



Technical and Steering Committee Meeting
Thursday, August 2, 2007 10:00 A.M. to 12:00 P.M.

NOTE NEW LOCATION: BOISE CITY HALL FOOTHILLS TRAINING ROOM FIRST FLOOR

AGENDA

- I. **Consent Agenda (10:00-10:05 AM)**
 - a. **Approval of the July 12, 2007 Meeting Notes (pages 3-7)**

- II. **Action Items**
 - a. **Committee Membership – Karen Doherty (10:05 – 10:10 AM)**

The Committee is asked to provide two membership endorsements to the Consortium as follows:

 - 1) Appointment of Gerald Hunter, President and Executive Director of the Idaho Housing and Finance Association, Affordable Housing Representative to the Steering Committee; and
 - 2) Appointment of Peter O'Neill, Member of the Boise Metro Chamber of Commerce, to the Consortium.

- III. **Discussion Items**
 - a. **Adequate Public Facilities Status – Michael Lauer (10:10 – 11:00 AM) (pages 8-11)**

See attachment.

 - b. **Update about ACHD'S Transportation and Land Use Integration Project (TLIP) – Don Kostelec (11:00 - 11:10 AM)**

Don will provide a verbal update on the status of the TLIP project.

 - c. **Continuation of Adequate Public Facilities Status – Michael Lauer (11:10 – 11:30 AM) (pages 8-11)**

See attachment.

 - d. **Update from the Area of City Impact Modification Process Subcommittee - Anna Canning (11:30 – 11:35 AM)**

Anna Canning will provide a verbal update.

 - e. **Update from the Public Outreach Subcommittee – Deanna Smith (11:35 – 11:45 AM)**

Deanna will provide a verbal update on the public outreach subcommittee.

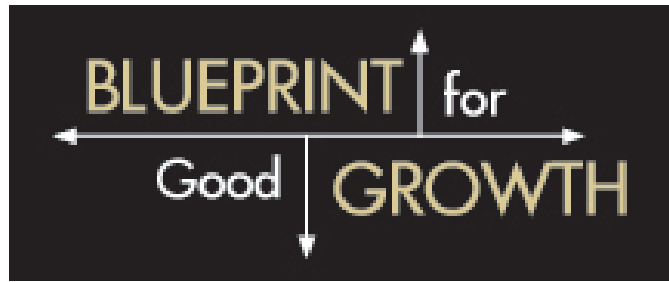
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- f. Update from the Transit Ready/Mixed Use Compact Development Subcommittee – Karen Doherty (11:45 – 11:50 AM)**
A verbal update will be given by Karen Doherty on the subcommittee's progress and coordination with COMPASS' Communities in Motion Community Choices Implementation Tool.

- g. Update of Open Space Subcommittee – Deanna Smith (11:50 – 12:00 AM)**
A verbal update will be given by Deanna Smith on progress of the Ada County Open Space Task Force. The Ada County Open Space Task Force website is located at <http://www.adaweb.net/departments/developmentservices/OPENSPACETASKFORCE.asp>

Upcoming 2007 Technical and Steering Meetings are as follows:

- September 6, 10:00 AM – 12:00 PM, ACHD Auditorium
- October 4, 10:00 – 12:00, ACHD Auditorium
- November 1, 2007, 10:00 AM – 12:00 PM, ACHD Auditorium
- December 6, 2007, 10:00 AM – 12:00 PM, ACHD Auditorium



Countywide Land Use and Transportation Guide Plan Meeting Minutes

**Technical and Steering Committee Meeting – Ada County Highway District
Thursday, July 12, 2007 10:00 a.m. to 12:00 p.m.**

Attendees: See attached

CONSENT AGENDA

a. Approval of the June 7, 2007 Meeting Notes

The minutes were approved.

INFORMATIONAL ITEMS

a. Area of City Impact Modification Process Subcommittee

Patricia Nilsson provided an update on the committee's progress. Regarding planning boundary establishment, Tricia pointed that boundary should have "functionality", and should not just be a "Section line". The initiative is that each city is responsible for delineating areas outside their currently adopted Areas of City Impact (AOCI) where subarea planning is necessary to determine future Areas of City Impact. Tricia reviewed comments received from David Turnbull.

