

EXHIBIT A

STAFF REPORT

COMMUNITY DEVELOPMENT DEPARTMENT



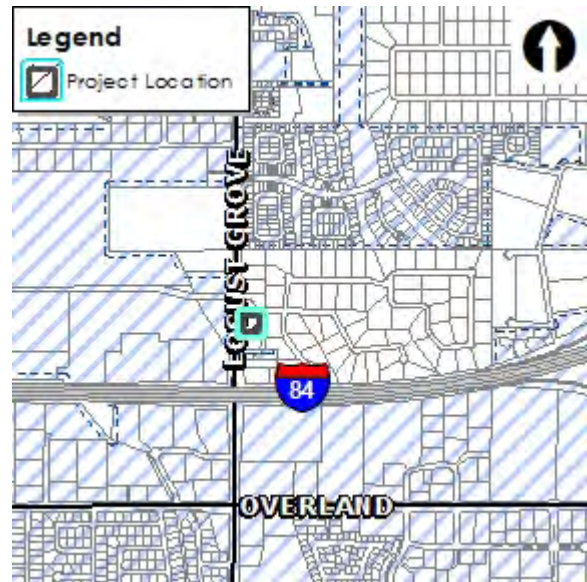
HEARING DATE: 9/8/2020

TO: Mayor & City Council

FROM: Alan Tiefenbach, Associate Planner
208-489-0573

SUBJECT: H-2020-0078
1625 E. Bentley Drive

LOCATION: The site is located within the southeast quadrant of S. Locust Grove Rd. and E. Bentley Dr. (north of I-84), in the SW ¼ of Section 17, Township 3 N., Range 1W.



I. PROJECT DESCRIPTION

Annexation & zoning of 1.55 acres of land with Community Business District (C-C) zoning district to allow a 4,800 sf +/- office flex building, by Clint Hansen of Land Solutions. The applicant may eventually build a second commercial building.

II. SUMMARY OF REPORT

A. Project Summary

Description	Details	Page
Acreage	1.55	
Future Land Use Designation	Commercial	
Existing Land Use(s)	Single Family / Rural	
Proposed Land Use(s)	Commercial Office Flex Space	
Lots (# and type; bldg./common)	2 parcels	
Number of Residential Units (type of units)	None (existing house to be removed)	
Physical Features (waterways, hazards, flood plain, hillside)	No significant physical features.	
Neighborhood meeting date; # of attendees:	May 26, 2020 – 14 attendees signed in.	

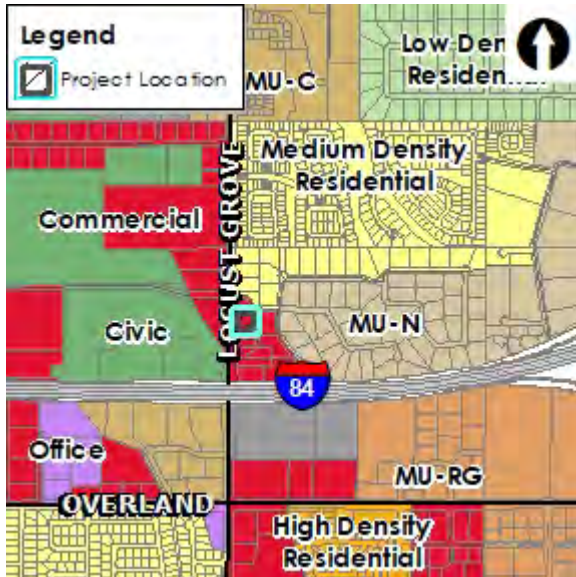
B. Community Metrics

Description	Details	Page
Ada County Highway District		
• Staff report (yes/no)	No	

