

ELMORE COUNTY PLANNING AND ZONING COMMISSION
War Memorial (American Legion Hall), 515 East 2nd South Street, Mountain Home, ID
83647

Wednesday, January 20, 2016 at 7:00pm

Agenda

PLEASE SILENCE CELL PHONES

CALL TO ORDER

ESTABLISH QUORUM

- | | |
|---|---|
| <input type="checkbox"/> Chairperson Patti Osborn | <input type="checkbox"/> Vice-Chairperson K.C. Duerig |
| <input type="checkbox"/> Dave Holland | <input type="checkbox"/> Sue Fish |
| <input type="checkbox"/> Ed Oppedyk | <input type="checkbox"/> Shane Zenner |
| <input type="checkbox"/> Jeff Blanksma | |
|
 | |
| <input type="checkbox"/> Attorney of Record Phil Miller | |

PLEDGE OF ALLEGIANCE

PUBLIC MEETING

- Ordinance Work Session

ITEMS FROM THE PUBLIC

FCO and MINUTES

- FCO for S Bar Ranch, LLC Case Number: CUP-2016-02.
- Minutes from 01-06-2016.

INFORMATION ITEMS

- Upcoming P & Z Schedule

MEETING ADJOURNED



Elmore County Land Use and Building Department

520 East 2nd South Street
Mountain Home, Id. 83647
Phone: (208) 587-2142 ext. 254
Fax: (208) 587-2120
www.elmorecounty.org

Alan Christy
Director

Tell Riley
Building Official

Beth Bresnahan
Planner I

Kacey Ramsauer
Administrative
Assistant

Memorandum

Date: January 13, 2016

To: Planning and Zoning Commission

From: Alan Christy, Director

Re: Ordinance Chapter 18

Background

The purpose of this memorandum is to give the Planning and Zoning Commission a summary of changes to Chapter 18 of the Zoning and Development Ordinance for the January 20, 2016 work session.

Summary of changes Chapter 18

- Consistent formatting and terms.
- Removed reference to PC, PUD, PUDD
- Removed application requirement because the County has never required an application for master site plans.
- Removed duplicate items of section 6-18-3 B.8

Attachments:

1. Chapter 18
2. Chapter 18 – Redline

**TITLE 6
ELMORE COUNTY
ZONING AND DEVELOPMENT ORDINANCE**

CHAPTER 18 – MASTER SITE PLAN REQUIREMENTS

Sections:

- 6-18-1: Purpose**
- 6-18-2: Applicability**
- 6-18-3: Process**
- 6-18-4: General Required Standards**
- 6-18-5: Natural Features Analysis Standards**
- 6-18-6: Other Required Standards**
- 6-18-7: Required Findings**

Section 6-18-1: Purpose:

The purpose of this Chapter is to promote efficient, high quality site designs; and preserve and protect natural and scenic resources to the greatest extent possible through master site planning and proper design that is sensitive to the environment while ensuring development is consistent with the goals and objectives of the Comprehensive Plan.

Section 6-18-2: Applicability:

- A. A master site plan shall be submitted to the Department in compliance with this Ordinance. The master site plan shall be submitted concurrently with any other required applications in conformance with this Ordinance. Master site plans shall be required for the following development:
 - 1. Commercial development; and
 - 2. Industrial development; and
 - 3. Multi-family development, where there are three (3) or more dwelling units or apartments located on the same parcel or lot. A multi-family dwelling may or may not be present on the property; and
 - 4. Change of occupancy or use in any commercial or industrial structures as defined by the Ordinance; and
 - 5. When requesting modifications to any previously approved master site plan; and

6. Any change or expansion of an approved master site plan unless specifically exempt under this Ordinance or that which may result in offsite impacts or increased impacts on public facilities, as determined by the Director.
7. Conditional use permit applications; or
8. Subdivision development projects; or
9. Condominium development projects.

Section 6-18-3: Process:

- A. Depending on the concurrent application, the Director, Commission and/or Board shall approve a master site plan application for development, expansions or modifications as provided in this Ordinance. To be considered for approval the applicant shall submit to the Department in compliance with this Ordinance a master site plan prior to receiving any other required approvals as defined in this Ordinance. The master site plan shall comply with the following requirements 6-18-3 A.1. through 6-18-3 A.7. If clarity is maintained the following required items may be combined on the master site plan:
1. The master site plan application shall be submitted concurrently with any other required applications in conformance with this Ordinance; and
 2. The applicant shall concurrently submit a natural features analysis subject to the regulations of this Chapter; and
 3. The applicant shall concurrently submit plans consistent with Sections 6-18-4: General Required Standards and 6-18-6: Other Required Standards; and
 4. If required by this Ordinance the applicant shall concurrently submit a parking plan subject to the regulations this Ordinance; and
 5. If required by this Ordinance the applicant shall concurrently submit a landscape and screening plan subject to the regulations of this Ordinance; and
 6. If any outdoor lighting is proposed or anticipated, the applicant shall concurrently submit a lighting plan subject to the regulations of this Ordinance; and
 7. If any signs are proposed or anticipated, the applicant shall concurrently submit a sign plan subject to the regulations of this Ordinance; and

