



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

To: Planning and Zoning Commission
From: *mtf* Mark Hofman, Community Development Director
Meeting Date: September 11, 2014
Agenda Item: **Elkhorn Springs: Golf Lodges Townhomes Sublots 17-20**
Preliminary Plat Application No. SUBPP 2014-05

SUBJECT: Public hearing and recommendation to the City Council for a preliminary plat application for four (4) new townhome sublots on existing developed Block 6 of the Elkhorn Springs Large Block Plat. The four new sublots are for multi-family residential development on an existing 1.26 acre parcel within the Commercial Center (CC) Zoning District of the City of Sun Valley. **Applicant:** Benchmark Associates for Elkhorn Springs, LLC. **Location:** Sublots 17-20 Elkhorn Springs: Golf Lodges Townhomes; 113, 115, 117, and 119 Senabi Lane.

BACKGROUND: The subject parcel was created for future multi-family residential development as part of the Elkhorn Springs Master Plan and the Elkhorn Springs Large Block Plat. Block 6 of the Elkhorn Springs Large Block Plat lies adjacent to the south of Senabi Lane between Angani Way and the Sun Valley Golf Course in Elkhorn Springs. Six existing townhome sublots with existing residential units lie on Block 6. Existing townhome units lie adjacent to the site across Senabi Lane and the existing golf course lies behind the site to the west. The public streets that serve the Elkhorn Springs Subdivision have been constructed and all applicable utilities have been installed and brought to the project Parcel.

ANALYSIS: The applicant now seeks to add four remaining townhome sublots to existing Block 6. A preliminary plat (No. SUB 2006-10) was approved by the City for ten (10) new townhome sublots on Block 6 of the Elkhorn Springs Large Block Plat. Six new townhome dwellings were constructed on Block 6 pursuant to the approved preliminary plat and with Design Review Application No. 2006-08-067. A final plat was subsequently recorded for the six completed townhomes in the Office of the County Recorder, Blaine County.

The townhome units planned for Sublots 17-20 were not constructed with the original six on Block 6 and the preliminary plat (No. SUB 2006-10) subsequently expired. The applicant recently submitted an application for design review (No. DR 2014-21) for construction of two new townhome units on Sublots 17 and 18 and now seeks new preliminary plat approval for those sublots and for future units on proposed Sublots 19 and 20. The City of Sun Valley City Code requires a preliminary plat for the creation of the four townhome sublots. Approval of a final plat

will be required once all townhome units have been constructed and have received an approved final inspection and certificate of occupancy from the City.

The four proposed townhome sublots consist of the footprints for four new units, consisting of two structures, each with two attached common wall units. The CC Zoning District provides for medium density residential townhouse dwellings and incidental uses by right. The applicant's four unit townhome plat design represents development of the site with density allowed by City Code and in conformance with the Elkhorn Springs Master Plan and recorded Large Block Plat.

Project Review- The preliminary plat was reviewed by the City of Sun Valley and by CH2M Hill, the City's contract review engineer. The project satisfies all Fire Department requirements and CH2M Hill's review letter is attached as **Exhibit "PZ-B"**. The review and comment letter from CH2M Hill states that the preliminary plat submittal has no fatal flaws and recommends four (4) items be addressed by the applicant to clarify or label small issues regarding the preliminary plat or the future final plat required for the subdivision. The reduced plat drawing is attached to this Report as **Exhibit "PZ-C"**. No significant historical, natural, ecological, architectural, archeological or scenic special sites lie on or adjacent to the project site.

Water Will Serve Letter- The Sun Valley Development Code requires a will-serve letter from the Sun Valley Water and Sewer District (SVW&SD) as part of an application for subdivision. A "Will Serve" Letter was previously received by the City as part of the Elkhorn Springs Large Block Plat and for the now expired preliminary plat for the original Golf Lodges Townhomes Sublots 11-20 Plat (No. SUB 2006-10). It has been determined that the project can easily be served by extending utilities to the four new townhome sublots.

The Community Development Department has completed a comprehensive review of the preliminary plat application and has determined that all required application materials have been satisfactorily submitted as per Development Code requirements. The proposed townhouse preliminary plat is consistent with the land uses envisioned for the property and the development is congruent with the size, nature and character of existing development in the area. No significant negative impacts to the area or City due to the residential townhome subdivision have been identified by staff. Any action on the preliminary plat application by the Commission is a recommendation only and requires final action by the City Council at noticed future public hearing.

