AGENDA

HAILEY PLANNING & ZONING COMMISSION
Monday, July 15, 2019
Hailey City Hall
5:30 p.m.

Call to Order

Public Comment for items not on the agenda

Consent Agenda

CA 1  Adoption of the Findings of Fact, Conclusions of Law and Decision of a Design Review Application by Scott Miley and Jane Rosen, represented by Marc Corney of Red Canoe Architecture, P.A., for a 1,260 square foot garage/shop with an 896 square foot, two (2) bedroom accessory dwelling unit above. The project is located at 110 South 4th Ave (Lots 17-20, Block 97, Hailey Townsite), in the Limited Residential 1 (LR-1) and Townsite Overlay (TO) Zoning District. ACTION ITEM

CA 2  Adoption of the Findings of Fact, Conclusions of Law and Decision of Design Review Application by Blaine County Recreation District, for improvements to the B.C.R.D. Aquatic Center including the reconstruction of the existing lap pool, the addition of a new leisure pool and whirl pool, and the associated reconfiguration of pool deck and landscaped open space. The project includes removal of the Pump Park. The project is located at 1020 Fox Acres Rd (Parcel BB1, Block 79, Woodside Subdivision #21), in the Limited Residential (LR-1) Zoning District. ACTION ITEM

CA 3  Adoption of the Meeting Minutes of June 17, 2019. ACTION ITEM

Public Hearing

PH 1  Consideration of a Design Review Application by West Croy, LLC, represented by Daniel Moran, for two (2) new single-family residences. Unit A is 1,008 square feet and Unit B is 681 square feet. The project is located at 217 West Croy (Lots 17 and 18, Block 3, S. 10’ of Alley adjacent to Lot 17 and 18, Croy Addition), in the General Residential (GR) and Townsite Overlay (TO) Zoning Districts. ITEM TO BE CONTINUED TO AUGUST 5, 2019. ACTION ITEM

PH 2  Consideration of an amendment to a Conditional Use Permit for Blaine County School District (BCSD) Bus Barn Facility, approved on July 10, 2003. The amendment is to review the Condition of Approval, Condition (o):

Condition (o): The School District shall implement its pre-trip inspection list for the bus drivers to reduce noise as follows:
ONLY IN BUS PARKING AREA: Use Interrupt Switch (Push and Hold) while backing up from parking area.

The project is located at 1250 Fox Acres Rd (Lot 1A, Block 3, Wood River High School Campus PUD Subdivision), in the General Residential (GR) Zoning District. ACTION ITEM

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, August 5, 2019:
   • DR: West Croy Cottages
   • 3E Airport West
   • DR: Marriott (River Street Condos)
   • SCI-SO Text Amendment

(no documents)
Return to Agenda
On July 1, 2019, the Hailey Planning and Zoning Commission considered a Design Review Application Scott Miley and Jane Rosen, represented by Marc Corney of Red Canoe Architecture, P.A., for a new 1,260 square foot garage/shop with an 896 square foot, two (2) bedroom Accessory Dwelling Unit above. The project is located at 110 South Fourth Avenue (Lots 17-20, Block 97, Hailey Townsite), within the Limited Residential (LR-1) and Townsite Overlay (TO) Zoning District.

**FINDINGS OF FACT**

*Notice:* Notice for the public hearing was published in the Idaho Mountain Express on June 12, 2019 and mailed to property owners within 300 feet on June 10, 2019.

*Application:* The Applicant proposed to construct a new 1,260 square foot garage/shop with an 896 square foot, two (2) bedroom Accessory Dwelling Unit (ADU) above. The ADU incorporates an open floor plan, which includes a bathroom, kitchen and living room. Access to the ADU can be found from the exterior set of stairs, at the south elevation, that leads to a balcony/front entry to the ADU. The garage addition will include three (3) bays, a shop space and a bathroom.

Current access for the existing residence is located on Fourth Avenue via parking located in the public right-of-way, and from the alley, where the garage/shop/ADU addition is proposed.

*Procedural History:* The Design Review Application was submitted on May 13, 2019 and certified complete on May 16, 2019. A public hearing before the Planning and Zoning Commission for approval or denial of the project was held on July 1, 2019, in the Hailey City Council Chambers.

<table>
<thead>
<tr>
<th>Compliant</th>
<th>Standards and Staff Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes ☒ No ☐ N/A</td>
<td>17.06.050 Complete Application</td>
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<tr>
<td>☒ ☐ ☐</td>
<td>Department Comments</td>
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<td>☒ ☐ ☐</td>
<td>Engineering: A Right-of-Way Encroachment Permit will be needed for any work done in the right-of-way.</td>
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<td>☒ ☐ ☐</td>
<td>Life/Safety: No comments.</td>
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<td>☒ ☐ ☐</td>
<td>Water and Sewer: Water and wastewater services are in place.</td>
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<td>☒ ☐ ☐</td>
<td>Building: No comments.</td>
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<td>☐ ☐ ☒</td>
<td>Streets: The existing alley sees a material change approximately mid-block. The north half is gravel; the south half is asphalt. It appears the material change happens near the center of the subject parcel. At this time, the City does not foresee improving the alley. If the Applicant wishes to see an improvement, he may do so at his own expense. Improvements shall be to City Standards and final design shall be approved by the City Engineer.</td>
</tr>
<tr>
<td>☐ ☐ ☒</td>
<td>17.08A Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.</td>
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<tr>
<td>Section</td>
<td>Comment</td>
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<td>N/A, as signage is prohibited in residential zones.</td>
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<td>☒ ☐ ☐</td>
<td>17.09.040 On-site Parking Req.</td>
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<td>☒ ☐ ☐</td>
<td>17.08C.040 Outdoor Lighting Standards</td>
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<td>☒ ☐ ☐</td>
<td>17.08C.040 General Standards</td>
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<td>☒ ☐ ☐</td>
<td>The Applicant will install Dark Sky compliant fixtures, downcast and low wattage fixtures. These fixtures include ultra-shallow recessed canned lighting, goose neck overhead garage door fixtures, and goose neck exterior door fixtures. The Commission found the proposed fixtures to comply with the Outdoor Lighting Standards of the Hailey Municipal Code.</td>
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<tr>
<td>☒ ☐ ☐</td>
<td>Bulk Requirements</td>
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</table>
Proposed Lot Coverage:
- Side Yard (South): 30.45’
- Rear Yard (East): 6’

The Commission found that all setback, building height, and lot coverage requirements have been met.

<table>
<thead>
<tr>
<th>City Code</th>
<th>City Standards and Staff Comments</th>
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<tbody>
<tr>
<td>17.06.070(A)1 Street Improvements Required</td>
<td>Staff Comments: Pursuant to Section 17.06.070, the requirement for sidewalk and drainage improvements may be waived if the project is a remodel and/or addition to a single-family residence. The proposed project is a garage and ADU addition, not a principal building; therefore, sidewalk and drainage improvements are not required at this time. The Commission found that this standard has been met.</td>
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</table>

| 17.06.070(B) Required Water System Improvements | Staff Comments: This standard shall be met. |


<table>
<thead>
<tr>
<th>Compliant</th>
<th>Standards and Staff Comments</th>
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</table>
| Yes | Guideline: The pattern created by the Old Hailey town grid should be respected in all site planning decisions.  
Staff Comments: The lot is existing and respects the Old Hailey Townsite grid pattern. The proposed addition will preserve the grid pattern, keeping visual access to Fourth Avenue and garage access via the alley. |

| Yes | Guideline: Site planning for new development and redevelopment shall address the following:  
- scale and massing of new buildings consistent with the surrounding neighborhood;  
- building orientation that respects the established grid pattern of Old Hailey;  
- clearly visible front entrances;  
- use of alleys as the preferred access for secondary uses and automobile access;  
- adequate storage for recreational vehicles;  
- yards and open spaces;  
- solar access on the site and on adjacent properties where feasible, and where such decisions do not conflict with other Design Guidelines; |
- snow storage appropriate for the property;
- underground utilities for new dwelling units.

**Staff Comments**

- The scale of the proposed addition is consistent with the scale and massing of buildings in the surrounding neighborhood.
- The single-family residence is existing. The garage/shop and ADU addition orientation complements that of the existing residence. As existing, the front entry of the home faces Fourth Avenue and the garage will be accessible from the alley.
- The proposed garage and driveway will continue to provide space for vehicle storage.
- The garage/shop and ADU addition will be tucked behind the existing residence, spanning both lots. Ample yard and open space exist on all sides of the home.
- The residence and proposed garage/shop and ADU addition are located in the middle of the block; impact of solar access to adjacent homes will be minimal to non-existent.
- Snow storage has been identified on the site plan and is sufficient for the site.
- Utilities are existing. Water, sewer and gas are located underground. Any utilities for the proposed addition will be located underground.

Guideline: The use of energy-conserving designs that are compatible with the character of Old Hailey are encouraged. The visual impacts of passive and active solar designs should be balanced with other visual concerns outlined in these Design Guidelines.

**Staff Comments**

The residence is existing. The design intent of the proposed addition was to complement that of the existing residence, while retaining the character of Old Hailey. The proposed design takes advantage of the southern exposure: a balcony and entry to the ADU are located at the south elevation.

The size and shape of the proposed windows are also in scale with the building character of Old Hailey. No solar collectors are proposed at this time.

**17.06.090(C)2**

- Bulk Requirements (Mass and Scale, Height, Setbacks)

Guideline: The perceived mass of larger buildings shall be diminished by the design.

**Staff Comments**

The use of gables breaks up the roofline and results in a shorter, smaller looking addition. No single long plane exists; architectural detailing of the roof, balcony, windows and various textures of the siding aid in making the addition appear smaller in scale.

**17.06.090(C)3**

- Architectural Character

  - a. General

Guideline: New buildings should be respectful of the past, but may offer new interpretations of old styles, such that they are seen as reflecting the era in which they are built.

**Staff Comments**

The architectural style of the proposed addition is consistent with the vernacular style of Old Hailey, but is not an exact replica of any particular building.

**17.06.090(C)3b**

- Building Orientation

Guideline: The front entry of the primary structure shall be clearly identified such that it is visible and inviting from the street.

**Staff Comments**

The single-family residence is existing and is adorned with an entry gable and covered porch. The addition will include a front balcony, which will highlight the front entry of the proposed ADU.
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<tr>
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<th>Guideline: Buildings shall be oriented to respect the existing grid pattern. Aligning the front wall plane to the street is generally the preferred building orientation.</th>
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<tbody>
<tr>
<td></td>
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<td><strong>Staff Comments</strong> The single-family residence is existing. The addition will parallel that of the existing residence and has been oriented with respect to the existing grid pattern of Hailey.</td>
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<th>Guideline: The use of building forms traditionally found in Old Hailey is encouraged. Forms that help to reduce the perceived scale of buildings shall be incorporated into the design.</th>
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<td><strong>Staff Comments</strong> The proposed addition sees simple forms (rectangles and triangles). Exterior materials of the proposed addition will complement that of the existing residence. A balcony and various windows will highlight the ADU entrance, but will also help to reduce the perceived scale of the building. Clean lines and cool hues (Morning Sky Gray, Pewter and Timber Ash) are proposed, which are consistent with styles and forms found in Old Hailey.</td>
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<th>Guideline: Roof forms shall define the entry to the building, breaking up the perceived mass of larger buildings, and to diminish garages where applicable.</th>
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<td><strong>Staff Comments</strong> The proposed addition incorporates a simple gable with a Dutch gable porch roof on the south elevation. A simple shed roof covers a single-story garage bay and the north elevation.</td>
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<th>Guideline: Roof pitch and style shall be designed to meet snow storage needs for the site.</th>
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<td>• Roof pitch materials and style shall retain snow on the roof, or allow snow to shed safely onto the property, and away from pedestrian travel areas.</td>
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<td>• Designs should avoid locating drip lines over key pedestrian routes.</td>
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<td>• Where setbacks are less than ten feet, special attention shall be given to the roof form to ensure that snow does not shed onto adjacent properties.</td>
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<td><strong>Staff Comments</strong> A metal roof will be installed to match that of the existing. Snow retention devised and rain gutters will be installed at locations adjacent to pedestrian pathways.</td>
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<th>Guideline: The use of roof forms, roof pitch, ridge length and roof materials that are similar to those traditionally found in the neighborhood are encouraged.</th>
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<tr>
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<td><strong>Staff Comments</strong> The proposed addition incorporates a simple gable with a Dutch gable porch roof on the south elevation. A simple shed roof covers a single-story garage bay and the north elevation. The proposed roof forms, ridge lengths and materials are similar to those traditionally found in the neighborhood.</td>
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<th>Guideline: The roof pitch of a new building should be compatible with those found traditionally in the surrounding neighborhood.</th>
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<td><strong>Staff Comments</strong> The proposed roof pitches are a mix of 6:12, 4:12 and 2:12, all of which are consistent with the surrounding neighborhood.</td>
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<th>Guideline: Primary wall planes should be parallel to the front lot line.</th>
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<td><strong>Staff Comments</strong> The west wall of the proposed addition is parallel to the Fourth Avenue property line.</td>
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<th>Guideline: Wall planes shall be proportional to the site, and shall respect the scale of the surrounding neighborhood.</th>
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<td><strong>Staff Comments</strong> The addition is proportional to the site. The gable wall plane is 28’-wide, which is proportional to the 100-wide lot. Exterior colors and window variations also reduce the scale of the building to match the surrounding neighborhood.</td>
</tr>
</tbody>
</table>

|   |   |   | Guideline: The use of pop-outs to break up longer wall planes is encouraged. |
| Staff Comments | 17.06.090(C)3f f. Windows | 17.06.090(C)3f Guideline: Windows facing streets are encouraged to be of a traditional size, scale and proportion.  
Staff Comments: The proposed windows are traditional in size, scale, and are appropriate for the neighborhood. | 17.06.090(C)3g g. Decks and Balconies | 17.06.090(C)3g Guideline: Decks and balconies shall be in scale with the building and the neighborhood.  
Staff Comments: A partially covered deck is proposed on the southern end of the ADU. Said deck is in scale with the building and the surrounding neighborhood. | 17.06.090(C)3h h. Building Materials and Finishes | 17.06.090(C)3h Guideline: Materials and colors shall be selected to avoid the look of large, flat walls. The use of texture and detailing to reduce the perceived scale of large walls is encouraged.  
Staff Comments: The proposed addition will complement that of the existing residence. All proposed siding is of metal board and batt siding, in Timber Ash. Posts and Beam will be painted a Sky Gray, fiberglass windows will be finished with morning Sky Gray, fascia/soffits will be Pewter, and the metal roof will be a Bonderized Corrugated Metal (see image below for further detail). | 17.06.090(C)3i i. Ornamentation and Architectural Detailing |
---|---|---|---|---|---|---|
The proposed porch creates wall plane variation and the northern garage bay is tucked back from the mass of the building, which helps to create a smaller appearance in size and break up the longer wall planes. | The proposed windows are traditional in size, scale, and are appropriate for the neighborhood. | High ribbon windows are framed in a manner that is consistent with the neighborhood and do not impact neighborhood privacy. | The proposed second story balcony is screened by existing vegetation (tree) and does not impact the privacy of the neighbors. | The largest wall plane is east and west elevations. These wall planes are broken up by porch roof elements and second story decks. Siding colors will contrast with the trim/fascia, which will help reduce mass of said wall planes. |
<table>
<thead>
<tr>
<th>No.</th>
<th>Code</th>
<th>Guideline</th>
<th>Staff Comments</th>
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<tbody>
<tr>
<td>☒</td>
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<td>Guideline: Architectural detailing shall be incorporated into the front wall plane of buildings.</td>
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<td>☒</td>
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<td>Guideline: The use of porches, windows, stoops, shutters, trim detailing and other ornamentation that is reminiscent of the historic nature of Old Hailey is encouraged.</td>
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<tr>
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<td>Guideline: Architectural details and ornamentation on buildings should be compatible with the scale and pattern of the neighborhood.</td>
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<td>Guideline: Safety for pedestrians shall be given high priority in site planning, particularly with respect to parking, vehicular circulation and snow storage issues.</td>
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<td>Guideline: The visual impacts of on-site parking visible from the street shall be minimized.</td>
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<td>Guideline: As a general rule, garages and parking should be accessed from the alley side of the property and not the street side.</td>
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<td>☒</td>
<td>Guideline: Detached garages accessed from alleys are strongly encouraged.</td>
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<td>Guideline: When garages must be planned on the street side, garage doors shall be set back and remain subordinate to the front wall plane.</td>
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<td>Guideline: When garages and/or parking must be planned on the street side, parking areas are preferred to be one car in width. When curb cuts must be planned, they should be shared or minimized.</td>
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<td>Guideline: Off-street parking space for recreational vehicles should be developed as part of the overall site planning.</td>
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<td>Guideline: Alleys shall be retained in site planning. Lot lines generally shall not be modified in ways that eliminate alley access to properties.</td>
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</table>
at his own expense. Improvements shall be to City Standards and final design shall be approved by the City Engineer.

<table>
<thead>
<tr>
<th>Guideline</th>
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<tbody>
<tr>
<td>17.06.090(C)5 Guideline: Alleys are the preferred location for utilities, vehicular access to garages, storage areas (including recreational vehicles) and accessory buildings. Design and placement of accessory buildings that access off of alleys is encouraged.</td>
<td>Utilities and vehicular access to the garage are existing and are located off the alley.</td>
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<tr>
<td>17.06.090(C)5 Guideline: Generally, the driving surface of alleys within Limited Residential and General Residential may remain a dust-free gravel surface, but should be paved within Business, Limited Business, and Transitional. The remainder of the City alley should be managed for noxious weed control, particularly after construction activity.</td>
<td>The existing alley is gravel and asphalt. If noxious weeds are present on the site, the Developer shall control according to State Law.</td>
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<tr>
<td>17.06.090(C)5 Guideline: Landscaping and other design elements adjacent to alleys should be kept simple, and respect the functional nature of the area and the pedestrian activity that occurs.</td>
<td>The existing landscaping to be maintained is turf.</td>
</tr>
</tbody>
</table>

6. Accessory Structures

Guideline: Accessory buildings shall appear subordinate to the main building on the property in terms of size, location and function.

| Staff Comments | The detached garage/shop and ADU addition is proposed. It appears to be similar in scale, location and function to the existing residence. It will be located to the rear of the parcel, which reduces its visibility and mass, adequately supporting this standard. |

7. Snow Storage

Guideline: All projects shall be required to provide 25% snow storage on the site.

| Staff Comments | The site plan proposes approximately 565 square feet of hardscape (parking, vehicle and pedestrian areas). 25% of this (141 square feet) is required for snow storage. 464 square feet of snow storage is shown. |

7. Snow Storage

Guideline: A snow storage plan shall be developed for every project showing:
- Where snow is stored, key pedestrian routes and clear vision triangles.
- Consideration given to the impacts on adjacent properties when planning snow storage areas.

| Staff Comments | Snow storage areas are adjacent to the driveway, as well as at the end of the alley-accessed, parking area. Snow storage areas do not restrict pedestrian access. Pedestrian access is unrestricted and visible from the street. |

8. Existing Mature Trees and Landscaping

Guideline: Existing mature trees shall be shown on the site plan, with notations regarding retention, removal or relocation. Unless shown to be infeasible, a site shall be carefully planned to incorporate existing mature trees on private property into the final design plan.

| Staff Comments | Existing trees are identified onsite and are proposed to be retained. No additional trees or landscaping are proposed to be removed. |

Guideline: Attention shall be given to other significant landscape features which may be present on the site. Mature shrubs, flower beds and other significant landscape features shall be shown on the site plan and be incorporated into the site plan where feasible.
### Staff Comments

Staff Comments: No significant landscape features will be removed or appear to be impacted by the proposed addition.

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<tr>
<th>Section</th>
<th>Guideline</th>
<th>Staff Comments</th>
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</thead>
<tbody>
<tr>
<td>1.06.090(C)8</td>
<td>Noxious weeds shall be controlled according to State Law.</td>
<td>If noxious weeds are present on the site, the Developer shall control according to State Law.</td>
</tr>
<tr>
<td>1.06.090(C)9</td>
<td>Fences and Walls</td>
<td>An existing picket fence will remain at the southern end of the property. A new five (5') foot tall privacy fence is proposed at the northern end of the alley.</td>
</tr>
<tr>
<td>1.06.090(C)10</td>
<td>Historic Structures</td>
<td>The existing residence was built in 1900. It will remain onsite. There are two accessory buildings located onsite. The larger of the two outbuildings is currently under review for historic demolition. The Applicant plans to relocate the smaller of the two outbuildings to another place onsite, before finding its permanent home in Old Hailey. Said outbuildings were constructed between 1900 and 1938. Public comment for the Historic Demolition Application ends July 19, 2019. The proposed addition is congruous with the surrounding area, contributing to the overall charm of Old Hailey.</td>
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</tbody>
</table>

Specific Guidelines. Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following specific guidelines:

- The design features of repairs and remodels including the general streetscape, materials, windows, doors, porches, and roofs shall not diminish the integrity of the original structure.
- New additions should be designed to be recognizable as a product of their own Period of Significance with the following guidelines related to the historical nature of the original structure:
  - The addition should not destroy or obscure important architectural features of the original building and/or the primary façade;
  - Exterior materials that are compatible with the original building materials should be selected;
  - The size and scale of the addition should be compatible with the original building, with the addition appearing subordinate to the primary building;
  - The visual impact of the addition should be minimized from the street;
  - The mass and scale of the rooftop on the addition should appear subordinate to the rooftop on the original building, and should avoid breaking the roof line of the original building;
  - The roof form and slope of the roof on the addition should be in character with the original building;
### 17.06.060 Criteria.

**A.** The Commission or Hearing Examiner shall determine the following before approval is given:

1. The project does not jeopardize the health, safety or welfare of the public.
2. The project conforms to the applicable specifications outlined in the Design Review Guidelines, as set forth herein, applicable requirements of the Zoning Title, and City Standards.

**B.** Conditions. The Commission or Hearing Examiner may impose any condition deemed necessary. The Commission or Hearing Examiner may also condition approval of a project with subsequent review and/or approval by the Administrator or Planning Staff. Conditions which may be attached include, but are not limited to those which will:

1. Ensure compliance with applicable standards and guidelines.
2. Require conformity to approved plans and specifications.
3. Require security for compliance with the terms of the approval.
4. Minimize adverse impact on other development.
5. Control the sequence, timing and duration of development.
6. Assure that development and landscaping are maintained properly.
7. Require more restrictive standards than those generally found in the Zoning Title.

**C.** Security. The applicant may, in lieu of actual construction of any required or approved improvement, provide to the City such security as may be acceptable to the City, in a form and in an amount equal to the cost of the engineering or design, materials and installation of the improvements not previously installed by the applicant, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one (1) year from the date the security is provided.

1. If any extension of the one year period is granted by the City, each additional year, or portion of each additional year, shall require an additional twenty percent (20%) to be added to the amount of the original security initially provided.
2. In the event the improvements are not completely installed within one (1) year, or upon the expiration of any approved extension, the City may, but is not obligated, to apply the security to the completion of the improvements and complete construction of the improvements.
CONCLUSIONS OF LAW

Based upon the above Findings of Fact, the Commission makes the following Conclusions of Law:

1. Adequate notice, pursuant to Title 17, Section 17.06.040(D), was given.
2. The project is in general conformance with the Hailey Comprehensive Plan.
3. The project does not jeopardize the health, safety, or welfare of the public.
4. Upon compliance with the conditions set forth, the project conforms to the applicable standards of Chapter 17.06, Design Review, other Chapters of the Zoning Ordinance and City Standards.

DECISION

The Design Review Application by Scott Miley and Jane Rosen, represented by Marc Corney of Red Canoe Architecture, P.A., for a new 1,260 square foot garage/shop with an 896 square foot, two (2) bedroom Accessory Dwelling Unit above. The project is located at 110 South Fourth Avenue (Lots 17-20, Block 97, 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 Hailey Municipal Code Section 17.06, Design Review, additional applicable requirements of Title 17, Title 18, and City Standards, provided conditions (a) through (l) are met:

a) All applicable Fire Department and Building Department requirements shall be met.
b) Any change in use or occupancy type from that approved at time of issuance of Building Permit may require additional improvements and/or approvals. Additional parking may also be required upon subsequent change in use, in conformance with Hailey’s Zoning Title at the time of the new use.
c) All City infrastructure requirements shall be met. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required.
d) The Sidewalk In-Lieu Fees are hereby waived, pursuant to Section 17.06.070(B).
e) A Lot Line Adjustment Application, a request to eliminate the interior lots lines of the parcel, shall be applied for concurrently with the Building Permit.
f) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.
g) All new and existing exterior lighting shall comply with the Outdoor Lighting requirements according to 17.08C.
h) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided as approved by the City Attorney, before a Certificate of Occupancy can be issued.
i) This Design Review approval is for the date the Findings of Fact are signed. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.
j) An Encroachment Permit shall be applied for and approved for any work completed within the City Right-of-Way. The Encroachment Permit and Building Permit shall be applied for concurrently.

k) Construction staging and storage shall not be within the City Right-of-Way. All construction impacts shall occur within the property boundary.

l) All utilities shall be located underground, consistent with 17.06.080(A)3h.

Signed this _____ day of ______________, 2019.

_______________________________
Janet Fugate, Planning & Zoning Commission Chair

Attest:

_______________________________
Jessie Parker, Community Development Assistant
Return to Agenda
FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On July 1, 2019, the Hailey Planning and Zoning Commission considered a Design Review application by Blaine County Recreation District for improvements to the B.C.R.D. Aquatic Center including the reconstruction of the existing lap pool, the addition of a new leisure pool and whirl pool, and the associated reconfiguration of pool deck and landscaped open space. The project includes removal of the Pump Park, located at 1020 Fox Acres Road (Lot BB, Block 79, Swimming Pool, Woodside Subdivision #21).

Notice
Notice for the public hearing was published in the Idaho Mountain Express on June 12, 2019, and mailed to property owners within 300 feet on June 10, 2019.

Application
The Blaine County Recreation District is proposing improvements to the B.C.R.D. Aquatic Center including the reconstruction of the existing lap pool, the addition of a new leisure pool and whirl pool, and the associated reconfiguration of pool deck and landscaped open space. The project includes removal of the Pump Park (planned for relocation). The new leisure pool will be in the location of the current pump park. The whirlpool will be in the location of the current kiddy pool. All existing trees and shrubs will be retained.

The Aquatic Center was approved as a conditional use by the City in 1984. The use does not change with this application; therefore, no conditional use permit review is needed. Hours of operation do not change.

Procedural History
The application was submitted on May 29, 2019 and certified complete on June 3, 2019. A public hearing before the Planning and Zoning Commission for approval or denial of the project will be held on July 1, 2019, in the Hailey City Council Chambers.

<table>
<thead>
<tr>
<th>Compliant</th>
<th>Standards and Staff Comments</th>
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<tbody>
<tr>
<td>Yes</td>
<td>Complete Application</td>
</tr>
<tr>
<td>No</td>
<td>Department Comments</td>
</tr>
<tr>
<td>N/A</td>
<td>17.08A Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.</td>
</tr>
<tr>
<td>Staff Comments</td>
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<tr>
<td><strong>17.09.040 On-site Parking Req.</strong></td>
<td>No sign changes proposed.</td>
</tr>
<tr>
<td>See Section 17.09.040 for applicable code. 9.4.5, 1 space per 1,000 square feet. 9.4.A.1, fractional spaces are rounded down</td>
<td></td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>There is a large shared parking lot for the Aquatic Center and the Community Campus, managed by a shared use agreement between the Recreation District and the School District. The changes to the pool design do not trigger additional parking requirements. The Commission found that this standard has been met.</td>
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<thead>
<tr>
<th>Staff Comments</th>
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<tbody>
<tr>
<td><strong>17.08C.040 Outdoor Lighting Standards</strong></td>
<td>A lighting plan has been submitted. Lighting fixtures to match existing. The Commission found that this standard has been met.</td>
</tr>
<tr>
<td>17.08C.040 General Standards</td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td>All exterior lighting shall be designed, located and lamped in order to prevent: 1. Overlighting; 2. Energy waste; 3. Glare; 4. Light Trespass; 5. Skyglow.</td>
</tr>
<tr>
<td>b.</td>
<td>All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes.</td>
</tr>
<tr>
<td>c.</td>
<td>Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties.</td>
</tr>
<tr>
<td>d.</td>
<td>Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires.</td>
</tr>
<tr>
<td>e.</td>
<td>Idaho Power shall not install any luminaires after the effective date of this Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator.</td>
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<tr>
<th>Staff Comments</th>
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</thead>
<tbody>
<tr>
<td><strong>Bulk Requirements</strong></td>
<td>This project does not change any bulk requirements.</td>
</tr>
<tr>
<td><strong>17.06.070(A)1 Street Improvements Required</strong></td>
<td>A sidewalk exists in front of the building. A grading and drainage plan have been submitted that directs on-site drainage to slotted pool drains and drywells. The Commission found that this standard has been met.</td>
</tr>
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<tr>
<th>Staff Comments</th>
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<tbody>
<tr>
<td><strong>17.06.070(B) Required Water System Improvements</strong></td>
<td>In the Townsite Overlay District, any proposal for new construction or addition of a garage accessing from the alley, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.</td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>N/A</td>
</tr>
</tbody>
</table>
Design Review Requirements for Non-Residential, Multifamily, and/or Mixed-Use Buildings within the City of Hailey

1. Site Planning: 17.06.080(A)1, items (a) thru (n)

<table>
<thead>
<tr>
<th>Compliant</th>
<th>City Code</th>
<th>Standards and Staff Comments</th>
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<tbody>
<tr>
<td>Yes</td>
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accumulation. (NOTE: If project is located in Airport West Subdivision, certain standards may apply that are not listed here. See code for details.)

i. Parking areas located within the SCI zoning district may be located at the side or rear of the building.

ii. Parking areas may be considered at the side of buildings within the B, LB, TI and LI zoning districts provided a useable prominent entrance is located on the front of the building and the parking area is buffered from the sidewalk adjacent to the street.

<table>
<thead>
<tr>
<th>Staff Comments</th>
<th>17.06.080(A)1h</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ ☐ ☒</td>
<td>h. Access to on-site parking shall be from the alley or, if the site is not serviced by an alley, from a single approach to the street to confine vehicular/pedestrian conflict to limited locations, allow more buffering of the parking area and preserve the street frontage for pedestrian traffic.</td>
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</tbody>
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<thead>
<tr>
<th>Staff Comments</th>
<th>The site is serviced from a community parking lot. No actual street frontage exists that can be utilized.</th>
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<thead>
<tr>
<th>Staff Comments</th>
<th>17.06.080(A)1i</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ ☐ ☐</td>
<td>i. Snow storage areas shall be provided on-site where practical and sited in a manner that is accessible to all types of snow removal vehicles of a size that can accommodate moderate areas of snow.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Staff Comments</th>
<th>Walkways in front of the building are cleared in the winter, although the pool is closed. No change to parking/snow storage on site.</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Commission found that this standard has been met.</td>
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<tr>
<th>Staff Comments</th>
<th>17.06.080(A)1j</th>
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<tbody>
<tr>
<td>☒ ☐ ☐</td>
<td>j. Snow storage areas shall not be less than 25% of the improved parking and vehicle and pedestrian circulation areas.</td>
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<tr>
<th>Staff Comments</th>
<th>See Standard (i) above.</th>
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<td>The Commission found that this standard has been met.</td>
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<tr>
<th>Staff Comments</th>
<th>17.06.080(A)1k</th>
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<tr>
<td>☒ ☐ ☐</td>
<td>k. A designated snow storage area shall not have any dimension less than 10 feet.</td>
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<tr>
<th>Staff Comments</th>
<th>Snow is hauled by BCSD.</th>
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<tbody>
<tr>
<td>The Commission found that this standard has been met.</td>
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<tr>
<th>Staff Comments</th>
<th>17.06.080(A)1l</th>
</tr>
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<tbody>
<tr>
<td>☒ ☐ ☐</td>
<td>l. Hauling of snow from downtown areas is permissible where other options are not practical.</td>
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<thead>
<tr>
<th>Staff Comments</th>
<th>Snow is currently hauled.</th>
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<tbody>
<tr>
<td>The Commission found that this standard has been met.</td>
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<tr>
<th>Staff Comments</th>
<th>17.06.080(A)1m</th>
</tr>
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<tbody>
<tr>
<td>☒ ☐ ☐</td>
<td>m. Snow storage areas shall not impede parking spaces, vehicular and pedestrian circulation or line of sight, loading areas, trash storage/pickup areas, service areas or utilities.</td>
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</tbody>
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<thead>
<tr>
<th>Staff Comments</th>
<th>Snow storage areas do not impede parking or pedestrian areas.</th>
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<tbody>
<tr>
<td>The Commission found that this standard has been met.</td>
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<tr>
<th>Staff Comments</th>
<th>17.06.080(A)1n</th>
</tr>
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<tbody>
<tr>
<td>☐ ☐ ☒</td>
<td>n. Snow storage areas shall be landscaped with vegetation that is salt-tolerant and resilient to heavy snow.</td>
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<tr>
<th>Staff Comments</th>
<th>N/A</th>
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<tr>
<th>☐ ☐ ☒</th>
<th>Staff Comments</th>
<th>N/A</th>
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<tbody>
<tr>
<td>The Commission found that this standard has been met.</td>
<td>Snow storage areas do not impede parking or pedestrian areas.</td>
<td>Snow storage areas shall be landscaped with vegetation that is salt-tolerant and resilient to heavy snow.</td>
</tr>
</tbody>
</table>
### 2. Building Design: 17.06.080(A2), items (a) thru (m)

<table>
<thead>
<tr>
<th>Compliant</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
<th>City Code</th>
<th>City Standards and Staff Comments</th>
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<tbody>
<tr>
<td></td>
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<td></td>
<td>17.06.080(A2a)</td>
<td>a. The proportion, size, shape and rooflines of new buildings shall be compatible with surrounding buildings.</td>
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<td></td>
<td><em>Staff Comments</em> N/A</td>
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<td></td>
<td>17.06.080(A2b)</td>
<td>b. Standardized corporate building designs are prohibited.</td>
</tr>
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<td></td>
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<td></td>
<td><em>Staff Comments</em> No change is proposed to the building.</td>
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<tr>
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<td></td>
<td>17.06.080(A2c)</td>
<td>c. At ground level, building design shall emphasize human scale, be pedestrian oriented and encourage human activity and interaction.</td>
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<td></td>
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<td></td>
<td><em>Staff Comments</em> The existing building features a modest profile. Doors and canopies reflect human scale. No change is proposed to the building.</td>
</tr>
<tr>
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<td></td>
<td>17.06.080(A2d)</td>
<td>d. The front façade of buildings shall face the street and may include design features such as windows, pedestrian entrances, building off-sets, projections, architectural detailing, courtyards and change in materials or similar features to create human scale and break up large building surfaces and volumes.</td>
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<td></td>
<td><em>Staff Comments</em> The main entry / front façade faces the BCRD parking area; no change is proposed to the building.</td>
</tr>
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<td></td>
<td>17.06.080(A2e)</td>
<td>e. Any addition onto or renovation of an existing building shall be designed to create a cohesive whole.</td>
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<td></td>
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<td></td>
<td><em>Staff Comments</em> No change is proposed to the building.</td>
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<tr>
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<td>17.06.080(A2f)</td>
<td>f. All exterior walls of a building shall incorporate the use of varying materials, textures and colors.</td>
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<td><em>Staff Comments</em> No change is proposed to the building.</td>
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<td>17.06.080(A2g)</td>
<td>g. Exterior buildings colors and materials shall be integrated appropriately into the architecture of the building and be harmonious within the project and with surrounding buildings.</td>
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<td></td>
<td><em>Staff Comments</em> No change is proposed to the building.</td>
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<td>17.06.080(A2h)</td>
<td>h. Flat-roofed buildings over two stories in height shall incorporate roof elements such as parapets, upper decks, balconies or other design elements.</td>
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<td></td>
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<td><em>Staff Comments</em> The existing building is single story.</td>
</tr>
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<td>17.06.080(A2i)</td>
<td>i. All buildings shall minimize energy consumption by utilizing alternative energy sources and/or passive solar techniques. At least three (3) of the following techniques, or an approved alternative, shall be used to improve energy cost savings and provide a more comfortable and healthy living space:</td>
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<td>i) Solar Orientation. If there is a longer wall plane, it shall be placed on an east-west axis. A building’s wall plane shall be oriented within 30 degrees of true south.</td>
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<td>ii) South facing windows with eave coverage. At least 40% of the building’s total glazing surface shall be oriented to the south, with roof overhang or awning coverage at the south.</td>
</tr>
</tbody>
</table>
iii) Double glazed windows.
iv) Windows with Low Emissivity glazing.
v) Earth berming against exterior walls
vi) Alternative energy. Solar energy for electricity or water heating, wind energy or another approved alternative shall be installed on-site.
vii) Exterior light shelves. All windows on the southernmost facing side of the building shall have external light shelves installed.

Staff Comments
No change is proposed to the building.

☒ ☐ ☐ ☐ 17.06.080(A)2j  
\( j. \)  Gabled coverings, appropriate roof pitch, or snow clips and/or gutters and downspouts shall be provided over all walkways and entries to prevent snow from falling directly onto adjacent sidewalks.

Staff Comments
The existing flat-roofed building does not shed snow on to the pedestrian areas.

The Commission found that this standard has been met.

☒ ☐ ☐ ☐ 17.06.080(A)2k  
\( k. \)  Downspouts and drains shall be located within landscape areas or other appropriate locations where freezing will not create pedestrian hazards.

Staff Comments
Downspouts are existing.

☒ ☐ ☐ ☐ 17.06.080(A)2l  
\( l. \)  Vehicle canopies associated with gas stations, convenience stores or drive-through facilities shall have a minimum roof pitch of 3/12 and be consistent with the colors, material and architectural design used on the principal building(s).

Staff Comments
N/A

☒ ☐ ☐ ☐ 17.06.080(A)2m  
\( m. \)  A master plan for signage is required to ensure the design and location of signs is compatible with the building design and compliance with Article 8.

Staff Comments
A Master signage plan is not required of a single-tenant building.

## 3. Accessory Structures, Fences and Equipment/Utilities: 17.06.080(A)3, items (a) thru (i)

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<tr>
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<td>Yes</td>
<td>No</td>
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</table>
| ☒ | ☐ | ☐ | 17.06.080(A)3a | a. Accessory structures shall be designed to be compatible with the principal building(s).  
Staff Comments
Relocated play structures are planned. The swimming pools are also considered accessory structures. 

The Commission found that this standard has been met. |
| ☐ | ☐ | ☑ | 17.06.080(A)3b | b. Accessory structures shall be located at the rear of the property.  
Staff Comments
This standard is not meant for a public swimming pool. |
| ☒ | ☐ | ☐ | 17.06.080(A)3c | c. Walls and fences shall be constructed of materials compatible with other materials used on the site.  
Staff Comments
Chain link fences will be relocated and replaced with either wood fences or black vinyl-coated chain link, as shown on the plans. (Chain link is permitted for public uses). 

The Commission found that this standard has been met. |
|   |   | ☒ | ☐ | ☐ | 17.06.080(A)3d | d. Walls and fencing shall not dominate the buildings or the landscape. Planting should be integrated with fencing in order to soften the visual impact. |
|   |   | ☒ | ☐ | ☐ | Staff Comments | Fences are needed for security and safety. They do not dominate. |
|   |   | ☐ | ☐ | ☒ | 17.06.080(A)3e | e. All roof projections including, roof-mounted mechanical equipment, such as heating and air conditioning units, but excluding solar panels and Wind Energy Systems that have received a Conditional Use Permit, shall be shielded and screened from view from the ground level of on-site parking areas, adjacent public streets and adjacent properties. |
|   |   | ☐ | ☐ | ☒ | Staff Comments | No roof-mounted projections are proposed. |
|   |   | ☐ | ☐ | ☒ | 17.06.080(A)3f | f. The hardware associated with alternative energy sources shall be incorporated into the building’s design and not detract from the building and its surroundings. |
|   |   |   |   |   | Staff Comments | N/A |
|   |   | ☒ | ☐ | ☐ | 17.06.080(A)3g | g. All ground-mounted mechanical equipment, including heating and air conditioning units, and trash receptacle areas shall be adequately screened from surrounding properties and streets by the use of a wall, fence, or landscaping, or shall be enclosed within a building. |
|   |   | ☒ | ☐ | ☐ | Staff Comments | No change is proposed to heating and air conditioning or trash. |
|   |   | ☒ | ☐ | ☐ | 17.06.080(A)3h | i. All service lines into the subject property shall be installed underground. |
|   |   | ☒ | ☐ | ☐ | Staff Comments | All services lines are underground. |
|   |   | ☐ | ☐ | ☒ | 17.06.080(A)3i | j. Additional appurtenances shall not be located on existing utility poles. |
|   |   | ☐ | ☐ | ☒ | Staff Comments | N/A |

### 4. Landscaping: 17.06.080(A)4, items (a) thru (n)

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An automatic drip irrigation system on a timer is in place.

The Commission found that this standard has been met.

Staff Comments

Landscrew areas shall be planned as an integral part of the site with consideration of the urban environment. A combination of trees shrubs, vines, ground covers and ornamental grasses shall be used. New landscaped areas having more than 10 trees, a minimum of 10% of the trees shall be at least 4-inch caliper, 20% shall be at least 3-inch caliper, and 20% shall be at least 2½ inch caliper and a maximum of 20% of any single tree species may be used in any landscape plan (excluding street trees). New planting areas shall be designed to accommodate typical trees at maturity. Buildings within the LI and SCI-I zoning district are excluded from this standard.

Staff Comments

Various trees are proposed to be added: maple, ash, chokecherry, aspen and spruce.

The Commission found that this standard has been met.

Seasonal plantings in planter boxes, pots, and/or hanging baskets shall be provided to add color and interest to the outside of buildings in the LI and SCI-I zoning districts.

Staff Comments

Plantings for pedestrian areas within the B, LB, TN and SCI-O zoning districts shall be designed with attention to the details of color, texture and form. A variety of trees, shrubs, perennials, ground covers and seasonal plantings, with different shapes and distinctive foliage, bark and flowers shall be used in beds, planter boxes, pots, and/or hanging baskets.

Staff Comments

Storm water runoff should be retained on the site wherever possible and used to irrigate plant materials.

Runoff is within planting beds and lawn areas.

The Commission found that this standard has been met.

A plan for maintenance of the landscaping areas is required to ensure that the project appears in a well-maintained condition (i.e., all weeds and trash removed, dead plant materials removed and replaced).

The applicant will be responsible for maintaining plant material in healthy condition.

Retaining walls shall be designed to minimize their impact on the site and the appearance of the site.

No changes proposed to existing retaining walls. An 18” rock wall is to be added on the side facing the Fox Barn.

The Commission found that this standard has been met.

Retaining walls shall be constructed of materials that are utilized elsewhere on the site, or of natural or decorative materials.

An 18” rock wall is to be added on the side facing the Fox Barn.

The Commission found that this standard has been met.

Retaining walls, where visible to the public and/or to residents or employees of the project, shall be no higher than four feet or terraced with a three foot horizontal separation of walls.

Retaining walls are less than 2’ in height.

The Commission found that this standard has been met.

Landscaping should be provided within or in front of extensive retaining walls.
### Additional Design Review Requirements for Non-Residential Buildings Located within B, LB, or TN

#### 1. Site Planning: 17.06.080(B)1, items (a) thru (b)

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| ☒ ☐ ☐ ✔ | City Code: 17.06.080(B)1a  
|           | a. The site shall support pedestrian circulation and provide pedestrian amenities.  
|           | Sidewalks shall be provided along building fronts.  
|           | Staff Comments: A sidewalk currently exists on the building front.  
|           | The Commission found that this standard has been met.  |
| ☒ ☐ ☐ ☐ | City Code: 17.06.080(B)1b  
|           | b. Wider sidewalks are encouraged to provide additional amenities such as seating areas and bicycle racks.  
|           | Staff Comments: Sidewalks are wide, with new bike rack areas as shown on the plans.  
|           | The Commission found that this standard has been met.  |

#### 2. Building Design: 17.06.080(B)2, items (a) thru (c)

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| ☒ ☐ ☐ ☐ | City Code: 17.06.080(B)2a  
|           | a. The main facade shall be oriented to the street. The main entrance(s) to the building shall be located on the street side of the building. If the building is located on a corner, entrances shall be provided on both street frontages. If the design includes a courtyard, the main entrance may be located through the courtyard. Buildings with more than one retail space on the ground floor are encouraged to have separate entrances for each unit.  
|           | Staff Comments: The entrance to the existing building faces the public parking lot.  
|           | The Commission found that this standard has been met.  |
| ☒ ☐ ☐ ☐ | City Code: 17.06.080(B)2b  
|           | b. Multi-unit structures shall emphasize the individuality of units or provide visual interest by variations in roof lines or walls or other human scale elements. Breaking the facades and roofs of buildings softens the institutional image which may often accompany large buildings.  
|           | Staff Comments: N/A  |
| ☒ ☐ ☐ ☐ | City Code: 17.06.080(B)2c  
|           | c. Building designs shall maximize the human scale of buildings and enhance the small town “sense of place”. This can be achieved by utilizing voids and masses, as well as details, textures, and colors on building facades. Human scale can also be achieved by incorporating structural elements such as  
|           |  |
colonnades and covered walkways, overhangs, canopies, entries, and landscaping. Particular attention should be paid to creating interest at the street level.

| Staff Comments | 17.06.080(B)2d | d. Buildings that exceed 30 feet in height, the entire roof surface shall not project to the highest point of the roof. The Commission shall review building height relative to the other dimensions of width and depth combined with detailing of parapets, cornices, roof, and other architectural elements. |
| ☐ ☐ ☒ | 17.06.080(B)2e | e. Livable outdoor spaces in multi-story buildings that create pleasing elements and reduce the mass of taller buildings are encouraged. |
| ☑ ☐ ☐ | 17.06.080(B)2f | f. Fire department staging areas shall be incorporated into the design elements of the building. |
| ☐ ☐ ☒ | 17.06.080(B)2g | g. New buildings adjacent to residential areas shall be designed to ensure that building massing and scale provide a transition to adjoining residential neighborhoods. Possible mitigation techniques include, but are not limited to the following: i. Locating open space and preserving existing vegetation on the edge of the site to further separate the building from less intensive uses; ii. Stepping down the massing of the building along the site’s edge; and iii. Limiting the length of or articulating building facades to reflect adjacent residential patterns |

Staff Comments | N/A |

Staff Comments | N/A |

Staff Comments | The existing building is within 150’ of the street. |

Staff Comments | The building is existing. |

6A.6 Criteria. 

