# NOTICE OF STAR CITY COUNCIL MEETING

Star City Hall September 15, 2020 7:00 pm

#### **AGENDA**

- 1. CALL TO ORDER (Welcome/Pledge of Allegiance)
- 2. ROLL CALL
- 3. APPROVAL OF AGENDA (Approval of Agenda as it stands/Amend Agenda) Action Item
- 4. CONSENT AGENDA Action Items

\*All matters listed within the Consent Agenda have been distributed to each member of the Star City Council for reading and study, they are considered to be routine, and will be enacted by one motion of the Consent Agenda or placed on the Regular Agenda by request.

- A. Findings of Fact & Conclusions of Law:
  - a. Inspiration Homes-Irene Wilson (RZ-20-08/DA-20-07)
  - b. Domestic Violence Proclamation
  - c. Constitution Week Proclamation
- B. Final Plats
  - a. Greendale Subdivision Final Plat Phase 3 (FP-20-13)
  - b. Moon Valley Estates Final Plat (FP-20-14)
- 5. PRESENTATIONS
  - A. 2018-2019 Audit Jordan Zwygart via Zoom
  - B. PERSI Mr. Hampton
- 6. OLD/NEW BUSINESS Action Items
  - A. Motion by Council to approve the 2018-2019 Audit Report
  - B. PERSI Discussion/Decision
  - C. Amended Intergovernmental Agreement with Star Fire District
  - D. South of the River Sub Area Bid and Contract Approval
  - E. Public Hearing: Norterra Subdivision Annexation & Zoning, DA, Preliminary Plat & Private Street (AZ-20-05/DA-20-05/PP/20-07/PR-20-03) **Tabled from 8-18-20**
  - F. Public Hearing: Canvasback Subdivision Annexation & Zoning, Preliminary Plat (AZ-20-11/DA-20-11PP-20-11) **Tabled to October 6, 2020**
  - G. Public Hearing: Amazon Falls Subdivision DA Modification (DA-20-14 MOD) **Tabled from 9-1-20**
  - H. Public Hearing: Gary Saunders Annexation & Zoning (AZ-20-13/DA-20-15)
- 7. REPORTS
- 8. ADJOURNMENT Action Item

Limited seating is available at the City Council Meeting at City Hall due to COVID-19. The meeting can be viewed via a link posted to the City of Star website at <u>staridaho.org</u>. This link will be posted by Tuesday, September 15, 2020. Information on how to participate in a public hearing remotely will be posted to <u>staridaho.org</u> under the September 15<sup>th</sup> meeting information. The public is always welcome to submit comments in writing.

# FINDINGS OF FACT AND CONCLUSIONS OF LAW INSPIRATION HOMES-IRENE WILSON FILE NO. RZ-20-08/DA-20-07

The above-entitled Rezone and Development Agreement came before the Star City Council for their action on August 18, 2020, at which time public testimony was taken and the public hearing was closed. The Star City Council, having requested and taken oral and written testimony, and having duly considered the matter, does hereby make the following Findings of Fact and Conclusions of Law;

#### **Procedural History:**

#### A. Project Summary:

Chris Todd, Green Mountain Resources and Planning, 53 N. Plummer Road, Star, Idaho 83669, the applicant, requested approval of a Rezone to Residential (R-7-DA) and a Development Agreement for up to 67 single-family residential lots. The property is located at 864 N. Star Road and consists of 9.8 acres with a proposed density of up to 6.87 dwelling units per acre and is generally located on the east side of N. Star Road, north of the Star Elementary School in Star, Idaho. Ada County Parcel No. S0408233800.

#### B. Application Submittal:

A neighborhood meeting was held on June 15, 2020 in compliance with the application submittal requirement of the Star Unified Development Code (Section 8-1 A-6 C). The Land Use application was deemed complete on July 19, 2020.

#### C. Notice of Public Hearing:

Notice of Public Hearing on the application for the City of Star Council was published in accordance with the requirements of Title 67, Chapter 65, Idaho Code and the Star Unified Development Code on July 21, 2020. Notice of this public hearing was mailed to property owners within three-hundred feet (300') of the subject property in accordance with the requirements of Title 67, Chapter 65, Idaho Code and Star Unified Development Code on July 20, 2020. Notice was sent to agencies having jurisdiction in the City of Star on July 20, 2020. The property was posted in accordance with the Star Unified Development Code on August 7, 2020.

#### D. History of Previous Actions:

This property was part of a rezone (RZ-19-03) application that was withdrawn by the applicant in 2019.

#### E. Comprehensive Plan Land Use Map and Zoning Map Designations:

	Zoning Designation	Comp Plan Designation	Land Use	
Existing	RT	Compact Residential	Residential/Vacant	
Proposed	R-7-DA	Compact Residential Single Family Reside		
North of site	R-4	Neighborhood Residential	Waterview Subdivision	
South of site	R-4	R-4 Neighborhood Residential Middle Cree		
		Public Use	Star Elementary School	
East of site	R-4	Neighborhood Residential	Waterview Subdivision	
West of site	R-4	Neighborhood Residential Pristine Me		

#### F. Site Data:

Total Acreage of Site – 9.8 acres

#### G. Development:

The Applicant is seeking approval of a Rezone (to Residential R-7-DA) and a Development Agreement.

#### **REZONE:**

The applicant is requesting approval of a rezone application to change the zoning designation on 9.77 acres from Transitional Residential (RT) to Medium Density Residential (R-7). This zoning district would allow for a maximum residential density of 7 dwelling units per acre. The property is currently serviceable with central sewer and water provided by Star Sewer and Water District. Two stub streets are provided to the property (N. Knox Ave. & N. Park Vista Ave.) and the property has access onto N. Star Road with approximately 300 feet of frontage. The rezone request includes a development agreement that will address future density and development standards for any future subdivision plat that is submitted by the applicant.

The applicant originally submitted a conceptual site plan that showed a layout of 65 residential lots, or a density of 6.65 dwelling units per acre. The concept plan and application narrative stated that the development will have detached sidewalks with tree lined streets, pathways to the Star Elementary School and "generous open space". The concept plan indicates an open space park at the northeast corner of the property and pathways to the school. The total open space for the property will need to be 63,837 square feet (1.46 acres) in size and will need to include 42,558 square feet (.97 acres) of usable open space to meet the UDC requirements.

It appears that the existing single-family dwelling will be retained along Star Road and may be requested to be split from the remaining subdivision property as part of a future Lot Line Adjustment. Staff will recommend that the remaining parcel with the existing house be required to be part of the future preliminary plat in order to provide a common area lot along Star Road that is consistent with the rest of the subdivision frontage and landscaping.

At the public hearing, the applicant submitted a revised concept plan with 49 potential lots, and revised open space that included a pedestrian pathway along the southern boundary to provide access to the school.

A future preliminary plat will need to provide details regarding the following:

- Block lengths
- Open Space 15% (10 % usable) = 1.46 acres/63,837 square feet total needed
- Amenities/Pathways
- ACHD approval of Star Road Access
- Traffic calming
- Pressurized Irrigation
- Landscape Plan Street Trees, Buffer Landscaping

#### **DEVELOPMENT AGREEMENT**

Through the Development Agreement process, the applicant is proposing to work with the City to provide further insurances that the development will be built as presented and/or modified by the Council through the review process. Items that can be considered by the applicant and Council include the following:

- Density;
- Pathways to Star Elementary School;
- ITD Proportionate Share Fees;
- Existing Home Parcel.

#### H. *On-Site Features:*

- ◆ Areas of Critical Environmental Concern No known areas.
- Evidence of Erosion No evidence.
- **②** Fish Habitat No known areas.
- Floodplain Property is not in a Special Flood Hazard area.
- Mature Trees None.
- Riparian Vegetation Along northern boundary along ditch.
- Steep Slopes None.
- **②** Stream/Creek Irrigation Ditch along north boundary
- Unique Animal Life No unique animal life has been identified.

- O Unique Plant Life No unique plant life has been identified.
- **②** Unstable Soils No known issues.
- Wildlife Habitat Yes, along irrigation ditch on north boundary
- Historical Assets No historical assets have been observed.
- plant life has been identified.
- Unstable Soils No known issues.
- Wildlife Habitat No wildlife habitat has been developed or will be destroyed.
- Historical Assets No historical assets have been observed.

#### I. Agencies Responding:

The following agencies responded, and correspondence was attached to the staff report.

West Ada School District August 5, 2020 ACHD August 10, 2020

ITD Pending
Middleton Mill Ditch Company July 21, 2020

- J. Staff did not receive any letters from the public in opposition.
- K. Comprehensive Plan and Unified Development Code Provisions:

#### Comprehensive Plan:

#### 8.2.3 Land Use Map Designations:

#### Compact Residential

Suitable primarily for residential use allowing a mix of housing types such as single family, two family, and multi-family. Densities range from 6 units per acre to 10 units per acre.

#### 8.3 Goal:

Encourage the development of a diverse community that provides a mix of land uses, housing types, and a variety of employment options, social and recreational opportunities, and where possible, an assortment of amenities within walking distance of residential development.

#### 8.4 Objectives:

• Implement the Land Use Map and associated policies as the official guide for development.

- Manage urban sprawl in order to minimize costs of urban services and to protect rural areas.
- Encourage land uses that are in harmony with existing resources, scenic areas, natural wildlife areas, and surrounding land uses.

#### 8.5.3 Policies Related Mostly to the Urban Residential Planning Areas:

A. The Neighborhood Residential Land Use is to encourage urban style development densities to limit urban sprawl.

B. Low densities within the Neighborhood Residential Land Use are to be designed within the floodplain, ridgeline developable areas, hillside developable areas and where new residential lots are proposed adjacent to existing residential lots of one acre and larger where

#### 8.5.9 Additional Land Use Component Policies:

- Encourage flexibility in site design and innovative land uses.
- Work with Ada County Highway District (ACHD), Canyon Highway District #4
   (CHD4), and Idaho Department of Transportation (ITD) for better coordination of
   roadway and access needs.
- Support well-planned, pedestrian-friendly developments.
- Dark sky provision should be adopted within the code to assure down style lighting in all developments and Star should consider joining the International Dark Sky Association.

#### 18.4 Implementation Policies:

E. Development Agreements allow the city to enter into a contract with a developer upon rezoning. The Development Agreement may provide the city and the developer with certain assurances regarding the proposed development upon rezoning.

#### <u>Unified Development Code:</u>

#### 8-1B-1: ANNEXATION AND ZONING; REZONE:

#### B. Standards:

- 1. The subject property shall meet the minimum dimensional standards of the proper district.
- 2. The city may require a development agreement in conjunction with the annexation and zoning, or rezone, pursuant to Idaho Code section 67-6511A, which may include a concept plan. In addition to other processes permitted by city and state code, exceptions or waivers of standards, other than use, may be permitted through execution of a development agreement. A development agreement and concept plan shall be required for any rezone to

a mixed-use zone, high density zone or land which includes steep slope (land over 25%) or floodway.

- 3. The termination of a development agreement shall result in the reversal of the official zoning map amendment approval and applicable development approval for any undeveloped portion of property subject to the development agreement. The undeveloped property subject to the development agreement shall be rezoned to the district classification as designated by the development agreement. When no designation is provided, the property shall revert to its original zoning or, if the original designation no longer exists, to the closest current equivalent zoning as determined by the current Comprehensive Plan Land Use Map designation.
- 4. An amendment or termination of a previously recorded development agreement shall be recorded in the office of the county recorder by the clerk.
- 5. An approved development agreement must be executed within ninety (90) days of the meeting at which the development agreement is approved by the city council. A one-time administrative extension of maximum thirty (30) days may be granted by the zoning administrator. Additional extensions may be approved by majority vote of the city council. Failure to execute the development agreement within the required timeframe will result in the denial of all related applications.
- C. Required Findings: The council shall review the application at the public hearing. In order to grant an annexation and zoning or rezone, the council shall make the following findings:
- 1. The map amendment complies with the applicable provisions of the comprehensive plan;
- 2. The map amendment complies with the regulations outlined for the proposed district;
- 3. The map amendment shall not be materially detrimental to the public health, safety, and welfare; and
- 4. The map amendment shall not result in an adverse impact upon the delivery of services by any political subdivision providing public services within the city.
- 5. The annexation (as applicable) is in the best interest of city.

#### 8-3B-1: ZONING DISTRICTS AND PURPOSE ESTABLISHED:

<u>R RESIDENTIAL DISTRICT</u>: To provide regulations and districts for various residential neighborhoods. Gross density in a Residential (R) district shall be determined according to the numeral following the R. The numeral designates the maximum number of dwelling units per acre. In zoning designations of R-1, R-2, R-3, R-4 and R-5, housing shall be single family detached unless approved with a PUD or development agreement. Connection to municipal water and sewer facilities are required for all subdivision and lot split applications submitted after the effective date hereof in all districts exceeding one dwelling unit per acre. Wells and

septic systems may be permitted for larger lots in this land use designation that are not adjacent to municipal services, as determined by the Sewer District, and if approved by the applicable Health Department. Private streets may be approved in this district for access to newly subdivided or split property. This district does allow for some non-residential uses as specified in 8-3A-3.

<u>DA DEVELOPMENT AGREEMENT</u>: This designation, following any zoning designation noted on the official zoning map of the city (i.e., C-2-DA), indicates that the zoning was approved by the city with a development agreement, with specific conditions of zoning.

#### 8-3A-3: USES WITHIN ZONING DISTRICTS

The following table lists principal permitted (P), accessory uses (A), conditional (C), or prohibited (N) uses.

			_
ZONING DISTRICT USES	A	R-R	R
Accessory structure	А	А	А
Dwelling:			
Multi-family 1	N	N	С
Secondary 1	А	А	А
Single-family attached	N	N	С
Single-family detached	Р	Р	P
Two-family duplex	N	N	Р

#### 8-3A-4: ZONING DISTRICT DIMENSIONAL STANDARDS:

	Maximum	Minimum Yard Setbacks Note Conditions				
Zoning District	Height  Note Conditions	Front (1)	Rear	Interior Side	Street Side	

R-6 to R-11	35'	15' to Living	15'	3'	20'
Detached		Area			
		20' to Garage			

#### Notes:

- 1. Interior side yard setbacks for lots with 50' or less of lot width shall be allowed 5' interior side yard setbacks for one and two-story structures.
- 2. Front yard setback shall be measured from the face of the garage to the face of the sidewalk, allowing for 20' of parking on the driveway without overhang onto the sidewalk.

#### 8-4E-2: STANDARDS FOR COMMON OPEN SPACE AND SITE AMENITY REQUIREMENTS:

- A. Open Space and Site Amenity Requirement (see also Chapter 8 "Architectural Review"):
- 1. The total land area of all common open space shall equal or exceed fifteen percent (15%) of the gross land area of the development. Ten percent (10%) of that area shall be usable open space.
- 2. Each development is required to have at least one site amenity.
- 3. One additional site amenity shall be required for each additional twenty (20) acres of development area, plus one additional amenity per 75 residential units.
- 4. Developments with a density of less than 1 dwelling units per acre may request a reduction in total required open space and amenities to the Council. Developments with a density of less than 2 dwelling units per acre may request a 50% reduction in total required open space to the Council.
- 5. For multi-family developments, see Section 8-5-20 for additional standards.
- B. Qualified Open Space: The following may qualify to meet the common open space requirements:
- 1. Any open space that is active or passive in its intended use, and accessible or visible by all residents of the development, including, but not limited to:
- a. Open grassy area of at least fifty feet by one hundred feet (50' x 100') in area;
- b. Qualified natural areas;
- c. Ponds or water features where active fishing, paddle boarding or other activities are provided (50% qualifies towards total required open space, must be accessible by all residents to qualify.) ponds must be aerated;

- d. A plaza.
- 2. Additions to a public park or other public open space area.
- 3. The buffer area along collector and arterial streets may be included in required overall common open space for residential subdivisions.
- 4. Parkways along local residential streets with detached sidewalks that meet all the following standards may count toward the common open space requirement:
- a. The parkway is a minimum of eight feet (8') in width from street curb to edge of sidewalk and includes street trees as specified otherwise herein.
- b. Except for alley accessed dwelling units, the area for curb cuts to each residential lot or common driveway shall be excluded from the open space calculation. For purposes of this calculation, the curb cut area shall be a minimum area of twenty-six feet (26') by the width of the parkway.
- c. Stormwater detention facilities do not qualify to meet the common area open space requirements, unless all of the following is met:
  - 1. Must be at least fifty feet by one hundred feet (50' x 100') in area;
  - 2. Specifically designed as a dual use facility, as determined by the administrator, to include minimal slopes, grass throughout, and guarantee of water percolation within 24 hours of storm event.
  - 3. Is located in a development that has a second usable open space area that contains a qualified site amenity as herein defined.
- 5. Visual natural space, including open ditches, wetlands, slopes or other areas that may not be readily accessible to residents, and is provided with open style fencing, may qualify for up to 20% of the required open space total.
- C. Qualified Site Amenities: Qualified site amenities shall include, but not be limited to, the following:
- 1. Clubhouse;
- 2. Fitness facilities, indoors or outdoors;
- 3. Public art:
- 4. Picnic area: or
- 5. Recreation amenities:
- a. Swimming pool.
- b. Children's play structures.

- c. Sports courts.
- d. Additional open space in excess of 5% usable space.
- e. RV parking for the use of the residents within the development.
- f. School and/or Fire station sites if accepted by the district.
- g. Pedestrian or bicycle circulation system amenities meeting the following requirements:
- (1) The system is not required for sidewalks adjacent to public right of way;
- (2) The system connects to existing or planned pedestrian or bicycle routes outside the development; and
- (3) The system is designed and constructed in accord with standards set forth by the city of Star;
- D. Location: The common open space and site amenities shall be located on a common lot or an area with a common maintenance agreement.

#### E. Maintenance:

1. All common open space and site amenities shall be the responsibility of an owners' association for the purpose of maintaining the common area and improvements thereon.

#### Required Findings for Rezoning (UDC §8-1B-1E):

- 1. The map amendment complies with the applicable provisions of the Comprehensive Plan.

  The Council finds that the purpose of the Star Comprehensive Plan is to promote the health, safety, and general welfare of the people of the City of Star and its Impact Area.

  Some of the prime objectives of the Comprehensive Plan include:
  - ✓ Protection of property rights.
  - ✓ Adequate public facilities and services are provided to the people at reasonable cost.
  - ✓ Ensure the local economy is protected.
  - ✓ Encourage urban and urban-type development and overcrowding of land.
  - ✓ Ensure development is commensurate with the physical characteristics of the land.

The goal of the Comprehensive Plan for Residential Districts is to encourage the development of a diverse community that provides a mixture of land uses, housing types, and a variety of employment options, social and recreational opportunities, and where possible provides an assortment of amenities within walking distance of a residential development. The Council finds that this rezone is in compliance with the Comprehensive Plan.

2. The map amendment complies with the regulations outlined for the proposed district,

specifically, the purposes statement.

The Council finds that the residential purpose statement states that the purpose of the residential districts is to provide for a range of housing opportunities consistent with the Star Comprehensive Plan. Connection to the Star sewer and water district is a requirement for all residential districts, when available. Residential districts are distinguished by the allowable density of dwelling units per acre and corresponding housing types that can be accommodated within the density range. Council finds that this request is consistent with the statement.

3. The map amendment shall not be materially detrimental to the public health, safety, and welfare: and

The Council finds that there is no indication from the material and testimony submitted that this annexation and zoning of this property will be materially detrimental to the public health, safety or welfare.

4. The map amendment shall not result in an adverse impact upon the delivery of services by any political subdivision providing public services within the city including, but not limited to, school districts.

The Council finds that the City has not been presented with any information from agencies having jurisdiction that public services will be adversely impacted other than traffic, which will continue to be impacted as the City grows.

5. The annexation is in the best interest of the city.

The Council finds this annexation is reasonably necessary for the orderly development of the City.

#### **Public Hearing of the Council:**

- a. A public hearing on the application was held before the City Council on August 18, 2020, at which time testimony was heard and the public hearing was closed. The City Council made their decision at that time.
- b. Oral testimony in favor of the application was presented to the City Council by:
   Chris Todd, Green Mountain Resources and Planning, 53 N. Plummer Road, Star, ID, the applicant

Mark Butler, 1675 E. Bishop Way, Eagle, ID

c. Oral testimony to the application was further presented to the Council by:

John Osmond, 10982 W Rose Lake Street, Star, ID Ballard Larsen, 10637 W Kyoga St. Star, ID Michael Heck, 1102 Little Camas Ave, Star, ID Ginny Brumpton, 10988 W. Hidden Brook, Star, ID George Otto, 10789 W. Hidden Brook, Star, ID Sally Otto, 10789 W. Hidden Brook, Star, ID Len Stalling, 11121 W. Box Canyon Ct, Star, ID

d. Written testimony in favor of or opposing the application was presented to the City Council by:

None

#### **Deliberations and Conclusions of Law:**

The Council reviewed the particular facts and circumstances of this proposed rezone application in accordance with the City of Star Title 8 (Unified Development Code), deliberated on the matter, resulting in discussions on proposed rezone and concept plan. Discussion included open space, irrigation ditches, pathways to the school, future platting of the out parcel, fencing, setbacks, and the proper zoning of the property.

#### **Statement of Compliance:**

Council finds the Applicant has met all requirements of the Unified Development Code and the intent and purpose of the Comprehensive Plan and Map requirements.

Although the applicant requested the rezone of the property from Rural Transition (RT) to Residential (R-7-DA) with a Development Agreement, the Council changed the zoning to R-5-DA, which better transitions with the neighboring properties. The Council also placed several conditions within the development agreement to include the following:

- 1. R-5 zoning designation approved instead of R-7, maximum of 49 residential lots;
- 2. Setbacks similar to R-7 allowed with future preliminary plat (3' side or 0-lot line if attached, 15' rear or 20' if 2-story, 15' front/20' garage);
- 3. Include Irene Wilson out-parcel as part of the future preliminary plat;
- 4. Attached Sidewalks;
- 5. Block Length Waiver;
- 6. Applicant to discuss safe routes to school with West Ada School District prior to Prelim Plat approval;
- 7. Tile ditch on north side of property;
- 8. Include ITD Proportionate Share agreement.

#### **Council Decision:**

The Council vo	oted 2-0 (Salmonse	n abstained, Keyes absent) to approve the Rezone to
Residential (R August 18, 20		ment Agreement for Inspiration Homes-Irene Wilson on
Dated this	day of	, 2020.

Star, Idaho	
ATTEST:	By: Trevor A. Chadwick, Mayo
Cathy Ward, City Clerk	

### **DRAFT DEVELOPMENT AGREEMENT**

This Development Agreement ("Agreement") is entered into by and between the City of Star, a municipal corporation in the State of Idaho, hereinafter referred to as "City", and XXX, hereinafter referred to as "Owner".

WHEREAS, Owner owns a parcel of land of approximately 9.8 acres in size, currently located within the City of Star, zoned RT and more particularly described in **Exhibit A** of Ordinance \_\_\_\_\_ which is attached hereto and incorporated by reference herein (the "Property");

WHEREAS, Owner has requested that the Property be annexed into the City and developed in accordance with the applicable ordinances and regulations of the City and this Agreement;

WHEREAS, the City, pursuant to Section 67-6511A, Idaho Code, and Star City Code at Title 8, Chapter 10, has the authority to enter into a development agreement for the purpose of allowing, by agreement, a specific development to proceed in a specific area and for a specific purpose or use which is appropriate in the area, but for which all allowed uses for the requested zoning may not be appropriate;

WHEREAS, the City has authority to enter into development agreements to condition annexations and re-zones;

WHEREAS, Owner desires to be assured that it may proceed with allowing its Property to be annexed in accordance with this Agreement;

WHEREAS, the parties agree to the zoning designations for various parcels within the Property;

WHEREAS, Owner filed with the City of Star, a Request for Annexation of the Property and Zoning upon Annexation of <u>R-5-DA</u>, as File No. <u>RZ-20-08</u>, so that the City can review all of the applications affecting the use and development of the Property in an integrated manner consistent with the City's Comprehensive Plan and land use ordinances;

WHEREAS, the intent of this Agreement is to protect the rights of Owner's use and enjoyment of the Property while at the same time mitigating any adverse impacts of the development upon neighboring properties and the existing community and ensuring the Property is developed in a manner consistent with City Ordinances;

THEREFORE, the City and Owner, for and in consideration of the mutual covenants, duties and obligations herein set forth, hereby agree as follows:

**Section 1. <u>Legal Authority</u>.** This Agreement is made pursuant to and in accordance with the provisions of Idaho Code Section 67-6511A and Star City Code, Title 8, Chapter 1.

#### Section 2. Development/Uses/Standards.

- **2.1** <u>Development Acreage and Number of Residential Dwelling Units Permitted.</u>
  Owner is allowed to develop <u>9.8</u> acres as follows:
  - Zoning Classification: The zoning classification shall be a R-5-DA.
  - A maximum of 5 dwelling units (49 residential lots) is approved under this agreement.
  - **Site Design.** The concept plan, as set forth in **Exhibit B**, is hereby approved. The Irene Wilson out-parcel shall be included in the future preliminary plat. Attached sidewalks will be constructed as part of the future development.
  - **2.3** <u>Uses.</u> The development is hereby approved for single-family detached or attached units.
  - **2.4** <u>Setbacks.</u> The development shall follow the setbacks required in the R-7 zoning district, except that 0-lot lines shall be allowed if attached units are proposed; 20' rear setbacks required if 2-story buildings are constructed.
  - **Block Length.** Block length waiver is approved for the future preliminary plat.
  - **2.6 North Irrigation Ditch**. The northern irrigation ditch shall be tiled.
  - **2.7 Safe Routes to School**. The applicant shall work with the West Ada School District to determine if a "safe route to school" can be established within the new subdivision.
  - 2.8 Proportionate Shares Agreement for ITD Improvements. Developer has agreed to participate in the costs of construction or improvements to the portions of the State Highway System within the City of Star and/or City of Star Area of City Impact. ITD will work with the City and Development Applicant to arrive at a reasonable and defensible proportionate share contribution. The Owner shall pay this amount (unless otherwise revised by ITD) directly to the City of Star prior to signature of the Final Plat. If the development is to be phased, payment will be per phase as determined by the Zoning Administrator. The City will maintain this contribution in a specific Development Contributions account, to be distributed to ITD when requested for use with a specific Idaho Transportation Improvement Plan (ITIP) project within the City of Star Area of City Impact or City Limits.
- **2.9** Changes and Modifications. No change in the use or restrictions specified in this Agreement shall be allowed or changed without modification of this Agreement pursuant to the requirements of the Star City Ordinances. In the event Owner changes or expands the use permitted by this Agreement or fail to comply with the restrictions without formal modification of this Agreement as allowed by the Star City Ordinances, Owner shall be in default of this Agreement.

- **2.10** Conditions, Bonding for Completion. All of the conditions set forth herein shall be complied with or shall be bonded for completion by Owner before an Occupancy permit will be granted. Failure to comply with the Star City Ordinances or the terms of this Agreement shall result in a default of this Agreement by Owner. Owner may be allowed to bond for certain conditions at one hundred and fifty percent (150%) of the estimated cost of completion pursuant to Star City Ordinances.
- **Section 3.** <u>Affidavit of Property Owner.</u> Owner shall provide an affidavit agreeing to submit the Property to this Development Agreement and to the provisions set forth in Idaho Code section 67-6511A and Star Zoning Ordinance and such affidavit is incorporated herein by reference.
- Section 4. Default. The failure of Owner, its heirs or assigns or subsequent owners of the Property or any other person acquiring an interest in the Property, to faithfully comply with any of the terms and conditions of this Agreement shall be deemed a default herein. This Agreement may be modified or terminated by the. Star City Council as set forth in the Star City Ordinances. In the event this Agreement is modified, Owner shall comply with the amended terms. Failure to comply with the amended terms shall result in default. In the event the City Council, after compliance with the requirements of the Star City Ordinances, determines that this Agreement shall be terminated, the zoning of the Property or portion thereof that has not been developed in accordance with this Agreement shall revert its prior zoning designation. All uses of such property, which are not consistent with the prior zoning designation, shall cease. A waiver by the City of Star for any default by Owner of any one or more of the covenants or conditions hereof shall apply solely to the breach and breaches waived and shall not bar any other rights or remedies of the City or apply to any subsequent breach of any such or other covenants and conditions. Owner, by entering into this Agreement, do hereby consent to a reversion of the subject property to its prior zoning designation in the event there is a default in the terms and/or conditions of this Agreement.
- **Section 5.** <u>Unenforceable Provisions</u>. If any term, provision, commitment or restriction of this Agreement or the application thereof to any party or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of the instrument shall remain in full force and effect.
- **Section 6.** Assignment and Transfer. After its execution, this Agreement shall be recorded in the office of the County Recorder at the expense of the Applicant. Each commitment and restriction on the development subject to this Agreement, shall be a burden on the Property, shall be appurtenant to and for the benefit of the Property and shall run with the land. This Agreement shall be binding on the City and Owner, and their respective heirs, administrators, executors, agents, legal representatives, successors and assigns: provided, however, that if all or any portion of the Property is divided, each owner of a legal lot shall only be responsible for duties and obligations associated with an owner's parcel and shall not be responsible for duties and obligations or defaults as to other parcels of lots within the Property. The new owner of the Property or any portion thereof (including, without limitation, any owner who acquires its interest

by foreclosure, trustee's sale or otherwise) shall be liable for all commitments and other obligations arising under this Agreement with respect only to such owner's lot or parcel.

#### Section 7. General Matters.

- **7.1** Amendments. Any alteration or change to this Agreement shall be made only after complying with the notice and hearing provisions of Idaho Code Section 67- 6509, as required by Star City Code.
- 7.2 Paragraph Headings. This Agreement shall be construed according to its fair meaning and as if prepared by both parties hereto. Titles and captions are for convenience only and shall not constitute a portion of this Agreement. As used in this Agreement, masculine, feminine or neuter gender and the singular or plural number shall each be deemed to include the others wherever and whenever the context so dictates.
- 7.3 Choice of Law. This Agreement shall be construed in accordance with the laws of the State of Idaho in effect at the time of the execution of this Agreement. Any action brought in connection with this Agreement shall be brought in a court of competent jurisdiction located in Ada County, Idaho.
- **7.4 Notices.** Any notice which a party may desire to give to another party must be in writing and may be given by personal delivery, by mailing the same by registered or certified mail, return receipt requested postage prepaid, or by Federal Express or other reputable overnight delivery service, to the party to whom the notice is directed at the address of such party set forth below.

Star:	City of Star
	Attn: City Clerk
	P.O. Box 130
	Star, ID 83669
Owner:	

- **7.5 Effective Date.** This Agreement shall be effective after delivery to each of the parties hereto of a fully executed copy of this Agreement.
- 7.6 Attorney Fees. Should any litigation be commenced between the parties hereto concerning this Agreement, the prevailing party shall be entitled, in addition to any other relief as may be granted, to court costs and reasonable attorney fees as determined by a court of competent jurisdiction. This provision shall be deemed to be a separate contract between the parties and shall survive any default, termination or forfeiture of this Agreement.
- **IN WITNESS WHEREOF,** the parties have hereunto caused this Agreement to be executed on the day and year set forth below.

, 2020.
CITY OF STAR
By: Trevor A. Chadwick, Mayor
, 2020, before me the undersigned, a Notary ared Trevor A. Chadwick and Cathy Ward, known to evely, of the City of Star who subscribed their names ged to me that they executed the same.
have hereunto set my hand and seal, the day and
Notary Public for Idaho Residing at: My Commission Expires:
OWNER:
VVV
i

STATE OF IDAHO	)	
	) ss.	
County of Ada	)	
Public in and for said	d state, personally appo	, 2020, before me the undersigned, a Notary eared XXX, the person who subscribed her name to ed to me that she executed the same.
		N. ( D.11' C. 11.1
		Notary Public for Idaho
		Residing at:
		My Commission Expires:

#### **EXHIBITS**

# DOMESTIC VIOLENCE PROCLAMATION

**WHEREAS**, domestic violence is defined as abusive behavior in a personal relationship that gives one-member control and power over another through physical, emotional, sexual, economic or psychological actions or threats; and

**WHEREAS,** an estimated one in four women and one in seven men will face domestic abuse in their lifetime, and in 2018 there were 5,284 calls for service related to domestic violence and sexual assault in Ada County; and

**WHEREAS,** a range of services and programs exist throughout the Treasure Valley providing safety, healing and freedom from domestic abuse and sexual assault including forensic exams and medical care, secure shelters, court advocacy, counseling, childcare, as well as case management; and,

**WHEREAS,** the City of Star is an important partner with the Women's and Children's Alliance and Faces of Hope to provide a safety net of crisis services and create a community where individuals thrive in safe, healthy relationships.

**NOW, THEREFORE**, I, Trevor A. Chadwick, Mayor of the City of Star, Idaho do hereby join national and local officials in proclaiming October as

### DOMESTIC VIOLENCE AWARENESS MONTH

in the City of Star.



IN WITNESS WHEREOF, I have hereunto set my hand on this the 15th day of September, in the year of our Lord two thousand and nineteen.

TREVOR A. CHADWICK, MAYOR CITY OF STAR, IDAHO

#### CONSTITUTION WEEK PROCLAMATION

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

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

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

NOW, THEREFORE I, Trevor A. Chadwick by virtue of the authority vested in me as Mayor of the City of Star in the Counties of Ada and Canyon, do hereby proclaim the week of September 17 through 23 as

#### CONSTITUTION WEEK

AND ask our citizens to reaffirm the ideals of the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Star to be affixed this 15th Day of September of the year of our Lord 2020.



Signed \_\_\_\_\_ Trevor A. Chadwick, Mayor



#### CITY OF STAR

#### LAND USE STAFF REPORT

TO: Mayor & Council

Shawn L. Nickel, Zoning Administrator Shu 1. Muh. FROM:

**September 15, 2020 MEETING DATE:** 

FILE(S) #: FP-20-13 Final Plat, Greendale Subdivision Phase 3

#### **REQUEST**

The Applicant is seeking approval of a Final Plat for Greendale Subdivision Phase 3 consisting of 37 residential lots and 3 common lots on 11.34 acres. The phase is located at the northwest corner of the approved preliminary plat, at the northeast corner of N. Brandon Road and W. Beacon Light Road in Star, Idaho. Ada County Parcel Number is \$03405212400.

#### **APPLCIANT/REPRESENTATIVE:**

#### **OWNER:**

Becky McKay, Engineering Solutions 1029 N. Rosario Street Suite 100 Meridian, Idaho 83642

Lionwood Properties, LLC 1513 E. Rivers End Court Eagle, Idaho 83616

#### **PROPERTY INFORMATION**

Residential R-3 Land Use Designation -

Phase 3

11.34 acres Acres -

Residential Lots -37 Common Lots -3

#### **HISTORY**

June 4, 2019 Council approved applications for Annexation and Zoning (AZ-18-13) and

Preliminary Plat (PP-18-18) for Greendale Subdivision. The preliminary plat

was approved for 112 residential lots and 9 common lots.

February 4, 2020 Council approved applications for Final Plat for Phases 1 & 2 (PF-20-

01/FP-20-03).

#### **GENERAL DISCUSSION**

The Final Plat layout for Phase 3 complies with the approved Preliminary Plat.

Staff Reviewed Comments from the Preliminary Plat Approval/Findings of Fact:

Lot sizes as listed on the preliminary plat range in size from the smallest at 6,500 sq. feet with an average lot size of 15,809 sq. feet. The subdivision is proposed to develop in four phases. The Applicant has provided a variety of lot widths and depths for several different housing plans and types.

Common/open space consists of a 2.8 acre (6.7%) central common area consisting of playground equipment and pathways. The UDC requires common/open space to meet or exceed 5% of the gross land area.

As part of the landscape plan provided to the City, landscaping is depicted in the open space areas and along the exterior roadways within common area lots, with street trees being proposed within the front yards of the residential lots. The proposed street tree locations are consistent with the UDC, Chapter 4, Section B-7 C-3 Street Trees, requiring a minimum density of one (1) tree per thirty-five (35) linear feet.

There are several points of ingress/egress shown on the preliminary plat, including access to N. Wing Road and a new alignment of W. Beacon Light Road. N. Wing Road and W. Beacon Light Roads south and east of the realigned Beacon Light Road are considered local streets. The plat also indicates two stub streets to the adjacent property to the north.

The subdivision received Council approval for waivers of maximum block lengths as specified in the approved preliminary plats.

No special setbacks were requested with this application.

#### **Staff analysis of Final Plat Submittal:**

<u>Lot Layout</u> – The gross density of Phase 3 phase is 3.26 du/acre, with lots ranging in size from 6,780 square feet to 13,528 square feet.

<u>Common/Open Space and Amenities</u> – This phase will include amenities including play structure, 2 park benches, lawn area and pathways. The submitted landscape plan meets the standards of the current zoning ordinance, including street trees. The applicant shall use "Tree Selection Guide for Streets and Landscapes throughout Idaho", as adopted by the Unified Development Code.

Streetlights – Streetlight plan/design specifications have been submitted with the final plat application. The streetlight design meets the dark sky standards consistent with the intent of the City. Streetlights shall be consistent throughout the remaining phases of the subdivision.

#### **PUBLIC NOTIFICATIONS**

Notifications of this application were sent to agencies having jurisdiction on November 13, 2019 and December 16, 2019.

August 6, 2020 Keller Associates Checklist and Approvals

August 24, 2020 DEQ Standard Reply

#### **FINDINGS**

The Council may **approve**, **conditionally approve**, **deny** or **table** this request. In order to approve this Final Plat, the Unified Development Code requires that Council must find the following:

A. The Plat is in conformance with the Comprehensive Plan.

The Council finds that this subdivision upon Preliminary Plat approval was in conformance with the Comprehensive Plan; no changes have been made to change this status.

B. Public services are available or can be made available and are adequate to accommodate the proposed development.

Staff finds that all public services are available and able to accommodate this development.

- C. There is public financial capability of supporting services for the proposed development. Staff knows of no financial hardship that would prevent services from being provided.
- D. The development will not be detrimental to the public health, safety or general welfare; and, Staff finds no facts to support that this subdivision phase will be detrimental to the public health, safety or general welfare.
- E. The development preserves significant natural, scenic or historic features. Staff finds that existing conditions have not substantially changed from the approved Preliminary Plat of this subdivision.

#### **CONDITIONS OF APPROVAL**

 The approved Preliminary Plat for Greendale Grove Subdivision shall comply with all statutory requirements of applicable agencies and districts having jurisdiction in the City of Star.

- 2. The property associated with this approved Final Plat, in addition to the property of all future phases shall be satisfactorily weed abated at all times, preventing a public nuisance, per Star City Code Chapter 3, Section 3-1-1 through 3-1-7.
- 3. All signed Irrigation District Agreements with the Irrigation Districts shall be provided to the City of Star with each subsequent Final Plat application.
- 4. Pressurized irrigation systems shall comply with the Irrigation District(s) and the City of Star Codes. Plans for pressurized irrigation systems shall be submitted to, and approved by the City of Star Engineer, prior to installation.
- 5. The approved Preliminary Plat shall comply with the City of Star Unified Development Code regarding landscaping, both internal buffers and frontages. (See Section 8-4 B Landscaping Requirements)
- 6. A plat note supporting the "Right to Farm Act" as per Idaho Code Title 22, Chapter 45, shall be shown on the Final Plat.
- 7. A plat note shall state that development standards for residential development shall comply with the effective building and zoning requirements at time of building permit issuance.
- 8. The subsequent Final Plats shall comply with and be in accordance with the current City of Star Code, with the exception of any waivers granted by Council.
- 9. Requested surety shall be required at 150% of the total estimated installed cost, as approved by the City Engineer or Administrator. The term of approval shall not exceed 180 days. (See Section 8-1 C-1 of the Unified Development Code for a list of eligible items.)
- 10. A letter from the US Postal Service shall be given to the City at Final Plat stating the subdivision is in compliance with the Postal Service.
- 11. A form signed by the Star Sewer & Water District shall be submitted to the City prior to the signature of the Final Plat stating that all conditions of the District have been met.
- 12. A separate sign application is required for any subdivision sign.
- 13. As-built plans for pressurized irrigation systems shall be submitted to the City of Star **prior** to signature of the final plat.
- 14. Applicant shall provide the City with two (2) full size and two (1) 11"x17" copy of the signed recorded final plat with all signatures, prior to any building permits being issued.
- 15. Development standards for single family residential units shall comply with effective building and zoning requirements at time of building permit issuance, or as approved through the Development Agreement or as stated herein.
- 16. The mylar/final plat shall be signed by the owner, Surveyor, Central District Health, ACHD and City Engineer, prior to being delivered to the City of Star for City Clerk's signature.
- 17. A copy of signed irrigation agreements shall be submitted to the City **prior to signature of the final plat.**
- 18. All common areas shall be maintained by the Homeowners Association.
- 19. The applicant shall provide a sign, to be located at all construction entrances, indicating the rules for all contractors that will be working on the property starting at grading and running through home sales that addresses items including but not limited to dust, music, dogs, starting/stopping hours for contractors (7a.m. start time). **Sign shall be approved by the City prior to start of construction.**
- 20. A copy of the recorded CC&R's shall be submitted to the City of Star prior to any building permits being issued.

- 21. **Prior to signature of the final plat**, a signed Irrigation District Agreement with the Irrigation Districts shall be provided to the City of Star. This requirement shall be with each subsequent Final Plat application.
- 22. Any additional Condition of Approval as required by Staff and City Council.

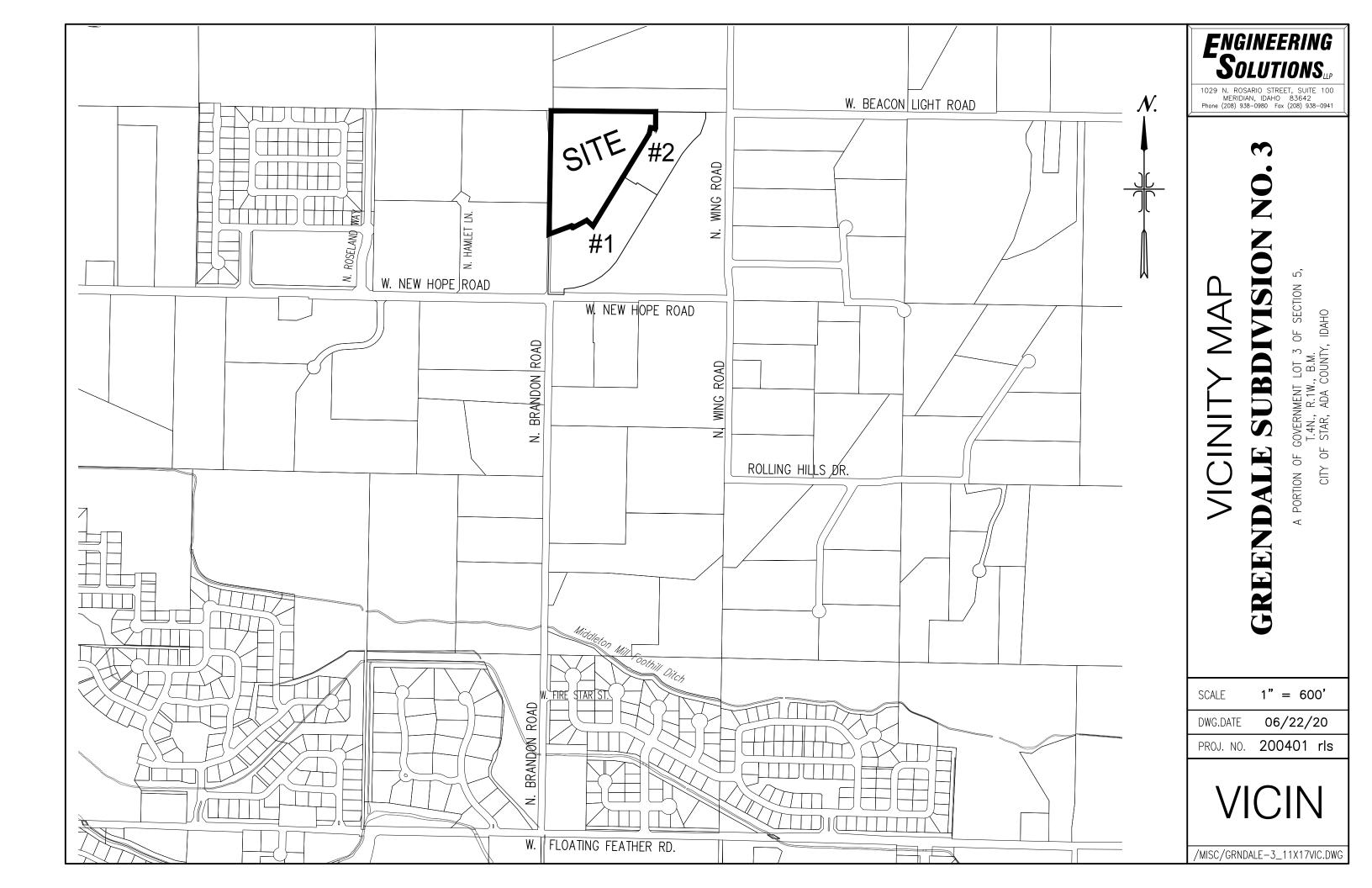
COUNCIL DECISION	
The Star City Council approved File # FP-20-13 Greendale Subdivision, Final Plat, Phase 3 on, 2020.	ı

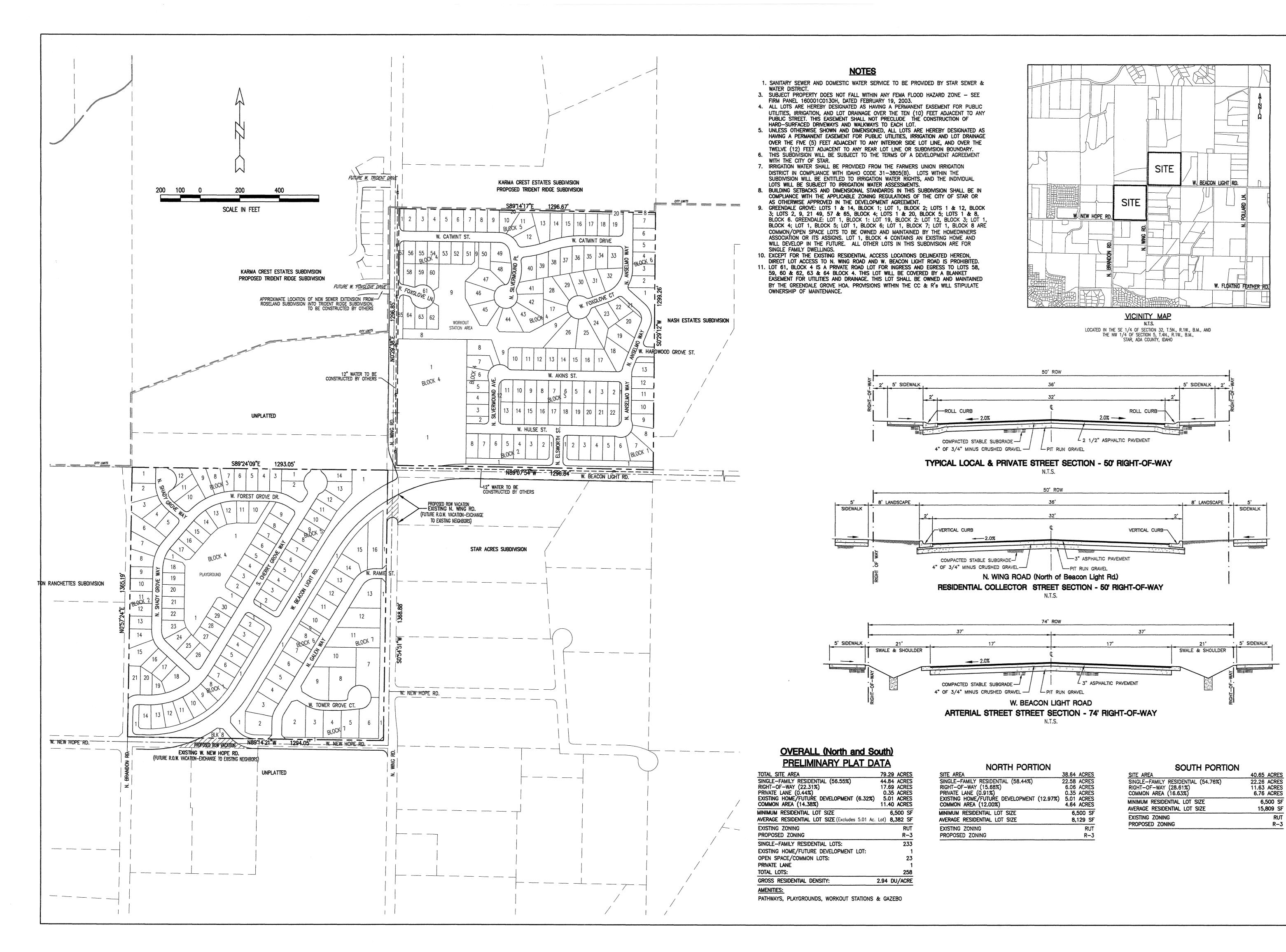
### Greendale Subdivision No. 3 Project Narrative

Greendale Grove Properties, LLC, hereby applies for Final Plat approval for Greendale Subdivision No. 3, consisting of 37 single-family residential lots and 3 common lots on 11.34 acres of land located northwest of W. New Hope Road and N. Wing Road. The land was annexed with a zoning of R-3 under Ordinance No. 293 in 2019. The gross density of this phase is 3.26 units per acre, with lots ranging in size from 6,780 square feet to 13,528 square feet. The landscaped/common area for this phase totals 2.79 acres, 24.6 percent of the total site.

The final plat complies with the approved preliminary plat and meets all requirements and/or standard conditions of approval thereof. The project conforms with acceptable engineering, architectural and surveying practices and local standards. The final plats for Greendale Subdivisions Nos. 1 and 2 were approved by the Star City Council on February 4, 2020, and both plats will be recorded this month.

The property can be served adequately by essential public facilities and services, as the developer will extend sanitary sewer and water mains to and through the proposed development, thereby making them available to adjacent properties. Road improvements will be made in accordance with Ada County Highway District standards, and impact fees will be paid to Ada County Highway District with each building lot.





