

September 12, 2019

City of Ponderay  
Ponderay Planning & Zoning Commission  
Attn: KayLeigh Miller, Erik Brubaker

Re: Site Plan Application for 31016 HWY 200, Ponderay (Parcel # RPP00000114700A)

Dear Ms. Miller, Mr. Brubaker, and Commission Members:

We are pleased to be renovating and rebuilding the above referenced property, previously known as the S&W Motel. We look forward to turning this neglected landmark into a unique destination that will draw visitors to Ponderay and provide much-needed housing.

Please find enclosed the documents requested as part of this application.

Additionally, here are some notes that we hope will assist with your review:

1. **About the project:** The previous usage of the property will not change; however, both the appearance and management of the property will be transformed. The northern portion of the property will continue to be used as a short-term and extended-stay motel. The motel will get a near-total renovation and facelift. The southern portion will remain a mobile home park: the reimagined layout will promote a sense of community, and new housing units reminiscent of cottages or cabins will create a pleasant streetscape.

Of particular note is the size of the cottages: the cottages will be ~530 square feet, allowing for flexibility in usage. The size makes them ideal for use as both vacation rentals for visitors, or as “micro” homes for a single person or couple.

2. **About the renderings:** I have included a series of renderings to show the “feel” of the property, and the general impression that we are striving to achieve for guests and residents. For the purposes of this submission, the renderings show a monochromatic palette. Please note that paint colors, roof finishes, etc., have *not yet been finalized, and will likely differ from what is shown in the renderings.*

Similarly, while the size/footprint of the cottages will not change – they will never exceed the size indicated in the civil plans, and will always include a porch – the stylistic details of the cottages are still to be determined.

3. **Regarding the dumpster bin at the north end of the property:** We understand that *any* placement of a dumpster bin at the north end of the property (on 4<sup>th</sup> Street) which requires the collection truck to reverse onto 4<sup>th</sup> Street is problematic. We are willing to remove this bin if requested to do so.

4. **Regarding dust control:** As needed, water trucks and/or applications of calcium chloride or similar will be sought to control dust.
5. **Clarification about ownership:** The property is owned by Ponderay Motel LLC, which in turn is wholly owned and operated by myself and my husband, Christopher Waud. Documentation is attached herein to support ownership.

We are eager to get started and look forward to answering your questions about this project.

Thank you for your consideration,



Amy Phillips  
Owner, Ponderay Motel LLC  
(510) 918-1897

Attachments:

- 01 – Cover Letter
- 02 – Site Plan Application form
- 03 – Vicinity Map
- 04 – Proof of Ownership: Warranty Deed for Ponderay Motel LLC
- 05 – Proof of Ownership: Resolution showing applicant (Amy Phillips) as owner of Ponderay Motel LLC
- 06 – Set of requested drawings
- 07 – Set of renderings