

**DRAFT**

**Minutes of the Planning and Zoning Commission  
March 20, 2014**

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 March 20, 2014 at 9:47 a.m.

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

**Absent:** Commissioner Margaret Walker.

**Also Present:** Mayor Dewayne Briscoe, Community Development Director Mark Hofman, Community Development Planning Technician and Associate Planner Isabel Lui, City Attorney Adam King, Paul Conrad, Jolyon H. Sawrey, Wally Huffman, Mark Thoreson, Susan Tucker, Curtis Kemp, Larry Jones, Kurt Eggers, Jim Ruscitto, Thadd Blanton, Shawn Kelly, and Cinda Lewis.

**1. Call To Order**

Chairman Herich reconvened the meeting in the Council Chambers following the site visit at 9:47 a.m.

Mayor Dewayne Briscoe gave an overview of the Comprehensive Plan update and clarified the role of the Planning and Zoning Commission in the approval process. He said that any comment and recommendation from the Commission will be captured in a single report that goes to the City Council that will be a separate report from the recommendations of the Citizen's Steering Committee.

**2. Public Comment**

None.

**3. Consent Agenda**

None.

**4. Continued Business**

None.

**5. New Business**

- A. [Benchmark Associates, P.A. for Sun Valley Company; Public hearing and site visit for a Master Plan Development Amendment Application for changes to the approved land use designations for specific parcels approved for the White Clouds \(Gun Club\) Land Use Planning Area Master Plan and Planned Unit Development \(No. 2006-03-017\). Location: White Clouds \(Gun Club\) Land Use Planning Area; Diamond Back Road and Sun Peak Drive. Application No: MPD 2014-02. \\*\(9am site visit at the project address to begin the Commission's meeting\)](#)

Community Development Director Mark Hofman gave an introduction to the six White Clouds applications and said they are all interrelated. The Commission decided to discuss and hold public hearings on all six applications and to make their recommendations at the end of the meeting.

Hofman presented a calculation of density allowed in the Comprehensive Plan for the proposed project sites and concluded that the applications resulted in overall density drop with a change in the mix of

density. He said the first five items on the agenda require the Commission to make motions for recommendations to the City Council. The sixth item on the agenda will require action by the Commission as it is a design review application.

Wally Huffman of Sun Valley Company spoke on the rationale behind the proposal. He said the proposal is based on potential lot buyers' feedback as they are concerned with the existing distribution of multi-family development which may impact view corridors. Huffman further explained how the proposed project would be different from the old White Clouds project in that it would be less customized. He showed images depicting the difference in the potential distribution of homes under the existing zoning and the proposed rezoning. Huffman said after careful deliberation the Holdings think it is more appropriate to have this area rezoned as single family lots. He also talked about the plan for a new bike path in tandem with the project.

Cinda Lewis, with Benchmark Associates, gave a presentation on the proposed rezone and lot line adjustment. Huffman said the setback along Trail Creek Road will get wider as one goes further north. Hofman talked about the requirement for building envelopes in this zone per the hillside ordinance. He showed an image of the area's slope analysis and explained how building envelopes were applied. Hofman said under the proposed changes the maximum development footprint does not change. Huffman said the original lots posed a lot of slope issues which required that the building envelopes be made as big as possible. The reconfigured lots do not have the same kind of constraints posed by the slope.

The Commission discussed the building envelopes and footprints of the proposed reconfigured lots in comparison to the original lots. Commissioner O'Connor said he would like to leave it to the land owner to decide on the plat configuration. Huffman said the reconfigured lots are consistent with current City Code, but the previous lots were not. Commissioner Provonsha said the current plat configuration offers flexibility, which he likes, and the one lot that has a slope problem can be moved. Hofman reminded the Commission this is a land use planning area and adjacent property owners have an expectation regarding any change in development plans.

Chairman Herich requested Benchmark to clarify how they arrived on the calculation of the building envelopes. Jim Ruscitto presented a map of the reconfigured lots and discussed how the architects could exercise flexibility when building on the lots. Hofman explained the building zone and envelopes of the old lot configuration. He said the new lot configuration is consistent with the White Clouds project. Hofman then gave the Commission his recommendation on how to handle today's applications in order to present them to the City Council.

