

**POCATELLO CITY COUNCIL
FINAL PLAT: ASPEN PLACE
EXECUTIVE SUMMARY**

REQUEST:

David Assan of Sunrise Engineering on behalf of Gate City Builders, has submitted an application for a Final Plat to be known as Aspen Grove Subdivision. The property is located at 2806 S. 5th 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). The request is to allow for the platting of eight (8) multi-family structures on individual lots with Lot 9 proposed to be a common lot for stormwater retention, recreation area and parking.

RECOMMENDATION:

In consideration of the Preliminary Plat Application, and City staff review, the Planning & Zoning Commission recommended **approval** of said application after a public hearing was held on January 8, 2025 finding the application meets the standards for approval under section 17.02.170.E of Pocatello City Code.

Staff finds that the Final Plat is substantial conformance with the Preliminary Plat thus recommends that the City Council approve the application with conditions as outlined in Planning & Zoning Commissions Findings of Fact and Public Works Memorandum

ATTACHMENTS:

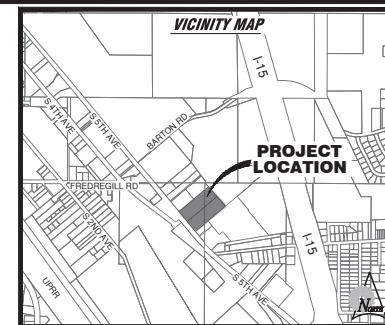
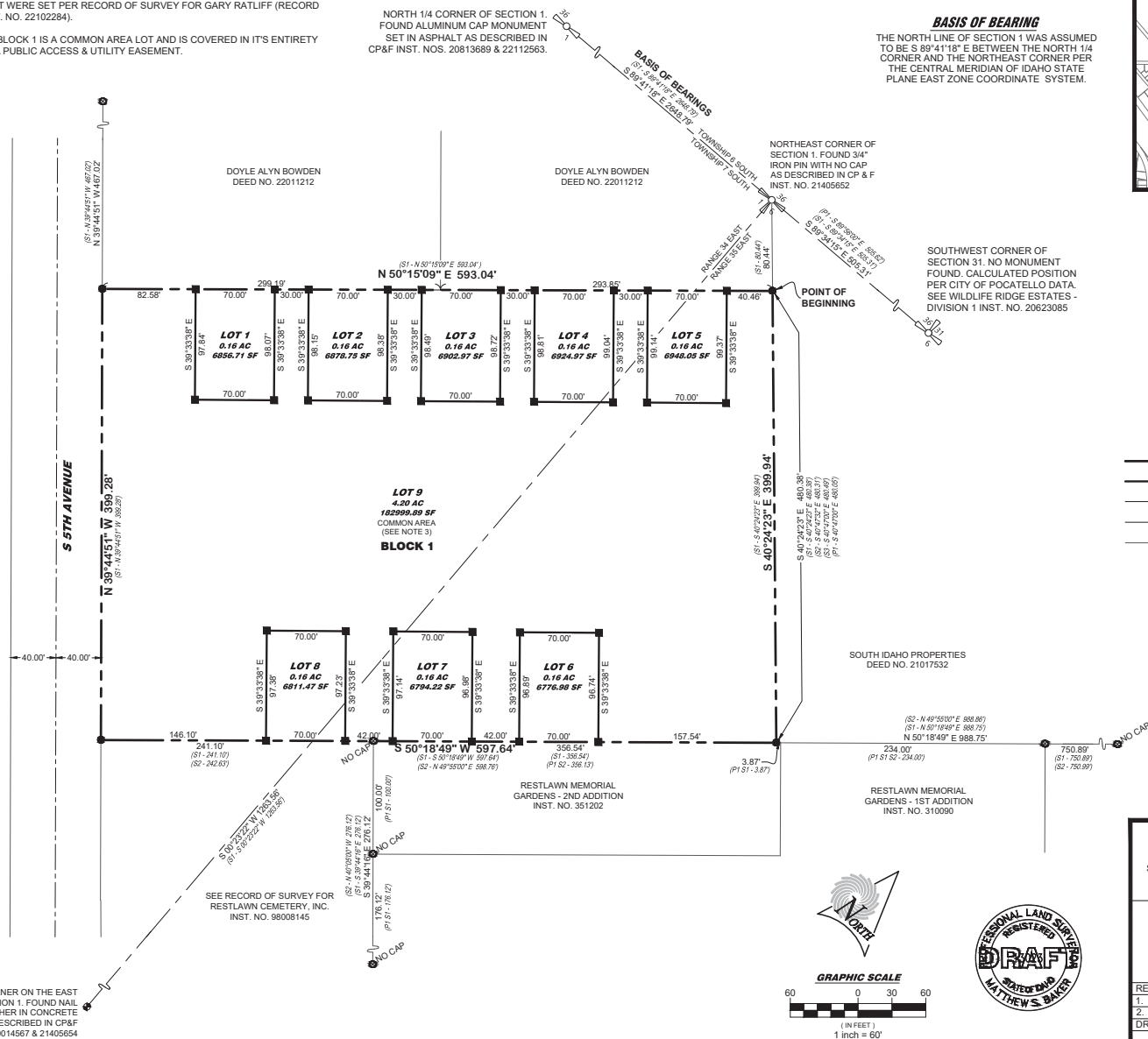
- a. Planning & Zoning Commission Findings of Fact
- b. Public Works Memorandum dated April 7, 2025
- c. Planning & Zoning Commission Staff Report Packet

