

**BELLEVUE PLANNING AND ZONING COMMISSION  
PUBLIC MEETING NOTICE and AGENDA  
January 10, 2020 at 2:00 P.M.  
IN BELLEVUE CITY HALL  
115 East Pine, Bellevue, Idaho**

**2:00 CALL TO ORDER**

- **NOTICE AND HEARING COMPLIANCE:**

The notice and agenda were posted in accordance with Idaho Code §67-2343 five days prior to the meeting, at the Bellevue Post Office, on the bulletin board of City Hall and on the City website on January 5, 2020.

**ACTION ITEMS**

- Administrative Design Review approval for Mathew Newhouse for an ADU and garage, located at 212 N. 2<sup>nd</sup> Street, Bellevue: **ACTION ITEM**

**ADJOURN**

Please Note: The agenda is subject to revisions. Anyone needing assistance to attend or participate should contact Bellevue City Hall prior to the meeting at 208- 788-2128. Committee packets will be available online at [www.bellevueidaho.gov](http://www.bellevueidaho.gov)

**CITY OF BELLEVUE**  
**ADMINISTRATIVE MEETING**  
**BELLEVUE PLANNING AND ZONING COMMISSION**  
Meeting on January 10, 2020 at 2:00PM

<b>REGARDING AN APPLICATION OF:</b> Mathew Newhouse for Design Review approval for a Garage and an ADU above it at 212 N. 2 <sup>nd</sup> Street, Bellevue. The legal description of LOTS 3 & 4 BLK M, Bellevue.	<b>STAFF REPORT</b> By: Ashley Dyer, Community Development Assistant Date: December 23, 2019
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**REQUESTED ACTION:** Design Review approval for a 600 square foot garage, and a 600 square foot ADU, located at 212 N. 2<sup>nd</sup> Street, Bellevue. The legal property description is LOTS 3 & 4 BLK M, Bellevue townsite.

**APPLICABLE REGULATIONS:**

Bellevue City Code, Title 10, §17-5 Design Standards and Criteria

**Summary**

The applicant is applying for Design Review for a 600 square Garage, a 600-foot ADU above the proposed garage, and a 200 square foot car port for the ADU.

**I. GENERAL BACKGROUND**

1. **Notice of this hearing was:**
  - i. Posted on the door of Bellevue City Hall and the Bellevue Post Office January 3, 2020.
2. Any disclosures (i.e. conflicts of interest, site visits or *ex parte* communications)?
3. Attached to this report are the following exhibits:

**Exhibit A—Application Materials**

All application materials were received on December 15, 2019, unless indicated otherwise.

- A-1:** Completed application form
- A-2:** Site Plan and design specifications

**Exhibit B—Department Head Comments**

**Engineering issues:**

The City Engineer has no comments at this time.

**Life/Safety issues:**

The Fire Chief will review the building permit plans when submitted for interior renovation and to confirm compliance with adopted and applicable Fire Codes.

**Water and Sewer issues:**

The applicant shall comply with Bellevue Public Works requirements including but not

limited to installation of water services including vault and meter, and sewer services. All assessments shall be per adopted Bellevue Water and Sewer ordinances.

**Building issues:**

Certified engineered plans shall be submitted with a complete building permit and comply with adopted fire codes and building codes.

**Street Department issues:**

Applicant shall comply with all requirements of the Bellevue City Engineer and Bellevue Public Works/Street Department.

**\*NOTE: For purposes of clarification, Staff response is in bold.**

<b>II. DESIGN REVIEW STANDARDS AND CRITERIA 10-17-5</b>
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***10-17-5 Criteria and Standards*** – *The following list of design review criteria shall be met by each applicant seeking design review approval. The Planning and Zoning Commission shall use said criteria to determine whether a project is to be approved or denied. A building which is allowed by right in Zoning Ordinance No. 86-03 may be reduced in bulk, height or other physical dimension by requirement of the Commission only if found necessary to protect the public health, safety and/or welfare. If a development project is to be built in phases, each phase shall be subject to the design standards and criteria described in this Section and each phase independently shall meet said criteria and standards. The applicant is proposing a new 600 square foot garage, and a 600 square foot ADU above it. The applicant is also proposing a 200 square foot carport for the ADU.*

