Wednesday, July 10, 2019
City Council Chambers, Municipal Building
911 N. Seventh Avenue
6:30 p.m.

City Hall is accessible to persons with disabilities. Program access accommodations may be provided with three (3) days' advance notice by contacting Skyler Beebe at sbeebe@pocatello.us; 208.234.6248 or 5815 South 5th Avenue, Pocatello, ID.

PLANNING & ZONING COMMISSION (P&Z)

The Planning & Zoning Commission is a citizen advisory group to the City Council. They are charged with making recommendations concerning land use plans, planning processes and/or on matters of plan implementation. All regular meetings of the P&Z Commission are recorded for record retention and transcription.

The following is the official agenda of the Planning & Zoning Commission. Discussion and Commission action will be limited to those items on the agenda. Any citizen who wishes to address the Commission shall first be recognized by the Chair, and shall give his/her name and address for the record. If a citizen wishes to read documentation of any sort to the Commission, he/she shall first seek permission from the Chair. Oral testimony may be restricted to no more than 3 minutes per person.

AGENDA ITEM 1: ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST, EX-PARTE COMMUNICATION AND SITE VISIT.

Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if there is anything personally or professionally that would not allow an impartial or unbiased decision. Disclose if a site visit was done, location(s) of the visit, and what was seen.

AGENDA ITEM 2: APPROVAL OF MINUTES

The Commission may wish to approve the minutes from the clarification and regular meetings on May 22, 2019. (ACTION ITEM)

AGENDA ITEM 3: PRELIMINARY PLAT – COPPER CREEK SUBDIVISION

Kilgore Properties, LLC, Jordan Olson, Jacob and Connie Tracy, Tracy Roberts and Kade Paulsen, represented by Rocky Mountain Engineering and Surveying, have submitted a preliminary plat application to re-plat the Copper Creek Subdivision. The proposal calls for the re-platting of 8.7 acres (more or less) into 40 lots. The property is located on Surprise Valley Road. (ACTION ITEM)

AGENDA ITEM 4: PRELIMINARY PLAT – JUNIPER RESERVE DIVISION 3

Billy Satterfield of Juniper Land Corp., represented by Rocky Mountain Engineering and Surveying, has submitted a preliminary plat application to subdivide 8.18 acres into 13 residential lots. The property is located east of Juniper Reserve Division 2 on an extension of Shadowpines Way. (ACTION ITEM)

AGENDA ITEM 5: PRELIMINARY PLAT – JUNIPER RESERVE DIVISION 4

Billy Satterfield of Juniper Land Corp., represented by Rocky Mountain Engineering and Surveying, has submitted a preliminary plat application to subdivide 4.58 acres into 10 residential lots. The property is located south of Juniper Reserve Division 1 on an extension of Windsong Lane. (ACTION ITEM)
PLANNING & ZONING COMMISSION
Minutes for Clarification Meeting of May 22, 2019 at 6:00 p.m.
Iwamizawa Conference Room, Municipal Building
911 North Seventh Avenue, Pocatello, ID 83201

Chair Ryan Satterfield called the clarification meeting to order at 6:00 PM.

AGENDA ITEM #1: ROLL CALL

Present: Jared Bernt, Jack Moore, Dorothy Ricks, and Ryan Satterfield.
Unexcused: Julia Sanders.
Staff: Carl Anderson, Merril Quayle and Terri Neu

AGENDA ITEM #2: DISCUSSION TO CLARIFY ITEMS ON THE MAY 22, 2019, PLANNING AND ZONING COMMISSION MEETING AGENDA

The Commission and staff discussed the agenda items.

AGENDA ITEM #3: ADJOURN

With no further discussion, Chair Satterfield adjourned the clarification meeting at 6:25 P.M.

Submitted by ___________________________  Approved on ___________________________

Terri Neu, Assistant Planner
Satterfield called the meeting to order at 6:30 p.m.

AGENDA ITEM 1: ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST, EX-PARTE COMMUNICATION AND SITE VISIT.
Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if there is anything personally or professionally that would not allow an impartial or unbiased decision. Disclose if a site visit was done, location(s) of the visit, and what was seen.

Present: Jared Bernt, Jack Moore, Dorothy Ricks, Ryan Satterfield
Unexcused: Julia Sanders
Staff: Carl Anderson, Merrill Quayle and Terri Neu

Bernt made a site visit and had nothing else to report. Moore made a site visit and had nothing else to report. Ricks made a site visit and had nothing else to report. Satterfield had nothing to report.

AGENDA ITEM 2: APPROVAL OF MINUTES
The Commission may wish to approve the minutes from the clarification and regular meetings on May 8, 2019.

A motion was made by Moore, seconded by Ricks, to approve the minutes for the clarification and regular meetings on May 8, 2019. Those voting in favor were Moore, Ricks, Bernt and Satterfield. Motion carried.

AGENDA ITEM 3: PRELIMINARY PLAT – RIVERSIDE GREENS SUBDIVISION 4TH ADDITION
David Bickley of Rocky Mountain Investing, LLC, represented by Rocky Mountain Engineering and Surveying, has submitted a preliminary plat to subdivide 4.49 acres (more or less) into 10 lots. The property is located east of Bannock Highway and south of Lundberg Lane.

Brady Smith, RMES, 600 E. Oak Street, explained that this addition is an extension of the Riverside Greens project. This addition will be a single-family development rather than twin homes. Riverside Greens 1st addition also had some single family homes. There are four lots on Lundberg Lane that will be townhomes but that is not included in this addition. The lots in this addition meet the code. The minimum lot size is 5,000 square feet and they are providing twice that. There is currently work going on due to the fact that the 4 lots on Lundburg need sewer extended to them. They will be widening Bannock Highway as part of this project to include curb/gutter/sidewalk. Smith addressed the condition regarding the large lot with the existing home which will be removed. The City is asking that the water service off Bannock Highway be removed and water service be utilized off Featherie Drive. The applicant would like a trade-off for doing so in the form of a reduction of the water fees for that service.

