

**MINUTES OF THE
HAILEY PLANNING & ZONING COMMISSION
Monday, June 9th, 2014
Hailey City Hall
5:30 p.m.**

Present: Jay Cone, Janet Fugate, Owen Scanlon, Dan Smith, Regina Korby

Absent: None

Staff: Micah Austin, Kristine Hilt

Call to Order

5:30:08 PM Chair Cone called the meeting to order.

Public Comment for items not on the agenda

None.

Consent Agenda

- CA 1 *Motion to approve minutes of May 12th and May 27th, 2014*
- CA 2 *Motion to approve Findings of Fact and Conclusions of Law for a Design Review application by Capstone Development LLC, represented by Greg Bloomfield, for Design Review of a new single family residence to be located within the Hailey Townsite, Lot 1A of Block 4 (206 West Croy), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.*
- CA 3 *Motion to approve Findings of Fact and Conclusions of Law for a Design Review application by Capstone Development LLC, represented by Greg Bloomfield, for Design Review of a new single family residence to be located within the Hailey Townsite, Lot 3A of Block 4 (210 West Croy), 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 exemption by Chateau Discount Outlet, represented by Ken Sangha, for exterior painting of a structure located within the Limited Business Zone, Friedman Park Subdivision, Block 2, Lot 11A (960 South Main Street).*

5:31:07 PM Janet Fugate asked to pull CA 4. Janet Fugate motioned to approve the consent agenda items 1-3. Dan Smith seconded and the motion carried. Micah Austin notified the Commissioners that the previously proposed color that was not approved by the Commission. He also notified the Commissioners that the applicant was present and was proposing a new color. Ken Sangha introduced an image to the Commissioners that included his proposed sample held up to the current color of the City of Hailey Welcome Center. Owen Scanlon asked to see the color that the applicant had in hand. Discussion of the Commission included the current proposed color and the preferred color of the building which was to be painted. Regina Korby noted that such a bright color at the entrance of town may not be desirable. Discussion continued to include context, location, surrounding paint colors and more desired color shades. **5:40:21 PM Dan Smith inquired of the current condition of the paint on the building and if the new color choice would be used as a marketing tool as well. Ken Sangha notified the Commission that the building was in need of new paint and discussed trim, landscape and proposed signage on the property. 5:43:07 PM Owen Scanlon motioned to approve the Findings of Fact for Chateau Drug. Regina Korby seconded and the motioned passed 3 to 2 votes.**

New Business and Public Hearings

- NB 1 *Consideration of a Design Review application by John Johnston, represented by Carter Ramsay, for*

Design Review of an addition to an existing single family residence, located at Hailey Townsite, Block 72, Lots 16, 17, FR Lot 18 TL 7421 (648 N. 3rd Avenue), within the Limited Residential-1 (LR-1) and Townsite Overlay (TO) Zoning Districts. (Applicant has withdrawn application, no documents)

[5:44:06 PM](#) Micah Austin notified the Commissioners that the applicant had withdrawn the application and that no documents were present.

NB 2 Consideration of a Zone Change application by Judy Castle, represented by Gary Slette, for an amendment to the City of Hailey Zoning District Map. Proposed changes would rezone the Woodside Subdivision #9, Lots 11-15, Block 41 (3831, 3841, 3851, 3861, and 3871 Glenbrook Drive) from Business (B) to General Residential (GR) thereby allowing single family dwellings on each lot.

[5:44:48 PM](#) Gary Slette, applicant representative, stood to introduce the application to the Commissioners.

[5:47:11 PM](#) Micah Austin notified the Commissioners that the proposed zoning was in compliance with the current Comprehensive Plan for the City of Hailey. He also noted that parcels were originally platted for residential lots and have sat vacant since original platting. An application for residential construction prompted the investigation of the lots and Micah Austin then discovered that the current zoning on the lots was Business. Micah then read the previously submitted public comments. [5:53:53 PM](#) Micah Austin then added that he suggested a eight (8) foot buffer zone with landscaping to be included in the approval as a condition for development and in place prior of the issuance of building permits. This buffer zone was suggested to be located between the commercial lot and Lot 15. [5:56:14 PM](#) Micah Austin then summarized the staff report for the Commissioners. Discussion between the Commissioners and Micah Austin included surrounding zoning and boundaries. [6:04:14 PM](#) Chair Cone opened the meeting for public comment. Lisa McGraw stood in opposition to the zone change and noted numbers from the current listings for single family dwellings and vacant lots. Dennis McGraw stood in opposition of the proposed zone change. He added information about a drainage problem in the immediate neighborhood and how this negatively affects his property and those around him. [6:07:41 PM](#) Darren McGraw, neighboring resident, stood in opposition and mentioned a problem on the property existed with noxious weeds. [6:09:20 PM](#) Gary Slette stood and noted that the problems mentioned by the surrounding property owners actually supported a zone change and residential development. He added that the current Comprehensive Plan supported the zone change. [6:12:07 PM](#) Chair Cone closed the public comment. The Commission discussed appropriateness of residential zoning versus business zoning, surrounding lots and uses, value of both scenarios and zones, neighboring property owners and current inventory of business zoning and lots within Hailey. Owen Scanlon and Regina Korby added that they would prefer to keep the five (5) lots as Business Zone. [6:17:40 PM](#) Dan Smith inquired about the initial Business Zone change on the lots and Micah Austin added that he thought it may have been near the year 2000 but was not completely certain. [6:18:16 PM](#) **Owen Scanlon motioned to recommend denial of the application to the City Council to amend the zone district map for the City of Hailey to change the zoning of Lots 11-15, Block 41, Woodside Subdivision No. 9 from Business (B) to General Residential (GR), finding that the project is not compatible with existing conditions in the neighborhood. Regina Korby seconded and the motion passed unanimously.** Micah Austin then added that the hearing would be presented to the City Council next and that the public were encouraged to attend.