**OWNERS OF** 

DEVELOPER

/ CONTACT

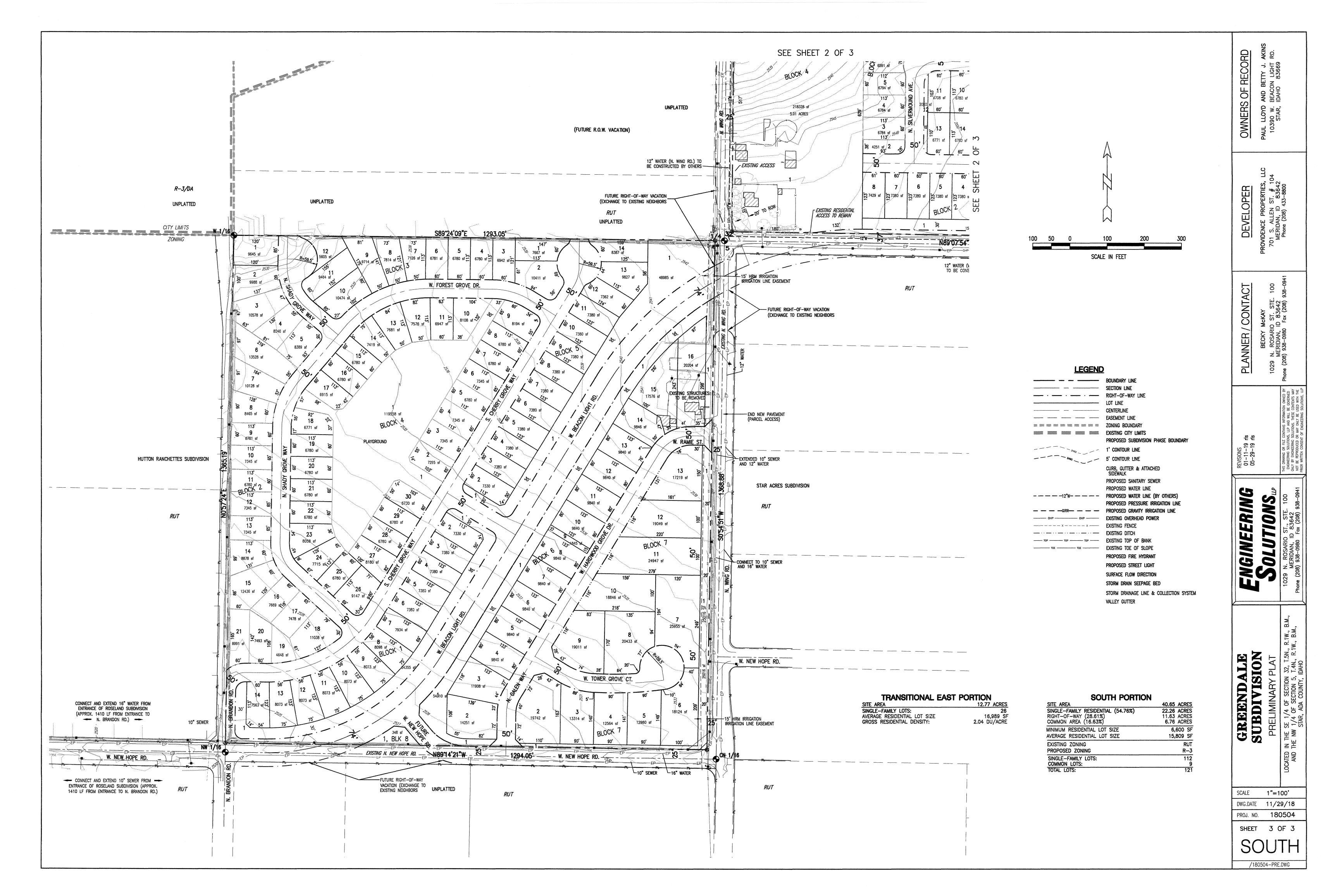
NGINEERING

E GROVE & SUBDIVISION

SCALE AS SHOWN DWG.DATE 11/29/18 jhm PROJ. NO. 180504

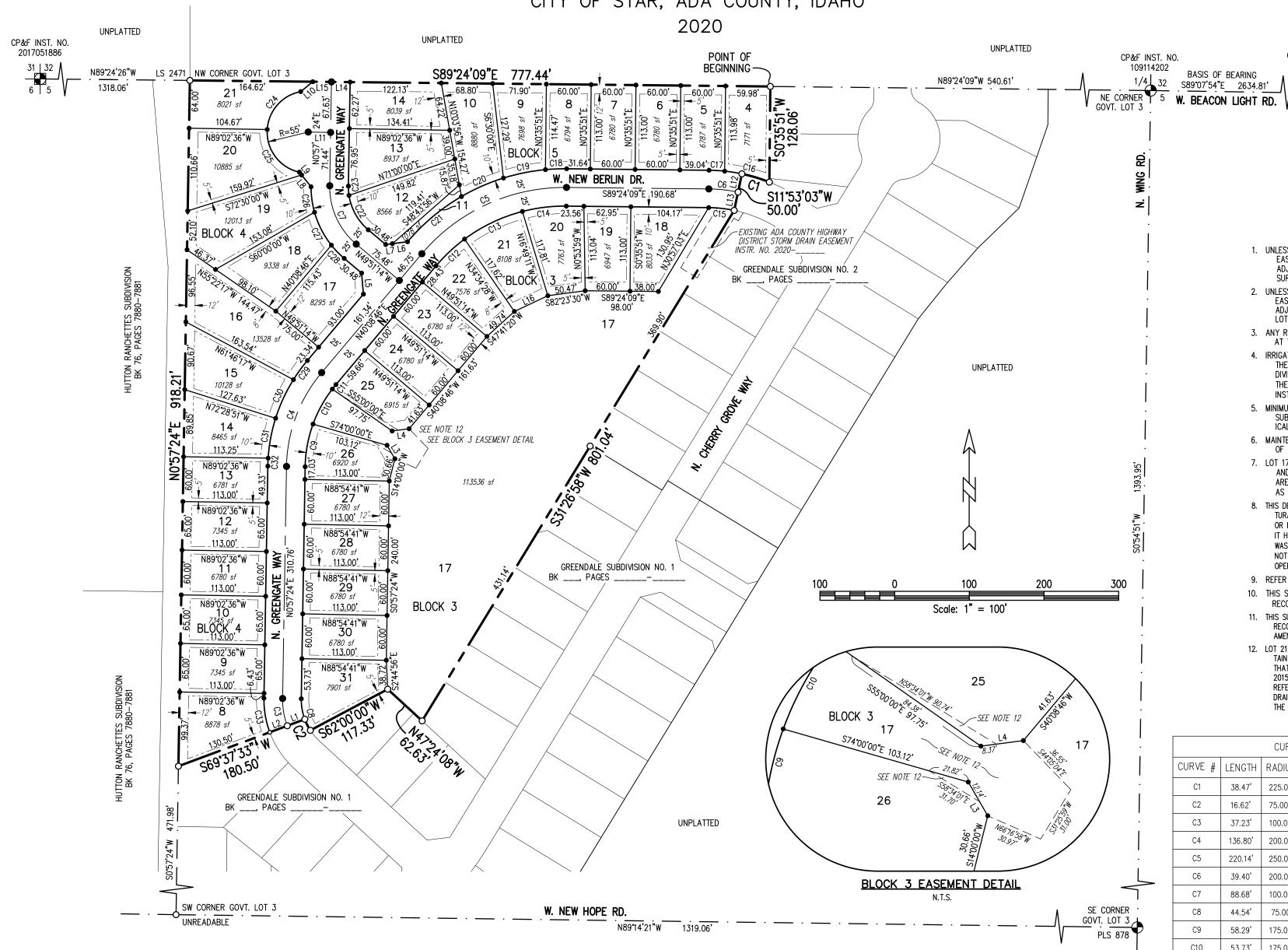
SHEET 1 OF 3

/180504-PRE.DWG



# GREENDALE SUBDIVISION NO. 3

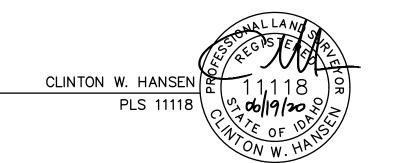
A PORTION OF GOVERNMENT LOT 3 OF SECTION 5, T.4N., R.1W., B.M. CITY OF STAR, ADA COUNTY, IDAHO



LINE TABLE			LINE TABLE		
LINE #	LENGTH	DIRECTION	LINE #	LENGTH	DIRECTION
L1	25.00'	S69°37'33"W	L9	4.81'	S38°41'13"E
L2	25.00'	S69°37'33"W	L10	20.99'	S50°38'00"W
L3	20.84'	S30°00'00"E	L11	30.01'	N89°02'36"W
L4	22.94'	S82°34'23"W	L12	25.00'	S11°53'03"W
L5	28.28'	S4°51'14"E	L13	25.00'	S11°53'03"W
L6	20.53'	S82°44'08"W	L14	25.00'	S89°24'09"E
L7	9.02'	S82°44'08"W	L15	25.00'	S89°24'09"E
L8	20.28'	S38°41'13"E	L16	49.51	S64°48'53"W

#### SURVEY NARRATIVE

THE BOUNDARY FOR THIS SUBDIVISION WAS DEVELOPED FROM SURVEYED TIES TO CONTROLLING SECTION CORNER MONUMENTATION, THE PLATTED SUBDIVISION BOUNDARIES OF HUTTON RANCHETTES SUBDIVISION, STAR ACRES SUBDIVISION. GREENDALE SUBDIVISION NO. 1, GREENDALE SUBDIVISION NO. 2, INFORMATION FROM RECORD OF SURVEY NUMBERS 10235, 10380, 11864, AND CURRENT DEEDS OF RECORD. THE SURVEYED MONUMENTATION AND CONTROLLING BOUNDARIES FIT THE RECORDS WELL AND WERE ACCEPTED TO ESTABLISH THE BOUNDARY FOR THIS SUBDIVISION SHOWN HEREON.



#### **LEGEND**

	SUBDIVISION BOUNDARY
<u> </u>	SECTION LINE
	RIGHT-OF-WAY LINE
	CENTERLINE
	LOT LINE
	EXISTING PARCEL LINE
	PUBLIC UTILITY, IRRIGATION & LOT DRAINAGE EASEMENT LINE — SEE NOTES 1 & 2
	OTHER EASEMENT LINE AS NOTED
	FOUND ALUMINUM CAP
$lackbox{0}$	FOUND BRASS CAP
•	SET 5/8"x30" REBAR w/PLASTIC CAP
•	SET 1/2"x24" REBAR w/PLASTIC CAP
0	FOUND 5/8" REBAR, LS 11118 OR AS NOTED
0	FOUND 1/2" REBAR, LS 11118 OR AS NOTED

LOT NUMBER

#### **NOTES**

CP&F INST. NO.

BASIS OF BEARING

- 1. UNLESS OTHERWISE SHOWN AND DIMENSIONED, EACH LOT IS HEREBY DESIGNATED AS HAVING A PERMANENT EASEMENT FOR PUBLIC UTILITIES, PRESSURE IRRIGATION AND LOT DRAINAGE OVER THE TEN (10) FEET ADJACENT TO ANY PUBLIC STREET. THIS EASEMENT SHALL NOT PRECLUDE THE CONSTRUCTION OF HARD-SURFACED DRIVEWAYS AND WALKWAYS TO EACH BUILDABLE LOT.
- 2. UNLESS OTHERWISE SHOWN AND DIMENSIONED, EACH LOT IS HEREBY DESIGNATED AS HAVING A PERMANENT EASEMENT FOR PUBLIC UTILITES, PRESSURE IRRIGATION AND LOT DRAINAGE OVER THE FIVE (5) FEET ADJACENT TO ANY INTERIOR SIDE LOT LINE, AND OVER THE TWELVE (12) FEET ADJACENT TO ANY REAR LOT LINE OR SUBDIVISION BOUNDARY
- 3. ANY RE-SUBDIVISION OF THIS PLAT SHALL COMPLY WITH THE APPLICABLE ZONING REGULATIONS IN EFFECT AT THE TIME OF THE RESUBDIVISION.
- 4. IRRIGATION WATER SHALL BE PROVIDED FROM THE FARMERS UNION IRRIGATION DISTRICT, HMR PIPELINE AND THE HOMEOWNERS ASSOCIATION IN COMPLIANCE WITH IDAHO CODE 31-3805(b). LOTS WITHIN THE SUB-DIVISION WILL BE ENTITLED TO IRRIGATION WATER DELIVERY, AND WILL BE SUBJECT TO ASSESSMENTS FROM THE HOMEOWNERS ASSOCIATION, HMR PIPELINE AND FARMERS UNION IRRIGATION DISTRICT PER AGREEMENT INSTRUMENT NO. 2020-021515.
- 5. MINIMUM BUILDING SETBACKS SHALL BE IN ACCORDANCE WITH THE CITY OF STAR APPLICABLE ZONING AND SUBDIVISION REGULATIONS AT THE TIME OF ISSUANCE OF INDIVIDUAL BUILDING PERMITS OR AS SPECIF— ICALLY APPROVED AND/OR REQUIRED, OR AS SHOWN ON THIS PLAT.
- 6. MAINTENANCE OF ANY IRRIGATION OR DRAINAGE PIPE OR DITCH CROSSING A LOT IS THE RESPONSIBILITY OF THE LOT OWNER UNLESS SUCH RESPONSIBILITY IS ASSUMED BY AN IRRIGATION/DRAINAGE ENTITY.
- 7. LOT 17, BLOCK 3; LOT 21, BLOCK 4 AND LOT 11, BLOCK 5 ARE COMMON/OPEN SPACE LOTS TO BE OWNED AND MAINTAINED BY THE GREENDALE SUBDIVISION HOMEOWNER'S ASSOCIATION OR ITS ASSIGNS. SAID LOTS ARE SUBJECT TO A BLANKET EASEMENT FOR PUBLIC UTILITIES, PRESSURE IRRIGATION, AND LOT DRAINAGE, AS WELL AS ANY OTHER EASEMENTS AS SHOWN.
- 8. THIS DEVELOPMENT RECOGNIZES SECTION 22-4503, IDAHO CODE, RIGHT-TO-FARM, WHICH STATES THAT NO AGRICUL-TURAL OPERATION, AGRICULTURAL FACILITY OR EXPANSION THEREOF SHALL BE OR BECOME A NUISANCE, PRIVATE OR PUBLIC, BY ANY CHANGED CONDITIONS IN OR ABOUT THE SURROUNDING NON-AGRICULTURAL ACTIVITIES AFTER IT HAS BEEN IN OPERATION FOR MORE THAN ONE (1) YEAR, WHEN THE OPERATION, FACILITY OR EXPANSION WAS NOT A NUISANCE AT THE TIME IT BEGAN OR WAS CONSTRUCTED. THE PROVISIONS OF THIS SECTION SHALL NOT APPLY WHEN A NUISANCE RESULTS FROM THE IMPROPER OR NEGLIGENT OPERATION OF AN AGRICULTURAL OPERATION, AGRICULTURAL FACILITY OR EXPANSION THEREOF.
- 9. REFER TO RECORD OF SURVEY NO. 11864, ADA COUNTY RECORDS, FOR ADDITIONAL SURVEY INFORMATION.
- 10. THIS SUBDIVISION IS SUBJECT TO THE TERMS OF AN ADA COUNTY HIGHWAY DISTRICT LICENSE AGREEMENT RECORDED AS INSTRUMENT NO. \_\_\_\_\_, RECORDS OF ADA COUNTY, IDAHO.
- 11. THIS SUBDIVISION SHALL BE SUBJECT TO THE TERMS OF THE COVENANTS, CONDITIONS AND RESTRICTIONS TO BE RECORDED FOR GREENDALE SUBDIVISION IN THE RECORDS OF ADA COUNTY, IDAHO AND AS SUBSEQUENTLY
- 12. LOT 21, BLOCK 4 AND PORTIONS OF LOTS 17, 25 AND 26, BLOCK 3 AS SHOWN HEREON ARE SERVIENT TO AND CON-TAIN THE ADA COUNTY HIGHWAY DISTRICT STORM WATER DRAINAGE SYSTEM. THESE LOTS ARE ENCUMBERED BY THAT CERTAIN FIRST AMENDED MASTER PERPETUAL STORM WATER DRAINAGE EASEMENT RECORDED ON NOVEMBER 10, 2015 AS INSTRUMENT NO. 2015-103256, OFFICIAL RECORDS OF ADA COUNTY, AND INCORPORATED HEREIN BY THIS REFERENCEAS IF SET FORTH IN FULL (THE "MASTER EASEMENT"). THE MASTER EASEMENT AND THE STORM WATER DRAINAGE SYSTEM ARE DEDICATED TO ADA COUNTY HIGHWAY DISTRICT PURSUANT TO SECTION 40-2302, IDAHO CODE. THE MASTER EASEMENT IS FOR THE OPERATION AND MAINTENANCE OF THE STORM WATER DRAINAGE SYSTEM.

CURVE TABLE					CURVE TABLE						
CURVE #	LENGTH	RADIUS	DELTA	BEARING	CHORD	CURVE #	LENGTH	RADIUS	DELTA	BEARING	CHORD
C1	38.47'	225.00'	9°47'43"	N73°13'05"W	38.42'	C18	28.42'	275.00'	5 <b>°</b> 55'13"	S87°38'15"W	28.40'
C2	16.62'	75.00'	12*41'43"	N26°43'18"W	16.58'	C19	57.51'	275.00'	11 <b>°</b> 58'56"	S78°41'10"W	57.41'
C3	37.23'	100.00'	21*19'51"	N9*42'32"W	37.01'	C20	61.56'	275.00'	12*49'36"	S66°16'54"W	61.43'
C4	136.80'	200.00'	39 <b>°</b> 11'22"	N20*33'05"E	134.15'	C21	94.66'	275.00'	19°43'21"	S50°00'26"W	94.19'
C5	220.14	250.00'	50 <b>°</b> 27'06"	N65*22'19"E	213.09'	C22	53.99'	75.00'	41°14'50"	S29°13'50"E	52.83'
C6	39.40'	200.00'	11 <b>°</b> 17 <b>'</b> 12"	S83*45'33"E	39.33'	C23	12.52'	75.00'	9*33'49"	S3°49'30"E	12.50'
C7	88.68'	100.00'	50*48'38"	S24*26'55"E	85.80'	C24	72.88'	55.00'	75 <b>°</b> 55'29"	N41°27'42"E	67.67'
C8	44.54	75.00'	34 <b>°</b> 01'34"	S16°03'23"E	43.89'	C25	77.77	55.00'	81°01'17"	N37°00'41"W	71.45'
C9	58.29'	175.00'	19 <b>°</b> 05'08"	S10°29'58"W	58.02'	C26	34.59'	125.00'	15°51'11"	S7°46'41"E	34.48'
C10	53.73'	175.00'	17 <b>°</b> 35'30"	S28°50'17"W	53.52'	C27	49.83'	125.00'	22°50'21"	S27°07'27"E	49.50'
C11	7.67'	175.00'	2°30'44"	S38°53'24"W	7.67'	C28	24.67	125.00'	11°18'37"	S44°11'56"E	24.63'
C12	52.35'	225.00'	13*19'53"	S46°48'42"W	52.23'	C29	31.72'	225.00'	8°04'40"	S36°06'26"W	31.70'
C13	86.37'	225.00'	21°59'42"	S64°28'30"W	85.84'	C30	57.13'	225.00'	14°32'56"	S24°47'37"W	56.98'
C14	59.40'	225.00'	15 <b>°</b> 07'31"	S83°02'06"W	59.22'	C31	54.37'	225.00'	13 <b>°</b> 50'42"	S10°35'48"W	54.24'
C15	34.47'	175.00'	11"17'12"	N83°45'33"W	34.42'	C32	10.67	225.00'	2°43'04"	S218'56"W	10.67'
C16	61.80'	225.00'	15*44'16"	N76°11'22"W	61.61'	C33	46.54	125.00'	21°19'51"	S9*42'32"E	46.27'
C17	20.99'	225.00'	5°20'39"	N86°43'49"W	20.98'						

FNGINEERING **SOLUTIONS**<sub>11</sub> MERIDIAN, IDAHO



## GREENDALE SUBDIVISION NO. 3

#### CERTIFICATE OF OWNERS

KNOW ALL MEN BY THESE PRESENTS:

THAT GREENDALE GROVE PROPERTIES, LLC, AN IDAHO LIMITED LIABILITY COMPANY, IS THE OWNER OF THE PROPERTY DESCRIBED AS FOLLOWS:

A PARCEL OF LAND BEING A PORTION OF GOVERNMENT LOT 3 OF SECTION 5, TOWNSHIP 4 NORTH, RANGE 1 WEST, BOISE MERIDIAN, CITY OF STAR, ADA COUNTY, IDAHO, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT A BRASS CAP MONUMENT MARKING THE NORTHEAST CORNER OF SAID GOVERNMENT LOT 3, FROM WHICH AN ALUMINUM CAP MONUMENT MARKING THE NORTHEAST CORNER OF SAID SECTION 5 BEARS S 89°07'54" E A DISTANCE OF 2634.81 FEET;

THENCE N 89°24'09" W ALONG THE NORTH BOUNDARY OF SAID GOVERNMENT LOT 3, BEING PARTIALLY ALONG THE NORTHERLY BOUNDARY OF GREENDALE SUBDIVISION NO. 2, AS SHOWN IN BOOK \_\_\_\_ OF PLATS ON PAGES \_\_\_\_\_ THROUGH \_\_\_\_\_, RECORDS OF ADA COUNTY, IDAHO, A DISTANCE OF 540.61 FEET TO THE NORTHWESTERLY CORNER OF SAID GREENDALE SUBDIVISION NO. 2, THE POINT OF BEGINNING;

THENCE LEAVING SAID NORTHERLY BOUNDARY, AND ALONG THE WESTERLY BOUNDARY OF SAID GREENDALE SUBDIVISION NO. 2 THE FOLLOWING COURSES AND DISTANCES:

THENCE S 0°35'51" W A DISTANCE OF 128.06 FEET TO A POINT ON A CURVE:

THENCE A DISTANCE OF 38.47 FEET ALONG THE ARC OF A 225.00 FOOT RADIUS NON-TANGENT CURVE LEFT, SAID CURVE HAVING A CENTRAL ANGLE OF 9°47'43" AND A LONG CHORD BEARING N 73°13'05" W A DISTANCE OF 38.42 FEET TO A POINT;

THENCE S 11°53'03" W A DISTANCE OF 50.00 FEET TO A POINT;

THENCE S 31°26'58" W ALONG SAID BOUNDARY, AND CONTINUING BEYOND SAID BOUNDARY ALONG THE WESTERLY BOUNDARY OF GREENDALE SUBDIVISION NO. 1, AS SHOWN IN BOOK \_\_\_\_ OF PLATS ON PAGES \_\_\_\_\_\_ THROUGH \_\_\_\_\_\_, RECORDS OF ADA COUNTY, IDAHO, A DISTANCE OF 801.04 FEET TO AN ANGLE POINT ON THE WESTERLY BOUNDARY OF SAID GREENDALE SUBDIVISION NO. 1;

THENCE ALONG THE WESTERLY BOUNDARY OF SAID GREENDALE SUBDIVISION NO. 1 THE FOLLOWING COURSES AND DISTANCES:

THENCE N 47°24'08" W A DISTANCE OF 62.63 FEET TO A POINT;

THENCE S 62°00'00" W A DISTANCE OF 117.33 FEET TO A POINT ON A CURVE;

THENCE A DISTANCE OF 16.62 FEET ALONG THE ARC OF A 75.00 FOOT RADIUS NON-TANGENT CURVE RIGHT, SAID CURVE HAVING A CENTRAL ANGLE OF 12°41'43" AND A LONG CHORD BEARING N 26°43'18" W A DISTANCE OF 16.58 FEET TO A POINT:

THENCE S 69°37'33" W A DISTANCE OF 180.50 FEET TO THE NORTHWESTERLY CORNER OF SAID GREENDALE SUBDIVISION NO. 1, SAID POINT BEING ON THE WEST BOUNDARY OF SAID GOVERNMENT LOT 3;

THENCE ALONG SAID WEST BOUNDARY N 0°57'24" E A DISTANCE OF 918.21 FEET TO THE NORTHWEST CORNER OF SAID GOVERNMENT LOT 3;

THENCE S 89°24'09" E ALONG THE NORTH BOUNDARY OF SAID GOVERNMENT LOT 3 A DISTANCE OF 777.44 FEET TO THE POINT OF BEGINNING.

THIS PARCEL CONTAINS 11.34 ACRES.

IT IS THE INTENTION OF THE UNDERSIGNED TO HEREBY INCLUDE THE ABOVE DESCRIBED PROPERTY IN THIS PLAT AND TO DEDICATE TO THE PUBLIC, THE PUBLIC STREETS AS SHOWN ON THIS PLAT. THE EASEMENTS AS SHOWN ON THIS PLAT ARE NOT DEDICATED TO THE PUBLIC. HOWEVER, THE RIGHT TO USE SAID EASEMENTS IS HEREBY RESERVED FOR PUBLIC UTILITIES AND SUCH OTHER USES AS DESIGNATED WITHIN THIS PLAT, AND NO PERMANENT STRUCTURES ARE TO BE ERECTED WITHIN THE LINES OF SAID EASEMENTS. ALL LOTS WITHIN THIS PLAT WILL BE ELIGIBLE TO RECEIVE WATER FROM AN EXISTING WATER SYSTEM AND THE STAR SEWER AND WATER DISTRICT HAS AGREED IN WRITING TO SERVE ALL THE LOTS WITHIN THIS SUBDIVISION.

N	WITNESS WHEREOF,	WF HAVE	HERELINITO 9	SFT OH	B HVNDC	THIS	DAY OF .	20
1.4	WITHLOS WITHLINEON,	***	TILINEON TO	JL 1 00	IN HIGHUS	11113	, DAT OI	20_

MITCHELL S. ARMUTH AUTHORIZED AGENT GREENDALE GROVE PROPERTIES, LLC

#### ACKNOWLEDGMENT

STATE OF IDAHO ) SS COUNTY OF ADA ) SS	
A NOTARY PUBLIC IN AND FOR KNOWN OR IDENTIFIED TO ME PROPERTIES, LLC, AN IDAHO LI LIABILITY COMPANY'S NAME TO THAT HE EXECUTED THE SAME	, 20, BEFORE ME, THE UNDERSIGNED, R SAID STATE, PERSONALLY APPEARED MITCHELL S. ARMUTH, TO BE THE AUTHORIZED AGENT FOR GREENDALE GROVE IMITED LIABILITY COMPANY, WHO SUBSCRIBED SAID LIMITED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME IN SAID LIMITED LIABILITY COMPANY'S NAME.  HEREUNTO SET MY HAND AND SEAL THE DAY AND YEAR IN E WRITTEN.
	NOTARY PUBLIC FOR IDAHO RESIDING AT BOISE, IDAHO
	MY COMMISSION EXPIRES:

#### CERTIFICATE OF SURVEYOR

I, CLINTON W. HANSEN, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR LICENSED BY THE STATE OF IDAHO, AND THAT THIS PLAT AS DESCRIBED IN THE "CERTIFICATE OF OWNERS" WAS DRAWN FROM AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY DIRECT SUPERVISION AND ACCURATELY REPRESENTS THE POINTS PLATTED THEREON, AND IS IN CONFORMITY WITH THE STATE OF IDAHO CODE RELATING TO PLATS AND SURVEYS.

CLINTON W. HANSEN, P.L.S.

LICENSE NO. 11118



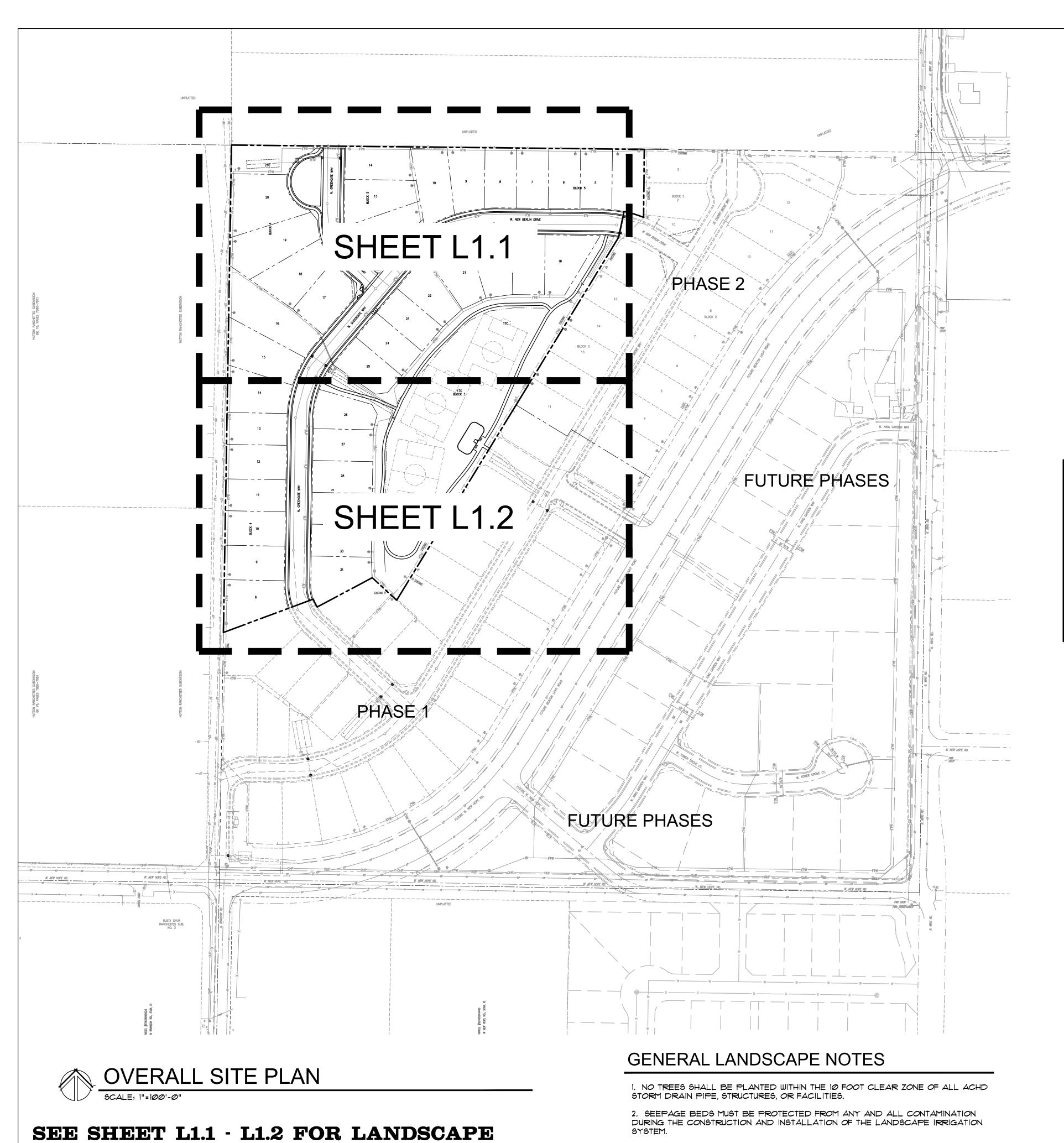
# GREENDALE SUBDIVISION NO. 3

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<b>D O O I N</b>	 ,		

#### CERTIFICATE OF COUNTY SURVEYOR

		I, THE UNDERSIGNED, PROFESSIONAL LAND SURVEYOR FOR ADA COUNTY, IDAHO HEREBY CERTIFY THAT I HAVE CHECKED THIS PLAT AND FIND THAT IT COMPLIES THE STATE OF IDAHO CODE RELATING TO PLATS AND SURVEYS.	
		COUNTY SURVEYOR	DATE
CCEPTANCE OF ADA COUNTY HIGHWAY DISTRICT COMMISSIONERS	APPROVAL OF CITY COUNCIL		
E FOREGOING PLAT WAS ACCEPTED AND APPROVED BY THE BOARD OF ADA COUNTY ::HWAY DISTRICT COMMISSIONERS ON THE DAY OF 20	I,, CITY CLERK IN AND FOR THE CITY OF STAR, ADA COUNTY, IDAHO, DO HEREBY CERTIFY THAT AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE DAY OF, 20, THIS PLAT WAS DULY ACCEPTED AND APPROVED.		
RESIDENT DA COUNTY HIGHWAY DISTRICT	STAR CITY CLERK	CERTIFICATE OF	COUNTY TREASURER
		DO HEREBY CERTIFY THAT ANY AND AL	, COUNTY TREASURER IN AND FOR THE THE REQUIREMENTS OF IDAHO CODE 50-1308, L CURRENT AND/OR DELINQUENT COUNTY NCLUDED IN THIS SUBDIVISION HAVE BEEN PAID FOR THE NEXT THIRTY (30) DAYS ONLY.
		COUNTY TREASURER	DATE
APPROVAL OF CENTRAL DISTRICT HEALTH	APPROVAL OF CITY ENGINEER		
ANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13 HAVE SEN SATISFIED ACCORDING TO THE LETTER TO BE READ ON FILE WITH THE COUNTY ECORDER OR HIS AGENT LISTING THE CONDITIONS OF APPROVAL. SANITARY RESTRIC—ONS MAY BE RE—IMPOSED, IN ACCORDANCE WITH SECTION 50—1326, IDAHO CODE, BY IE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL.	I, THE UNDERSIGNED, CITY ENGINEER IN AND FOR THE CITY OF STAR, ADA COUNTY, IDAHO, ON THIS DAY,, HEREBY APPROVE THIS PLAT.		
	STAR CITY ENGINEER	CERTIFICATE OF	COUNTY RECORDER
ENTRAL DISTRICT HEALTH		INSTRUMENT NO.	
		STATE OF IDAHO )	
		COUNTY OF ADA )	
		I HEREBY CERTIFY THAT THIS INSTRUME	NT WAS FILED AT THE REQUEST OF
		AT	MINUTES PAST O'CLOCKM.,
		THIS DAY OF	, 20, IN MY OFFICE AND WAS DULY
		RECORDED IN BOOK OF PI	ATS AT PAGES
		DEPUTY	EX-OFFICIO RECORDER





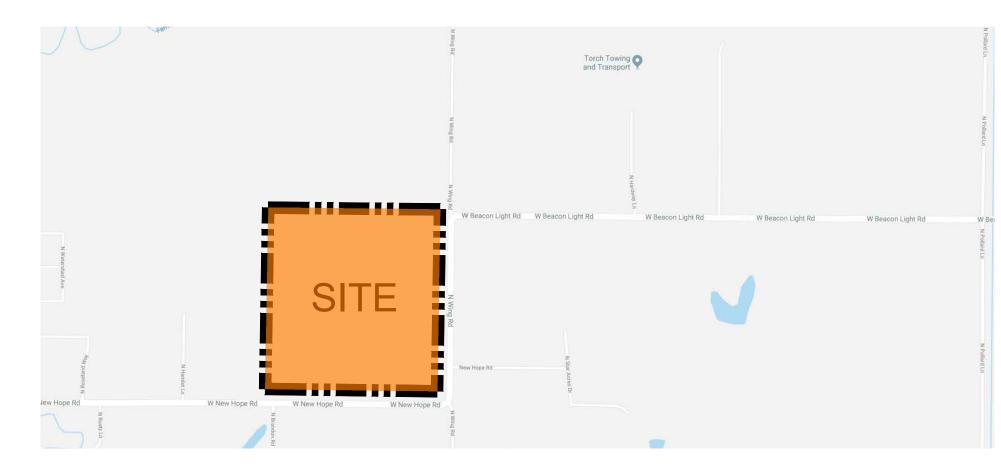
4. KEEP ALL SAND WINDOWS IN ALL DRAINAGE AREAS OPEN AT ALL TIMES

(COORDINATE WITH CIVIL CONSTRUCTION PLANS FOR LOCATIONS)

PLANS AND SHEET L2.0 FOR PLANT LIST

& LANDSCAPE NOTES & LANDSCAPE

**DETAILS** 





### SITE DATA:

SITE AREA - PHASE 3	11.34 ACRES
SINGLE-FAMILY RESIDENTIAL (59.19%) RIGHT-OF-WAY (15.61%) OPEN SPACE/COMMON LOTS (24.60%)	6.78 ACRES 1.77 ACRES 2.79 ACRES
MINIMUM RESIDENTIAL LOT SIZE AVERAGE RESIDENTIAL LOT SIZE	6,600 SF 1,991 SF
EXISTING ZONING PROPOSED ZONING	RUT R-3
RESIDENTIAL LOTS: OPEN SPACE/COMMON/PARK LOTS:	 73 3
TOTAL LOTS	40

### CITY REQUIREMENTS:

COMMON LOTS - 1 TREE / 8000 SF PATHWAY TREES - I TREE / 100 LF RESIDENTIAL LOTS - 1 TREE / LOT



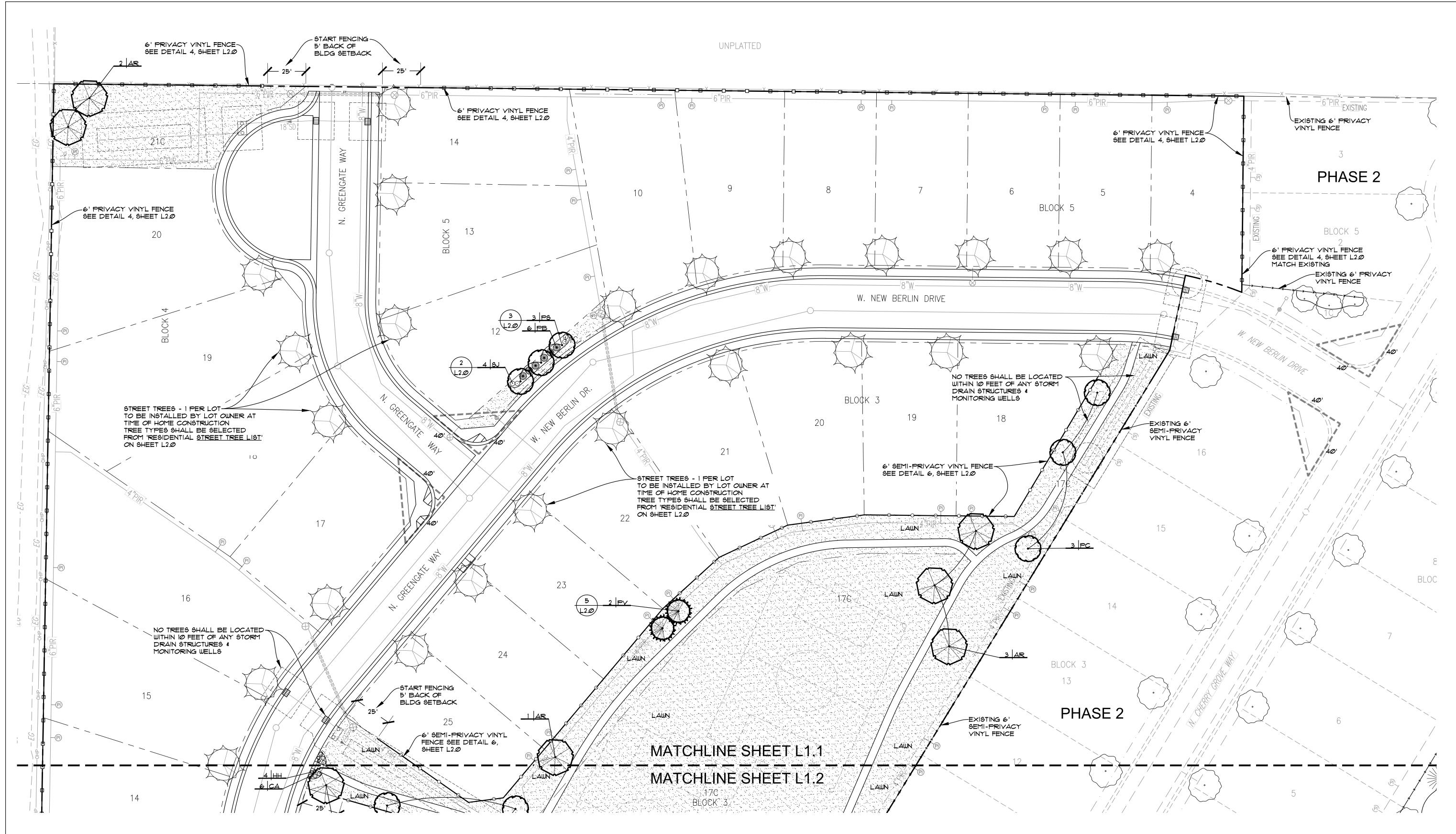


PLANNER / CONTACT

ENGINEERING SOLUTIONS

1"=30' SCALE 6/18/20 180504

SHEET 1 OF 4





SEE SHEET L1.0 FOR OVERALL SITE PLAN, L1.1 - L1.2 FOR LANDSCAPE PLAN AND SHEET L2.0 FOR PLANT LIST, LANDSCAPE NOTES & LANDSCAPE DETAILS

# GENERAL LANDSCAPE NOTES

1. NO TREES SHALL BE PLANTED WITHIN THE 10 FOOT CLEAR ZONE OF ALL ACHD STORM DRAIN PIPE, STRUCTURES, OR FACILITIES.

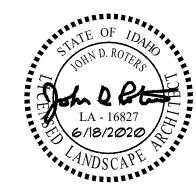
2. SEEPAGE BEDS MUST BE PROTECTED FROM ANY AND ALL CONTAMINATION DURING THE CONSTRUCTION AND INSTALLATION OF THE LANDSCAPE IRRIGATION

4. KEEP ALL SAND WINDOWS IN ALL DRAINAGE AREAS OPEN AT ALL TIMES (COORDINATE WITH CIVIL CONSTRUCTION PLANS FOR LOCATIONS)

# LEGEND:

SEE DETAIL 4, SHEET L2.0 6' HGT. VINYL SEMI-PRIVACY FENCING W/ LATTICE SEE DETAIL 6, SHEET L2.0

NOTE: THE FENCE SHALL START/END 5' BEHIND THE FRONT BUILDING SETBACK WHEN RUNNING PERPENDICULAR



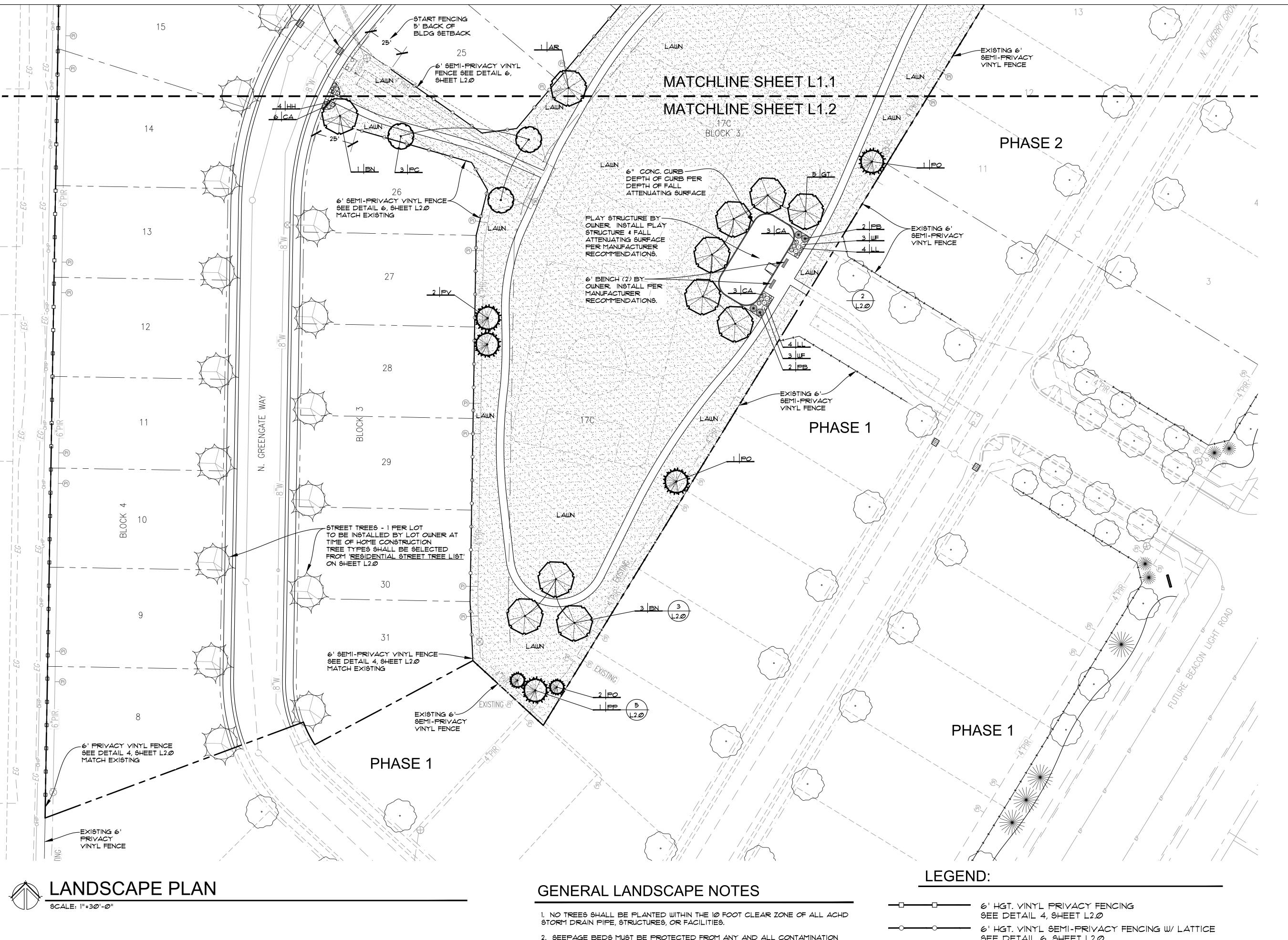


**ENGINEERING SOLUTIONS** 

GREENDALE SUBDIVISION NO.

1"=30' 6/18/20

180504 SHEET 2 OF 4



SEE SHEET L1.0 FOR OVERALL SITE PLAN, L1.1 - L1.2 FOR LANDSCAPE PLAN AND SHEET L2.0 FOR PLANT LIST, LANDSCAPE NOTES & LANDSCAPE DETAILS

2. SEEPAGE BEDS MUST BE PROTECTED FROM ANY AND ALL CONTAMINATION

4. KEEP ALL SAND WINDOWS IN ALL DRAINAGE AREAS OPEN AT ALL TIMES (COORDINATE WITH CIVIL CONSTRUCTION PLANS FOR LOCATIONS)

SEE DETAIL 6, SHEET L2.0

NOTE: THE FENCE SHALL END AT THE FRONT BUILDING

SETBACK WHEN RUNNING PERPENDICULAR

1"=30' 6/18/20 180504 PROJ. NO.

ENGINEERING SOLUTIONS

SHEET 3 OF 4

# PLANT SCHEDULE

KEY	BOTANICAL NAME COMMON NAME	PLANTING SIZE	MATURE SIZE	CLASS
	TREES (*NOTE: ALL TREES TO BE GRADE #1)			
AR	Acer rubrum 'Franksred' Red Sunset Maple	2" B&B	35' hgt. 30' wide	CLASS
BN	Betula nigra Multi-trunk River Birch	2" B&B Multi-Stem	35' hgt. 25' wide	CLASS
GT	Gleditsia triacanthos inermis 'Skycole' Skyline Honeylocust	2" B <b>#</b> B	30' hgt. 25' wide	CLASS
PC	Prunus cerasifera 'Newport' Newport Purple Leaf Plum	2" B <b>4</b> B	20' hgt. 15' wide	CLASS
PO	Picea omorika 'Bruns' Bruns Serbian Spruce	6' hgt. B#B	30' hgt. 10' wide	CONIFER
PP	Picea pungens glauca 'Colorado blue' Colorado Blue Spruce	6'-8' hgt. B\$B	45' hgt. 20' wide	CONIFER
PS	Prunus sargentii 'Columnaris' Columnar Sargent Cherry	2" B <b>4</b> B	35' hgt. 15' wide	CLASS
PY	Pinus flexilis 'Vanderwolf's Pyramid' Vanderwolf's Pyramid Limber Pine	6' hgt. B\$B	40' hgt. 15' wide	CONIFER
	SHRUBS			
PB	Pinus strobus 'Blue Shag' Blue Shag Eastern White Pine	2 Gal.	3' hgt. 4' wide	
SJ	Spirea japonica 'Neon Flash' Neon Flash Spirea	2 Gal.	3' hgt. 3' wide	
W⊨	Weigela florida 'Bramwell' Fine Wine Weigela	2 Gal.	4' hgt. 4' wide	
	GROUND COVERS/ GRASSES/ PERENNIALS			
CA	Calamagrostis x. acutiflora 'Overdam' Dwarf Feather Grass	2 Gal. @ 36" O.C.	3' hgt. x 2' wide	
HH	Hemerocallis x 'Stella De Oro' Stella De Oro Daylilly	1 Gal. 9 48" O.C.	18" hgt. x 2' wide	
LL	Lavandula angustifolia 'Dilly Dilly' Dilly Dilly Lavender	1 Gal. @ 36" O.C.	12" hgt. x 18" wide	

# LANDSCAPE NOTES

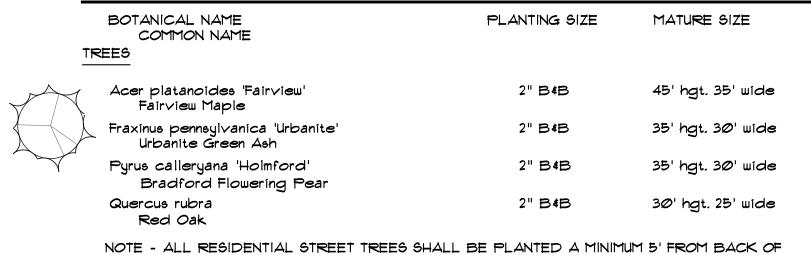
- 1. All plant material shall conform to the American Nurseryman Standards for type and size shown. Plants will be rejected if not in a sound and healthy condition. All plant material shall be Grade #1 or better. 2. All planting beds and tree wells in lawn areas (wells to be 3' in diameter) shall be covered with a minimum of 3" of small (1") bark chips. Submit sample for approval.
- 3. All lawn areas shall be Hydro-seeded with 100% Turf Type Tall Fescue (Festuca arundinacia). Lawn to be seeded @ a rate of 10 lbs. per 1000 sq. ft. OR per seed manufacturer's recommendations. Contractor shall provide (at time of bid) an
- add/alternate price per square foot for sod in place of lawn seeding AND coordinate installation with the owner.

  4. All plant material shall be guaranteed for a period of one year beginning at the date of acceptance by Owner. Replace all plant material found dead or not in a healthy condition immediately with the same size and species at no cost to the Owner. 5. Planting backfill for trees and planting beds shall be 5 parts topsoil and 1 part compost with straw. Stake all trees per
- 6. All seeded/sodded lawn areas shall have 6" of topsoil and all planting beds shall have 12" of topsoil. Topsoil shall be a loose, friable, sandy loam, clean and free of toxic materials, noxious weeds, weed seeds, rocks, grass, or other foreign material larger than 1" in any dimension, a pH from 5.5 to 7.0. Top soil from site shall be used, if meeting these standards. Place 1/2" compost over all landscaped areas and rototill into top 4". Spread, compact, and fine grade topsoil to a smooth and uniform grade, 1" below surface of walks and curbs in areas to be sodded and 3" in planting bed areas.
- . Fertilize all trees and shrubs with 'Agriform" planting tablets, 21 gram. Quantity per manufacturer's recommendation. 8. Plant material shall not be substituted without the written permission of Owner. Submit names of three suppliers contacted if
- substitution is requested and plant material specified is not available.
- 9. Shrub planting beds shall be shovel edged to create a distinct separation of landscape types. 10. Immediately clean up any topsoil, or other debris on site created from landscape operation and dispose of properly off
- 11. All common landscape areas shall have an automatic underground sprinkler system which insures complete coverage and is properly zoned for required water uses. Planter strips shall have Hunter PRO-spray heads and the common area shall have 6" PGP-ADJ and/or 1-20 gear driven heads with head to head coverage. All shrub beds shall be drip irrigated per
- manufacturer's recommendations. The irrigation system shall be design built by a qualified irrigation contractor. Coordinate water availability and service locations with the civil engineering plans. The controller system shall be a Hunter Industries 2-wire system - ACC controllers. Stub wiring to future phases as necessary.
- 12. Coordinate all drainage areas and utilities with tree locations and adjust per field conditions. 13. All trees in roadway planter strips to be centered between back of curb and sidewalk
- 14. Seepage beds must be protected from any and all contamination during the construction and installation of the landscape
- 15. Irrigation for the landscape provided by pressurized irrigation system, see civil engineering drawings.

# RESIDENTIAL STREET TREE LIST

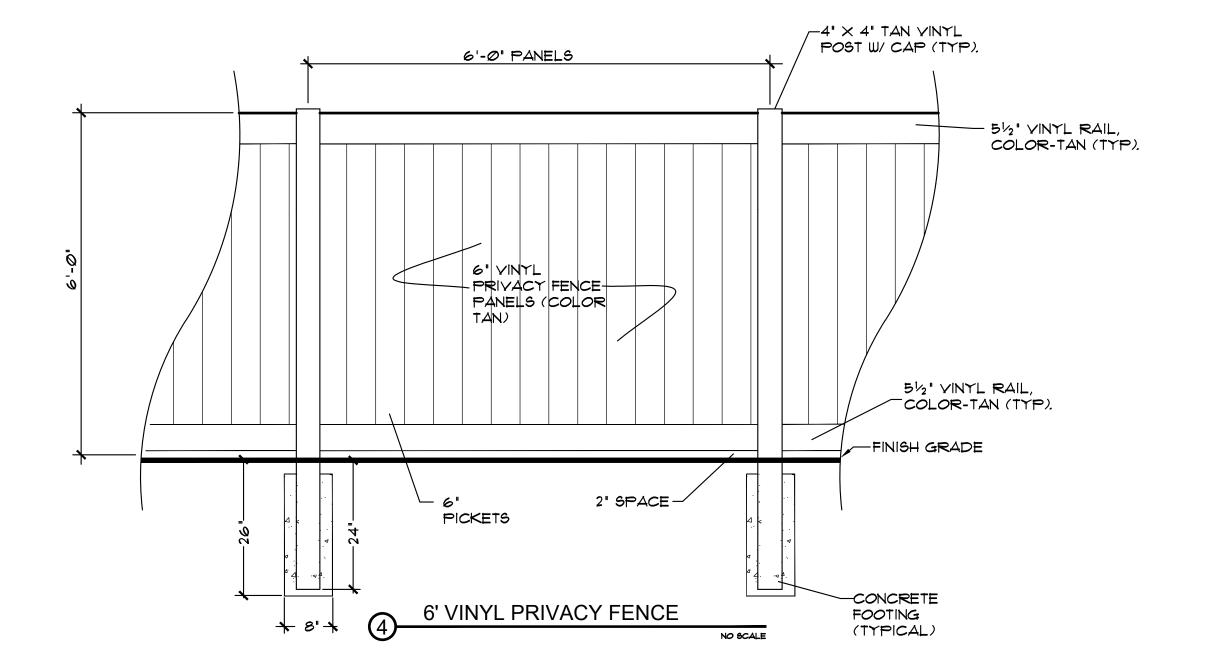
BOULDER PLACEMENT DETAIL

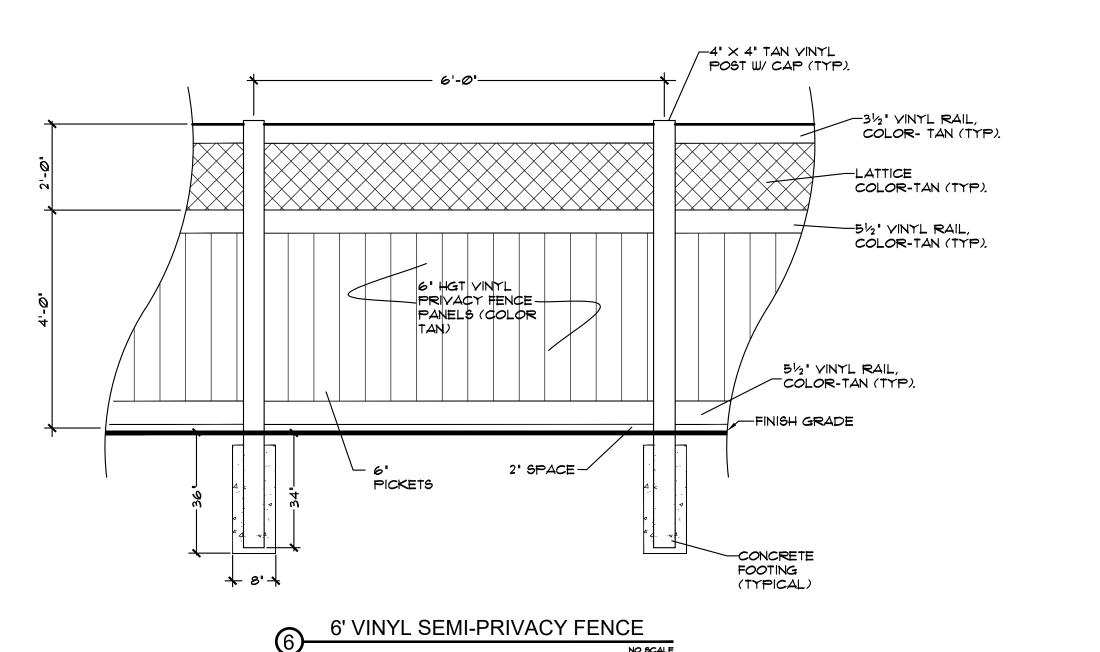
SIDEWALK.