Description	Details	Page	
Requires ACHD Commission Action (yes/no)	No		
Access (Arterial/Collectors/State Hwy/Local)(Existing and Proposed)	There is only one point of through access to this property – From S. Locust Grove Rd. to S. Truss Pl / E. Bentley Dr. There is presently no eastern through access due to cul-de-sacs and dead end streets.		
Stub Street/Interconnectivity/Cross Access	There is an unnamed stub (ROW in front of the property) that dead-ends just east (but does not connect) to S. Locust Grove Rd. Westbound E. Bentley Dr. connects to S. Locust Grover Rd.		
Existing Road Network	Arterial and Local Streets		
Existing Arterial Sidewalks / Buffers	The applicant will be responsible for a 25' wide landscape buffer along S. Locust Grove Rd (sidewalks already exist in this area), 10' buffer and curb, gutter and sidewalk along S. Truss Pl., and a 25' residential buffer along the south property line.		
Proposed Road Improvements	S. Locust Grove Rd. has recently been widened and there is a roundabout planned for the S. Locust Grove Rd. / E. Bentley Dr. intersection.		
Fire Service – No comments submitted			
Police Service – No comments submitted			
Wastewater			
Distance to Sewer Services	0		
Sewer Shed	Five Mile Trunkshed		
Estimated Project Sewer ERU's	See Application		
WRRF Declining Balance	13.97		
Project Consistent with WW Master Plan/Facility Plan	Yes		
Impacts/Concerns	- Flow is committed - No proposed changes to Public Sewer Infrastructure has been shown within record. Any changes or modifications to the public sewer infrastructure shall be reviewed and approved by Public Works.		
Water			
Distance to Water Services	0		
Pressure Zone	3		
Estimated Project Water ERU's	See application		
Water Quality	No concerns		
Project Consistent with Water Master Plan	N/A		
Impacts/Concerns	No changes to public water infrastructure proposed.		

C. Project Area Maps

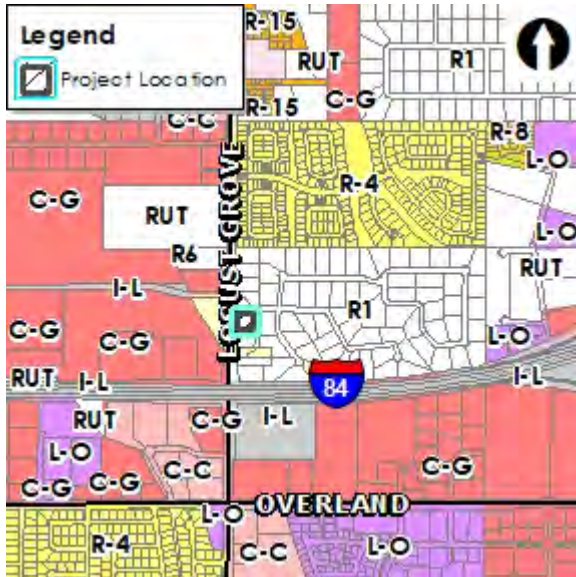
Future Land Use Map



Aerial Map



Zoning Map



Planned Development Map



III. APPLICANT INFORMATION

A. Applicant / Owner:

Clint Hansen, Land Solutions – 231 E. 5th St., Suite A, Meridian, ID 83642

B. Representative:

Clint Hansen, Land Solutions – 231 E. 5th St., Suite A, Meridian, ID 83642

IV. NOTICING

	Planning & Zoning Posting Date	City Council Posting Date
Newspaper Notification	7/7/2020	8/21/2020
Radius notification mailed to properties within 300 feet	7/14/2020	8/18/2020
Public hearing notice sign posted on site	7/24/2020	8/27/2020
Nextdoor posting	7/14/2020	8/18/2020

V. STAFF ANALYSIS

A. Annexation:

The proposed annexation area is contiguous to City annexed property and is within the Area of City Impact Boundary. To ensure the site develops as proposed by the applicant, staff is recommending a development agreement as part of the annexation approval.

B. Future Land Use Map Designation (<https://www.meridiancity.org/compplan>)

This property is designated as Commercial on the City's Future Land Use Map (FLUM) contained in the Comprehensive Plan.

This designation is to provide a full range of commercial uses to serve area residents and visitors. Desired uses may include retail, restaurants, personal and professional services, and office uses, as well as appropriate public and quasi-public uses.

The annexation area is near existing public services and is adjacent to the city limits. Although the majority of the properties in this area east of S. Locust Grove Road and north of I-84 are rural residential, the land directly surrounding the subject property is recommended for commercial uses. Also, approximately 350 feet to the east of the property, the FLUM recommends mixed use neighborhood. Most of the land on the west side of S. Locust Grove Rd. and south of I-84 is zoned commercial; directly across S. Locust Grove Rd. there are several large non-residential developments such as the Renaissance High School and the Idaho College of Osteopathic Medicine. The professional office flex space (for professional services) proposed under this annexation complies with the recommendations of the FLUM and would provide an appropriate transition in intensity from a commercial corridor to the existing residential at the north and east.

The City may require a development agreement (DA) in conjunction with an annexation pursuant to Idaho Code section 67-6511A. In order to ensure the site develops as proposed with this application, staff recommends a DA as a provision of annexation with the provisions included in Section VIII.A. The DA is required to be signed by the property owner(s)/developer and returned to the City within 6 months of the Council granting the annexation for approval by City Council and subsequent recordation.

