April 15, 2013

To: ACHD Commission
From: Development Review Section
Kaci Bader
Subject: Final Plat: Roselands Subdivision No. 1
Meeting Date: April 24, 2013

FACTS & FINDINGS:
1. Roselands Subdivision No. 1 (FKA Collina Vista Subdivision) is a 47 buildable and 6 common lot residential subdivision on 23.47 acres. This site is located on the north side of New Hope Rd., west of Brandon.

2. The applicant is Star North, L.L.C. and the principal for the applicant is Don Newell.

3. The preliminary plat was approved on June 28, 2008. All conditions of the preliminary plat have been satisfied. (see attached)

RECOMMENDATION:
1. Approve the final plat of Roselands Subdivision No. 1 and authorize the President to endorse.

ATTACHMENTS:
1. Final Plat
2. Vicinity Map
PLAT OF
ROSELANDS SUBDIVISION NO. 1

ACCEPTANCE OF ADA COUNTY HIGHWAY DISTRICT COMMISSIONERS

THE FOREGOING PLAT WAS ACCEPTED AND APPROVED BY THE BOARD OF ADA COUNTY HIGHWAY DISTRICT COMMISSIONERS ON THE ___ DAY OF ____________

CHAIRMAN
ADA COUNTY HIGHWAY DISTRICT

APPROVAL OF CITY COUNCIL

I, THE UNDERSIGNED, CITY CLERK IN AND FOR THE CITY OF STAR, ADA COUNTY, IDAHO, DO HEREBY CERTIFY THAT AT A REGULAR MEETING OF THE CITY OF STAR COUNCIL HELD ON THE ___ DAY OF ____________ THIS PLAT WAS DULY ACCEPTED AND APPROVED.

CITY OF STAR CITY CLERK

CERTIFICATE OF COUNTY TREASURER

I, THE UNDERSIGNED, COUNTY TREASURER IN AND FOR THE COUNTY OF ADA, STATE OF IDAHO, DO HEREBY CERTIFY THAT I HAVE RECEIVED THIS PLAT AND FND THAT IT COMPLIES WITH THE STATE OF IDAHO CODE RELATING TO PLATS, SURVEYS, AND CONDOMINIUMS.

COUNTY TREASURER

DATE

CERTIFICATE OF COUNTY SURVEYOR

I, THE UNDERSIGNED, PROFESSIONAL LAND SURVEYOR FOR ADA COUNTY, IDAHO, DO HEREBY CERTIFY THAT I HAVE CHECKED THIS PLAT AND FIND THAT IT COMPLIES WITH THE STATE OF IDAHO CODE RELATING TO PLATS, SURVEYS, AND CONDOMINIUMS.

COUNTY SURVEYOR

APPROVAL OF CITY ENGINEER

I, THE UNDERSIGNED, CITY ENGINEER IN AND FOR THE CITY OF STAR, ADA COUNTY, IDAHO, ON THIS ___ DAY OF ____________, HEREBY APPROVE THIS PLAT.

CITY ENGINEER OF STAR, IDAHO

CERTIFICATE OF COUNTY RECORDER

I HEREBY CERTIFY THAT THIS INSTRUMENT WAS FILED AT THE REQUEST OF ____________ AT _______ MINUTES PAST _______ O'CLOCK ________, THIS ___ DAY OF ____________, ____________, IN MY OFFICE AND WAS DULY RECORDED IN BOOK _____ OF PLATS AT PAGES _______ THROUGH _______.

