March 10, 2015

TO: ACHD Board of Commissioners

FROM: Mindy Wallace, AICP
Planner III


Executive Summary:
The applicant is requesting approval of an annexation, rezone, planned unit development, and preliminary plat application to allow for the development of 173 single family building lots on 45 acres. The site is located within the north foothills area of the Harris Ranch Specific Area Plan (SP01) in Boise, Idaho. The applicant and staff are in agreement on all findings for consideration and site specific requirements. This item is on the consent agenda due to staff recommended modifications to ACHD’s SP01 requirements.

Modifications to ACHD SP01 Requirements:
Typically the sidewalks within the SP01 planning area are detached and required to be located outside of the right-of-way within an easement to Boise City. However, staff has recommended a modification of this requirement to allow the proposed sidewalks on the entry road and the internal local streets to be located within the right-of-way for the Harris Ranch North site only. Staff’s recommendation is due to the fact that this site is located within the foothills and an attached sidewalk will require less cut and fill to construct than a detached sidewalk. Staff has recommended that no pressurized irrigation facilities be placed within the right-of-way other than perpendicular crossings as allowed per policy.

The applicant has proposed to construct the local street within the development as 29-foot street sections. This is narrower than the 36-foot street section required by SP01. Staff is supportive of this proposal and recommends approval as it is consistent with ACHD policy and the City of Boise’s Foothills Ordinance.

Neighborhood Concerns: Staff has heard neighborhood concerns regarding the current condition of Barber Drive, the width of the Barber Drive bridge, and Harris Ranch Road; all located offsite. The applicant has proposed improvements to Harris Ranch Road which far exceed the offsite improvements ACHD can require by policy. These include 36-feet of pavement with a 3 foot gravel shoulder and a 6-foot wide bike lane on the west side of the roadway, two 11 foot travel lanes, and curb, gutter, a 6-foot wide bike lane and a 5-foot wide concrete sidewalk on the east side of Harris Ranch Road where it does not currently exist.

District staff has submitted the Barber Drive bridge for inclusion in the next Integrated Five Year Work Plan. This request was made independent of and prior to receiving this development application as the bridge was identified for improvements by District bridge inspectors.

Staff Recommendation: Staff recommends approval of the staff report, as written.
A. Findings of Fact

1. **Description of Application:** The applicant is requesting approval of an annexation, rezone, planned unit development, and preliminary plat application to allow for the development of 173 single family building lots on 45 acres. The site is located within the north foothills area of the Harris Ranch Specific Area Plan (SP01).

   The applicant's proposal is consistent with SP01.

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>Harris Ranch Specific Area Plan – open space</td>
<td>SP01</td>
</tr>
<tr>
<td>South</td>
<td>Single family residential</td>
<td>R1C/DA</td>
</tr>
<tr>
<td>East</td>
<td>Rural Preservation – Idaho Fish and Game</td>
<td>RP</td>
</tr>
<tr>
<td>West</td>
<td>Idaho Power Corridor</td>
<td>A-1/DA</td>
</tr>
</tbody>
</table>
3. **Site History:** The ACHD Commission previously reviewed this site as part of the Harris Ranch Specific Area Plan in April of 2007 and as part of the Specific Area Plan Modification on October 3, 2012 and as part of the Specific Area Plan Modification on May 28, 2014. The requirements of this staff report are consistent with ACHD's prior actions in the foothills, in which reduced street sections are constructed and are generally consistent with ACHD's SP01 sidewalk requirements, in that no pressurized irrigation facilities will be placed under the sidewalk.

4. **Adjacent Development:** The following developments are pending or underway in the vicinity of the site:
   - Dallas Harris Estates No. 1, consisting of 162 residential lots and approximately 60,000 square feet of mixed commercial use located west of the site was approved in April of 2008.
   - Dallas Harris Estates No. 4, consisting of 141 residential lots located west and north of the site was approved in October of 2010.
   - Lucky Harris 13 Subdivision, consisting of 96 single family building lots located south and east of the side was approved in October of 2013.
   - Dallas Harris Estates No. 12, consisting of 97 residential lots located south and east of the site was approved in May of 2014.