Comprehensive Plan Policies (<https://www.meridiancity.org/compplan>):

The following Comprehensive Plan Policies are applicable to this development:

- Focus on developing industries that tend to exceed the living wage, such as technology, healthcare and other similar industries. (2.06.01E)

This annexation proposes a 4,300 square foot building for a land surveying company. This is considered a professional service, which may be a primary employer with higher wages.

- Work with existing industrial businesses to expand or relocate operations to appropriate areas. (2.08.03C)

The business proposed with this annexation is presently located at 213 E. 5th Ave. in Meridian in a shared 3,800 square foot building. The existing business leases approximately 1,300 square feet of available space. The applicant has stated the size and configuration of the present building does not lend itself to the existing operations and there is no room for expansion. The applicant intends to construct and own a larger building designed for the operations which would also allow more flexibility in workspaces.

According to the conceptual site plan submitted by the Applicant, the new office building would be constructed on the southern half of the property, to allow the possibility to eventually construct a second commercial building on the northern portion. The Comprehensive Plan supports this type of business in the proposed location.

- Encourage infill development. (3.03.01E)

The Comprehensive Plan defines infill as “development on vacant parcels, or redevelopment of existing parcels to a higher and better use that is surrounded by developed property within the City of Meridian.” The subject property is surrounded by existing development on all sides, is directly adjacent to a commercial corridor, contains a vacant single family residence and is already connected to city water and sewer.

- Focus development and redevelopment intensity on key transportation corridors. (3.07.02C)

The proposed office flex building is proposed adjacent to S. Locust Grove Rd., a key transportation corridor.

- Encourage compatible uses and site design to minimize conflicts and maximize use of land. (3.07.00)

The surrounding neighborhood consists of primarily low density single family residential. The FLUM recommends the subject property and to the south for commercial uses, medium density residential to the north and mixed use neighborhood to the east. To the west of the property (across S. Locust Grove Rd.) are higher intensity non-residential uses such as the Renaissance High School and the Idaho College of Osteopathic Medicine. South of the property (south of I-84) are intensive commercial uses such as drive through restaurants and movie theaters. The proposed office flex building in this location will provide an appropriate transition from the residential and mixed use residential uses to the east to the commercial uses to the west and south.

- “Permit new development only where it can be adequately served by critical public facilities and urban services at the time of final approval, and in accord with any adopted levels of service for public facilities and services.” (3.03.03F)

City water and sewer service is available along S. Locust Grove Rd. and can be extended by the developer with development in accord with UDC 11-3A-21.

C. Existing Structures/Site Improvements:

There is an existing 2,123 single family residence on the property, constructed in 1972. As the property is proposed to be zoned to C-C, which does not allow single family residential, the existing house should be required to be removed as part of the annexation agreement.

Proposed Use Analysis:

Office buildings are listed as a principal permitted use (professional services) in the C-C zoning districts in UDC Table 11-2B-1.

The applicant's intent is to construct a new 4,800 square foot building on the southern portion of the property. However, the applicant has indicated a second commercial building may be built to the north. The property consists of a 1 acre parcel and a small .2 acre 'strip of land' so it is possible the applicant could do a boundary line adjustment to create an additional buildable lot.

At staff's request, the applicant has provided the conceptual layout for both buildings. The site plan provided reflects commercial buildings at the north and south perimeters of the property, with parking central to the development. Staff believes the layout as proposed is an efficient design for the property.

As the applicant intends this project to build out in two phases, staff has concerns that the undeveloped half of the property will remain a "no-man's land" while the other half builds out. Staff recommends that the undeveloped portion of the property be seeded with native seed and maintained free of weeds until such a time as future development occurs.

D. Dimensional Standards (UDC 11-2):

The zoning is proposed to be C-C. This requires no street setback but does require a 25' landscape buffer along arterial roads (S. Locust Grove Road) and 10' buffer along S. Truss Pl. A 25' residential landscape buffer is also required at the south of the property, adjacent to the neighboring existing single family residence. Building height is limited to 50'.

E. Specific Use Standards (UDC 11-4-3):

There are specific requirements regarding flex space. This includes roll-up doors not being visible from a public street and loading docks being prohibited. The conceptual elevations show the roll up doors on the north side of the building (away from S. Locust Grove Road), parking oriented toward the center of the buildings, and no loading docks. If a second building is constructed as proposed, this will also help minimize the view of the garage doors from public street view.