A. The Commission or Hearing Examiner shall determine the following before approval is given:

1. The project does not jeopardize the health, safety or welfare of the public.
2. The project conforms to the applicable specifications outlined in the Design Review Guidelines, as set forth herein, applicable requirements of the Zoning Ordinance, and City Standards.

B. Conditions. The Commission or Hearing Examiner may impose any condition deemed necessary. The Commission or Hearing Examiner may also condition approval of a project with subsequent review and/or approval by the Administrator or Planning Staff. Conditions which may be attached include, but are not limited to those which will:

1. Ensure compliance with applicable standards and guidelines.
2. Require conformity to approved plans and specifications.
3. Require security for compliance with the terms of the approval.
4. Minimize adverse impact on other development.
5. Control the sequence, timing and duration of development.
6. Assure that development and landscaping are maintained properly.
7. Require more restrictive standards than those generally found in the Zoning Ordinance.
C. Security. The applicant may, in lieu of actual construction of any required or approved improvement, provide to the City such security as may be acceptable to the City, in a form and in an amount equal to the cost of the engineering or design, materials and installation of the improvements not previously installed by the applicant, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one (1) year from the date the security is provided.

1. If any extension of the one year period is granted by the City, each additional year, or portion of each additional year, shall require an additional twenty percent (20%) to be added to the amount of the original security initially provided.
2. In the event the improvements are not completely installed within one (1) year, or upon the expiration of any approved extension, the City may, but is not obligated, to apply the security to the completion of the improvements and complete construction of the improvements.

CONCLUSIONS OF LAW

Based upon the above Findings of Fact, the Commission makes the following Conclusions of Law:

1. Adequate notice, pursuant to Title 17, Section 17.06.040(D), was given.
2. The project is in general conformance with the Hailey Comprehensive Plan.
3. The project does not jeopardize the health, safety, or welfare of the public.
4. Upon compliance with the conditions set forth, the project conforms to the applicable standards of Article 6A, Design Review, other Articles of the Zoning Ordinance and City Standards.

DECISION

The Design Review Application submitted by Blaine County Recreation District for improvements to the Blaine County Recreation District Aquatic Center, located at 1020 Fox Acres Road (Lot BB, Block 79, Swimming Pool, Woodside Subdivision #21), is hereby approved, 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 (f) are met.

a) All applicable Fire Department and Building Department requirements shall be met.
b) Any change in use or occupancy type from that approved at time of issuance of Building Permit may require additional improvements and/or approvals. Additional parking may also be required upon subsequent change in use, in conformance with Hailey’s Zoning Ordinance at the time of the new use.
c) All City infrastructure requirements shall be met. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. The project shall be
constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.

d) All new and existing exterior lighting shall comply with the Outdoor Lighting Ordinance.

e) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided as approved by the City Attorney, before a Certificate of Occupancy can be issued.

f) This Design Review approval is for the date the Findings of Fact are signed. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.

Signed this _____ day of ________________, 2019.

____________________________________
Janet Fugate, Chair

Attest:

____________________________________
Jessica Parker, Community Development Assistant
Return to Agenda
MEETING MINUTES

HAILEY PLANNING & ZONING COMMISSION

Monday, June 17, 2019

Hailey City Hall

5:30 p.m.

Present

Board: Richard Pogue, Sam Linnet, Dan Smith

Staff: Lisa Horowitz, Robyn Davis, Jessica Parker

Absent: Owen Scanlon, Janet Fugate

5:31:17 PM Vice Chair Pogue called to order.

5:31:41 PM Public Comment for items not on the agenda. No Comment

Consent Agenda

CA 1 Adoption of the Findings of Fact, Conclusions of Law and Decision of a Design Review Application by Gerald P. Flaherty for a 468 square foot addition to an existing 786 square feet house, which includes a master bedroom and office. The project is located at 316 3rd Ave South (Lots 21 and 22, Block 24, Hailey Townsite), in the Limited Residential 1 (LR-1) and Townsite Overlay (TO) Zoning District. ACTION ITEM

CA 2 Adoption of the Findings of Fact, Conclusions of Law and Decision of a Preliminary Plat Subdivision Application by Sweetwater Communities, LLC, represented by Matt Watson, for a new subdivision to be located at Parcel B2, Block 4, Woodside Subdivision #25(vacant lot on the corner of Shenandoah Drive and Maple Leaf Drive), to consist of 26 sublots, each unit comprising of approximately 2,796 square feet. The total development comprises of 2.408 acres. This property is subject to a PUD Development Agreement dated January 10, 2005 and Amendments to the Development Agreement dated December 12, 2009, December 20, 2010 and November 6, 2012. Design Review was approved for this project on February 19 2019. ACTION ITEM

5:32:08 PM Smith motioned to approve CA 1 and CA 2. Linnet seconded. All in Favor.

Public Hearing

PH 1 5:32:30 PM Consideration of a Design Review Application by Terry and Kim Hayes for new 2,856 square foot single family residence and garage. The project is located at 315 South City o
Linnet recused himself from this project. Horowitz confirmed this does not result in loss of a quorum. Horowitz turned floor over to applicant. Chip Maquire discussed vacant lot of proposed house and surrounding homes in area. Maquire discussed layout of proposed house with parking coming in from alley. Maquire described layout of interior with garage, two bedrooms and office on main level and master bedroom, kitchen, dining and living on the seconding floor. Maquire pointed out the locations for windows for sunlight. Maquire described the elevations and color rendering. Maquire described materials planning to use and locations for each. Maquire discussed the light fixtures, confirming dark sky compliant. Maquire pointed on tree proposed to be removed and plan to plant similar and smaller trees around the property. Smith asked about snow storage areas. Maquire pointed out the snow storage areas around the property. Pogue asked about sidewalks. Maquire confirmed no existing sidewalks at this time.

Vice Chair Pogue opened to public comment.

Horowitz stated did receive a call from a neighbor regarding snow storage in the alley being tight. Horowitz confirmed the city does not maintain residential alleys. Horowitz said applicant may need to move snow more. Horowitz confirmed not required to provide arborist report for tree wanting to remove. Smith confirmed the trees they are proposing.

Vice Chair Pogue closed public comment.

Horowitz discussed condition D regarding sidewalk, confirming it is open for sidewalk. Commission discussed and agreed enough replacement of trees for the one being removed that they are good.

Smith motioned to approve the application submitted by Terry and Kim Hayes for new 2,856 square foot single family residence and garage. The project is located at 315 South 2nd Ave (Lot 9A, Block 22, Hailey Townsite), in 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 Title, and City Standards, provided conditions (a) through (j) are met. Pogue seconded. All in Favor.

Consideration of a Conditional Use Permit Application by Broyles, LLC, represented by Errin Bliss of Bliss Architecture, for an addition of two (2) gas pumps and a gas station canopy consisting of 840 square foot roof covering for the additional gas pumps. The gas station canopy is not enclosed. This is an addition to the Conditional Use Permit approved on February 20, 2018, to be located at 805 and 809 South 3rd Ave (Lots 1-8, Block 135, Hailey Townsite), in the Limited Business (LB) and Townsite Overlay (TO) Zoning District.
5:51:20 PM Davis introduced project, confirming similar use was approved in December of 2017 and the findings were signed in February of 2018. Davis discussed changes. 5:51:59 PM Errin Bliss confirmed came before P&Z last year and the car wash was approved. Bliss discussed location of approved car wash and where the two gas pumps would be located. Bliss confirmed it is not an enclosed space. 5:53:13 PM Bliss discussed the elevation and floor plan of new gas pumps and canopy. Bliss confirmed canopy will match what was proposed for the car wash. Bliss turned floor to applicant, Matthew Smey. 5:55:10 PM Smey explained the reason for this change, the biggest function is the two new fuel tanks and have the ability to continue business in 25-50 years down the road. 5:57:06 PM Smey stated Mike Tierney will be spearheading this project. Smey discussed number of pumps at various gas stations in the valley. 5:58:17 PM Horowitz advised the board this is about the use and can discuss the design in the design review hearing. No questions from the commission.

5:58:55 PM Vice Chair Pogue opened to public comment. No Comments.

5:59:14 PM Vice Chair Pogue closed to public comment.

5:59:43 PM Smith confirmed no issue with use. 6:00:01 PM Linnet asked what will happen to current pumps. Smith confirmed they would stay but once others installed will be able to renovate them. Linnet asked what building was there on the project site. Smith confirmed lot is vacant. Pogue confirmed previous conditions continue.

6:01:46 PM Linnet motioned to approve the Conditional Use Permit Application request by Broyles, LLC (Hailey Car Wash), represented by Errin Bliss of Bliss Architecture, for an addition of two (2) gas pumps and a gas station canopy, consisting of an 840 square foot, unenclosed roof covering for the additional gas pumps, to be located at 809 South Third Avenue (Lots 1-8, Block 135, Hailey Townsite), finding that the application meets each of the Criteria for Review, (a) through (h) cited in Zoning Ordinance Article 11.4, Section 11.4.1, that the Conditional Use Permit complies with the Comprehensive Plan, and that Conditions (a) through (b) noted above, are met. Smith seconded. All in Favor.

PH 3 6:03:00 PM Consideration of a Design Review Application by Broyles, LLC, represented by Errin Bliss of Bliss Architecture, for an addition of two (2) gas pumps and a gas station canopy consisting of 840 square foot roof covering for the additional gas pumps. The gas station canopy is not enclosed. This is an addition to the Design Review approved on November 19, 2018. The project is located at 805 and 809 South 3rd Ave (Lots 1-8, Block 135, Hailey Townsite), in the Limited Business (LB) and Townsite Overlay (TO) Zoning District. ACTION ITEM

6:03:40 PM Davis clarified this had gone through Design Review in November of 2018. 6:04:10 PM Bliss discussed layout of project, pointing out existing station, new car wash, new gas pumps and retail/café area. Bliss explained project would be set up in two phases. 6:06:01 PM Bliss confirmed matching colors, matching materials. 6:06:40 PM Smith clarified plan is to T in the new tanks to the existing tanks. Smey confirmed that is the plan. Smith asked where the fuel supply
trucks position themselves. Smey pointed where they currently come in and plan to keep it in similar area. Smey explained bring them in on Sundays, when have lowest traffic. Smith asked if plan to keep the existing fence. Smey stated it will be removed. 6:09:29 PM Pogue asked if they have a guesstimate for the start date of phase two. Smey said if all goes well, 2-3 years. All their energy is focused on phase one now. Pogue asked Smey to describe vehicles that will be used in phase one. Smey discussed the various trucks that will be there, listing examples such as the UPS trucks and Sprinter Vans. 6:11:57 PM Pogue stated has concern about fans and dryers due to proximity to the Senior Center. Smey explained how they feel the noise mitigation will be addressed. 6:13:05 PM Smey discussed possible employee housing in phase 3. 6:13:19 PM Horowitz asked how many employees are onsite at any given time and where they are expected to park. Smey stated traditionally has two employees in the store and one for the car was tunnel. Horowitz asked about making landscape bed smaller and adding more parking spaces in area next to Senior Center. Bliss explained issue would be getting the correct turning radius. Bliss confirmed connecting sidewalk to existing parking areas.

6:17:06 PM Vice Chair Pogue opened to public comment.

6:17:22 PM Chip Maquire, what’s going to happen phase two space during phase one.

Bliss explained it would be seeded, Maquire confirming like a lawn area.

5:59:14 PM Vice Chair Pogue closed to public comment.

6:17:58 PM Smith stated likes the idea can get rid of fence between the two properties to assist with the congestions. Linnet asked about electric car charging stations. Smey confirmed that was a condition of their approved findings. Smey discussed possibility of two stations. 6:19:30 PM Pogue asked about location of vacuum station. Bliss confirmed two were removed, but other three are remaining. Smey explained they are underutilized and felt it was the right trade off. 6:20:51 PM Davis suggested to have the Design Review be extended instead of having to come back in one year. Pogue asked how long would suggest. Davis stated two years would be great but no more than three. Pogue asked Smey. Smey confirmed that would work for them. Smey discussed estimated time line for the project. Staff and Applicant confirmed only looking at phase one. 6:23:48 PM Linnet asked if there is a procedure if need to extend. Horowitz confirmed can do a 6month extension. Commission agreed to extend for 18 months. Davis added as a new condition to extend design review for 18 months based off of today’s hearings.

6:25:50 PM Smith motioned to approve the Design Review Application by Broyles, LLC (Hailey Car Wash), represented by Errin Bliss of Bliss Architecture, for the addition of two (2) gas pumps and a gas station canopy, consisting of an 840 square foot, unenclosed roof covering for the additional gas pumps, to be located at 809 South Third Avenue (Lots 1-8, Block 135, Hailey Townsite) within the Limited Business (LB) 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 (n) are met. Linnet seconded. All in Favor.

PH 4  Consideration of a Design Review Application by Scott Miley and Jane Rosen, represented by Marc Corney of Red Canoe Architecture, P.A., for a 1,260 square foot garage/shop with an 896 square foot, two (2) bedroom accessory dwelling unit above. The project is located at 110 South 4th Ave (Lots 17-20, Block 97, Hailey Townsite), in the Limited Residential 1 (LR-1) and Townsite Overlay (TO) Zoning District. **ITEM WILL NOT BE HEARD. ACTION ITEM**

*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, July 1, 2019.** (no documents)

6:28:14 PM Horowitz discussed items for upcoming hearing on July 1st.

Richard Pogue and Sam Linnet will not be at the 7/1/19 meeting.

6:29:54 PM Linnet motioned to adjourn. Smith seconded. All in Favor.
Return to Agenda
To: Hailey Planning & Zoning Commission
From: Robyn Davis, Community Development City Planner

Overview: Consideration of an amendment to a Conditional Use Permit for Blaine County School District (BCSD) Bus Maintenance Facility, approved on July 7, 2003. The amendment is to review the Condition of Approval, Condition (o):

**Condition (o):** The School District shall implement its pre-trip inspection list for the bus drivers to reduce noise as follows:

**ONLY IN BUS PARKING AREA:** Use Interrupt Switch (Push and Hold) while backing up from parking area.

The project is located at 1250 Fox Acres Road (Lot 1A, Block 3, Wood River High School Campus/PUD Subdivision), in the General Residential (GR) Zoning District.

Hearing: July 15, 2019

**Applicant:** Blaine County School District #61

**Location:** Lot 1A, Block 3, Wood River High School Campus/PUD Subdivision (1250 Fox Acres Road)

**Zoning:** General Residential (GR) Zoning District

**Notice:** Notice for the public hearing was published in the Idaho Mountain Express on June 26, 2019, and mailed to adjoining property owners on June 25, 2019. The notice was posted to the property on July 8, 2019.

**Background:**
In 2003, the Hailey Planning and Zoning Commission approved a Conditional Use Permit Application by the Blaine County School District for a new Bus Parking and Maintenance Facility, to be constructed at 1250 Fox Acres Road (Lot 1A, Block 3, Wood River High School Campus/PUD Subdivision).

Attachments to this Staff Report include:
- Blaine County School District Letter – May 13, 2019
- Becki Keefer Letter – April 10, 2019
- Meeting Minutes – April 13, 2005 (approval of Findings of Fact for Six-month Review)
- PZ Findings of Fact – April 13, 2005 (Six-month Review of CUP)
- Memorandum – April 22, 2003 (Bus Hearing Follow-up)
The approval outlined several Conditions of Approval, as noted below, all of which were determined to be satisfactory upon subsequent City review.

a) The deciduous trees placed as screening for the proposed parking and maintenance facilities shall be augmented with at least (15) additional coniferous trees; landscape screening shall be extended to the south end of the bus turnaround area; and the landscape berm (approximately 3 feet high) shall be extended to north and west to better hide the maintenance facility. A detailed plan for landscaping extending at least 400 feet west from the southwest corner of the science building shall be submitted for Design Review approval. At least 15% of the trees shall be 4-inch caliper or greater; at least 25% shall be 3-inch caliper or greater.

b) A plan showing the bus access lane moved as close to the existing building as possible shall be submitted for Design Review evaluation.

c) An alternate circulation route shall be presented for evaluation at Design Review, showing an access road between the existing and new school buildings.

d) No fuel storage shall occur at the High School Campus.

e) The School District shall identify times of high avalanche danger and have an alternate parking area for vehicles during that time, as well as a plan for notifying employees.

f) Not more than 30 buses shall be parked at the facility and all buses shall be parked within the covered parking shelters or within the maintenance facility (except during times of high avalanche danger).

g) The doors of the maintenance facility shall be closed while buses are not being moved in or out.
h) All buses must access the site via Fox Acres Road; no buses may access (ingress or egress) the site via Green Valley Drive, with the exception of not more than two bus routes per day.

i) Buses utilized for normal student pick-up shall not be started before 6:00 a.m.

j) All exterior lighting shall comply with the Outdoor Lighting Ordinance.

k) The Conditional Use Permit shall be reviewed approximately 6 months from the beginning of the facility’s use. At that time, additional conditions may be placed if necessary, to further mitigate hazardous and/or disturbing features of the use.

l) The City of Hailey does not accept responsibility for or guarantee that city services, rescue efforts or emergency services will be provided during periods of avalanche danger.

m) In the event of an avalanche, the school shall clear out the ‘trough’ area at the base of the hill adjacent the east bus canopy before the bus parking facility can be used, so that additional events in the same year will not spill westward of the canopy.

n) A sign (similar to that posted at the river run ski area maintenance building) shall be posted on-site at the bus parking & maintenance facility. It shall read: “danger - avalanche area - during times of avalanche hazard do not occupy area between building and mountain slope or occupy parking area by bus turnaround south of bus parking lot.”

o) The school district shall implement its pre trip inspection list for the bus drivers to reduce noise as follows:
   - Check horn at pool while in parking lot prior to turning on fox acres road. If inoperable return to shop
   - Only in bus parking area: use interrupt switch (push and hold) while backing from parking area.
   - Limit engine speed to 1000 RPM’s when entering/exiting old high school complex.

p) The school district shall pro-actively work with Brico or a similar supplier to provide bio-diesel fuel for the bus fleet and, upon procurement of same, shall make the necessary heat system improvements to the fuel line and convert to bio-diesel on all buses possible, in order to reduce pollutants. The district shall update the city planning department every 6 months, in writing, on the progress made toward this conversion.

q) Bus drivers shall use discretion with the throttle near the intersection with Green Valley Drive. Accordingly, bus drivers shall not exceed 1000 rpm or 10 mph while operating near Green Valley Drive, in particular, or generally within the high school parking lot.
r) Total idling time of buses, regardless of the number of buses at the facility, shall be limited to not more than 10 minutes per bus, not to exceed a maximum of 270 minutes per day. Buses shall be plugged in to engine block heaters during winter months.

s) This Conditional Use Permit is subject to the City Council’s approval of the amendment to the Planned Unit Development agreement.

To ensure compliance of the above Conditions of Approval, Condition (k) required that a six-month review be conducted. Said review was conducted on March 21, 2005. Of the nineteen (19) conditions noted above, all but one (1) condition was met regarding nighttime lighting. The condition was augmented to the satisfaction of the Commission.

Recently; however, the City received a complaint with regard to Condition (o), which reads:

The School District shall implement its pre-trip inspection list for the bus drivers to reduce noise, as follows:
- ONLY IN BUS PARKING AREA: Use Interrupt Switch (Push and Hold) while backing from parking area.

On April 10, 2019, the City received a letter notifying City Staff that the above condition was no longer being met. Per the letter, the back-up beepers were no longer being silenced while backing from the parking area, causing the sound of the beepers to be audible to residents utilizing the Toe of the Hill Trail, and perhaps to the surrounding neighborhood. The author of the letter, Becki Keefer, reached out to the Blaine County School District’s new Transportation Supervisor, Lance Doby, MBA, to discuss the noise level and disruption that the back-up beepers were causing. Mr. Doby noted that, “...by silencing the back-up beepers, the District is in violation of federal rules”.

Mr. Doby reinstated the use of the backup warning alarm, which per the Idaho Department of Education’s, Standards for Idaho School Buses and Operations, “...a back-up warning alarm shall be an automatic audible alarm, which shall be installed behind the rear axle and shall comply with the published Backup Alarm Standards (SAE J994b)”, which further states that, “Actuation of the alarm shall be automatic, with no disconnecting means of any kind between the source of the actuation and the alarm. The alarm shall not deactivate until rearward motion of the vehicle has ceased and the reverse control mechanism has been disengaged”.

Back-up beepers are standard practice on all large equipment. The majority of the municipal street department equipment (with the exception of pickup trucks) contain back up beepers, which are all used every time the equipment is backed up. Routine noise occurs during snow clearing, and could be regular winter noise for certain areas such as parking lots when snow is cleared.

It is apparent from previous meeting minutes, staff reports and public comment, that noise levels produced by facility, buses and/or use, were of concern. Meeting Minutes from the previous hearings thoroughly discuss issues, such as: bus idling times, emissions, above ground bio-diesel tank and fueling options, landscaping and avalanche hazards, all of which are not relevant or applicable to this application at this time.
That said, limited information can be found in the record with regard to silencing the back-up beepers. Per the March 17, 2003 Meeting Minutes, reference to noise and emissions studies were made; however, no further information can be found. Furthermore, the Findings of Fact dated July 7, 2003, notates that a noise study, the *Spectrum Noise Study*, was conducted. This study will be brought to the hearing on July 15, 2019.

The Commission shall review and analyze Condition (o) only. No other Conditions of Approval are relevant or applicable at this time, and the public hearing will be confined to comments on Condition (o). If the public finds additional items that need further discussion, those items would be noticed for a future public hearing. The Commission may wish to amend Condition (o), leave as written or delete entirely. A public hearing before the Planning and Zoning Commission for review and discussion, approval or denial of the project will be held on July 15, 2019, in the Hailey City Council Chambers.

### General Requirements for all Conditional Use Permits

<table>
<thead>
<tr>
<th>Compliant</th>
<th>Standards and Commission Findings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>City Code</td>
</tr>
<tr>
<td>No</td>
<td>17.11.020</td>
</tr>
<tr>
<td>N/A</td>
<td>Complete Application:</td>
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<tr>
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<td>17.11.020 The application shall include at least the following information:</td>
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<tr>
<td></td>
<td>a. Name, address, and phone number of the applicant.</td>
</tr>
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<td></td>
<td>b. Proof of interest in the subject property by the applicant, such as a deed, contract of sale, option to purchase, or lease agreement.</td>
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<td>c. Legal description of the subject property, including street address.</td>
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<td>d. Description of existing use.</td>
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<td>e. Zoning district of subject property.</td>
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<td></td>
<td>f. Description of proposed conditional use.</td>
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<td></td>
<td>g. A plan of the proposed site for the conditional use showing the location of all buildings, parking and loading areas, traffic access and traffic circulation, open spaces, easements, existing and proposed grade, energy efficiency considerations, landscaping, exterior lighting plan as required by Article VIIIB of this Ordinance, refuse and service areas, utilities, signs, property lines, north arrow, and rendering of building exteriors, where applicable.</td>
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<td></td>
<td>h. A narrative statement evaluating the effects on adjoining property, the effect of such elements as noise, glare, odor, fumes, and vibration on adjoining property.</td>
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<td>i. A narrative statement identifying surrounding land uses and discussing the general compatibility of the proposed use with adjacent and other properties in the district.</td>
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<td>j. A narrative discussion of the relationship of the proposed use to the Comprehensive Plan.</td>
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<td>k. A list of the names and addresses of all property owners and residents within three hundred (300) feet of the external boundaries of the land being considered.</td>
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<td></td>
<td>l. Any other information as requested by the Administrator to determine if the proposed conditional use meets the intent and requirements of this Article.</td>
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<tr>
<td></td>
<td>m. A fee established in a separate ordinance approved by the Council.</td>
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</tbody>
</table>

**Engineering:** *No concerns*
<table>
<thead>
<tr>
<th>Department Comments</th>
<th>Life/Safety: No concerns</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Water and Sewer: No concerns</td>
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<tr>
<td></td>
<td>Building: No concerns</td>
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<tr>
<td></td>
<td>Streets: No concerns</td>
</tr>
<tr>
<td></td>
<td>Parks: No concerns</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>17.08A Signs</th>
<th>17.08A Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Staff Comments</strong></td>
<td>N/A, as no signage is proposed and/or applicable to this amendment.</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>17.08C.040 Outdoor Lighting Standards</th>
<th>17.08C.040 General Standards</th>
</tr>
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<tbody>
<tr>
<td>e.</td>
<td>All exterior lighting shall be designed, located and lamped in order to prevent:</td>
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<td>1) Overlighting;</td>
</tr>
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<td></td>
<td>2) Energy waste;</td>
</tr>
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<td></td>
<td>3) Glare;</td>
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<td>4) Light Trespass;</td>
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<td></td>
<td>5) Skyglow.</td>
</tr>
<tr>
<td>f.</td>
<td>All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes.</td>
</tr>
<tr>
<td>g.</td>
<td>Idaho Power shall not install any luminaires after the effective date hereof that lights the public right of way without first receiving approval for any such application by the lighting administrator.</td>
</tr>
<tr>
<td>h.</td>
<td>All exterior lighting shall be full cutoff luminaires with the light source downcast and fully shielded, unless exceptions are specified in subsection 17.08C.040.02, Type of Luminaires, of this Chapter.</td>
</tr>
</tbody>
</table>

| **Staff Comments** | N/A, as no new lighting is proposed and/or applicable to this amendment. |

<table>
<thead>
<tr>
<th>17.09.040 On-site Parking Req.</th>
<th>See Section 17.09.040 for applicable code. One (1) space is required for every 1,000 square feet of building</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Staff Comments</strong></td>
<td>N/A, as no new parking is proposed and/or applicable to this amendment.</td>
</tr>
</tbody>
</table>

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<tr>
<th>17.09.020.08(B)</th>
<th>B. Where alleys exist, access to on-site parking for any non-residential use or for any multifamily dwelling of three or more units shall be from the alley. Parking areas adjacent to alleys may be designed to allow a vehicle to back from the parking area into the alley.</th>
</tr>
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<tbody>
<tr>
<td><strong>Staff Comments</strong></td>
<td>N/A</td>
</tr>
</tbody>
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<tr>
<th>17.09.020.08(C)</th>
<th>C. If the site is not serviced by an alley, access shall be from a single approach to the street to confine vehicular/pedestrian conflict to limited locations, allow more buffering of the parking area and preserve the street frontage for pedestrian traffic.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Staff Comments</strong></td>
<td>N/A, as the site is not serviced by an alley.</td>
</tr>
<tr>
<td>Compliant</td>
<td>Standards and Commission Findings</td>
</tr>
<tr>
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<td>----------------------------------</td>
</tr>
<tr>
<td>Yes</td>
<td>17.11.010 Compliance with the Comprehensive Plan</td>
</tr>
<tr>
<td>No</td>
<td>17.11.010: Purpose. The City of Hailey recognizes that certain uses possess unique and special characteristics with respect to their location, design, size, method of operation, circulation, and public facilities. In order to protect the public welfare and promote conformance with the Comprehensive Plan, conditional use permits are required for such uses upon review by the Commission.</td>
</tr>
<tr>
<td>N/A</td>
<td>Staff Comments The Commission found the Conditional Use Permit Application to possess unique and special characteristics, and compliant with the Hailey Comprehensive Plan (sections noted below). The Commission approved the Conditional Use Permit Application on June 2, 2003.</td>
</tr>
<tr>
<td></td>
<td>Section 5: Land Use, Population, and Growth Management</td>
</tr>
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<td></td>
<td>Section 9: Public Services, Facilities and Utilities</td>
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<td></td>
<td>Section 13: School Facilities and Transportation</td>
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<td></td>
<td>No additional discussion is necessary or applicable at this time.</td>
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<td>☒</td>
<td>17.11.040.01(a) The Commission or Hearing Examiner shall review the particular facts and circumstances of each proposed conditional use in terms of the following standards</td>
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and, if approved, shall find adequate evidence showing that such use at the proposed location:

a. Will, in fact, constitute a conditional use as established for the zoning district involved; and

<table>
<thead>
<tr>
<th>Staff Comments</th>
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<tbody>
<tr>
<td>Per Section 17.05.040 of the Hailey Municipal Code, Public Use (“Use for a public purpose by a city, school district, county, state, or any other public agency or a public utility”), requires a Conditional Use Permit in the General Residential (GR) Zoning District.</td>
</tr>
<tr>
<td>In 2003, City Staff and the Planning and Zoning Commission categorized and approved said facility and use as a Public Use; therefore, constituting a conditional use as established for the zoning district involved, and as outlined in the Hailey Municipal Code.</td>
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<tr>
<th>17.11.040.01(b)</th>
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<tr>
<td>b. Will be designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area;</td>
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<tr>
<th>Staff Comments</th>
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<tr>
<td>N/A, as the building and use are existing. There is no change to the appearance of the facility- the condition under discussion is operational.</td>
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<tr>
<th>17.11.040.01(c)</th>
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<tr>
<td>c. Will not be hazardous or disturbing to existing or future neighboring uses;</td>
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<tr>
<th>Staff Comments</th>
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<tr>
<td>During previous hearings, several discussions occurred with regard to noise the use emits (i.e., back-up beepers, idling, fans, etc.). Idling and the use of facility fans were discussed at great length; however, limited discussion took place with regard to silencing the back-up beepers on the busses. To mitigate any noise disruptions, a Condition of Approval was crafted, which reads:</td>
</tr>
<tr>
<td>The School District shall implement its pre-trip inspection list for the bus drivers to reduce noise, as follows:</td>
</tr>
<tr>
<td>• ONLY IN BUS PARKING AREA: Use Interrupt Switch (Push and Hold) while backing from parking area.</td>
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<tr>
<td>On April 10, 2019, the City received a letter notifying City Staff that the above condition was no longer being met. Per the letter, the backup beepers were no longer being silenced while backing from the parking area, causing disruptions to the surrounding neighborhood and to residents utilizing the Toe of the Hill Trail.</td>
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<tr>
<td>On May 5, 2019, the City of Hailey received a letter from the Blaine County School District requesting that the Conditional Use Permit Application be amended, for reasons stated below:</td>
</tr>
<tr>
<td>“The Idaho Department of Education publishes The Standard for Idaho School Bus and Operations (SISBO). The National Congress on School Transportation (NCST) publishes Revisions to the National School Transportation Specifications and Procedures. These documents dictate what safety equipment is required on school buses. Both of these documents require back up alarms on all school buses and do not provide for temporary interrupt switches to be installed.”</td>
</tr>
</tbody>
</table>
This letter is to formally request that the conditional use permit issued to the BCSD school bus parking facility be amended. Condition “O” bullet point 2 under number 4 of the conclusions of law and decision states that “ONLY IN THE BUS PARKING AREA: Use interrupt switch (push and hold) while backing from parking area” and the BCSD asks that this condition be removed. Requiring the BCSD to circumvent a safety feature reduces the overall safety of the transportation department and potentially puts the BCSD and the City of Hailey at risk of legal recourse.

The safety concern is twofold. First, when buses are backing up in the parking area and they silence their alarms they are at greater risk of hitting anybody walking behind the bus and backing into another bus. Second, because almost all backing is done in the parking area it becomes a habit for the driver to silence their alarm so when they are forced to back up outside of the parking area, they use the silencer by force of habit”.

Furthermore, per the Idaho Department of Education’s, Standards for Idaho School Buses and Operations (Administrative Rule 08.02.004.02) and the 2015 Revisions to the National School Transportation (NCST), a back-up warning alarm shall be an automatic audible alarm, which shall be installed behind the rear axle and shall comply with the published Backup Alarm Standards (SAE J994b), which further states that, “Actuation of the alarm shall be automatic, with no disconnecting means of any kind between the source of the actuation and the alarm. The alarm shall not deactivate until rearward motion of the vehicle has ceased and the reverse control mechanism has been disengaged”.

All equipment operated within the City of Hailey (i.e., snow plows, dump trucks, loaders, etc.) project an audible alarm for all rearward travel and may only discontinue once rearward motion has ceased, which complies with State and Federal Regulations.

The Commission shall review and analyze the above Condition only and determine if:
1) The Condition is still applicable and no change is necessary
2) The Condition shall be removed, as it is not compliant with State and Federal Regulations
3) The Condition shall be amended (which the Commission should specify).

<p>| 17.11.040.01(d) | N/A, as the building and use are existing, which are served adequately by essential public facilities and services. See comments below regarding the legal liability incurred by the District if the back-up beepers are not used per state and federal guidelines. |
| 17.11.040.01(e) | N/A, as the building and use are existing, which are served adequately by essential public facilities and services. See comments below regarding the legal liability incurred by the District if the back-up beepers are not used per state and federal guidelines. |</p>
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<th><strong>Staff Comments</strong></th>
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<td>The School District has stated that they will incur a legal liability cost if this condition continues to be imposed upon them. There are no known cost implications to other service providers.</td>
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17.11.060 Conditions.

The Commission or Hearing Examiner may impose any conditions which it deems necessary to secure the purpose of City regulations and give effect to the Comprehensive Plan. Conditions which may be attached include, but are not limited to those which will:

17.11.060(A) Require conformity to approved plans and specifications.
17.11.060(B) Require or restrict open spaces, buffer strips, walls, fences, signs, concealing hedges, landscaping and lighting.
17.11.060(C) Restrict volume of traffic generated, require off-street parking, and restrict vehicular movements within the site and points of vehicular ingress and egress or other conditions related to traffic.
17.11.060(D) Require performance characteristics related to the emission of noise, vibration and other potentially dangerous or objectionable elements.
17.11.060(E) Limit time of day for the conduct of specified activities.
17.11.060(F) Require guarantees such as performance bonds or other security for compliance with the terms of the approval.
17.11.060(G) Require dedications and public improvements on property frontages.
17.11.060(H) Require irrigation ditches, laterals, and canals to be covered or fenced.
17.11.060(I) Minimize adverse impact on other development.
17.11.060(J) Control the sequence, timing and duration of development.
17.11.060(K) Assure that development is maintained properly.
17.11.060(L) Designate the exact location and nature of development.
17.11.060(M) Require the provision for on-site or off-site public services.
17.11.060(N) Require more restrictive standards than those generally found in this Ordinance.
17.11.060(O) Mitigate foreseeable social, economic, fiscal and environmental effects.
17.11.060(P) Set a limit on the duration of the permit when deemed necessary.
17.11.060(Q) Allow for subsequent periodic review.

Summary
Section 17.11.010 of the Hailey Zoning Ordinance states that “the City of Hailey recognizes that certain uses possess unique and special characteristics with respect to their location, design, size, method of operation, circulation, and public facilities. In order to protect the public welfare and promote conformance with the Comprehensive Plan, conditional use permits are required for such uses upon review by the Commission.”

Conditional Use Permits are subject to review and revocation pursuant to Section 17.11.090 of the Hailey Municipal Code. This statement will be included in the Findings of Fact, Conclusions of Law, and Decision for any Conditional Use Permit approved by the Commission.

By ordinance, the Commission is required to decide to approve, conditionally approve, or deny the application within forty-five (45) days after conclusion of the public hearing and issue its decision together with the reasons therefore. The Commission is required to review the application, all supporting documents and plans, and Section 17.11 of the Zoning Ordinance, in making their decision.

The Commission should make Findings of Fact related to the criteria of Section 17.11, (a) through (h).

Motion Language
Motion #1:
Motion to approve the amendment to the Conditional Use Permit Application request for Blaine County School District (BCSD) Bus Maintenance Facility, finding that the application meets each of the Criteria for Review, (a) through (h) cited in Zoning Ordinance Chapter 17.11, that the Conditional Use Permit complies with the Comprehensive Plan, with the following modifications to Condition (o):

- The School District shall implement its pre-trip inspection list for the bus drivers to reduce noise as follows:
  - Check horn at pool while in parking lot prior to turning on fox acres road. If inoperable return to shop.
  - Only in bus parking area: use interrupt switch (push and hold) while backing from parking area.
  - Limit engine speed to 1000 RPM’s when entering/exiting old high school complex.

Motion #2:
Motion to approve the amendment to the Conditional Use Permit Application request for Blaine County School District (BCSD) Bus Maintenance Facility, finding that the application meets each of the Criteria
for Review, (a) through (h) cited in Zoning Ordinance Chapter 17.11, that the Conditional Use Permit complies with the Comprehensive Plan, and that Condition (o), remain as originally written, is met.

**Denial:**
Motion to deny the amendment to the Conditional Use Permit Application for Blaine County School District (BCSD) Bus Maintenance Facility, finding that ________________ [the Commission should cite which standards are not met and provide the reason why each identified standard is not met].

**Continuation:**
Motion to continue the public hearing to ________________ [the Commission should specify a date].
The Idaho Department of Education publishes The Standard for Idaho School Bus and Operations (SISBO). The National Congress on School Transportation (NCST) publishes Revisions to the National School Transportation Specifications and Procedures. These documents dictate what safety equipment is required on school buses. Both of these documents require back up alarms on all school buses and do not provide for temporary interrupt switches to be installed.

This letter is to formally request that the conditional use permit issued to the BCSD school bus parking facility be amended. Condition “O” bullet point 2 under number 4 of the conclusions of law and decision states that “ONLY IN THE BUS PARKING AREA: Use interrupt switch (push and hold) while backing from parking area” and the BCSD asks that this condition be removed. Requiring the BCSD to circumvent a safety feature reduces the overall safety of the transportation department and potentially puts the BCSD and the City of Hailey at risk of legal recourse.

The safety concern is twofold. First, when buses are backing up in the parking area and they silence their alarms they are at greater risk of hitting anybody walking behind the bus and backing into another bus. Second, because almost all backing is done in the parking area it becomes a habit for the driver to silence their alarm so when they are forced to back up outside of the parking area they use the silencer by force of habit.

BCSD strives to always provide the safest possible student transportation and by allowing us to remove these devices the City of Hailey would be helping us achieve that goal.

Thank you for your time.
Hi Lisa,

I hope all is well with you.

The City's file on the Conditional Use Permit for the BCSD Bus Shelter/Bus Barn will show that I fought the BCSD Bus Barn/Bus Shelter in its present location tooth and nail, on behalf of my neighbors and myself, and we lost. At any rate, one of the initial Conditions of Approval for this project was that the buses would silence their back up beepers while in the Bus Shelter.

For 15+ years, the BCSD has complied with this Condition of Approval, for which I am very grateful. Now, it appears that the new BCSD Transportation Supervisor, Lance Doby, MBA, has chosen not to comply for safety concerns and "because that neighbor has moved". See the following email string.

Today was the first day for weeks that I have been able to use the Toe of the Hill Trail due to high snow levels and inclement weather, so if this has been going on for thirty days, today was the first opportunity I have had to be directly impacted by Mr. Doby's decision to disregard the Conditions of Approval. And, I was impacted. Furthermore, I am not the only person to use the TOTH Trail, nor am I the only neighbor to be impacted by increased noise at the Bus Shelter/Bus Barn.

I do not agree that it is no longer necessary to comply with Condition of Approval because of New and Previously Undisclosed Safety Concerns or because That Neighbor Moved Away. That the Conditions of Approval were intended to mitigate the impact just for one neighbor who has now moved away is an fictional story that has been repeated by the BCSD for years, and a specious argument. Other than that (untrue) gossip and that now Mr. Doby has replaced the previous BCSD Transportation Supervisor, what else has changed in 15+ years?

Speaking of safety concerns, another Condition of Approval was to clear out all buses and personnel in times of High Avalanche Hazards, but that condition has been ignored all these years by both the BCSD and the City of Hailey. I truly hope no one ever gets caught in a slide there.

I am not happy. Can the Conditions of Approval for the BCSD Bus Shelter/Bus Barn CUP be enforced?

Sincerely,

Becki Keefer

208-727-7092

-------- Forwarded Message --------

Subject: Re: Back up Beepers on School Busses
Date: Tue, 9 Apr 2019 16:54:34 -0600
From: Lance Doby <ldoby@blaineschools.org>
To: Becki Keefer <b.keefer@cox.net>

Becki,
Thanks for your concern. I am fairly new to this role and since I have been here I have tried my best to put safety first in all pupil transportation. I made the decision to have the drivers not silence their back up alarms for a couple of very important reasons. First off we have had a few close calls with buses backing up to leave the yard and the alarm would have made a difference. The second reason is that the back up alarms are part of what is called a "basic bus", this is what the federal government requires all buses to be equipped with. The back up alarm is a required option and so by silencing them the District is in violation of federal rules. If someone was injured by a bus that had the alarm altered the District could be liable. I would much rather the alarms sound to prevent anything like this from happening. From my understanding the city asked for this restriction because of one home owner that was close to the buses and that person has moved. We have been doing this for almost a month and you are the first person to bring it to my attention. I believe in my heart that those alarms are the safest way to back up a bus. I hope that the sound was not to distracting for you on your walk, if you choose to take this up with the city I will understand but will plead with them to allow this in the interest of safety. If you would like to discuss this matter or any other bus safety issues I would be happy to talk to you. Thanks again for your concern.
Lance Doby M.B.A.
208-578-5425

On Tue, Apr 9, 2019 at 2:18 PM B Keefer <b.keefer@cox.net> wrote:
Hello Mr. Doby,

I live in north Woodside and use the Toe of the Hill Trail almost daily when weather allows. This Trail runs just above and directly to the east of the BCSD Bus Shelter.

As I recall, the City of Hailey gave Conditional Approval to the School District to build this Shelter there. One of the conditions for Approval was that the buses silence their backup beepers when entering or leaving the Bus Shelter to minimize the impact of the facility on the neighboring residences.

Over the last 15+ years since the Bus Shelter was built, I have rarely heard the backup beepers. I hear them being quickly silenced, but not being used. Today, every bus that left the facility while I was walking by (between 1:45 and now) used their backup beepers, except for one, which was silenced by its driver.

Did the City recently void this condition to silence the backup beepers on buses in the Bus Shelter?

Sincerely,

Becki Keefer
1221 Green Valley Dr
Hailey

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MINUTES OF THE SPECIAL MEETING OF THE HAILEY PLANNING AND ZONING COMMISSION HELD WEDNESDAY, APRIL 13, 2005 IN THE UPSTAIRS MEETING ROOM WITHIN HAILEY CITY HALL

The special meeting of the Hailey Planning and Zoning Commission was called to order at 6:30 p.m. by Commission Chair Kristin Anderson. Commissioners Trent Jones, Stefanie Marvel, Elizabeth Zellers and Nancy Linscott were present. Staff present included City Planner Diane Shay, and Deputy Clerk Tara Hyde.

PUBLIC HEARINGS

AMENDMENT TO ZONING DISTRICT MAP – NORTHRIDGE BUSINESS PARK REZONE

An application by West of First, L.L.C. for an amendment to the zone district map for the City of Hailey. The amendment would change the zoning of Lot 2, Block 1, Northridge 8; and Lot 1, Block 27, Northridge 9, located east of Highway 75 and south of McKercher Boulevard, from Limited Residential (LR) to Business (B).

Linscott recused herself.

Shay explained that the applicant had originally brought the application forward requesting Business (B) zoning, but that they had amended that request to Limited Business (LB) zoning. The notice was sent out prior to the amended request for LB and the City Attorney advised that corrected notice was not required because the zoning now requested is a less intense use than the original zoning request.

Evan Robertson, representative, advised that the Caplows, who developed the rest of Northridge, are also the applicants for this project proposed by West of First, LLC. He explained that the applicant’s original plan called for residential above the bench, with commercial use closer to the highway, because property along Highway 75 is not conducive to residential development. He advised of the uses on surrounding properties.

Robertson said that McKercher has always been shown on plans as a major connector from Highway 75 to Buttercup Road and reminded that the City requested Northridge property owners to move McKercher Boulevard to its present location. Robertson remind that the applicant had applied for a change to the Comprehensive Plan approximately 18 months ago that would allow the Central Business District (CBD) to extend to the south side of McKercher Boulevard.

Robertson explained the applicant had a conceptual plan to show for how the property would be developed. He advised if the rezone was approved, preliminary and final plat would be brought forward and the City would see design review applications for specific buildings. He advised the applicant was prepared to do a Development Agreement for the property if necessary.
Nick Latham, Architect for the project, explained the buildings would have architectural character compatible with residential. Parking would be contained on the interior of the parcel. A bank is planned on the lot closest to Highway 75.

Gerald Martens, of EHM Engineers, gave a brief overview of the proposed preliminary plat, which will be heard through the next application, and advised the plat was tied to what Latham had shown.

Shay explained plans for the interior street and parking.

Robertson reminded that each lot will come through with design review plans and public input will be taken then for each individual building within the project. He stated the property is not suitable for residential.

Shay stated the compatibility to the Comprehensive Plan, the availability of public services, and that the application is compatible with surrounding uses. The intersection at McKercher and Highway 75 has changed and residential is probably not the best use for the property. She advised that LB supports a wide range of residential uses, but restricts full-on B uses.

Jones asked how close the closest existing Northridge residences were, and asked if all lots now on the market contemplate the requested change to zoning. Mark Caplow gave an overview of existing residential in Northridge.

Marvel believed the change to the Comprehensive Plan was in conflict with Section 3.2.b, because infill of the CBD was not yet accomplished. She believed a gateway should mark the entrance to the city and was concerned that this type of development did not accomplish that.

Anderson opened the public hearing.

Bruce Allen, 51 Cobblestone Lane and owner of the Sawtooth Gateway Inn to the south, said the hotel created a transition zone between full-on B and residential. He expressed concern about the re-alignment of First Avenue, believing the deviation to the east created more acreage for the Northridge Subdivision. His project had frontage on First until the re-alignment. He suggested the Commission look at additional ingress/egress for the hotel, which now only has frontage on Cobblestone, through the proposed project.

John Dean, 1510 Heroic Drive, asked for clarification of location of the hotel property.
Christopher Simms, Citizens for Smart Growth, said while there was no question in his mind the property should be zoned to some type of commercial, he asked the Commission not to ignore the gateway to the city aspect of the location. He reminded that the Comprehensive Plan overwhelmingly supports pedestrian friendly and believed a bank located at that corner should front on Main Street with pedestrian access. He suggested, if a recommendation to change zoning is made, that a slow approach to platting and a Development Agreement be recommended also.

