

MASTER PUBLIC HEARING APPLICATION

GEM COUNTY DEVELOPMENT SERVICES

109 SOUTH MCKINLEY, EMMETT, IDAHO 83617 WWW.GEMCOUNTY.ORG PHONE: (208) 365-5144

TYPE OF APPLICATION: (PLEASE CHECK ALL THAT APPLY.)
□ APPEAL □ PLANNED COMMUNITY □ SUPPLEMENTAL AMENDMENT □ COMPREHENSIVE PLAN TEXT AMENDMENT □ REZONE □ VACATION □ COMPREHENSIVE PLAN MAP AMENDMENT □ SPECIAL USE PERMIT □ VARIANCE □ DESIGN REVIEW □ SPECIAL USE PERMIT (MINERAL EXTRACTION) □ ZONING TEXT AMENDMENT □ DEVELOPMENT AGREEMENT □ SUBDIVISION, PRELIMINARY □ PLANNED UNIT DEVELOPMENT □ SUBDIVISION, MODIFICATION
PROJECT NAME: Dollars Mini Storage SITE INFORMATION:
(This information can be found on the Assessor's property information assessment sheet.) NEVAC SWY4 of NW 14 Quarter: Assessor's property information assessment sheet.) Range: 24 Total Acres: 1
Subdivision Name (if applicable):
Lot: Block:
Site Address: 1749 W. Hoy 52 City: Emme H ID
Tax Parcel Number(s): D944 Current Zoning: Mixed Current Land Use: Storage Unit
PROPERTY OWNER: Name: John and Michelle Dollar Name: John and Michelle Dollar
Address: 3575 Wills Rd Address: 3575 Wills Rd
City: Emme# State: ID Zip: 83417 City: Emme# State: ID Zip: 83417
Telephone: 541-519-8977 Michelle Telephone: 541-519-5946 John Email: jdollartrap200
I consent to this application and allow Development Services staff to enter the property for site inspections related to this application. I certify this information is correct to the best of my knowledge.
Michelle R. Dollar 9/23/21 Michelle R. Dollar 9/23/
Signature: (Owner) Date Signature: (Applicant) Date
OFFICE USE ONLY
File No.: Received By: 16 Date: 110 Fee: \$20 Receipt No: 100



SPECIAL USE PERMIT SUBMITTALS AND CHECKLIST

(Not a business license or building permit)

GEM COUNTY DEVELOPMENT SERVICES 109 SOUTH MCKINLEY, EMMETT, IDAHO 83617 WWW.GEMCOUNTY.ORG PHONE: (208) 365-5144

20' x 93' Storage Unit of bare ground.
20 Units with rollupdoors.
DESCRIPTION OF PROPOSED SPECIAL USE: (Attach other sheets if necessary):
we would like to add an additional
48' x 200' building and a 20' x 125' building and
48' x 200' building and a 20' x 125' building and a 10' x 230 building for additional storage units
Submittal Requirements.
FEE: Category 1: All residential uses (e.g. daycare): \$250.00 Category 2: Commercial and industrial uses (up to 5 acres): \$325.00 Category 3: Commercial and industrial uses (greater than 5 acres): \$450.00
LEGAL DESCRIPTION: A metes and bounds description or lot and block reference of proposed property.
SITE PLAN: A plan of the proposed site for the special use showing the location of all buildings, parking and loading area, traffic access and traffic circulation, open spaces, landscaping, refuse and service areas, utilities, signs and yards.
ANDSCAPE PLAN as per Gem County Zoning Ordinance: Chapter 6: Section 6-6: Subsection C-1-C.

LANDSCAPE PLAN as per Gem County Zoning Ordinance; Chapter 6; Section 6-6; Subsection C-1-C. (Please see attached Landscape Plan Checklist)

PROOF OF OWNERSHIP OR VALID OPTION HOLDER: Attach a copy of your property deed, option agreement, quit claim deed, or title report with a complete legal description.

