

MEETING MINUTES
HAILEY PLANNING & ZONING COMMISSION
Monday, August 14, 2017
Hailey City Hall
5:30 p.m.

Call to Order

5:28:30 PM Chair Fugate called the meeting to order.

Public Comment for items not on the agenda
No comments were made.

Consent Agenda

CA 1 Adoption of the Meeting Minutes of August 1, 2017.

CA 2 Adoption of the Findings of Fact, Conclusions of Law and Decision for an Amendment to the Planned Unit Development Application by Copper Ranch Land, LLC, for removal of an indoor pool at 1970 Woodside Boulevard (Copper Ranch Condo #5, Parcel B1) and repurposing to athletic club facility space. Item was continued from July 17, 2017.

5:29:04 PM Engelhardt motioned to approved the Meeting Minutes of August 1, 2017 and other Consent Agenda items. Pogue seconded and all were in favor.

Public Hearings

PH 1 *Consideration of a Conditional Use Permit Application by Keith Davis Corrals, to permit two horses at 360 West Meadow Drive (Lot 2, Block 1, Northridge Subdivision), in the Limited Residential 2 (LR-2) Zoning District. The parcel is 1.189 acres in size. A fence with wooden posts, mesh wire and green paneled gates are existing and a 12' x 12' shed will be built out of wood and metal to provide shade and shelter for the horses.*

5:48:00 PM Keith Davis described property, fence renovations, horse shed and storage, and the intent for having horses on property. Chair Fugate questioned whether or not the applicant would be required to apply for a building permit in order to construct the shed. Horowitz noted that if larger than 200 square feet, a building permit would need to be applied for.

5:54:36 PM Scanlon questioned the type of fencing. Davis explained the fencing around the perimeter of the pasture, noting materials used, type and height. Scanlon questioned the use of electric fencing. Davis stated that he didn't plan on adding electric fencing, as he is confident horses will remain on property with existing fence.

5:58:17 PM Chair Fugate opened and closed the item for public hearing.

6:00:55 PM Chair Fugate questioned how, if conditions were violated, would they be managed. Horowitz explained that if there was an issue or a complaint was made, City Staff would take photos and contact owner immediately. Scanlon questioned the current state of the lawn. Davis noted that he believes there are substantial leaks in irrigation system and hasn't been utilizing it. Davis plans to put a new irrigation system next spring. Scanlon questioned the water pressure. Davis doesn't believe water pressure is an issue.

6:05:27 PM Engelhardt questioned how the applicant plans to maintain corral and water it if leaks are currently in system and lawn is not being kept up. Chair Fugate questioned recourse, if any. Horowitz noted that conditions could be added to Conditional Use Permit to mitigate issues in the future. Horowitz stated that Condition (c) could read: The pasture shall be controlled on a regular basis and enforced upon finding of non-compliance. Chair Fugate agreed.

6:08:27 PM Pogue motioned to approve a Conditional Use Permit application by Keith Davis for agricultural use including two horses on 1.12 acres of land, located at 360 West Meadow Drive (Lot 2, Block 1, Northridge Subdivision No. 1), finding that the application meets each of the criteria for review (a) through (h) cited in the

Zoning Ordinance Article 11.4, Section 11.4.1, that the Conditional Use Permit complies with the Comprehensive Plan, and that the Conditional Use Permit is subject to conditions (a) through (c) noted above. Smith seconded and all were in favor.

PH 2 *Consideration of a Conditional Use Permit Application by Four Paws Grooming, to operate a pet day spa at 519 South Main Street (Lots 8, 9, 10, Block 8, 20' of Chestnut Street adjacent to Lot 10, Block 8), which is located in the Business (B) Zoning District.*

[5:30:55 PM](#) Chad Blincoe provided background information on the project and the intent of the newly renovated space. Blincoe went on to describe parking additions, screening fence and landscaping. Blincoe mentioned sign designs and noted that a Sign Permit Application would be submitted. Blincoe described the interior renovations and improvements made: insulating interior and exterior walls and the addition of a new HVAC mechanical system to mitigate smells. Rona Shoolroy, owner of Four Paws, explained business model and intent of new location.

[5:38:26 PM](#) Horowitz added that no overnight boarding of animals would take place onsite. Smith questioned whether or not dogs would be housed outside for an extended period time. Shoolroy confirmed that no dogs would be housed outside or extended periods of time. Engelhardt questioned fence renovations. Blincoe noted that all fencing would be replaced to meet City Standards and create a safe buffer for neighbors.

[5:40:16 PM](#) Chair Fugate questioned the perimeter screening in front of the parking. Blincoe described the materials and noted that the screening would be approximately five feet tall.

[5:40:50 PM](#) Chair Fugate opened and closed the item for public hearing. Scanlon questioned why the concrete screening near the parking area is made of concrete and not wood, like the proposed fencing. Blincoe noted that the concrete screening would help create a barrier and keep people from driving up the ramp. Engelhardt questioned snow storage and whether or not it would be hauled offsite. Horowitz noted that the Business Zoning District allows for snow to be hauled offsite.

