

DRAFT

**Minutes of the Planning and Zoning Commission
June 27, 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 the 27th day of June, 2013 following a site visit at 409 Fairway Road, Lots 31 and 32 Fairway Subdivision.

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

Also Present: Community Development Director Mark Hofman, Community Development Planning Technician and Associate Planner Isabel Lui, City Attorney Adam King, City Clerk Hannah Stauts, Mayor's Intern Nicole Jones, Garth McClure, Janet Jarvis, Jason Spalten, Ben Young, Scott Lebsack, Curtis Kemp, Wally Huffman, Peter Hendricks, Jack Demorest, and Rob King.

1. Call To Order

Vice Chairman Provonsha called the meeting to order at 9:42 a.m.

2. Public Comment

There were none.

3. Consent Agenda

A. Draft Minutes from the Planning and Zoning Commission Meeting of April 25, 2013.

MOTION

Commissioner O'Connor moved to approve the minutes of April 25, 2013, seconded by Commissioner Walker. Vice Chairman Provonsha shared corrections to the meeting minutes. Commissioner O'Connor accepted the corrections as an amendment to the motion. All in favor, none opposed. The motion carried.

B. Draft Minutes from the Planning and Zoning Commission Meeting of May 9, 2013.

MOTION

Commissioner Saks moved to approve the minutes of May 9, 2013, seconded by Commissioner O'Connor. All in favor, none opposed. The motion carried.

4. New Business

A. Janet Jarvis for Mark Dooley; Public hearing and noticed site visit for a Plat Amendment Application proposing relocation of a common lot line and new building envelopes for two existing legal lots within the Single-Family Residential (RS-1) Zoning District (associated with Design Review Application No. DR 2013-23 below). Location: 409 Fairway Road; Lots 31 and 32 Fairway Subdivision. Application No: SUBPA 2013-04.

Janet Jarvis, architect, presented the plans for the application and explained the order of handling the lot line shift and design review applications. Jarvis provided an overview of the lot line shift request. The Commission asked questions to help orient them to the location of the lot lines being changed and the reasoning behind the request. Jarvis explained the intent of the property owners.

Jarvis then reviewed the materials for the house. Community Development Director Mark Hofman distributed additional information to the Commission for the lighting plan. Jarvis reviewed the lighting fixtures for the exterior of the building. A discussion was held regarding whether presentations for the two applications should be handled separately. City Attorney Adam King said they could be discussed at the same time, so long as public hearings were held for each application.

Vice Chairman Provonsha opened the public hearing for the lot line shift application. There being no comments, he closed the public hearing.

A discussion was held about whether the new larger lot would create an issue, as adjacent lots were much smaller. The Commissioners agreed it was not an issue.

MOTION

Commissioner O'Connor moved to recommend to the City Council approval of Plat Amendment Application No: SUBPA 2013-04, seconded by Commissioner Saks. All those in favor, none opposed. The motion carried.

- B. Janet Jarvis for Mark Dooley; Public hearing and noticed site visit for a Design Review Application proposing demolition of an existing single family dwelling and construction of a new 11,814 square foot, two-story single family dwelling with basement level, attached garage and associated site improvements on a reconfigured residential lot (associated with Plat Amendment Application No. SUBPA 2013-04 above) in the Single-Family Residential (RS-1) Zoning District. Location: 409 Fairway Road; Lot 31 Fairway Subdivision. Application No: DR 2013-23.

The Commissioners asked about the location of mechanical equipment on the exterior of the residence. Jarvis responded that the equipment will most likely be located in the basement. Hofman said there was a note on the plat amendment that required any mechanical equipment be properly screened. Commissioner Saks asked whether future additional equipment, such as an air conditioner, will also need to be screened. Hofman stated the Commission could not tie future potential projects to this application, but that the condition for screening will address the concern.

Ben Young, landscape architect, reviewed the landscaping plan. A lengthy discussion was held regarding the trees proposed for removal. The Commission asked several questions about which trees were necessary to remove, the intent of removing the trees, and what the new tree

planting plan will be. Young explained the intent of the tree removal plan and reviewed the landscaping plan. Commissioners stated a concern about the excessive use of aspen trees in the plans. Hofman reviewed for the Commission the standards related to trees and screening. Vice Chairman Provonsha summarized the concerns of the Commission in regards to tree removal and the height of the trees to be planted.

Young reviewed the grading plan. The Commission asked questions regarding the grading, driveway, and landscaping around the driveway. A discussion was held regarding snow removal. Young described the snow removal plans. Hofman provided the Commission with the required snow storage numbers from the revised plans and recommended the motion include the revised sheet indicating the changes in snow storage.

Hofman distributed an email written by Sun Valley resident Jim Bronson voicing concern about the overgrowth of trees on the property and the obstruction of views. Commissioner Saks reviewed the concerns and stated what was and was not within the purview of the Commission. The Commission agreed the trees of Lot 32 A were not before them today. Another discussion ensued regarding the number of trees to be removed and planted on the property. Jarvis said the clients were willing to take out more trees if it would satisfy their concerns. Commissioner Walker said she felt the number of trees was large. Jarvis said the owners would like to maintain some level of screening between their property and the Holding's. Vice Chairman Provonsha encouraged the Commissioners to provide their concerns, but that the manner they are addressed and resolved be left to the applicant.