PLAT MAP: show property under consideration and surrounding properties. AERIAL PHOTO: Show property under consideration and surrounding properties

(THE ABOVE ITEMS WILL BE PROVIDED BY THE DEVELOPMENT SERVICE OFFICE) LETTER OF INTENT: A narrative statement addressing the following nine standards:

GENERAL STANDARDS APPLICABLE TO ALL SPECIAL USES:

DESCRIPTION OF EXISTING USE:

The Commission shall review the particular facts and circumstances of each proposed special use in terms of the following standards and shall find adequate evidence showing that such use at the proposed location:

The property at 1749 W Hwy 52, Emmett, Idaho is a 1 acre parcel of land ,and has one building on the property. That building is a 20' x 93' metal storage building with 20 unit. Each unit is separated with interior walls and ceilings. That building was permited at the time it was built. The zoning for the 1 acre property is mixed use, which it is our understanding that we would need to have a special use permit to build additional storage units.

The surrounding area consist of mixed uses, Ed Staubs has a business across the highway and there are a couple other business west of this property. The adjoining properties are residential and the south property line is boarded by a stripe of industrial zoned land.

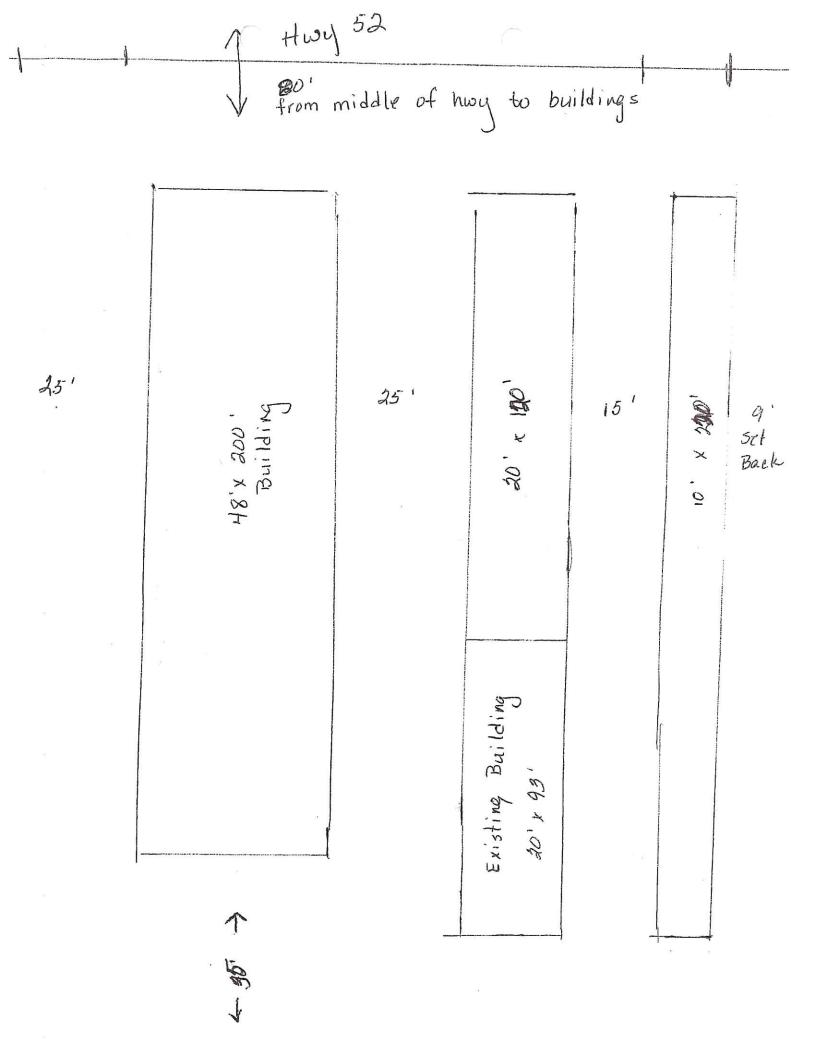
We would keep the new buildings the same style and color of the existing building, red and white theme. The new driveways will be 25' wide, plenty big enough for two vehicle to pass by each other and the new 48' x 200' building will be 35' from the south property line to allow for adequate room to turn for larger vehicles.