- B. Upon determination by the Director that the master site plan is in conformance with the requirements outlined in the Ordinance and that all requirements were satisfied, then the Director shall issue approval or recommend approval, listing any specific conditions of approval.
- C. The Director may approve modifications to an approved master site plan when the proposed modification meets one or more of the following standards:
 - 1. The modification represents an increase in the amount of landscaping and/or screening area or a reduction of ten (10%) percent or less when the request is also to reduce the following in compliance with this Ordinance:
 - a. The square footage of a building; or
 - b. Approved parking; or
 - c. Setback modifications.
 - 2. The modification represents a reduction in the square footage or height of a proposed building or an increase of ten (10%) percent or less of the square footage or height of a proposed building provided the requests complies with the dimensional standards of this Ordinance with additional landscaping to mitigate any negative effects; or
 - 3. The modification represents a reduction in the approved parking provided that a sufficient number of required parking and bicycle spaces are retained or an increase of ten (10%) percent or less in parking spaces with additional landscaping to mitigate any negative effects; or
 - 4. The modification represents a reduction or increase of ten (10%) percent or less in the approved lighting plan with additional landscaping to mitigate any negative effects; or
 - 5. The modification request does not change a setback or other distance standard more than ten (10%) percent of the distance noted on the approved master site plan; or
 - 6. The modification does not change dimensional standard or approved elements more than ten (10%) percent of the distance or approved elements as noted on the approved master site plan.

Section 6-18-4: General Required Standards:

In addition to the applicable design and dimensional standards of this Ordinance, the site development (as depicted by the master site plan) shall meet the following standards, as applicable to all proposed development listed in Subsection 6-18-3 (A) and/or any common or quasi public facility or structure located within a subdivision or condominium project shall comply with the following:

A. Location of Structures on the Site:

1. The proposed placement of structures, location of parking areas and pedestrian walkways, method of screening, and quasi-public entrances shall facilitate pedestrian access to abutting residential properties and shall utilize new urbanism design principles; and
2. Structures shall have varied façades, setbacks and features within the same structure in addition to staggered and/or reversed unit plans to provide a more varied outward appearance of the structures; and
3. Multiple-family structures of similar character and façades shall be rotated, staggered, and/or reversed to vary the outward appearance of the structures.

B. Non-Vehicular Access and Internal Circulation:

1. Commercial, industrial, quasi-public, or common facilities structures shall have at least one pedestrian access on each side of the structure that faces a street. Each access shall comply with the Americans with Disabilities Act (the "ADA") or the Ordinance whichever is more restrictive; and
2. For any proposed use that requires ten (10) or more parking spaces, as set forth in this Ordinance, the master site plan shall provide:
 - a. Safe and well-defined pedestrian walkways from structures to each parking space, from structures to the abutting streets, and among structures on the same site; and
 - b. Where a walkway is within ten (10') feet of a street, it shall be separated from the street shoulder by curbs, intervening vegetation, and/or swales; and
 - c. Where a walkway is within a parking area and/or abuts driving aisles and/or parking spaces, the walkway shall be striped to indicate a pedestrian crossing and separated by curbs, and/or intervening vegetation, and/or wheel restraints; and

- d. Where a walkway crosses a driving aisle, the crossing shall have a different paving texture and/or material or shall be striped to indicate a pedestrian crossing; and
 - e. All walkways, parking areas, crossings, and paths shall comply with the ADA or the Ordinance whichever is more restrictive; and
 - f. Handicapped parking spaces and facilities shall be located and situated as close to the main entrance of the structure as physically possible and shall comply with the ADA or building code whichever is more restrictive.
3. Where applicable, the master site plan shall provide safe non-vehicular circulation systems including, but not limited to:
 - a. Pedestrian and bicycle walkways that link abutting parks, schools, neighborhoods, and commercial areas to the greatest possible extent; and
 - b. Trails and bicycle routes that link to abutting trail networks as designated by the applicable pathways plan or the applicable Comprehensive Plan.

C. Automobile Access and Internal Circulation:

1. The master site plan shall provide for safe access to and egress from roadways; and
2. Off-street parking and loading areas on the master site plan shall be designed to preclude vehicles from backing out into a roadway; and
3. Where delivery vehicles are anticipated, the master site plan shall delineate a clear route for them, with appropriate geometric design to allow the vehicles to turn safely; and
4. The master site plan shall provide adequate internal circulation consistent with this Ordinance; and
5. The master site plan shall provide an adequate design of parking spaces and internal circulation, off street parking and loading facilities consistent with this Ordinance.

D. Additional Off-Street Parking Design Standards:

1. Off-street parking spaces shall not be located in any landscape area as required by this Ordinance; and

2. Parking stalls and driving aisles shall be designed in accordance with the standards of this Ordinance; and
3. All parking areas shall provide on-site turnarounds for all off-street parking spaces and loading facilities; and
4. The design of off-street parking areas shall not require moving any car to gain access to a required parking space. Tandem parking shall be prohibited.

