



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

**To:** Planning and Zoning Commission  
**From:** *MH* Mark Hofman, Community Development Director  
**Meeting Date:** February 19, 2015  
**Agenda Item:** Lane Meadows- Three Custom Single Family Dwellings  
Design Review Application No. DR 2015-02

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**SUBJECT:** Site visit and public hearing for the proposed construction of three new, custom two-story single family dwellings and associated site improvements on existing lots in the Single-Family Residential (RS-1) Zoning District. **Applicant:** Scott Thompson for Evergreen Ventures, LLC. **Application Filing Date:** January 26, 2015. **Location:** Lots 1, 2, and 6 Lane Meadows Subdivision; Lane's Way at Highway 75.

**BACKGROUND:** The Lane Meadows property was annexed into the City of Sun Valley, designated as Low Density Residential on the Future Land Use Map of the Comprehensive Plan, and zoned as Single-Family Residential (RS-1) on the Official Zoning Map. Additionally, the City approved a Master Plan/Planned Unit Development Application (CUP 2013-01) for single family residential development, including a private street and an open common area parcel, and a Development Agreement request (DA 2013-01) for a single phase residential development.

Subsequent to these City approvals, the applicant constructed a private street, Lane's Way, in accordance with a separate Construction Plan Approval and Construction Permit issued by the City. Infrastructure and other requirements were also installed/completed by the applicant and they received approval of a final plat for the subdivision (Application No. SUBFP 2014-07). The Plat was recorded with the Office of the County Recorder, Blaine County, as Instrument No. 624510. The applicant now seeks to construct three new custom single-family residences on Lots 1, 2, and 6 of the ten-lot development.

**ANALYSIS:** The applicant satisfied the applicable conditions and requirements of the associated application approvals for the development, leading to the City signature on the final plat mylar to be recorded. However, two requirements remain incomplete: Conditions of Approval for the approved Final Plat require the submittal of a copy of the recorded Declaration of CC&Rs for the development (Instrument No. 624511); and, the required financial guarantee for completion of all remaining infrastructure and site work (Condition of Approval #2) in the amount of \$250,000 has not yet been received by the City. No approval action on the Design Review request for the three custom homes can be taken by the City until these two Conditions of Approval from the Final Plat approval are completed.

Staff completed the required public notice for the site visit and public hearing on this design review application in anticipation of all prior Conditions of Approval being completed by the applicant. Though no approval action can be taken by the Commission on February 19, 2015, the site visit and public hearing can be held and the meeting is the initial opportunity for the applicant to formally present the project design and elements of the three individual proposed custom homes to the public, neighbors, and the Commission.

After conducted a publicly noticed site visit to Lots 1, 2, and 6, the Planning and Zoning Commission should receive an initial presentation of the project from the applicant. After the project design is presented, the Commission should hold a public hearing and then a discussion and review of the project for compliance with the prior development approvals (Annexation, Comprehensive Plan Amendment, Zoning Map Amendment, Release and Waiver Agreement, Master Plan/PUD, Preliminary Plat, Development Agreement, Declaration of CC&Rs, Sidewalk Maintenance Agreement, and Final Plat) as well as for compliance with City Code, the development regulations in the RS-1 zoning district, and more specifically the Design Evaluation Standards of Code Section 9-3A-3. After discussion, the Commission should direct the applicant to make any required revisions to the project drawings and take action to continue the public hearing date certain to a future meeting of the Commission, allowing the applicant additional time to complete prior Conditions of Approval and to revise the project for compliance.

The Sun Valley Fire Department reviewed the project drawings for the three single family dwellings (**Exhibit "PZ-C"**). The comments of the Fire Department require the project drawings to be revised to reflect minimum 20-foot wide driveways and add requirements for solar voltaic system installation, fire pit construction, and chimneys/fireplaces.

**Public Notice and Comment-** The site visit and public hearing for the project application was publicly noticed by: 1.) publication in the Mtn. Express on February 4, 2015; 2.) posting of the project site; 3.) mailing of notice to all property owners within a 300 foot radius of the Lot; 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.

The City received one public email comment from Robin Sias (**Exhibit "PZ-A"**) regarding previewing plans, issues with the subdivision work and infrastructure, work hours violations, and building proximity to her property line.

No other emails, phone calls or letters have been received by staff as of the writing of this Report.

**RECOMMENDATION:** The Commission should disclose all information and contacts received outside the public hearing on this item upon which the decision will be based. The Commission should receive and review the attached project comment and review materials, hold the noticed site visit and public hearing, receive a presentation of the project design from the applicant, discuss the project design and elements, and provide direction to the applicant for required revisions to the project drawings to ensure compliance with standards, regulations, and design guidelines.