ATTACHMENT A
FINAL PLAT

1. THE PURPOSE OF THIS SURVEY IS TO CREATE THE LOTS AND BLOCK SHOWN FOR RESIDENTIAL DEVELOPMENT.
2. THE BOUNDARIES WERE SOLVED BY LOCATING AND ACCEPTING MONUMENTS THAT WERE SET PER RECORD OF SURVEY FOR GARY RATLIFF (RECORD INST. NO. 22102284).
3. LOT 9, BLOCK 1 IS A COMMON AREA LOT AND IS COVERED IN IT'S ENTIRETY BY A PUBLIC ACCESS & UTILITY EASEMENT.

LOCATED IN THE NORTHEAST 1/4 OF SECTION 1, TOWNSHIP 7 SOUTH, RANGE 34
EAST AND THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 7 SOUTH, RANGE 35
EAST, BOISE MERIDIAN, BANNOCK COUNTY, IDAHO

THE NORTH LINE OF SECTION 1 WAS ASSUMED TO BE S 89°41'18" E BETWEEN THE NORTH 1/4 CORNER AND THE NORTHEAST CORNER PER THE CENTRAL MERIDIAN OF IDAHO STATE PLANE EAST ZONE COORDINATE SYSTEM.



	FOUND SECTION CORNER AS NOTED
	FOUND 1/4 CORNER AS NOTED
	FOUND 1/16 CORNER AS NOTED
	FOUND 1/2" REBAR WITH PLASTIC CAP STAMPED "RMES PLS 18971" AND REPLACED WITH 5/8" BY 24" REBAR WITH 2" ALUMINUM CAP STAMPED "LS 13023"
	FOUND 1/2" REBAR WITH PLASTIC CAP STAMPED "PLS 977" OR AS NOTED
	SET 1/2" BY 24" REBAR WITH PLASTIC CAP STAMPED "LS 13023"

/ **BLOCK 1** SUBDIVISION LOT/BLOCK NUM

— SURDIVISION BOUNDARY LINE

— SUBDIVISION BOUNDARY LINE

— SUBDIVISION LOT LINES

STREET CENTERLINE

— — — — — STREET CENTERLINE

SECTION LINES

ADJACENT PROPERTY LINES

(-Pl) RECORD INFORMATION PER RE
GARDENS - 1ST & 2ND ADDITIO

& 351202)

(-S1) RECORD INFORMATION PER RE
(INSTR. NO. 22102204)

(INST. NO. 22102284)

(-S2) RECORD INFORMATION PER RE
(INST. NO. 98008145)

RECORD INFORMATION PER RE

(-S3) RECORD INFORMATION PER RE
(INST. NO. 761931)

LOCATED IN THE NORTHEAST 1/4 OF SECTION 1, TOWNSHIP 7
SOUTH, RANGE 34 EAST AND THE NORTHWEST 1/4 OF SECTION 6,
TOWNSHIP 7 SOUTH, RANGE 35 EAST, BOISE MERIDIAN,
BANNOCK COUNTY, IDAHO