Public Notice and Comment- The project application was publicly noticed by: 1.) publication in the Mtn. Express on August 27, 2014; 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.

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 (**Exhibit "PZ-A"**) recommending approval of the preliminary plat application; (2) continue the public hearing for further information and review; or (3) close the public hearing, discuss the findings, vote to recommend denial of the application and direct staff to return on a date certain with a

resolution 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 hearing on this item upon which the decision will be based, receive public testimony, and consider the facts and findings necessary to make a recommending decision on the preliminary plat application. The Community Development Director recommends the Commission review the attached draft Findings of Fact, identify additional information needed (if any), and take action to recommend approval of the preliminary plat to the City Council.

LIST OF ATTACHED EXHIBITS:

- | | |
|----------------|---|
| Exhibit "PZ-A" | Draft Planning and Zoning Commission Findings of Fact, Conclusions of Law, and Conditions of Approval for approval of the Preliminary Plat application (No. SUBPP 2014-05). |
| Exhibit "PZ-B" | CH2MHill review and comment letter dated August 25, 2014 from Betsy Roberts and George Van Horn. |
| Exhibit "PZ-C" | Reduced Preliminary Plat, consisting of one (1) 11" by 17" sheet stamped received by the City of Sun Valley on August 22, 2014. |

** The administrative record for the preliminary plat application is available for review in the Community Development Department at City Hall.

EXHIBIT "PZ-A"

**(DRAFT) CITY OF SUN VALLEY
PLANNING AND ZONING COMMISSION**

SUBDIVISION –ELKHORN SPRINGS)	FINDINGS OF FACT, CONCLUSIONS
GOLF LODGES TOWNHOMES)	OF LAW, DECISION AND
SUBLOTS 17-20)	CONDITIONS OF APPROVAL
BLOCK 6 ELKHORN SPRINGS)	
LARGE BLOCK PLAT)	
APPLICATION NO. SUBPP 2014-05)	

This application came before the Sun Valley Planning and Zoning Commission for consideration on September 11, 2014. The Commission reviewed the application and materials submitted; heard testimony from the applicant's agents and reviewed the City staff report. Based on the evidence presented, the Commission makes the following Findings of Fact, Conclusions of Law, and Decision:

FINDINGS OF FACT

1. The applicant is Elkhorn Springs, LLC. The subject 1.26 acre property, commonly known as Elkhorn Springs Golf Lodges Townhomes, consists of Block 6 of the Elkhorn Springs Large Block Plat, in the City of Sun Valley, Blaine County, Idaho. The site is zoned CC COMMERCIAL CENTER DISTRICT, which allows multi-family residential land uses by right.
2. The application consists of a preliminary plat map showing the surveyed location and legal description of the property boundary; uses; and the locations of four (4) new residential townhome sublots within Block 6 of the Elkhorn Springs Large Block Plat. Block 6 already contains six (6) recorded townhome sublots and dwellings. As per the approved Master Plan, no deed restricted residential units are proposed or required within Block 6 of the Large Block Plat for Elkhorn Springs.
3. The chronology of actions related to this property is as follows:
 - a. A Conditional Use Permit (Application No. CUP2004-01) and Design Review (Application No. 2004-04-006) for the Elkhorn Springs Golf Clubhouse was approved on March 23, 2004. At that time, Condition of Approval No.2 required a Master Plan prior to further development of the area known as Elkhorn Springs;
 - b. An application for a Master Plan was submitted and approved on August 10, 2004. Condition of Approval No. 3 of the Master Plan was that a subdivision application be filed;
 - c. A Design Review (Application No. 2004-07-077) for the first phase of the Master Plan was submitted and approved on August 24, 2004;
 - d. A preliminary plat application for large block subdivision was filed in December 2004. On September 13, 2005, the Planning and Zoning Commission recommended approval of the large block plat;
 - e. The City Council approved the large block preliminary plat on October 20, 2005, and a Final Plat was subsequently recorded in the Office of the County Recorder, Blaine County;