Section 1 Establishment of a Planning Boundary – The planning boundary identified should have a growth horizon of at least 20 years and adjacent jurisdictions should be involved in the planning process. Discussion occurred regarding a city that could cross county boundaries. The process is meant to be a collaborative voluntary process with the adjacent jurisdictions, and the process could be performed with another county. The voluntary process will be formalized in a Memorandum of Understanding (MOU), where language could be memorialized as a product of BGG, approved by the Consortium as a Phase II implementation tool, and then included in the MOU. Committee members are invited to make language suggestions to allow Ada County to initiate a subarea plan. In order to avoid conflicts, Anna Canning suggested modifications to the language clearly stating that Cities have no authority beyond established AOCI other than City planning and no land use decision making authority in the area.

Section 2 City Sub Area Plan Scope of Work and Process - Anna opened with comment that Section 2 is initiated after the MOU adoption; the MOU will memorialize the boundary establishment and include a public involvement and adjacent jurisdiction engagement plan. Section 2c was highlighted with its public participation plan. Anna also noted when there are conflicting suggestions in the planning process, the City shall accommodate a majority of the stakeholders. When City disagrees with a requested modification, the City takes note of objections and specifically notes the reason for the

objection. Some members suggested that stronger statement should be made concerning conflict avoidance, and for that matter Section 2d should be modified to be consistent with BGG and Communities In Motion. Josie Erskine noted that agricultural protection provision is not included in plan nor is their protection of agricultural ditches and canals. Addition of these items was requested, placed to be part of the 14 elements including agricultural land use and evaluation.

Section 3 - County sub area plan scope of work and process discussion established that is necessary to provide flexibility in planning but avoid multiple planning efforts. Examples of County sub area plans may include Open Space and Trails plans.

Section 4- Joint Workshop with Property owners and Affected Residents

To avoid duplication of public participation plan when the County and City does the formal adjustment process it is necessary to organize joint workshop meetings for public participation. Committee members suggested that this section needs to have more context. This opened discussion with two possibilities: a stand-alone section or be renumbered and incorporated as some of the other items. The subcommittee will research the possibilities.

Section 5 – Area of City Impact Amendment Negotiation Process

Regarding adoption of sub area plans by the Board of County Commissioners, Nichoel thought that a one-year timeline may be insufficient. Modifications will be made as such. Discussion occurred about the outside sewer or other service providers ability to provide service in 20-year horizon. Patricia suggested this would only apply to Cities that haven't adopted Adequate Public Facilities. Deanna Smith challenged this as a loophole which would undermine BGG's Adequate Public Facilities process.

Comments on the AOCI process shall be provided to Karen Doherty by July 20. The subcommittee will present their modifications at the next meeting.

b. Public Outreach Subcommittee

Ray Stark summarized the BGG presentation at Boise Metro Chamber of Commerce on July 12. He highlighted that leadership is necessary from the private sector, not just the public sector, and that the Boise Metro Chamber of Commerce would like a seat at the Consortium to assist in the implementation of BGG. Peter O'Neill added that language used in BGG presentations needs to be geared towards those that are not familiar with the BGG project.

Patricia Nilsson provided the group with an update on the Public Outreach subcommittee. The group has discussed message mapping and established three key themes:

- (1) Cooperation
- (2) Quality of Life
- (3) Commitment

These messages will be used in developing public outreach tools. The committee came to general agreement of approving 3 key messages. Josie pointed that agriculture needs to be added in protect our investment in homes in business section. Kelli suggested engaging a marketing specialist to review the BGG products as they are being finalized.

Feedback from the Boise Metro Chamber of Commerce presentation brought to attention that "APF" needs to be simplified. Diane suggested creation of separate

targeted messages to P&Zs and other elected officials, such as City Council members. Kelli Fairless suggested that BGG coordinate this effort with Transit Ready Forums and outreach. July 18th is deadline for message map comments to Karen Doherty.

c. Transit Ready/Mixed Use Compact Development Subcommittee

Kelli Fairless provided an update on the Transit Ready subcommittee's progress. Key points of this update are:

- ii) Include financial institutions in the transit ready forums;
- iii) Development community wants plans that indicate where the transit is planned; and
- iv) Include identification of barriers at the transit ready forums.