REVISIONS	SURVEYED BY: MSB, RTS
1.	OFFICE WORK BY: MSB, MLM
2.	DATE: February 27, 2025
DRAWING: P:\Gate City Builders\10397-University Landing\SURVEY\CAD\Aspen Grove FP.dwg	
SCALE: 1 INCH = 60 FEET	PROJECT NO: 10397 SHEET 1 OF 1

ASPEN GROVE SUBDIVISION

LOCATED IN THE NORTHEAST 1/4 OF SECTION 1, TOWNSHIP 7 SOUTH, RANGE 34 EAST AND THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 7 SOUTH, RANGE 35 EAST, BOISE MERIDIAN, BANNOCK COUNTY, IDAHO

BOUNDARY DESCRIPTION

A PARCEL OF LAND LOCATED IN THE NORTHEAST 1/4 OF SECTION 1, TOWNSHIP 7 SOUTH, RANGE 34 EAST AND THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 7 SOUTH, RANGE 35 EAST, BOISE MERIDIAN, BANNOCK COUNTY, IDAHO, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SECTION 1, BEING MONUMENTED BY A 3/4 INCH IRON PIN AS DESCRIBED IN CORNER PERPETUATION & FILING INST. NO. 21405652 IN THE OFFICIAL RECORDS OF BANNOCK COUNTY;

THENCE SOUTH 40°24'23" EAST, ALONG THE SOUTHWESTERLY BOUNDARY OF COWBOY MOBILE HOME (RECORD INST. NO. 761931), A DISTANCE OF 80.44 FEET TO THE **POINT OF BEGINNING**;

THENCE SOUTH 40°24'23" EAST, CONTINUING ALONG SAID SOUTHWESTERLY BOUNDARY OF COWBOY MOBILE HOME, A DISTANCE OF 399.94 FEET TO A POINT ON THE NORTHWESTERLY BOUNDARY LINE OF RESTLAWN MEMORIAL GARDENS - 2ND ADDITION (RECORD INST. NO. 351202);

THENCE SOUTH 50°18'49" WEST, ALONG SAID NORTHWESTERLY BOUNDARY LINE, A DISTANCE OF 597.64 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY OF SOUTH 5TH AVENUE;

THENCE NORTH 39°44'51" WEST, ALONG THE EASTERLY RIGHT-OF-WAY OF SOUTH 5TH AVENUE, A DISTANCE OF 399.28 FEET TO THE SOUTH CORNER OF A PARCEL OF LAND DESCRIBED UNDER WARRANTY DEED INST. NO. 22011212;

THENCE NORTH 50°15'09" EAST, ALONG THE SOUTHEASTERLY BOUNDARY LINE OF SAID PARCEL OF LAND, A DISTANCE OF 593.04 FEET TO THE **POINT OF BEGINNING**.

SAID PARCEL CONTAINS 5.46 ACRES, MORE OR LESS.

DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS

ARE RECORDED AS INSTRUMENT NUMBER _____ AND ARE HEREBY MADE A PART OF THE PLAT

DEVELOPMENT AGREEMENT

THE CITY OF POCATELLO DEVELOPMENT AGREEMENT RECORDED AS INSTRUMENT NUMBER _____ IS HEREBY MADE A PART OF THE PLAT

CULINARY WATER

THIS SUBDIVISION SHALL RECEIVE WATER FROM THE EXISTING CITY OF POCATELLO MUNICIPAL WATER SYSTEM.

