

BELLEVUE PLANNING AND ZONING COMMISSION
AMENDED
MEETING NOTICE and AGENDA
MONDAY SEPTEMBER 17TH, 2018 at 6:00 P.M.

6:00 CALL TO ORDER

- **NOTICE AND HEARING COMPLIANCE:**
- Posting and Hearing Notice are compliant with notice procedures per Idaho Code 67-6509

The notice and agenda were posted in the Bellevue Post Office and on the bulletin board and on the website of City Hall on September 12, 2018.

OLD BUSINESS

- Approval of Minutes from September 4, 2018

NEW BUSINESS

- ACTION ITEM – Approval of Finding of Fact, Conclusions of Law and Decision, LCH & RLH LLC, located at 301 S. Main St, Bellevue Townsite.
- ACTION ITEM – Approval of Finding of Fact, Conclusions of Law and Decision, Simpson & Jameson, located at 121 N. 5th St, Bellevue Townsite.
- ACTION ITEM - Public Hearing – to consider Text Amendments to Chapter 19, Design Review, §19.2 to allow Accessory Dwelling Units (ADU's) to be approved by an administrative process and § 19.51, Architecture, to allow more creative design concepts in the Business District.
- Availability for meeting of October 1, 2018.

ADJOURN

**City of Bellevue
Planning & Zoning Commission
Regular Meeting
9/04/18**

6:10 pm Call to order:

Chairman Sali arrived to the meeting late, Boullon called the meeting to order. Commissioners present Chris Johnson, Ray McCollum, and Richard Boullon, Sali arrived later. Staff present was Diane Shay, Community Development Director and Ashley Dyer, Associate Planner.

Notice and Hearing Compliance:

Legal notice for this meeting was posted in accordance with Idaho Code 67-6509 by the following:

1. The agenda was posted at the Bellevue Post Office, the bulletin board outside City Hall and on the website on August 20, 2018.

Johnson moved that the notice of the meeting was done in compliance with I.C 67-6509, McCollum seconded and the vote was unanimous.

Old Business

The first item under old business was to approve the minutes from August 20, 2018 meeting. McCollum motioned to approve the minutes from the meeting, Johnson seconded and the vote was unanimous.

New Business

An application submitted by LCH & RCH LLC for the design review of an existing building on Main Street, located at 301 S. Main Street in Bellevue. The applicants are proposing to remodel the interior of the building to create a business office space for her profession.

The Commission reviewed the design review criteria from Chapter 19, Design Review and made findings as to how the project complied or did not comply with the criteria.

Boullon asked about the approval from ITD regarding the handicapped parking space on Pine Street.

Staff specified that lighting must meet the Dark Sky Ordinance. Boullon noted that existing lighting needs staff approval.

Johnson asked if the dumpster was going to have enough enclosure to keep it hidden from the street. The commission asked that the fence continue to the East to create more of a buffer.

Chairman Sali requested adequate parking spaces for the building; adding a total of 4 spaces.

Chairman Sali suggested swapping the direction of the ADA ramp.

Boullon moved to approve the application submitted by LCH &RLH LLC for an interior design remodel at 301 S. Main Street with four conditions.

1. ADA parking space to be verified by ITD
2. Adequate parking spaces (4 total)
3. Continue existing fence to screen dumpster more
4. Change the direction of the ADA wheelchair ramp\

Johnson seconded and the vote was unanimous.

An application submitted by Sam Simpson and Brandi Jameson for the design review of new garage and ADU, located at 121 N. 5th Street. The applicant is proposing a new 698 square feet garage with a 648 square feet ADU behind it.

The Commission reviewed the design review criteria from Chapter 19, Design Review and made findings as to how the project complied or did not comply with the criteria.

Staff asked if the exterior of the existing house would be different from the proposed new garage and ADU.

Sali asked about the profile of the siding, color, detached etc. being different but not extreme because it is detached from the other building.

Sali asked about the ADU side set-back from the garage, and alley, regarding the front door address.

Staff mentioned that the applicant will need an Encroachment permit from Public Works for the driveway of the ADU.

Boullon asked about the snow storage plan.

Sali asked if they were going to install gutters on the new ADU as a personal preference.

Johnson moved to approve the application submitted by Sam Simpson and Brandi Jameson for a new garage and ADU at 121 N. 5th Street with one condition.

1. Encroachment permit from Public Works for the driveway on Cedar Street.
McCollum seconded and the vote was unanimous.

Signed this 11th day of September, 2018

Levi Sali, Chairman

Diane Shay, Community Development Director

19.51 Architecture

- ~~1) Building and shopfront design and construction shall reflect historical architecture styles and shall incorporate building materials, architectural design and features representative of that historical period in Bellevue, Idaho between 1880 and 1910. That architectural style includes frame and brick construction, frame and shiplap siding construction, horizontal log construction, and similar westward expansion motifs. Also, building design and construction shall preserve and incorporate any such existing structures and features, signage, exterior fixtures and other items from that period. All exterior walls of a building shall incorporate the use of varying materials, textures and colors.~~
- 1) Exterior building colors and materials shall be integrated appropriately into the architecture of the buildings and be harmonious within the project and with surrounding buildings.
- 2) Any addition on to or renovation of an existing building shall be designed to create a cohesive whole.
- ~~2)3) A building exceeding a 8,500 square feet of building coverage shall incorporate a change in façade design, materials, color and/or height, or a combination thereof, that such building appears to be more than one building. These changes shall occur at a minimum of every fifty (50) feet of wall façade visible by the general public and at the ceiling line of the first floor on two (2) story buildings. In addition, the façade shall change in depth a minimum of two (2) feet at each such change in façade. Building designs shall maximize the human scale of buildings and enhance the small town "sense of place" This can be achieved by utilizing voids and masses, as well as details, textures and colors on building facades. Human scale can also be achieved by incorporating structural elements, such as colonnades and covered walkways, overhangs, canopies, entries and landscaping. Particular attention should be paid to creating interest at street level.~~
- ~~3)4) All buildings in the (B) Business District shall have a minimum set back from wall / foundation to property line adjacent to Main Street / Hwy 75 of (3) three feet, providing an area for covered seating, planters, special event advertising units and displays of merchandise, in addition to the specified requirements of Section 19.53 (2).~~
- 4)5) All exterior mechanical equipment shall be screened on all sides with materials and colors matching the approved structure.
- ~~5) Mechanical equipment and solar panels shall be hidden or de-emphasized.~~
- ~~6) Metal siding shall not be permitted on buildings on parcels of real property abutting Main Street (State Highway 75) unless deemed appropriate by the Planning and Zoning Commission. All such buildings shall be constructed of or faced with materials that are similar in texture, finish, and appearance to natural~~

~~materials. The use of natural materials such as wood, brick and stone shall be encouraged and exterior wall colors shall be of natural earth tones.~~

~~7)6)~~ Exterior lighting systems shall not create glare nor cast light on neighboring properties. Night lighting shall be only what is needed to promote safe use, preferably with energy-conserving lighting of low intensity.

~~8)7)~~ Accessory Dwelling Unit sizes shall comply with Chapter 2 of ordinance 86-03, Section 2.1A.

~~9)8)~~ **MULTI-FAMILY AND TOWNHOUSES.** Multi-family and townhouses shall maintain traditional rural, small town development patterns and architectural styles in keeping with the existing character of the area and location of the site. Multi-family and Townhouse design, style, scale, and esthetics shall blend with its neighborhood. There shall be no repetitive side by side development of buildings. The City is looking for individual buildings by varying types and styles to make for a pleasant streetscape experience.

~~10) ACCESSORY DWELLING UNITS (ADU). ADU's shall maintain traditional rural, small town development patterns and architectural styles in keeping with the existing character of the area and emulate the primary structure of the site. Design, style, scale, and esthetics shall blend with its neighborhood. Building materials and exterior architectural design shall be reflective of existing structures on the subject site and take into consideration the architectural style and materials of the general vicinity.~~

BELLEVUE PLANNING AND ZONING COMMISSION

September 4, 2018 PUBLIC HEARING @6:00 P.M.

REGARDING THE APPLICATION FOR:

A City-initiated text amendment to the Bellevue Zoning Ordinance, Chapter 19, Design Review, Sub-Section 19.2 (C), to allow Accessory Dwelling Units (ADU's) to be reviewed by an administrative process, and 19.51, Architecture, to allow more creative design concepts as well as delete redundancies in the code.

Staff Report

By: Diane Shay

Date: August 29, 2018

I. REGARDING A TEXT AMENDMENT TO BELLEVUE ZONING ORDINANCE INITIATED BY THE CITY OF BELLEVUE:

A public hearing on and consideration of city-initiated text amendments to the Bellevue Zoning Ordinance, to allow ADU's to be reviewed by an administrative process under 19.2(c). In the last several months, we have had half of our Design Review applications come in as ADU's. In order to streamline the process for both the applicant and the City, we believe that these can be reviewed through an administrative process. Design Review guidelines are proposed to be revised that would guide residential development.

Further, the guidelines in 19.51 are being proposed to be updated to reflect more current architectural planning trends. The original guidelines were written in 1996.

II. APPLICABLE REGULATIONS:

(Included below or made a part hereof by reference)

- Idaho Code; Title 67; Chapter 65, Local Land Use Planning Act
- Bellevue Zoning Ordinance, Chapter 19, Design Review

III. GENERAL INFORMATION AND PROCEDURAL HISTORY:

1. Planning Staff initiated this text amendment in July, 2018.
2. **Notice of the September 4, 2018** hearing was provided as follows:
 - A. Published in the Idaho Mountain Express on August 15, 2018;
 - B. Sent to all Blaine County political subdivisions on August 30, 2018;
 - D. Posted in at least three (3) public places;
 - F. The proposed amendments were made available on the City web site on August 30, 2018

► **Motion:** I move that the noticing requirements for the public hearing on amendments to the Zoning Code are in compliance with applicable regulations, I.C. 67-6509 and Chapter 19 of the Zoning Ordinance.

IV. TEXT AMENDMENT

- A. The draft amendments are attached for your review and consideration.

V. DECISION and SUGGESTED MOTION

► **Motion:** I move to recommend approval of the amendments to Chapter 19, Design Review, §19.2 (C) and 19.51 to the Bellevue City Council **as written/as amended.**