A sample of the graphic illustration being created by COMPASS as part of their Communities in Motion Community Choices Implementation Plan was distributed. The group continues to meet to further plan the outreach forums.

d. Open Space Task Force

Deanna Smith gave an update on the Ada County Open Space Task Force. Two subcommittees have been formed: One subcommittee is focusing on mapping. It is aggregating all Open Space related maps. The BGG Committee was encouraged to give Deanna existing resources to pass along. Josie highlighted tools that could be used to identify existing agricultural uses.

The Tools/Public Relations subcommittee is the second subcommittee created by the Task Force. A "laundry" list of possible tools that can be used in Open Space preservation has been created regardless of existing laws. These have been sent to Boise City and Ada County legal staff to identify what is currently possible under Idaho Statutes. Following this review, the Committee will target recommendations of actions that are possible within existing statutes or with minimal modifications.

Deanna further stated that there is a possibility of additional interaction with the Ada County Task Force on subcommittees. Individuals should let Deanna know if they are interested. She clarified that the Task Force is not soliciting for acreage or ground, rather they are focusing on criteria for Open Space.

The next meeting will be held on August 2 at 10:00 am. Michael Lauer will be here to discuss the first Adequate Public Facilities work items.

The meeting was adjourned at 12:05.

Blueprint for Good Growth

Committee: Steering/Technical

Date: 07/12/07

Name	Contact Number	Representing
Sajonara Tipunic	836-0420	Doherty & Associates
RAY STARK	472-5225	CHAMBERS
Chris Danley	387-6202	ACHD
Nicholas David Spencer	939-0227	Eagle
Richard Cook	287-7903	ACDS
Josie Erskine	345-8003	peaceful Belly Agri.
Robert Miller	860-4944	Industry (HP)
Dean Gunderson	287-7944	Ada County
MARK WASDAHL	334-8344	ITD
Pam Muldon	384-4264	CCDC
John Lee	362-7329	United Water
Charles Trainor	855-2558	COMPASS
PETE FRIEDMAN	884-5533	MERIDIAN
ANNA CANNING	884-5533	MERIDIAN
DIANE KUSHLAN	433-9352	GARDEN CITY.
BOB TAUNTON	401-5505	ULI
PETE O'NEILL	333-2401	CHAMBER
Patricia Nilsson	384-3842	City of Boise
Gay Allen	388-1200	Neighborhoods
Karen Doherty	336-0420	B66
Deanna Smith	333-8066	156
Jane Suggs	342-6941	JBS Enterprises LLC
Kelli Fairless	846-8547	Valley Regional Transit

Creating Political Will to Adopt BGG - Draft for Steering 7/12/07

Cooperation	Quality of Life	Commitment
Mutually Created Blueprint Principles	Manage traffic future by present decisions	Measure Actions against Principles
		Required Planning Before Development
		Understand Regional Impacts of Local Decisions
Identified Desired Growth Areas	Increased Opportunities	Flexible and Responsive
	Increased Shopping/Restaurants	Up to Date Forecasting
	Health Care	
	Transit	
	<i>DRAFT</i>	
	<i>7/12/07</i>	
Identified Unique Qualities	Protect our investments in home and business	Transparency of decisions
Community Identity/Unique Qualities	Ensure Adequate Public Facilities	Information widely available
		High Level of Public Involvement

Memo



To: Blueprint for Good Growth Steering/Technical Committee Meeting
From: Michael Lauer, AICP
Date: July 23, 2007
Re: August 2 Steering Committee APF Policy Issues

On August 1-3, I will be conducting stakeholder interviews to describe the process of developing adequate public facility (APF) requirements, highlight the key implications of those requirements and to solicit direction on key policy issues that need to be resolved prior to implementation of APF in accordance with the Blueprint for Good Growth. The following issues, which we will discuss at the August 2nd workshop, are oriented towards transportation adequacy, but similar issues will apply to other essential public facilities.

1. What, if any areas that should be exempt from testing transportation system adequacy?

○ **Options:**

- Different levels of service – this approach would allow for higher levels of congestion along certain road segments. *[Note that the TLIP process will establish different level of service standards.]* This will allow development to continue despite affected road constraints, but may require mitigation if congestion is too great.
- APF exemption areas – this approach would exempt certain areas from APF testing for transportation, regardless of the adopted LOS of affected roads. This approach would eliminate the mandatory participation in transportation improvements.

- **Recommendation:** Use different levels of service, but retain testing for all development, though mitigation requirements could be limited in targeted areas (e.g., downtown Boise) to addressing ingress and egress challenges.

