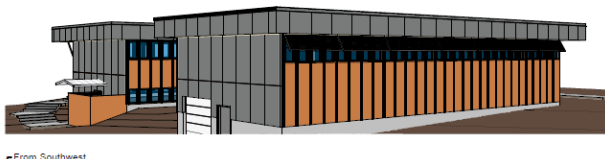




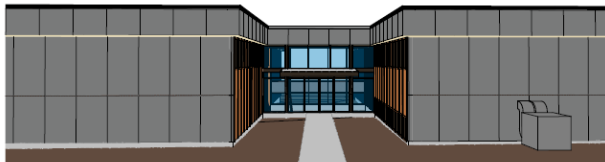
# CITY OF GARDEN CITY

6015 Glenwood Street □ Garden City, Idaho 83714  
 Phone (208)472-2921 □ Fax (208)472-2926

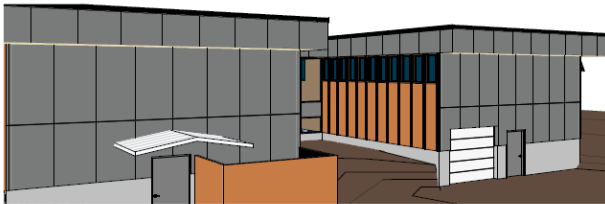
**File Number: DSRFY2021 - 0018**  
**Application Scope: Pre-Application Conference**  
**Location: 9777 W. Chinden Blvd.**  
**Applicant: Pamela Gaines**  
**Report Date: August 16, 2021**  
**Revision Date: TBD**



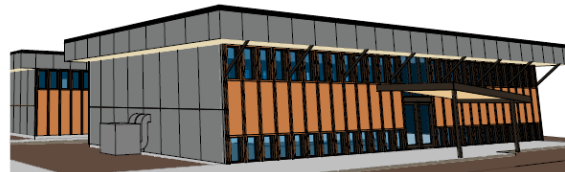
5 From Southwest



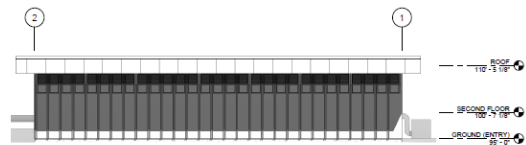
6 From East



7 From Northwest



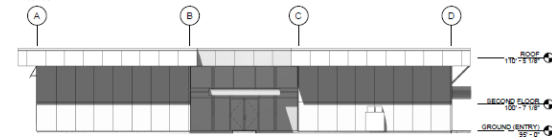
8 From Northeast



1 SOUTH



2 WEST



3 EAST



4 NORTH

Staff Report  
 Prepared by Hanna Veal

---

## Table of Contents

<b>Meeting Summary</b> .....	<b>3</b>
<b>Project Information</b> .....	<b>4</b>
<b>Discussion</b> .....	<b>6</b>
<b>Decision Process</b> .....	<b>7</b>
<b>Agency Comment</b> .....	<b>8</b>
<b>Public Comment</b> .....	<b>8</b>
<b>Code/Policy Analysis</b> .....	<b>9</b>

---

## A. Meeting Summary:

This summary will be updated to reflect the previous meetings as this application progresses.

- The Preapplication meeting was held on August 18, 2021. A summary of the items discussed will follow.
- A hearing/ follow-up meeting was held on a date undetermined. A summary of the items discussed will follow.

## B. Project Information

### Proposed Scope of Work:

Request	Review Process	Notes
Pre-application conference for a design review	<a href="#">8-6B-3 Design Review Committee</a>	Completed on August 18, 2021
Public Hearing	<a href="#">8-6B-3 Design Review Committee</a>	TBD

### Project Details:

- 1) Proposed development: Façade change
- 2) Site Coverage:
  - a) Building: Unknown
  - b) Landscaping: Unknown
  - c) Paved Areas: Unknown
- 3) Number of Structures: 1
- 4) Total number of vehicular parking spaces: 13
  - a) Surface: 13
- 5) Total number of bicycle parking: Unknown
- 6) Trash Enclosure: Unknown
- 7) Fencing: 6ft tall tubular metal fence with double gate
- 8) Sidewalk:
  - a) None proposed
- 9) Landscaping:
  - a) Street Trees: Existing landscaping to remain.
  - b) Parameter Landscaping: None
- 10) Connections: None