5. **Transit:** There is limited transit service within the SP01 planning area; and transit services are not available within walking distance of this phase of the development.

6. **New Center Lane Miles:** This development will add 2.6 new center lane miles of roadway to the public street inventory.

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. **Capital Improvements Plan/Integrated Five Year Work Plan:**

   There are currently no roadways, bridges or intersections in the general vicinity of the project that are currently in the Integrated Five Year Work Program.

   The follow improvements are listed the District’s Capital Improvement Plan (CIP).
   - The intersection of Warm Springs and Highway 21 is listed to be widened to 3-lanes on the north and west approach, 4-lanes on the east approach, and to 2-lanes on the south approach and signalized between 2027 and 2031.

B. **Traffic Findings for Consideration**

1. **Trip Generation:** This development is estimated to generate 1,646 vehicle trips per day; 173 vehicle trips per hour in the PM peak hour, based on the Institute of Transportation Engineers Trip Generation Manual, 9th edition.

2. **Traffic Impact Study**

   As part of ACHD’s May 28, 2014 action on the Specific Area Plan Modification (SP01 MOD) staff recommended and the Commission approved an alternative to ACHD’s standard traffic impact study policy for multi phased development. The applicant is now required to provide an updated traffic impact study after 200 lots have been preliminary platted or 5 years, whichever occurs first. Additionally, a traffic impact study is required with all development applications which include a change to the Specific Area Plan that may alter traffic impact projections at the sole
discretion of ACHD. All TIS submittals, including updates to a traffic impact study, must meet ACHD policy requirements at the time of submittal.

46 lots have already been preliminary platted as part of Dallas Harris Estates Townhome No. 1 approved by ACHD on October 9, 2014. The proposed preliminary plat includes 173-single family building lots. Combined these two preliminary plats create 219 building lots exceeding the 200 lot threshold for when an updated traffic impact study is required. Although this preliminary plat exceeds the 200 lot threshold by 19 lots staff recommends a modification of ACHD’s SP01 requirements to allow this preliminary plat, Harris Ranch North, to move forward without an updated traffic impact study. An updated traffic impact study will be required prior to action on the next preliminary plat submittal within the SP01 Planning Area.

3. **Condition of Area Roadways**
   
   Traffic Count is based on Vehicles per hour (VPH)

<table>
<thead>
<tr>
<th>Roadway</th>
<th>Frontage</th>
<th>Functional Classification</th>
<th>PM Peak Hour Traffic Count</th>
<th>PM Peak Hour Level of Service</th>
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<tbody>
<tr>
<td>Barber Road</td>
<td>N/A</td>
<td>Local</td>
<td>52</td>
<td>N/A</td>
</tr>
<tr>
<td>Harris Ranch Road</td>
<td>N/A</td>
<td>Local</td>
<td>47</td>
<td>N/A</td>
</tr>
</tbody>
</table>

4. **Average Daily Traffic Count (VDT)**
   
   *Average daily traffic counts are based on ACHD’s most current traffic counts.*

   - The average daily traffic count for Barber Road west of Harris Ranch Road was 574 on February 9, 2015.
   - The average daily traffic count for Harris Ranch Road north of Warm Springs Avenue/future Parkcenter Boulevard was 772 on February 9, 2015.

C. **Findings for Consideration**

1. **Harris Ranch Specific Area Plan (SP01)**

   On April 10, 2007 the ACHD Commission heard and approved the Harris Ranch Specific Area Plan (SP01) and subsequently on October 3, 2012 and May 28, 2014 the ACHD Commission heard and approved modifications to SP01. The applicant is required to comply with all recommendations and conditions of the Specific Area Plan for each preliminary plat application unless specifically modified in subsequent preliminary plat approvals. Any modifications to the Harris Ranch Specific Area Plan approved with this application are for this preliminary plat only. No area wide changes to the Specific Area Plan are approved with this application.