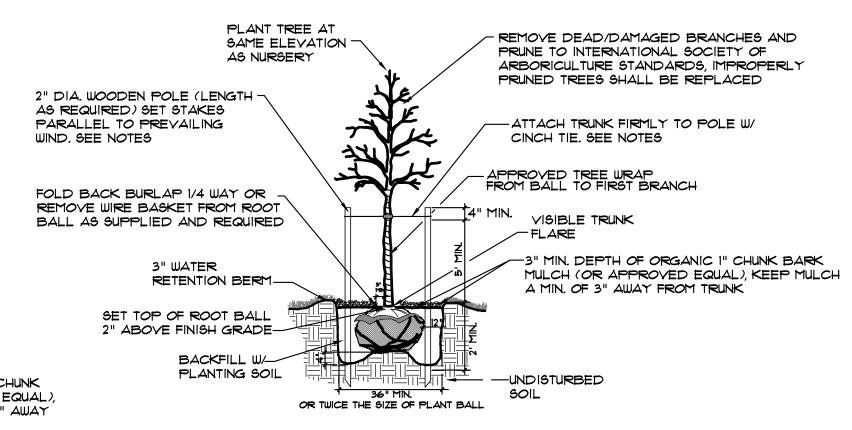


PLANT SHRUB AT SAME ELEVATION AS NURSERY-3" MIN. DEPTH OF ORGANIC 1" CHUNK BARK MULCH (OR APPROVED EQUAL), 3" WATER - KEEP BARK MULCH A MIN. OF I" AWAY -BASALT BOULER RETENTION BERM-FROM TRUNK (NO LAYA BOCK) FINISH GRADE BACKFILL W/ ROOT BALL PLANTING SOIL -FINISH GRADE -UNDISTURBED H UNDISTURBED SUBGRADE NOTE - DIG HOLE TWICE THE SIZE OF ROOT BALL

SHRUB PLANTING DETAIL



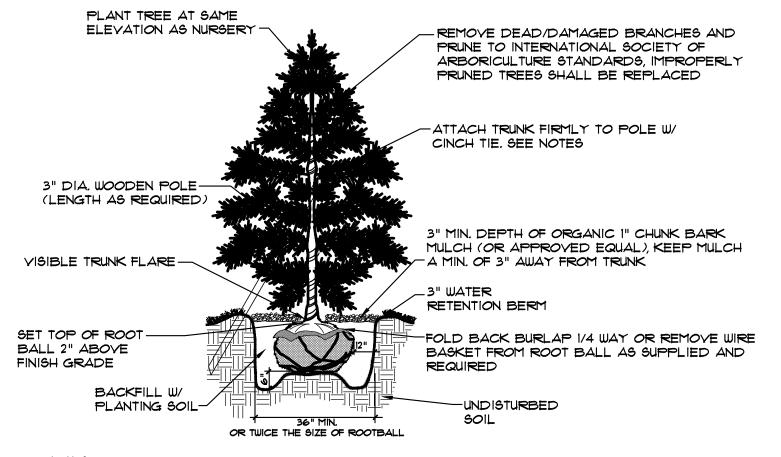




. THE STAKING OF TREES IS TO BE THE CONTRACTOR'S OPTION HOWEVER, THE CONTRACTOR IS RESPONSIBLE TO INSURE THAT ALL TREES ARE PLANTED STRAIGHT AND THAT THEY REMAIN STRAIGHT FOR THE TERM OF THE WARRANTY 2. WRAP RUBBER CINCH TIE (OR APPROVED EQUAL) AROUND THE TREE TRUNKS AND STAKES USING EITHER THE STANDARD OR FIGURE EIGHT METHOD. SECURE THE TIES TO THE STAKES WITH GALVANIZED NAILS TO PREVENT MOVEMENT. 3. WATER IN BACKFILL BELOW THE ROOT BALL PRIOR TO SETTING TREE (TO INSURE NO SETTLING WILL OCCUR).

**DECIDUOUS TREE PLANTING DETAIL** 

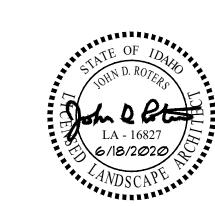
4. DEEP SOAK TREE TWICE WITHIN THE FIRST 48 HOURS.



NOTES:

1. THE STAKING OF TREES IS TO BE THE CONTRACTOR'S OPTION HOWEVER, THE CONTRACTOR IS RESPONSIBLE TO INSURE THAT ALL TREES ARE PLANTED STRAIGHT AND THAT THEY REMAIN STRAIGHT FOR THE TERM OF THE WARRANTY. 2. WRAP RUBBER CINCH TIE (OR APPROVED EQUAL) AROUND THE TREE TRUNKS AND STAKES USING EITHER THE STANDARD OR FIGURE EIGHT METHOD. SECURE THE TIES TO THE STAKES WITH GALVANIZED NAILS TO PREVENT MOVEMENT. 3. WATER IN BACKFILL BELOW THE ROOT BALL PRIOR TO SETTING TREE (TO INSURE NO SETTLING WILL OCCUR). 4. DEEP SOAK TREE TWICE WITHIN THE FIRST 48 HOURS.

CONIFEROUS TREE PLANTING DETAIL





Dba South Beck & Baird Landscape Architecture P.C. sla@slaboise.com www.slaboise.com

RECORD

CONTACT ANNER/ żΞ̃

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NGINEERING SOLUTIONS

GREENDALE BDIVISION NO

1"=30' SCALE 6/18/20 DWG.DATE 180504 PROJ. NO. SHEET 4 OF 4



1445 North Orchard • Boise, ID 83706 • (208) 373-0550

Brad Little, Governor John H. Tippets, Director

August 24, 2020

Star City Hall P.O. Box 130 Star, Idaho 83669

RE: Greendale Subdivision Final Plat Phase 3, FP-20-13

Thank you for the opportunity to respond to your request for comment. While DEQ does not review projects on a project-specific basis, we attempt to provide the best review of the information provided. DEQ encourages agencies to review and utilize the Idaho Environmental Guide to assist in addressing project-specific conditions that may apply. This guide can be found at: <a href="deq.idaho.gov/assistance-resources/environmental-guide-for-local-govts">deq.idaho.gov/assistance-resources/environmental-guide-for-local-govts</a>.

The following information does not cover every aspect of this project; however, we have the following general comments to use as appropriate:

### 1. Air Quality

• Please review IDAPA 58.01.01 for all rules on Air Quality, especially those regarding fugitive dust (58.01.01.651), trade waste burning (58.01.01.600-617), and odor control plans (58.01.01.776).

All property owners, developers, and their contractor(s) must ensure that reasonable controls to prevent fugitive dust from becoming airborne are utilized during all phases of construction activities per IDAPA 58.01.01.651.

DEQ recommends the city/county require the development and submittal of a dust prevention and control plan prior to final plat approval. Dust prevention and control plans incorporate appropriate best management practices to control fugitive dust that may be generated at sites. Information on fugitive dust control plans can be found at: <a href="http://www.deq.idaho.gov/media/61833-dust\_control\_plan.pdf">http://www.deq.idaho.gov/media/61833-dust\_control\_plan.pdf</a>

Citizen complaints received by DEQ regarding fugitive dust from development and construction
activities approved by cities or counties will be referred to the city/county to address under their
ordinances.

Per IDAPA 58.01.01.600-617, the open burning of any construction waste is prohibited. The property owner, developer, and their contractor(s) are responsible for ensuring no prohibited open burning occurs during construction.

For questions, contact the DEQ Air Quality Permitting Hotline at 1-877-573-7648.

# 2. Wastewater and Recycled Water

- DEQ recommends verifying that there is adequate sewer to serve this project prior to approval. Please contact the sewer provider for a capacity statement, declining balance report, and willingness to serve this project.
- IDAPA 58.01.16 and IDAPA 58.01.17 are the sections of Idaho rules regarding wastewater and recycled water. Please review these rules to determine whether this or future projects will require DEQ approval. IDAPA 58.01.03 is the section of Idaho rules regarding subsurface disposal of wastewater. Please review this rule to determine whether this or future projects will require permitting by the district health department.

All projects for construction or modification of wastewater systems require preconstruction approval. Recycled water projects and subsurface disposal projects require separate permits as well.

- DEQ recommends that projects be served by existing approved wastewater collection systems or a centralized community wastewater system whenever possible. Please contact DEQ to discuss potential for development of a community treatment system along with best management practices for communities to protect ground water.
- DEQ recommends that cities and counties develop and use a comprehensive land use
  management plan, which includes the impacts of present and future wastewater management in
  this area. Please schedule a meeting with DEQ for further discussion and recommendations for
  plan development and implementation.

For questions, contact Valerie Greear, Water Quality Engineering Manager at (208) 373-0550.

## 3. Drinking Water

- DEQ recommends verifying that there is adequate water to serve this project prior to approval. Please contact the water provider for a capacity statement, declining balance report, and willingness to serve this project.
- IDAPA 58.01.08 is the section of Idaho rules regarding public drinking water systems. Please review these rules to determine whether this or future projects will require DEQ approval.

All projects for construction or modification of public drinking water systems require preconstruction approval.

- DEQ recommends verifying if the current and/or proposed drinking water system is a regulated public drinking water system (refer to the DEQ website at: <a href="deq.idaho.gov/water-quality/drinking-water.aspx">deq.idaho.gov/water-quality/drinking-water.aspx</a>). For non-regulated systems, DEQ recommends annual testing for total coliform bacteria, nitrate, and nitrite.
- If any private wells will be included in this project, we recommend that they be tested for total coliform bacteria, nitrate, and nitrite prior to use and retested annually thereafter.
- DEQ recommends using an existing drinking water system whenever possible or construction of a new community drinking water system. Please contact DEQ to discuss this project and to

explore options to both best serve the future residents of this development and provide for protection of ground water resources.

• DEQ recommends cities and counties develop and use a comprehensive land use management plan which addresses the present and future needs of this area for adequate, safe, and sustainable drinking water. Please schedule a meeting with DEQ for further discussion and recommendations for plan development and implementation.

For questions, contact Valerie Greear, Water Quality Engineering Manager at (208) 373-0550.

# 4. Surface Water

- A DEQ short-term activity exemption (STAE) from this office is required if the project will involve de-watering of ground water during excavation and discharge back into surface water, including a description of the water treatment from this process to prevent excessive sediment and turbidity from entering surface water.
- Please contact DEQ to determine whether this project will require a National Pollution Discharge Elimination System (NPDES) Permit. A Construction General Permit from EPA may be required if this project will disturb one or more acres of land, or will disturb less than one acre of land but are part of a common plan of development or sale that will ultimately disturb one or more acres of land.
- If this project is near a source of surface water, DEQ requests that projects incorporate construction best management practices (BMPs) to assist in the protection of Idaho's water resources. Additionally, please contact DEQ to identify BMP alternatives and to determine whether this project is in an area with Total Maximum Daily Load stormwater permit conditions.
- The Idaho Stream Channel Protection Act requires a permit for most stream channel alterations.
  Please contact the Idaho Department of Water Resources (IDWR), Western Regional Office, at
  2735 Airport Way, Boise, or call (208) 334-2190 for more information. Information is also
  available on the IDWR website at:
  <a href="http://www.idwr.idaho.gov/WaterManagement/StreamsDams/Streams/AlterationPermit/AlterationPermit.htm">http://www.idwr.idaho.gov/WaterManagement/StreamsDams/Streams/AlterationPermit/AlterationPermit.htm</a>
- The Federal Clean Water Act requires a permit for filling or dredging in waters of the United States. Please contact the US Army Corps of Engineers, Boise Field Office, at 10095 Emerald Street, Boise, or call 208-345-2155 for more information regarding permits.

For questions, contact Lance Holloway, Surface Water Manager, at (208) 373-0550.

# 5. Hazardous Waste And Ground Water Contamination

- **Hazardous Waste.** The types and number of requirements that must be complied with under the federal Resource Conservations and Recovery Act (RCRA) and the Idaho Rules and Standards for Hazardous Waste (IDAPA 58.01.05) are based on the quantity and type of waste generated. Every business in Idaho is required to track the volume of waste generated, determine whether each type of waste is hazardous, and ensure that all wastes are properly disposed of according to federal, state, and local requirements.
- No trash or other solid waste shall be buried, burned, or otherwise disposed of at the project site.
   These disposal methods are regulated by various state regulations including Idaho's Solid Waste

Management Regulations and Standards, Rules and Regulations for Hazardous Waste, and Rules and Regulations for the Prevention of Air Pollution.

Water Quality Standards. Site activities must comply with the Idaho Water Quality Standards (IDAPA 58.01.02) regarding hazardous and deleterious-materials storage, disposal, or accumulation adjacent to or in the immediate vicinity of state waters (IDAPA 58.01.02.800); and the cleanup and reporting of oil-filled electrical equipment (IDAPA 58.01.02.849); hazardous materials (IDAPA 58.01.02.850); and used-oil and petroleum releases (IDAPA 58.01.02.851 and 852).

Petroleum releases must be reported to DEQ in accordance with IDAPA 58.01.02.851.01 and 04. Hazardous material releases to state waters, or to land such that there is likelihood that it will enter state waters, must be reported to DEQ in accordance with IDAPA 58.01.02.850.

Ground Water Contamination. DEQ requests that this project comply with Idaho's Ground Water Quality Rules (IDAPA 58.01.11), which states that "No person shall cause or allow the release, spilling, leaking, emission, discharge, escape, leaching, or disposal of a contaminant into the environment in a manner that causes a ground water quality standard to be exceeded, injures a beneficial use of ground water, or is not in accordance with a permit, consent order or applicable best management practice, best available method or best practical method."

For questions, contact Albert Crawshaw, Waste & Remediation Manager, at (208) 373-0550.

## 6. Additional Notes

- If an underground storage tank (UST) or an aboveground storage tank (AST) is identified at the site, the site should be evaluated to determine whether the UST is regulated by DEQ. EPA regulates ASTs. UST and AST sites should be assessed to determine whether there is potential soil and ground water contamination. Please call DEQ at (208) 373-0550, or visit the DEQ website deq.idaho.gov/waste-mgmt-remediation/storage-tanks.aspx for assistance.
- If applicable to this project, DEQ recommends that BMPs be implemented for any of the following conditions: wash water from cleaning vehicles, fertilizers and pesticides, animal facilities, composted waste, and ponds. Please contact DEQ for more information on any of these conditions.

We look forward to working with you in a proactive manner to address potential environmental impacts that may be within our regulatory authority. If you have any questions, please contact me, or any of our technical staff at (208) 373-0550.

Sincerely,

Aaron Scheff

Regional Administrator

faion Schilb

**Boise Regional Office** 

CM#2019AEK206 ec:

(208) 288-1992



August 6, 2020

Mayor Trevor Chadwick City of Star P.O. Box 130 Star, Idaho 83669

Re: Greendale Subdivision Phase 3 – Final Plat Application

Dear Mayor:

Keller Associates, Inc. has reviewed the Final Plat and Construction Drawings for the Greendale Subdivision Phase 3 dated July 27, 2020. We reviewed this package to check conformance with the City Subdivision Ordinance and coordinated our review with Cathy Ward. There are a few outstanding items that need to be addressed prior to the City Engineer signing the final plat as indicated on the attached Final Plat and Construction Drawing Review Checklist.

We recommend that the construction drawings and final plat be **APPROVED**. The City Engineer's signature on the final plat will be withheld until the requirements identified on the attached checklist are satisfactorily addressed. The attached checklist was reviewed with the applicant's engineer and it was agreed that the additional items needed for approval would be addressed.

By stamping and signing the Final Plat and Construction Drawings, the Registered Professional Land Surveyor and Professional Engineer, respectively, are responsible to ensure that said plat and construction drawings conform to all City standards, ordinances, and policies (and State laws and statutes). Any variances or waivers to these standards, ordinances, or policies must be specifically and previously approved in writing by the City. Acceptance of the above referenced Final Plat and Construction Drawings does not relieve the Registered Professional Land Surveyor or the Registered Professional Engineer of those responsibilities.

If you have any questions, please do not hesitate to call Keller Associates at (208) 288-1992.

Sincerely,

KELLER ASSOCIATES, INC.

DocuSigned by:

R∰ah¹™.º™Morgan, P.E.

City Engineer

Enclosure(s)

cc: File



# CITY OF STAR

# LAND USE STAFF REPORT

TO: Mayor & Council

Shawn L. Nickel, Zoning Administrator Shart. Mah. 7. Mah. FROM:

**MEETING DATE: September 15, 2020** 

FILE(S) #: FP-20-14 Final Plat, Moon Valley Estates Subdivision

# **REQUEST**

The Applicant is seeking approval of a Final Plat for Moon Valley Estates Subdivision, consisting of 12 residential lots and 4 common lots on 10 acres. The subdivision within the Moon Valley Subdivision (Riverstone).

The subject property is generally located south of W. Moon Valley Road, east of Hwy 16, in Star, Idaho. Ada County Parcel Number is S0415321001.

## APPLICANT/OWNER/REPRESENTATIVE

**REPRESENTATIVE** 

**APPLICANT** 

Wendy Shrief **JUB Engineers** 250 S. Beechwood Ave Ste 201 Boise, Idaho 83709

M-3 ID Moon Valley, LLC 1087 W. River Street Suite 310

Boise, ID 83702

# **PROPERTY INFORMATION**

Land Use Designation -Mixed Use (M-U)

10.00 Acres -Residential Lots -12 Common Lots -4 Commercial -0

### **HISTORY**

On June 16, 2020, City Council approved the preliminary plat of Moon Valley Estates Subdivision.

#### **GENERAL DISCUSSION**

The Final Plat layout complies with the approved Preliminary Plat. The preliminary plat was approved for 14 residential lots. The submitted Final Plat has two fewer lots but is otherwise consistent with the preliminary plat.

This subdivision is located in a special flood hazard zone per FEMA FIRM panel #16001C0130 H and 16601C0140 H. Base flood elevation in AE zone is 2496-2493 All floodway issues and permits shall be completed prior to signature of the final plat.

R-2 setbacks will apply to this phase of the Moon Valley overall development.

Staff Reviewed Comments from the Preliminary Plat Approval/Findings of Fact:

The Preliminary Plat submitted contains 14 single family residential lots, and 4 common area lots (2 open space lots, 1 private road lot & 1 common drive lot). The existing single-family dwelling located to the south of the proposed lake is not a part of this annexation and preliminary plat and will remain in Ada County as a 5-plus acre parcel. The residential lots range in size from 13,300 square feet to 20,700 square feet, with an average lot size of 15,811 square feet. All streets are proposed to be private streets and must be built to ACHD standards. The submitted preliminary plat indicates street widths at 27 feet, well below the minimum required by Section 8-4D-34B(4) of the UDC.

The preliminary plat indicates that the development will contain a total of 4.16 acres (40%) total open space within the two common lots. The development meets the minimum of 15% open space, 10% usable space required by Code. As this is an extension of the existing Moon Valley Subdivision, this new portion will benefit from the proposed amenities for the entire development, including a community clubhouse with gym, a resort style swimming pool, bocce ball courts, horseshoe pits, beachfront park area with a dock, cabanas and a boathouse, in addition to connection to pathways provided throughout the subdivision and along the Boise River.

As part of the development, a water feature is being proposed in the southern third of the property (Lot 6). A Temporary Use Permit/Certificate of Zoning Compliance (CZC) shall be submitted by the applicant prior excavation of the water feature meeting the standards of Section 8-5-19 of the UDC.

### **ADDITIONAL DEVELOPMENT FEATURES:**

### Private Streets

The development is proposed to contain private streets. As was approved with the rest of the Moon Valley development, all private streets should be built to ACHD roadway standards, including a minimum of 33 feet of improved width.

# Common Drive

Access to two of the proposed home lots will be via a common driveway. The UDC allows a maximum of two (2) dwelling units to be served by a common driveway, and for the driveway widths to be a minimum of twenty-eight feet (28'). The applicant may request approval through the development agreement for alternatives to this requirement. However, Star Fire District must approve the use of these driveways as proposed.

# Sidewalks

Sidewalks are proposed at five-foot (5') widths and will be attached throughout this portion of the overall subdivision.

# <u>Lighting</u>

Streetlights shall reflect the "Dark Sky" criteria with all lighting. The same streetlight design shall continue throughout the entire development.

### Street Names

Street names will be approved by the Ada Street Naming Committee prior to signature of final plat.

- <u>Landscaping</u> As required by the Unified Development Code, Chapter 8, Section 8-8C-2-M(2) Street Trees; A minimum of one street tree shall be planted for every thirty-five (35) linear feet of street frontage. <u>The landscaping plan submitted does not indicate street trees</u>. <u>Staff will place a condition of approval requiring submittal and staff approval of a plan prior to final plat signature</u>. The applicant shall use "Treasure Valley Tree Selection Guide", as adopted by the Unified Development Code.
- <u>Setbacks</u> No special setbacks have been requested by the applicant. The dimensional standards for the R-2 zoning district shall apply to all homes in this development.

## **Staff analysis of Final Plat Submittal:**

<u>Common/Open Space and Amenities</u> – The open space and amenities for the subdivision that are included in this plat include landscaped common areas, pathway and a lake.

Landscaping - As required by the Unified Development Code, Chapter 4, Section B-7-C-3 Street Trees; the minimum density of one (1) tree per thirty-five (35) linear feet is required within the street frontages. The landscaping plan submitted does not indicate street trees. Staff has placed a condition of approval requiring submittal and staff approval of a plan prior to final plat signature. The applicant shall use "Tree Selection Guide for Streets and Landscapes throughout Idaho", as adopted by the Unified Development Code.

Streetlights – Streetlight plan/design specifications were submitted a part of the previous Phases for Moon Valley Subdivision final plat approval. Streetlights shall be consistent throughout the development.

## **PUBLIC NOTIFICATIONS**

Notifications of this application were sent to agencies having jurisdiction on August 6, 2019.

August 4, 2020 Keller Associates Checklist with Conditions

August 13, 2020 Central District Health Dept Standard Letter
August 24, 2020 DEQ Standard Letter

# **FINDINGS**

The Council may **approve**, **conditionally approve**, **deny** or **table** this request. In order to approve this Final Plat, the Unified Development Code requires that Council must find the following:

A. The Plat is in conformance with the Comprehensive Plan.

The Council finds that this subdivision upon Preliminary Plat approval was in conformance with the Comprehensive Plan; no changes have been made to change this status.

B. Public services are available or can be made available and are adequate to accommodate the proposed development.

Council finds that all public services are available and able to accommodate this development.

- C. There is public financial capability of supporting services for the proposed development. *Council finds no financial hardship that would prevent services from being provided.*
- D. The development will not be detrimental to the public health, safety or general welfare; and, Council finds no facts to support that this subdivision phase will be detrimental to the public health, safety or general welfare.
- E. The development preserves significant natural, scenic or historic features. Council finds that existing conditions have not substantially changed from the approved Preliminary Plat of this subdivision.

## **CONDITIONS OF APPROVAL**

- 1. The final plat for Moon Valley Estates Subdivision shall comply with all statutory requirements of applicable agencies and districts having jurisdiction in the City of Star.
- 2. Prior to construction in any Floodplain areas (Lots 12, 13 & 14, Block 1), either an Elevation Certificate or a LOMR-F shall be provided to the City of Star.
- 3. All approvals relating to floodplain/floodway issues and requirements shall be completed and approved by the City Flood Administrator **prior to signature of the final plat.**
- 4. As built plans for pressurized irrigation systems shall be submitted to the City of Star **prior** to signature of the final plat.

- 5. Applicant shall provide the City with two (2) full size and two (1) 11"x17" copy of the signed recorded final plat with all signatures, prior to any building permits being issued.
- 6. Mylar's/final plats must include the statement supporting the "Right to Farm Act" as per Idaho Code Title 22, Chapter 45.
- 7. Development standards for single family residential units shall comply with effective building and zoning requirements at time of building permit issuance, or as approved through the Development Agreement or as stated herein.
- 8. The mylar/final plat shall be signed by the owner, Surveyor, Central District Health, ACHD and City Engineer, prior to being delivered to the City of Star for City Clerk's signature.
- 9. A copy of signed irrigation agreements shall be submitted to the City **prior to signature of the final plat.**
- 10. All common areas shall be maintained by the Homeowners Association.
- 11. Streetlights shall be continuous throughout the subdivision and shall be maintained by the Homeowners Association. Streetlights shall be installed prior to any building occupancy. Design shall follow Code with requirements for light trespass and "Dark Skies" lighting.
- 12. Street trees shall be installed per Unified Development Code Standards for Street Trees. <u>A</u>
  revised landscape plan shall be submitted to the City prior to signature of the final plat
  showing one (1) tree per thirty-five (35) linear feet.
- 13. A form signed by the Star Sewer & Water District shall be submitted to the City **prior to** signature of the final stating that all conditions have been met.
- 14. The applicant shall provide a sign, to be located at all construction entrances, indicating the rules for all contractors that will be working on the property starting at grading and running through home sales that addresses items including but not limited to dust, music, dogs, starting/stopping hours for contractors (7a.m. start time). Sign shall be approved by the City prior to start of construction.
- 15. A copy of the recorded CC&R's shall be submitted to the City of Star prior to any building permits being issued.
- 16. **Prior to signature of the final plat**, a signed Irrigation District Agreement with the Irrigation Districts shall be provided to the City of Star. This requirement shall be with each subsequent Final Plat application.
- 17. **Prior to signature of the final plat**, written approval from Boise River Flood Control District #10 shall be provided to the City stating that recordation of necessary maintenance and access easements have been completed, if applicable.
- 18. The property associated with this approved Final Plat, in addition to the property of all future phases shall be satisfactorily weed abated at all times, preventing a public nuisance, per Star City Code Chapter 3, Section 3-1-1 through 3-1-7.
- 19. A sign application is required for any subdivision sign.
- 20. Any additional Condition of Approval as required by Staff and City Council.

COUNCIL DECISION
The Star City Council approved File # FP-20-14 Moon Valley Estates Subdivision, Final Plat on, 2020.



J.U.B ENGINEERS, INC.



J-U-B COMPANIES



July 10, 2020

City of Star P.O. Box 130 Star, Idaho 83669

# RE: MOON VALLEY ESTATES SUBDIVISION SUBMITTAL LETTER

To Whom It May Concern:

On behalf of M3 ID Moon Valley, LLC, please accept this request for Final Plat approval for Moon Valley Estates Subdivision located adjacent to W. Moon Valley Road. The parcel number for the subject property is S0415321001. The proposed development includes a total of 16 lots on 10.0 acres; 12 lots are single family residential and 4 lots are common lots.

The specific provisions requested in the final plat application are intended to be addressed in the plat and construction documents as described below:

- The final plat conforms to the approved preliminary plat.
- The final plat conforms to the applicable provisions of the City of Star Code.
- The final plat and development plans conform to best management practices and acceptable surveying, engineering, and landscape architectural practices, and local standards.

The enclosed applications have been submitted in accordance with the requirements of the City of Star. The development has also been designed in accordance with the City of Star Code. Please contact me at 376-7330 if you have any questions regarding this application.

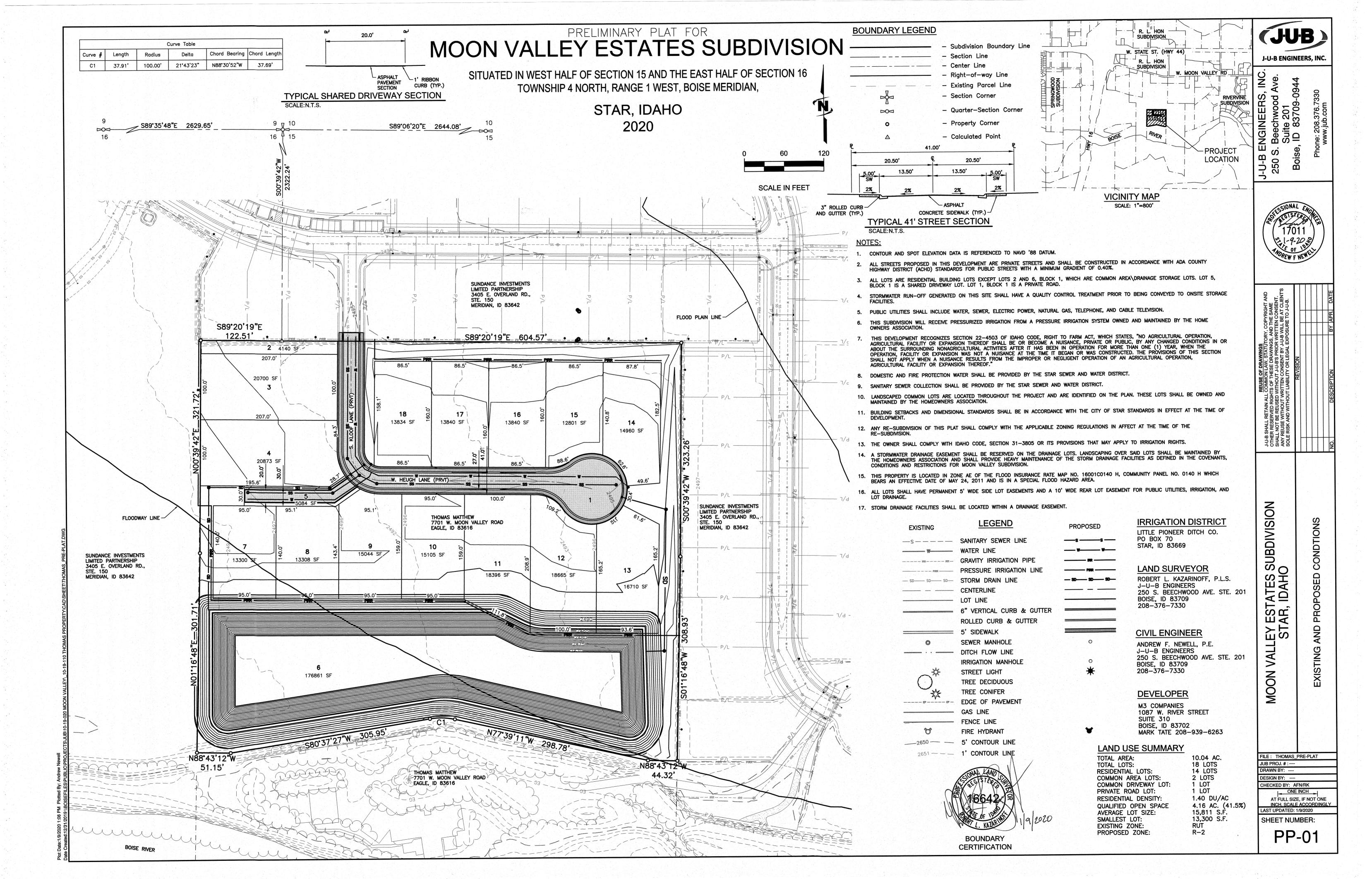
Sincerely,

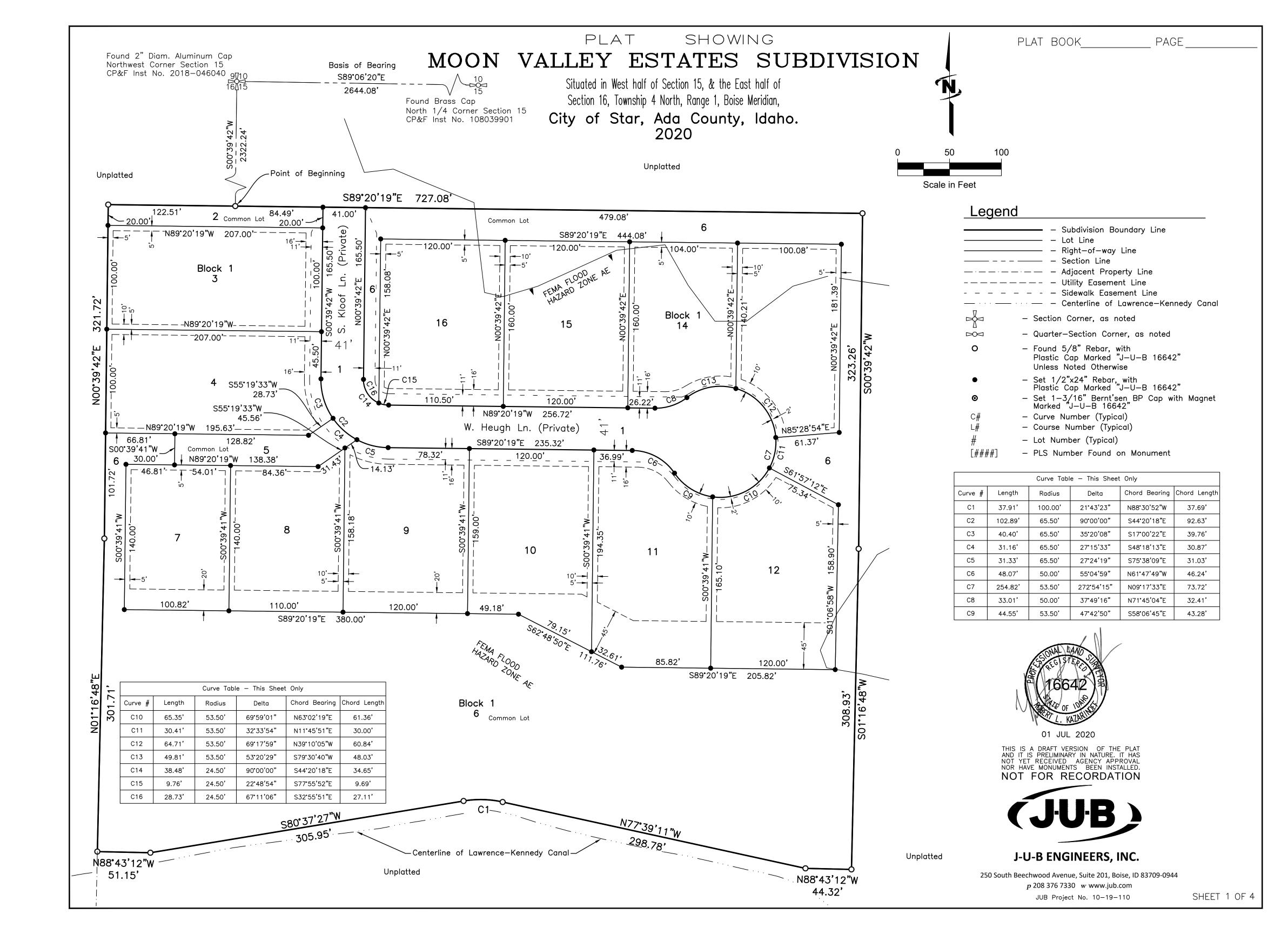
J-U-B ENGINEERS, Inc.

Wendy Shrief, AICP

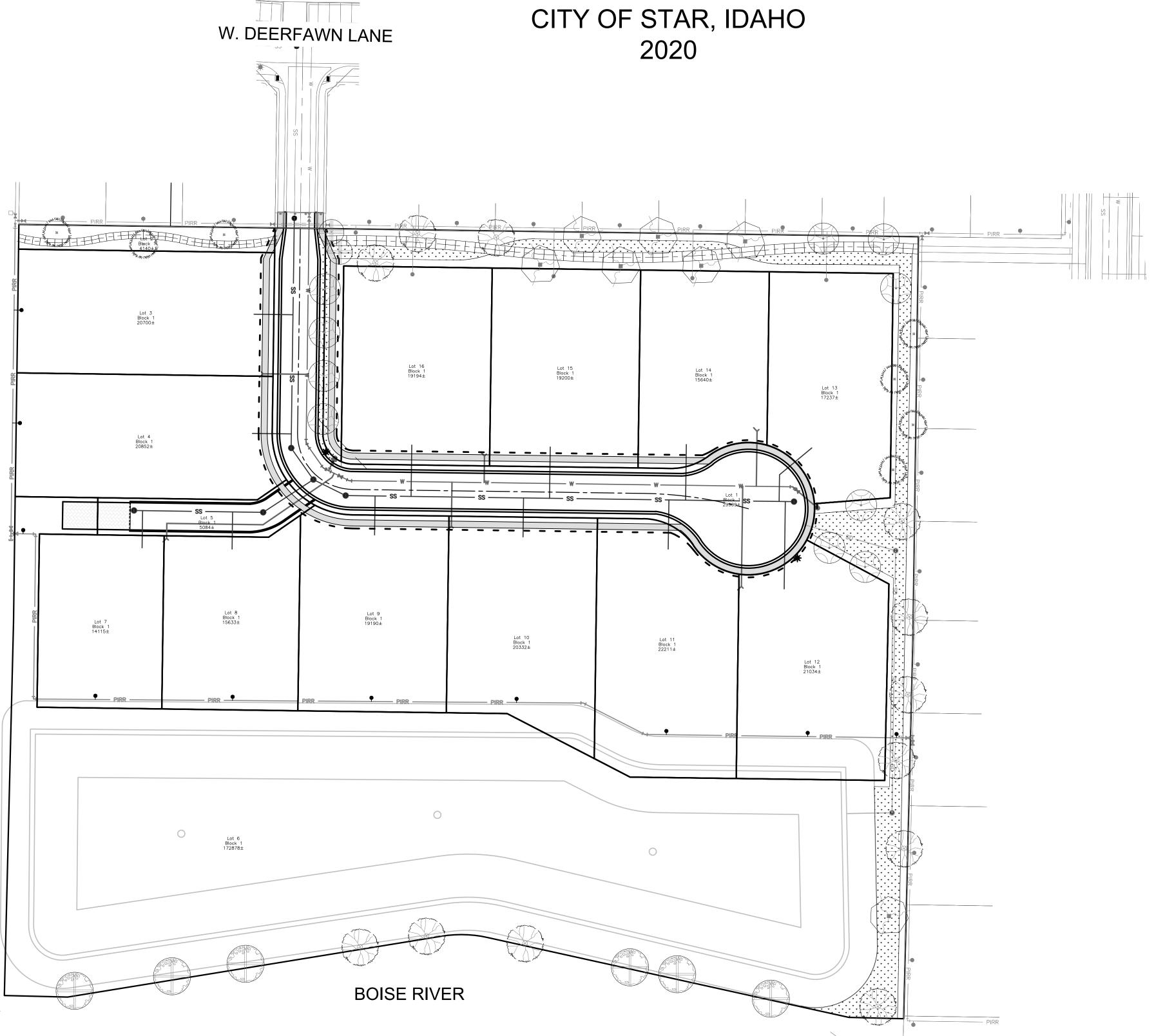


Plot Date:12/23/2019 4:50 PM Plotted By: Andrew Nev





# MOON VALLEY SUBDIVISION - ESTATES



# DEVELOPER

M3 COMPANIES

1087 W. River Street Suite 310

Boise, Idaho 83702

(208) 939-6263 Fax: 208-939-6752

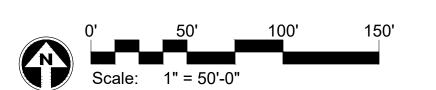
# CIVIL ENGINEERS

J-U-B ENGINEERS, INC. 250 S. Beechwood Ave. Suite 201 Boise, ID 83709-0944 (208) 376-7330 Fax: 208-323-9336

# LANDSCAPE ARCHITECT

Greey | Pickett Landscape Architecture | Community Design 7144 E. Stetson Drive, Suite 205 Scottsdale, Arizona 85251 (480) 609-0009 Fax: (480) 609-0068

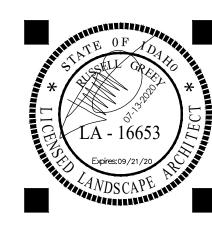
OVERALL LANDSCAPE PLAN



# SHEET INDEX

**Cover Sheet** General Notes / Landscape Calculations Overall Landscape Sheet Layout Planting Plans Planting Details Planting Specifications

L0.0 L0.1 L3.0 L3.1-L3.4 L7.1 L8.1



MOON VA SUBDIVISION -

07-13-2020 ACHD COMMENTS

project #: MTC069 scale: As Shown issued for: REVIEW drawn by: TEAM date: 10-17-2019

Overall Landscape Plan

L0.0

Copyright © 2013 by Greey | Pickett Professional Corp.



1445 North Orchard • Boise, ID 83706 • (208) 373-0550

Brad Little, Governor John H. Tippets, Director

August 24, 2020

Star City Hall P.O. Box 130 Star, Idaho 83669

RE: Moon Valley Estates Subdivision Final Plat, FP-20-14

Thank you for the opportunity to respond to your request for comment. While DEQ does not review projects on a project-specific basis, we attempt to provide the best review of the information provided. DEQ encourages agencies to review and utilize the Idaho Environmental Guide to assist in addressing project-specific conditions that may apply. This guide can be found at: <a href="deq.idaho.gov/assistance-resources/environmental-guide-for-local-govts">deq.idaho.gov/assistance-resources/environmental-guide-for-local-govts</a>.

The following information does not cover every aspect of this project; however, we have the following general comments to use as appropriate:

## 1. Air Quality

• Please review IDAPA 58.01.01 for all rules on Air Quality, especially those regarding fugitive dust (58.01.01.651), trade waste burning (58.01.01.600-617), and odor control plans (58.01.01.776).

All property owners, developers, and their contractor(s) must ensure that reasonable controls to prevent fugitive dust from becoming airborne are utilized during all phases of construction activities per IDAPA 58.01.01.651.

DEQ recommends the city/county require the development and submittal of a dust prevention and control plan prior to final plat approval. Dust prevention and control plans incorporate appropriate best management practices to control fugitive dust that may be generated at sites. Information on fugitive dust control plans can be found at: <a href="http://www.deq.idaho.gov/media/61833-dust\_control\_plan.pdf">http://www.deq.idaho.gov/media/61833-dust\_control\_plan.pdf</a>

Citizen complaints received by DEQ regarding fugitive dust from development and construction
activities approved by cities or counties will be referred to the city/county to address under their
ordinances.

Per IDAPA 58.01.01.600-617, the open burning of any construction waste is prohibited. The property owner, developer, and their contractor(s) are responsible for ensuring no prohibited open burning occurs during construction.

For questions, contact the DEQ Air Quality Permitting Hotline at 1-877-573-7648.

# 2. Wastewater and Recycled Water

- DEQ recommends verifying that there is adequate sewer to serve this project prior to approval. Please contact the sewer provider for a capacity statement, declining balance report, and willingness to serve this project.
- IDAPA 58.01.16 and IDAPA 58.01.17 are the sections of Idaho rules regarding wastewater and recycled water. Please review these rules to determine whether this or future projects will require DEQ approval. IDAPA 58.01.03 is the section of Idaho rules regarding subsurface disposal of wastewater. Please review this rule to determine whether this or future projects will require permitting by the district health department.

All projects for construction or modification of wastewater systems require preconstruction approval. Recycled water projects and subsurface disposal projects require separate permits as well.

- DEQ recommends that projects be served by existing approved wastewater collection systems or a centralized community wastewater system whenever possible. Please contact DEQ to discuss potential for development of a community treatment system along with best management practices for communities to protect ground water.
- DEQ recommends that cities and counties develop and use a comprehensive land use management plan, which includes the impacts of present and future wastewater management in this area. Please schedule a meeting with DEQ for further discussion and recommendations for plan development and implementation.

For questions, contact Valerie Greear, Water Quality Engineering Manager at (208) 373-0550.

# 3. Drinking Water

- DEQ recommends verifying that there is adequate water to serve this project prior to approval. Please contact the water provider for a capacity statement, declining balance report, and willingness to serve this project.
- IDAPA 58.01.08 is the section of Idaho rules regarding public drinking water systems. Please review these rules to determine whether this or future projects will require DEQ approval.

All projects for construction or modification of public drinking water systems require preconstruction approval.

- DEQ recommends verifying if the current and/or proposed drinking water system is a regulated public drinking water system (refer to the DEQ website at: <a href="deq.idaho.gov/water-quality/drinking-water.aspx">deq.idaho.gov/water-quality/drinking-water.aspx</a>). For non-regulated systems, DEQ recommends annual testing for total coliform bacteria, nitrate, and nitrite.
- If any private wells will be included in this project, we recommend that they be tested for total coliform bacteria, nitrate, and nitrite prior to use and retested annually thereafter.
- DEQ recommends using an existing drinking water system whenever possible or construction of a new community drinking water system. Please contact DEQ to discuss this project and to explore options to both best serve the future residents of this development and provide for

protection of ground water resources.

• DEQ recommends cities and counties develop and use a comprehensive land use management plan which addresses the present and future needs of this area for adequate, safe, and sustainable drinking water. Please schedule a meeting with DEQ for further discussion and recommendations for plan development and implementation.

For questions, contact Valerie Greear, Water Quality Engineering Manager at (208) 373-0550.

# 4. Surface Water

- A DEQ short-term activity exemption (STAE) from this office is required if the project will involve de-watering of ground water during excavation and discharge back into surface water, including a description of the water treatment from this process to prevent excessive sediment and turbidity from entering surface water.
- Please contact DEQ to determine whether this project will require a National Pollution Discharge Elimination System (NPDES) Permit. A Construction General Permit from EPA may be required if this project will disturb one or more acres of land, or will disturb less than one acre of land but are part of a common plan of development or sale that will ultimately disturb one or more acres of land.
- If this project is near a source of surface water, DEQ requests that projects incorporate construction best management practices (BMPs) to assist in the protection of Idaho's water resources. Additionally, please contact DEQ to identify BMP alternatives and to determine whether this project is in an area with Total Maximum Daily Load stormwater permit conditions.
- The Idaho Stream Channel Protection Act requires a permit for most stream channel alterations. Please contact the Idaho Department of Water Resources (IDWR), Western Regional Office, at 2735 Airport Way, Boise, or call (208) 334-2190 for more information. Information is also available on the IDWR website at:

  <a href="http://www.idwr.idaho.gov/WaterManagement/StreamsDams/Streams/AlterationPermit/AlterationPermit.htm">http://www.idwr.idaho.gov/WaterManagement/StreamsDams/Streams/AlterationPermit/AlterationPermit.htm</a>
- The Federal Clean Water Act requires a permit for filling or dredging in waters of the United States. Please contact the US Army Corps of Engineers, Boise Field Office, at 10095 Emerald Street, Boise, or call 208-345-2155 for more information regarding permits.

For questions, contact Lance Holloway, Surface Water Manager, at (208) 373-0550.

## 5. Hazardous Waste And Ground Water Contamination

- Hazardous Waste. The types and number of requirements that must be complied with under the federal Resource Conservations and Recovery Act (RCRA) and the Idaho Rules and Standards for Hazardous Waste (IDAPA 58.01.05) are based on the quantity and type of waste generated. Every business in Idaho is required to track the volume of waste generated, determine whether each type of waste is hazardous, and ensure that all wastes are properly disposed of according to federal, state, and local requirements.
- No trash or other solid waste shall be buried, burned, or otherwise disposed of at the project site.
   These disposal methods are regulated by various state regulations including Idaho's Solid Waste
   Management Regulations and Standards, Rules and Regulations for Hazardous Waste, and Rules

and Regulations for the Prevention of Air Pollution.

• Water Quality Standards. Site activities must comply with the Idaho Water Quality Standards (IDAPA 58.01.02) regarding hazardous and deleterious-materials storage, disposal, or accumulation adjacent to or in the immediate vicinity of state waters (IDAPA 58.01.02.800); and the cleanup and reporting of oil-filled electrical equipment (IDAPA 58.01.02.849); hazardous materials (IDAPA 58.01.02.850); and used-oil and petroleum releases (IDAPA 58.01.02.851 and 852).

Petroleum releases must be reported to DEQ in accordance with IDAPA 58.01.02.851.01 and 04. Hazardous material releases to state waters, or to land such that there is likelihood that it will enter state waters, must be reported to DEQ in accordance with IDAPA 58.01.02.850.

• **Ground Water Contamination.** DEQ requests that this project comply with Idaho's Ground Water Quality Rules (IDAPA 58.01.11), which states that "No person shall cause or allow the release, spilling, leaking, emission, discharge, escape, leaching, or disposal of a contaminant into the environment in a manner that causes a ground water quality standard to be exceeded, injures a beneficial use of ground water, or is not in accordance with a permit, consent order or applicable best management practice, best available method or best practical method."

For questions, contact Albert Crawshaw, Waste & Remediation Manager, at (208) 373-0550.

## 6. Additional Notes

- If an underground storage tank (UST) or an aboveground storage tank (AST) is identified at the site, the site should be evaluated to determine whether the UST is regulated by DEQ. EPA regulates ASTs. UST and AST sites should be assessed to determine whether there is potential soil and ground water contamination. Please call DEQ at (208) 373-0550, or visit the DEQ website deq.idaho.gov/waste-mgmt-remediation/storage-tanks.aspx for assistance.
- If applicable to this project, DEQ recommends that BMPs be implemented for any of the following conditions: wash water from cleaning vehicles, fertilizers and pesticides, animal facilities, composted waste, and ponds. Please contact DEQ for more information on any of these conditions.

We look forward to working with you in a proactive manner to address potential environmental impacts that may be within our regulatory authority. If you have any questions, please contact me, or any of our technical staff at (208) 373-0550.

Sincerely,

Aaron Scheff

Regional Administrator Boise Regional Office

Jaion Schiff

ec: CM#2019AEK207



Subdivision: Moor	Phase: _	1	Date:	09/04/2020	
Developable Lots: _	12 Review No: 3	-			
Developer: M3 Co					
Tel: 208.939.6263	Fax:	_ Email: _			
Engineer: JUB E	ngineers, Andrew Newell				
Tel: 208.376.7330	)_ Fax:	_ Email: _			
Property Address:	Moon Valley Rd and N Ce	ntral Valley	Blvd		
Reviewed By:	Kelsie Styrlund, E.I, Kelle	er Associate	S		
Review Check By:	Ryan Morgan, P.E., Keller	Associates			

# FINAL PLAT REVIEW

ITEM	OK	NEED	N/A	FINAL PLAT APPLICATION REQUIREMENTS
1	x			Submit two (2) copies of final engineering construction drawings showing streets, sidewalk, water, sewer, pressure irrigation, street lighting, landscaping, and other public improvements.
2			X	Submit one (1) 8½ x 11 map showing property in relation to floodplain and/or floodway. Provide Floodplain Development Permit Application as required.
3	Х			Provide (1) copy of the "Preliminary Plat Findings of Fact and Conclusions of Law".
4	X			Landscape plan provided. Confirm consistent with approved preliminary plat.
5	X			Verified written legal description.
6		X		Letter of credit for outstanding pressure irrigation and landscaping improvements <b>only</b> when weather conditions precludes construction of improvements prior to signature of mylar.
ITEM	OK	NEED	N/A	FINAL PLAT REVIEW
7	x			Public and private easements are shown on plat for open spaces, access drives, drainage facilities, floodway maintenance boundaries, offsite storage areas and connecting piping for detached flood water storage impoundments, existing irrigation ditches, new irrigation ditches or pipelines, bicycle / pedestrian pathways (connectivity to adjacent developments), and irrigation piping.
8	X			Right to Farm Act Note on face of plat.

Revised 5/29/08 9/4/2020 Page 1 of 6

9	x	Note on face of plat: "This subdivision is located within zone AE as shown on the firm panel 125 of 875, Ada County, Idaho and Incorporated Areas. A building permit shall not be issued for any lot that is located within the mapped floodplain until a Flood Plain Development Permit is obtained for the individual lot. Each lot within the mapped floodplain shall require an individual Flood Plain Development Permit."
10	x	10-foot utility and irrigation easements are shown, or noted, along the front lot lines, rear lot lines, and side lot lines as required.
11	x	Note is shown on the final plat: "Minimum building setbacks shall be in accordance with the City of Star applicable zoning and subdivision regulations at the time of issuance of individual building permits or as specifically approved and / or required, or as shown on the this plat."
12	x	Seal of Professional Land Surveyor is displayed, dated, and signed on face of plat.
13	x	Water and sewer easements shown on face of plat. (Note to Plan Reviewer: Provide plat to Justin Walker for easement water and sewer easement verification.)
14	x	On the signature page of the plat please include the following  "I, THE UNDERSIGNED, CITY ENGINEER IN AND FOR THE CITY OF STAR, ADA COUNTY, IDAHO, ON THIS DAY, , HEREBY APPROVE THIS PLAT." underneath the APPROVAL OF CITY ENGINEER line, and before the signature line.
15		"Change of Ownership" document filed with the IDWR to the HOA for all conveyable water rights.