Section 6-18-5: Natural Features Analysis Standards:

- A. Natural Features Analysis: The master site plan shall include the following features which, shall be mapped, and described, or noted as not applicable in the natural features analysis plan:
 1. Hydrology: Analysis of natural drainage patterns and water resources including an analysis of streams, natural drainage swales, ponds or lakes, wetlands, floodplain areas or other areas subject to flooding, poorly drained areas, permanent high ground water areas, and seasonal high ground water areas throughout the site; and
 2. Soils: Analysis of types of soils present in the site area including delineation of prime agricultural soil areas, aquifer recharge soil areas, unstable soils most susceptible to erosion, and soils suitable for development. The analysis of soils shall be based on the Elmore County Soils Survey (United States Department of Agriculture, Natural Resources Conservation Service); and
 3. Topography: Analysis of the site's terrain including mapping of elevations and delineation of slope areas greater than twenty-five (25%) percent, between fifteen (15%) percent and twenty-five (25%) percent, between eight (8%) percent and fifteen (15%) percent, and less than eight (8%) percent. Contour lines based on USGS datum of 1988 with intervals of not more than five (5') feet for properties with a general slope of greater than five (5%) percent, or intervals of not more than two (2') feet for properties with a general slope of less than or equal to five (5%) percent. Contour lines shall extend a minimum of three hundred (300') feet beyond the proposed development boundary. If a drainage channel borders the proposed development, the contour lines shall extend the additional distance necessary to include the entire drainage facility as determined or required by the Director or County Engineer; and
 4. Vegetation: Analysis of existing vegetation of the site including, but not limited to, dominant tree, plant, and ground cover species; and
 5. Sensitive Plant and Wildlife Species: Analysis of sensitive plant and wildlife species of the site including, but not limited to, those species listed in the Idaho

Conservation Data Center (State of Idaho Department of Fish and Game). The site development shall minimize adverse impacts to sensitive plant and animal species through site design or approved mitigation programs; and

6. **Historic Resources:** Analysis of existing historic resources as identified on the Elmore County Historic Resources Inventory. The proposed development shall conserve identified historic resources to the greatest extent possible; and
7. **Hazardous Areas:** Location and identification of all potential hazardous areas including, but not limited to, land that is unsuitable for development because of flood threat, poorly drained areas, high ground water, steep slopes, rock formation, buried pipelines, or other similar conditions likely to be encountered; and
8. **Impact on Natural Features:** The applicant shall provide a written statement explaining how the design of the plan protects or mitigates impacts on the natural features of the site.

Section 6-18-6: Other Required Standards:

- A. **Screening:** The master site plan shall provide landscaping and screening consistent with this Ordinance, unless otherwise exempt.
- B. **Drainage:** An increase in an impervious surface area of one thousand (1,000') square feet or ten (10%) percent of the property area, whichever is less, shall require a drainage study. The master site plan shall incorporate natural watercourses and above grade drainage ways into the site design to minimize the need for culverts, pipe systems, and concrete channels.
- C. **Water Supply and Sewage Disposal:**
 1. The master site plan shall provide adequate provision for water supply and sewage disposal in accordance with the regulations of this Ordinance; and
 2. The master site plan shall show all well locations and subsurface disposal areas for wastewater treatment systems; and
 3. The master site plan shall indicate the required firefighting resources, as evidenced by written certification by the appropriate fire authority. Such resources shall include, but are not limited to, proper access for fire trucks, fire flow hydrants, pumper access stations, and/or defensible space. If the subject development is not located within a fire district, then the requirements of the Wildland Urban Interface for this Ordinance and shall be complied with and the master site plan shall demonstrate compliance.

- D. Filling, Excavation, and Earthmoving: Filling, excavation, and earthmoving activity shall be carried out in a way that keeps erosion and sedimentation to a minimum and shall comply with the following:
1. Building design, parking lots, and other site development elements shall fit, respect, and be oriented to existing topography and natural surroundings to the fullest extent possible in order to keep filling, excavation, and earthmoving activity to a minimum; and
 2. The area disturbed by stripping of vegetation, soil removal, and regrading shall be the minimum necessary at any one time; and
 3. The master site plan shall propose permanent soil erosion measures for all slopes and disturbed areas. Such stabilization measures shall be completed within fifteen (15) days after final grading has been completed; and
 4. Until a disturbed area is stabilized, sediment and runoff shall be trapped by the use of debris basins, sediment basins, silt traps, or other acceptable methods.
- E. Irrigation Services and Delivery Systems: The master site plan shall provide a detailed plan and documentation demonstrating that the preservation of gravity flow irrigation systems on site and downstream from the site shall be preserved and maintained and shall not be altered or modified without the written approval of the landowners that may be impacted and the applicable Irrigation District.
1. The proposed development shall not modify irrigation canals, ditches, laterals, and associated rights of way without written approval of the applicable Irrigation District and landowners affected; and
 2. When property is converted from an agricultural to a nonagricultural use, the applicant or owner shall provide a pressurized irrigation system or similarly efficient delivery system as approved by the Director.
- F. Utilities: The master site plan shall demonstrate that electrical, telephone, and other public utilities serving the site shall be placed in a manner that is not hazardous to any property and shall demonstrate that:
1. All utilities within the development shall be placed underground in a utility corridor or easement. The Director may waive this requirement if unique topographic or geological features of the site make it impractical; and
 2. Transformer boxes, meters, pumping stations, and other components of the utility system located aboveground shall be sited and buffered in accordance with the screening standards of this Ordinance.