OWNER'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS THAT WE, THE UNDERSIGNED OWNERS OF THE TRACT OF LAND DESCRIBED IN THE BOUNDARY DESCRIPTION HAVE CAUSED THE SAME TO BE SUBDIVIDED INTO A BLOCK AND LOTS AND DO HEREBY WARRANT AND SAVE THE COUNTY OF BANNOCK HARMLESS FROM ANY EXISTING EASEMENTS OR ENCUMBRANCES. IT IS THE INTENTION OF WE THE OWNERS TO INCLUDE ALL OF THE LAND DESCRIBED IN THE BOUNDARY DESCRIPTION IN THIS PLAT. THE LOCATION AND THE DIMENSIONS OF THE BLOCK AND LOTS ARE TO BE AS SHOWN ON THE ACCOMPANYING MAP OF THE PROPERTY. THE EASEMENTS SHOWN ARE GRANTED TO THE PUBLIC FOR PUBLIC UTILITIES, ROADWAY SLOPES, DRAINAGE OR FOR ANY OTHER USE DESIGNATED ON THE PLAT, AND NO STRUCTURES OTHER THAN THOSE FOR SUCH UTILITY PURPOSES ARE TO BE ERECTED WITHIN THE LINES OF SAID EASEMENTS.

IN WITNESS WHEREOF WE HEREUNTO SET OUR HANDS THIS ____ DAY OF _____, 2024.

BY _____
GATE CITY BUILDERS
JONATHAN VINCENT (OWNER)

ACKNOWLEDGMENT

STATE OF IDAHO, COUNTY OF BANNOCK

ON THIS ____ DAY OF _____, IN THE YEAR 20____, BEFORE ME _____, A NOTARY PUBLIC, PERSONALLY APPEARED JONATHAN VINCENT, KNOWN OR IDENTIFIED TO ME, TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT SUCH PERSON(S) EXECUTED THE SAME.

NOTARY PUBLIC _____
RESIDING IN _____ COUNTY, STATE OF IDAHO.
MY COMMISSION EXPIRES ____ DAY OF _____, 20____.

IRRIGATION WATER RIGHTS STATEMENT

IT HAS BEEN DETERMINED THAT THE PROPERTY INCLUDED IN THIS SUBDIVISION IS NOT LOCATED WITHIN THE BOUNDARIES OF AN EXISTING IRRIGATION DISTRICT.

SANITARY RESTRICTIONS

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13 HAVE BEEN SATISFIED BASED ON DEPARTMENT OF ENVIRONMENTAL QUALITY REVIEW AND APPROVAL FOR THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER FOR CONTINUED SATISFACTION OF SANITARY RESTRICTIONS. WATER AND SEWER LINE HAVE BEEN COMPLETED AND SERVICES CERTIFIED AS AVAILABLE. SANITARY RESTRICTIONS MAY BE REIMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO COD, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL.

DATE: _____ HEALTH DISTRICT SIGNATURE: _____

SURVEYOR'S CERTIFICATE

I, MATTHEW S. BAKER, A DULY LICENSED LAND SURVEYOR IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT A SURVEY WAS MADE UNDER MY DIRECTION OF THE PREMISES DESCRIBED IN THE BOUNDARY DESCRIPTION AND SHOWN ON THIS PLAT UPON WHICH THIS CERTIFICATION APPEARS. I FURTHER CERTIFY THAT THIS PLAT WAS PREPARED UNDER MY DIRECTION AND THAT THE MONUMENTATION SHOWN CONFORMS WITH THAT SET ON THE GROUND AND THAT THE PERTINENT STATUTES OF THE STATE OF IDAHO, TOGETHER WITH ALL LOCAL ORDINANCES HAVE BEEN COMPLIED WITH.

MATTHEW S. BAKER



DATE

CITY OF POCATELLO

THE PLAT ON WHICH THIS CERTIFICATION APPEARS HAS BEEN APPROVED AND THE DEDICATION ARE HEREBY ACCEPTED BY THE CITY OF

POCATELLO, IDAHO, THIS ____ DAY OF _____, 20____.

BRIAN BLAD, MAYOR KONNI R. KENDELL, CITY CLERK

MERRIL QUAYLE PE NO. 10600
(ENGINEER FOR THE CITY)

BANNOCK COUNTY

THIS PLAT WAS DULY ACCEPTED AND APPROVED BY RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS ON THIS ____ DAY OF _____, 20____.