Carl Anderson, Senior Planner, summarized the staff report.

Merril Quayle, Public Works Engineer, addressed the request for a reduction of water fees by the applicant. He acknowledged that it is a valid request. The fees can transfer for the same lot. They will include that in the record for the final plat. The applicant will be charged sewer capacity fees due to the fact that the existing home is on septic.

The Commission discussed the connectivity within the subdivision and the concrete barrier in the form of curb and sidewalk along Bannock Highway. Satterfield explained the process of paying for water and sewer connection fees at the building permit phase.

A motion was made by Moore, seconded by Bernt, to recommend approval with conditions recommended
by staff. Those voting in favor were Moore, Bernt, Ricks and Satterfield. Motion carried.

AGENDA ITEM 4: PRELIMINARY PLAT – WESTERN SKIES
Brandon Ratliff, represented by RMES, has submitted a preliminary plat to subdivide 16.84 acres (more or less) into 44 lots. The property is located east of Dolostone Drive and north of Eastpointe Drive.

This item has been postponed by the applicant.

With no other items to discuss, Chair Satterfield closed the meeting at 6:46 p.m.

Submitted by: __________________________  Approved on: _________________________

Terri Neu, Assistant Planner
PRELIMINARY PLAT SUBDIVISION APPLICATION  
PLANNING & ZONING COMMISSION MEETING  
MEETING JUNE 26, 2019

AGENDA # 3

SUBDIVISION: Re-Plat of Copper Creek Subdivision  
APPLICANT/OWNER: Kilgore Properties, LLC; Jordan Olson; Jacob & Connie Tracy; Tracey Roberts and Kade Paulsen
SURVEYOR/ENGINEER: Rocky Mountain Engineering & Surveying
TITLE REPORT: Title report was submitted and reviewed by the City Surveyor
LOCATION: Extension of Surprise Valley Road
LOTS/UNITS: Forty (40) lots.
PUBLIC ACCESS: Provided from Bench Road via Surprise Valley Road; secondary access via Von Elm
STAFF: Matthew G. Lewis, Senior Planner

RECOMMENDATION & CONDITIONS:

The proposal is compliant with all applicable standards of City Code 16.20.050, assuming compliance with conditions of approval. Staff recommends approval of the re-plat with the following conditions:

1. All conditions submitted by Public Works Department representatives shall be adhered to (see attached).
2. Additions/construction beyond the defined building footprints shall be prohibited.
3. All other standards or conditions of Municipal Code not herein stated but applicable to residential development shall apply.
4. A building permit may not be issued unless all applicable standards of City Code Section 16.24.100 are adhered to, or a subdivision surety bond and warranty bond is obtained as outlined in City Code 16.24.110, prior to recording.
5. As proposed, the applicant or the associated homeowners association shall be responsible for the upkeep and maintenance of all easements designating open space shown on the preliminary plat.
6. A twenty (20) foot setback from the back of sidewalk shall remain. See development agreement.

REQUEST: The request is for preliminary plat approval to re-plat approximately 7.64 acres (+/-) of Copper Creek Subdivision “A Gated Community”. The proposal calls for the re-platting of Lot 1 and Lots 3-40 Block 2 specifically altering boundary lines of each lot so they can include additional land. This results in Lot 1 (common area) being eliminated. The building footprints as depicted in the original plat shall remain unchanged and depicted on the re-plat. (The application was submitted by Jason Kilgore of Kilgore Properties, LLC (mailing address: 13614 S. Carolina Hill Ct., Draper, UT 84020); Jordan Olson (owner of Lot 25, Block 2); Jake Tracey (owner of Lot 26, Block 2); Kade Paulsen, (owner of Lot 27, Block 2)Shane Jacob & Connie Tracey (owners of Lot 29, Block 2) and the applicants are being represented Mitch Greer of Rocky Mountain Engineering and Surveying.)

DENSITY & LOT DESIGN: The original plat was reviewed under the previous zoning ordinance which required a minimum lot size of 9,000 square feet. Based on 7.64 acres a total of 37 residential units was possible. The property is currently zoned Residential Medium Density Single Family (RMS) which requires a minimum lot size of 5,000 square feet. Additional lots are not proposed. As noted above the building footprints as depicted on the original plat shall be provided unchanged and depicted on the plat. Staff is recommending that a note be placed on the plat as well as well included in the
development agreement specifically that, "Additions/construction beyond the defined building footprints shall be prohibited."

RIGHT-OF-WAY IMPROVEMENTS: Surprise Valley Road Extension was recorded as common area because the road was gated and private. The road was constructed to City standards and has since been accepted by Public Works as a public road and is reflected as such in the replat. As part of the original plat Fire Department officials required a secondary "emergency" access road extending from Surprise Valley Road to Von Elm. The extension of Von Elm to Surprise Valley road will now be constructed to City standards and dedicated to the public. The street section will be 28-feet in width with 2-foot shoulders for drainage.

WATER, SEWER, & STORMWATER: Infrastructure such as water and sewer and stormwater were constructed as part of the original plat.

UTILITY PROVIDER & CITY DEPARTMENT NOTICE: Utility providers and affected City Departments were provided notice on 06/06/19. Idaho Fish & Game responded by email that they had no concerns regarding impacts to fisheries or wildlife. No other comments were received.

PRIVATE COVENANTS, RESTRICTIONS & CONDITIONS: Recorded Owner's Covenants, Conditions and Restrictions (CC&R's) for the subdivision, if any, must be submitted after the recording of the plat.

COMPREHENSIVE PLAN:
The Comprehensive Plan Map designates the area Residential & Mixed-Use. Staff finds the following goals, objectives and policies from the Comprehensive Plan to be applicable to this application:

- **Housing Goal 1:** Encourage development of a wide variety of high-quality housing opportunities that are safe, sanitary, attractive and affordable.
  - **Objective 1.1:** Encourage development of housing affordable for households of all income levels throughout the community.