### Site Conditions:

- 1) Street Address: 9777 W. Chinden Blvd.
- 2) Parcel Number(s): R0824000200
- 3) Property Description: LOT 2 BLK 1 BART SUB
- 4) Legal Lot of Record: Yes
- 5) Property Size: 0.897acres
- 6) Zoning District: C-2
- 7) Zoning Overlay(s): None
- 8) Comprehensive Plan Land Use Map Designation:
  - a) Activity Node: Neighborhood Destination
  - b) Green Boulevard Corridor
  - c) Mixed Use Commercial
- 9) Floodplain Designation:
  - a) 2003 FIRM: Oof the Special Flood Hazard Area
  - b) 2017 Draft FIRM: Outside of the Special Flood Hazard Area
- 10) Adjacent Uses:
  - a) Single Family Dwelling Units
  - b) Drinking Establishment – Limited Services

- 
- c) Gas Station**
  - d) Storage**
  - 11) Existing Use: New Office Building - Orton Office**
  - 12) Easements on site: There are no records on file with Garden City of existing easements**
  - 13) Site Access:**
    - a) Front: W. Chinden Blvd.**
    - b) Rear: Mountain View Drive**
  - 14) Sidewalks: No existing sidewalk**
  - 15) Wetlands on site: none identified**

## C. Discussion

DSRFY2021-0018 is a pre-application request for a storefront (interpreting storefront to mean any street frontage of a structure) renovation that which includes material changes to the façade and an increase in windows to which alter the existing storefront by a significant amount. Cumulative storefront renovations where the façade of a structure is altered by more than 25% are required to go to the Design Review Committee for approval. Additionally, the proposal is for a resurfacing/restripping of the parking lot, and minor landscape removal and installation.

Please refer tot the submitted narrative for details regarding requested changes. It appears that there are two preferred renovation schematics. Option one includes an orange-like material or paint, windows, a new garage door and pathway. Option two includes a tan-like material or paint, but without the garage door or extra pathway. The exact differences between the two options are unclear, and there does not seem to be a submittal of the current structure's design.

### Garden City Sidewalk Policy

There is currently an agreement between Garden City and ITD for a 10ft wide pedestrian pathway between Maple Grove and Glenwood. This agreement does not extend past Maple Grove, however, staff has mentioned in the report that should the application be required to install a sidewalk along W. Chinden, it be that of similar pathway instead of the 5ft wide detached sidewalk which is required by code.

The applicant shall provide information regarding the taxed assessed values of the structure prior to construction/remodel, and that of the remodel to determine if the remodel is worth 25% of the original taxed assessed value. If the remodel is worth 25% or more of the tax value, the sidewalks shall be required. If it is less, then they shall not be required per the Garden City Sidewalk Policy.

It is appropriate for Committee to take of the following actions:

- Determine the application is ready for a formal application with the Design Review Committee.
- Delegate the decision to the Planning Official as an administrative decision.
- Request the applicant return with more information.

The direction provided by the committee at the preapplication meeting may be changed or reversed at any time during the process if the design or the scope of the project changes

## D. Decision Process

### General Provisions

A formal application will be processed per [GCC 8-6A-5 Administrative with Notice](#).

**Required Decisions:** The following decision processes are required for the project as governed by [GCC Table 8-6A-1](#):

Decision	Recommendation Authority	Decision Authority	Hearing Date
Design Review	N/A	Design Committee	Pre-application conference: 08/16/2021  Design Review formal hearing: To be scheduled

### **Required Findings:**

Findings are not required at a pre-application conference.

For the approval of a Design Review Application, the Design Review Committee must find the application meets the following findings, found in [GCC 8-6B-3](#):

1. The proposed design is in conformance with the purpose of the zoning district and all dimensional regulations of that district;
2. The proposed design adheres to standards for the protection of health, safety, and general welfare;
3. The proposed design creates a sense of place and contributes to the uniqueness of the different districts and neighborhoods within the city;
4. The proposed design improves the accessibility of development to nonmotorized and public modes of transportation;
5. The proposed design supports a development pattern in nodes rather than strip commercial along arterial corridors;
6. The proposed design supports a compact development pattern that enables intensification of development and changes over time; and
7. The proposed design provides outdoor spaces and landscaping compatible with the southwest Idaho climatic conditions and that encourage pedestrian activity.
8. There has been no denial of any application on this property within one year.