G. Maintenance:

1. The master site plan shall demonstrate that the applicant or owner shall have a continuous obligation to provide for security, trash collection, and any other nuisance that may be created on the site, and to maintain the site in a neat and orderly manner.
2. The master site plan shall demonstrate that any proposed drainage system shall be maintained by the property owner, homeowners' association, or irrigation or drainage entity, as applicable.

H. Supplemental Information, Modifications: The Director, County Engineer, Commission, and/or Board may require supplemental information or modifications to the master site plan where, in their opinion, the proposed site planning has not sufficiently addressed the existing natural features.

I. Alternative Master Site Plan: The Director may approve, or recommend approval of, an alternative master site plan, when the overall design, as proposed by the applicant, meets the intent and the requirements of this Ordinance and shall not be detrimental to the public health, safety, and welfare.

Section 6-18-7: Required Findings:

A. In order to approve the master site plan, the Director shall find the following:

1. The master site plan complies with the applicable Comprehensive Plan; and
2. When applicable, the master site plan complies with Section 6-18-4 General Required Standards in regards to:
 - a. Location of Structures on the site; and
 - b. Non-Vehicular Access and Internal Circulation; and
 - c. Automobile Access and Internal Circulation; and
 - d. Additional Off-Street Parking Design Standards.
3. The applicant has submitted a natural features analysis compliant with Section 6-18-5 indicating that the proposed development and master site plan sufficiently addresses:
 - a. Any natural constraints detected or observed; and

- b. Historical and Cultural Resources; and
 - c. Sensitive Plant and Wildlife Species; and
 - d. Any Impacts on Natural Features.
4. The master site plan complies with Section 6-18-6 Other Required Standards in regards to:
- a. Screening; and
 - b. Drainage; and
 - c. Water Supply and Sewage Disposal; and
 - d. Filling, Excavation, and Earthmoving; and
 - e. Irrigation Services and Delivery Systems; and
 - f. Utilities; and
 - g. Maintenance; and
 - h. Supplemental Information; and
 - i. Alternate Site Development.

**TITLE 6
ELMORE COUNTY
ZONING ~~and~~ AND DEVELOPMENT ORDINANCE**

CHAPTER 18 – MASTER SITE PLAN REQUIREMENTS

Sections:

- 6-18-1: Purpose**
- 6-18-2: Applicability**
- 6-18-3: ~~Application~~ Process**
- 6-18-4: General Required Standards**
- 6-18-5: Natural Features Analysis Standards**
- 6-18-6: Other Required Standards**
- 6-18-7: Required Findings**

Section 6-18-1: Purpose:

The purpose of this Chapter is to promote efficient, high quality site designs; and preserve and protect natural and scenic resources to the greatest extent possible through master site planning and proper design that is sensitive to the environment while ensuring development is consistent with the goals and objectives of the ~~applicable~~ Comprehensive Plan.

Section 6-18-2: Applicability:

A. A master site plan shall be submitted to the ~~Growth and Development~~ Department in compliance with this ~~Chapter~~Ordinance. The master site plan ~~application~~ shall be submitted concurrently with any other required applications in conformance with this ~~Title~~Ordinance. Master site ~~plan applications~~plans shall be required for the following development:

1. Commercial ~~Development~~development; and
2. Industrial ~~Development~~development; and
3. Multi-family development, where there are three (3) or more dwelling units or apartments located on the same parcel or lot. A multi-family dwelling may or may not be present on the property; and

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4. ~~Change of occupancy or use in any commercial or industrial structures as defined by the [Ordinance](#); and~~

5. ~~When requesting modifications to any previously approved master site plan; and~~

~~4.2. Elmore County building code or as set forth in this Title; and~~

5.2. ~~When requesting modifications to any previously approved master site plan; and~~

6. Any change or expansion of an approved master site plan unless specifically exempt under this [Chapter Ordinance](#) or that which may result in offsite impacts or increased impacts on public facilities, as determined by the Director.

