

MEETING MINUTES

HAILEY PLANNING & ZONING COMMISSION

Monday, June 18, 2018

Hailey City Hall

5:30 p.m.

5:31:38 PM Chair Fugate Called to Order

5:31:57 PM Chair Fugate opened to Public Comment for items not on the agenda.

5:32:09 PM Chair Fugate closed public comment.

Consent Agenda

CA 1 Adoption of the Findings of Fact, Conclusions of Law and Decision for a Preliminary Plat Application for Galena Condominiums (Myrtle Mixed Use), represented by Galena Engineering, on behalf of Peter Heekin, for a mixed-use building, located at 516 North Main St., (Lots 11, 12 and N. 25' of Lot 13, Block 64, Hailey Townsite), to be resubdivided into two (2) commercial units and five (5) residential units. This project is located in the Business (B) Zoning District. **ACTION ITEM**

5:37:05 PM Pogue motioned to approve. Chair Fugate seconded. All in favor

CA 2 Adoption of the Findings of Fact, Conclusions of Law and Decision for a Planned Unit Development (PUD) Application for Blaine Manor Senior Community by Arch Community Housing Trust, represented by Galena Engineering, on behalf of Blaine County, located at 706 S Main (Lot 3, Block 1, Hailey Townsite), for thirty (30) senior housing units on one (1) newly created lot. The project will consist of:

- Parking-under a two-story building
- Fourteen (14) two (2) bedroom units
- Sixteen (16) one (1) bedroom units
- Common area on the first floor, total of 4,442 square foot
- Open Space for resident use

A PUD is requested to allow the applicant to cluster a portion of the total allowable residential site density of 54 units on to a newly created parcel, Lot 1. 30 units will be clustered on Lot 1. Lot 2 is not proposed for development at this time. **ACTION ITEM**

5:37:30 PM Pogue motioned to approve. Chair Fugate seconded. All in favor

CA 3 Adoption of the Findings of Fact, Conclusions of Law and Decision for Blaine Manor Senior Community, represented by Arch Community Housing Trust, on behalf of Blaine County, located at 706 S Main (Lot 3,

For further information regarding this agenda, or for special accommodations to participate in the public meeting, please contact planning@haileycityhall.org or (208) 788-9815.

Block 1, Hailey Townsite), for thirty (30) senior apartment units. Design Review Application for Blaine Manor Senior Community, represented by Arch Community Housing Trust, on behalf of Blaine County, located at 706 S Main (Lot 3, Block 1, Hailey Townsite), for thirty (30) senior apartment units. **ACTION ITEM**

5:37:56 PM Pogue motioned to approve. Chair Fugate seconded. All in favor with condition duplicate conditions corrected.

CA 4 Adoption of the Findings of Fact, Conclusions of Law and Decision for a Preliminary Plat Application, titled Blaine Manor Subdivision, for the Blaine Manor Senior Community, represented by Arch Community Housing Trust, on behalf of Blaine County, located at 706 S Main (Lot 3, Block 1, Hailey Townsite), is resubdivided into two (2) lots. The total size of property is 119,354.4 square feet (2.74 Acres) Lot 1 (ARCH parcel) is proposed to be 26,424 square feet. Lot 2 is 85,461 square feet. This project is located in the Business (B) Zoning District. **ACTION ITEM**

CA 5 Adoption of the Findings of Fact, Conclusions of Law and Decision for a City-initiated Street Vacation to vacate certain sections of City Right-of-Way along W. Maple Street east of the alley, thereby reducing the City of Right-of-Way from 100' to 20'. The section proposed for vacation is as follows, "Wherein two 40-foot wide strips of Maple Street, one of which is adjacent to Lot 10, Block 4, Hailey Townsite, and one of which is adjacent to Wertheimer Park, Lot 3, Block 1, is being proposed for vacation within Sections 9 and 16, T.2 N., R.18 E., B.M., City of Hailey, Blaine County, Idaho." **ACTION ITEM**