# **CONSTRUCTION DRAWING REVIEW**

ITEM	OK	NEED	N/A	GENERAL
16	X			Construction drawings are stamped, signed, & dated by a professional engineer licensed in the State of Idaho.
17	X			Natural features map showing all existing site features and 1-foot contour elevations is provided in accordance with the City's code.
18	X			Each sheet has north arrow, graphic scale, date, title block and sheet number.
19	X			All profiles are drawn to the same horizontal scale as plan views.
20	X			Street lighting plans are provided showing pole locations and luminary types. All street lighting shall be in

				accordance with the current edition of the ISPWC and
				the City of Star Supplemental Specifications.
ITEM	OK	NEED	N/A	FLOODPLAIN DEVELOPMENT PERMIT
21	X			Floodplain and floodway boundaries and elevations are
				shown on the grading plans.
00				Building finished floor elevations are greater than or
22	X			equal to 2-feet above the base flood elevation, or
				verification is provided of flood proofing.
23	X			Roadway centerline elevations and manhole and other minor structure rim elevations are 0.5-feet above the
23	^			base flood elevation.
				All buildings are set back a minimum of 50-feet from the
				floodway boundary line except that when the area of
24	X			special flood hazard boundary is 50-feet or less from the
24	_ ^			flood way line, the boundary line shall be the setback
				line.
				Easements and conveyance provisions have been made
25	X			for connection between the floodway and any detached
				floodwater storage impoundment.
				Calculations are provided and show 48-hour max time
26	Х			period for 100% utilization of detached storage
				impoundment.
ITEM	OK	NEED	N/A	GRADING PLAN
				Grading plans are provided and are stamped, dated, and
_ ~~	v			
27	X			signed by a professional engineer licensed in the State
27	<b>X</b>			of Idaho.
				of Idaho. Grading plans show finished, existing, and base flood 1-
28	X			of Idaho.  Grading plans show finished, existing, and base flood 1- foot contour elevations.
				of Idaho.  Grading plans show finished, existing, and base flood 1- foot contour elevations.  Drainage facilities and easements are shown.
28	X			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations. Drainage facilities and easements are shown. Plan and profile sheets show proposed and existing
28	X			of Idaho. Grading plans show finished, existing, and base flood 1-foot contour elevations. Drainage facilities and easements are shown. Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.),
28	X			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations. Drainage facilities and easements are shown. Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and
28	X			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations.  Drainage facilities and easements are shown.  Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations.
28	X			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations. Drainage facilities and easements are shown. Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations. Existing irrigation ditches, canals, and easements are
28 29 30	X X			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations. Drainage facilities and easements are shown. Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations.  Existing irrigation ditches, canals, and easements are shown.
28 29 30	X X			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations.  Drainage facilities and easements are shown.  Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations.  Existing irrigation ditches, canals, and easements are shown.  Cut and fill slopes are no steeper that 2H:1V. (Spot
28 29 30 31	X X X			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations. Drainage facilities and easements are shown.  Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations.  Existing irrigation ditches, canals, and easements are shown.  Cut and fill slopes are no steeper that 2H:1V. (Spot checked by City Engineer)
28 29 30 31	X X X			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations. Drainage facilities and easements are shown. Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations.  Existing irrigation ditches, canals, and easements are shown.  Cut and fill slopes are no steeper that 2H:1V. (Spot checked by City Engineer)  Tops and toes of all cut and fill slopes are set back from
28 29 30 31	X X X			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations.  Drainage facilities and easements are shown.  Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations.  Existing irrigation ditches, canals, and easements are shown.  Cut and fill slopes are no steeper that 2H:1V. (Spot checked by City Engineer)  Tops and toes of all cut and fill slopes are set back from property boundary at least 3-feet plus 1/5 the height of
28 29 30 31 32	x x x			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations. Drainage facilities and easements are shown. Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations. Existing irrigation ditches, canals, and easements are shown. Cut and fill slopes are no steeper that 2H:1V. (Spot checked by City Engineer) Tops and toes of all cut and fill slopes are set back from property boundary at least 3-feet plus 1/5 the height of the cut or fill but need not exceed 10-feet. (Spot checked
28 29 30 31 32	x x x			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations. Drainage facilities and easements are shown.  Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations.  Existing irrigation ditches, canals, and easements are shown.  Cut and fill slopes are no steeper that 2H:1V. (Spot checked by City Engineer)  Tops and toes of all cut and fill slopes are set back from property boundary at least 3-feet plus 1/5 the height of the cut or fill but need not exceed 10-feet. (Spot checked by City Engineer)
28 29 30 31 32	x x x			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations.  Drainage facilities and easements are shown.  Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations.  Existing irrigation ditches, canals, and easements are shown.  Cut and fill slopes are no steeper that 2H:1V. (Spot checked by City Engineer)  Tops and toes of all cut and fill slopes are set back from property boundary at least 3-feet plus 1/5 the height of the cut or fill but need not exceed 10-feet. (Spot checked by City Engineer)  Tops and toes of cut and fill slopes are set back from
28 29 30 31 32	x x x			of Idaho. Grading plans show finished, existing, and base flood 1-foot contour elevations.  Drainage facilities and easements are shown.  Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations.  Existing irrigation ditches, canals, and easements are shown.  Cut and fill slopes are no steeper that 2H:1V. (Spot checked by City Engineer)  Tops and toes of all cut and fill slopes are set back from property boundary at least 3-feet plus 1/5 the height of the cut or fill but need not exceed 10-feet. (Spot checked by City Engineer)  Tops and toes of cut and fill slopes are set back from structures 6-feet plus 1/5 of the height of the cut or fill but
28 29 30 31 32 33	x x x x			of Idaho. Grading plans show finished, existing, and base flood 1- foot contour elevations.  Drainage facilities and easements are shown.  Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations.  Existing irrigation ditches, canals, and easements are shown.  Cut and fill slopes are no steeper that 2H:1V. (Spot checked by City Engineer)  Tops and toes of all cut and fill slopes are set back from property boundary at least 3-feet plus 1/5 the height of the cut or fill but need not exceed 10-feet. (Spot checked by City Engineer)  Tops and toes of cut and fill slopes are set back from
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28 29 30 31 32 33	x x x x			of Idaho.  Grading plans show finished, existing, and base flood 1-foot contour elevations.  Drainage facilities and easements are shown.  Plan and profile sheets show proposed and existing utilities (rim elevations, pipe invert elevations, etc.), finished centerline roadway grades, existing grade, and base flood elevations.  Existing irrigation ditches, canals, and easements are shown.  Cut and fill slopes are no steeper that 2H:1V. (Spot checked by City Engineer)  Tops and toes of all cut and fill slopes are set back from property boundary at least 3-feet plus 1/5 the height of the cut or fill but need not exceed 10-feet. (Spot checked by City Engineer)  Tops and toes of cut and fill slopes are set back from structures 6-feet plus 1/5 of the height of the cut or fill but need not exceed 10-feet. (Spot checked by City

Revised 5/29/08 9/4/2020 Page 3 of 6

				ditches.
				The vertical datum used for elevations shown on grading
36	X			and drainage plans is NAVD 88 for all developments that
				are fully or partially within the floodplain.
37	Х			Existing and proposed elevations match at property
				boundaries.
ITEM	OK	NEED	N/A	DRAINAGE PLAN
38	X			Drainage plans are provided and stamped, dated, and signed by a professional engineer licensed in the State of Idaho.
39	X			Drainage calculations are provided and stamped, dated, and signed by a professional engineer licensed in the State of Idaho.
40	X			Narrative is provided that describes the proposed method of stormwater retention.
				Drainage calculations contain no arithmetic errors. (Spot
				checked by City Engineer) It appears that the area
41		X		used for the sand and grease trap calculations is
				2.11acres which is different than the area on the
				basin map, please update.  The design storm, percolation rate, or other design
				criteria are within accepted limits. (ITD Zone A—IDF
42	X			Curve; Storage designed for 100 year storm; Primary
				conveyance designed for 25-year storm)
				Peak discharge rate and velocity through sand and
43		X		grease traps calculated and are less than 0.5 ft/sec. See
4.4				Section view of decise as facility provided
44	X			Section view of drainage facility provided.  Able to determine drainage directions from information
45	X			given.
46	X			Drainage facilities do not conflict with other utilities. (Spot check by City Engineer)
47			X	Provision for conveyance or disposal of roof drainage provided for commercial developments.
48	Х			Building finished floor elevation shown is above possible max water surface elevation and 2-feet above base flood
.0				elevation.
				Storm water pretreatment provided. BMP facilities are
49	X			designed in conformance with the "State of Idaho
				Catalog of Stormwater Best Management Practices".
50	X			5-foot setback from property line maintained for drainage facilities.
51		X		Drainage basin / pond dimensions listed or noted.  Provide distance for length and width of pond, could not find of C-201.
				Drainage facilities drawn to scale on grading and
52	X	X		drainage plan.

Revised 5/29/08 9/4/2020 Page 4 of 6

53			Х	Drain rock, ASTM C33 sand, or pond liner specified.
54			X	3-foot separation from bottom of drainage facility to maximum seasonal high groundwater elevation shown on detail.
55			Х	Vegetative cover shown over biofiltration facilities.
56			X	Appropriate license agreements have been executed and are provided for offsite discharge of storm water.
ITEM	OK	NEED	N/A	GRAVITY IRRIGATION
57			Х	Plan approval letter is provided from the appropriate irrigation district.
ITEM	OK	NEED	N/A	PRESSURE IRRIGATION
58	X			Plans for a pressure irrigation system are provided (Required only if development contains more than four lots).
59	X			The pressure irrigation system is <i>not</i> connected to the potable water system.
60	X			Design provides a minimum of 15 gpm @ 45 PSI to each destination point.
61	X			Easements are provided for all pressure irrigation piping. (Note on face of plat).
62	X			Main line distribution piping is 3-inches in diameter or greater.
63			X	Provisions are made for diversion and flow measurement from a gravity irrigation source ditch.
64		x		Applicant provided verification with a signed contract indicating written assurance that provisions have been made for ownership, operation, and maintenance of the irrigation system.
65			х	Provide written verification and plan approval from Star Sewer and Water District if potable water is planned to be used as a secondary irrigation source.
66		X		Provided verification that water rights will be transferred to the association managing entity.
67	Х			If pressure irrigation will not be available to each lot at all times, provide rotation schedule for irrigation system usage identifying times and days that pressure irrigation will be available to each lot.
ITEM	OK	NEED	N/A	RE-SUBMITTAL REQUIREMENTS*
68		X		Return (1) one revised plan set in pdf format with the redlined set for review and/or approval to Keller Associates. Unbound or un-collated plan sets will not be accepted.
69		X		Provide a response letter, <b>referencing the City of Star</b> , with the revised plan set that highlights what actions were taken to correct any outstanding items.

Revised 5/29/08 9/4/2020 Page 5 of 6

\*All re-submittals should be returned to the City of Star for re-review.

# Notes:

Additional Final Plat Comments:

•

Additional Construction Drawing Comments:

•

[		CENTRAL Ada County Transmittal Return to:  DISTRICT Division of Community and Environmental Health ACZ
F	Rez	Boise  Dine # Bagle
(	Con	ditional Use # Garden Cit
F	rel	minary / Final / Short Plat FP-20-14 Kuna
-		Moon Valley Estates & Star
_		
	1.	We have No Objections to this Proposal.
	2.	We recommend Denial of this Proposal.
	3.	Specific knowledge as to the exact type of use must be provided before we can comment on this Proposal.
	4.	We will require more data concerning soil conditions on this Proposal before we can comment.
	5.	Before we can comment concerning individual sewage disposal, we will require more data concerning the depth of:    high seasonal ground water   waste flow characteristics   bedrock from original grade   other
	6.	This office may require a study to assess the impact of nutrients and pathogens to receiving ground waters and surface waters.
	7.	This project shall be reviewed by the Idaho Department of Water Resources concerning well construction and water availability.
7	08.	After written approvals from appropriate entities are submitted, we can approve this proposal for:    Central sewage
7	9.	The following plan(s) must be submitted to and approved by the Idaho Department of Environmental Quality:    Central sewage
	10.	This Department would recommend deferral until high seasonal ground water can be determined if other considerations indicate approval.
	11.	If restroom facilities are to be installed, then a sewage system MUST be installed to meet Idaho State Sewage Regulations.
	12.	We will require plans be submitted for a plan review for any:  food establishment swimming pools or spas child care center

grocery store

13. Infiltration beds for storm water disposal are considered shallow injection wells. An application and fee must be submitted

**1**4.

beverage establishment

# **CITY OF STAR, IDAHO**

Report on Audited
Basic
Financial Statements
and
Supplemental Information

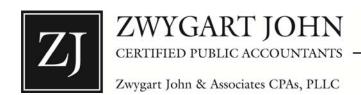
For the Year Ended September 30, 2019

# **Table of Contents**

	<u>Page</u>
Independent Auditor's Report	1
BASIC FINANCIAL STATEMENTS	
Government-wide Financial Statements:	
Statement of Net Position	3
Statement of Activities	4
Fund Financial Statements:	
Balance Sheet – Governmental Funds	5
Reconciliation of the Balance Sheet of the Governmental Funds to the Statement of Net Position	6
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds	7
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of the Governmental Funds to the Statement of Activities	8
Notes to Financial Statements	9
REQUIRED SUPPLEMENTARY INFORMATION	
Budgetary (GAAP Basis) Comparison Schedule:	
General Fund	17
Park Impact Fee Fund	18
Notes to Required Supplementary Information	19
SUPPLEMENTAL INFORMATION	
Supplemental Schedule of Revenues by Source - Budget and Actual - General Fund	20

# Table of Contents (continued)

	<u>Page</u>
Supplemental Schedule of Expenditures by Object of Expenditure - Budget and Actual - General Fund	21
FEDERAL REPORTS	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards	23
Government Auditing Standards	23



Phone: 208-459-4649 • FAX: 208-229-0404

# **Independent Auditor's Report**

Honorable Mayor and City Council Star, Idaho

# **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and each major fund of the City of Star, Idaho (the City), as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

## Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental and each major fund of the City of Star, Idaho, as of September 30, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### Other Matters

# Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on pages 17 and 18 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

#### Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Star, Idaho's basic financial statements. The supplemental information is presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplemental information was derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information is fairly stated in all material respects in relation to the basic financial statements as a whole.

### Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 30, 2020 on our consideration of the City of Star, Idaho's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Star, Idaho's internal control over financial reporting and compliance

Zwygart John & Associates, CPAs PLLC

Nampa, Idaho July 30, 2020

# City of Star, Idaho

# Statement of Net Position September 30, 2019

	Governmental Activities		
Assets			
Current Assets:			
Cash and Cash Equivalents	\$	3,523,933	
Short Term Investments		311,094	
Investment in Building		1,833,638	
Receivables, Net:			
Property Taxes		19,275	
Accounts		35,133	
Interest		4,885	
Other Receivables		38,728	
Due From Other Governments		194,561	
Total Current Assets		5,961,247	
Capital Assets:			
Land and Construction in Progress		1,609,411	
Building, Net		1,989,225	
Furniture, Fixtures, and Equipment, Net		147,553	
Improvements, Net		1,974,410	
Total Capital Assets		5,720,599	
Total Assets		11,681,846	
Liabilities			
Current Liabilities:			
Accounts Payable and Other Current Liabilities		322,133	
Total Liabilities		322,133	
Net Position			
Invested in Capital Assets, Net of Related Debt		5,720,599	
Unrestricted (Deficit) Surplus	_	5,639,114	
Total Net Position	\$	11,359,713	

# City of Star, Idaho

# Statement of Activities For the Year Ended September 30, 2019

								(Expense) venue and
		Program Revenues					Changes in	
		Charges for	Ор	erating	Capital		Net Position -	
		Services and	-		Grants and Contributions		Governmental Activities	
	Expenses	Sales						
Primary Government:								
Governmental Activities:								
General Administrative	\$ 2,911,217	2,586,160	\$	8,972	\$	-	\$	(316,085)
Parks and Recreation	313,362	643,654		-		-		330,292
Police	996,718			-				(996,718)
Total Governmental Activities	\$ 4,221,297	\$ 3,229,814	\$	8,972	\$			(982,511)
		General Reven	ues:					
		Property Taxes						1,162,963
		State Sources						746,971
Other							176,581	
		Unrestricted Investment Earnings					29,549	
		Total General Revenues and Special Items					2,116,064	
		Change in Net Position Net Position, Beginning of Year Net Position, End of Year						1,133,553
							1	10,226,160
							\$ ^	11,359,713

City of Star, Idaho Balance Sheet -Governmental Funds September 30, 2019

	General	Ρ	ark Impact Fees	Go	Total overnmental Funds
Assets					
Cash and Cash Equivalents	\$ 2,147,059	\$	1,376,874	\$	3,523,933
Short Term Investments	311,094		-		311,094
Investment in Building	1,833,638		-		1,833,638
Receivables, Net:					
Property Taxes	19,275		-		19,275
Accounts	35,133		-		35,133
Interest	4,885		-		4,885
Other Receivables	38,728		-		38,728
Due From Other Governments	 194,561		_		194,561
Total Assets	\$ 4,584,373	\$	1,376,874	\$	5,961,247
<b>Liabilities</b> Accounts Payable Total Liabilities	\$ 322,133 322,133	\$	<u>-</u>	\$	322,133 322,133
- c					
Deferred Inflows					
Unearned Revenue - Property Taxes	 16,746				16,746
Total Deferred Inflows	 16,746				16,746
Fund Balances					
Unassigned	4,245,494		1,376,874		5,622,368
Total Fund Balance	4,245,494		1,376,874		5,622,368
Total Liabilities, Deferred Inflows, and Fund Balances	\$ 4,584,373	\$	1,376,874	\$	5,961,247

#### Reconciliation of the Balance Sheet of the Governmental Funds to the Statement of Net Position September 30, 2019

Total Fund Balances - Governmental Funds		\$	5,622,368
Amounts reported for governmental activities in the Statement of N different because of the following:	et Position are		
Capital assets used in governmental activities are not financial reso therefore, are not reported in governmental funds. Those assets co			
Land and Construction in Progress	\$ 1,609,411		
Buildings, Net of \$615,005 Accum. Depr.	1,989,225		
Furniture, Fixtures, and Equip., Net of \$184,183 Accum. Depr.	147,553		
Improvements, Net of \$792,046 Accum. Depr.	1,974,410		
	<u> </u>	-	5,720,599
Property taxes receivable will be collected this year, but are not ava- enough to pay for current period's expenditures and, therefore, are			
funds.			16,746

\$ 11,359,713

Net Position of Governmental Activities

Statement of Revenues, Expenditures, and Changes in Fund Balances - Government Funds For the Year Ended September 30, 2019

	General	Park Impact Fees	Total Governmental Funds
Revenues	Contrai	1 000	T dild5
Property Taxes	\$ 1,158,736	\$ -	\$ 1,158,736
Charges for Services	1,330,426	Ψ -	1,330,426
Fees	1,335,829	563,559	1,899,388
Intergovernmental	746,971	-	746,971
Grants and Contributions	8,972	_	8,972
Interest Income	29,549	_	29,549
Other	176,581	_	176,581
Total Revenues	4,787,064	563,559	5,350,623
	, - ,		- , ,
Expenditures			
Current:			
General Administrative	2,780,982	-	2,780,982
Parks and Recreation	200,614	25,103	225,717
Police	996,718	-	996,718
Capital Outlay	112,169	-	112,169
Total Expenditures	4,090,483	25,103	4,115,586
·			
Excess (Deficiency) of Revenues			
Over Expenditures	696,581	538,456	1,235,037
Other Financing Resources (Uses)			
Transfers In	_	838,418	838,418
Transfers Out	838,418		838,418
Total Other Financing Sources (Uses)	(838,418)	838,418	-
Net Change in Fund Balances	(141,837)	1,376,874	1,235,037
Fund Balances - Beginning	4,387,331	<u>-</u>	4,387,331
Fund Balances - Ending	\$ 4,245,494	\$ 1,376,874	\$ 5,622,368

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of the Governmental Funds to the Statement of Activities

For the Year Ended September 30, 2019

Total Net Change in Fund Balances - Governmental Funds

\$ 1,235,037

Amounts reported for governmental activities in the Statement of Activities are different because of the following:

Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their useful lives as depreciation expense. In the current period these amounts are:

Depreciation Expense (217,756	5)
Net	(105,711)
Because some property taxes will not be collected for several months after	
the City's fiscal year ends, they are not considered as "available" revenues	
in the governmental funds and are, instead, counted as deferred tax	
revenues. They are, however, recorded as revenues in the Statement of	

\$

112,045

Change in Net Position of Governmental Activities

Capital Outlay

Activities.

\$ 1,133,553

4,227

Notes to Financial Statements For the Year Ended September 30, 2019

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. Reporting Entity

The accompanying financial statements present the activities of City of Star, Idaho (the City). The City receives funding from local, state, and federal government sources and must comply with all of the requirements of these funding source entities. However, the City is not included in any other governmental reporting entity as defined by generally accepted accounting principles. Board members are elected by the public and have decision-making authority, the power to designate management, the ability to significantly influence operations, and the primary accountability for fiscal matters. In addition, the City's reporting entity does not contain any component units as defined in Governmental Accounting Standards.

#### B. <u>Basis of Presentation, Basis of Accounting</u>

#### Basis of Presentation

Government-wide Statements: The Statement of Net Position and the Statement of Activities display information about the financial activities of the City, except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange transactions

The Statement of Activities presents a comparison between direct expenses and program revenues for each function of the City's governmental activities.

- Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function.
- Indirect expenses expenses of the general government related to the
  administration and support of the City's programs, such as personnel and
  accounting (but not interest on long-term debt) are allocated to programs
  based on their percentage of total primary government expenses. Interest
  expenses are allocated to the programs that manage the capital assets
  financed with long-term debt.
- Program revenues include (a) charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes and state formula aid, are presented as general revenues.

#### Notes to Financial Statements For the Year Ended September 30, 2019

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fund Financial Statements: The fund financial statements provide information about the City's funds. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds would be aggregated and reported as nonmajor funds. However, the City only has two funds which are both major funds.

The City reports the following major governmental funds:

- General fund. This is the City's primary operating fund. It accounts for all financial resources of the City, except those required to be accounted for in another fund.
- Park Impact Fee fund. This fund accounts for impact fees collected for the city's parks.

#### Basis of Accounting

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include property taxes, grants, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The City considers all revenues reported in the governmental funds to be available if they are collected within sixty days after year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, and claims and judgments, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term liabilities and acquisitions under capital leases are reported as other financing sources.

#### Notes to Financial Statements For the Year Ended September 30, 2019

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Fund Balance Reporting in Governmental Funds

Different measurement focuses and bases of accounting are used in the government-wide Statement of Net Position and in the governmental fund Balance Sheet. The City uses the following fund balance categories in the governmental fund financial statements:

• Unassigned. Balances available for any purpose.

The remaining fund balance classifications (nonspendable, restricted, committed, and assigned) are either not applicable or no formal policy has yet been established to be able to utilize such classifications of fund balance. However, if there had been committed funds, these amounts would have been decided by the City Council, the City's highest level of decision-making authority, through a formal action. The City Council would also have the authority to assign funds or authorize another official to do so.

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants, and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net assets/fund balance available to finance the program. When both restricted and unrestricted resources are available for use, it is the government's intent to use restricted resources first, then unrestricted resources as they are needed.

There is also no formal policy regarding the use of committed, assigned, or unassigned fund balances. However, it is the City's intent that when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, the City considers committed amounts to be reduced first, followed by assigned amounts, and then unassigned amounts.

#### C. <u>Assets and Liabilities</u>

#### Cash Equivalents

The City requires all cash belonging to the City to be placed in custody of the Clerk. For presentation in the financial statements, investments in cash, external investment pool, and investments with an original maturity of three months or less at the time they are purchased by the City are considered to be cash equivalents. Investments with an initial maturity of more than three months are reported as investments. See Note 2.

Notes to Financial Statements For the Year Ended September 30, 2019

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Accounts Receivable

All receivables are shown net of an allowance for uncollectible accounts. As of September 30, 2019, there is no allowance for bad debt.

#### **Property Tax Calendar**

The City levies its real property taxes through the county in September of each year based upon the assessed valuation as of the previous July 1. Property taxes are due in two installments on December 20 and June 20 and are considered delinquent on January 1 and July 1, at which time the property is subject to lien.

#### **Capital Assets**

Capital assets are reported at actual or estimated historical cost based on appraisals or deflated current replacement cost. Contributed assets are reported at estimated fair value at the time received. Capitalization thresholds (the dollar value above which asset acquisitions are added to the capital asset accounts), depreciation methods, and estimated useful lives of capital assets reported in the government-wide statements are shown below:

	Capitalization	Depreciation	Estimated
	<u>Policy</u>	<u>Method</u>	<u>Useful Life</u>
Buildings and Improvements	\$1,000	Straight-Line	5 – 40 Years
Furniture, Fixtures, and Equip	o. \$1,000	Straight-Line	5 – 15 Years

The City has elected not to report major general infrastructure assets retroactively. Also, the City does not report roads and highways. The infrastructure is maintained and owned by Ada County Highway District (ACHD), a taxing entity. The City has no control over ACHD. Depreciation is used to allocate the actual or estimated historical cost of all capital assets over their estimated useful lives.

#### **Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### Notes to Financial Statements For the Year Ended September 30, 2019

#### 2. CASH AND INVESTMENTS

#### **Deposits**

As of September 30, 2019, the carrying amount of the City's deposits was \$1,924,682 and the respective bank balances totaled \$1,992,755. All of the total bank balance was insured or collateralized with pooled securities held by the pledging institution in the name of the City.

#### Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned. As of September 30, 2019, all of the City's deposits were covered by the federal depository insurance or by collateral held by the City's agent or pledging financial institution's trust department or agent in the name of the City, and thus were not exposed to custodial credit risk. The City does not have a formal policy limiting its exposure to custodial credit risk. The City also had \$100 of cash on hand at the end of the year.

#### Custodial Credit Risk – Investments

Custodial credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The City does not have a formal policy limiting its custodial credit risk for investments.

#### Interest Rate Risk

The City does not have a formal policy limiting investment maturities that would help manage its exposure to fair value losses from increasing interest rates.

#### Investments

The City voluntarily participates in the State of Idaho Investment Pool which is not rated. The pool is not registered with the Securities and Exchange Commission or any other regulatory body. Oversight of the pool is with the State Treasurer, and Idaho Code defines allowable investments. The fair value of the City's investment in the pool is the same as the value of the pool shares. The City follows Idaho Statute that outlines qualifying investment options as follows:

Idaho Code authorizes the City to invest any available funds in obligations issued or guaranteed by the United States Treasury, the State of Idaho, local Idaho municipalities and taxing districts, the Farm Credit System, or Idaho public corporations, as well as time deposit accounts and repurchase agreements.

#### Notes to Financial Statements For the Year Ended September 30, 2019

#### 1. CASH AND INVESTMENTS (continued)

The City's investments at September 30, 2019, are summarized below:

		Investment Maturities (in Yea			
Investment	Fair Value	Less than 1	1 - 5		
External Investment Pool	\$ 1,181,277	\$ 1,181,277	\$ -		
Money Market	416,460	416,460	-		
Certificate of Deposit	311,094	311,094			
	\$1,908,831	\$ 1,908,831	\$ -		

At year-end, the cash and investments were reported in the basic financial statements in the following categories:

	Governmental		
		Activities	
Cash and cash equivalents	\$	1,926,196	
Investments categorized as deposits		1,597,737	
Short-term Investments		311,094	
	\$	3,835,027	

#### 2. INVESTMENT IN BUILDING

In January 2019 the City of Star assisted Star Fire District in purchasing a new building for the fire station with the understanding that Star Fire would repay the amount invested plus interest equal to the amount paid by Idaho State Investment Pool. The amount invested by the City of Star is \$1,800,000. It is the intent of Star Fire to repay this investment within 12 months.

#### 3. DUE FROM OTHER GOVERNMENTAL UNITS

Amounts due from other governmental units (State of Idaho) consist of state revenue sharing of \$194,561.

#### 4. EMPLOYEE BENEFITS

Vacation leave is granted to all regular City employees. In the event of termination, an employee is reimbursed for accumulated vacation leave. However, vacation leave does not accumulate beyond year-end. Employees must use it or lose it.

Notes to Financial Statements For the Year Ended September 30, 2019

#### 5. PROPERTY TAXES

The City receives tax revenue from Ada County and Canyon County. The County is responsible for property valuation and collection of tax levies. The taxes that have not been remitted to the City by the County as of September 30, 2019, are considered by the City as a receivable. Taxes not collected within 60 days after September 30, 2019, are not considered available for use by the City and are recorded as deferred revenue in the fund financial statements.

#### 6. CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2019, was as follows:

	Balance			Balance
	9/30/2018	Additions	Disposals	9/30/2019
Governmental Activities:				
Capital Assets Not Being Deprecia	ted:			
Land	<u>\$1,609,411</u>	<u> </u>	<u>\$</u> _	\$1,609,411
Capital Assets Being Depreciated:				
Buildings	2,604,230	-	-	2,604,230
Furniture, Fixtures, and Equip.	370,545	61,075	(99,884)	331,736
Improvements	2,715,486	50,970		2,766,456
Total Historical Cost	5,690,261	112,045	(99,884)	5,702,422
Less: Accumulated Depreciation				
Buildings	541,697	73,308	-	615,005
Furniture, Fixtures, and Equip.	250,494	33,573	(99,884)	184,183
Improvements	681,171	110,875	<u> </u>	792,046
Total Acc. Depr.	1,473,362	217,756	(99,884)	1,591,234
Total Capital Assets				
Being Depreciated, Net	4,216,899	<u>(105,711</u> )		4,111,188
Governmental Activities				
Capital Assets – Net	<u>\$ 5,826,310</u>	<u>\$(105,711)</u>	<u>\$ -</u>	<u>\$5,720,599</u>

Depreciation expense was charged to the functions of the City as follows:

Government	al Activities:
0	

General Administrative	\$130,687
Parks	87,069
Total	\$217,756

## Notes to Financial Statements For the Year Ended September 30, 2019

#### 7. RISK MANAGEMENT

The City is exposed to a considerable number of risks of loss including, but not limited to, a) damage to and loss of property and contents, b) employee torts, c) professional liabilities, i.e. errors and omissions, d) environmental damage, e) workers' compensation, i.e. employee injuries, and f) medical insurance costs of its employees. Commercial insurance policies are purchased to transfer the risk of loss for property and content damage, employee torts, and professional liabilities.

#### 8. DEFERRED COMPENSATION PLAN (457)

Permanent employees of the City may participate in a deferred compensation plan adopted under the provisions of Internal Revenue Code Section 457 (Deferred Compensation Plans with Respect to Service for State and Local Governments).

Employees are eligible for the 457 plan after six months of employment at which time the City will contribute \$375 per month per full time employee and part-time employees \$188. Under the plan, employees may elect to defer a portion of their salaries and avoid paying taxes on the deferred portion until withdrawal at a later date. The deferred compensation amount is not available for withdrawal by employees until termination, retirement, death, or unforeseeable emergency.

The City has no liability for losses under the plan but it does have the obligation of due care in selecting the third-party administrator. The deferred compensation plan is administered by The Hartford, an unrelated organization. City of Star, Idaho's employer contributions paid were \$56,438 for the year ended September 30, 2019.

#### 9. COUNCIL DESIGNATIONS

The City has set aside a scholarship fund of \$8,699 for local students.

#### 10. OTHER COMMITMENTS

The City has credit cards with credit limits totaling \$11,500 of which, \$987 was in use as of September 30, 2019.



## City of Star, Idaho Budgetary (GAAP Basis) Comparison Schedule General Fund For the Year Ended September 30, 2019

	Budgeted Amounts			
	Original	Final	Actual	Variance
Revenues				
Property Taxes	\$ 1,120,290	\$ 1,120,290	\$ 1,158,736	\$ 38,446
Charges for Services	728,000	728,000	1,330,426	602,426
Fees	992,404	992,404	1,335,829	343,425
Intergovernmental	642,277	642,277	746,971	104,694
Grants and Contributions	36,000	36,000	8,972	(27,028)
Interest Income	700	700	29,549	28,849
Other	2,000	2,000	176,581	174,581
Total Revenues	3,521,671	3,521,671	4,787,064	1,265,393
Expenditures				
Current:				
General Administrative	2,421,840	2,421,840	2,780,982	(359,142)
Parks and Recreation	167,261	167,261	200,614	(33,353)
Police	996,720	996,720	996,718	2
Capital Outlay	222,850	222,850	112,169	110,681
Total Expenditures	3,808,671	3,808,671	4,090,483	(281,812)
Excess (Deficiency) of Revenues Over Expenditures	(287,000)	(287,000)	696,581	983,581
Other Financing Resources (Uses)	400 000	400.000	000 440	(400,440)
Transfers Out	400,000	400,000	838,418	(438,418)
Total Other Financing Resources (Uses)	(400,000)	(400,000)	(838,418)	438,418
Change in Fund Balances	(687,000)	(687,000)	(141,837)	1,421,999
Fund Balances - Beginning	502,000	502,000	4,387,331	3,885,331
Fund Balances - Ending	\$ (185,000)	\$ (185,000)	\$ 4,245,494	\$ 5,307,330

#### Budgetary (GAAP Basis) Comparison Schedule Park Impact Fee Fund For the Year Ended September 30, 2019

	Budgeted	l Amounts		
	Original	Final	Actual	Variance
Revenues Fees	\$ 410,000	\$ 410,000	\$ 563,559	\$ 153,559
Expenditures Parks and Recreation	225,000	225,000	25,103	199,897
Excess (Deficiency) of Revenues Over Expenditures	185,000	185,000	538,456	353,456
Other Financing Resources (Uses)				
Transfers In			838,418	(838,418)
Total Other Financing Resources (Uses)			838,418	(838,418)
Change in Fund Balances	185,000	185,000	1,376,874	(484,962)
Fund Balances - Beginning				
Fund Balances - Ending	\$ 185,000	\$ 185,000	\$ 1,376,874	\$ (484,962)

## Notes to Required Supplementary Information For the Year Ended September 30, 2019

#### BUDGETS AND BUDGETARY ACCOUNTING

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

- A. Prior to September 1, the City Clerk and City Council prepare a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
- B. Public hearings are conducted at the City Council meetings to obtain taxpayer comments.
- C. Prior to October 1, the budget is legally enacted through passage of an ordinance.
- D. The City is authorized to transfer budgeted amounts between departments within any fund; however, no revision can be made to increase the overall tax supported funds except when federal or state grants are approved. The City, however, must follow the same budgetary procedures as they followed when the original budget was approved.
- E. Formal budgetary integration is employed as a management control device during the year for the General fund.



#### Supplemental Schedule of Revenues by Source -Budget and Actual - General Fund For the Year Ended September 30, 2019

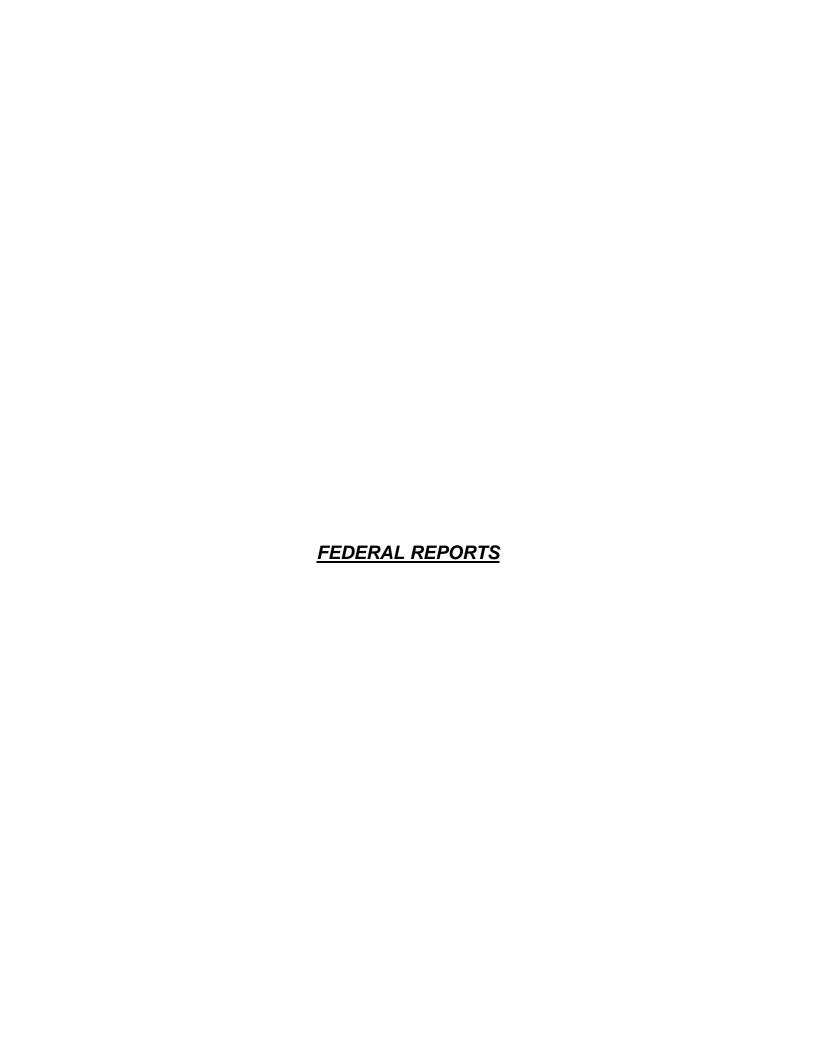
	Budget	Actual	Variance
Taxes	<b>.</b>	<b>.</b>	
Property Taxes	\$ 1,120,290	\$ 1,158,736	\$ 38,446
Total	1,120,290	1,158,736	38,446
Charges for Services			
Building Inspection	503,250	814,414	311,164
Electrical Inspection	48,750	113,989	65,239
Plumbing Inspection	48,750	106,392	57,642
Mechanical Inspection	48,750	121,393	72,643
Planning and Zoning	45,000	147,803	102,803
Rental Income	33,500	26,435	(7,065)
Total Charges for Services	728,000	1,330,426	602,426
Fees			
Licenses and Fees	8,500	8,881	381
Parks and Recreations Fees	472,500	643,654	171,154
Development Impact Fees	-	1,000	1,000
ACHD Processing Fee	721,750	824,474	102,724
Franchise Fees	199,654	188,201	(11,453)
Star Fire Impact Fees	0	233,178	233,178
Total Fees	1,402,404	1,899,388	496,984
Intergovernmental			
State Revenue Sharing	420,588	482,176	61,588
State Liquor Fees	83,785	92,138	8,353
State Sales Tax	129,924	165,771	35,847
Court Fines	7,980	6,886	(1,094)
Total Intergovernmental	642,277	746,971	104,694
Grants and Contributions			
Grants	10,000	_	(10,000)
Donations	1,000	8,972	7,972
Scholarships	25,000	-	(25,000)
Total Grants and Contributions	36,000	8,972	(27,028)
Othor			
Other Interest Income	700	29,549	28,849
Miscellaneous	2,000	29,549 176,581	28,849 174,581
Total Other	2,700	206,130	203,430
1001	2,100		200,400
Total Revenue	\$ 3,931,671	\$ 5,350,623	\$ 1,418,952

## City of Star, Idaho Supplemental Schedule of Expenditures by Object of Expenditure Budget and Actual - General Fund For the Year Ended September 30, 2019

	Budget	Actual		Variance	
General Administrative					
Wages	\$ 330,071	\$ 316,767	\$	13,304	
Council	57,000	61,527		(4,527)	
Mayor	40,000	40,000		-	
Taxes and Retirement	95,444	99,365		(3,921)	
Insurance	22,554	16,382		6,172	
Health Insurance	109,200	127,586		(18,386)	
Bank Charges	-	-		-	
Grant	10,000	-		10,000	
Legal	100,000	84,615		15,385	
Student Scholarships	25,000	23,945		1,055	
Supplies	18,000	18,106		(106)	
Resource Material	5,000	2,394		2,606	
Postage	5,000	4,437		563	
Public Relations	45,000	29,704		15,296	
Professional Services	100,000	140,967		(40,967)	
Advertising	10,000	5,892		4,108	
Travel	5,000	1,044		3,956	
Dues	42,606	32,607		9,999	
Training	4,000	130		3,870	
Telephone	14,000	13,133		867	
Utilities	45,000	40,083		4,917	
ACHD Impact Fee	721,750	854,460		(132,710)	
Maintenance and Operations	147,685	98,849		48,836	
Miscellaneous	13,200	8,998		4,202	
Building Inspector	156,780	216,160		(59,380)	
Electrical Inspector	29,250	68,236		(38,986)	
Plumbing Inspector	29,250	63,179		(33,929)	
Mechanical Inspector	29,250	66,062		(36,812)	
Animal Control	16,800	16,800		-	
Star Fire Impact Fees	0	231,236		(231,236)	
Plans	 195,000	 98,318		96,682	
	2,421,840	2,780,982		(359,142)	

# City of Star, Idaho Supplemental Schedule of Expenditures by Object of Expenditure -Budget and Actual - General Fund (continued) For the Year Ended September 30, 2019

	Budget	Actual	Variance
Parks and Recreation			
Maintenance and Operations	60,506	55,852	4,654
Program	331,755	169,865	161,890
	392,261	225,717	166,544
Police	\$ 996,720	\$ 996,718	\$ 2
Capital Outlay	222,850	112,169	110,681
Contingency			
Total Expenditures	\$ 4,033,671	\$ 4,115,586	\$ (81,915)





Phone: 208-459-4649 • FAX: 208-229-0404

# Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

Honorable Mayor and City Council Star, Idaho

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the fund information of the City of Star, Idaho, as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the City of Star, Idaho's basic financial statements, and have issued our report thereon dated July 30, 2020.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City of Star, Idaho's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Star, Idaho's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Star, Idaho's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City of Star, Idaho's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

#### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Zwysart John & Associates, CPAs PLLC

Nampa, Idaho July 30, 2020

#### CITY OF STAR AND STAR FIRE PROTECTION DISTRICT

# FIRST AMENDED AND REFORMED INTERGOVERNMENTAL AND JOINT POWERS AGREEMENT FOR THE COLLECTION AND EXPENDITURE OF DEVELOPMENT IMPACT FEES FOR FIRE DISTRICT SYSTEM IMPROVEMENTS

[Idaho Code §§ 67-8204A & 67-2328]

THIS INTERGOVERNMENTAL AND JOINT POWERS AGREEMENT (the "Agreement") is entered into by and between City of Star (City) and Star Fire Protection District ("Fire District") as an Intergovernmental Agreement as provided for in Idaho Code §67-8204A.)

#### **DEFINITIONS**

For all purposes of this Agreement, the following terms have the definitions as herein provided in this Section unless the context of the term clearly requires otherwise:

**Act:** Means and refers to the Idaho Development Impact Fee Act, Chapter 82, Title 67, Idaho Code as it may be amended or restated from time to time.

**Agreement:** Means and refers to this *First Amended and Reformed City of Star and Star Fire Protection District Intergovernmental and Joint Powers Agreement for the Collection and Expenditure of Development Impact Fees for Fire District Systems Improvements entered into by the City and the Fire District effective October 2, 2018.* 

Capital Improvements Plan: Means and refers to the most recent Impact Fee Study and Capital Improvements Plan, adopted by the City and the Fire District pursuant to the Act which defines the Fire District's Service Area.

**City:** Means and refers to the City of Star, Idaho, Party to this Agreement.

**Fire District:** Means and refers to Star Fire Protection District, Party to this Agreement.

Fire District Board: Means and refers to the Board of Commissioners of the Fire District.

**Joint Advisory Committee:** Means and refers to the *City of Star and Star Fire Protection District Joint Development Impact Fee Advisory Committee* formed and staffed by the City and the Fire District pursuant to Idaho Code § 67-8205 to prepare and recommend the Capital Improvements Plan and any amendments, revisions, or updates of the same.

**Ordinance:** Means and refers to the City's Star Fire Protection District Development Impact Fee Ordinance No. 278 together with any amendments thereto approved subsequent to the date of this Agreement.

**Party/Parties:** Means and refers to the City and/or the Fire District, as the Parties in this Agreement, depending upon the context of the term used in this Agreement.

FIRST AMENDED AND REFORMED CITY OF STAR AND STAR FIRE PROTECTION DISTRICT INTERGOVERNMENTAL AGREEMENT – PAGE 1

**Service Area:** Means and refers to a service area as defined in the Act at Idaho Code § 67-8203 (26).

**System Improvements:** Means and refers to capital improvements to public facilities designed to provide service to a service area as defined in the Act at Idaho Code § 67-8203(28).

**Trust Fund:** Means and refers to the *Fire District Development Impact Fee Capital Projects Trust Fund* established by the Fire District pursuant to the Ordinance and pursuant to Idaho Code § 67-8210(1).

#### **PURPOSES & AUTHORITY**

**Purpose.** The Purpose of this Agreement is to facilitate the intent and purpose of the Capital Improvement Plan and the Ordinance, to promote and accommodate orderly growth and development, protect the public health, safety, and general welfare of the residents within the City and within the boundaries of the Fire District which are not within a city, and to further the best interest of the Parties and amends and reforms the *City of Star and Star Fire Protection District Intergovernmental Agreement to Collect and Expend Development Impact Fees for Fire District Systems Improvements* approved by the City of Star City Council in October of 2018 and the Board of Commissioners of the Star Fire Protection District in August of 2018.

- 1. Idaho Code § 67-2328 authorizes public agencies in Idaho to exercise jointly any power, privilege, or authority authorized by the Idaho Constitution, statute, or charter. The Parties, each being a public agency, hereby agree to exercise jointly their respective powers, privileges, and authorities to accomplish the collection and expenditure of development impact fees in accordance with Title 67, Chapter 82 Idaho Code.
- 2. Idaho Code § 67-8204A provides that the City has the authority to enter into an intergovernmental agreement with the Fire District for the purpose of agreeing to collect and expend development impact fees for system improvements when they are jointly affected by development.
- 3. The Fire District's duty and responsibility is to provide protection of property against fire and the preservation of life, and enforcement of any of the fire codes and other rules that are adopted by the state fire marshal.
- 4. The City is experiencing considerable growth and development, and the City and Fire District are both affected by said development.
- 5. In anticipation and in consideration of the City of Star City Council adopting the Ordinance, which is intended to provide for the collection and expenditure of development impact fees for the Fire District, the Parties will establish and appoint, pursuant to Idaho Code § 67-8205, the Joint Advisory Committee consisting of not fewer than five (5) members. Two (2) shall be members of the local community active in development, building or real estate.

FIRST AMENDED AND REFORMED CITY OF STAR AND STAR FIRE PROTECTION DISTRICT INTERGOVERNMENTAL AGREEMENT – PAGE 2

- 6. Fire District has provided the City with a Capital Improvements Plan prepared in accordance with the requirements of Idaho Code § 67-8208 in consultation with the Joint Advisory Committee appointed by Fire District as provided in Idaho Code §§ 67-8205 and 67-8206(2).
- 7. Adoption of the Capital Improvements Plan by the City of Star City Council and the Fire District Board were in accordance with Idaho Code §§ 67-8206(3) and 67-8208(1) as applicable.
- **NOW, THEREFORE,** in consideration of the mutual covenants and promises herein set forth, and for other good and valuable consideration hereby acknowledged by the Parties to this Agreement as having been received, the Parties hereby mutually promise, covenant, and agree as follows:

#### **AGREEMENT**

### ARTICLE I COVENANTS OF PERFORMANCE SPECIFIC TO THE FIRE DISTRICT

The Fire District shall at all times:

- 1.1 Abide by the terms and conditions required of Fire District as set forth in the Ordinance and any amendments to the same; and
- 1.2 Maintain and staff the position of Fire District Administrator to manage and perform the duties and responsibilities of the Fire District Administrator as set forth in the Ordinance including all determinations of extraordinary impact; and
- 1.3 Establish and maintain the Trust Fund which is in accordance with the terms and conditions of the Ordinance and the provisions of Idaho Code § 67-8210 and any amendment or recodification of the same; and
  - 1.4 Pay the following costs:
    - 1.4.1 Costs associated with the Joint Advisory Committee;
    - 1.4.2 Costs of drafting and publication of the Ordinance and any amendment or repeal of the same as may be requested by the Fire District;
    - 1.4.3 Costs of drafting of this Agreement and any amendment or termination of the same as may be requested by the Fire District;
    - 1.4.4 Costs associated with the Fire District's performance of this Agreement;
    - 1.4.5 Cost associated with an appeal of a claim of exemption;

FIRST AMENDED AND REFORMED CITY OF STAR AND STAR FIRE PROTECTION DISTRICT INTERGOVERNMENTAL AGREEMENT – PAGE 3

- 1.4.6 Legal costs and fees of any action brought by a Fee Payer or Developer involving a determination of the Fire District under the provisions of the Ordinance; and
- 1.5 Be solely responsible for the Fire District's performance of the terms and conditions required of it by the Ordinance and by this Agreement.

#### **ARTICLE II**

#### COVENANTS OF PERFORMANCE SPECIFIC TO THE CITY

The City shall:

- 2.1 Abide by the terms and conditions required of the City as set forth in the Ordinance and any amendments to the same, including the calculation and collection of Fire District Impact Fees in accordance with the terms of the Ordinance; and
- 2.2 Remit all Fire District Impact Fees collected by the City to the Fire District for deposit in the Trust Fund in accordance with the terms and conditions of the Ordinance and the provisions of Idaho Code § 67-8210; and
- 2.3 Be solely responsible for the City's performance of the terms and conditions required of it by the Ordinance and by this Agreement.

#### ARTICLE III ADMINISTRATION AND STAFFING

- 3.1 Joint Advisory Committee; Membership; Officers.
  - 3.1.1 **Joint Advisory Committee Membership.** Members shall be appointed by the Star City Council and confirmed by the Board of Commissioners of the Fire District for a term of one (1) year or until a successor is appointed in his/her place, and there shall not be fewer than five (5) members of which two (2) or more members shall be active in the business of development or real estate, and at least two (2) or more members shall not be employees or officials of the City or Fire District.
  - 3.1.2 **Charge.** The Joint Advisory Committee shall serve as an advisory committee to the City of Star City Council and to the Fire District Board, and is charged with the following responsibilities:
    - 3.1.2.1 Assist the City and Fire District in adopting land use assumptions, review the Capital Improvements Plan, and monitor and evaluate implementation of the Capital Improvements Plan;
    - 3.1.2.2 File with the Fire District Administrator and the City of Star City Council, at least annually, with respect to the Capital

- Improvements Plan a report of any perceived inequities in implementing the Capital Improvements Plan or imposing the Fire District Impact Fees;
- 3.1.2.3 Advise the City of Star City Council and to the Fire District Board of the need to update or revise land use assumptions, Capital Improvements Plan and Fire District Development Impact Fees; and
- 3.1.2.4 Fire District shall make available to the Joint Advisory Committee, upon request, all financial and accounting information, professional reports in relation to other development and implementation of land use assumptions, the Capital Improvements Plan, and periodic updates of the Capital Improvements Plan.
- 3.1.3 **Joint Advisory Committee Organization.** The Fire District Administrator shall staff the Joint Advisory Committee in order to provide needed information for the Committee's review and to provide for its compliance with Idaho Open Meetings Law (Chapter 2, Title 74 Idaho Code).
  - 3.1.3.1 The Joint Advisory Committee shall select officers, which include a Chairman, Vice Chairman, and a Secretary of the Committee.
  - 3.1.3.2 The Chairman shall conduct the meetings of the Committee. The duties of the Chairman shall be performed by the Vice Chairman in the absence of the Chairman or as delegated by the Chairman. The Chairman and the Vice Chairman shall be members of the Committee.
  - 3.1.3.3 The Fire District Administrator shall serve as the Secretary of the Committee and shall take minutes and post agenda notices required by the Open Meeting Law. The Secretary is not a member of the Committee.
  - 3.1.3.4 The Committee shall establish a regular meeting schedule.
  - 3.1.3.5 The agenda of each meeting shall include the approval of the minutes of the last meeting and the Secretary shall provide a copy of the approved minutes to the City Council of the City of Star and Fire District's Board of Commissioners.
  - 3.1.3.6 Fifty-one percent (51%) of the membership of the Committee shall constitute a quorum. Once a quorum is established for a

- meeting, the subsequent absence of a member present for creating the quorum shall not dismiss the quorum.
- 3.1.3.7 A majority vote of those present at any meeting is sufficient to carry motions.
- 3.1.4 Reporting. The Joint Advisory Committee reports directly to the City of Star City Council and to the Fire District Board.
- 3.1.5 City of Star City Council and Fire District Board of Commissioners Review of Committee's Reports and Recommendations. The City Council and Fire District Board shall each consider the Committee's recommended revision(s) at least once every twelve (12) months. The Joint Advisory Committee's recommendations and the City of Star City Council's and Fire District Board actions are intended to ensure that the benefits to a Development paying Fire District Impact Fees are equitable, so that the Fire District Impact Fee charged to the Development shall not exceed a Proportionate Share of the System Improvement Costs, and that the procedures for administering Fire District Impact Fees remain efficient.
- 3.1.6 **Annual Report.** As part of its annual audit process Fire District shall prepare an annual report for the City of Star City Council and Fire District Board describing:
  - 3.1.6.1 The amount of all development impact fees collected, appropriated, and spent during the preceding year by category of public facility and service area; and
  - 3.1.6.2 The percentage of tax and revenues other than impact fees collected, appropriated, or spent for system improvements during the preceding year by category of public facility and service area.

#### 3.1.7 **Staffing.**

- 3.1.7.1 The administration and performance by the City of the Ordinance shall be under the direction of the City of Star.
- 3.1.7.2 The administration and performance by the Fire District of the Ordinance shall be under the direction of the Fire District Administrator.

### ARTICLE IV DELIVERY OF FIRE IMPACT FEES TO THE FIRE DISTRICT

4.1 **Remittance of Fees to Fire District.** Fire District Impact Fees collected by the

City shall be delivered to the Fire District on a monthly basis.

- 4.2 Administrative Fee. The Fire District agrees to pay the City an administrative fee of \_\_\_\_\_\_ per building permit for the calculation, collection, and remittance of Fire District Impact Fees performed by City staff. The Fire District agrees to pay the total monthly administrative fee owed the City within thirty (30) days after receipt of City's invoice.
- 4.3 **Manner of Financing.** All financing of the cooperative undertaking established pursuant to this Agreement shall be the responsibility of Fire District as provided in Article I § 1.4

#### ARTICLE V INDEMNIFICATION

- 5.1 To the extent permitted by law, Fire District shall defend, indemnify, and hold City, its officers, agents, and employees harmless for all claims, losses, actions, damages, judgements, costs, expenses arising out of or in connection with any acts or omissions of City related to the Ordinance, this Agreement, the assessment, collection and/or expenditure of impact fees provided by the Ordinance, and/or any claim involving the administration of impact fees as provided by this Agreement. In the event of such claim, Fire District shall defend such allegations and Fire District shall bear all costs, fees, and expenses of such defense, including, but not limited to, all attorney fees and expenses, court costs, and expert witness fees and expenses. Such indemnification and reimbursement for defense shall be limited to only those claims, and only to the extent that Fire District itself could be liable under state and federal statutes, regulations, common law, and other law.
- 5.2 To the extent permitted by law, City shall defend, indemnify, and hold Fire District, its officers, agents, subcontractors, and employees harmless for injuries to persons or property resulting from the wrongful acts of City, its officers, agents, or employees in performing the duties described in this Agreement. Such indemnification and defense shall only be limited to those claims, and only to the extent that, City itself could be liable under state and federal statutes, regulations, common law, and other law. City's indemnification and defense of Fire District herein is further limited by all defenses, burdens of proof, immunities, and limitations on damages to which City would be entitled if the claims were asserted against City.