   As part of ACHD’s May 2014 action on SP01, the ACHD Commission approved modifications to SP01 which established new time frames for the construction of the 1st roundabout and the extension of Parkcenter Boulevard and the interim two lane realigned Warm Springs Avenue arterial.

   The SP01 conditions related to the construction of the 1st roundabout and the extension of Parkcenter Boulevard and the interim two lane realigned Warm Springs Avenue arterial and Harris Ranch North are noted below.

   - The interim two lane realigned Warm Springs Avenue arterial shall be substantially complete no later than October 31, 2016; with final completion by November 30, 2016.
The interim 2 lane arterial realigned Warm Springs Avenue arterial shall include two 12 foot travel lanes and two 6 foot bike lanes.

The roadway shall include a center left turn lane at the approved left-in/right-in/right-out driveway to be located between Roundabout 1 and Wise Way.

The roadway shall include a receiving lane from the free running right turn lane in Roundabout 1. The receiving lane shall extend past the ¾ movement driveway in b. above and then taper to the 2 lane roadway section described in a. above.

No plan or plat (preliminary or final) approval for any phase of the development if the Parkcenter Boulevard road segment and Roundabout 1 are not completed by November 30, 2015 and/or the two interim lane realigned Warm Springs Avenue arterial is not completed by November 30, 2016.

Staff Comments/Recommendations: Consistent with ACHD’s May 2014 action on SP01 ACHD will not sign a final plat for any lot within Harris Ranch North unless the Parkcenter Boulevard road segment and Roundabout 1 are completed by November 30, 2015 and/or the two lane interim realigned Warm Spring is completed by November 30, 2016.

2. Offsite Improvements – Harris Ranch Road
   a. Existing Conditions: Harris Ranch Road is improved with 24 to 30-feet of pavement with 3-foot + gravel shoulders between future Parkcenter Boulevard and the site. The east side of Harris Ranch Road abutting Harris Ranch Subdivision No. 3 is improved with 38-feet of pavement, vertical curb, gutter, and a 5-foot wide detached concrete sidewalk. There is 70 to 55-feet of right-of-way for Harris Ranch Road.

   b. Policy:
      Off-Site Streets Policy: District Policy 7207.2.3 states that if the proposed development is not served by a public street with at least 24-feet of pavement then the developer shall pave the street or widen the existing pavement to provide 30-feet of pavement with 3-foot gravel shoulders from the site to a public street specified by the District.

   c. Applicant’s Proposal: The applicant has proposed to improve Harris Ranch Road offsite from future Parkcenter Boulevard north to the site with a bike lane on the west side of the roadway and curb, gutter, and sidewalk on the east side of Harris Ranch Road where it does not currently exist. The applicant’s proposal would provide bike and pedestrian connectivity from future Parkcenter Boulevard to the site.

   d. Staff Comments/Recommendations: The applicant’s proposal exceeds the requirements of ACHD’s Offsite Improvement policy and provides a benefit to area pedestrians and should be approved, as proposed.

      The proposed improvements should match the improvements (pavement widening, curb, gutter, and sidewalk) constructed abutting Harris Ranch Subdivision No. 3. This will provide a pavement width of 36-feet as measured from the back of curb plus a 3 foot gravel shoulder on the west side. This street section provides enough pavement width to stripe both sides of Harris Ranch Road with 11 foot travel lanes and 6-foot wide bike lanes.

      The applicant should be required to coordinate the design and construction of Harris Ranch Road with District Development Review staff.
3. **Entry Road**

   a. **Existing Conditions:** There are no local streets within or to the site.

   b. **Policy:**

   **Local Roadway Policy:** District Policy 7207.2.1 states that the developer is responsible for improving all local street frontages adjacent to the site regardless of whether or not access is taken to all of the adjacent streets.

   **Street Section and Right-of-Way Policy:** District Policy 7207.5 states that right-of-way widths for all local streets shall generally not be less than 50-feet wide and that the standard street section shall be 36-feet (back-of-curb to back-of-curb). The District will consider the utilization of a street width less than 36-feet with written fire department approval.