7. [Conditional use permit applications](#); or

8. [Subdivision development projects](#); or

~~B. A master site plan shall be submit to the Growth and Development Department in compliance with this Chapter. The master site plan application shall be submitted concurrently with any other required applications in conformance with this Chapter and Title. Master site plan applications shall be required for:~~

~~1.2. Subdivision development projects; or~~

~~2.9. Condominium development projects; or~~

~~3. When requesting modifications to any previously approved master site plan.~~

~~C. The following uses shall be exempt from the master site plan application requirements:~~

~~1. Planned Community Application; and~~

~~2. Planned Unit Development Application; and~~

~~3. Planned Unit Development District Application.~~

Section 6-18-3: Application Process:

~~A. An [Depending on the concurrent](#) application and fees, as set forth in this Title, shall be submitted to, the Director on forms provided by the Growth and Development Department.~~

~~B. The Director may, [Commission and/or Board shall](#) approve a master site plan application for development, expansions or modifications as provided in this [Chapter](#)~~

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~~and Section Ordinance.~~ To be considered for approval the applicant shall submit to the ~~Growth and Development~~ Department in compliance with this ~~Section and Chapter Ordinance~~ a master site plan ~~application and obtain approval of said application~~ prior to ~~obtaining a building permit or~~ receiving any other required approvals as defined in this ~~Title Ordinance~~. The master site plan ~~application~~ shall comply with the following requirements ~~6-18-3 A.1. through 6-18-3 A.7.~~ If clarity is maintained the following required items may be combined on the master site plan:

1. The master site plan application shall be submitted concurrently with any other required applications in conformance with this ~~Title Ordinance~~; and
2. The applicant shall concurrently submit a natural features analysis subject to the regulations of this Chapter ~~and Title~~; and
3. The applicant shall concurrently submit plans consistent with Sections 6-18-4: General Required Standards and 6-18-6: Other Required Standards; and
4. ~~The If required by this Ordinance the~~ applicant shall concurrently submit a parking plan subject to the regulations this ~~Chapter Ordinance~~; and ~~Title; and~~
5. ~~The If required by this Ordinance the~~ applicant shall concurrently submit a landscape and screening plan subject to the regulations of this ~~Chapter and Title Ordinance~~; and
6. If any outdoor lighting is proposed or anticipated, the applicant shall concurrently submit a lighting plan subject to the regulations of this ~~Chapter and Title Ordinance~~; and
7. If any signs are proposed or anticipated, the applicant shall concurrently submit a sign plan subject to the regulations of this ~~Chapter and Title Ordinance~~; and
8. ~~For any common or quasi public facility or structure located within a subdivision or condominium project, such as but not limited to, a club house, park, community center or other such facility or structure the applicant shall submit concurrently:~~
 - a. ~~A parking plan subject to the regulations this Chapter and Title; and~~
 - b. ~~A landscape and screening plan subject to the regulations of this Chapter and Title; and~~
 - e. ~~If any outdoor lighting is proposed or anticipated, the applicant shall concurrently submit a lighting plan subject to the regulations of this Chapter and Title; and~~

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~~d. If any signs are proposed or anticipated, the applicant shall concurrently submit a sign plan subject to the regulations of this Chapter and Title; and~~

~~e. The applicant shall concurrently submit plans consistent with Section 6-18-4: General Required Standards.~~

~~EB.~~ Upon determination by the Director that the master site plan is in conformance with the requirements outlined in the ~~Chapter Ordinance~~ and that all requirements were satisfied, then the Director shall issue ~~a letter of approval or recommend approval~~, listing ~~and any~~ specific conditions of approval.

~~DC.~~ The Director may approve modifications to an approved master site plan when the proposed modification meets one or more of the following standards:

1. The modification represents an increase in the amount of landscaping and/or screening area or a reduction of ten (10%) percent or less when the request is also to reduce the following in compliance with this ~~Chapter and Title Ordinance~~:
 - a. The square footage of a building; or
 - b. Approved parking; or
 - c. Setback modifications.
2. The modification represents a reduction in the square footage or height of a proposed building or an increase of ten (10%) percent or less of the square footage or height of a proposed building provided the requests complies with the dimensional standards of this ~~Title Ordinance~~ with additional landscaping to mitigate any negative effects; or
3. The modification represents a reduction in the approved parking provided that a sufficient number of required parking and bicycle spaces are retained or an increase of ten (10%) percent or less in parking spaces with additional landscaping to mitigate any negative effects; or
4. The modification represents a reduction or increase of ten (10%) percent or less in the approved lighting plan with additional landscaping to mitigate any negative effects; or
5. The modification request does not change a setback or other distance standard more than ten (10%) percent of the distance noted on the approved master site plan; or

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6. The modification does not change dimensional standard or approved elements more than ten (10%) percent of the distance or approved elements as noted on the approved master site plan.

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Section 6-18-4: General Required Standards:

In addition to the applicable design and dimensional standards of this ~~Title Ordinance~~, the site development (as depicted by the master site plan) shall meet the following standards, as applicable to all proposed development listed in Subsection 6-18-3 (~~BA~~) and/or any common or quasi public facility or structure located within a subdivision or condominium project shall comply with the following:

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A. Location of Structures on the Site:

1. The proposed placement of structures, location of parking areas and pedestrian walkways, method of screening, and quasi-public entrances shall facilitate pedestrian access to abutting residential properties and shall utilize new urbanism design principles; and
2. Structures shall have varied façades, setbacks and features within the same structure in addition to staggered and/or reversed unit plans to provide a more varied outward appearance of the structures; and
3. Multiple-family structures of similar character and façades shall be rotated, staggered, and/or reversed to vary the outward appearance of the structures.

