



**CITY OF SUN VALLEY
PLANNING AND ZONING COMMISSION
AGENDA REPORT**

To: Planning and Zoning Commission
From:  Mark Hofman, Community Development Director
Meeting Date: June 27, 2013
Agenda Item: **Brown Residence Addition
Design Review Application No. DR2013-22**

SUBJECT: Public hearing for a design review application proposing the construction of a 2,207 square foot living space and attached garage addition to an existing single-story, single family dwelling on a reconfigured residential lot (associated with Plat Amendment No. SUBPA 2013-03) within the Single Family Residential (RS-1) Zoning District of the City of Sun Valley. **Applicant:** Curtis Kemp for Roger and Pamela Brown. **Application Filing Date:** May 16, 2013. **Location:** 110 Elkhorn Road; Lots 41 and 42 Elkhorn Meadows Subdivision.

BACKGROUND: The project proposes further development on new Lot 41A of the associated Plat Amendment Application to consolidate Lots 41 and 42 of the Elkhorn Meadows Subdivision. Existing Lot 42 of the Subdivision is developed with a detached, single-story, single family dwelling. The existing structure has 3,047 square feet of living space with a 495 square foot attached garage. The addition to the single-family dwelling includes a new single-story element added to the eastern side of the structure with 1,343 square feet of living space and 864 square feet of attached garage space. The project drawings attached as **Exhibit "PZ-C"** fully depict the project design and layout. Normally, a residential addition project of this size would be processed administratively by the Community Development Director for design review action. However, due to the associated lot consolidation application that requires City Council action, the Director forwards this design review application to the Planning and Zoning Commission for review as a package with the plat amendment application.

The subject existing lots front Elkhorn Road, the Sun Valley Golf Course lies adjacent along the site's rear property line and adjacent lots are developed with existing single family structures and related improvements. Existing Lot 41 is undeveloped and has wetland areas with a stream running along the southeast side and southern rear property lines. The associated plat amendment application proposes to consolidate the two lots by eliminating the side lot line common between the two lots to form a new 1.16 acre (50,750 square feet) Lot 41A. Each existing lot has a recorded building envelope that will be eliminated with the plat amendment. A new building envelope will be recorded with the plat amendment that conforms to the existing dwelling on Lot 42 and the living space and attached garage addition.

ANALYSIS: The associated 50,750 square foot new lot 41A exceeds the 20,000 square foot minimum lot size and all property line dimension standards required in the RS-1 Zoning District. The new adjusted property lines and new building envelope will more accurately reflect the existing topography and riparian layout of the area. No development is proposed for the stream area or any wetland or riparian habitat as part of this project. The dwelling is accessed from the public street right-of-way via a heated paver driveway and turnaround. As conditioned in the attached Fire and Building Department comment letter, the driveway is required to be modified to provide adequate fire apparatus access. The applicant is in the process of redesigning the driveway area and will present revised drawings to the Commission at the June 27, 2013 public hearing. No detached or accessory structures are proposed with the project nor does it include an accessory dwelling unit. The existing structure's exterior materials are primarily painted wood siding and trim with extensive stone veneer. The new addition will match the colors and materials of the existing structure. The roofing system will be asphaltic composite shingles.

Development Standards- The construction of the new 2,207 square foot, single story addition to the existing single family dwelling with associated site improvements is in conformance with the purpose and all applicable dimensional regulations of the RS-1 Zoning District. The RS-1 Zoning District allows single family residential construction by right as a land use. The building envelope matches the envelope to be recorded as part of Plat Amendment No. SUBPA 2013-03.

The total proposed building footprint of 5,749 square feet complies with the 6,303 square foot maximum footprint allowed for the site. The proposed 1,739 square feet of building footprint outside of the building envelope complies with the maximum 1,898 square feet (1/3 of total building footprint) allowed. The proposed structure is located on the site to meet all setback requirements to the exterior property lines and to ensure that all applicable maximum height standards are met. No portion of the structure exceeds thirty (30) feet above adjacent record grade, where a thirty-five foot maximum is permissible by Code.