DEPUTY
EX-OFFICIO RECORDER

HEALTH CERTIFICATE


DISTRICT HEALTH DEPARTMENT, EHS

DATE: 9-21-20
A. Findings of Fact

Existing Conditions

1. Site Information: There are three existing single family residences on the site.

2. Description of Adjacent Surrounding Area:

<table>
<thead>
<tr>
<th>Direction</th>
<th>Land Use</th>
<th>Zoning</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>Rural residential</td>
<td>RR</td>
</tr>
<tr>
<td>South</td>
<td>Rural residential</td>
<td>RR</td>
</tr>
<tr>
<td>East</td>
<td>Rural residential</td>
<td>RR</td>
</tr>
<tr>
<td>West</td>
<td>Rural residential</td>
<td>RR</td>
</tr>
</tbody>
</table>
3. **Existing Roadway Improvements and Right-of-Way Adjacent To and Near the Site**
   - New Hope Road is currently improved with 2 traffic lanes, and no curb gutter or sidewalk abutting the site. There is approximately 60-feet of right-of-way existing for New Hope Road (30-feet from centerline).

4. **Existing Access:** There are three existing residential access points on New Hope Road for the existing homes.

5. **Site History:** In February 2006 ACHD commented on a rezone and annexation application (SAZ-06-05) in which the applicant requested to rezone approximately 127-acres from RR to R-4.

### Development Impacts

6. **Trip Generation:** This development is estimated to generate 3,090 additional vehicle trips per day based on the submitted traffic impact study.

7. **Impact Fees:** There will be an impact fee that is assessed and due prior to issuance of any building permits. The assessed impact fee will be based on the impact fee ordinance that is in effect at that time.

8. **Impacted Roadways:**

<table>
<thead>
<tr>
<th>Roadway</th>
<th>Frontage</th>
<th>Functional Classification</th>
<th>Traffic Count</th>
<th>Level of Service*</th>
<th>Speed Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Hope Road</td>
<td>1293'</td>
<td>Local</td>
<td>515 east of Canada Road on 11/10/06</td>
<td>Better than “C”</td>
<td>40 MPH</td>
</tr>
<tr>
<td>Munger</td>
<td>None</td>
<td>Urban Collector</td>
<td>485 southwest of Rice on 11/16/05</td>
<td>Better than “C”</td>
<td>35 MPH</td>
</tr>
</tbody>
</table>

*Acceptable level of service for a two-lane minor arterial roadway is “D” (14,000 VTD).
*Acceptable level of service for a two-lane urban collector roadway is “D” (9,500 VTD).

9. **Capital Improvements Plan/Five Year Work Program**
   There are currently no roadways, bridges or intersections in the general vicinity of the project that are currently in the Five Year Work Program or the Capital Improvements Plan.

### B. Findings for Consideration

1. **Traffic Study**
   Kittelson & Associates prepared a traffic study for Collina Vista subdivision. Below is an executive summary of the findings.
   - The proposed residential development is estimated to generate 3,090 daily trips; of which 325 (205 inbound, and 120 outbound) occur during the weekday p.m. peak hour.
   - Year 2005 existing conditions
     - All of the study intersections operate at acceptable levels of service during the weekday p.m. peak hour.
     - A review of historical crash data in the site vicinity did not reveal any patterns or trends that require mitigation associated with this project.
Years 2008 and 2025 traffic conditions
All of the study intersections are forecast to operate at acceptable levels of service during the weekday p.m. peak hour under years 2008 and 2025 background traffic conditions.

All of the study intersections and site access points are forecast to operate with acceptable levels of service during the weekday p.m. peak hour under years 2008 and 2025 total traffic conditions.

- On site circulation/Site access
  The internal site roadways are projected to carry approximately 1,000 to 2,000 vehicle trips per day.

None of the site access points along New Hope Road warrant exclusive left-or-right turn lanes.

Adequate intersection sight distance is available at the proposed site access points.

**Staff Comment/Recommendation:** Staff comments were provided by the District’s Traffic Department after reviewing the applicant’s traffic study.

- There are concerns about the traffic volumes in Figure 12. Specifically, the traffic counts exceeding 1000 ADT on streets with front on housing in Collina Vista as well as Brandon Road which is a local street at this time.

- They should have a residential collector inside the subdivision due to the traffic volumes. They should look at ways to increase the traffic distribution to Munger Road instead of Brandon Road.