ERNE MOSER JASON DIXON
(CHAIRMAN OF THE BOARD) (COUNTY CLERK)

J. PAUL BASTIAN, PE PE NO. 7257
(REVIEWING COUNTY ENGINEER)

COUNTY REVIEWING SURVEYOR'S CERTIFICATE

I, _____, A LICENSED LAND SURVEYOR IN AND FOR BANNOCK COUNTY, IDAHO, DO HEREBY CERTIFY THAT I HAVE CHECKED THIS PLAT AND COMPUTATIONS SHOWN HEREON, AND HAVE DETERMINED THAT THE REQUIREMENT OF IDAHO CODE 50-1305 HAVE BEEN MET, AND I

APPROVE THE SAME FOR FILING THIS ____ DAY OF _____, 20____.

NAME _____ PLS NO. _____
(COUNTY REVIEWING SURVEYOR)

COUNTY TREASURER'S CERTIFICATE

PURSUANT TO 50-1308, IDAHO CODE: I, JENNIFER CLARK, DO HEREBY CERTIFY THAT ALL COUNTY PROPERTY TAXES DUE ON THE PROPERTY BEING SUBDIVIDED, BOTH DELINQUENT AND CURRENT, HAVE BEEN PAID IN FULL.

THROUGH _____

JENNIFER CLARK _____ DATE _____

COUNTY RECORDER'S CERTIFICATE

ASPEN GROVE SUBDIVISION

LOCATED IN THE NORTHEAST 1/4 OF SECTION 1, TOWNSHIP 7 SOUTH, RANGE 34 EAST AND THE NORTHWEST 1/4 OF SECTION 6, TOWNSHIP 7 SOUTH, RANGE 35 EAST, BOISE MERIDIAN, BANNOCK COUNTY, IDAHO



REVISIONS	SURVEYED BY: MSB, RTS
1.	OFFICE WORK BY: MSB, MLM
2.	DATE: February 27, 2025
DRAWING: P:\Gate City Builders\10397-University Landing\SURVEY\CAD\	Aspen Grove FP.dwg
SCALE: 1 INCH = 60 FEET	PROJECT NO: 10397 SHEET 2 OF 2

ATTACHMENT B

PLANNING & ZONING COMMISSIONS

FINDINGS OF FACT & RECOMMENDATION

FINDINGS OF FACT AND DECISION
CITY OF POCATELLO
PLANNING AND ZONING COMMISSION
PUBLIC HEARING JANUARY 8, 2025

SUBDIVISION: Aspen Grove Subdivision
FILE: PP24-0004
APPLICANT/OWNER: David Assan of Sunrise Engineering; Gate City Builders
SURVEYOR/ENGINEER: Matt Baker of Sunrise Engineering
REQUEST: Preliminary Plat Subdivision Application
LOCATION: Four separate parcels located at 2806 S. 5th Avenue
LOTS/UNITS: Eight (8) eighteen (18) multi-family buildings; 1 common lot

I. 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. 5th 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 construction of eight (8) multi-family structures on individual lots with Lot 9 proposed to be a common lot for stormwater retention, recreation area and parking.

II. PUBLIC HEARING: A public hearing was held before the Planning & Zoning Commission on the evening of January 8, 2025. The applicant provided a summary of the proposed preliminary plat. Staff provided a brief presentation and recommendation regarding the application. There were no comments from the public provided.

III. 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 Idaho State Journal and a sign was posted on the subject property. No public comments were received.

IV. PRELIMINARY PLAT REVIEW CRITERIA:

Table 1. Preliminary Plat Review Criteria Analysis

REVIEW CRITERIA (16.20.050):				
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 title.
			FINDING	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.
			FINDING	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, and other applicable development standards.
			FINDING	DENSITY & LOT DESIGN: 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. 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.
			FINDING	R.O.W. IMPROVEMENTS: There is one (1) point of ingress/egress to the development via South 5 th 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 th & 5 th 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 th Avenue. The latter shall be moved to Lot 1.

				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 plat.
☒	☐	☐	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.
			FINDING	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.
			FINDING	The subject site consists of minimal grade thus development is not subject to Hillside Development or Sensitive Land Standards. There is not an existing street system to the east therefore connectivity is not needed.
☒	☐	☐	16.20.050 G.	The proposed subdivision provides for bicycle and pedestrian transportation routes and amenities in accordance with Bannock transportation planning organization's most recent adopted bicycle and pedestrian plans.
			FINDING	The Bannock Transportation Planning Organizations adopted bicycle and Pedestrian Plan proposes a Bike Lane to be provided on S. 5 th Avenue. Such is depicted as part of the S. 5 th Avenue Cross Section (see Attachment D).

