

City of Driggs
PLANNING AND ZONING COMMISSION MEETING
MINUTES
MEETING HELD IN COUNCIL CHAMBERS
April 13, 2016
6:30PM

MEMBERS PRESENT: Lindsey Love, Douglas Rey, Chris Valiante, Grant Wilson, and Larry Young
STAFF PRESENT: Annie Decker, Planning and Grants Technician and Ashley Koehler, Planning and Zoning Administrator
PUBLIC PRESENT: Claudia Hill and Ted (contractor)

Chris Valiante called the meeting to order at 6:31

1. Approval of Meeting Minutes from March 23, 2016

Commissioner Young motioned to approve the minutes from 3-23-16. Commissioner Wilson 2nd the motion. Motion passed with all in favor.

2. Hill Boundary Adjustment – Driggs 1st Addition Block 10, Lots 1&2 located on Teton Ave – Claudia Hill

Koehler presented the project and introduced the property owner. Koehler explained that the project is not a standard boundary line adjustment because there are some considerations that should be made regarding the wetlands. Koehler explained that Staff has discussed the potential wetlands with the owner and the US Army Corps. The maps in the Staff Report show the upland locations and National Wetland Inventory maps, but Staff noted that these maps do not represent a complete wetland study or delineation. The maps show the potential for wetlands in this area but none have been confirmed by the US Army Corps as to if the wetlands are jurisdictional. The owner hired Intermountain Aquatics (IMA) to complete an upland study which is not a complete delineation but does give some confidence that the southern portion of proposed Lot 2 is an upland area with sagebrush and grass. Staff does not recommend approving boundary adjustment projects without assurances that both newly created lots are buildable. In the case of this project the boundary adjustment would allow the property owner to maximize the southern portion of their land for building. Staff does not recommend that P&Z approve the adjustment without a note on the survey highlighting the need for a wetland delineation to be completed before proposed Lot 1 is developed in any fashion.

Commissioner Young had questions about the access easement through Gemstone and Ms. Hill confirmed that she has secured the “okay” from the Karl Johnson Foundation that she can acquire the lease if the Boundary Adjustment is approved. Commissioner Young expressed understanding of staff’s concerns about development on Lot 1 but would support a motion as recommended by staff to include plat notes referencing the wetland delineation requirement. Commissioner Young’s only other comment was regarding access to Lot 1 via Teton Ave and the improvement requirements at the time of development.

Commissioner Young motioned to approve the Boundary Adjustment for Lots 1&2 of Driggs 1st Addition with the condition that the following information and notes be added to the survey:

- 1. The city sewer easement location and Instrument number shall be shown and referenced on the survey.**

2. **A note shall be added indicating that access to Lot 2 and utility lines are granted via a private easement through Lot 235 of the Gemstone Subdivision and reference the recording Instrument number of the lease granting said uses.**
3. **A Building Envelope shall be established on Lot 2 that is within the minimum setbacks and upland area, as mapped by Intermountain Aquatics.**
4. **A note shall be added indicating that due to the presence of potential wetlands on Lot 1, no development permit will be issued by the city until further study is completed to determine the location and extent of wetlands.**
5. **Include a signature block for the County Surveyor to review for accuracy.**

Commissioner Wilson 2nd the motion. Motion passed with all in favor.

3. Work Session – Zoning Map Updates - Staff

Staff has received public comments and inquiries on the Land Use Code Zone Map since recommending approval to Council. Council has not reviewed this map yet so there is still opportunity to amend the map as recommended. Staff received comments from property owners on the corner of 2nd and Fremont who had applied for a rezone to C-1 in 2011. The property owners have requested that the City consider maintaining the C-1 zoning as NX in the Land Use Code update so that the current uses remain compliant. Staff would also like to formally include a zone change along Streamside in the Creekside subdivision that was discussed previously, but not included in the motion.

The Commission had some additional questions about the Airport Zone Map which will be considered at the May Public Hearing. Commissioner Valiante suggested that with the pending Comprehensive Plan update to include a park area adjacent to the Airport since higher density development is discouraged.

The Commission supported the two proposed changes to the Zone map that will be included in the May Land Use Code Public Hearing.

4. Work Session – Annexation of “holes” in city-limits – Staff

Staff went over the 2016 Work Plan to review projects staff was directed to initiate. The Land Use Code was established as the first priority but the pursuit of filling holes in City limits was also identified as a top priority. When Council reviewed the 2016 Work Plan, they recommended that the Huntsman subdivision be a top priority as this area has the same impacts on the City as other developments in the city do and Huntsman acknowledged consent that the City would pursue annexation in the coming years. It is a benefit to the City to have those lots pay impact fees when developing. Staff wanted to inform P&Z that this annexation will be pursued as there are advanced hearing notices required for annexations. The Commission had some questions regarding the inclusion of open space and other undeveloped land in the PUD. Staff updated the Commission on the status of other pending or in process annexations including the School District and the Distillery / Silverstar property.

5. Design Review Process Determination- Royal Wolf Deck Remodel

Staff received the application for a remodel to the deck at the Royal Wolf (63 Depot Street) on Monday, April 11th. Typically Design Review Advisory Committee (DRAC) reviews new commercial projects and additions that fall within the Commercial Design Review Overlay. In the past, P&Z has found administrative review of minor remodel projects to be sufficient. Staff recommends that P&Z determine that this project can be considered a minor remodel so Staff can review administratively, applying the

Commercial Design Standards as required. If P&Z would like a full review completed by DRAC, staff will schedule the meeting and then bring a recommendation from DRAC to P&Z.

Commissioner Wilson motioned to consider the Royal Wolf Deck Remodel a minor improvement that can be reviewed administratively by staff. Commissioner Young 2nd the motion. Motion passed with all in favor.

6. Staff Items

a. May public hearing / meeting date (Thursday 5/5/16 or Wednesday 5/11/16)?

The Commission directed staff to plan on a May 5, 2016 date for the next meeting and public hearing.

Commissioner Young motioned to adjourn. Commissioner Rey 2nd. All in favor. Meeting adjourned at 7:22PM

Chris Valiante, Chair