ATTACHMENTS:
- A. Staff Report with attached Memorandum
- B. Aerial
- C. Application & Preliminary Plat
Memorandum

To: Matthew Lewis, Senior Planner

From: Merrill Quayle PE, Public Works/Development Engineer

Date: June 14, 2019

Re: Re-Plat Copper Creek Subdivision - P&Z Preliminary Plat (June 26, 2019)

The Public Works Department has reviewed the preliminary re-plat application for the above mentioned project and submits that the following changes and items shall be addressed prior to final re-plat application.

**Plat Conditions**
1. The final plat shall meet all the requirements defined in section 16.24.040: Final Plat Requirements of the Subdivision Ordinance.
2. Subdivision Plat shall conform to all state and local laws and ordinances.
3. The subdivision plat shall be formatted per Bannock County’s requirements and reproducible on an 8.5x11 sheet of paper per Bannock County instructions.
4. Notes on the Plat shall be approved by the City of Pocatello Engineering and Legal Department prior to recording.
5. Provide adjoining property owners recorded deeds, a copy of all recorded easements, and document(s) which grants the signatory to sign the plat on behalf of the owner(s) to the City Surveyor at the time of final application for review.
6. The plat shall be black opaque ink, no gray scale or color.
7. Add note, Easements not depicted:
   All lots in this subdivision are subject to a drainage easement equal to the primary structure setback line along all lot lines. Lots must be graded and maintained so as to minimize drainage to adjoining properties.

**Development Conditions**
1. Due to common area being eliminated and was covered by a utility easement see the following:
   a. Provide an easement for an overhead power line not currently in and easement as depicted.
   b. Add a note “Any existing utilities that are not already covered by an easement shall be retained and protected by a new utility easement.
2. Stormwater piping and detention/retention ponds will remain under private ownership and maintenance.
3. Street lighting to be added to subdivision per City Standards.
4. Secondary access to be completed prior to recording the plat.

**General Conditions**
1. A “will serve” letter from each serving utilities is required to be submitted to the City.
2. Utility and street light approval is required by the City.
3. US Mail box units required and location approved by the Post Master and the City of Pocatello.
COPPER CREEK SUBDIVISION - RE-PLAT
A RE-PLAT OF LOTS 1 AND 3-49, BLOCK 2, COPPER CREEK SUBDIVISION
LOCATED IN THE NORTHEAST 1/4 OF SECTION 13, TOWNSHIP 6 SOUTH, RANGE 24 EAST, BUILOMB COUNTY, IDAHO

REFERENCE DOCUMENTS
- RECORD INFORMATION FOR SURPRISE VALLEY
- RECORD INFORMATION FOR SUNNYVALE 1ST
- RECORD INFORMATION FOR SUNNYVALE 1ST
- RECORD INFORMATION FOR SUNNYVALE 1ST
- RECORD INFORMATION FOR SURPRISE VALLEY
- RECORD INFORMATION FOR SUNNYVALE 1ST

THIS AREA TO BE A RETENTION AREA
SAFETY FOR STORM WATER MGMT

please cover existing overhead powerline with an easement.

47.5'

85.5'
### Copper Creek Subdivision - Re-Plat

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<td>789 Pine Ln</td>
<td>New York</td>
<td>12345</td>
<td>678</td>
</tr>
</tbody>
</table>

#### Existing Utilities
- Water
- Sewer
- Gas
- Electricity

### Notes
- All lots are measured from the centerline of the road.
- Utilities are to be installed within 30 days of plat approval.
- All property lines are to be marked with boundary markers.

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**Plat Notes:**
- Lot 1 is adjacent to Lot 2 and Lot 3.
- Lot 4 is a corner lot.
- All lots have access to the main road.

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**Utility Easement:**
- Water:
  - Easement 1:
    - Location: South of Lot 2
    - Width: 10 feet
  - Easement 2:
    - Location: East of Lot 3
    - Width: 15 feet
- Sewer:
  - Easement 3:
    - Location: North of Lot 1
    - Width: 8 feet
PLANNING & DEVELOPMENT SERVICES
PO Box 4169, 911 North Seventh Avenue
Pocatello, Idaho 83205
(208)234-6184  FAX (208)234-6586

FINAL SUBDIVISION PLAT APPLICATION

Applicant: Jason Kilgore, Member
Name: Kilgore Properties, LLC
Mailing address: 13614 S. Carolina Hills Ct.
Draper, UT 84020
Phone: (801)808-1791
Email: jkiligore@kilgoreproperties.com

Filing Fee: Planning Review $250 + Survey Accuracy Review $250 +
Public Improvement Plan Review $200 = Total Due $250 (Add all the yellow
highlighted amounts to get the total due amount).

Engineer/Surveyor:
Firm & Contact: RMES - J. Mitchell Greer P.E., P.L.S.
Mailing address: 600 E. Oak St.
Pocatello, ID 83201
Phone: (208)234-0110
Email: Mitch@rmes.biz

Project Information:
Zoning:
Comprehensive Plan Designation: Residential
Legal Description & Deed Instrument Number: Copper Creek Sub - 21015423
Location (Section, Township, Range): Section 13, Township 6 South, Range 34 East
Along Surprise Valley Extension
Total Acreage: 8.70 Acres ±
Total Number of Lots: 40

Proposed Subdivision Name: COPPER CREEK SUBDIVISION RE-PLAT
Is this a replat? ☑Yes ☐No
Replats of existing subdivision lots require the submittal of a copy of the original subdivision plat with the application.

TERMS AND CONDITIONS
Approval of this application does not permit the violation of any section of the Building Code or other Municipal Codes.

This application shall not be considered complete, nor will City Council meeting date be scheduled, until all required information has been submitted and verified by City staff.

If the applicant is not the legal owner of record of the property, then proper authorization from the owner must be submitted with the application.

A copy of the current recorded deed for the property must be submitted with the application.

For Short Plats that require construction drawings for infrastructure improvements, additional City Engineering review and
Inspections fees will be required in conjunction with the submittal of required construction drawings.