   **Reduced Urban Local Street—29-foot Street Section and Right-of-Way Policy:** District Policy 7207.5.2 states that the width of a reduced urban local street shall be 29-feet (back-of-curb to back-of-curb) with curb, gutter, and minimum 5-foot concrete sidewalks on both sides and shall typically be within 42-feet of right-of-way. Although some parking is allowed by the following subsections, the District will further restrict parking on a reduced width street if curves or other physical features cause problems, if actual emergency response experience indicates that emergency vehicles may not be able to provide service, or if other safety concerns arise. One of the following three sets of design conditions shall apply.

   **Design Condition #1:** Parking is allowed on one side of a reduced width street when all of the following criteria are met:
   - The street is in a residential area.
   - The developer shall provide written approval from the appropriate fire department or emergency response unit in the jurisdiction.
   - The developer shall install —NO PARKING signs on one side of the street, as specified by the District and as specified by the appropriate fire department.
   - Vertical curbs with attached 5-foot (minimum) wide sidewalks, or rolled curbs with 5-foot (minimum) wide detached sidewalks and 8-foot (minimum) wide planter strips, are required.
   - Traffic volumes on the street shall not exceed 1,000 vehicle trips per day. There shall be no possibility that another street may be connected to it in a manner that would allow more than 1,000 vehicle trips per day.

   **Sidewalk Policy:** District Policy 7207.5.7 states that five-foot wide concrete sidewalk is required on both sides of all local street, except those in rural developments with net densities of one dwelling unit per 1.0 acre or less, or in hillside conditions where there is no direct lot frontage, in which case a sidewalk shall be constructed along one side of the street. Some local jurisdictions may require wider sidewalks.

   The sidewalk may be placed next to the back-of-curb. Where feasible, a parkway strip at least 8-feet wide between the back-of-curb and the street edge of the sidewalk is recommended to provide increased safety and protection of pedestrians and to allow for the planting of trees in accordance with the District’s Tree Planting Policy. If no trees are to be planted in the parkway strip, the applicant may submit a request to the District, with justification, to reduce the width of the parkway strip.

   Detached sidewalks are encouraged and should be parallel to the adjacent roadway. Meandering sidewalks are discouraged.

   A permanent right-of-way easement shall be provided if public sidewalks are placed outside of the dedicated right-of-way. The easement shall encompass the entire area between the right-
of-way line and 2-feet behind the back edge of the sidewalk. Sidewalks shall either be located wholly within the public right-of-way or wholly within an easement.

c. **SP01 Requirement:** SP01 requires the entry road to the Harris Ranch North planning area to be constructed as Foothills two-lane collector street, with 2 travel lanes, 29-feet of pavement, no parking on either side of the roadway, and an attached 5-foot wide sidewalks on one side of the roadway.

SP01 requires all sidewalks to be located outside of ACHD's right-of-way. Public sidewalks shall be located within an easement to be dedicated and accepted by the City of Boise. Sidewalks may be allowed in ACHD right-of-way crossing the Idaho Power Corridor and at pedestrian ramp locations.

d. **Applicant’s Proposal:** The applicant is proposing to construct the entry road as a 29-foot street section with 2 travel lanes (no parking), vertical curb, gutter, and a 6-foot wide attached concrete sidewalk on side of the roadway within 36-feet of right-of-way. The right-of-way is proposed to extend 6” behind the back of curb, or the back of sidewalk.

e. **Staff Comments/Recommendations:** The proposed street section for the entry road is consistent with SP01 and ACHD policy and should be approved, with the exception of the right-of-way. The applicant should be required to extend the right-of-way 2-feet behind the back of curb to allow for the installation of signage. The right-of-way may extend 6” behind the back of sidewalk as proposed.