F. Access (11-3A-3):

Access to this property will occur from two points off of S. Truss Pl. S. Truss Pl. connects to E. Bentley Dr. and out to S. Locust Grove Rd (an arterial). The applicant has stated ACHD will require them to add curb, gutter and sidewalk along S. Truss Pl. to the south extent of their property. There is an existing stub off E. Bentley Dr. north of the subject property, which terminates in a dead end east of S. Locust Grove Rd. The applicant does not propose access from this street and ACHD is not requiring improvements to this road.

G. Parking (UDC 11-3C):

Off-street parking is required to be provided in accord with the standards listed in UDC Table 11-3C-6 for commercial districts based on one space per 500 feet of gross floor area. With a

proposed building size of 4,835 square feet, 10 parking spaces would be required. The conceptual site plan indicates 17 parking spaces for the first building, and the same amount of parking spaces for a conceptual second building. The parking requirements are satisfied, but staff notes the final number will probably be less because UDC 11-3B-8 requires an internal planter island of at least 50 square feet for every row of more than 12 parking spaces.

H. Sidewalks (UDC 11-3A-17):

Sidewalks already exist along S. Locust Grove Rd. The Applicant is required to add curb, gutter and sidewalk along S. Truss Pl. to the south extent of their property line.

I. Parkways (UDC 11-3A-17):

No parkways are proposed with this development.

J. Landscaping (UDC 11-3B):

The applicant will be required to install a 25' wide buffer along S. Locust Grove RD. as is required for arterial streets, a 10' landscape buffer along S. Truss Pl. and E. Bentley Dr. as is required for local streets, and a 25' wide landscape at the south of the property as is required for any parcel sharing a contiguous lot line with a residential land use per UDC 11-2B. Parking lot landscaping, including 5' buffers adjacent to parking, loading and other vehicular use areas, including the possibility of planter islands, will also be required per UDC 11-3B.

As mentioned, the applicant's plans reflect the desire to construct the first commercial building as phase one, and eventually construct a second building on the other half of the property. As mentioned above, staff is recommending the undeveloped portion of the property be seeded with native seed and maintained free of weeds until such a time as future development occurs.

K. Tree preservation (11-3B-10)

There are several existing trees on site. At time of CZC submittal, the applicant will be required to work with the City Arborist if removal is proposed. A mitigation plan may be required which would be required to indicate the total number and caliper inches of trees proposed for removal and the total number of replacement trees proposed.

L. Waterways (UDC 11-3A-6):

There are no significant waterways on the property.

M. Fencing (UDC 11-3A-6, 11-3A-7):

The concept plans do not indicate any fencing. All fencing is required to comply with the standards listed in UDC 11-3A-6C and 11-3A-7.

N. Utilities (UDC 11-3A-21):

Public services are available to accommodate the proposed development. The subject property is already connected to City water and sewer which was installed with recent expansions to S. Locust Grove Road.

O. Building Elevations (UDC 11-3A-19 | Architectural Standards Manual):

The Applicant has submitted sample elevations of the proposed office flex building for this project (see Section VII).

The conceptual elevations show a one-story office building comprised of metal and fiber cement siding, with a sloping roof. As is required by UDC 11-4-3-18 for flex space, the roll-up doors are faced to the north, away from public streets. At time of CZC and DES submittal, complete architectural elevations with materials called out will be required and the architecture will be reviewed against the Architectural Standards Manual (ASM). It does appear that the conceptual elevations might not meet the standards of the ASM in regard to buildings with rooflines 50-feet in length incorporating roofline and parapet variations. Also, the Applicant should be aware that untextured concrete panels and prefabricated steel panels are prohibited as field materials for building façades, except when used with a minimum of two other qualifying field materials and meeting all other standard fenestration and material requirements. The applicant site and building design is required to comply with the design standards in the UDC and the ASM.

VI. DECISION

A. Staff:

Staff recommends approval of the requested annexation and zoning with the requirement of a Development Agreement with the conditions noted in Section VIII per the Findings in Section IX.

B. The Meridian Planning & Zoning Commission heard this item on August 6, 2020. At the public hearing, the Commission voted to recommend approval of the subject annexation request.