I hereby acknowledge that I have read this application and state that the above information is correct and agree to the above terms
and conditions.

Signature of Applicant: Date: 5-14-19
FINAL SUBDIVISION PLAT APPLICATION

Filing Fee: Planning Review $250 + Survey Accuracy Review $500 + ($250 x 4) = $1000 + Public Improvements Plan Review $250 + ($290 x 2) = $800 = Total Due $2500 (Add all the yellow highlighted amounts to get the total due amount).

Applicant:

Name: Jordan Olson
Mailing address: 1461 Surprise Valley Rd.
City, State, Zip: Pocatello, ID 83201
Phone: (208) 251-5509
Email: HeroPowderCoating@yahoo.com

Engineer/Surveyor:

Firm & Contact: RMES - J. Mitchell Greer P.E., P.L.S.
Mailing address: 600 E. Oak St.
City, State, Zip: Pocatello, ID 83201
Phone: (208) 234-0110
Email: Mitch@rmes.biz

Project Information:

Zoning: RMS
Comprehensive Plan Designation: Residential
Legal Description & Deed Instrument Number: Copper Creek Sub - 21015423
Location (Section, Township, Range): Section 13, Township 6 South, Range 34 East
General Location: Along Surprise Valley Extension
Total Acreage: 8.70 Acres ±
Total Number of Lots: 40

Proposed Subdivision Name: COPPER CREEK SUBDIVISION RE-PLAT

Is this a replat? □Yes □No

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I hereby acknowledge that I have read this application and state that the above information is correct and agree to the above terms and conditions.

Signature of Applicant: [Signature]
Date: 5-19-19
FINAL SUBDIVISION PLAT APPLICATION

PLANNING & DEVELOPMENT SERVICES
PO Box 4169, 911 North Seventh Avenue
Pocatello, Idaho 83205
(208)234-6184   FAX (208)234-6586

Submittal Date: ____________________  City Council Date: ____________________  Permit No.: ____________________
Staff Contact: ____________________  Receipt Date: ____________________  Receipt #: ____________________

Filing Fee: Planning Review $250 + Survey Accuracy Review $250 + (\$408 \times 10 \times \$250 = \$1000) + Public
Improvements Plan Review $200 + (\$200 \times \$500 = \$800) = Total Due $2500. (Add all the yellow
highlighted amounts to get the total due amount).

Applicant:
Name: Jacob and Connie Tracy
Mailing address: 4741 Gretchyn Court
City, State, Zip: Chubbuck, ID 83202
Phone: (208)604-1001
Email: TracJaco@hotmail.com

Engineer/Surveyor:
Firm & Contact: RMES - J. Mitchell Greer P.E., P.L.S.
Mailing address: 600 E. Oak St.
City, State, Zip: Pocatello, ID 83201
Phone: (208)234-0110
Email: Mitch@rmes.biz

Project Information:
Zoning: RMS
Comprehensive Plan Designation: Residential
Legal Description & Deed Instrument Number: Copper Creek Sub - 21015423
Location (Section, Township, Range): Section 13, Township 6 South, Range 34 East
General Location: Along Surprise Valley Extension
Total Acreage: 8.70 Acres ±
Total Number of Lots: 40

Proposed Subdivision Name: COPPER CREEK SUBDIVISION RE-PLAT
Is this a replat? □Yes □No
Replots of existing subdivision lots require the submittal of a copy of the original subdivision plat with the application.

TERMS AND CONDITIONS

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has been submitted and verified by City staff.

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For Short Plats that require construction drawings for infrastructure improvements, additional City Engineering review and
Inspections fees will be required in conjunction with the submittal of required construction drawings.

I hereby acknowledge that I have read this application and state that the above information is correct and agree to the above terms
and conditions.

Signature of Applicant: ____________________  Date: ____________________

Page 1 of 11
GENERAL SUBDIVISION PLAT APPLICATION

Submittal Date: _______________  City Council Date: _______________  Permit No.: _______________
Staff Contact: _______________  Receipt Date: _______________  Receipt #: _______________

Filing Fee: Planning Review $250 + Survey Accuracy Review $250 + (1000 sq ft of improvements) $1900 = Total Due $2500  (Add all the yellow highlighted amounts to get the total due amount).

Applicant:
Name: Tracey Roberts  
Mailing address: 1455 Surprise Valley Road  
City, State, Zip: Pocatello, ID 83201  
Phone: (208)243-2017  
Email: trcrbtso@gmail.com

Engineer/Surveyor:
Firm & Contact: RMES - J. Mitchell Greer P.E., P.L.S.  
Mailing address: 600 E. Oak St.  
City, State, Zip: Pocatello, ID 83201  
Phone: (208)234-0110  
Email: Mitch@rmes.biz

Project Information:
Zoning: RMS  
Comprehensive Plan Designation: Residential  
Legal Description & Deed Instrument Number: Copper Creek Sub - 21015423
Location (Section, Township, Range): Section 13, Township 6 South, Range 34 East
General Location: Along Surprise Valley Extension
Total Acreage: 8.70 Acres ±  
Total Number of Lots: 40

Proposed Subdivision Name: COPPER CREEK SUBDIVISION RE-PLAT  
Is this a replat? □ Yes  □ No
Replots of existing subdivision lots require the submittal of a copy of the original subdivision plat with the application.

TERMS AND CONDITIONS

Approval of this application does not permit the violation of any section of the Building Code or other Municipal Codes.

This application shall not be considered complete, nor will City Council meeting date be scheduled, until all required information has been submitted and verified by City staff.

If the applicant is not the legal owner of record of the property, then proper authorization from the owner must be submitted with the application.

A copy of the current recorded deed for the property must be submitted with the application.

For Short Plats that require construction drawings for infrastructure improvements, additional City Engineering review and Inspections fees will be required in conjunction with the submittal of required construction drawings.

I hereby acknowledge that I have read this application and state that the above information is correct and agree to the above terms and conditions.