CA 6 Adoption of the Findings of Fact, Conclusions of Law and Decision for a Design Review Application, represented by Errin Bliss of Bliss Architecture, for a previously approved 41,836 square foot, three story hotel, the Marriott Hotels Fairfield Inn and Suites. The amended Design review will move the hotel 19 feet closer to Main Street and increase the square footage by 567 square feet. Pre-Application Design Review of Phase 2: River Street Townhomes. Phase One will include the construction of the hotel, pool and hot tub, and restaurant (42,403 sq. ft.). Phase Two will include the construction of eleven (11) townhomes located along River Street, ranging in size from 1,460 square feet to 2,140 square feet. This project is to be located at 711 North Main Street (Lot 1A, Block 1, Sutton Subdivision) in the Business (B) Zoning District. **ACTION ITEM**

5:38:20 PM Pogue motioned to approve CA4-CA6. Chair Fugate seconded. All in favor

CA 7 Adoption of the Meeting Minutes of April 16, 2018. **ACTION ITEM**

5:38:37 PM Pogue motioned to approve, with minutes amended accordingly. Smith seconded. All in favor

CA 8 Adoption of the Meeting Minutes of April 30, 2018. **ACTION ITEM**

5:39:03 PM Engelhardt motion to approve. Pogue seconded all in favor.

CA 9 Adoption of the Meeting Minutes of May 07, 2018. **ACTION ITEM**

5:39:31 PM Engelhardt motion to approve. Pogue seconded all in favor.

CA 10 Adoption of the Meeting Minutes of June 07, 2018. **ACTION ITEM**

5:39:35 PM Pogue motioned to approve. Chair Fugate seconded. All in Favor.

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Public Hearings

[5:40:06 PM](#) Chair Fugate excused herself from PH1.

PH 1 [5:40:38 PM](#) Consideration of Design Review Application by Jacob and Jeanne Greenberg, represented by Errin Bliss of Bliss Architecture, for a 1,599 square foot addition to a 1,251 square foot house, which includes a two-car garage with a 648 square foot second floor studio addition, to be located above the garage. No Accessory Dwelling Unit is proposed at this time. The project is located at 415 South 1st Avenue (Lots All 8 and N. 15' of 9, Block 16, Hailey Townsite), in the Transitional (T) and Townsite Overlay (TO) Zoning Districts.

[5:41:20 PM](#) Horowitz turned table to Erin Bliss. Erin Bliss introduced himself as the architect for the project. Bliss described the location of the project, site plans, walkway, fencing and relocation of existing shed. [5:44:38 PM](#) Bliss discussed walkway, fence, and landscape plan, including four new shade trees, new shrubs, grasses and dry land turf. Horowitz asked if they will be applying for encroachment permit regarding plans in the right of way. [5:46:06 PM](#) Bliss explained the existing floor plan, what is being changed on the first floor. Bliss described second floor plan. Bliss provided photos of existing structure explaining what materials are being replaced and kept. [5:48:28 PM](#) Bliss explained the Greenberg's are wanting more of a Cottage Style/ Arts and Craft Style. Bliss explained the coloring and materials for the exterior. [5:50:33 PM](#) Bliss described the changes using the elevation pictures, showing what is existing and what is new. [5:51:08 PM](#) Smith asked how far past the wall line the eaves on the side extend. Bliss stated 2 feet. [5:51:19 PM](#) Horowitz stated since looking at sideyard setback question for the next project, if the sideyards on this property were calculated at 1ft for every 2 ½ ft of building height, they would be at 9 ½ feet, that a south sideyard setback of 6 ft and have a north side yard setback of 6 ft 4 in. [5:51:38 PM](#) Horowitz asked if the setback were discussed as relative to the wall plane with the roof falling back as a setback line moved back. Bliss stated discussed them as an existing structure to still maintain the existing plane without setting back. Horowitz stated what they are going to find, is a lot of restrained lots in Old Hailey. Horowitz stated she had believed that was why the code was intended to have a wall fade back at the 1ft, 2 ½ ft plane. Horowitz stated that this is a usual situation, which the code allows for, which is if you have an existing non-conforming house, you're allowed to extend that wall plane if you don't increase the degree of non-conforming even though it clearly there is a greater impact to the neighbors. [5:53:06 PM](#) Smith stated under the non-conforming building section, part C says no roof overhangs, fire escapes, chimneys, bay windows or other features which are subject to section 17.07.10, supplementary yard setback requirements. Shall have a setback less than 5 ft from property lines abutting other private property. Smith stated at which point if they are at a 6 ft currently and the overhang is 2ft, he is down to 4 feet. Bliss explained he interrupted that the overhang was not part of the building setback. Bliss explained his interpretation was that the overhang and the setback were two different items. Horowitz stated she agrees with Smith, asking Bliss if possible to shorten the overhangs. Bliss explained the intent was to line up with the existing overhangs. Smith provided copy of code for Bliss to read. Horowitz stated can make a condition of approval that the project shall comply with this section. Bliss stated can shorten eaves. Engelhardt agrees with Smith, Pogue does not feel like it will impact applicant. Horowitz asked if site had been surveyed, Bliss stated yes.