NB 3 Consideration of a Design Review application by Friedman Memorial Airport, represented by Ruscitto/Latham/Blanton, for Design Review of proposed terminal expansion and renovation, located on tax lot 8151, FR SEC 10, 15, 22 (1610 Airport Circle), within the Airport District A Zone.

[6:24:58 PM](#) Chair Cone asked the applicant to introduce the common themes of the terminal building and the airport operations building first then go into detail for each building after that. Nick Latham, Ruscitto/Latham/Blanton, stood and introduced his team to the Commissioners. Dave Mitchell stood and

introduced the project to the Commissioners and included details about the need for improved airport standards that prompted the renovations and improvements to the Friedman Memorial Airport. He also included details about FAA standards and regulations, the plan for compliance with FAA standards, a technical analysis that was conducted, a revised and accepted plan and the proposal for moving forward. [6:33:14 PM](#) Dave Mitchell continued to introduce the project and included the proposed timeline, other Friedman Memorial projects currently open, and upcoming projects in calendar year 2015. [6:35:08 PM](#) Owen Scanlon about why the administration building needed to be relocated. David Mitchell answered that the move of the bypass taxiway affected the administration building and therefore it needed to be relocated. Dave Mitchell added that the projects were all necessary in order to meet the requirements of the FAA safety standards. He continued to introduce the project to the Commissioners and included details of the survey plan, terminal parking plan, airport operations building parking, utility plan and relocation of existing utilities, drainage plan and changes, and the staging and contractor parking plan. [6:45:43 PM](#) Micah Austin noted that the applicant had proposed more parking spaces than what was required. Chair Cone inquired about the future need of parking and the existing parking on site. Dave Mitchell noted that the parking was calculated based on the current and predicted knowledge of flights and the need for parking based on those flight numbers and times. The Commission continued to discuss the current and proposed parking spaces and code requirements for parking in the Airport Zone. Micah Austin summarized the parking requirement criteria and summarized how the applicant proposed to meet certain criteria for compliance. [6:54:42 PM](#) Kurt Eggers, landscape architect, stood to introduce the landscaping plan for the project to the Commissioners. He included details about orientation, existing landscaping on site, and proposed landscaping with details of species, size and location. Main proposed locations include areas on the upper parking lot, stairways to lower parking, and the entrance and exit roadways to and from the airport main parking and terminal area. Kurt then added details about the landscaping for the airport operations building and the screening around the parking lot for that building. [7:01:31 PM](#) Owen Scanlon inquired about the irrigation. Kurt answered that an underground irrigation system would be implemented for all landscaping. Dan Smith inquired about deciduous trees and the appropriateness of those in conjunction with FAA standards. Kurt Eggers answered that a smaller species would be used for safety and only on the opposite far side of the operations building away from the air traffic. [7:03:47 PM](#) Michael Bulls, Ruscitto/Latham/Blanton, stood to introduce the lighting plan for the project. He added details about existing and proposed locations of the lights, illuminations, specific fixture specifications, heights of lights, daily output levels, and automated lighting controls. Michael included details about the terminal lighting plan as well. Owen Scanlon inquired about the lighting over the stairs in the parking lot. Michael notified the Commissioners that existing lighting was sufficient in that area. Michael continued to include details about other site specific lights. [7:13:50 PM](#) Michael Bulls continued to brief the Commission on lighting and FAA requirements and guidelines. [7:19:37 PM](#) Matt Dubbe, Mead & Hunt, stood and introduced the terminal expansion to the Commissioners and included details about the proposed addition, footprint of existing building, design influence and criteria, road reconfiguration, roof pitch and skyline orientation, and color renderings. Matt continued to detail the materials and the location of each based on the colored renderings. [7:29:02 PM](#) Chair Cone inquired further about the location of the proposed materials. Matt Dubbe went over the locations of each again for more clarification. Chair Cone inquired about the glass choice. Matt noted the window specifications and the performance of the glass itself. Chair Cone also inquired about energy efficiency and the FAA standards for terminal energy efficiency requirements. Matt Dubbe noted that the energy efficiency requirements had evolved to be more restrictive and more in conjunction with grant incentives and opportunities. [7:36:03 PM](#) Discussion continued to include glazing, existing and replaceable glazing, tinting of glass, and color choices for the entire building envelope. [7:37:08 PM](#) Micah Austin summarized his staff report and summarized the various departments' comments in relationship to the project. He added comments about construction site safety, parking requirements, signage, bike parking area, and the lack of bulk requirements in the current zoning. Discussion continued to include public art requirements and vehicular circulation. [7:47:29 PM](#) Chair Cone opened the meeting for public comment. None was given and he closed the public comment period. [7:49:31 PM](#) **Regina Korby motioned to approve the design review application submitted by the Friedman Memorial Airport Authority for approval of a terminal expansion and renovation, 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 (h) are met. Janet Fugate seconded and the motion passed unanimously.

