

# EXHIBIT A

## STAFF REPORT

### COMMUNITY DEVELOPMENT DEPARTMENT



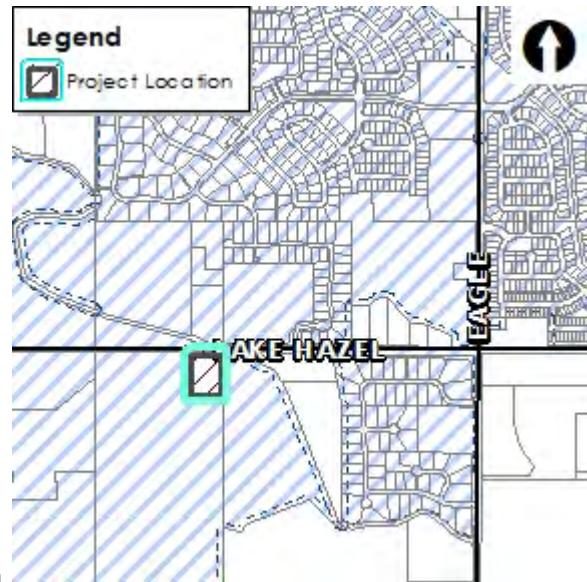
HEARING DATE: 10/21/2021

TO: Planning & Zoning Commission

FROM: Alan Tiefenbach, Associate Planner  
208-884-5533  
Bruce Freckleton, Development  
Services Manager  
208-887-2211

SUBJECT: H-2021-0062  
Meridian South Fire Station & Police  
Substation Conditional Use Permit

LOCATION: 2385 E. Lake Hazel Rd  
South side of E. Lake Hazel Rd, between  
S. Locust Grove Rd. and S. Eagle Rd.



## I. PROJECT DESCRIPTION

Conditional Use Permit to develop a 11,637 sq. ft. fire station and 11,560 sq. ft. police substation building (public or quasi-public use) on approximately 4 acres of land in the R-8 zoning district.