[5:58:40 PM](#) Pogue opened to public comment.

[5:58:43 PM](#) Bob Crosby, owns home adjacent to the north, asked if there had been any work regarding a way to keep the privacy of their windows that are in sight of the balcony.

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[6:00:10 PM](#) Wendy Crosby, pointed out their home is situated at the back of the lot.

[6:00:30 PM](#) Bliss confirmed location of concern. Horowitz stated that this point has been raised in previous projects. [6:01:19 PM](#) Wendy Crosby added that the design is great, but that the privacy and sun blocking wandered if there was additional landscaping that could assist alleviate the problem.

[6:01:42 PM](#) Pogue closed public comment.

[6:01:56 PM](#) Bliss explained that balcony in question is a studio space, will not be used on regular basis and will be screened with slats. Wendy stated her concern is more of people standing on that balcony. Horowitz asked if possible to flip the bathroom and the deck locations. Bliss explained reasons for current location of the balcony. Horowitz asked how far back the deck was from the property line. Bliss suggested adding a thin tree like a Swedish Aspen. Bob Crosby stated does not have to be in front of the deck, concern is the angled down view. Bliss suggested adding another Autumn Blaze Maple. Wendy Crosby stated what would be helpful is if their building had been sited, so they could see where it lines up, and where the trees will be located. [6:07:44 PM](#) Pogue suggested moving 2 of the trees to the back, Smith stated to put suitable landscaping in to maintain privacy of neighbors. Pogue confirmed this will be added as a condition. Wendy Crosby stated would prefer something that would reach bottom of balcony.

[6:09:34 PM](#) Pogue closed public hearing.

[6:09:44 PM](#) Engelhardt stated believes plan presented will be a nice addition to the area. Suggested a possible solid wall around balcony. Smith stated as long as has conditions for rafter tails and neighbors privacy are met, otherwise believes will be a nice addition. [6:11:33 PM](#) Horowitz read three new conditions, and stated Commission has ability to require or waive a sidewalk. Condition j) right of way encroachment permit shall be applied for relative to the trees and walkway and driveway. k) landscaping shall be added in the northwest corner to provide screening at the bottom of the balcony for the neighbor to the north L) the rafters shall comply with section 17.04 and 070.C. [6:13:00 PM](#) Engelhardt and Smith discussed concern regarding landscaping. Horowitz suggested to add prior to C of O for Condition K.

[6:14:12 PM](#) Smith motioned to approve the Design Review Application by Jacob and Jeanne Greenberg, represented by Errin Bliss of Bliss Architecture, for a new 1,599 square foot addition to a 1,251 square foot house, which includes a two-car garage with a 648 square foot second floor studio addition, to be located above the garage. The project is located at 415 South 1st Avenue (Lots All 8 and N. 15' of 9, Block 16, Hailey Townsite), in the Transitional (TN) 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 Title, and City Standards, provided conditions (a) through (l) are met. Engelhardt seconded. All in favor.

PH 2 [6:15:48 PM](#) Consideration of Design Review Application by David and Kathy McCormack, for a new, two story, 1,589 square foot single family residence, to be located at 317 North 3rd Avenue (Lots 5 and 6, Block 50), in the Limited Residential (LR-1) and Townsite Overlay (TO) Zoning Districts.