There was discussion about setbacks in LB and the gateway look, with Robertson suggesting the City should make a decision about what they want the gateway to look like.

Gary Vinagre, Garnet Street in Ketchum, stated he owns property in Northridge and asked what the alternatives for the property were. He suggested underground parking and moving the buildings closer to the motel.

Alan Horner, president of First Federal in Twin Fall, the bank proposed for the corner lot, explained that the major assets of the bank are residential loans and that a study had been done on establishing a branch in Hailey. He stated it is important to their institution to fit in and that they are very sensitive to neighborhoods. He advised this location had been chosen over many others.

Pat Savaria, 35 Buttercup Road, was concerned about the proximity of the project to the Middle School.

Jennifer Diehl, 1461 Bluff Drive, expressed concern over traffic, and that lots now zoned residential would be allowed to rezone and businesses to build.

Kris Josey, 290 Cranbrook, expressed concern that the lots in her area were sold under the pretense of residential lots surrounding them and that the rezone was not presented to them.

Michael Kraynick, 318 Spruce Street E., expressed concern about traffic, the gateway to the city and the domino effect this application may have. He did not believe that because a mistake was made across the highway with regards to the gateway, it should be compounded.

Shay advised of written comments received from Shelley Vegwert, 520 McKercher, who was opposed to the application, and Frank and Suzanne Rowland, also opposed.

Anderson clarified that Transitional (TN) and LB were the buffer zones used by the city. There was discussion about proximity of the Middle School to the project with Shay advising of the proximity of Hailey Elementary to LB, B and TN zoning.
Robertson advised that Blaine County School District (BCSD) had received notification of proposed changes to the Comprehensive Plan, and that the property had been shown as proposed for B in the last platting, of which BCSD had received notification. He addressed the gateway issue stating that the south side of McKercher is listed as the boundary for B zoning and that coming from the north people now see Albertsons and the C-store. He advised the application planned for focus on the interior of the lot with protection around for a softer visual.

Caplow said the property had always been addressed as commercial property and advised that purchasers of surrounding property had been notified of that in the sales and purchase agreements.

There was discussion about the reconfiguration of First Avenue.

Zellers believed that LB zoning was appropriate and that addressing the gateway issues through a Development Agreement would help control the final outcome.

Marvel was opposed to the rezone, stating conflicts within the Comprehensive Plan and the possible domino effect this may have on zoning of the properties to the north. She believed Albertsons was a mistake, but that did not mean the mistake should be repeated on all corners. She believed the application for rezone would be detrimental to infill of the downtown area. She stated she was fine with looking at rezone of the property along Highway 75, but thought the property along First Avenue should remain residential. She suggested the corner of the property could be made into a public area such as McKercher park is on the south end of town.

Jones said that the domino effect was a concern of the Commission at the time of the amendment allowing the CBD to expand north to McKercher. He indicated his support of the concept for regional planning because Amerigas, which is in the county, is located immediately north of the subject property. He expressed support for the rezone.

Marvel asked if all the property would need to be zoned LB, with Anderson clarifying the Commission would have to deny the application presented and the applicant would have to resubmit. Marvel stated traffic presented to the residential lots to the east of the property was of concern. Anderson did not think traffic associated with the businesses as proposed would circulate in the Northridge residential neighborhoods.

Because of the proximity to Albertsons and the theatre, Jones believed the right type of development on the property would support and promote the pedestrian friendly goals of the City.
Jones moved to recommend approval of the application to the City Council, finding
the rezone consistent with the Economic Development section of the Comprehensive
Plan, that public services are available to support the project, and that the proposed
uses are compatible with the surrounding area. Zellers seconded for discussion and
amended the motion to include that the recommendation is contingent upon execution
of a Development Agreement between the City and the Developer. Jones seconded the
amendment and the vote was taken for inclusion of the amendment into the main motion;
the motion carried with Marvel opposed. The vote was then taken on the main motion; the
motion carried with Marvel opposed.

NORTHRIDGE BUSINESS PARK SUBDIVISION PRELIMINARY PLAT

An application by West of First, L.L.C. for preliminary plat approval of Northridge
Business Park Subdivision. The current legal description of the property is Lot 2, Block
1, Northridge 8; and Lot 1, Block 27, Northridge 9, located east of Highway 75 and south
of McKercher Boulevard. The plat would create 7 lots. The parcel is currently within the
Limited Residential (LR) District, with a proposed zone change to Business (B).

Lincscott recused herself.

(See rezone application above for explanation of change to zoning request from B to LB.)

Jones moved to continue the application to the April 18, 2005 Commission meeting.
Zellers seconded and the motion carried unanimously.

The Commission took a five-minute recess.

AMENDMENTS TO SUBDIVISION ORDINANCE #821 – PARKS DEFINITION

Proposed amendments to Hailey Subdivision Ordinance No 821, revising Section
4.10.1.1, definition of “park”.

Shay explained that the application expanded upon the current parks definition,
referencing a memo from the Parks and Lands Board (P&L Board) included in the
packet.

Becki Keefer, Chair of the P&L Board advised the amendment was needed due to limited
park space used by both citizens and large venues. The current definition allows that
“…A park is maintained for the primary purposes of recreation and/or green space.” She
stated that the hillsides are green space, but not usable as park space.

Jones asked where the proposed definition came from, with Keefer advising the Board
looked at many definitions, but agreed on the amendment as proposed.

Anderson opened the public hearing.
There being no comment, Anderson closed the public hearing.

**Jones moved to recommend approval of the amendment to the Council, finding it in conformance with Section 4.0 of the Comprehensive Plan.** Marvel seconded and the motion carried unanimously.

**AMENDMENTS TO ZONING ORDINANCE #532--COTTAGE DEVELOPMENT**

Proposed amendments to Hailey Zoning Ordinance No. 532, adding a new Article X-A “Cottage Housing Planned Unit Development”, providing for small homes on small lots surrounding a common area.

Shay gave an overview of the application, adding that Citizen’s For Smart Growth (CSG) had helped with writing the first draft. She introduced Christopher Simms, Director of CSG.

Simms shared his belief that cottage development would increase the vitality of the Business district. He also stated cottage development would allow for affordable housing. He shared that design of the development is important and, if properly done, the development would have park space also.

Simms went on to say that cottage development is single family homes instead of condominiums; includes shared parking, common buildings, social gathering places and landscaped areas. The minimum parcel size proposed for a cottage development is 15,000 square feet with 2000 square foot minimum lot size and 3000 square foot maximum lot size; the City was originally platted on 3000 square foot lots.

Simms said snow removal could be addressed through design, and gave Breckenridge, Colorado as an example.

Linscott expressed support for cottage development, but expressed concern about basement square footage counting in the maximum of 1200 square feet of maximum gross floor area for an individual cottage. She asked how the cottage developments would integrate with adjacent neighborhoods. She expressed concern about the exemption for community housing or park dedication and clarified that the communal areas would be available to all residents of Hailey.

Anderson thought the ordinance should be kept flexible. She wondered if the floor area was large enough, believing size should be more market driven.

Jones asked if the ordinance was based on other cottage PUD information.

Simms said CSG researched many other cottage developments and put together what they believed to be the best ideas from all researched.

Marvel liked the general concept but believed it important for the developments to
contribute to parks in the City. She expressed concern about parking within the cottage developments. She referenced 10A.2-Applicability, with regards to location in zoning districts, believing cottage developments should be held to General Residential and Transitional zoning districts only. She believed that walk-ability is important. She did not think that basements should count towards maximum square footage, that there should be some 2 story designs, and that pedestrian access should be kept open to the public.

Zellers referenced 10A.3, Concurrent Submission, and suggested that design review of each individual cottage within a cottage PUD was too much and standards should be established in advance.

Anderson opened the public hearing.

Becki Keefer, 1221 Green Valley Drive, offered comments both as the Chair of the Parks and Lands Board:

> The Board supports cottage PUD’s within the community core, however they expressed concern that the decision making bodies of the City carefully weigh the benefits versus the impacts to the City, if park space is not required within the cottage PUD’s.

and as a member of the public:

>Keefer did not believe cottage PUD’s should be allowed in Limited Residential (LR) zoning because people who had purchased in LR expected single family residences only.

Kelly Kipling, 520½ Washington Avenue in Ketchum, agreed that the cottages should have a small floor space, stating that size figures into affordability. She believed construction costs should be into the buildings themselves. She stated that not all people want large yards and the common areas located within a cottage development gave open space. Kipling was in support of the application.

Taylor Walker, 202 Fourth Avenue South, did not think cottage developments should be excluded from any zoning. He believed cottage developments would bring diversity and was in support of the application.

Jan Edelstein, 720 Fourth Avenue South, expressed support for the application, stating infill is important. She offered to help staff work on the ordinance. She suggested writing guidelines in so a developer would know what can be done in relation to cottage developments and where they can be located. She did not believe LR zoning was appropriate for cottage development. She suggested staff make mockups of various cottage development ideas to present to the public.

Mary Peterson, 711 E. Myrtle, stated she is a realtor and was in support of the application, believing cottage development a good concept and addition to the community. She believed it should be allowed in LR zoning.
John Sofro, 380 S. Hulen Way, believed cottage development was a good concept if well designed. He was unsure if zoning should be limited. He suggested parks should be considered for in-lieu contributions due to the small parcel size of land proposed for cottage development. He expressed concern that community housing requirements could keep a cottage development ordinance from working.

Anderson closed the public hearing.

Simms urged the Commission to consider the development in LR-1 zoning, believing it critical for success. He suggested exclusion of LR-2 zoning. Simms reminded the idea behind cottage development is for more affordable housing. He stated the common space within a development would serve as park area, with triggering of that park at 8 units.

Shay advised that research had been done on cottage developments and planners in other communities where cottage developments are being built have stated parking is the only problem they see. She advised of discussions with Ross Chapin, a Washington State architect who has designed several cottage developments, regarding market and construction costs. Shay added that cottage developments are not geared towards large families, but instead towards single people or second homes. The idea is to keep the developments realistic in terms of price.

Anderson listed issues heard as:

Inclusion of basements in the footprint—she suggested keeping the footprint at 1200 square feet of livable space, but not excluding basements from the development.

Encouraging smaller footprints with a two-story design.

Zoning district location.

Maintenance of public sidewalks/access through development.

Elimination of design review for each individual cottage in development.

Linscott believed a mix should be encouraged, but that there should be a maximum footprint size. She also suggested mock-ups within different zones to give a visual on ideas for location of the developments.

Zellers moved to continue the application to May 2, 2005. Jones seconded and the motion carried unanimously.

**FINDING OF FACT**

Hailey Business Park South Design Review
Wood River High School Bus Facility CUP review
Wood River High School PUD Subdivision

Marvel moved to approve all Findings as written, Jones seconded and the motion carried unanimously.
MINUTES

March 7, 2005
March 19, 2005

Zellers moved to approve both sets of minutes as written, Jones seconded and the motion carried unanimously.

COMMISSION REPORTS

Jones noted he will probably miss the April 18th meeting.

Zellers moved to adjourn, Linscott seconded and the motion carried unanimously. The meeting adjourned at 9:26 p.m.
FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On March 21, 2005, the Hailey Planning and Zoning Commission considered a 6-month review of the Bus Facility Conditional Use Permit located at the Wood River High School Campus. The property is within the General Residential (GR) District, and Section 4.3.3 of the Hailey Zoning Ordinance #532 lists Public Uses as a conditional use within that district. The Commission, having been presented with all information and testimony in favor and in opposition to the proposal, hereby makes the following Findings of Fact, Conclusions of Law and Decision.

FINDINGS OF FACT

Notice

Notice for the public hearing was published in the Wood River Journal and mailed to property owners within 300 feet on March 2, 2005, and notice was posted on the property on March 2, 2005.

Background/Procedural History

On June 2, 2003, the Hailey Planning and Zoning Commission approved an application by Blaine County School District (BCSD) for a Conditional Use Permit (CUP) for a bus parking and maintenance facility at Wood River High School. The approval was appealed by affected neighbors. On September 22, 2003 the City Council affirmed the decision of the Commission but added a condition that the School District construct a noise barrier for a distance of 200 feet and install landscaping in a 31 foot wide buffer area adjacent to the property located at 1180 Green Valley Drive.

One of the conditions of the Commission’s CUP approval was:

The Conditional Use Permit shall be reviewed approximately 6 months from the beginning of the facility’s use. At that time, additional conditions may be placed if necessary to further mitigate hazardous and/or disturbing features of the use.

The bus facility was issued a temporary occupancy permit in early October and a final Certificate of Occupancy on October 20, 2004.

Conditions of the Commission’s CUP approval and the Council’s affirmation are listed in full below, with comments regarding compliance.

a) The deciduous trees placed as screening for the proposed parking and maintenance facilities shall be augmented with at least (15) additional coniferous trees; landscape screening shall be extended to the south end of the bus turnaround area; and the landscape berm (approximately 3 feet high) shall be extended to north and west to better hide the maintenance facility. A detailed plan for landscaping extending at least 400 feet west...
from the southwest corner of the science building shall be submitted for Design Review approval. At least 15% of the trees shall be 4-inch caliper or greater; at least 25% shall be 3-inch caliper or greater. Complete. Staff confirmed all required plantings have been installed.

b) A plan showing the bus access lane moved as close to the existing building as possible shall be submitted for Design Review evaluation. Complete. Access lanes are directly adjacent to edge of landscaping next to the Community Campus building.

c) An alternate circulation route shall be presented for evaluation at Design Review, showing an access road between the existing and new school buildings. Complete. This route was presented to the Commission at Design Review but rejected as creating conflicts with pedestrian traffic between the Community Campus and new high school.

d) No fuel storage shall occur at the High School Campus. Satisfactory. Fuel is not stored anywhere on the Campus.

e) The School District shall identify times of high avalanche danger and have an alternate parking area for vehicles during that time, as well as a plan for notifying employees. Satisfactory. A document submitted by the applicant entitled “District Support Services Building Avalanche Procedures” outlines these procedures.

f) Not more than 30 buses shall be parked at the facility and all buses shall be parked within the covered parking shelters or within the maintenance facility (except during times of high avalanche danger). Satisfactory. On March 8, 2005, a total of 22 buses were parked in the facility. Four small buses, including the Head Start bus, are parked in the lot to the north of the maintenance facility. These are not visible from residential areas, except from the Dilley residence on the hillside above.

g) The doors of the maintenance facility shall be closed while buses are not being moved in or out. Satisfactory. The School District has requested that the doors of the facility could be open during summer months during maintenance not requiring the use of power tools. Commission found that this was a critical condition of the original approval and that it should remain as written at least until a full summer has passed.

h) All buses must access the site via Fox Acres Road; no buses may access (ingress or egress) the site via Green Valley Drive, with the exception of not more than two bus routes per day. Satisfactory. The District currently has no routes via Green Valley Drive.
i) Buses utilized for normal student pick-up shall not be started before 6:00 a.m.  
Satisfactory.

j) All exterior lighting shall comply with the Outdoor Lighting Ordinance.  
Unsatisfactory. While there is not evidence that the light levels at the facility do not comply with the ordinance, neighbors have stated that certain lights stay on all night. The Commission has added a condition that all pole lights and south facing lights at the facility shall be on a timer and turn off not later than 10:00 pm. A manual override is allowed.

k) The Conditional Use Permit shall be reviewed approximately 6 months from the beginning of the facility’s use. At that time, additional conditions may be placed if necessary to further mitigate hazardous and/or disturbing features of the use.  
This review constitutes compliance with this condition.

l) The City of Hailey does not accept responsibility for or guarantee that city services, rescue efforts or emergency services will be provided during periods of avalanche danger.  
City services have not been required during avalanche danger. The Commission, at the suggestion of the Fire Chief, amends this condition to include “or following an avalanche”.

m) In the event of an avalanche, the school shall clear out the ‘trough’ area at the base of the hill adjacent the east bus canopy before the bus parking facility can be used, so that additional events in the same year will not spill westward of the canopy.  
No avalanche has occurred since occupancy.

n) A sign (similar to that posted at the river run ski area maintenance building) shall be posted on-site at the bus parking & maintenance facility. It shall read: “danger - avalanche area - during times of avalanche hazard do not occupy area between building and mountain slope or occupy parking area by bus turnaround south of bus parking lot.”  
Satisfactory. The sign has been posted.

o) The school district shall implement its pre trip inspection list for the bus drivers to reduce noise as follows:

- Check horn at pool while in parking lot prior to turning on fox acres road. If inoperable return to shop  
Satisfactory. No complaints have been received regarding noise from horns.

- Only in bus parking area: use interrupt switch (push and hold) while backing from parking area.
Satisfactory. No complaints have been received regarding noise from back-up beepers.

- Limit engine speed to 1000 rpm's when entering/exiting old high school complex.

Questionable. Neighbors have advised that while most drivers generally abide by this condition, there have been occasional violations.

p) The school district shall pro-actively work with Brico or a similar supplier to provide bio-diesel fuel for the bus fleet and, upon procurement of same, shall make the necessary heat system improvements to the fuel line and convert to bio-diesel on all buses possible, in order to reduce pollutants. The district shall update the city planning department every 6 months, in writing, on the progress made toward this conversion.

A memo was received from Rex Squires, Transportation Director for the School District, dated February 18, 2005, entitled “Status On Biodiesel”. The issue seems to be a distribution point. Squires notes that they have contacted the Hailey Fire Chief regarding an above ground tank but haven’t received a response. The Fire Chief advised me that he provided the School District a packet of information several months ago. The Chief’s primary concern is related to avalanche areas in the vicinity of the bus facility. The School District could submit an application to the Fire Department. If approved by the Chief, the Commission could then consider whether or not to allow distribution of biodiesel for school buses only at the high school campus. It would not be appropriate for other entities that are interested in obtaining biodiesel to access the fuel at the School District’s bus facility. The Commission held a preliminary discussion regarding whether they would be in favor of striking condition (d) “no fuel storage shall occur at the high school campus”, if biodiesel could be distributed at a location acceptable to the Fire Chief. Generally, the Commission disfavored fuel distribution at the school campus, citing reasons including impact to neighboring residences, avalanche concerns, and danger to students resulting from potential spills.

q) Bus drivers shall use discretion with the throttle near the intersection with Green Valley Drive. Accordingly, bus drivers shall not exceed 1000 rpm or 10 mph while operating near Green Valley Drive, in particular, or generally within the high school parking lot.

Questionable. Neighbors have advised that while most drivers generally abide by this condition, there have been occasional violations.

r) Total idling time of buses, regardless of the number of buses at the facility, shall be limited to not more than 10 minutes per bus, not to exceed a maximum of 270 minutes per day. Buses shall be plugged in to engine block heaters during winter months.

Satisfactory. No complaints have been received regarding excessive idling. Engine block heaters are available and utilized for all buses during cold weather.
s) This Conditional Use Permit is subject to the City Council’s approval of the amendment to the Planned Unit Development agreement. The Council approved the amendment to the PUD Agreement on September 22, 2003. One of the City Council’s conditions of the amended PUD was, “The toe-of-the-hill trail shall be restored at the approximate elevation of the existing trail to the south, on school property. The actual location of the trail shall be recommended by the Parks and Lands Board. A separate gravel pathway shall be installed between the existing high school building and Founders Field.”

The toe-of-the-hill trail has not yet been restored.

The “gravel pathway” has been improved with recycled asphalt and is 12 feet wide, as approved by the City Council. While a sign has been installed that states, “Emergency Vehicle Access Only”, there is concern that the path is being used by other vehicles. For example, the path has been used for access to an area south of the bus facility for parking during sporting events. The northernmost portion of this pathway will need to be utilized by vehicles when the north practice field is used for approved overflow parking; however, this should be the only use by non-emergency vehicles. The Commission added a new condition that some type of gate be installed.

**Council’s condition:**
The school district will construct a noise barrier for a distance of 200 feet and install landscaping in a 31 foot wide buffer area adjacent to the property located at 1180 Green Valley Drive, Lot 1, Block 80, Woodside Subdivision #21 (the Goff’s house), consistent with Exhibit A provided to the Council on September 22, 2003. Complete, but needs improvement. The Goff’s have noted that the soil under the noise barrier has settled, leaving gaps which should be filled in for better noise buffering.

**Other related conditions:**
The following was a condition of Design Review approval for the Bus Facility. A raised crosswalk or speed hump, and crosswalk striping, shall be provided in front of the entrance to the Aquatic Center; the six 90-degree parking spaces closest to the Aquatic Center shall be eliminated; two handicap spaces shall be provided at the Aquatic Center. A speed hump has been installed, but there is no warning for it. The applicant states that they will paint warning stripes on the asphalt for the speed hump. The parking area between the Community Campus and the Aquatic Center has recently been resurfaced, but striping has not yet been completed. A striping plan was received from Corporation from Land Planning, however it does not include the required ADA spaces.

**Department Head/Recommending Board Comments**

**Department Heads:** No issues.

**Parks and Lands Board:** A Parks & Lands Board memo dated March 9, 2005, states that the Toe of the Hill Trail has not yet been completed, and that weeds are proliferating in the area south and east of the bus parking facility.
Other
Drivers of non-school bus vehicles have been observed driving fast within the school grounds and entering the school grounds from Green Valley Drive. A temporary stop sign was installed, but at the time of the hearing was missing. A permanent stop sign at the top of Green Valley Drive is required.

One of the “Fire Lane - No Parking” signs is broken and needs to be replaced.

The construction of the bus maintenance facility necessitated moving the “chiller” unit to the south side of the existing building formerly known as the “science wing” and now utilized for school support services. Better screening of this unit has been requested by adjacent neighbors.

The bus maintenance facility was constructed so that it is connected to existing building that houses school support services. The maintenance facility is several feet higher than the older building, which probably causes the noise from the combustion heater that is housed within that building to echo off the higher wall. John Gaeddert’s memo of February 23, 2005, notes that the District is investigating ways to reduce that noise. Additionally, a relocated fan is emitting noise heard beyond the property line; this noise should also be reduced.

CONCLUSIONS OF LAW AND DECISION

Based upon the above Findings of Fact, the Commission makes the following Conclusions of Law and Decision:

1. Adequate notice, pursuant to Section 11.3 of the Hailey Zoning Ordinance and Idaho Code Section 67-6512, was given for the public hearing.

2. Upon compliance with the original conditions of approval, and the additional conditions stated below, the application substantially meets all criteria (a) through (i) set forth in Section 11.4 of Zoning Ordinance No. 532.

3. The applicant’s Conditional Use Permit shall continue, subject to the following conditions:

1. The condition related to city services during avalanche danger shall be expanded to read, “The City of Hailey does not accept responsibility for or guarantee that city services, rescue efforts or emergency services will be provided during periods of avalanche danger or following an avalanche.”

2. The applicant shall agree to amend the annexation agreement to the extent necessary to comply with changes to the Conditional Use Permit.

3. The Commission shall review the Conditional Use Permit in approximately 12 months (in March 2006).
The following conditions shall be completed not later than June 1, 2005:
4. All pole lights and lights on the bus maintenance facility that face south shall be placed on timers so as to turn off not later than 10:00 pm. A manual override may allow for lights as needed beyond that time.
5. The Toe of the Hill Trail shall be restored at a location as recommended by the Parks and Lands Board.
6. The gaps under the noise barrier adjacent to 1180 Green Valley Drive shall be filled in with soil.
7. The parking area between the Community Campus and the Aquatic Center shall be striped, including appropriate markings for bus travel lanes, speed hump in front of the Aquatic Center, and for two handicap spaces at the Aquatic Center.
8. Revegetation and weed control shall be initiated in all disturbed areas around the bus parking facility.
9. A permanent stop sign at the top of Green Valley Drive shall be installed.
10. Any broken or missing “No Parking” signs shall be replaced.
11. Screening as approved by the Administrator shall be provided for the chiller.
12. An update on noise reduction options for the combustion heater shall be provided to the Administrator.
13. A gate or chain, acceptable to the Fire Chief, shall be installed to prevent unauthorized vehicular use of the pathway to Founders Field.

The following shall be reviewed by the Administrator not later than October 1, 2005:
14. Next 6-month update regarding bio-diesel conversion is due.
15. Revegetation of disturbed areas around the facility shall be complete. Weed control is ongoing.

All conditions of the original Conditional Use Permit shall continue to be valid.

All Conditional Use Permits are subject to review and revocation pursuant to Section 11.10 of the Hailey Zoning Ordinance.

Signed this \[3^{rd}\] day of [April], 2005.

[Signature]
Kristina Anderson, Chair
Hailey Planning and Zoning Commission
Attest:

______________________________
Tara Hyde, Deputy Clerk

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that on the 14th day of April, 2005, I served a true and correct filed copy of the within and foregoing document upon the parties named below, in the manner noted:

[ ] U.S. Mail  
Blaine County School District  
118 Bullion Street West  
Hailey, ID 83333

[ ] Via Facsimile  
[ ] Hand Delivered

[ ] U.S. Mail  
John Gaeddert  
Box 2368  
Hailey, ID 83333

[ ] Via Facsimile  
[ ] Hand Delivered

CITY OF HAILEY

By _____________________________
Tara Hyde, Deputy Clerk
MEMO

TO: Kathy Grotto
FROM: John D. Gaeddert
DATE: 4/22/2003

RE: Bus Hearing Follow-up for May 5th w/P&Z

As discussed, the Planning and Zoning Commission on March 17, 2003 requested the following information of the School District:

(1) Coordinate letter(s) from Art that: (a) verify his flow volume calculations and that an avalanche in this area will be captured on the length of canopy roof; and (b) restate the fact of how he investigated the site for potential "mud" debris flow, his experience, on-site evaluation and how this site is not subject to such an event.

(2) Pull avalanche studies for Valley Club and River Run, among other projects, to validate public record comments.

(3) Structural materials

(4) Bus BMPs - Checklist. A re-typing of your bus driver checklist to add: (a) horns - will not be checked at facility, but at northeast corner of pool at Fox Acres intersection. If problem with horn, then drivers shall return to facility. (b) spring-loaded switch to be used when bus in reverse gear at facility (in order to disconnect OSHA beeper only in yard). (c) reminder - use minimal throttle when entering and exiting site. (Have Laurie use whatever words work best, as long as they convey the message. Also, on point "b" I'm assuming your source at the State has verified this procedure; it's my opinion that we really need to be able to make this offer).

(5) Bus BMPs - Biodiesel. We will work pro-actively with Brico or a similar supplier to provide B100 biodiesel for our bus fleet; our foremost justification for this is less pollutants breathed by our children.

(6) Noise Study Addendum

(7) Traffic & photos of buses adjacent Green Valley Road

(8) Aspen, Vail & Steamboat

(9) Proposed conditions: "In the event of an avalanche, the school shall clear out the 'trough' area at base of hill adjacent the east bus canopy so that a second event in the same year will not spill westward of the canopy."

ITD

Chapman
Return to Staff Report

Return to Agenda
MINUTES OF THE REGULAR MEETING
OF THE HAILEY PLANNING AND ZONING COMMISSION
HELD MONDAY, MARCH 21, 2005
IN THE UPSTAIRS MEETING ROOM WITHIN HAILEY CITY HALL

The regular meeting of the Hailey Planning and Zoning Commission was called to order at
6:30 p.m. by Commission Chair Kristin Anderson. Commissioners Trent Jones, Elizabeth
Zellers and Nancy Linscott were present. Commissioner Stefanie Marvel was excused.
Staff present included Planning Director Kathy Grotto, City Attorney Ned Williamson, and
Deputy Clerk Tara Hyde.

PUBLIC HEARINGS

HAILEY BUSINESS PARK SOUTH

An application by Dave and Mark Dawson for design review of new buildings, to be
known as Hailey Business Park South, located at 25 Broadford Road (Tax Lots 1807 and
6942), in the Technological Industry district. (continued from 2/22/05)

Fritz Hammerle, representative for the applicant, shared the history of the project with
regards to access through Airport West. The Commission had requested the applicant try
to procure access to the project through Airport West, to alleviate access onto Broadford
Road. Hammerle advised that the Airport West Owner’s Association denied main access
through their property.

Grotto advised that the application had been opened at the December 20, 2004,
Commission meeting. The application was continued to January 18, 2005, where the
applicant introduced Dick Meyer, the new architect for the project. The Commission
requested exploration of alternate access to the property and the meeting was continued
to February 22, 2005. The applicant then requested postponement to March 21 to allow
the owners of Airport West properties to meet for a decision on access. Grotto said that
Airport West would allow the emergency access only through Airport West to the
applicant’s property.

Williamson advised that if the Commission approved the application a lot line adjustment
or condominium plat would be needed. He suggested attaching a plat note that only the
owners, tenants, guests and invitees of the property would be allowed access via
Broadford Road, to alleviate any of the Airport West businesses accessing onto
Broadford through the subject property, and that it is enforceable by the City of Hailey.

Hammerle indicated agreement with conditions listed in the easement agreement. He
said a physical barrier would be placed between the Airport West property and this
project, to be breached only in the case of emergency. Jones asked when the physical
barrier would be installed. Hammerle clarified there would be a physical barrier installed
during construction, and upon completion plans call for a chain barrier.
Robert Lowe, 1111 Broadford Road, expressed concern about the 75 or so vehicles from Hailey Nursery that have crossed the property and accessed Broadford Road in the last ten days.

Gigi Lowe, 1111 Broadford Road, added that access to Broadford Road was against the original plan. She stated many notes related to Broadford Road access have not been carried forward. She stated the former owner of the property, Bob McCroskey, had advised them that if the property sold there would be no access to Broadford Road. Anderson asked if the Lowe’s had any of the information in writing. Lowe indicated nothing was in writing.

Anderson closed the public hearing.

Jones did not want to see an increased use of the intersection at Broadford Road and Cedar/Main Street, stating safety concerns. He stated his respect of the applicant’s right to use the property, and that the use presented was consistent with the underlying zoning. He appreciated the applicant’s diligence in trying to work with Airport West, and expressed disappointment with the choices made by Airport West, believing those choices to be short sighted.

Grotto advised of two other residential properties located on Broadford Road and adjacent to Airport West that have easement access through Airport West for when those properties become commercial.

Jones believed a temporary physical barrier should be constructed immediately, with a permanent barrier required to be in place subsequent to the applicant obtaining a Certificate of Occupancy. Linscott was in agreement with Jones about the access issue. Grotto suggested a barrier could be installed immediately upon approval of this application to prevent use of vehicles short cutting through the property, with Hammerle in agreement. Grotto suggested adding the verbiage as a condition. She further suggested the plat note also restrict access to users as discussed above.

Hammerle mentioned the emergency use could go both ways. Anderson believed the conditions should address that the access always be chained off, with the barrier subject to approval by the Fire Chief. There was discussion of recourse if the chain was removed.

Jones moved to approve the application, finding it in conformance with the Comprehensive Plan, that it does not affect the health, safety and welfare of the citizens, and that it conforms to the Design Review Guidelines specified in the staff report with the following conditions:

a) All Fire Department and Building Department requirements shall be met. Items to be completed at the applicant’s sole expense include, but will not be limited to, the following requirements and
improvements:

- Any rails, gates, etc. at the emergency access entrance as approved by the Fire Department
- Fire sprinkler systems if necessary to meet all department requirements
- Fire hydrants meeting distance requirements
- Accessibility to buildings, unobstructed by snow storage, landscaping or structures
- ADA parking as required
- Building permit plans must be designed under the 2003 International Building Code.

b) All City infrastructure requirements shall be met. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the applicant’s sole expense include, but will not be limited to, the following requirements and improvements:

- Pathway adjacent to the Broadford Road right-of-way, connecting with Parcel A within Airport West
- Water and sewer lines to City standards, including looped water line
- Floor drains and oil/water separators in all vehicle bays
- Water meters for individual units shall be installed unless an owners’ association is responsible for the water billing
- A pre-construction meeting shall be held prior to commencing work on the project.

c) Any existing private well(s) and/or septic system(s) on the property shall be properly abandoned prior to issuance of a building permit.

d) All provisions of the Zoning Ordinance #532, including but not limited to use regulations and parking requirements shall continue to be met. All uses within the project shall comply with parking requirements in effect at the time of the use.

e) Lot Line Adjustment or Condominium Subdivision application is required prior to issuance of a building permit. The plat shall show the 30-foot landscape easement adjacent to Broadford Highlands, and snow storage easements. The plat shall include a note that states, “All uses within the project shall comply with parking requirements in effect at the time of the use.” The plat shall be approved and recorded prior to issuance of any Certificate of Occupancy.

f) Snow storage shall be provided on site by designating 7 parking spaces as snow storage when needed. The total permanent number of parking spaces for the project shall be 39 spaces.

g) Two evergreen trees at least 14 feet in height shall be planted in the area between the parking and Broadford Road, to replace the two existing mature spruce trees to be removed for the parking access lane.
h) A plan for protecting during construction the existing spruce trees which are to remain in the 30-foot landscape easement shall be provided and approved by the Administrator prior to issuance of a building permit.

i) All landscaping on the site shall be maintained on an ongoing basis.

j) All exterior lighting shall comply with the Outdoor Lighting Ordinance.

k) Any damage to asphalt or other improvements on adjacent property or rights-of-way shall be repaired at the applicant’s sole cost.

l) No exterior storage is allowed on the site.

m) All utilities shall be underground.

n) A signed easement for perpetual emergency access as presented shall be obtained from Airport West lot owners and/or representatives prior to issuance of a building permit.

o) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.

p) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided, before a Certificate of Occupancy can be issued.

q) The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.

r) The Condominium or Lot Line Adjustment plat shall include a plat note stating there is no through access across the property between Airport West and Broadford Road except for emergency access and advising that the City has the right to enforce the limitation of use.

s) A continuous physical barrier shall be erected upon acceptance or approval of the application, limiting use as approved by the Fire Chief.

Linscott seconded and the motion carried unanimously.

**BLAINE COUNTY SCHOOL DISTRICT--6 MONTH REVIEW OF BUS FACILITY CONDITIONAL USE PERMIT**

A 6-month review of Blaine County School District's (BCSD) Conditional Use Permit (CUP) for the school bus parking and maintenance facility at the Wood River High School Campus.

John Gaeddert, representative for the applicant, stated general agreement with the staff report.

Grotto noted the procedural history and conditions placed on the original CUP. She advised that BCSD was requesting a modification to the condition that the doors of the maintenance facility shall be closed while buses are not being moved in or out. The
applicant would like to leave the doors open during the summer months, to allow for air circulation. Grotto advised that neighbors noted lights have been left on all night. She said those lights should be put on a timer to go off at 10:00 p.m.

Grotto addressed previous condition "p" with regards to bio-diesel fuel. She asked the Commission if they might wish to consider whether they would be in favor of striking condition "d", prohibiting fuel storage on the site, from the previous conditions for use by school buses only, if a biodiesel tank location could be found on site that was acceptable to the Fire Chief. She advised the applicant would come for a revision hearing of the Findings of Fact if a change was approved by the Fire Chief.

Grotto addressed other concerns:

- The toe of the hill trail still needs to be restored.
- The gravel pathway approved by the Council brings concerns of being used by regular vehicles. She added that the northernmost practice field is currently overflow parking and the north part of the pathway will need to be used to access the overflow parking. She suggested a sign could be installed at an appropriate point along the pathway, which states, "Emergency Vehicles Only Beyond This Point."
- The soil under the noise barrier has settled leaving gaps that need to be filled in for better noise buffering.
- Warning signs for the speed bump and striping of the parking area between the Community Campus and the Aquatic Center are still needed.

Gaeddert addressed items that should be completed not later than June 1, 2005. He stated all lights on the bus facilities are auto set to turn off at 11:30 p.m., when the janitors leave at the end of the night. He thinks the lights may be being turned on by manual over-ride which the employees then forget to shut off again. Gaeddert addressed item #7 regarding warning signs for the speed bump in front of the Aquatic Center, stating they would probably have to stripe for warning of the speed bump because there is no location to install the signage. He advised there will possibly be additional speed bumps installed at the egress to Green Valley Drive and at the south west corner of the parking lot. He addressed item 12, stating BCSD is looking at re-orienting the direction of the flue for the boiler in the Science Wing.

Rex Squires addressed item #15, regarding update of the bio-diesel conversion. He advised bio-diesel is a mix of regular diesel and vegetable oil, the percentage of mix being important, and does not affect vehicle performance. He advised the fleet is ready for the fuel, the problem lies with finding a distribution point here in the Wood River Valley. Squires said the suppliers were ready to bring the fuel in, but no tanks are available.

Zellers asked about gas mileage with the use of bio-diesel and how the percentages of the mix might affect gas mileage. Squires indicated there was very little difference in mileage; the biggest problem related to mix is the temperature in the area. They cannot use 100% bio-diesel due to the cold temperatures.
Linscott asked what size tank might be needed. Squires indicated a minimum size of 1500-2000 gallon tank was needed. He asked Grotto if an above ground tank or a below ground tank was preferred by the Fire Chief. Grotto indicated an above ground tank was preferred. Linscott stated her concerns of underground tanks--if those tanks leak, the leak is not caught right away and damage can be done to the environment. She suggested the applicant should contact others in the valley who might be interested in using bio-diesel also.

Anderson opened the public hearing.

Robert Goff, 1180 Green Valley Drive, expressed concern over the noise coming from the old Science Wing pop-out, stating a very loud fan runs continuously. He advised the stop sign located at Green Valley Drive is missing again and needs to be resupplied.

Sheila Goff, 1180 Green Valley Drive, advised she spoke with Brico, who advised her they would put in a tank if there were enough customers to use the product. She stated the lights on all night were a problem. She advised that the roof of the bus facility hums loudly when there is wind. She hoped the overhead garage doors would not be allowed to remain open, adding that those doors face south and would only exacerbate the heat during the summer months. The Goffs provided pictures of their concerns.

Written comment received included a memo from the Parks and Lands Board addressing two areas of concern: completion of the toe of the hill trail, and the proliferation of weeds on the hillside slopes directly south and east of the parking facility. Written comment was received from Becki Keefer, 1221 Green Valley Drive, stating concerns regarding the lights being left on all night long, the lack of use of bio-diesel, traffic impacts, weeds, parking of buses in the shelter during high avalanche risk times and vehicular use of the emergency pathway to the south of the bus facility. Written comment was received from Linnea Polichetti, 650 Whitetail Drive, regarding the lights in the parking lot and enforcement of noise reduction.

Anderson closed the public hearing.

Gaeddert stated there were over a million gallons of fuel currently stored on-site at the airport. He stated that fuel on-site would not bring less vehicle trips, because the buses currently re-fuel when they are out on a run. He believed a tank in Airport West would work for their needs also. He thanked the Commission for their consideration of a tank.

Anderson asked about use of the emergency access. Gaeddert indicated additional signage could be added. Gating was also an option. There was discussion about adding a sidewalk adjacent to the south side of the CSI portion of the Community Campus, for additional safety. Anderson suggested the addition of a striped crosswalk at the Green Valley Drive access to the property. Gaeddert indicated that was in the plan, but had not been accomplished yet. The Commission also asked the applicant to consider installation of a pedestrian walkway through the landscaped area located adjacent to the sound barrier wall south of the Community Campus.
Squires gave an overview of the lights that were on timers. Grotto indicated there were 2 pole lights and lights on the south side of the maintenance facility that need to be turned off by 10:00 p.m., as was an original condition of approval of the CUP. Squires indicated he would work to re-adjust the lights and timers.

Anderson asked for clarification if a decision was expected by the Commission tonight about placement of a bio-diesel tank. Grotto indicated discussion if the Commission is willing to consider striking the condition was needed tonight. Anderson did not believe she was willing to consider placement of a tank in an avalanche zone, as the location would be dangerous for students and neighbors. Zellers and Jones agreed that location of the tank on-site was not a good idea. Linscott indicated she may be willing to consider an on-site tank, however, she was not sure she liked location of the tank on school property either. She said the largest spills typically occur during re-fueling. She suggested conditioning that BCSD should talk with other entities about use of bio-diesel fuel for their fleets. She touched base on Federal regulations associated with tanks larger than 1320 gallons.

Linscott clarified the uses behind the overhead doors. Squires indicated that annual inspections are done during the summer and each bus would be brought in for maintenance which would take 2-3 days each. Linscott asked about cooling in the maintenance building. Squires indicated cooling was achieved through use of a chiller only. Linscott asked if heat was the issue. Squires indicated it was more an issue of airflow. Jones said the applicant had not gone through a summer yet and suggested they should try one summer with the doors closed as per conditions placed.

There was discussion about condition "L" dealing with avalanche danger.

Linscott believed weed mitigation should be done now. Grotto said one of the conditions to be met by June 1, 2005, was revegetation and weed control around the facility. Grotto advised she would be following up on the condition.

There was discussion about the next review, with Grotto indicating a six-month review was not mandated and a review could be done upon receipt of a legitimate complaint by neighbor or staff, or if the Commission saw a need for a review.

Jones addressed the conditions to be completed by June 1, suggesting combining item "7" into item "6" and allowing for striping versus signage for the speed bump.

There was further discussion about the noisy fan, with a suggestion that item "12" be changed to read, "…noise reduction options for the combustion heater and fan shall be provided to the Administrator."

Gaeddert suggested moving item "14", addressing unauthorized vehicular use, to the items to be completed by June 1.

Williamson suggested an amendment may be needed to the existing Annexation
Agreement for changes addressing any avalanche language.

Zellers moved to allow continuance of the CUP approval for the BCSD bus facility contingent on conditions 1-16 as listed in the staff report and below:

1. The condition related to city services during avalanche danger shall be expanded to read, “The City of Hailey does not accept responsibility for or guarantee that city services, rescue efforts or emergency services will be provided during periods of avalanche danger or following an avalanche.”

The following shall be completed not later than June 1, 2005:

2. All lights on the bus facilities shall be placed on timers so as to turn off not later than 10:00 pm. A manual override may allow for lights as needed beyond that time.

3. The Toe of the Hill Trail shall be restored at a location as recommended by the Parks and Lands Board.

4. A sign shall be installed at an appropriate location along the pathway to Founders Field which states, “Emergency Vehicles Only Beyond This Point”.

5. The gaps under the noise barrier adjacent to 1180 Green Valley Drive shall be filled in with soil.

6. The parking area between the Community Campus and the Aquatic Center shall be striped, including appropriate markings for bus travel lanes, and for two handicap spaces at the Aquatic Center.

7. Warning signs for the speed hump in front of the Aquatic Center shall be installed.

8. Revegetation and weed control shall be initiated in all disturbed areas around the bus parking facility.

9. A permanent stop sign at the top of Green Valley Drive shall be installed.

10. Any broken or missing “No Parking” signs shall be replaced.

11. Screening as approved by the Administrator shall be provided for the chiller.

12. An update on noise reduction options for the combustion heater shall be provided to the Administrator.

The following shall be reviewed by the Administrator not later than October 1, 2005, and if necessary, Commission review shall be scheduled:

13. The original condition of approval (g), “The doors of the maintenance facility shall be closed while buses are not being moved in or out,” shall be revised to state, “The doors of the maintenance facility shall be closed while buses are not being moved in or out; except during summer months during activities that do not emit noise noticeable beyond the property line.”

14. If unauthorized vehicular use of the pathway continues, some type of gate may be required.

15. Next 6-month update regarding bio-diesel conversion is due.

16. Revegetation of disturbed areas around the facility shall be complete. Weed control is ongoing.

All conditions of the original Conditional Use Permit shall continue to be valid.
with the following changes:

- **Item "7" shall be deleted and the speed bumps shall be addressed through striping versus signage.**
- **Item "14" shall be moved up so as to be completed by June 1, 2005.**
- **Additional CUP review shall take place in twelve months.**
- **Verbiage shall be added to item "12" addressing noise abatement for the chiller and fan.**
- **Verbiage shall be added to item "2" that all lights on the south side of the building shall be turned off by 10 p.m.**
- **Item "13" shall be deleted.**

Jones seconded for discussion and amended the motion to include a condition that the applicant will agree to amend the annexation agreement to the extent needed to comply with any changes to the CUP. Zellers seconded the amendment; a vote was taken and all were in favor of the amendment. The vote was then taken of inclusion of the amendment into the main motion; all were in favor.

Linscott suggested again that the applicant meet with various agencies who might have need of using bio-diesel also.

The Commission took a 5-minute recess.

**WOOD RIVER HIGH SCHOOL PUD PRELIMINARY PLAT**

An application by Blaine County School District for preliminary plat approval of Wood River High School PUD Subdivision. The plat would create 4 lots and includes the extension of Fox Acres Road through the property. The application does not add additional lots, buildings, or uses on the property at this time. The parcel is zoned General Residential (GR).

Gaeddert, representative for the applicant, advised this application was to follow through with conditions to dedicate Fox Acres Road right-of-way, the bike path and the canal to the City. He explained the 4th lot at the south end of the plat contained property that was BLM deed restricted. He advised of easements, road configurations and field restrictions addressed through plat notes. He advised that all improvements are in, but the road may need chip sealing.

Grotto advised the City Attorney wanted to review all instruments noted on the plat and would do so prior to Council review. Grotto said improvements are generally installed, although the City Engineer noted that chip sealing and striping of Fox Acres Road would need to happen prior to acceptance by the City. The actual location of the Toe of the Hill Trail will need to be noted on the plat and an easement granted for it.

Gaeddert asked the easement width for the Toe of the Hill Trail, Grotto believed the width needed to be ten feet, but indicated she would verify that.

Anderson opened the public hearing.
There being no comment, Anderson closed the public hearing.

Linscott moved to approve the application with the following conditions:
   a) All Fire Department and Building Department requirements shall be met. Items to be completed at the applicant’s sole expense include, but will not be limited to, the following requirements and improvements:
      • Any additional fire lane signage as may be required by the Fire Chief.
   b) All City infrastructure requirements shall be met as outlined in Section 5 of the Hailey Subdivision Ordinance. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the applicant’s sole expense include, but will not be limited to, the following requirements and improvements:
      • “No parking this side of street” signs on Fox Acres Road.
      • The applicant shall chip seal and repaint Fox Acres Road prior to the City accepting the right-of-way.
   c) The plat shall note the amended PUD Agreement in addition to the original PUD agreement.
   d) Reconstruction of the Toe of the Hill Trail shall be completed prior to recordation of the plat. The location of the trail from the maintenance facility south shall be shown on the final plat and an easement shall be granted for public non-vehicular access upon it.
   e) Vegetation shall be planted on all disturbed hillside areas prior to recordation of the plat.
   f) Written verification from Idaho Power regarding vacation and relocation of easements shall be received prior to recordation of the plat.
   g) All improvements shall be completed and accepted, or surety provided pursuant to Sections 2.3.7 and 5.9.1 of the Subdivision Ordinance, prior to recordation of the final plat.
   h) The final plat must be submitted within one (1) calendar year from the date of approval of the preliminary plat, unless otherwise allowed for within a phasing agreement.
Zellers seconded and the motion carried unanimously.