Exterior Lighting- An Exterior Lighting Plan was not provided with the project application. The Exterior Elevations (**Sheet A-4**) of the project drawings state that all new exterior lighting will match existing lighting on the dwelling. To ensure project compliance with the City's exterior lighting regulations, the applicant has been asked to present lighting information to the Commission at the public hearing. The project is conditioned to require new and existing light fixtures to comply with all applicable exterior light regulations.

Landscaping- All landscaping changes to the project site are depicted on **Sheet L-3** of the attached project drawings. The proposed landscape design largely incorporates trees with areas of native grasses, shrubs, perennial beds, and planting beds. All disturbed areas will be revegetated and irrigated with an automatic underground sprinkler system. Once the landscaping is established, the maximum irrigated area will be limited to just under a 1/2 acre area (21,700 sq. ft.). Therefore, the project's total permanently irrigated landscape area will not exceed the irrigation limits specified in Code Section 9-3A-3F, which caps the total area of any lot or parcel irrigated with domestic water provided by the Sun Valley Water and Sewer District to 22,000 square feet (approx. 1/2 acre).

Snow Storage- Required snow storage calculations are not listed on the project's drawings for review and the applicant has been requested to detail snow storage areas at the public hearing for the Commission. The project's design includes 6,630 square feet of hardscaped surface.

Development Code Section 9-3G-13 thus requires a minimum of 3,315 square feet of on-site snow storage area (50%). Readily available snow storage areas lay directly adjacent to the driveway area. The existing development includes a snowmelt system for the paver driveway area. The applicant will present a snow storage exhibit for review by the Commission at the public hearing on June 27 to demonstrate compliance with snow storage requirements. The use of a snowmelt system no longer can mitigate snow storage through the design review process by City Code.

Construction Management Plan- Draft Condition of Approval #6 in **Exhibit "PZ-A"** requires that prior to issuance of a building or grading permit for the project the applicant shall submit a construction management plan for final approval by the Community Development Director. The construction management plan shall include all applicable elements dealing with noise, construction hours, staging, materials storage, dust control, tire cleaning, construction parking, dogs, garbage, safety, etc., as well as any comments and issues identified by the Planning and Zoning Commission during the public hearing. The Elkhorn Road right-of-way, as well as the site driveway, must be maintained free and clear through the duration of project construction. A draft Construction Management Plan exhibit is included as **Sheet L-4 of Exhibit "PZ-C"** for review and comment by the Commission. The applicant is required to limit the area of disturbance along the site's riparian area to preserve the wetland habitat from construction damage. Temporary green construction fencing shall be placed and maintained to prohibit intrusion and disturbance in wetland areas. No disturbance of riparian/wetland areas is permitted as part of this project.

Application Review and Comment- The project drawings and application materials were reviewed by the City for Sun Valley Fire Department and Building Official comments and conditions (**Exhibit "PZ-B"**). The comments and conditions are reflected in the draft Conditions contained in the Draft Findings of Fact, Conclusions of Law, and Conditions of Approval for Design Review attached to this Report as **Exhibit "PZ-A"**.

The Community Development Department has completed a comprehensive review of the development application and has determined that all required application materials have been satisfactorily submitted as per Development Code requirements. The proposed single family design is consistent with the land use envisioned for the property and the development is congruent with the size, nature and character of future development expected in the area. No significant negative impacts to the area or City due to the residential development have been identified by staff.

Public Notice and Comment- The project application was publicly noticed by: 1.) publication in the Mtn. Express on June 12, 2013; 2.) posting on the project site; 3.) mailing of notice to all property owners within a minimum 300 foot radius of the site; 4.) posting of notice in five prominent public places in the City, including Sun Valley City Hall, Sun Valley Post Office, Elkhorn Springs Store Post Office, St. Thomas Episcopal Church and the Elkhorn Fire Station; 5.) electronic notification to all parties who have notified the City of interest to receive agendas and notices; and, 6.) posting of the notice on the City's web site. No public email comments, phone calls or letters have been received by staff as of the writing of this Report, other than general phone inquiries about the project description.