## II. SUMMARY OF REPORT

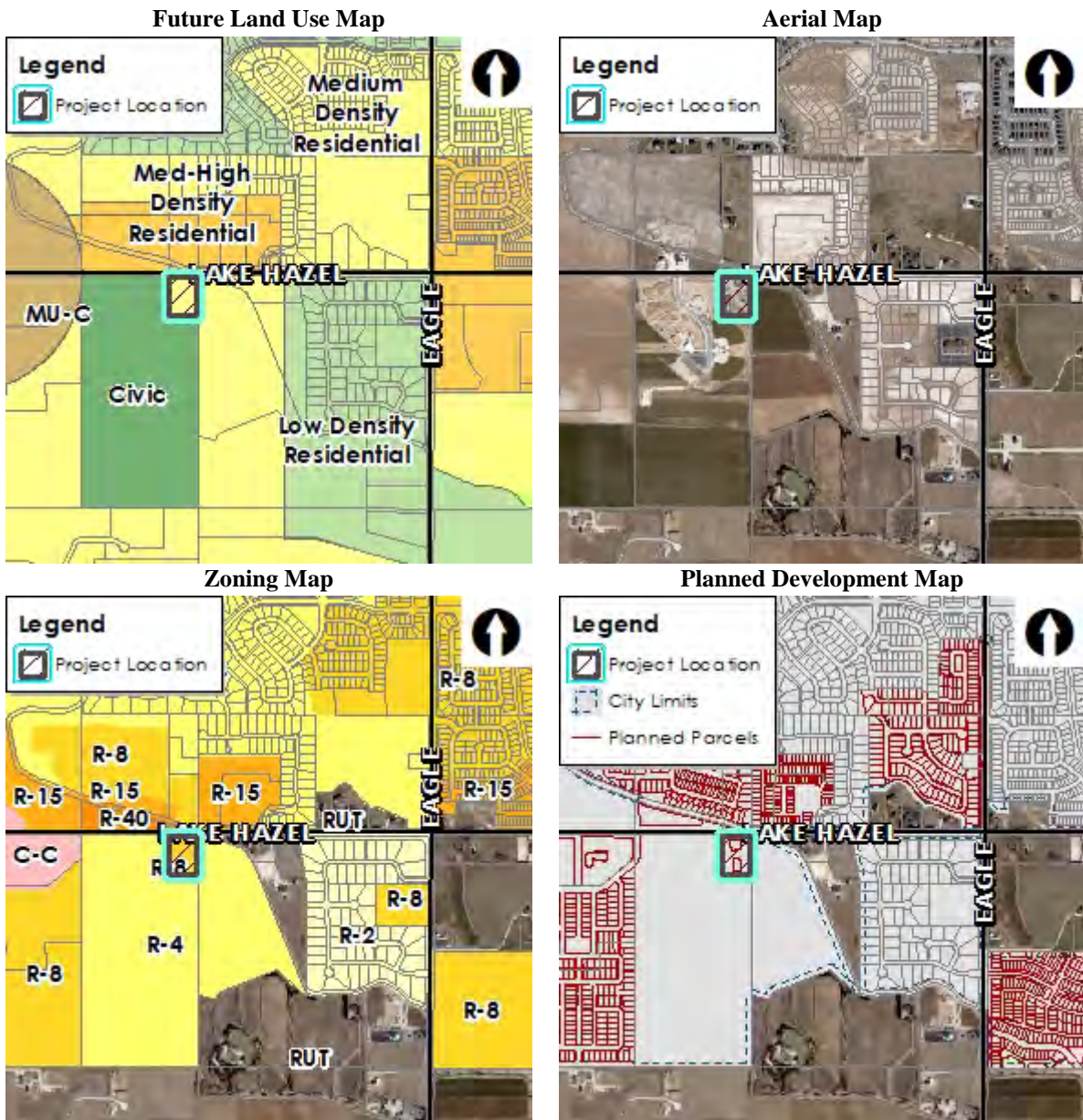
### A. Project Summary

Description	Details	Page
Acreage	4 acres	
Future Land Use Designation	Medium Density Residential	
Existing Land Use(s)	Residential / Rural	
Proposed Land Use(s)	Public or quasi-public use (Fire Station and Police Substation)	
Lots (# and type; bldg./common)	1	
Phasing Plan (# of phases)	2, with the fire station proposed for development first.	
Physical Features (waterways, hazards, flood plain, hillside)	None	
Neighborhood meeting date; # of attendees:	June 16, 2021, no attendees	
History (previous approvals)	This property was annexed and zoned in April of 2021 (H-2021-0008)	

## B. Community Metrics

Description	Details	Page
Ada County Highway District		
• Staff report (yes/no)	Staff report was completed with the annexation / rezoning	
Access (Arterial/Collectors/State Hwy/Local)(Existing and Proposed)	E. Lake Hazel Rd / New N/S collector that is planned for construction at the east of the property.	
Stub Street/Interconnectivity/Cross Access	An Interagency Cooperation Development Agreement exists between ACHD, the City and Brighton Development (who owns the adjacent property to the east). Brighton Development is required to build all pathways bordering the site as well as the collector road along the east which will stub at the south adjacent to the southern property line.	
Existing Road Network	E. Lake Hazel Rd.	
Existing Arterial Sidewalks / Buffers	None along property. There is an existing 10' pathway along the Discovery Park frontage to the west.	
Proposed Road Improvements	Brighton Development is required to construct 10' pathway along E. Lake Hazel Rd and will construct the new north/south collector roadway at the site's east property line to stub to the site's south property line as well as 10' pathway along this frontage as well.	
Distance to nearest City Park (+ size)	Discovery Park (South Meridian Regional Park) directly adjacent to the west and south.	
Fire Service		
	This proposal is for a fire station.	
Police Service		
	This proposal is for a police sub-station.	
Wastewater		
• Distance to Sewer Services	N/A	
•		
• Sewer Shed	South Black Cat Trunkshed	
• Estimated Project Sewer ERU's	See Application	
• WRRF Declining Balance	14.08	
• Project Consistent with WW Master Plan/Facility Plan	Sewer will come from Discovery Park, which is currently not constructed.	
Water		
• Distance to Water Services	0	
• Pressure Zone	5	
• Estimated Project Water ERU's	See Application	
• Water Quality	No concerns	
• Project Consistent with Water Master Plan	Yes	
• Impacts/Concerns	Water will come from E. Lake Hazel Rd.	

### C. Project Area Maps



## III. CITY INFORMATION

- A. City / Representative: Stacy Redman, City of Meridian  
33 E. Broadway Ave, Meridian, ID 83642
- B. Owner: City of Meridian  
33 E. Broadway Ave, Meridian, ID 83642

#### IV. NOTICING

	Planning & Zoning Posting Date	City Council Posting Date
Newspaper Notification	10/5/2021	
Radius notification mailed to properties within 300 feet	10/5/2021	
Sign Posting	10/4/2021	
Nextdoor posting	10/5/2021	

#### V. STAFF ANALYSIS

The property is 4 acres, zoned R-8 and is directly east of Discovery Park. The applicant is the City of Meridian. The property was annexed specifically for this purpose in April of 2021 (H-2021-0008). Plans are to develop the fire station and the police substation separately, with the fire station construction planned for 2022.

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

The property is designated for medium density residential (MDR). This designation allows for dwelling units at gross densities of three to eight dwelling units per acre. Density bonuses may be considered with the provision of additional public amenities such as a park, school, or land dedicated for public services.

The FLUM shows a fire and police station symbol in the general vicinity (north side of E. Lake Hazel Rd). The purpose of this designation is to preserve and protect existing and planned fire and police station locations throughout the Area of City Impact which provide efficient emergency response. The proposed fire and police station in this location would be consistent with the recommendations of the FLUM.

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

- Develop and implement master plans for all public facilities, services, and safety to guide the growth of the City. (3.02.01).