AMENDMENTS TO HAILEY ZONING ORDINANCE #532

Proposed amendments to Zoning Ordinance No. 532, adding to duties of Administrator the interpretation of the provisions of the Zoning Ordinance, and clarifying maximum building height of 30 feet in Limited Residential and Flood Hazard Overlay Districts.

Grotto explained the amendments clarified by this application as:
Addition of interpretation of the Zoning Ordinance to Administrator’s duties.
Deletion of language regarding possible increase of building height to 35 feet with Design Review. This amendment was approved last fall at a Council hearing, but the final document that was published inadvertently excluded this amendment.
Deletion of language in the floodplain bulk requirements—“except as provided herein”. There are no exceptions provided for in the floodplain bulk requirements regarding the 30-foot height limit.

Anderson opened the public hearing.

There being no comment, Anderson closed the public hearing.

Jones moved to recommend approval of the amendments to the Council, finding the amendments consistent with Section 13.0 and 14.0 of the Comprehensive Plan. Zellers seconded and the motion carried unanimously.

**FINDINGS OF FACT**

Friedman Memorial Airport Expansion DR—Jones moved to approve as written, Zellers seconded and the motion carried unanimously.

Commons/McNae DR—Zellers moved to approve as written, Jones seconded and the motion carried unanimously.

Parkview Business Center PP—Jones moved to approve as written, Zellers seconded and the motion carried with Linscott abstaining.

**MINUTES**

February 7, 2005—Jones moved to approve as written, Zellers seconded and the motion carried unanimously.

February 22, 2005—Jones moved to approve as written, Zellers seconded and the motion carried unanimously.

**STAFF REPORTS**

Grotto updated on Council proceedings regarding River Street standards. Staff has been directed to move forward with ten-foot sidewalks, bulb-outs and a center median.

Staff will look at creating a working packet for new commissioners.

Jones moved to adjourn, Linscott seconded and the motion carried unanimously.

The meeting adjourned at 9:15 p.m.
STAFF REPORT

TO: Hailey Planning and Zoning Commission
FROM: Kathy Grotto, Planning Director
RE: Conditional Use Permit – 6-month review - School District Bus Facility

HEARING DATE: March 21, 2005

Applicant: Blaine County School District
Project: 6-Month Review of Bus Facility Conditional Use Permit
Location: Wood River High school
Zoning: General Residential (GR)

Notice

Notice for the public hearing was published in the Wood River Journal and mailed to property owners within 300 feet on March 2, 2005, and notice was posted on the property on March 2, 2005.

Background/Procedural History

On June 2, 2003, the Hailey Planning and Zoning Commission approved an application by Blaine County School District (BCSD) for a Conditional Use Permit (CUP) for a bus parking and maintenance facility at Wood River High School. The approval was appealed by affected neighbors. On September 22, 2003 the City Council affirmed the decision of the Commission but added a condition that the School District construct a noise barrier for a distance of 200 feet and install landscaping in a 31 foot wide buffer area adjacent to the property located at 1180 Green Valley Drive.

One of the conditions of the Commission’s CUP approval was:

The Conditional Use Permit shall be reviewed approximately 6 months from the beginning of the facility’s use. At that time, additional conditions may be placed if necessary to further mitigate hazardous and/or disturbing features of the use.

The bus facility was issued a temporary occupancy permit in early October and a final Certificate of Occupancy on October 20, 2004.
Conditions of the Commission’s CUP approval and the Council’s affirmation are listed in full below, with comments regarding compliance.

a) The deciduous trees placed as screening for the proposed parking and maintenance facilities shall be augmented with at least (15) additional coniferous trees; landscape screening shall be extended to the south end of the bus turnaround area; and the landscape berm (approximately 3 feet high) shall be extended to north and west to better hide the maintenance facility. A detailed plan for landscaping extending at least 400 feet west from the southwest corner of the science building shall be submitted for Design Review approval. At least 15% of the trees shall be 4-inch caliper or greater; at least 25% shall be 3-inch caliper or greater.

Complete. Staff confirmed all required plantings have been installed.

b) A plan showing the bus access lane moved as close to the existing building as possible shall be submitted for Design Review evaluation.

Complete. Access lanes are directly adjacent to edge of landscaping next to the Community Campus building.

c) An alternate circulation route shall be presented for evaluation at Design Review, showing an access road between the existing and new school buildings.

Complete. This route was presented to the Commission at Design Review but rejected as creating conflicts with pedestrian traffic between the Community Campus and new high school. [Signature]

d) No fuel storage shall occur at the High School Campus.

Satisfactory. Fuel is not stored anywhere on the Campus.

e) The School District shall identify times of high avalanche danger and have an alternate parking area for vehicles during that time, as well as a plan for notifying employees.

Satisfactory. See document entitled “District Support Services Building Avalanche Procedures”.

f) Not more than 30 buses shall be parked at the facility and all buses shall be parked within the covered parking shelters or within the maintenance facility (except during times of high avalanche danger).

Satisfactory. On March 8, 22 buses were parked in the facility. Four small buses, including the Head Start bus, are parked in the lot to the north of the maintenance facility. These are not visible from residential areas, except from the Dilley residence on the hillside above.

g) The doors of the maintenance facility shall be closed while buses are not being moved in or out.

Satisfactory. The School District has requested that the doors of the facility could be open during summer months during maintenance not requiring the use of power tools. (See the...
second bullet point in John Gaeddert’s memo of February 23, 2005.) This could be granted on a conditional basis, reverting to the original condition if complaints are received.

h) All buses must access the site via Fox Acres Road; no buses may access (ingress or egress) the site via Green Valley Drive, with the exception of not more than two bus routes per day.
Satisfactory. The District currently has no routes via Green Valley Drive.

i) Buses utilized for normal student pick-up shall not be started before 6:00 a.m. 
Satisfactory.

j) All exterior lighting shall comply with the Outdoor Lighting Ordinance.

Unsatisfactory. While there is not evidence that the light levels at the facility do not comply with the ordinance, neighbors have stated that certain lights stay on all night. The Commission may wish to add a condition that all lights at the facility shall be on a timer and turn off not later than 10:00 pm.

k) The Conditional Use Permit shall be reviewed approximately 6 months from the beginning of the facility’s use. At that time, additional conditions may be placed if necessary to further mitigate hazardous and/or disturbing features of the use.
This review constitutes compliance with this condition. The Commission may wish consider additional conditions warranted by the use.

l) The City of Hailey does not accept responsibility for or guarantee that city services, rescue efforts or emergency services will be provided during periods of avalanche danger.
City services have not been required during avalanche danger. The Commission may wish to amend this condition to include “or following an avalanche.”

m) In the event of an avalanche, the school shall clear out the ‘trough’ area at the base of the hill adjacent the east bus canopy before the bus parking facility can be used, so that additional events in the same year will not spill westward of the canopy.
No avalanche has occurred since occupancy.

n) A sign (similar to that posted at the river run ski area maintenance building) shall be posted on-site at the bus parking & maintenance facility. It shall read: “Danger - Avalanche Area - During times of avalanche hazard do not occupy area between building and mountain slope or occupy parking area by bus turnaround south of bus parking lot.”
Satisfactory. The sign has been posted.

o) The school district shall implement its pre trip inspection list for the bus drivers to reduce noise as follows:
- Check horn at pool while in parking lot prior to turning on Fox Acres Road. If inoperable return to shop.
  Satisfactory. No complaints have been received regarding noise from horns.

- Only in bus parking area: use interrupt switch (push and hold) while backing from parking area.
  Satisfactory. No complaints have been received regarding noise from back-up beepers.

- Limit engine speed to 1000 rpm’s when entering/exiting old high school complex.
  Questionable. Neighbors have advised that while most drivers generally abide by this condition, there have been occasional violations.

p) The school district shall pro-actively work with Brico or a similar supplier to provide bio-diesel fuel for the bus fleet and, upon procurement of same, shall make the necessary heat system improvements to the fuel line and convert to bio-diesel on all buses possible, in order to reduce pollutants. The district shall update the city planning department every 6 months, in writing, on the progress made toward this conversion.

See the attached memo from Rex Squires, dated February 18, 2005, “Status on Biodiesel”.
The issue seems to be a distribution point. Squires notes that they have contacted the Hailey Fire Chief regarding an above ground tank but haven’t received a response. The Fire Chief advised me that he provided the School District a packet of information several months ago. The Chief’s primary concern is related to avalanche areas in the vicinity of the bus facility. The Commission may wish to consider whether they would be in favor of striking condition (d) “No fuel storage shall occur at the high school campus”, if biodiesel could be distributed at a location acceptable to the Fire Chief. The next step for the School District to take would be to submit an application to the Fire Department. If approved by the Chief, then the Commission could consider whether or not to allow distribution of biodiesel only at the high school campus. It would not be appropriate for other entities that are interested in obtaining biodiesel to access the fuel at the School District’s bus facility, however.

q) Bus drivers shall use discretion with the throttle near the intersection with Green Valley Drive. Accordingly, bus drivers shall not exceed 1000 rpm or 10 mph while operating near Green Valley Drive, in particular, or generally within the high school parking lot.
  Questionable. Neighbors have advised that while most drivers generally abide by this condition, there have been occasional violations.

r) Total idling time of buses, regardless of the number of buses at the facility, shall be limited to not more than 10 minutes per bus, not to exceed a maximum of 270 minutes per day. Buses shall be plugged in to engine block heaters during winter months.
  Satisfactory. No complaints have been received regarding excessive idling. Engine block heaters are available and utilized for all buses during cold weather.
s) This Conditional Use Permit is subject to the City Council’s approval of the amendment to the Planned Unit Development agreement.

The Council approved the amendment to the PUD Agreement on September 22, 2003. One of the City Council’s conditions of the amended PUD was, “The toe-of-the-hill trail shall be restored at the approximate elevation of the existing trail to the south, on school property. The actual location of the trail shall be recommended by the Parks and Lands Board. A separate gravel pathway shall be installed between the existing high school building and Founders Field.”

The toe-of-the-hill trail has not yet been restored.

The “gravel pathway” has been improved with recycled asphalt and is 12 feet wide. While a sign has been installed that states, “Emergency Vehicle Access Only”, staff is concerned that the path is being used by other vehicles. For example, the path has used for access to an area south of the bus facility for parking during sporting events. The northernmost portion of this pathway will need to be utilized by vehicles when the north practice field is used for approved overflow parking; however, this should be the only use by non-emergency vehicles. A second sign should be installed at an appropriate point along the pathway, which states, “Emergency Vehicles Only Beyond This Point”. If unauthorized vehicular use of the pathway continues, some type of gate may be required. This situation should be monitored over the next few months; a suggested new condition addresses it.

Council’s condition:
The school district will construct a noise barrier for a distance of 200 feet and install landscaping in a 31 foot wide buffer area adjacent to the property located at 1180 Green Valley Drive, Lot 1, Block 80, Woodside Subdivision #21 (the Goff’s house), consistent with Exhibit A provided to the Council on September 22, 2003
Complete, but needs improvement. The Goff’s have noted that the soil under the noise barrier has settled, leaving gaps which should be filled in for better noise buffering.

Other related conditions:
The following was a condition of Design Review approval for the Bus Facility.
A raised crosswalk or speed hump, and crosswalk striping, shall be provided in front of the entrance to the Aquatic Center; the six 90-degree parking spaces closest to the Aquatic Center shall be eliminated; two handicap spaces shall be provided at the Aquatic Center. A speed hump has been installed; however warning signs for the speed hump should be installed. The parking area between the Community Campus and the Aquatic Center has recently been resurfaced, but striping has not yet been completed.

Department Head/Recommending Board Comments

Department Heads: No issues.
s) This Conditional Use Permit is subject to the City Council’s approval of the amendment to the Planned Unit Development agreement.

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Complete, but needs improvement. The Goff’s have noted that the soil under the noise barrier has settled, leaving gaps which should be filled in for better noise buffering.

Other related conditions:
The following was a condition of Design Review approval for the Bus Facility.
A raised crosswalk or speed hump, and crosswalk striping, shall be provided in front of the entrance to the Aquatic Center; the six 90-degree parking spaces closest to the Aquatic Center shall be eliminated; two handicap spaces shall be provided at the Aquatic Center. A speed hump has been installed; however warning signs for the speed hump should be installed. The parking area between the Community Campus and the Aquatic Center has recently been resurfaced, but striping has not yet been completed. A striping plan was received from Corporation from Land Planning (see attached faxed copy), however it does not include the required ADA spaces.

Department Head/Recommending Board Comments

Department Heads: No issues.
Parks and Lands Board: The Toe of the Hill Trail has not yet been completed. Weeds are proliferating in the area south and east of the bus parking facility. Please refer to the attached Parks & Lands Board memo dated March 9, 2005.

Other
Drivers of non-school bus vehicles have been observed driving fast within the school grounds and entering the school grounds from Green Valley Drive. A temporary stop sign was installed, but at the time of this report, was missing. A permanent stop sign at the top of Green Valley Drive should be required.

One of the “Fire Lane - No Parking” signs is broken and needs to be replaced.

The construction of the bus maintenance facility necessitated moving the “chiller” unit to the south side of the existing building formerly known as the “science wing” and now utilized for school support services. Better screening of this unit has been requested by adjacent neighbors.

The bus maintenance facility was constructed so that it is connected to existing building that houses school support services. The maintenance facility is several feet higher than the older building, which causes the noise from the combustion heater that is housed within that building to echo off the higher wall. John Gaeddert’s memo of February 23, 2005, notes that the District is investigating ways to reduce that noise.

Summary And Suggested Conditions

Section 11.1 of the Hailey Zoning Ordinance states that “the City of Hailey recognizes that certain uses possess unique and special characteristics with respect to their location, design, size, method of operation, circulation, and public facilities. In order to protect the public welfare and guarantee conformance with the Comprehensive Plan, permits are required for such uses upon review by the Commission.”

The Commission may impose any conditions that it deems necessary to secure the purpose of City ordinances and give effect to the Comprehensive Plan. Conditions including but not limited to those set forth in Section 11.6 may be placed on any approval. The Commission may wish to consider the following additional conditions to be placed on the existing Conditional Use Permit:

1. The condition related to city services during avalanche danger shall be expanded to read, “The City of Hailey does not accept responsibility for or guarantee that city services, rescue efforts or emergency services will be provided during periods of avalanche danger or following an avalanche.”

The following shall be completed not later than June 1, 2005:
2. All lights on the bus facilities shall be placed on timers so as to turn off not later than 10:00 pm. A manual override may allow for lights as needed beyond that time.
3. The Toe of the Hill Trail shall be restored at a location as recommended by the Parks and Lands Board.
4. A **sign** shall be installed at an appropriate location along the pathway to Founders Field which states, “Emergency Vehicles Only Beyond This Point”.
5. The gaps under the noise barrier adjacent to 1180 Green Valley Drive shall be filled in with soil.
6. The parking area between the Community Campus and the Aquatic Center shall be striped, including appropriate markings for bus travel lanes, and for two handicap spaces at the Aquatic Center.
7. **Warning signs** for the speed hump in front of the Aquatic Center shall be installed.
8. Revegetation and weed control shall be initiated in all disturbed areas around the bus parking facility.
9. A permanent stop sign at the top of Green Valley Drive shall be installed.
10. Any broken or missing “No Parking” signs shall be replaced.
11. **Screening** as approved by the Administrator shall be provided for the chiller.
12. An update on noise reduction options for the combustion heater shall be provided to the Administrator.

The following shall be reviewed by the Administrator not later than October 1, 2005, and if necessary, Commission review shall be scheduled:

13. The original condition of approval (g), “The doors of the maintenance facility shall be closed while buses are not being moved in or out,” shall be revised to state, “The doors of the maintenance facility shall be closed while buses are not being moved in or out; except during summer months during activities that do not emit noise noticeable beyond the property line.”
14. If unauthorized vehicular use of the pathway continues, some type of gate may be required.
15. Next 6-month update regarding bio-diesel conversion is due.
16. Revegetation of disturbed areas around the facility shall be complete. Weed control is ongoing.

**All conditions** of the original Conditional Use Permit shall continue to be valid.

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Size of tank = 2,000 gallon - delivery once every 2 weeks

Revisit in 12 months

Applicant shall agree to amend any K to extent needed to comply w/ changes in CLP.
MINUTES OF THE REGULAR MEETING  
OF THE HAILEY PLANNING AND ZONING COMMISSION  
HELD MONDAY, JULY 7, 2003  
IN THE OLD BLAINE COUNTY COURTHOUSE MEETING ROOM

The regular meeting of the Hailey Planning and Zoning Commission was called to order at 6:30 p.m. by Commission Chair Pat Cooley. Commissioners Eddy Svidgal, Kristin Anderson, and John Seiller were present. Commissioner Trent Jones was absent. Staff present included Planning Director Kathy Grotto, and City Planner Diane Shay.

PUBLIC HEARINGS

LIL MUNCHKINS DAYCARE CONDITIONAL USE PERMIT

An application by Shannon King for a Conditional Use Permit for a Daycare Home (up to 6 children) at 1031 Silver Star (Lot 11 Cutler Subdivision). The property is located in the Limited Residential District and all Daycare businesses may be allowed through the Conditional Use Permit process.

Shannon King presented the application, stating that she cares for four (4) infants, ranging in age from 4 months to 15 months, for three days a week from 8 a.m. to 5:30 p.m.

Shay gave the Commission a background of the application. The daycare had been in operation at the same location, but closed in June, 2001. As the Hailey Zoning Ordinance voids a Conditional Use Permit (CUP) after six (6) months if the use for which it has been issued has been discontinued; the applicant had to reapply for the CUP. Shay advised that licensing of a daycare home allows for up to six (6) infants/children. She advised that the applicant has stated there is no outside play time, as all are infants. The applicant’s driveway will accommodate up to six (6) cars. Shay reminded that all outdoor lighting would have to be compliant by August.

Seiller referenced condition “c” of the staff report and suggested expanding the hours in the condition to meet those listed in the Daycare Ordinance, so that the applicant would not need to appear before the Commission again should she choose to expand her hours. Grotto advised those hours could be expanded as long as they meet ordinance.

Cooley opened the Public Hearing.

Mike Williams, 1020 Silver Star Drive, expressed concerns over traffic in the area and the fact that the kids could run out in the street and get hit. He stated he did not realize he lived in a “business” district. He believed the yard should be fenced.

Cooley clarified for the audience that daycares are allowed in the Limited Residential District through the CUP process.
King advised she only cares for infants and they are always in the house.

Svidgal asked if drop off and pick up of the children was contained in front of the house. As they are infants, parents bring them up to the house, so children running in the street would not be a problem. Seiller stated there should be no parking of client’s cars in front of neighboring houses. King advised that her clients park in her driveway.

Seiller moved to approve the application, finding it in conformance with Section 11.4 a-I of the Comprehensive plan with the following conditions:

- a) The applicant shall remain current on all State and City daycare licensing requirements;
- b) The applicant shall have no more than 6 children at any one time in her care;
- c) Hours of operation shall be limited to Monday through Friday from 7:00 a.m. to 6:00 p.m;
- d) If the nature of the daycare changes because of the need for an outdoor play area, the applicant shall apply to amend the Conditional Use Permit;
- e) All drop offs and pick ups shall occur in front of the house;
- f) All exterior lighting shall comply with the Hailey Outdoor Lighting Ordinance on or before August 21, 2003.

Anderson seconded and the motion carried unanimously.

**LIDSTONE SHORT PLAT SUBDIVISION**

An application by Susan Lidstone for Short Plat Subdivision affecting Lot 2, Block 1 Nottingham Subdivision. The applicant proposes to remove the recorded building envelope from the platted lot. The property is located at 640 Robin Hood Drive in the Limited Residential District.

Susan Lidstone presented her application, stating that the building envelope recorded on the property appeared to be a mystery. It is not referenced in the CCR’s for Nottingham Subdivision, and Lidstone advised that only 2 of 7 lots had building envelopes recorded on them. She advised the building envelope was discovered when she inquired about putting an addition on her house. The addition would fall outside the platted building envelope.

Seiller asked if she was still meeting the CCR setbacks for the neighborhood. Lidstone advised they were the same as the City setbacks for the zoning of the property and she would be able to meet them without the building envelope.

Shay added that research showed no reference to the building envelope, but did show some discussion of narrow street frontage, so it is possible the building envelope was recorded to ensure adequate access to the property. She said that the City Attorney advised this was the process necessary for removal of the recorded building envelope from the plat. Shay advised the applicant meets all the setbacks even with the proposed addition.
Svidgal asked if the Commission was recommending or approving the application. Grotto clarified the Commission was giving approval of the Preliminary Plat. As the application is a short plat application, it will go directly to the Council for approval of Final Plat.

Cooley opened the Public Hearing.

As there were no comments, Cooley closed the Public Hearing.

**Svidgal** said the neighborhood generally did not have recorded building envelopes and he was not concerned that removing it would be a detriment. He moved to approve the application with the following conditions:

a) All Fire Department and Building Department requirements shall be met. At this time, these requirements include, but will not be limited to the following:
   - The proposed addition shall meet all required setbacks.

b) Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. At this time, this infrastructure includes, but will not be limited to the following:
   - The location of water and sewer services to the lot shall be shown on the plat.

Seiller seconded and the motion carried unanimously.

**AIRPORT WEST REPLATS**

Applications by Airport West Partners for replat of three large block lots in Airport West as follows:
- Lot 2 Block 5 - into 10 lots ranging from 9660 square feet to 38,500 square feet. The lots would be accessed private streets, platted as easements. The cul-de-sac easement within proposed lot 2A is proposed to be narrowed by 30 feet; it would become 65 feet in radius. The paved portion (completed) of the cul-de-sac appears to be approximately 90 feet in diameter.
- Lot 6 Block 4 - into twelve lots ranging in size from 10,900 square feet to 15,990 square feet, with a private street.
- Lot 1, Block 2 - into 7 lots, ranging from 10,900 square feet to 54,460 square feet, with a private street.

Brian Yeager, representative for the applicant, presented the application and advised it was similar to previous lot splits that had already taken place in Airport West. He said there were restrictions to Lot 6 Block 4 in the Annexation & Development Agreement, restricting uses to storage and warehouse types of uses.
Yeager shared that the plans in front of the Commission for Lot 2, Block 5 show a reduction in the radius of the culdesac easement from 90 feet to 65 feet. The original radius was set in discussion with the fire department, but it has been learned that the diameter should be 90 feet, not the radius.

Yeager advised that plans for Lot 1, Block 2 show a new access and curb cut off Aviation Drive, which is needed for circulation, due to the “H” configuration of the roadways. He advised it to be very similar to amended Lot 3, Block 2.

Yeager went on to advise that the uses to Lot 6, Block 4 will be different and are more restricted due to the annexation agreement with the City. Snow storage will need to be shown to meet the 25% requirement of the City.

Seiller asked about the neighboring uses to Lot 6, Block 4. George Kirk, of Airport West Partners, advised the McCroskey home borders the subdivision to the north and is in the TI zone within the City of Hailey. On the south side, Kirk advised Broadford Highland is adjacent. The annexation agreement calls for a myriad of storage uses as well as wholesaling. The replat would not change those uses.

Grotto said the applications are similar to previous replats of large blocks within the subdivision. Many contain private internal streets which will be privately owned and meet the standards for private streets. She advised that the plat notes needed to be revised to insure a 25 percent snow storage easement for the platted streets and that applicants know they will need to supply areas for snow storage on their projects. Grotto stated the 40 foot wide access emergency access easement should be noted on the plat as an emergency access easement. She noted the double frontage lots, which had been approved for other replats is consistent with the desire for limited curb cuts on public streets. Grotto verified that a 90 foot diameter was correct for the culdesac, versus a 90 foot radius.

Grotto also added that plat notes should state “access to the lots be from private streets contained within the lot, not from public streets.” Anderson clarified that the front of the buildings would be accessing the private streets. Kirk said sidewalk access could occur off Aviation Drive, but parking and loading would occur off the private streets. Aviation Drive sides of the buildings would be dressed up to give good streetscape design.

Grotto referenced that the water service lines shall be located at the edge of the 26 foot access and public utility easement of the streets.

Cooley opened the Public Hearing.

Mark Sliwicki, 222 Broadford Highlands Lane, expressed concerns and questions about the use of Broadford Road. He advised it has been used on a regular basis during construction by contractors, as has Broadford Highlands Lane, and it has gotten dangerous. He advised that Hailey Nursery had punched a well down a couple of weeks ago and they are using it to fill their hydroteed trucks and sprayers. He understood they
should be using City water, as during discussions of 2 years ago, residents were advised there would be no additional usage with wells from the development. He is concerned about what it will do to the water table in the area. He asked about the increase in size to Lot 1, Block 2, with an expansion of 50%. He asked why it was being increased.

Cindy Brown, 217 Broadford Highlands Road stated she needed clarification on the Lot 1, Block 2 application. She expressed concerns about the use of Broadford Road and Broadford Highlands Lane during the construction process and stated the emergency access easement is being used on a regular basis by the construction crews. She said she had understood there would be no outside storage allowed in the subdivision, stating her belief it would be similar to Northwood Storage. She asked what had happened to the bike path planned for Parcel A.

Kirk said the bike path was not required to be paved. He explained that Hailey Nursery had not drilled a well, but instead a drilling rig relocated the well from Lot 4 into Parcel 1, for irrigation of the common parcels. He advised that Hailey Nursery was the landscape contractor for Airport West. Kirk advised that the largest building in Lot 2, Block 5 would be about 25,000 square feet. They are not proposing to change any uses in Lot 6. They are splitting the lot because they perceive the market is mini-storage with individual storage units owned by individuals as opposed to being rented. Kirk added he was not aware of the Broadford Road use as a traffic thoroughfare. He expressed no problem with installing a chain or gate to block the unapproved access, if it was approved by the fire department.

Grotto said she was unaware of the use as a traffic thoroughfare. Grotto advised she would check the Hailey Nursery well use with the City Engineer. She advised that the Parcel A bike path was not installed at this time and is not part of the Airport West Subdivision. She further advised that Airport West would put in the base for the Rec. District to develop the bike path in the future.

Seiller asked of the need to continue Jetstar Lane around the back to lots 2F-2J. Kirk expressed that access from both sides of the project was important. Seiller asked if the fire chief had commented on the long dead end. He believed it made it too convenient for accessing Broadford Road. Kirk expressed no problems with installation of evergreens or fencing, within the 10 foot landscape easement at the end of the drive, to prevent access to Broadford Road. Cooley favored landscaping. Seiller suggested an additional plat note about no access to Broadford Road. He also recommended keeping the density more towards the middle lots away from residential neighboring lots.

**LOT 2 BLOCK 5**

Seiller moved to conditionally approve the application of Lot 2, Block 5 with the following conditions:

a) All Fire Department and Building Department requirements shall be met. At this time, these requirements include, but will not be limited to the following:
   - Additional requirements to meet Fire Code will be considered on a case by case basis, depending on size, occupancy, and construction
b) Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. At this time, this infrastructure includes, but will not be limited to the following:
   • Stop signs, (private) street name signs, and fire lane signage.
   • Drywells subject to City Engineer approval and EPA standards

c) Plat note #2 shall be amended to state, “Within the private streets shown hereon, easements are granted for access and public utilities. No structures shall be placed within the private streets. There shall be no access off Jetstar or Comet Lane onto Broadford Road.”

d) Plat note #3 shall be revised to clarify that the snow storage is for the private street, and not for internal parking or circulation within the individual lots. It shall also add that relocation of snow storage easements is subject to plat amendment.

e) A plat note shall be added that access to Lots 2A through 2J shall be from Jetstar, Comet, Galaxy, and Skymaster Lanes only.

f) A sufficient number of 4 inch caliper evergreens shall be added to Parcel A to prevent access off Comet Lane or Jetstar Lane, substantial enough to keep traffic from passing through.

g) Easements for the public water services to the vaults shall be provided, or the water vaults shall be located at the edge of the 26-foot access and public utility easement.

h) The developer shall meet or exceed all applicable standards of the Subdivision Ordinance and applicable Improvement Standard Drawings.

i) All improvements shall be completed and accepted, or surety provided pursuant to Sections 2.3.7 and 5.9.1 of the Subdivision Ordinance, prior to recordation of the final plat.

Svidgal seconded and the motion carried unanimously.

LOT 6, BLOCK 4

Seiller stated his concern of density next to Broadford Highlands with this replat. Anderson agreed with Seiller on the peripheral density, but was unsure how to limit. Kirk equated density to square footage and said that with the multiple lot lines and setbacks on each lot, subdividing actually reduced the bulk, massing and density of the lots. He said all buildings in SCI would come through Design Review. He reminded of the 30’ landscape buffer given by Airport West.
Cooley opened the Public Hearing.

Slawicki expressed concerns with noise and screening of outside storage.

C. Brown asked who enforces the CCR’s for Airport West.

Cooley closed the Public Hearing.

Grotto advised that all outside storage must be screened with fencing.

Seiller agreed with the re-density and reiterated that all buildings in Airport West would come through Design Review.

Svidgal agreed with Kirk’s comments about a less dense visual impact to adjacent residents through use of multiple lot lines and setbacks. He referenced the access easement which shows as dead-ending at the back of Lot 7 by Broadford Highlands. Kirk explained that is one of two curb cuts for Lot 7 access, to allow for a circulation pattern. Kirk described it as similar to other shared accesses to properties in Airport West.

Seiller advised of the possible creation of double frontage lots to Broadford Highlands with the development of Lot 7. He asked if the 40 foot emergency easement at the south end of Airport West was used for construction crew egress/ingress. Kirk said he was not aware of it, but neighbors are indicating otherwise. It is strictly an emergency access easement for the Broadford Highlands residents. He would check into the use of it.

Anderson moved to conditionally approve the application for replat of Lot 6, Block 4 with the following conditions:

a) All Fire Department and Building Department requirements shall be met. At this time, these requirements include, but will not be limited to the following:
   • Additional requirements to meet Fire Code will be considered on a case by case basis, depending on size, occupancy, and construction type.

b) Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. At this time, this infrastructure includes, but will not be limited to the following:
   • The sewer main shall be extended to Lot 7, Block 4.
   • The water main shall be installed under the west access road prior to paving for the City Shop.
   • Stop signs and (private) street name signs, and fire lane signage.
   • Drywells subject to City Engineer approval and EPA standards
c) Plat note #2 shall be amended to state, “Within the private streets shown hereon, easements are granted for access and public utilities. No structures shall be placed within the private streets.”

d) Adequate snow storage representing 25% of the private street area shall be shown on the plat.

e) Plat note #3 shall be revised to clarify that the snow storage is for the private street, and not for internal parking or circulation within the individual lots. It shall also add that relocation of snow storage easements is subject to plat amendment.

f) A plat note shall be added that access to Lots 6A through 6L shall be from Electra Lane only.

g) Easements for the public water services to the vaults shall be provided, or the water vaults shall be located at the edge of the 26-foot access and public utility easement.

h) The plat shall indicate an easement for emergency access only through Lot 6L.

i) The developer shall meet or exceed all applicable standards of the Subdivision Ordinance and applicable Improvement Standard Drawings.

j) All improvements shall be completed and accepted, or surety provided pursuant to Sections 2.3.7 and 5.9.1 of the Subdivision Ordinance, prior to recordation of the final plat.

Svidgal seconded and the motion carried unanimously.

LOT 1, BLOCK 2

Seiller said he had none of the concerns with this application that he had with the other two replats.

Cooley suggested the Commission leave the new curb cut to the Council’s discretion.

Seiller asked about snow storage planned for the replat. Grotto said the replat meets the 25% snow storage requirement and advised of condition “d” in the suggested conditions which will require the clarification of plat note #3.

Seiller moved to conditionally approve the application with the conditions as follows:

a) All Fire Department and Building Department requirements shall be met. At this time, these requirements include, but will not be limited to the following:
• Additional requirements to meet Fire Code will be considered on a case by case basis, depending on size, occupancy, and construction type.

b) Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. At this time, this infrastructure includes, but will not be limited to the following:
   • Stop signs, (private) street name signs, and fire lane signage.
   • Drywells subject to City Engineer approval and EPA standards

c) Plat note #2 shall be amended to state, “Within the private streets shown hereon, easements are granted for access and public utilities. No structures shall be placed within the private streets.”

d) Plat note #3 shall be revised to clarify that the snow storage is for the private street, and not for internal parking or circulation within the individual lots. It shall also add that relocation of snow storage easements is subject to plat amendment.

e) A plat note shall be added that access to Lots 1A through 1G shall be from Colibri Lane and Lear Lane only.

f) Easements for the public water services to the vaults shall be provided, or the water vaults shall be located at the edge of the 26-foot access and public utility easement.

g) The developer shall meet or exceed all applicable standards of the Subdivision Ordinance and applicable Improvement Standard Drawings.

h) All improvements shall be completed and accepted, or surety provided pursuant to Sections 2.3.7 and 5.9.1 of the Subdivision Ordinance, prior to recordation of the final plat.

Anderson seconded the motion. Cooley asked for discussion about the additional curb cut. Seiller amended his motion to add that the City Council shall determine whether the additional curb cut is appropriate. Svidgal seconded the amendment and the inclusion of the amendment into the main motion carried unanimously. The vote was then taken on the main motion and it carried unanimously.

REZONE OF LOT 1, BLOCK 2 - AIRPORT WEST SUBDIVISION

An application by Airport West Partners for rezone of Lot 1, Block 2 of Airport West Subdivision. The applicant is requesting rezone from SCI - Sales Office Subdistrict (SCI-SO) to SCI – Industrial (SCI-I).

George Kirk explained the application as a proposal to square off boundaries. He advised
it has become a practical reality that the SCI-I zone has been absorbed more quickly. He advised of the 5 acres to the City and 3 acres to the County of SCI-I zoned land in Airport West, and explained he is looking to gain some SCI-I back. He said the SCI-SO zoning is still a new concept. The proposed zoning will be compatible with the adjacent zoning of SCI-SO.

Grotto said the setbacks are identical in SCI-SO and SCI-I. She advised the minimum lot size was different in the two zones, but the rezone application meets lot size requirements. She did not foresee any issues with compatibility. The Land Use Map shows the area as industrial/commercial. Infrastructure has been extended and there would be no significant difference in the City services provided.

Cooley opened the Public Hearing

As there were no comments, Cooley closed the Public Hearing.

Svidgal indicated he had no concerns with the rezone.

Seiller said there was obviously a demand for SCI-I zoning, and saw no adjacent property concerns due to the adjacent industrial and airport zoning. He believed the application made good sense.

Anderson moved to recommend approval to the City Council of the zone change from SCI-SO to SCI-I, finding it in accordance with Section 6.2, Goal 1, Policy 1 of the Comprehensive Plan, that it does not jeopardize the health, safety and welfare of the citizens of Hailey. Seiller seconded and the motion carried unanimously.

FINDINGS OF FACT

BCSD Bus Facility CUP - Rand Peebles, attorney for the applicant, requested the addition of verbiage, under Standards of Evaluation, items B-i, to read: “For these reasons, based on the conditions, the Commission finds that this standard has been met.

Svidgal moved to approve the Findings with the changes as requested by the applicant. Anderson seconded and the motion carried unanimously.

BCSD Bus Facility DR - Anderson moved to approve the Findings as written, Seiller seconded and the motion carried with Svidgal abstaining.

BCSD PUD - Seiller moved to approve the Findings as written, Anderson seconded and the motion carried
with Svidgal abstaining.

- **Sage View Subdivision PP**
  - Anderson moved to approve the Findings as written, Seiller seconded and the motion carried unanimously.

- **Arbor Heights PP**
  - Anderson moved to approve the Findings as written, Seiller seconded and the motion carried unanimously.

- **Archive Decorative DR**
  - Seiller moved to approve the Findings as written, Svidgal seconded and the motion carried unanimously.

**MINUTES**

June 2, 2003

- Anderson asked for a deletion on page 7, of the last paragraph reading: “Anderson added that traffic would increase approximately 30% and wondered if it would just blend into current traffic.”
  The paragraph was deleted.

  Cooley asked for an addition to page 5, second paragraph above item “c” to read: “problem if the buses weren’t yellow school buses”.

  **Seiller moved to approve the minutes with the changes indicated**, Anderson seconded and the motion carried unanimously.

**COMMISSIONS REPORTS**

Seiller said he checked into drilling a well in his yard, and he believes he could legally do it. He said he has thought about it as he has no pressure for watering during the middle of the summer. He suggested passing an ordinance prohibiting the drilling of wells within the City of Hailey. Grotto asked if he had checked the Municipal Code Title 13 and said she would follow up with Department Heads.

Discussion took place about the Balmoral soccer field. Grotto advised they have until August 31 to complete all PUD items.

**STAFF REPORTS**

Grotto shared that the bus facility CUP was appealed, and will be heard by the City
Council on July 28.

Discussion took place over the start time of the Planning and Zoning meetings. The Commissioners present all agreed with a 6:00 p.m. starting time. It will be discussed at the July 21 meeting to allow Commissioner Jones to participate in the discussion.

Grotto advised she will be budgeting for a Hearings Examiner in the upcoming fiscal year. She advised of the increase to the number of applications heard by the Commission and said a Hearings Examiner would probably pull 2 applications a month from the Public Hearing process. Examples of applications that will be heard by a Hearings Examiner were given as: daycare CUP’s, consent agenda items, design review items. Seiller indicated he was uncomfortable with not hearing certain items. Grotto said the amendment to the Zoning Ordinance, addressing the use of a Hearings Examiner would be on the September 15 agenda.

Cooley moved to adjourn, Seiller seconded and the motion carried unanimously.
FINDINGS OF FACT, CONCLUSIONS OF LAW, AND DECISION

On June 2, 2003 (continued from May 5, 2003) the Hailey Planning and Zoning Commission considered an application submitted by Blaine County School District (BCSD) for a Conditional Use Permit for a bus parking and maintenance facility at Wood River High School. The property is within the General Residential (GR) District, and Section 4.3.3 of the Hailey Zoning Ordinance #532 lists Public Uses as a conditional use within that district. The Commission, having been presented with all information and testimony in favor and in opposition to the proposal, hereby makes the following Findings of Fact, Conclusions of Law, and Decision.

FINDINGS OF FACT

Notice

Notice for the May 5, 2003, public hearing was published in the Wood River Journal and mailed to property owners within 300 feet on April 16, 2003, and notice was posted on the property on April 28, 2003. Notice was mailed to property owners requiring notice but not on the original mailing list, on May 14, 2003. Notice was posted on the property again on May 23, 2003.

Application

Blaine County School District, with John Gaeddert of Corporation for Land Planning and Engineering (CLPE), has submitted a Conditional Use Permit application for a school bus parking and maintenance facility, located at the Wood River High School Campus. The applicant proposes two covered bus shelters for a total of 30 school buses, and a three bay maintenance facility with one wash-bay. The proposed maintenance facility would be physically attached to an existing school building commonly referred to as the "science annex"; the parking facility would be located approximately one hundred feet to the south. The proposed bus facilities have been determined to be a Public Use ("Use for a public purpose by a city, school district, county, state, or any other public agency or a public utility.") Public Uses are allowed with an approved Conditional Use Permit in the General Residential (GR) district. Following the Council’s recent decision to allow annexation, the property will be located in the General Residential (GR) zoning district, and public uses may be allowed under the Conditional Use Permit process.

The “Project Overview” in the application binder, and the submitted plans, contain additional details of the application.

Applications for Design Review and to amend a previously approved Planned Unit Development (PUD) at the High School Campus have also been submitted.
Procedural History

The Commission held a hearing on the School District's applications on March 17, 2003. The application was tabled at that time, with a request for several items of additional information.

A second public hearing was then scheduled for and held on May 5, 2003, with public notice given as noted above.

A few days prior to the May 5, 2003 hearing, it was discovered that there may have been flawed notice to property owners within 300 feet. The hearing was continued to June 2, 2003, in order to allow time for the applicant to verify the mailing list and for the City to mail notice to any additional property owners. It was found that six property owners had not received the notice for the first public hearings. These persons were mailed the notice of the June 2, 2003 public hearing on May 14, 2003.

Standards of Evaluation

Section 11.4 of the Hailey Zoning Ordinance establishes the standards for proposed conditional uses. For each applicable standard (in bold print), the Commission makes the following Findings of Fact:

a) Will, in fact, constitute a conditional use as established for the zoning district involved;

The proposed use is located primarily within the area under consideration for annexation. The proposed zoning for that annexed area is General Residential District, and the remainder of the High School Campus is zoned GR. Section 4.3.3(e) lists “Public service, public use, and public utility facilities” as conditional uses within that district. Section 2.2.55 defines “Public use. Use for a public purpose by a city, school district, county, state, or any other public agency or a public utility.” An analysis was provided to the City by Rand Peebles on behalf of the School District (Exhibit 6 of the application: 10/10/02 Peebles letter to the City). The District believes that the bus maintenance facility is “accessory” to the permitted uses on the campus and, thus, allowable; and, that the bus parking is not prohibited in the GR district. The City's analysis was subsequently provided to the Mr. Peebles and the School District (letters from Ned Williamson dated November 15, 2002 and Kathy Grotto dated November 20, 2002). As a result, the School District has submitted a CUP application.

Moreover, a condition of the recent annexation of this property requires a conditional use permit application for the facility as a public use.

For these reasons, the Commission finds that this standard has been met. (Unanimous)

b) Will be harmonious with and in accordance with the general objectives or any specific objective of the Comprehensive Plan and this Ordinance;
Comprehensive Plan:
The applicant sites various sections of the Comprehensive Plan in its analysis of the CUP criteria, on page 25 of the application binder.

The following sections were considered by the Commission: Section 2, Section 5, Section 9, and Section 15.

Section 2, Hazardous Areas
2.6 Avalanche Hazard. Goal I, “The goal of this section is to reduce the potential threat to loss of life, limb or property and minimize public expenditures due to avalanche.”

The existence of avalanche hazard areas within the subject property has been acknowledged by the School District. It is their position that such hazard may be mitigated by appropriate structural engineering. Exhibit 10 of the application, “Mears Avalanche Study”, gives the applicant’s analysis. Arthur Mears, P.E., an avalanche control engineer, states that construction within the blue avalanche zone is feasible and mitigation is possible. He further states in a letter dated April 7, 2003, that “the structure has been designed to catch debris (snow and entrained soil, plants, and small rocks) on the fill and sloping roof and retain this debris.”

The Fire Chief noted that the possibility of debris (mud) flows appears to be as common if not more common than avalanches in that side of the valley, and that the dynamics of a debris flow is usually significantly greater than for avalanche events. Mr. Mears states that he found no evidence of debris flows at the site of the proposed bus facility, also in April 7, 2003 letter.

AHJ Engineers, P.C., a structural engineer, verifies the capability of the structures (east wall of maintenance facility and east bus canopy structure) to meet the avalanche design magnitude specified by Mears, in a letter dated March 27, 2003.

The School District agrees to a condition requiring them to clear out the "trough" area at base of hill subsequent to any avalanche so that subsequent events in the same year could be contained.

The School District provided verification that other public buildings, including buildings at River Run, St. Lukes Hospital, and the Valley Club, were approved for construction in blue avalanche zones in Blaine County.

Section 5, Land Use
Goal I. To develop clear land use and development procedures and to provide for a balanced mix of land uses suitably related to each other and their natural setting.

The proposed bus facility is located on the high school campus, with an aquatic center and residential uses adjacent to the campus.

Section 9, Public Facilities, Utilities and Services
I. Goal: Maintain facilities and utilities to meet primary service needs of the City.
Policy 1: To coordinate and cooperate with public, semi-public, and private institutions in the provision of facilities for public use.

A letter dated April 21, 2003, from Rand Peebles, attorney for the School District, was submitted regarding the offer by the City to consider the feasibility of utilizing the City-owned lot in Airport West for school bus facilities. The District’s conclusion was, given the District’s needs and the City’s needs, “it simply does not appear workable in terms of accommodating both the City’s needs and the District’s needs.”

Section 15. School Facilities and Transportation.
15.12, School Transportation
I. Goal. It is the goal of the City of Hailey to provide or ensure the provision of safe, adequate, convenient and multi-modal transportation access to all school sites, as incorporated herein and referenced on the attached Conceptual School District Transportation Master Plan Map.

The applicant’s analysis focuses on this section of the Plan, on pages 20 through 22 of the application binder. The analysis refers to support of providing a centralized and unified location for the bus maintenance facility, relocating the facility on the high school property to a more secure and less visually obstructive location, and improving vehicular access. A bus parking and maintenance facility had been located at the high school campus for approximately 27 years (adjacent to the Blaine County Aquatic Center).

For these reasons, based on the conditions, the Commission finds that this standard has been met. (3 in favor, 2 opposed)

c) Will be designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area;

The general vicinity surrounding the proposed facility includes the old and new high school buildings, parking lots, playing fields, the Blaine County Aquatic Center, and residential uses. The school and aquatic center provide amenities with attendant traffic.

The design and construction of the bus maintenance facility is proposed to essentially match the existing science building to which it is attached. The design and construction of the bus parking facility is proposed to be screened by berming and landscaping. Landscaping would be maintained as part of the entire High School Campus landscaping; currently this is contracted to a local landscape maintenance company. The operation of the proposed facility involves the use, parking, washing and maintenance of up to 30 school buses.

The proposed conditional use will allow the existing uses in the vicinity to continue and based on the conditions imposed, the proposed conditional use will not change the essential character of the uses in the vicinity.
For these reasons, based on the conditions, the Commission finds that this standard has been met. (3 in favor, 2 opposed)

d) Will not be hazardous or disturbing to existing or future neighboring uses;

Neighboring uses include the existing high school building that is to become a “community campus” for other educational and recreational uses, the new high school, playing fields, the Aquatic Center, and nearby residential homes.

