

**McCALL AREA
PLANNING AND ZONING COMMISSION**

Minutes

May 7, 2013 – 6:00 p.m.

McCall City Hall – Lower Level

216 East Park Street, McCall, ID 83638

COMMISSION MEETING – Begins at 6:00 p.m.

CALL TO ORDER AND ROLL CALL

Acting Chair Fereday, Commissioner Copenhaver, Commissioner Williamson, Commissioner Thompson and Chair Apperson (by phone) were present. City Planner Delta James, City Engineer Nathan Stewart, Parks Director Dennis Coyle and Administrative Assistant Debbie Smith were also present.

REVIEW & APPROVAL OF MINUTES

Commissioner Copenhaver moved to approve the April 2, 2013 minutes as presented. Commissioner Thompson seconded the motion. The motion carried.

PRELIMINARY DEVELOPMENT PLAN REVIEW MEETINGS

Pre-application (CUP, DR, SR)

990 Sylvan Beach Rd.

Anthony (Gabe) Gabrielli representing Donald & Carolyn Parkinson: Conditional Use Permit, Scenic Route and Design Review applications to construct an accessory structure in excess of 1500 sq. ft. on a property within the Scenic Route of Warren Wagon Road. The property is zoned R4 – Low Density Residential.

Gabe Gabrielli presented the pre-application.

This is a revised plan that came before the commission last year and was denied. The Commission felt the project proposed last year did not meet several sections of the City of McCall Design Guidelines, including building scale.

The updated application will be smaller with no living space above the garage and the structure will not have a full kitchen. Ms. James discussed lot coverage and the importance of Mr. Gabrielli to be sure the plan will meet that code. The Commission discussed the appearance of the proposed structure from Warren Wagon Road, a Scenic Route, and whether the size of the proposed structure is compatible with the McCall City Code definition of an accessory structure.

The formal CUP, DR, SR applications will be heard at the July Planning and Zoning meeting.

CONSENT AGENDA

DR-13-07

809 N 3rd Street

Rick Fereday representing May Hardware: A Sign Design Review application to replace two existing signs with one 36 sq. ft. wall mounted sign and one 34 sq. ft. double sided monument sign to reflect new brand identity. The property is zoned CBD – Central Business District.

DR-13-13

227 Morgan Drive

Peter Harris representing Jill and John Thompson: A Design Review application to construct a new residential structure with total living area of 3500 sq. ft. and detached garage of 1490 sq. ft. The property is zoned R4 – Low Density Residential, is within the Shoreline and River Environs Zone.

Acting Chair Fereday recused herself from the Consent Agenda. Commissioner Copenhaver served as Acting Chair for the Consent Agenda.

Commissioner Williamson moved to approve the Consent Agenda DR-13-07 and DR-13-13.

Commissioner Thompson seconded the motion. The motion carried.

OLD BUSINESS

ROS-13-04

401 Verita Road

Joel Droulard representing Chad Olsen: A Record of Survey application to split a parcel, containing a portion of Verita Road, to create one residential parcel of 10,961 sq. ft. and dedicate Verita Road as public right-of-way. The property is zoned R4 – Low Density Residential.

Ms. James explained this application was continued from the April 2nd P&Z meeting. She gave the staff report. A title search was done on the advice of the city attorney and there were several outstanding issues discovered, which were incorporated within the conditions of approval.

Commissioner Williamson moved to approve ROS-13-04 with the presented conditions of approval.

Commissioner Copenhaver seconded the motion. The motion carried.

NEW BUSINESS

CA-13-01

Sign Review Process Zoning Ordinance Amendment

Amendments to the relevant sections of McCall City Code Title 3 to allow signs within the City of McCall and McCall Impact Area to be approved administratively by City staff rather than require Design Review by the McCall Area Planning and Zoning Commission, thereby reducing sign approval timelines.

Ms. James explained the way codes are amended is by ordinance. The ordinances come to the Planning and Zoning Commission first and then a recommendation for approval or denial is made to City Council and the Valley County Board of Commissioners for the final decision.

This sign amendment would make sign approval done administratively by staff. The thought process is to shorten the amount of time necessary for signage approvals for businesses.

Fees are established by City Council. Currently there is a flat fee of \$150 for a sign Design Review.

When and if this ordinance goes forward to City Council we would also propose a resolution that may adjust the fee depending on the size of the sign.

Staff would then come to the commission each month with examples of the signs that had been approved administratively for review.

Acting Chair Fereday opened the public hearing. There were no comments. Acting Chair Fereday closed the public hearing.

Chair Apperson recommended approval of CA-13-01 to the City Council and the County Commission. Commissioner Copenhagen seconded the motion. The motion carried.