[6:16:10 PM](#) Horowitz asked if commission would like to hear from David McCormack. [6:16:33 PM](#) David McCormack introduced himself and explained the project. McCormack stated trying to keep as many trees as possible and allow for potential of garage in the future. Commission questioned removal of trees. McCormack clarified plan for landscaping, stating small apple tree the only one set to be removed. Horowitz stated this will

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be clarified in the Staff Report. [6:22:03 PM](#) Horowitz brought up side yard setbacks and how they are calculated. [6:22:58 PM](#) Horowitz provided to previous projects Findings of Fact and how their side yards were calculated. Horowitz explained to McCormack why this was in question. [6:26:01 PM](#) Chair Fugate asked if any other questions.

[6:26:12 PM](#) Chair Fugate opened to public comment.

[6:26:26 PM](#) Chair Fugate closed public Comment.

[6:26:35 PM](#) Horowitz added that the public works department is recommending we collect a sidewalk in lieu fee due to no sidewalks in that particular neighborhood. McCormack asked if possible to add side walk and how it would affect neighbors. Chair Fugate explained this is why it is being recommended a sidewalk in lieu fee because the neighbors are not required to put in a sidewalk. Engelhardt questioned the footers being further down on one side. Smith stated this is the mechanical room. [6:30:24 PM](#) Chair Fugate suggested condition I to be made to clarify which trees to be removed.

[6:32:01 PM](#) Pogue motioned to approve the Design Review Application by David and Kathy McCormack, for a new, two-story, 1,589 square foot single family residence, to be located at 317 North 3rd Avenue (Lots 5A, Block 50, Hailey Townsite), within the Limited Residential (LR-1) 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 Title, and City Standards, provided conditions (a) through (l) are met. Smith Seconded. All in favor.

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: **Tuesday, July 10, 2018.**

[6:33:32 PM](#) Horowitz summarized projects on upcoming meeting.
(no documents)

[6:34:18 PM](#) Smith motioned to Adjourn, Pogue seconded. All in favor.

Reconvene as Development Impact Fee Advisory Committee

DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE

Monday, June 18, 2018

Hailey City Hall

5:30 p.m. (after P & Z regular meeting)

[6:34:45 PM](#) Chair Fugate called meeting to order.

[6:35:05 PM](#) Horowitz introduced Heather Dawson. [6:35:16 PM](#) Dawson explained this is a statutory meeting of the Development Impact Fee Advisory Committee, explaining that the statute requires the commission to review the Capital Gain Plan and to review the budget that is being prepared to implement Capital Improvements for the new fiscal year. [6:35:46 PM](#) Dawson explained this is fresh material due to fiscal year 2018 Capital Budget being amended earlier this year. Yeager provided a copy of the amendment and a revised back page of the report that includes more details. [6:36:49 PM](#) Dawson stated in the 2018 amendment appropriated all the resources to that amendment, explaining a large amount of money went into the snow storage. Dawson explained there are several 2018 projects that they haven't started spending money on, the spreadsheets reflect the same dollar amount to be carried in 2019 budget. [6:37:58 PM](#) Dawson explained the second column of the spreadsheet contains the new ideas, listing the two big items include the Broadford path project and South Woodside park project. [6:38:29 PM](#) The final column shows the future list, unless it is changed. [6:39:08 PM](#) Dawson asked if there are any questions. [6:39:17 PM](#) Engelhardt asked when the fiscal year runs, Dawson stated 10/01-09/30. [6:39:35 PM](#) Smith questioned the amount for Woodside Park. Dawson explained why the amount was changed. Yeager stated there is still some room available within that pricing. Chair Fugate asked if any other questions. Chair Fugate suggested going through each item individually a-g.

[6:41:24 PM](#) Chair Fugate introduced item A) River St Project: Pogue asked if engineering has begun, Yeager confirmed it has not started yet and provided an update of where the project is at. Chair Fugate asked if there were additional grants being applied for. Yeager confirmed. [6:42:33 PM](#) Smith asked about matching the grants. Yeager provided an update. [6:42:54 PM](#) Smith questioned increased scope as in increased length of improvements. Yeager described the current project. Yeager explained the deficit and how looking to resolve it. [6:43:53 PM](#) Chair Fugate asked if any other questions. [6:44:34 PM](#) Yeager described scope of work developing now is for concept then scope of work for design, and the following steps. [6:44:54 PM](#) Chair Fugate clarified what is allocated will allow it to keep moving forward. Yeager confirmed and explained how.