According to the applicant, during the 180-day school year, buses will be dispatched each day from the proposed parking facility as follows:

- 18 buses will depart between 6:30 - 7:15 AM;
- 6 buses will depart between 10:15 - 11:15 AM;
- 18 buses will depart between 1:30 - 2:30 PM.

Between the morning, mid-day and afternoon routes, each of the buses will generally return to the parking facility. End of day routes are completed on a staggered basis between 4:00 and 5:15 PM. However, one or two of the buses may not return until approximately 7:00 - 7:30 PM if an after school youth activity bus is needed. Away travel games and other special events also require the dispatch of the travel bus at varied times. There will be additional traffic generated by the drivers and maintenance staff.

No fuel storage for buses or other vehicles is proposed at the facility. A (Brico) fuel truck dispenses fuel to the buses three days a week.

Effects of the operation of up to 30 buses that may be hazardous or disturbing to neighboring uses could include diesel emissions and noise. The applicant has provided studies on both noise and fumes, and notes “the studies find that the proposed uses do not create unreasonable neighborhood impacts with regard to noise or smell.” Exhibit 11 for the Spectrum Noise Study, and Exhibit 12 for the Millennium Science Diesel Emission Study, in the application binder, address these impacts.

Roy Jost at ITD, agrees with the conclusions of the Spectrum Noise Study. Mitigation measures such as turning off the back-up beepers while in the facility, conducting horn checks off campus, and speed limits, are proposed. The School District sites school bus driver training and evaluation as methods of enforcing the mitigation measures to reduce noise. The City does not have any noise ordinance that includes decibel limits.

Comments regarding diesel emissions were received from EPA and Idaho DEQ. Christopher Lammer of Millennium Science responded to details of those comments. Emission levels were tested at a distance of 300 feet, representing the nearest residential property line. Emission rates for all pollutants tested were below the compliance standards. The highest emissions were found at approximately 52 feet away from the facility, but those emissions were still below standards. The applicant stated that the idling times of the buses (longest idling periods in the morning) do not generally coincide with the use of the adjacent playing fields. The Idaho State Department of Education has not
issued any directives or regulations on diesel fumes. The applicant as agreed to limit idling time to 270 minutes per day for all buses on site.

The applicant has researched the feasibility of utilizing bio-diesel as a fuel, and has stated they are willing to make a commitment to proactively pursue the conversion of its bus fleet to this alternative fuel which has environmental benefits. The use of bio-diesel requires retrofitting of the engines: in-tank fuel heaters, heat tape on fuel lines, and fuel heaters within the filter are needed. There would be no change in idling time with the use of bio-diesel. The applicant stated if 100% of bio-diesel is used, there would be a 95-97% output reduction in pollutants, however the fuel is likely to be a blend of bio-diesel and regular diesel, and the actual percent of bio-diesel in the fuel that will be provided is currently unknown.

A traffic count of the regular facility traffic, along with a narrative on the facility related vehicle trips in relation to the projected total vehicle trips in the subject location were provided by the applicant in a memo from Corporation for Land Planning and Engineering. The study notes that approximately 400, or more, vehicle trips are currently approved to pass by the northeast corner of Green Valley Drive. The addition of 192 trips resulting from the proposed bus facility represents approximately one-third of the total trips that would occur. There is a single access route to the proposed bus facility, and to the rear parking lots, which passes by the north end of Green Valley Drive.

The School District cited Aspen, Vail and Steamboat Springs as resort communities that have school bus facilities adjacent to residential areas.

For these reasons, based on the conditions, the Commission finds that this standard has been met. (3 in favor, 2 opposed)

e) Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, and drainage structure. Agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service;

The proposed facility is located on the high school campus, which has public access via Fox Acres Road, a public street. A portion of the proposed facility is located on approximately 3 acres of land that was recently annexed into the City of Hailey. As such, emergency services are extended to the property.

The Fire Chief notes that the applicant should have a method to identify times of high avalanche danger have an alternate parking area for the vehicles during those times. He further notes that some communities with avalanche danger have an acknowledgement that during the threat of, or following the event of an avalanche or debris flow, that the city may deem it necessary to suspend some or all of the city services and utilities to that property. He cites the Avalanche Ordinance from Silverton, Colorado. One section addresses suspension of services, as follows:
“Suspension of the Town Services: During periods of avalanche danger, town services may be suspended or otherwise not provided to property within the Avalanche Hazard District. The Town of Silverton does not accept responsibility for or guarantee that town services, rescue efforts or emergency services will be provided during periods of avalanche danger.”

A condition of approval states that the City does not accept responsibility for or guarantee that city services, rescue efforts or emergency services will be provided during periods of avalanche danger.

The City service for water and sewer would appear to be unaffected by an avalanche or debris flow. Because the access to the bus facilities is private, the City cannot control access at this location.

For these reasons, based on the conditions, the Commission finds that this standard has been met. (Unanimous)

f) Will not create excessive additional requirements at public cost for public facilities and services;

As above, especially for emergency services.

For the reasons stated in paragraph (e), based on the conditions, the Commission finds that this standard has been met. (Unanimous)

g) Will not involve uses, activities, processes, materials, equipment, or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, dust, odors, vibration, water or air pollution, or safety hazards;

The operation of up to 30 buses will likely result, to some extent, in traffic, noise, fumes, odors, and air pollution. Safety hazards are present with the existence of the avalanche and debris flow (mud flow) hazardous areas within the subject property. Whether those effects are “excessive”, or will be adequately mitigated by the design, construction, and operation of the proposed facilities, is a key issue of this application. See analysis under item (d) above for proposed mitigation measures.

For these reasons, based on the conditions, the Commission finds that this standard has been met. (4 in favor, 1 opposed)

h) Will have vehicular approaches to the property, which shall be designed so as not to create an interference with traffic on surrounding public thoroughfares;

Vehicular approaches to the proposed bus facilities will be via Fox Acres Road for nearly all buses, with potentially a limited number via Green Valley. Two bus routes would utilize Green Valley Drive, in order to not drive unnecessarily through other residential areas.
For these reasons, based on the conditions, the Commission finds that this standard has been met. (Unanimous)

i) Will not result in the destruction, loss, or damage of a natural, scenic, or historic feature.

The “toe of the hill”/pedestrian trail previously located in the area of the proposed bus parking facility has been impacted by the grading of the site. The applicant states that the trail will be relocated for pedestrian access to the “toe of the hill” trail continuing south, and to the playing fields.

For these reasons, based on the conditions, the Commission finds that this standard has been met. (Unanimous)

Other Parking: Parking is to be reviewed in the FUD hearing.

Lighting: Lighting is to be reviewed in the Design Review hearing.

CONCLUSIONS OF LAW AND DECISION

Based upon the above Findings of Fact, the Commission makes the following Conclusions of Law and Decision:

1. Adequate notice, pursuant to Section 11.3 of the Hailey Zoning Ordinance and Idaho Code Section 67-6512, was given for the public hearing.

2. The application is in accordance with the Comprehensive Plan, Sections 9 and 15.

3. Upon compliance with the conditions stated below, the application substantially meets all criteria (a) through (i) set forth in Section 11.4 of Zoning Ordinance No. 532.

4. The applicant shall receive a Conditional Use Permit, subject to the following conditions:

a) The deciduous trees placed as screening for the proposed parking and maintenance facilities shall be augmented with at least (15) additional coniferous trees; landscape screening shall be extended to the south end of the bus turnaround area; and the landscape berm (approximately 3 feet high) shall be extended to north and west to better hide the maintenance facility. A detailed plan for landscaping extending at least 400 feet west from the southwest corner of the science building shall be submitted for Design Review approval. At least 15% of the trees shall be 4-inch caliper or greater; at least 25% shall be 3-inch caliper or greater.
b) A plan showing the bus access lane moved as close to the existing building as possible shall be submitted for Design Review evaluation.

c) An alternate circulation route shall be presented for evaluation at Design Review, showing an access road between the existing and new school buildings.

d) No fuel storage shall occur at the High School Campus.

e) The School District shall identify times of high avalanche danger and have an alternate parking area for vehicles during that time, as well as a plan for notifying employees.

f) Not more than 30 buses shall be parked at the facility and all buses shall be parked within the covered parking shelters or within the maintenance facility (except during times of high avalanche danger).

g) The doors of the maintenance facility shall be closed while buses are not being moved in or out.

h) All buses must access the site via Fox Acres Road; no buses may access (ingress or egress) the site via Green Valley Drive, with the exception of not more than two bus routes per day.

i) Buses utilized for normal student pick-up shall not be started before 6:00 a.m.

j) All exterior lighting shall comply with the Outdoor Lighting Ordinance.

k) The Conditional Use Permit shall be reviewed approximately 6 months from the beginning of the facility's use. At that time, additional conditions may be placed if necessary to further mitigate hazardous and/or disturbing features of the use.

l) The City of Hailey does not accept responsibility for or guarantee that city services, rescue efforts or emergency services will be provided during periods of avalanche danger.

m) In the event of an avalanche, the school shall clear out the 'trough' area at the base of the hill adjacent the east bus canopy before the bus parking facility can be used, so that additional events in the same year will not spill westward of the canopy.

n) A sign (similar to that posted at the river run ski area maintenance building) shall be posted on-site at the bus parking & maintenance facility. It shall read: “Danger - avalanche area - during times of avalanche hazard do not occupy area between building and mountain slope or occupy parking area by bus turnaround south of bus parking lot.”
o) The School District shall implement its pre trip inspection list for the bus drivers to reduce noise as follows:
   
   • Check horn at pool while in parking lot prior to turning on Fox Acres Road. If inoperable return to shop
   
   • ONLY IN BUS PARKING AREA: Use Interrupt Switch (Push and Hold) while backing from parking area.
   
   • Limit engine speed to 1000 rpms when entering/exiting Old High School Complex.

p) The School District shall pro-actively work with Brico or a similar supplier to provide bio-diesel fuel for the bus fleet and, upon procurement of same, shall make the necessary heat system improvements to the fuel line and convert to bio-diesel on all buses possible, in order to reduce pollutants. The District shall update the City Planning Department every 6 months, in writing, on the progress made toward this conversion.

q) Bus drivers shall use discretion with the throttle near the intersection with Green Valley Road. Accordingly, bus drivers shall not exceed 1000 rpm or 10 mph while operating near Green Valley Road, in particular, or generally within the high school parking lot.

r) Total idling time of buses, regardless of the number of buses at the facility, shall be limited to not more than 10 minutes per bus, not to exceed a maximum of 270 minutes per day. Buses shall be plugged in to engine block heaters during winter months.

s) This Conditional Use Permit is subject to the City Council’s approval of the amendment to the Planned Unit Development agreement.

Approved this __ day of __ , 2003.

Pat Cooley, Chair
Hailey Planning and Zoning Commission

Attest:

Tara Hyde, Deputy Clerk
CERTIFICATE OF SERVICE

I HEREBY CERTIFY that on the 10th day of July, 2003, I served a true and correct filed copy of the within and foregoing document upon the parties named below, in the manner noted:

[✓] U.S. Mail
[ ] Via Facsimile
[ ] Hand Delivered

John Gaeddert
Box 2368
Hailey, ID 83333

CITY OF HAILEY

By Tara Hyde, Deputy Clerk

Tara Hyde, Deputy Clerk
The regular meeting of the Hailey Planning and Zoning Commission was called to order at 6:30 p.m. by Commission Chair Pat Cooley. Commissioners Kristin Anderson, John Seiller and Trent Jones were present. Commissioner Eddy Svidgal was absent. Staff present included Planning Director Kathy Grotto, City Planner Diane Shay, and Deputy Clerk Tara Hyde.

PUBLIC HEARINGS

BLAINE COUNTY SCHOOL DISTRICT DESIGN REVIEW and AMENDMENT TO PLANNED UNIT DEVELOPMENT AGREEMENT

DESIGN REVIEW

An application by Blaine County School District for Design Review, and amendment to Planned Unit Development Agreement, for a proposed school bus parking and maintenance facility at the Wood River High School Campus at 1050 Fox Acres Road. The proposed parking facility would be located southeast of the existing science building; the maintenance facility would be attached to the science building. (continued from June 2, 2003)

John Gaeddert, representative for the applicant, explained that the application process for the bus facility began over nine (9) months ago. He thanked the Commission for the work done to the present on the applications associated with the bus facility. Gaeddert said BCSD had looked at the option of locating a road between the existing and new high schools, as was requested by the Commission at the June 2 meeting. They also addressed vehicle trips anticipated per day on Fox Acres Road. He stated there are currently 350-400 vehicle trips per day approved, but the actual vehicle trips will likely be closer to 400 due to the planned Community Campus. He referenced traffic research that had been done at the Sagewillow School, and stated that 400 vehicle trips per day was a reasonable amount for Fox Acres Road. He indicated research shows that a reasonable amount of traffic trips per day for residential streets is up to 1000, with 500 or less being ideal.

Scott Henson, of Lombard Conrad Architects, shared a rendering of the proposed bus facility and explained the rendering did not show the additional landscaping. The rendering was provided for a view of the bus facility, maintenance facility, and connection to the existing science wing. The maintenance facility will be constructed of the same brick as the new high school. Large overhead doors are planned for the south side of the facility.

Henson addressed the landscaping recommendation of the Commission at the June 2, 2003 meeting. He stated 23-25 additional evergreens have been added to the plans. He advised a
couple of deciduous trees planned to the west would be removed. The berm along the west side of the bus facility will continue along the drive to the west and contain heavy landscaping. Landscaping has been added to the end of the bus turn around and up Dilley lane. Henson advised he would work with Kathy Grotto for tree mix and caliper.

Henson addressed the options presented with the staff report for parking along the south side of the current Science wing.

Option “A” would allow a sidewalk along the south side of the old high school. Plans call for 13 parallel parking spaces on the north side of the drive, adjacent to the sidewalk. Landscaping, consisting of 13-15 evergreen trees and shrubs with no berm, would extend 220 feet from the bus facility west along the Goff residence. There would be no pedestrian traffic crossing vehicular traffic.

Option “B” shows the parallel parking removed on the north side of the drive, and six parallel spaces installed on the south side of the drive, adjacent to the Goff residence. Landscaping would run for 220 feet to the west of the bus facility. This option removes seven (7) parking spaces, but gives more room between bus traffic and the Goff residence. Pedestrians will cross vehicular traffic with this option.

Henson addressed egress along the east side of the property from parking lots. He referenced his letter, included in the packet, and said a road would need to be constructed between the existing and new high schools. This would result in the loss of approximately eight (8) parking spaces. At the current time plans call for a parent drop off area to allow students passenger-side drop off. There is room for 15 cars to stack. Henson said that constructing that road and bringing the buses through will conflict with student drop off. He spoke with high school staff about circulation issues at the school. The high school is expecting approximately 400 pedestrian trips each day between the old and new high schools. Henson also shared plans for a future auditorium, which will fill the area being looked at to construct a drive between the schools. As plans may call for a connected building, any change of traffic flow will prohibit an auditorium ever being built.

Henson said another option could bring the buses along the east side of the total project. The cost of that change would run over $1.1 million to reconstruct the road, and require an additional retaining wall. That price does not include the $300,000 required to rebuild the retaining wall along the gymnasium. Henson advised another option would be to take out the turn around at the end of the bus facility and extend the road through to the south.

Seiller asked to see the bid for $1.1 million.

Jones asked the length of the retaining wall that would need to be constructed. Henson indicated approximately 300 feet.

Anderson asked if shared parking had been addressed. Jim Lewis, BCSD Superintendent, stated the front parking of the existing high school should accommodate Blaine County Recreation District (BCRD) and College of Southern Idaho (CSI), as they plan to be the new
tenants of the old high school. All high school students will fit in other parking areas.
Lewis stated that in the 2003-2004 school year the campus will be closed to the ninth grade,
and the following school year the campus will be closed to both ninth and tenth graders. He
advised this change would allow for less traffic impact.

Jones asked if there would be sufficient parking to accommodate a 1500 seat auditorium
also. Lewis indicated there was. He advised of a large grassy area to the west of the project
that would accommodate 255 parking spaces. Lewis said the auditorium can be attached to
the high school through planned design; BCSD has already looked at that. The auditorium
may also be a conference center. Food Service at the new high school is a large department
and may also accommodate service to a conference center.

Anderson asked about designated parking areas. Lewis indicated plans called for underclass
parking along the east side of the school with visitor and staff parking along the west side.
Gaeddert indicated the applicant would be happy to consider designating parking lots for
certain uses.

Lewis suggested the Commissioners drive by the middle school to view circulation
problems. He indicated concern at the high school about mixing buses and cars if the road
between the schools was built.

Gaeddert referenced 9.2.9 of the Hailey Zoning Ordinance, dealing with screening and
landscaping. He advised plans call for wrapping the vegetation around the bus turn around
and landscaping running 420 feet due west along the drive. The applicant is hoping to
provide a curb on the south side of the drive leading into the bus facility, a sidewalk on the
north side of the drive, with 20 feet of landscaping on both sides of the drive and 40 feet in
the middle for the pavement. He advised of the 1160 parking space requirement for the
entire high school project. Gaeddert advised there would be no problem with complying
with the Hailey Outdoor Lighting Ordinance (HOLO).

Grotto asked where the 420 foot number for landscaping came from. Cooley clarified that
the number was arbitrary due to the confusion of the conversation. He explained the intent
of the Commission was that the landscaping should go to the west end of the lot. Grotto
added that shrubs could work at the west end of the landscaping line, as the houses sat lower
at that point.

Grotto indicated concern with the parking stalls located by the Aquatic Center. She advised
that backing out of the six stalls located immediately east of the Aquatic Center was difficult
because cars were also parked along the Aquatic Center curb and because of traffic in the
lane. She suggested possible mitigation by raised speed humps to slow cars down, and
striped crosswalk to allow pedestrian access. She also suggested the potential elimination of
the six parking spaces that back into that area.

Grotto noted plans showed florescent lighting inside the bus parking structure. She asked if
they would be on all night. Lewis indicated they would be on motion sensors.
Grotto said the overall foot candles for the lighting fixtures were fine. She indicated the wattage would need to be lowered in the lamps mounted on the outside of the maintenance facility. Anderson asked what the suggested foot candle was. Grotto indicated the maximum allowable for the parking area was 1.5 average illuminance. She advised the Commission to consider circulation/safety conflict issues. She said she spoke with Dell Hatch about landscaping and will check with him further for call out and numbers.

Seiller asked for suggestions for tree caliper. Grotto said that 12-15 feet high was a good size for screening with coniferous trees.

Jones asked if Grotto saw the cost estimate of $1.1 million prior to this meeting. Grotto said no.

Anderson confirmed there was no lighting planned for the bus turn around area. Henson indicated that was correct. Anderson asked if all lighting was on motion sensors. Henson advised all lights in the bus facility were on motion sensors.

Anderson asked why the applicant was using metal roofing material versus asphalt shingles. Henson said metal roofing gave long term durability.

Cooley opened the Public Hearing.

Kim Nielsen, BCSD Board member, stated he understood traffic concerns, but suggested consideration of the economic ramifications of routing buses to the east. He did not believe there was any more traffic impact on the small stretch next to the Goff residence than on Fox Acres Road.

Cooley closed the Public Hearing.

Gaeddert said the applicant would have no problems with suggested conditions “a-g” as listed in the staff report. The applicant wants to keep the lighting plan consistent. They will look at the lighting plan for the high school. Gaeddert said a speed hump at the Aquatic Center was a good idea and he agreed that the six (6) spaces in front of the Aquatic Center could possibly be removed. The entire main access road will be signed as no parking, and the front of the Aquatic Center could also be posted no parking.

Gaeddert understood the concerns of the Commission with regards to designated parking areas. He stated the applicant would work on designation of areas. He expressed his hope that BCSD would not be required to construct a new road between the old and new high schools. He believed that shifting the bus route to the north side of the drive helped circulation.

Cooley listed the issues heard as the construction of a road between the old and new high schools. Anderson added she did not think the new road would be used for buses, but a 2nd access for circulation. She believed that the project should have two (2) accesses out, but saw it as problematic to add that road now due to the conflict with the new facility and
planned circulation. Anderson stated she was comfortable leaving the bus traffic as currently proposed.

Jones indicated he was comfortable with the plan as proposed. He liked the vision of an auditorium and did not want to preclude the building of that auditorium. He advised that if the auditorium was not built, BCSD could always re-think the circulation at the high school as they are currently doing at the middle school.

Seiller agreed that time would tell what the needs really are. He believed options were still open for future access in and out of the property and that BCSD will have to respond to circulation problems.

Cooley suggested looking at the road alignment first. He believed option “A” was the best way to get the most out of the plan because it allowed for not pedestrian crossing of traffic. Anderson reminded the Commission that many children from the Woodside area walk to school and would access up Green Valley Drive and cross the bus route lane. She suggested the addition of a crosswalk on the south side of the old high school for pedestrian crossing. Seiller believed option “B” allowed pedestrians room to see buses and cars in that lane of travel. Anderson suggested that the trees could be stepped back and shrubs added around the Green Valley Drive ingress/egress to facilitate pedestrians having view of cars and buses, for use with option “A”.

Jones indicated that with parallel parking on the north side of the drive, cars headed east would need to turn around to utilize that parking. Anderson verified that current parking at the location ran perpendicular. Seiller agreed that parallel parking stalls on either side of the drive would create issues because of the need to turn around. Grotto suggested asking the applicant if they have a plan for turn around for the parallel parking spaces.

Jim Lewis suggested the waiving of 10 spaces for the Planned Unit Development (PUD) numbers, which would allow BCSD to remove all the parking spaces on the south side of the school. Grotto advised that if the parking in option “A” was removed, BCSD would still be above the 1160 parking spaces required for the PUD. She advised that elimination of the six parking spaces by the Aquatic Center may bring the actual number of spaces closer to the required number. Clarification was given on how parking spaces were figured for the project. Lewis commented that removal of the parking spaces on the planned bus lane on the south side of the current Science wing would make for a nice road and allow for more green space on both the school and Goff sides of the lane.

Cooley addressed the issue of landscaping. He believed the continuation of landscaping along the bus lane to the west property line was appropriate. Anderson was in agreement, stating that had always been the intent of the Commission, and that the 220 feet mentioned at the June 2 meeting had been an arbitrary number.

Grotto said that the number and caliper of trees was called out on the plans with 20 feet on-center spacing. She advised that when it filled in it would be good cover. She suggested the applicant could repeat the pattern to the west end of the property.
Seiller referenced that the intent of the Hailey Zoning Ordinance, Section 9.2.9, allowed for landscaping to run to the west edge of the property. He suggested pulling the landscaping back from the Green Valley Drive entrance to allow for better vision.

Cooley asked what the Commission thought about the addition of a speed hump and stop signs, along with the removal of the six parking spaces from in front of the Aquatic Center. Anderson agreed all were a good idea. Jones supported a change to the Aquatic Center parking. Cooley reminded of the need for the 2 handicap parking spots and suggested striping in front of the Aquatic Center also, to address those parking spots. Gaeddert advised the applicant would look at the ADA. Lewis advised BCSD would be back applying for use of the old high school building and that the handicap spaces could be addressed at that time. Grotto added that the elimination of the 6 parking spaces, the inclusion of the 2 handicap spaces and the crosswalk striping could all be submitted for staff review.

Lewis clarified that the Commission did not want a steep speed bump, but more of a broad, flat, slightly raised area. He expressed his belief that a steep speed bump would contribute to traffic back up.

Anderson suggested the addition of pedestrian/children crossing signage.

Gaeddert suggested that if the parking along the Goff property was removed, the existing landscaping along the south side of the current Science wing could remain as planned, and the Goff side of the lane could be given more landscaping.

Lighting on the maintenance building was then discussed with Anderson suggesting the lights be mounted lower, between the overhead doors instead of above them. She believed the landscaping would then hide those lights from view.

Kim Nielsen asked how the students would get through the landscaping to the south fields. Cooley advised that could be worked out with the Design Review Committee.

Cooley asked about landscaping on the south end of the bus turn around. Grotto clarified that snow would be pushed out through the gates at the south end of the turn around.

Discussion took place, for clarification purposes, of the speed humps, striping, handicap parking spaces and a pedestrian crossing sign as opposed to a stop sign by the Aquatic Center. Direction of handicap parking was discussed.

Anderson asked about consideration for installation of a painted crosswalk at Green Valley Drive to facilitate pedestrian crossing. Cooley advised Tom Hellen, the City Engineer, could best advise.

Anderson asked what the retaining wall on the west side of the bus facility, facing the soccer fields, was constructed of. Henson advised it would be constructed of gray concrete, with
only a small section exposed. Anderson asked about adding color to the concrete. Henson advised it could be painted.

Anderson suggested the long metal roof planned for the bus facility could be a glare issue. Seiller suggested the applicant go with a flat brown metal, for better blending with the surroundings. Henson said the roof is a structural metal deck to help support load. He was thinking of beige or tan. Anderson re-stated her concern as glare. Henson added the metal was not real shiny, but had a semi-gloss finish which was standard. He expressed concern that flat paint on the roof would become a maintenance issue. He advised that the metal roofing was a water membrane.

Cooley suggested re-visiting a color board of the building materials.

Seiller weighed in on color and materials, expressing favor with a deep, matte brown. Anderson believed a lighter brown would be better. Jones added the metal roof should be as non-reflective as possible.

Anderson re-addressed color to the retaining wall of the bus facility. Seiller was not in favor of requiring color on the retaining wall. Anderson added that while only the top portion of the retaining wall would show, it would be a long stretch of concrete wall that is showing.

Anderson asked the Commissioners to weigh in on the designation of parking lot use. Seiller was in favor of designating the lots. He believed staff would park in the rear lot. Jones suggested not mixing uses in a lot.

Cooley referenced the exterior lighting on the high school. Grotto said the wall mounted lights would stay on all night, and the parking lot lights would be turned off. Cooley asked if the lights on the maintenance building would be motion sensor-ed. Lewis indicated BCSD had no problem with motion sensors on the lights, but asked that the lights along the northeast side of the building be allowed to remain on, as they are shielded from view by the old high school.

**Seiller moved to approve the application for Design Review, finding it in conformance to the Comprehensive Plan, that it does not jeopardize the health, safety and welfare of the citizens of Hailey and that it conforms to the Design Review Guidelines as specified in the staff report with the following conditions:**

a) All Fire Department and Building Department requirements shall be met. At this time, these requirements include, but will not be limited to the following:
   - Appropriate avalanche and debris flow mitigation design and construction

b) Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. At this time, this infrastructure includes, but will not be limited to the following:
   - Proper floor drains, drywells, and grit and grease separators
- Proper sewer connection to the existing cleanout
- Proper drywell location
- Grading plan for bus parking turnaround

c) All exterior lighting shall comply with the Hailey Outdoor Lighting Ordinance. Specifically, Types P1 and WB2 shall have 70 watt and 50 watt Metal Halide lamps maximum, respectively.

d) The lights above the overhead doors on the maintenance facility shall be lowered to between the doors.

e) The wall mounted lights behind the maintenance facility and the lights inside the parking facility shall be on motion sensors and a timer.

f) Additional storage area adjacent to the bus maintenance facility is not a part of this approval but shall be subject to future Design Review approval.

g) Additional 44 parking spaces adjacent to the existing high school are not a part of this approval but shall be subject to future Design Review approval.

h) The applicant shall require faculty parking in the rear parking lot so as to decrease the number of students parking there.

i) Landscaping, as shown in the plan marked “Option A” and consistent with the listed plant species, shall continue to the southwest corner of the property.

j) The 13 parallel parking plans shown on “Option A” shall be eliminated; a six-foot wide sidewalk shall be installed within the area currently asphalted, closest to the building.

k) Landscaping shall be pulled back from the entrance at Green Valley Drive so as to not obscure vision.

l) The revised landscape plan is subject to Administrator review and approval.

m) A raised crosswalk or speed humps, and crosswalk striping, shall be provided in front of the entrance to the Aquatic Center; the six 90-degree parking spaces closest to the Aquatic Center shall be eliminated; two handicap spaces shall be provided at the Aquatic Center.

n) The roof and wall color of the parking facility shall be presented to the Commission for review and approval.

o) This Design Review approval is contingent upon approval of the Conditional Use Permit.

p) The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.

Anderson seconded for discussion, and asked if the lumens/wattage of the lights needed to be addressed. Shay advised condition “c” addressed the issue. The motion carried unanimously.
PUD AMENDMENT

Gaeddert addressed the foothill trail. The applicant is proposing an 8-10 foot wide gravel trail at the base of the proposed berm on the west side of the bus facility, which would split at the south end of the bus facility. The applicant requests not having to pave that trail.

Gaeddert advised that the City had amended the PUD Ordinance since the PUD agreement with BCSD was adopted. When the PUD agreement for the overall site plan was adopted, it contemplated the proposed PUD amendments. Gaeddert read from the following from that agreement. “The City agrees that it will not require BCSD to designate particular lands on the campus as open space, Recreational Green Belt or similar designation so long as the district continues to maintain, inclusive of the 30 percent of gross acreage open space dedicated herein, not less than 40 percent of its gross property for open space purposes.” Gaeddert said that property is a 93 acre parcel of which 67 acres is currently open space.

Grotto explained the reason the application was being reviewed by the Commission for recommendation to the Council was that it has an impact on the overall high school campus and involves a new use on a previously separate parcel of land that has come under BCSD ownership. The initial PUD was for the purpose of allowing waivers to parking and building height. Building height was not altered however parking was altered, with the applicant still above the required 1160 spaces between paved and overflow parking. She listed the trails as an issue and advised that Jim Bell of the Parks and Lands Board was in attendance to speak to that issue with their recommendation. She noted the amenities that BCSD was providing, allowing them to qualify for the PUD waivers. She explained the removal of condition “g”-regarding parking, from the June 2, 2003, PUD staff report.

Cooley opened the Public Hearing.

Jim Bell, 1130 Buckskin and member of the Parks and Lands Board, shared the master plan and vision of the Parks and Lands Board. He advised the Board’s belief that connectivity is key. He stated that working through partnerships was the best way to achieve that connectivity and stated that BCSD, prior to this application, was one of the biggest providers of green space. Bell advised of the 2 trails in question: one is the primitive toe of the hill trail, which was destroyed in a section through work done on the area of the bus facility. The Parks and Lands Board would like to see that section restored and connected to a trail head near the Dilley property, for future connection to whatever develops in Quigley. The second trail gives access to the ball fields. They recommend that trail be paved 8-10 feet wide with 4-6 feet soft shoulders to allow emergency vehicle access. The Board believes this access to be very important, as former access to the ball fields/sports complex is no longer available to the public because of the residential development in the area. He added that BCSD has noted the entire complex is open space usable for the general public.
Grotto said that the Woodside Parks and Trails Plan shows 2 trails, it is not a new concept.

Seiller expressed he was unclear of where the trail would go exactly and asked for something showing the location on the school property. Lewis clarified that the path would split at the south end of the bus turn around. He expressed concern over connection to a trail head on the Dilley property, stating that trail was used by the cross-country ski team through a contract. He did not think the Dilley’s would want it open to the public.

Jones asked what the distinction was between a building and a trail being located in the avalanche zone. Lewis believed users should be encouraged to use the trail on the west side of the bus facility. He stated it was currently a gravel trail and BCSD believed paving encouraged people to use the trail as a road. Gaeddert proposed an unpaved path to the fields that could later accommodate paving. Gaeddert added that there was no mention of a paved trail along the hillside anywhere in the City’s open space plan.

Peebles referenced the agreement with the Dilley’s. He stated BCSD would be unable to get an easement for trail connection.

Keith O’Connell, 1521 Woodside Boulevard, stated he hiked the trail and would rather see a gravel surface, as gravel is a softer surface and easier to run on. He added his hopes to see connectivity from the ball fields, through to Quigley Canyon.

Cooley closed the Public Hearing.

Seiller suggested incorporating the path to the ball fields into the landscaping and not pave. He believed the toe of the slope trail would get used in the summer only. Anderson agreed.

A straw poll was taken regarding the surfacing of the toe of the hill trail. The Commission was in agreement not to pave the path. Anderson asked if there were plans to improve the rest of the toe of the hill trail. Grotto suggested returning the trail to the its original state of 18-24 inch wide and advised of the potential for future connection between Woodside and Quigley. She suggested deciding if the toe of the hill trail made sense.

Jones supported the Parks and Lands Board decision. Seiller agreed.

Cooley clarified the desire to restore the trail at the toe of the slope at the general elevation of the original trail. Anderson suggested formalizing the trail through the fields. Seiller believed gravel was ok.

**Seiller moved to recommend approval of the application to the City Council with the following conditions:**

a) The toe-of-the-hill trail shall be restored at the approximate elevation of the
existing trail to the south, on school property. A separate gravel pathway shall be installed between the existing high school building and Founders Field.

b) The proposed facilities shall be completed within one year of final approval.

c) All exterior lighting shall comply with the Outdoor Lighting Ordinance.

d) The PUD Agreement shall be amended to note that City of Hailey does not accept responsibility for or guarantee that city services, rescue efforts or emergency services will be provided during periods of avalanche danger.

e) Amendments to the recorded PUD Agreement shall be prepared by the applicant and presented to the City Council for review and approval.

f) This recommendation for approval is contingent upon approval of the Conditional Use Permit for the proposed bus facility.

Anderson seconded for discussion and amended the motion so that the actual location of the trail shall be recommended by the Parks and Lands Board. Seiler seconded the amendment. Anderson further amended the motion to remove the east/west connector to the toe of the slope trail. Jones seconded the amendment. Votes were taken of inclusion to each amendment into the main motion and both carried unanimously. The vote was then taken on the main motion and it carried unanimously.

Seiler moved to table the Arbor Heights Preliminary Plat application to Thursday, June 19, 2003. Jones seconded and the motion carried unanimously.


Seiler moved to table the Sage View Preliminary Plat application to Thursday, June 19, 2003. Jones seconded and the motion carried unanimously.

Anderson moved to adjourn, Jones seconded and the motion carried unanimously.

The meeting adjourned at 10.02 p.m.
MINUTES OF THE REGULAR MEETING
OF THE HAILEY PLANNING AND ZONING COMMISSION
HELD MONDAY, JUNE 2, 2003
IN THE OLD BLAINE COUNTY COURTHOUSE MEETING ROOM

The regular meeting of the Hailey Planning and Zoning Commission was called to order at 6:45 p.m., due to waiting the arrival of the City Attorney, by Commission Chair Pat Cooley. Commissioners Eddy Svidgal, Kristin Anderson, John Seiller and Trent Jones were present. Staff present included Planning Director Kathy Grotto, City Planner Diane Shay, City Attorney Ned Williamson, and Deputy Clerk Tara Hyde.

PUBLIC HEARINGS

BLAINE COUNTY SCHOOL DISTRICT CONDITIONAL USE PERMIT, AMENDMENT TO PLANNED UNIT DEVELOPMENT AGREEMENT AND DESIGN REVIEW

An application by Blaine County School District (BCSD) for Conditional Use Permit, Design Review, and amendment to Planned Unit Development Agreement, all for a proposed school bus parking and maintenance facility at the Wood River High School Campus at 1050 Fox Acres Road. The proposed parking facility would be located southeast of the existing science building; the maintenance facility would be attached to the science building. (continued from May 5, 2003)

CONDITIONAL USE PERMIT

Grotto covered the notice information and advised of the flawed property owners list submitted by the applicant. She said notice for this meeting had been mailed to those property owners previously missed in the notice procedure.

Williamson advised that public comment would be taken from those 6 missed property owners, should they choose to comment. He advised all that when the Public Hearing was opened they should address only new information and/or questions raised by those 6 property owners or by BCSD. He advised that BCSD would have the opportunity to respond and then deliberation would proceed. He addressed all issues brought up in a May 28, 2003 letter received from Rand Peebles, attorney for the applicant, regarding Commissioner Anderson hearing and voting on the application. Williamson clarified that Anderson had listened to the tapes and received and had time to look at the materials presented with the application. He also clarified that Jones had the same opportunity, as both had missed a prior meeting dealing with the issue. Williamson also clarified that there had been no ex-parte communication between the Commissioners and anyone else.

Seiller asked about the letter included in the packet from Millennium Science & Engineering, Inc. Williamson explained it was an answer to questions previously presented by the Commission and public to Grotto, who forwarded the questions on to Chris Lammer.
at Millennium.

Cooley opened the Public Hearing. The 6 property owners who were noticed for this meeting were not present to comment.

Grotto reiterated questions the Commission had in conjunction with the proposed use of the property. The questions and answers given are listed below:

q. What is the current idling time for buses on a cold January morning?
a. As no records were kept, BCSD does not have good figures for idling time. BCSD expects shorter idling times with buses sheltered at the facility.

q. What are the actual plans for bus operation enforcement?
a. BCSD proposes training of employees in the changes needed to make the bus facility work. BCSD plans to monitor the bus facility and drivers, especially in the beginning of the school year. They also plan to address any problems through employee evaluations.

q. What are the typical bus and shop uses in the summer?
a. The uses are fairly consistent with the rest of the year. Annual inspections of each bus are done in the summer.

q. What are the air quality emission levels at approximately 50-55 feet away from the facility?
a. DEQ found the highest emissions at approximately 52 feet away from the facility, but stated those emissions were still below standards. Lammer addressed air quality emission levels in his letter.

John Gaeddert, representative for the applicant, referenced Lammer’s letter. He advised the study took a look at averages. He stated no bus idling time has been correlated to when kids are in the area. He advised bus engine specifications would determine idling times on cold January mornings. Gaeddert said there is an August training planned for bus drivers and drivers will be monitored daily at the beginning of the school year. He advised of a 95% retention rate each year for bus drivers.

Jim Lewis, BCSD Superintendent, added that the new school was over 100 yards to the north and early physical education classes should not conflict with bus idling times.

Gaeddert addressed the concern of emissions located close to the playing fields. The fields are used after school and bus idling times are longer in the early morning.

Cooley asked how long buses idle at zero (0) degrees. Rex Squires, BCSD Transportation Director, answered that manufacturers recommend a minimum of five minutes per bus when the temperature is less than 30 degrees. Once a bus has been started and run during the day, idle time in the afternoon is less. Cooley asked again how long the buses are allowed to idle on a zero degree day. Squires said there had been no previous measurement, but he believed each bus idled about ten minutes on a January morning.
Jones referenced Gaeddert’s April 24, 2003 memo to Grotto. He clarified that Brico currently does not provide bio-diesel, but was willing to commit to delivery if BCSD made the commitment to use it. He further clarified that use of bio-diesel by multiple entities was not required for the delivery of it.

Lewis stated his biggest concern with the use of bio-diesel was not being able to pick up children on cold mornings. He stated Yellowstone was having a problem with the bio-diesel because it is a coagulant.

Anderson suggested connecting the newly developed parking to the existing parking, along the east side, for continuity. Gaeddert said that BCSD hopes to build a performing arts center between the new and existing high schools. Lewis added the circulation was addressed in early hearings held for the public by BCSD. As there will be consistent foot traffic between the two buildings, a road through that portion of the campus would be dangerous because foot traffic would need to cross in that location.

Gaeddert referenced suggested condition “f”, which suggests that no buses ingress/egress the campus off of Green Valley Drive. He said that 5% to 7% of the buses might have occasion to use Green Valley Drive. Lewis added that Green Valley Drive was a public road. He advised that some of the buses would serve that neighborhood and it would make sense for those buses to access the campus via Green Valley Drive. Squires added that 2 buses routes would access through Green Valley Drive if allowed.

Gaeddert went on to address condition “a” related to landscaping. Blaine County School District was fine with the additional landscaping asked for. They would prefer not to have to wrap the berm to the northwest of the bus facility, as berming is a land intensive use. Grotto indicated the density of the landscaping was more important than the berm height.

Jones asked what mechanism was used for gauging a bus driver’s performance in relation to the 95% retention rate of drivers. Squires indicated all drivers get training prior to school starting each year, along with additional training hours for updates. Drivers have check off sheets for the start-up of the buses. He advised there are annual evaluations for the drivers and that many of the buses have cameras on board.

Lewis asked if a four foot berm to the northwest of the bus facility, with landscaping, would suffice. Grotto indicated that a 3-4 foot berm at the northwest location would suffice. She advised again that the density of the landscaping was important and suggested the inclusion of coniferous trees for winter screening. Lewis asked if it was ok to put the berms in now as the dirt movers are already on the property and it would save the taxpayers a large sum of money.

Seiller asked Gaeddert to show the reconfiguration access point on Green Valley Drive. Gaeddert explained improvements to the strip of parking adjacent to the Goff property to the south. He also showed the radius change to the turn by the pool.
Cooley asked about solutions to the problems experienced by Yellowstone with the use of bio-diesel. Squires indicated the need for in-tank fuel heaters, the need to retrofit fuel lines with heat tape and the need for additional fuel heaters within the filter. Seiller asked if the use of bio-diesel would require more or less idling time for the buses. Squires indicated there would be no change in idling time with the use of bio-diesel. Svidgal asked how good bio-diesel is. Squires said it was made from corn oil and soybean oil, etc and the benefits included no big cloud of black smoke as is associated with diesel fuel; no chemical residue is left, only water vapor. Svidgal asked if there were any figures on the percentage of pollutants found in bio-diesel. Squires stated if 100% bio-diesel is used, there would be a 95-97% output reduction in pollutants.

Cooley listed the new issues to be addressed by public hearing as:
- The use of bio-diesel
- Parking options
- Traffic flow
- Use of Green Valley Drive for ingress/egress
- Landscaping

Cooley opened the Public Hearing.

Steve Keefer, 1221 Green Valley Drive, supported the use of bio-diesel fuel. He stated BCSD was looking at a B-20 blend, which was made of 20% bio and 80% regular diesel. He stated coniferous trees along the berming would allow for more screening than deciduous trees. He was opposed to the connected parking, due to the layout of the high school facility and campus. He questioned a remark made by Gaeddert about more buses coming to the site.

Al Lindley, 505 E. Croy, addressed the re-routing of traffic through the campus, stating the performing arts center planned for the campus is a tremendous amenity.

Gaeddert indicated BCSD was ok with the landscaping condition. He said the use of B-20 had not yet been decided on. He said that there would be between 18 and 30 buses on site. He also reminded the Commission that deliveries will come to the east side of the property to unload, which would cause a possible connected drive through the campus to be blocked at times of deliveries.

Jones asked the relative cost of 1 gallon of bio-diesel in comparison to regular diesel. Lewis said the use of bio-diesel would probably run an additional $20,000 per year. He stated the use of bio-diesel would be better for the kids and a benefit to the site.

Cooley closed the Public Hearing.

Cooley asked for direction on the best way to analyze the standards of evaluation. Williamson suggested going through each criteria and make a finding for each of them. The Standards and discussion are listed below:
a) Will, in fact, constitute a conditional use as established for the zoning district involved. All Commissioners were in agreement.

b) Will be harmonious with and in accordance with the general objectives or any specific objective of the Comprehensive Plan and this Ordinance.

   Anderson referenced Section 2.6, Avalanche Hazards, and stated her belief that the proposed facility will address that issue. She also believed the BCSD was addressing pollutants involved with the diesel.

   Seiller said that Section 15.3 contemplated use of the property for a bus facility at the time it was written, even if not in the exact location. Anderson disagreed, believing that the master plan called for relocation to a more secure, less visually impacted location. She did not believe this location to be visually less impacted.

   Jones believed the use was still contemplated at the high school location. He looked at the intent of Section 15.3 and the value of having the facility at the high school. He asked if the high school facility, as it is currently built, was ever contemplated.

   Svidgal believed the application was harmonious with the Comprehensive Plan and met the objective of 15.7 and 15.8.

   Anderson referenced Section 5, Goal 1, Policy 1f, and asked if the application protected the existing neighborhood. She believed the aquatic center and old bus barn to be a better buffer.

   Seiller asked if the application met the general objective of the Comprehensive Plan. He asked the Commission to remember where the prior bus facility was located.

   Jones said that in looking at the general nature and intent of the Comprehensive Plan, he believed the proposal met the general objectives.

   Svidgal did not agree that the aquatic center and old bus barn were better buffers. He believed the current proposal was better for Hailey and had a less visual impact.

   Cooley asked if the old bus barn was a mistake, should the mistake be repeated. He said the Comprehensive Plan calls for the protection of the neighborhoods. He wondered if the application would be a problem if the buses weren’t yellow school buses.

   Seiller stated the general objective was to locate the bus facility at the high school. He suggested looking at the Comprehensive Plan more generally versus so specifically.

c) Will be designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area.
Cooley suggested looking beyond the school district property to include the surrounding areas, because the high school is only one property.

Anderson stated there would be a visual impact due to the property sitting against the hillside. She asked if there would be less of a visual impact if houses were built there, as could happen because the property is zoned General Residential. She stated, however, that the general area now is field and hillside.

Cooley stated the application was well thought out, but questioned if the activity would change the character of the neighborhood.

Seiller referenced Cooley’s remark about the vehicles being yellow, asking if that changed the character of property adjacent to or near a school. He said that those buses do currently, and will continue in the future, to circulate in the school parking lot. He suggested taking the prior bus facility into account when considering bus activity at the location.

Anderson said some conditions in the surrounding area had changed in the last few years. She advised that the Green Valley Drive access was previously not paved. Then the access was paved and chained off, and then the chain removed. One of the changes she noted included that the connection with Green Valley Drive access did not exist prior to a few years ago. She did not think the new bus facility was comparable to the old bus facility.

Jones added that the new high school has also changed the general character of the neighborhood, but the high school was already located on the property. He was unsure of the additional degree of change to the area because of the proposed facility. He believed there would be just as many bus trips a day to the property if the buses were not located on site. He stated the nature of the area is what it is and he did not believe that the proposed facility would add an extra burden to the area, or change the general character of the neighborhood, because it is currently school use.

Svidgal added that the immediate area around the proposed facility was currently game fields, and he did not believe that a subterranean bus facility would change the character of game fields. He stated the buses would be at the high school regardless if the facility is located there.

d) Will not be hazardous or disturbing to existing or future neighboring uses.

Jones believed emissions and noise are issues that should be considered. He asked what entity was better to lead the way, with the use of bio-diesel fuel, than BCSD. He believed the parking area gets extensive use at the present time without the bus disturbance and wondered what degree of significant disturbance might be created by having the buses on site.

Seiller said that “disturbing” was subjective but needed to be taken into
consideration. He thought it tough to look at the route along the Goff residence and not consider it disturbing. He asked if 100+ trips a day past the Goff residence was any more disturbing than 100+ trips a day past the houses on Fox Acres Road.

Anderson reminded that the old high school would have a new use, which would bring additional traffic.

Seiller suggested the consideration of delivery traffic too. He stated that several school districts have their bus facility located by the schools; evidence shows it is fairly normal.

Anderson agreed the application was not “hazardous”, but was looking at the “disturbing” aspect. She thought two access points might be a good thing.

Svidgal asked if Green Valley Drive would be a primary access.

Jones suggested mitigation strategies to make the application consistent with “d” above.

e) Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, and drainage structure. Agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service. Cooley expressed concern with the Fire Chief’s comment about “suspension of some or all of the city services and utilities to the property in the event of avalanche.” He also mentioned the Fire Chief’s remarks about “the applicant outlining some method to identify times of high avalanche danger in the area and have an alternate parking area for the vehicles during those times.” Seiller added that could be dealt with as a condition to the application.

f) Will not create excessive additional requirements at public cost for public facilities and services.

Cooley believed every development impacted the City.

g) Will not involve uses, activities, processes, materials, equipment, or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, dust, odors, vibration, water or air pollution, or safety hazards.

Seiller advised the Commission to look at the word “excessive”. He stated anyone driving down the street produces noise, smoke, etc. He referenced the reports from DEQ and EPA submitted by the applicant, and reminded that all reports show the productions as below standards for the site.

Jones believed that traffic and disturbance was all relative to the current traffic volume.

Cooley said that adding 100+ bus trips each day was excessive.
Svidgal referenced the new stop light planned for Fox Acres Road and Highway 75, and said that the new light would lessen the stacking of buses on Fox Acres Road.

Cooley said that the trips back and forth past the houses on Fox Acres Road would not be lessened.

Svidgal thought the traffic change would be a substantial, but not excessive.

Jones suggested the need to weigh the increase in use relative to the nature of the area. He stated there were certain realities of an area, and he did not believe the increase in traffic was excessive, given the traffic currently on Fox Acres Road.

Seiller agreed that the increased traffic would not be excessive.

Anderson believed that the increase in traffic would be excessive to the area.

h) Will have vehicular approaches to the property which shall be designed so as not to create an interference with traffic on surrounding public thoroughfares.

Svidgal believed vehicular approaches could be conditioned.

Seiller did not think this was an issue, stating that school grounds are a public thoroughfare.

Anderson stated the Fox Acre Road traffic was significant, but that there should be an alternative way to get in and out of the area.

Seiller suggested conditioning the applicant to reconfigure traffic circulation and access, including Green Valley Drive access.

i) Will not result in the destruction, loss, or damage of a natural, scenic, or historic feature.

Cooley advised the issue had been addressed at previous meetings.

Williamson then suggested addressing each condition prior to making a motion.

The Conditions and discussion are listed below:

a) The deciduous trees placed as screening for the proposed parking and maintenance facilities shall be augmented with at least _____ additional coniferous trees and _____ shrubs, and landscape screening shall be extended to the south end of the bus turnaround area. At least 15% of the trees shall be 4-inch caliper or greater; at least 25% shall be 3-inch caliper or greater.

Seiller suggested the inclusion of landscaping down the ingress drive to help mitigate the visual impact.
Anderson said the reality of the surrounding lots includes 6 foot cedar fences at the property lines.

Cooley wondered if the Commission could ask for a detailed landscape plan to be submitted with the Design Review application.

Williamson added that BCSD had requested to move the dirt for the berm now, and allow Grotto overview of the landscaping and berming.

Anderson asked if was ok to approve aspects of the design now to allow the applicant to move dirt.

Cooley requested a detailed landscaping plan which also showed the bus access as close to the existing high school science building as possible.

e) No fuel storage shall occur at the High School Campus.  
   No discussion.  Condition acceptable.

f) The School District shall identify times of high avalanche danger and have an alternate parking area for vehicles during that time, as well as a plan for notifying employees.  
   No discussion.  Condition acceptable.

g) Not more than 30 buses shall be parked at the facility and all buses shall be parked within the covered parking shelters or within the maintenance facility (except during times of high avalanche danger).  
   No discussion.  Condition acceptable.

h) The doors of the maintenance facility shall be closed while buses are being maintained.  
   No discussion.  Condition acceptable.

i) All buses must access the site via Fox Acres Road; no buses may access (ingress or egress) the site via Green Valley Drive.  
   No discussion.  Condition acceptable.

j) Buses utilized for normal student pick-up shall not be started before 6:00 a.m.  
   No discussion.  Condition acceptable.

k) All exterior lighting shall comply with the Outdoor Lighting Ordinance.  
   No discussion.  Condition acceptable.

l) The Conditional Use Permit shall be reviewed approximately 6 months from the beginning of the facility’s use. At that time, additional conditions may be placed if necessary to further mitigate hazardous and/or disturbing features of the use.  
   No discussion.  Condition acceptable.
m) The City of Hailey does not accept responsibility for or guarantee that city services, rescue efforts or emergency services will be provided during periods of avalanche danger.
   No discussion. Condition acceptable.

The conditions below have been specifically suggested by the applicant:

j#2) In the event of an avalanche, the school shall clear out the ‘trough’ area at the base of the hill adjacent to the east bus canopy so that additional events in the same year will not spill westward of the canopy.
   No discussion. Condition acceptable.

k) A sign (similar to that posted at the River Run Ski Area Maintenance Building) shall be posted on-site at the Bus Parking & Maintenance Facility. It shall read: “Danger - Avalanche Area - During times of avalanche hazard do not occupy area between building and mountain slope (east side) or occupy parking area by bus turnaround south of bus parking lot.”
   No discussion. Condition acceptable.

l) The School District shall implement its Pre Trip Inspection list for the bus drivers to reduce noise as noted in the CLPE memo dated 4/24/2003.
   No discussion. Condition acceptable.

m) The School District shall pro-actively work with Brico or a similar supplier to provide bio-diesel fuel for the bus fleet and, upon procurement of same, shall make the necessary heat system improvements to the fuel line to reduce pollutants.
   Seiller said he would like to see a 6 month notification by BCSD, by letter, of update regarding the use of bio-diesel.

n) To reduce the potential for complaints and per the recommendations of the Spectrum Acoustical Engineering, bus drivers shall use discretion with the throttle near the intersection with Green Valley Road. Accordingly, bus drivers shall not exceed 1000 rpm or 10 mph while operating near Green Valley Road, in particular, or generally within the high school parking lot.
   No discussion. Condition acceptable.

o) Total idling time of buses, regardless of the number of buses at the facility, shall be limited to a maximum of 270 minutes per day.
   Clarification was given that 270 bus idling minutes was based on the maximum number of buses. It was suggested that the verbiage “not to exceed ten minutes per bus” be added.

Williamson said monitoring of condition “o” was subject to amendment of the PUD Agreement. Seiller believed monitoring would be self conditioned. Jones hoped that BCSD lives up to the promises they are making. He believed public pressure would dictate that.
Seiller, speaking from experience, said the buses at Hemingway turn the engines off while they are picking up children, turning them on again when they leave.

Anderson asked if the Commission should address a secondary ingress/egress. Cooley said that issue would be looked at through Design Review. Jones added that he was not prepared to vote an on alternative traffic plan. Williamson suggested that an alternative design would be evaluated through an amendment to the Conditional Use Permit.

Jones wanted to hear from the applicant regarding traffic circulation. Seiller said that Gaeddert addressed circulation at a previous meeting and there had been no change since that time. He stated that circulation may be addressed again at Design Review.

Svidgal believed it was important to include some secondary circulation to the back (east side) parking area. Cooley said that plans for an alternative access would be a condition for Design Review. Grotto suggested discussion of the request by BCSD for two (2) bus routes to access from Green Valley Drive. Cooley believed the buses should all go to the collector streets and access the property from Fox Acres Road. Anderson did not think 2 buses a day accessing through Green Valley Drive would be a problem. Jones preferred no buses to access the school property through Green Valley Drive, but agreed that accessing by 2 bus routes a day was not unreasonable.

The Commission addressed the following suggested conditions of concern.

a) The Commission would like a complete detailed landscaping plan submitted from the end of the turn around within the bus facility to the southwest corner of the science building.

e) All the Commissioners agreed that the overhead doors of the maintenance facility shall be closed while buses are not being moved in or out.

m) The Commission requested a letter of update every six months regarding the use of bio-diesel fuel.

Williamson then suggested the Commission address the Standards as depicted in Section 11.4 of the Comprehensive Plan with a straw poll prior to the formation of a motion.

a) Will, in fact, constitute a conditional use as established for the zoning district involved. All agreed.

b) Will be harmonious with and in accordance with the general objectives or any specific objective of the Comprehensive Plan and this Ordinance.
   Svidgal, Jones, and Seiller agreed. Anderson and Cooley opposed.

c) Will be designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area.
   Svidgal, Jones, and Seiller agreed. Anderson and Cooley opposed.
d) Will not be hazardous or disturbing to existing or future neighboring uses.
   Svidgal, Jones, and Seiller agreed. Anderson and Cooley opposed.

e) Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, and drainage structure. Agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service.
   All agreed.

f) Will not create excessive additional requirements at public cost for public facilities and services.
   All agreed.

g) Will not involve uses, activities, processes, materials, equipment, or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, dust, odors, vibration, water or air pollution, or safety hazards.
   Anderson, Svidgal, Jones and Seiller agreed. Cooley was opposed.

h) Will have vehicular approaches to the property, which shall be designed so as not to create an interference with traffic on surrounding public thoroughfares.
   All agreed.

i) Will not result in the destruction, loss, or damage of a natural, scenic, or historic feature.
   All agreed.

Seiller moved to approve the application with the following conditions:

a) The deciduous trees placed as screening for the proposed parking and maintenance facilities shall be augmented with at least (15) additional coniferous trees; landscape screening shall be extended to the south end of the bus turnaround area; and the landscape berm shall be extended to the north and west to better hide the maintenance facility. A detailed landscaping plan should be submitted showing screening to 400 feet west of southwest corner of the science building. At least 15% of the trees shall be 4-inch caliper or greater; at least 25% shall be 3-inch caliper or greater.

b) A plan showing the bus access lane moved as close to the existing building as possible shall be submitted for Design Review evaluation.

c) No fuel storage shall occur at the High School Campus.

d) The School District shall identify times of high avalanche danger and have an alternate parking area for vehicles during that time, as well as a plan for notifying employees.
e) Not more than 30 buses shall be parked at the facility and all buses shall be parked within the covered parking shelters or within the maintenance facility (except during times of high avalanche danger).

f) The doors of the maintenance facility shall be closed while buses are not being moved in or out.

g) Buses must access the site via Fox Acres Road; two (2) bus routes may access (ingress or egress) the site via Green Valley Drive.

h) Buses utilized for normal student pick-up shall not be started before 6:00 a.m.

i) All exterior lighting shall comply with the Outdoor Lighting Ordinance.

j) The Conditional Use Permit shall be reviewed approximately 6 months from the beginning of the facility’s use. At that time, additional conditions may be placed, if necessary, to further mitigate hazardous and/or disturbing features of the use.

j) The City of Hailey does not accept responsibility for or guarantee that city services, rescue efforts or emergency services will be provided during periods of avalanche danger.

k) In the event of an avalanche, the school shall clear out the ‘trough’ area at the base of the hill adjacent to the east bus canopy so that additional events in the same year will not spill westward of the canopy.

l) A sign (similar to that posted at the River Run Ski Area Maintenance Building) shall be posted on-site at the Bus Parking & Maintenance Facility. It shall read: “Danger - Avalanche Area - During times of avalanche hazard do not occupy area between building and mountain slope (west side) or occupy parking area by bus turnaround south of bus parking lot.”

m) The School District shall implement its Pre Trip Inspection list for the bus drivers to reduce noise as noted in the CLPE memo dated 4/24/2003.

n) The School District shall pro-actively work with Brico or a similar supplier to provide bio-diesel fuel for the bus fleet and, upon procurement of same, shall make the necessary heat system improvements to the fuel line to reduce pollutants. BCSD will update the City, in writing, every six months regarding the use of bio-diesel.

o) Per the recommendations of the Spectrum Acoustical Engineering, bus drivers shall use discretion with the throttle near the intersection with
Green Valley Road. Accordingly, bus drivers shall not exceed 1000 rpm or 10 mph while operating near Green Valley Road, in particular, or generally within the high school parking lot.

p) Total idling time of buses, regardless of the number of buses at the facility, shall be limited to a maximum of 270 minutes per day, not to exceed ten minutes per bus.

q) This approval is subject to a Planned Unit Development Agreement.

r) The applicant shall supply, for evaluation with the Design Review application, a rendering showing an alternative access road between the new and existing high schools.

Jones seconded the application and it carried with Jones, Svidgal and Seiller approving; and Cooley and Anderson opposing.

Seiller moved to continue the PUD and Design Review applications to June 16, 2003. Jones seconded and the motion carried unanimously.

Seiller moved to adjourn. Svidgal seconded and the motion carried unanimously.

The meeting adjourned at 10:25 p.m.
MINUTES OF THE REGULAR MEETING
OF THE HAILEY PLANNING AND ZONING COMMISSION
HELD MONDAY, MAY 5, 2003
IN THE OLD BLAINE COUNTY COURTHOUSE MEETING ROOM

The regular meeting of the Hailey Planning and Zoning Commission was called to order at 6:30 p.m. by Commission Chair Pat Cooley. Commissioners Eddy Svidgal, John Seiller and Trent Jones were present. Staff present included Planning Director Kathy Grotto, City Planner Diane Shay, City Attorney Ned Williamson, and Deputy Clerk Tara Hyde.

PUBLIC HEARINGS

CROY STREET EXCHANGE – DESIGN REVIEW

An application by 3C Exchange for Design Review of an addition to the Croy Street Exchange Building, located at the corner of Croy and River Streets (Croy Street Exchange Condominiums) in the Business District.

Mark Gasenica, representative for the applicant, advised the name of the project was actually BC Exchange. He gave a brief overview of the plans and advised there was a change to the plans as presented. He advised that the dish that is pointed towards Bald Mountain received interference at the inside location and would, instead, go behind the parapet on the roof, which will make the building a total of 32 feet high instead of 25 feet high. Maximum allowed building height in the Business district is 35 feet. Gasenica advised that the parking configuration will be changed and that 2 of the original covered parking spaces would remain, due to a parking lease agreement with the tenants. Gasenica said that most of the addition was under the existing second story, where there is currently parking.

Building colors were addressed with Gasenica advising the proposed building addition, will be painted Georgetown Red. The trim on the old section of the building will also be painted Georgetown Red to tie the two building portions together.

Lighting will be changed to new, full cut off 13/13 fixtures. Landscaping will be added on the southeast and southwest corners of the lot. Gasenica said plans call for 2200-2400 square feet of snow storage on site. He explained there are 18 parking spaces in the lot, as well as the credited street parking. Some of the parking spaces on the lot will be used for snow storage in the winter along with the landscaped areas. If snow storage exceeds the space allowed, they will haul it off-site.

Gazenica clarified there are two dishes planned for the building—one of the dishes will face south/southeast and one will face Bald Mountain. He addressed the Design Review Guidelines as indicated in the staff report.

Seiller asked if the dish on the parapet would be enclosed. Gasenica indicated it would.
Shay covered the notice and clarified that the satellite dish room, which was to share a common wall with the building to the east, had been changed due to the need to move the 52 inch dish and there would not be a common wall shared with that building.

Seiller asked about plans for a trash dumpster. Gasenica indicated the dumpster would be along the alley and the enclosure would be covered in siding to match the building. Seiller suggested the dumpster would take away from the 1000 square feet of landscaping that should be provided. Discussion took place of various options and it was decided the applicant would turn the landscaping along the alley 90 degrees and install the dumpster there, with the opening to the alley to facilitate pick up by Wood River Rubbish. Shay said that as the property currently sits, there is no landscaping and any would be a welcome addition.

Svidgal asked about utilities. Gasenica said they would go underground.

Seiller asked for building color clarification, with Gasenica advising the addition and the existing trim would be the Georgetown Red.

Cooley opened the Public Hearing.

Lisa Horton, co-owner of Big Bad Bills, expressed concern over the parking shortage in the area now. She asked how the applicant planned to keep people from parking in front of the back entrance to the building. Gasenica said barriers could be put up to keep people from parking in the no parking areas. He advised the existing hallway will access the new offices, as well as the offices currently on site, and that the new offices will be accessed from the outside also.

Al Lindley, 505 Croy Street East, speaking for the Economic Development Committee, urged passing of the application.

As there were no further comments and no written comments, Cooley closed the Public Hearing.

Seiller suggested the need for a larger color sample for review by the Planners and that if Grotto and Shay were uncomfortable with the color, the issue should come back before the Commission. He requested the applicant supply a 1 foot x 1 foot color sample. Gasenica suggested he would paint a 2 foot x 2 foot spot on the actual building for a sample.

Diversity of landscaping was discussed.

**Svidgal moved to approve the application finding it in conformance with the Comprehensive Plan, that it does not jeopardize the health, safety and welfare of the citizens of Hailey, and that it conforms to the required Design Review Guidelines as specified in the staff report, with conditions a-e as listed in the staff report:**

- **a.** All Fire Department and Building Department requirements shall be met. At this time, these requirements include, but will not be
limited to the following:

- A determination of occupancy load limits on the second level. Depending on the occupancy load, current exits may need to be altered to meet the additional loads and the fire alarm system may need to be upgraded to meet ADA and assembly requirements.
- The expansion of the fire sprinkler system will be required.
- A survey will need to be done to mark property lines prior to issuance of a Building Permit.

b. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. At this time, this infrastructure includes, but will not be limited to the following:

- Potential additional equivalent connections for the building or metered rates, with the customer paying for a 1 inch meter.

c. The Croy Street Exchange Office Condominiums plat shall be amended to show additional condominium areas prior to issuance of a Certificate of Occupancy.

d. A landscape plan for the parking area shall be submitted and approved prior to issuance of a Building Permit. Additional landscaping shall be added to the site to better screen the trash enclosure. The applicant will turn the landscape buffer where the dumpster is 90 degrees;

e. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.

Seiller seconded for discussion and amended the motion to include the following:

f. A large color sample shall be submitted or painted on the wall for approval prior to painting of the building. Trim color has been called out as Georgetown Red made by Ponderosa Paint;

g. All exterior lights shall comply with the Hailey Outdoor Lighting Ordinance;

Svidgal seconded the amendment and it carried unanimously. The inclusion of the amendment into the main motion carried unanimously.

**BLAINE COUNTY SCHOOL DISTRICT (BCSD) -- CONDITIONAL USE PERMIT (CUP), DESIGN REVIEW (DR), AND AMENDMENT TO PLANNED UNIT DEVELOPMENT (PUD) AGREEMENT**

Cooley explained, for the sake of the audience, that the application had been tabled until tonight at the March 17 meeting. He advised that all comments to the application that were given on March 17 are contained in the record.

Williamson explained that the noticing list provided by the applicant had been generated
last fall, and staff had received several of the recent notices back, some of those notices having been sent to owners of property that had sold more than 2 years prior. The list had been examined and some discrepancies were noted. He recommended that the applicant provide staff with an updated list for verification that property owners were not missed. He explained the legal requirement through the Local Land Use Planning Act (LLUPA) that all property owners within 300 feet get noticed and recommended that no decision be made until the list could be verified.

Rand Peebles, attorney for BCSD, cited 11.3.2 of the Hailey Zoning Ordinance in referencing the noticing process. Cooley asked for clarification if the notice issue should preclude deliberations. Williamson suggested that if deliberations were started, and one of the missed property owners chose to speak at the next meeting, the deliberations would be moot. Peebles said the state statute did not mandate 100% perfection. Seiller stated noticing was a general due process requirement and asked if the applicant wished to proceed at the risk of the notice not being perfect. He suggested hearing the experts brought in for the meeting by BCSD, and hearing what the public had to say, and then motioning for continuing to date certain to allow for the property owner list to be verified.

Cooley advised that the Commission would hear the presentation, then open the Public Hearing, and move to continue to date certain with timing allowed for potential re-noticing.

Peebles asked if a new meeting would allow for newly noticed property owners to speak to the application, or all surrounding property owners. Cooley advised that the audience here to speak to the application tonight should state their comments, and not reserve them for a later date, in the event additional noticing is not required.

Gaeddert advised that specific items requested by the Commission at the March 17 meeting would be addressed at tonight’s meeting. He introduced Chris Lammer, from Millenium Science, who will respond to the comments made by the Division of Environmental Quality (DEQ) and the Environmental Protection Agency (EPA); Art Mears, avalanche consultant, who will address the debris flow findings and the avalanche analysis he performed; and Scott Henson, architect for the BCSD bus facility. He stated Rex Squires would address what would occur in the maintenance facility.

Gaeddert addressed the noise component associated with using the school buses and advised that BCSD is looking at a best management practice for dealing with the check list bus drivers are required to perform when they start up the buses. Gaeddert advised there is an override switch the drivers can flip when backing the buses up to turn off the noise of the OSHA required beepers. He advised that the horn check can be done off campus and that drivers would be limited to a speed of 10 mph and 1000 rpm maximum while on school property. Air pollution is being addressed with the possible use of biodiesel for bus fuel. Noise decibel readings for idling buses are low. Gaeddert said the school district is proving to be a good neighbor by addressing noise and air pollution issues, and by providing the amenities it is providing at the high school.
Jim Lewis, BCSD Superintendent, advised of an e-mail from Don Haisley, Principal of Hemingway, clarifying statements made and questions asked at the previous P&Z meeting about the KART bus facility which is adjacent to Hemingway. A copy of the e-mail was entered into the record.

Lewis advised he called Idaho Falls for the experience of a large school, with over 50 buses, which is located in a residential neighborhood. He also contacted Vail, Telluride and Aspen, all of which have similar circumstances with their school bus facilities. Pictures of the Aspen facility were included in the Commissioner’s packets. He advised that no complaints had been received since the Aspen facility was built. He was expecting information from Vail and Telluride.

Rex Squires, Transportation Director for BCSD, explained the plans for use of the maintenance building. Mechanics will perform preventive maintenance in the 3 bays on the west end. That will include tire changes on approximately 1/3 of the fleet each year, which involves noise from impact wrenches for short periods of time. Air tools will be used in conjunction with an air compressor, which will be located inside the maintenance building. He advised that the doors would remain closed during loud equipment use during the summer. The hose reels that will deliver fluids to the buses are also air pressured. Squires advised that each bus will be washed one time a month and doors would also be closed then. Mechanics are required by the Dept. of Education to perform a sixty day inspection on each bus.

Squires advised the small door accesses the parts department and mechanics office. The 2 smaller overhead doors will be utilized by grounds maintenance. He said grounds personnel are usually dispatched to where they are needed. He advised of the possible use of power saws 1-2 times a month. Squires also stated freight trucks occasionally come onto the property.

Gaeddert addressed the site plan approved for the high school, which defined the parking areas, and advised that BCSD is proposing to remove the parking at the south end of the campus. Gaeddert also advised that 16 of the 18 active buses in the fleet come to the high school everyday now.

Art Mears, registered engineer and geologist working mostly with snow and avalanche issues, was contacted in November 2001 by Gaeddert. He advised of the difference in the considered risks between a bus barn in an avalanche area and the concentration of children in an avalanche area, the latter of which he considers high risk. He advised he has addressed 3 versions of the bus structure with BCSD. The first 2 versions were rejected and he described the current structure as an avalanche defense structure. He looked at the avalanche risk over 100 years and stated it was quite small in the location in question. He addressed the debris flows as also occurring in avalanche areas, but he did not believe that debris flow was a problem in the location above the bus facility, as the soils are not right for the scenario and surface waters are not concentrated. He found no debris flow problems at the location, although he did state there was evidence of debris flow to the north and south of that location. Mears advised he has been coming to the
Wood River valley to work since 1978 and has seen 100-200 structures built in avalanche zones since then.

Lammer stated BCSD hired him to look at potential diesel effects on the surrounding area. He looked at the number of buses and the idling time planned for inclusion into an air dispersion model used to figure air impacts at the property line. The total cumulative bus minutes of idling time was figured at 270 bus minutes per day. An average temperature of 23 degrees F was input because of the longer idling time required for warm up from August through May. He advised he did not use air flow patterns or topography in the model. He addressed the comments made to the report by EPA and stated the screening model was a conservative model for a worst case scenario. He advised that the chemical compounds present in the diesel exhaust were below the required standards. Lammer also advised that EPA had questioned the 270 bus idling minutes. He reiterated that emissions met all regulatory standards of EPA and DEQ and added that background concentrations had seemed high to EPA, although no allowable concentration figures were given by EPA. EPA models deal with pre-1995 engines, and the school district has only 20% of their fleet comprised of pre-1995 engines. EPA also recommended consideration of using bio-diesel.

Lammer also addressed comments made by DEQ, stating they also questioned the 270 bus minutes of idling assumption. He said the report did not consider emissions from moving buses, as exposure at any given spot is short. Idling buses is what the report looked at. He said DEQ reran the model and came up with a maximum concentration of emissions at 52 feet from the bus parking; that maximum concentration was still below the allowed levels. He advised the closest neighbor’s property line was 320 feet from the proposed facility.

Scott Henson, project architect with Lombard Conrad Architects, clarified a drawing submitted as to impact and dead loading of snow on the roof.

(Commissioner Jones had to leave at this time for a family emergency.)

Henson described features of the maintenance facility. The overhead doors will be 2 inches thick and thermal insulated. The building will be constructed of concrete and brick.

Lewis reminded all that the school, and the old bus barn, had been on site for 27 years and that 80 percent of the buses go to the high school. Taxpayers had voted on this, and the district held eleven public meetings on the issue. Lewis stated the bus facility had been moved from the originally planned location by approximately 200 feet and that the facility had been improved through the public process. He believed BCSD had addressed the avalanche and mud slide issues, diesel emissions and noise potential. He listed all the amenities being brought to the area by the school district. He advised that BCSD is proud of their presentation and asked the Commission to make a decision based on the facts and research, not on emotion.
Peebles addressed comments made of the bus facility not being in the proper location due to the proximity of a neighborhood, and stated there was no “perfect” neighborhood for locating the bus facility in Hailey or the County, as all locations will have impacts. He reminded that the high school was built in the 1970’s, well before any houses were built around it, and asked the Commission not to discount the permitted and conditional uses in GR. He cited the GR purpose and the importance of believing the proposed use was contemplated in GR as a conditional use. Peebles referenced 11.3.5 of the Hailey Zoning Ordinance in that the applicant was burdened to offer competent evidence:

- A diesel expert, competent in his field, offered evidence.
- An avalanche expert, also competent in his field, offered evidence.

Peebles also referenced Section 11.4.1.c and asked what the essential character of the neighborhood was. The use is general residential located next to a high school that has been there for approximately 28 years. He stated the high school is a major activity in the neighborhood and has never had a high level of peace and serenity. He asked the Commission to keep that fact in mind. Peebles said there is adequate evidence showing that such use at the proposed location meets the criteria set forth in 11.4.1.a-i. He also asked the Commission to keep the following points in mind:

- The bus parking will be located behind an 8 foot, heavily landscaped berm; and the maintenance facility will be behind closed doors.
- Idling of buses will take place more than 300 feet from the closest house and mitigation measures for horn checks and back-up beeps have been addressed, along with a decreased idling time for bus warm up.
- Avalanche engineering has gone into the structure itself.
- A high impact use already affects the neighborhood and the additional proposed use is not out of character with the neighborhood as it is today.

Grotto added that BCSD had also applied for DR and a PUD amendment. She advised the DR and PUD would be considered at a later meeting, and that the CUP was being heard first because if it is denied, the other applications are moot. She explained that this meeting addressed additional information requested by the Commission at the March 17, 2003 meeting. Grotto referenced item #12 of the staff report, clarifying Fire Chief Chapman’s comments regarding suspension of services in avalanche areas and suggested that if the CUP was granted, the Commission might wish to consider verbiage that the City of Hailey would not accept responsibility for or guarantee that city services, rescue efforts or emergency services will be provided during periods of avalanche danger.

The question of how fuel would be dispensed was answered. A fuel truck would come on site three days a week to dispense fuel to the buses.

Grotto referenced a copy of a letter from Peebles to Mayor McBryant about the offer to BCSD to look at the feasibility of the school district utilizing the city lot at Airport West for bus parking. The letter states BCSD reviewed the lot with city staff and Gaeddert and a determination was made by BCSD that the lot was not large enough to accommodate both city and school district use.
Williamson asked Lammer various questions about his report dealing with particulate standards, ambient and background concentrations and air toxins; along with bus idling minutes.

Lewis stated bus idling time could be policed and that 270 bus minutes a day of idling time would be accepted as a condition to the CUP.

Svidgal asked if all buildings associated with the proposed bus facility and maintenance building were designed to withstand avalanche forces and Mears indicated that was correct. Seiller asked for clarification regarding the small slide debris paths evident on the hill behind the school and asked if all the debris material came from one large event or many small events. Mears indicated the slide debris came from many events that happened over the last 10,000 years.

Svidgal asked if the rendering provided was the view the closest neighbors would see. Henson indicated there would be much more landscaping that the rendering showed. The rendering was to allow for a building view. He indicated the closest homes would not see as much, because of berming and landscaping, as homes a little farther south might see.

The Commission took a five minute recess.

Cooley opened the Public Hearing.

Kim Nilson, School Board member, gave further clarification of the rendering.

Jack Francis, 214 Broadford Highlands, expressed his approval for the location for the bus facility. He stated the additional 50,000 miles per year that would be driven if the buses were moved to another location would result in the use of an additional 6300 gallons of fuel.

Diane Heiner, 520 Shoshone Drive, requested the Commission grant the necessary permits, as all research has been done and all questions addressed by BCSD. She turned in a petition with 359 signatures in support of the proposed site. She stated she lives between the high school and Hailey Elementary, and many of the buses will pass her house. She believed the high school is an asset to the community and she was 100% in support of the application.

Bob Goff, 1180 Green Valley Drive, advised the bus travel corridor as proposed is 15 feet from his property line. He expressed concern for the addition of food service to the current science wing and the additional traffic that would bring.

Keith Perry, representative for Blaine County Recreation District, advised that his offices would be moving into the old high school and would become the closest neighbors to the bus facility, and stated his support of the application as proposed. He reminded all that the original bus barn was located a few feet from the Rec. District pool.
Cynthia Brown, 217 Broadford Highlands Rd, stated her belief that an Airport West location was not a viable solution due to the extra traffic and additional mileage the buses would travel if located in the industrial park. She said there are no other options in the community that are not connected to residential neighborhoods. Brown stated she was proud to live in a community where all concerned could voice their opinion and stated 100% support for the application.

Dick Uhrich, 1230 Green Valley Drive, stated that at 7 a.m. this morning, the idling buses were parked around the school and he could see the big blue haze associated with fumes from his house.

Sheila Goff, 1180 Green Valley Drive, advised that 19 states have instituted anti-idling policies in consideration of health risks. She asked about the bus facility gate closing at 4:30 p.m. and what would happen to protect the neighbors from bus drivers who do not follow the rules set forth. She reminded all that increased emissions will come with the expansion to 30 buses making daily trips.

Lewis again stated he would have no problem with policing the bus drivers and limiting idling to 270 bus minutes a day total. He stated policing could be done through the evaluation process.

Anne Marie Renaud, 1261 Blue Lake Dr, asked for clarification on what a bio-diesel bus was and if the goal was to have all buses use the bio-diesel fuel. She asked if additional landscaping was proposed as a barrier. Henson advised that additional landscaping of trees was planned for screening purposes only.

Gaeddert referenced the bio-diesel literature provided and said there was strong testimonial for less emissions with its use. Plans call for buses to have heated fuel tanks and taped lines to keep fuel flowing. He advised that BCSD is choosing to retrofit the buses for bio-diesel use. Brico has indicated they could retrofit their trucks for delivery of the fuel. Cooley asked the timeline planned for retrofitting of the buses. Gaeddert advised the goal is for 1-2 years.

Steve Keefer, 1221 Green Valley Drive, thanked BCSD for the good information presented at this meeting. He addressed comments made by Squires regarding the noise due to activities and stated his belief that compared to current activities there would be a significant increase in noise. He asked the Commission to pin down the number of bus trips each day, because in conversation with Squires, the comment was made that virtually all buses leave the property daily. He asked who would enforce the noise conditions and what the solution would be if those conditions were not followed. Keefer asked if the air emission model was modeled to adults or children—stating children are more susceptible to pollutants. He reminded that EPA did not go so far as to say emissions are safe, they gave standards only. He advised that standards can change. Keefer added that BCSD is a good neighbor but the impact to the neighborhood would be excessive. He stated he was against the application.
Dave Keir, 1061 Cherry Hill, expressed his support of the current proposed location.

Carol Ward, 1410 Blue Lakes Drive, referenced her comment from the 3/17 meeting of an 840% increase in bus trips, and explained it was based on 84 daily bus trips, between student delivery and pickup. She referenced 11.4.1.g and believed the application would create “excessive” traffic, noise and air pollution. She was against the application.

Janet Askew, 1840 Second Avenue N., who was on the school board for six years, advised of the wide variety of proposals looked at for this project the entire time she was on the board. She said the process has brought beneficial change and the proposal before the Commission had stood the test of time. She stated she was eager for the day the project was a reality and expressed her support.

Becki Keefer, 1221 Green Valley Dr., asked Mears the difference between the soil at the location versus 50 feet to the north where there is much evidence of debris slide. She asked Squires where the buses were maintained at this time. She said she liked living next to the school, but the houses located in close proximity to the school are in Limited Residential (LR) instead of GR, for the purpose as listed in 4.2.1 of the Hailey Zoning Ordinance. She advised that the SCI district would allow a maintenance facility. She referenced the Heiner petition and stated there was another petition with over 100 signatures of people who were against the project. She stated those signatures came from people who were not surrounding neighbors. She believed the intense use was inappropriate. She stated the uses of the area were for education, recreation and residential, and just because we educate, does not mean the activities planned for the site are appropriate to a residential neighborhood.

Leslie Fairbrother, Blaine County Recreation District representative, stated her support of the application.

Brien Brown, 217 Broadford Highlands, said he has 2 children at the high school and believed the buses should be parked at the point of origin and departure. He expressed his support of the application.

Bob Mecurio, 1350 Blue Lakes Dr, asked if the 270 minutes was based on 18 buses. He reminded all that 30+ buses will occupy the facility. He asked when the facility would be maxed out and what the enforcement and penalty would be if bus idling minutes were exceeded. He referenced various health reports and said that fumes could affect students inside the buildings too, depending on where the school air intake was located. He was against the application.

Al Lindley, 505 E. Croy, stated his belief that gasoline buses would be 1000 times worse that diesel buses. As older diesel buses are replaced, impacts lessen. He expressed his support of the application.

Kim Nilsen, reminded all that we live in a world where transportation is necessary, and that 40-60 children riding a bus, versus 1 child per car, makes sense. He was in support.
Seiller asked if a noise analysis measuring specifics had been done, with Gaeddert advising not much time was spent on the noise analysis, as noise was in the acceptable normal range. He asked the Commission to look at BCSD willingness to keep the doors shut to the maintenance facility to cut down on any noise that may emanate from the building.

Mears added that the structure as designed addressed debris flow. Cooley asked him if the structure would support if the hill above the structure burned and a heavy rain followed. Mears advised that if the debris flow was above the actual site, the structure was designed to mitigate.

Gaeddert clarified that the main loading dock for the high school was not at the maintenance facility, but was located instead in the building to the north.

Squires indicated transportation was always changing and that the buses currently made 68-70 daily trips. He advised that as the Academies grow, the mini-van from Carey would also access the property, delivering students to the Academy curriculum.

Cooley asked where the buses are maintained and washed now. Squires said BCSD was leasing space in the south Woodside LI location. He advised that when the buses were located at the old bus barn on Fox Acres Rd. the buses were washed there.

Lewis said that there was not anything different except a slight shift in location from where the buses had been stored for the past 27 years. He reminded that BCSD would live with the conditioning of 270 bus idling minutes.

Lammer addressed Keefer’s question of who the standards were set for. He advised the Clean Air Act required standards be set for the protection of adults and children. He said some of the averages are figured on a 24 hour average and some on a yearly average. Averages come from the regulatory standards set for the various hazardous chemicals found in diesel. He agreed that children are more susceptible to diesel fumes, but that the fumes were not good for people in general. He stated his model took the nearby residences into account.

Peebles said that whether neighboring property is LR or GR, the facts are that the area is currently utilized as high use, due to student parking. He said the notion of neighbor’s expectations need to change because of that high use. He stated the Goff’s chose to buy property next to the high school and live there. He reminded all that autos create significant noise and fumes also.

Cooley closed the Public Hearing.

Grotto advised that Monday, June 2 would be the earliest date available for continuation of the application which would allow for the noticing of missed property owners. Peebles read from Idaho Code 67.6519, Local Land Use Planning, Permit Granting
Process; which provides that an application by a school district must be given first priority consideration over other applications that do not deal with public school facilities, regardless of submission timing.

Seiller moved to continue the application to Monday, June 2, 2003 to allow for the provision of notice to the missed property owners. Svidgal seconded and the motion carried unanimously.

AMENDMENTS TO PLANNING & ZONING COMMISSION BYLAWS

Seiller moved to table the application to date uncertain. Svidgal seconded and the motion carried unanimously.

FINDINGS OF FACT

Walnut Street/Vintage Homes LLC Vacation – no quorum.

APPROVAL OF MINUTES

April 10, 2003 – no quorum

April 21, 2003 – no quorum

There were no Commission or Staff reports

Seiller moved to adjourn the meeting, Svidgal seconded and the motion carried unanimously.

The meeting adjourned at 10:30 p.m.
The regular meeting of the Hailey Planning and Zoning Commission was called to order at 6:30 p.m. by Commission Chair Pat Cooley. Commissioners Kristin Anderson, John Seiller and Trent Jones were present. Commissioner Eddy Svidgal was excused. Staff present included Planning Director Kathy Grotto, City Planner Diane Shay, Attorney Ned Williamson and Deputy Clerk Tara Hyde.

PUBLIC HEARINGS

EMOSA, L.L.C. COMPREHENSIVE PLAN TEXT AMENDMENT AND LAND USE MAP AMENDMENT

Cooley advised that the applicant had requested the application be tabled.

SUN VALLEY AVIATION DESIGN REVIEW (re-heard due to a noticing error)

Mike Rasch, General Manager of Sun Valley Aviation, presented the application. He explained that the proposed project will replace the existing facility currently located on the east side of Friedman Memorial Airport. The new facility will be located at the southwest corner of Airport West Subdivision. The application calls for a 10,000 square foot terminal building, a 10,000 square foot maintenance building and 26,000 square feet of aircraft storage. He explained that the property owner south of Airport West and west of the airport had expressed concern about the landscaping of the property. He introduced Kurt Eggers, who was contacted to address the landscaping issues.

Raasch said that the roof slope of the aircraft storage building had been of concern to the Commission at the February 12 meeting. Design of the roof has been changed to an east/west slope to allow for different snow shed.

Eggers advised that 14 foot Spruce trees and some Aspen trees have been added to the west side of the entire length of the storage hangar. He also advised that six (6) Aspens had been removed from the east end of the buildings, due to concerns expressed by the Airport.

Shay touched base on the roof design of the large hangar and the applicant’s wish to amend the roof slope. She explained the Commission’s concerns of the design of the porte-cochere roof, as addressed by the applicant, for the benefit of the Commissioners who were not in attendance on February 12. She advised the landscaping concerns had also been addressed.

Cooley opened the Public Hearing.

Ken Dreyer, 214 Glade Court of Ketchum, asked for clarification of the proposed tree caliper. He introduced the airport noise contour map, which was revised in May 1999, into
the record. He explained as long as the noise contour lines are not expanded, he has no
problem with the project. Rick Baird, Airport Manager, advised that the document had been
revised again. He stated the 65 LDN curve had shifted slightly to the south and west.

Wayne Warner, President of Sun Valley Aviation, stated he had advised Dreyer to get an
updated copy of the noise contour map from Rick Baird over a week ago. Baird said he had
an updated copy in his vehicle and asked for a recess to procure it.

Cooley indicated the Commission would recess from this application and address the
approval of Findings of Fact and Minutes while Mr. Baird retrieved the updated noise
contour map.

**FINDINGS OF FACT**

New Life Outreach Conditional Use Permit - Seiller moved to approve the Findings as
written. Anderson seconded and the motion carried with Jones abstaining.

Bullion Square Design Review - Seiller moved to approve the Findings as
written. Jones seconded and the motion carried unanimously.

Anderson ADU Design Review - Seiller moved to approve the Findings as
written. Jones seconded and the motion carried unanimously.

Hailey City Shop Conditional Use Permit - Seiller moved to continue the Findings to the
April 7 meeting, to allow for follow up on paved surfaces for the parking lot areas.

Hailey City Shop Design Review - Seiller moved to continue the Findings to the
April 7 meeting, to allow for follow up on paved surfaces for the parking lot areas.

Wood River Middle School Design Review - Seiller moved to approve the Findings as
written. Anderson seconded and the motion carried unanimously.

First Avenue Condominiums Final Plat - Anderson moved to approve the Findings as
written. Seiller seconded and the motion carried with Jones abstaining.

Higginbotham/Kettleban Design Review - Jones moved to approve the Findings as
written. Anderson seconded and the motion carried unanimously.
MINUTES

February 12, 2003 - No quorum

February 18, 2003 - Jones moved to approve the minutes as written. Seiller seconded and the motion carried unanimously.

February 25, 2003 - Jones moved to approve the minutes as written. Seiller seconded and the motion carried unanimously.

SUN VALLEY AVIATION – CONTINUED

Baird returned with the updated airport noise contour map and Cooley reopened the Public Hearing. Ken Dryer requested the revised contour map be submitted to the Planning staff and entered into the record.

As there were no further comments, Cooley closed the Public Hearing.

Anderson clarified questions about the snow shed issue. Seiller said the parking area had been moved to accommodate the snow shed. Shay advised the applicant to submit parking and landscaping changes as drawn by the architect. Seiller suggested the new landscape plan on the 45 foot hangar and the shift in parking be submitted for approval by the P&Z Administrator before issuance of a building permit.

Jones asked about suggested condition “d”, with Shay clarifying the height of the proposed trees was 8 to 14 feet in height and that the Commission may wish to require larger trees for additional landscaping to break up the large wall effect of the west elevation of the storage hangar. Anderson said that 8 to 14 foot trees were not an unreasonable size. Eggers advised that 14 foot evergreens would be installed on the west side of the building, and the 8 foot trees are other trees that will be located within the project.

Jones moved to approve the application, finding it in conformance with the Comprehensive Plan, that it does not jeopardize the health, safety and welfare of the citizens of Hailey and that the application conforms to the specified Design Review Guidelines indicated in the staff report with the following conditions:

a) All Fire Department and Building Department requirements shall be met. At this time, these requirements include, but will not be limited to the following:
   • Additional hydrants will be needed beyond the one shown on the plans.
   • Building construction type must be provided in order to evaluate the required fire protection systems for this “hanger cluster” according to NFAA codes.

b) Detailed plans for all infrastructure to be installed or improved at or
adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. At this time, such infrastructure includes, but will not be limited to the following:

- Proper disposal of waste from airplane holding tanks.

  c) Snow clips and gutters shall be installed where necessary to prevent snow sliding onto pedestrian and vehicular circulation areas;

  d) A revised landscape plan shall be submitted showing additional landscaping for the west elevation of the storage hangar, as well as an enlarged planting bed for the north elevation;

  e) A revised plan shall be submitted showing the screening for any roof-mounted mechanical areas and approved by the Planning and Zoning Commission prior to issuance of a Building Permit;

  f) All exterior lighting shall comply with the Outdoor Lighting Ordinance;

  g) Because of a change to the roof design of the large storage hangar, a revised site plan shall be submitted showing a new parking configuration to accommodate the need for a larger landscape area on the north elevation, showing the 14 foot Spruce as proposed;

  h) The large hangar doors shall remain closed at all times, with the exception of times when aircraft or other vehicles are being moved in or out of them;

  i) The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.

Clarification was given regarding conditions “g” dealing with revised landscape plan, and “h” with regards to the moving of aircraft in and out of the building. Anderson seconded the motion and it carried unanimously.

The Commission took a five minute break.

**BLAINE COUNTY SCHOOL DISTRICT CONDITIONAL USE PERMIT**

Cooley explained the need to disclose ex-parte communication. He advised he had been in contact with Becki Keefer of the Parks and Lands Board regarding the foothill pathway. He stated he declined comment as he had not yet received a packet with the information in it.

Jones advised he had been approached by the Chichesters regarding the status of the
application.

John Gaeddert, CLPE and representative for the project, introduced the school board members that were present. He also introduced Scott Henson, architect, who represents the facility work, and Del Hatch, who represents the landscaping work planned. Gaeddert then introduced Jim Lewis, Blaine County Schools Superintendent, who gave a history of project. Lewis said the plan presented was not a fall back plan. The original levy map placed the bus facility approximately 120 yards to the north. He advised that the original plan was to locate the new high school facility approximately ¼ mile from the present high school. In looking at the original plan, it was decided to move the new high school closer to the present high school, and when that change was made the bus facility had to move due to fire access needed to the back of the new high school. At that time, the school district purchased the recently annexed acreage located by the science wing. Lewis explained that the annexed land was leveled at that time because the earthmovers were already on site and the work would be cheaper. He advised that the original plan called for a 400 foot long facility with coverage for 30 buses. He said the foothill trail had been moved to the west side of the bus facility following the avalanche study and public input. Public input was also instrumental in allowing change to parking within that facility.

Dell Hatch, of Hatch-Mueller, added that when placement of the high school building was finalized the additional acreage was then needed, which allowed for more distance between the bus facility and homes. He advised of the various paths the buses would take when leaving the property. Hatch said the current school parking, which faces the south along the access lane for the buses, will be moved across the drive to the north side of the lane and that the parking in the southwest lot will be re-configured. He stated that 72 percent of the school campus was green space and the foothill trail followed the west side of the bus facility to where it “Y’s” at the south end. Hatch further advised that the building design would mitigate avalanche danger. Twenty stalls in the bus facility are planned for seasonal bus driver parking. The facility will be fenced, with gates, and all will be paved except the bus facility, which will be addressed with dust mitigation procedures. Hatch addressed snow removal and explained the snow would be pushed to the turn around loop at the south end facility, the gates would be opened and the snow pushed out to the south. Berming on both the east and west side will contain heavy landscaping and landscape call out was shared. He advised the swale design on the east side of the facility would help with avalanche control by containment of the snow.

