

DRAFT

**Minutes of the Planning and Zoning Commission
December 12, 2013**

The Planning and Zoning Commission of the City of Sun Valley, Blaine County, State of Idaho, met in regular session in the Council Chambers of Sun Valley City Hall on December 12, 2013 at 09:15 a.m.

Present: Commissioners Ken Herich, Keith Saks, Jake Provonsha, and John O'Connor.

Absent: Commissioner Margaret Walker.

Also Present: Community Development Director Mark Hofman, Community Development Planning Technician and Associate Planner Isabel Lui, City Attorney Adam King, City Clerk Hannah Stauts, Mark Gilbert and Jim Laski.

1. Call To Order

Chairman Ken Herich called the meeting to order at 9:08 a.m.

Chairman Herich moved the Consent Agenda to later in the agenda to allow for further discussion and began the meeting with Continued Business.

2. Public Comment

None.

4. Continued Business

- A. [James R. Laski for the New Villager Condominium Association, Inc.; Review and action on draft Findings of Fact reflecting the Commission's public hearing and action on November 14, 2013 for a Design Review Application for improvements to common area that would allow intensification of snow storage behind an existing garage structure on the site of a condominium complex in the Multiple-Family Residential \(RM-1\) Zoning District of the City of Sun Valley. Location: New Villager Road; Area "B" behind the garages of Complex 7 and 8, adjacent to the Lower Fairway Road Subdivision, Corrected. Application No. DR 2013-41.](#)

Community Development Director Mark Hofman said the application was before the Commission again to confirm that the new findings were reflective of their thoughts and concerns from the previous meeting. Hofman reviewed with the Commission some of the changes to the Conditions of Approval. Chairman Herich requested that the Conditions of Approval be clarified regarding snow plowing to read "for snow piling operations (exclusive of plowing)".

MOTION

Commissioner Saks moved to adopt the Findings of Fact for Design Review Application No. 2013-41, as amended, and to eliminate Item #2 from the Conditions of Approval and to

renumber the conditions accordingly, seconded by Commissioner Jake Provonsha. All were in favor, none opposed. The motion carried.

5. [New Business](#)

- A. [Benchmark Associates, P.A. for Sun Valley Company and Gregory S. and Gwen E. Weld; Public hearing for a Plat Amendment Application proposing to eliminate a common driveway and grading easement within Lot 8 in favor of Lot 7 and to eliminate an access easement over Parcel N to reflect future development and satisfy approved design review conditions. Location: 316 Diamond Back Road; Lot 8 and Parcel N White Clouds Corrected PUD Subdivision. Application No. SUBPA 2013-08.](#)

Chairman Herich stated that the application was essentially a cleanup following the Commission's approval of the design review application. The property owners have since elected to eliminate an access easement feeding the neighboring lot, which requires a plat amendment application.

Hofman reviewed the details of the application for the Commission. Hofman said there had been no comments received from the public in regards to the application.

Chairman Herich opened the public hearing. There being no comments, he closed the public hearing.

MOTION

Commissioner Provonsha moved to recommend to the City Council approval of Plat Amendment Application No. SUBPA 2013-08 with the Conditions of Approval and Findings of Fact as prepared by staff, seconded by Commissioner O'Connor. Commissioner Saks abstained from voting due to not being present at the site visit or the Commission meeting where the application was first discussed. Two votes were in favor, one abstention. The motion carried.

3. [Consent Agenda](#)

- A. [Draft Minutes from the Planning and Zoning Commission Meeting of October 10, 2013.](#)

The Commission discussed edits to the meeting minutes with the City Clerk.

MOTION

Commissioner O'Connor moved to approve the meeting minutes of October 10, 2013 as amended, Commissioner Provonsha seconded. Two were in favor, Commissioner Saks abstained. The motion carried.

- B. [Draft Minutes from the Planning and Zoning Commission Meeting of November 14, 2013.](#)

The Commission discussed edits to the minutes with the City Clerk.

MOTION

Commissioner O'Connor moved to accept the meeting minutes of November 14, 2013 as amended, Commissioner Saks seconded. All were in favor, none opposed. The motion carried.

6. [Discussion Items](#)

A. [Review and agreement on the draft Planning and Zoning Commission Regular Meeting Schedule for 2014.](#)

The Commission discussed their availability for the proposed 2014 meeting dates. Hofman provided the Commission with an overview of the upcoming applications that will be before them.

The Commission asked questions about the annexation project. Hofman discussed how the meetings regarding the annexation project would be broken up for the Commission. A discussion was held regarding the ideal process for holding the required meetings for the annexation application and the options the Commission would have for considering the application.

The Commissioners reviewed their availability for the 2014 meeting dates. Chairman Herich will not be available January 16th, Hofman will be absent January 30th, Commissioner O'Connor will not be available for April 10th, and Chairman Herich may be gone for March 27th.

Commissioner Saks, who will be assuming office as City Councilmember in January, shared his appreciation for the people he worked with while on the Planning and Zoning Commission, and thanked everyone. Chairman Herich thanked Commissioner Saks for his service and time on the Commission.

Chairman Herich wanted flag a future discussion item regarding the Whiteclouds application and the fire department requirement for a 26-foot wide driveway. He said he would like to discuss the code requirements. City Attorney Adam King suggested that City Building Inspector Eric Adams be included in the code discussion.

7. [Adjourn](#)

MOTION

Commissioner Provonsha moved to adjourn, Commissioner Saks seconded. All were in favor, none opposed. The motion carried.

The meeting adjourned at 10:14 a.m.

Meeting Schedule

January 23, 2013 at 9:00 a.m. Regular Planning & Zoning Meeting, Council Chambers

Ken Herich, Chairman

Hannah L. Stauts, City Clerk