1. Summary of Commission Public Hearing

- a. In favor: Clint Hansen, Land Solutions
- b. In opposition: None
- c. Commenting: Clint Hansen, Land Solutions
- d. Written testimony: Robert and Lindeen Neufeld and Jeannette Tanner
- e. Staff presenting application: Alan Tiefenbach
- f. Other Staff commenting on application: None

2. Key issue(s) of public testimony:

- a. None

3. Key issue(s) of discussion by Commission

- a. Commissioners discussed an earlier site plan in the case file versus the newer one included in the staff report. Staff responded that the previous site plan did not show a second building. As staff was writing the staff report, the applicant had mentioned they intended to reconfigure a second lot and construct a second commercial building. Staff and the applicant worked together to arrive at a revised site plan that demonstrated this.
- b. The Commission asked whether the elevations submitted with the staff report would also change. The applicant responded that they probably would. Staff added the elevations submitted probably would not meet the requirements of the Architectural Standards Manual (ASM) but staff would work with the applicant on this during the Certificate of Zoning Compliance (CZC).
- c. Commission discussed hours of operation and whether there would be exterior lighting that would impact the adjacent residences. Applicant responded the hours would be normal

office hours between 8AM and 5PM, and any exterior lighting would be downcast and shielded as required by the regulations.

4. Outstanding issue(s) for Council.

a. None

C. The Meridian City Council heard this item on September 8, 2020. At the public hearing, the Council moved to approve the subject annexation and zoning.

1. Summary of the City Council public hearing:

a. In favor: Clint Hansen, Land Solutions

b. In opposition: None

c. Commenting: None

d. Written testimony: Robert and Lindeen Neufeld, Jeannette Tanner, Glenna Newby, Barbara Valdez, Jaymi Hugo, Glenna Newby

e. Staff presenting application: Alan Tiefenbach

f. Other Staff commenting on application: None

2. Key issue(s) of public testimony:

a. None

3. Key issue(s) of discussion by City Council:

a. Whether or not the E. Bentley “stub street” should be vacated.

b. Height of buildings

c. Traffic

d. Limiting uses to office only

4. City Council change(s) to Commission recommendation:

a. Add restriction to the development agreement that allows only office uses for both buildings.

VII. EXHIBITS

A. Annexation Legal Description and Exhibit Map (date 6/26/2020)

Legal Description 1625 E. Bentley Dr. – Annexation and Rezone

A parcel located in the SW $\frac{1}{4}$ of Section 17, Township 3 North, Range 1 East, Boise Meridian, Ada County, Idaho, and more particularly described as follows:

Commencing at a Brass Cap monument marking the northwest corner of said SW $\frac{1}{4}$, from which a Brass Cap monument marking the southwest corner of said SW $\frac{1}{4}$ bears S $0^{\circ}30'33''$ W a distance of 2659.46 feet;

Thence S $0^{\circ}30'33''$ W along the westerly boundary of said SW $\frac{1}{4}$ a distance of 627.57 feet to the **POINT OF BEGINNING**;

Thence leaving said westerly boundary S $89^{\circ}57'27''$ E a distance of 239.31 feet to a point;

Thence N $43^{\circ}36'45''$ E a distance of 34.56 feet to a point on the centerline of E. Bentley Drive;

Thence along said centerline a distance of 29.54 feet along the arc of a 100.00 foot radius non-tangent curve left, said curve having a central angle of $16^{\circ}55'40''$ and a long chord bearing S $54^{\circ}51'05''$ E a distance of 29.44 feet to a 5/8 inch rebar marking the intersection of E. Bentley Drive and S. Truss Place;

Thence along the centerline of said S. Truss Place the following described courses:

Thence a distance of 56.07 feet along the arc of a 125.95 foot radius non-tangent curve left, said curve having a central angle of $25^{\circ}42'39''$ and a long chord bearing S $13^{\circ}49'46''$ W a distance of 55.60 feet to a point;

Thence S $0^{\circ}58'27''$ W a distance of 197.08 feet to a point;

Thence leaving said centerline N $89^{\circ}57'26''$ W a distance of 272.73 feet to a point on the westerly boundary of said SW $\frac{1}{4}$;