- f. A preliminary plat (No. SUB 2006-10) was approved by the City for ten (10) new townhome sublots on Block 6 of the Elkhorn Springs Large Block Plat.
 - g. Six new townhome dwellings were constructed on Block 6 pursuant to the approved preliminary plat and with Design Review Application No. 2006-08-067. A final plat was subsequently recorded for the six completed townhomes in the Office of the County Recorder, Blaine County; and,
 - h. The townhome units planned for Sublots 17-20 were not constructed with the original six on Block 6 and the preliminary plat (No. SUB 2006-10) expired. The applicant submitted an application for design review (No. DR 2014-21) for townhome units on Sublots 17 and 18 and now seeks new preliminary plat approval for the new sublots and for future units on Sublots 19 and 20.
4. The basis for review of the preliminary plat for a townhome subplot subdivision is the Commission's Findings for review of a proposed subdivision, 9-4A-6 of the City of Sun Valley City Code; and the plat notes and conditions of approval for the large block plat and Master Plan. The Commission finds that the proposed preliminary plat is in conformance with all applicable sections of City Code and with the Elkhorn Springs Master Plan and Large Block Plat because the additional four new townhome sublots on Block 6 conform to previous approvals and with the existing six constructed townhome dwellings on the site. The land use is consistent with the Master Plan and the uses envisioned for the site by previous project approvals. The four new sublots conform to all required zoning and land use standards and policies.
 5. The applicant has provided the information required for review and action on a preliminary plat as set forth in City of Sun Valley City Code Section 9-5A-4. The preliminary plat for four new additional townhome sublots on Block 6 of the Elkhorn Springs completes the build out of the parcel and replaces the expired preliminary plat approved in 2006 for ten townhome sublots on Block 6 (No. SUB 2006- 10).

CONCLUSIONS OF LAW

Based upon the foregoing findings of fact, the Planning and Zoning Commission makes the following Conclusions of Law:

1. The proposed preliminary plat, which allows use of the property for multi-family housing, is in accordance with the Sun Valley Comprehensive Plan and the Elkhorn Springs Master Plan (Application No. 2004-04-042).
2. The proposed preliminary plat is in accordance with Title 9 of the Sun Valley Municipal Code, Land Subdivisions, subject to appropriate conditions.
3. The proposed preliminary plat is in accordance with the CC Commercial Center Zoning District of Title 9 of the Sun Valley Municipal Code, Planning and Zoning.

DECISION

Therefore, based upon the foregoing Findings of Fact and Conclusions of Law, the Sun Valley Planning and Zoning Commission hereby recommends conditional approval of the proposed

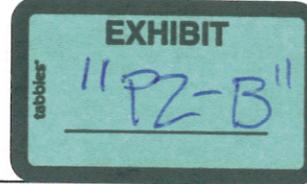
preliminary plat for Block 6 of Elkhorn Springs, based upon the submitted plat map, Declaration, and supporting plans and documents considered by the Commission, and subject to the following conditions of approval.

CONDITIONS OF APPROVAL

1. The Final Plat for the Elkhorn Springs Golf Lodges Townhomes, Sub-lots 17-20, shall be recorded by the applicant at the Office of the County Recorder and a copy of the recorded Final Plat document shall be submitted to the Community Development Department.
2. Immediately subsequent to recordation of the approved Final Plat, the applicant shall record as customary the Homeowner's Condominium Declaration for Elkhorn Springs. A copy of the recorded Declaration document shall be provided to the Community Development Department of the City of Sun Valley for approval prior to issuance of a Certificate of Occupancy for any units within the applicable project phase.
3. Any conditions or approvals required by private associations are the sole responsibility of the property owners.
4. Prior to the issuance of a Certificate of Occupancy for the Sublot 17-20 paired homes, all the related infrastructure improvements for the Master Plan shall be completed, including but not limited to stormdrains, utilities, streets, curb and gutter, and landscaping.
5. This Preliminary Plat approval is specific to and contingent upon Design Review application No. DR 2014-21.

Ken Herich, Chairman
City of Sun Valley Planning and Zoning Commission

Date Findings of Fact signed



Preliminary Plat Review: Elkhorn Springs Golf Lodge Townhomes, Sublots 17-20

TO: Mark Hofman / City of Sun Valley
COPIES: Cinda Lewis / Benchmark Associates
FROM: Betsy Roberts
George Van Horn
DATE: August 25, 2014

We received the Elkhorn Springs Preliminary Plat (Sheet 1 of 1) dated August 2014.

Please provide the following with the Final Plat submittal:

1. Certification Sheet
2. Closure reports for the Block Boundary and individual Sublots 17-20.
3. Updated curve and line tables for Sublots 17-20.
4. Lot dimensions for Sublots 17-20.