Signature of Applicant: ___________________________  Date: 05/16/17
PLANNING & DEVELOPMENT SERVICES
PO Box 4169, 911 North Seventh Avenue
Pocatello, Idaho 83205
(208)234-6184  FAX (208)234-6586

FINAL SUBDIVISION PLAT APPLICATION

Submit Date: ________________  City Council Date: ________________  Permit No.: ________________
Staff Contact: ________________  Receipt Date: ________________  Receipt #: ________________

Filing Fee: Planning Review $250 + Survey Accuracy Review $250 + Public Improvements Plan Review $700 + Total Due $2500. (Add all the yellow highlighted amounts to get the total due amount).

Applicant:
Name: Kade Paulsen
Mailing address: 1452 Surprise Valley Road
City, State, Zip: Pocatello, ID 83201
Phone: (208)530-0549
Email: ______________________

Project Information:
Zoning: RMS
Legal Description & Deed Instrument Number: Copper Creek Sub - 21015423
Location (Section, Township, Range): Section 13, Township 6 South, Range 34 East
General Location: Along Surprise Valley Extension
Total Acreage: 8.70 Acres +
Total Number of Lots: 40

Proposed Subdivision Name: COPPER CREEK SUBDIVISION RE-PLAT

Is this a replat? □Yes □No

Replats of existing subdivision lots require the submittal of a copy of the original subdivision plat with the application.

TERMS AND CONDITIONS

Approval of this application does not permit the violation of any section of the Building Code or other Municipal Codes.

This application shall not be considered complete, nor will City Council meeting date be scheduled, until all required information has been submitted and verified by City staff.

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A copy of the current recorded deed for the property must be submitted with the application.

For Short Plats that require construction drawings for infrastructure improvements, additional City Engineering review and Inspections fees will be required in conjunction with the submittal of required construction drawings.

I hereby acknowledge that I have read this application and state that the above information is correct and agree to the above terms and conditions.

Signature of Applicant: ______________________
Date: 5-16-19
Copper Creek Subdivision - Re-Plat

A Re-Plat of Lots 1 and 3-40, Block 2, Copper Creek Subdivision
Located in the Northeast 1/4 of Section 13, Township 6 South, Range 34 East, Boise Meridian, Bannock County, Idaho

### Curve Table

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### Curve Table

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Notes:

1. Stormwater flow easement: (PPMS, MOWC, DETENTION BASINS, ETC) LIES COPPER CREEK SUBDIVISION (UNIT: 30'X 30').
2. Easement for emergency (fire) purpose only for Copper Creek Subdivision (UNIT: 50' X 50').
3. Easements are in width and are for public utilities, drainage and roadway facilities unless otherwise noted.
4. Lots #4 and #40 (as well as the other lots in the current development phases) are designated to the lots owners of this plat for the recorded declaration and covenants, easements, and conditions to be used to ensure proper drainage away from the residence. The homeowners association hereby granted access for the purpose of maintaining and servicing the subdivision's roadways and drainage systems.
5. The original lot lines shall be the building envelope of each new lot. Lot owners are required to construct the primary residence within those areas.

Recording Instrument Number

Copper Creek Subdivision - Re-Plat

A Re-Plat of Lots 1 and 3-40, Block 2, Copper Creek Subdivision
Located in the Northeast 1/4 of Section 13, Township 6 South, Range 34 East, Boise Meridian, Bannock County, Idaho

Revised by:

RMES Engineers and Surveyors
304 N. 5th Street
Boise, ID 83702
(208) 342-7007
www.rmes.com

Driving: True North (N) 0.00' (unless otherwise noted)

Scale: 1/1000 = 40 feet
SUBDIVISION: Juniper Reserve Division 3
TYPE: Preliminary Plat
APPLICANT: Billy Satterfield - Juniper Land Corporation
REPRESENTATIVE: Mitchell Greer - Rocky Mountain Engineering & Surveying
TITLE REPORT: Title report was submitted and reviewed by the City Surveyor
LOTS/UNITS: Thirteen (13) single-family lots
PUBLIC ACCESS: Extension of Windsong Lane
STAFF: Matthew G. Lewis, Senior Planner

RECOMMENDATION / CONDITIONS
The proposal meets minimum code standards for lot size and dimensions and contains all normally required public infrastructure and City services. Staff finds the proposal is compliant with all applicable standards of Pocatello Municipal Code Title 16 assuming the following conditions are met:

CONDITIONS:
1. All conditions submitted by Public Works Department representatives as noted in the attached memo shall be adhered to.
2. A slope development analysis addressing all standards under Chapter 17.05.100 Slope Development Standards will be required with submittal of a Final Plat application.
3. All other standards or conditions of Municipal Code not herein stated but applicable to residential development shall apply.

GENERAL BACKGROUND:
A. Applicant and Request: Billy Satterfield (mailing address: 2980 Clearwater, Pocatello, ID 83201), represented by Rocky Mountain Engineering & Surveying (RMES), has submitted a preliminary plat application for a proposed 13-lot subdivision to be known as Juniper Reserve Division 3.

B. Site Detail: The proposed subdivision encompasses 8.18 acres (more or less) and is zoned Residential Low Density (RL) which requires a minimum lot size of 7,500 square feet for a single-family residence. The smallest lot proposed measures 13,151 square feet.