Typically the sidewalks within the SP01 planning area are detached and required to be located outside of the right-of-way within an easement to Boise City. Staff recommends a modification of this requirement to allow the proposed sidewalks on the entry road to be located within the right-of-way for the Harris Ranch North site only. Staff’s recommendation is due to the fact that this site is located within the foothills and an attached sidewalk will require less cut and fill to construct than a detached sidewalk. Allowing the sidewalk to be located within the right-of-way will also make public use of the sidewalk easier, without the need to create several easements. No pressurized irrigation facilities should be placed within the right-of-way other than perpendicular crossings allowed per policy.

Prior to the submittal of the Harris Ranch North preliminary plat application, the applicant provided staff with a plan showing the proposed layout for the entry road (attachment 3). Staff reviewed and is supportive of the proposed roadway geometry.

Due to the topography the applicant has proposed that ACHD and Boise Project share a driveway for access to the ACHD's storm drain facilities and the Penitentiary Canal (attachment 4). Staff is supportive of this proposal. The driveway should be restricted to a maximum width of 20-feet, be constructed with a grade of 10% or less, and be paved in full width at least 30-feet into the site beyond the edge of pavement of the entry road. Beyond that point, the driveway shall meet ACHD minimum standards for access roads.

4. **Internal Local Streets**

a. **Existing Conditions:** There are no local streets within the site.

b. **Policy:**

   **Local Roadway Policy:** District Policy 7207.2.1 states that the developer is responsible for improving all local street frontages adjacent to the site regardless of whether or not access is taken to all of the adjacent streets.

   **Street Section and Right-of-Way Policy:** District Policy 7207.5 states that right-of-way widths for all local streets shall generally not be less than 50-feet wide and that the standard
street section shall be 36-feet (back-of-curb to back-of-curb). The District will consider the utilization of a street width less than 36-feet with written fire department approval.

**Reduced Urban Local Street—29-foot Street Section and Right-of-Way Policy:** District Policy 7207.5.2 states that the width of a reduced urban local street shall be 29-feet (back-of-curb to back-of-curb) with curb, gutter, and minimum 5-foot concrete sidewalks on both sides and shall typically be within 42-feet of right-of-way. Although some parking is allowed by the following subsections, the District will further restrict parking on a reduced width street if curves or other physical features cause problems, if actual emergency response experience indicates that emergency vehicles may not be able to provide service, or if other safety concerns arise. One of the following three sets of design conditions shall apply.

**Design Condition #1:** Parking is allowed on one side of a reduced width street when all of the following criteria are met:

- The street is in a residential area.
- The developer shall provide written approval from the appropriate fire department or emergency response unit in the jurisdiction.
- The developer shall install —NO PARKING signs on one side of the street, as specified by the District and as specified by the appropriate fire department.
- Vertical curbs with attached 5-foot (minimum) wide sidewalks, or rolled curbs with 5-foot (minimum) wide detached sidewalks and 8-foot (minimum) wide planter strips, are required.
- Traffic volumes on the street shall not exceed 1,000 vehicle trips per day. There shall be no possibility that another street may be connected to it in a manner that would allow more than 1,000 vehicle trips per day.

**Sidewalk Policy:** District Policy 7207.5.7 states that five-foot wide concrete sidewalk is required on both sides of all local street, except those in rural developments with net densities of one dwelling unit per 1.0 acre or less, or in hillside conditions where there is no direct lot frontage, in which case a sidewalk shall be constructed along one side of the street. Some local jurisdictions may require wider sidewalks.

The sidewalk may be placed next to the back-of-curb. Where feasible, a parkway strip at least 8-feet wide between the back-of-curb and the street edge of the sidewalk is recommended to provide increased safety and protection of pedestrians and to allow for the planting of trees in accordance with the District's Tree Planting Policy. If no trees are to be planted in the parkway strip, the applicant may submit a request to the District, with justification, to reduce the width of the parkway strip.

Detached sidewalks are encouraged and should be parallel to the adjacent roadway. Meandering sidewalks are discouraged.