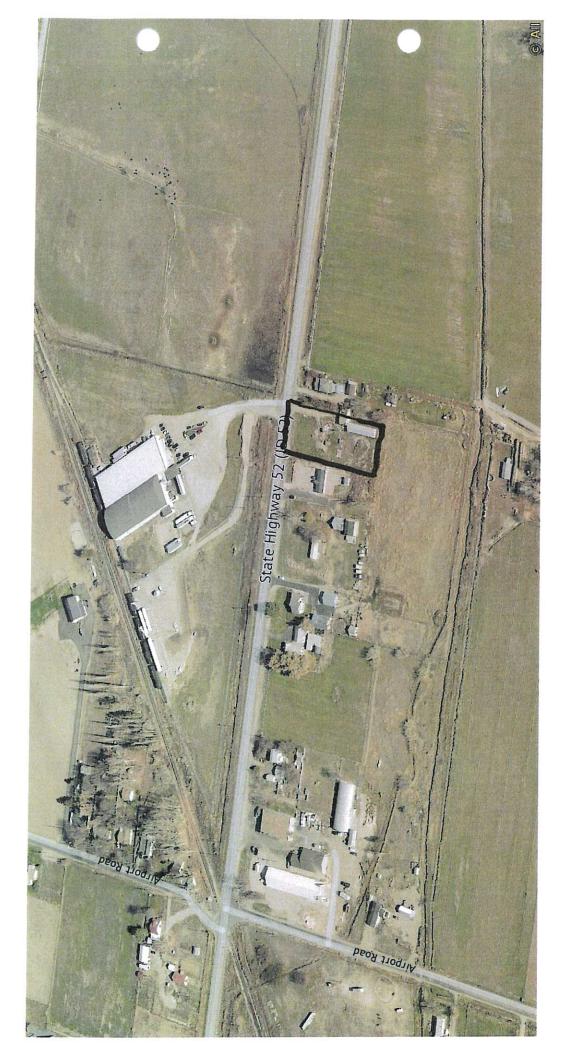
We will have security camera's and add lighting to the property. The property will be fenced with a gate that has a key pad entry. This will limit the traffic through the property to only tenants. At this time there is electricity and a shallow well on the property. We will not be adding any other utilities and will not provide any restrooms. We do not feel that the storage units will create any additional requirements of public facilities and services.

Each tenant will sign an agreement before moving their items in. The agreements will clearly state what is permitted and what is not. We will have a software program with all the up to date legal documents. For extra security we will require a disc lock for each unit.

We will have adequate approaches to the property. Will make changes as required by the State Hwy Department. There are two driveway to the property from Hwy 52 at this time. The buildings will be set back off of the hwy 80' from the center of the road.

The additional buildings will not alter the natural, scenic or historic features of any major importance.







GEM COUNTY DEVELOPMENT SERVICES DEPARTMENT

109 S. MCKINLEY AVENUE

EMMETT, IDAHO 83617

OFFICE OF THE ADMINISTRATOR PLANNING & ZONING

PHONE: (208) 365-5144

WEB PAGE: GEMCOUNTY.ORG

STAFF REPORT

DESCRIPTION:

SPECIAL USE PERMIT APPLICATION - STORAGE UNITS

FILE NUMBER: SUP #21-008

ZONING COMMISSION HEARING DATE: NOVEMBER 8, 2021, 6:00PM

APPLICANT:

JOHN AND MICHELLE DOLLAR

3575 WILLS ROAD **EMMETT, ID 83617**

PROPERTY OWNER:

SAME

SUBJECT PROPERTY: 1749 WEST HIGHWAY 52, IN T 06N, R 02W, SECTION 13

STAFF PLANNER: JENNIFER KHARRL

1. APPLICATION SUMMARY

The applicant, John and Michelle Dollar, is requesting approval of a Special Use Permit (SUP) to allow an expansion of storage units on their property. The use is proposed at 1749 W. Highway 52 and is located in the MX, Mixed Use zone (5-acre minimum). The subject property consists of approximately 1.00 acre.

"Storage Units" is not a land use that is listed in Gem County Code (GCC) 11-5-5, Zoning Matrix, It is a unique category in the matrix. GCC 11-5-3 states that "uses not specifically listed or not deemed similar to allowed uses shall require a special use permit." The property lies within "Mixed Planned Development" of the "Area of City Impact" land designation of the Future Land Use Map.

2. APPLICATION & PROPERTY FACTS

A. Site Address/Location:

The property is located at 1749 West Highway 52. The property is located in a portion of Section 13, T 06N, R 02W.