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B. Non-~~vehicular~~Vehicular Access and Internal Circulation:

1. Commercial, industrial, quasi-public, or common facilities structures shall have at least one pedestrian access on each side of the structure that faces a street. Each access shall comply with the Americans with Disabilities Act or ~~Elmore County Building Code~~(the "ADA") or the Ordinance whichever is more restrictive; and
2. For any proposed use that requires ten (10) or more parking spaces, as set forth in this ~~Chapter and Title Ordinance~~, the master site plan shall provide:
 - a. Safe and well-defined pedestrian walkways from structures to each parking space, from structures to the abutting streets, and among structures on the same site; and
 - b. Where a walkway is within ten (10') feet of a street, it shall be separated from the street shoulder by curbs, intervening vegetation, and/or swales; and

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- c. Where a walkway is within a parking area and/or abuts driving aisles and/or parking spaces, the walkway shall be striped to indicate a pedestrian crossing and separated by curbs, and/or intervening vegetation, and/or wheel restraints; and
 - d. Where a walkway crosses a driving aisle, the crossing shall have a different paving texture and/or material or shall be striped to indicate a pedestrian crossing; and
 - e. All walkways, parking areas, crossings, and paths shall comply with the ~~Americans with Disabilities act or building code~~ [ADA or the Ordinance](#) whichever is more restrictive; and
 - f. Handicapped parking spaces and facilities shall be located and situated as close to the main entrance of the structure ~~has~~ physically possible and shall comply with the ~~Americans with Disabilities Act~~ [ADA](#) or building code whichever is more restrictive.
3. Where applicable, the master site plan shall provide safe non-vehicular circulation systems including, but not limited to:
- a. Pedestrian and bicycle walkways that link abutting parks, schools, neighborhoods, and commercial areas to the greatest possible extent; and
 - b. Trails and bicycle routes that link to abutting trail networks as designated by the applicable pathways plan or the applicable Comprehensive Plan.
- C. Automobile Access and Internal Circulation:
- 1. The master site plan shall provide for safe access to and egress from roadways; and
 - 2. Off-street parking and loading areas on the master site plan shall be designed to preclude vehicles from backing out into a roadway; and
 - 3. Where delivery vehicles are anticipated, the master site plan shall delineate a clear route for them, with appropriate geometric design to allow the vehicles to turn safely; and
 - 4. The master site plan shall provide adequate internal circulation consistent with this ~~Chapter and Title~~ [Ordinance](#); and
 - 5. The master site plan shall provide an adequate design of parking spaces and internal circulation, off street parking and loading facilities consistent with this ~~Chapter and Title~~ [Ordinance](#).

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D. Additional Off-Street Parking Design Standards:

1. Off-street parking spaces shall not be located in any landscape area as required by this ~~Chapter or Title~~ Ordinance; and
2. Parking stalls and driving aisles shall be designed in accordance with the standards of this ~~Chapter and Title~~ Ordinance; and
3. All parking areas shall provide on-site turnarounds for all off-street parking spaces and loading facilities; and
4. The design of off-street parking areas shall not require moving any car to gain access to a required parking space. Tandem parking shall be prohibited.

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Section 6-18-5: Natural Features Analysis Standards:

- A. Natural Features Analysis: The master site plan shall include the following features which, shall be mapped, and described, or noted as not applicable in the natural features analysis plan:
1. Hydrology: Analysis of natural drainage patterns and water resources including an analysis of streams, natural drainage swales, ponds or lakes, wetlands, floodplain areas or other areas subject to flooding, poorly drained areas, permanent high ground water areas, and seasonal high ground water areas throughout the site; and
 2. Soils: Analysis of types of soils present in the site area including delineation of prime agricultural soil areas, aquifer recharge soil areas, unstable soils most susceptible to erosion, and soils suitable for development. The analysis of soils shall be based on the Elmore County ~~soils survey~~ [Soils Survey](#) (United States ~~department~~ [Department](#) of ~~agriculture, natural resources conservation service~~ [Agriculture, Natural Resources Conservation Service](#)); and
 3. Topography: Analysis of the site's terrain including mapping of elevations and delineation of slope areas greater than twenty-five (25%) percent, between fifteen (15%) percent and twenty-five (25%) percent, between eight (8%) percent and fifteen (15%) percent, and less than eight (8%) percent. Contour lines based on USGS datum of 1988 with intervals of not more than five (5') feet for properties with a general slope of greater than five (5%) percent, or intervals of not more than two (2') feet ~~for~~ properties with a general slope of less than or equal to five (5%) percent. Contour lines shall extend a minimum of three hundred (300') feet beyond the proposed development boundary. If a drainage channel borders the proposed development, the contour lines shall extend the additional distance

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necessary to include the entire drainage facility as determined or required by the Director or County Engineer; and