☒	☐	☐	16.20.050 H.	Public utilities are provided to the newly created lots in public rights of way or in appropriately sized easements. (Ord. 2971, 2016)
			FINDING	Public utilities are available to extend through to provide service to the newly created lots. Utilities shall be located within either the right-of-way or access easements/utility easements. See Criteria 16.20.050.D for additional comment.

V. PLANNING & ZONING COMMISSION RECOMMENDATION: In consideration of the application, the Planning & Zoning Commission **approved** of the preliminary plat application 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 following conditions attached:

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. All comments provided in the Public Works Memorandum dated December 18, 2024 and hereby attached, shall be strictly adhered to;
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. A building permit may not be issued unless all applicable standards of City Code Section 16.24.100 are adhered to.
10. All other standards or conditions of Municipal Code not herein stated but applicable to land subdivision and residential development shall apply.

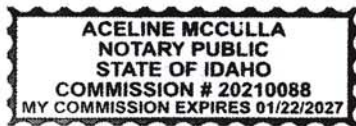


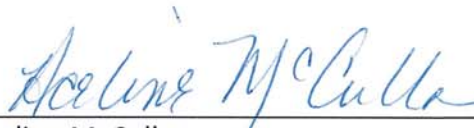
Rich Phillips, Chair
Planning & Zoning Commission
Authorized to sign 1/8/2025

STATE OF IDAHO)
County of Bannock) SS:

On this 13th day of January, 2025, before me, the undersigned, a Notary Public in and for the State, personally appeared Rich Phillips, known to me or proved to me to be the person whose name is subscribed to the foregoing instrument, and being duly sworn, acknowledged to me that he executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.




Aceline McCulla
Notary Public for Idaho
Residing in Pocatello, Idaho

ATTACHMENT C
PUBLIC WORKS MEMORANDUM
APRIL 7, 2025

Memorandum

To: Matthew Lewis, Senior Planner

From: Merril Quayle PE, Public Works Development Engineer *MB*
Jacob Murphy, Senior Engineering Technician *jm*

Date: 04/07/2025

Re: Aspen Grove Subdivision – City Council Final Plat (04/17/2025)
Application #FP25-0003

The Public Works Departments have reviewed the final plat/construction drawings application for the above-mentioned project and submits that the following changes and items shall be addressed and approved prior to beginning construction. Approval is contingent on the completeness, accuracy, serviceability, and compliance to City Standards.

1. Plat

- A. After approval by the City Council of the proposed final plat, Applicant will be required to enter into a Development Agreement with the City of Pocatello.
- B. Prior to recording the Plat, a more inclusive and comprehensive review shall be done, coordinate all plat correction through City Surveyor.
- C. Subdivision plat shall conform to all state and local laws and ordinances.
- D. Notes on the plat shall be approved by the City of Pocatello Engineering and Legal Department prior to recording.
- E. The City of Pocatello certificate to read: The plat on which this certificate appears is hereby approved and the dedications are hereby accepted by the City of Pocatello...
- F. If there are any CCR's, indicate and place recording number on the plat. Submit any CCR's associated with this plat to the City Engineering Department after recording.
- G. Provide adjoining property owners recorded deeds, a copy of all recorded easements and document(s) which grants the signatory to sign the plat on the behalf of the owner(s) to the City Surveyor for final review.
- H. Signed copy of the Permanent Operations and Maintenance (O&M) agreement for stormwater, if stormwater system is to be private. This document will be recorded.
- I. The plat shall be reproducible on an 8.5x11 sheet of paper per Bannock County instructions. The plat shall be black opaque ink, no gray scale or color.



- J.** 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.
- K.** Add note, Easements not depicted: 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 Aspen Grove Subdivision Plat, 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.

2. Construction Plans/Infrastructure

A. Development Conditions

1. Gate valve required on main line at tap for isolation and testing.
2. Master meter and backflow assembly required for development. Billing will be one account for HOA.
3. ITD permit shall be required for work in South 5th right-of-way.
4. Each fire line will require an isolation valve in the parking lot, and each service will require a curb stop.
5. Add fire hydrant to accommodate 300' hydrant spacing requirement.
6. This memo addresses the site improvements for the subdivision only. Building and site plans will be reviewed at time of application for a building permit.