B. Current Owner(s):

John and Michelle Dollar

3575 Wills Road Emmett, ID 83617

C. Applicant(s): Same

SUP #21-008

Page 1 of 8

D. Present Zoning: MX, Mixed Use

E. Present Comprehensive Plan Designation: Area of City Impact/Mixed Planned Development

F. Property Size: Approx. 1.00 acre

3. APPLICATION PROCESS FACTS

A. Application Submittal:

The application for this item was received and deemed complete by the Development Services Department on September 27, 2021.

B. Notice of Public Hearing:

Notice of Public Hearing on the application for the Gem County Zoning Commission was published in accordance with requirements of Title 67, Chapter 65, Idaho Code and Gem County Code 11-7-6 on October 20, 2021. Notice of this public hearing was mailed to property owners within 300 feet of the subject property in accordance with the requirements of Title 67, Chapter 65, Idaho Code and Gem County Code 11-7-6 on October 15, 2021. The physical property was posted for the public hearing on October 19, 2021. Requests for all impact agencies' reviews were mailed on October 15, 2021.

C. Relevant Ordinances and Required Actions:

The subject application constitutes a Special Use as determined by Gem County Code (GCC). By reason of the provisions of the GCC Title 11, Chapter 7, a public hearing is required before the Zoning Commission on this matter.

- D. History of Previous Actions on Property: A building permit was issued in 1995 for the existing storage units.
- E. Companion Applications: None.

4. LAND USE

- A. Existing Land Use(s): Storage Units.
- B. Description of Character of Surrounding Area: Irrigated pastureland, rural single-family dwellings and commercial businesses.
- C. Adjacent Comprehensive Plan, Zoning and Land Use:

	COMP PLAN DESIGNATION	ZONING DESIGNATION	LAND USE
North of site	Area of City Impact/Mixed Planned Development	Mixed Use	Commercial – Food Service Building
South of site	Area of City Impact/Mixed Planned Development	Mixed Use	Rural Residential, Irrigated Pastureland
East of site	Area of City Impact/Mixed Planned Development	Mixed Use	Rural Residential, Irrigated Pastureland

	COMP PLAN DESIGNATION	ZONING DESIGNATION	LAND USE
West of site	Area of City Impact/Mixed Planned Development	Mixed Use	Rural Residential, Irrigated Pastureland, storage units and trailer park

D. Physical Constraints and Opportunities:

- 1. Wastewater & Domestic Water: Currently, the property doesn't have an individual domestic well and a septic system will be installed.
- 2. Topography: Relatively Flat.
- 3. Vegetation: N/A.
- 4. Floodplain: FEMA Community panel number 160127-0407 B, Zone X: areas of 1% annual chance of flooding.
- 5. Hazards: Staff is not aware of any existing or potential hazards on the property. The applicant should disclose any other known hazards on the property at the public hearing.
- E. Special Use Information: A Special Use Permit application is required for the storage units in the MX zone.
- F. Building Setback Information. Any new structures over 120 square feet in size would have to receive a building permit and comply with setbacks in effect at the time.
- G. Streets and/or Access Information: Vehicular access to the property is taken directly off West Highway 52.

5. COMPREHENSIVE PLAN POLICIES & GOALS [Staff comments and analysis are shown in *italics*.]

The Comprehensive Plan Future Land Use Map identifies the subject property as Mixed Planned Development within the Area of City Impact.

The Comprehensive Plan defines the "Area of City Impact" category (in Chapter 12) as follows:

"Build out residential densities are expected to be higher in the Area of City Impact than the other two planning areas. Until municipal services are extended to out-lying parcels in the Area of City Impact, properties are encouraged to remain at lower densities. This will allow for a more efficient and cost-effective network of sewer and water lines to be constructed upon future annexations. . . The purpose of this policy is to keep properties as low density until city services are extended to properties within this area. . ."

The Comprehensive Plan defines the "Mixed Planned Development" category (in Chapter 12) as follows:

The Mixed Planned Development designation is intended for compatible land uses and these lands are anticipated for a variety of planned, compatible mixed uses.

This property is located in an MX zone and within the Area of City Impact/Mixed Planned Development designation of the Future Land Use Map. The proposed use is only allowed in the existing zone (MX) if the Commission grants a SUP. No amendment to the Comprehensive Plan is necessary to allow the use since it is allowed with a SUP under the current zone.