- North/South travel in Star is going to be very problematic in the future with only Can-Ada Road and SH-16 continuous between Beacon Light and SH-44. Staff suggest looking for options to either extend Munger, Star, Plummer, or Pollard, or change the classification of Wind Road or Brandon Road.

2. **Reclassification of New Hope Road**
Currently, New Hope Road is a local roadway abutting the site carrying approximately 1,000 vehicle trips per day. This development alone is projected to add an additional 2,100 to 2,500 vehicle trips per day. Based on the existing function of that roadway to collect and carry traffic to Can-Ada and Brandon Road, District staff recommends that New Hope Road be re-classified with this Commission action as a collector roadway from Can-Ada Road to Wing. Not only will the roadway have volumes that exceed what is allowable for local streets (2,000 VTD), but the roadway will also collect traffic from the surrounding subdivisions, including this site and carry this traffic to either Can-Ada Road or Wing.

3. **New Hope Road**
   **Right-of-Way Policy:** District policy requires 70-feet of right-of-way on collector roadways (Figure 72-F1B). This right-of-way width allows for the construction of a 3-lane roadway with curb, gutter, 5-foot wide detached sidewalks and bike lanes.

   **Street Section Policy:** District policy 72-F1B requires collector roadways to be constructed as 46-foot street sections with vertical curb, gutter, and 5-foot detached (or 7-foot attached) concrete sidewalks within 70-feet of right-of-way. This street section allows for the construction of a 3-lane roadway with bike lanes.

   **Street Section Policy:** District policy 72-F1A, 7202.3.2 and 7202.3.5, requires that residential collectors be constructed as 36-foot street sections with curb, gutter and 5-foot wide concrete sidewalks with no front-on housing. The access restrictions for these street segments should be
stated on the final plat. Unless otherwise noted, parking should be prohibited on these street segments. Coordinate the signage Program with District staff.

Applicants Proposal: The applicant has proposed to construct New Hope Road as one half of a 46-foot street section with curb, gutter, and a 4-foot detached concrete sidewalk within 35-feet of right-of-way. Although the applicant is proposing additional right-of-way it is not needed for the improvements associated with this development.

Staff Comment/Recommendation: Based on the use, anticipated volumes and functional classification of New Hope Road as a collector, District staff believes that a full 46-foot collector street section (including bike lanes and a center turn lane) is not warranted on this roadway for its full length. Therefore, District staff recommends that the applicant widen the pavement on New Hope Road to one-half of a 36-foot street section with vertical curb, gutter, and a 5-foot detached (or 7-foot attached) concrete sidewalks abutting the site. This street section would provide for two travel lanes and bike lanes, with no parking. In lieu of providing a center turn lane for the entire length of the roadway (New Hope Road) abutting the site, as would be standard with a collector roadway, District staff recommends that the applicant construct center turn lanes at the site entrance intersections with New Hope Road only, in lieu of constructing one-half of a 46-foot street section for the full length of the project.

4. Internal Streets
Right-of-Way Policy: District policy 7204.4.1 and Figure 72-F1A requires 50-feet of right-of-way on local streets. This right-of-way allows for the construction of a 2-lane roadway with curb, gutter and 5-foot wide concrete sidewalks.

33-foot Street Section Policy: District policy 72-F1A, allows local residential public roads with a 33-foot street section with parking on both sides of the roadway, if the amount of vehicle trips per day on the street does not exceed 1,000 and the appropriate fire department reviews and approves the street section.

Residential Collector Policy: District policy 72-F1A, 7202.3.2 and 7202.3.5, requires that residential collectors be constructed as 36-foot street sections with curb, gutter and 5-foot wide concrete sidewalks with no front-on housing. The access restrictions for these street segments should be stated on the final plat. Unless otherwise noted, parking should be prohibited on these street segments. Coordinate the signage Program with District staff.