B. General Conditions

1. Filing of a notice of intent (NOI) and a formal Storm Water Pollution Prevention Plan (SWPPP) in accordance with the Environmental Protection Agency (EPA) Construction General Permit (CGP) shall be submitted if the project requires, if required then a copy shall be submitted to the City.
2. An erosion and sediment control plan and a final stabilization plan will be required as part of the final plat application. An individual who has successfully completed an approved training course and who has demonstrated competence, through education, training, and knowledge of the applicable laws and regulations in erosion and sediment, and is current on certifications shall be required to be the responsible person to oversee the plan (if certified person is unknown indicate that information will be submitted prior



to any work to the site). Submittal shall meet the requirements of the federal construction general permit.

5. Stormwater design and construction shall meet the core elements in the Portneuf Valley Stormwater Design Manual such as but not limited to; on site retention of the 95% storm, treatment Design (volume, flow, and bypass), site passage of upland flow and site runoff, Operation and Maintenance Manual, access to pond and structures for maintenance.

6. Pond side slopes and embankments shall be designed and constructed per Section 6.4.6 SETBACKS, SLOPES, EMBANKMENTS & SPILLWAYS of the Portneuf Valley Stormwater Design Manual, embankments 4 feet in height or more shall be constructed as recommended by a Geotechnical Engineer.

8. Add a grading note to the affect that if there is more than 3 feet of fill, it needs to be placed in 8-inch lifts, compacted to 95% of maximum density. For building sites compaction tests are required denoting Lot/Block along with a map of all testing locations.

9. Record Drawings shall be submitted on Arch D (24" x 36").

10. Street lights are required for this subdivision. Utility and street light design and placement shall be approved by the City of Pocatello.

11. Provide a copy of the bid schedule of the infrastructure for the City's year end reporting.

13. The developer will also be responsible to remove any sediment buildup in ponds constructed with the development as well as clean all storm water infrastructure prior to the two (2) year warrantee period.





**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 th 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. 5th 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 Idaho State Journal 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):				
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 title.
			<i>Staff Review</i>	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.
			<i>Staff Review</i>	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, and other applicable development standards.
			Staff Review	DENSITY & LOT DESIGN: 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. 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 5th 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. 4th & 5th Avenues. This results in the Apartment building on Lot 1 to be relocated to the proposed multi-use stormwater/recreation area located adjacent South 5th Avenue. The latter shall be moved to Lot 1. 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

				plat.
☒	☐	☐	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.
			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 not an existing street system to the east therefore connectivity is not needed.
☒	☐	☐	16.20.050 G.	The proposed subdivision provides for bicycle and pedestrian transportation routes and amenities in accordance with Bannock transportation planning organization's most recent adopted bicycle and pedestrian plans.
			Staff Review	The Bannock Transportation Planning Organizations adopted bicycle and Pedestrian Plan proposes a Bike Lane to be provided on S. 5 th Avenue. Such is depicted as part of the S. 5 th Avenue Cross Section (see Attachment D).
☒	☐	☐	16.20.050 H.	Public utilities are provided to the newly created lots in public rights of way or in appropriately sized easements. (Ord. 2971, 2016)
			Staff Review	Public utilities are available to extend through to provide service to the newly created lots. Utilities shall be located within either the right-of-way or access easements/utility easements. See Criteria 16.20.050.D for additional comment.

ATTACHMENT A
PRELIMINARY PLAT LAYOUT

PRELIMINARY PLAT FOR:
ASPEN GROVE SUBDIVISION

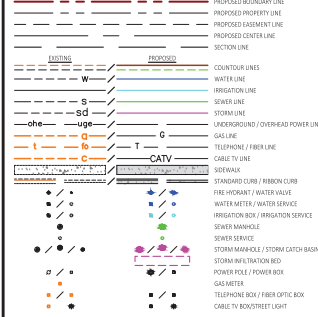
LOCATED IN THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 1, TOWNSHIP 7
SOUTH, RANGE 34 EAST, BOISE MERIDIAN, BANNOCK COUNTY, IDAHO