The Commission agreed with the building envelopes calculation. Chairman Herich pointed out the requirement of a 100-foot structure setback and a 250-foot view corridor setback in the White Clouds LUPA in the Comprehensive Plan. Huffman said the view corridor requirement can be met by the staggered view corridor concept and that structures could be closer to one side of the road than the other. Since the golf course is on the other side, he feels there is no problem of complying with the 250-foot view corridor requirement.

Chairman Herich opened the public hearing for comments.

Susan Tucker, current resident of White Clouds, said she spent some time talking to the neighbors and found they support the allocation of density near to the Village Core. She was concerned about the

construction traffic and emphasized the importance of keeping dust and noise down. She also expressed concern on safety of the road system within the development complex, including safety signage, the speed limit, and safety issues related to the activities on the golf course.

There being no further public comment, Chairman Herich closed the public hearing.

Thaad Blanton, architect for the applicant, confirmed the measurement from the center line of the road to the closest structures is about 88-feet. Hofman showed excerpts from the Comprehensive Plan illustrating the Trail Creek Road and view corridor setback requirements. City Attorney Adam King reminded the Commission the Comprehensive Plan is not an ordinance and that since the golf course is located on the other side from the proposed project it should meet the 250-foot view corridor setback with the staggering concept. Commissioner Provonsha said he did not like the use of a specific number on the setback requirement in the Comprehensive Plan and he would prefer to see a more descriptive statement that indicates the concept of openness as one moves toward the north. Chairman Herich thought 88 feet from the closest structure to the center line of Trail Creek Road was acceptable.

- B. [Benchmark Associates, P.A. for Sun Valley Company; Public hearing and site visit for a Zoning Map Amendment Application to rezone Parcels C and D from Multi-Family Residential \(RM-1\) to Single-Family Residential \(RS-1\) Zoning District, a portion of Parcel B from RM-1 to RS-1, and a portion of Parcel J from Recreation \(REC\) to RM-1. Location: Parcels A, B, C, D, and J of the White Clouds Corrected PUD Subdivision; 101 and 201 Diamond Back Road and 300 to 400 Sun Peak Drive. Application No: ZMA 2014-01. \\*\\*\(9am site visit at the project address to begin the Commission's meeting\)](#)
- C. [Benchmark Associates, P.A. for Sun Valley Company; Public hearing and site visit for a Preliminary Plat Amendment Application for property line shifts to three existing land parcels in the White Clouds Subdivision. Location: Parcels A, B, and J White Clouds Corrected PUD Subdivision; 100 to 200 Diamond Back Road. Application No. SUBPA 2014-03. \\*\\*\(9am site visit at the project address to begin the Commission's meeting\)](#)
- D. [Benchmark Associates, P.A. for Sun Valley Company; Public hearing and site visit for a Preliminary Plat Application to create fourteen \(14\) single family residential lots on property within the Single-Family Residential \(RS-1\) Zoning District. Location: Parcels B, C, and D White Clouds Corrected PUD Subdivision; 200 Diamond Back Road and 300 to 400 Sun Peak Drive. Application No. SUBPP 2014-02. \\*\\*\(9am site visit at the project address to begin the Commission's meeting\)](#)
- E. [Benchmark Associates, P.A. for Sun Valley Company; Public hearing and site visit for a Preliminary Plat Application to create thirty-six \(36\) residential townhome units on property within the Multi-Family Residential \(RM-1\) Zoning District. Location: Parcel A and a portion of Parcel B White Clouds Corrected PUD Subdivision; 100 to 200 Diamond Back Road. Application No: SUBPP 2014-04. \\*\\*\(9am site visit at the project address to begin the Commission's meeting\)](#)
- F. [Ruscitto/Latham/Blanton Architectura P.A. for Sun Valley Resort Property, LLC; Public hearing and site visit for a Design Review Application for the proposed construction of thirty-six \(36\) residential townhome units including site access, improvements and landscaping on property within the Multi-Family Residential \(RM-1\) Zoning District. Location: Parcel A and a portion of Parcel B of the White Clouds Corrected PUD Subdivision; 100 to 200 Diamond Back Road. Application No: DR 2014-05. \\*\\*\(9am site visit at the project address to begin the Commission's meeting\)](#)

Blanton, project architect, presented the design concept for the project. Next, Kurt Eggers, landscape architect, explained the landscape plan for the project.