4. Vegetation: Analysis of existing vegetation of the site including, but not limited to, dominant tree, plant, and ground cover species; and
5. Sensitive Plant and Wildlife Species: Analysis of sensitive plant and wildlife species of the site including, but not limited to, those species listed in the Idaho ~~conservation data center~~ [Conservation Data Center](#) (State of Idaho Department of Fish and Game). The site development shall minimize adverse impacts to sensitive plant and animal species through site design or approved mitigation programs; and
6. Historic Resources: Analysis of existing historic resources as identified on the Elmore County ~~historic resources inventory~~ [Historic Resources Inventory](#). The proposed development shall conserve identified historic resources to the greatest extent possible; and
7. Hazardous Areas: Location and identification of all potential hazardous areas including, but not limited to, land that is unsuitable for development because of flood threat, poorly drained areas, high ground water, steep slopes, rock formation, buried pipelines, or other similar conditions likely to be encountered; and
8. Impact on Natural Features: The applicant shall provide a written statement explaining how the design of the plan protects or mitigates impacts on the natural features of the site.

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Section 6-18-6: Other Required Standards:

- A. Screening: The master site plan shall provide landscaping and screening consistent with this ~~Chapter~~ [Ordinance](#), unless otherwise exempt.
- B. Drainage: An increase in an impervious surface area of one thousand (1,000') square feet or ten (10%) percent of the property area, whichever is less, shall require a drainage study. The master site plan shall incorporate natural watercourses and above grade drainage ways into the site design to minimize the need for culverts, pipe systems, and concrete channels.
- C. Water Supply and Sewage Disposal:
 1. The master site plan shall provide adequate provision for water supply and sewage disposal in accordance with the regulations of this ~~Chapter~~ [Ordinance](#); and

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2. The master site plan shall show all well locations and subsurface disposal areas for wastewater treatment systems; and
 3. The master site plan shall indicate the required firefighting resources, as evidenced by written certification by the appropriate fire authority. Such resources shall include, but are not limited to, proper access for fire trucks, fire flow hydrants, pumper access stations, and/or defensible space. ~~If~~ the subject development is not located within a fire district, ~~than~~then the requirements of ~~Title 6, Chapter 12~~ the Wildland Urban Interface for this Ordinance and shall be complied with and the master site plan shall demonstrate compliance.
- D. Filling, Excavation, and Earthmoving: Filling, excavation, and earthmoving activity shall be carried out in a way that keeps erosion and sedimentation to a minimum and shall comply with the following:
1. Building design, parking lots, and other site development elements shall fit, respect, and be oriented to existing topography and natural surroundings to the fullest extent possible in order to keep filling, excavation, and earthmoving activity to a minimum; and
 2. The area disturbed by stripping of vegetation, soil removal, and regrading shall be the minimum necessary at any one time; and
 3. The master site plan shall propose permanent soil erosion measures for all slopes and disturbed areas. Such stabilization measures shall be completed within fifteen (15) ~~calendar~~ days after final grading has been completed; and
 4. Until a disturbed area is stabilized, sediment and runoff shall be trapped by the use of debris basins, sediment basins, silt traps, or other acceptable methods.
- E. Irrigation Services and Delivery Systems: The master site plan shall provide a detailed plan and documentation demonstrating that the preservation of gravity flow irrigation systems on site and downstream from the site shall be preserved and maintained and shall not be altered or modified without the written approval of the landowners that may be impacted and the applicable ~~irrigation district~~ Irrigation District.
1. The proposed development shall not modify irrigation canals, ditches, laterals, and associated rights of way without written approval of the ~~irrigation or drainage authority~~ applicable Irrigation District and landowners affected; and
 2. When property is converted from an agricultural to a nonagricultural use, the applicant or owner shall provide a pressurized irrigation system or similarly efficient delivery system as approved by the Director.

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F. Utilities: The master site plan shall demonstrate that electrical, telephone, and other public utilities serving the site shall be placed in a manner that is not hazardous to any property and shall demonstrate that:

1. All utilities within the development shall be placed underground in a utility corridor or easement. The Director may waive this requirement if unique topographic or geological features of the site make it impractical; and
2. Transformer boxes, meters, pumping stations, and other components of the utility system located aboveground shall be sited and buffered in accordance with the screening standards of this [Chapter Ordinance](#).

G. Maintenance:

1. The master site plan shall demonstrate that the applicant or owner shall have a continuous obligation to provide for security, trash collection, and any other nuisance that may be created on the site, and to maintain the site in a neat and orderly manner.
2. The master site plan shall demonstrate that any proposed drainage system shall be maintained by the property owner, homeowners' association, or irrigation or drainage entity, as applicable.

H. Supplemental Information, Modifications: The Director, County Engineer, Commission, and/or Board may require supplemental information or modifications to the master site plan where, in their opinion, the proposed site planning has not sufficiently addressed the existing natural features.

I. Alternative [Master Site Development Plan](#): The Director may approve, or recommend approval of, an alternative [master site development plan](#), when the overall design, as proposed by the applicant, meets ~~or exceeds~~ the intent and the requirements of this [Title Ordinance](#) and shall not be detrimental to the public health, safety, and welfare.