*The subject property is shown to be within an area designated as a fire / police station on the Future Land Use Map.*

- Support the appropriate expansion of City facilities, services, staff, and other resources to keep up with demand and established levels of service. (3.02.01D)
- Ensure that quality fire protection, rescue and emergency medical services are provided within Meridian. (4.11.03)
- Establish and maintain levels of service for public facilities and services, including water, sewer, police, transportation, schools, fire, and parks. (3.02.01G)

*A significant amount of land has been annexed in the surrounding area. This includes the Impressive East Ridge, Bicentennial Farms, Apex and Apex Southeast, Lavender Heights, Sky Mesa, Pura Vida and The Keep subdivisions. Much of this area is not within the City's preferred 5-minute response time, and this future fire station and police sub-station were anticipated during the analysis of these projects' analysis. This conditional use would support appropriate expansion and maintenance of services and would ensure quality fire and emergency services and would significantly improve the emergency response times.*



- Ensure that new development and subdivisions connect to the pathway system. (4.04.01A)

*The Pathways Master Plan shows a future 10' wide pathway along E. Lake Hazel Rd. as well as a 10' pathway along the eastern portion of the property (in the area of the future collector road). The 10' pathway already exists along the northern perimeter of Discovery Park; Brighton Development is required to complete this pathway along the north and eastern property lines.*

- Reduce the number of existing access points onto arterial streets by using methods such as cross access agreements, access management, and frontage/backage roads, and promoting local and collector street connectivity. (6.01.02B)

*The property presently takes access from two driveways off E. Lake Hazel Rd. However, a future collector is shown at the east side of the property. This collector is intended to serve the subject property as well as provide access to Discovery Park. Brighton Development will build this collector road from E. Lake Hazel Rd to the southern property line. As is required by UDC 11-3A-3, both driveways accessing E. Lake Hazel Rd will be closed.*

- Require all new development to create a site design compatible with surrounding uses through buffering, screening, transitional densities, and other best site design practices. (3.07.01A)

*The site plan shows landscape buffers along E. Lake Rd and the future collector street. Landscape screening is reflected on the plan to screen the site from Discovery Park at the west and south.*

#### C. Existing Structures/Site Improvements:

There is an existing residence and agricultural buildings on the site which were constructed in 1940. All buildings should be removed with development of the site.

#### D. Proposed Use Analysis:

UDC defines fire station and police stations as a “public or quasi-public use.” This use is allowed in the R-8 zone district as a conditional use, subject to the specific use stated below.

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

UDC 11-4-3-30 states public or quasi-public uses shall meet the standards for office use in accord with the district in which the use is located.

#### F. Dimensional Standards (*UDC 11-2*):

This is a conditional use to allow public or quasi-public uses in the R-8 zone district. Dimensional standards in the R-8 zone district include a minimum lot size of 4,000 sq. ft., front setbacks of 25' from a collector street, rear setback of 12' and 10' side setback. Building height is limited to 35'. A 25' buffer is required along arterial roads and 20' along collector roads. The concept plan as submitted appears to meet the minimum dimensional standards.

#### G. Access (*UDC 11-3A-3, 11-3H-4*):

Lake Hazel Road is improved with 2-travel lanes and no curb, gutter or sidewalk abutting the site. There is 50-feet of right-of-way for Lake Hazel Road. Lake Hazel Road is planned to be widened to 5-lanes from Locust Grove Road to Eagle Road between 2036 and 2040.

ACHD is requiring dedication of right-of-way along Lake Hazel Road abutting the site. ACHD has mentioned a minimum of 5-foot wide detached concrete sidewalk should be constructed, but

as already mentioned, the Parks Dept is requiring construction of a 10' detached pathway along E. Lake Hazel to connect to the pathway to the west.

Per an Interagency Cooperative Development Agreement, Brighton Development will be required to construct a new north/south collector roadway along the site's east property line from the south property line to Lake Hazel Road. They will also be required to install a temporary turnaround at the terminus of the stub street since it will be longer than 150-feet. Although ACHD is requesting 5' wide sidewalk along this collector, per the Parks Department, 10' wide detached pathway will be constructed along this section. This E. Lake Hazel Rd / Collector Road intersection is planned for signalization.

The City has proposed to construct 2 driveways from the site to the new collector roadway; one for the police station and a wider driveway for the fire station. The 2 existing driveways from the site onto Lake Hazel Road will be closed. Direct access is prohibited to Lake Hazel Road in accord with UDC 11-3A-3.

H. Parking (*UDC 11-3C*):

UDC 11-3C-5 requires one (1) space for every five hundred (500) square feet of gross floor area. With 22,710 sq. ft. between the first station and the police sub-station, 46 parking spaces are required. The concept plan indicates 53 parking spaces for the police substation, and 25 parking spaces for the fire station. 12 of the parking spaces would be covered and would be for the use of the police vehicles only. The concept plan shows at least 3 additional spaces for fire apparatus at the east side of the fire station.