DR-13-08, SR-13-04

303 W. Lake Street

Mathew Falvey representing Todd Gabriel: A Design Review and Scenic Route application to construct a new 528 sq. ft. side-loaded garage, replace existing concrete block retaining walls with boulder retaining walls, add fire pit, terraces, and stone steps, and complete site landscaping. The property is zoned R4 – Low Density Residential, is within the Shoreline and River Environs Zone, is along a Scenic Route.

Mathew Falvey presented the application for landscape improvements. Currently the property is covered by gravel surfacing and has no vegetation.

The applicant proposes to build a small garage with exterior finishes to match the existing structure of the house. The applicant also proposes to replace existing concrete retaining walls with boulders, improve the driveway, build a fence along the property line, install a small brick paver patio near the lake and add a berm with natural vegetation as a barrier to prevent storm water runoff from entering the lake. In response to comments from the Big Payette Lake Watershed Advisory Group, the applicant has agreed to installing a natural vegetated berm between the proposed sod lawn and the beach area, removal of a fire pit previously proposed, and installation of gravel at all structure driplines to assist with stormwater management.

Ms. James presented the staff report.

Chair Apperson commented on how much of the ground cover would be sod and questioned the narrow band of berm.

Mr. Stewart commented that the berm is a physical barrier, not an infiltration barrier. The raised berm would cause ponding of the water runoff and infiltration rather than absorbing the stormwater.

Acting Chair Fereday opened the public hearing. There were no comments. Acting Chair Fereday closed the public hearing.

Commissioner Copenhagen moved to approve DR-13-08 and SR-13-04 with staff conditions.

Commissioner Williamson seconded the motion. The motion carried.

DR-13-09

1589 Lakeridge Drive

Mountain Design & Development representing Bill Senkosky and Peg Powers: A Design Review application to construct a new 5,313 sq. ft. two story, single family residence with three car garage, covered front porch and covered rear patio. The property is zoned R1 – Residential.

Sarah Whipple presented the application for a new single family residence with three bedrooms and three bathrooms with an office. Total square footage will be 5,313. There will be a three car garage.

Ms. James presented the staff report.

City Engineer has approved the application. Mr. Stewart said a storm water report was not required. Acting Chair Fereday opened the public hearing. There were no comments. Acting Chair Fereday closed the public hearing.

Commissioner Williamson moved to approve DR-13-09, subject to the presented conditions of approval. Commissioner Copenhaver seconded the motion. The motion carried.

DR-13-10, SR-13-05

333 W Lake Street

Kurt Wolf representing City of McCall Parks Department: A Design Review and Scenic Route application to replace retaining walls, add landscaping, and improve ADA accessibility and storm water treatment at Rotary Park. The property is zone CV – Civic, is along a Scenic Route, and is within the Shoreline and River Environs Zone.

Kurt Wolf presented the application. The park's retaining walls are in need of replacement. They are made of treated timber and are bulging and existing conditions are very poor. The site is unsafe and far from ADA compliant. As the existing walls are removed, the storm water issues will be corrected and then the walls will be replaced with an engineered retaining wall. Boulders will be used to soften the look of the wall. There will be additional landscaping done using native plant species. They would like to construct an ADA compliant path for beach accessibility.

Work will begin this summer. They will need Idaho Transportation Department approval as well.

Ms. James stated that this project is partially funded by \$57,000 from the Federal Highway Administration's Scenic Byway Program because HWY 55 is part of the Payette River National Scenic Byway.

Ms. James presented the staff report.

Acting Chair Fereday opened the public hearing. There were no comments. Acting Chair Fereday closed the public hearing.

Commissioner Thompson moved to approve DR-13-10 and SR-13-05, subject to the presented conditions of approval. Commissioner Williamson seconded the motion. The motion carried.

DR-13-11

720 Fairway Drive

Kurt Wolf representing City of McCall Parks Department: A Design Review application to construct a shelter over the existing playground consisting of treated upright posts to support removable fabric shade sails utilized during summer months at Fairway Park. The property is zoned CV – Civic.

Kurt Wolf presented the application. This project is to construct a shelter over the play ground to protect children from fly ball and to provide shade.

The shelter will include fabric shade sails that can be taken down in the winter supported by treated upright posts. The fabric is engineered and comes with cable for mounting. The fabric is available in several different colors but the commission left the final color decision to the parks department.

Ms. James presented the staff report.

Acting Chair Fereday opened the public hearing. There were no comments. Acting Chair Fereday closed the public hearing.

Commissioner Williamson moved to approve DR-13-11 with staff conditions. Commissioner Copenhaver seconded the motion. The motion carried.

OTHER

Ms. Groenevelt and Ms. James gave a short PowerPoint review of their recent trip to Chicago for the National Planning Conference.