#### ARTICLE VI SERVICE AREA

- 6.1 Idaho Code § 67-8203(26) provides that the Parties can identify a geographic area by an intergovernmental agreement in which specific public facilities [public safety facilities, for fire and emergency medical and rescue facilities Idaho Code § 67-8203(24)(f)] provide service to development within that geographic area on the basis of sound planning or engineering principles or both.
  - 6.2 The adopted Capital Improvements Plan defines the Fire District's Service Area

which includes area within the City of Star located within the boundaries of the Fire District.

#### ARTICLE VII TERM/TERMINATION/AMENDMENT

- 7.1 **Term.** This Agreement shall continue in force and effect perpetually from its execution date.
- 7.2 **Party Termination.** This Agreement may be terminated by either Party upon ninety (90) day notice in writing to the other Party. Upon termination, City shall remit all collected Fire District Impact Fees as provided in the Ordinance.
  - 7.2.1 Any notice of intent to terminate shall include a proposal regarding repeal of the Ordinance.
  - 7.2.2 No termination of this Agreement or repeal of the Ordinance can be retroactive and the Agreement and Ordinance shall remain in effect regarding any active accounts in the Trust Fund.
- 7.3 **Amendment.** This Agreement may be amended only by written agreement of the Parties.

#### ARTICLE VIII GENERAL PROVISIONS

8.1 **Notice and Delivery of Documents to City.** The contact information for purposes of notice to and/or delivery of documents to the City is as follows:

City of Star City Clerk City Hall 10769 W. State Street P.O. Box 130 Star, Idaho 83669 staridaho@staridaho.org

8.2 **Notice and Delivery of Documents to Fire District.** The contact information for purposes of notice to and/or delivery of documents to the Fire District is as follows:

Star Fire Protection District Attn: Fire District Administrator 11665 W. State Street, Suite B Star, Idaho 83669 rward@starfirerescue.org

- 8.3 **Third Party Beneficiaries.** Each Party to this Agreement intends that this Agreement shall not benefit or create any right or cause of action in or on behalf of any person or legal entity other than the Parties hereto and/or a Developer or Fee Payer affected by the Ordinance or the Agreement.
- 8.4 **Severability.** Should any term or provision of this Agreement or the application thereof to any person, parties, or circumstances, for any reason be declared illegal or invalid, such illegality or invalidity shall not affect any other provision of this Agreement, and this Agreement shall be construed and enforced as if such illegal or invalid provision had not been contained herein.
- 8.5 **Counterparts.** This Agreement shall be executed by the Parties in two (2) counterparts, and each such counterpart shall be deemed an "original."
- 8.6 **Choice of Law.** This Agreement shall be governed and interpreted by the laws of the state of Idaho.
  - 8.7 **Assignment.** No Party may assign this Agreement or any interest therein.

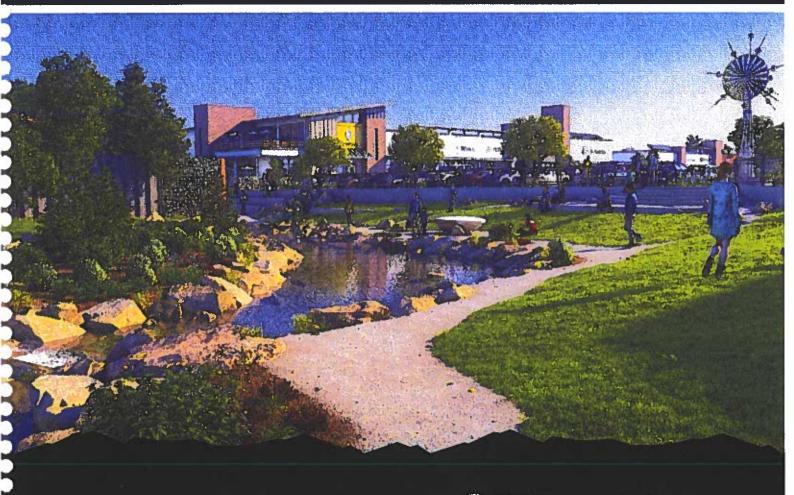
IN WITNESS WHEREOF, year written below.	the p	arties have executed this Agr	reement on the date and
<b>DATED AND SIGNED</b> this		day of	, 2020.
	Boar	d of City of Star Council	
	By:	Trevor Chadwick, Mayor	
ATTEST:			
Cathy Ward, City of Star Clerk		_	
<b>DATED AND SIGNED</b> this		day of	, 2020.
	Star 1	Fire Protection District	
	By:	Jared Moyle, Commissioner	Subdistrict 1/Chairman
ATTEST:			
Robin Ward, Secretary			
By: Fire District Resolution No			

 $\underline{W: Work \ F\ Fire\ District\ Impact\ Fee \ Star\ Fire\ City\ of\ Star\ -\ Star\ Fire\ Protection\ District\ Agreement\ 6.11.20\ WFG.docx}$ 



Proposal for Professional Services

## "South of the River" Sub-Area Plan





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# Professional Services Administrative Consultant RFP Proposal for "South of the River" Sub-Area Plan

#### Kimley-Horn and Associates, Inc.

950 Bannock Street, Suite 1100

Boise, ID 83702

208.297.2885

Federal Tax ID: 560885615

RECEIVED

AUG 2 1 2020

CITY OF STAR

11:30 Am

#### **Firm Contact**

Curtis Rowe, P.E., PTOE

Vice President / Authorized Signer

4582 South Ulster Street, Suite 1500

**Denver, CO 80237** 

P: 303.228.2304

F: 602.944.7423

curtis.rowe@kimley-horn.com

#### 1. Introduction

August 21, 2020

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Shawn L. Nickel City Hall 10769 W. State Street Star, ID 83669

Kimley-Horn
950 Bannock Street, Suite 1100
Boise, ID 83702
www.kimley-horn.com

#### RE: Proposal for Professional Services for "South of the River" Sub-Area Plan

Dear Members of the Selection Committee:

Kimley-Horn takes great pride in guiding integrated land use and transportation planning and community engagement projects from vision though reality for our client cities. We understand the City of Star (City) is committed to developing a Sub-Area Plan for the area south of the river as an addition to the City's Comprehensive Plan to plan for continued growth and development, establish a sense of place downtown, and ensure compatible land uses especially in the floodplain/floodway. We understand the City's goals and ambitions to foster a unique, mixed-use development river walk in the downtown area of the Boise River. Kimley-Horn offers the following benefits to your project:



WE UNDERSTAND THE ASSIGNMENT. An integrated land use and transportation vision is necessary to align development decisions with infrastructure investments. Star's new vision will create a cohesive strategy that restructures existing resources and guides future growth through a comprehensive framework that supports redevelopment infill growth and creates a unique sense of place for the Star community.



WE PLAN AND DESIGN LIVABLE COMMUNITIES. Our team works closely with clients in Idaho across the country to ensure that each piece of the community fabric is intentionally designed with quality and respect for its role in the public arena. We strive to create projects that promote sustainable and responsible community investments and guide private development. The Kimley-Horn team can draw upon expertise in multiple disciplines—community planning, transportation planning, mobility, urban design, infrastructure development, drainage analysis and design, and landscape architecture—to balance physical, social, and economic needs and to create places that enhance Star's quality of life.



WE HAVE ASSEMBLED A HAND-PICKED TEAM OF EXPERTS. Kimley-Horn has assembled a team of experts to specifically address the City's opportunities and challenges. Our team offers local experience and national expertise to assist the City in the preparation of the "South of the River" Sub-Area Plan.



WE DELIVER A SUPERIOR PRODUCT. Our team is skilled in all aspects of the work required to address the scope of services outlined in the Request for Proposals (RFP). Members of our team have extensive experience in the development of comprehensive plans, the integration of land use and transportation, and amendments to land development codes. Our team brings a fresh perspective to the creation of land development regulations to effectively implement the new comprehensive plan. Additionally, key members of our comprehensive planning team worked for local governments for many years prior to joining a private-sector practice. We craft our policy and regulations with a critical thought toward local government implementation.

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#### Professional Services "South of the River" Sub-Area Plan

Kimley-Horn is sincerely interested in helping you achieve exciting and sustainable outcomes, and we believe this process will generate great results for Star. Kimley-Horn meets appropriate state licensing requirements to practice engineering in the state of Idaho. If awarded this contract, Kimley-Horn acknowledges our responsibility for the contract, including payment of any and all charges resulting from the contract. If you have any questions, please do not hesitate to contact our Project Manager, Steven Chester, at 720.636.8275 or steven.chester@kimley-horn.com.

Sincerely,

**KIMLEY-HORN** 

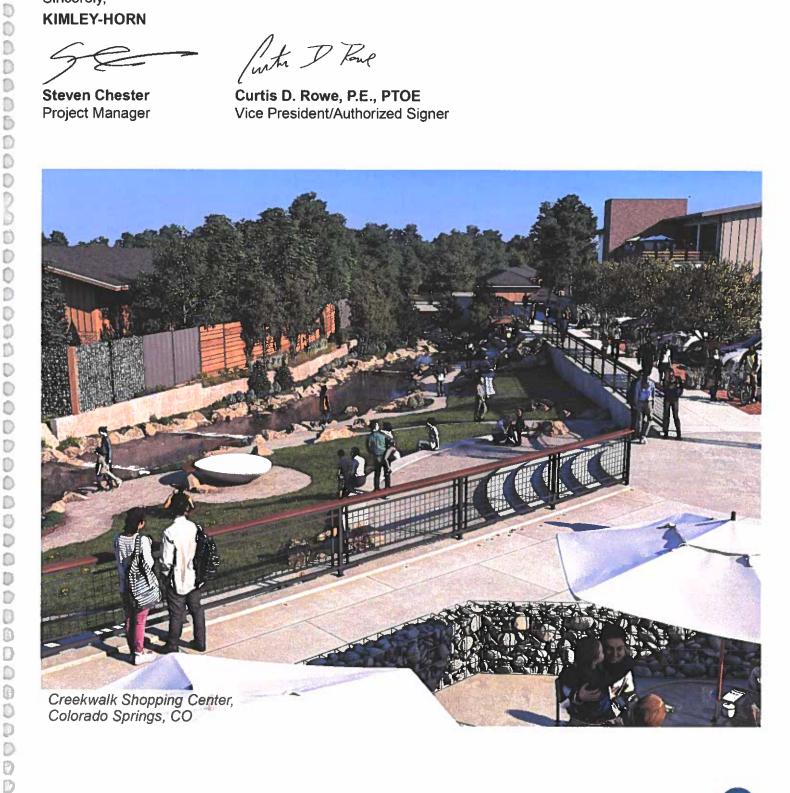
Steven Chester

Project Manager

Curtis D. Rowe, P.E., PTOE

Purt I Roug

Vice President/Authorized Signer



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# 2. Background and Experience

### 2a. Firm Information

**Legal Name** Kimley-Horn and Associates, Inc.

**Date of Establishment** 1967

**Type of Entity** 

Corporation

**Business Expertise** 

Planning and engineering consulting firm

Kimley-Horn was founded in 1967 in North Carolina as a traffic and

transportation engineering firm. We now have over 90 offices throughout the U.S. and offer multidiscipline consulting services in multimodal transportation planning/engineering, mobility, land development, land use planning, urban

**Short History** 

design, community master planning, civil infrastructure, roadway, structures, water resources, utilities, traffic analysis and engineering, safety, intelligent transportation systems (ITS), landscape architecture, electrical/mechanical engineering, parking, geographic information systems (GIS), environmental services, public engagement, and graphic design/project visualization.

**Ownership Structure** 

Privately owned

Changes in Ownership

No significant changes in ownership are anticipated



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# 2b. Relevant Project Experience

Kimley-Horn offers an impressive portfolio of planning projects for governmental agencies. The projects below highlight our capabilities and expertise.

#### PARKER ROAD CORRIDOR PLAN

Parker, CO

Kimley-Horn facilitated an interactive community engagement effort and created an integrated land use. transportation, and urban design plan for the Parker Road (CO-83) corridor. The project study area extended the five-mile length of the Town of Parker and identified four planning sub-areas. In this effort, we developed a corridor framework providing the Town of Parker with an overall corridor vision with generalized land use guidance for the study area and recommended transportation strategies and streetscape concepts for the CDOT highway. We also created a small-area plan with land use, transportation, and urban design concepts and four pilot redevelopment sites within the greater downtown district. The solutions for the corridor are context-sensitive in Downtown Parker, where they ensure that Parker Road contributes to and does not burden redevelopment opportunities. Kimley-Horn facilitated an innovative solution for the corridor that resulted in \$33M in savings for the Town of Parker. This solution was accepted by all stakeholders involved.

Reference: Mary Munekata, Associate Planner, Town of Parker | 303.805.3337 | mmunekata@parkeronline.org



"I now understand that this will not just be a planning document that sits on my shelf. Your team going as far as to give me the cost of implementing these solutions made this a very real solution."

> - Chris Hudson, P.E. Public Works Manager, Town of Parker

#### CORINTH COMPREHENSIVE PLAN

Kimley-Horn updated the City of Corinth's comprehensive land use plan and developed a parks and trails master plan. Located in an area experiencing fast growth and development, Corinth's last comprehensive plan was created in 2010, and the city wanted an updated plan that will serve its citizens as it continues to experience future growth and development. This three-phase engagement process incorporated Bang the Table as a medium for digital engagement, focusing on the level of engagement digitally to an otherwise time constricted population. The plan deals with major oil and gas companies within pilot programs with the city, addresses hazard mitigation and brand identity, and influences better growth patterns to achieve a better quality of life for its residents.

**Reference:** Helen-Eve Beadle, Director of Planning and Development, City of Corinth | 940.498.3260 | helen-eve.beadle@cityofcorinth.com

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#### REED AVENUE RAIL CORRIDOR PLAN

Chevenne, WY

Kimley-Horn completed the Reed Avenue Rail Corridor Master Plan, a revitalization effort in downtown Cheyenne. The plan outlines a redevelopment strategy and 30% design for blended city right-of-way and active Burlington Northern Santa Fe (BNSF) rail corridor within Cheyenne's industrial West Edge District, at the edge of downtown Cheyenne. The plan identifies opportunities to revitalize Reed Avenue as a vibrant, multi-use corridor that will spur investment and redevelopment. The plan accessed the redevelopment potential of the corridor and established zoning and design guidelines to support a fully-funded reconstruction of Reed Avenue from an unfinished industrial corridor to a pedestrianoriented space. Kimley-Horn led the project's landscape architecture, redevelopment planning, urban design, and community outreach elements. Kimley-Horn was subsequently selected to develop final construction design documents for the implementation of Reed Avenue Master Plan. The citizens of Cheyenne voted to approve a 6-cent sales tax and allocated \$4 million to this public investment for implementation.

**Reference:** Tom Mason, Director, Cheyenne MPO | 307.637.6299 | tmason@cheyennempo.org



"Kimley-Horn not only understand the engineering and planning principles necessary to execute a successful sub-area plan, they excel at building consensus around challenging topics and outline successful paths forward to ensure the community's ideas can be successfully implemented."

- Tom Mason, Director, Chevenne MPO

# CLAREMORE UNIFIED DEVELOPMENT CODE (UDC)

Claremore, OK



"If you want a quality product, you need a quality team, and that's what Kimley-Horn provided."

- Kyle Clifton, Director of Urban Design and Long-Range Planning, City of Claremore This initiative builds on the recommendation to merge the zoning code and subdivision code to create a single Unified Development Code for the City of Claremore. It incorporates four form-based zoning districts which represent the historic core of the city. The remaining areas of the city are being streamlined into easy-to-understand district spreads that identify the exact requirements of a developer or builder with graphic-and text-based regulations. This initiative also brought architects, MBL, and community activator, Velocity Group, to develop a pattern zone program that will provide a ready-to-permit builders set of character-supporting buildings to local builders. To be used as an incentive or for sale by the city, the pattern zones will make it easy to do what is expected and save local builders real dollars in design and review fees. Through the process, this pattern zone process will produce at least one construction project while the UDC is being drafted to provide a prototype and test the pattern zone process prior to adoption.

Reference: Kyle Clifton, Director of Urban Design and Long-Range Planning, City of Claremore | 918.341.2066 x213 | kclifton@claremorecity.com

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#### COLORADO AIR AND SPACE PORT SUBAREA PLAN

Adams County, CO

Together with Adams County, CO and the Colorado Air and Space Port, Kimley-Horn is developing a Subarea Plan to provide a vision for the desired future for the area and to serve as a guide for review of future development proposals. The Subarea Plan will offer greater details about the intended future of the area around the Colorado Air and Space Port, including land uses, infrastructure requirements, and development policies and standards. Development is slowly increasing in the area, so the plan works to address both near-term and long-term goals for the 30,000 acres surrounding the air and space port. The Subarea Plan identifies issues and details for future decisions while providing appropriate policy guidance, given the area's unique location surrounding the Colorado Air and Space Port, as well as the aerotropolis that is envisioned around Denver International Airport.

Reference: Nick Eagleson, Senior Strategic Planner, Adams County | 720.523.6878 | neagleson@adcogov.org

# 2c. Unique Characteristics and Qualifications

Founded in 1967, Kimley-Horn is a multidisciplinary planning and engineering firm that provides innovative, high-quality consulting services throughout the West and across the nation. We employ over 4,200 planning, engineering, and design professionals in more than 90 offices nationwide, including an office in Boise. Our multidisciplinary experience covers a wide range of services, including land use planning, mobility, urban design, multimodal transportation planning, infrastructure development, drainage analysis and design, regulatory compliance, and community engagement. Our diverse experience in transportation and land-use planning ranges from performing corridor studies for small towns to designing large-scale strategic mobility plans for metropolitan hubs.

Kimley-Horn's planners and engineers have a history of partnering with communities to develop progressive and context-sensitive transportation plans and studies. Our mobility practice experts understand transportation systems provide more than just a variety of ways to get from Point A to Point B. We know transportation investments play a critical role, both positive and negative, in determining the health and character of a community, the interaction of people and land uses, and the economic performance of place. Our comprehensive approach to sub-area planning considers land use, various transportation modes, the safety of all users, and the natural environment to plan for a vibrant, livable, and safe community.

# 2d. Liability Insurance

Kimley-Horn carries professional liability insurance (errors and omissions) that meets the industry standard. Our professional liability insurance is \$2,000,000 per claim with an aggregate of \$2,000,000. A sample Certificate of Liability Insurance can be provided upon request.

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# 2e. Specialized Planning Knowledge

Kimley-Horn has a history of partnering with communities to develop progressive and context-sensitive plans. In each community we serve, we strive to understand their needs and transform them into a vision that guides the planning process. Understanding the importance of diverse experiences, we intentionally partner with professionals of various backgrounds to create the opportunity for visionary thinking with a focus on implementation.

Each neighborhood has its own story. Our deep bench of diverse subject matter experts across the entire country is equipped to provide insight and solutions for the unique opportunities and challenges present in every community. Kimley-Horn prides itsself on its seamless communication and sharing resources across offices and regions to ensure our partner municipalities have the right people working on the project.



Manitou Springs Transportation and Mobility Plan, Manitou Springs, CO

### **Integrated Land Use and Transportation Planning**

Land use and transportation plans leverage commitment to sustainable development, multimodal transportation, and safe communities. Our experience in the integration of mobility planning with land use planning nationwide provides additional focus on finding infrastructure solutions that harmonize with goals for community, environment, and economic vitality. Our integrated land use and transportation planning experience includes:

- Comprehensive planning
- Small-area planning
- Transit-oriented development
- · Transit corridor planning
- City-wide and small area infrastructure planning
- Downtown/main street planning
- Vision zero planning and implementation
- · Environmental assessment and remediation
- Preliminary engineering and conceptual design
- Regional transportation model development



Riverwalk concept prepared by Kimley-Horn for the Star City Council

Parker Road Corridor Plan, Parker, CO

# **Mobility Planning and Design**

Kimley-Horn understands the importance of planning and designing for all modes of transportation, with a focus on moving and connecting people—not just vehicles. People want choices in how they travel—providing different options is key to a robust transportation network that serves all users. We have developed bicycle, pedestrian, and trail plans that emphasize interconnected networks to serve multiple users, each facility serving as a vital link between communities, resources, and destinations.



12th Avenue Multimodal Infrastructure Assessment, Tucson, AZ

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#### Professional Services "South of the River" Sub-Area Plan

Our mobility planning and design experience includes:

- Trail master planning and design
- Pedestrian and bicycle facility master plans
- Transportation planning and traffic operations
- Neighborhood traffic studies and local street plans
- Parking master plans
- Transit and micromobility plans
- Environmental services
- Civil engineering and roadway design/drainage design
- Landscape architecture
- Green infrastructure integration
- First/last mile implementation



Lawrence and Arapahoe Protected Bike Lanes, Denver, CO

### **Community-Engaged Planning**

Our team believes that great plans start with meaningful collaboration. Bringing together different ideas from a diversity of backgrounds leads to authentic, community-driven plans and designs. Our intent is to empower the community to be a true partner in the planning process and our purpose is driven by the need for informed decision-making. The intentional blending of technical data with engagement offers community leadership the ability to make decisions that align not only with documented needs but also the community's aspirations and values.

Our team is committed to meaningful and inclusive community engagement that helps develop a broadly supported vision, while educating and empowering community members along the way. We work closely with stakeholders and the community to develop policies and objectives that will guide the investments made to implement their shared vision. Through the engagement process, we build purposeful relationships with the community and empower them to play a role in creating and implementing the plan and create champions for the planning process.





# **Context-Sensitive Design Guidelines and Policies**

Our multidisciplinary team of planners, engineers, and landscape architects understands how to develop appropriate standards, policies, and design guidelines that can support a range of goals and remove barriers to the implementation of great neighborhoods. Our context-sensitive experience includes:

- Urban design standards and guidelines
- Form-based code
- Street design guidelines
- Zoning code modernization
- Parking management plans



Lake Havasu Downtown Design Guidelines, Lake Havasu City, AZ

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## **Graphics and Visualization**

As technology advances, the need for high-quality graphic images and animations to communicate complicated engineering projects is becoming more and more sought after. Compelling 3D illustrations and modeling incorporated into videos allow the general public to understand transportation innovations and learn how to navigate new systems before they exist. Our graphic design and visualization experience includes:

- Expertise in visualization software programs, including 3D Studio Max, Adobe Creative Suite, Vissim, SketchUp, Lumion, ArcGIS, Synchro/SimTraffic, Civil 3D, and MicroStation
- Photo simulation
- Drone photography and video capture capabilities
- Interactive media
- 3D modeling, animation, and rendering, including large-scale
   3D animation with highways and transit systems
- Transportation-focused design
- Enhanced Vissim
- 3D overlays with drone footage
- Video/digital films
- Virtual/augmented reality

# 3. Personnel/Professional Qualifications

# 3a. Team Members and Roles

Kimley-Horn has assembled a highly qualified team to complete the City's "South of the River" Sub-Area Plan. Our team offers expertise in all the areas needed for this project, including land use planning, mobility, urban design, multimodal transportation planning, infrastructure development, regulatory compliance, and community engagement. Our team's **Organizational Chart** showing each team member's role is provided to the right.

# 3b. Team Member Resumes

Resumes for key team members with contact information, education, years of experience, relevant experience, and references are provided on the following pages.



Reed Avenue Rail Corridor Plan, Cheyenne, WY



Creekwalk Shopping Center, Colorado Springs, CO

### **Organizational Chart**



Project Principal and QA/QC
Brad Lonberger, LEED AP, CNU-A

Project Manager Steven Chester

Strategic Advisor Troy Russ, AICP

Mobility
Michael Grandy, P.E.

Land Use/Urban Design
Blake Young

Infrastructure
Andrew Jupp, P.E.

Drainage/Floodplains Geoff Brownell, P.E., CFM

Regulatory Compliance Iván Gonzalez, AICP

Community Engagement Steven Chester

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# Contact Information

P: 720.636.8275 F: 602.944.7423 E: steven.chester@kimley-horn.com

#### **Professional Credentials**

- 12 years of experience
- Master of Urban and Regional Planning, Urban Placemaking, University of Colorado, Denver
- B.A., Environmental Science and Geography, Middlebury College
- American Planning Association (APA)
- · Urban Land Institute
- Congress for New Urbanism

#### References

- Laura Neumann |
   719.243.0830 | laura@

   Inbusinessconsult.com |
   Manitou Springs

   Transportation and Mobility Plan
- David Gaspers, City and County of Denver | 720.865.2936 | david. gaspers@denvergov.org | Blueprint Denver
- Cory Miller, City of Golden | 303.215.8884 | cmiller@cityofgolden.net | Golden Transportation Master Plan

# **STEVEN** CHESTER

# **Project Manager / Community Engagement**

Steven brings 12 years of experience and a passion for city planning and design to his project management approach. His strong analytical background is complemented by an extensive knowledge of data visualization, community engagement, and exceptional graphic design skills. Steven is skilled in project management, multimodal transportation planning, creative placemaking, and real estate development, all with an emphasis on creating great places for people of all backgrounds, ages, and abilities. Steven joined Kimley-Horn after working for nine years with Denver Community Planning and Development (CPD), where he was the project manager for various neighborhood and small-area plans and a critical team member on multi-year citywide planning initiatives such as Comprehensive Plan 2040 and Blueprint Denver. While with Denver CPD, Steven also worked closely with many different city departments and agencies to build consensus and create a culture of collaboration centered around innovative community planning and design.

### **Project Experience**

- Colorado Air and Space Port Subarea Plan, Adams County, CO *Project Manager*
- Parker Road Corridor Plan, Parker, CO Project Planner
- PlanCheyenne 2019-2045, Cheyenne, WY Project Planner
- Golden Transportation Master Plan, Golden, CO Project Planner
- Manitou Springs Transportation and Mobility Plan, Manitou Springs, CO *Project Manager*
- Flaming Gorge Way Corridor Study, Green River, WY Project Manager
- South Broadway Multimodal Transportation Design Project, Denver, CO Project Planner
- On-Call Community Networks Planning Services, Denver, CO *Project Planner*
- Downtown Erie Parking and Circulation Master Plan, Erie, CO Project Planner
- Ruxton Avenue Functionality Project, Manitou Springs, CO Project Planner
- 14th Avenue Protected Bike Lane Improvements, Denver, CO Project Planner
- Decatur-Federal/Sun Valley Neighborhood Plan and General Development Plan (GDP), Denver, CQ – Project Manager\*
- Westwood Neighborhood Plan, Denver, CO Project Manager\*

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# **Contact Information**

P: 817.612.9364 F: 972.239.3820 E: brad.lonberger@kimley-horn.com

#### **Professional Credentials**

- 15 years of experience
- MBA, Quantic School of Business and Technology
- M.Arch., Suburb and Town Design, University of Miami
- B.Arch., University of Miami
- LEED Accredited Professional
- Congress for New Urbanism Accredited
- APA
- National Town Builders Association

#### References

- Jennette Espinoza,
   Little Elm Economic
   Development Corporation
   | 214.975.0455 | jk@
   littleelm.org | Little Elm
   Lakefront Development
   Strategy
- Helen-Eve Beadle, City of Corinth | 940.498.3260 | helen-eve.beadle@ cityofcorinth.com | Corinth Comprehensive Plan
- Kyle Clifton, City of Claremore | 918.341.2066 x213 | kclifton@ claremorecity.com | Claremore UDC

# **BRAD** LONBERGER, LEED AP, CNU-A

# **Project Principal and QA/QC**

Brad is a seasoned urban designer with 15 years of experience, specializing in corridor redevelopment and context-sensitive design approaches. He believes there is an inextricable link between transportation and development where the design of the roadways can significantly impact the outcomes of the adjacent development. Brad focuses on how development and economic impact guide critical decisions about design implications that have real-world fiscal impacts and return on investment. He joined Kimley-Horn about a year ago and works on infill, suburban, corridor, and mixed-use development projects as a development services provider. Brad's experience in both land planning and private development make him highly qualified to serve as project principal and QA/QC manager for this project.

### **Project Experience**

- Corinth Comprehensive Plan Update and Master Parks/Trails Plan, Corinth, TX – Project Manager
- Little Elm Lakefront Development Strategy, Little Elm, TX Lead Strategist
- Claremore UDC, Claremore, OK Project Manager
- Bryan Midtown Revitalization Plan, Bryan, TX Lead Urban Designer
- Convention Center and Rodeo Development Master Plan, Pasadena, TX *Project Manager*\*
- Dallas Strategic Mobility Plan, Dallas, TX Project Planner
- Trinity Lakes 200-Acre Mixed-Use Transit-Oriented Development, TX Project Manager
- Broadway Midtown Complete Streets Initiative, San Antonio, TX *Urban Designer\**
- Dallas CityMAP, Dallas, TX Lead Urban Designer \*
- Main Street Livable Centers Plan, League City, TX Project Manager\*
- Downtown Bastrop Master Plan and Development Code, Bastrop, TX <u>Urban Designer</u>\*
- Mansfield Downtown Master Plan, Mansfield, TX Urban Designer\*
- Odessa Downtown Master Plan, Odessa, TX Lead Urban Designer\*
- Plan Sachse Comprehensive Plan, Sachse, TX Lead Urban Designer\*
- Comprehensive Strategic Plan and Zoning, Schertz, TX Urban Designer\*
- Trinity Boulevard Complete Streets Design, Fort Worth, TX *Project Manager\**

\*Prior to Kimley-Horn

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# **Contact Information**

P: 303.808.5787

F: N/A

E: troyruss7@ gmail.com

#### **Professional Credentials**

- 27 years of experience
- Master of City Planning, Transportation Planning, Georgia Institute of Technology
- Bachelor of Environmental Design, Urban Design, University of Colorado, Boulder
- American Institute of Certified Planners (#011710)
- APA
- Urban Land Institute

#### References

- Mary Munekata, Town of Parker | 303.805.3337 | mmunekata@parkeronline. org | Parker Road Corridor Plan
- Tom Mason, Cheyenne MPO | 307.637.6299 | tmason@cheyennempo. org | Reed Avenue Rail Corridor Plan
- Rick Muriby, City of Golden | 303.384.8098 | rmuriby@cityofgolden.net | Golden Transportation Master Plan

# TROY RUSS, AICP

# **Strategic Advisor**

Troy is a professional planner with 27 years of experience in community planning, mobility, public facilitation, and the integration of urban design, land use, and transportation for public- and private-sector clients. He is a recognized leader in planning transit-oriented developments, creating pedestrian environments, and successfully leveraging transit and transportation investments to create more livable communities throughout the U.S. and Canada. Troy previously served as the Planning Director of Louisville, Colorado, where he led all land use, urban design, and transportation planning for the city. His successes in Louisville include authoring the city's character-based Comprehensive Plan; designing the nation's first divergent diamond interchange with exclusive bus rapid transit (BRT) lanes; and facilitating the city's Downtown Parking and Pedestrian Action Plan, which contributed to the dramatic revitalization of one of Boulder County's most livable downtowns. Troy is a tremendous asset to any project and will lend his unmatched expertise as our team's strategic advisor.

# **Project Experience**

- Parker Road Corridor Plan, Parker, CO Project Manager
- Reed Avenue Rail Corridor Plan, Cheyenne, WY *Project Manager*
- PlanCheyenne 2019-2045, Cheyenne, WY Project Manager
- Golden Transportation Master Plan, Golden, CO Project Manager
- Manitou Springs Transportation and Mobility Plan, Manitou Springs, CO Project Manager
- Longmont Enhanced Multi-Use Corridor Plan and Coffman BRT Streetscape, Longmont, CO – Kimley-Horn Project Manager
- Sedona Transportation Master Plan, Sedona, AZ Project Planner
- Castle Rock Downtown Mobility Study, Castle Rock, CO Project Manager
- Centennial Parkway Complete Street Retrofit, Louisville, CO Project Manager
- Colorado Avenue Road Diet Plan, Colorado Springs, CO Project Planner
- Charlotte Douglas International Airport, Destination District Central Transportation and Land Use Plan, NC – Project Planner
- East Dell Range Boulevard/US 30 Corridor Study, Cheyenne, WY *Project Manager*
- Flaming Gorge Way Corridor Study, Green River, WY Project Planner
- Ruxton Avenue Functionality Project, Manitou Springs, CO Project Planner

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# MICHAEL GRANDY, P.E.

# Mobility

Michael's multimodal transportation experience includes area and subarea plans, transportation master plans, regional transportation plans, general plans, corridor studies, pedestrian/bicycle studies, safety planning and analysis, feasibility studies, crash analysis, traffic studies, access management plans, and various other transportation-related projects. Michael understands how traffic and land use impact each other and has experience working with agencies and property owners to find solutions that promote safe and efficient traffic operations while also providing adequate access to adjacent properties. He has successfully managed dozens of transportation planning projects.

### **Project Experience**

- Avondale City Center Specific Area Plan, Avondale, AZ Project Engineer
- Downtown Phoenix Urban Form Plan, Phoenix, AZ Subconsultant Project Manager
- Downtown Gilbert Heritage District Redevelopment Plan Update, Gilbert, AZ – Project Manager
- Southeast Mesa Land Use and Transportation Plan, Mesa, AZ *Project Manager*
- Chandler Transportation Master Plan, Chandler, AZ Project Manager
- Gila River Indian Community Wild Horse Pass Area Master Plan, AZ Project Engineer
- Downtown Gilbert Ash Street Alignment Alternatives, Gilbert, AZ *Project Manager*
- Ak-Chin Indian Community Public Use Area Plan, AZ Project Engineer
- Chandler Airpark Area Plan, Chandler, AZ Subconsultant Project Manager
- Gila Bend Small-Area Transportation Study, Gila Bend, AZ Project Manager
- MAG Southwest Freight Subarea Study, Maricopa County, AZ *Project Manager*
- Gilbert Transportation Master Plan, Gilbert, AZ Subconsultant Project Manager
- Sedona Transportation Master Plan, Sedona, AZ Project Engineer
- Gilbert General Plan, Gilbert, AZ Subconsultant Project Manager
- Wellton General Plan, Wellton, AZ Project Manager

#### **Contact Information**

P: 480.207.2662 F: 602.944.7423 E: michael.grandy@kimley-horn.com

#### **Professional Credentials**

- 18 years of experience
- M.S., Civil Engineering, Brigham Young University
- B.S., Civil Engineering, Brigham Young University
- P.E. in AZ and CA
- APA
- Institute of Transportation Engineers (ITE), Member and Technical Review Committee Member for ITE Recommended Practice: Planning Urban Roadway Systems

#### References

- Al Zubi, City of Mesa | 480.644.4912 | al.zubi@ mesaaz.gov | Southeast Mesa Land Use and Transportation Plan
- Jason Crampton, City of Chandler | 480.782.3402 | jason.crampton@ chandleraz.gov | Chandler Transportation Master Plan

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#### **Contact Information**

P: 720.647.6163 F: 602.944.7423 E: blake.young@ kimley-horn.com

#### **Professional Credentials**

- · 4 years of experience
- Bachelor of Urban Planning, University of Cincinnati
- APA
- National Town Builders Association
- Congress for New Urbanism

#### References

- Nick Eagleson, Adams
   County | 720.523.6878 |
   neagleson@adcogov.org |
   Colorado Air and Space
   Port Subarea Plan
- Laura Neumann |
   719.243.0830 | laura@
   Inbusinessconsult.com |
   Manitou Springs
   Transportation and Mobility
   Plan
- Mark Westenskow, City of Green River | 307.872.0525
   | mwestenskow@ cityofgreenriver.org | Flaming Gorge Way Corridor Study

# **BLAKE** YOUNG

# Land Use/Urban Design

Blake is an urban designer with four years of experience in urban planning, creative placemaking, mobility, and land use for both public- and private-sector clients. His experience encompasses downtown master plans, transit-oriented development projects, and mobility-focused corridor plans. He focuses on bringing unique solutions to small downtowns in order to leverage reinvestment opportunities and sustainable growth. Blake believes that every city, town, and neighborhood has its own unique character and sense of community that grows success within all its residents. His experience includes the Stadium Village Master Plan for the Salt Lake City Major League Soccer Stadium in Sandy, UT and downtown master plans for Fort Smith, AR; Mansfield, TX; and Corpus Christi, TX. Blake is proficient in Adobe Suite, SketchUp, ArcGIS, and AutoCAD.

### **Project Experience**

- Colorado Air and Space Port Subarea Plan, Adams County, CO Planning Analyst
- On-Call Community Networks Planning Services, Denver, CO Planning Analyst
- Ruxton Avenue Functionality Project, Manitou Springs, CO *Planning Analyst*
- Manitou Springs Transportation and Mobility Plan, Manitou Springs, CO *Planning Analyst*
- Flaming Gorge Way Corridor Study, Green River, WY Planning Analyst
- Gwinnett County BRT Corridor Study, Gwinnett County, GA *Planning Analyst*
- Metropolitan District and Aurora Framework Development Plan, Aurora, CO – Planning Analyst
- GoTriangle Guidebook and Station Area Planning, Durham, NC Urban Designer\*
- TransPort Colorado Logistics Park Framework Development Plan, Aurora, CO – Urban Planner\*
- Stafford Logistics Center, Aurora, CO Urban Planner\*
- Rocky Mountain Health Care Campus Master Plan, Colorado Springs,
   CO Urban Designer\*
- Stadium Village Master Plan, Sandy, UT Urban Designer\*
- Fort Smith Downtown Plan, Fort Smith, AR Urban Planner\*

\*Prior to Kimley-Horn

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#### **Contact Information**

P: 602.906.1373 F: 602.944.7423 E: andrew.jupp@ kimley-horn.com

#### **Professional Credentials**

- 17 years of experience
- B.S., Civil Engineering, Arizona State University
- P.E. in AZ
- Tau Beta Pi Engineering Honor Society

#### References

- Randy Clarno, Criterion Land and Pinnacle Land Development | 480.401.0800 | randy@ criteronland.com | Inspirado, Shelburne, Stonefield, Heritage Farm, Brody Square, Cathy Harrigan, Lane, Reserve at Black Mountain
- Chris Clonts, Lennar Homes | 480.476.8441 | chris.clonts@lennar.com | Western Enclave, Asher Pointe, Northern Crossing
- Colin Phipps, Taylor Morrison Homes | 480.346.1736 | cphipps@ taylormorrison.com | Paradisi, Heritage Farm, Tierra Montana

# **ANDREW** JUPP, P.E.

#### Infrastructure

Andrew has 14 years of land development experience, primarily focusing on residential, hospitality, healthcare, and mixed-use design projects. Most notably, he has served as a project manager on many single-family and master-planned community developments. His clients include Maracay Homes, Taylor Morrison, Rosewood Homes, K. Hovanian Companies, and CalAtlantic Homes. Andrew also has experience working with Native American communities, serving as an engineer on a range of mixed-use development and infrastructure improvements to tribal clients throughout Arizona including the Ak-Chin Indian Community and the Salt River Pima-Maricopa Indian Community.

# Project Experience

- Inspirado, Mixed-Use Development, Star, ID Project Principal
- Cathy Harrigan Site, Single-Family Subdivision, Star, ID Project Principal
- Lane Property, Mixed-Use Development, Star, ID Project Principal
- Shelburne, Single-Family Subdivision, Meridian, ID Project Principal
- Brody Square, Single-Family Subdivision, Meridian, ID Project Principal
- Ak-Chin Indian Community Public Use Area Plan, AZ Project Manager
- StoryRock Master-Planned Community, Scottsdale, AZ Project Manager
- Stonefield Single-Family Development, Surprise, AZ Project Manager
- Heritage Farm Single-Family Development, Surprise, AZ *Project Manager*
- Reserve at Black Mountain, Single-Family Subdivision, Scottsdale, AZ *Project Manager*
- Navarro Groves Subdivision, Phoenix, AZ Project Manager
- Western Enclave, Single-Family Subdivision, Phoenix, AZ *Project Principal*
- Asher Pointe, Phases 1 and 2, Single-Family Subdivision, Chandler, AZ *Project Principal*
- Granite Vista Master-Planned Community, Maricopa County, AZ *Project Manager*
- Northern Crossing Community, Maricopa County, AZ Project Principal
- Mayo Clinic Proton Treatment Facility and Phoenix Campus Advancement Project Facilities, Phoenix, AZ – Project Engineer

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#### **Contact Information**

P: 602.906.1183 F: 602.944.7423 E: geoffrey.brownell@kimley-horn.com

#### **Professional Credentials**

- 21 years of experience
- B.S., Geological Engineering, New Mexico State University
- . P.E. in AZ, CA, and NV
- Certified Floodplain Manager (#02-00581)
- Association of State Floodplain Managers
- Arizona Floodplain
   Management Association

#### References

- Steve Scinto, City of Goodyear | 623.882.7988 | stephen.scinto@ goodyearaz.gov | Goodyear Plan Review for New Development and CLOMR/LOMR Applications
- Katherine Fish, Mohave County Flood Control District | 928.757.0925 | kat.fish@mohavecounty. us | Golden Valley Area Drainage Master Plan
- Robert Fellows, Carson City Public Works | 775.283.7370 | rfellows@ carson.org | West Carson City Area Drainage Plan

# GEOFF BROWNELL, P.E., CFM

# **Drainage/Floodplains**

Geoff has 21 years of experience in water resources with extensive knowledge of hydrology, hydraulics, floodplain mapping, flood hazard mitigation, drainage design, and alluvial geomorphology. He has a broad range of experience developing hydrologic and hydraulic models for river systems, local and regional watersheds, and urban development. In addition, Geoff has completed multiple drainage master plans, designed large storm drain systems, and completed large floodplain mapping projects for both the Federal Emergency Management Agency (FEMA) and local flood control districts. Geoff has managed FEMA flood mapping studies in Arizona, California, and Nevada as part of the Risk Mapping, Assessment, and Planning (Risk MAP) program. In this capacity, Geoff spent a considerable amount of time coordinating with FEMA and local communities to achieve buy-in from all stakeholders during the map adoption and risk assessment processes. He is also an expert in the Conditional Letter of Map Revision (CLOMR)/Letter of Map Revision (LOMR) process.

### **Project Experience**

- Goodyear Plan Review for New Development and CLOMR/LOMR Applications, Goodyear, AZ – Project Manager
- Cudia City Wash Area Drainage Master Study, Phoenix/Paradise Valley, AZ – Project Manager
- Golden Valley Area Drainage Master Plan, Mohave County, AZ Project Manager
- Eagle Eye Road at Tiger Wash, Maricopa County, AZ Drainage Task Manager
- West Carson City Area Drainage Plan, Carson City, NV Project Manager
- Diamond Valley Area Drainage Master Plan, Yavapai County, AZ Project Manager
- North Carson City Area Drainage Plan, Carson City, NV Project Manager
- Gila Bend Area Drainage Master Plan Update, Gila Bend, AZ *Project Manager\**
- Rio de Flag Flood Control and Design Concept Report, Flagstaff, AZ *Project Manager\**
- Golden Valley Zone A/AE FEMA Floodplain Restudy, Mohave County, AZ *Project Manager\**
- FEMA and Floodplain Management Map Maintenance Services, Maricopa County, AZ – Project Manager\*

\*Prior to Kimley-Horn

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#### **Contact Information**

P: 682.386.1790 F: 972.239.3820 E: ivan.gonzalez@ kimley-horn.com

#### **Professional Credentials**

- · 6 years of experience
- Bachelor of Community and Regional Planning, Iowa State University
- Bachelor of International Studies, Iowa State University
- American Institute of Certified Planners (#31581)

#### References

- AJ Fawver, Formerly with City of Lubbock (now with Verdunity) | 325.650.3264 | aj@verdunity.co | Staff Planning Administration
- Bryan Isham, City of Lubbock | 806.252.7775 | bisham@mylubbock. us | Staff Planning Administration
- Helen-Eve Beadle, City of Corinth | 940.498.3260 | helen-eve.beadle@ cityofcorinth.com | Corinth Comprehensive Plan

# IVÁN GONZALEZ, AICP

# **Regulatory Compliance**

A recent addition to Kimley-Horn's comprehensive planning practice, Iván has more than six years of experience in city planning, urban design, and historic preservation. He has extensive experience in zoning and subdivision administration in the capacity of an administrator, staff liaison, and community figure. In addition, Iván has been extensively involved in downtown revitalization initiatives in Iowa and Texas. He successfully led city staff members on the Right-of-Way Planning and Specifications Manual for the City of Cedar Rapids; led the coordination of a robust citizen engagement strategy, including interactive surveys and social media events for Lubbock's Unified Development Code; and served as the administrator for the Cedar Rapids Neighborhood Planning Program. As a former city planner for the cities of Lubbock and Cedar Rapids, he also knows what drives the public and will be an excellent extension of city staff on this project.

#### **Project Experience**

- Corinth Comprehensive Plan Update and Master Parks/Trails Plan, Corinth, TX – Project Planner
- Claremore UDC, Claremore, OK Project Planner
- Wolfforth Master Thoroughfare Land Use Plan Update, Wolfforth, TX *Project Planner*
- Pasadena Strategic Plan, Pasadena, TX Project Planner
- Decatur Comprehensive Plan, Decatur, TX Project Planner
- Aledo Downtown Plan, Aledo, TX Project Planner
- Dayton Development Review, Dayton, TX Project Planner
- Trinity Lakes 200-Acre Mixed-Use Transit-Oriented Development, TX Project Planner
- Site Investigation and Preliminary Planning Services for Royse City Property, Royse City, TX — Project Planner
- Tarrant County Transit Planning Study, Tarrant County, TX *Project Planner*

# 4. Approach

# 4a. Approach, Methodologies, Knowledge, and Capability

The "Heart of the City," located just south of the Boise River along Star Road to Chinden Boulevard, is perfectly positioned to serve as Star's "new" downtown. The sub-area includes several natural constraints such as floodplains, benches, and canals. These natural constraints can serve as unique amenities within the downtown core while providing Star with a fresh start in expanding upon the existing character. Our team will focus on the access and mobility hurdles that the "Heart of the City" will face when developing the Sub-Area Plan by reaching out to the community and key stakeholders to devise a plan that fits the City's needs. Our goal for this Sub-Area Plan is to link the City's environmental, mobility, and land use vision to create a unified plan to:

- Understand Star's opportunities and constraints
- Build upon and retain the connections to Star's character, heritage, and natural settings.
- · Create and sustain a culture of investment and trust
- Provide a downtown where locally-owned businesses can flourish by enhancing the City's natural amenities, character, and vital neighborhoods
- Support economic development that provides employment opportunities
- Keep streets and parking small to encourage a walkable environment
- Focus on subdivision regulations in order to sustain smart growth

#### **Vision and Goals**

#### Environmental

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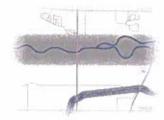
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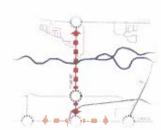
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Star has a unique natural environment that includes a series of natural habitats, wetlands, benches, woodlands, and open spaces. Our environmental goal is to promote these natural resources by creating and enhancing parks, hiking trails, and recreational facilities to encourage a healthy and vibrant community. This includes extending connectivity south of Boise River, providing amenities along the bench, and mitigating floodplains to promote outdoor amenities and active lifestyles.



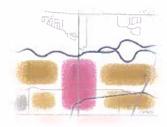
#### Mobility

Star has seen a steady increase in growth and population over the past few decades and is positioned to continue this growth in the next 20 years. Our mobility goal is to create a transportation framework that positions Star to meet the demands of future growth and expansion while retaining the existing character of Star. This framework would promote increased connectivity to Chinden Boulevard, Star Road, and Central Valley Expressway and increase bicycle/pedestrian facilities within the proposed central business district (CBD) and across Boise River to promote cohesive connections between the "historic" downtown and the "new" downtown.



#### Land Use

The City has the unique opportunity to create a new core downtown area from the ground up. Land use plays a strategic role in connecting economic development, community design, and transportation to manage growth within the city. Our land use goal is to develop a plan that focuses on creating a unique downtown that utilizes the existing natural features while promoting a mix of uses within the core downtown area. This plan will provide a cohesive network of land uses that allow for a seamless transition from the CBD core to supporting land uses. We will also focus on expanding upon the current agricultural uses to include more technology-focused agricultural businesses.



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## **Project Philosophy**

Kimley-Horn believes great plans come from understanding and collaboration. We also believe success is fueled by action.

As such, our team's focus is to ensure we create a South of the River Sub-Area Plan for the City that is collaborative, inspiring, and actionable. Our team's four-phased approach describes a design process that recognizes the value of cooperation and listening in shaping thoughtful analysis and intentional design.

The first phase of work, **UNDERSTANDING**, is intended for Kimley-Horn to understand the sub-area's many environmental, physical, social, regulatory, and operational challenges and opportunities and to learn the project's expectations from the stakeholders' many voices before any solutions are considered. The second phase of work, **ENVISIONING**, allows our team, the City, and your vested partners to collaborate, discuss, design, and test possible solutions. The third phase of work, **REFINING**, allows the project's partners to evaluate potential concepts and guide Kimley-Horn in refining the initial concept plan into a implementable yet visionary conceptual plan that meets the sub-area's land use, mobility, and urban design expectations, and the City's vision as outlined in the Comprehensive Plan. The final phase of work, **REALIZING**, will turn the plan into action, with a focus on assessing the regulatory, financial, and infrastructure constraints and creating the necessary strategies and policies to implement the plan's vision.

# **Ongoing Project Tasks**

#### Project Management (RFP Task 1)

#### **Project Management Approach**

Meeting schedules and staying on budget are top priorities for Kimley-Horn. To maintain schedules, we begin each project by clearly defining team member responsibilities and encouraging ongoing communication. We then develop work plans that allocate staff-hour commitments for each task.

#### **Remote Project Coordination Capabilities**

Prior to the COVID-19 situation, Kimley-Horn invested heavily in developing the tools and capabilities to allow our staff to support our clients in a remote manner. While our preference has always been to provide "hands-on" and in-person collaboration, we understand that during the current environment, we may need to rely on alternative methods for project coordination, stakeholder engagement, and project delivery.

Due to the ever-changing circumstances surrounding the COVID-19 virus, situations may arise during the performance of this agreement that affect availability of resources and staff of Kimley-Horn, the client, other consultants, and public agencies. There could be changes in anticipated delivery times, jurisdictional approvals, and project costs. Kimley-Horn is committed to remaining flexible and will exercise all reasonable efforts to overcome the challenges presented by current circumstances.

Kimley-Horn will provide "active project management" services to complete the agreed-upon scope of work, including conducting quality control/assurance and providing timely invoicing and reporting of the project's progress to the City.

- Coordination Meetings: Kimley-Horn will participate in regular coordination meetings with City staff to present findings, discuss potential strategies and opportunities, and conduct milestone check-ins. Kimley-Horn will supplement the coordination meetings with regular check-in meetings via phone with City staff as necessary.
- Project Kick-Off Meeting: Kimley-Horn will hold a project kick-off and Expectations Workshop with City staff to identify key stakeholders and discuss expectations, coordination efforts, processes, and outcomes.

#### PROJECT MANAGEMENT DELIVERABLES:

- Monthly project management coordination meetings.
- Project kick-off meeting bulleted summary notes
- · Monthly progress reporting and invoicing

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#### Professional Services "South of the River" Sub-Area Plan

#### Community Engagement (RFP Task 2)

The Kimley-Horn team understands the City wants to create a visionary yet implementable Sub-Area Plan by leveraging City staff, vested stakeholder participation, and community engagement. The community involvement effort for this plan will be both informative and inspirational to help the community understand the challenges and imagine a future for the south of the river sub-area.

Our team is uniquely equipped to create and implement a successful planning process in this time of social distancing and limited in-person meetings. We respect that traditional community engagement techniques (public workshops, community events, focus groups, etc.) may not currently be feasible or desired by the community. However, that does not mean that an inclusive community engagement effort cannot be carried out and, in fact, offers the opportunity to leverage innovative means to reach even more members of the community than before. Since early March, our team has been working with a group of public involvement practitioners and specialists from around the country to develop best practices to address this challenging topic. Through this process, we have created a digital engagement toolbox from which we can create a tailored planning process for the Sub-Area Plan.





From our understanding of the scope of work, we have identified six principles necessary to support the successful creation of the Sub-Area Plan:

- 1. Inclusive. We believe that no stone should be left unturned when reaching out to the community. We suggest efforts that include groups and residents who might not normally attend planning initiatives. This can be accomplished through meaningful online engagement in collaboration with proactive community pop-up events where the team goes out to the community and meets them where they already are, rather than relying on the community to come to us, if circumstances allow.
- Transparent. Citizens and stakeholders should be involved in all phases of planning and in critical decisions, from the preparation of the vision to its implementation.
- 3. Intuitive and Informed. In a community engagement process, each touchpoint should achieve the right balance of creative visioning and practicality. As a result, engagement opportunities are designed to integrate the public's intuitive knowledge with technical information.
- 4. Transformative. Public involvement should create the momentum for tangible implementation that can transform the area. This implies consideration of ambitious as well as pragmatic ideas.
- Strategic. The plan should be structured to compel strategic action supported by the public.
- 6. Implementable. The goodwill of community leaders, elected officials, special interest groups, and citizens must be harnessed and sustained during implementation. The Sub-Area Plan represents an opportunity and a tool to identify future leaders and implementation partners.









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#### **Community Engagement Tasks**

Four primary outreach efforts will be provided by Kimley-Horn through the sub-area's planning process:

- 1. Project Website and Online Engagement Tool. Kimley-Horn's engagement efforts will utilize an industry-leading web-based platform to update the community on the project's progress, share information, and gather feedback throughout the planning process.
- Stakeholder Steering Committee. Kimley-Horn will facilitate four sub-area stakeholder steering committee meetings. This group will comprise City staff from various departments, along with regional partners and vested stakeholders of the planning area as appointed by the City.
- 3. Engaged Community Workshops. Kimley-Horn will develop materials for and facilitate one in-person and two online interactive online community engagement workshops to 1) introduce the project to the Star community, 2) present the project's findings, and 3) develop surveys and solicit input related to the community's expectations for the sub-area.
- 4. City Council Work Sessions and Adoption. Kimley-Horn will facilitate sessions with the City Council to present future opportunities and review the project's recommendations for the Council's consideration and direction. The goal of these sessions is to gather feedback and direction related to the concepts and strategies being developed for the Sub-Area Plan.