- 6. ZONING ORDINANCE [Staff comments and analysis are shown in italics.]
 - A. Schedule of Zoning Regulations: "Storage Units" is not a land use that is listed in Gem County Code (GCC) 11-5-5, Zoning Matrix. It is a unique category in the matrix. GCC 11-5-3 states that "uses not specifically listed or not deemed similar to allowed uses shall require a special use permit."
 - B. Purpose Statement of Zone: Gem County Code 11-4-6.A. lists the purpose of the MX, Mixed Use zone as follows: "Mixed Development of residential, offices, commercial and light industrial along designated corridors of Gem County."

The Commission must find that the proposed use is consistent with the purpose of the zone.

7. REQUIRED FINDINGS & STAFF ANALYSIS [Staff comments and analysis are shown in italics.]

A. Will in fact, constitute a special use as established on the Official Schedule of District Regulations for the zoning district involved;

Staff finds that the subject property lies within the MX, Mixed Use zone. "Storage Units" is not a land use that is listed in Gem County Code (GCC) 11-5-5, Zoning Matrix. It is a unique category in the matrix. GCC 11-5-3 states that "uses not specifically listed or not deemed similar to allowed uses shall require a special use permit." Therefore the storage units are found to constitute a special use as established on the Official Schedule of District Regulations.

B. Will be harmonious with and in accordance with the general objectives or with any specific objective of the Comprehensive Plan and/or the Zoning Ordinance;

Staff finds that the proposed use, if operated according to the proposed conditions of approval, will be in accordance with the objectives and policies of the "Area of City Impact/Mixed Planned Development" designation on the Future Land Use Map of the Comprehensive Plan, as outlined in Section 5 of this report. The increased traffic may cause a nuisance.

C. Will be designed, constructed, operated and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area;

Staff finds the <u>existing</u> character of the area is rural and agricultural, with single-family residential and some commercial uses in the vicinity. The <u>intended</u> character of the area (as defined in Chapter 12 of the Comprehensive Plan) is to retain the rural, natural resource, and open space nature of the area until such time as the Emmett city limits extend and properties are annexed as well as it is intended for compatible land uses and these lands are anticipated for a variety of planned, compatible mixed uses. The proposed storage unit use shouldn't change the character of the area given the fact that there are existing commercial uses north of the property. Depending upon the level of traffic, it could potentially change the character of the area. For this reason, staff finds some special conditions are necessary in order to protect the character of the area.

Staff finds that determining what is "harmonious" in a particular neighborhood relies strongly on the residents of that neighborhood. As such, the Commission should review this finding after hearing from both existing residents and the applicant and their plans to address any compatibility concerns.

D. Will not be hazardous or disturbing to existing or future neighboring uses;

Staff finds that the proposed use has the potential to be disturbing to neighboring uses with the intermittent traffic generated by the storage units. The Commission should review this finding in relationship to the proposed conditions and other evidence presented at the hearing.

E. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer and schools; or that the persons or agencies responsible for the establishments of the proposed use shall be able to provide adequately any such services;

Staff finds that the proposed uses could be adequately served by the Gem County Road and Bridge Department, Gem County Sheriff's Department, Mosquito Abatement District, Emmett Sanitation and Gem Rural Fire District #1. The Commission should also refer to any comments submitted from impact agencies during the course of the open public hearing. Staff received correspondence from the Idaho Transportation Department.

F. Will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community;

Staff finds that the proposed use will not significantly increase demands on public facilities or services, assuming all conditions of approval are met. No public service providers raised this as a concern during the public comment period. The applicant is responsible for paying all improvement and other costs associated with ensuring the operation complies with public requirements. There are no anticipated negative impacts on the public facilities and services. If operated in accordance with county regulations, it should not be detrimental to the economic welfare.

G. Will not involve uses, activities, processes, materials, equipment and conditions or operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors;

As noted in finding D above, the main foreseeable detriment to the general welfare could be intermittent traffic. Staff finds that the use will not be detrimental to persons or property if operated in accordance with Gem County laws and the conditions below.

Staff finds that determining what is "detriment" in a particular neighborhood relies strongly on the residents of that neighborhood. As such, the Commission should review this finding after reviewing the written comments and hearing from existing residents and the applicant and their plans to address any such concerns.

