

**BELLEVUE PLANNING AND ZONING COMMISSION
MEETING NOTICE and AGENDA
October 14, 2020 at 11:00 AM
IN BELLEVUE CITY HALL
115 East Pine, Bellevue, Idaho**

11:00 AM 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 October 8, 2020.

ACTION ITEMS

- Administrative Design Review approval for Kelli Young for an ADU, located at 509 Birch Street, Bellevue Townsite: **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

CITY OF BELLEVUE
ADMINISTRATIVE MEETING
BELLEVUE PLANNING AND ZONING COMMISSION
Meeting on October 14, 2020 at 11:00 AM

REGARDING AN APPLICATION OF: Keli Young for Design Review approval for a an ADU above the garage at 509 Birch Street, Bellevue. The legal description of LOTS 1 & 2 BLK 65, Bellevue.	STAFF REPORT By: Ashley Dyer, Community Development Assistant Date: October 5, 2020
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REQUESTED ACTION: Design Review approval for a 620 square foot ADU, located at 509 Birch Street, Bellevue. The legal property description is LOTS 1&2 BLK 65, 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 620 square foot ADU above the garage.

I. GENERAL BACKGROUND

1. **Notice** of this hearing was:
 - i. Posted on the door of Bellevue City Hall and the Bellevue Post Office October 8 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 October 2, 2020, 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.**

II. DESIGN REVIEW STANDARDS AND CRITERIA 10-17-5

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 620 square foot ADU above the new garage.***

**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 in the driveway.

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. **Proposed parking for the ADU is next to the garage.**

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. **The proposed ADU is in a developed residential neighborhood; unobstructed access is provided from N. 5th street and Birch 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 and matches the existing lighting on the house.**

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 Kelli Young located at 509 Birch Street, finding the application complies (or) does not comply with the applicable criteria set forth under Title 10- 17, 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 for driveway for garage and ADU.