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Section 6-18-7: Required Findings:

A. In order to approve the [application master site plan](#), the Director shall find the following:

1. The master site plan complies with the applicable Comprehensive Plan; and
2. When applicable, the master site plan complies with Section 6-18-4 General Required Standards in regards to:
 - a. Location of Structures on the site; and

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**ELMORE COUNTY
PLANNING AND ZONING COMMISSION**

MINUTES

Wednesday, January 06, 2016 at 7:00 pm

Vice-Chairman Duerig called the meeting to order. Members of the Elmore County Planning and Zoning Commission present were Sue Fish, Jeff Blanksma, Shane Zenner, Ed Oppedyk and Dave Holland. Also present were Attorney of Record Philip Miller, Director Alan Christy and staff members Beth Bresnahan and Kacey Ramsauer.

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

S Bar Ranch, LLC for a Conditional Use Permit for an Aircraft Landing Field – Private, in the Agriculture Zone. Case Number: CUP-2016-02. The site is located in Section 10, Township 2 South, Range 10 East, B.M. A common way of locating the property is from Highway 20 north turn right on Cat Creek Road, turn right on Bennett Mountain Road, turn left on Hill City Road, proceed 8 ½ miles to the ranch entry gate on the left.

Bresnahan gave staff report and background.

Chris Stephens is the applicant and the owner of S Bar Ranch. He stated that he has read the staff report and if approved will comply with all conditions of approval.

Duerig asked how complete the runway was.

Stephens stated that it is already built. He stated that it is made from decomposed granite and that it is 25 feet wide and within a few inches of the existing grade.

Duerig asked if any of this was raised above the grade level of the meadow and surrounding areas.

Stephens stated within a few inches plus or minus.

Duerig stated that in the email received by staff there is concern with the spring runoff.

Stephens stated that will not be a factor.

Blanksma asked what would be done to mitigate the runoff.

Stephens stated that there is one small drainage course that's perpendicular and basically follows the topo line. He stated that there is a natural spring that was used when there were cattle on the property and a small culvert that goes through the existing grade.

Christy stated that there was no one signed up to testify in support, neutral, or opposed to this application.

Stephens wanted to thank the commission for their time and apologized for the original misunderstanding. He stated that he enjoyed working with Christy.

Miller asked if would be fair to say that you just didn't realize you needed a conditional use permit.

Stephens stated that this was very true. He stated that he's been an architect for 30 years and his very good friend was the head of the P&Z in Sun Valley for more than 10 years so we know what we are doing and we checked but didn't go to the CUP section. He stated that he would never do anything to jeopardize this as this is a huge investment for him. He stated that he is very concerned with environmental issues. He stated that it is very light touch and he will be the only pilot and there will be no fuel storage on the property. He stated that he has future plans to build one hangar only.

Duerig asked about the investigative fee for not obtaining a permit prior to building this runway.

Christy stated that he cannot recall a time when this has been imposed on a CUP but they are imposed on building permits regularly if they start to build prior to obtaining building permit.

Duerig asked if there were any investigation time involved in this project.

Christy stated that there was at least two site visits that he took as well as the building official aside from the CUP application site visits.

There was no further testimony.

Duerig closed this public hearing.

Commission action:

Blanksma asked if there were any outstanding fees at this time.

Christy stated that there are not.

Duerig stated that they have the option to impose the investigative fee.

Duerig took a roll call vote to determine if the commission would like an investigative fee to be implemented:

Zenner-No
Fish-No
Blanksma-Yes
Oppedyk-Yes
Holland-Yes
Duerig-Yes

Oppedyk moved to approve with the imposed conditions of approval with added condition to implement the investigation fee.

Holland seconded.

Motion carried unanimously.

NEW BUSINESS

The following five items were heard together

Extension for Case Number: CUP-2014-01 Grandview PV Solar Two, LLC
Extension for Case Number: CUP-2014-02 Grandview PV Solar Two, LLC
Extension for Case Number: CUP-2014-03 Grandview PV Solar Two, LLC
Extension for Case Number: CUP-2014-04 Grandview PV Solar Two, LLC.
Extension for Case Number: CUP-2014-05 Grandview PV Solar Two, LLC.

Christy stated that according to the bylaws the Commission can hear all of these at the same time.

Duerig stated that a one year extension is being requested to provide time for completing the design before submitting building permits. He stated that the ordinance allows for a one time one year extension.

Zenner moved to approve.

Holland seconded.

Motion carried unanimously.

MINUTES

12-16-2015

Fish moved to approve.

Blanksma seconded.

Motion carried unanimously.

INFORMATION ITEMS

Upcoming P&Z Schedule

Christy stated that there will be a work session on January 20, 2016.

Christy gave an update on appeals before the Board of County Commissioners.

MEETING ADJOURNED at 7:26 pm.

K.C. Duerig, Vice Chairman

Date:

Attest: _____
Alan Christy, Director

Date: