eight (8) foot wide sidewalk with a ten (10) foot landscaped setback provided on the east side of the sidewalk (as required by Municipal Code). In addition one (1) tree a minimum of one & one-half inches (1.5") in caliper shall be provided for every thirty-five feet of street frontage in both landscaping areas. Such planting shall be staggered a minimum of ten 10-feet between trees within the landscape areas (Refer to Attachment D);
- 5. All proposed amenities shall be complete with each phase as proposed;
- 6. A final landscape plan shall be submitted at the time of the initial building permit application and shall be compliant with all landscaping requirements of Pocatello Municipal Code. Said plan shall include a planting schedule which includes the type of vegetative, non-vegetative cover, and tree type and size.
- 7. All approved architectural standards shall be enforced by the Homeowner's Association per Municipal Code 17.02.140.G.5; and
- 8. A building permit may not be issued unless all applicable standards of City Code Section 16.24.100 are adhered to.
- 9. All other standards or conditions of Municipal Code not herein stated but applicable to land subdivision and residential development shall apply.

**REQUEST:** David Assan of Sunrise Engineering on behalf of Gate City Builders, has submitted an application for a Preliminary Plat to be known as Aspen Grove Subdivision. The property is located at 2806 S. 5<sup>th</sup> Avenue and consists of four (4) parcels encompassing 5.56-acres (more or less) with a total of nine (9) lots. The subject property is zoned Residential-Commercial-Professional (RCP) with a future land use map designation of Mixed-Use (MU). The request is to allow for lot size averaging to construct eight (8) multi-family structures on individual lots with Lot 9 proposed to be a common lot for stormwater retention, recreation area and parking.

**COMPREHENSIVE PLAN:** The Comprehensive Plan Map designates the area for Residential. Staff finds the following goals, objectives and policies from the Comprehensive Plan to be applicable to this application: Housing Goal 1: Encourage development of a wide variety of high-quality housing opportunities that are safe, sanitary, attractive and affordable. Objective 1.1: Encourage development of housing affordable for households of all income levels throughout the community.

**NOTIFICATION (16.20.040.D):** All property owners within a 300-foot radius of the existing property boundaries have been provided notice of the public hearing in order that they may provide comment on the proposed request. Notice was also published in the <u>Idaho State Journal</u> and a sign was posted on the subject property. No public comment has been received as of the completion of the staff report.

#### **OPTIONAL MOTIONS:**

- 1. Approval of the Application: "Motion to recommend approval of the Preliminary Plat from David Assan on behalf of Gate City Builders, finding the application does meet the standards for approval under Chapter 16.20.050 of Pocatello Municipal Code, with the conditions listed in the staff report: [cite findings for approval], and to authorize the Chair to sign the Findings of Fact and Decision."
- **2. Denial of the Application**: "Motion to recommend denial of the preliminary plat application from David Assan on behalf of Gate City Builders finding the application **does not** meet the standards for approval under Chapter 16.20.050 of Pocatello Municipal Code, [insert any additional conditions of denial], and to authorize the Chair to sign the Findings of Fact and Decision."