---

### **Preapplication Conference Options:**

Pursuant to [GCC 8-6B-3](#), a preapplication conference with the Design Review Committee is required. The purpose of the preapplication conference is threefold: to provide direction based on design objectives that are relevant to the application, determine the level of review process, and what application materials will be required.

It is appropriate for Committee to take of the following actions:

- Determine the application is ready for a formal application with the Design Review Committee.
- Delegate the decision to the Planning Official as an administrative decision.
- Request the applicant return with more information.

The direction provided by the committee at the preapplication meeting may be changed or reversed at any time during the process if the design or the scope of the project changes.

### **E. Agency Comments**

This section will be completed during the report drafted in conjunction with the public hearing.

### **F. Public Comment**

This section will be completed during the report drafted in conjunction with the public hearing.



## G. Code/Policy Review

The below serves as an analysis of applicable provisions Garden City Code, Title 8, Development Code and identified applicable policies, plans, and previous approvals.

<b>Garden City Title 8 Code Sections</b>			
Code Section	Review Authority	Compliance Issues	Analysis/ Discussion
<b>Title 8, Chapter 1: General Regulations</b>			
<a href="#">8-1A-4 Applicability</a>			The regulations of Garden City Code, Title 8 Development Code of the City, shall apply and govern development and use of all properties within the corporate limits of the city.
<a href="#">8-1B-1 Nonconforming Properties</a>		No compliance issues noted	Legal parcel of record as described
<a href="#">8-1B-2 Nonconforming Structures</a>		No compliance issues noted	
<a href="#">8-1B-3 Nonconforming Uses</a>		No compliance issues noted	The use is described as "Office/Business" in the application. Title 8 defines this use as professional business which is a permitted use in the C-2 zoning district. If the business model were to be better categorized under a different use, the use shall either be permitted, or be a conditional use and obtain the proper condition use permit entitlements prior to a certificate of occupancy being issued.
<b>Title 8, Chapter 2: Base Zoning District Regulations</b>			
8-2B-1 Purpose		No compliance issues noted	The purpose of the two (2) commercial districts is to provide a full range of commercial uses and services for both the residents of Garden City and the region. Location determines the type and form of commercial uses. Activities which are more compatible with mixed use or residential uses and minimally disruptive to the neighborhood are to be located in the general commercial (C-2) district.
<a href="#">8-2B-2 Allowed Uses</a>		No compliance issues noted	The use is described as "Office/Business" in the application. Title 8 defines this use as professional business which is a permitted use in the C-2 zoning district. If the business model were to be better categorized under a different use, the use shall either be permitted, or be a conditional use and obtain the proper condition use permit entitlements prior to a certificate of occupancy being issued.
<a href="#">8-2B-3 Form Standards</a>	DC	No compliance issues noted	The required setbacks are: Front: 5' Interior Side: 5' Rear: 5' Street side: 5'  The allowable maximum height is: n/a  The minimum lot size is: n/a