#### **COMMUNITY ENGAGEMENT DELIVERABLES:**

- Public Participation Plan
- Public participation monitoring reports and updates
- Interactive project website utilizing industry-leading platform
- · Agendas, presentations, and materials for four stakeholder meetings with bulleted summary notes
- Presentations, surveys, and materials for one in-person and three online community engagement meetings; reports summarizing and analyzing feedback gathered online will also be provided
- Agenda, project materials, and presentation for the two City Council meetings
- Project materials and updates for public announcements for City's website and social media updates







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# PHASE 1: UNDERSTANDING (RFP Task 3: Goal and Policy Review and Revision)

The first phase of work is designed so that our team meaningfully engages the City, vested partners, and the community to quickly learn the sub-area's vision and better understand its diverse land use, mobility, and livability expectations. Concurrently, Kimley-Horn will coordinate comprehensive data collection and contextual assessment necessary to develop and guide the conceptual plan and recommendations for the sub-area. The results of this initial phase will introduce the team to the multiple expectations for the sub-area, establish a framework for how the conceptual design will evolve, and guide the project's overall work effort.

### Task 1.1: State of the Sub-Area – Existing Conditions Analysis

Kimley-Horn will develop a project base map and inventory existing physical conditions of the property and infrastructure within the study area. In this effort, Kimley-Horn will also review previous planning initiatives and identify development requests within the study area. Our team will collect the most recent and relevant information available that will allow us to conduct meaningful and actionable analyses to understand the existing conditions of the sub-area. The state of the sub-area report will include the following sections.



#### **Planning Diagnostic**

The City will assemble and transmit the relevant regional and City plans, policies, regulations, and standards to Kimley-Horn. Our team will review all relevant regional and City plans, policies, regulations, and standards and prepare a concise, written summary of planning efforts and projects that impact the direction of the Sub-Area Plan. This task will include a multi-phased review of plans, policies, regulations, and standards. The information gathered will be used to assess the alignment of various City initiatives and establish the policy foundation that will be referenced in the Sub-Area Plan Update.



#### **Roadway and Infrastructure Capacity Assessment**

Kimley-Horn will document the demand and assess the existing roadway and public infrastructure capacity along with programmed improvements within the sub-area.



Kimley-Horn will review existing land use data available to establish baseline land use conditions in the study area. The goal is to gain an understanding of the sub-area's land uses, zoning regulations, property occupancy status, ownership patterns, and development opportunities.



The land use survey will map out existing land uses and identify potential land use changes, and vacant and underutilized properties that could be targeted for development. Kimley-Horn will also review the City's zoning code and land development regulations. This will provide a context for review of the level of change needed to implement a development strategy and Sub-Area Plan vision. This entire effort will:

- Develop physical inventory of existing land uses, existing zoning, land development regulations, future land uses, ecological features, and development patterns including building orientation, scale, and massing.
- Identify development opportunities.
- Analyze property parcel information, including land value, improved value, and age of structure.

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#### Professional Services "South of the River" Sub-Area Plan

#### **Environmental Conditions Assessment**

A high-level review of environmental constraints including floodplain and environmentally sensitive areas will be carried out to ensure that federal requirements and local requirements are considered.

# Sub-Area Strengths, Weaknesses, Opportunities, and Threats (SWOT) Assessment

Kimley-Horn will synthesize the data collected and summarize the primary elements influencing the sub-area's land use, transportation, infrastructure, and market conditions and to establish a SWOT report for the sub-area that identifies existing issues and future opportunities that need to be addressed.

#### Task 1.2: Draft Project Goals and Success Measures

Grounded in the findings of the existing conditions analysis, and informed by the input from City staff, vested stakeholders, and the larger Star community, Kimley-Horn will draft a sub-area vision statement, project goals, and success measures for the sub-area. This vision statement, along with the project goals and success measures, will establish the policy framework and foundation for the development and implementation of the Sub-Area Plan.



#### Phase 1 Community Engagement Tasks

- Community kick-off meeting and Expectations Workshop
- Steering Committee Meeting #1: Existing Conditions and Draft Goals
- · Community survey on key findings from existing conditions
- Online workshop on existing conditions and draft vision and goals

#### PHASE 1 DELIVERABLES:

- · Highly illustrative and actionable "State of the Sub-Area" report including:
  - · Project base map
  - · Summary of relevant recent public initiatives and programmed projects
  - Inventory of the physical conditions of parcels, infrastructure, and proposed investments in study area
  - Roadway and transportation facility capacity assessment
  - Water/sewer infrastructure capacity assessment
  - · Environmental conditions assessment
  - Existing land use and zoning inventory and assessment memorandum
  - Sub-area SWOT assessment
- · Draft vision statement
- Draft projects goals and success measures

# PHASE 2: ENVISIONING (Task 4: Concept Plan Development)

Based on the results and outcomes of Phase 1, our team—together with City staff, the stakeholder group, and the community—will work to create balanced solutions that address the realities of competing expectations for the sub-area. This phase will allow all involved partners to review, test, and refine the draft recommendations to ensure everyone's needs are adequately

addressed. Comments, ideas, and suggestions will be collected through an open house and the plan's online engagement platform where collaborators can provide feedback using embedded surveys or commenting directly on the document.

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#### Professional Services "South of the River" Sub-Area Plan

#### Task 2.1: Alternative Development Scenarios

Kimley-Horn will synthesize the conclusions of the SWOT analysis, community engagement, and stakeholder feedback to create up to three alternative land use scenarios with complementary roadway and public infrastructure needs assessment to outline alternative development strategies for the community's feedback.

#### Task 2.2: Roadway and Infrastructure Needs Assessment

Kimley-Horn will analyze each of the land use scenarios and develop complementary roadway and public infrastructure need assessments. This evaluation will generate anticipated traffic demand that will be generated with each land use scenario as well as document the anticipated water and sewer demand for each alternative. This needs assessment will provide necessary information for the community to understand the opportunities and constraints of each land use scenario.





#### Phase 2 Community Engagement

- Steering Committee Meeting #2: Alternative Scenarios
- Steering Committee Meeting #3: Framework Plan
- Community open house (in person and digital)
  - The Kimley-Horn team will lead an interactive community engagement online work session for the community to review and suggest improvements. This engagement session will focus on presenting the plan's vision statement, goals, and success measures to the community and outlining the alternative land use scenarios and associated infrastructure needs to review and suggest improvements.
  - This online engagement will be posted for 30 days to provide opportunity for all members of the community to provide feedback on the project. The project website will be as engaging and productive as possible and will walk participants through the various elements of the plan, providing enough background and context so that all participants have the tools necessary to provide meaningful feedback on the scenarios.

#### PHASE 2 DELIVERABLES:

- Up to three alternative land use scenarios for the sub-area
- Traffic assessment of each of the alternative land use scenarios
- Alternative water and sewer demand analysis for each of the alternative land use scenarios

PHASE 3: REFINING (RFP Task 5: Comprehensive Plan Review and Revisions, RFP Task 7: Map Revisions, and RFP Task 8: Capital Facilities Plan)

The framework plan developed and vetted during Phase 2 will be tested and refined against defined project goals and objectives developed in Phase 1. Kimley-Horn will then package a preliminary set of recommendations for the City, and plan steering committee to review. Any issues not resolved during the design workshop will be brought to the City's attention for further discussion, analysis, and resolution. Refined cost estimates and the initial project prioritization recommendations—based on City review—will be packaged with the final recommended conceptual plan for the sub-area.

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# Task 3.1: Draft Integrated Land Use and Transportation Framework Plan

Kimley-Horn will synthesize the feedback collected from the community engagement and direction from City staff and vested stakeholders to develop a preferred integrated land use and transportation framework plan for the sub-area. The framework plan will provide an overall structure for future land use and transportation decisions in the study area along with an illustrative description of the desired outcome. The following elements will be included within the framework plan for the sub-area:

- General sub-area land use (use, mix, and intensity)
- Updated future land use map
- Updated Sub-Area Economic Corridors Access and Roadway Connection Management Plan
- General character guidance and illustrative renderings

#### Task 3.2: Preferred Roadway and Infrastructure Plan and Costs

The Kimley-Horn team will finalize the roadway and infrastructure plan associated with the preferred land use and transportation framework. Order of magnitude construction cost estimates for the identified improvements will be generated along with recommendations for the priority and implementation



base of the project's vision statement, goals, and success measures. This roadway and infrastructure plan will provide an overall structure for transportation and public investment decisions in the sub-area and will include:

- · Water/sewer operation assessment and improvement strategies
  - Project descriptions and preliminary cost estimates
- Transportation operation assessment and improvement strategies
  - Project descriptions and preliminary cost estimates
  - Road network, access, and street types
  - Multimodal mobility strategies

#### Task 3.3: Recommendations and Implementation Strategies

The team will explore partnerships and grant opportunities, capital and operational investment considerations, and possible regulatory actions to create a comprehensive implementation strategy for the project. The action plan will identify the specific steps necessary to move the Sub-Area Plan toward implementation. The action plan will identify actions, responsible party, timeframe, and order of magnitude cost for infrastructure improvements. Actions will be grouped by phases and broken down under each phase into categories, such as policy, urban design, framework, utilities, and transportation infrastructure. This task will also include all necessary Capital Improvement Plan (CIP) updates in order to implement the Sub-Area Plan.

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#### Task 3.4: Draft Sub-Area Plan

The Kimley-Horn team will document the results of the planning efforts within a highly illustrative draft plan for City staff, vested stakeholders, and the City Council for review. The Sub-Area Plan will be clearly organized, concise, and user friendly, relaying on graphics and visualization wherever possible.

#### Task 3.5: Final Sub-Area Plan

Final comments and recommendations will be incorporated into the final plan and presented to the City Council for adoption.



#### Phase 3 Community Engagement Tasks

- Steering Committee Meeting #4: Draft Plan
- Digital open house and community survey on draft plan
- City Council update/work session
- City Council adoption hearing

#### **PHASE 3 DELIVERABLES:**

- Preferred Integrated Land Use and Transportation Framework Plan for the sub-area
- Revised sub-area vision, goals, and success measures
- · Framework narrative focusing on key land use and transportation objectives for the sub-area
- Land use a general description of future development character, massing, and mix of land use
- Updated sub-area land use and transportation framework maps (RFP Task 7)
- · Up to five street cross-sections showing suggested street configurations and landscape concepts
- Up to two bird's-eye illustrations showing the character of preferred land use framework
- · Capital Facilities Plan (RFP Task 8) including:
  - · Transportation assessment with recommended sub-area improvements
  - Water/sewer assessment with recommended sub-area improvements
  - Preliminary roadway and infrastructure improvement cost estimates and initial prioritization.
- · Draft Sub-Area Plan
- Final Sub-Area Plan

# PHASE 4: REALIZING (RFP Task 6: Code Review and Revisions)

Our multidisciplinary approach to code assessment and development allows planners, landscape architects, and engineers the opportunity to partner with our clients to model potential buildout scenarios and visually understand various outcomes under proposed conditions. Our team members have led efforts on more than 60 development codes throughout the country. Each format is organized to hit the priority needs of the community to realize their vision, while promoting our key principles of flexibility and predictability:

- Flexibility allows developers and staff to coordinate discussion and come to the best results while working within the parameters set by the existing codes.
- Predictability sets standards that allow citizens and elected officials to feel comfort in the rules, knowing that they will help shape development patterns toward the planned vision and ensure investments will not be hindered by a neighbor's decisions.

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#### Professional Services "South of the River" Sub-Area Plan

### Task 4.1: Regulatory Assessment

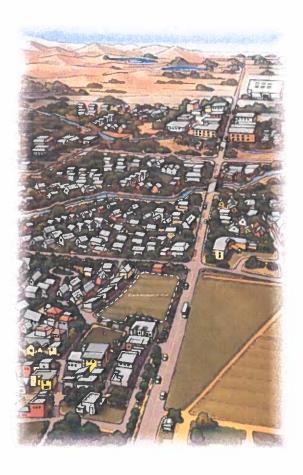
We will perform an assessment of the current development regulations (zoning, subdivision, engineering design criteria) to identify potential barriers to implementation of the Sub-Area Plan. We will follow this up with a work session to review the findings and present the strategy for moving forward with necessary adjustments.

#### Task 4.2: Joint Regulatory Work Session

Based on the findings of the previous task, the Kimley-Horn team will draft a list of potential amendments to regulations for consideration and review doing a City Council work session, facilitated by our team, in close collaboration with City staff. This work session will further help to refine the necessary amendments and text modifications to be developed during the following tasks. Our team will ensure a successful work session by ensuring participants are educated on the scope and subject matter and are clearly informed on the desired outcomes of the meeting.

### Task 4.3: Code Amendment Drafting

Our team will develop drafts of the recommended code updates in a phased/incremental manner for internal and staff review. This includes internal consultant team work sessions, conference calls, staff meetings, and staff conference calls as needed.



### Task 4.4: Code Review and Adoption

Led by City staff and the City attorney, our team recommends the review and adoption processes start with a comprehensive understanding and an educated commission and council, to limit the need for additional explanation. This will allow the concerns and questions to be less about the overall content and structure, and more about specific implications of detailed approaches. The joint work session described in Phase 3 will allow us to refine edits through dialogue, and the adoption hearings will be used to confirm that their comments have been reviewed and included in the process.

# Task 4.5: Implementation and Design Review Support (optional service for an additional fee)

As the revised code elements begin to apply their new rules to the built environment, our team will be able to stay on to support design review and implementation recommendations on an on-call basis. This process is optional and is encouraged until City staff feel that they have a deeper understanding of the administration process that the new code elements intend.



#### Phase 4 Community Engagement Tasks

- Steering Committee Meeting #5: Implementation
- Joint City Council/staff work session
- City Council adoption

#### PHASE 4 DELIVERABLES:

- Regulatory assessment
- Draft code updates
- Final code updates

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# 4b. Innovative Concepts, Approaches, and Methodologies

#### **Adaptability**

We recognize that unforeseen challenges and opportunities may arise during the planning process. The benefit of developing your engagement strategy early is that it offers the opportunity to monitor progress and adapt in a dynamic way. This flexible approach to planning ensures that we are good stewards of the resources assigned to the process and allows us to achieve a commitment to stated goals more easily. Just like a quality assurance program, our team will generate engagement summaries after key milestones to document progress towards stated goals and recommend any necessary revisions needed to maintain the desired trajectory.



We will tailor our approach for each audience, actively solving any anticipated communication challenges. Our preference is to create customized content for specific groups, and leverage partnerships from trusted community partners to drive participation. Showcasing the relevancy of the plan to individual communities will not only drive the volume but also the quality of participation.

#### **Connecting while Social Distancing**

Our team is at the forefront of working during the era of COVID-19. We have seamlessly pivoted to virtual engagement while maintaining the level of personal interaction critical to successful engagement. While it is too early to tell what a post-pandemic culture will look like, it is certain that our engagement approach will need to adapt as shelter-in-place and public policy on gatherings goes through its necessary cycles. The Kimley-Horn team is contributing to the creation of national best practices through our involvement with organizations like the APA and the National Association for Dialogue and Deliberation.

### **Mobility Planning**

Mobility planning will be key to the success of the Sub-Area Plan. We will coordinate with the City to identify existing and planned transportation facilities and where there are network gaps and opportunities to improve mobility options. We will help the City identify the desired granularity of the transportation network in terms of how closely spaced facilities for one mode are from each other and from facilities of other modes, as well as how frequently the different modal facilities intersect, allowing travelers to change modes if desired. We will also work with the City to determine mobility goals and priorities—for example, a transportation network focused on walkability and place-making would look very different from one



oriented towards ease of access for vehicles. All this information will help us develop policies that promote the desired mobility goals and priorities. We will also build street typologies/cross-sections that indicate how much public right-of-way should be dedicated to the different mobility modes.

With transportation technology changing rapidly, providing flexibility in how the transportation network develops and operates is important. From e-scooters to autonomous vehicles, mobility options have changed in recent years and are expected to continue to evolve. Mobility policies should focus on desired outcomes more than trying to prescribe exactly what transportation facilities should go where or how they should be used.

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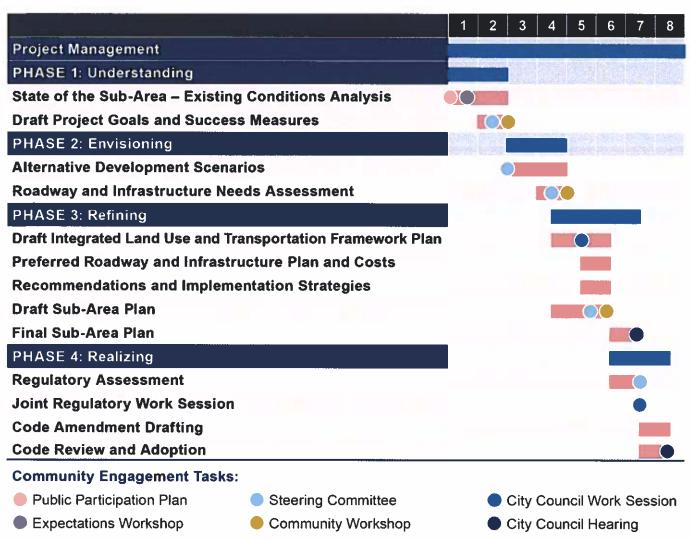
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# 5. Project Schedule

Kimley-Horn's proposed schedule for this project is shown below. We have allowed six and a half months for Sub-Area Plan development and an additional month for code amendment drafting, review, and adoption.



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**6. Proposed Compensation**Kimley-Horn's proposed budget for this project—including fees for each task, team members' loaded hourly rates and hours per work item, and expenses—is shown below.

	Principal, Bengineer, LA, or Urban Designer		Senior Project 9 Engineer, LA, or 9 Urban Designer		Project Manager, Project Planner, P. Engineer, LA, or Urban Designer		planner, cd Engineer, LA, or of Urban Designer		Analyst. G Business/ Admin.		Project Hours	t Fee
Activity		Subtotal									Projec	Project Fee
Project Management		\$0	_	\$0	48	\$6,960	-	\$0		\$0	48	\$6,960
Online Engagement	12	\$0	-	\$0	10	\$1,450	- 2	\$0	32	\$3,680	42	\$5,130
Stakeholder and Community Engagement	4	\$800	6	\$990	12	\$1,740		\$0	20	\$2,300	42	\$5,830
PHASE 1: Understanding							¥11			2000000	М.,	
State of the Sub-Area – Existing Conditions Analysis	12	\$2,400	10	\$1,650	42	\$6,090	8	\$1,080	60	\$6,900	132	\$18,120
Planning Diagnostic	2	\$400	4	\$660	8	\$1,160	8	\$1,080	8	\$920	30	\$4,220
Roadway and Infrastructure Capacity Assessment	4	\$800	2	\$330	18	\$2,610	-	\$0	24	\$2,760	48	\$6,500
Land Use and Zoning Assessment	1	\$0		\$0	2	\$290	-	\$0	12	\$1,380	14	\$1,670
Environmental Conditions Assessment	4	\$800	2	\$330	6	\$870	-	\$0	4	\$460	16	\$2,460
Sub-Area SWOT Assessment	2	\$400	2	\$330	8	\$1,160	-	\$0	12	\$1,380	24	\$3,270
Draft Project Goals and Success Measures	2	\$400	4	\$660	12	\$1,740	8	\$1,080	12	\$1,380	38	\$5,260
PHASE 2: Envisioning				759			380		iti.	3000		
Alternative Development Senarios	2	\$400	6	\$990	20	\$2,900	36	\$4,860	36	\$4,140	100	\$13,290
Roadway and Infrastructure Needs Assessment	2	\$400		\$0	24	\$3,480	12	\$1,620	12	\$1,380	50	\$6,880
PHASE 3: Refining		7/////				10000	15370					
Draft Integrated Land Use and Transportation Framework Plan	2	\$400	12	\$1,980	24	\$3,480	12	\$1,620	32	\$3,680	82	\$11,160
Preferred Roadway and Infrastructure Plan and Costs	2	\$400	4	\$660	12	\$1,740	10	\$1,350	10	\$1,150	38	\$5,300
Recommendations and Implementation Strategies	2	\$400	8	\$1,320	8	\$1,160	10	\$1,350	10	\$1,150	38	\$5,380
Draft and Final Sub-Area Plan with Council Feedback	2	\$400	6	\$990	24	\$3,480	12	\$1,620	48	\$5,520	92	\$12,010
PHASE 4: Realizing												
Regulatory Assessment and Joint Regulatory Work Session	8	\$1,600	12	\$1,980	6	\$870	10	\$1,350	<b>"  -</b>	\$0	36	\$5,800
Code Amendment Drafting	16	\$3,200	24	\$3,960	-	\$0	12	\$1,620	-	\$0	52	\$8,780
Code Review and Adoption	12	\$2,400	12	\$1,980	6	\$870	8	\$1,080		\$0	38	\$6,330
Subtotal	66	\$13,200	104	\$17,160	248	\$35,960	138	\$18,630	272	\$31,280	828	\$116,230
	Direct Expense								xpenses		\$6,550	
	Total Fee									\$122,780		





# PROFESSIONAL SERVICES ADMINISTRATIVE CONSULTANT RFP

#### Logan Simpson Design

213 Linden Street, Suite 300 223 North 6th Street, Suite 225 Fort Collins, Colorado 80524 Boise, Idaho 83702

(970) 449-4100

Tax ID: 86-0900108

#### Bruce Meighen, AICP

Principal
Logan Simpson
213 Linden Street, Suite 300
Fort Collins, Colorado 80524
M 970-214-9349

bmeighen@logansimpson.com

#### Megan A. Moore, ASLA, Assoc. AIA

Senior Planner
Logan Simpson
213 Linden St., Ste. 300
Fort Collins, CO 80524
C 970-227-6542
mmoore@logansimpson.com

# 1. INTRODUCTION TRANSMITTAL LETTER

August 21, 2020 Mr. Shawn L. Nickel City Planner and Zoning Administrator for Star Idaho 10769 W. State Street Star, ID 83669

Subject: Request for Proposal for Professional Services "South of the River" Sub Area Plan

Dear Mr. Nickel,

Logan Simpson is pleased to submit our proposal to the City of Star for Professional Services "South of the River" Sub Area Plan.

Logan Simpson is a planning, urban design, and environmental firm. Founded in 1990, we are celebrating 30 years of Guiding Responsible Change in communities across the mountain west in with extensive experience in Idaho's fastest-growing communities and the Treasure Valley. With more than 100 staff specializing in planning, urban design, public engagement, and environmental resources, Logan Simpson has upwards of 250 comprehensive, master, and subarea plans in our portfolio and over 50 awards for our work, primarily through staff based in Colorado and Utah with offices in Boise, Tempe, Tucson, Flagstaff, Reno, Fort Collins, and Salt Lake City.

Logan Simpson understands the relationships between the elements that create a sense of place and the social fabric of a community, resulting in comprehensive and sub area plans that are realistic, implementable, and represent the desires of the community. Our work is not focused on meeting generic requirements of Comprehensive Plans, but instead on character based master planning that builds on existing community values and assets, creating resilient economies through the creation of vibrant places that draw visitors and business owners, harmoniously engaging cities and downtowns with their surrounding natural environment, and demonstrating planning depth that ensures successful implementation. This has been demonstrated by not only the unanimous adoption of all of our plans in Idaho, but also by the immediate transition from the Comprehensive Plan to implementation.

Our successful work with Ada County Code, Meridian Comprehensive Plan, Corridor Plan, and Transportation Plan, and our current work on the Fields Sub Area Plan and Town Center, directly abutting the South of the River sub area, gives us a unique perspective on the challenges and opportunities Star is beginning to face. We know that residents and the community value Treasure Valley, their agricultural land and heritage, we understand that this area will change. This plan is an opportunity for Star to set it's own path in the region; one that we feel should be unique from adjacent communities. We understand that vibrancy does not have to follow density, and some of the most successful economic centers can be achieved through embracing their natural environment, connectivity, and context-sensitive design. This unique perspective allows us to deliver a subarea plan that would represent the desires of both our leadership and our community and create a unique community in the Treasure Valley.

Logan Simpson has successfully implemented comprehensive plans and subarea plans across Idaho including Sandpoint, Twin Falls, McCall, Valley County, Meridian, Ada County, Teton County, Victor, Driggs, and Federal lands such as Crater of the Moon National Monument and Preserve and Idaho National Laboratories and has appropriate licenses to preform these services in Idaho. We acknowledge that if awarded the contract, we accept complete responsibility for the entire contract.

The Logan Simpson Team provides the appropriate skill sets that Star is looking for including:

- A team working on the adjacent municipal subarea plan and town center providing the opportunity for coordination, integration, distinct market niches, connectivity, and a regional perspective
- A team consisting of Logan Simpson for planning and design, Leland for market and implementation, and Kittleson for transportation. All team members are familiar with, and have current work and active data associated with the Treasure Valley and this immediate subarea
- A team focused on village, nontraditional/contemporary neighborhood design that integrates agriculture and the natural environment to create a village feel
- A team with work directly associated with development on waterways in the west including the San Antonio River Walk and associated drainage
- A team familiar with new types of retail development that is reliant on the creation of a sense of place regional draw rather than density

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# 2. BACKGROUND AND EXPERIENCE

#### **BACKGROUND**

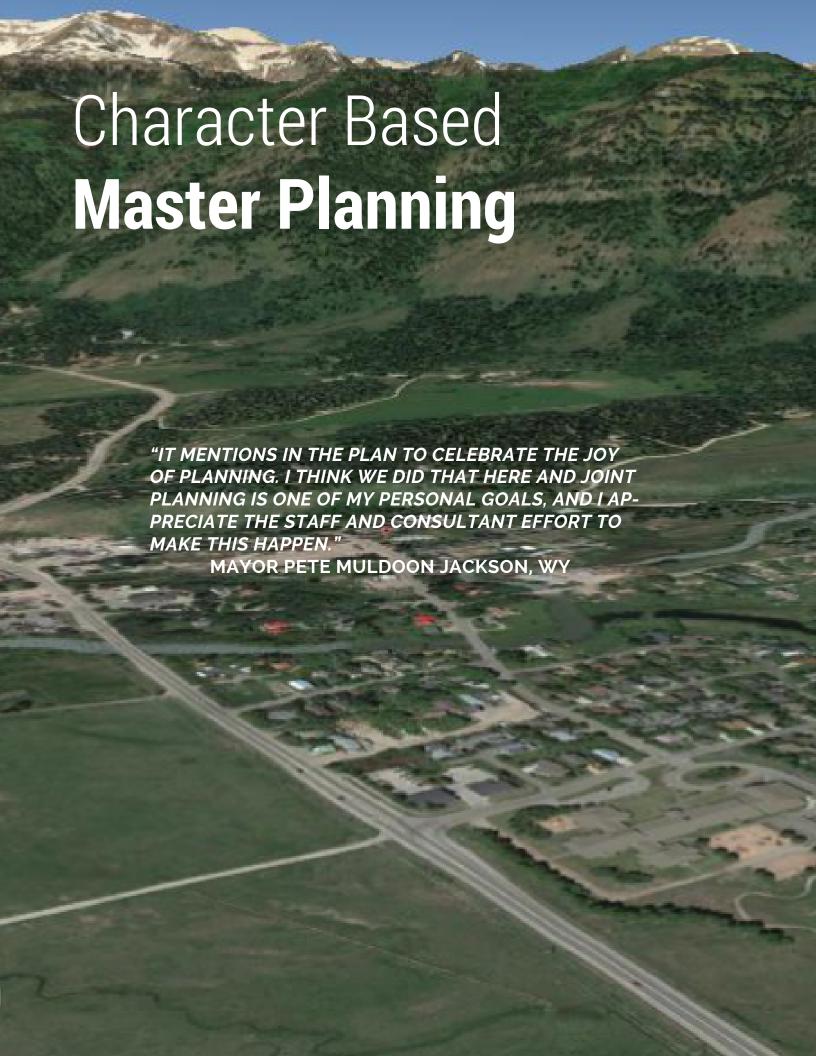
Logan Simpson Design is a planning, urban design, and environmental corporation. Founded September 4th 1990, we are celebrating 30 years of *Guiding Responsible Change* in communities across the mountain west with extensive experience in Idaho's fastest-growing communities and the Treasure Valley. The firm is owned by seven principals including Bruce M, who is assigned to this project to ensure its successful completion. Logan Simpson has professional liability coverage for up to two million per claim and four million aggregate.

With more than 100 staff specializing in planning, urban design, public engagement, and environmental resources, Logan Simpson has upwards of 250 comprehensive, master, and subarea plans in our portfolio and over 50 awards for our work, primarily through staff based in Colorado and Utah with offices in Boise, Tempe, Tucson, Flagstaff, Reno, Fort Collins, and Salt Lake City. The key staff outlined in Section 3 have the capacity to complete this project in the City's time-frame and are supported by a staff exceeding 100. Additional staff specialization includes restoration, park and trail design, land planning, entitlement, master planning, transportation, economic development, development code and design guidelines, environmental and cultural services, and permitting.

#### **EXPERIENCE**

We have selected projects that were specifically completed by the team members assigned to this project and are relevant to the RFP and our philosophy described in Section 1 and Section 4. These projects also address the selection criteria and are divided into four categories including:







### MERIDIAN COMPREHENSIVE PLAN AND FIELDS SUB AREA PLAN

Closely following adoption of the #MyMeridian Comprehensive Plan, Logan Simpson began developing a subarea plan for the Fields Area. The Fields Subarea presents an incredible opportunity to support desired development patterns featuring a central mixed-use activity center surrounded by varied residential densities and connected by thoughtfully designed roads, trails, and paths.

This detailed process includes a subarea plan, stakeholder, and public engagement, a detailed conceptual plan for a mixed-use activity center, and a strategic implementation guide. The subarea plan will provide a higher level of detail than the Comprehensive Plan could, with specific detail for development at Star Road and McMillan Road. Three additional areas are being looked at as part of this analysis to ensure land uses support the Star/ McMillan mixed-use activity area, and not detract or compete with the focus area, and highlight disallowed or discouraged uses within those areas.



<u>Relevane:</u> A new town center that will integrate with adjacent community development in Treasure Valley

<u>Reference:</u> Brian McClure, ASLA, AICP, LEED BD+C | Comprehensive Associate Planner | City of Meridian | Community Development Department | Phone: 208.884.5533 | E: <u>bmcclure@meridiancity.org</u>

https://meridiancity.org/planning/long-range/compplan

# OSCEOLA COUNTY CONCEPTUAL MASTER PLANS, DEVELOPER FACILITATION, MIXED USE DEVELOPMENT GUIDELINES

The Orlando metropolitan area, struggling with implications of sprawling, suburban and rural development, and lacking any strong employment base or economic development strategy, realized the need for a new vision with a smarter approach to growth. The County has worked with the Logan Simpson team to prepare 4 subarea plans over 300,000 acres of central Florida. These plans focus on a small-block network, a mixed-use development code, specific place types, fine grain roads, and regional connections. Each subarea plan consists of a defined building program that is directly linked to market conditions. The building program emphasized the right sizing of retail and civic spaces. Key components of the plans included open spaces that served multiple functions including wildlife, retention/ detention, greenways and blueways. These open space areas were adopted at the time of the subareas plans, making it one of the largest land dedications in the country.

Logan Simpson negotiated the first <u>development agreement</u> <u>with Tavistock</u>, who focuses on base industry associated with health and medical.

Awards/Kudos: Merit Award and Award of Excellence APA







<u>Relevance:</u> 300,000 acres of master planning, including 40% open space integrating drainage ponds to create "blueways" for recreation with programs to ensure viability

**Reference:** Susan E. Caswell, AICP, Assistant Community Development Administrator | Osceola County | 1 Courthouse Square, Suite 1400 Kissimmee, FL 34741 | P: 407.742.0350| E: susan.caswell@osceola.org

https://www.osceola.org/agencies-departments/strategic-initiatives/conceptual-master-plans/



### MOUNTAIN VISTA SUBAREA PLAN, URBAN AND RURAL PROGRAM EVALUATION, AND URBAN AGRICULTURAL OVERLAY

Prior to joining Logan Simpson, Bruce Meighen and Megan Moore completed the Mountain Vista Subarea Plan, which planned for the last growth areas of Fort Collins. With approximately 1,500 acres of vacant land, Mountain Vista was projected to accommodate a significant portion of Fort Collins' future growth in the form of new mixed-used neighborhoods. The area's fixed growth area is ringed by a community open space separator and includes a system of parks and greenways. The plan buffered Budweiser's primary production facilities, expanded needed industrial lands, incorporated a large town center, provided a regional interchange, included city-wide detention facilities reduce flooding, and incorporated a gridded transportation system and an enhanced travel corridor connected directly to Old Town Fort Collins with future fixed route transit. The plan ensured a balance building program for the area and for the City as a whole.

Our work with Mountain Vista continued in 2015 with an Urban and Rural Program Evaluation and Agriculture and Housing Overlay. The agriculture overlay is currently being implemented with special attention to flood plain issues.



**Relevance:** Implemented center with an Agricultural Overlay that uses the flood plain as a living corridor

<u>Reference:</u> Cameron Gloss, Planning Manager | City of Fort Collins | 215 North Mason Street, Second Floor, Fort Collins, Colorado 80522 | P: 970.224.6174 | E: <u>cgloss@fcgov.com</u>

https://www.fcgov.com/planning/pdf/mvsp-doc.pdf

# WEST HENDERSON LAND USE PLAN UPDATE AND INSPIRADA TOWN CENTER

In a proactive effort to shape one of the most important growth areas of the City, Logan Simpson conducted an update of the land use plan to reflect current market conditions and create an environment supportive of growth, quality of life, and economic sustainability. The vision and goals will be updated based on West Henderson's greatest opportunities.

West Henderson is a notable gateway to Sloan Canyon National Conservation Area, and provides many amenities for visitors to the NCA. The update made recommendations for the expansion and improvement of gateway features, services, and viewsheds that respect the City's role in the tourism and visitor comfort. Parkland, trails, and open space areas were incorporated with the land uses and the transportation infrastructure to provide a protected natural landscape that is beneficial to residents and integrated with Sloan Canyon.

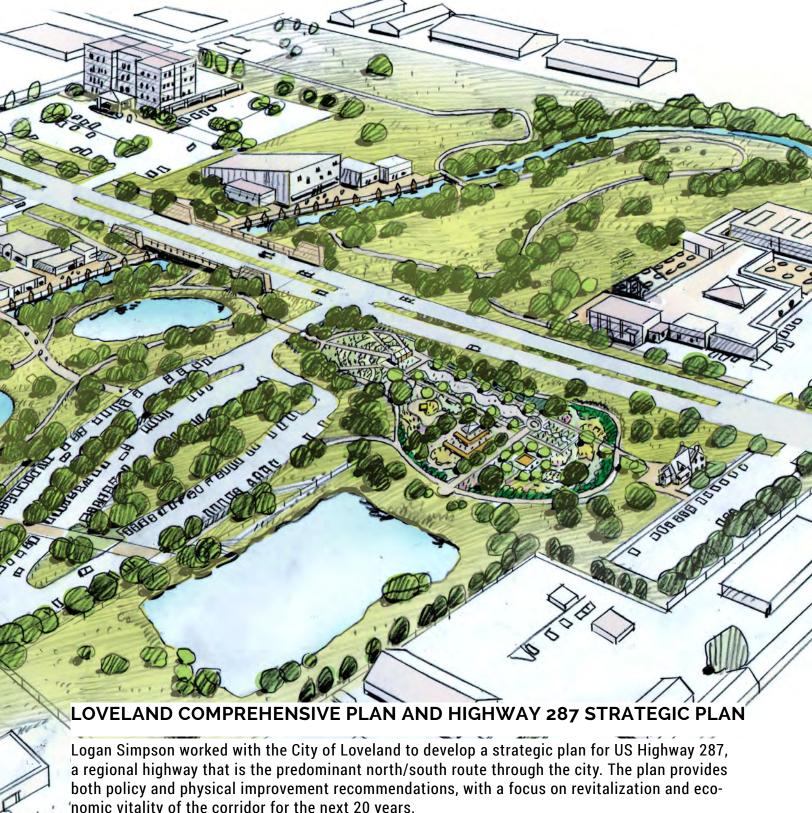


**Relevance:** The block level plan ensured a fiscally balanced future for Henderson including new industrial spaces and a commercial town center with a connection to natural resources, new local parks, and necessary incentives to implement multi-modal roads.

**Reference:** Paul Andricopulos, AICP, LEED®AP (BD+C) | City of Henderson Community Development and Services Department | P: 702.267.1523 | E: Paul.Andricopulos@cityofhenderson.com

https://www.cityofhenderson.com/community-development/land-use-plans/west-henderson-land-use-plan-update





'nomic vitality of the corridor for the next 20 years.

A key component of the plan was the identification of catalyst sites along the corridor. Conceptual bird's eye perspective sketches of these catalyst projects were developed, providing city leaders an exciting vision for how these sites could transition over time, attract private investment, and improve the overall image and character of the corridor. A market study prepared by Economic & Planning Systems identified economic opportunities along the corridor, and informed the development of the catalyst sites.

<u>Awards and Kudos:</u> APA Award for linking public health and the built environment





Finalization of the reconstruction of downtown McCall as of last month

# TOWN OF MEAD COMPREHENSIVE PLAN WITH STRATEGIC ACTION PLANS

Logan Simpson completed the Town of Mead's Comprehensive Plan, which aimed to preserve the rural, small-town character integral to its identity while addressing regional development pressures to meet residential and commercial demand. The Plan recognized the need to move forward with diversification of housing types and focused on economic health and employment opportunities, specifically right-sizing commercial hubs, and allowing for more flexibility in mixed-use and residential land uses to sustain vibrant and resilient commercial areas. While drafting policy language, the team identified components of the Plan that would require implementation actions affecting the Land Use Code. By writing the Comprehensive Plan update and code review in tandem, the Town's planning and development strategies and objectives were developed alongside regulatory tools.



**Relevance:** Rather than focusing on the main arterial road, we focused on creating a parallel road system that could diffuse traffic toward downtown while integrating the natural environment and creating smaller blocks

Reference: Jennifer E. Vecchi, AICP, LEED AP BD+C, Principal, Vecchi & Associates, LLC | Town of Mead Interim Planning Director | P.O. Box 1175, Longmont, Colorado 80502-1175 | P: 303.774.0173 | E: jennifer@vecchiassociates.com

https://www.townofmead.org/sites/default/files/fileattach-ments/administration/page/50111/180329\_mcp\_adoption-draft\_final\_2.pdf



#### MCCALL DOWNTOWN MASTER PLAN, COMPREHENSIVE PLAN, HOUSING PLAN, TRANSPORTATION PLAN

Logan Simpson worked with a local design and engineering firm to develop the 2013 Downtown Master Plan Update, which builds on previous City planning efforts to create a roadmap for future development and redevelopment of the Downtown. It included components of traditional downtown master plans while developing recommendations through economic and cultural influence.

Following completion of the Downtown Master Plan, the City of McCall retained Logan Simpson to complete a series of related and ongoing plans, including the Comprehensive and Transportation Plan Update, Workforce Housing Study, and Development Code Review. Cherished by generations of year-round residents for its scenic beauty and the unique quality of life, McCall is a prime destination for seasonal residents and visitors. Though McCall has adequate land to satisfy the high demand for growth, the need to protect neighborhoods, green space, and natural assets constrains the City's growth potential and requires careful thought about how the community wants to take advantage of each opportunity for change.



<u>Relevance:</u> Larger initiatives included the doubling of the downtown URA and the passing of a local improvement district to fund the reconstruction of downtown.

<u>Reference:</u> Michelle Groenevelt, Community Development Director | City of McCall | 216 E Park Street, McCall, Idaho 83638 | P: 208.634.7142 | E: mgroenevelt@mccall.id.us

<u>https:/</u>/www.mccallstarnews.com/images/images\_downloads/ Housing%20Plan.pdf

<u>Awards/Kudos:</u> Outstanding Planning Award APA Idaho Chapter; Idaho Smart Growth Public Planning and Policy Award; Idaho Public Outreach Award; AEC Award for Technology; City Achievement Award for Public Works and Transportation

#### VANCOUVER, WA WATERFRONT MASTER PLAN AND DEVELOPMENT STRATEGY

Leland Consulting Group (LCG) was engaged by the Port of Vancouver USA to guide the market and financial analysis, economic and fiscal impact analysis, and development strategy for its 12-acre property on the Columbia River adjacent to downtown Vancouver. The work began with market and financial analysis, site planning, conceptual building design, cost estimation, and due diligence regarding zoning and the regulatory environment for the near-term development of office, hotel, parking, and retail uses, with office and hotel development being the lead land uses.

Following the Port's internal adoption of a Waterfront Master Plan in 2015, LCG began to work with the Port on recruiting and negotiating with hotel and mixed-use developers. LCG led preparation of two developer RFQs and worked with the Port to select two preferred development partners: Vesta Hospitality, who plans to build a new, 160+ room AC (Marriott) Hotel on the site, and Holland Partner Group, who proposed to build new office, retail, and housing. LCG continued to work with the Port on ground lease negotiations for the hotel project, and a lease was signed by both parties in 2017.



**Relevance:** Market and fiscal analysis and site planning for waterfront development focusing on retail, office and hotel uses.

Reference: Jack Flug, Senior Financial Analyst | Port of Vancouver USA | 3103 NW Lower River Rd., Vancouver, WA 98660 | P: 360-816-9856 | E: iflug@portvanusa.com

https://www.cityofvancouver.us/ced/page/waterfront-development-project







#### UNIQUELY MILLS COMPREHENSIVE PLAN AND MILLS STREET SUBAREA PLAN

The Uniquely Mills comprehensive plan outlines a vision for a new downtown, enhanced corridors, thriving neighborhoods, and connected amenities to create a plan that identifies opportunities and actions to ensure a thriving and resilient future; moving beyond the Town's current challenges to create a future that is uniquely Mills.

Logan Simpson led the development of the plan, which recognizes the rich history of Mills, and outlines how to preserve its distinct qualities and character in the face of changing demographics over the next 10 years. The plan is designed to be an interactive tool usable by the community, Town staff, and elected officials. Three major milestone meetings with Town staff, an Advisory Committee, Town Council, and the Planning and Zoning Commission refined the communities vision, areas of change analysis, conceptual or "big ideas", and strategies supported by a monitoring plan.



Relevance: Integrating downtown with a river front development Reference: Mike Coleman, Public Works Director | Town of Mills | 704 4th St, Mills, WY 82604 | P: 307.265.1821 | E: mcoleman@millswy.gov

http://millswy.gov/tomwp/wp-content/uploads/2018/01/Mills-Comprehensive-Plan.pdf



#### LINCOLN AVENUE CORRIDOR PLAN

Logan Simpson, working with the City of Fort Collins, developed a vision plan for the Lincoln Avenue corridor extending from Old Town Fort Collins to Lemay Avenue. The area contains a rich, eclectic mix of industry, breweries, historic neighborhoods, access to the Poudre River, open space, and regional trail systems. Woodward Governor recently chose the corridor for their new 6,000-employee world headquarters, in part because Lincoln Avenue would consist of a unique street design.

As an emerging district adjacent to Old Town, Lincoln is envisioned as one of the next great places in Fort Collins. The Lincoln Corridor Plan provided specific recommendations on extensive street and bridge enhancements; incorporates best practices for street design including bioswales and permeable pavements: provides multi-modal access for bicyclists, motorist, trucks, pedestrians, and transit users; includes pedestrian amenities and gathering areas; establishes a cohesive identity for the corridor; recommends implementation strategies for funding and phasing; and prioritizes improvement projects.



Relevance: Lincoln Corridor is an extension of downtown, but viewed as a separate district connected to the river with startup industries and technologies industries such as Woodward Governor.

**Reference:** Timothy Wilder, City of Fort Collins Transfort Service Development Manager | P: 970.416.6951| E: twilder@fcgov.com

https://www.fcgov.com/planning/lincoln

#### **BEST PRACTICES FOR ALTERNATIVE** FLOOD HAZARD MITIGATION **MEASURES GUIDE**

Logan Simpson worked with the Flood Control District of Maricopa County (Arizona) to develop the Best Practices for Alternative Flood Hazard Mitigation Measures guide, which has recently been recognized as an award-winning project by the Arizona APA. The guide is designed to educate FCDMC and regional stakeholders about collaborative, environmentally sensitive, and fiscally responsible solutions that can be used to reduce flood risks.

The guide contains 29 case studies from around the United States where nonstructural flood hazard mitigation techniques have been successfully applied. The case studies are consistently organized to help educate the reader about the core concepts, program background, benefits, barriers, and funding sources of each solution. Each case study outlines how the techniques used apply to Maricopa County and includes contact Project Management | 2801 W Durango St, Phoenix, AZ 85009 | information for the professionals who developed and/or are implementing each program. Logan Simpson is currently working on the city of Buckeyes wildlife corridor handbook which integrates wildlife corridors, flood control, and development as well as the flood control plan for the entire Sun Valley in Phoenix.

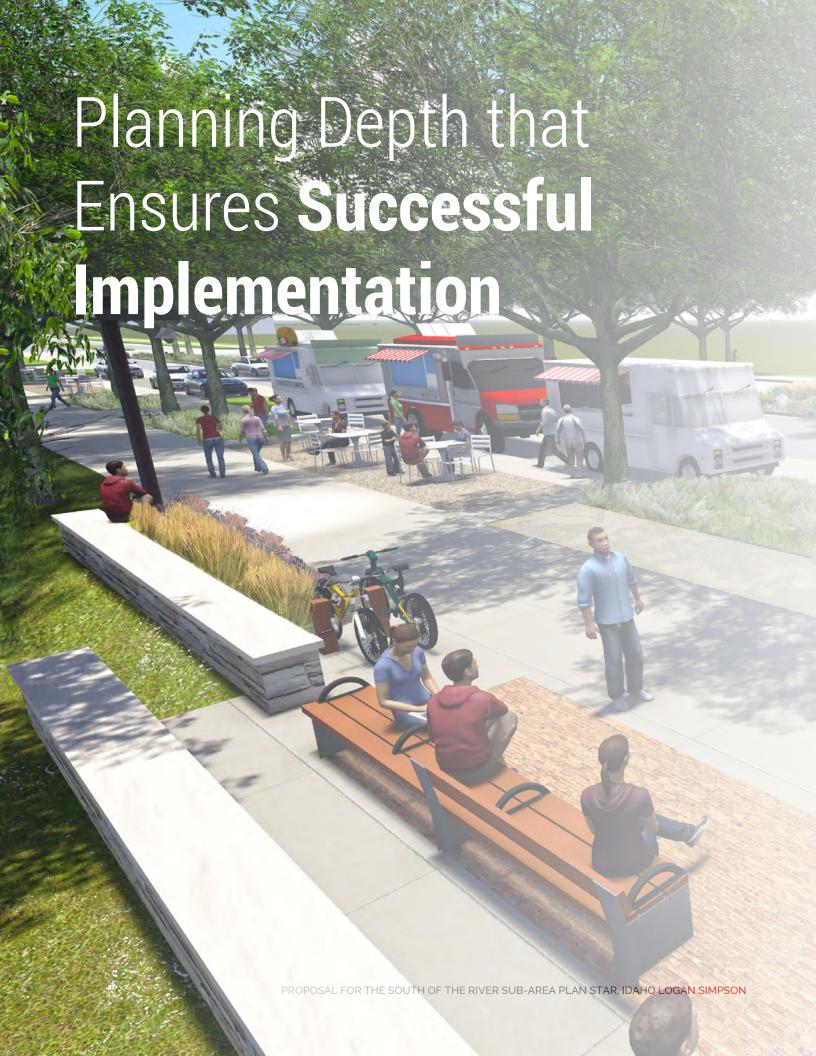


**Relevance:** The guidebook focus on multipurpose drainages that integrate development, wildlife habitat, recreational amenities, low impact development techniques, and flood control measures.

Reference: Spencer Bolen Project Manager | Planning and P: 602-506-4064| E: spencer.bolen@maricopa.gov

Awards/Kudos: APA Arizona Chapter Award for Ordinance/regulation/legislation

https://logansimpson-my.sharepoint.com/:b:/p/mhendrick/ES-ADs04qq19FhC00N3O-y4MB4z0j0BY04QsZc2Tu2lVCiw?e=Hlb-NaG





MyMeridian Comprehensive Plan and subsequent Fields Subarea Plan, Idaho

Connect Fort Morgan Comprehensive Plan, Colorado

"Fort Morgan Farm II" Conceptual Master Plan, Fort Morgan, Colorado

John Lambert Subdivision Master Plan, Douglas, Wyoming

West Side Creeks Restoration Project and Conceptual Plan, San Antonio Texas

Town of Mills Comprehensive Plan, Mills, Wyoming

Flood Control District, Maricopa County, Arizona

Mountain Vista Subarea Plan, Fort Collins, Colorado

Mead Comprehensive Plan and subsequent Transportation Master Plan, Colorado

West Henderson Land Use Plan Update and subsequent Inspirada Town Center, Nevada

Northeast District Conceptual Master Plan, Concept Plan, and Development Review and Facilitation including the Tavistock Development, Osceola County, Florida

Seven Trails Master Plan and Town Center Development Plan, Douglas, Wyoming

Douglas Comprehensive Plan, Wyoming

Comprehensive and Downtown Plan Updates, Johnstown, Colorado

McCall Downtown Master Plan Update; Comprehensive Plan and Transportation Plan Updates; and Workforce Housing Study, Idaho

Strategic Housing + Planning Initiatives, Page, Arizona

Jackson Growth Management Plan, Wyoming

Generation Casper Comprehensive Plan, Wyoming

Big Sky Resort Area District Visioning Strategy, Montana

Twin Falls Comprehensive Plan Update with Downtown Redevelopment focus, Idaho

Look Out, La Vista Comprehensive Plan Update with creation of downtown, Nebraska

Lincoln Corridor Strategic Plan, Fort Collins, Colorado

Create Loveland Comprehensive Plan, US 287 Corridor Strategic Plan, and subsequent Zoning Code Update, Colorado

South Jordan General Plan, Utah

The River Bottoms Vision, Spanish Fork, Utah

Little Valley Master Plan and Sustainability Modeling for Little Valley and Soldier Flats, Kennecott Land/Salt Lake City, Utah

Oquirrh Lake Master Plan, Kennecott Land/Salt Lake City, Utah

Southwest Redevelopment Area/US 60 Redevelopment Plan, Mesa, Arizona

Commercial Centers Land Use Evaluation and Code Language, Osceola County, Florida

W192 Streetscape and Building Design Guidelines, Sign Code, and Land Use Code,

Osceola County, Florida

Guidebook for Developing Mixed-Use Districts, Osceola County, Florida

North Ranch Long-Term Master Plan, Osceola County, Florida

Narcoossee Community Plan and Context-Sensitive Code and District Street Standard Guidance: A Planner's Guidance Document, Osceola County, Florida

## 3. PERSONNEL/PROFESSIONAL QUALS



#### **Education**

Master of City and Regional Planning, Georgia Institute of Technology, 1994

B.A., Geography Urban Systems, McGill University, Montreal, Quebec, 1992

<u>Professional</u> <u>Registrations</u>

American Institute of Certified Planners (AICP)

#### BRUCE MEIGHEN, AICP | PRINCIPAL PLANNER

Bruce is a certified planner with 25 years of experience and more than 50 awards in comprehensive planning and public involvement. He manages Logan Simpson's community planning team in Fort Collins, and effectively applies concepts of quality growth, character preservation, and land stewardship to his projects. Many of his projects include incorporation of funding sources and incentivization, and a number of plans have resulted in changes to code and implementation strategies. He excels at identifying redevelopment, infill, and catalyst projects for downtowns, subareas, and corridor plans, often as part of larger comprehensive and general planning efforts. His ability to create not only innovative and focused public involvement, but to clarify and prioritize the issues identified, is crucial to the success of outcome-oriented plans. Bruce specializes in managing defensible planning processes that create sustainable, quality growth communities with common, enduring visions.

- MyMeridian Comprehensive Plan and subsequent Fields Subarea Plan, Idaho
- · Connect Fort Morgan Comprehensive Plan, Colorado
- "Fort Morgan Farm II" Conceptual Master Plan, Fort Morgan, Colorado
- · John Lambert Subdivision Master Plan, Douglas, Wyoming
- · West Side Creeks Restoration Project and Conceptual Plan, San Antonio Texas
- Town of Mills Comprehensive Plan, Mills, Wyoming
- · Flood Control District, Maricopa County, Arizona
- · Mountain Vista Subarea Plan, Fort Collins, Colorado
- · Mead Comprehensive Plan and subsequent Transportation Master Plan, Colorado
- West Henderson Land Use Plan Update and subsequent Inspirada Town Center, Nevada
- Northeast District Conceptual Master Plan, Concept Plan, and Development Review and Facilitation including the Tavistock Development, Osceola County, Florida
- Seven Trails Master Plan and Town Center Development Plan, Douglas, Wyoming
- Douglas Comprehensive Plan, Wyoming
- · Comprehensive and Downtown Plan Updates, Johnstown, Colorado
- McCall Downtown Master Plan Update; Comprehensive Plan and Transportation Plan Updates; and Workforce Housing Study, Idaho
- Strategic Housing + Planning Initiatives, Page, Arizona
- · Jackson Growth Management Plan, Wyoming
- · Generation Casper Comprehensive Plan, Wyoming
- · Big Sky Resort Area District Visioning Strategy, Montana
- Twin Falls Comprehensive Plan Update with Downtown Redevelopment focus, Idaho
- Look Out, La Vista Comprehensive Plan Update with creation of downtown, Nebraska
- · Lincoln Corridor Strategic Plan, Fort Collins, Colorado
- Create Loveland Comprehensive Plan, US 287 Corridor Strategic Plan, and subsequent Zoning Code Update,
   Colorado
- South Jordan General Plan, Utah
- · The River Bottoms Vision, Spanish Fork, Utah
- Little Valley Master Plan and Sustainability Modeling for Little Valley and Soldier Flats, Kennecott Land/Salt Lake City, Utah
- · Oquirrh Lake Master Plan, Kennecott Land/Salt Lake City, Utah
- · Southwest Redevelopment Area/US 60 Redevelopment Plan, Mesa, Arizona
- · Commercial Centers Land Use Evaluation and Code Language, Osceola County, Florida
- W192 Streetscape and Building Design Guidelines, Sign Code, and Land Use Code, Osceola County, Florida
- · Guidebook for Developing Mixed-Use Districts, Osceola County, Florida
- North Ranch Long-Term Master Plan, Osceola County, Florida
- Narcoossee Community Plan and Context-Sensitive Code and District Street Standard Guidance: A Planner's Guidance Document, Osceola County, Florida





**Education** 

Master of Architecture and Landscape Architecture, University of Colorado at Denver, 2005

Graduate Certificate in Historic Preservation, University of Colorado at Denver, 2005

B.S. in Architectural Studies, University of Illinois at Urbana-Champaign, 2001

<u>Professional</u> <u>Affiliations</u>

American Institute of Architects

American Society of Landscape Architects (ASLA)

#### MEGAN MOORE, ASLA, ASSOC. AIA | PROJECT MANAGER

Megan is an urban designer with extensive experience in subarea, redevelopment, and comprehensive planning. More specifically, many of her recent projects have focused on repositioning subareas and communities, rethinking typical suburban growth and growing in more fiscally-responsible ways. With over 19 years of experience, she is the recipient of more than 30 design and planning awards. Her planning capabilities are enhanced by her background in architecture and landscape architecture, giving her a unique perspective into urban design strategies and solutions. She carries a deep understanding of the use and development of graphics to convey procedures and processes necessitated by planning guidelines.