Scott Henson, of Lombard Conrad Architects, added that the shelter would screen the buses entirely. He explained that the 9300 square foot maintenance shop, with 4 large overhead doors and one small door, would be attached to the current science building to allow for efficiency. No additional restrooms, offices, janitor closets, etc. would be required because of the attachment to the current science wing. Henson advised that the grounds department would use the bay next to the small door, and maintenance would use the middle 2 bays. He advised the large doors would be closed most of the time for efficiency in heating and cooling. There will be no fuel storage on site. Trucks will come in to fuel the buses, which creates a savings to the taxpayer. Henson addressed the
maintenance building and the bus facility with regards to avalanche control. The east wall of the maintenance building will be made of brick and it is expected that an avalanche would hit low on the building and rise to perhaps 14 feet. The canopy of the bus facility will be counter sloped to change the direction of an avalanche to dissipate energy.

Gaeddert added that the school buses had been on the property for 29 years, since the Woodside property had been annexed for the school. He stated the buses had not presented a hazard, been detrimental, or caused extra traffic and noise in the vicinity. He referenced other maintenance buildings located in avalanche zones, including River Run Lodge and the Valley Club golf course.

Don Haisley, principal of Hemingway school, gave an overview of the KART facility located by Hemingway. He explained that 65 yards separate the two buildings, and provided pictures for the Commission to view. He stated that the bus facility was not a nuisance and the noise and fumes were not a bother to the school. He stated that teachers at Hemingway were only aware of fumes when parents were there to pick up their students and left their cars idling. He stated their experience with the KART facility has been good, with no problems or concerns.

Jones asked how many KART buses were on site. Haisley thought there were 12-15 buses. Cooley asked if the KART facility was fully enclosed. Haisley stated it is.

Gaeddert referenced KART as an encouraging example. He referenced other businesses with trucks (ie: the fire station and Armory) located in GR zoning with no impact to surrounding residences. He submitted letters from other school districts denoting bus use by their facilities.

Richard Fullmer, Spectrum Acoustical Engineering, submitted a noise study. He advised the property closest to the facility will receive less noise in decibel levels than what is required by a typical noise ordinance in any town, when the buses are idling behind the bus facility structure. He further advised that the noise level of a throttling bus was the same as that of idling cars. Fullmer addressed diesel emissions. He stated that 18 buses leave the site between 6:30 a.m. and 7:15 a.m. Six more buses leave for the kindergarten run after that. There is another exodus of buses at the end of the school day. He stated that Blaine County School District was meeting EPA guidelines. Fullmer advised that current idle time for each bus is 8-10 minutes each. They are trying to knock that down to 3-5 minutes. He stated the bus facility would help with that in that the buses can be plugged in and are warmer when started, and windows would not need to be scraped. He advised that the new buses have electronically controlled engines, which are the cleanest engines available. The school district replaces buses every 2-3 years and so within a few years, all buses within the BCSD will be of the new engine design. The school district currently has twelve buses with electronically controlled engines.

Lewis reiterated that no problems had been reported by Hemingway with the proximity of KART. There had been discussion about moving the bus facility 40 feet to the west
and avoiding the avalanche problem, but that would put the facility closer to the neighbors. The district instead chose to keep the facility away from the neighbors and mitigate the visual impact with 12-14 foot trees, landscaping and berming. Lewis said that the bus traffic would be the same whether the facility was on site or not, as all the buses would access the school at some time of the day. He stated it was more efficient to have the facility on site.

Grotto clarified that the Conditional Use Permit was needed due to the GR zoning of the annexed property. She advised that the applicant concurrently submitted applications for design review and amendment to the PUD agreement. She referenced mud flow comments made by Chief Chapman in his February 4, 2003 memo indicating that debris flows were more common than avalanches, and advised that a recent Mears letter indicated he did not think debris flows were an issue at the site. Grotto said the applicant had submitted noise and emissions studies, but that staff does not have the expertise to evaluate those studies.

Jones clarified that 18 buses currently run in Hailey. Lewis indicated there were 30 buses total, 7 of which run in Carey, Minidoka, etc. Peebles clarified that there were 30 buses total on site, 18 of which run in Hailey, with the rest being replacement and field trip buses. Jones asked if all the buses had engine block heaters. Lewis indicated they did. Lewis also said by having the buses under cover, warm up time should be cut down.

Jones said he had read the letters presented from other schools around the state and that those letters were vague, with no sense given of the surrounding circumstances. He wondered if any of the letters submitted were from communities similar to Hailey. Lewis indicated that Kimberly, Preston and Soda Springs were all similar to Hailey.

Scott Henson, from Meridian, stated they have 340 buses at their bus facility site. They have no berming, no cover, and adjoin a large neighborhood, and there have been no public concerns presented.

Jones asked about the impending traffic light planned for Fox Acres and the impact that might have. Lewis said installation of the light was a main issue in determining whether the buses would be moved or left as is.

Jones asked if there was any connection between the number of buses and the number of kids who drive to school. Rex Squires, BCSD, explained that 1/3 of the total BCSD students ride the buses, with most of the students at the high school preferring to drive. Lewis added that activity buses have the highest student participation at the high school.

Anderson advised she is a resident of North Woodside. She asked what the current idle time was for the buses, as the EPA toxic emissions study listed maximum idle times of 15 minutes. Gaeddert indicated an average idle time of 10 minutes for each of the buses. Squires explained the buses idled longer in the morning, due to the colder temperature. He indicated 15 minutes total per day of idle time per bus was a close estimate.
Anderson asked for clarification of the noise report. The report lists 34 decibels as a soft whisper. Anderson said that the morning hours of 6:30 to 7:15 are the most affected. Lewis explained BCSD had asked for a worst case scenario of 17-18 buses idling at any one time. The school district expects that only 4-5 buses will idle at any one time due to staggered departure times.

Seiller asked how the swale design and slope of the roof would help with avalanche mitigation, especially as it pertained to volume. He asked if Grotto had been in touch with Art Mears. Grotto advised she had not yet contacted Mears.

Cooley asked if the facility was designed for expansion. Lewis indicated the facility was designed with future growth of approximately 15-20 years anticipated. Cooley believed a definite commitment for the community was needed for proposed bus numbers in 10-20 years.

Peebles suggested Anderson would see the bus turn around area from her house and asked if she could judge the application without bias. Anderson stated that as a citizen of Woodside and Hailey, she could make an unbiased decision.

Cooley opened the Public Hearing.

Tom Ward, 1410 Blue Lake Dr., referenced the avalanche study and said the blue and red lines wrap around the proposed facility. He stated his concern that the snow could become compacted and an avalanche run straight over the roof of the facility. He said that there were about 10 different mud slides in the immediate area about 5 years ago. Ward asked that the Commission address Sections 2.0, 2.0 and 5.0 of the Comprehensive Plan as it pertains to the CUP, which obligates addressing protection issues. He reminded that the Hailey Zoning Ordinance, Article 11.4.1, indicates that findings of adequate evidence of conformance shall be made for all standards listed in that section. He stated his objection to the application.

Sheila Goff, 1180 Green Valley Drive, stated that diesel fumes were of great concern to her. She had researched diesel fumes and all the articles she read advised that diesel fumes were harmful. She referenced the August 21, 2002 letter to Jim Lewis from the Seattle EPA office, which alluded to diesel fumes causing lung damage and asthma attacks. She was against the application.

Bob Mecurio, 1350 Blue Lake Dr., asked if parking of employee cars (drivers and maintenance employees) had been taken into consideration with the proposal. He asked what will happen after 10-20 years when the facility will no longer be able to serve because of growth. Mecurio advised that fire departments around the country are currently exhausting diesel fumes from their buildings, at a cost of approximately $10,000 per vehicle, to facilitate the health of their employees. He was in opposition to the application.

Carol Ward, 1410 Blue Lake Dr., advised that all attempts to move the bus parking have
met with strong opposition. She believed BCSD was getting desperate to get the project up and running, as the parking lease at the rodeo grounds is expiring this year. She expressed concern over avalanche, wildfire, and mudslide issues. Ward said that at the March 10, 2003 Council meeting, Claudia Fiaschetti, of the Blaine County School Board, said that “a claim was made that the school or city would be put at risk. She said the school district would not allow itself to be put at risk, and thus the city would not be put at risk.” Ward advised that Lewis had previously said BCSD would accept the risk; she said it had never been stated there was no risk. She was against the application.

Becki Keefer, 1221 Green Valley Dr., stated the applicant had represented that School Facilities and Transportation, Section 15.0 of the Comprehensive Plan allowed the project. She said that until that section was drafted, the Comprehensive Plan contained no narratives, but included goals and implementation only. She stated the Comprehensive Plan references were very general. Keefer added that this application is a land use decision, not a neighborhood decision. The basic land use principle calls for grouping of similar uses together. She suggested looking beyond who the applicant is and, instead, look closely at what the application is. She suggested SCI-I zoning would be better suited to the project. She suggested the proposed facility does not meet the Comprehensive Plan or Zoning Ordinance CUP criteria. She reminded all that changes to an area are forever. Keefer stated she is against the application.

Anne Marie Renaud, 1261 Blue Lake Dr., stated appreciation of the open dialog and expressed her opposition to the application, stating concerns with fumes, noise and traffic.

Mark Sliwicki, 222 Broadford Highlands Lane, said the bottom line is that the buses end up at the high school at the end of the day. He stated he was in favor of the application.

Dick Uhrig, 1230 Green Valley Dr., stated his concern of fuel on site and the “truck stop” effect. He was against the application.

Cyndi Brown, 217 Broadford Highlands, stated that no one wanted the facility in their back yard, but that there are no options available that are not in someone’s back yard. She stated the land had already been purchased next to the school and that the fumes and activity were already there. She added that without a vote by the public, BCSD cannot spend extra money for additional property. Brown said much research had been done by BCSD and the facility was planned for a good location. She was in favor of the application.

Shirley Tharp, 851 Shenandoah, is a bus driver for BCSD. She stated people bought land around the school with the old bus barn in close proximity. She stated the buses had been there for 27 years. As a bus driver, she is aware of the noise required to start up in the morning and tries to keep it to a minimum. She advised the government requires all safety checks be performed on the buses each day, which include horn checks. She stated her support of the application.
Kristy Turco, 1220 Green Valley Drive, expressed concerns with light pollution and the possibility of increased air pollution as a detriment to her quality of life. She was against the application.

Sue Woodyard, 105 Red Devil, expressed that procuring other property would be cost inhibitive to taxpayers. She stated her belief that the BCSD Board of Education was very conscientious and had done their homework for the project.

Kim Nilsen, School Board member living at 78 Pioneer View Dr. located in Blaine County, advised the Commission that he has 3 children of his own. He suggested the Commission look closely when considering emissions impacts, as he believed the entire valley is a community when it comes to air quality. He was in favor of the proposed site, as it would avoid extra travel from a remote site to the schools. He expressed concern that another site would cause a minimum outlay of around a million dollars to procure. Nilsen stated the project was not a truck stop...there was no profit in hauling kids, but is instead a public service provided BCSD. The district is not obligated by law to bus students. He referenced that the hospital was built in a blue avalanche zone and asked that if that would have happened if there was really such a safety concern with those avalanche zones. He stated he was in favor of the application.

Terry Dobie, 1411 Blue Lake Dr., stated this application would create a significant increase in traffic around the high school. He said that not all the school buses would come to the high school if they were not stored there. He asked why the Mears report did not address mud flows around the project, as there had been many mud slides at the site. He expressed his belief that if the swale was full, there would be no holding of subsequent slides. He expressed great concern with Chief Chapman’s statement regarding possible suspension of service to the school in the event of avalanche. He read a letter into the record that he was submitting to BCSD, the School Board, the City Council and Planning and Zoning. He was against the application.

Becky Klassen, 650 Con Virginia Lane, stated that while this was a passionate issue for all, the Commission was directed by the CUP Ordinance and had to make their findings accordingly. The Commission was not to be directed by economic issues. She stated at issue was what government authorities are bound by.

Kate Parnes, BCSD Board, addressed Carol Ward’s site comments. She advised BCSD had looked at many sites and they had been eliminated because they were cost prohibitive. She said that the Croy Canyon site had been rejected by both the public and BCSD and the Airport site would have been a huge financial increase in what was approved by the levy. She stated the Keefer’s had not objected to the impact on children, but instead the visual impact. She advised berming with landscaping would indeed change the visual of the area, but would hide the facility behind it.

Steve Keefer, 1221 Green Valley Dr., proposed the parking of ½ of the buses by the science wing and ½ the buses by the tennis courts. He said that the proposed changes to the current student parking would bring the bus traffic closer to the residences. He
advised the KART facility in Ketchum was totally enclosed. He stated the EPA does not list a minimum of acceptable fumes because the information is not known. He wondered what BCSD was reimbursed by the State for use of the buses. He stated the proposed use of the property was impacting an established residential neighborhood and expressed opposition to the application.

Cooley closed the Public Hearing.

Seiller stated that public comments had raised several issues for him. He asked for clarification regarding fuel storage and fueling of the buses. He suggested written information be presented for back up of what avalanche volume the building architecture could withstand.

Anderson said the impact of traffic had not been completely addressed. She wanted to see anticipated numbers of trips for the buses and employees of the facility. She asked for input on the anticipated increase of traffic to Green Valley Drive. She wanted further mud slide information for clarification.

Jones wanted to see any stated policy or guidance from the State Department of Education regarding emissions on site to allow for an objective evaluation.

Cooley stated he was hearing agreement that all Commissioners wanted an independent review of the submitted reports. He suggested a review of the reports with the conditions as they actually are in Hailey. Cooley suggested additional information was needed from Chapman about risks to emergency personnel and those personnel not servicing an area after an avalanche or mud slide incident.

Seiller asked for information as to the plans for snow removal, in the event of an avalanche, of snow in the swale.

Cooley suggested tabling of the application to accommodate receipt of further information requested by the Commission. Seiller clarified that if new comments should surface, all sides would be able to address those comments.

Jones moved to table the application to date uncertain. Seiller seconded the motion and it carried unanimously.

**STAFF REPORTS**

Shay advised that department heads had met regarding the loading dock at the proposed Bullion Square and it was unanimously decided that the loading dock must be moved to the alley.

Seiller moved to adjourn the meeting. Jones seconded. The meeting adjourned at 10:15 p.m.
STANDARDS FOR
Idaho School Buses and Operations
STANDARDS FOR IDAHO SCHOOL BUSES AND OPERATIONS
RULE BY REFERENCE IDAPA 08.02.02.004.02

Approved by the State Board of Education

11/15/2017

IDAHO STATE DEPARTMENT OF EDUCATION
STUDENT TRANSPORTATION

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EFFECTIVE JULY 1, 2018
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Appendix A
SDE Field Trip Flow Chart
INTRODUCTION TO SCHOOL BUS CONSTRUCTION STANDARDS

A. This edition of Standards for Idaho School Buses and Operations – July 1, 2017, is based on the latest report from the Sixteenth National Congress on School Transportation, Des Moines, Iowa, May 2015, (National School Transportation Specifications & Procedures) and Title 33, Chapter 15, Idaho Code.


C. For new vehicles, it is the responsibility of the vehicle manufacturers to certify compliance with applicable federal standards by installing a certification plate in the driver’s area on each vehicle. However, as the vehicle is maintained over its useful life, it is the responsibility of those who supervise and perform work on the vehicle to assure on-going compliance with all applicable standards. When routine maintenance checks reveal any unsafe condition as defined in these standards, the school district will remove the vehicle from service and will eliminate the deficiency before returning the vehicle to service. For this reason, maintenance personnel training, quality components, quality workmanship and thorough maintenance records are essential.
STATUTORY AUTHORITY

A. The State Board of Education (SBOE) shall adopt, publish and distribute, and from time to time as need therefore arises, amend minimum standards for the construction of school buses, the basis of which standards shall be those incorporated in the latest report of the National Conference on School Transportation, which report shall be filed with the Idaho State Police (Section 33-1511, Idaho Code).

B. All school buses shall at all times conform to the standards of construction prescribed therefore by the SBOE. Before any newly acquired school bus is used for transporting students, it shall be inspected by a duly authorized representative of the State Department of Education (SDE). If, upon inspection, it conforms to prescribed standards of construction, or such other standards prescribed by law or regulation, it may be used for transporting students; otherwise, no such school bus shall be used for that purpose. The board of trustees of each school district shall provide for an annual inspection of all school buses by district personnel or upon contract at intervals of not more than twelve (12) months. The district, over the signature of the superintendent, shall file with the SDE its report of inspection of the school buses operated by the authority of the school district. At intervals of not more than sixty (60) days during each school year, the board of trustees shall cause inspection to be made of all school buses operating under the authority of the board. In addition, the SDE shall conduct random spot inspections of school buses throughout the school year. Whenever any school bus is found, upon inspection, to be deficient in any of the prescribed standards, or is found in any way to be unsafe or unfit for the transportation of students, such vehicle shall be withdrawn from service and shall not be returned to service until the district certifies the necessary repairs have been made (Section 33-1506, Idaho Code).

C. Section 33-1506, Idaho Code, requires the filing of inspections to the SDE of all school buses as defined in Sections 49-120(5) and 33-1504, Idaho Code. School buses shall not be removed from SDE inventory unless the bus is being decommissioned in accordance with Section 49-1422, Idaho Code.

D. Administrative Rules of the State Board of Education: Idaho Administrative Procedures Act (IDAPA) 08.02.02.004.02, 08.02.02.150 and 08.02.02.160.
RESPONSIBILITIES OF SUPPLIERS

Delivery Requirements: The school bus manufacturer shall provide the following materials to the purchaser of a new school bus at the time the unit is delivered to the purchasing school district or contractor. Also, the new school bus dealer, school district or contractor shall temporarily provide the following materials to the state school bus inspector at the time the unit undergoes its new school bus state inspection:

A. Line set tickets for each bus built;
B. A copy of a completed pre-delivery inspection (PDI) form for each individual unit;
C. Warranty book and statement of warranty for each individual unit
   (Note: All warranties shall commence on the day that the purchaser accepts possession of the completed bus);
D. Service manual (or related resource) for each individual unit or group of identical units;
E. Parts manual (or related resource) for each individual unit or group of identical units; and
F. A copy of district bid specifications with the dealerships comments.
DEFINITIONS

A. NATIONAL SCHOOL TRANSPORTATION SPECIFICATIONS & PROCEDURES – SCHOOL BUS TYPES

1. Type A
   A Type "A" school bus is a van conversion or bus constructed utilizing a cutaway front-section vehicle with a left side driver's door. The entrance door is behind the front wheels. This definition includes two (2) classifications: Type A-1, with a Gross Vehicle Weight Rating (GVWR) less than or equal to fourteen thousand five hundred (14,500) pounds; and Type A-2, with a GVWR greater than fourteen thousand five hundred (14,500) pounds and less than or equal to twenty-one thousand five hundred (21,500) pounds.

2. Type C
   A Type "C" school bus is constructed utilizing a chassis with a hood and front fender assembly. The entrance door is behind the front wheels also known as a conventional style school bus. This type also includes a truck chassis with a GVWR greater than twenty-one thousand five hundred (21,500) pounds.

3. Type D
   A Type "D" school bus is constructed utilizing a stripped chassis. The entrance door is ahead of the front wheels also known as a rear engine or front engine transit style school bus.

B. CODE OF FEDERAL REGULATIONS, 49 CFR PART 390.5 - DEFINITIONS

1. Bus means any motor vehicle designed, constructed, and/or used for the transportation of passengers, including taxicabs.

2. School bus means a passenger motor vehicle, which is designed or used to carry more than ten (10) passengers in addition to the driver, and which the U.S. Secretary of Transportation determines is likely to be significantly used for the purpose of transporting preprimary, primary, or secondary school students to such schools from home or from such schools to home.

3. School bus operation means the use of a school bus to transport only school children and/or personnel from home to school and from school to home.

C. SECTION 33-1504, IDAHO CODE - SCHOOL BUSES

A motor vehicle shall be deemed a "school bus" when it has a seating capacity of more than ten (10) persons and meets the current national and state minimum standards for school bus construction, and is owned and operated by a school district or a common
carrier and is used exclusively for transporting students, or is owned by a transportation contractor and is used regularly for transporting students.

D. SECTION 49-120 (5), IDAHO CODE – SCHOOL BUSES

"School bus" means every motor vehicle that complies with the color and identification requirements set forth in the most recent edition of "Minimum Standards for School Buses" and is used to transport children to or from school or in connection with school approved activities and includes buses operated by contract carriers.

E. TECHNOLOGY AND EQUIPMENT, NEW

1. It is the intent of these standards to accommodate new technologies and equipment that will better facilitate the transportation of all students. When a new technology, piece of equipment or component is desired to be applied to the school bus and it meets the following criteria, it may be acceptable.

2. The technology, equipment or component shall not compromise the effectiveness or integrity of any major safety system, unless it completely replaces the system. (Examples of safety systems include, but are not limited to, compartmentalization, the eight-lamp warning system, emergency exits, and the yellow color scheme.)

3. The technology, equipment or component shall not diminish the safe environment of the interior of the bus.

4. The technology, equipment or component shall not create additional risk to students who are boarding or exiting the bus or are in or near the school bus loading zone.

5. The technology, equipment or component shall not create undue additional activity and/or responsibility for the driver.

6. The technology, equipment or component shall generally increase efficiency and/or safety of the bus, or generally provide for a safer or more pleasant experience for the occupants and pedestrians in the vicinity of the bus or generally assist the driver or make his/her many tasks easier to perform.
WAIVERS

The State Board of Education (SBOE) may grant a waiver of any construction standard not required by state or federal law to any school district, school bus manufacturer, or school bus dealer upon written request. Written requests shall be submitted to the State Department of Education Student Transportation staff which shall make an appropriate recommendation to the SBOE. The Board will not grant waivers of any construction standard required by state or federal law. State and federal law includes case law (including consent decrees), statutes, constitutions, and federal regulations (Section 33-1506, Idaho Code, IDAPA 08.02.01.001).
II IDAHO SCHOOL BUS STANDARDS

A. AIR CLEANER

1. A dry element type air cleaner shall be provided.
2. All diesel engine air filters shall include a latch-type restriction indicator that retains the maximum restriction developed during operation of the engine. The indicator should include a reset control so the indicator can be returned to zero when desired. Type A buses are not exempt from this requirement.

B. AIR CONDITIONING (NON-REIMBURSABLE OPTION – SEE EXCEPTION)

1. Air conditioning must meet the requirements cited in the bus body standards under “Heaters and Air Conditioning Systems.”
2. Reimbursement Exception: Air conditioning shall be reimbursable under the student transportation support program when the school district can demonstrate a need subsequent to Individuals with Disabilities Education Act (IDEA) mandated related service and where a cooling vest would not be sufficient.

C. AISLE

All emergency exit doors shall be accessible by a twelve (12) inch minimum aisle. The aisle shall be unobstructed at all times by any type of barrier, seat, wheelchair or tie down. Flip seats are not allowed.

D. AXLES

The front and rear axle and suspension systems shall have gross axle weight rating (GAWR) at ground commensurate with the respective front and rear weight loads of the bus loaded to the rated passenger capacity.

E. BACK-UP WARNING ALARM

An automatic audible alarm shall be installed behind the rear axle, providing a minimum of 112 dBA, and shall comply with the published Backup Alarm Standards [Society of Automotive Engineers (SAE) J994B].
F. **BATTERY**

Buses may be equipped with a battery shut-off switch. The switch is to be placed in a location not readily accessible to the driver or passengers.

G. **BRAKES (GENERAL)**

1. The brake system shall conform to the provisions of the Federal Motor Vehicle Safety Standards (FMVSS) No. 105, No. 106 and No. 121 as applicable. All buses shall have either a parking pawl in the transmission or a park brake interlock that requires the service brake to be applied to allow release of the parking brake.
2. The anti-lock brake system (ABS), provided in accordance with FMVSS No. 105 or No. 121, shall provide wheel speed sensors for each front wheel and for each wheel on at least one rear axle. The system shall provide anti-lock braking performance for each wheel equipped with sensors (Four Channel System).
3. All brake systems should be designed to permit visual inspection of brake lining wear without removal of any chassis component(s).
4. The brake lines, booster-assist lines, and control cables shall be protected from excessive heat, vibration and corrosion and installed in a manner which prevents chafing.
5. The parking brake system for either air or hydraulic service brake systems may be of a power assisted design. The power parking brake actuator should be a device located on the instrument panel within seated reach of a 5th percentile female driver (FMVSS No. 208). As an option, the parking brake may be set by placing the automatic transmission shift control mechanism in the “park” position.
6. The power-operated parking brake system may be electronically interlocked to the engine key switch. Once the parking brake has been set and the ignition switch turned to the “off” position, the parking brake cannot be released until the key switch is turned back to the “on” position.

H. **BRAKES (HYDRAULIC)**

Buses using hydraulic-assist brakes shall meet requirements of FMVSS No.105. Type A buses may be an Original Equipment Manufacturer (OEM) standard.

I. **BRAKES (AIR)**

The air pressure supply system shall include a desiccant-type air dryer installed according to the manufacturers’ recommendations. The air pressure storage tank system may incorporate an automatic drain valve.

1. The manufacturer should provide an accessory outlet for air-operated systems. This
outlet shall include a pressure protection valve to prevent loss of air pressure in the service brake reservoir.

2. For air brake systems, an air pressure gauge shall be provided in the instrument panel capable of complying with Idaho Commercial Driver’s License (CDL) pre-trip inspection requirements.

3. Air brake-equipped buses may be equipped with a service brake interlock. If so equipped, the parking brake shall not release until the brake pedal is depressed.

4. Air brake systems shall include a system for anti-compounding of the service brakes and parking brakes.

5. Air brakes shall have both a visible and audible warning device whenever the air pressure falls below the level where warnings are required under FMVSS No. 121.

J. BUMPER (FRONT)

1. All school buses shall be equipped with a front bumper.

2. The front bumper shall be of pressed steel channel or equivalent material [except Type A-1 buses having a GVWR of fourteen thousand five hundred (14,500) pounds or less which may be OEM supplied] at least three-sixteenths (3/16) inch thick and not less than eight (8) inches wide (high). It shall extend beyond forward-most part of the body, grille, hood, and fenders and shall extend to outer edges of the fenders at the bumper’s top line.

3. Type A buses having a GVWR of fourteen thousand five hundred (14,500) pounds or less may be equipped with an OEM-supplied front bumper. The front bumper shall be of sufficient strength to permit being pushed by another vehicle on a smooth surface with a five (5) degree (8.7 percent) grade, without permanent distortion. The contact point on the front bumper is intended to be between the frame rails, with as wide a contact area as possible if the front bumper is used for lifting, the contact points shall be under the bumper attachments to the frame rail brackets unless the manufacturer specifies different lifting points in the owner’s manual. Contact and lifting pressures should be applied simultaneously at both lifting points.

4. Front bumper, except breakaway bumper ends, shall be of sufficient strength to permit pushing a vehicle of equal gross vehicle weight without permanent distortion to the bumper, chassis, or body.

5. A towing device (hooks, eyes, and bar) shall be furnished on all school bus types and attached so as not to project beyond the front bumper. Towing devices attached to the frame chassis shall be furnished by the chassis manufacturer. This installation shall be in accordance with the chassis manufacturer’s specifications. Tow hooks or eyes shall have an individual strength rating of thirteen thousand five hundred (13,500) pounds each, for a combined rating of twenty-seven thousand (27,000) pounds. For pulling and lifting purposes, tow hooks are meant to be used simultaneously. For pulling, angularity applied to the tow hooks will decrease the capacities of the tow hooks. 

(Note: Type A buses are exempt from this requirement for front tow hooks or eyes due to built-in crush zones.)
6. The bumper shall be designed or reinforced so that it will not deform when the bus is lifted by a chain that is passed under the bumper (or through the bumper if holes are provided for this purpose) and attached to the towing (Type A may be OEM) device(s). For the purpose of meeting this specification, the bus shall be empty and positioned on a level, hard surface and the towing device(s) shall share the load equally.

K. BUMPER (REAR)

1. The bumper on Type A-1 bus shall be a minimum of eight (8) inches wide (high) and Type A-2, C, and D bus bumper shall be a minimum of nine and one-half (9 ½) inches wide (high). The bumper shall be of sufficient strength to permit being pushed by another vehicle of similar size or lifted without permanent distortion.
2. The bumper shall wrap around back corners of the bus. It shall extend forward at least twelve (12) inches, measured from the rear-most point of the body at the floor line, and shall be flush-mounted to body sides or protected with an end panel.
3. The bumper shall be attached to the chassis frame in such a manner that it may be removed. It shall be braced to resist deformation of the bumper resulting from impact from the rear or side. It shall be designed to discourage hitching of rides by an individual.
4. The bumper shall extend at least one (1) inch beyond the rear-most part of the body surface measured at the floor line.
5. The bottom of the rear bumper shall not be more than thirty (30) inches above ground level.

L. CERTIFICATION

The “seller of the new bus”, upon request of the SDE Student Transportation Department, shall certify that its product meets all Idaho minimum construction standards (Standards for Idaho School Buses and Operations) for items not covered by the FMVSS certification requirements of 49 CFR Part 567.

M. COLOR

1. The chassis, including axle hubs and front bumper, shall be black. Body cowl, hood, and fenders shall be in national school bus yellow (NSBY). The flat top surface of the hood may be non-reflective black or non-reflective NSBY, according to School Bus Manufacturers Technical Council publication - 008.
2. The entire rub rail and body exterior paint trim shall be black. Entrance door exterior (excluding glass) shall be NSBY or black, or unpainted aluminum. Passenger and driver window frames shall be painted NSBY, black to match body trim, or shall be unpainted aluminum. The area between the passenger and driver window frames shall be NSBY.
3. Optionally, the roof of the bus may be painted white (non-reimbursable) except that the front and rear roof caps shall remain NSBY, according to National School Transportation Specifications & Procedures Placement of Reflective Markings. If required by automated painting processes a maximum three (3) inch black transition strip is allowed between the white roof cap and the NSBY body paint above the windows.

4. Rims shall be gray or black.

5. Multi-Function School Activity Buses (MFSABs) shall be exempt from these requirements.

N. COMMUNICATIONS

All school buses used to transport students shall be equipped with two-way voice communication or SDE pre-approved device other than CB radios.

O. CONSTRUCTION

1. **Side Intrusion Test:** The bus body shall be constructed to withstand an intrusion force equal to the curb weight of the vehicle, or exceed twenty thousand (20,000) pounds, whichever is less. Each vehicle shall be capable of meeting this requirement when tested in accordance with the procedures set forth below.

2. The complete body structure, or a representative seven-body section mock up with seats installed, shall be load-tested at a location twenty-four (24) inches plus or minus two (2) inches above the floor line, with a maximum ten (10) inch diameter cylinder, forty-eight (48) inches long, mounted in a horizontal plane.

3. The cylinder shall be placed as close as practical to the mid-point of the tested structure, spanning two (2) internal vertical structural members. The cylinder shall be statically loaded to the required force of curb weight or twenty thousand (20,000) pounds, whichever is less, in a horizontal plane with the load applied from the exterior toward the interior of the test structure. Once the minimum load has been applied, the penetration of the loading cylinder into the passenger compartment shall not exceed a maximum of ten (10) inches from its original point of contact. There can be no separation of lapped panels or construction joints. Punctures, tears or breaks in the external panels are acceptable but are not permitted on any adjacent interior panel.

4. Body companies shall certify compliance with this intrusion requirement, including test results, if requested.

5. Construction shall be reasonably dust-proof and watertight.
P. CROSSING CONTROL ARM (OPTIONAL)

1. Buses may be equipped with a crossing control arm mounted on the right side of the front bumper. This arm when opened shall extend in a line parallel with the body side and positioned on a line with the right side wheels.
2. All components of the crossing control arm and all connections shall be weatherproofed.
3. The crossing control arm shall incorporate system connectors (electrical, vacuum or air) at the gate and shall be easily removable to allow for towing of the bus.
4. The crossing control arm shall be constructed of noncorrosive or nonferrous material or treated in accordance with the body sheet metal specifications (see METAL TREATMENT).
5. There shall be no sharp edges or projections that could cause injury or be a hazard to students. The end of the arm shall be rounded.
6. The crossing control arm shall extend a minimum of seventy (70) inches (measured from the bumper at the arm assembly attachment point) when in the extended position.
7. The crossing control arm shall extend simultaneously with the stop arm(s) by means of the stop arm controls.
8. An automatic recycling interrupt switch should be installed for temporary disabling of the crossing control arm.
9. The assembly shall include a device attached to the bumper near the end of the arm to automatically retain the arm while in the stowed position. That device shall not interfere with normal operations of the crossing control arm.

Q. DEFROSTERS

1. Defrosting and defogging equipment shall direct a sufficient flow of heated air onto the windshield, the window to the left of the driver and the glass in the viewing area directly to the right of the driver to eliminate frost, fog and snow. Exception: The requirement of this standard does not apply to the exterior surfaces of double pane storm windows.
2. The defrosting system shall conform to SAE J381.
3. The defroster and defogging system shall be capable of furnishing heated, outside ambient air, except that the part of the system furnishing additional air to the windshield, entrance door and step well may be of the recirculating air type.
4. Auxiliary fans are not considered defrosting or defogging systems.

R. DOORS, ENTRANCE

1. The entrance door shall be in the driver's control, designed to afford easy release and to provide a positive latching device on manual operating doors to prevent accidental
opening. When a hand lever is used, no part shall come together that will shear or crush fingers. Manual door controls shall not require more than twenty-five (25) pounds of force to operate at any point throughout the range of operation, as tested on a ten percent (10%) grade both uphill and downhill.

2. The entrance door shall be located on the right side of the bus, opposite and within direct view of driver.

3. The entrance door shall have a minimum horizontal opening of twenty-four (24) inches and a minimum vertical opening of sixty-eight (68) inches.

4. The entrance door shall be a split-type door and shall open outward.

5. All entrance door glass shall be of approved safety glass. The bottom of each lower glass panel shall not be more than ten (10) inches from the top surface of the bottom step. The top of each upper glass panel when viewed from the interior shall not be more than three (3) inches below the interior door control cover or header pad.

6. Vertical closing edges on entrance doors shall be equipped with flexible material to protect children's fingers.

7. There shall be no door to left of driver on Type C or D vehicles. All Type A vehicles may be equipped with the chassis manufacturer’s standard left-side door.

8. All doors shall be equipped with padding at the top edge of each door opening. Padding shall be at least three (3) inches wide and one (1) inch thick and extend the full width of the door opening.

9. On power-operated entrance doors, the emergency release valve, switch or device to release the entrance door must be placed above or to the immediate left or right of the entrance door and must be clearly labeled. The emergency valve, switch or device shall work in the absence of power.

S. **DRIVE SHAFT**

The drive shaft shall be protected by a metal guard or guards around the circumference of the drive shaft to reduce the possibility of its whipping through the floor or dropping to the ground, if broken.

T. **ELECTRICAL SYSTEM**

1. Battery
   a. The manufacturer shall securely attach the battery on a slide-out or swing-out tray in a closed, vented compartment in the body skirt or chassis frame so that the battery is accessible for convenient servicing from the outside. When in the stored position, the tray shall be retained by a securing mechanism capable of holding the tray [with battery(ies)] in position when subjected to a 5g load from any direction. The battery compartment door or cover if separate from the tray shall be hinged at the front or top. It shall be secured by a positive operated latching system or other type fastener. The door may be an integral part of the battery slide tray. The door
or cover must fit tightly to the body, and not present sharp edges or snagging
points. Battery cables shall meet SAE requirements. Battery cables shall be of
sufficient length to allow the battery tray to fully extend. Any chassis frame
mounted batteries shall be relocated to a battery compartment on Type A buses.
b. If equipped with a battery disconnect switch it shall not interfere with the backup
portion of a hydraulic brake system.

2. Alternator
   a. All Type A-2 buses with a GVWR of fifteen thousand (15,000) pounds or less shall
      have, at a minimum, a one hundred thirty (130) ampere alternator. Buses
      equipped with an electrically powered wheelchair lift and/or air conditioning shall
      be equipped with the highest rated capacity available from the chassis OEM.
   b. Types A-2 buses over fifteen thousand (15,000) pounds GVWR and all Type C and D
      buses shall be equipped with a heavy-duty truck or bus-type alternator, having a
      minimum output rating of two hundred (200) amperes or higher, and should
      produce a minimum current output of fifty percent (50%) of the rating at engine
      idle speed.
   c. All other buses than those described in 2.a. equipped with an electrically powered
      wheelchair lift and/or air conditioning shall have a minimum alternator output of
      two hundred forty (240) amperes and may be equipped with a device that advances
      the engine idle speed when the voltage drops to, or below, a pre-set level.

3. Wiring
   a. All wiring shall conform to current Society of Automotive Engineers (SAE)
      standards.
   b. All wiring shall use color and at least one other method of identification. The other
      method shall be either a number code or name code, and each chassis shall be
      delivered with a wiring diagram that illustrates the wiring of the chassis.
   c. The chassis manufacturer shall install a readily accessible terminal strip or plug on
      the body side of the cowl or in an accessible location in the engine compartment of
      vehicles designed without a cowl. The strip or plug shall contain the following
      terminals for the body connections:
      1) Main 100-ampere body circuit;
      2) Tail lamps;
      3) Right turn signal;
      4) Left turn signal;
      5) Stop lamps;
      6) Back up lamps; and
      7) Instrument panel lamps (rheostat controlled).
   d. Multiplex wiring is recommended and may exempt manufacturers from some of
      the above wiring standards.

4. Circuits
   a. An appropriate identifying diagram (color plus a name or number code) for all
      chassis electrical circuits shall be provided to the body manufacturer for
      distribution to the end user.
   b. The headlamp system must be wired separately from the body-controlled solenoid.
c. Multiplex wiring is recommended and may exempt manufacturers from some of the above circuitry standards.

5. Daytime Running Lamps (DRL)
   A daytime running lamps system meeting chassis manufacturer’s specifications shall be provided.

6. Switches: All control switches shall be labeled to identify their function.

U. EMERGENCY EXITS AND EMERGENCY EXIT ALARM SYSTEMS

1. Any installed emergency exits and all exit alarm systems shall comply with the requirements of FMVSS No. 217 and 49 CFR Part 571.217.

2. The upper portion of the emergency door shall be equipped with approved safety glazing, the exposed area of which shall be at least four hundred (400) square inches. The lower portion of the rear emergency doors on Types A-2, C, and D vehicles shall be equipped with a minimum of three hundred fifty (350) square inches of approved safety glazing.

3. There shall be no steps leading to an emergency door.

4. The words "EMERGENCY EXIT" in letters at least two (2) inches high shall be placed at the top of or directly above the emergency exit, on the panel above the top glass, both inside and outside the bus.

5. The emergency door(s) shall be equipped with padding at the top edge of each door opening. Padding shall be at least three (3) inches wide and one (1) inch thick, and shall extend the full width of the door opening.

6. There shall be no obstruction higher than one-quarter (¼) inch across the bottom of any emergency door opening. Fasteners used within the emergency exit opening, shall be free of sharp edges or burrs.

7. Each school bus shall have the designation “Emergency Door” or “Emergency Exit,” as appropriate, in letters at least five (5) centimeters high, of a color that contrasts with its background. For emergency exit doors, the designation shall be located at the top of, or directly above, the emergency exit door on both the inside and outside surfaces of the bus. Concise operating instructions describing the motions necessary to unlatch and open the emergency exit shall be located within (fifteen)15 centimeters of the release mechanism on the inside surface of the bus. These instructions shall be in letters at least one (1) centimeter high and of a color that contrasts with its background. [Examples: (1) Lift to Unlatch, Push to Open; (2) Turn Handle, Push Out to Open.] Outside may consist of a black arrow pointing in direction of handle travel. No other lettering shall obstruct or interfere with the placement of operation instructions mounted on the interior or exterior of the emergency exit door.

8. The rear emergency window shall have a lifting assistance device that will aid in lifting and holding the rear emergency window open.

9. Each emergency exit door of a school bus shall be equipped with a positive door opening device that, after the release mechanism has been operated, bears the weight of the door; keeps the door from closing past the point at which the door is
perpendicular to the side of the bus body, regardless of the body’s orientation; and provides a means for release or override. The positive door opening device shall perform the functions of this section without the need for additional action beyond opening the door past the point at which the door is perpendicular to the side of the bus body (49 CFR Part 571.217, S.5.4.2.1(a) Emergency Exit Doors).

10. Types A, C, and D vehicles shall be equipped with a total number of emergency exits as follows for the indicated actual passenger capacity of vehicles. Exits required by FMVSS No. 217 may be included to comprise the total number of exits specified.

<table>
<thead>
<tr>
<th>Number of Passengers</th>
<th>Number of Emergency Exits per Side</th>
<th>Number of Roof Hatches</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 42</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>43 - 78</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>79 - 90</td>
<td>3</td>
<td>2</td>
</tr>
</tbody>
</table>

11. Side emergency exit windows, when installed, may be vertically hinged on the forward side of the window. Operation instructions shall be clearly readable of a contrasting color, and be located within fifteen (15) centimeters of the release mechanism. No side emergency exit window will be located above a stop arm. Emergency exit doors, side emergency exit windows and emergency exit roof hatches shall be strategically located for optimal egress during an emergency evacuation of the bus.

12. Emergency exit doors shall include an alarm system that includes an audible warning device at the emergency door exit and also in the driver's compartment. Emergency exit side windows shall include an alarm system that includes an audible warning device in the driver's compartment. Roof hatches do not require an alarm system, but if so equipped, they must be operable and include an audible warning device in the driver's compartment.

13. Vandal lock may be installed. If applicable, the interlock and vandal lock shall be interconnected.

V. EMERGENCY EQUIPMENT

1. Fire extinguisher:
   a. The bus shall be equipped with at least one (1) UL-approved pressurized, dry chemical fire extinguisher complete with hose. The extinguisher shall be mounted and secured in a bracket, located in the driver's compartment and readily accessible to the driver and passengers. A pressure gauge shall be mounted on the extinguisher and be easily read without moving the extinguisher from its mounted position. Fire extinguisher shall be mounted in such a way as to prevent the
entanglement of clothing, backpack straps, drawstrings, etc.

b. The fire extinguisher shall have a total rating of 2A10BC or greater. The operating mechanism shall be sealed with a type of seal (breakable) that will not interfere with the use of the fire extinguisher.

2. First aid kit:
   a. The bus shall have an easily removable, metal moisture-proof and dustproof first aid kit sealed with a breakable type seal and mounted in the driver’s compartment in a location that is physically accessible to all drivers. It shall be properly mounted and secured and identified as a first aid kit. First aid kit shall be mounted in such a way as to prevent the entanglement of clothing, backpack straps, drawstrings, etc.
   b. Contents shall, at a minimum, include:
      1) Two (2) 1 inch x 2 1/2 yards adhesive tape;
      2) Twenty-four (24) sterile gauze pads, 3 inches x 3 inches;
      3) One-hundred (100) 3/4 inch x 3 inches adhesive bandages;
      4) Eight (8) 2 inch bandage compresses;
      5) Ten (10) 3 inch bandage compresses;
      6) Two (2) 2 inch x 6 feet sterile gauze roller bandages;
      7) Two (2) non-sterile triangular bandages approximately 39 inches x 35 inches x 54 inches with two (2) safety pins;
      8) Three (3) sterile gauze pads, 36 inches x 36 inches;
      9) Three (3) sterile eye pads;
      10) One (1) rounded-end scissors;
      11) One (1) mouth-to-mouth airway; and
      12) One (1) pair medical examination gloves.

3. Body fluid clean-up kit:
   a. Each bus shall have an easily removable metal and moisture-proof body fluid clean-up kit. It shall be sealed with a breakable type seal. It shall be properly mounted in the driver’s compartment in a location that is physically accessible to all drivers and identified as a body fluid clean-up kit. Body fluid clean-up kit shall be mounted in such a way as to prevent the entanglement of clothing, backpack straps, drawstrings, etc.
   b. Contents shall, at a minimum, include:
      1) One (1) pair medical examination gloves;
      2) Absorbent;
      3) One (1) scoop;
      4) One (1) scraper or hand broom;
      5) Disinfectant; and
      6) Two (2) plastic bags.

4. Warning devices:
   Each school bus shall contain at least three (3) reflectorized triangle road warning devices that meet requirements in FMVSS No.125. The warning device(s) shall be enclosed in an approved box that shall be sealed with a breakable type seal. The warning device(s) and approved box shall be mounted in an accessible place within the driver’s compartment of the bus and shall be mounted in such a way as to prevent the
entanglement of clothing, backpack straps, drawstrings, etc.

5. Any of the emergency equipment may be mounted in an enclosed compartment, provided the compartment is labeled in not less than one (1) inch letters, identifying each piece of equipment contained therein.

6. Tape(s) and silicone sealants do not meet breakable type seal requirement. Breakable type seal(s) shall be replaced as appropriate and necessary and also during every annual school bus inspection following a thorough inspection for deterioration and required contents.

7. Ignitable flares and axes are not allowed on school buses.

W. EXHAUST SYSTEM

1. The exhaust pipe, muffler, tailpipe, and after treatment system shall be outside the bus body compartment and attached to the chassis so as not to damage any other chassis component.

2. The tailpipe shall be constructed of a corrosion-resistant tubing material at least equal in strength and durability to 16-gauge steel tubing of equal diameter. The tailpipe may be flush with, but shall not extend out more than two (2) inches beyond the perimeter of the body for side-exit pipe or the bumper for rear-exit pipe.

3. The tailpipe shall exit to the left or right of the emergency exit door in the rear of vehicle or to the left side of the bus in front or behind the rear drive axle. The tailpipe exit location on school bus Type A-1 may be according to the manufacturer’s standard. The tailpipe shall not exit beneath any fuel filler location or beneath any emergency door. Exhaust may exit through the bumper.

