

City of Driggs
PLANNING AND ZONING COMMISSION MEETING
MINUTES
MEETING HELD IN CONFERENCE ROOM
June 17, 2015
7:15pm

MEMBERS PRESENT: Rick Baldwin, Chris Valiante, Lindsey Love and Larry Young

STAFF PRESENT: Ashley Koehler, Planning and Zoning Administrator, and Annie Decker, Planning and Grants Technician

PUBLIC PRESENT: Mellissa Higby and Brandon Hoch (O'Reily Auto Parts)

Rick Baldwin called meeting to order at 7:15pm.

1. Approval of Meeting Minutes from 6-10-15

Ashley Koehler noticed one typo in condition #3 for the approval of the Grand Teton Distillery Annexation. The condition should read "3. The property not be annexed into the City until the buildings receive a Certificate of Occupancy (C/O) from Teton County Building Department and all conditions of approval from the Design Review of the built structures have been met, including landscaping and paving, or until such time city and county staff have agreed that the conditions and certificates of occupancy are resolved."

Commissioner Young motioned to approve the minutes with the listed correction. Commissioner Valiante 2nd the motion. Motion passed with all in favor.

2. Possible Decision: Design Review of O'Reilly Auto Parts- 180 N Main St

Koehler explained the history of the project to the Commission. The Design Review Advisory Committee (DRAC) reviewed multiple submittals of the elevations and helped the applicant develop a plan that complies with the Commercial Design Standards. Koehler explained that staff and DRAC specifically requested the commission's comment on the materials to be used for the building. [A material board was provided and the commission was able to see an example of each proposed material to be used.]

Koehler recommended that the commission approve the Design Review with a few conditions, most of which were current potential nuisances on the property that need to be addressed or removed. Koehler then asked for the Commission to consider any questions they might have.

The Commission discussed setbacks, landscaping, and parking requirements. Staff confirmed that the present elevations and site plan conform to all applicable standards. Commissioner Valiante was curious if the O'Reilly sign was to be internally illuminated and informed the applicant that there are specific size standards for internally illuminated signs. Melissa Higby stated that O'Reilly Auto Parts has a separate sign department that will submit for a sign permit application and take care of that aspect of the project at a later time. Commissioner Love requested to see elevations of what other O'Reilly Auto Parts look like. Koehler presented the 3 previous proposed elevations that O'Reilly had submitted as an example of what their common building design looks like. Commissioner Love was also curious if the awnings were being engineered for snow load. Higby confirmed that they were incorporating required snow loads for the area into their structural calculations.

Commissioner Valiante motioned to approve the elevations and site plan based on the finding that the proposal conforms to the Commercial Design Standards and Guidelines with the following conditions:

- 1. All barbed wire fencing, tires, and wood scraps shall be removed from the site prior to the issuance of a Certificate of Occupancy.**
- 2. The dead tree trunk on the south lot line shall be removed prior to the issuance of a Certificate of Occupancy.**
- 3. The signs and banners on the current Basin Auto building façade shall be removed by August 1 or at time of Demolition permit, whichever occurs first.**
- 4. Landscaping (topsoil and native grass seeding) shall be applied on the western portion of lot to avoid noxious weed growth.**
- 5. City Staff shall coordinate with ITD the re-location of the pedestrian crossing sign from this site and re-locate it to the correct location on Main St.**
- 6. The final site plan shall incorporate a note that calls for the Main St sidewalk to be upgraded to remove the curb cuts of the existing northern vehicle entrances.**
- 7. At time of building permit, an Encroachment Permit from ITD shall be obtained to widen the south access and upgrade the sidewalk in the right-of-way.**
- 8. All exterior lighting shall comply with the Outdoor Lighting Ordinance #333-12, specifically lights shall not exceed 3200K.**

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

3. Work Session: Teton Valley Land Use Code Project- Review of Land Use Code

Koehler updated the Commission on the status of the most recent draft of the Land Use Code. It is the final version that the City will receive from Code Studio as their contract ended on April 30, 2015. Many comments that the Commission and staff had collected and passed onto Code Studio were not reflected in the final draft received from them. However, staff still has a record of all comments and the original file format from Code Studio so those additions and alterations can still be made. The Commission and Staff then reviewed Articles 1,2,4,5, 6 and 7.

4. Staff Items

Commissioner Young motioned to adjourn the meeting. Commissioner Love 2nd the motion. Motion passed with all in favor. Meeting adjourned at 8:30pm.

Rick Baldwin, Chair