			<p>There are not encroachments</p> <p>All improvements are more than 70' from the Boise River.</p> <p>The structure does not meet the minimum street frontage. However, as this is an existing building, and the design review application is for a façade remodel, this particular code provision does not apply.</p> <p>Describe compliance issue</p> <p>Discuss grey area of interpretation, etc.</p> <p>For taller structures discuss the setback to adjacent properties and public space such as roads or greenbelt. Note if there are any privacy issues or if there are concerns that the massing will impede on pedestrian comfort/ make wind tunnels/ etc.</p>
<b>Title 8, Chapter 3: Overlay Zoning District Regulations</b>			
<a href="#">8-3D Neighborhood Commercial Node</a>	DC/PZ	No compliance issues noted	Applicant did not wish to apply this overlay
<b>Title 8, Chapter 4: Design and Development Regulations</b>			
The provisions apply to all new development and the substantial alteration of existing development in all base districts. Substantial alternation is considered an adjustment to an approved application that impacts the use of the property, adjacent properties or a reduction of improvements.			
<a href="#">8-4A-3 Fences and Walls</a>	DC	No compliance issues noted - Complaint as Conditioned	Proposed 6ft tall tubular metal fencing. The applicant would need to install 6ft tall tubular fencing that meets code standards.
<a href="#">8-4A-4 Outdoor Lighting</a>	DC	Complaint as Conditioned	Not enough information for review. Can be conditioned
<a href="#">8-4A-5 Outdoor Service and Equipment Areas</a>	DC	Complaint as Conditioned	Not enough information for review. Can be conditioned
<a href="#">8-4A-7 Stormwater Systems</a>	DC	Complaint as Conditioned	Not enough information for review. Can be conditioned
<a href="#">8-4A-8 Utilities</a>	DC	Complaint as Conditioned	Not enough information for review. Can be conditioned
<a href="#">8-4A-9 Waterways</a>	DC	No compliance issues noted	<p>There is a stream along the frontage of the property. The site currently has a bridge across the stream that leads to the front entry.</p> <p>Fencing along all natural waterways shall not prevent access to the waterway. If fencing is required, open fencing only is allowed, and privacy fencing is prohibited. All fencing shall be approved by the irrigation or drainage district.</p>
<a href="#">8-4C-3 Design Provisions for</a>	DC	No compliance issues noted	Any storefront renovations, where more than twenty five percent (25%) of the facade of the store is altered, replaced,

<p><a href="#">Nonresidential Structures</a></p>			<p>rehabilitated or restored, shall comply with subsections <a href="#">8-4C-3A4</a>, <a href="#">8-4C-3C</a>, E, and F, and section <a href="#">8-4C-5</a> of this article.</p> <p>8-4C-3A4: First Floor Facades: First floor facades visible from a public street should include surfaces in windows, showcases, displays, or pedestrian access elements as follows: for retail uses at least fifty percent (50%), for all other uses at least fifteen percent (15%).</p> <p><i>Objective 3: Buildings shall be designed and constructed of quality materials.</i></p> <p><u>8-4C-3C:</u></p> <ul style="list-style-type: none"> <li>a) Encouraged Materials: Quality finish materials should be utilized, including, but not limited to, brick, masonry, or stone integrally tinted, textured masonry block, stucco, wood, or concrete siding.</li> <li>b) Discouraged Materials: Metal siding, corrugated fiberglass, aluminum siding, mirror or metalized reflective glass, plywood, chipboard siding, vinyl, cinderblock, plastic tilt-up concrete, highly tinted or mirrored glass, and all types of imitation building materials should not be used as the primary building material.</li> <li>c) Discouraged Finishes: Finishes that reflect light and glare; or bright, heavily saturated and/or reflective shades of primary colors are discouraged.</li> <li>d) Change In Materials: Piecemeal embellishment and frequent changes in material should be avoided.</li> <li>e) Matched Colors: The color of roof stacks, flashing, vents, power exhaust fans, and metal chimney caps should blend with the roof colors.</li> </ul> <p><i>8-4C-3E: Objective 5: The design of all buildings shall provide visual interest, support the vision for the area as articulated in the comprehensive plan and positively contribute to the overall urban fabric of the community.</i></p> <ul style="list-style-type: none"> <li>a) Building Orientation: Appears that the building is oriented towards both Chinden, and Mountain View Drive as it is an "H" styled building. The primary entrance appears to be facing Chinden.</li> <li>b) Building Articulation: Buildings should be articulated to reduce the apparent scale. Architectural details that are used to articulate the structure may include reveals, battens, and other three-dimensional details that create shadow lines and break up the flat surfaces of the facade.</li> <li>c) Building Details: The design of buildings should be enhanced with appropriate details.</li> <li>d) Colors: Colors used on building exteriors should integrate a building's various design elements or features.</li> </ul> <p><i>8-4C-3F: Objective 6: The site development should support and be consistent with the adopted streetscape.</i></p>
--	--	--	---

<a href="#">8-4C-5 Prohibitions</a>	DC	No compliance issues noted	There are no visible false fronts, prefabricated structures or prohibited materials proposed with this application.  There does not appear to be any crushed colored rock/crushed tumble glass utilized on the site.
<b>8-4D Parking and Off Street Loading Provisions</b> The design standards as set forth in section <a href="#">8-4D-3</a> , "Parking Design And Improvement Standards", of this article shall apply to any new construction, alteration, or moving of a structure or any new or more intense use of property.			
<a href="#">8-4D-3 Parking Design and Improvement Standards</a>	DC	No compliance issues noted	Parking areas shall conform to Americans with disabilities act (ADA) standards for parking spaces. Parking spaces and access lanes shall be marked including handicapped symbols and signs.
<a href="#">8-4D-4 Parking Use Standards</a>	DC	No compliance issues noted	
<a href="#">8-4D-5 Required Number of Off-Street Parking Spaces</a>	DC	Complaint as Conditioned	Total parking provided is unknown, however, there appears to be 13 spots on the south side of the property, and an abundance of parking to the north (across the stream). Staff has determined that the parking is sufficient if not overparked for the use.  There is one bicycle space required for every 20 vehicle spaces and 1 space per commercial tenant. As there was not enough information to review the total amount of parking spaces provide, staff has determined that at least two bicycle parking spaces shall be provided given that there is clearly more than 20 vehicular parking spaces and one tenant.
<b>8-4E Transportation and Connectivity Provisions</b> This article provides design standards that shall apply to any new construction, addition, expansion, grading, alteration, or any new or more intense use of property.			
<a href="#">8-4E-3 Public Street Connections</a>	DC	No compliance issues noted	No comment
<a href="#">8-4E-4 Internal Circulation Standards</a>	DC	No compliance issues noted	No comment
<a href="#">8-4E-6 Sidewalk Standards</a>	DC	May not be complaint	Refer to the <a href="#">Garden City Sidewalk Policy</a>  <b>SIGNIFICANT IMPROVEMENT:</b> Any repair, <u>reconstruction or improvement</u> to property the cost of which equals or exceeds twenty five percent (25%) of the tax assessed value either before the improvement or repair is started, or if the structure has been damaged and is being restored, before the damage occurred. For the purpose of this definition, significant improvement is the value of all combined improvements within a five (5) year time frame.  The applicant will need to submit a document identifying the taxed assessed value before the improvements have started, and what the improvements are estimated to cost in order to be exempt from this code requirement. If the percentage is less than 15% of the taxed assessed value, the sidewalk will

			<p>not be required at this point in time. If this is not documented, then the application shall be required to install the sidewalks.</p> <p>There is no proposal for a sidewalk. Currently ITD and Garden City are requiring a detached 10ft wide multi-use pathway along W. Chinden.</p> <p>There is no proposal for a sidewalk along Mountain View Drive. Garden City Code requires that a 5ft wide detached sidewalk be installed along the public right of way.</p>
<a href="#">8-4E-7 Pedestrian and Bicycle Accessibility Standards</a>	DC	No compliance issues noted	Not applicable: "All <u>new</u> nonresidential development shall provide for pedestrian accessibility."
<a href="#">8-4G Sustainable Development Provisions</a>		No compliance issues noted	The development is exempt per 8-4G-2.
<b>8-4I Landscaping and Tree Protection Provisions</b>			
<a href="#">8-4I-3 General Landscaping Standards and Irrigation Provisions</a>	DRC	May not be complaint	<p>Not enough information to review. The applicant shall be required to provide the modification percentage for a more thorough review.</p> <p>Additions less than twenty five percent (25%) of the gross floor area of the existing structure or developed area, no additional landscaping shall be required.</p> <p>Additions or site modifications that are twenty five percent (25%) to fifty percent (50%) of the gross floor area of the existing structure or developed area, streetscape landscaping as required by section <a href="#">8-4I-8</a> of this article shall be installed.</p>
<a href="#">8-4I-4 Landscaping Provisions for Specific Uses</a>	DC	May not be complaint	Not enough information to review
<a href="#">8-4I-5 Perimeter Landscaping Provisions</a>	DC	May not be complaint	Not enough information to review
<a href="#">8-4I-6 Parking Lot Landscaping Provisions</a>	DC	No compliance issues noted	Restriping, parking lot overlays with no increase in the square footage of the parking area, or parking lot replacement less than twenty five percent (25%), no additional landscaping as required by section <a href="#">8-4I-6</a> , "Parking Lot Landscaping Provisions", of this article shall be required.
<a href="#">8-4I-7 Tree Preservation Provisions</a>	DC	May not be complaint	Tree preservation is required in all districts. The landscape plan indicates that some trees are going to be removed. All trees that are being removed must be evaluated by a certified arborist to determine tree caliper and mitigation prior to construction.
Title 8, Chapter 6, Article A: Administration			