C. Topography/Slope Standards: Preliminary review by staff found that portions of Lots 4-6 Block 2 and Lots 1-4 Block 3 of the property appear to have slopes in excess of 15 percent, therefore the development is subject to the slope development standards under Section 17.05.100. Per City Code Section 17.05.140.A.5 all building permit applications for structures on such lots shall be accompanied by a geotechnical assessment. Additionally, Public Works staff has determined that if any of the criteria is met in section 800 Geotechnical and Earthwork of the City of Pocatello Design Principles and Standards on any one proposed lot, then this development shall follow all requirements outlined in this section. A slope development analysis will be required with submittal of final plat application.
D. **Right-Of-Way Improvements:** Shadowpines Way will be extended approximately 295 (+/-) feet southeast. The right-of-way will be 64 feet in width and consist of the following:

* Two 20.5-foot wide traffic and parking lanes;
* A 7-foot wide planter strip on both sides;
* A 4-foot wide sidewalk on both sides;

The subdivision extends Windsong Lane, a short road developed as part of Juniper Reserve Division 1,557 (+/-) feet ending in a temporary hammerhead turnaround. The right-of-way is 60 feet in width consisting of the following:

* Two 18.5-foot wide traffic and parking lanes;
* A 7.0 foot wide planter strip on both sides;
* A 4.0 foot wide sidewalk on both sides;

E. **Water, Sewer, & Stormwater Detention:** Infrastructure such as water and sewer will be provided meeting all standards as set forth by Public Works. Stormwater will be contained in an existing retention pond constructed as part of Juniper Reserve Division 1.

F. **Utility & City Department notice:** Utilities and affected City departments were provided on notice of the proposed preliminary plat on 6/10/19. City staff comments/conditions are summarized in the attachment. A response was received from Scott Patterson representing Williams Pipeline noting that the proposed subdivision was more than 5 miles away from their natural gas transmission lines and thus the company had no concerns with the subdivision moving forward.

**COMPREHENSIVE PLAN:**
The Comprehensive Plan Map designates the area for residential use. Staff finds the following goals, objectives and policies from the Comprehensive Plan to be applicable to this application:

**Housing Goal 1:** Encourage development of a wide variety of high-quality housing opportunities that are safe, sanitary, attractive and affordable.

**Objective 1.1:** Encourage development of housing affordable for households of all income levels throughout the community.

**ATTACHMENTS:**
A. Staff Report with Public Works attachment
B. Aerial
C. Application with plat and layout of structures
Memorandum

To: Matthew Lewis, Senior Planner

From: Merrill Quayle PE, Public Works/Development Engineer  
Owen Campion, Sr. Engineering Technician

Date: July 2, 2019

Re: Juniper Reserve - Division 3 - P&Z Preliminary Plat (Planning & Zoning July 10, 2019)

The Public Works Department has reviewed the preliminary plat application for the above mentioned project and submits that the following changes and items shall be addressed prior to final plat application.

Plat Conditions
1. The final plat shall meet all the requirements defined in section 16.24.040: Final Plat Requirements of the Subdivision Ordinance.
2. Subdivision Plat shall conform to all state and local laws and ordinances.
3. The subdivision plat shall be formatted per Bannock County’s requirements and reproducible on an 8.5x11 sheet of paper per Bannock County instructions.
4. Notes on the Plat shall be approved by the City of Pocatello Engineering and Legal Department prior to recording.
5. Provide adjoining property owners recorded deeds, a copy of all recorded easements, and document(s) which grants the signatory to sign the plat on behalf of the owner(s) to the City Surveyor at the time of final application for review.
6. The plat shall be black opaque ink, no gray scale or color.
7. Add note, Easements not depicted:
   All lots in this subdivision are subject to a drainage easement equal to the primary structure setback line along all lot lines. Lots must be graded and maintained so as to minimize drainage to adjoining properties.

Development Conditions
1. A temporary storm pond is required at the end of Windsong Ln.
2. The Storm system shown needs to be revised. Could the catch basin on the NE corner of the intersection of Shadowpines/Windsong be relocated to the other side of the ADA ramp to catch all the storm water coming down that side of the road? In addition, make sure catch basins are not located in the middle of a lot, and the future storm pipe located between Lots 2 & 3 of Block 2 will not be permitted.
3. Adjust all utilities or adjust grades of road so that the existing utilities comply with current city standards along Shadowpines Way.
4. With Juniper Division 3 & Division 4 being submitted for approval at the same time, Division 3 will need to be completed and recorded first before Division 4 so that there will no confusion with the names.
General Conditions

1. Two (2) full sized copies of construction drawings for right-of-way and infrastructure improvements shall be submitted for review under section 16.24.030(D): Final Plat Application Requirements of the Subdivision Ordinance.
2. Proposed right-of-way and infrastructure shall be designed by a licensed engineer in the State of Idaho and constructed by a contractor licensed and in good standings with the City of Pocatello and Public Works and meet all local, state, and federal regulations and standards.
3. If the developer desires to record the final plat prior to completion of all the required public infrastructure and improvements, then the developer shall be required to adhere to section 16.24.110: Subdivision Surety Bond and Warranty Bond of the Subdivision Ordinance.
4. All items above will need to be addressed in accordance with section 16.24.080(A): Recording of Final Plat of the Subdivision Ordinance.
5. A qualified engineer shall submit a written analysis of the storm water plan. This will include but not be limited to the associated calculations, pipe size, design details showing that the proposed design meets the Portneuf Valley Stormwater Design Manual current storm water requirements.
6. An erosion and sediment control plan and a final stabilization plan will be required as part of the final plat application.
7. Per section 800 Geotechnical and Earthwork, Structures shall not be permitted on slopes of 20 percent or greater without a civil site plan by a licensed engineer in the State of Idaho. Included in this section, 800.08 Grading, slopes over 15% require engineered grading with recommendations included in a geotechnical engineering report and incorporated in the grading plans or specifications. Guidelines for Soils Engineering Report Risk Analysis Elements can be found in Appendix B of the City of Pocatello Design Principles and Standards.
8. Provide the model results for the culinary water system for projected pressures and flows for the subdivision and the entire pressure zone affected. Supply a digital layout of the subdivision with elevations for model verification.
9. Developer is responsible for effecting a "Fire Wise/ Fire Fuels Management Assessment and Evaluation" on all areas within the proposed subdivision. This Assessment and Evaluation must be completed by a local fire authority having jurisdiction (Pocatello Fire Department) and meet all current requirements of the City code. Developer must reduce fire fuels within the subdivision area on all vegetation to specifications provided by the Pocatello Fire Department. All Assessments and Evaluations as well as fuels reductions are at the developer's expense.
10. A “will serve” letter from each serving utilities is required to be submitted to the City.
11. Utility and street light approval is required by the City.
12. US Mail box units required and location approved by the Post Master and the City of Pocatello.
Preliminary Plat Application