Island Policy: District policy 7202.7 and 7207.5 require islands to be constructed a minimum of 4-feet wide with a minimum area of 100-square feet and designed to safely channel traffic. The roadway on either side of the traffic island should maintain a minimum of a 21-foot street section. District policy also requires any proposed landscape islands/medians within the public right-of-way dedicated by this plat should be owned and maintained by a homeowners association. Notes of this should be required on the final plat. The design should be reviewed and approved by ACHD's Development staff.

Turnaround Policy: District policy 7205.2.1 requires turnarounds to be constructed to provide a minimum turning radius of 45-feet.

Applicant Proposal (Internal streets): The applicant is proposing to construct two entrance roads off of New Hope Road. The first, N. Verona Avenue is located approximately 370-feet west of the southwest property line (measured property line to centerline). The second, N. Collina Vista Avenue is located approximately 150-feet west of existing N. Rusty Lane. The two roads are proposed to be constructed in 70-feet of right-of-way with a 56-foot street section with center landscape islands, vertical curb and gutter, and 5-foot attached sidewalks. N. Verona Avenue
continues for approximately 400-feet and then ends in a t-intersection with W. Ferrari Street. N. Collina Vista Avenue is proposed to be a residential collector and to be constructed with 70-feet of right-of-way for approximately 400-feet and then narrows to 50-foot street section with rolled curb and gutter, and 5-foot attached concrete sidewalks.

The applicant has also proposed internal residential local streets. The local street would be constructed in 50-feet of right-of-way with a 36-foot street section with rolled curb and gutter, and 5-foot attached concrete sidewalk.

**Staff Comment/Recommendation:** The applicant’s proposal meets District policy. After review of the submitted traffic impact study District Staff determined that because of the projected volumes on N. Collina Vista between Lugano Drive and Ferrari Street the roadway needed to be a residential collector. The applicant provided a revised site plan that removed the front-on housing on N. Collina Vista. Staff was supportive of the proposed revision.

5. **Traffic Calming**
   **Policy:** District policy 7202.2.6 states that the design of local street systems should discourage excessive speeds by using curvilinear alignment and/or breaks in the street system.
   
   **Applicant’s Proposal:** After meeting with District Staff the applicant has proposed two center islands along W. Genoa Drive to provide traffic calming.
   
   **Staff Comment/Recommendation:** There is still one roadway (N. Gelato Way) within the development that is approximately 1,000 feet in length or longer and will require some form of traffic calming. The applicant will be required to provide traffic calming along this local street (i.e. chokers, bulb-outs, traffic circles, etc.). The applicant should coordinate the location and design of the traffic calming devices with District Traffic Services staff.

6. **Tree Planters**
   **Tree Planter Policy:** The District’s Tree Planter Width Interim Policy prohibits all trees in planters less than 6-feet in width. In addition to prohibiting trees in planters less than 6-feet in width, the policy requires a minimum planter width of 6-feet for Class II trees with the installation of root barriers on both sides of the planter strip or a minimum planter width of 8-feet without the installation of a root barrier. The policy also requires Class I and Class III trees to provide a minimum planter width of 10-feet.

7. **Stub Streets**
   **Stub Street Policy:** District policy 7203.5.1 states that the street design in a proposed development shall cause no undue hardship to adjoining property. An adequate and convenient access to adjoining property for use in future development may be required. If a street ends at the development boundary, it shall meet the requirements of sub section 7205, “non-continuous streets.” District policy 7205.5 states that stub streets will be required to provide intra-neighborhood circulation or to provide access to adjoining properties. Stub streets will conform with the requirements described in Section 7204.5, 7204.6 and 7204.7, except a temporary cul-de-sac will not be required if the stub street has a length no greater than 150-feet. A sign shall be installed at the terminus of the stub street stating that, “THIS ROAD WILL BE EXTENDED IN THE FUTURE.”

   **Applicant Proposal:** The applicant has proposed two stub streets to the south, one the west, and two to the east. The stub streets are proposed to be located as follows:
   - First stub street to the south, W. Florence Street, is proposed to be located 1150-feet west of the east property line (measured property line to center line).
Second stub street to the south, N. Sorrentao Avenue, is proposed to be located 140-feet west of the east property line (measured property line to centerline).

