

**MINUTES OF THE
HAILEY PLANNING & ZONING COMMISSION
Monday, April 13th, 2015
Hailey City Hall
5:30 p.m.**

Present: Dan Smith, Regina Korby, Richard Pogue, Janet Fugate

Absent: Owen Scanlon

Staff: Lisa Horowitz, Kristine Hilt

Call to Order

5:30:17 PM Chair Fugate called the meeting to order.

Public Comment for items not on the agenda

5:30:39 PM Chair Fugate called for public comment. None was given.

Consent Agenda

CA 1 *Motion to approve minutes of March 9th, 2015*

CA 2 *Motion to approve minutes of March 23rd, 2015*

CA 3 *Motion to approve Findings of Fact and Conclusions of Law for a Design Review application by Christopher Roebuck for Design Review of an accessory dwelling unit addition to an existing accessory structure, to be located at Hailey Townsite, Lots ½ of 8, 9, and 10 of Block 52 (15 East Galena Street), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.*

CA 4 *Motion to approve Findings of Fact and Conclusions of Law for a Design Review modification of a single family residence designed by Charles Maguire on behalf of Rob Lonning and Elizabeth Jeffrey located at Hailey Townsite, Block 47, Lot 11A (201 3rd Avenue North), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.*

CA 5 *Motion to approve Findings of Fact and Conclusions of Law for a Design Review Exemption application submitted by the Powerhouse restaurant, represented by Bill Olson, for Design Review exemption of an existing commercial structure, located at Hailey Townsite, Lots 17-20 of Block 64 (502 Main Street North), within the Business (B) and Townsite Overlay (TO) Zoning Districts.*

5:30:57 PM Regina Korby motioned to approved the consent agenda. Dan Smith seconded and the motion passed unanimously.

New Business and Public Hearings

NB 1 *Consideration of a Design Review application by Taveesak Chanthasuthisombut, represented by Ken Collins, for Design Review of a 400 sq. ft. commercial addition to an existing historic structure and a new 200 sq. ft. accessory structure to be used for office and storage, located at Hailey Townsite, Lot 14, Block 52 (310 Main Street North), within the Business (B) and Townsite Overlay (TO) Zoning Districts.*

[5:31:49 PM](#) Lisa Horowitz introduced the project and summarized the proposed addition and changes to the existing site and building. Horowitz included information about site circulation, parking, snow storage, existing landscaping, and proposed character and architecture of the building.

[5:34:20 PM](#) Ken Collins, applicant representative and contractor, summarized the proposed changes including materials, colors, and style. Taveesak Chanthasuthisombut, owner, added that the style would be a Thai style in order to accentuate the restaurant but that the original style of the building would be matched. Ken Collins added that the Thai style flare would be accomplished by added just a fascia board to the front of traditional fascia boards.

[5:37:48 PM](#) Dan Smith inquired about the fascia, attachment method, overhang, and proposed style compared to existing style. Ken Collins explained the proposed changes to the Commissioners. Commissioners inquired about seating and the owner clarified that only a small number of tables would be added based on room available along Main Street.

[5:42:24 PM](#) Chair Fugate opened the meeting for public comment. Chip Maguire added that he supported the changes and the project. Tony Evans, Idaho Mt. Express, added that he welcomed the project and that the project would be a nice addition to Main Street. Lacey Hernandez, local business owner, commented that she supported the project and the addition's scale compared to the surrounding area.

[5:45:13 PM](#) Chair Fugate closed public comment. The Commission discussed the proposed changes and added that they supported the addition and new style.

[5:46:35 PM](#) **Dan Smith motioned to approve the Design Review application submitted by Dang's Thai Restaurant, represented by Ken Collins Construction, Inc. for Design Review of an addition to an existing commercial building, located at Hailey Townsite, Block 52, Lot 14 (310 North Main Street within the Business (B) and Townsite Overlay (TO) Zoning Districts, finding that the project does not jeopardize the health, safety or welfare of the public and the project conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Zoning Ordinance, Title 18, and City Standards, provided conditions (a) through (j) are met. Richard Pogue seconded and the motion passed unanimously.**

NB 2 Consideration of a Design Review application by Sandy & Mike Shepard, represented by Charles Maguire, for Design Review of a new 616 sq. ft. detached garage with an accessory 616 sq. ft. dwelling unit addition, to be located at Hailey Townsite, Lots 1, 2, & N 10' of 3, Block 70 (621 2nd Avenue North), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.