H. Will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares;

The proposed driveway shouldn't create an interference with traffic and public thoroughfares if built per the Idaho Transportation Department's standards.

 Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.

Staff finds that the application would not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance. There are no known historical structures in the area.

8. IMPACT AGENCIES NOTIFIED

Gem County Mapping
Gem County Sheriff
Fire District #1
Last Chance Ditch Company
City of Emmett
Idaho Transportation Department

9. STAFF RECOMMENDATION

The Commission must consider the evidence and testimony presented during the public hearing prior to rendering its decision concerning this application. Should the Commission make positive findings of fact and vote to approve this application, staff recommends that the approval be subject to the Site Specific Conditions of Approval attached in Exhibit A.

EXHIBIT A

PRELIMINARY SITE SPECIFIC CONDITIONS OF APPROVAL DOLLAR FILE #SUP-21-008

- 1. This permit is subject to an annual review by the Development Services Department.
- 2. The permit is non-transferable to another property and is only valid at 1749 West Highway 52.
- 3. The applicant shall provide a minimum 20-foot wide open fire and emergency vehicle access lane to the storage units. The applicant shall submit a letter from Fire District #1 stating that their standards have been met.
- 4. The applicant shall comply with the October 18, 2021 letter from the Idaho Transportation Department.
- 5. The applicant shall comply with the September 14, 2021 letter from the Last Chance Ditch Company.
- 6. All trash and/or garbage collection areas shall be enclosed on at least three sides by a solid wall or fence of at least four feet in height or within an enclosed building or structure.
- 7. No permanent off-premise signs are permitted with this permit and all on-premise signs shall comply with the Gem County Sign Ordinance.
- 8. The applicant shall install a 6-foot privacy fence (not chain link) along all property lines.

GCC 11-7-11: LAND USE TIME LIMITATIONS:

- (1) Commencement: When a special use permit is granted, the land use or construction of its facility proposed in the application must have commenced within one (1) year of the date of the final decision by the Commission, or the Board or a court of appropriate jurisdiction (if appealed) and completed within two (2) years of the same date. Upon expiration of the use or the approval of that use as provided by this section, the applicant can seek approval of the use only by filing a new initial application for review by the Commission.
- (2) Expiration: After the one (1) year period has expired, if any person, including staff or member of the Commission, files a written notice presenting sufficient evidence, as determined by the Administrator, to establish that the land use or construction of its facility provided for in the special use permit, has not commenced, or after the two (2) year period that said use has been abandoned or has ended, the Commission may find that the use has not been implemented or has been abandoned or has ended. If so, the Commission shall set aside the prior approval and order the property to revert to its prior status. An aggrieved person may appeal any Commission decision made under this section to the Board pursuant to Chapter 11-7-9 of this chapter.

GCC 11-7-12: REQUEST FOR EXTENSION:

(1) Request: An applicant may request extension of the time period provided by this section by filing an application for extension with the Administrator. Such application must be filed at least sixty (60) calendar days prior to expiration of the one (1) year period for commencement of the land use or sixty (60) calendar days prior to the SUP #21-008

Page 7 of 8

expiration of the two (2) year period for completion of the project. The matter shall be heard at a public hearing before the Commission or the Board, whichever made the final decision, in accordance with the notice and hearing procedures of this chapter. If the application is not timely filed, it shall be denied. A renewal extension, if granted, may be limited to three hundred sixty five (365) calendar days, which shall commence at the expiration of either period.

(2) Decision: The Commission or the Board may extend the commencement period or the completion period as provided above upon proof of good cause by the applicant. The burden of proof as to the showing of good cause for the extension shall be on the applicant, and good cause shall be determined at the discretion of the Commission or the Board.