Submittal Received: 6/1/19        PZC Meeting Date: 7/10/19        Application No.: 19-1591
Staff Contact: Matt
Receipt Date: 6/11/19

Filing Fee: $350.00

Owner/Applicant:
Name: Juniper Land Corporation
Address: 2980 Clearwater
City, ST, ZIP: Pocatello ID 83201
Phone: (208) 221-3400
Email: billy2213400@gmail.com

Representative (if applicable):
Firm & Contact: RMES
Address: 600 East Oak Street
City, ST, ZIP: Pocatello ID 83201
Phone: (208) 234-0110
Email: brady@rmes.biz

Engineer/Surveyor:
Name: RMES
Address: 600 East Oak Street
City, State, Zip: Pocatello ID, 83201
Phone: (208) 234-0110
Email: brady@rmes.biz

Project Information:
Zoning: Residential Low Density (RL)
Comprehensive Plan Designation: Residential
Deed Inst. Nos. 896721, 897646, 90007218 & 91006602
Location (Section, Township, Range): SE 1/4 of the NW 1/4 of Section 18, T. 6 S., R. 35 E. B.M.
General Location: East of Juniper Reserve Division 2 / An extension of Shadowpines Way
Total Acreage: 8.18
Total Number of Lots: 13
Proposed Subdivision Name: Juniper Reserve Division 3

Is this a replat? Yes □ No □
Replots of existing subdivision lots require the submittal of a copy of the original plat with this application.
TERMS AND CONDITIONS

The approval of this application does not permit the violation of any section of the Building Code or other Municipal Codes.

This application shall not be considered complete, nor will a Planning & Zoning Commission meeting date be scheduled, until all required information has been submitted and verified by City staff.

I am also aware the applicant or a representative must be present at the Planning & Zoning Commission meeting.

If the applicant is not the legal owner of record of the property, then proper authorization from the owner must be submitted with the application.

A copy of the current recorded deed for the property must be submitted with the application.

I hereby acknowledge that I have read this application and state that the above information is correct and agree to the above terms and conditions.

Signature of Owner/Applicant: [Signature] Date: 6/6/19

Signature of Representative (if applicable): [Signature] Date: 6/6/19

Signature of Engineer/Surveyor: [Signature] Date: 6/6/19
STAFF REPORT
PLANNING & ZONING COMMISSION MEETING
MEETING JULY 10, 2019

AGENDA #: 5

SUBDIVISION: Juniper Reserve Division 4
TYPE: Preliminary Plat
APPLICANT: Billy Satterfield - Juniper Land Corporation
REPRESENTATIVE: Mitchell Greer - Rocky Mountain Engineering & Surveying
TITLE REPORT: Title report was submitted and reviewed by the City Surveyor
LOTS/UNITS: Ten (10) single-family lots
PUBLIC ACCESS: Extension of Windsong Lane
STAFF: Matthew G. Lewis, Senior Planner

RECOMMENDATION/CONDITIONS
The proposal meets minimum code standards for lot size and dimensions and contains all normally required public infrastructure and City services. Staff finds the proposal is compliant with all applicable standards of Pocatello Municipal Code Title 16 assuming the following conditions are met:

CONDITIONS:
1. All conditions submitted by Public Works Department representatives as noted in the attached memo shall be adhered to.
2. A slope development analysis addressing all standards under Chapter 17.05.100 Slope Development Standards will be required with submittal of a Final Plat application.
3. All other standards or conditions of Municipal Code not herein stated but applicable to residential development shall apply.

GENERAL BACKGROUND:
A. Applicant and Request: Billy Satterfield (mailing address: 2980 Clearwater, Pocatello, ID 83201), represented by Rocky Mountain Engineering & Surveying (RMES), has submitted a preliminary plat application for a proposed 10-lot subdivision to be known as Juniper Reserve Division 4.

B. Site Detail: The proposed subdivision encompasses 4.58 acres (more or less) and is zoned Residential Low Density (RL) which requires a minimum lot size of 7,500 square feet for a single-family residence. The smallest lot proposed measures 13,005 square feet.

C. Topography/Slope Standards: Preliminary review by staff found that portions of the proposed lots appear to have slopes in excess of 15 percent, therefore the development is subject to the slope development standards under Section 17.05.100. Per City Code Section 17.05.140.A.5 all building permit applications for structures on such lots shall be accompanied by a geotechnical assessment. Additionally, Public Works staff has determined that if any of the criteria is met in section 800 Geotechnical and Earthwork of the City of Pocatello Design Principles and Standards on any one proposed lot, then this development shall follow all requirements outlined in this section. A slope development analysis will be required with submittal of final plat application (see condition #2).
D. **Right-Of-Way Improvements:** The subdivision will extend Windsong Lane approximately 490 (+/-) feet ending in a temporary hammerhead turnaround. The right-of-way is 60 feet in width consisting of the following:

* Two 18.5-foot wide traffic and parking lanes;
* A 7.0 foot wide planter strip on both sides;
* A 4.0 foot wide sidewalk on both sides;

E. **Water, Sewer, & Stormwater Detention:** Infrastructure such as water and sewer will be provided meeting all standards as set forth by Public Works. Stormwater will be contained in an existing retention pond constructed as part of Juniper Reserve Division 1.

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**ATTACHMENTS:**
A. Staff Report with Public Works attachment
B. Aerial
C. Application with plat
Memorandum

To: Matthew Lewis, Senior Planner

From: Merril Quayle PE, Public Works/Development Engineer
       Owen Campion, Sr. Engineering Technician

Date: July 2, 2019

Re: Juniper Reserve - Division 4 - P&Z Preliminary Plat (Planning & Zoning July 10, 2019)

The Public Works Department has reviewed the preliminary plat application for the above mentioned project and submits that the following changes and items shall be addressed prior to final plat application.

