

McCALL AREA
PLANNING AND ZONING COMMISSION

Minutes

April 3, 2012 – 6:00 p.m.

McCall City Hall – Lower Level

216 East Park Street, McCall, ID 83638

COMMISSION MEETING – Begins at 6:00 p.m.

1. CALL TO ORDER AND ROLL CALL

Chairman Feinberg, Commissioner Corder, Commissioner Jessup, Commissioner Betts, Commissioner Apperson, Commissioner Russell and Commissioner Drabinski were present. Community Development Director Michelle Groenevelt, City Planner Delta James, GIS Analyst Garrett Mapp, City Engineer Nathan Stewart and Administrative Assistant Deb Smith were also present.

2. REVIEW & APPROVAL OF MINUTES

Commissioner Drabinski moved to approve the March 6, 2012 minutes with edits. Commissioner Jessup seconded the motion. Commissioner Russell abstained. The motion carried.

3. PRELIMINARY DEVELOPMENT PLAN REVIEW MEETINGS

None

4. CONSENT AGENDA

None

5. OLD BUSINESS

None

6. NEW BUSINESS

ROS-12-01, DR-12-09, SR-12-04,

1502, 1504, & 1506 Oakwood Road

Wayne Ruemmele (DR) representing David Ernat: Record of Survey application to combine seven lots into three lots and Design Review and Scenic Route applications to construct a single family residence at 1504 Oakwood Road. The property is zoned R4 – Low Density Residential.

Wayne Ruemmele, Epikos Planning and Architecture, presented all three applications to the commission. The garage and main house will now have a breezeway connecting them.

The owner wants to merge seven nonconforming lots to three lots to make them closer to conforming. This DR application is for a small cabin with two bedrooms and a bathroom on the lower level and then the upper level will have an open living, dining, kitchen and a one car garage. The siding material is called Ecoclad in dark earth tone, tans & brown colors.

This is a heavily wooded lot and as many trees as possible will be left on the property.

Mr. Ruemmele said that only one neighbor attended the neighborhood meeting and was very pleased with the plans for the structure. Mr. Ruemmele assured him that the neighbors will be notified, and another neighborhood meeting will be held when the other two lots plans to build.

Ms. James explained the staff report and the findings and conclusions.

Chairman Feinberg opened the public hearing. There were no comments. The public hearing was closed.

Commissioner Apperson moved to approve ROS-12-01 with staff conditions. Commissioner Jessup seconded the motion. The motion carried.

Commissioner Corder moved to approve DR-12-09 and SR-12-04 with staff conditions. Commissioner Jessup seconded the motion. The motion carried.

McCall Area Pathways Master Plan

Presentation of proposed McCall Area Pathways Master Plan

Ms. Groenevelt, Community Development Director presented the McCall Area Pathways Master Plan to the commission. The process began over a year ago and it came about with an application for a technical assistance grant from the National Park Service. They lost their funding. It was very difficult to get the technical assistance. A proposal was put together for City Council packaged as an economic development effort. The plan had the assistance of a steering committee. The steering committee helped make the decision to hire a consultant. Harmony Design and Engineering was the consultant and the city staff put a lot of time and effort into the plan.

She explained the public outreach that was done to inform the public. Maps were placed throughout the community to allow people to mark them and show where they would like to have pathways. They also held two, multiple day workshops. One of the workshops took the consultants out on bikes to experience what it's like to get around McCall on our pathway system.

There was also a questionnaire available for the public to share their ideas.

Through this process Ms. Groenevelt said that they reviewed the existing planning documents and quite a few mentioned sidewalks and pathways. They were all reviewed with all of the references and this plan was hugely supported by the Comprehensive Plan.

She wanted to focus the commissions' attention on the some of the main tools that will be used. The Master Plan maps on page 49 are used by staff when a new development comes in. It is used as a reference. It also helps drive priorities in the budget process and when the department is looking for grants.

Ms. Groenevelt said that the next section that is really important for the commission to look at is the project section includes all proposed connections. This is another tool that will be used in creating priorities and figuring out how to fund pathways in McCall. Page 70 is the priority table that summarizes a lot of the information and is another tool to be used in the grant funding process.