*\*Design Review Standards; site planning (1-6) have been removed from the report because they apply to commercial development and not residential.*

**10-17-5-A Site Planning-**

*1) Snow Storage Plan. A snow storage plan, as a component of the site plan, is required. The plan shall comply with the following requirements; Use of sidewalks and required parking areas for snow storage is prohibited. Snow storage within 100 feet of stream banks is prohibited. Use of landscaped areas for snow storage may be allowed under the approved snow storage plan. Snow storage areas shall be incorporated in site design as well as designs that anticipate snow shedding areas. Snow storage areas shall not adversely affect neighboring properties. Building design shall prevent water from dripping or snow from sliding on pedestrian areas, entrances of buildings, garages and adjacent properties. Snow storage areas for parking lots containing (20) twenty spaces or more shall be located on-site in an amount which is equal to at least one-third (1/3) of the hard surfaces proposed with the project. The one-third (1/3) amount may be reduced by the use*

*of a snowmelt system, or for good cause demonstrated. Where snow storage areas cannot be provided on-site because of existing buildings or approved building design, an adequate snow hauling plan shall be submitted for and subject to approval by the Planning and Zoning Commission. The Commission may impose such restrictions on snow removal operations as are necessary to reduce the effects of noise or traffic on surrounding areas. The applicant proposes a snow storage area for the ADU by the new carport walkway area.*

*3) Visual impact of on-site parking, service, trash and loading areas shall be minimized, whenever possible, by locating these areas to the rear of the building and providing screening with landscaping or fences from adjacent properties and public ways. Applicant proposes to store the trash container for the ADU in the garage and take it out for collection.*

*4) All utilities shall be installed underground in accordance with the City standards and in a manner and location approved by the City engineer. Utilities are already in place underground.*

*5) Building and parking areas shall be designed to provide proper ingress and egress; safe, adequate and efficient pedestrian and vehicular traffic circulation; and shall provide for the efficient and safe arrangement of on-site parking, building location, and circulation. The new carport will house 2 vehicles for the ADU.*

*6) Adequate unobstructed access for emergency vehicles, snowplows, garbage trucks and similar service vehicles to all necessary locations within the proposed project shall be provided. It's located in a developed residential neighborhood; unobstructed access is provided from N. 2<sup>nd</sup> street and Cedar Street.*

**10-17-5-C Landscaping – Parking – Lighting** *Exterior light fixtures and signs shall be non-glaring in design and installation so as not to adversely affect adjacent properties and public ways. The proposed exterior lighting for the garage and ADU complies with the city code.*

*1) The design of fences, walls and retaining walls shall harmonize with the site and buildings in scale as well as in materials. No new fence is proposed at this time for the ADU.*

*2) Site conditions, drought tolerance and local hardiness shall be considered to select appropriate plant species, including grasses for lawn areas. Applicant proposes to keep all existing landscaping and is not planning on adding anything for the ADU.*