[5:43:17 PM](#) Chair Fugate questioned the snow storage calculations. Horowitz noted that all calculations would be mentioned in the Design Review Exemption.

[5:44:42 PM](#) Engelhardt questioned if other employees will be working with Shoolroy. Shoolroy noted that at no other employees have been hired; however, Shoolroy is considering hiring one or two to help with day-to-day tasks. Chair Fugate questioned the total number of dogs and cats onsite at one time during the day. Shoolroy noted that the business could see approximately 30 animals at one time during each day.

[5:46:44 PM](#) Scanlon motioned to approve the Conditional Use Permit Application by Four Paws Grooming for Pet Grooming use, located at 519 South Main Street (Hailey Lots 8, 9, 10, Block 8, 20 feet of Chestnut Street Adjacent to Lot 10, Block 8), and finding that the application meets each of the criteria for review (a) through (h) cited in the Zoning Ordinance Article 11.4, Section 11.4.1, that the conditional use permit complies with the Comprehensive Plan, and that the conditional use permit is subject to condition (a) noted above. Pogue seconded and all were in favor.

PH 3 *Consideration of a Design Review Application by Matthew Spence and Naomi Knapp, for a 704 square foot first floor addition, a new 726 square foot garage and the renovation of the 1,252 square foot first floor. The proposed project remodel and addition is intended to complement the look and feel of Old Town Hailey. The existing low roof line will be preserved. The existing exterior brick will be washed and stained a dark charcoal color. Any new siding will be vertically oriented and include Douglas Fir Rain Screen Cladding. The garage will be accessed from the alley. On site snow storage will be accounted for off of the alley, adjacent to the garage. All of the original mature trees and existing landscape will remain. This project is located at 402 South 2nd Avenue, Hailey (Lot 13A, Block 14, Hailey Townsite) in the Limited Residential 1 (LR-1) and Townsite Overlay (TO) Zoning Districts.*

[6:09:29 PM](#) Matt Spence introduced project, noting materials, paint colors, window and electric replacements, roofing, siding and landscaping. Spence noted his intentions of adding a garage off of the alley, which would be attached to the main house. Spence went on to explain other additions and new architectural elements to the

home. Spence also noted that he would like to move the trees, but retain them on the property elsewhere. Discussion ensued.

[6:19:49 PM](#) Scanlon questioned the number of flat roof houses in the neighborhood. Scanlon doesn't believe a flat roof would complement the neighborhood and could see a pitched roof to the garage. Scanlon also noted that asphalt shingles doesn't work as well with flat roofs and suggested reconsidering choice of roof. Engelhardt likes the floor plan and doesn't have any issues with the flat roof.

[6:23:47 PM](#) Smith agreed with Scanlon. Smith would like to see the roof line of the garage carried across to complement the main house, and also tie the structure together. Pogue agreed and shared his concerns with having a flat roof.

[6:28:25 PM](#) Chair Fugate questioned the power pole proposed to be removed. Spence went on to explain that the power pole will be removed. Spence noted that the pole houses the transformer, which feeds electricity to the house. Spence noted that any updates to a house, Idaho Power insists that everything will go underground. Chair Fugate also questioned the issues of the water line. Horowitz noted that Public Works and the Applicant has settled any issues concerning water. Spence will update the system prior to construction.

[6:31:40 PM](#) Chair Fugate opened the item for public hearing. Christopher Simms is in favor of the project and believes it is a great remodel that would help to revitalize old Hailey. Simms welcomed the project. Stephanie Reed agree with Simms and also welcomed the renovations.

[6:34:47 PM](#) Chair Fugate closed the item for public hearing. Chair Fugate noted that she is not against the flat roof; however, believes it does not flow with the rest of the house. Scanlon and Smith agreed; however, also believes the project will revitalize and be a great asset to the neighborhood.

[6:38:39 PM](#) **Scanlon motioned to approve the Design Review Application by Matt and Naomi Spence for a new 1,430 square foot addition, including a 726 square foot garage, located at 402 South 2nd Avenue, Hailey (Lot 7A, Block 105, Hailey Townsite) within the General Residential (GR) Zoning District and Townsite Overlay (TO) District, finding that the project does not jeopardize the health, safety and 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 (j) are met. Pogue seconded and all were in favor.**

PH 4 ~~Consideration of an Amendment to an approved Design Review Application by Friedman Memorial Airport, represented by Nicholas Latham, AIA of Ruscitto/Latham/Blanton Architectura P.A., for an expansion of the Terminal Apron, new concrete retaining wall, new airport entry road and new parking area ticket gates, to be located at 1616 Airport Circle (FR SEC 10, 15 & 22 TL 8151) in the Airport (A) Zoning District. The initial bid received for the project exceeded the available budget, causing some changes in design. Rebidding of the proposed project is currently underway.~~ **Item to be continued to the October 10, 2017 Planning and Zoning Meeting.**