**LIST OF ATTACHED EXHIBITS:**

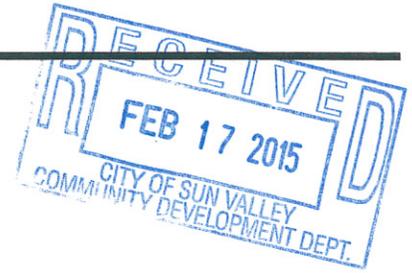
- Exhibit "PZ-A"            Public comment email stamped received by the City on February 17, 2015 from Robin Sias, 18 Meadow Road in Lane Ranch.
- Exhibit "PZ-B"            Required Findings for City action on a design review application.
- Exhibit "PZ-C"            City of Sun Valley Fire Department review and comment letter dated February 13, 2015.
- Exhibit "PZ-D"            Reduced 11" by 17" project drawing sets (three) for Lots 1, 2, and 6, each consisting of eleven (11) sheets, all stamped received by the City on January 26, 2015.

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

**Mark Hofman**

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**From:** Robin Sias [robin@mountaingirl.org]  
**Sent:** Tuesday, February 17, 2015 12:19 PM  
**To:** Mark Hofman  
**Subject:** Lane Meadows P & Z meeting



Hi Mark,

What is the best way to preview the plans for the first homes in Lane Meadows? I am very interested to see what is being proposed and plan to attend Thursday's meeting. As you probably know, this project has cost me my backyard, sleep and thousands of dollars in legal fees. I am very worried about what comes next.

I don't know if anyone on the P & Z has any interest, but I have a good deal of documentation of what was done to my yard this fall when they laid the pipe for water to Lane Meadows. It was almost not to be believed so I took video! I also have documentation of Scott's crews starting before legal hours on numerous occasions. I called Eric to let him know but I don't know if anything was ever done, other than issuing Scott a warning.

Now, of course, the first homes to be built will be five feet from my property line. My fear, from experience, is that if you give this group an inch, they will take a mile which is why I want to see what the setbacks and height proposals. My hope is that P & Z closely supervises this project going forward and that they insist on maximum setbacks and other requirements that take the welfare of very close neighbors into consideration.

Thank you,  
Robin Sias  
18 Meadow Road

REQUIRED FINDINGS OF FACT AND CONCLUSIONS OF LAW  
CITY OF SUN VALLEY  
PLANNING AND ZONING COMMISSION  
DESIGN REVIEW

**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.
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.
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.
4. The proposed design is in context and complimentary to adjacent properties.
5. The proposed design is compatible with the community character and scale of the neighborhood.
6. The proposed design adheres to standards for the protection of health, safety, and general welfare.
7. The proposed design is of quality architectural character and materials.
8. The use is not in conflict with the Comprehensive Plan or other adopted plans, policies, or ordinances of the City.



Date: 2/13/2015

To: Mark Hofman

Re: 2015-01/ Lane Meadows /Lot 1, 2, 6

I have reviewed the submitted plans for Lane Meadows lots 1, 2 and 6 they are R-3 occupancy, type V-B construction that is protected by automatic fire suppression systems.

The fire department has the following comments:

1. The driveways shall be no less than 20 feet wide to accommodate fire department access.
2. The Solar photovoltaic power systems shall be installed in accordance with International fire code Section 605.11.1 through 605.11.4, International Building Code and NFPA 70.
3. Non-temporary fire pits shall be constructed to burn non-solid fuel only. No solid fuel burning is permitted in permanent outdoor fireplaces.
4. All chimneys, fireplaces, and incinerators (or similar) that are capable of burning solid fuel shall be equipped with an effective means for arresting sparks. Required spark arrestors shall be installed per IRC 1003.9.1 and IBC 2113.9.1 as inspected and enforced by the city.

No Changes shall be made to the plans without approval of the Fire Code Official or the Fire Chief.

The correct address shall be posted in a place so as to be visible from the street. This shall be on a contrasting background so as to be visible both day and night and in all weather conditions. The numbers shall be a minimum of 6 inches tall. If an address monument is used the numbers shall be no lower than 4 feet from finish grade. The requirement for the posting of numbers on the residence shall also be in effect. The numbers shall be posted in the usual and customary location.

Reid Black Fire Code Official  
City of Sun Valley Fire Department

*The Sun Valley Fire Department Mission is to do no harm, survive and be courteous. We accomplish this through compassionate, professional response to all situations where we are called for assistance.*