See the Preliminary Plat Review Checklist for additional comments.

This document meet the intent of a preliminary submittal and we find no fatal flaws. We recommend continuing with the project development.

PRELIMINARY PLAT CHECK LIST

For: Benchmark Associates

1	Subdivision Name:	ELKHORN SPRINGS: GOLF LODGES TOWNHOMES SUBLOTS 17-20
2	Reviewer:	George Van Horn
3	Date:	August 25, 2014
4	Sheet Title and Preamble:	Located Within T4N, R18E, Sec. 17, B.M., Sun Valley, Blaine County, Idaho Wherein Block 6, Elkhorn Springs Large Block Plat, is Subdivided Creating Sublots 17, 18, 19 & 20 of Golf Lodges Townhomes. August 2014, Preliminary Plat
5	Basis of Bearing:	OK
6	North Arrow:	OK
7	Scale and Legend:	Scale OK, Add monument symbols to Legend.
8	Plat Closure:	None provided. Include with final Plat submittal.
9	Total Area:	Areas shown for each Sublot in square feet (SF). Please include total area in Acres as well.
10	Monuments:	OK
11	Land Corners:	OK
12	Initial Point:	OK. True Point of Beginning is identified
13	Street Names & Width:	OK
14	Easements:	42' Public Access and Utility Easement in Village Way, 40' Emergency Access Easement in Angani Way, 40' Easement for Emergence Access, Public Utility, Public Ski Lift and Public Non-Motorized Access to Golf Course on Senabi Lane, 15' Storm Drainage Easement behind Lots 11-16.
15	Lot & Block Numbers:	OK
16	Lot Dimensions:	Only boundary information is shown. Individual lot dimensions are not shown on this plat. Please provide for final plat review.
17	Curve & Line Tables:	Only provided for the Block Boundary. Please complete tables with information for the separate lots.
18	Certifications:	None shown. Provide with final plat submittal.
19	Certificate of Owner:	None shown. Provide with final plat submittal.
20	Certificate of Surveyor:	None shown. Provide with final plat submittal.
21	Sanitary Restriction:	OK. Health Certificate Included
22	Agency Approvals:	None shown. Provide with final plat submittal.

23	Public Dedication:	None Indicated
24	Common Areas:	OK

Notes: Final Plat shall include the following: Certification Sheet, Closure Reports, Lot Dimensions, and completed Curve and Line Tables.