Jim Ruscitto, architect, showed the site plan and design concept of a typical duplex. He said the maximum height of the structure at record grade is 43 feet. He reviewed the building material, color scheme, and light fixtures that would be used. He then showed the design concept of the four-plex and said its maximum height is 35 feet to finished grade. The first phase will involve the construction of two duplexes and four four-plexes.

Chairman Herich asked whether there is a required separation distance from different zones. Blanton responded that there is a 15-foot distance between the two zones. King said as long as the zoning change is from residential to residential the current distance is fine. Hofman asked Sun Valley Company about their plan on the extension of the bike path to Hospital Drive. Huffman gave an overview of the bike path plan and indicated it will connect the new townhomes to the Village Core. He said the construction would take place this summer. Commissioner Provonsha questioned the turnaround for a garbage truck and Blanton showed on the site map the location set aside for that purpose.

Commissioner Provonsha left the meeting at 1:17 p.m.

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

Blanton then presented the construction management plan.

With the discussion and public hearings complete for all six White Cloud applications, the Commission decided it was time to make motions for recommendations on each application to the City Council and an action for the design review application.

#### **MOTION**

Commissioner O'Connor moved to recommend approval of Master Plan Development Amendment Application MPD 2014-02 to the City Council contingent upon the required Findings of Fact in Exhibit "PZ-A". The major amendment proposed by the Sun Valley Company changes the land use designation and decreases the allowable density on three large multi-family residential designated parcels to single-family residential levels. All other land uses, zoning, densities, infrastructure, streets, open space, requirements, standards, conditions of approval, and other criteria of the approved MPD for the LUPA remain unchanged. The applicant's narrative for the MPD Amendment contains a description of the requested amendments and is attached as Exhibit "PZ-B". The motion was seconded by Commissioner Boeger. All were in favor, none opposed. The motion carried.

#### **MOTION**

Commissioner O'Connor moved to recommend approval of Zoning Map Amendment Application ZMA 2014-01 to the City Council contingent upon the required Findings of Facts in Exhibit "PZ-A". The proposed rezoning is depicted in the application materials attached as Exhibit "PZ-C" and includes a down-zoning of existing Multi-Family Residential (RM-1) Parcels C and D, and a portion of Parcel B, to Single-Family Residential (RS-1) Zoning District. Additionally, as part of the townhome development proposed on Parcel A, a portion of adjacent Recreation (REC) zoned Parcel J will be rezoned to Multi-Family Residential (RM-1) Zoning District. The remainder of Parcel B and all of existing Parcel A will remain as RM-1 Zoning District. The motion was seconded by Commissioner Boeger. All were in favor, none opposed. The motion carried.

#### **MOTION**

Commissioner O'Connor moved to recommend approval of Plat Amendment Parcels A, B, and J Application SUBPA 2014-03 to the City Council subject to the required Findings of Facts in Exhibit "PZ-A" and contingent upon and specific to the MPD Amendment and the rezoning, the project includes a shifting of property lines for existing Parcels A, B, and J (Exhibit "PZ-G"). The southern portion of RM-1 zoned Parcel B is proposed to be added to existing RM-1 zoned Parcel A. A small portion of REC zoned Parcel J laying adjacent to the existing golf course, once rezoned to RM-1, is also proposed to be added to Parcel A. Resulting Parcel A Amended will be 6.48 acres (282,674 square feet) in size to be developed with new multi-family residential townhomes. Remaining Parcel B Amended will be 1.35 acres (58,614 square feet) for future single-family residential development. No new lots will be created and no lot will be reduced beyond an applicable minimum required size. The motion was seconded by Commissioner Boeger. All were in favor, none opposed. The motion carried.

#### **MOTION**

Commissioner O'Connor moved to recommend approval of Preliminary Plat 14 Lots Application SUBPP 2014-02 to the City Council contingent upon the Findings of Facts in Exhibit "PZ-A". Amended Parcel B and existing Parcels C and D of the White Clouds Subdivision, contingent upon being rezoned to RS-1 Zoning District, are proposed to be subdivided into fourteen new (14) single-family residential lots for future development as custom homes. As depicted in the attached Plat exhibit (Exhibit "PZ-H") each lot varies from 0.7 acres (28,534 square feet) up to 1.3 acres (58,618 square feet) in the RS-1 Zoning District where 20,000 square feet is the minimum required lot size. This single-family subdivision includes a public street extension, Sun Peak Circle, to provide direct access from Sun Peak Drive for six of the new lots. Each of the proposed lots meets the minimum dimensional standards for new lots in the RS-1 Zone and each contains an appropriate building envelope as required by City Code. The motion was seconded by Commissioner Boeger. All were in favor, none opposed. The motion carried.

