

**City of Bellevue
Planning & Zoning Commission
8/03/20
ZOOM Online meeting**

Kurtz called the meeting to order at 6:06 p.m. Commissioners present were Ray McCollum, John Kurtz, Paul Hopfenbeck, Robert Wiesen and Alexis Lindberg. Staff present was Diane Shay and Ashley Dyer.

Notice and Hearing Compliance:

Legal notice for this meeting was posted in accordance with Idaho Code 67-2343 by the following:

1. The agenda was posted at the Bellevue Post Office, the bulletin board outside City Hall and on the City website on July 29, 2020.
2. The legal was published in the Idaho Mountain Express on July 15, 2020.

McCollum made a motion that the notice was done in compliance with 67-2343, Hopfenbeck seconded, and the vote was unanimous.

New Business:

The first item on the agenda is a draft update to the city's 2014 Capital Improvement Plan (CIP), prepared by Rich Caplan and Associates.

Rich Caplan introduced the draft (CIP) to the Commission by explaining the impact of development within the city. He explained that Idaho allows cities to adopt a Development Impact Fee. A Development Impact Fee is measured by an analysis of what the impact is on the city from the additional development. It is a legitimate and important formula to require that the number of new residents or employees pay for a share of the cost of new expansion of services that are required by the city. Every Municipality that has an impact fee has to pro-rate that cost based on the capital improvement plan (CIP).

The City of Bellevue has been working on the CIP over the years, but it is an essential component so that the impact fee will pay a proportionate share of the number of people or employees that are coming into the city because of the new development. Every city that has an impact fee must have an improved CIP. Some cities that are larger tend to update their plan annually. Smaller cities with less activity should update the plan every few years.

Bellevue has not updated their CIP since 2014, so part of coming up with an updated CIP for the City of Bellevue, Caplan and Associates asked the department heads to come up with improvements or capital items that are needed in the next five years.

Kurtz asked about the funding sources- impact fees, city budget and outside sources and calculating the development fees could come from annexing property or adding new residents to the city.

Caplan added that there is a different formula for commercial versus residential.

Caplan mentioned that part of the CIP is to find out what the needs of the city are, and what the fees are going to go towards. Attached is a copy of the proposed 5-year CIP plan for the City of Bellevue. Generally speaking, I have to balance it out with what the city has spent on capital improvements in the past, and with all due respect I have to say this is ambitious, it's not wrong, just ambitious. The City Council can modify as they see fit.

Shay stated that with the recent recommendation by the county planners to include the Eccles property in our (ACI), no final decision has been made by the final board, but I'm assuming sometime in September we will have an answer. So, I think some of these numbers will need to be revised if this all moves forward. Could we recommend whatever the P&Z commission decision is that we add a condition that any updated information be done so prior to the City Council hearing.

Kurtz asked the other P&Z commissioners if they had any questions or comments.

Lindberg had some concerns about the draft work sheet and asked if there was a detailed break down of the requested numbers?

Shay was curious if Caplan had a copy of the break down and is also curious about the department break downs.

Caplan said there should be some explanation, he added it where he could.

Lindberg said she would like to see more of a breakdown to fully understand the requests.

Caplan said he would have to go back and see what information he was provided.

Lindberg asked about the Strahorn expansion and asked about the evaluation of the impact.

Kurtz also requested a breakdown of the requested numbers of the CIP Plan.

The PW director Frank explained some of his capital improvement numbers.

Kurtz opened the meeting to public comment. Shay read an email submitted by Tom Blanchard.

Kurtz closed public comment.

The commission all agreed and requested an updated break down of the capital improvement plan fees to be reviewed at the next meeting. They decided to continue the meeting until August 17th, 2020 to make their recommendation to the City Council.

Hopfenbeck made a motion to approve the minutes from June 1, 2020, McCollum seconded, and the vote was unanimous.

McCollum made a motion to adjourn the meeting, Hopfenbeck seconded, and the vote was unanimous.

Approved this 25th day of August, 2020



John Kurtz, Chair



Diane Shay, Director