PH 5 *Consideration of a Lot Line Amendment for 110 South 2nd Avenue, Hailey (Lots 17A, Block 35, Hailey Townsite), within Section 9, T.2N., R.18E., B.M., City of Hailey, Blaine County, Idaho. The proposal would create two lots, Lots 17B and 23A. Lot 17B would comprise of 17,850 square feet and Lot 23A would comprise of 6,100 square feet. Lot 23A currently contains Jimmy's Garden Park.*

[6:40:40 PM](#) Horowitz provided background information on the Preliminary Plat application and noted that all eight lots were amended to one lot at the time Jimmy's Garden was constructed, and then dedicated to the City of Hailey. Now, the Applicant would like to recreate the lot line with Jimmy's Garden. Horowitz noted that the project meets all subdivision requirements. Stephanie Reed noted that the intent is to sell the lot with the house, and keep the park separate, as potential homeowners do not want responsibility of maintaining park.

[6:42:26 PM](#) Chair Fugate opened the item for public hearing. Tony Evans questioned whether or not Jimmy's Garden would continue to exist as is or if a change of use is proposed.

[6:42:59 PM](#) Chair Fugate closed the item for public hearing. Chair Fugate doesn't believe the use will change. Stephanie Reed could not say at this time.

6:44:06 PM Smith motioned to approve the Preliminary Plat Application for Phoebe Pilaro for Lot 17A, Block 35, Hailey Townsite, finding that the application meets all City Standards. Scanlon seconded and all were in favor.

6:44:41 PM Chair Fugate called for a five minute break.

6:47:47 PM Chair Fugate called the meeting back to order.

PH 6 Consideration of a Design Review Application by Chuck Christopher for a new 3,395 square foot industrial building, to be located at Lot 4E, Block 4, Airport West Subdivision #2, within the Service Commercial Industrial (SCI-I) Zoning District.

6:48:10 PM Chuck Christopher introduced the project, describing design elements, garage space, exterior materials, snow storage and more.

6:56:42 PM Chair Fugate questioned the dumpster. Christopher noted that he is not opposed to moving the dumpster location and believes he could get by with canned service, as opposed to a dumpster cart.

6:59:05 PM Scanlon questioned the landscape plan. Christopher described the landscape plan, as well as the proposed trees, shrubs and other bushes. Scanlon also questioned the roof drains and use of solar panels. Christopher noted that dry wells are present and that he hasn't yet decided on solar panels.

7:03:21 PM Chair Fugate opened and closed the item for public hearing.

7:03:52 PM Scanlon believes the design is nice and will blend in with neighborhood well. Scanlon, Engelhardt and Chair Fugate agreed. Horowitz suggested adding condition (i) that reads: snow storage shall meet minimum requirements and accommodate the existing fire hydrant.

7:06:15 PM Pogue motioned to approve the Design Review Application submitted by Chuck Christopher for a new 3,395 square foot industrial building, to be located at Lot 4E, Block 4, Airport West Subdivision #2, with the Service Commercial Industrial (SCI-I) Zoning District, finding that the project does not jeopardize the health, safety and 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 (i) are met. Smith seconded and all were in favor.

PH 7 Consideration of a City-initiated Text Amendment to Title 17, Section 17.06, Design Review, to create a Pre-Application Design Review process.

7:07:27 PM Horowitz went on to explain and read through the draft ordinance, noting the three bullet points to ordinance. Discussion ensued.

7:10:02 PM Chair Fugate opened the item for public hearing. Tony Evans questioned whether or not this discussion has taken place and/or happening for some time now. Chair Fugate noted that this is a helpful tool for applicants, but has not yet been formally implemented with the City of Hailey.

7:13:16 PM Chair Fugate closed the item for public comment. Chair Fugate really like the idea of a Pre-Application process for Design Review, which would allow people to discuss their projects at a more affordable rate, while gaining feedback from the City and the Commission. The Commissioners agreed.

7:15:33 PM Scanlon questioned the amount of the Pre Design Review Application. Horowitz suggested \$150 per application. Chair Fugate suggested a \$200 fee. Smith agreed.

7:17:58 PM Tony Evans questioned how much people would save by doing a Pre-Application Design Review process. Scanlon noted that the applicant could save thousands. Smith noted that fees vary on complexity and size of project. Discussion ensued.

7:21:58 PM Engelhardt motioned to recommend, as written in the Ordinance, approval to the City Council a Text Amendment regarding a Pre-Application Design Review process. Scanlon seconded and all were 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 11, 2017**
(no documents)

Adjourn

7:23:58 PM Scanlon motioned to adjourn. Engelhardt seconded and all were in favor.