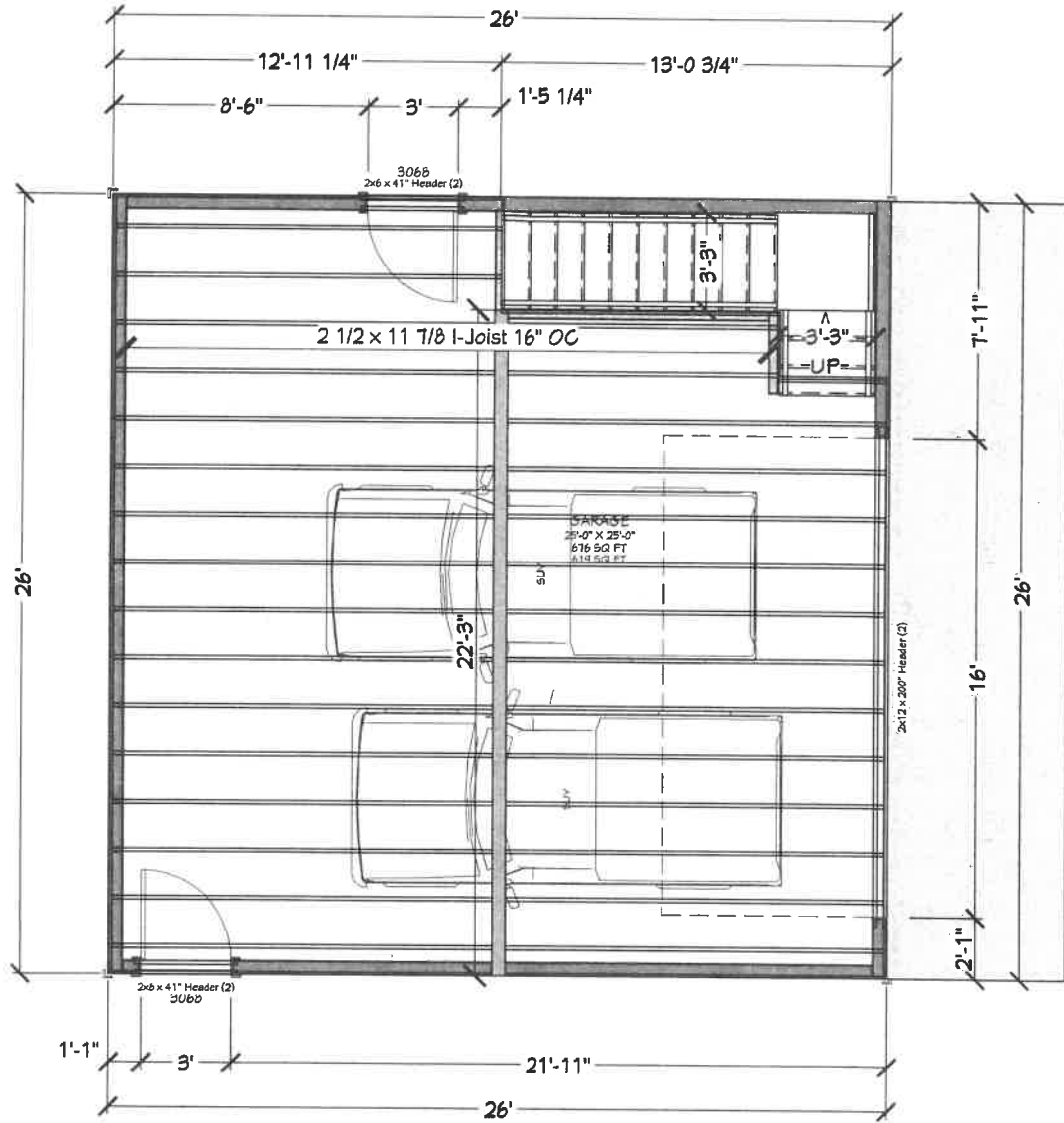


City of Bellevue

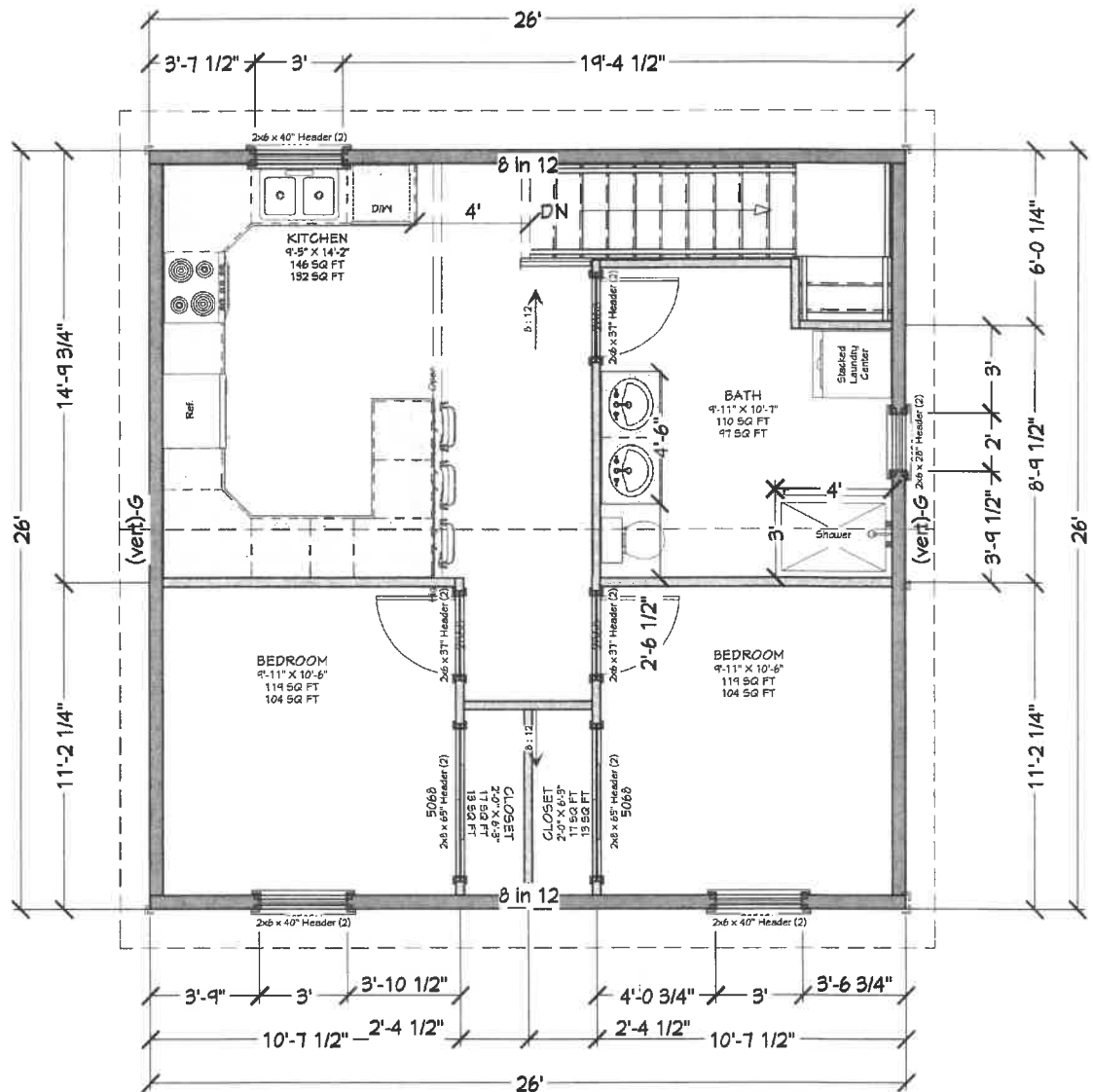
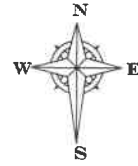
115 E Pine Street
P. O. Box 825 Bellevue, ID 83313
208-788-2128 Fax 208-788-2092

Design Review Application

Applicant Information			
Business / Project Name: <u>Garage + Apartment above</u>			
Owner / Applicant Name: <u>Kell. & Young / Jase Lewis Victorini</u>			
Phone #: <u>208 309-1793</u>	Fax #: <u>208 788-2114</u>	email: <u>Kyoung@delv.us</u>	
Service Location: <u>509 Birch Street, Bellevue Idaho 83313</u>			
Mailing Address: <u>509 Birch Street, Bellevue Idaho 83313</u>			
Property Physical Address: <u>509 Birch Street, Bellevue Idaho 83313</u>			
Property Legal Description: <u>Bellevue Lots 1 + 2 BK 65</u>			
Business Type: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Other			
Current Zoning: <input type="checkbox"/> Business <input type="checkbox"/> Limited Business/Res <input type="checkbox"/> Light Industrial <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Transitional			
Project Description			
Business / Project Description: <u>New garage + apartment above.</u>			
Existing Sq Ft:	New Sq Ft: <u>20x26</u>	Total Sq. Ft: <u>26x26</u>	Lot Sq Ft: <u>420x50</u>
Living Quarters Included? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, please describe: <u>2 bedroom 1 bath apartment</u>			
Parking Requirements: (See City Code- Zoning Regulations Title 10)			
Acknowledgement			
<p>*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.</p> <p>*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.</p> <p>*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.</p>			
Applicant's Signature: <u>[Signature]</u>		Date: <u>9/21/2020</u>	
Official Use Only			
Date Received: <u>10/2/20</u>	Check #:	CD Director Signature: <u>[Signature]</u>	



LIVING AREA
 676 SQ FT



LIVING AREA
620 SQ FT