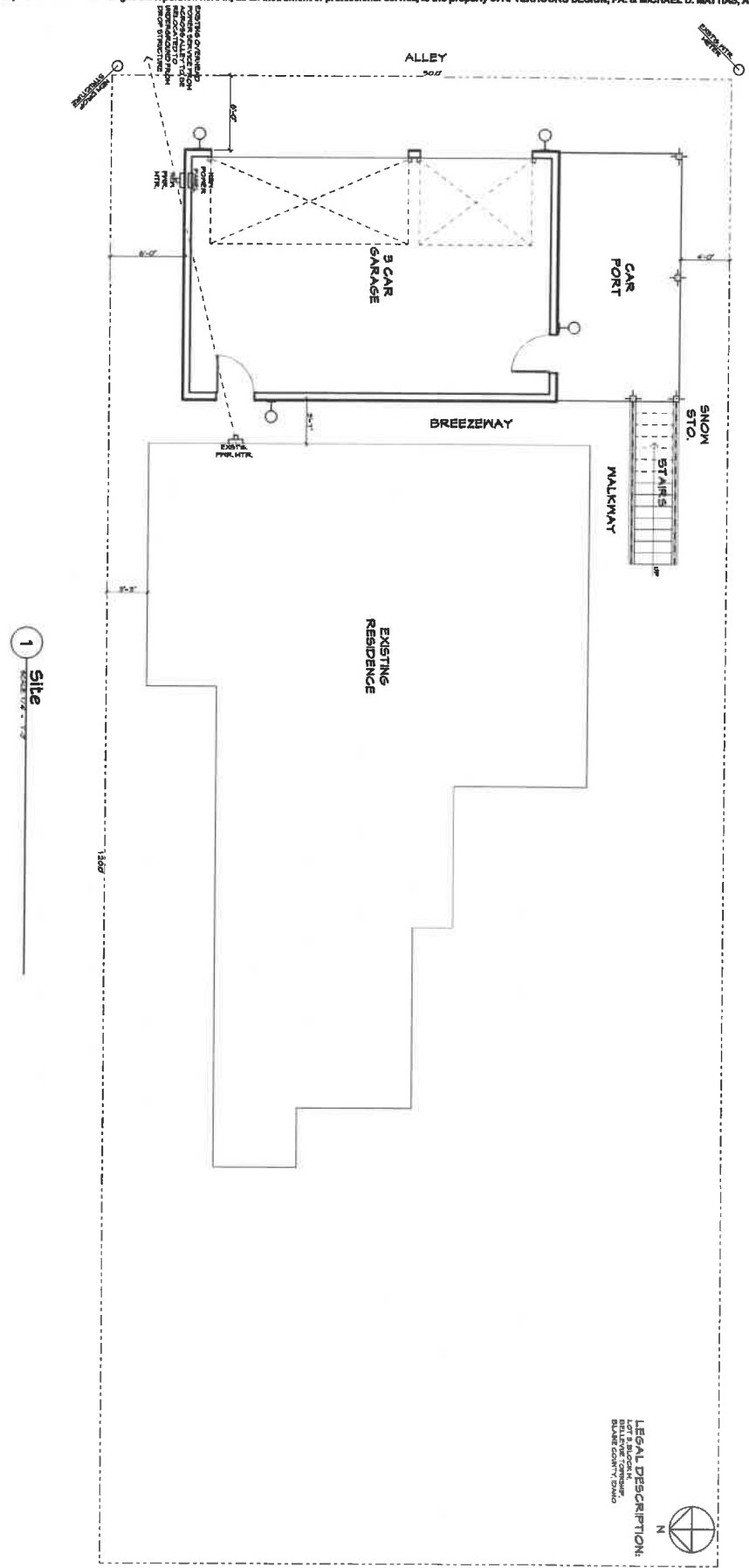
*3) Installation of adequate drip or other low consumption irrigation systems shall be required. Landscaping shall be properly irrigated and maintained, and landscaping, or any portion thereof, shall be replaced when it dies or is otherwise destroyed. No changes to the landscaping are proposed with the ADU.*

4) Adequate drainage shall be provided on-site. The applicant has adequate drainage on the property.

**IV. DECISION AND POSSIBLE CONDITIONS:**

► **Motion:** I move to approve, approve with conditions (or) deny this design review application for **Mathew Newhouse** located at 212 N. 2<sup>nd</sup> Street, finding the application complies (or) does not comply with the applicable criteria set forth under Chapter 19, Design Review Standards and Criteria, subject to the following conditions:

1. All Fire Department, Building Department and City requirements per the Bellevue City Code shall be met.
2. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. At this time, this infrastructure includes, but will not be limited to the following:
  - a. Verify Utility locations
3. Applicable water and sewer fees shall be assessed per adopted ordinances/resolutions.
4. Encroachment permit from Public Works for the garage & carport driveways.

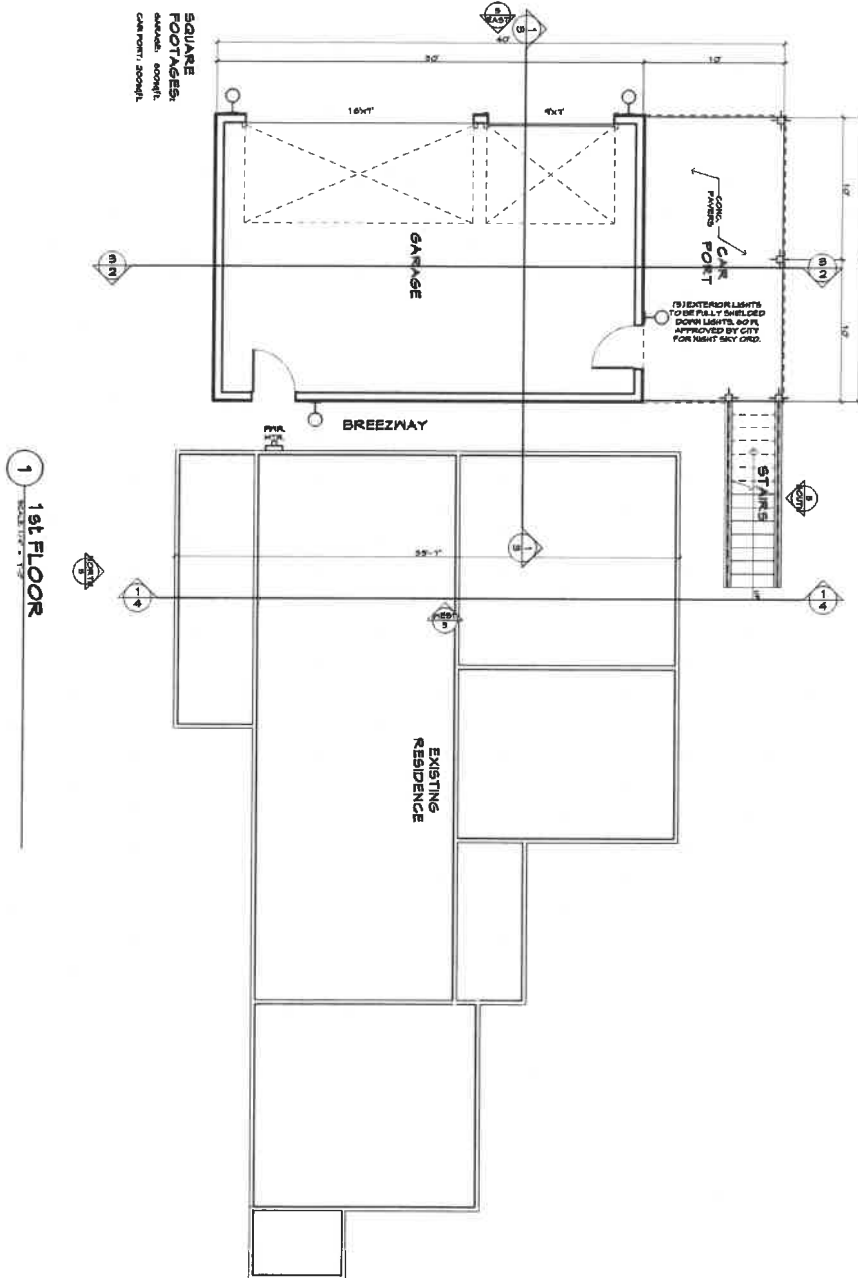


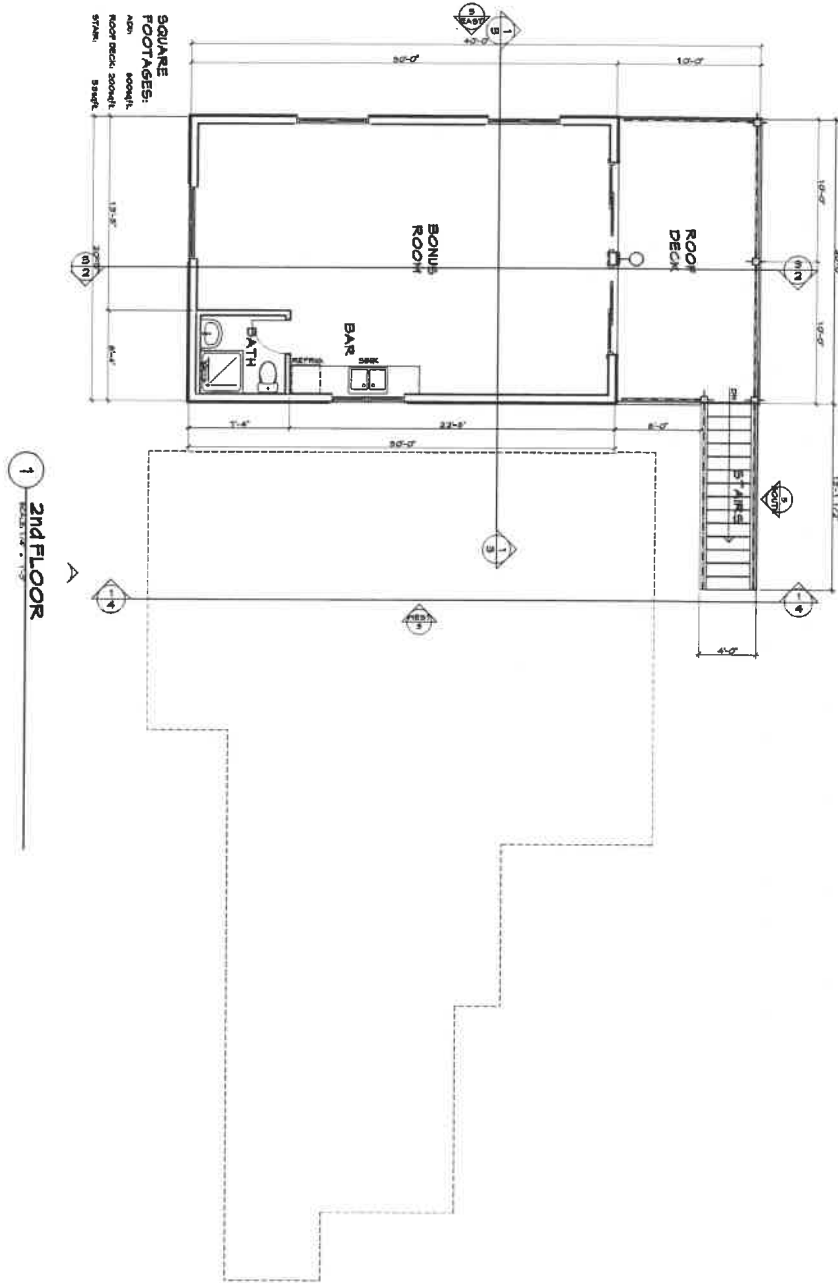
N. 2nd St.