IDAHO TRANSPORTATION DEPARTMENT

P.O. Box 8028 • Boise, ID 83707-2028 (208) 334-8300 • itd.idaho.gov

October 18, 2021

Michelle Baron Gem County Planning & Zoning 109 South McKinley Emmett, Idaho 83617

VIA EMAIL

Development Application	SUP-21-008		
Project Name	DOLLAR'S MINI STORAGE		
Project Location	1749 West Highway 52, south of SH-52 milepost 29.01		
Project Description	Special use permit allowing storage units. There are already 20 existing storage units on the property. This application is to allow the construction of more storage units		
Applicant	John and Michelle Dollar		

The Idaho Transportation Department (ITD) reviewed the referenced special use permit application and has the following comments:

- 1. This project abuts the State Highway system.
- 2. The approaches have not been properly documented with ITD permits. Applicant will need to submit an ITD Right-of-Way Encroachment Application and Permit Approaches or Public Streets in order to have them properly documented. This application can be found on the ITD website at www.itd.idaho.gov by selecting "click for more topics" in the purple Business box, then selecting "Form Finder" from the drop down menu, and finally scrolling down to form number 2109 and clicking on the blue number. For assistance please contact Shona Tonkin at (208) 334-8341 or Shona.Tonkin@itd.idaho.gov. Connection to or modification of an existing access to the State Highway system will require a permit from ITD. Once permitted, should the use of the parcel change causing any increase in trip generation, or the parcel be split, property owner will need to re-apply for access at that time.
 - 3. Trip generation numbers were not provided with this application. Development of this parcel will require submittal of trip generations to ITD, and may require a traffic analysis. Any necessary mitigation for traffic impacts identified by the analysis shall be the responsibility of the applicant



IDAHO TRANSPORTATION DEPARTMENT

P.O. Box 8028 • Boise, ID 83707-2028 (208) 334-8300 • itd.idaho.gov

to install. ITD reserves the right to make further comments upon review of any submitted traffic generation data or other documents.

- 4. Idaho Code 40-1910 does not allow advertising within the right-of-way of any State Highway.
- 5. The Idaho Administrative Procedure Act (IDAPA) 39.03.60 governs advertising along the State Highway system. The applicant may contact Justin Pond, Program Manager for ITD's Headquarters Right-of-Way Section at (208) 334-8832 for more information.
- 6. ITD objects to the proposed application due to access concerns as noted in items 2 and 3.
- 7. Once an approved ITD permit has been obtained and any required mitigation, if any, has been installed, ITD will withdraw objections to the proposed application.

If you have any questions, you may contact me at (208) 334-8338.

Sincerely,

Sarah Arjona

Development Services Coordinator

Sarah.Arjona@itd.idaho.gov

LAST CHANCE DITCH COMPANY

PO BOX 428 / 118 N Commercial Ave Emmett ID 83617

President: Paul Derig Treasurer: Karen Fraley Secretary: Holly Hoff

Director: Valerie Padgett
Director: Blake Hasbrouck

Phone: (208) 365-1902

Fax: (208) 365-1903

Email: lastchanceditch@gmail.com

September 14, 2021

GEM COUNTY DEVELOPMENT SERVICES
ATTN: MICHELLE BARON, DEVELOPMENT SERVICES COORDINATOR
109 S MCKINLEY AVE
EMMETT ID 83617

Re: Special Use Permit-Storage Units 1749 West Highway 52

To Whom It May Concern:

Upon review of the proposed plans for building at 1749 West Highway 52 Last Chance Ditch has no objections but will require the following conditions be met:

 No structures, trees/vegetation, or other interferences within 20' of any irrigation drains and water delivery laterals to allow for ditch right of way for management and maintenance matters.

Additional questions should be directed to me at 208-890-7331 or via email to lastchanceditch@gmail.com.

Respectfully,

Doyle Fackler, Ditch Manager

CERTIFICATE OF MAILING

I hereby certify that on the <u>15th</u> day of <u>October</u> 2021, I served a true and correct copy of the foregoing upon:

PROPERTY OWNER LIST WITHIN 300 FEET

Dollar T06N, R02W, Section 13

Ronald Williams 10138 W Fox Ridge Drive Boise, ID 83709

Crysta McMaster 1761 Highway 52 Emmett, ID 83617

Jack Stevens 1745 W Highway 52 Emmett, ID 83617

Deborah Mason 2506 Schiller Road Emmett, ID 83617 Natalie McKee 1797 W Highway 52 Emmett, ID 83617

Staub Brothers LLC 1301 Esplanade Avenue Klamath Falls, OR 97601

Casa Del Norte L P 11204 Bar 21 Drive Glenns Ferry, ID 83623

Samuel Hill Revocable Trust 630 Cherry Lane Emmett, ID 83617

By depositing a copy thereof in the United States mail, with first class postage prepaid.

Michelle Barron Associate Planner