

**BELLEVUE PLANNING AND ZONING COMMISSION
PUBLIC MEETING NOTICE and AGENDA
August 3, 2020 at 6:00 P.M.
ZOOM ONLINE MEETING**

Topic: P&Z Meeting
Time: Aug 3, 2020 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83882689459?pwd=WFVwLzhQcVdhV3lFOUlxzUk5TUT09>

Meeting ID: **838 8268 9459**
Passcode: **117093**
One tap mobile
+1-669-900-9128 (San Jose)
+1-253-215-8782 US (Tacoma)

Meeting ID: 838 8268 9459

Find your local number: <https://us02web.zoom.us/j/kbCHWU4md7>

6:00 CALL TO ORDER- ZOOM, online meeting

NOTICE AND HEARING COMPLIANCE:

The notice and agenda were posted in accordance with Idaho Code §67-2343 five days prior to the meeting, at the Bellevue Post Office, on the bulletin board of City Hall and on the City website on July 29, 2020.

The meeting was noticed in the Idaho Mountain Express on July 22, 2020.

PUBLIC HEARING:

- **ACTION ITEM-** Draft update to 2014 Capital Improvement Plan (CIP), prepared by Richard Caplan and Associates.

CONSENT:

- **ACTION ITEM**
- Approval of Minutes June 1, 2020

DISCUSSION:

- Availability for Meeting on August 17, 2020

ADJOURN: Please Note: The agenda is subject to revisions. Anyone needing assistance to attend or participate should contact Bellevue City Hall prior to the meeting at 208- 788-2128. Committee packets will be available online at www.bellevueidaho.gov

CITY OF BELLEVUE
Public Hearing on August 3, 2020 at 6:00 p.m.

REGARDING: Recommending updates to the 2014 City of Bellevue Capital Improvement Plan	STAFF REPORT By: Diane Shay, Community Development Director Date: July 27, 2020
--	--

REQUESTED ACTION: Make a recommendation to the Bellevue City Council to approve and adopt the 2020 update to the Bellevue Capital Improvement Plan (CIP).

Summary

The City of Bellevue contracted with Richard Caplan of Richard Caplan & Associates to provide us with the information and tools to help the City ultimately determine how to implement Development Impact Fees and how to assess reasonable annexation fees for future development. Richard will be phoning in to the meeting and presenting the project for your consideration.

I. GENERAL BACKGROUND

1. **Notice** of this hearing was:
 - i. Published in the Idaho Mountain Express on July 15, 2020
 - ii. Posted on the door of Bellevue City Hall and the Bellevue Post Office on July 27, 2020.
2. Any disclosures (i.e. conflicts of interest, site visits or *ex parte* communications)?
3. Attached to this report are the following exhibits:

Exhibit A—Draft Capital Improvements Plan FY2020-2025

Exhibit B—Department Head Comments

No Department Heads have commented on the materials Mr. Caplan provided. Their input was instrumental in providing Mr. Caplan with their individual CIP's

III. RECOMMENDATION:

► **Motion:** I move to recommend approval of the Draft Capital Improvement Plan for FY2020-FY2025 prepared by Richard Caplan.

June 26, 2019

City of Bellevue
Attn: Diane Shay, Community Development Director
115 East Pine
Bellevue, ID 83313

Re: Strahorn Impact Fee Update

Dear Diane:

I am pleased to respond to and summarize our telephone conversation with you and Jim on June 24th regarding the fees associated with the proposed Strahorn project. This letter also serves as a proposal for additional professional services.

As I noted in our conversation, the initial annexation fees were based on three residential projects that were planned at that time. This comprehensive approach necessitated the city including / needing several major capital projects due to the combined residential (traffic, other infrastructure, etc.) impacts. Once the Big Valley and Belle Ranch projects were withdrawn from consideration, the impact fees were revised for the Strahorn project only in 2014. It seems reasonable to revisit these fees in 2019 given the time that has elapsed that has influenced city growth rates and residential development in Bellevue and other parts of Blaine County.

Therefore, in response to your request, this study update will entail a review of the agreed fee structure for the project and provide a report on the reasonableness of the fees, based on the prevailing city economic and development conditions and actual city financial and growth data. The result will be an independent opinion letter of the fees and the reasoning behind the conclusion. This will also include calculating and recommending a revised fee structure for the Strahorn project.