NORTHEAST CORNER OF
SECTION 1, FOUND 3/4"
IRON PIN WITH NO CAP
AS DESCRIBED IN CP & F
INST. NO. 21405652

VICINITY MAP



LEGEND



NOTES

1. CURRENT ZONING: RESIDENTIAL COMMERCIAL PROFESSIONAL (RCP)
2. TOTAL AREA OF SUBDIVISION: 5.45 ACRES
3. LOT SIZE DATA
PROPOSED MIN: 0.13 ACRES
4. THE PROPOSED BUILDING CORNERS ARE THE PROPERTY CORNERS
SUBDIVISION STATS
5. LOT 9 IS PROPOSED TO BE A COMMON LOT FOR STORM WATER
RETENTION, PUBLIC UTILITIES, AND PARKING LOT.
6. SEWER AND WATER TO BE CONNECTED TO THE CITY OF POCA TOLELO
COLLECTION AND DISTRIBUTION SYSTEMS RESPECTIVELY.
7. STORMWATER WILL BE RETAINED ON SITE IN RETENTION POND
8. 259 PARKING SPACE PROVIDED, 7 OF WHICH ARE ADA SPACES
9. CODES, COVENANTS, AND RESTRICTIONS (CC&R'S) ADDRESSING THE
CREATION OF A HOMEOWNER'S ASSOCIATION WILL BE SUBMITTED
WITH THE FINAL PLAT.

PRELIMINARY STORM WATER REQ.

NOTE: ALL STORM WATER FOR ENTIRE SUBDIVISION TO BE
DIRECTED TO STORM WATER RETENTION POND.

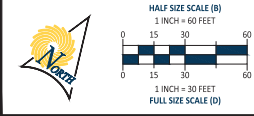
REQUIRED: 20,116 CU FT
PROVIDED: 20,143 CU FT

LINE TABLE

NO.	BEARING	LENGTH
L1	S39°33'38"E	81.00'
L2	N50°26'22"E	69.00'
L3	N39°33'38"W	81.00'
L4	S50°26'22"W	69.00'
L5	S39°33'38"E	81.00'
L6	N50°26'22"E	69.00'
L7	N39°33'38"W	81.00'
L8	S50°26'22"W	69.00'
L9	S39°33'38"E	81.00'
L10	N50°26'22"E	69.00'
L11	N39°33'38"W	81.00'
L12	S50°26'22"W	69.00'
L13	S39°33'38"E	81.00'
L14	N50°26'22"E	69.00'
L15	N39°33'38"W	81.00'
L16	S50°26'22"W	69.00'
L17	S39°33'38"E	81.00'
L18	N50°26'22"E	69.00'
L19	N39°33'38"W	81.00'
L20	S50°26'22"W	69.00'
L21	N39°33'38"W	81.00'
L22	S50°26'22"W	69.00'
L23	S39°33'38"E	81.00'
L24	N50°26'22"E	69.00'
L25	N39°33'38"W	81.00'
L26	S50°26'22"W	69.00'
L27	S39°33'38"E	81.00'
L28	N50°26'22"E	69.00'
L29	N39°33'38"W	81.00'
L30	S50°26'22"W	69.00'
L31	S39°33'38"E	81.00'
L32	N50°26'22"E	69.00'



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SHEET INFORMATION	
DRAWN BY: TJT	REVIEWER: RMH
CREATED: 10-23-2024	LAST REVISED: 10-24-2024
DEVELOPER INFORMATION	
NAME: GATE CITY BUILDERS	
CONTACT: JONATHAN VINCENT	
INFO: GATECITYBUILDERS@YAHOO.COM	

SHEET NAME:
PRELIMINARY PLAT FOR:
ASPEN GROVE SUBDIVISION



SUNRISE
ENGINEERING
600 EAST OAK STREET, POCA TOLELO, ID 83201
TELEPHONE 208.234.0110
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ATTACHMENT B
AERIAL OF THE SITE

Pocatello Planning Map



ATTACHMENT C

**FRONT LANDSCAPING & SIDEWALK CROSS
SECTION**

S. 5th Cross Section

(between Barton & Swisher Rd.)