Alternative Actions- Alternative actions available to the Commission include: (1) make the required findings and adopt the attached draft Findings of Fact and Conclusions of Law approving the design review application; (2) continue the public hearing for further information and review; or (3) close the public hearing, discuss the findings, vote to deny the application and direct staff to return on a date certain with a resolution of denial reflecting the comments and findings of the Commission.

RECOMMENDATION: Before public comment is received, the Commission should disclose all information and contacts received outside the public hearing on this item upon which the decision will be based, receive public testimony, and consider the facts and findings necessary to make a decision on the application. The Community Development Director recommends the Commission review the project drawings, discuss remaining issues and take action to approve the design review application.

LIST OF ATTACHED EXHIBITS:

- | | |
|----------------|--|
| Exhibit "PZ-A" | Draft Findings of Fact, Conclusions of Law and Conditions of Approval for Design Review Application No. DR 2013-22. |
| Exhibit "PZ-B" | City of Sun Valley Revised Fire and Building Comments for Planning and Zoning Review and conditions of approval review letter dated June 20, 2013. |
| Exhibit "PZ-C" | Reduced 11" by 17" project drawing set consisting of eleven (11) sheets stamped received by the City on May 16, 2013. |

**The entire administrative record for this Design Review application is available for review in the Community Development Department at City Hall.

**(DRAFT) FINDINGS OF FACT AND CONCLUSIONS OF LAW
 CITY OF SUN VALLEY
 PLANNING AND ZONING COMMISSION
 DESIGN REVIEW**

Project Name: **Brown Residential Addition**
 Applicant: **Curtis Kemp for Roger and Pamela Brown**
 Location: **Lots 41 and 42 Elkhorn Meadows Subdivision; 110 Elkhorn Road
 New Lot 41A Elkhorn Meadows Subdivision**
 Zoning District: **Single Family Residential (RS-1) Zoning District**

Single Family Residence Floor Area:

	Existing Floor Area (sq. ft.)	Proposed Addition (sq. ft.)
Ground Floor Level	3,047	1,343
Attached Garage	495	864
Total Gross Area	3,542	2,207

Total Project Floor Area: 5,749 sq. ft. gross area

Setbacks: All buildings, decks, porches, stairs and walkways exceeding thirty inches (30") in height above record grade will meet the fifteen (15) foot minimum required setback standard from exterior property lines for the RS-1 Zoning District (Development Code Section 9-2A-3E).

Lot Area: 1.16 acres (50,750 square feet)

Building Envelope: A 6,321 square foot building envelope will be recorded for new Lot 41A as part of Plat Amendment Application No. SUBPA 2013-03.

Building Footprint Allowed: 6,321 sq. ft. max. (calculated as per Section 9-2A-3I)
 Existing Building Footprint: 3,542 square feet
 Building Footprint Proposed: 2,207 sq. ft.
 Total Project Footprint: 5,749 sq. ft.

Allowable Footprint Outside Building Envelope: 1,916 sq. ft. outside of building envelope
 Proposed Footprint Outside Building Envelope: 1,739 sq. ft.

Building Height allowed for Single Family Residence: 30' max. for 2/3 of structure with 1/3 (33%) up to a max. height of 35'.

Proposed Height of Single Family Dwelling: No portion of the roof structure for the single-story dwelling exceeds 30' above existing record grade.

Required Snow Storage: 3,315 sq. ft. min.
 Proposed Snow Storage: **? sq. ft.**

Maximum Irrigated Area: 22,000 sq. ft. (1/2 acre)
 Proposed Irrigated Area: 21,700 sq. ft.

Project Description: The applicant proposes to construct a 2,207 gross square foot single level addition to an existing single family dwelling with associated site improvements. The project includes further development on new Lot 41A of the associated Plat Amendment Application to consolidate Lots 41 and 42 of the Elkhorn Meadows Subdivision. Existing Lot 42 of the Subdivision is developed with a detached, single-story, single family dwelling. The existing structure has 3,047 square feet of living space with a 495 square foot attached garage. The addition to the single-family dwelling includes a new single-story element added to the eastern side of the structure with 1,343 square feet of living space and 864 square feet of attached garage space. Normally, a residential addition project of this size would be processed administratively by the Community Development Director for design review action. However, due to the associated lot consolidation application that requires City Council action, the Director forwards this design review application to the Planning and Zoning Commission for review as a package with the plat amendment application.