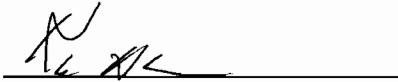
P&Z Planning and Code Workshops Schedule – Discussion

Staff presented the proposed Planning and Workshop Schedule. (see attached)

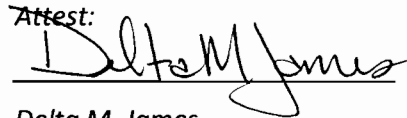
ADJOURNMENT

Meeting adjourned at 8:30 p.m.

Signed: June 4, 2013



*Kimberly A. Apperson, Chair
McCall Area Planning and Zoning Commission*

Attest:


*Delta M. James
City Planner*

**McCall Area Planning & Zoning Commission
2013 Planning and Workshop Schedule**

MAY

ICount Pedestrian/Bike Survey

Volunteer Training – Wednesday, May 8, 12:00-1:00 p.m., Legion Hall

Count/Survey – May 14-16, two hour time slots TBD, locations vary, weather dependant

Downtown Master Plan

Business Forum: Tuesday, May 21, 8:30-10:00 a.m., Legion Hall

Community Workshop Session A: Tuesday, May 21, 12:00-2:00 p.m., Legion Hall

Community Workshop Session B: Tuesday, May 21, 5:00-7:00 p.m., Legion Hall

Wrap-up with City Council: Thursday, May 23, 5:30-6:00 p.m., Legion Hall

JUNE

P&Z Signage Workshop #1 – Tuesday, June 4, 5:30-6:30 p.m., Legion Hall

Recreation Summit, Thursday, June 20, 1:00-6:00 p.m., Shore Lodge

Regional Land Use 101 (with County Commission and City Council), date, time and location TBD

JULY

P&Z Signage Workshop #2 – Tuesday, July 9, 5:30-6:30 p.m., Legion Hall

Downtown Master Plan – mobile workshops, TBD

AUGUST

P&Z Signage Workshop #3 (if needed) – Tuesday, August 6, 5:30-6:30 p.m., Legion Hall

Downtown Master Plan – Community Workshop #2, August 20-22, events, locations and times TBD

SEPTEMBER

P&Z Lake Tour & Stormwater 101 Training – September 13 (tentative), 3:00-6:00 p.m.

OCTOBER

P&Z Landscaping Workshop – date and time TBD

P&Z 101 Commission Training with Jerry Mason - TBD

NOVEMBER

Downtown Master Plan – Community Workshops #3, November 5-7, events, locations and times TBD

Other planning efforts underway this summer:

- Payette River Scenic Byway Corridor Management Plan update
- McCall Transit Center location and scope

Possible Future Code Amendments

Here is a list of identified possible future code amendments that staff will be researching and discussing with the McCall Area Planning and Zoning Commission as time permits. These were generated and prioritized based upon staff consideration, feedback from business owners, design professionals, property owners and past P&Z work sessions.

1. Signage:
 - Allow one (1) sign or flag not to exceed 15 sq. ft. indicating that a business is open (not closed), provided total signage square footage does not exceed allowable for the property.
 - Allow solidly illuminated signs (i.e. open signs, beer signs) if displayed within windows, from the interior of the buildings, and provided total signage square footage does not exceed allowable for the property.
 - Allow free-standing signs within the Central Business District.
 - Accommodate temporary signage (i.e. banners and/or sandwich boards) for community events.
2. Landscaping:
 - Revise code and design guidelines to better define landscaping guidelines, particularly as they relate to the Shoreline and River Environs Zone.
3. Setbacks:
 - Establish minimum setback of structures from rear property line to include ½ building height (like is in place for side property line setbacks).
 - Clarify definition of side yard setback and how to measure lot width.
4. Parking: (NOTE: this will likely be discussed during the Downtown Master Plan update process)
 - Possible further alleviation of parking requirements, especially in the CBD.
 - Revisit requirement that commercial parking lots (and drives accessing lots) be paved.
 - Revisit requirement that parking be located to side or rear of buildings – possible allowance for existing structures.
5. Sidewalks –what triggers requirement: (NOTE: this will likely be discussed during the Downtown Master Plan update process)
 - Establish threshold for requirement and revise language regarding \$20,000 remodel threshold triggering sidewalk requirements.
6. Code clean-up:
 - Revising definition of streets to provide clarity regarding road classifications.
 - Water Pool Contour definition – relate to Ordinary High Water Mark and new elevation datum.
7. Lot coverage:
 - Increase lot coverage percentage of driveways. Staff anticipates this topic being highly controversial so we will want to fully vet the impact of this prior to proceeding with formal action.
8. Central Business District code updates:
 - Changes to code recommended via Downtown Master Plan update