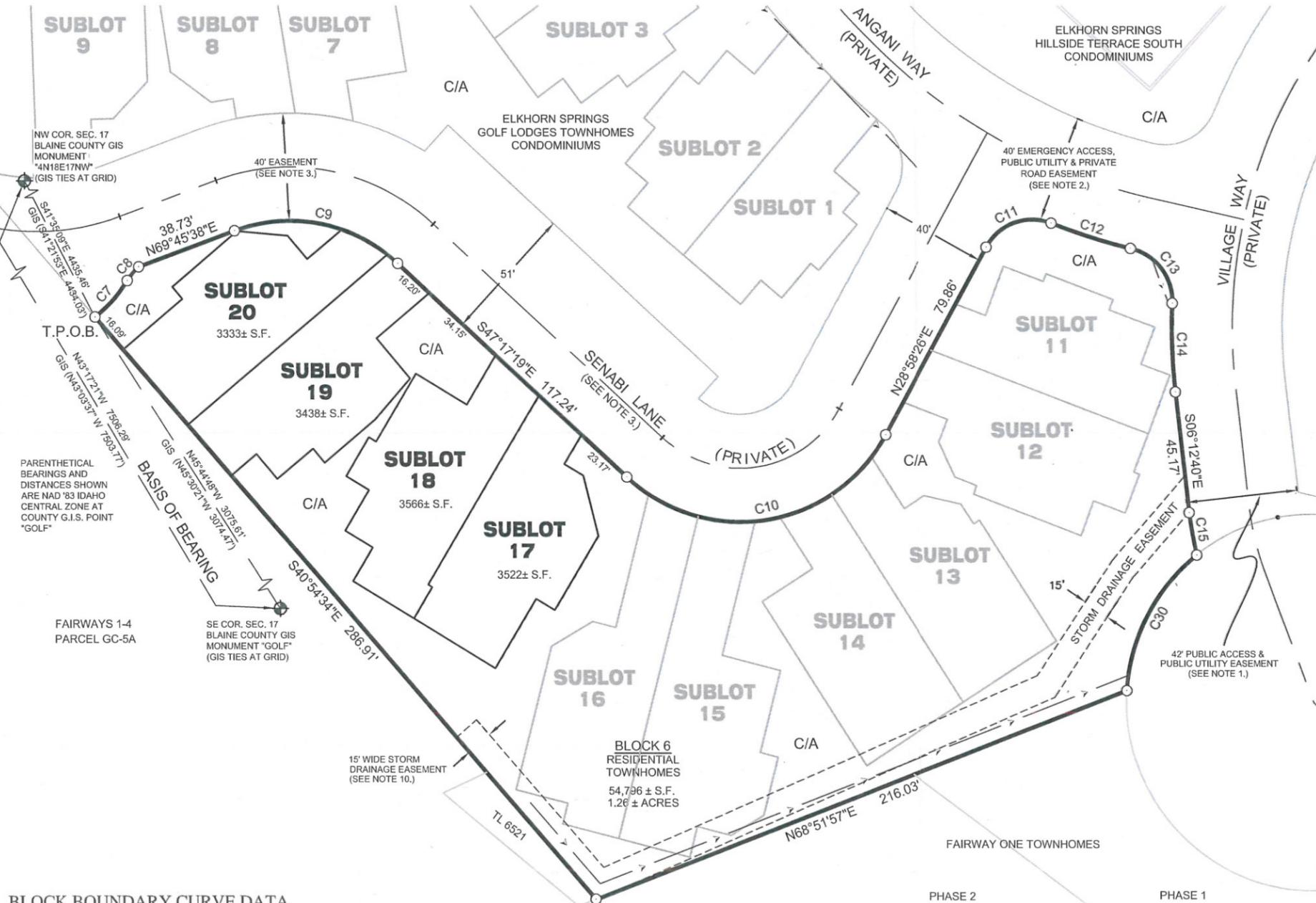
ELKHORN SPRINGS : GOLF LODGES TOWNHOMES SUBLOTS 17-20

LOCATED WITHIN T4N, R18E, SEC.17, B.M., SUN VALLEY, BLAINE COUNTY, IDAHO

WHEREIN BLOCK 6, ELKHORN SPRINGS LARGE BLOCK PLAT, IS SUBDIVIDED CREATING
SUBLOTS 17, 18, 19 & 20 OF GOLF LODGES TOWNHOMES.

AUGUST 2014

PRELIMINARY PLAT

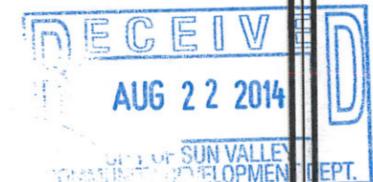


LEGEND

- BLOCK BOUNDARY
- SUBLOT BOUNDARY
- CENTERLINE EXIST. 5' WIDE DRAINAGE EASEMENT PER ORIGINAL ELKHORN SPRINGS LARGE BLOCK PLAT
- EASEMENT LINE
- ROAD CENTER LINE
- C/A COMMON AREA
- FOUND 5/8" REBAR

NOTES:

