

MEETING MINUTES

HAILEY PLANNING & ZONING COMMISSION

Tuesday, September 4, 2018

Hailey City Hall

5:30 p.m.

PRESENT:

BOARD: CHAIR FUGATE, DAN SMITH, RICHARD POGUE, OWEN SCANLON, JEFF ENGELHARDT

STAFF: LISA HOROWITZ, ROBYN DAVIS

5:28:56 PM Chair Fugate called meeting to order.

5:29:16 PM Public Comment for items not on the agenda. No comment.

Consent Agenda

CA 1 Adoption of the Meeting Minutes of August 20, 2018. **ACTION ITEM**

CA 2 Adoption of the Findings of Fact, Conclusions of Law and Decision for Consideration of Design Review Application by Old Rialto Hotel, LLC, represented by TND Architects, PLLC, for an interior renovation to an existing 7,798 square foot, two-story mixed-use building. This proposal includes the remodel of the first-floor commercial space, and the addition of employee housing on the second floor. Three (3) residential units and one (1) short-term unit are proposed. These units' range in size of 470 square feet to 869 square feet. The short-term unit is approximately 339 square feet. This building was formerly known as The Hailey Hotel. The project is located at 201 S Main St. (Lot 1 and 2, Block 29, Hailey Townsite), in the Business (B) Zoning District. **ACTION ITEM**

5:29:43 PM Pogue motioned to approve CA 1 and CA 2. Engelhardt seconded. All in favor.

Public Hearings

PH 1 **5:30:04 PM** Consideration of Design Review Application by The Counterbalance, represented by Mark Gasenica, for a 3084 square foot two-story commercial building. This proposal includes a commercial retail and storage area on the main floor (2188 square feet) and an office and storage area on the second floor (896 square feet). The

proposed use of the commercial area is for a coffee shop. The project is located at 811 N 1st Ave, (Taylor Sub Lot 1), in the Business (B) Zoning District. **ACTION ITEM**

[5:30:40 PM](#) Horowitz turned project over to the architect, Mark Gasenica. Mark Gasenica introduced himself and described the project and location of the project. Gasenica summarized landscaping, where trash storage is located at, materials to be used in parking lot and parking. [5:35:01 PM](#) . Gasenica pointed out area where utilities will go. Gasenica described the layout of the first and second floor including entry points, storage, and retail locations. Gasenica explained elevations of the building, roofing, and exterior materials to be used and all lighting on project is hidden except two. [5:39:31 PM](#) Gasenica described metal band that mirrors roof line that is a channel with a light in the middle drawing people's attention to the building. [5:41:12 PM](#) Scanlon asked what the handrail material is on the deck; Gasenica pointed out material to be used on the sample board. [5:42:08 PM](#) Gasenica described loading dock area. [5:44:14 PM](#) Gasenica stated keeping as many trees as they are able too, describing few trees to be removed and reasons why decided to remove those trees. Gasenica described plants to be used to form 4ft high hedge. Gasenica stated adding two trees and bike rack on north side of building. [5:46:07 PM](#) Gasenica used sample board to show commission materials using. Gasenica stated material for chimney will be slightly more gold than example provided. [5:48:37 PM](#) Scanlon asked what the flow cap will look like, Gasenica stated will not be able to see it. [5:50:09 PM](#) Gasenica discussed the three energy efficient items will be using. Smith asked what size of trees will be installing; Gasenica stated will be at least 6 in caliper. Horowitz showed new condition (m) recommended by City Arborist and reason why suggested. Chair Fugate asked about ADA parking, Horowitz stated will need to prove meets requirements on the building permit. Chair Fugate asked about snow storage. Horowitz and Gasenica confirmed snow storage square footage and typo would be corrected. [5:53:45 PM](#) Staff and applicant discussed water service at location. Horowitz asked how long the existing building has been vacant. Gasenica stated it was empty for about 2.5 years. Horowitz asked if existing building is in good enough shape to be relocated, Gasenica confirmed it is. [5:56:02 PM](#) Pogue asked about the gravel parking. Gasenica described parking lot material, decomposed granite, dustless. Chair Fugate asked if needs to be resealed, Gasenica confirmed it does. [5:57:37 PM](#) Smith asked about access to sitting area on north side, Gasenica pointed out both access points. [5:59:29 PM](#) Commission viewed large drawing of color rendering of the new building. [6:01:24 PM](#) Scanlon suggested making black band a lighter color, that to him the building does not seem cohesive as his eye is drawn to the black. Gasenica said would take that input back to the applicant.

[6:02:57 PM](#) Chair Fugate opened to public hearing.