NB 4 Consideration of a Design Review application by Friedman Memorial Airport, represented by Ruscitto/Latham/Blanton, for Design Review of a new airport operations, located on tax lot 8151, FR SEC 10, 15, 22 (1616 Airport Circle), within the Airport District A Zone.

[7:50:40 PM](#) Micahel Bulls, Ruscitto/Latham/Blanton, stood to introduce the airport operations building to the Commissioners and included details about the design goals, solar orientation, access to the runway, snow removal equipment storage, and public access to the parking area from the operations building. Michael Bulls showcased the proposed building with color renderings and included details about aesthetic appeal, building height and dimensions, sunshade devices, exterior materials and locations of each. He added information about the energy efficiency of the building, landscaping specifics, and interior specifics and layout. [8:01:44 PM](#) Owen Scanlon inquired about the water retention and run off. Michael added that a perimeter drain would be in place along with dry wells on site. He then added details about the necessary fill in order to secure the building foundation and service road. [8:07:04 PM](#) Micah Austin summarized the staff report and included details about compliance in regards to parking requirements, bike racks, solar gain, landscaping, snow storage, energy efficiency, glazing, and screening. [8:13:32 PM](#) Owen Scanlon inquired about the choice of the species of pine. Kurt Eggers notified him that the Pine was most appropriate. [8:14:29 PM](#) Chair Cone opened the meeting for public comment. None was given and he then closed the public comment period. [8:14:36 PM](#) **Janet Fugate motioned to approve the design review application submitted by the Friedman Memorial Airport Authority for approval of a new Airport Operations Building, 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 (h) are met. Owen Scanlon seconded and the motion carried unanimously.**

NB 5 Consideration of a City of Hailey initiated text amendment to Ordinance 532, the Zoning Ordinance, by amending section 8.1.1 and 8.1.2 to clarify the General Provisions and Specific Standards for regulating fences, by amending 8.2.2 to revise the definition of Animated Sign and add a definition for Electronic Message Display, by amending 8.2.6 to prohibit Electronic Message Display Signs, by amending 8.2.7 to revise Design Guidelines and Standards for all signs, and by amending 8.2.8 with the addition of a Sign Matrix.

[8:22:32 PM](#) Micah Austin introduced the proposed ordinance to the Commissioners and included the history and purpose for the changes. He added specifics about each of the changes for the Commissioners. Discussion included visibility of fence heights at intersections for safety standards and the need for a proportional standard for all public and private streets. [8:33:36 PM](#) Micah Austin further summarized proposed changes and included details about the City sign code. Details included information about electronic message display signs, animated signs and prohibited signs. Discussion included definitions of window signs, wall signs, and signs generally. Details of sign area calculation specifics were added to the ordinance for clarification. [8:46:12 PM](#) Micah Austin and Ned Williamson then summarized the changes and added that a sign matrix was added for clarification of each sign allowed with the City of Hailey. [8:47:57 PM](#) Chair Cone opened the meeting for public comment. Tony Evans, Idaho Mountain Express, stood and inquired about prohibition of barrier fences. Micah Austin clarified. [8:49:33 PM](#) Chair Cone closed the public comment period. [8:49:48 PM](#) **Owen Scanlon Motion to continue the public hearing upon the proposed amendment to Section 8.2 July 14th. Janet Fugate seconded and the motion carried unanimously.**

Old Business

Commission Reports and Discussion

Staff Reports and Discussion

SR 1 *Discussion of current building activity and upcoming projects*

[8:51:43 PM](#) Building activity was summarized for the Commissioners and it was noted that building activity has decreased.

SR 2 *Discussion of the next Planning and Zoning meeting: Monday, July 14, 2014
(no documents)*

[8:52:15 PM](#) Micah Austin added information about the Development Impact Committee and he noted that most of the committee has resigned. Micah Austin added that the Planning & Zoning Commissioners are encouraged to accept the responsibility. Discussion continued to include the requirements for the Committee and Idaho Statute. Chair Cone inquired in the Developmental Impact Advisory Committee annual meeting could be held on the next Planning & Zoning Meeting on July 14th, 2014. [8:55:21 PM](#) Micah added that there was a training that was available for the Commissioners and City staff on the upcoming Monday, June 16th.

Adjourn

[8:56:49 PM](#) Regina Korby motioned to adjourn. Owen Scanlon seconded and the motion carried unanimously.