The subject existing lots front Elkhorn Road, the Sun Valley Golf Course lies adjacent along the site's rear property line and adjacent lots are developed with existing single family structures and related improvements. Existing Lot 41 is undeveloped and has wetland areas with a stream running along the southeast side and southern rear property lines. No development is proposed for the stream area or any wetland or riparian habitat as part of this project. The associated plat amendment application proposes to consolidate the two lots by eliminating the side lot line common between the two lots to form a new 1.16 acre (50,750 square feet) Lot 41A. Each existing lot has a recorded building envelope that will be eliminated with the plat amendment. A new building envelope will be recorded with the plat amendment that conforms to the existing dwelling on Lot 42 and the living space and attached garage addition. The building envelope shown on the project's Site Plan matches the envelope to be recorded as part of Plat Amendment No. SUBPA 2013-03. The proposed structure is located on the site to meet all setback requirements to the exterior property lines and to ensure that all applicable maximum height standards are met. No portion of the structure exceeds thirty (30) feet above adjacent record grade, where a thirty-five foot maximum is permissible by Code.

The dwelling is accessed from the public street right-of-way via a heated paver driveway and turnaround. As conditioned in the attached Fire and Building Department comment letter (Attachment 1), the driveway is required to be modified to provide adequate fire apparatus access. The applicant redesigned the driveway area and presented revised drawings to the Commission for approval at the June 27, 2013 public hearing. No detached or accessory structures are proposed with the project nor does it include an accessory dwelling unit. The existing structure's exterior materials are primarily painted wood siding and trim with extensive stone veneer. The new addition will match the colors and materials of the existing structure. The roofing system will be asphaltic composite shingles. Exterior lighting details and exhibits were submitted for review by the Commission at the public hearing to ensure compliance with the City's exterior lighting regulations.

All aspects of the project have been reviewed by the Planning Commission and staff to ensure compliance with all applicable standards including minimum setbacks, recorded building envelope, lot coverage, maximum height, off-street parking, exterior lighting regulation compliance and hillside preservation provisions.

Required Findings: In order to approve a design review application and based on the standards set forth in **Sun Valley Municipal Code, Title 9, Chapter 5B, Section 3 DESIGN REVIEW**, the Planning & Zoning Commission shall make the following findings:

1. The proposed design is in conformance with the purpose of the zoning district and all dimensional regulations of that district. **The construction of the new addition to the existing single family dwelling with associated site improvements is in conformance with the purpose and dimensional regulations of the zoning**

district because the design meets or exceeds all applicable standards. The Single Family Residential (RS-1) Zoning District allows single family residential construction by right as a land use. The new larger dwelling and associated improvements comply with all applicable development standards for the RS-1 District, including setbacks, height, and lot coverage.