The parking plan appear to meet most of the landscaping requirements of UDC 11-3B-8 except there are several landscape islands which do not reflect trees as required by UDC 11-3B-8. Also, pedestrian crossings across the drive aisles are striped whereas UDC 11-3A-19 requires the internal pedestrian walkway to be distinguished from the vehicular driving surfaces through the use of pavers, colored or scored concrete, or bricks. This should be addressed at the time of CZC submittal.

I. Pathways (*UDC 11-3A-8*):

The Pathways Master Plan shows a future 10' wide pathway along E. Lake Hazel Rd. as well as a 10' pathway along the eastern portion of the property (in the area of the future collector road). The 10' pathway already exists along the northern perimeter of Discovery Park; the landscape plan reflects a continuation of the 10 ft. wide pathway along the north and a new 10 ft. wide detached pathway along the eastern property line.

J. Sidewalks (*UDC 11-3A-17*):

See analysis above.

K. Landscaping (*UDC 11-3B*):

UDC 11-2A-5 requires a 25' wide buffer along arterial roads and 20' along collector roads. These buffers must be landscaped at one (1) tree per thirty-five (35) linear feet. If there is any surplus right-of-way, and the unimproved street right-of-way is ten (10) feet or greater from the edge of pavement to edge of sidewalk or property line, the developer shall maintain a ten-foot compacted shoulder meeting the construction standards of the transportation authority and landscape the remainder with lawn or other vegetative ground cover.

Parking lot landscaping is required around the perimeter of the parking lot, and no linear grouping

of parking spaces shall exceed twelve (12) in a row, without an internal planter island. Parking islands are also required at the ends of all parking rows.

The landscape plan indicates a buffer of at least 40 ft. in width from the property line along W. Lake Hazel Rd. (the pathway is included in this buffer) and 20 ft. wide from the property line along the collector to the east (although the 10 ft. wide pathway is outside of the property line. As mentioned above in the parking analysis, there are several internal landscape islands without trees which must be landscaped in accord with UDC standards set forth in UDC 11-3B-8C.

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

No waterways are associated with this development.

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

Wrought-iron security fencing of up to 8' in height is shown on the site plan. Staff notes fencing height is limited to 6' in height in the R-8 zone district. The City should apply for alternative compliance concurrently with the CZC.

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

Connection to City water and sewer services is proposed in accord with UDC 11-3A-21. The submitted Water Main & Service Sizing Plan indicates 8" water and sewer lines serving the property. Water would be provided from a main in E. Lake Hazel Rd. Sewer would be provided from a main at Discovery Park.

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

The City has submitted colored elevations for both buildings. Architecture consists of sloped roof buildings with CMU and wood grain metal panel as the primary field materials.

Staff is not certain the building elevations as submitted meet the minimum requirements of the ASM for commercial buildings. The only field materials indicated on the elevations are smooth face CMU and horizontal metal panel whereas 5.1B requires at least two distinct field materials (material of more than 20% of the façade) and only allows metal panel and untextured concrete as a field material if there are at least two other qualifying field materials. At least 30% of the façade must use a combination of concrete, masonry, stone or unique variation in color around the base of the building, whereas it does not appear there are any distinct materials along the base. It does not appear there is at least 30% fenestration or a fenestration alternative as required per ASM 3.3E on the facades of the buildings. Finally, the elevations that were approved as part of the annexation indicated timber frame accents and overhangs over entrances, whereas it appears these elements have been removed from the updated drawings. At the time of Certificate of Zoning Compliance (CZC) and Design Review (DE) the standards of the ASM must be met, or design exceptions may be granted.

## VI. DECISION

A. Staff:

Staff recommends approval of the proposed conditional use permit per the provisions and comments included in Section VII in accord with the Findings in Section VIII.

B. The Meridian Planning & Zoning Commission heard this item on October 21, 2021. At the public hearing, the Commission moved to approve the subject Conditional Use Permit request.