- · MyMeridian Comprehensive Plan and subsequent Fields Subarea Plan, Idaho
- · Connect Fort Morgan Comprehensive Plan, Colorado
- "Fort Morgan Farm II" Conceptual Master Plan, Fort Morgan, Colorado
- · Mountain Vista Subarea Plan, Fort Collins, Colorado
- · Mead Comprehensive Plan and subsequent Transportation Master Plan, Colorado
- · West Henderson Land Use Plan Update and subsequent Inspirada Town Center, Nevada
- Northeast District Conceptual Master Plan, Concept Plan, and Development Review and Facilitation including the Tavistock Development, Osceola County, Florida
- US 287 Corridor Strategic Plan and subsequent Zoning Code Update, Loveland, Colorado
- McCall Downtown Master Plan Update; Comprehensive Plan and Transportation Plan Updates; and Workforce Housing Study, Idaho
- · West Side Creeks Restoration Project and Conceptual Plan, San Antonio TX
- Town of Mills Comprehensive Plan, Mills, WY
- John Lambert Subdivision Master Plan, Douglas, Wyoming
- Seven Trails Master Plan and Town Center Development Plan, Douglas, Wyoming
- · Douglas Comprehensive Plan, Wyoming
- · Look Out, La Vista Comprehensive Plan Update with creation of downtown, Nebraska
- Northwest Quadrant Master Plan, Salt Lake City, Utah
- · Little Valley Master Plan/Kennecott Land, Salt Lake City, Utah
- Southwest Redevelopment Area/US 60 Redevelopment Plan, Mesa, Arizona
- Sustainability Modeling for Little Valley and Soldier Flats, Kennecott Land/Salt Lake City, Utah
- · Oquirrh Lake Master Plan, Kennecott Land/Salt Lake City, Utah
- · Commercial Centers Land Use Evaluation and Code Language, Osceola County, Florida
- W192 Streetscape and Building Design Guidelines, Sign Code, and Land Use Code, Osceola County, Florida
- Guidebook for Developing Mixed-Use Districts, Osceola County, Florida
- · North Ranch Long-Term Master Plan, Osceola County, Florida
- Narcoossee Community Plan and Context-Sensitive Code and District Street Standard Guidance: A Planner's Guidance Document, Osceola County, Florida
- North Nevada Corridor Urban Renewal Master Plan and Design Guidelines, Colorado Springs, Colorado
- ReFILL Fort Collins Redevelopment/Infill Planning Study Phases 1 and 2, Fort Collins, Colorado
- · Vine and Lemay Master Plan, Fort Collins, Colorado
- Harmony/I-25 Southwest Conceptual Master Plan, Fort Collins, Colorado
- Elevate Eagle Comprehensive and Land Use and Development Code Update, Colorado
- Imagine Winter Park Town Master Plan, Colorado
- · Wellington Comprehensive Plan and Land Use Code Update, Colorado
- · Be Brighton Comprehensive Plan Update, Colorado
- Generation Casper Comprehensive Plan, Wyoming
- · Bozeman Community Plan, Montana
- · Big Sky Resort Area District Visioning Strategy, Montana



#### Education

B.S., Landscape Architecture, Colorado State University, 2000 (ASLA Student Merit Award)

Professional
Registrations/
Accreditations

Registered Landscape Architect, Colorado #714, Wyoming #LA-0136C

Colorado ASLA North Area Director

CSU Alumni Advisory Board for Landscape Architecture Department

Member American Society of Landscape Architects

#### JENNIFER GARDNER, ASLA, PLA | PLANNING AND CODE SPE-CIALIST

Over the past 18 years, Jennifer has been dedicated to the planning and design of spaces small and large. Her tireless passion for connecting the natural and built environments has led to an extensive resume of projects spanning both public and private sector. Jennifer is experienced with planning and entitlement, project coordination, land use codes and comprehensive plans, landscape design, irrigation design, site design, park and open space design, streetscape design, and construction administration. Through years of entitlement work, she has gained much insight into the opportunities and challenges that communities face throughout the Rocky Mountain region and is dedicated to building the framework to help each community achieve their ultimate development goals.

- · MyMeridian Comprehensive Plan and subsequent Fields Subarea Plan, Idaho
- Southwest RDA Redevelopment Plan, Mesa, Arizona
- · Comprehensive and Downtown Plan Updates, Johnstown, Colorado
- · Wellington Comprehensive Plan and Land Use Code Update, Colorado
- · Winter Park Comprehensive Plan, Colorado
- Mead Comprehensive Plan and subsequent Transportation Master Plan, Colorado
- Eagle Comprehensive Plan and Land Use Code Update, Eagle, Colorado
- Fort Collins Sign Code, Fort Collins, Colorado
- · Loveland Zoning Code Update, Loveland, Colorado
- · Castle Pines Mixed-Use Design Guidelines, Castle Pines, Colorado
- Arvada Land Use Code Update, Arvada, Colorado
- · Town Planner, Milliken, Colorado
- Guidebook for Developing Mixed-Use Districts, Osceola County, Florida
- Commercial Centers Land Use Evaluation and Code Language, Osceola County, Florida
- W192 Streetscape and Building Design Guidelines, Sign Code, and Land Use Code, Osceola County, Florida
- Osceola County Strategies for a Sustainable Future, Osceola County, Florida
- · Osceola County Planning On-Call, Osceola County, Florida
- · Arvada Traffic Standards, Arvada, Colorado
- Create Loveland Comprehensive Plan, US 287 Corridor Strategic Plan, and subsequent Zoning Code Update, Colorado
- · Growth Leasing Industrial Site Assessment, Colorado
- · Sustainability Code Assessment, Westmnster, Colorado
- · City Center Overlay Graphics, Millcreek, Utah
- · Meadowbrook District Form Based Code, Millcreek, Utah
- · South Jordan General Plan. Utah
- · The River Bottoms Vision, Spanish Fork, Utah
- Salt Lake City Sustainability Code Review, Salt Lake City, Utah
- Teton County Land Development Code Update, Teton County, Idaho
- · Twin Falls Historic Preservation Master Plan, Idaho
- · Ada County Zoning Ordinance Rewrite, Idaho
- · Bozeman Community Plan, Montana





**Education** 

Master of Urban and Regional Planning, PhD coursework, University of Colorado

<u>Professional</u> Affiliations

# TED KAMP TRANSPORTATION PLANNER | LELAND CONSULT-

Edward "Ted" Kamp provides market analysis in support of strategic land use decisions for public planners and private developers. Drawing on expertise in GIS, market economics, and demographic analysis, he incorporates user-friendly information design to convey critical market intelligence to stakeholders.

His work spans a variety of development and planning contexts including urban infill, economic development, suburban revitalization, impact analysis, and transit-oriented development. Recent client work has covered locales across the western and central US. In addition, he taught the Urban Market Analysis course for planning graduate students at the University of Colorado-Denver for five years.

After receiving a BBA (with honors) from the University of Oklahoma and an MS in Marketing/Consumer Behavior from the University of Arizona, Ted provided research and strategic planning services for the Leo Burnett advertising agency in Chicago. He subsequently earned a Masters in Urban and Regional Planning (and completed PhD coursework) at the University of Colorado-Denver. He has provided urban market analysis consulting services for the past 18 years.

#### **Selected Relevant Projects**

- Waterfront Master Plan and Development Strategy, Vancouver, WA
- State Street TOD Design and Implementation Plan, Boise, ID
- · Comprehensive Plan Update, Ottumwa, IA
- Economic Development Strategy, Meridian, ID
- Health Corridor Master Plan and Economic Feasibility Study, Coeur d'Alene, ID
- · Comprehensive Plan Update, Meridian, ID
- Downtown Civic Core Vision and Action Plan, Renton, WA

- Western Avenue Employment Area Master Plan, Beaverton. OR
- Comprehensive Plan Update and Revision, Casper, WY
- · 145th Street Station Subarea Plan, Shoreline, WA
- · Downtown Subarea Plan, Lake Stevens, WA
- Town Center Specific Plan, Covina, CA
- · Merle Hay Road Market Study, Johnston, IA
- Burnsville Center and Corridor Plan, Burnsville, MN
- · Northwest Growth Area Plan, Coralville, IA



**Education** 

MS, Civil Engineering, Portland State University

Professional
Affiliations
Association of
Pedestrian and
Bicycle Professionals

American Planning Association

Transportation Research Board Bicycle Transportation Committee

# NICK FOSTER, ACIP, RSP | TRANSPORTATION PLANNER | KITTELSON & ASSOCIATES

Nick is a leading multimodal transportation planner in the Treasure Valley. He brings a diverse background that includes a mix of experience in Star, Ada County, and throughout the Northwest and beyond. He has led regional and city-wide planning efforts; corridor and sub-area plans; and concept design efforts. Nick is experienced with working with community members and agency staff to successfully complete projects that reflect the community and are well supported. His technical expertise includes active transportation planning, transportation safety, and traffic operations. Nick's recent projects preparing the transportation components of comprehensive plans for the Cities of Eagle, Meridian, and McCall, as well as the ongoing update to the City of Couer d'Alene's comprehensive plan.

- McCall in Motion Transportation Master Plan
- · Eagle Comprehensive Plan Update
- · Meridian Comprehensive Plan Update
- Traffic Studies in Star.
- ACHD Roadways to Bikeway Bicycle Master Plan.

## 4. APPROACH

Logan Simpson has assisted a number of communities in adjusting plans to realistically transition from a primarily residential community to a complete community with viable, right-sized retail, residential that fits the character of the community, and vibrant placemaking features associated with natural areas. Regionally, these efforts can be demonstrated by the transition of Twin Falls into an agricultural production and recreation mecca; Meridian's transition to an employment center and a high quality of life community, recently listed as one of the top ten places in the nation to live by Money Magazine; Sandpoint and its vibrant aerospace industry located within a quality of life town; and lastly, McCall's expansion and reinvention that followed their comprehensive, housing, transportation, and downtown plans. The combined planning efforts in McCall resulted in several new funding sources including a 200% increase of their URA and a new LID funding source. Implemented improvements include a creative reconstruction of downtown, completed this year; new commercial businesses and affordable housing projects; complete streets; new natural resources pathways; recreation along the lakefront; and other several other projects have been recently proposed. These same types of efforts are possible in Star through the South of the River Sub-Area Plan.

As the City transitions from a residential community to a quality of life-focused community, integrating the River and Downtown Star through new pathways, boardwalks, pedestrian bridges, retention ponds and LID features, and commercial and recreation amenities integrated into the natural environment in a resilient fashion that acknowledges the floodway will be key. The plan will acknowledge that building intense residential density should not be the goal, but rather creating residential development that enhances the area's unique character and can pay homage to traditional villages and towns, or even newer concepts related to sustainability such as agri-towns. Creating a unique character in this area, including riverfront development, will permit people to live in an appropriate housing developments while ensuring this is a regional destination not reliant on households, but on placemaking.

The plan recognizes that traffic congestion detracts from the quality of life of current and future residents, which is an issue throughout the Treasure Valley with some of the highest traffic volumes at key intersections in Idaho. Along arterials such as Chinden and Star, commercial development and transportation have to be closely coordinated to achieve the highest possible quality of life. Existing land uses must also be recognized and respected, including



locations such as BriarStone and other low-density single-family neighborhoods. The plan will draw visitors into the center from the new interchange and existing traffic from Star and Chinden with an attractive retail and commercial ground floor development with supporting residential development above and ample open space to connect visitors to the riverfront.

The City of Star has experienced tremendous growth over the past decade and appears on the cusp of more in the coming years. While the City has some downtown-related development along State Street at Star Road, the combination of highway-level traffic volumes and limited expansion capacity make that location a poor fit for development of a desirable pedestrian-friendly commercial area. In contrast, the area south of the Boise River, also along Star Road, has a combination of property availability and scenic potential that make it a promising setting as a relocated hub for Star's civic and visitor-oriented commercial activity. With the River as an aesthetic and atmospheric amenity and Star Road as a safer, more human scaled transportation spine, that area represents an opportunity for crafting an

Idaho-flavored riverside gathering destination. Land radiating out towards the south appears to have enough blank slate potential to accommodate additional rooftop development to complete the "re-centering".

This project would involve gauging future market demand, exploring physical and regulatory barriers and opportunities, and reaching out to key stakeholders in the community of property owners and likely developers. That analysis and outreach, combined with research of innovative riverfront development case studies, and a creative approach to site design will help explore such an idea's feasibility and help move it towards a unique concrete catalyst project for Star and the surrounding region.

Logan Simpson staff has reviewed the Phase I, Initial Conceptual Planning scope of work and developed our method and means accordingly. The following approach will serve as our work plan by which we detail staffing, schedule, and fee. We look forward to the opportunity to refine this Method and Means with City staff in order to best meet the intent of the project.



# PHASE 1 | INITIAL OUTREACH AND PUBLIC REVIEW | SEPTEMBER-NOVEMBER

# TASK 1: FACILITATE INITIAL OVERVIEW MEETING

We will begin with an initial overview meeting, during which Logan Simpson staff will facilitate with City staff to:

- · Confirm scope and schedule and identify milestones;
- Set up ongoing biweekly staff meetings to coordinate on project deadlines and expectations;
- · Refine objectives;
- · Gather additional data or contact info as needed, such as;
- City-provided ALTA Survey or assessor's parcel data, aerial photography, market research, traffic study, and environmental reports as noted in the RFP;
- · Any utility analysis and engineering already generated;
- City-wide data, including schools; parks, recreation, and trails; open space; the level of service formulas; police and fire station locations and any changes to service radii; the level of service formulas; any additional information on targeted industries and business needs
- Identify relevant plans, policies, and other documents to incorporate;
- Develop a public participation plan to include high-tech and in person outreach methods including questionnaires, online meetings, and open houses
- · Review key case studies and character examples;
- Determine appropriate base mapping level of detail and extents for the overall area;
- Determine the final form of the plan;
- · Review of existing City Plans and development code; and
- · Facilitate a site visit.

In addition, the consultant will conduct a review of the existing comprehensive plan, and code, identifying relevant goals and policies, and initially highlighting anything that may need to be changed by development and incorporation of the Sub-Area plan.

<u>Deliverable(s):</u> Agenda, materials, attendance, and summary of the meeting; initial base maps and site findings; public participation plan preliminary plan outline, existing comprehensive plan and development code review and summary; and document mockup.

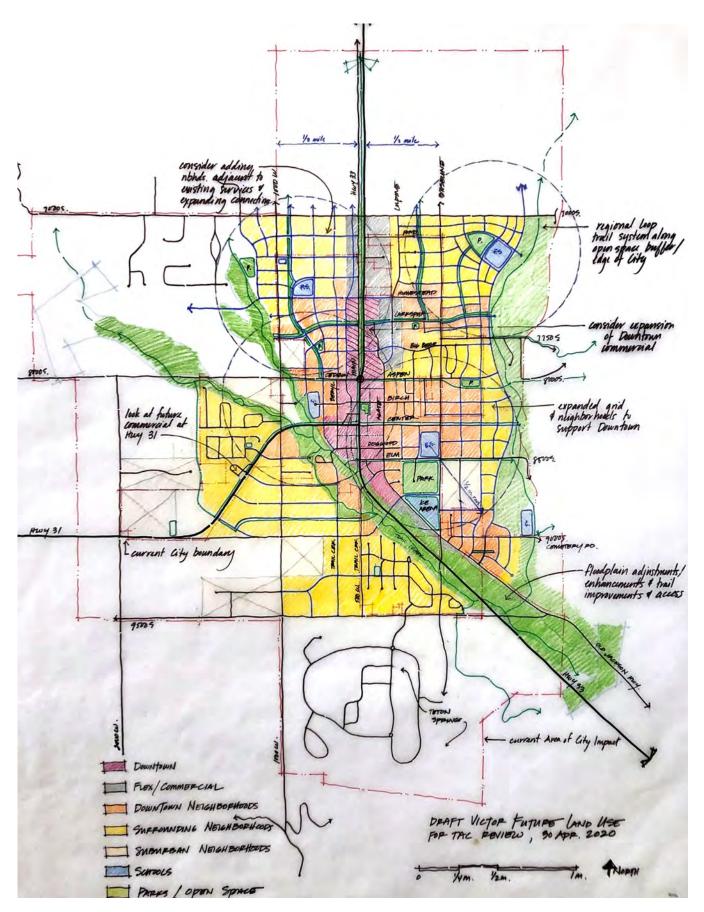
#### TASK 2. DRAFT INITIAL CONCEPTS

The team will also prepare a conceptual plan for a mixed-use activity area. Part of the concept for this area will be identifying the orientation of and key access to the center, highlighting walkability, and transition into surrounding residential neighborhoods, creating a sense of place, improving vibrancy, and other factors associated with great centers. Adjacent supporting residential land uses will also be generally illustrated. These concepts could be prepared with a workshop with City staff in person or via a digital meeting platform, and refined for presentation in Task 3.

<u>Deliverable(s)</u>: Hand-drawn conceptual land use plan options (3) for the Sub-Area illustrating land uses and densities; internal street network, and connections to the regional network; open space and trail network; key opportunities. Photos and imagery from like projects will also be used to explain key ideas and opportunities.







# TASK 3: HOST STAKEHOLDER ROUNDTABLES

The City will identify any additional potential stakeholders that should be added to our existing list to include in the process. In conjunction with City staff, the Consultant will host a series of four (4), 1.5 hour small group roundtables via digital platform/ meeting with property owners, public agencies, key developers, to review and refine the preliminary draft concepts. These meetings will provide key stakeholders the opportunity to comment on technical aspects for feasibility, land use mix, graphic refinement, and policies. The meetings will also be used to begin the discussion on crucial implementation steps and anticipating potential barriers to implementation for the mixed-use activity area.

<u>Deliverable(s)</u>: Agenda, materials, attendance, facilitation, and summary of the developer, public agency, and property owner roundtables via digital platform/meeting.

#### TASK 4. REFINE OVERALL FRAMEWORKS

Based on roundtable comments, the concept plans (from Task 2) will be refined through review with City staff to produce a single concept plan to be presented and reviewed by the public.

<u>Deliverable(s)</u>: Refined block-level plan, including land use and densities, amenities, specific uses, and connections, and imagery illustrating potential conceptual building massing and character.

# TASK 5: PUBLIC OPEN HOUSE AND CONCEPT REVIEW

After the refinement, the single concept plan will be presented to the public via digital open house to allow for public review and comment. Hosting the Public Open house after the preliminary concepts have been refined into a single concept enables a more thorough review of a realistic concept.

<u>Deliverable(s):</u> Agenda, materials, facilitation, and summary of public digital drop-in sessions.

# TASK 6. CREATE ILLUSTRATIVE SKETCHES

After finalization of the overall concept plan, two (2) sketches for the central center area will be developed to illustrate building form, massing, and general architectural character. Key photo imagery will also be utilized to highlight character, materials, etc., that cannot be easily illustrated within the perspective or birdseye drawings.

Deliverable(s): Two (2) draft drawings for the Sub-Area





#### PHASE 2 | CITY COUNCIL REVIEW | DECEMBER - JANUARY

# TASK 7: OUTLINE AND REFINE IMPLEMENTATION PLAN

An essential task as part of this scope is the development of an implementation plan that identifies the needs within the development program, as well as identifies action items that the City can undertake to move development forward within this area. The Consultant will identify and document an implementation plan that will address the following:

- · High-level phasing strategy
- Identification of public investments that could accelerate private development (e.g., major roads, public parks, or other facilities);
- Identification of possible funding tools;
- Identification and responsibility for each action (City, ACHD, IDT, etc., and public-private partnership opportunities)Identification of key updates to the City's CIP

<u>Deliverable(s)</u>: Implementation Chapter (included within Task 8); Review meeting via conference call with City staff; CC review meeting materials

#### TASK 8: DEVELOP SUB AREA PLAN

The Consultant will develop a draft plan for the area that accommodates and consolidates the conceptual plan. The format will mimic the Comprehensive Plan and is assumed to be an amendment to the document. It is anticipated to address, at a minimum:

- · General Background, Purpose, and Process
- Descriptions, Goals, and Policies, highlighting changes and updates to Comprehensive Plan policies
- Updated Comprehensive Plan Future Land Use Map and ECAMP Maps, reflecting changes from the Sub-Area concept plan
- · Overall concept plan
- Conceptual land use program, including number of residential units, and acreage of commercial and recreation/ open space amenities
- · Illustrative drawings with supporting photo imagery
- Implementation Plan (see Task 7)
- Recommended CIP updates and action items (see Task 7)
- · Suggested code language and upates

<u>Deliverable(s):</u> Draft Sub-Area Plan (Amendment to the Comprehensive Plan); Review meeting via conference call with City staff; Review meeting via conference call with City staff; CC review meeting materials



#### PHASE 3 | CITY COUNCIL REVIEW AND ADOPTION | FEBRUARY

#### TASK 9: REFINE DRAFT AND FINAL SUB AREA PLAN

The Consultant will incorporate changes and recommendations to the draft plan and produce a draft document for the City Council Hearing. The Consultant will provide presentation materials for City staff to present the Draft Plan to CC.

<u>Deliverable(s)</u>: Digital Draft Plan document; CC meeting materials

#### TASK 10: TRANSMIT FINAL DOCUMENT

The Consultant will make any CC recommended changes and resubmit to City staff a final Sub-Area Plan document. This deliverable will include all digital files, including pdf, InDesign, and GIS data.

<u>Deliverable(s)</u>: Final digital Sub-Area Plan; final, editable digital files, InDesign, and GIS database



## **5. PROJECT SCHEDULE**

Our experience allows us to anticipate a four month timeframe to complete the above scope of work, with another month to accommodate adoption. The following graphic reflects tasks by month. We look forward to refining both the scope and schedule should the City prefer additional concept plans, increased engagement, or a finer-grain plan for the site.

TACK	2020										
TASK	September	October	November	December	January	February					
Task 1. Facilitate Initial Overview Meeting											
Task 2. Draft Initial Concepts											
Task 3. Host Stakehold- er Roundtables											
Task 4. Refine Overall Frameworks											
Task 5. Public Open House and Concept Review											
Task 6. Create Illustra- tive Sketches											
Task 7. Outline/Refine Implementation Plan											
Task 8. Develop Sub Area Plan											
Task 9. Refine Draft/ Final Sub Area Plan											
Task 10. Transmit Final Document											

## 6. PROPOSED COMPENSATION

The following spreadsheet addresses Logan Simpson's estimated not-to-exceed cost per task. Hourly billing rates for key personnel are included, as well as a blended rate for our support staff to complete production, graphics, administrative and clerical duties, etc. Our expenses include printing of materials, mileage to and from City offices for the site visit and meeting(s) with City staff/City Council. Mileage is billed at the standard Federal rate.

	LOGAN SIMPSON								
	B. Meighen	M. Moore	J. Gardner	LS. Support	Nick Foster	Тед Катр	HOURS	LABOR	TOTAL
Hourly Rate	\$229	\$147	\$108	\$75	\$215	\$170			
Task 1. Facilitate Initial Overview Meeting	2	2	2	4	0	0	10	\$1,300	\$1,300
Task 2. Draft Initial Concepts	4	6	6	16	8	16	56	\$8,100	\$8,100
Task 3. Host Stakeholder Roundtables	4	8	0	0	4	4	20	\$3,600	\$3,600
Task 4. Refine Overall Frameworks	2	6	6	16	24	8	62	\$9,700	\$9,700
Task 5. Public Open House and Concept Review	4	4	4	10	0	0	22	\$2,700	\$2,700
Task 6. Create Illustrative Sketches	4	2	4	32	0	0	42	\$4,000	\$4,000
Task 7. Outline/Refine Implementation Plan	2	8	4	10	4	12	40	\$5,700	\$5,700
Task 8. Develop Sub Area Plan	2	10	16	8	14	12	62	\$9,300	\$9,300
Task 9. Refine Draft/Final Sub Area Plan	0	4	10	10	4	12	40	\$5,300	\$5,300
Task 10. Transmit Final Document		0	0	4	0	0	4	\$300	\$300
Cost not to exceed	24	<b>50</b>	52	110	58	64	358	\$50,000	\$50,000

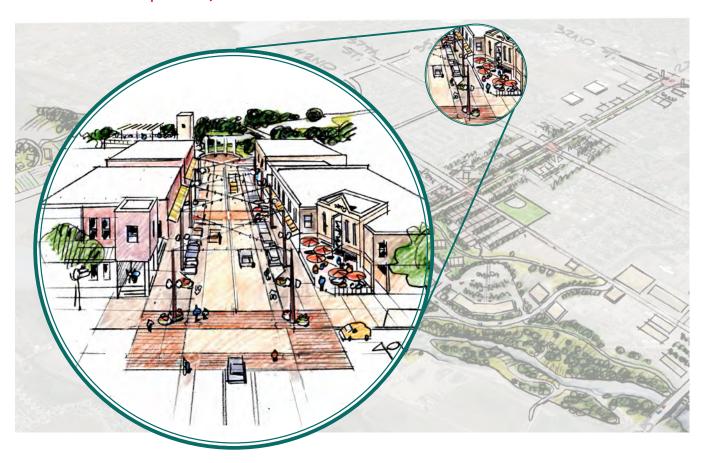


#### OTHER OPTIONAL ITEMS

The cost presented on the previous page creates a start to finish subarea plan that meets the RFP requirements and sets up the City of Star for success and implementation. The following items are considered implementation-level services that would further assist in the next steps of the process.

Detailed Market Analysis	\$15,000
Engineering-level Infrastructure and Floodplain Analysis	\$15,000
Visual Simulations	
Fiscal Impact Analysis	\$20,000
Development Performa	\$8,000
Traffic Modeling	\$20,000
Site Marketing Materials	\$10,000
Detailed Code and Overlay Modifications	\$10,000

#### CONCLUSION | STAR, WHERE RIVER MEETS OPPORTUNITY



We view this a rare opportunity to approach the development of two adjacent subareas in a coordinated fashion. We look forward to working with you to create a subarea plan for the City Star, a place where "Rivers and Opportunities Meet."

- We provide an efficient and cost-effective team who are working in the area and providing the same services. We have already
  collected much of the data needed for this project.
- We have provided over ten recent projects, each with a reference, client testimony, and/or an award based on
  - Our quality of work
  - Compliance with schedule
- Our team has unique skills focusing on
  - Character Based Master Planning
  - Resilient Economy Through the Creation of Vibrant Places
  - Engaging the River and Natural Environment
- Our team has unique skills focusing on our general planning with over 250 plans from McCall, ID to Jackson WY. Our planning depth ensures successful implementation.
- · We have assigned our most experienced staff to this project that can accomplish the work in the required time.

We looking to forward working with you.



# PROFESSIONAL SERVICES ADMINISTRATIVE CONSULTANT RFP

### **MAKERS**

500 Union St, Suite 700 Seattle, WA 98101

office: 206-652-5080 fax: 206-652-5079

EIN: 88-0108383

## John Owen, AIA

Principal Architect

500 Union St, Suite 700 Seattle, WA 98101

cell: 206-325-6467

JohnO@makersarch.com

Dear Mr. Nickel and City of Star Selection Committee,

MAKERS Architecture and Urban Design, LLP along with South Beck & Baird and Keller Associates, is pleased to submit a proposal to assist the City of Star in facilitating the South River Sub-area Plan. The sub-area plan will provide a focus on roughly 3.30 square miles of largely undeveloped land bounded by State Highways 44, 16 & 20-26 west to Can-Ada Road. The sub-area plan will provide the City with a tool to effectively and efficiently promote and shape positive growth, while creating opportunities to build upon and enhance the vibrant community fabric that is Star, Idaho. The sub-area plan will explore expansion of the city's core, creating a community identity on both sides of the river and along current/future entry corridors and side streets, identify opportunities for development and re-investment in under-served areas and will provide a plan to address critical infrastructure needs. The sub-area plan will also address a need for a balanced mix of housing types as well as opportunities for redevelopment and infill properties.

The City of Star is uniquely positioned, geographically, and is actively pursuing creation of its unique identity. It sits at the crossroads of Ada and Canyon Counties along State Highway 44 and has expanded its boundaries across both county lines, encompassing roughly 7 square miles. Access across the Boise River is currently limited and additional crossings will be explored, both for vehicles and pedestrians. And, building on the success of the City's current River Walk, exploring opportunities to increase pedestrian connectivity and walkability will be vital components of the sub-area plan.

The team of MAKERS, South Beck & Baird and Keller Associates will provide the City with the complete spectrum of services necessary to meet the project's goals. All team members are licensed professionals in their respective states.

**MAKERS** will utilize its planning and public outreach acumen to lead the South River Sub-area planning process and has assembled a team of local experts to pool their knowledge of the City of Star's vision, processes, utilities and traffic concerns. **South Beck & Baird**, a Boise-based landscape architecture and land use planning firm will provide localized project management and face-to-face interaction with the community. **Keller Associates**, a Meridian-based multidisciplinary engineering firm will provide their expertise in capital facilities planning and traffic planning. As a team, we are excited to work with community leaders, stakeholders, residents and business owners to formulate a plan to set the City of Star at the forefront of cohesive growth and community identity in the valley.

MAKERS will oversee all project contractual obligations and we are confident that we can provide you with an efficient, personalized and responsive professional service.

Sincerely,

John Owen, AIA Principal Architect

#### **BUSINESS SUMMARY**

Legal Name: MAKERS Architecture and Urban Design, LLP

Date of Establishment: 1972

Type of Entity: LLP

Expertise:

#### **COMMUNITY + REGIONAL PLANNING**

Neighborhood, Subarea and Corridor Plans Downtown & Town Center Plans Regional and Environmental Plans

Comprehensive Plans

#### URBAN DESIGN + ARCHITECTURE

Urban Design

Design Guidelines & Regulations

Parks

Architecture

#### **FACILITY PLANNING**

Strategic Facilities Plans

Site Selection

Site and Campus Master Plans

Port & Waterfront Master Plans

#### Professional Errors & Omissions Coverage:

RLI Insurance Company 9025 North Lindbergh Drive Peoria, Illinois 61615

Phone: (309) 692-1000

Limits of Liability \$2,000,000 each claim \$4,000,000 policy year aggregate

#### History & Ownership Structure:

MAKERS Architecture and Urban Design is an award-winning architectural, planning and urban design firm providing services to clients throughout the Pacific Northwest and the United States. Founded in 1972, the firm provides a client-oriented approach stressing attention to project requirements, design quality, and budget. Our specialties include urban design, community planning, and facility planning. MAKERS is a certified Women's Business Enterprise (WBE) and Disadvantaged Business Enterprise (DBE) in Washington. The firm is a limited liability partnership with 5 partners and professional business insurance and certifications. MAKERS has previously worked in Idaho and, if awarded this contract, will obtain all necessary registrations and licenses.



Our plans achieve results because we seek to balance the complex issues that come with every project. We offer professional services to clients of all sizes. From local community design guidelines to large-scale master plans for U.S. Navy bases, we look at our plans and projects through a social equity lens, offer creative and effective facilitation and staff/public engagement, and include an implementation strategy tailored to the unique needs of our projects and clients.

Subarea planning is one of MAKERS' core services. Our subarea plans have been successful in achieving thriving communities, empowering voices who have been underserved, and building upon each community's unique identity. They address a variety of issues through thoughtful facilitation and strategic analyses, including land use and community design, social equity, environmental enhancement, economic revitalization, affordability and displacement, historic preservation, transportation, integration of public facilities, and streetscape improvements. Over the recent decade, MAKERS has honed its public engagement tools to allow local community members an active, creative and meaningful role in the planning/design process. During the COVID 19 crisis, the firm has developed or incorporated several innovative tools to facility remote public engagement, and we expect these tools will be especially valuable on this project.

Most relevant to Star's city center, MAKERS has a long and demonstrated track record of successfully assisting emerging communities, town centers, and local districts achieving their goals in terms of economic vitality, livability and design quality. Examples of these successes include Wenatchees Riverfront, Chelan's Downtown, Mill Creek Washington's all new town center, and Boise's Northbank/Riverfront.

For the special needs of this project, MAKERS has teamed with South Beck & Baird and Keller Associates to provide local support & expertise to the planning effort. Each local firm has collaboratively worked together on many types of projects over the past 25 years involving comprehensive planning and streetscape design, along with recreation and transportation planning. The depth of this local work allows both firms to bring a familiarity with the Treasure Valley and the City of Star itself, ensuring that the sub-area plan is based on local knowledge. Further, these two firms will continue well beyond the planning effort; they will be a part of the sub-area plan's implementation well into the future.



**South Beck & Baird** merged two landscape architecture and planning firms, each bringing over 30 years of local history & experience. Located in Boise, SBB now has over 90 years of combined staff experience. SBB has worked on projects throughout the Treasure Valley and across the pacific northwest and beyond. They specialize in landscape architecture, land use planning and recreational design services.

**Keller Associates** is located in Meridian, with seven offices across Idaho, Oregon and Washington. Their first projects were for small towns throughout the west with big needs and small budgets. Keller Associates was founded in 1993 in Boise. They specialize in civil, electrical, and traffic engineering. Keller has a staff of over 120. Keller's previous work with the City of Star and the Star Sewer & Water District's master plan gives the team a leg up on ensuring continuity throughout the Sub-area planning process.

MAKERS believes the knowledge gained from years of successful comprehensive planning, combined with our team's depth and history with projects in and around the City of Star, will result in a "Heart of the City" sub-area plan that the City will be proud to adopt and implement. Local knowledge, along with past involvement in planning and recreation projects for the City of Star, will create efficiencies in time and cost, in gathering of pertinent planning, mapping, and design data for the formation of the sub-area plan. South Beck and Baird has developed many of the recreational features of Star and has a long history of recreational planning



and greenbelt development along the Boise River, from Lucky Peak to to Eagle Island State Park. Keller Associates has helped to develop much of the floodplain, land use, and transportation mapping for Star and the surrounding regional connections.

MAKERS will utilize this local expertise of the Boise River to create recreational development opportunities while minimizing impacts of floodway and floodplain areas to maximize economic and growth opportunities for the City of Star. Consideration to protecting the natural features and environments that are a key ingredient to the quality of life that makes living in this city so desirable will help maintain and improve public health long into the future. MAKERS believes the qualifications and knowledge of the planning team will achieve a plan integrating the economic, environmental, and recreational goals that will benefit the City of Star long into its future growth.

## Wenatchee Waterfront Plan

WENATCHEE, WASHINGTON

#### CLIENT

City of Wenatchee

#### CONTACT

Allison Williams, Executive Services Director, (509) 888-6216

#### MAKERS' FEE

\$61,000

#### PROJECT DURATION

2002-2004

#### AWARD APA Honor







Pybus Market.



New boat launch.



This award-winning plan was an ambitious effort to revitalize Wenatchee's riverfront area. MAKERS and a group of subconsultants worked closely with City staff, the Chelan County PUD, business and property owners, applicable public agencies, and community groups throughout the process to develop a vision for the waterfront that is ambitious, yet realistic and implementable. Two major plan components were the development of a shoreline restoration plan and the creation of a new roadway providing access to waterfront sites. This new Riverside Drive prompted the development of a substantial mix of new residential and commercial development. Additionally, the plan identified several waterfront public access improvements, many of which have been constructed, including new trail sections and access roads, adding connections between neighborhoods, expanding nearby open space, incorporating environmental restoration, and adding a new boat dock.

The project is being aggressively implemented through a combination of public improvements and private developments. While zoning changes and new design standards helped to spur some new residential development, the most critical implementation components have been the completion of Riverside Drive, and the under-grounding of the sewage treatment plant. Most recently, the ambitious Pybus Market and Sustainability Center with a new hotel has opened to enthusiastic reviews. To date, \$1.5B has been invested with another \$2.5B in the pipeline.



New residential development.

## **Duvall Downtown Plan**

DUVALL, WASHINGTON

#### CLIENT

City of Duvall

#### CONTACT

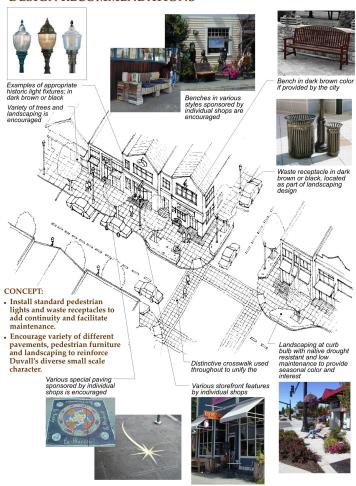
Lara Thomas, Planning Director, (425) 788-2779, lara.thomas@duvallwa.gov (was not involved with plan but will be familiar with results)

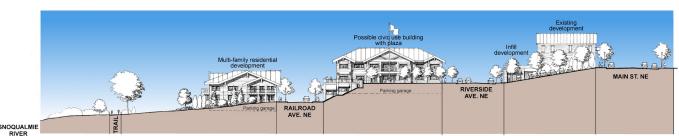
MAKERS' FEE

\$95,000

PROJECT DURATION 2002-2003 As a follow up to the award-winning Citywide Vision Plan, MAKERS worked with City staff and stakeholders on a plan that emphasized preservation and enhancement of Duvall's historic downtown. In order for the downtown to grow and thrive, however, the strategic concept underlying the plan was to strengthen the areas surrounding the Main Street core and integrate them into a more cohesive unit. The riverfront area presents a tremendous opportunity for Duvall, and the plan provides clear direction for how this area could evolve over time. As the City owns land in this area, the site plan below shows how new civic uses can be integrated with the circulation system and other downtown uses.

#### DOWNTOWN STREETSCAPE DESIGN RECOMMENDATIONS





With the objective of encouraging mixed-use development near Julia Davis Park, the City of

Boise asked MAKERS to prepare site plans illustrating the properties' potential. John Owen and Bob Bengford worked with staff to develop phased conceptual site plans that identified substantial feasible development opportunities. Sean McCormick refined the drawings and

## Boise Julia Davis Mixed-Use Development Site Plans

prepared informational materials for the City's use.

BOISE, IDAHO

CLIENT

City of Boise

#### CONTACT

Matt Brookshier, Strategic Real Estate Manager, City of Boise, (208) 608-7068, mbrookshier@cityofboise.org

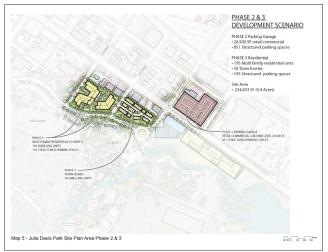
#### MAKERS' FEE

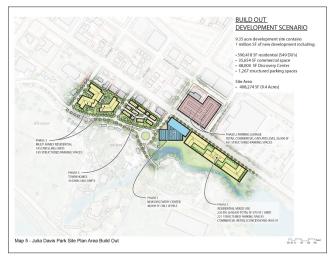
\$30,400

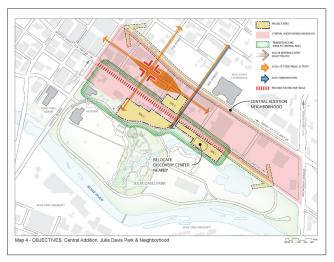
#### PROJECT DURATION

2015-2016









## Chelan Downtown Master Plan

CHELAN, WASHINGTON

#### CLIENT

City of Chelan

#### CONTACT

Craig Gildroy, Planning Director, (509) 682-8017

> FEE \$54,000

PROJECT DURATION 2009-2010

Unlike many downtown plans in which planning teams start from scratch, Chelan's Downtown Master Plan built on local efforts by the City and volunteers over past years. When this effort began, the community had already begun the planning of transportation and pedestrian improvements, started working on a parking strategy, established a main street program with a communication strategy, and studied measures to upgrade the historic bridge. MAKERS' emphasis with this plan was to augment those efforts and integrate them into an effective revitalization strategy.

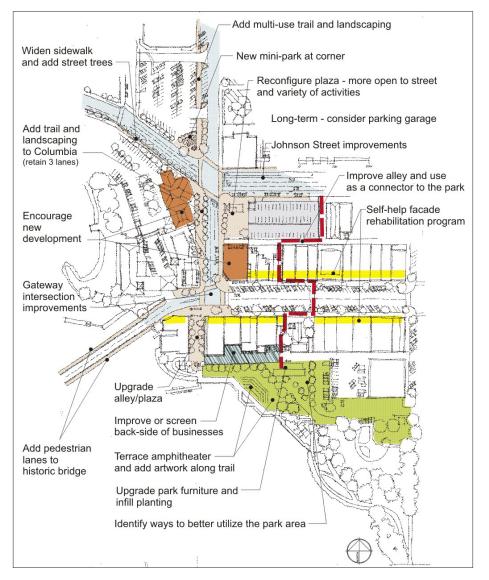
In simplest terms, the strategy consisted of protecting and enhancing Chelan's existing strengths, connecting assets such as parks, trails, and amenities for greater impact, addressing key issues such as parking and traffic movement that constrain economic opportunities, and reinforcing Chelan's identity as a recreational destination and a great place to live.

Additionally, the plan also proposed form-based regulations to shape new growth in accordance with the community's vision and support the other measures.









## ST. LUKE'S MEDICAL CENTER MASTER PLAN | BOISE, ID

St. Luke's Health System is the largest and only Idaho-owned not-for-profit healthcare system. Its Boise facility has existed for more than a century. The master plan was created to address campus project needs and planning through the year 2030. It assessed current facility capabilities and outlines future development and expansion of the Boise campus necessary to meet the growing needs of the community. The plan provided analysis of the surrounding properties with regard to transportation, utilities, pedestrian & bicycle circulation, parking, land use zoning, current uses and impacts to existing streetscapes. The master plan provided recommendations for addressing each analysis and is currently being implemented.



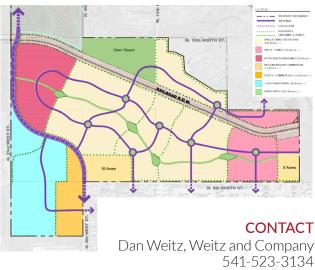
CONTACT

Steve Sell Director, Planning DesignConstruction

St. Luke's Health System 208-381-2023, sells@slhs.org

## MOUNTAIN HOME COMMUNITY PLANNING I MOUNTAIN HOME, ID

Weitz and Company hired South Beck & Baird to design an overall P.U.D.D. conceptual development patternmap for an approximately 270.5-acre parcel of land within Elmore County, Idaho. Through the design and planning process, SBB facilitated communication among multiple agencies represented in the area. SBB played a key role in solving the key issues to provide a plan that the city and county municipalities accepted. The project became a mixed-use plan with an extensive pedestrian and vehicular component. The team also implemented safe streets for schools and complete streets strategies within the final plan.



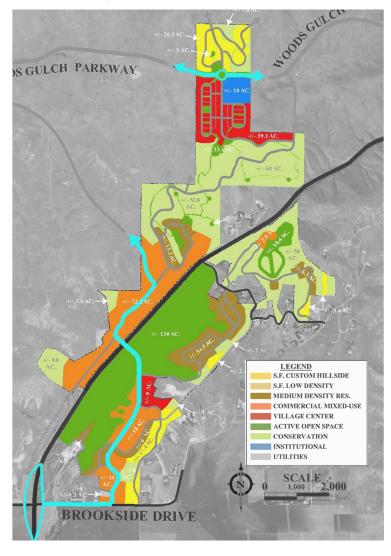
weitz@bakerruralfire.org

## SHADOW VALLEY PLANNED COMMUNITY | BOISE, ID

South Beck & Baird (SBB) was a subconsultant to the overall planning and design team including planners, Architects, as well as civil and environmental Engineering that developed the Shadow Valley Planned Community. The project encompassed 672 acres of land, approximately 2.4 miles northeast of Eagle, Idaho. The location of this land is in the north foothills of Ada County, straddling the space between Boise and Eagle.

SBB was specifically tasked with recreational planning for the overall planned community which included over 100 acres of open space including the existing Shadow Valley Golf Course. SBB also did all visual assessments as the property spanned a scenic highway corridor which involved:

- Primary public view corridor from highway 55
- Existing vegetation types: native grassland mainly located on north slopes, shrub communities generally found in isolated patches, and riparian habitat where seasonal water is available. Much of the area has been disturbed by past grazing activity.
- Special concern was taken with roadway design and site grading to allow better integration of proposed roadways and the existing terrain.



#### **CONTACT**

Wayne Forrey Kastera Homes 208-939-5263

#### OTHER SBB PROJECTS

HERON RIVER PARK, 2019

Star, ID

KARCHER & FARMWAY REZONE, 2018 Canyon County, Idaho

COUNCIL ITD DOWNTOWN REVTALIZATION, 2016 Council, ID

THREE RIVERS
TRANSPORTATION STUDY, 2012
Ada County, ID

STAR RIVER WALK, 2011

Star, ID

CITY OF STAR SPORTS COMPLEX -HUNTERS CREEK, 2011

Star, ID

SANDPOINT BYWAY, 2009 Sandpoint, ID

NAMPA DOWNTOWN STREETSCAPE, 2004 Nampa, ID

#### ST. LUKE'S

MSTI - Nampa, 2020 Nampa, ID

Orthopedic Institute, 2018 Boise, ID

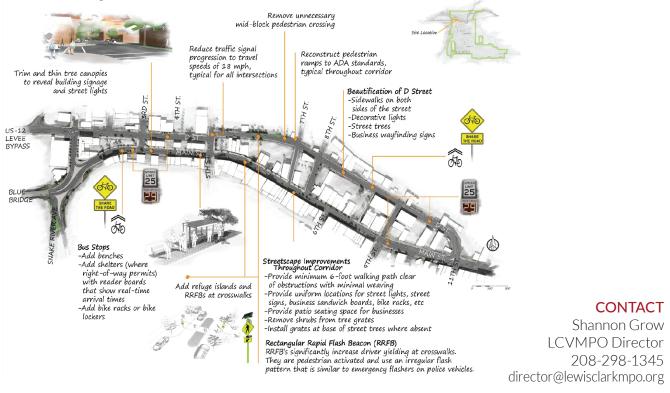
Magic Valley Regional Medical Ctr, 2010 Twin Falls, ID

Meridian Campus, 2005 Boise, ID

# PART 2 BACKGROUND & EXPERIENCE

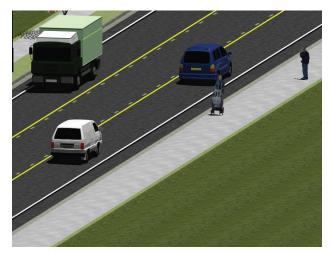
# LEWISTON MAIN & D CORRIDOR STUDY | LEWISTON, ID

Keller Associates teamed with South Beck & Baird to complete a corridor study for Main Street and D Street in downtown Lewiston, Idaho. This study aimed to guide future infrastructure improvements in the corridor. Downtown Lewiston streets and utility infrastructure are aging and require reconstruction in the near future. The corridor study addressed all modes of transportation in the corridor (cars and trucks, transit, bicycles, and pedestrians). In addition, we incorporated streetscape needs (sidewalks, medians, lights, landscaping, and sidewalk furnishings) into the plan. Keller also analyzed four concepts for roadway circulation using a matrix evaluation tool.



# STAR DOWNTOWN REVITALIZATION I STAR, ID

As the design professional, Keller Associates teamed with Sage Community Resources to complete Star's downtown master plan which included pathway, beautification, streetscape, and marketing elements. The team met with the Idaho Transportation Department (ITD) and Ada County Highway District (ACHD) regarding potential changes to state and local roadway cross-sections and configurations, including changing US 44 through downtown from a four lane roadway with parking to two lanes with a center turn lane, bike paths, and streetscape features with wide sidewalks, benches, decorative lighting, and tree planters. Renderings of multiple alternatives for three main transportation corridors in the downtown areas were developed and presented at open houses and public meetings.



CONTACT Nathan Mitchell nate.mitchell@ymail.com, 208-941-2688

# PART 2 BACKGROUND & EXPERIENCE

# M°CALL REDEVELOPMENT IMPROVEMENTS | M°CALL, ID

Keller Associates is the Agency Engineer for the McCall Redevelopment Agency. Keller, along with South Beck & Baird, provided concept design, construction documents and administration for the 2010 Improvement Project adjacent to Payette Lake.

The project is located on the lake front adjacent to Legacy Park. During summer weekends and holidays severe pedestrian and vehicle circulation problems, including conflicts with vehicles towing boats, occur. Therefore, the project goals were to provide safe routes for pedestrians to travel from the new parking lot to Legacy Park and to the boat launch.

Keller Associates led the concept design over a four-month period, working hand-in-hand with the McCall Urban Renewal Agency board members, City staff, and adjacent property owners. Public involvement included evaluations of multiple concept designs and circulation study.



#### **Project Features:**

ADA pathways and sidewalks Roadway design Parking lot design Roadway illumination Stormwater "rain gardens" Sustainable design

#### **CONTACT**

Nathan Stewart Staff Engineer (208) 634-8943 nstewart@mccall.id.us

## OTHER KELLER PROJECTS

CITY TRANSPORTATION PLAN, 2019 Athol, ID

**CITY TRANSPORTATION PLAN, 2019** Stites, ID

CITY TRANSPORTATION PLAN, 2019 Inkom, ID

CITY TRANSPORTATION PLAN UPDATE, 2019 Ashton, ID

**SUB-AREA TRANSPORTATION PLAN, 2018** Ammon, ID

**PROJECT DEVELOPMENT, EAGLE ROAD CORRIDOR, 2017**Eagle, ID

MERIDIAN MID-BLOCK ISLANDS & LIGHTING, 2017 Meridian, ID

RIGBY DOWNTOWN ENHANCEMENT, 2013 Rigby, ID

**WEISER DOWNTOWN REVITALIZATION, 2000** Weiser, ID

CASCADE DOWNTOWN REVITALIZATION, 2000 Cascade, ID

## FIRM DESCRIPTIONS & FUNCTION

#### **MAKERS**

John Owen will lead the overall team and provide project management for all planning tasks with coordination between the planning team and the City of Star. John will organize the planning team and work with the City of Star to develop a group of key stakeholders for involvement in the development of the sub-area plan. These may include neighborhood representatives, residents, major institutions, major property owners and major employers. John will lead the effort to develop a vision for the sub-area plan with supporting community goals to achieve that vision. This vision will be aligned with the recently completed update to the overall city comprehensive planning effort.

Rachel Miller will assist John with all planning tasks, focusing on development of a public input strategy that maximizes input to the planning process for all residents while giving the planning team and city the highest quality opinions to help develop a successful plan. She will coordinate with South Beck and Baird and Keller Associates to utilize their unique local knowledge and access to land use, recreational, transportation and environmental planning data.

#### SOUTH BECK & BAIRD

John will focus the knowledge from his recent area planning experience on the north boundary of Star to assist with the development of planning goals by Makers as well as guiding the development of recreational goals and opportunities in the sub-area and especially along the Boise River.

Jay will lead efforts for stakeholder coordination and input based upon the knowledge, experience, and connections he has developed over his 17 years in recreation, land use, and pathways planning in various government agencies throughout the Treasure Valley. Jay has worked with every major agency and entitlement entity that will be involved in the development of the Heart of the City sub-area plan.

#### KELLER

Ryan Morgan and Keller Associates have worked closely with the City of Star for many years, assisting with flood analysis, code development, land use planning, and city infrastructure planning, will be invaluable in assisting with quick and efficient acquisition of necessary mapping and gis data to assist with development of the sub-area plan.

Steve Lewis will focus on his knowledge of the traffic patterns and infrastructure to guide the best approach to interacting with existing traffic stakeholders such as Idaho Transportation Department and Ada County Highway District, along with regional planning entities such as COMPASS, to proactively develop traffic planning elements of the sub-area plan that best develop this area for the City of Star.