A permanent right-of-way easement shall be provided if public sidewalks are placed outside of the dedicated right-of-way. The easement shall encompass the entire area between the right-of-way line and 2-feet behind the back edge of the sidewalk. Sidewalks shall either be located wholly within the public right-of-way or wholly within an easement.

**Cul-de-sac Streets Policy:** District policy 7207.5.8 requires cul-de-sacs to be constructed to provide a minimum turning radius of 45-feet; in rural areas or for temporary cul-de-sacs the emergency service providers may require a greater radius. Landscape and parking islands may be constructed in turnarounds if a minimum 29-foot street section is constructed around the island. The pavement width shall be sufficient to allow the turning around of a standard AASHTO SU design vehicle without backing. The developer shall provide written approval from the appropriate fire department for this design element.
The District will consider alternatives to the standard cul-de-sac turnaround on a case-by-case basis. This will be based on turning area, drainage, maintenance considerations and the written approval of the agency providing emergency fire service for the area where the development is located.

c. **SP01 Requirement:** SP01 requires the local streets within the Harris Ranch North planning area to be constructed as Foothills two-lane local streets, with 2 travel lanes 36-feet of pavement, parking on both sides of the roadways, and attached 5-foot wide sidewalks on both sides of the roadways.

SP01 requires all sidewalks to be located outside of ACHD’s right-of-way. Public sidewalks shall be located within an easement to be dedicated and accepted by the City of Boise. Sidewalks may be allowed in ACHD right-of-way crossing the Idaho Power Corridor and at pedestrian ramp locations.

d. **Applicant’s Proposal:** The applicant is proposing to construct the internal local streets as a 29-foot street sections with 2 travel lanes, and on street parking on the lot side of the street, rolled curb, and gutter. 6-foot wide attached concrete sidewalks are proposed to abut the lot side of the street. These improvements are proposed to be constructed within 42-feet of right-of-way. The right-of-way is proposed to extend 6” behind the back of curb, or the back of sidewalk.

The applicant has proposed to construct 6 cul-de-sacs within the site.

e. **Staff Comments/Recommendations:** The applicant’s proposal meet’s District policy and should be approved, with the exception of the right-of-way. The applicant should be required to extend the right-of-way 2-feet behind the back of curb to allow for the installation of signage. The right-of-way may extend 6” behind the back of sidewalk as proposed. Vertical curb will be required on all local streets within the Harris Ranch North, due to its location within the foothills.

Typically the sidewalks within the SP01 planning area are detached and required to be located outside of the right-of-way within an easement to Boise City. Staff recommends a modification of this requirement to allow the proposed sidewalks on the internal local streets to be located within the right-of-way for the Harris Ranch North site only. Staff’s recommendation is due to the fact that this site is located within the foothills and an attached sidewalk will require less cut and fill to construct than a detached sidewalk. Allowing the sidewalk to be located within the right-of-way will also make public use of the sidewalk easier, without the need to create several easements. No pressurized irrigation facilities should be placed within the right-of-way other than perpendicular crossings allowed per policy.

The 6 cul-de-sac turnarounds should be constructed to provide a minimum turning radius of 45-feet.

5. **Secondary Access Roads**

The applicant has proposed to construct 2 secondary access roads, a water truck access road located off of terminus of Street C, and a fire access road which extends from the terminus of Council Springs Road north intersecting Street C. Both secondary access roads are proposed to be 20-feet wide and to be constructed with a gravel surface meeting Boise Fire Department standards.

Staff recommends approval of the applicant’s proposal for the secondary access roads. The applicant should be required to pave both of the secondary access roads their full with a minimum of 30-feet beyond the edge of pavement of Street C and Council Springs Road. Gates or Bollards, as determined by the Boise Fire Department, should be installed at both ends of the secondary access roads to prevent use by the public.
6. **Tree Planters**  
**Tree Planter Policy:** The District’s Tree Planter Policy prohibits all trees in planters less than 8-feet in width without the installation of root barriers. Class II trees may be allowed in planters with a minimum width of 8-feet, and Class I and Class III trees may be allowed in planters with a minimum width of 10-feet.