NEWHOUSE GARAGE/ADU

212 N. 2nd St., Bellevue

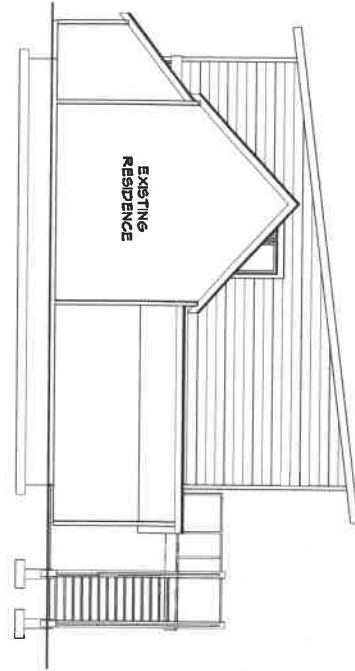




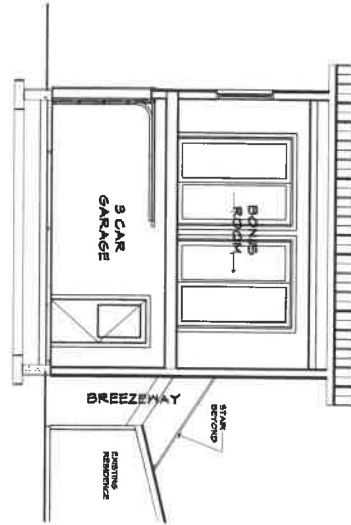




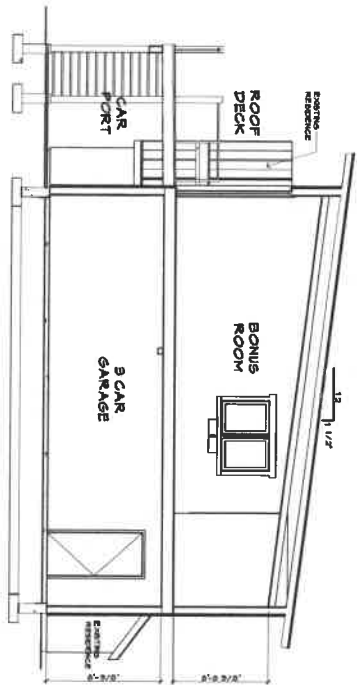
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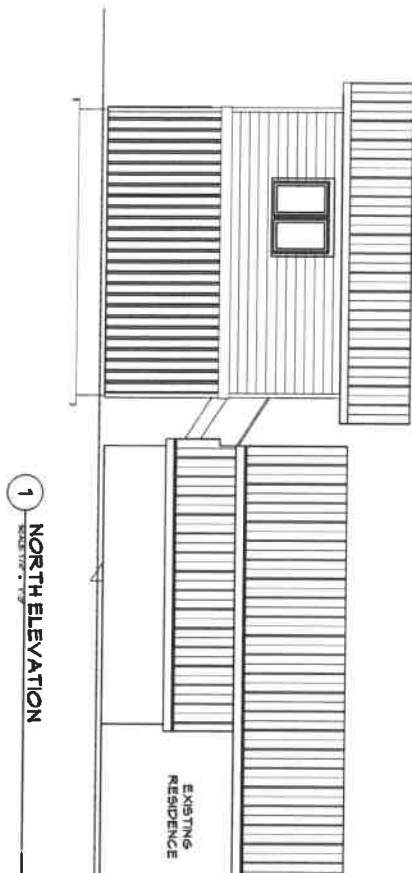


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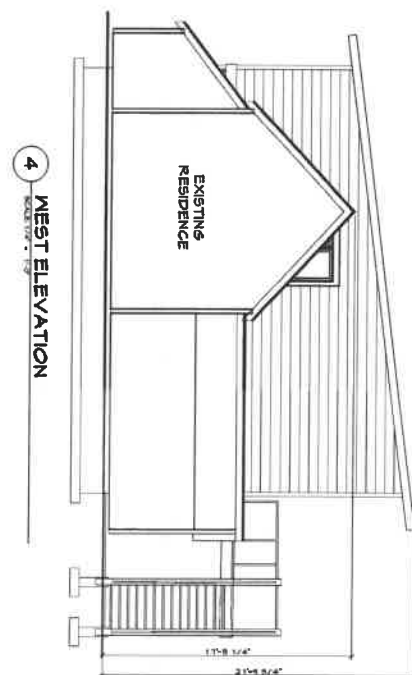