## **PROJECT TEAM**





Lead Planner **John Owen**, AIA Seattle, WA

Urban Designer Rachel Miller Seattle, WA



Civil Engineer **Ryan Morgan**, PE Meridian, ID

Traffic Engineer **Stephen Lewis**, PE, PTOE

Meridian, ID



Project Manager **John Roters**, PLA Boise, ID

Planner **Jay Gibbons**, PLA Boise, ID

# JOHN OWEN I LEAD PLANNER, ARCHITECT, AIA

## **MAKERS**

#### **EDUCATION**

Master of Architecture, University of Washington BS, Structural Engineer, Case Institute of Technology

#### PROFESSIONAL REGISTRATION

Architect, Washington

#### PROFESSIONAL EXPERIENCE - 41 years

Urban Planning and Design
Subarea Plans and Main Street Projects
Zoning and Regulations
Riverfront Access and Design
Strategic Redevelopment Planning



office: 206-652-5080 cell: 206-325-6467 johno@makersarch.com

### RELEVANT PROJECT EXPERIENCE

#### CITY OF EVERETT DOWNTOWN PLAN

Everett, WA

#### **OLYMPIA DOWNTOWN STRATEGY AND DESIGN GUIDELINES**

Olympia, WA

#### WENATCHEE DOWNTOWN RIVERFRONT PLAN

Wenatchee, WA

#### MARYSVILLE DOWNTOWN MASTER PLAN AND STATE AVE PLAN

Marysville, WA

#### **CHELAN DOWNTOWN PLAN**

Chelan, WA

#### **BOISE EISENMAN AND JULIA DAVIS PARK DESIGN STUDIES**

Boise, ID

#### WENATCHEE HOUSING CODE

Wenatchee, WA

#### TACOMA MIXED USE CENTERS DEVELOPMENT STRATEGY

Tacoma, WA

#### **DUVALL DOWNTOWN RIVERFRONT PLAN**

Duvall, WA

#### **BURIEN DOWNTOWN PLAN**

Burien, WA

#### **EAST SUMNER COMMUNITY PLAN**

Sumner, WA

## REFERENCES

#### **AMY BUCKLER**

Downtown Planning Lead Olympia Community Planning and Development

(360) 570-5847

abuckler@ci.olympia.wa.us

#### **GLEN A. DEVRIES, AICP**

Wenatchee Community Development Director

(509) 888-3252

gdevries@wenatcheewa.gov

#### **CRAIG GILDROY**

Planning Director City of Chelan

(509) 682-8017

# RACHEL MILLER I URBAN DESIGNER, PLANNER

## **MAKERS**

#### **EDUCATION**

Master of Urban Design and Planning, University of Washington Master of Landscape Architecture, University of Washington Urban Design Certificate, University of Washington BS, Architecture, Ohio State University

#### PROFESSIONAL EXPERIENCE - 12 years

Community Engagement Urban Design Strategy Population Growth Strategy Land Use and Transportation Online Meeting Facilitation



office: 206-652-5080 cell: 513-508-0839 \_ rachelm@makersarch.com \_

## RELEVANT PROJECT EXPERIENCE

#### **CANYON PARK SUBAREA PLAN**

City of Bothell, WA

#### **OLYMPIA DOWNTOWN STRATEGY**

Olympia, WA

#### JUDKINS PARK STATION ACCESS STUDY

Seattle, WA

#### TUMWATER CAPITOL BOULEVARD PLAN AND DESIGN GUIDELINES

Tumwater, WA

#### **EASTGATE LAND USE AND TRANSPORTATION PROJECT**

Bellevue, WA

#### MARYSVILLE LAKEWOOD PLAN

Marysville, WA

#### REFERENCES

#### **BRUCE BLACKBURN**

Senior Planner and Project Manager
City of Bothell

(425) 806-6405

bruce.blackburn@bothellwa.gov

#### **CHRIS HOLLAND**

Senior Planner/Project Manager City of Marysville

(360) 363-8207

CHolland@marysville.gov

#### **CORY CROCKER**

Citizen Committee Leader

(206) 547-4092

cory.crocker@udistrictsquare.com

# JOHN ROTERS I PRINCIPAL, LANDSCAPE ARCHITECT, PLA

# SOUTH BECK & BAIRD LANDSCAPE ARCHITECTURE

#### **EDUCATION**

BLA, University of Idaho

#### PROFESSIONAL REGISTRATION

Idaho

#### PROFESSIONAL EXPERIENCE - 23 years

Land Use Planning Master Planning Healthcare Planning Project Management Landscape Architecture



office: 208-342-2999 cell: 208-761-1508 roters@SBBgo.com

## RELEVANT PROJECT EXPERIENCE

#### **BLACK CANYON PLANNED COMMUNITY**

Emmett. ID

#### STAR RIVER WALK PARK

Star, ID

#### **HUNTER'S CREEK SPORTS COMPLEX**

Star, ID

#### TEN MILE INTERCHANGE PROPERTIES

West Ada County, ID

#### ST. LUKE'S MEDICAL CENTER MASTER PLAN

Star, ID

#### MOUNTAIN HOME COMMUNITY PLANNING

Mountain Home, ID

#### SHADOW VALLEY PLANNED COMMUNITY

Boise, ID

## **REFERENCES**

#### **STEVE SELL**

Director, Planning Design Construction

St. Luke's Health System

208-381-2023 sells@slhs.org

#### **KIM INGRAHAM**

#### **Recreation Director**

City of Star 208-286-7247 Kingraham@staridaho.org

#### **FRED NOLAND**

#### **Environmental Dept Manager**

Idaho Power Co. 208-388-2901 fnoland@idahopower.com

# JAY GIBBONS I PLANNER, LANDSCAPE ARCHITECT, PLA

# SOUTH BECK & BAIRD LANDSCAPE ARCHITECTURE

#### **EDUCATION**

BLA, University of Idaho

#### PROFESSIONAL REGISTRATION

Idaho

#### PROFESSIONAL EXPERIENCE - 29 years

Landscape Architecture Land Use Planning & Entitlements Parks and Pathways Project Management Irrigation Design



office: 208-342-2999 cell: 208-869-0747 gibbons@SBBgo.com

## RELEVANT PROJECT EXPERIENCE

#### ADA COUNTY COMPREHENSIVE PLAN, 2007

Ada County, ID

Agency coordination with consultant, public outreach, public hearings

#### NORTH FOOTHILLS SUB-AREA PLAN, 2008

Ada County, ID

Agency coordination with consultant, public outreach, public hearings

#### **RAILS WITH TRAILS ARTERIAL CROSSING STUDY, 2014**

Meridian, ID

Agency coordination with consultant, agency presentations, public hearings

#### MERIDIAN PARKS AND RECREATION MASTER PLAN, 2015

Meridian, ID

Agency coordination, input and public outreach

#### **PURA VIDA RIDGE RANCH SUBDIVISION, 2020**

Meridian, ID

Land use Entitlements, design & documentation, public hearings

#### REFERENCES

#### **KENT GOLDTHORPE**

Ada County Highway District Commissioner

208-867-6530

kgoldthorpe7462@gmail.com

#### **MARK PERFECT**

Ada County Planning & Zoning Administrator

208-287-7923

dsperfma@adacounty.id.gov

#### **MATT STOLL**

COMPASS Executive Director (Community Planning Assn. of Southwest ID)

208-475-2266

mstoll@compassidaho.org

# RYAN MORGAN, PE, LEED AP I CIVIL ENGINEER

# **KELLER ASSOCIATES**



Master of Engineering
Civil Engineering
Boise State University

YEARS OF EXPERIENCE 20

PROFESSIONAL ENGINEER REGISTRATIONS

Idaho – 10803 Washington – 47493 Wyoming – 12778

#### **REFERENCES**

Hank Day Star Sewer & Water District 208.631.8588 hday@starswd.com

David Tate
City Weiser
208.414.1965
david.tate@cityofweiser.com

Clint Seamons
City of Emmett
208.365.9569
cseamons@cityofemmett.org

Ryan is currently serving as Star's City Engineer. As the City Engineer, he works closely with the City staff, providing timely reviews of preliminary plats, final plats, construction drawings, floodplain applications, and other miscellaneous reviews. He has worked with the City on a variety of other projects, including the new Star community center, skate park, and a parks and recreation maintenance building. Ryan was also part of the team the completed the most recent City comprehensive plan adopted in 2019.

Ryan is currently providing primary construction drawing review for southern Idaho jurisdictions, including cities of Star, Emmett, Weiser, Meridian (QLPE reviewer), Gem County and Canyon County. Providing reviews for these jurisdictions has given him a deeper understanding of Idaho communities growth trends.

Sample project experience includes:

- City of Star, Star, ID; Role City Engineer
  - Engineering support for Comprehensive 2019 Plan including traffic analysis, land use mapping, existing condition mapping, and figures
  - Technical support for 2020 FEMA flood hazard Boise River Basin flood mapping updates, including public meeting support, review of proposed mapping, and updating the City's floodplain ordinance
  - Residential and commercial development project reviews to ensure compliance with local, state, and federal codes and regulations
    - Project oversight, including bidding assistance for new community skate park, parks and recreation maintenance building, and community center
- College of Western Idaho, Ada and Canyon Counties, ID; Role Master Planning
  - Canyon County master planning, including analysis of existing facilities, including roadways and infrastructure for the 150-acre campus
  - Projected campus growth calculations and recommended placement/location of future buildings
  - Ada County campus review of a 10-acre parcel for a future campus, including connections to downtown Boise and adjacent Boise River Greenbelt
- Mackay Main Street Reconstruction, Mackay, ID; Role Project Engineer
  - Review and design of two blocks of Main Street replacement
  - Reconstruction of 16 ADA pedestrian ramps located on US 93
  - Bidding assistance and construction oversight

# STEPHEN LEWIS, PE, PTOE I TRAFFIC ENGINEER KELLER ASSOCIATES



Bachelor of Science
Master of Science
Civil Engineering
BYU

YEARS OF EXPERIENCE 28

#### PROFESSIONAL ENGINEER REGISTRATIONS

Alaska – 11358 Arizona – 32896 California – C68747 Idaho – 8371 Montana – 13575 Nevada – 017672 Oregon – 76832PE Utah – 181480 Washington – 40560 Wyoming – 8679

Professional Traffic Operations Engineer – 325

#### REFERENCES

Bruce Christensen, PE, PTOE ITD District 4 208.544.7917 bruce.christensen@itd.idaho.gov

Ryan Lancaster, PE,
PTOE
ITD Design/Traffic
Services
208.334.8528
ryan.lancaster@itd.idaho.gov

Darrell West BMPO 208.612.8539 DWest@bmpo.org Stephen Lewis is an award-winning traffic engineer with 28 years of experience and professional licenses in 10 western states. Steve holds Master and Bachelor of Science degrees in civil engineering and is certified nationally as a Professional Traffic Operations Engineer. His comprehensive experience covers both the analytical and design sides of transportation planning, traffic engineering, roadway design, and construction.

Steve is a detail-oriented, hands-on project manager and has led the traffic and transportation effort on many large-scale projects, such as the BART Oakland Airport Connector Design-Build Project, the San Francisco Central Subway Project, the Transbay Transit Center, and the AC Transit East Bay Bus Rapid Transit (BRT) Project.

Steve has been involved in the design of over 250 traffic signals and 50 roundabouts and helped develop Ada County Highway District's roundabout design guidelines. Throughout three recent signal upgrade projects for the Idaho Transportation Department, Steve designed modifications to nearly every traffic signal in District 4 (South-Central Idaho), including all the signals within the City of Twin Falls.

Steve currently serves as a Transportation Commissioner for the City of Meridian, as a Member of the Caldwell Chamber of Commerce Transportation Committee, and as a Member of Ada County Highway District's Pedestrian Advisory Group. He was also a member of COMPASS' former Transportation Model Advisory Committee. Some of his recent project experience includes the following:

- Star Comprehensive Plan Update; Star, ID
- Western Canyon and Owyhee Counties Corridor Studies, ITD District 3
- Southeast Twin Falls Regional Corridor Study; ITD District 4
- Bonneville MPO Travel Demand Model Upgrade; Bonneville County, ID
- US-26 Sunnyside Road Access Management Plan; Idaho Falls, ID
- Transportation Master Plan; Sun Valley, ID
- Pre-Project Planning and Conceptual Designs, ITD District 4
- Main and D Streets Corridor Study; Lewiston, ID
- US-95 Corridor Study, Benewah County, ITD District 1
- ► City of Silverton Circulation Plan; Silverton, OR
- ▶ Green Streets Standards Development; Dallas, OR
- Critchfield/SR-129 Intersection Safety Study; Asotin County, WA
- Downtown Circulation Plan, Lewiston, ID/Clarkston, WA
- City of Lewiston Traffic Signal Timing Study; Lewiston, ID
- Eagle Road Bicycle and Pedestrian Improvements; Boise, ID
- Franklin Blvd and Karcher Road Alternatives Analysis; Nampa, ID
- ▶ Black Cat Road Pedestrian Improvements; Meridian, ID
- STAA Truck Route Analyses; Brookings and Coos Bay, OR
- South John's Avenue Reconstruction/Mini-Roundabouts; Emmett, ID

# PART 4 APPROACH

Consider the heart of the City's surroundings. In positioning emerging town centers for transformative development that creates real focal points for their communities, we have found that it is important to consider how the town fits within its regional context and ask questions such as:

What can we do to make this place special and stand out from neighboring communities?

What are the regional growth patterns and market-based development trends that we can leverage to the town's advantage?

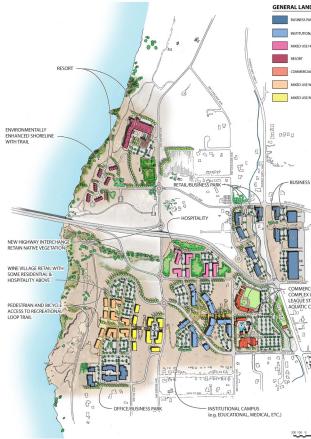
What are the regionally scaled assets that we can leverage?

How is the emerging downtown accessible from other areas?

What land uses will best support the downtown's vitality?

Building on recent Comprehensive Plan work, we propose to review these questions on a sub-regional basis to maximize realistic community development opportunities. For example, Makers recent work for the City of Boise explored such a regional framework for growth in the City's south east sector. While, this work is on a different scale than Star's center, it illustrates that a sub-regional look helps to organize the planning framework, clarify opportunities and actions to focus development, and identifies key projects to connect and foster specific growth areas.

Celebrate the river. The City has already made strides towards incorporating the River as a premier attraction and we propose to double down on that strategy, and we believe there are ample opportunities to do this. For example, a key infrastructure element might be to ensure excellent bicycle and pedestrian access across the river accompany any bridge improvements or maybe as part of the new utility line connections.



The Port of Douglas County's plan for North East Wenatchee identified infrastructure requirements to develop specific focal points in this large area.

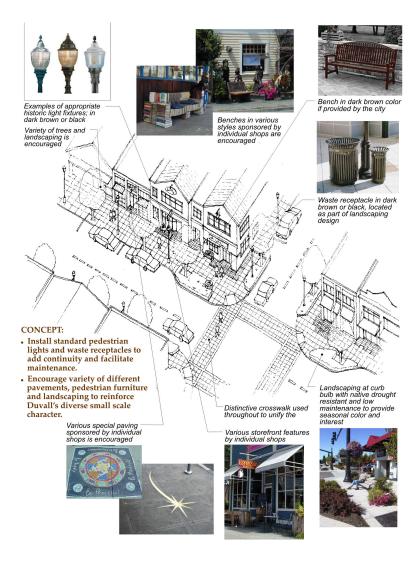
#### Focus near-term energy through a sub area development

strategy. The roughly four square mile sub area is too large to focus on all at once. One size will not fit all the diverse parts of Star's sub area. Therefore, we propose to work with stakeholders to develop a framework that translates the basic concepts of the Comprehensive Plan into an implementation strategy that identifies key focal nodes where development can be fostered in the near term and directions for other parts of the sub area that maximize opportunities there. Such as strategy will identify the highest priority capital projects and development incentives. It will also identify where special guidelines or standards must be put in place to ensure, for example, that new development is pedestrian friendly, complements the Riverwalk, achieves a sense of place, etc. For example, Makers work as part of a consultant team on the North East Wenatchee development plan and environmental impact statement, identified the most likely place for a variety of development types, which led to the infrastructure investments now underway.

# PART 4 APPROACH

Create a "sense of place". Most of the sub area provides a blank slate for new development, While this is great in that it provides a variety of opportunities, it also requires coordinated civic action to shape the emerging center into a vibrant, and livable center. While we will take care to not create a "strait jacket" that discourages variety and creativity, a combination of street design and development guidelines can help to make the pieces of new development fit together to create a harmonious and functional downtown. As they say, "variety is the spice of life" and we will encourage a broad mix of uses with provisions that ensure compatibility.

Creative and inclusive public engagement during COVID-19. While our team is noted for its active and meaningful public engagement in planning and design projects, the spread of the COVID-19 virus has made in-person charrettes and open houses difficult. Fortunately, we have developed online engagement tools to provide similar interactive engagement opportunities remotely. MAKERS', with Rachel Miller leading these efforts, has been in the forefront of new methods and tools for engaging disadvantaged populations and incorporating on-line engagement, especially in the COVID-19 era. MAKERS has long been known for successful, hands-on public engagement efforts that have encouraged people to meaningfully and creatively participate in the planning process. Most recently, the firm has been able to translate these methods into on-line techniques, which will be most useful in the next six months.



Duvall's Downtown Riverfront plan illustrates how to enhance a sense of place. The MAKERS' plan recommended traffic, pedestrian and bicycle improvements (including enhancements and connections to the Carnation Bicycle Trail along the river) plus streetscape improvements (design implemented by others) and design guidelines to create a regional attraction in a small town setting. With the development of a new library and several new businesses, it has also become a more complete center for community life.

# PART 5 PROJECT SCHEDULE

## PROPOSED SCHEDULE

### Phase 1 Initial Outreach and Public Review, September 2020 - November 2020

Public Participation Reports/Updates, Ongoing

Public Participation Plan, September/October 2020

Internal review of Goals and Policies for fitness, October 2020

Revised Goals and Policies for City review, Early November 2020

Preliminary Concept Plan for Public review and comment, November 2020

Revised codes for Public review. November 2020

Revised Future Land Use Map and ECAMP Map for Public review, November 2020

Preliminary text revisions for Public review and comment, November 2020

Final Goals and Policies for City Council review, Late November 2020

#### Phase 2 City Council Review, December 2020 - January 2021

Public Participation Reports/Updates, Ongoing

Revised codes for City review, December 2020

Preliminary Concept Plan for City review, December 2020

Revised Future Land Use Map and ECAMP Map for City review, December 2020

CIP updates, December 2020

Preliminary text revisions for City review, December 2020

#### Phase 3 City Council Review and Adoption, February 2021

Public Participation Reports/Updates, Ongoing

Final text revisions for City Council adoption, February 2021

Final codes for City Council adoption, February 2021

Final Concept Plan for City Council adoption, February 2021

Revised Future Land Use Map and ECAMP Map for City Council adoption, February 2021

# PART 6 PROPOSED COMPENSATION

## SCOPE OF SERVICES TASKS:

Phase 1 - Initial Outreach and Public Review:

Cost Not to Exceed \$15,500

#### Estimated person hours: 140

Initial Public Outreach

- Public participation Plan
- Public Participation reports

Goal and Policy Review & Revision

Comprehensive Plan Review

• Preliminary text revisions for public review

Initial Code Review

Initial Map Review and Revisions

Project Management

Cost Not to Exceed

\$38,400

## Phase 2 - Concept Plan Development:

Estimated person hours: 320

Concept Plan Development

- Development of initial sub-area concept plan
- Submit and review for public and city input
- Revise and submit Preliminary Concept Plan

Initial Capital Facilities Plan & Updates

Investigate Potential Grants

Project Management

Public Participation, Reports & Upgrades (ongoing)

Cost Not to Exceed \$4,700

## Phase 3 – City Council Review and Adoption:

Estimated person hours: 40

Comprehensive Plan - Final Text Revisions for Council Adoption

Final Codes for Council Adoption

Final Map for Council Adoption

- Future Land Use Map
- ECAMP Map

Capital Facilities Plan

Final Sub-area Plan for Council Adoption

Project Management

Cost Not to Exceed

\$58,600

Total Proposed Fee - "South of the River" Sub-Area Plan

# PART 6 PROPOSED COMPENSATION

Optional Services not included at this time, but can be performed by the planning team at an additional cost under separate contract, if requested.

Estimated Range

#### Floodway and Floodplain Study

\$13,500 - \$16,000

• Provide a detailed report to support a floodplain management program.

Estimated Range

#### **Traffic Corridor Study**

\$19,000 - \$22,500

 Provide a traffic study for Star Road, frontage roads and service roads to predict future traffic volumes, safety, route reliability and other challenges throughout the sub-area boundaries.

#### **Exclusions:**

All city, county, state, or other fees are not included and will be paid by the City of Star.

All standard reimbursable fees, such as printing, will be billed at cost to the City of Star.

Fees required by Compass (Community Planning Association of Southwest Idaho) are unforeseen at this time. If cost is incurred, fees to be paid by City of Star.

COVID-19 is constantly changing the meeting environment. Our team will always strive to comply with local community regulations for meetings performed in public spaces. Travel will be minimized from out of town consultants. We have provided superior local representation and knowledge to avoid additional travel costs.

Our scope of work does not include tasks that lack a definable work product. Therefore, we have not provided fully loaded hourly rates for responsible personnel at this time. These can be provided as requested if future tasks require.



# **CITY OF STAR**

# LAND USE STAFF REPORT **MEMO**

Mayor & Council TO:

Shawn L. Nickel, City Planner Shu 1. Muh. FROM:

**September 15, 2020 MEETING DATE:** 

Canvasback Subdivision (AZ-20-11/DA-20-11/PP-20-11) RE:

#### **ACTION**

The applicant has requested this application be tabled to October 6, 2020.



## **CITY OF STAR**

## LAND USE STAFF REPORT

TO: Mayor & Council

FROM: Shawn L. Nickel, City Planner Shart. Machine

**MEETING DATE:** September 1, 2020 – PUBLIC HEARING

FILE(S) #: DA-20-14-MOD Development Agreement Modification-Amazon Falls

#### **OWNER/APPLICANT/REPRESENTATIVE**

<u>APPLICANT</u> <u>REPRESENTATIVE</u> <u>OWNER</u>

John BrowningChris ToddMiller Family TrustFirst Service Group53 N. Plummer Road7672 W. State Street880 E. Hubbard RoadStar, ID 83669Eagle, Idaho 83616

Kuna, Idaho 83634

#### REQUEST

**Request:** The Applicant is seeking a Development Agreement Modification for Amazon Falls Subdivision to add language regarding proportionate share collection with the Idaho Transportation Department. The subject property is specifically located at 7672 and 7884 W. State Street, Eagle, Idaho. Ada County Parcel #'s R3720000151 & R3720000105.

#### **APPLICATION REQUIREMENTS**

Neighborhood Meeting Held

Application Submitted & Fees Paid

Application Accepted

Application Accepted

Residents within 300' Notified

Agencies Notified

August 11, 2020

Agencies Notified

August 11, 2020

August 11, 2020

August 11, 2020

August 13, 2020

Property Posted

September 4, 2020

#### **ZONING ORDINANCE STANDARDS / COMPREHENSIVE PLAN**

#### **UNIFIED DEVELOPMENT CODE:**

#### 8-3B-1: ZONING DISTRICTS AND PURPOSE ESTABLISHED:

<u>DA DEVELOPMENT AGREEMENT</u>: This designation, following any zoning designation noted on the official zoning map of the city (i.e., C-2-DA), indicates that the zoning was approved by the city with a development agreement, with specific conditions of zoning.

#### **COMPREHENSIVE PLAN:**

18.4 Implementation Policies:

E. Development Agreements allow the city to enter into a contract with a developer upon rezoning. The Development Agreement may provide the city and the developer with certain assurances regarding the proposed development upon rezoning.

#### **PROJECT OVERVIEW**

The applicant has requested a Development Agreement Modification to include ITD proportionate share language allowing the City to collect transportation fees.

	COUNCIL DECISION
The Star City Council	File # DA-20-14 MOD for Amazon Falls Subdivision on



## CITY OF STAR

## LAND USE STAFF REPORT

TO: Mayor & Council

**FROM:** Ryan B. Field, Assistant City Planner **MEETING DATE:** September 15, 2020 – PUBLIC HEARING

**FILE(S) #:** AZ-20-13 Annexation and Zoning

DA-20-15 Development Agreement

#### **OWNER/APPLICANT/REPRESENTATIVE**

#### **Property Owner:**

Gary Saunders 3245 N Wing Road Star, ID 83669

#### **Applicant/ Representative:**

Gary Saunders 3245 N Wing Road Star, Idaho 83669

#### **REQUEST**

**Request:** The Applicant is seeking approval of an Annexation and Zoning (from RUT to Residential R-2-DA) and a Development Agreement. The property is located at 3245 N Wing Road and consists of ~5.39 acres.

#### **PROPERTY INFORMATION**

**Property Location:** The subject property is generally located on the east side of N. Wing

Road, and the intersection of W. Beacon Light Road in Star, Idaho. Ada

County Parcel No. S0332343710.

#### **Surrounding Land Use/Designations:**

	Zoning Designation	Comp Plan Designation	Land Use
Existing	RUT	Neighborhood Residential	Residential/Vacant
Proposed	R-2-DA	Neighborhood Residential	Single Family Residential
North of site	RUT	Neighborhood Residential	Agriculture
South of site	R-3	Neighborhood Residential	Greendale Subdivision
East of site	R-3	Neighborhood Residential	Greendale Grove Subdivision
West of site	R-3	Neighborhood Residential	Collina Vista Preliminary Platt

**Existing Site Characteristics:** The property currently contains a single-family residential dwelling with several out-buildings and vacant land.

Irrigation/Drainage District(s): HRM Pipeline

**Flood Zone:** This property is outside of the flood zone.

#### **Special On-Site Features:**

- Areas of Critical Environmental Concern No known areas.
- Evidence of Erosion No evidence.
- Fish Habitat No known areas.
- Floodplain Property is not in a Special Flood Hazard area.
- Mature Trees Several existing mature trees.
- Riparian Vegetation None.
- Steep Slopes None.
- ◆ Stream/Creek None.
- Unique Animal Life No unique animal life has been identified.
- O Unique Plant Life No unique plant life has been identified.
- Unstable Soils No known issues.
- Historical Assets No historical assets have been observed.
- Wildlife Habitat No wildlife habitat has been developed or will be destroyed.

#### **APPLICATION REQUIREMENTS**

Pre-Application Meeting Held	July 28, 2020
Neighborhood Meeting Held	July 11, 2020
Application Submitted & Fees Paid	August 07, 2020
Application Accepted	August 13, 2020
Residents within 300' Notified	August 13, 2020
Agencies Notified	August 13, 2020

#### **HISTORY**

This property does not have any history of land use actions or requests.

#### **CODE DEFINITIONS / COMPREHENSIVE PLAN**

#### **UNIFIED DEVELOPMENT CODE:**

#### 8-1B-1: ANNEXATION AND ZONING; REZONE:

- B. Standards:
- 1. The subject property shall meet the minimum dimensional standards of the proper district.
- 2. The city may require a development agreement in conjunction with the annexation and zoning, or rezone, pursuant to Idaho Code section 67-6511A, which may include a concept plan. In addition to other processes permitted by city and state code, exceptions or waivers of standards, other than use, may be permitted through execution of a development agreement. A development agreement and concept plan shall be required for any rezone to a mixed-use zone, high density zone or land which includes steep slope (land over 25%) or floodway.
- 3. The termination of a development agreement shall result in the reversal of the official zoning map amendment approval and applicable development approval for any undeveloped portion of property subject to the development agreement. The undeveloped property subject to the development agreement shall be rezoned to the district classification as designated by the development agreement. When no designation is provided, the property shall revert to its original zoning or, if the original designation no longer exists, to the closest current equivalent zoning as determined by the current Comprehensive Plan Land Use Map designation.
- 4. An amendment or termination of a previously recorded development agreement shall be recorded in the office of the county recorder by the clerk.
- 5. An approved development agreement must be executed within ninety (90) days of the meeting at which the development agreement is approved by the city council. A one-time administrative extension of maximum thirty (30) days may be granted by the zoning administrator. Additional extensions may be approved by majority vote of the city council. Failure to execute the development agreement within the required timeframe will result in the denial of all related applications.
- C. Required Findings: The council shall review the application at the public hearing. In order to

grant an annexation and zoning or rezone, the council shall make the following findings:

- 1. The map amendment complies with the applicable provisions of the comprehensive plan;
- 2. The map amendment complies with the regulations outlined for the proposed district;
- 3. The map amendment shall not be materially detrimental to the public health, safety, and welfare; and
- 4. The map amendment shall not result in an adverse impact upon the delivery of services by any political subdivision providing public services within the city.
- 5. The annexation (as applicable) is in the best interest of city.

#### 8-3B-1: ZONING DISTRICTS AND PURPOSE ESTABLISHED:

R RESIDENTIAL DISTRICT: To provide regulations and districts for various residential neighborhoods. Gross density in a Residential (R) district shall be determined according to the numeral following the R. The numeral designates the maximum number of dwelling units per acre. In zoning designations of R-1, R-2, R-3, R-4 and R-5, housing shall be single family detached unless approved with a PUD or development agreement. Connection to municipal water and sewer facilities are required for all subdivision and lot split applications submitted after the effective date hereof in all districts exceeding one dwelling unit per acre. Wells and septic systems may be permitted for larger lots in this land use designation that are not adjacent to municipal services, as determined by the Sewer District, and if approved by the applicable Health Department. Private streets may be approved in this district for access to newly subdivided or split property. This district does allow for some non-residential uses as specified in 8-3A-3.

<u>DA DEVELOPMENT AGREEMENT</u>: This designation, following any zoning designation noted on the official zoning map of the city (i.e., C-2-DA), indicates that the zoning was approved by the city with a development agreement, with specific conditions of zoning.

#### 8-3A-3: USES WITHIN ZONING DISTRICTS

The following table lists principal permitted (P), accessory uses (A), conditional (C), or prohibited (N) uses.

ZONING DISTRICT USES	A	R-R	R
ZONING DISTRICT USES	^	K-K	N.
Accessory structure	А	А	А
Dwelling:			
Multi-family 1	N	N	С
Secondary 1	А	А	Α
Single-family attached	N	N	С
Single-family detached	Р	Р	P
Two-family duplex	N	N	Р

#### 8-3A-4: ZONING DISTRICT DIMENSIONAL STANDARDS:

	Maximum	Minimum Yard Setbacks Note Conditions			
Zoning District	Height Note Conditions	Front (1)	Rear	Interior Side	Street Side
R-2	35'	20′	20′	10'	20'

#### Notes:

- 1. Interior side yard setbacks for lots with 50' or less of lot width shall be allowed 5' interior side yard setbacks for one and two-story structures.
- 2. Front yard setback shall be measured from the face of the garage to the face of the sidewalk, allowing for 20' of parking on the driveway without overhang onto the sidewalk.

#### 8-4E-2: STANDARDS FOR COMMON OPEN SPACE AND SITE AMENITY REQUIREMENTS:

A. Open Space and Site Amenity Requirement (see also Chapter 8 "Architectural Review"):

1. The total land area of all common open space shall equal or exceed fifteen percent (15%) of the gross land area of the development. Ten percent (10%) of that area shall be usable open space.

- 2. Each development is required to have at least one site amenity.
- 3. One additional site amenity shall be required for each additional twenty (20) acres of development area, plus one additional amenity per 75 residential units.
- 4. Developments with a density of less than 1 dwelling units per acre may request a reduction in total required open space and amenities to the Council. Developments with a density of less than 2 dwelling units per acre may request a 50% reduction in total required open space to the Council.

#### **COMPREHENSIVE PLAN:**

#### 8.2.3 Land Use Map Designations:

Neighborhood Residential

Suitable primarily for single family residential use. Densities in the majority of this land use area are to range from 3 units per acre to 5 units per acre. Densities not exceeding 1 to 2 units per acre are to be encouraged in areas of the floodplain, ridgeline developable areas, hillside developable areas, and where new residential lots are proposed adjacent to existing residential lots of one acre and larger where those existing larger lots are not likely to be subdivided in the future.

#### 8.3 Goal:

Encourage the development of a diverse community that provides a mix of land uses, housing types, and a variety of employment options, social and recreational opportunities, and where possible, an assortment of amenities within walking distance of residential development.

#### 8.4 Objectives:

- Implement the Land Use Map and associated policies as the official guide for development.
- Manage urban sprawl in order to minimize costs of urban services and to protect rural areas.
- Encourage land uses that are in harmony with existing resources, scenic areas, natural wildlife areas, and surrounding land uses.

#### 8.5.3 Policies Related Mostly to the Urban Residential Planning Areas:

A. The Neighborhood Residential Land Use is to encourage urban style development densities to limit urban sprawl.

B. Low densities within the Neighborhood Residential Land Use are to be designed within the floodplain, ridgeline developable areas, hillside developable areas and where new residential lots are proposed adjacent to existing residential lots of one acre and larger where

#### 8.5.9 Additional Land Use Component Policies:

- Encourage flexibility in site design and innovative land uses.
- Work with Ada County Highway District (ACHD), Canyon Highway District #4
   (CHD4), and Idaho Department of Transportation (ITD) for better coordination of
   roadway and access needs.
- Support well-planned, pedestrian-friendly developments.
- Dark sky provision should be adopted within the code to assure down style lighting in all developments and Star should consider joining the International Dark Sky Association.

#### 18.4 Implementation Policies:

E. Development Agreements allow the city to enter into a contract with a developer upon rezoning. The Development Agreement may provide the city and the developer with certain assurances regarding the proposed development upon rezoning.

#### **PROJECT OVERVIEW**

The applicant is requesting approval of an annexation and rezone application to change the zoning designation on 5.36 acres from Rural Urban Transitional Residential (RUT) to low density Neighborhood Residential (R-2). This zoning district would allow for a maximum residential density of 2 dwelling units per acre. The property is currently serviceable with central sewer and water provided by Star Sewer and Water District. Two stub streets are provided to the property (N. Cherry Grove Way & N. Greengate Way) and the property has access onto N. Wing Road with approximately 174 feet of frontage. The rezone request includes a development agreement that will address future density and development standards for any future subdivision plat that is submitted by the applicant.

The applicant has submitted a conceptual site plan that shows a layout of 5 residential lots, or a density of 1.02 dwelling units per acre.

It appears that the existing single-family dwelling will be retained along N. Wing Road and may be requested to be split from the remaining subdivision property as part of a future Property Division. Staff will recommend that the remaining parcel with the existing house be required to be part of the future preliminary plat or be required to provide sidewalk and landscaping through the one-time division depending on ACHD requirements along N. Wing Road.

A future preliminary plat will need to provide details regarding the following:

- ACHD approval of N Wing Road Access and stub street/turn around requirements.
- Landscape Plan Street Trees, Buffer Landscaping
- Streetlights
- Fire District Approval.

#### **DEVELOPMENT AGREEMENT**

Through the Development Agreement process, the applicant is proposing to work with the City to provide further insurances that the development will be built as presented and/or modified by the Council through the review process. Items that can be considered by the applicant and Council include the following:

- Density;
- Future Property Division and required improvements;
- ITD Proportionate Share Fees;
- Existing Home Parcel

#### **AGENCY RESPONSES**

Star Fire District HRM Pipeline August 31, 2020 September 04, 2020

#### **PUBLIC RESPONSES**

No public responses received.

#### STAFF RECOMMENDATION

Based upon the information provided to staff in the applications and agency comments received to date, the proposed annexation and zoning request meets the requirements, standards and intent for development as they relate to the Comprehensive Plan and Unified Development Code. The maximum allowed density of 2 dwelling units per acre up to 10 lots is within the range of 1-2 dwelling units per acre allowed in the Neighborhood Residential Comprehensive Plan designation and the (R-2) zoning designation. Staff is also supportive of the elimination of open space due to proposed future density.

The Council should consider the entire record and testimony presented at their scheduled public hearing prior to rendering its decision on the matter. Should the Council vote to approve the applications, either as presented or with added or revised conditions of approval, Council shall direct staff to draft findings of fact and conclusions of law for the Council to consider at a future

date. A development agreement will also be brought back to the Council for review of proposed Conditions of Approval for the rezone.

#### **FINDINGS**

The Council may **approve**, **conditionally approve**, **deny** or **table** this request. In order to approve these applications, the Unified Development Code requires that Council must find the following:

#### ANNEXATION/REZONE FINDINGS:

- 1. The map amendment complies with the applicable provisions of the Comprehensive Plan.

  The purpose of the Star Comprehensive Plan is to promote the health, safety, and general welfare of the people of the City of Star and its Impact Area. Some of the prime objectives of the Comprehensive Plan include:
  - ✓ Protection of property rights.
  - ✓ Adequate public facilities and services are provided to the people at reasonable cost.
  - ✓ Ensure the local economy is protected.
  - ✓ Encourage urban and urban-type development and overcrowding of land.
  - ✓ Ensure development is commensurate with the physical characteristics of the land.

The goal of the Comprehensive Plan for Land Use is to encourage the development of a diverse community that provides a mixture of land uses, housing types, and a variety of employment options, social and recreational opportunities, and where possible provides an assortment of amenities within walking distance of a residential development. The Council must find compliance with the Comprehensive Plan.

2. The map amendment complies with the regulations outlined for the proposed district, specifically, the purposes statement.

The Council must find that the proposal complies with the proposed district and purpose statement. The purpose of the Neighborhood Residential District is to provide for development suitable primarily for residential use allowing single-family detached dwelling units. Densities range from 3 units per acre to 5 units per acre.

3. The map amendment shall not be materially detrimental to the public health, safety, and welfare; and

The Council must find that there is no indication from the material submitted by any political agency stating that this annexation and zoning of this property will be materially detrimental to the public health, safety or welfare.

4. The map amendment shall not result in an adverse impact upon the delivery of services by any political subdivision providing public services within the city including, but not limited to,

school districts.

The Council must find that it has not been presented with any information from agencies having jurisdiction that public services will be adversely impacted other than traffic, which will continue to be impacted as the City grows.

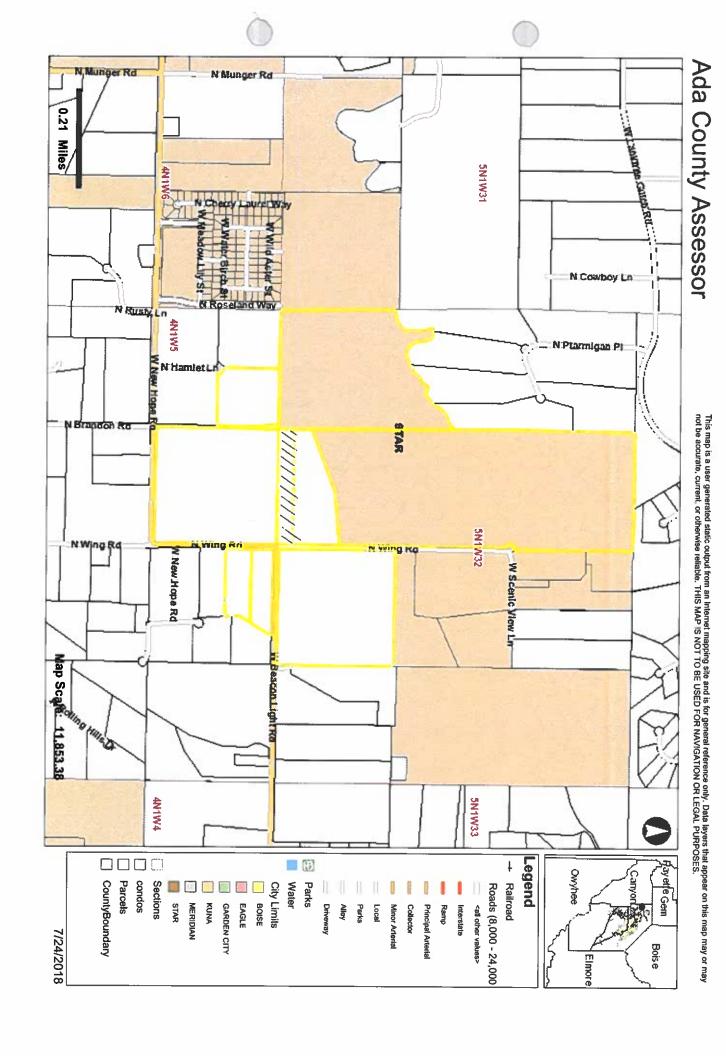
5. The annexation is in the best interest of the city.

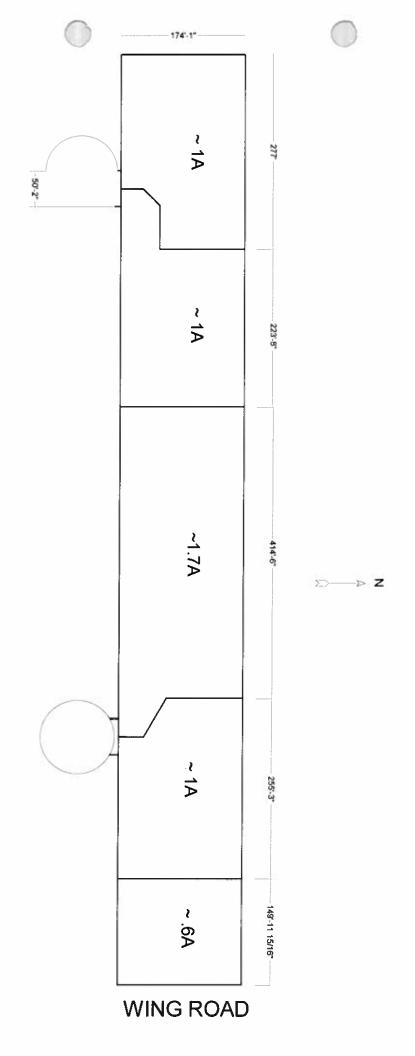
The Council must find that this annexation is reasonably necessary for the orderly development of the City.

Upon granting approval or denial of the application, the Council shall specify:

- 1. The Ordinance and standards used in evaluating the application;
- 2. The reasons for recommending approval or denial; and
- 3. The actions, if any, that the applicant could take to obtain approval.

COUNCIL DECISION			
The Star City Council, 202	File #AZ-20-13/DA-20-15 3245 - N Wing Road, Star, ID 20.		





#### NARRATIVE

We are applying to annex into the City of Star with an R-2 zoning. We are currently Ada County RUT zoned. Upon annexation we intend to administratively split off a  $\sim$  .6A lot to be sold. The remaining property ( $\sim$ 4.7A) would, in the near future, begin the process to be divided into a 4 lot subdivision with an R-1 zoning. In the end the original  $\sim$ 5.3A property will have been split into 5 lots (see Conceptual Plan).

**Gary Saunders** 

**Property Owner** 



From the Office of Deputy Chief Victor Islas

August 31, 2020

City of Star City Planner/Zoning Administrator P.O. Box 130 Star, Idaho 83669

RE: Gary Saunders Annexation & Development Agreement File # AZ-20-13 Annexation-Zoning

To Whom It May Concern:

The Star Fire Protection District has reviewed application for Annexation submitted by Gary Saunders for the property (Parcel No. S0332343710) located in Star, Idaho. Our Comments are as follows:

Star Fire Protection District approves the annex and rezone for the property listed above. Any future building on this site will require full fire code review by the fire district.

If you have questions or would like to discuss this letter in detail, please feel free to contact my office at (208) 585-6650.

Sincerely,

Victor E. Islas

**Deputy Chief** 

# Jerry A. Kiser Attorney at Law 4708 W. Fairview Ave, Suite 203 P.O. Box 8389 Boise, Idaho 83707

jkiser@cableone.net

(208) 861-4657

September 4, 2020

By email to: snickel@staridaho.org and by regular U.S. mail to:

City of Star Attn: Shawn Nickel P.O. Box 130 Star, ID 83669

Re: Gary Saunders/ File #'s AZ-20-13 Annexation-Zoning; DA-20-15 Development Agreement

Dear Mr. Nickel:

I write as attorney for the HRM pipeline, (HRM) an Idaho lateral water user association. The HRM delivers irrigation water from the Farmers Union canal to the property being developed as by Gary Saunders as well as a number of other water users in the area. Regarding the proposed development and subdivision, the HRM has certain requirements which include, but may not be limited to, the following:

- 1. Mr. Saunders must recognize irrigation rights-of-way for cleaning, maintenance and repair of the HRM delivery ditches and pipeline. The HRM has rights-of-way granted by State law. The sizes of those rights-of-way vary depending on the location, size and type of delivery structure or method of conveyance of water delivered to its water users. The HRM maintains a right-of-way of at least 10 feet on each side of its buried pipelines. Open ditch rights-of-way differ depending on a number of factors such as the width of the ditch and geographic features on or near the ditch. Idaho law provides no improvements including but not limited to, fences, structures, roads, pipelines or other construction is to be placed in the HRM rights-of-way without written permission from the HRM. The HRM strongly recommends rights-of-way be platted as common area lots to prevent encroachment or unauthorized improvements in the right-of-way by lot owners. The HRM should be contacted to determine specific rights-of-way the HRM has for its ditches and pipelines.
- 2. No change in the point of diversion or place of use of the water is allowed unless approved by the HRM.

- 3. Any construction activities, including road or other construction must be completed at times and in a manner so as not to interfere in any way with the HRM's delivery of water or cleaning, maintenance, and repairs to its pipes and ditches.
- 4. In most circumstances, the HRM requires subdivisions install a pressurized irrigation system. Any such system should be pre-approved by the HRM. This is particularly applicable to Mr. Saunders property as he has 5.36 acres of ground but only has 3.157 inches of water right. As a result the property does not have sufficient water to gravity irrigate. By using a pressure system a flow meter can measure irrigation water used on the property.
- 5. Pursuant to Idaho law, the written permission of the HRM must be obtained before any ditch or canal (other than the property owners' private ditch) is buried in irrigation pipe by any land owner. Written permission must also be obtained from the HRM to relocate or change the location of any existing ditch, canal or pipeline.

Please note the HRM may have further and additional input regarding impacts to the lateral by the proposed subdivision. The President of the HRM is Mike Sessions and he can be reached at 208-949-3837. If you have any questions regarding the foregoing, please feel free to contact me or Mike.

Sincerely,

Merry A. Kiser Attorney at Law



1445 North Orchard • Boise, ID 83706 • (208) 373-0550

Brad Little, Governor John H. Tippets, Director

August 24, 2020

Star City Hall P.O. Box 130 Star, Idaho 83669

RE: Gary Saunders Annexation & Development Agreement, AZ-20-13 & DA-20-15

Thank you for the opportunity to respond to your request for comment. While DEQ does not review projects on a project-specific basis, we attempt to provide the best review of the information provided. DEQ encourages agencies to review and utilize the Idaho Environmental Guide to assist in addressing project-specific conditions that may apply. This guide can be found at: <a href="deq.idaho.gov/assistance-resources/environmental-guide-for-local-govts">deq.idaho.gov/assistance-resources/environmental-guide-for-local-govts</a>.

The following information does not cover every aspect of this project; however, we have the following general comments to use as appropriate:

#### 1. Air Quality

• Please review IDAPA 58.01.01 for all rules on Air Quality, especially those regarding fugitive dust (58.01.01.651), trade waste burning (58.01.01.600-617), and odor control plans (58.01.01.776).

All property owners, developers, and their contractor(s) must ensure that reasonable controls to prevent fugitive dust from becoming airborne are utilized during all phases of construction activities per IDAPA 58.01.01.651.

DEQ recommends the city/county require the development and submittal of a dust prevention and control plan prior to final plat approval. Dust prevention and control plans incorporate appropriate best management practices to control fugitive dust that may be generated at sites. Information on fugitive dust control plans can be found at: <a href="http://www.deq.idaho.gov/media/61833-dust\_control\_plan.pdf">http://www.deq.idaho.gov/media/61833-dust\_control\_plan.pdf</a>

Citizen complaints received by DEQ regarding fugitive dust from development and construction
activities approved by cities or counties will be referred to the city/county to address under their
ordinances.

Per IDAPA 58.01.01.600-617, the open burning of any construction waste is prohibited. The property owner, developer, and their contractor(s) are responsible for ensuring no prohibited open burning occurs during construction.

For questions, contact the DEQ Air Quality Permitting Hotline at 1-877-573-7648.

#### 2. Wastewater and Recycled Water

- DEQ recommends verifying that there is adequate sewer to serve this project prior to approval. Please contact the sewer provider for a capacity statement, declining balance report, and willingness to serve this project.
- IDAPA 58.01.16 and IDAPA 58.01.17 are the sections of Idaho rules regarding wastewater and recycled water. Please review these rules to determine whether this or future projects will require DEQ approval. IDAPA 58.01.03 is the section of Idaho rules regarding subsurface disposal of wastewater. Please review this rule to determine whether this or future projects will require permitting by the district health department.

All projects for construction or modification of wastewater systems require preconstruction approval. Recycled water projects and subsurface disposal projects require separate permits as well.

- DEQ recommends that projects be served by existing approved wastewater collection systems or a centralized community wastewater system whenever possible. Please contact DEQ to discuss potential for development of a community treatment system along with best management practices for communities to protect ground water.
- DEQ recommends that cities and counties develop and use a comprehensive land use management plan, which includes the impacts of present and future wastewater management in this area. Please schedule a meeting with DEQ for further discussion and recommendations for plan development and implementation.

For questions, contact Valerie Greear, Water Quality Engineering Manager at (208) 373-0550.

#### 3. Drinking Water

- DEQ recommends verifying that there is adequate water to serve this project prior to approval. Please contact the water provider for a capacity statement, declining balance report, and willingness to serve this project.
- IDAPA 58.01.08 is the section of Idaho rules regarding public drinking water systems. Please review these rules to determine whether this or future projects will require DEQ approval.

All projects for construction or modification of public drinking water systems require preconstruction approval.

- DEQ recommends verifying if the current and/or proposed drinking water system is a regulated public drinking water system (refer to the DEQ website at: <a href="deq.idaho.gov/water-quality/drinking-water.aspx">deq.idaho.gov/water-quality/drinking-water.aspx</a>). For non-regulated systems, DEQ recommends annual testing for total coliform bacteria, nitrate, and nitrite.
- If any private wells will be included in this project, we recommend that they be tested for total coliform bacteria, nitrate, and nitrite prior to use and retested annually thereafter.
- DEQ recommends using an existing drinking water system whenever possible or construction of a new community drinking water system. Please contact DEQ to discuss this project and to explore options to both best serve the future residents of this development and provide for

protection of ground water resources.

• DEQ recommends cities and counties develop and use a comprehensive land use management plan which addresses the present and future needs of this area for adequate, safe, and sustainable drinking water. Please schedule a meeting with DEQ for further discussion and recommendations for plan development and implementation.

For questions, contact Valerie Greear, Water Quality Engineering Manager at (208) 373-0550.

#### 4. Surface Water

- A DEQ short-term activity exemption (STAE) from this office is required if the project will involve de-watering of ground water during excavation and discharge back into surface water, including a description of the water treatment from this process to prevent excessive sediment and turbidity from entering surface water.
- Please contact DEQ to determine whether this project will require a National Pollution Discharge Elimination System (NPDES) Permit. A Construction General Permit from EPA may be required if this project will disturb one or more acres of land, or will disturb less than one acre of land but are part of a common plan of development or sale that will ultimately disturb one or more acres of land.
- If this project is near a source of surface water, DEQ requests that projects incorporate construction best management practices (BMPs) to assist in the protection of Idaho's water resources. Additionally, please contact DEQ to identify BMP alternatives and to determine whether this project is in an area with Total Maximum Daily Load stormwater permit conditions.
- The Idaho Stream Channel Protection Act requires a permit for most stream channel alterations. Please contact the Idaho Department of Water Resources (IDWR), Western Regional Office, at 2735 Airport Way, Boise, or call (208) 334-2190 for more information. Information is also available on the IDWR website at:

  <a href="http://www.idwr.idaho.gov/WaterManagement/StreamsDams/Streams/AlterationPermit/AlterationPermit.htm">http://www.idwr.idaho.gov/WaterManagement/StreamsDams/Streams/AlterationPermit/AlterationPermit.htm</a>
- The Federal Clean Water Act requires a permit for filling or dredging in waters of the United States. Please contact the US Army Corps of Engineers, Boise Field Office, at 10095 Emerald Street, Boise, or call 208-345-2155 for more information regarding permits.

For questions, contact Lance Holloway, Surface Water Manager, at (208) 373-0550.

#### 5. Hazardous Waste And Ground Water Contamination

- Hazardous Waste. The types and number of requirements that must be complied with under the federal Resource Conservations and Recovery Act (RCRA) and the Idaho Rules and Standards for Hazardous Waste (IDAPA 58.01.05) are based on the quantity and type of waste generated. Every business in Idaho is required to track the volume of waste generated, determine whether each type of waste is hazardous, and ensure that all wastes are properly disposed of according to federal, state, and local requirements.
- No trash or other solid waste shall be buried, burned, or otherwise disposed of at the project site.
   These disposal methods are regulated by various state regulations including Idaho's Solid Waste
   Management Regulations and Standards, Rules and Regulations for Hazardous Waste, and Rules

and Regulations for the Prevention of Air Pollution.

Water Quality Standards. Site activities must comply with the Idaho Water Quality Standards (IDAPA 58.01.02) regarding hazardous and deleterious-materials storage, disposal, or accumulation adjacent to or in the immediate vicinity of state waters (IDAPA 58.01.02.800); and the cleanup and reporting of oil-filled electrical equipment (IDAPA 58.01.02.849); hazardous materials (IDAPA 58.01.02.850); and used-oil and petroleum releases (IDAPA 58.01.02.851 and 852).

Petroleum releases must be reported to DEQ in accordance with IDAPA 58.01.02.851.01 and 04. Hazardous material releases to state waters, or to land such that there is likelihood that it will enter state waters, must be reported to DEQ in accordance with IDAPA 58.01.02.850.

Ground Water Contamination. DEQ requests that this project comply with Idaho's Ground Water Quality Rules (IDAPA 58.01.11), which states that "No person shall cause or allow the release, spilling, leaking, emission, discharge, escape, leaching, or disposal of a contaminant into the environment in a manner that causes a ground water quality standard to be exceeded, injures a beneficial use of ground water, or is not in accordance with a permit, consent order or applicable best management practice, best available method or best practical method."

For questions, contact Albert Crawshaw, Waste & Remediation Manager, at (208) 373-0550.

#### 6. Additional Notes

- If an underground storage tank (UST) or an aboveground storage tank (AST) is identified at the site, the site should be evaluated to determine whether the UST is regulated by DEQ. EPA regulates ASTs. UST and AST sites should be assessed to determine whether there is potential soil and ground water contamination. Please call DEQ at (208) 373-0550, or visit the DEQ website deq.idaho.gov/waste-mgmt-remediation/storage-tanks.aspx for assistance.
- If applicable to this project, DEQ recommends that BMPs be implemented for any of the following conditions: wash water from cleaning vehicles, fertilizers and pesticides, animal facilities, composted waste, and ponds. Please contact DEQ for more information on any of these conditions.

We look forward to working with you in a proactive manner to address potential environmental impacts that may be within our regulatory authority. If you have any questions, please contact me, or any of our technical staff at (208) 373-0550.

Sincerely,

Aaron Scheff

Regional Administrator **Boise Regional Office** 

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