- Stub to the west, W. Venice Street, is proposed to be located 980-feet north of the south property line (measured property line to centerline).
- First stub to the east, W. Ferrari Street, is proposed to be located 500-feet north of the southeast property line (measured property line to centerline).

**Staff Comment/Recommendation:** The applicant's proposal meets District policy. In addition District Staff will require one additional stub street to the west to provide access to the 27-acre parcel to the west with no access to New Hope.

8. **Roadway Offsets**

**Roadway Offset Policy:** District policy 7204.11.6, requires collector roadway to align or offset a minimum of 200-feet from a collector roadway (measured centerline to centerline).

District policy 7204.11.6, requires local roadways to align or offset a minimum of 150-feet from a residential collector roadway (measured centerline to centerline).

**Applicant Proposal:** The applicant has proposed two roadways to intersect New Hope Road. The first, N. Verna Avenue is located approximately 370-feet east of the west property line (measured property line to center line). The second, N. Collina Vista Avenue is located approximately 150-feet to the west of existing N. Rusty Lane (measured center line to center line).

**Staff Comment/Recommendation:**
Both of the applicant’s proposed entrance roads (N. Verona Avenue and N. Collina Vista Avenue) meet the District’s off road way offset policy and should be approved with this report. After meeting with District Staff the applicant shifted N. Collina Vista Avenue 50-feet to the west to meet the required roadway offset.

9. **Knuckles**

**Knuckle Policy:** District policy District policy 7202.7 and 7207.5 and the local Fire District standards require an island within a knuckle to be constructed with the island being a minimum of 4-feet wide with a minimum area of 100-square feet and designed to safely channel traffic. The roadway around the traffic island should maintain a minimum of a 29-foot street section. The design should be reviewed and approved by ACHD's Development staff.

**Applicant Proposal:** The applicant has proposed four knuckles with no landscape island.

**Staff Comment/Recommendation:** The proposed knuckles meet district policy.

10. **Other Access**

With this application New Hope Road will be classified as a collector roadway. Other than the access specifically approved with this application to New Hope Road, direct lot access is prohibited to this roadway and should be noted on the final plat.

C. **Site Specific Conditions of Approval**

1. Construct New Hope Road to one-half a 36-foot collector street section with vertical curb, gutter, and a 5-foot detached (or 7-foot attached) concrete sidewalk abutting the site.

2. Construct left turn lanes at the site entrance intersections with New Hope Road.
3. Construct N. Collina Vista Avenue as a residential collector from New Hope to Lugano with a 36-foot street section with vertical curb, gutter, and a 5-foot wide concrete sidewalk. Construct N. Collina Vista to intersect New Hope Road approximately 150-feet west of Rusty Lane (measured center line to center line).

4. Construct Verona as a residential collector from New Hope to Ferrari with a 36-foot street section with vertical curb, gutter, and a 5-foot wide concrete sidewalk. Construct Verona to intersect with New Hope Road approximately 370-feet east of the west property line (measured property line to center line).

5. Provide a minimum 21-foot street section on each side of all proposed center islands.

6. Construct internal street as a 33-foot street with curb, gutter, and 5-foot wide concrete sidewalks within 50-feet of right-of-way. The applicant will need to receive fire department approval for the reduced street section.

7. Turnarounds shall be constructed to provide a minimum turning radius of 45-feet.

8. Construct two center landscape islands for traffic calming on W. Genoa Drive as proposed.

9. Provide traffic calming along N. Gelato Way between Lugano Drive and Ferrari Street (i.e. chokers, bulb-outs, traffic circles, etc.). The applicant should coordinate the location and design of the traffic calming devices with District Traffic Services staff.