1. A 42-FOOT WIDE PUBLIC ACCESS AND PUBLIC UTILITY EASEMENT EXISTS WITHIN VILLAGE WAY AS SHOWN HEREON.
2. AN EMERGENCY ACCESS & PUBLIC UTILITY EASEMENT EXISTS WITHIN ANGANI WAY AS SHOWN HEREON.
3. AN EASEMENT FOR EMERGENCY ACCESS, PUBLIC UTILITY, PUBLIC SKI LIFT ACCESS, & PUBLIC NON-MOTORIZED ACCESS TO GOLF COURSE EXISTS WITHIN SENABI LANE AS SHOWN HEREON.
4. AN EMERGENCY VEHICLE ACCESS EASEMENT EXISTS WITHIN ALL PRIVATE ROADS AND WITHIN PARKING AREAS LOCATED IN THE COMMON AREAS.
5. A PUBLIC NON-MOTORIZED ACCESS EASEMENT EXISTS OVER AND ACROSS THE COMMON AREA OUTSIDE THE BUILDING STRUCTURE SUBJECT TO RULES AND REGULATIONS OF THE HOMEOWNER'S ASSOCIATION.
6. BASIS OF BEARINGS IS PER "ELKHORN SPRINGS LARGE BLOCK PLAT", RECORDED AS INSTRUMENT #536008, RECORDS OF BLAINE COUNTY, IDAHO.
7. A SNOW STORAGE EASEMENT IS LOCATED WITHIN ADJOINING PARCEL GC-5A TO BENEFIT BLOCKS 1-9, RECORDED AS INSTRUMENT #536013, RECORDS OF BLAINE COUNTY, IDAHO.
8. THE "MASTER DECLARATION OF C.C. & R.'S OF ELKHORN SPRINGS" WAS RECORDED AS INSTRUMENT #536009, AND AMENDED AS INSTRUMENT #573986. THE "TOWNHOME DECLARATION OF C.C. & R.'S, RECIPROCAL EASEMENTS AND PARTY WALL DECLARATION FOR ELKHORN SPRINGS GOLF LODGES TOWNHOMES" WAS RECORDED AS INSTRUMENT #540176, AND THE DECLARATION FOR THE WITHIN PLAT WAS RECORDED AS INSTRUMENT # _____, RECORDS OF BLAINE COUNTY, IDAHO.
9. THE ROADS WITHIN THIS PLAT ARE NOT PRESENTLY ELIGIBLE FOR PUBLIC DEDICATION BECAUSE CITY PUBLIC ROAD STANDARDS ARE NOT PRESENTLY MET, SUBJECT TO CITY COUNCIL APPROVAL.
10. A FIFTEEN (15) FOOT WIDE STORM DRAINAGE EASEMENT TO BENEFIT BLOCKS 1-9 EXISTS AS SHOWN HEREON.
11. ALL TOWNHOUSE OWNERS SHALL HAVE MUTUAL RECIPROCAL EASEMENTS FOR EXISTING AND FUTURE PUBLIC AND PRIVATE UTILITIES INCLUDING, BUT NOT LIMITED TO, WATER, CABLE TV, SEWER, NATURAL GAS, TELEPHONE, AND ELECTRIC LINES, AND FOR ROOF EAVES AND ARCHITECTURAL APPENDAGES OVER, UNDER AND ACROSS THEIR TOWNHOUSE, SUBLOTS AND COMMON AREA FOR THE REPAIR, MAINTENANCE AND REPLACEMENT THEREOF.



HEALTH CERTIFICATE

Sanitary restrictions as required by Idaho Code Title 50, Chapter 13, have been satisfied. Sanitary restrictions may be reimposed, in accordance with Idaho Code Title 50, Chapter 13, Section 50-1326, by the issuance of a certificate of disapproval.

Date: _____ South Central Public Health District, REHS

BLOCK BOUNDARY CURVE DATA

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C7	50.07'	18.38'	18.28'	N42°07'25"E	21°02'09"
C8	22.50'	6.72'	6.70'	N40°09'48"E	17°06'55"
C9	60.00'	65.92'	62.66'	S78°45'51"E	62°57'03"
C10	63.00'	114.07'	99.11'	N80°50'34"E	103°44'15"
C11	20.00'	28.65'	26.26'	N70°00'57"E	82°05'01"
C12	236.00'	31.57'	31.54'	S72°46'27"E	07°39'49"
C13	20.00'	27.72'	25.56'	S36°53'51"E	79°25'02"
C14	209.95'	33.06'	33.03'	S01°42'00"E	09°01'20"
C15	123.00'	16.06'	16.05'	S09°57'03"E	07°28'46"
C30	70.00'	58.61'	56.91'	S27°41'40"W	47°58'22"

PREPARED BY: BENCHMARK ASSOCIATES P.A.
P.O. BOX 733 - 100 BELL DRIVE
KETCHUM, IDAHO, 83340
PHONE (208)726-9512 FAX (208)726-9514



ELKHORN SPRINGS
GOLF LODGES TOWNHOMES
SUBLOTS 17-20
LOCATED WITHIN: T4N, R18E, SEC. 17, B.M.,
SUN VALLEY, BLAINE COUNTY, IDAHO
PREPARED FOR: ELKHORN SPRINGS, LLC

PROJECT NO. 14130	PLOT BY : LLJ/CPL	FILE: 14130PRE.DWG
PRELIMINARY PLAT	DATE : 08/20/2014	SHEET: 1 OF 1

EXHIBIT
"PZ-C"

SUB PP 2014-05