Timing and Fees

This study will require no more than four weeks to complete. The total professional fees will be \$4,400. This fee also includes a video conference presentation to the Mayor and City Council.

In the event that my attendance for on-site presentation in Bellevue is required, professional fees, travel expenses including coach air fare, one night local lodging and car rental will be added to these fees. (This amount will be actual out-of-pocket expenses and are estimated and will not exceed \$1,250.)

In order to complete this study, the City will provide me with the current year's budget, a proposed CIP (Capital Improvements Plan), the most recent audit and related recent building and financial materials needed to complete this analysis.

I am prepared to initiate this assistance immediately upon the city's authorization to proceed. Thank you for your continued interest in our professional services and I look forward to assisting with this effort.

Respectfully submitted,

Rich Caplan

Rich Caplan
RICHARD CAPLAN & ASSOCIATES

City of Bellevue
Draft Capital Improvements Plan FY 2020 – 2025

Department: (Project reference)	FY 2020 Adopted	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Administration	0	\$20,000 (recording system)	\$70,000 (server & PC items)	0	0	0	\$90,000
Community Development	0	0	0	0	\$50,000 (hill trail)	\$75,000 (flood plain)	\$125,000
Parks	0	\$15,500	\$15,500	\$12,000	0	0	\$43,000
Fire	\$50,069	0	0	0	0	0	\$50,069
Library	0	\$8,000 (front door)	\$12,500 (exterior)	\$10,000 (computers)	\$22,000 (shelving)	0	\$52,500
Marshall	0	0	0	0	0	0	0
Buildings & Grounds	\$5,625	\$8,000	0	0	\$50,000	\$500,000	\$563,625
Streets	\$58,000	\$55,000	\$34,000	\$486,500	\$937,000	\$500,000	\$2,070,500
Shop	0	0	0	0	0	0	0
Water	\$97,000	0	0	\$220,000 (pipe)	\$35,000 (well)	\$96,000 (pipes)	\$448,000
Sewer / Wastewater	\$585,000	\$427,000	\$390,000	\$40,000	0	0	\$1,442,000
TOTAL CAPITAL EXPENSES	\$795,694	\$513,500	\$452,000	\$768,500	\$1,094,000	\$1,171,000	\$4,794,604
Funding Sources:							
General Fund	\$113,694						
Development Impact Fees	0						
Water	\$97,000						
Sewer	\$1,038,923						
State Grants	0						
Other Fees & Grants	0						
TOTAL	\$1,249,618						

RICHARD CAPLAN & ASSOCIATES

March 16, 2020

To: Diane Shay

From: Rich Caplan

Please review and sign off on these projections for use in the Impact Fee Analysis.

Re: City of Bellevue Actual and Projected Population and Housing Units 2000 – 2040

Year	Without Strahorn Canyon		With Strahorn Canyon Ranch		
	Population (Without Strahorn)	Housing Units (Without Strahorn)	Strahorn Canyon Ranch Housing Units	Strahorn Canyon Ranch Population (a)	City Housing Units <u>with</u> Strahorn (b)
2000	1,876	784	0	0	n/a
2010	2,287	926	0	0	n/a
2015	2,333	949	0	0	n/a
2016	2,368	954	0	0	n/a
2018	2,428	958	0	0	n/a
Est. 2020	2,454	963	0	0	2,454
Est. 2021	2,468	967	10	27	2,495
Est. 2022	2,482	972	20	54	2,536
Est. 2023	2,496	976	30	81	2,577
Est. 2024	2,510	981	40	108	2,618
Est. 2025	2,524	985	49	132	2,656
Est. 2026	2,538	990	59	159	2,697
Est. 2027	2,552	994	69	186	2,738
Est. 2028	2,566	999	79	213	2,779
Est. 2029	2,580	1,003	89	239	2,819
Est. 2030	2,594	1,008	98	264	2,858
Est. 2035	2,664	1,031	148	398	3,062
Est. 2040	2,734	1,054	197	530	3,264
NET 2020 – 2040	247 persons	91 units	197 units	530 persons	777 persons
STRAHORN SHARE OF NET GROWTH			197 of 288 units = 68.4% of new units	-	530 of 777 persons = 68.2% of new population
STRAHORN SHARE OF CITY OF BELLEVUE in 2040			197 of 1,251 units =15.7%	-	530 of 3,264 = 16.2% of City

Source: U.S. Census; Strahorn Canyon Ranch Plan.