<a href="#">8-6A-3 General Application Process</a>		No compliance issues noted	The application was reviewed and considered complete within 30 days of submittal, a notice of application acceptance was issued to the applicant, and staff started processing the application.
<a href="#">8-6A-4 Required Application Information</a>			No waivers requested.
<a href="#">8-6A-5 Administrative Process with Notice</a>		No compliance issues noted	<p><b>To be completed with formal application</b></p> <p>A notice of intent was sent to adjoining property owners within 300' and agencies with jurisdiction.</p> <p>If no objections are filed within 15 days, the Design Review Committee's decision shall be considered final.</p> <p>Objections will be heard by City Council following the public hearing provision set forth in section GCC 8-6A-7.</p> <p>Conditions of approval that are deemed necessary to protect the public health, safety, and welfare, and prevent undue adverse impacts on surrounding properties may be required.</p>

<b>Other Items Reviewed</b>	
Plan/Policy	Discussion/ Analysis
<a href="#">Garden City Comprehensive Plan</a>	<p>This application is in future land use designations of the Comprehensive Plan:</p> <ul style="list-style-type: none"> <li><b>a.)</b> Activity Node: Neighborhood Destination</li> <li><b>b.)</b> Green Boulevard Corridor</li> <li><b>c.)</b> Mixed Use Commercial</li> </ul> <p>The application may be supported by:</p> <p>Goal 1. Nurture the City</p> <ul style="list-style-type: none"> <li><b>a.)</b> 1.4 Objective: Create a premier destination place to live, work, and recreate.</li> </ul> <p>Goal 2. Improve the City Image</p> <ul style="list-style-type: none"> <li><b>a.)</b> 2.3 Objective: Promote quality design and architecturally interesting buildings.</li> <li><b>b.)</b> 2.4 Objective: Create a vision for the design of all streets and highways consistent with city's urban setting.</li> </ul> <p>Goal 4. Emphasize the "Garden" in Garden City</p> <ul style="list-style-type: none"> <li><b>c.)</b> 4.3.1 Objective: Continue to require sidewalks and landscaping in all new development, and in major alterations and re-use of existing commercial sites.</li> </ul> <p>Goal 7. Connect the City</p> <ul style="list-style-type: none"> <li><b>a.)</b> 7.4 Objective: Maintain and improve standards for sidewalks, curbs and gutters.</li> <li><b>b.)</b> 7.4.2 Work with Idaho Transportation Department in developing standards for sidewalk improvements along state highways.</li> </ul> <p>Goal 12. Evolve as a Destination</p> <ul style="list-style-type: none"> <li><b>a.)</b> 12.1 Objective: Support a positive business environment</li> <li><b>b.)</b> 12.2 Objective: Continue to support commercial and industrial land uses.</li> </ul>

	<p><b>c.) 12.3 Objective:</b> Create a premier destination for work, recreation, entertainment, culture and commerce.</p> <p>The application may not be supported by:</p> <p>Goal 5 Focus on the River</p> <p><b>a.) 5.3 Objective:</b> Restore and naturalize water systems, including canals, ditches, drains, river channels, and creeks.</p> <p>Goal 7 connect the City</p> <p><b>a.) 7.1 Objective:</b> Create pedestrian and bicycle friendly connections.</p> <p><b>b.) 7.4.2 Work with Idaho Transportation Department in developing standards for sidewalk improvements along state highways.</b></p>
<a href="#">Garden City Sidewalk Policy</a>	See Discussion
<a href="#">Garden City Street Light Policy</a>	A streetlight is installed along W. Chinden Blvd. in accordance with the policy.
<a href="#">Chinden- ITD Access Management</a> <a href="#">Chinden Corridor Access Map</a>	ITD has noted permitted access to Chinden.