10. Construct the following stub streets:
    - First stub street to the south, W. Florence Street, to be located 1150-feet west of the east property line (measured property line to center line).
    - Second stub street to the south, N. Sorrento Avenue, to be located 140-feet west of the east property line (measured property line to centerline).
    - Stub to the west, W. Venice Street, to be located 980-feet north of the south property line (measured property line to centerline).
    - Stub to the west, to provide access to the 27-acre parcel to the west with no access to New Hope.
    - First stub to the east, W. Ferrari Street, to be located 500-feet north of the southeast property line (measured property line to centerline).

11. Install a sign at the terminus of each stub street stating “This Road Will Be Extended In The Future”.

12. Direct lot access is prohibited to New Hope Road.


D. Standard Conditions of Approval

1. Any existing irrigation facilities shall be relocated outside of the right-of-way.

2. Private sewer or water systems are prohibited from being located within any ACHD roadway or right-of-way.

3. All utility relocation costs associated with improving street frontages abutting the site shall be borne by the developer.
4. Replace any existing damaged curb, gutter and sidewalk and any that may be damaged during the construction of the proposed development. Contact Construction Services at 387-6280 (with file number) for details.

5. Comply with the District's Tree Planter Width Interim Policy.

6. Utility street cuts in pavement less than five years old are not allowed unless approved in writing by the District. Contact the District's Utility Coordinator at 387-6258 (with file numbers) for details.

7. All design and construction shall be in accordance with the Ada County Highway District Policy Manual, ISPWC Standards and approved supplements, Construction Services procedures and all applicable ACHD Ordinances unless specifically waived herein. An engineer registered in the State of Idaho shall prepare and certify all improvement plans.

8. The applicant shall submit revised plans for staff approval, prior to issuance of building permit (or other required permits), which incorporates any required design changes.

9. Construction, use and property development shall be in conformance with all applicable requirements of the Ada County Highway District prior to District approval for occupancy.

10. Payment of applicable road impact fees are required prior to building construction in accordance with Ordinance #200, also known as Ada County Highway District Road Impact Fee Ordinance.

11. It is the responsibility of the applicant to verify all existing utilities within the right-of-way. The applicant at no cost to ACHD shall repair existing utilities damaged by the applicant. The applicant shall be required to call DIGLINE (1-800-342-1585) at least two full business days prior to breaking ground within ACHD right-of-way. The applicant shall contact ACHD Traffic Operations 387-6190 in the event any ACHD conduits (spare or filled) are compromised during any phase of construction.

12. No change in the terms and conditions of this approval shall be valid unless they are in writing and signed by the applicant or the applicant's authorized representative and an authorized representative of the Ada County Highway District. The burden shall be upon the applicant to obtain written confirmation of any change from the Ada County Highway District.

13. Any change by the applicant in the planned use of the property which is the subject of this application, shall require the applicant to comply with all rules, regulations, ordinances, plans, or other regulatory and legal restrictions in force at the time the applicant or its successors in interest advises the Highway District of its intent to change the planned use of the subject property unless a waiver/variance of said requirements or other legal relief is granted pursuant to the law in effect at the time the change in use is sought.

E. Conclusions of Law

1. The proposed site plan is approved, if all of the Site Specific and Standard Conditions of Approval are satisfied.

2. ACHD requirements are intended to assure that the proposed use/development will not place an undue burden on the existing vehicular transportation system within the vicinity impacted by the proposed development.
Attachments
1. Vicinity Map
2. Original Site Plan
3. Revised Site Plan
4. Site Distribution
5. Request for Reconsideration Guidelines
6. Development Process Checklist
Original Site Plan
Revised Site Plan
Development Process Checklist

☒ Submit a development application to a City or to the County

☒ The City or the County will transmit the development application to ACHD

☒ The ACHD Planning Review Division will receive the development application to review

☒ The Planning Review Division will do one of the following:

☐ Send a “No Review” letter to the applicant stating that there are no site specific requirements at this time.

☐ Send a “Comply With” letter to the applicant stating that if the development is within a platted subdivision or part of a previous development application and that the site specific requirements from the previous development also apply to this development application.

☐ Write a Staff Level report analyzing the impacts of the development on the transportation system and evaluating the proposal for its conformance to District Policy.

☒ Write a Commission Level report analyzing the impacts of the development on the transportation system and evaluating the proposal for its conformance to District Policy.

☒ The Planning Review Division will hold a Technical Review meeting for all Staff and Commission Level reports.

☐ For ALL development applications, including those receiving a “No Review” or “Comply With” letter:
   • The applicant should submit two (2) sets of engineered plans directly to ACHD for review by the Development Review Division for plan review and assessment of impact fees. (Note: if there are no site improvements required by ACHD, then architectural plans may be submitted for purposes of impact fee calculation.)
   • The applicant is required to get a permit from Construction Services (ACHD) for ANY work in the right-of-way, including, but not limited to, driveway approaches, street improvements and utility cuts.

☐ Pay Impact Fees prior to issuance of building permit. Impact fees cannot be paid prior to plan review approval.

Did you remember:
Construction (Zone)
☐ Driveway or Property Approach(s)
   • Submit a “Driveway Approach Request” form to Ada County Highway District (ACHD) Construction (for approval by Development Services & Traffic Services). There is a one week turnaround for this approval.

☐ Working in the ACHD Right-of-Way
   • Four business days prior to starting work have a bonded contractor submit a “Temporary Highway Use Permit Application” to ACHD Construction – Permits along with:
      a) Traffic Control Plan
      b) An Erosion & Sediment Control Narrative & Plat, done by a Certified Plan Designer, if trench is >50’ or you are placing >600 sf of concrete or asphalt.

Construction (Subdivisions)
☐ Sediment & Erosion Submittal
   • At least one week prior to setting up a Pre-Con an Erosion & Sediment Control Narrative & Plat, done by a Certified Plan Designer, must be turned into ACHD Construction – Subdivision to be reviewed and approved by the ACHD Drainage Division.

☐ Idaho Power Company
   • Vic Steelman at Idaho Power must have his IPCO approved set of subdivision utility plans prior to Pre-Con being scheduled.

☐ Final Approval from Development Services
   ACHD Construction – Subdivision must have received approval from Development Services prior to scheduling a Pre-Con.
Request for Reconsideration of Commission Action

1. **Request for Reconsideration of Commission Action:** A Commissioner, a member of ACHD staff or any other person objecting to any final action taken by the Commission may request reconsideration of that action, provided the request is not for a reconsideration of an action previously requested to be reconsidered, an action whose provisions have been partly and materially carried out, or an action that has created a contractual relationship with third parties.

   a. Only a Commission member who voted with the prevailing side can move for reconsideration, but the motion may be seconded by any Commissioner and is voted on by all Commissioners present.

      If a motion to reconsider is made and seconded it is subject to a motion to postpone to a certain time.

   b. The request must be in writing and delivered to the Secretary of the Highway District no later than 3:00 p.m. on the day prior to the Commission's next scheduled regular meeting following the meeting at which the action to be reconsidered was taken. Upon receipt of the request, the Secretary shall cause the same to be placed on the agenda for that next scheduled regular Commission meeting.

   c. The request for reconsideration must be supported by written documentation setting forth new facts and information not presented at the earlier meeting, or a changed situation that has developed since the taking of the earlier vote, or information establishing an error of fact or law in the earlier action. The request may also be supported by oral testimony at the meeting.

   d. If a motion to reconsider passes, the effect is the original matter is in the exact position it occupied the moment before it was voted on originally. It will normally be returned to ACHD staff for further review. The Commission may set the date of the meeting at which the matter is to be returned. The Commission shall only take action on the original matter at a meeting where the agenda notice so provides.

   e. At the meeting where the original matter is again on the agenda for Commission action, interested persons and ACHD staff may present such written and oral testimony as the President of the Commission determines to be appropriate, and the Commission may take any action the majority of the Commission deems advisable.

If a motion to reconsider passes, the applicant may be charged a reasonable fee, to cover administrative costs, as established by the Commission.