#### **ATTACHMENTS:**

- A. Preliminary Plat
- B. Aerial
- C. Front Landscaping/Sidewalk Cross Section

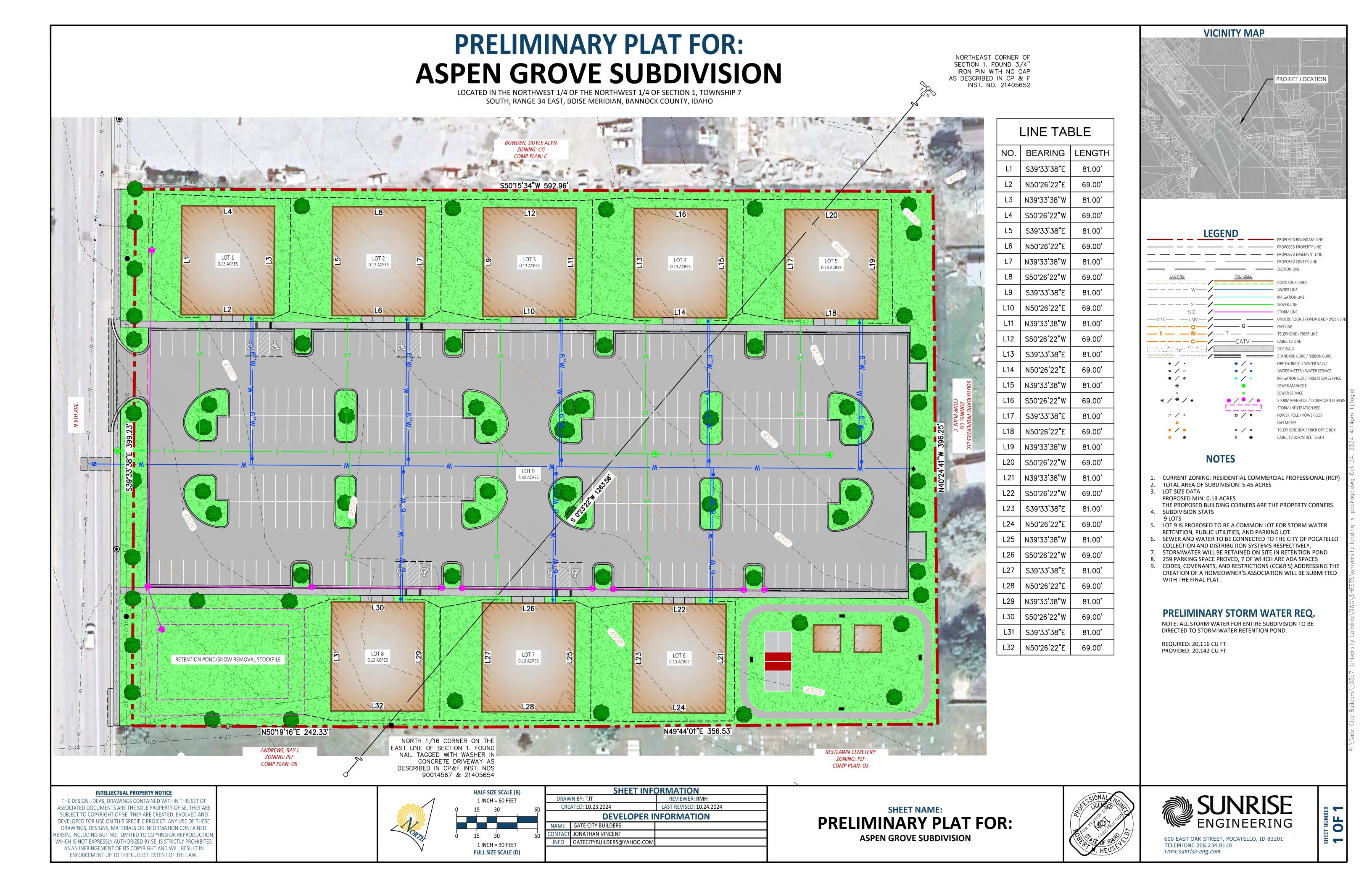
**Table 1. Preliminary Plat Review Criteria Analysis** 

	REVIEW CRITERIA (16.20.050):			
Co	Compliant			City Code and Staff Review
Yes	No	N/A	Code Section	Analysis
			16.20.050 A	The subdivision proposal complies with applicable provisions of this
$\square$				title.
			Staff Review	The proposal is compliant with all applicable standards of Title 16,
				provided that all comments and conditions are met.
			16.20.050 B.	The subdivision proposal complies with all applicable city design
				standards and development regulations.
$\boxtimes$			Staff Review	Assuming all conditions and corrections are met the proposed
				subdivision is compliant with all applicable city design standards and
				development regulations. See further discussion is for Criteria