- 2. The proposed design is in conformance with the standards for design review as set forth in Chapter 3A DESIGN REVIEW REGULATIONS of this Title. The addition is in conformance with all applicable standards for design review because it is appropriately and sensitively located on the site and the preservation of existing view sheds and corridors was taken into account as part of project design. The design of the project is consistent with and complimentary to adjacent development and the surrounding area. The quality materials and colors utilized by the project are consistent with the surrounding neighborhood and the greater Sun Valley area. All applicable evaluation standards for design review as set forth in Chapter 3A have been met by the project design.**
- 3. The proposed design does not significantly impact the natural, scenic character and aesthetic value of hillsides, ridges, ridgelines, ridge tops, knolls, saddles, and summits in the City. The Planning and Zoning Commission conducted a properly noticed public hearing as part of the review process for the project. No significant negative impact will occur to surrounding natural features because the development will occur on the less constrained, most developable portion of the site and the riparian/wetland areas will be preserved and undisturbed. The dwelling is sited in a central location within a recorded building envelope to prevent habitat intrusion and the required driveway provides safe, adequate and direct access to the structure. No avalanche hazard area has been identified on or near the subject property. The development provides adequate separation from adjacent properties and maximizes view preservation through and to the site.**
- 4. The proposed design is in context and complimentary to adjacent properties. The project is on Lot 41A of the Elkhorn Meadows Subdivision, as configured by associated Plat Amendment Application No. SUBPA 2013-03. Adjacent lots in the area are developed with existing single family residences and associated site improvements and mature screening landscaping. No residential development exists directly across Elkhorn Road to the north. The Sun Valley Golf Course lies to the rear of the project site. The residence will be sited in an area which is consistent with existing single family residential development adjacent to the west and east. The new development is consistent and in context with, and complimentary to, surrounding development because of sensitivity in design and location. The single family residential character of the area will be maintained and the project is in compliance with all applicable conditions and requirements of the associated plat amendment.**
- 5. The proposed design is compatible with the community character and scale of the neighborhood. The proposed design is compatible with the community character and scale of the neighborhood because the dwelling is sensitively and appropriately placed on the site and the 5,749 gross square foot single family design is consistent with the existing single family development on lots within the immediate surrounding area. The new dwelling will be accessed from the Elkhorn Road right-of-way via an expanded, existing, curved two entrance private driveway. The bulk and mass of the proposed design is consistent and compatible with the community character and scale of the existing residences in the surrounding neighborhood because the structure is centrally located on the most developable portion of the site and is consistent with existing site grade.**

6. The proposed design adheres to standards for the protection of health, safety, and general welfare. **All applicable services such as natural gas, electric, sewer and water are available to fully serve the addition project. As conditioned, the project will comply with all applicable requirements from the Sun Valley Fire and Building Departments contained in the comment letter dated June 20, 2013. No site conditions or aspects of design have been identified that would be adverse to the protection of health, safety and general welfare of the community.**
7. The proposed design is of quality architectural character and materials. **The proposed design of the structure is of quality architectural character because it incorporates adequate horizontal and vertical articulation in wall and roof planes, the pitched roof elements of the structure are architecturally broken up to avoid a massive roof presentation, the structure is integrated into the gently sloping natural grade, visual impacts are minimized while allowing development of the existing lot and the materials are consistent with the quality and design of surrounding development and the region.**
8. The use is not in conflict with the Comprehensive Plan or other adopted plans, policies, or ordinances of the City. **The subject site is designated as Low Density Residential by the Future Land Use Map of the Comprehensive Plan. The Single Family Residential (RS-1) Zoning District implements the Low Density Residential Land Use Designation and the proposed addition to an existing single-family dwelling on one legal lot is consistent with all applicable provisions of the RS-1 Zoning District.**

CONCLUSIONS OF LAW

That this project does meet the standards for approval under Title 9, Chapter 3A (Design Review Regulations), of the City of Sun Valley Municipal Code provided the below conditions of approval are met. Design review approval shall expire 365 days from the date of approval, unless extended as per Municipal Code Section 9-5A-8.

CONDITIONS OF APPROVAL

1. **The applicant(s) and their representatives shall comply with all IBC, IFC and applicable City ordinances.**
2. **Site review approval is good for one year from the date of approval, unless extended as per Municipal Code Section 9-5A-8.**
3. **Any requirements and/or approvals of private associations or other entities are the sole responsibility of the property owner.**
4. **The location and elevation of the addition's building foundation shall be certified by a licensed surveyor or engineer and submitted to the Sun Valley Building Inspector, as may be applicable, prior to any issuance of a foundation inspection or permission to pour concrete footings.**
5. **Any permits issued during the 10-day appeal period provided for under section 9-3A-4 may be subject to a stop work order in the event of an appeal. Any work commenced during the appeal period shall be at the applicant's own risk.**
6. **A final construction management plan shall be submitted to the Building Official at the time of application for a building permit that addresses riparian/wetland preservation, construction parking, material storage, nuisance control (noise, dust, trash, street cleaning and construction fencing) and each issue of concern of the Planning and Zoning Commission addressed as part of the project approval. Prior to the issuance of a building permit, final review and approval of the construction management plan by the Community Development Director is required. No construction parking**