[6:45:22 PM](#) B) Pathways for people's project: no questions or comments. Chair Fugate stated likes how the remaining funds will be used. Yeager provided update of this project.

[6:47:49 PM](#) C) Broadford Path: Chair Fugate questioned whether to collect early or to wait, Chair Fugate asked of the timing. Smith confirmed amount to be received from the developer, Dawson explained how and when the money will be received. Chair Fugate asked what is the feasibility to have this done in the time frame. Yeager stated it is feasible it could be built next year. Smith stated he believes this would be the way to go. Chair Fugate agreed. Pogue suggested any chance we have to get the money in one payment from the developer versus waiting for the lots to sale, to go that route. Chair Fugate confirmed all in agreement and confirmed it is feasible. Yeager agreed.

[6:52:19 PM](#) D) Greenway Master Plan Projects: Chair Fugate confirmed the amount the City will need to match. Yeager provided update, discussing grants applied for and what the City is responsible for. Engelhardt asked when Yeager will know if the grant applied for is awarded. Yeager stated July 31 and provided timeline of when project will need to start by.

[6:54:30 PM](#) E) Snow Storage Infrastructure Installation: Chair Fugate asked about the status, Yeager provided status update. Engelhardt asked if there is a deadline for selecting a site, Yeager confirmed no immediate deadline.

[6:56:17 PM](#) F) Parks in Lieu Fees: Yeager summarized this item. No additional comments or questions.

[6:56:48 PM](#) G) Other Grants: Chair Fugate asked about ITD Curb Ramp Grant. Yeager summarized project and grants associated with project. Chair Fugate mentioned the Seismic Retrofit and Snow Load. Dawson provided update of grant.

[6:59:01 PM](#) Street Equipment and Projects: Yeager explained carried over items. Smith questioned percentages used. [6:59:59 PM](#) Yeager answered 34%. Smith discussed other percentages. [7:00:34 PM](#) Smith asked about Chip Spreader, Yeager stated that has been acquired and amount purchased for. Smith mentioned monies saved that could be used elsewhere. Yeager discussed attachments could potentially purchase for better production. [7:02:44 PM](#) Chair Fugate asked if any other comments or question.

[7:03:11 PM](#) Dawson stated as a follow up item, she would write the report with the recommendations from the counsel and she will send it out to Commission prior to next Planning and Zoning meeting. Smith question if changes were needed. Chair Fugate asked if no changes would. Horowitz stated would be added to the next Agenda.

[7:05:19 PM](#) Chair Fugate opened to public comment.

[7:05:30 PM](#) Tony Evans stated looks forward to report being available.

[7:06:02 PM](#) Chair Fugate closed public comment.

[7:06:14 PM](#) Horowitz asked Chair Fugate to make a motion for a formal recommendation.

[7:06:45 PM](#) **Smith motioned to direct staff to prepare a report reflecting the recommendations of our committee regarding Impact Fees for the 2019 fiscal year that can be subsequently be reviewed and approved at the next Planning and Zoning meeting. Pogue seconded. All in Favor.**

[7:07:38 PM](#) **Pogue motioned to adjourn, Engelhardt seconded. All in Favor.**

[7:09:01 PM](#) **Pogue Reconvened P&Z Meeting regarding approval of Greenberg residence.**

[7:09:09 PM](#) Bliss questioned what section Smith was looking at regarding to the maximum 5ft overhang. Smith answered section 17.04M.070, Non-Conforming Buildings # C. Bliss confirmed this refers them to an additional section. Horowitz confirmed, refers to section 17.07.010. Discussion ensued. [7:16:42 PM](#) Horowitz stated Greenbergs could appeal this to City Council. [7:18:06 PM](#) Horowitz suggested Bliss to do the calculations about what the setbacks would be required as a new construction, than on the evening when they have the findings of fact it can be re-opened again if needed. Bliss stated will review and follow-up.

[7:18:25 PM](#) **Smith motioned to adjourn. Engelhardt seconded. All in Favor.**