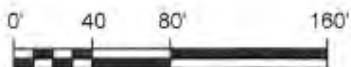
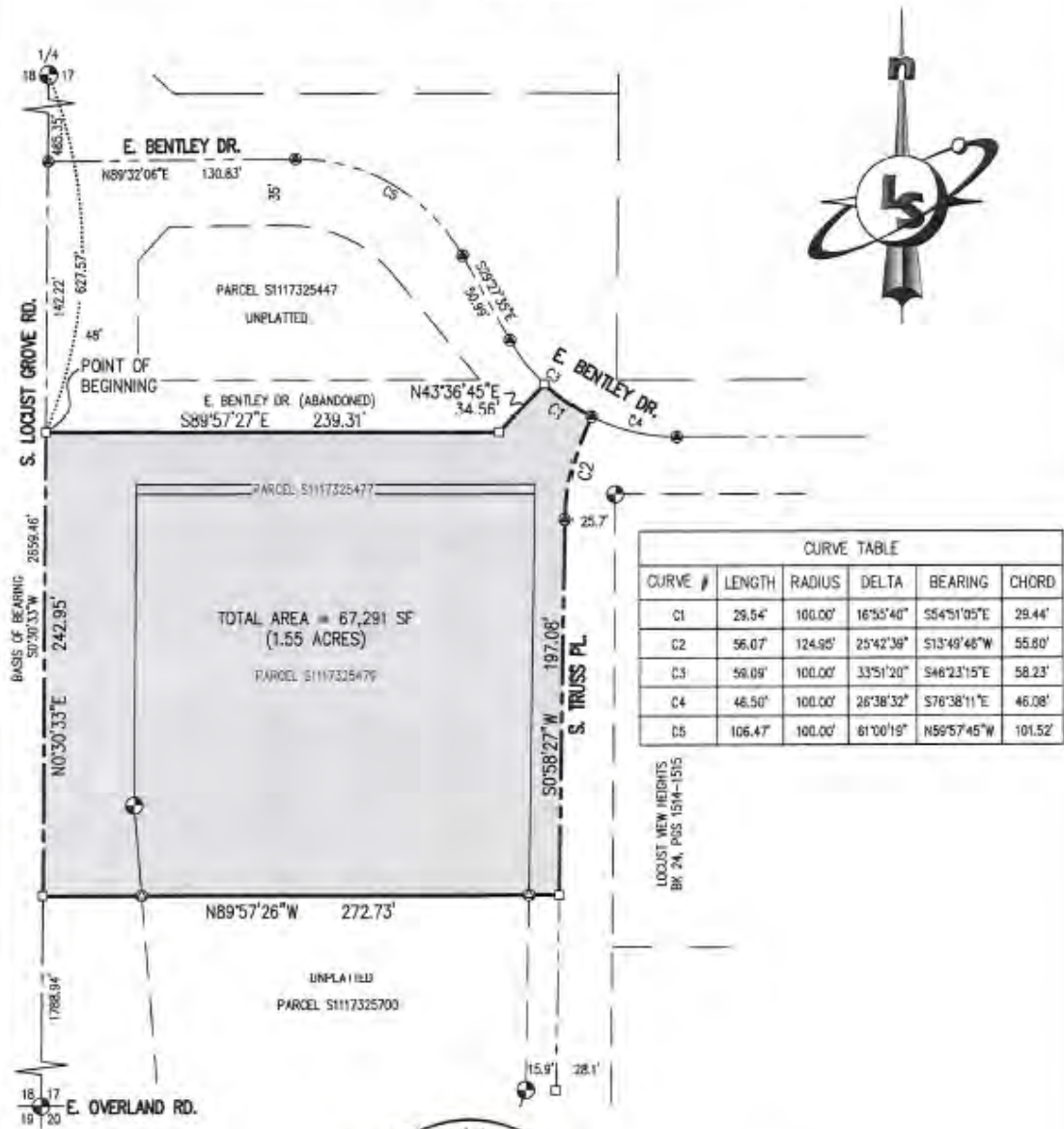
Thence along said westerly boundary N $0^{\circ}30'33''$ E a distance of 242.95 feet to the **POINT OF BEGINNING**.

This parcel contains 67,291 square feet (1.55 acres) and is subject to any easements existing or in use.