1. Summary of the Commission public hearing:

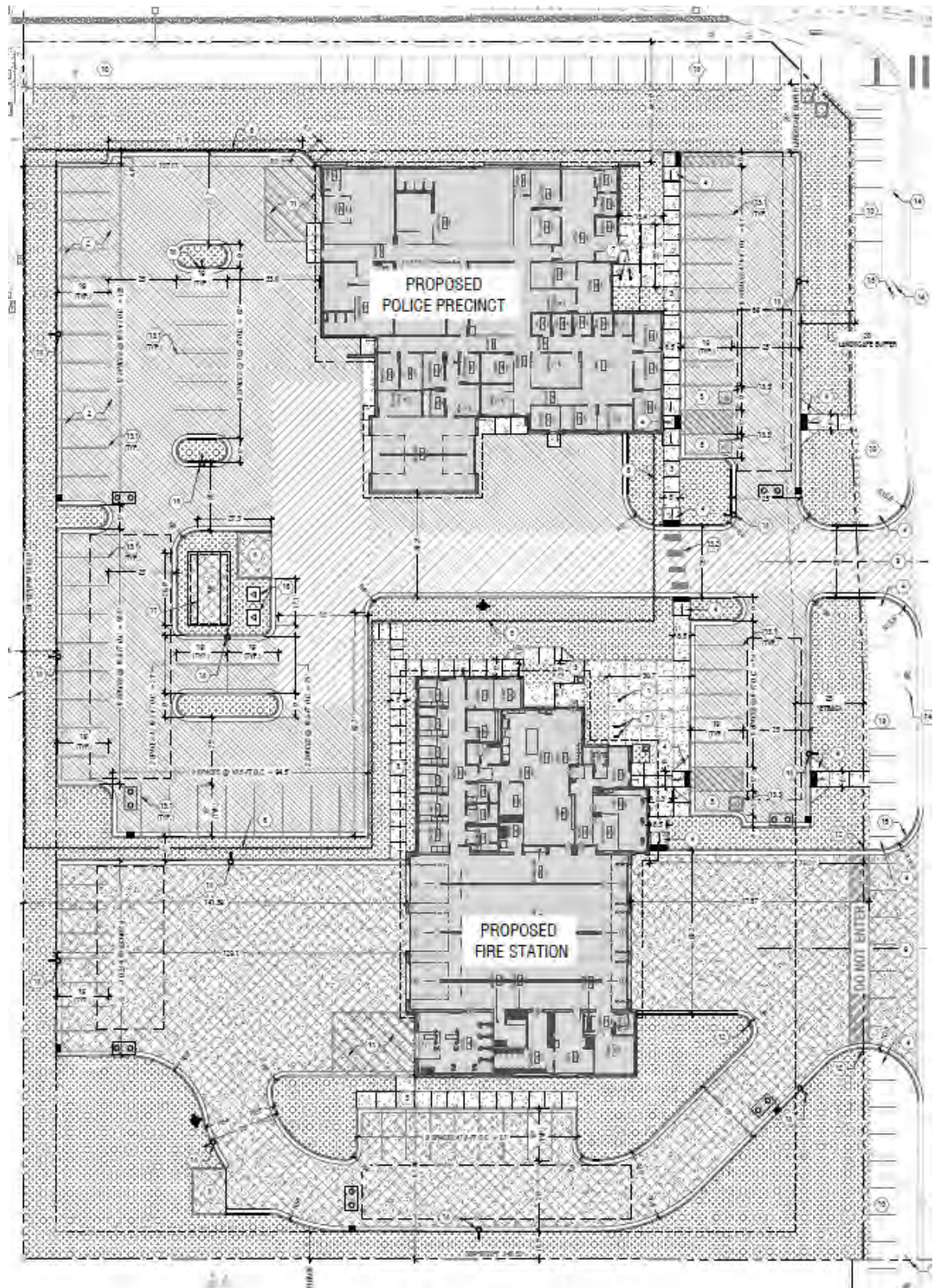
- a. In favor: Gunnar Gladics and Mike Schubert
- b. In opposition: None

- c. Commenting: None
- d. Written testimony: None
- 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. None
- 4. Commission change(s) to Staff recommendation:
  - a. None