#### **MOTION**

Commissioner O'Connor moved to recommend approval of Preliminary Plat 36 Townhome Sublots Application SUBPP 2014-04 to the City Council. Parcel A Amended is proposed to be subdivided into thirty-six (36) new residential townhome sublots (Exhibit "PZ-I") with common area, limited common area, and private streets. The proposed townhomes will be accessed from Diamond Back Road and from a new subdivision entrance at the southern corner of Parcel A on Trail Creek Road. The motion was seconded by Commissioner Boeger. All were in favor, none opposed. The motion carried.

#### **MOTION**

Commissioner O'Connor moved to approve Townhome Design Review Application DR 2014-05 with the final action on this application remaining contingent upon City Council action on the other applications. The motion was seconded by Commissioner Boeger. All were in favor, none opposed. The motion carried.

- G. [Jolyon H. Sawrey for Tom Warde; Public hearing for a Design Review Application for the proposed construction of a new 5,584 square foot residential addition and a new 2,182 square foot buried accessory structure with related site and landscape improvements on an existing lot within the Single-Family Residential \(RS-1\) Zoning District. Location: Lot 2A Prospector Knolls Subdivision; 100 Wedeln Lane. Application No: DR 2014-06.](#)

Hofman said design review for accessory structures is normally done administratively, however, given the scale of the project, he would like to have the Commission's review of the project.

Jolyon Sawrey, architect for the applicant, presented the application to the Commission. A discussion on the degree of separation between the main residence and the accessory building was held with Hofman citing respective guidelines under the City Code. Sawrey referred to the site plan and indicated to the Commission the part of the driveway that would be widened to comply with the Fire Department's requirement of a 20-foot driveway. Paul Conrad, builder for the applicant, talked about the limitation of modifying the driveway to comply with the Fire Department's 20-foot requirement and listed a few options which may involve agreement by the neighbors during construction. Chairman Herich said the Commission supports the proposed alternatives but it is a private negotiation between the property owner and his impacted neighbors. Hofman said that the driveway needs to be 20-feet wide when the project is completed.

Sawrey explained the various structures of the project in relation to the site terrain. He presented the engineering plan and indicated how the different parts of the structures will be buried and elevated. Sawrey reviewed the old roof of the existing structure that will be replaced with Class A material at the same time of the new structure addition in order to comply with the Fire Department requirements. Sawrey talked about the overall landscape plan, highlighting a parcel of vegetation was designated as temporary irrigation area. Hofman said the irrigation part of this project is a non-conformance but that the irrigation ordinance does not indicate a timeline for compliance.

A discussion on management of drainage and run-off was held. Sawrey told the Commission from his observations at the site there was no evidence the current drainage would pose an impact on the neighbors. Hofman supplemented information on proper drainage management for the project. He said staff would work with the project team to ensure the drainage would not cause any problem to the neighbors. Chairman Herich questioned the snow storage. Sawrey explained the snow storage calculations. The Commission also asked about the lighting system and Sawrey said it would match the existing lights. Further discussion regarding the irrigation system and calculation of the irrigated area was held. Hofman told the Commission he is satisfied with the acreage of irrigation for the project as it meets City Code.

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

#### **MOTION**

Commissioner Provonsha moved to approve Design Review Application DR 2014-06, with the Conditions of Approval and Findings of Fact as prepared by staff, with the addition of a Condition of Approval No.11 to show the updated snow storage calculation, and modification of Condition No. 6 for a new construction management plan that involves access to other neighboring lots and addresses potential drainage issues. The motion was seconded by Commissioner O'Connor. All were in favor, none opposed. The motion carried.

#### **6. Discussion Items**

None.

#### **7. Adjourn**

#### **MOTION**

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

The meeting was adjourned at 1:39 p.m.

**Meeting Schedule**

April 3, 2014 at 9:00 a.m. Regular Planning & Zoning Meeting, Council Chambers

April 17, 2014 at 9:00 a.m. Special Planning & Zoning Meeting – Comprehensive Plan Update, Council Chambers

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Ken Herich, Chairman

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Hannah L. Stauts, City Clerk