				16.20.050 A-H and the Public Works Memorandum (Attachment A).
			16.20.050 C.	The subdivision proposal complies with all applicable zoning
				requirements of the underlying zoning district, applicable overlays,
			Chaff Daview	and other applicable development standards.
			Staff Review	<b>DENSITY &amp; LOT DESIGN:</b> The above noted parcel is zoned Residential-Commercial-Professional (RCP). The plat consists of nine (9) lots in
			total. Lot 9 is a common lot consisting of parking, storm water	
				retention, landscaping and recreation. Said areas are being dedicated
				and maintained by the Homeowner's Association.
$\boxtimes$				Each eighteen (18)-plex will consists of twelve (12) 2-bedroom units
				and six (6) one (1) bedroom units on a lot measuring 5,662 sq.ft. (more
				or less). Based on Municipal Code Section 17.05.570-1 one & one-half
				(1.5) off-street parking spaces are required per two (2) bedroom unit
				and one (1) required for the single bedroom units resulting in a total of 192 off-street parking spaces. A total of 259 (259) parking spaces are
				proposed.
			16.20.050 D.	All public facilities including streets, sidewalks, curbs, gutters, water,
				sewer, fire protection, and sanitation services can be provided to the
				newly created lots and accommodate future extension to adjacent
				land. 1. The use of a "control strip" intended to control or prevent the future extension of public facilities or development of adjacent land
				is prohibited.
			Staff Review	R.O.W. IMPROVEMENTS: There is one (1) point of ingress/egress to
				the development via South 5 <sup>th</sup> Avenue. Public Works and Traffic
				Department personnel are requiring that the approach, as proposed, be moved to the north to line up with Garden Street to the west which
				extends between S. 4 <sup>th</sup> & 5 <sup>th</sup> Avenues. This results in the Apartment
				building on Lot 1 to be relocated to the proposed multi-use
				stormwater/recreation area located adjacent South 5 <sup>th</sup> Avenue. The
				latter shall be moved to Lot 1.
$\boxtimes$				WATER, SEWER, & STORMWATER: Water and sewer are available to
				extend to the proposed subdivision and shall be subject to all
				applicable Municipal Standards prior to acceptance of the final plat.
				UTILITY PROVIDER & CITY DEPARTMENT NOTICE: Pursuant to
				Municipal Code 16.20.040F, utility providers and affected City
				departments were provided notice on December 5, 2024. To date, no comments have been received from the Utility providers receiving
				notice. The applicant is responsible for contacting all private utility
				companies for extension of services such as power, natural gas, and
				internet services. City Department comments/conditions are
				summarized in Attachment B.
				PRIVATE COVENANTS, RESTRICTIONS & CONDITIONS: Recorded
				Owner's Covenants, Conditions and Restrictions (CC &R's) for the
				subdivision, if any, must be submitted after the recording of the final

	16.20.050 E.	If city public works determines that the proposed subdivision will result in significant traffic impacts pursuant to subsection 16.20.030V of this chapter, then a "traffic impact study" will be required as part of the commission's review.
		of this chapter, then a "traffic impact study" will be required as part
		of the commission's review.
	Staff Review	Municipal subsection 16.20.030V states that a traffic impact study will
		be required for any subdivision creating one hundred (100) or more
		peak hour trips based on the Institute of Transportation Engineers'
		"Trip Generation Handbook" (current edition). A traffic impact study
		may be waived by the Public Works Department upon the receipt of an
		approved traffic analysis to be included with the application. A traffic
		impact study has not been required as part of the application review.
	16.20.050 F.	The proposal provides for a continuation of a connected
		transportation system unless topography or natural features
		prevents a connection to abutting streets or property.
	Staff Review	The subject site consists of minimal grade thus development is not
		subject to Hillside Development or Sensitive Land Standards. There is
	16.20.050 G.	
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	46 20 050 11	·
	16.20.050 H.	
		TOT WOU OF IN ANAKANKISTAN ASSAMANTA ICINA 3077 30161
	Staff Pavious	of way or in appropriately sized easements. (Ord. 2971, 2016)
	Staff Review	Public utilities are available to extend through to provide service to the
	Staff Review	
	16.20.050 G.  Staff Review  16.20.050 H.	not an existing street system to the east therefore connectivity is not needed.  The proposed subdivision provides for bicycle and pedestriat transportation routes and amenities in accordance with Bannot transportation planning organization's most recent adopted bicycland pedestrian plans.  The Bannock Transportation Planning Organizations adopted bicycland Pedestrian Plan proposes a Bike Lane to be provided on S. 5. Avenue. Such is depicted as part of the S. 5th Avenue Cross Section (see Attachment D).  Public utilities are provided to the newly created lots in public right.

## ATTACHMENT A PRELIMINARY PLAT LAYOUT



## ATTACHMENT B AERIAL OF THE SITE

## Pocatello Planning Map



# ATTACHMENT C FRONT LANDSCAPING & SIDEWALK CROSS SECTION