Vice Chairman Provonsha opened the public hearing on the design review. There being no comments, he closed the public hearing.

MOTION

Commissioner O'Connor moved to recommend to the City Council approval of Design Review Application No: DR 2013-23 with the additions to the Conditions of Approval #10 L3.1 regarding snow removal, #11 regarding the new lighting information, and #12 adding language to require approval of the screening and noise abatement of a future air conditioning condenser by the Community Development Director, seconded by Commissioner Saks. All in favor, none opposed. The motion carried. Commissioner Saks shared an edit on Condition of Approval #8, stating that the word "any" should be stricken.

- C. Benchmark Associates, P.A. for Roger and Pamela Brown; Public hearing for a Plat Amendment Application proposing elimination of a common lot line between two existing lots in the Single-Family Residential (RS-1) Zoning District, thereby creating one new lot with a new building envelope (associated with Design Review Application No. DR 2013-22 below). Location: 110 Elkhorn Road; Lots 41 and 42 Elkhorn Meadows Subdivision. Application No: SUBPA 2013-03.

Garth McClure, for Benchmark Associates, and Curtis Kemp, architect, reviewed the plans for the Commission and explained the reasoning for the re-plat application. The Commission asked questions for clarification of the location of the new lot lines.

Vice Chairman Provonsha opened the public hearing for comments. There being none, he closed the public hearing.

MOTION

Commissioner Saks moved to recommend to the City Council approval of Application No: SUBPA 2013-03, subject to the Findings of Fact and Conditions of Approval as provided by staff, seconded by Commissioner O'Connor. All in favor, none opposed. The motion carried.

- D. Curtis Kemp for Roger and Pamela Brown; Public hearing for a Design Review Application proposing construction of a 2,207 square foot living space and garage addition to an existing single-story single family dwelling on a reconfigured residential lot (associated with Plat Amendment Application No. SUBPA 2013-03 above) in the Single-Family Residential (RS-1) Zoning District. Location: 110 Elkhorn Road; Lots 41 and 42 Elkhorn Meadows Subdivision. Application No: DR 2013-22.

Hofman reviewed the project details, the fire code requirements, and discussed the required changes to the property. Kemp reviewed the aerial photo of the existing house and the location of the new addition for the Commission. Rob King, landscape architect, reviewed the revised landscape plan. King showed the adjustment made on the plans to meet the new requirements for snow storage and snow melt. King then reviewed the drainage and grading plans for the Commission.

Commissioner O'Connor said the landscape information from this application was an example of what they would like to continue to see with future applications. Hofman said it was noted and will be recommended in the future.

Commissioner Saks asked for more detail about the lighting plans. Kemp reviewed the plans for the lighting and discussed how they will be screened with the landscaping plan. Commissioner O'Connor asked about the utilities. Kemp shared the heat will be gas-forced air and located in the crawl space, which will be less than standing height.

Commissioner Saks asked about the Findings of Fact and snow storage. Hofman recommended the Commission read the finding off as a part of their motion. Hofman explained that Condition # 8 will revise the L-1, 2, 3, and 4 and that the new plans include the revised snow storage calculations.

MOTION

Commissioner Saks moved to approve Design Review Application No: DR 2013-22, subject to the Findings of Fact and Conclusions of Law as prepared by staff, including the Conditions of

Approval and contingent upon the lot amendment being approved by the City Council, seconded by Commissioner O'Connor. All in favor, none opposed. The motion carried.

BREAK

A five minute break was taken.

- E. Benchmark Associates for Sun Valley Company; Public hearing for a Revised Plat Amendment Application to adjust the recorded building envelopes on four existing undeveloped single family lots within the White Clouds development. No new lots or residential units will be formed. Location: Lots 20, 21A, 29 and 30A of the White Clouds Corrected PUD Subdivision; 201, 205, 207 and 209 Sun Peak Drive. Application No: SUBPA 2013-01.

Hofman provided the Commission a review of the changes in the application.

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

Wally Huffman, for Sun Valley Company, explained the reasoning for the application, clarified the location of the lot lines and the new building envelope, and indicated the possible locations for the driveway. Hofman said the plat note will refer to the height restriction of the lot.

City Attorney Adam King recommended Hofman include language in the height requirement indicating what is allowed to protrude above the height limitation, such as stove pipes.

MOTION

Commissioner O'Connor moved to recommend to the City Council approval of Plat Amendment Application No: SUBPA 2013-01, seconded by Commissioner Walker. All those in favor, none opposed. The motion carried.

5. Continued Business

None.

6. Discussion Items

Hofman said the regular meeting scheduled for July 11th will remain scheduled and there are three items for the agenda. Chairman Herich will be absent.

7. Adjourn

MOTION

Commissioner O'Connor moved to adjourn, seconded by Commissioner Walker. All those in favor, none opposed. The motion carried.

The meeting was adjourned at 12:02 p.m.

Meeting Schedule:

July 11, 2013 at 9:00 a.m.

July 25, 2013 at 9:00 a.m.

APPROVED:

Vice Chairman Jake Provonsha

ATTEST:

Hannah Stauts, City Clerk