2 SECTION  
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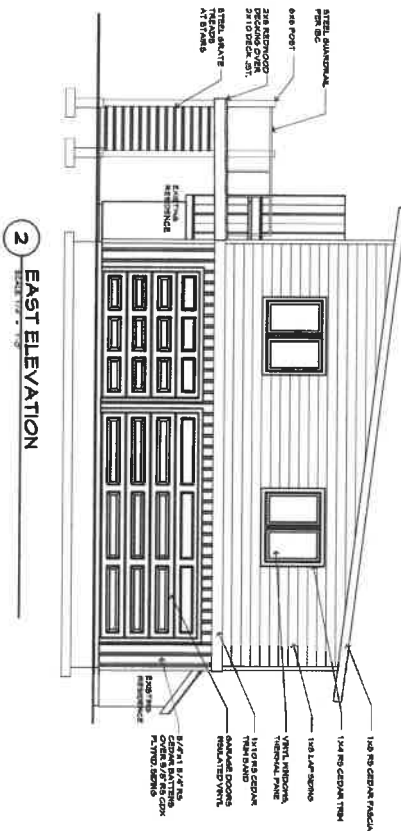




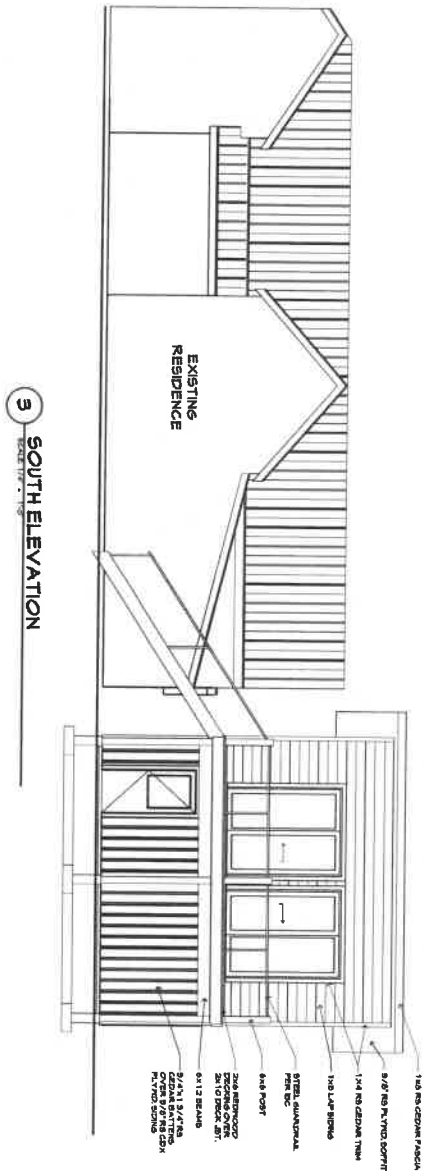
1 NORTH ELEVATION



4 WEST ELEVATION



2 EAST ELEVATION



3 SOUTH ELEVATION

**Afterhours Design**  
 720-3068  
 michaelmattias@gmail.com



**NEWHOUSE GARAGE/ADU**  
 212 N. 2nd St., Bellevue

Hand \$200 w/ check #137



City of Bellevue

115 E Pine Street  
P. O. Box 825 Bellevue, ID 83313  
208-788-2128 Fax 208-788-2092

Design Review Application

*uj*

Applicant Information

Business / Project Name:

Owner / Applicant Name: Matt Newhouse

Phone #: 810-656-7990 Fax #: \_\_\_\_\_ email: mnewhouse@blaine

Service Location: 212 N 2nd St Bellevue Id 83313 *Schools on ✓*

Mailing Address: PO Box 582 Bellevue Id 83313

Property Physical Address: 212 N Second St Bellevue Id.

Property Legal Description: Lots 3+4 Block M

Business Type:  Sole Proprietorship  Corporation  Limited Liability  Partnership  Other

Current Zoning:  Business  Limited Business/Res  Light Industrial  Residential  Transitional

Project Description

Business / Project Description: Garage/ADU

Existing Sq Ft: \_\_\_\_\_ New Sq Ft: \_\_\_\_\_ Total Sq. Ft: \_\_\_\_\_ Lot Sq Ft: \_\_\_\_\_

Living Quarters Included?  No  Yes, please describe: Apartment over garage

Parking Requirements: (See City Code- Zoning Regulations Title 10) \_\_\_\_\_

Acknowledgement

\*This application is due no less than 15 days prior to the next regularly scheduled meeting date of the Bellevue Planning & Zoning Commission with all of the required material itemized in Chapter 19, Design Review, and Bellevue City Ordinance 86-03.

\*Design Review Application Fees:

Non-Residential = Base fee \$400.00 + \$25.00 per each 1,000 square feet of gross floor area

Residential = \$Base fee \$200.00 1-6 unites. 7+ unites an additional \$25.00 per unit will be charged.

\*At the time of filing an application, the applicant shall pay the estimated cost of all transcripts, publication costs, engineer and similar costs to be incurred by the City of Bellevue with regards thereto. If a development, phasing of other agreement is required; the applicant shall reimburse the City of Bellevue for the legal expenses incurred by the City of Bellevue with regards thereto. After the actual costs are determined, the applicant shall pay any additional costs prior to the final hearing on the matter. If the estimated cost paid exceed the actual costs, then the City of Bellevue shall reimburse the applicant the difference.

Applicant's Signature: *Matt Newhouse* Date: 12/19/19

Official Use Only

Date Received: 12/12/19 check #: 137 CD Director Signature: \_\_\_\_\_