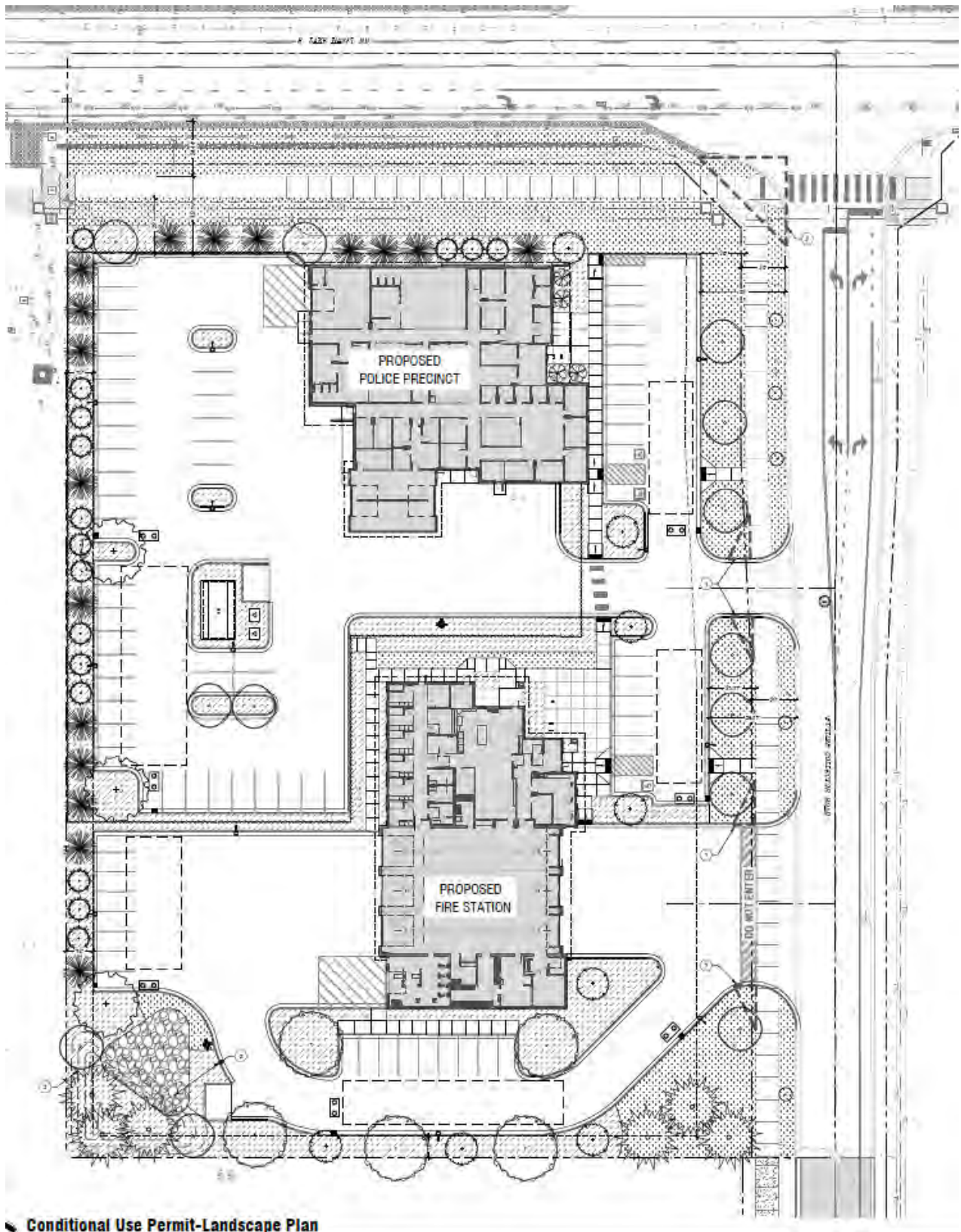
## VII. EXHIBITS

### A. Site Plan (date: 8/26/2021)





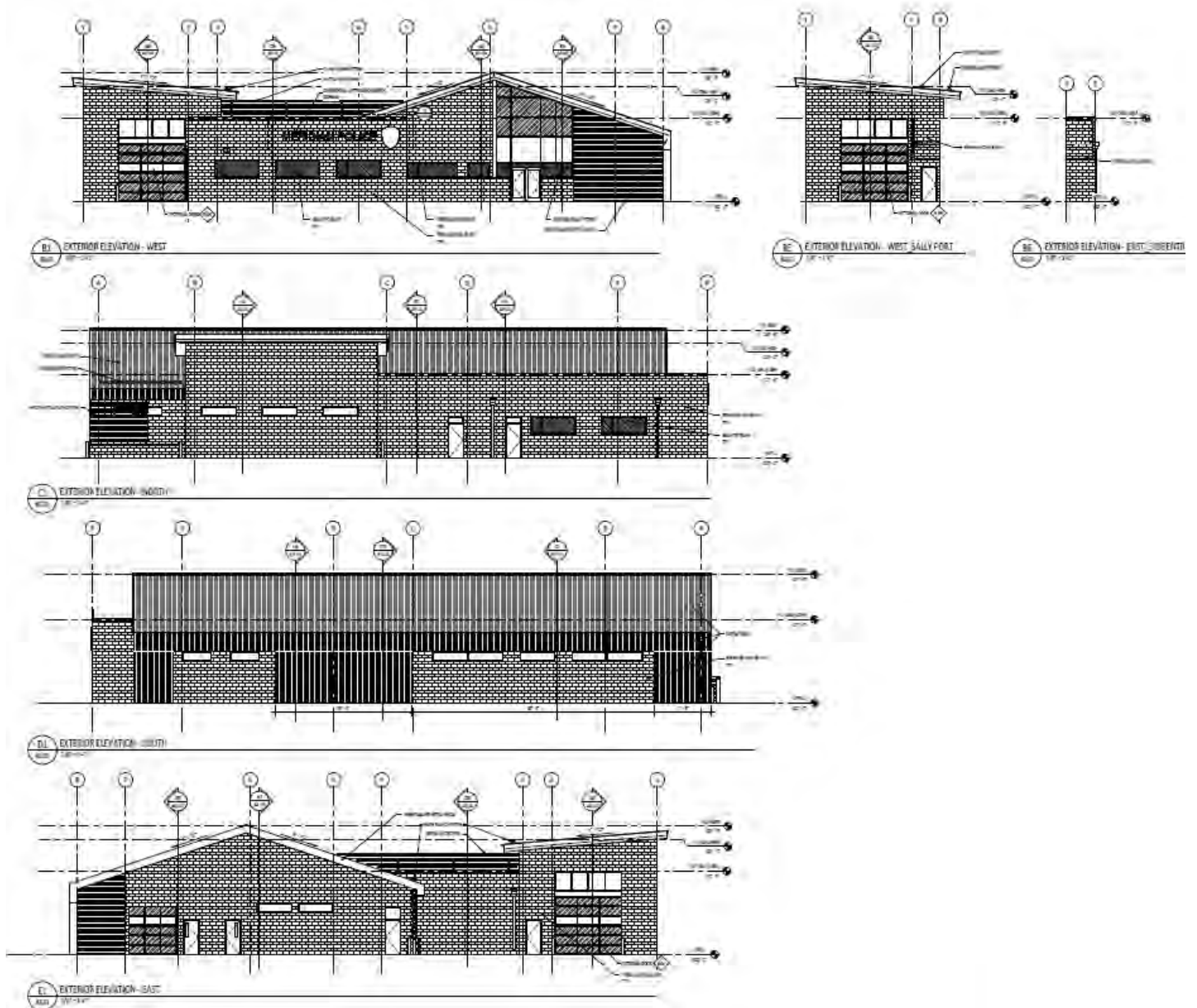
B. Landscape Plan (date: 8/26/2021)