2. What demands from approved, but unbuilt development should be counted against existing capacity?

○ **Options:**

- Ignore approved but unbuilt development – this approach would mean that transportation improvements would always trail the impacts of development.
- Establish a reasonable time period to project absorption of approved, but unbuilt development – this approach would assume that the portion of unbuilt development that is likely to occur over the next several years has reserved some of the available capacity.

- Assume that demands from all approved, but unbuilt development are committed – this approach would lead to reservation of the greatest amount of capacity, but likely would count demands that are not imminent.
- **Recommendation:** assume that a portion (**discussion item**) of approved, but unbuilt development is committed. This demand should be reflected in the short-term growth projections used in the COMPASS and ACHD traffic models.

3. How much growth should be reserved for external demands?

- **Recommendation:** the COMPASS regional traffic model should be used as the basis for measuring external traffic demands.

4. To which developments should APF requirements be applied?

- **Options:**
 - Exempt minor subdivisions and other de minimis development.
 - Exempt developments that achieve specifically defined goals (e.g., affordable housing, economic development, infill)
 - Do not exempt any development from testing.
- **Recommendation:** Exempt development projected to generate fewer than a threshold number of trips (e.g., <50 vehicles per day) for all contiguous holdings, but demands from all development. If specific types of development are desired, allocate the trips to them in advance, prior to the creation of a traffic constraint.

5. How should “capacity” be defined?

6. When should adequacy be measured?

- **Options:**
 - At the earliest point in the development process (e.g., plan amendment or rezoning).
 - At platting or site plan approval, the time when an applicant is required to commit to the provision of public facilities.
 - At the time of building permit issuance.
- **Recommendation:** Measure at preliminary plat for single family development and site plan for all other development. Allow for voluntary early adequacy assessment.

7. When should capacity be committed/reserved?

- **Options:**
 - Reserve capacity at the time that adequacy is measured.
 - Reserve capacity upon final approval or mitigation.
- **Recommendation:** Reserve capacity at the time that adequacy is measured.

8. For how long should capacity be reserved?

- **Options:**
 - Reserve capacity in perpetuity
 - Reserve capacity for a limited time period
- **Recommendation:** Reserve capacity for two years or the duration of a valid development agreement committing to mitigation. Once a project provides mitigation, its capacity should be reserved in perpetuity.

9. What options should be available for mitigation?

- **Recommendation:** Applicants should be able to wait for capacity to become available (**how long?**), reduce demands, phase demands or provide capacity in accordance with a development agreement. Capacity may be provided through an approved combination of monetary contributions, construction of improvements or contributions of land.
- **Additional Discussion:** To what extent should transit or mixed uses be included as options for demand reduction?

10. Who should approve mitigation?

- **Recommendation:** Mitigation should be approved by the transportation provider (ACHD, ITD and/or Valley Regional Transit) and, if the improvement is not already included in a currently adopted capital facilities plan, the jurisdiction in which the transportation improvements are provided.

11. When should mitigation take place?

- **Options**
 - At the time that capacity is reserved.
 - At final plat or site plan approval.
 - At building permit issuance.
 - At occupancy.
- **Recommendation:** Require mitigation at the time of final plat or site plan approval to provide sufficient time to provide capacity before demands are generated.

12. What should the cost basis for mitigation be?

- **Recommendation:** The cost basis should be the project's proportionate share of the costs of improvements, provided however that a project that the applicant may be required to advance more than the proportionate share of the costs if the improvement is not scheduled for the first ___ (**discussion item**) years of the short-term work program.

13. How should mitigation relate to impact fees?

- **Recommendation:** Provide full impact fee credit for expenditures on improvements that are included in the basis of impact fees. Credit should not be provided unless improvements are not part of the impact fee calculation.

14. Should applicants "own" excess capacity provided through a mitigation agreement?

- **Recommendation:** If excess capacity is provided, the applicant should be able to sell capacity within the same traffic shed subject to verification that the capacity serves the affected development.

15. Who should monitor demands and capacity?

- **Recommendation:** Capacity should be monitored by the affected transportation provider, though it likely will be more efficient for a single entity (e.g., ACHD) to maintain a model showing existing capacity, planned capacity and available capacity (capacity minus demands from existing and approved, but unbuilt development).