Plat Conditions
1. The final plat shall meet all the requirements defined in section 16.24.040: Final Plat Requirements of the Subdivision Ordinance.
2. Subdivision Plat shall conform to all state and local laws and ordinances.
3. The subdivision plat shall be formatted per Bannock County’s requirements and reproducible on an 8.5x11 sheet of paper per Bannock County instructions.
4. Notes on the Plat shall be approved by the City of Pocatello Engineering and Legal Department prior to recording.
5. Provide adjoining property owners recorded deeds, a copy of all recorded easements, and document(s) which grants the signatory to sign the plat on behalf of the owner(s) to the City Surveyor at the time of final application for review.
6. The plat shall be black opaque ink, no gray scale or color.
7. Add note, Easements not depicted:
   All lots in this subdivision are subject to a drainage easement equal to the primary structure setback line along all lot lines. Lots must be graded and maintained so as to minimize drainage to adjoining properties.

Development Conditions
1. Eliminate the extra storm manhole at the end of Windsong Ln. or provide addition incite on how the storm system will be designed in future phases.
2. With Juniper Division 3 & Division 4 being submitted for approval at the same time, Division 3 will need to be completed and recorded first before Division 4 so that there will no confusion with the names.

General Conditions
1. Two (2) full sized copies of construction drawings for right-of-way and infrastructure improvements shall be submitted for review under section 16.24.030(D): Final Plat Application Requirements of the Subdivision Ordinance.
2. Proposed right-of-way and infrastructure shall be designed by a licensed engineer in the State of Idaho and constructed by a contractor licensed and in good standings with the City of Pocatello and Public Works and meet all local, state, and federal regulations and standards.

3. If the developer desires to record the final plat prior to completion of all the required public infrastructure and improvements, then the developer shall be required to adhere to section 16.24.110: Subdivision Surveys Bond and Warranty Bond of the Subdivision Ordinance.

4. All items above will need to be addressed in accordance with section 16.24.080(A): Recording of Final Plat of the Subdivision Ordinance.

5. A qualified engineer shall submit a written analysis of the storm water plan. This will include but not be limited to the associated calculations, pipe size, design details showing that the proposed design meets the Portneuf Valley Stormwater Design Manual current storm water requirements.

6. An erosion and sediment control plan and a final stabilization plan will be required as part of the final plat application.

7. Per section 800 Geotechnical and Earthwork, Structures shall not be permitted on slopes of 20 percent or greater without a civil site plan by a licensed engineer in the State of Idaho. Included in this section, 800.08 Grading, slopes over 15% require engineered grading with recommendations included in a geotechnical engineering report and incorporated in the grading plans or specifications. Guidelines for Soils Engineering Report Risk Analysis Elements can be found in Appendix B of the City of Pocatello Design Principles and Standards.

8. Provide the model results for the culinary water system for projected pressures and flows for the subdivision and the entire pressure zone affected. Supply a digital layout of the subdivision with elevations for model verification.

9. Developer is responsible for effecting a "Fire Wise/ Fire Fuels Management Assessment and Evaluation" on all areas within the proposed subdivision. This Assessment and Evaluation must be completed by a local fire authority having jurisdiction (Pocatello Fire Department) and meet all current requirements of the City code. Developer must reduce fire fuels within the subdivision area on all vegetation to specifications provided by the Pocatello Fire Department. All Assessments and Evaluations as well as fuels reductions are at the developer's expense.

10. A “will serve” letter from each serving utilities is required to be submitted to the City.

11. Utility and street light approval is required by the City.

12. US Mail box units required and location approved by the Post Master and the City of Pocatello.
PRELIMINARY PLAT APPLICATION

Submittal Received: 6/7/19  PZC Meeting Date: 7/10/19  Application No.: 19-1590  Receipt Date: 6/11/19

Filing Fee: $350.00

Owner/Applicant:
Name: Juniper Land Corporation
Address: 2980 Clearwater
City, ST, ZIP: Pocatello ID 83201
Phone: (208) 221-3400
Email: billy2213400@gmail.com

Representative (if applicable):
Firm & Contact: RMES
Address: 600 East Oak Street
City, ST, ZIP: Pocatello ID 83201
Phone: (208) 234-0110
Email: brady@rmes.biz

Engineer/Surveyor:
Name: RMES
Address: 600 East Oak Street
City, State, Zip: Pocatello ID, 83201
Phone: (208) 234-0110
Email: brady@rmes.biz

Project Information:
Zoning: Residential Low Density (RL)  Comprehensive Plan Designation: Residential
Deed Inst. No. 92008436
Legal Description & Deed Instrument Number:
Location (Section, Township, Range): SE 1/2 of the NW 1/4 of Section 18, T. 6 S., R. 35 E. B.M.
General Location: South of Juniper Reserve Division 1 / An extension of Windsong Lane
Total Acreage: 4.58  Total Number of Lots: 10
Proposed Subdivision Name: Juniper Reserve Division 4

Is this a replat?  Yes  No
Replats of existing subdivision lots require the submittal of a copy of the original plat with this application.

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TERMS AND CONDITIONS

The approval of this application does not permit the violation of any section of the Building Code or other Municipal Codes.

This application shall not be considered complete, nor will a Planning & Zoning Commission meeting date be scheduled, until all required information has been submitted and verified by City staff.

I am also aware the applicant or a representative must be present at the Planning & Zoning Commission meeting.

If the applicant is not the legal owner of record of the property, then proper authorization from the owner must be submitted with the application.

A copy of the current recorded deed for the property must be submitted with the application.

I hereby acknowledge that I have read this application and state that the above information is correct and agree to the above terms and conditions.

Signature of Owner/Applicant: [Signature] Date: 6/6/19

Signature of Representative (if applicable): [Signature] Date: 6/6/19

Signature of Engineer/Surveyor: [Signature] Date: 6/6/19