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0.12	0.003
0.14	0.003
0.15	0.003
0.15	0.003



# D. Police Station Elevations (date 8/26/2021)





## **VIII. CITY/AGENCY COMMENTS & CONDITIONS**

### **A. PLANNING DIVISION**

1. A Certificate of Zoning Compliance and administrative design review application is required to be submitted to the Planning Division and approved prior to submittal of building permit applications. The buildings shall either meet all architectural requirements of the Architectural Standards Manual (ASM) or there should be a request for a design exception as part of the CZC submittal.
2. Future development of this site shall be generally consistent with the site plan, landscape plan, building elevations, and the provisions contained herein.
3. Any existing residential structures shall be removed prior to certificate of occupancy.
4. 10' wide detached pathway will be constructed along E. Lake Hazel Rd and the eastern property line as indicated on the landscape plan prior to certificate of occupancy.
5. All structures shall comply with the design standards listed in the Architectural Standards Manual and the design standards listed in UDC 11-3A-19. An application for Design Review shall be submitted concurrently with the Certificate of Zoning Compliance application and approved prior to submittal of building permit applications.
6. The project is subject to all current City of Meridian ordinances and previous conditions of approval associated with this site (AZ H-2021-0008).
7. A segment of the City's 10-foot multi-use pathway along E. Lake Hazel Rd, the section along the east property line, and the new collector street planned along the east boundary of the property shall be constructed prior to certificate of occupancy.
8. Multi-use pathways shall be constructed consistent with the location and specifications set forth in Chapter 3 of the Meridian Pathways Master Plan unless otherwise approved by the Parks and Recreation Director.
9. Direct access to E. Lake Hazel Rd is prohibited in accord with UDC 11-3A-3.
10. The required landscape buffers along streets shall be constructed consistent with the standards as set forth in UDC 11-3B-7C in accord with the installation schedule in UDC 11-3B-14.
11. All ACHD conditions of approval shall be complied with.
12. All parking lots shall meet the standards as required per UDC 11-3B-8C.
13. All proposed fencing and/or any fencing shall be constructed as required by the UDC, consistent with the standards as set forth in UDC 11-3A-7 and 11-3A-6B, as applicable, or developer shall submit a concurrent alternative compliance to increase the fence height.
14. Outdoor lighting provisions as set forth in UDC 11-3A-11 shall be complied with.
15. Ordinances in effect at the time of application submittal shall be complied with.
16. Tree preservation mitigation standards shall be complied with per UDC 11-3B-10.

### **B. PUBLIC WORKS DIVISION**

1. Applicant shall coordinate water and sewer main size and routing with the Public Works Department, and execute standard forms of easements for any mains that are required to provide



service outside of a public right-of-way. Minimum cover over sewer mains is three feet, if cover from top of pipe to sub-grade is less than three feet then alternate materials shall be used in conformance of City of Meridian Public Works Departments Standard Specifications.