One of the benefits of this project is that it has brought together a lot of different agencies, community organizations and non-profits that have worked together.

Commissioner Corder asked for clarification on the map on page 53 as to whether it is showing a separate pathway & sidewalk. She feels this could be a safety issue. Ms. Groenevelt answered her concerns by explaining that it will be a separate pathway.

Commissioner Corder also asked about the Wooley Avenue improvement project and whether it was planned soon. Mr. Stewart explained that the city would like to do it as soon as possible because it is one of the most important linkages in the Pathways Master Plan. The cost to do so will be very high. With the wetlands involved, there might need to be elevated pathways.

Commissioner Drabinski and Commissioner Jessup both commented on the excellent job the staff has done on this project.

Discussion continued regarding the Draft Ordinance for the McCall Area Pathways Master Plan as to the McCall City Code section that states that a \$20,000 project total as being the deciding factor as to whether sidewalks will be required when a new project is applied for.

Ms. Groenevelt suggested that staff work on possibly finding a formula to replace this dollar amount. Commissioner Betts questioned how other communities handle this subject. Ms. Groenevelt said that it varies widely, depending on the community. She said anywhere from totally replacing the sidewalk when a new business comes in, to no sidewalk requirements.

Ms. James advised rather than try to solve this problem tonight, the staff will add this piece to the possible code amendment list and do some research to try to come up with some recommendations.

Commissioner Drabinski suggested to possibly just strike the amount from the ordinance.

Commissioner Apperson asked what the time line is to have the Pathways Plan ordinance ready to go before City Council.

Ms. Groenevelt said that she would like to have it on the agenda for the May 10, 2012 City Council meeting.

Commissioner Betts asked what it would take to bring the issue regarding the \$20,000 threshold for sidewalk requirements back before the commission in 90 days. Ms. Groenevelt said they just need to tell staff and if they will give staff direction it could be handled through email or we could have a special work session. Ms. James reminded the Commission that they had prioritized a list of possible code amendments for future discussion and that this issue can be placed within that list.

Commissioner Betts asked staff to email the members the priority list of possible code amendments that staff is working on for them.

CA-12-03

McCall Area Pathways Master Plan

Application for Code Amendments to reference the McCall Area Pathways Master Plan within the relevant sections of McCall City Code.

PUBLIC HEARING

Chairman Feinberg opened the public hearing. There were no comments. The public hearing was closed.

Chairman Feinberg moved to recommend the adoption of the McCall Area Pathways Master Plan to the City Council and the Valley County Board of Commissioners. Chairman Russell seconded the motion. The motion carried.

Chairman Feinberg moved to recommend approval to the City Council and the Valley County Board of Commissioners of the code amendments as presented. Commissioner Corder seconded the motion. The motion carried.

Digital Data Submission Standards

Presentation of proposed Digital Data Submission Standards

Garrett Mapp and Nathan Stewart shared a power point presentation of the proposed Digital Data Submission Standards with the commission.

Mr. Mapp said that these standards have been sent out to local surveyors and they have had positive feedback from most of them of what has been done so far.

Surveyors, designers and land developers are required to submit their projects digitally for review. The city wants to leverage the information the surveyors and developers already have into the city data base. The city also wants to develop standards of the vastly different ways that spatial data can be represented.

Mr. Mapp stated that as we go forward, this will help the accuracy of the data that the city currently has. Once we have that data, fairly accurate in a built out data set, we will have data that can be sent back out to the surveyors, engineers and also the public for their use. Ultimately the goal would be improve value, and usability of the GIS for the city and for public use via a webpage that data could be downloaded from.

Mr. Stewart added that the Digital Data Submission Standards have been in place for awhile. The location of the control points have had subject error that has been identified by independent surveyors. Mr. Stewart said that the past six to eight months have been spent working on a system and policy document to make it understandable, clear and accepted by the surveying community. Mr. Mapp handed out a packet; the first two pages are examples showing the control points that have been set up so far. There are a total of eighty pages of control points.