7. **Landscaping**  
**Landscaping Policy:** A license agreement is required for all landscaping proposed within ACHD right-of-way or easement areas. Trees shall be located no closer than 10-feet from all public storm drain facilities. Landscaping should be designed to eliminate site obstructions in the vision triangle at intersections. District Policy 5104.3.1 requires a 40-foot vision triangle and a 3-foot height restriction on all landscaping located at an uncontrolled intersection and a 50-foot offset from stop signs. Landscape plans are required with the submittal of civil plans and must meet all District requirements prior to signature of the final plat and/or approval of the civil plans.

D. **Site Specific Conditions of Approval**

1. An updated traffic impact study is required prior to any action on the next preliminary plat submittal within the SP01 Planning Area.

2. Consistent with ACHD’s May 2014 action on SP01, ACHD will not sign a final plat for any lot within Harris Ranch North unless the Parkcenter Boulevard road segment and Roundabout 1 are completed by November 30, 2015 and/or the two lane interim realigned Warm Spring is completed by November 30, 2016.

3. Improve Harris Ranch Road offsite from future Parkcenter Boulevard north to the site with 36-feet of pavement as measured from back of curb with a 3 foot gravel shoulder on the west side, a 6-foot wide a bike lane on the west side of the roadway, two 11 foot travel lanes, and curb, gutter, a 6-foot wide bike lane and a 5-foot wide concrete sidewalk on the east side of Harris Ranch Road where it does not currently exist. These improvements shall be constructed within the existing right-of-way.

4. Construct the entry road as a 29-foot street section with 2 travel lanes (no parking), vertical curb, gutter, and a 6-foot wide attached concrete sidewalk on side of the roadway within 42-feet of right-of-way. The right-of-way shall extend 2-feet behind the back of curb. The right-of-way shall extend 6” behind the back of the sidewalk. No pressurized irrigation facilities shall be placed within the right-of-way other than perpendicular crossings allowed per policy.

5. Construct a driveway off the entry roadway as depicted in attachment 4 to be shared access for ACHD’s storm drain facilities and the Penitentiary Canal. The driveway shall be restricted to a maximum width of 20-feet, be constructed with a grade of 10% or less, and be paved in full width at least 30-feet into the site beyond the edge of pavement of the entry road. Beyond that point, the driveway shall meet ACHD minimum standards for access roads.

6. Construct the internal local streets as 29-foot street sections with 2 travel lanes, and on street parking on the lot side of the street, vertical curb, gutter, and a 6-foot wide attached concrete sidewalks within 42-feet of right-of-way. The right-of-way shall extend 2-feet behind the back of curb. The right-of-way shall extend 6” behind the back of sidewalk. No pressurized irrigation facilities shall be placed within the right-of-way other than perpendicular crossings allowed per policy.

7. Construct 6 cul-de-sac turnarounds as proposed. Constructed the cul-de-sac turnarounds to provide a minimum turning radius of 45-feet.
8. Construct 2 secondary access roads, a water truck access road located off of terminus of Street C, and a fire access road which extends from the terminus of Council Springs Road north intersecting Street C, as proposed. Pave both of the secondary access roads their full with a minimum of 30-feet beyond the edge of pavement of Street C and Council Springs Road. Gates or Bollards, as determined by the Boise Fire Department, shall be installed at both ends of the secondary access roads to prevent use by the public.

9. Payment of impacts fees are due prior to issuance of a building permit.


E. **Standard Conditions of Approval**

1. All proposed irrigation facilities shall be located outside of the ACHD right-of-way (including all easements). Any existing irrigation facilities shall be relocated outside of the ACHD right-of-way (including all easements).

2. Private Utilities including sewer or water systems are prohibited from being located within the ACHD right-of-way.

3. In accordance with District policy, 7203.3, the applicant may be required to update any existing non-compliant pedestrian improvements abutting the site to meet current Americans with Disabilities Act (ADA) requirements. The applicant’s engineer should provide documentation of ADA compliance to District Development Review staff for review.