[6:03:03 PM](#) Tony Evans, Idaho Mountain Express, stated he has heard of Frank Lloyd and that he does good work. Requested presentation on the gold unit at some point. [6:03:31 PM](#)

[6:03:44 PM](#) Chair Fugate closed public hearing.

[6:03:55 PM](#) Commissioners provided their feedback on the project listing that it is an attractive building, fits the code, nice to see people investing in the community and filling in the blank areas.

[6:05:51 PM](#) Smith added condition d has a typo, reads frisk instead of first. Horowitz confirmed will be corrected.

[6:06:32 PM](#) Scanlon motioned to approve the Design Review Application Design Review Application by The Counterbalance, represented by Mark Gasenica, for a 3,084 square foot two-story commercial building. located at 811 North 1st Avenue, (Lot 1, Taylor Subdivision), in the Business (B) Zoning District, 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 (m) are met. Pogue seconded. All in favor.

PH 2 [6:07:34 PM](#) Consideration of a City-Initiated Text Amendment to Title 17: Zoning Regulations, Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing: to edit item A. Notice, and add a subcategory 1. Posting on Premises that reads:

1. Posting on Premises: A notice sign, as provided by the planning department, shall be posted by the applicant on the premises not less than one week prior to the hearing. The visibility of the on-site posting shall be as follows:
 - a. Location of Posting: Posting location shall be on the property line closest to a public thoroughfare or, if no such thoroughfare exists, on the property line of the nearest adjoining property not owned by the applicant, a property of which the applicant has a proprietary interest, or the government.
 - b. Size of Notice Sign: Approximately four (4) square feet. **ACTION ITEM**

[6:08:40 PM](#) Robyn Davis described new amendments to public hearing section of the code explaining we hope to clarify and better define onsite posting. [6:09:08 PM](#) Davis stated we believe by defining posting on premises to include location and size and who is responsible will eliminate any confusion or questions on staff and applicants parts. [6:09:31 PM](#)

[6:09:33 PM](#) Chair Fugate asked what specifically needs to be posted on the sign. Davis clarified. Davis described current process and that would like to share some of the responsibilities with the applicant. [6:10:11 PM](#) Horowitz stated this is what the county currently does. Commission confirmed staff would provide sign and board. Horowitz confirmed and that would require a deposit to ensure we receive boards back. Smith asked if should post onsite notice same time mail out adjoiners, Horowitz explained reason for difference. [6:11:18 PM](#) Smith asked if would be beneficial to have applicant provide a picture as proof. Davis confirmed it would be. Horowitz added though that would be more of an administrative part and would list it as a requirement on

the form. [6:12:19 PM](#) Scanlon asked if would be too much to ask applicant to maintain the. Suggesting maybe driving by once a day. Engelhardt voiced concern if onsite notice was knocked down. Chair Fugate suggested maintaining the sign could be added as part of the administrative side. Horowitz confirmed can do that. [6:14:26 PM](#) Scanlon asked if needs to be on every property line or if just need one site. Horowitz and Davis confirmed goal is just one property line and would make correction.

[6:15:05 PM](#) Chair Fugate opened to public comment.

[6:15:16 PM](#) No public comment. Chair Fugate closed public comment.

[6:15:44 PM](#) Commission discussed text amendment.

[6:16:49 PM](#) Smith moved to recommend approval to the City Council an ordinance amending Hailey Municipal Code, Title 17: Zoning Regulations, Chapter 17.04: Establishment, Purposes and Uses within Zoning Districts, Section 17.04N.060: Public Hearing, by editing item (A), and adding a subcategory (1.) Posting on Premises, and amendments herein, that essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services, that the proposed uses are compatible with the surrounding area, and that the proposed amendment will promote the public health, safety and general welfare, as amended. Scanlon 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: **Monday, September 24, 2018.**
(no documents)

[6:18:27 PM](#) Horowitz and Davis discussed upcoming projects to be discussed on September 24, 2018. Chair Fugate confirmed will not be present on 09/24/18. Horowitz asked if could reschedule October 1st meeting to October 2nd. All but Chair Fugate will be present. Smith will have to be recused from the Carbonate Subdivision. Horowitz informed Commission appeal of 220 S 2nd Ave, Sober Living that will be held on October 15th. Horowitz described process of appeal, and that Pogue has been requested to be recused from the appeal. Engelhardt asked about issues of screening dumpsters. Horowitz asked if would be acceptable to review this in November if weather is amiable.

[6:32:23 PM](#) Smith will not be present from 10/20 to end of November.

[6:32:35 PM](#) Horowitz stated her and Davis will be presenting at the Idaho Planning Association on the Quigley Annexation on October 10th in Boise.

[6:33:31 PM](#) Engelhardt motioned to adjourn. Smith seconded. All in favor.