Commissioner Betts asked if they currently have what they need as far as control points. Mr. Mapp explained that this is the fluid part of the document. There is a system in place for surveyors to submit new control points.

Mr. Stewart stated that the code revision section will require any new survey, subdivision and PUD applications to be tied to two control points.

Discussion continued on creating new control points.

Mr. Stewart said that Tom Kerr's work has been invaluable to the city moving forward with the control point network.

In conclusion, Mr. Stewart explained that there were additional code amendments added, which he explained.

Commissioner Drabinski asked if there were other cities within the state involved with the GIS process. Mr. Mapp explained that there are several and that McCall is ten to fifteen years behind other areas.

Commissioner Betts asked how useful this will be in locating docks and with safety issues. Mr. Stewart stated that it has not been identified as a priority but if it is, we could work with the Department of Lands. Commissioner Betts explained that his question was actually would this be expandable as other priorities come up. Mr. Mapp confirmed that it would be.

CA-12-02

Digital Data Submission Standards

Application for Code Amendments to reference the McCall Digital Data Submission Standards within the relevant sections of McCall City Code.

PUBLIC HEARING

Chairman Feinberg opened the public hearing.

Tom Kerr stated that his first survey was done in 1948. He said he has done a lot of work in McCall. He stated that the GIS is very precise but not necessarily accurate. Locating a property corner is an art. Garrett clarified and confirmed the importance of surveyors. He said that the surveyors work is added to the GIS information.

Mr. Stewart stated that all control points will be verified by a surveyor and all of the new control points will also be verified by a surveyor. All plats that are done will still have the surveyors stamp.

Mr. Kerr said that all of the property boundaries are based on Section corners. He said that GIS has nothing to do with Section corners. He said that GIS is a tool.
The public hearing was closed.

Chairman Feinberg moved to recommend adoption of the Digital Data Submission Standards by City Council and the Valley County Board of Commissioners. Commissioner Drabinski seconded the motion. The motion carried.

Chairman Feinberg moved to recommend adoption of the Code Amendments associated with the Digital Data Submission Standards as presented by the City Council and the Valley County Board of Commissioners. Commissioner Drabinski seconded the motion. The motion carried.

7. OTHER

P&Z Commission Terms – Ms. James distributed a spreadsheet with the status of the terms for the commissioners. Several commissioners' terms will be up for appointment this year. Ms. James has also prepared an immediate press release seeking McCall Planning and Zoning Commission members.

Ms. James checked with the commission to see if there would be a quorum at the next Planning and Zoning meeting, May 1, 2012.

Ms. James passed out information in regards to their terms showing their appointments and expiration of these terms. Five of seven terms are expiring this year. She also handed out a press release advertising the vacancies. Commissioner Betts asked what was needed by staff if you are interested in another term. Ms. James asked them to please submit a letter of interest by Friday April 27th to BessieJo Wagner.

Commissioner Drabinski asked what would make them ineligible for another term. Ms. James explained that they could only serve for two consecutive terms. He said that he thought that the commission had amended that quite some time ago. Commissioner Betts stated that the City Council did not accept the amendment.

Chairman Feinberg said that they had never been informed that the Council had not accepted the amendment.

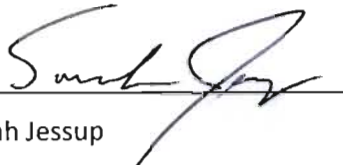
Ms. James said that she will go back through the minutes to determine when this amendment was requested.

Chairman Feinberg asked staff to check two things.

1. Whether the Planning and Zoning Commission did follow the proper procedure for the amendment
2. Whether there was a response from City Council.

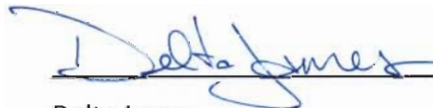
8. **ADJOURNMENT** – Meeting adjourned at 8:15 p.m.

Signed: May 1, 2012



Sarah Jessup
Vice-Chair, P&Z Commission

Attest:



Delta James
City Planner