[5:48:37 PM](#) Chip Maguire, applicant representative, stood and introduced the project to the Commissioners and included information about the existing home, the proposed detached garage, and the proposed Accessory Dwelling Unit. Chip covered details about location and orientation of proposed garage/ADU, window location, setbacks, parking, and ADU access. Kristine Hilt, staff, summarized the staff report for the Commissioners and notified them that the proposed project conformed to the Zoning Ordinance and the Design Review Guidelines for residential.

[5:56:52 PM](#) Richard Pogue inquired about the choice of colors for the garage as it was similar but matching. Chip Maguire notified the Commissioners that colors were chosen for design.

[5:58:03 PM](#) Lacey Hernandez, neighbors of the project, commented that she had concerns about closeness of proximity, size and mass, balcony location, circulation, parking, alley maintenance, and privacy. She added that the size of the proposed structure was excessive for the neighborhood.

[6:02:04 PM](#) Lisa Horowitz notified the Commissioners that the distance from the ADU to the property line was greater than mentioned in a concern from Lacey Hernandez. Chip Maguire stood and addressed some of Lacey Hernandez' concerns. He included information about parking, the

smaller footprint of the proposed garage compared to standard garage footprints, and south facing windows in regards to privacy for the homeowners and the neighbors.

[6:05:43 PM](#) Lisa Horowitz added information about the required size of ADUs in the Townsite Overlay and added that the ADU complied.

[6:07:07 PM](#) Mike Shepard, owner, added that the proposed size of the garage/ADU matched the surrounding two-story buildings in the neighborhood and added that development for neighboring lots was for higher density housing. He included examples of other buildings that matched in height and size. He added that compact development was a great way to develop downtown Hailey. Ryan Casey, neighbor, added his concerns about viewing corridors and traffic through the alley.

[6:09:53 PM](#) Chair Fugate closed public comment.

[6:10:08 PM](#) Richard Pogue inquired about maintenance of the snow removal. Kristine Hilt notified the Commissioners about the homeowner's responsibility to maintain access during winter months when snow accumulates. Dan Smith inquired about the sewer department's comments. Chip Maguire notified the Commission about plans to examine existing utilities and replace or relocate them if necessary. Discussion continued to include adjacency and location of surrounding neighbors and window placements for the ADU.

[6:18:23 PM](#) Richard Pogue motioned to approve the application submitted by Sandy & Mike Shepard, represented by Charles Maguire, for Design Review of a new 616 sq. ft. detached garage with an accessory 616 sq. ft. dwelling unit addition, to be located at Hailey Townsite, Lots 1, 2, & N 10' of 3, Block 70 (621 2nd Avenue North), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts, finding that the project does not jeopardize the health, safety or welfare of the public and the project conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Zoning Ordinance, and City Standards, provided conditions (a) through (l) are met. Regina Korby seconded and the motion passed unanimously.

NB 3 Consideration of a Design Review application by Ivana Radlova, represented by Charles Maguire, for Design Review of a 654 sq. ft. addition to an existing single family home and a remodel to an existing two-story detached 2 car garage with a pre-existing accessory dwelling unit, located at Hailey Townsite, Lots 13-15, Block 12 (304 Elm Street East), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.

[6:20:37 PM](#) Lisa Horowitz introduced the existing structure and the proposed upgrades, additions, and changes of the project.

[6:23:24 PM](#) Chip Maguire, owner representative and architect, stood and introduced the proposed changes. He included information about the existing garage, ADU, and home. Chip continued to include information about the site plan, floor plan, proposed elevations, proposed style and architecture, and conformance with Design Review guidelines. Chip Maguire then summarize the proposed changes to the existing garage/ADU. He included information about the existing non-conformance of the location of the garage and plan of relocating the garage to entirely on the private property. He also added details of the floor plan, elevations, materials, color, and access to the garage.

[6:36:37 PM](#) Commissioners inquired about roof pitch on the garage. Maguire noted that pitch would match existing house. Chair Fugate opened public comment. Larry Young, neighbor, commented that his garage was also accessed from the street and that he supported the project. Chair Fugate closed public comment.