Clinton W. Hansen, PLS
Land Solutions, PC
June 26, 2020



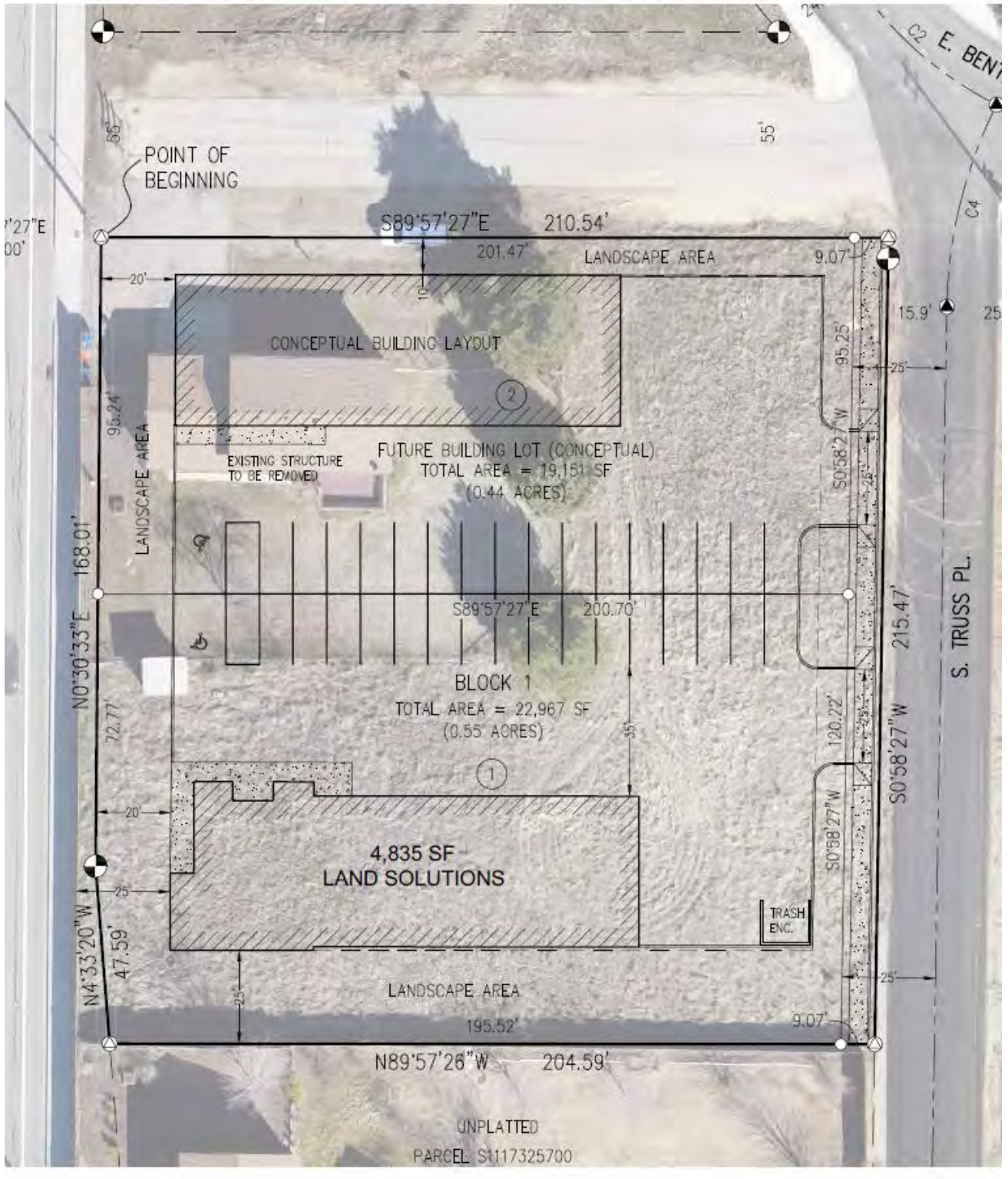
1625 E. BENTLEY DR. - ANNEXATION AND REZONE EXHIBIT



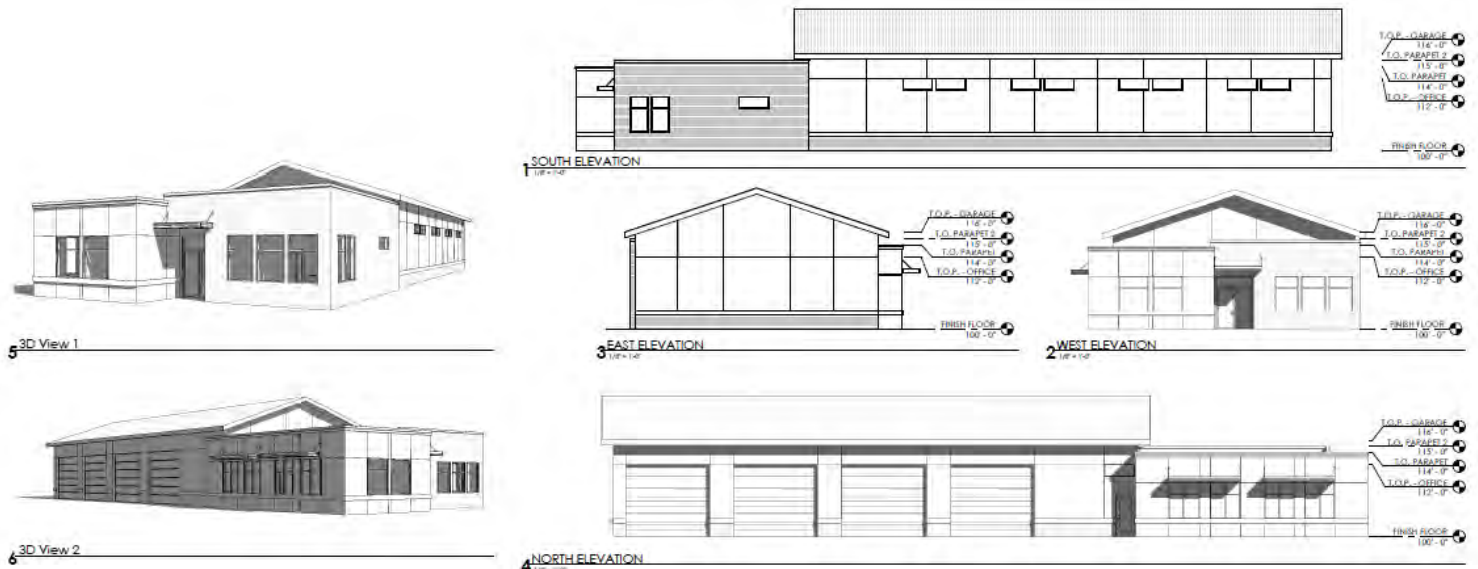
LandSolutions
Land Surveying and Consulting
231 E. 5TH ST., STE. A.
MERIDIAN, ID 83842
(208) 288-2040 (208) 288-2557 fax
www.landsolutions.biz