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. A license agreement and compliance with the District’s Tree Planter policy is required for all landscaping proposed within ACHD right-of-way or easement areas.

6. All utility relocation costs associated with improving street frontages abutting the site shall be borne by the developer.

7. 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 (1-811-342-1585) 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.

8. 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.

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

10. Construction, use and property development shall be in conformance with all applicable requirements of ACHD prior to District approval for occupancy.

11. 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 ACHD. The burden shall be upon the applicant to obtain written confirmation of any change from ACHD.

12. If the site plan or use should change in the future, ACHD Planning Review will review the site plan and may require additional improvements to the transportation system at that time.
Any change in the planned use of the property which is the subject of this application, shall require the applicant to comply with ACHD Policy and Standard Conditions of Approval in place at that time unless a waiver/variance of the requirements or other legal relief is granted by the ACHD Commission.

F. **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.

G. **Attachments**

1. Vicinity Map
2. Site Plan
3. Entry Road Exhibit
4. Shared Driveway Exhibit
5. Utility Coordinating Council
6. Development Process Checklist
7. Request for Reconsideration Guidelines
Ada County Utility Coordinating Council

Developer/Local Improvement District
Right of Way Improvements Guideline Request

Purpose: To develop the necessary avenue for proper notification to utilities of local highway and road improvements, to help the utilities in budgeting and to clarify the already existing process.

1) Notification: Within five (5) working days upon notification of required right of way improvements by Highway entities, developers shall provide written notification to the affected utility owners and the Ada County Utility Coordinating Council (UCC). Notification shall include but not be limited to, project limits, scope of roadway improvements/project, anticipated construction dates, and any portions critical to the right of way improvements and coordination of utilities.

2) Plan Review: The developer shall provide the highway entities and all utility owners with preliminary project plans and schedule a plan review conference. Depending on the scale of utility improvements, a plan review conference may not be necessary, as determined by the utility owners. Conference notification shall also be sent to the UCC. During the review meeting the developer shall notify utilities of the status of right of way/easement acquisition necessary for their project. At the plan review conference each company shall have the right to appeal, adjust and/or negotiate with the developer on its own behalf. Each utility shall provide the developer with a letter of review indicating the costs and time required for relocation of its facilities. Said letter of review is to be provided within thirty calendar days after the date of the plan review conference.

3) Revisions: The developer is responsible to provide utilities with any revisions to preliminary plans. Utilities may request an updated plan review meeting if revisions are made in the preliminary plans which affect the utility relocation requirements. Utilities shall have thirty days after receiving the revisions to review and comment thereon.

4) Final Notification: The developer will provide highway entities, utility owners and the UCC with final notification of its intent to proceed with right of way improvements and include the anticipated date work will commence. This notification shall indicate that the work to be performed shall be pursuant to final approved plans by the highway entity. The developer shall schedule a preconstruction meeting prior to right of way improvements. Utility relocation activity shall be completed within the times established during the preconstruction meeting, unless otherwise agreed upon.

Notification to the Ada County UCC can be sent to: 50 S. Cole Rd. Boise 83707, or Visit iducc.com for e-mail notification information.
Development Process Checklist

Items Completed to Date:

☒ Submit a development application to a City or to Ada County
☒ The City or the County will transmit the development application to ACHD
☒ The ACHD Planning Review Section will receive the development application to review
☒ The Planning Review Section will do one of the following:

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

Items to be completed by Applicant:

☐ For ALL development applications, including those receiving a “No Review” letter:
  • The applicant should submit one set of engineered plans directly to ACHD for review by the Development Review Section 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 assessment.)
  • 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 (Non-Subdivisions)
☐ Driveway or Property Approach(s)
  • Submit a “Driveway Approach Request” form to 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-Construction Meeting an Erosion & Sediment Control Narrative & Plan, done by a Certified Plan Designer, must be turned into ACHD Construction to be reviewed and approved by the ACHD Stormwater Section.

☐ 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 is required 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.

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