2. Per Meridian City Code (MCC), the applicant shall be responsible to install sewer and water mains to and through this development. Applicant may be eligible for a reimbursement agreement for infrastructure enhancement per MCC 8-6-5.
3. The applicant shall provide easement(s) for all public water/sewer mains outside of public right of way (include all water services and hydrants). The easement widths shall be 20-feet wide for a single utility, or 30-feet wide for two. Submit an executed easement (on the form available from Public Works), a legal description prepared by an Idaho Licensed Professional Land Surveyor, which must include the area of the easement (marked EXHIBIT A) and an 8 1/2" x 11" map with bearings and distances (marked EXHIBIT B) for review. Both exhibits must be sealed, signed and dated by a Professional Land Surveyor. DO NOT RECORD.
4. The City of Meridian requires that pressurized irrigation systems be supplied by a year-round source of water (MCC 9-1-28.C). The applicant should be required to use any existing surface or well water for the primary source. If a surface or well source is not available, a single-point connection to the culinary water system shall be required. If a single-point connection is utilized, the developer will be responsible for the payment of assessments for the common areas prior to receiving development plan approval.
5. Any structures that are allowed to remain shall be subject to evaluation and possible reassignment of street addressing to be in compliance with MCC.
6. All irrigation ditches, canals, laterals, or drains, exclusive of natural waterways, intersecting, crossing or laying adjacent and contiguous to the area being subdivided shall be addressed per UDC 11-3A-6. In performing such work, the applicant shall comply with Idaho Code 42-1207 and any other applicable law or regulation.
7. Any wells that will not continue to be used must be properly abandoned according to Idaho Well Construction Standards Rules administered by the Idaho Department of Water Resources. The Developer's Engineer shall provide a statement addressing whether there are any existing wells in the development, and if so, how they will continue to be used, or provide record of their abandonment.
8. Any existing septic systems within this project shall be removed from service per City Ordinance Section 9-1-4 and 9 4 8. Contact Central District Health for abandonment procedures and inspections (208)375-5211.
9. All improvements related to public life, safety and health shall be completed prior to occupancy of the structures.
10. It shall be the responsibility of the applicant to ensure that all development features comply with the Americans with Disabilities Act and the Fair Housing Act.
11. Applicant shall be responsible for application and compliance with any Section 404 Permitting that may be required by the Army Corps of Engineers.

12. Developer shall coordinate mailbox locations with the Meridian Post Office.
13. Compaction test results shall be submitted to the Meridian Building Department for all building pads receiving engineered backfill, where footing would sit atop fill material.
14. The design engineer shall be required to certify that the street centerline elevations are set a minimum of 3-feet above the highest established peak groundwater elevation. This is to ensure that the bottom elevation of the crawl spaces of homes is at least 1-foot above.
15. The applicants design engineer shall be responsible for inspection of all irrigation and/or drainage facility within this project that do not fall under the jurisdiction of an irrigation district or ACHD. The design engineer shall provide certification that the facilities have been installed in accordance with the approved design plans. This certification will be required before a certificate of occupancy is issued for any structures within the project.
16. At the completion of the project, the applicant shall be responsible to submit record drawings per the City of Meridian AutoCAD standards. These record drawings must be received and approved prior to the issuance of a certification of occupancy for any structures within the project.
17. A streetlight plan will need to be included in the civil construction plans. Streetlight plan requirements are listed in section 6-5 of the Improvement Standards for Streetlighting. A copy of the standards can be found at [http://www.meridiancity.org/public\\_works.aspx?id=272](http://www.meridiancity.org/public_works.aspx?id=272)

## **IX. FINDINGS**

### **A. Conditional Use Permit**

The Commission shall base its determination on the conditional use permit request upon the following:

1. That the site is large enough to accommodate the proposed use and meet all the dimensional and development regulations in the district in which the use is located.

*The site meets all dimensional and development regulations of the R-8 zoning district. The site will provide the required landscape buffers, parking is adequate, and except for the islands mentioned in the landscaping section the parking area will be landscaped as required by UDC 11-3B-8. Commission finds the site is large enough to accommodate the proposed use.*

2. That the proposed use will be harmonious with the Meridian Comprehensive Plan and in accord with the requirements of this title.

*Commission finds the proposed fire station and police sub-station will be harmonious with the Comprehensive Plan per the analysis in Section V of this staff report.*

3. That the design, construction, operation and maintenance will be compatible with other uses in the general neighborhood and with the existing or intended character of the general vicinity and that such use will not adversely change the essential character of the same area.

*The subject site is directly adjacent to Discovery Park to the west, and will be located on the corner of an arterial and collector street. The property on the other side of the future collector street (to the east) is presently vacant. As mentioned in the Comprehensive Plan analysis, the subject property is specifically within an area designated for a fire and police station. The required landscape buffers will be installed, all landscape requirements for a parking lot will be*

*met, and architecture will be required to meet the standards of the ASM for commercial architecture. The proposed use should not change the character nature of the area.*

4. That the proposed use, if it complies with all conditions of the approval imposed, will not adversely affect other property in the vicinity.

*Commission finds the proposed use should not adversely affect other properties in the vicinity.*

5. That the proposed use will be served adequately by essential public facilities and services such as highways, streets, schools, parks, police and fire protection, drainage structures, refuse disposal, water, and sewer.

*The proposed use will be served adequately by all services and is a public facility.*

6. That the proposed use will not create excessive additional costs for public facilities and services and will not be detrimental to the economic welfare of the community.

*Commission finds the proposed use should not create any additional costs for public facilities and services and will not be detrimental to the economic welfare of the community.*

7. That the proposed use will not involve activities or processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

*This proposal is for a fire station and police station. There could be sirens associated with emergency events. However, this is a critically-needed facility in this location to serve the South Meridian area.*

8. That the proposed use will not result in the destruction, loss or damage of a natural, scenic or historic feature considered to be of major importance. (Ord. 05-1170, 8-30-2005, eff. 9-15-2005)

*Commission is unaware of any natural, scenic, or historic features on this site; thus, Commission finds the proposed use should not result in damage of any such features.*