[6:38:27 PM](#) Regina Korby commented that she supported the project but had concerns about the roof pitch. Staff commented that the main roof needed to honor the design guidelines but that flat roof

elements were allowed. Chair Fugate inquired about the encroaching existing fence. Lisa Horowitz commented that an encroachment permit would be required. Ivana Radlova, owner, commented that she would comply with City requirements for the non-conforming existing fence. Neil Bradshaw, partner of owner, commented that they had plans to improve and repair the fences in order to comply with guidelines and standards of the City. Chair Fugate noted that a condition of approval should be added to address the fence. Neil Bradshaw commented that there may be trees in the way of relocation the fence and that a set location should not be a condition. He added that improving and relocating the fence would be in conformance with the encroachment permit regulations.

[6:46:37 PM](#) Chip Maguire inquired about the why the fence was questioned during the design review process. Discussion continued between staff, Commissioners, owners, and the owner representative about the non-conforming fence, reclaiming City property, Design Review guidelines, encroachment permits, and existing location of all structures on the property.

[6:53:24 PM](#) **Janet Fugate motioned to approve the design review application submitted by Charles Maguire on behalf of Ivana Radlova for an expansion to single-family residential dwelling and reconstruction of a garage/accessory dwelling unit to be located on Lots 13-15, Block 12, of the Hailey Townsite, otherwise known as 304 Elm Street, finding that the project does not jeopardize the health, safety or welfare of the public and the project conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Zoning Ordinance, and City Standards, provided conditions (a) through (i) are met. Richard Pogue seconded and the motion carried unanimously.**

[6:54:52 PM](#) Chair Fugate called a 5 minute recess.

[7:03:45 PM](#) Chair Fugate called the meeting back to order.

NB 4 Consideration of a city initiated text amendment to Zoning Ordinance 532 to amend Article 6, Design Review Section 6.A.1, Design Review Applicability and 6.A.2, Authority of the Administrator. The amendment clarifies what types of projects are approved by the Commission, by Community Development staff, or are exempt from Design Review.

[7:04:39 PM](#) Regina Korby recommended that the Commission tabled the workshop to the next meeting due to the absence of Owen Scanlon. Lisa Horowitz inquired about a special meeting. Commission discussed opportunities for meeting.

[7:08:45 PM](#) Lisa Horowitz introduced the current hurdles with the administrator authorities for design review. She introduced a chart to the Commissioners to help clarify projects and routes for each. Lisa then added information about processes for Design Review for other jurisdictions. Lisa added information about the options for having a Hearing Examiner to review smaller projects. Chair Fugate added that having five Commissioners was more effective for addressing various concerns with projects and that only having one individual would possibly limit review. Chair Fugate also noted that she supported having the Commission review all projects. Lisa Horowitz noted that the smaller projects did not necessarily need to go to a Planning & Zoning Commission. Discussion between staff and the Commission included minor vs major projects, adopting a matrix, clearly defining stipulations for design review applications, board vs. one examiner vs. staff, and parameters for moving forward anticipating growth in the City. Commissioners commented that in a small town, having review of projects was important.

[7:25:04 PM](#) Lisa Horowitz summarized the Commissioner's concerns and included the following: summarize the Design Review Guidelines, clearly clarify the requirements for bringing projects to the Commission, hearing examiner may not be the best vehicle for reviewing all aspects of a project.

[7:33:48 PM](#) Discussion between staff and the Commissioners continued about specific areas for

simplifying administrator authorities, guidelines, and the usefulness of a matrix. The topic was continued to the next P&Z Meeting, May 11th, 2015.

Old Business

Commission Reports and Discussion

Staff Reports and Discussion

SR 1 *Discussion of current building activity, upcoming projects, and zoning code changes.
(no documents)*

SR 2 *Discussion of the next Planning and Zoning meeting: Monday, May 11th, 2015
(no documents)*

[7:38:22 PM](#) Lisa Horowitz summarized the upcoming agenda and projects.

Adjourn

[7:41:46 PM](#) Regina Korby motioned to adjourn. Richard Pogue seconded and the motion carried.