or staging shall occur on the Elkhorn Road right-of-ways and the site access shall be kept free and clear for emergency vehicle access at all times. Access on adjacent roads shall not be impeded by construction activity to the greatest extent practicable and any significant access issues shall be brought to the attention of the City and project neighbors in advance. Temporary construction fencing shall protect all sensitive riparian/wetland areas and surrounding vegetation throughout the development process. Temporary dirt and grading staging areas shall be clearly identified on the construction management plan. A temporary address placard or monument shall be maintained at the driveway entrance for the construction phase.

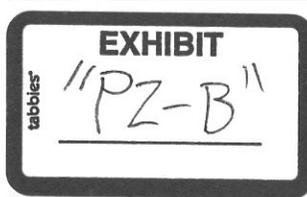
7. The applicant shall comply with the applicable comments set forth in the Fire and Building Comments for Planning and Zoning Review letter dated June 20, 2013. The driveway access width shall be a minimum of 20 feet for fire apparatus access, address numbers shall conform to specified requirements, spark arrestors are required for fireplaces, and snow retention devices are required above walkway areas. Any selective clearing of adjacent vegetation near the wetland areas other than that shown on the approved project drawings shall have prior approval of the Community Development Department and shall consist of limited/select hand clearing and removal of the existing fuels from the area adjacent to the dwelling. No modifications to the approved plans shall be made without written permission of the Building Official or Fire Chief.
8. The subject Design Review Application shall be specific to the project drawings (11 Sheets) stamped received by the City on May 16, 2013 and approved by the Planning & Zoning Commission on June 27, 2013. Any changes or modifications to the approved design shall be reviewed by the Community Development Department pursuant to Code Section 9-5A-10, Substantial Conformance.
9. Any planned address monument shall meet all applicable requirements of Development Code Section 9-3G-14, including letter size and height. A final address monument plan showing any the design of any included lighting fixtures shall be submitted for approval by the Community Development Director prior to any construction of such monument and prior to issuance of a Certificate of Occupancy for the project by the City.
10. To the satisfaction of the Community Development Director and the Building Official, the applicant shall provide manufacturer's cut sheets and related materials depicting any new exterior lighting for the project and demonstrate existing exterior lighting compliance prior to issuance of any building permit. Exterior lighting shall be fully shielded downcast exterior lighting fixtures compliant with the City's Exterior Lighting Ordinance.
11. The Design Review approval is specific to and contingent upon City approval of associated Plat Amendment Application No. SUBPA 2013-03.

DECISION

Therefore, the Sun Valley Planning and Zoning Commission approves this Design Review Application No. DR 2013-22. Dated this 27th day of June, 2013.

Jake Provonsha
Vice Chairman
Sun Valley Planning and Zoning Commission

Date Findings of Fact signed _____



Sun Valley Fire & Building Comments for Planning & Zoning Review

Meeting Date: June 27, 2013

Date: June 20, 2013

Project: Brown Residence DR2013-22

These comments constitute noted discrepancies that would affect Design Review this does not constitute a full building permit plan review.

Fire Comments:

1. The distance from the roadway to the rear of the house is greater than 150' this will require the driveway to be widened to 20'. **Note: The architect has proposed an alternative design that meets the intent of the fire code and will correct the plans for presentation at the Design Review Hearing.**
2. Access to the rear of the house from driveway exceeds 150' this will require either a modified driveway to within 150' of all portions of the residence or a sprinkler system. **Note: The alternate being presented by the architect in comment #1 will address this item also.**
3. Address numbers shall be visible from the roadway or mounted on an address marker, are required to be 6" letters on a contrasting background and a minimum of 4' above finished grade.
4. Spark arrestors are required on solid fuel burning fireplaces.

Building Comments:

1. Snow retention devices required above walking surfaces.
2. No other apparent discrepancies.