JOB NO. 20-12

B. Proposed Concept Site Plan (date: 7/30/2020)



C. Proposed Elevations (date: 6/26/2020)



VIII. CITY/AGENCY COMMENTS & CONDITIONS

A. PLANNING DIVISION

1. A Development Agreement (DA) is required as a provision of annexation of this property. Prior to approval of the annexation ordinance, a DA shall be entered into between the City of Meridian, the property owner(s) at the time of annexation ordinance adoption, and the developer.

Currently, a fee of \$303.00 shall be paid by the Applicant to the Planning Division prior to commencement of the DA. The DA shall be signed by the property owner and returned to the Planning Division within six (6) months of the City Council granting the annexation. The DA shall, at minimum, incorporate the following provisions:

- a. Uses on the property shall be limited to office uses only.
- b. Future development of this site shall be generally consistent with the conceptual site plan and conceptual building elevations included in Section VII and the provisions contained herein.
- c. The existing house shall be removed prior to certificate of occupancy.
- d. The undeveloped portion of the property shall be seeded with native seed and maintained free of weeds until such a time as future development occurs on that portion.
- e. The applicant will submit a tree mitigation plan at time of Certificate of Zoning Compliance (CZC). This mitigation plan shall indicate the total number and caliper inches of trees proposed for removal and the total number of replacement trees proposed.

- f. There shall not be direct access to N. Locust Grove Rd.

B. PUBLIC WORKS

1. No proposed changes to public sewer infrastructure has been shown within record. Any changes or modifications to the public sewer infrastructure shall be reviewed and approved by Public Works.
2. There are two existing water stubs at the northern boundary that either need to be used or abandoned per Meridian Public Works Standards.

C. ACHD

<https://weblink.meridiancity.org/WebLink/DocView.aspx?id=192567&dbid=0&repo=MeridianCity>

D. ADA COUNTY DEVELOPMENT SERVICES

<https://weblink.meridiancity.org/WebLink/DocView.aspx?id=192349&dbid=0&repo=MeridianCity>

IX. FINDINGS

A. Annexation and/or Rezone (UDC 11-5B-3E)

Required Findings: Upon recommendation from the commission, the council shall make a full investigation and shall at the public hearing, review the application. In order to grant an annexation and/or rezone, the council shall make the following findings:

1. The map amendment complies with the applicable provisions of the comprehensive plan;
Council finds annexation of the subject site with a C-C zoning designation is consistent with the Comprehensive Plan Commercial FLUM designation for this property.
2. The map amendment complies with the regulations outlined for the proposed district, specifically the purpose statement;
Council finds the proposed office flex building will be consistent with the purpose statement of the commercial districts in that it will support the purpose of providing for the service needs of the community, in accordance with the Meridian Comprehensive Plan
3. The map amendment shall not be materially detrimental to the public health, safety, and welfare;
Council finds that the proposed annexation and zoning should not be detrimental to the public health, safety, or welfare. Commission recommends the Council consider any oral or written testimony that may be provided when determining this finding.
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; and
Council finds that the proposed annexation and zoning will not result in any adverse impact upon the delivery of services by any political subdivision providing services to this site.
5. The annexation (as applicable) is in the best interest of city
Council finds the proposed annexation is in the best interest of the City.