4. Manufacturers shall furnish an exhaust system with tailpipe of sufficient length to exit the rear of the bus or at the left side of the bus body no more than eighteen (18) inches forward of the front edge of the rear wheel house opening. If designed to exit at the rear of the bus, the tailpipe shall extend at least five (5) inches beyond the end of the chassis frame. If designed to exit to the side of the bus, the tailpipe shall extend at least forty-eight and one-half (48½) inches [fifty-one and one-half (51½) inches if the body is to be one hundred two (102) inches wide] outboard from the chassis centerline. The tailpipe may be flush with or shall not extend more than two (2) inches beyond the perimeter of the body for side exit or the bumper for rear exit pipe. The exhaust system shall be designed such that exhaust gas will not be trapped under the body of the bus.

5. Type A may be furnished with the manufacturer’s standard tailpipe configuration.

6. The exhaust system shall be adequately insulated from the fuel system.

7. The muffler shall be constructed of corrosion-resistant material.

8. Exceptions to Idaho exhaust system standards may be necessary in order to comply with changing federal emission standards on school buses. School bus manufacturers may submit a written request for an exception to an Idaho exhaust system standard to the SDE Student Transportation. Any exhaust system exception to standard request must be linked to federal emission standards rationale.
9. The design of the after treatment systems shall not allow active (non-manual) regeneration of the particulate filter during the loading and unloading of passengers. Manual regeneration systems will be designed such that unintentional operation will not occur.

10. For after treatment systems that require Diesel Exhaust Fluid (DEF) to meet federally mandated emissions:
   a. The composition of DEF must comply with International Standard ISO 22241-1. Refer to engine manufacturer for any additional DEF requirements.
   b. The DEF supply tank shall be sized to meet a minimum ratio of three (3) diesel fills to one (1) DEF fill.

X. **FENDERS: FRONT-TYPE C VEHICLES**

1. Total spread of outer edges of front fenders, measured at fender line, shall exceed total spread of front tires when front wheels are in straight-ahead position.

2. Front fenders shall be properly braced and shall not require attachment to any part of the body.

Y. **FLOORS**

1. The floor in the under-seat area, including tops of wheel housing, driver's compartment and toe board, shall be covered with rubber floor covering or equivalent, having a minimum overall thickness of 0.125 inch, and a calculated burn rate of 0.1 mm per minute or less, using the test methods, procedures and formulas listed in FMVSS No. 302. The driver's area on all Type A buses may be manufacturer's standard flooring and floor covering.

2. The floor covering in the aisles shall be of aisle-type rubber or equivalent, wear-resistant and ribbed. Minimum overall thickness shall be 0.187 inch measured from tops of ribs.

3. The floor covering must be permanently bonded to the floor and must not crack when subjected to sudden changes in temperature. Bonding or adhesive material shall be waterproof and shall be a type recommended by the manufacturer of floor-covering material. All seams must be sealed with waterproof sealer.

4. On Types C and D buses, a flush-mounted, screw-down plate that is secured and sealed shall be provided to access the diesel or gasoline fuel tank sending unit and/or fuel pump. This plate shall not be installed under flooring material.

Z. **FRAME**

1. Any secondary manufacturer that modifies the original chassis frame shall provide a warranty at least equal to the warranty offered by the OEM, and shall certify that the
modification and other parts or equipment affected by the modification shall be free from defects in material and workmanship under normal use and service intended by the OEM.

2. Frames shall not be modified for the purpose of extending the wheelbase.

3. Holes in top or bottom flanges or side units of the frame, and welding to the frame, shall not be permitted except as provided or accepted by chassis manufacturer.

4. Frame lengths shall be established in accordance with the design criteria for the complete vehicle.

AA. FUEL SYSTEM

1. Fuel tank (or tanks) having a minimum twenty-five (25) gallon capacity shall be provided by the chassis manufacturer. The tank shall be filled and vented to the outside of the body and the fuel filler should be placed in a location where accidental fuel spillage will not drip or drain on any part of the exhaust system.

2. Fuel lines shall be mounted to the chassis frame in such a manner that the frame provides the maximum possible protections from damage.

3. The fuel system shall comply with FMVSS No. 301.

4. Fuel tank(s) may be mounted between the chassis frame rails or outboard of the frame rails on either the left or right side of the vehicle.

5. The actual draw capacity of each fuel tank shall be, at a minimum, eighty-three percent (83%) of the tank capacity.

6. Installation of alternative fuel systems, including fuel tanks and piping from tank to engine, shall comply with all applicable fire codes in effect on the date of manufacture of the bus.


8. Installation of Compressed Natural Gas (CNG) containers shall comply with FMVSS No. 304, Compressed Natural Gas Fuel Container Integrity.

9. The CNG Fuel System shall comply with FMVSS No. 303, Fuel System Integrity of Compressed Natural Gas Vehicles.

BB. GOVERNOR

An electronic engine speed limiter shall be provided and set to limit engine speed, not to exceed the maximum revolutions per minute, as recommended by the engine manufacturer.
CC. HANDRAILS

At least one handrail shall be installed. The handrail shall be a minimum of one (1) inch diameter, and be constructed from corrosion resistant material(s). The handrail(s) shall assist passengers during entry or exit, and be designed to prevent entanglement, as evidenced by the passage of the National Highway Traffic Safety Administration (NHTSA) string and nut test, as defined in National School Transportation Specifications & Procedures School Bus Inspection.

DD. HEATERS AND AIR CONDITIONING SYSTEMS

The engine shall be capable of supplying coolant at a temperature of at least one hundred seventy degrees Fahrenheit (170° F) at the engine cooling thermostat opening temperature. The coolant flow rate shall be fifty (50) pounds per minute at the return end of thirty (30) feet of one (1) inch inside diameter automotive hot water heater hose, according to School Bus Manufacturers Technical Council (SBMTC) Publication - 001.

1. Heating System:
   a. The heater shall be hot water and/or combustion type, electric heating element, or heat pump.
   b. If only one heater is used, it shall be fresh-air or combination fresh-air and recirculation type.
   c. If more than one heater is used, additional heaters may be recirculating air type.
   d. The heating system shall be capable of maintaining bus interior temperatures as specified in SAE test procedure J2233.
   e. Auxiliary fuel-fired heating systems are permitted, provided they comply with the following:
      1) The auxiliary heating system fuel shall utilize the same type fuel as specified for the vehicle engine.
      2) The heater(s) may be direct hot air or connected to the engine’s coolant system.
      3) An auxiliary heating system, when connected to the engine’s coolant system, may be used to preheat the engine coolant or preheat and add supplementary heat to the bus’s heating system.
      4) Auxiliary heating systems must be installed pursuant to the manufacturer’s recommendations and shall not direct exhaust in such a manner that will endanger bus passengers.
      5) Auxiliary heating systems which operate on diesel fuel shall be capable of operating on #1, #2, or blended diesel fuel without the need for system adjustment.
      6) The auxiliary heating system shall be low voltage.
      7) Auxiliary heating systems shall comply with all applicable FMVSSs, including FMVSS No. 301, as well as with SAE test procedures.
      8) All forced air heaters installed by body manufacturers shall bear a name
plate that indicates the heater rating in accordance with SBMTC-001. Low profile heaters are not allowed within the clear floor area required to accommodate a wheelchair.

f. Portable heaters shall not be allowed

g. Heater hoses shall be adequately supported to guard against excessive wear due to vibration. The hoses shall not dangle or rub against the chassis or any sharp edges and shall not interfere with or restrict the operation of any engine function. Heater hoses shall conform to SAE J20c. Heater lines, cores and elements on the interior of bus shall be shielded to prevent scalding or burning of the driver or passengers. All heater hose shields shall completely cover all parts of the hose and connectors in such a way as to prevent burning subsequent to significant heat transferring to the shield. They shall not incorporate any openings that would allow a passenger to be injured by sharp edges or hot surfaces.

h. Each hot water system installed by a body manufacturer shall include one (1) shut-off valve in the pressure line and one (1) shut-off valve in the return line with both valves at the engine in an accessible location, except that on all Type A buses, the valves may be installed in another accessible location.

i. All heaters of hot water type in the passenger compartment shall be equipped with a device, installed in the hot water pressure line, which regulates the water flow to all passenger heaters. The device shall be conveniently operated by the driver while seated. The driver and passenger heaters may operate independently of each other for maximum comfort.

j. All combustion heaters shall be in compliance with current Federal Motor Carrier Safety Administration (FMCSA) Regulations.

k. Accessible bleeder valves of hot water type shall be installed in an appropriate place in the return lines of body company-installed heaters to remove air from the heater lines.

l. Access panels shall be provided to make heater motors, cores, elements, and fans readily accessible for service. An outside access panel may be provided for the driver’s heater.

2. Air Conditioning (Non-Reimbursable Option Except When Driven By IEP)

The following specifications are applicable to all types of school buses that may be equipped with air conditioning. This section is divided into two parts: Part 1 covers performance specifications, and Part 2 covers other requirements applicable to all buses.

a. Part 1 - Performance Specifications:

The manufacturer shall provide test results that show compliance of standard systems. If the bid specifies, the manufacturer shall provide facilities for the user or user's representative to confirm that a pilot model of each bus design meets the above performance requirements.

b. Part 2 - Other Requirements:

1) Evaporator cases, lines and ducting (as equipped) shall be designed in such a manner that all condensation is effectively drained to the exterior of the bus below the floor level under all conditions of vehicle movement and without
leakage on any interior portion of bus.

2) Any evaporator or ducting system shall be designed and installed so as to be free of injury-prone projections or sharp edges. Any ductwork shall be installed so that exposed edges face the front of the bus and do not present sharp edges.

3) On specially equipped school buses, the evaporator and ducting (if used) shall be placed high enough that they will not obstruct occupant securement shoulder strap upper attachment points. This clearance shall be provided along entire length of the passenger area on both sides of the bus interior to allow for potential retrofitting of new wheelchair positions and occupant securement devices throughout the bus.

4) The body may be equipped with insulation, including sidewalls, roof, firewall, rear, inside body bows and plywood or composite floor insulation to aid in heat dissipation and reflection.

5) All glass (windshield, entrance and emergency doors, side and rear windows) may be equipped with maximum integral tinting allowed by federal, state (Section 49-944, Idaho Code) or American National Standards Institute standards for the respective locations, except that windows rear of the driver's compartment, if tinted shall have approximately twenty-eight percent (28%) light transmission.

6) Electrical generating capacity shall be provided to accommodate the additional electrical demands imposed by the air conditioning system.

7) Roofs may be painted white to aid in heat dissipation, according to National School Transportation Specifications & Procedures Placement of Reflective Markings.

EE.   HINGES

All exterior metal door hinges which do not have stainless steel, brass or nonmetallic hinge pins or other designs that prevent corrosion shall be designed to allow lubrication to be channeled to the center seventy-five percent (75%) of each hinge loop without disassembly.

FF.   HORN

The bus shall be equipped with two (2) horns of standard make with each horn capable of producing a complex sound in bands of audio frequencies between two-hundred fifty (250) and two thousand (2,000) cycles per second and tested in accordance with SAE J-377.
GG. IDENTIFICATION

1. The body shall bear the words “SCHOOL BUS” in black letters at least eight (8) inches high on both front and rear of the body or on signs attached thereto. Lettering shall be placed as high as possible without impairment of its visibility. Letters shall conform to “Series B” of Standard Alphabets for Highway Signs. “SCHOOL BUS” lettering shall have a reflective background, or as an option, may be illuminated by backlighting.

2. MFSABs are exempt from these requirements.

3. Required lettering and numbering shall include:
   a. School district owned vehicles will be identified with black lettering [minimum four (4) inches high] on both sides of the school bus using the district name and number listed in the Idaho Educational Directory. Contractor-owned school buses under contract with a school district must also comply with the same identification standards as district-owned buses and shall be identified by either the contractor or district name, as decided by the district.
   b. Each district-owned or contracted school bus will be separately identified with its own number in two (2) places on each side of the bus in the logo panel/belt line using six (6) inch high black numbers. Numbers on the passenger side shall be as close to the first and last passenger windows as possible and on the driver’s side as close to the stop arm and last passenger window as possible.
   c. Unauthorized entry placards shall be displayed in the most visible location when observed by persons approaching the vehicle with the door in the open position. Permanence of the placard should be a consideration when choosing a location for attachment. Placard shall read as follows:

      WARNING
      IT IS UNLAWFUL TO:
      Enter a school bus with the intent to commit a crime
      Enter a school bus and disrupt or interfere with the driver
      Refuse to disembark after ordered to do so by the driver
      (Sections 18-113 and 18-1522, Idaho Code)

      State Department of Education Student Transportation Section shall provide unauthorized entry placards.

4. Other lettering, numbering, or symbols, which may be displayed on the exterior of the bus, shall be limited to:
   a. Bus identification number on the top, front and rear of the bus, in addition to the required numbering on the sides.
   b. The location of the battery(ies) identified by the word “BATTERY” or “BATTERIES” on the battery compartment door in two (2) inch maximum lettering.
   c. Symbols or letters not to exceed sixty-four (64) square inches of total display near the entrance door exterior displaying information for identification by the students of the bus or route served. No symbols, letters, or other signage shall be permitted on the first two passenger windows or on entrance door glass which may block or obscure clear visibility.
   d. All other signage must have prior written SDE approval.
e. Manufacturer, dealer or school identification or logos displayed so as not to distract significantly from school bus body color and lettering specifications.

f. Symbols identifying the bus as equipped for or transporting students with special needs (see Specially Equipped School Bus section).

g. Lettering on the rear of the bus relating to school bus flashing signal lamps electronic warning sign or railroad stop procedures. This lettering shall not obscure or interfere with the operation instructions displayed on the exterior portion of the rear emergency exit door.

h. Identification of fuel type in one (1) inch maximum lettering adjacent to the fuel filler opening.

HH. INSIDE HEIGHT

Inside body height shall be seventy-two (72) inches or more, measured metal to metal, at any point on longitudinal centerline from front vertical bow to rear vertical bow. Inside body height of Type A-1 buses shall be sixty-two (62) inches or more.

II. INSTRUMENTS AND INSTRUMENT PANEL

1. The chassis shall be equipped with the instruments and gauges listed below:
   
   **(Note: Telltale warning lamps in lieu of gauges are not acceptable, except as noted.)**

   a. Speedometer;
   b. Tachometer
   
   **(Note: For Types C and D buses, a tachometer shall be installed so as to be visible to the driver while seated in a normal driving position);**

   c. Odometer which will give accrued mileage (to seven digits), including tenths of a mile, unless tenths of a mile are registered on a trip odometer. Odometer shall be available to read without use of the vehicle’s key;

   d. Voltmeter
   
   **(Note: An ammeter with graduated charge and discharge indications is permitted in lieu of a voltmeter; however, when used, the ammeter wiring must be compatible with the current flow of the system);**

   e. Oil pressure gauge;

   f. Water temperature gauge;

   g. Fuel gauge;

   h. Upper beam headlamp indicator;

   i. Brake air pressure gauge (air brakes), brake indicator lamp (vacuum/hydraulic brakes), or brake indicator lamp (hydraulic/hydraulic)
   
   **(Note: A warning lamp indicator in lieu of gauge is permitted on a vehicle equipped with a hydraulic-over-hydraulic brake system);**
j. Turn signal indicator; and
k. Intake heater indicator lamp where appropriate.

2. All instruments shall be easily accessible for maintenance and repair.

3. The instruments and gauges shall be mounted on the instrument panel so that each is clearly visible to the driver while seated in a normal driving position.

4. The instrument panel shall have lamps of sufficient candlepower to illuminate all instruments, gauges and shift selector indicator for the automatic transmission or as required by FMVSS No. 101.

5. Multi-function gauge (MFG) (Optional):
   a. The driver must be able to manually select any displayable function of the gauge on a MFG whenever desired.
   b. Whenever an out-of-limits condition that would be displayed on one or more functions of a MFG occurs, the MFG controller should automatically display this condition on the instrument cluster. This should be in the form of an illuminated telltale warning lamp as well as having the MFG automatically displays the out-of-limits indications. Should two or more functions displayed on the MFG go out of limits simultaneously, then the MFG should sequence automatically between those functions continuously until the condition(s) are corrected.
   c. The use of a MFG does not relieve the need for audible warning devices, where required.

J. INSULATION (OPTIONAL)

1. If thermal insulation is specified, it shall be fire-resistant, UL approved, with minimum R-value of 5.5. Insulation shall be installed so as to prevent sagging.

2. If floor insulation is required, it shall be five-ply nominal five-eighths (⅝) inch thick plywood, and it shall equal or exceed properties of the exterior-type softwood plywood, C-D Grade, as specified in standard issued by U.S. Department of Commerce. When plywood is used, all exposed edges shall be sealed. Type A-1 buses may be equipped with nominal one-half (½) inch thick plywood or equivalent material meeting the above requirements. Equivalent material may be used to replace plywood, provided it has an equal or greater insulation R-value, deterioration, sound abatement and moisture resistance properties.

K. INTERIOR

1. The interior of bus shall be free of all unnecessary projections, which include luggage racks and attendant handrails, to minimize the potential for injury. This specification requires inner lining on ceilings and walls. If the ceiling is constructed to contain lapped joints, the forward panel shall be lapped by rear panel and exposed edges shall be beaded, hemmed, flanged, or otherwise treated to minimize sharp edges. Buses may be equipped with a storage compartment for tools, tire chains and/or tow chains (see
2. Non-reimbursable interior overhead storage compartments may be provided if they meet the following criteria:
   a. Meet head protection requirements of FMVSS No. 222, where applicable;
   b. Have a maximum rated capacity displayed for each compartment;
   c. Be completely enclosed and equipped with latching doors which must be sufficient to withstand a force of five (5) times the maximum rated capacity of the compartment;
   d. Have all corners and edges rounded with a minimum radius of one (1) inch or padded equivalent to door header padding;
   e. Be attached to the bus sufficiently to withstand a force equal to twenty (20) times the maximum rated capacity of the compartment; and
   f. Have no protrusions greater than one-quarter (¼) inch.

3. The driver's area forward of the foremost padded barriers will permit the mounting of required safety equipment and vehicle operation equipment. All equipment necessary for the operation of the vehicle shall be properly secured in such a way as to prevent the entanglement of clothing, backpack straps, drawstrings, etc.

4. Every school bus shall be constructed so that the noise level taken at the ear of the occupant nearest to the primary vehicle noise source shall not exceed 85 dBA when tested according to National School Transportation Specifications & Procedures Noise Test Procedure.

LL. **LAMPS AND SIGNALS**

1. **Illumination Lamps**
   Interior lamps shall be provided which adequately illuminate the aisle and step well. The step well lamps shall be illuminated by an entrance service door-operated switch, to illuminate only when headlamps and/or clearance lamps are on and the entrance door is open. An additional exterior mounted lamp shall be mounted next to the entrance door to adequately illuminate the outside approach to the door. It shall be actuated simultaneously with the step well lamps.

2. **Body Instrument Panel Lamps**
   Body instrument panel lamps shall be controlled by an independent rheostat switch.

3. **School Bus Alternately Flashing Signal Lamps**
   a. The bus shall be equipped with two (2) red lamps at the rear of the vehicle and two (2) red lamps at the front of the vehicle.
   b. In addition to the four (4) red lamps described above, four (4) amber lamps shall be installed so that one (1) amber lamp is located near each red signal lamp, at the same level, but closer to the vertical centerline of bus. The system of red and amber signal lamps, when in its operational mode, shall be wired so that amber lamps are energized manually, and red lamps are automatically energized (with amber lamps being automatically de-energized) when stop signal arm is extended or when bus entrance door is opened. An amber pilot lamp and a red pilot lamp shall be
installed adjacent to the driver controls for the flashing signal lamp to indicate to the driver which lamp system is activated.

c. Air and electrically operated doors may be equipped with an override switch that will allow the red lamps to be energized without opening the door, when the alternately flashing signal lamp system is in its operational mode. The use of such a device shall be in conformity with the law and SDE loading/unloading training procedures, as contained in Idaho’s school bus driver training curriculum.

d. The area around the lenses of alternately flashing signal lamps extending outward from the edge of the lamps approximately three (3) inches to the sides and top and minimum one (1) inch to the bottom, shall be black in color on the body or roof area against which the signal lamp is seen [from a distance of five hundred (500) feet along axis of the vehicle].

e. Red lamps shall flash at any time the stop signal arm is extended.

f. All flashers for alternately flashing red and amber signal lamps shall be enclosed in the body in a readily accessible location.

4. Turn Signal and Stop/Tail Lamps

a. Bus body shall be equipped with amber rear turn signal lamps that are at least seven (7) inches in diameter or, if a shape other than round, a minimum thirty-eight (38) square inches of illuminated area and shall meet FMVSS No. 108. These signal lamps must be connected to the chassis hazard-warning switch to cause simultaneous flashing of turn signal lamps when needed as vehicular traffic hazard warning. Turn signal lamps are to be placed as wide apart as practical and their centerline shall be a maximum of twelve (12) inches below the rear window. Type A-1 conversion vehicle front lamps must be at least twenty-one (21) square inches in lens area and must be in the manufacturer’s standard color.

b. Buses shall be equipped with amber side-mounted turn signal lamps. One turn signal lamp on the left side shall be mounted rearward of the stop signal arm and one turn signal lamp on the right side shall be mounted rearward of the entrance door. Both front side-mounted turn signal lamps shall be mounted forward of the bus center-line. An additional side mounted turn signal lamp may be mounted on each side of the bus to the rear of the bus center-line.

c. Buses shall be equipped with four (4) combination red stop/tail lamps:

1) Two (2) combination lamps with a minimum diameter of seven (7) inches, or if a shape other than round, a minimum thirty-eight (38) square inches of illuminated area shall be mounted on the rear of the bus just inside the turn signal lamps.

2) Two (2) combination lamps with a minimum diameter of four (4) inches, or if a shape other than round, a minimum of twelve (12) square inches of illuminated area, shall be placed on the rear of the body between the beltline and the floor line. The rear license plate lamp may be combined with one (1) lower tail lamp. Stop lamps shall be activated by the service brakes and shall emit a steady light when illuminated. Type A-1 buses with bodies supplied by chassis manufacturer may be equipped with manufacturer’s standard stop and tail lamps.

d. On buses equipped with a monitor for the front and rear lamps of the school bus,
the monitor shall be mounted in full view of the driver. If the full circuit current passes through the monitor, each circuit shall be protected by a fuse or circuit breaker or electronic protection device against any short circuit or intermittent shorts.

e. An optional white flashing strobe lamp may be installed on the roof of a school bus, at a location not closer than twelve (12) inches or more than six (6) feet from the rear of the roof edge. However, if the bus is equipped with a roof hatch, or other roof mounted equipment, falling within the above mentioned measurements, the strobe lamp may be located directly behind that equipment. The lamp shall have a single clear lens emitting light 360 degrees around its vertical axis and may not extend above the roof more than maximum legal height. A manual switch and a pilot lamp shall be included to indicate when lamp is in operation. Operation of the strobe lamp is limited to periods of inclement weather, nighttime driving, emergency situation or whenever students are onboard. Optionally, the strobe lamp may be mounted on the roof in the area directly over the restraining barrier on the driver’s side, may be wired to activate with the amber alternately flashing signal lamps, continuing through the full loading or unloading cycle, and may be equipped with an override switch to allow activation of the strobe at any time for use in inclement weather, nighttime driving or emergency situation.

f. The bus body shall be equipped with two (2) white rear backup lamps that are at least four (4) inches in diameter or, if a shape other than round, a minimum of twelve (12) square inches of illuminated area, meeting FMVSS No. 108 and Section 49-920, Idaho Code. If backup lamps are placed on the same horizontal line as the brake lamps and turn signal lamps, they shall be to the inside.

MM. METAL TREATMENT

1. All metal except high-grade stainless steel or aluminum used in construction of the bus body shall be zinc-coated or aluminum-coated or treated by an equivalent process before bus is constructed. Included are such items as structural members, inside and outside panels, door panels and floor sills. Excluded are such items as door handles, grab handles, interior decorative parts and other interior plated parts.

2. All metal parts that will be painted, in addition to the above requirements, shall be chemically cleaned, etched, zinc phosphate-coated and zinc chromate- or epoxy-primed, or the metal may be conditioned by an equivalent process. This includes but not limited to such items as crossing arm and stop arm.

3. In providing for these requirements, particular attention shall be given to lapped surfaces, welded connections of structural members, cut edges on punched or drilled hole areas in sheet metal, closed or box sections, unvented or undrained areas and surfaces subjected to abrasion during vehicle operation.

4. As evidence that the above requirements have been met, samples of materials and sections used in the construction of the bus body shall be subjected to a cyclic corrosion testing as outlined in SAE J1563.
**NN. MIRRORS**

1. The interior mirror shall be either clear view laminated glass or clear view glass bonded to a backing which retains the glass in the event of breakage. The mirror shall have rounded corners and protected edges. All Type A buses shall have a minimum of a six-inch by sixteen-inch (6 x 16 inch) mirror and Types C and D buses shall have a minimum of a six-inch by thirty-inch (6 x 30 inch) mirror.
2. Each school bus shall be equipped with exterior mirrors meeting the requirements of FMVSS No. 111. Mirrors shall be easily adjustable but shall be rigidly braced so as to reduce vibration. The right side rear view mirror shall not be obscured by the un-wiped portion of the windshield.
3. Heated external mirrors may be used.
4. Remote controlled external rear view mirrors may be used.

**OO. MOUNTING**

1. The chassis frame shall support the rear body cross member. The bus body shall be attached to chassis frame at each main floor sill, except where chassis components interfere, in such a manner as to prevent shifting or separation of the body from the chassis under severe operating conditions.
2. Isolators shall be installed at all contact points between body and chassis frame on Types A-2, C, and D buses, and shall be secured by a positive means to the chassis frame or body to prevent shifting, separation, or displacement of the isolators under severe operating conditions.

**PP. MUD FLAPS**

Rear vehicle mud flaps shall be required on all school buses, except when not provided as an option by the school bus manufacturer. Front mud flaps are optional.

**QQ. OIL FILTER**

An oil filter with a replaceable element shall be provided and connected by flexible oil lines if it is not a built-in or an engine-mounted design. The oil filter shall have a capacity in accordance with the engine manufacturer’s recommendation.

**RR. OPENINGS**

All openings in the floorboard or firewall between the chassis and passenger compartment (e.g., for gearshift selector and parking brakes lever) shall be sealed.
SS. OVERALL LENGTH

Overall length of bus shall not exceed forty-five (45) feet, excluding accessories.

TT. OVERALL WIDTH

Overall width of bus shall not exceed one-hundred and two (102) inches, excluding accessories.

UU. PASSENGER LOAD

1. Actual gross vehicle weight (GVW) is the sum of the chassis weight, plus the body weight, plus the driver's weight, plus total seated student weight. For purposes of calculation, the driver's weight is one hundred fifty (150) pounds and the student weight is one hundred twenty (120) pounds per student.
2. Actual GVW shall not exceed the chassis manufacturer's GVWR for the chassis, nor shall the actual weight carried on any axle exceed the chassis manufacturer's Gross Axle Weight Rating (GAWR).
3. When requested, the manufacturer's GVWR for a particular school bus shall be furnished by manufacturers in duplicate (unless more copies are requested) to the purchasing school district or contractor.

VV. PUBLIC ADDRESS SYSTEM

1. Buses may be equipped with AM/FM audio and/or public address system having interior and/or exterior speakers.
2. No internal speakers, other than the driver's communication systems, may be installed within four (4) feet of the driver's seat back in its rearmost upright position.

WW. REFLECTIVE MATERIAL

(Note: See National School Transportation Specifications & Procedures Placement of Reflective Markings)

1. The front and/or rear bumper may be marked diagonally 45 degrees down to centerline of pavement with one and one and three-quarters (1.75) to two and one quarter (2.25) inch wide strips of non-contrast reflective material.
2. The rear of bus body shall be marked with strips of reflective NSBY material to outline the perimeter of the back of the bus using material which conforms to the requirements of FMVSS No. 131, Table 1. The perimeter marking of rear emergency
exits per FMVSS No. 217 and/or the use of reflective “SCHOOL BUS” signs partially accomplish the objective of this requirement. To complete the perimeter marking of the back of the bus, strips of at least one (1) inch reflective NSBY material shall be applied horizontally above the rear windows and above the rear bumper, extending from the rear emergency exit perimeter, marking outward to the left and right rear corners of the bus. Vertical strips of at least one and three-quarters (1¾) inch retroreflective NSBY material shall be applied at the corners connecting these horizontal strips.

3. “SCHOOL BUS” signs, if not of lighted design, shall be marked with retro reflective NSBY material comprising background for lettering of the front and/or rear “SCHOOL BUS” signs.

4. Sides of bus body shall be marked with at least one and three-quarters (1¾) inch retro reflective NSBY material, extending the length of the bus body and located (vertically) between the floor line and the beltline.

5. Signs, if used, placed on the rear of the bus relating to school bus flashing signal lamps or railroad stop procedures may be of retro reflective NSBY material comprising background for lettering.

XX. RETARDER SYSTEM (OPTIONAL EQUIPMENT)

A retarder system, if used, shall limit the speed of a fully loaded school bus to 19.0 mph on a seven percent (7%) grade for 3.6 miles.

YY. ROAD SPEED CONTROL

When it is desired to accurately control vehicle maximum speed, a vehicle speed limiter may be utilized.

ZZ. RUB RAILS

1. There shall be one (1) rub rail located on each side of the bus approximately at seat cushion level which extends from the rear side of the entrance door completely around the bus body (except the emergency door or any maintenance access door) to the point of curvature near the outside cowl on the left side.

2. There shall be one (1) additional rub rail located on each side at, or no more than ten (10) inches above the floor line. The rub rail shall cover the same longitudinal area as upper rub rail, except at the wheel housings, and it shall, at a minimum, extend to radii of the right and left rear corners.

3. Both rub rails shall be attached at each body post and all other upright structural members.

4. Each rub rail shall be four (4) inches or more in width in their finished form, shall be
constructed of 16-gauge steel or suitable material of equivalent strength and shall be constructed in corrugated or ribbed fashion. Each entire rub rail shall be black in color.

5. Both rub rails shall be applied outside the body or outside the body posts. Pressed-in or Snap-On rub rails do not satisfy this requirement. For Type A-1 vehicles using the body provided by the chassis manufacturer or for Types A-2, C, and D buses using the rear luggage or the rear engine compartment, rub rails need not extend around the rear corners.

6. There shall be a rub rail or equivalent bracing located horizontally at the bottom edge of the body side skirts.

AAA. SEATS AND RESTRAINING BARRIERS

1. Passenger Seating:
   a. All seats shall have a minimum cushion depth of fifteen (15) inches, a seat back height of twenty-four (24) inches above the seating reference point, and must comply with all requirements of FMVSS No. 222. School bus design capacities shall be in accordance with 49 CFR Part 571.3 and FMVSS No. 222. In addition to the fastener that forms the pivot for each seat retaining clip, a secondary fastener may be used in each clip to prevent the clip from rotating and releasing the seat cushion unintentionally.
   b. All restraining barriers and passenger seats may be constructed with non-reimbursable materials that enable them to meet the criteria contained in the School Bus Seat Upholstery Fire Block Test or the American Society for Testing and Materials (ASTM) E2574/E2574M – 12a Standard Test Method for Fire Testing of School Bus Seat Assemblies.
   c. Each seat leg shall be secured to the floor by bolts, washers, and nuts in order to meet the performance requirements of FMVSS No. 222. Flange-head nuts may be used in lieu of nuts and washers, or seats may be track-mounted in conformance with FMVSS No. 222. If track seating is installed, the manufacturer shall supply minimum and maximum seat spacing dimensions applicable to the bus, which comply with FMVSS No. 222. This information shall be on a label permanently affixed to the inside passenger compartment of the bus.
   d. All seat frames attached to the seat rail shall be fastened with bolts, washers and nuts or flange-head nuts.
   e. All school buses (including Type A) shall be equipped with restraining barriers which conform to FMVSS No. 222.
   f. The use of a “flip seat” adjacent to any side emergency door is prohibited.
2. **Pre School Age Seating:**
All passenger seats designed to accommodate a child or infant carrier seat shall comply with FMVSS No. 225. These seats shall be in compliance with NHTSA's "Guideline for the Safe Transportation of Pre-school Age Children in School Buses". Child Safety Restraint Systems (CSRSs) shall not be placed in school bus seats adjacent to emergency exits.

3. **Driver Seat:**
   a. The driver's seat supplied by the body company shall be a high back seat with a minimum seat back adjustable to fifteen (15) degrees, without requiring the use of tools, and a head restraint to accommodate a 5th percentile female to a 95th percentile adult male, as defined in FMVSS No. 208. The driver's seat shall be secured with nuts, bolts and washers or flanged-head nuts.
   b. Type A buses may use the standard driver's seat provided by the chassis manufacturer.

4. **Driver Restraint System:**
   a. A Type 2 lap/shoulder belt shall be provided for the driver. On buses where the driver's seat and upper anchorage for the shoulder belt are both attached to the body structure, a driver's seat with an integrated Type 2 lap/shoulder belt may be substituted. On buses where the driver's seat and upper anchorage for the shoulder belt are separately attached to both body and chassis structures (i.e., one attached to the chassis and the other attached to the body), a driver’s seat with an integrated Type 2 lap/shoulder belt should be used.
   b. The assembly shall be equipped with an emergency locking retractor for the continuous belt system. On all buses except Type A equipped with a standard chassis manufacturer's driver's seat, the lap portion of the belt system shall be guided or anchored to prevent the driver from sliding sideways under it. The lap/shoulder belt shall be designed to allow for easy adjustment in order to fit properly and to effectively protect drivers varying in size from 5th percentile adult female to 95th percentile adult male.
   c. Each bus shall be equipped with durable webbing cuter having a full width handgrip and a protected, replaceable or non-corrodible blade. The required belt cutter shall be mounted in a visible location accessible to the seated driver in an easily detachable manner.

**BBB. SHOCK ABSORBERS**

The bus shall be equipped with double-action shock absorbers compatible with manufacturer's rated axle capacity at each wheel location. Shock absorbers shall be of sufficient length to allow for adequate travel in all situations without damage to the shock absorber or mounts.
CCC. STEERING GEAR

1. The steering gear shall be approved by the chassis manufacturer and designed to ensure safe and accurate performance when the vehicle is operated with maximum load and at maximum speed.
2. If external adjustments are required, steering mechanism shall be accessible to make adjustments.
3. No changes shall be made in the steering apparatus which are not approved by the chassis manufacturer.
4. There shall be a clearance of at least two (2) inches between the steering wheel and cowl, instrument panel, windshield, or any other surface.
5. Power steering is required and shall be of the integral type with integral valves.
6. The steering system shall be designed to provide a means for lubrication of all wear-points, which are not permanently lubricated.

DDD. STEPS

1. The first step at entrance door shall be not less than ten (10) inches and not more than fourteen (14) inches from the ground when measured from top surface of the step to the ground, based on standard chassis specifications, except that on Type D vehicles, the first step at the entrance door shall be twelve (12) inches to sixteen (16) inches from the ground. On chassis modifications which may result in increased ground clearance (such as four-wheel drive) an auxiliary step shall be provided to compensate for the increase in ground-to-first-step clearance. The auxiliary step is not required to be enclosed.
2. Step risers shall not exceed a height of ten (10) inches. When plywood is used on a steel floor or step, the riser height may be increased by the thickness of the plywood.
3. OEM steps shall be enclosed to prevent accumulation of ice and snow.
4. OEM, retrofit, or after-market steps shall not protrude beyond the side body line, except during the loading or unloading of passengers.

EEE. STEP TREADS

1. All steps, including the floor line platform area, shall be covered with an elastomer floor covering having a minimum overall thickness of 0.187 inch.
2. The step covering shall be permanently bonded to a durable backing material that is resistant to corrosion.
3. Steps, including the floor line platform area, shall have a one and one-half (1½) inch nosing that contrasts in color by at least seventy percent (70%) measured in accordance with the contrasting color specification in 36 CFR, Part1192, ADA, Accessibility Guidelines for Transportation Vehicles.
4. Step treads shall have the following characteristics:
a. Abrasion resistance: Step tread material weight loss shall not exceed 0.40 percent, as tested under ASTM D-4060, Standard Test Method for Abrasion Resistance of Organic Coatings by the Taber Abraser (CS-17 Wheel, 1000 gram, 1000 cycle);
b. Weathering resistance: Step treads shall not break, crack, or check after ozone exposure (seven days at 50 phm at 40 degrees C) and Weatherometer exposure (ASTM D-750, Standard Test Method for Rubber Deterioration in Carbon-Arc Weathering Apparatus, seven days);
c. Flame Resistance: Step treads shall have a calculated burn rate of 0.01 mm per minute or less using the test methods, procedures and formulas listed in FMVSS No. 302, Flammability of Interior Materials; and
d. A spray on application type material may be used in lieu of item 1. that meets the requirements of items 2 through 4. The material shall be applied not only to the interior surfaces of the service door step treads but the exterior as well if not covered by undercoating.

FFF. STIRRUP STEPS

When the windshield and lamps are not easily accessible from the ground, there may be at least one (1) folding stirrup step or recessed foothold and suitably located handles on each side of the front of the body for easy accessibility for cleaning. Steps are permitted in or on the front bumper in lieu of the stirrup steps, if the windshield and lamps are easily accessible for cleaning from that position.

GGG. STOP SIGNAL ARM

The stop signal arm(s) shall comply with the requirements of FMVSS No. 131.

HHH. STORAGE COMPARTMENT (OPTIONAL)

A storage container for tools, tire chains, and/or tow chains may be located either inside or outside the passenger compartment. If inside, it shall have a cover capable of being securely latched and fastened to the floor (the seat cushion may not serve this purpose), convenient to either the entrance door or the emergency door.

III. SUN SHIELD

1. An interior adjustable transparent sun shield, with a finished edge and not less than six inches by thirty inches (6 x 30 inches) for Types C and D vehicles, shall be installed in a position convenient for use by the driver.
2. On all Type A buses, the sun shield (visor) shall be installed according to the manufacturer's standard.

JJJ. SUSPENSION SYSTEMS

1. The capacity of springs or suspension assemblies shall be commensurate with the chassis manufacturer's GVWR.
2. Rear leaf springs shall be of a progressive rate or multi-stage design. Front leaf springs shall have a stationary eye at one end and shall be protected by a wrapped leaf, in addition to the main leaf.

KKK. THROTTLE

The force required to operate the throttle shall not exceed sixteen (16) pounds throughout the full range of accelerator pedal travel.

LLL. TIRES AND RIMS

1. Rims of the proper size and tires of the proper size and load rating commensurate with the chassis manufacturer's gross vehicle weight rating shall be provided. The use of multi-piece rims and/or tube-type tires shall not be permitted on any school bus ordered after December 31, 1995.
2. Dual rear tires shall be provided on Type A-2, Type C and Type D school buses.
3. All tires on a vehicle shall be of the same size, and the load range of the tires shall meet or exceed the GVWR, as required by FMVSS No.120.
4. If the vehicle is equipped with a spare tire and rim assembly, it shall be the same size as those mounted on the vehicle.
5. If a tire carrier is required, it shall be suitably mounted in an accessible location outside the passenger compartment.

MMM. TOW ATTACHMENT POINTS

1. Rear towing devices (i.e. tow hooks, tow eyes, or other designated towing attachment points) shall be furnished to assist in the retrieval of buses that are stuck and/or for towing buses when a wrecker with a “wheel lift” or an “axle lift” is not available or cannot be applied to the towed vehicle.
2. Towing devices shall be attached to the chassis frame either by the chassis manufacturer or in accordance with the chassis manufacturer’s specifications.
3. Each rear towing device shall have a strength rating of thirteen thousand five hundred (13,500) pounds with the force applied in the rearward direction, parallel to the
ground, and parallel to the longitudinal axis of the chassis frame rail.

4. The towing devices shall be mounted such that they do not project rearward of the rear bumper.

NNN. TRACTION ASSISTING DEVICES (OPTIONAL)

1. Where required or used, sanders shall:
   a. Be of hopper cartridge-valve type;
   b. Have a metal hopper with all interior surfaces treated to prevent condensation of moisture;
   c. Be of at least 100-pound (grit) capacity;
   d. Have a cover on the filler opening of hopper, which screws into place, thereby sealing the unit airtight;
   e. Have discharge tubes extending to the front of each rear wheel under the fender;
   f. Have non-clogging discharge tubes with slush-proof, non-freezing rubber nozzles;
   g. Be operated by an electric switch with a telltale pilot lamp mounted on the instrument panel;
   h. Be exclusively driver-controlled; and
   i. Have a gauge to indicate that the hopper needs refilling when it reaches one-quarter (¼) full.
   j. Automatic traction chains may be installed.

OOO. TRANSMISSION

1. Automatic transmissions shall have no fewer than three (3) forward speeds and one (1) reverse speed. Mechanical shift selectors shall provide a detent between each gear position when the gear selector quadrant and shift selector are not steering-column mounted.

2. Automatic transmissions shall have a transmission shifter interlock controlled by the application of the service brake to prohibit accidental engagement of the transmission.

PPP. TRASH CONTAINER AND HOLDING DEVICE (OPTIONAL)

Where requested or used, the trash container shall be secured by a holding device that is designed to prevent movement and to allow easy removal and replacement; and it shall be installed in an accessible location in the driver’s compartment, not obstructing passenger use of the entrance door or the entrance grab handle, and in such a way as to prevent the entanglement of clothing, backpack straps, drawstrings, etc. Trash cans shall not be installed in the passenger compartment which includes the back of the bus.
QQQ. **TURNING RADIUS**

1. A chassis with a wheelbase of two-hundred sixty-four (264) inches or less shall have a right and left turning radius of not more than forty-two and one-half (42½) feet, curb-to-curb measurement.
2. A chassis with a wheelbase of two-hundred sixty-five (265) inches or more shall have a right and left turning radius of not more than forty-four and one-half (44½) feet, curb-to-curb measurement.

RRR. **UNDERCOATING**

1. The entire underside of the bus body, including floor sections, cross member and below floor line side panels, shall be coated with rust-proofing material for which the material manufacturer has issued a notarized certification of compliance to the bus body builder that materials meet or exceed all performance and qualitative requirements of SAE J1959.
2. The undercoating material shall be applied with suitable airless or conventional spray equipment to the recommended film thickness and shall show no evidence of voids in the cured film. The undercoating material shall not cover any exhaust components of the chassis.

SSS. **VENTILATION**

1. Auxiliary fans shall meet the following requirements:
   a. Fans shall be placed in a location where they can be adjusted for maximum effectiveness and where they do not obstruct the driver’s vision or interfere with the safe operation of necessary equipment;
   b. Fans shall be of six (6) inch nominal diameter;
   a. Fan blades shall be covered with a protective cage; and
   b. Each fan shall be controlled by a separate switch.
3. The bus body shall be equipped with a suitably controlled ventilating system of sufficient capacity to maintain proper quantity of air under operating conditions without having to open windows except in extremely warm weather.
4. Static-type, non-closeable exhaust ventilation shall be installed, preferably in a low-pressure area of the roof.
5. Roof hatches designed to provide ventilation in all types of exterior weather conditions may be provided.
TTT. WHEEL HOUSING

1. The wheel housing opening shall allow for easy tire removal and service.
2. The wheel housings shall be attached to floor sheets in such a manner so as to prevent any dust, water or fumes from entering the body. The wheel housings shall be constructed of at least 16-gauge steel.
3. The inside height of the wheel housing above the floor line shall not exceed twelve (12) inches.
4. The wheel housings shall provide clearance for installation and use of tire chains on single and dual (if so equipped) power-driving wheels.
5. No part of raised wheel housing shall extend into the emergency door opening.

UUU. WINDOWS

1. Each full side window, other than emergency exits designated to comply with FMVSS 217, shall provide an unobstructed opening of at least nine (9) inches but not more than thirteen (13) inches high and at least twenty-two (22) inches wide, obtained by lowering the window. One side window on each side of the bus may be less than twenty-two (22) inches wide. Passenger and driver window frames shall be painted NSBY, black to match body trim, or shall be unpainted aluminum. The area between the passenger and driver window frames shall be NSBY.
2. Tinted and/or frost-free glazing may be installed in all doors, windows, and windshields consistent with federal, state, and local regulations.

VVV. WINDSHIELD WASHERS

A windshield washer system shall be provided.

WWW. WINDSHIELD WIPERS

1. A two-speed windshield wiping system with an intermittent time delay feature shall be provided.
2. The wipers shall meet the requirements of FMVSS No. 104.

XXX. WIRING

1. All wiring shall conform to current SAE standards.
2. Wiring shall be arranged in circuits, as required, with each circuit protected by a fuse, breaker or electronic protection device.
3. A system of color and number coding shall be used and an appropriate identifying diagram shall be provided to the end user, along with the wiring diagram provided by the chassis manufacturer. The wiring diagrams shall be specific to the bus model supplied and shall include any changes to wiring made by the body manufacturer. Chassis wiring diagrams shall be supplied to the end user. A system of color and number-coding shall be used on buses. The following body interconnecting circuits shall be color-coded as noted:

<table>
<thead>
<tr>
<th>FUNCTION</th>
<th>COLOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Left Rear Directional Lamp</td>
<td>Yellow</td>
</tr>
<tr>
<td>Right Rear Directional Lamp</td>
<td>Dark Green</td>
</tr>
<tr>
<td>Stop Lamps</td>
<td>Red</td>
</tr>
<tr>
<td>Back-up Lamps</td>
<td>Blue</td>
</tr>
<tr>
<td>Tail Lamps</td>
<td>Brown</td>
</tr>
<tr>
<td>Ground</td>
<td>White</td>
</tr>
<tr>
<td>Ignition Feed, Primary Feed</td>
<td>Black</td>
</tr>
</tbody>
</table>

4. The color of cables shall correspond to SAE J1128.

5. Wiring shall be arranged in at least six (6) regular circuits as follows:
   a. Head, tail, stop (brake) and instrument panel lamps;
   b. Clearance lamps and step well lamps that shall be actuated when the entrance door is open;
   c. Dome lamps;
   d. Ignition and emergency door signal;
   e. Turn signal lamps; and
   f. Alternately flashing signal lamps.

6. Any of the above combination circuits may be subdivided into additional independent circuits.

7. Heaters and defrosters shall be wired on an independent circuit.

8. There shall be a manual noise suppression switch installed in the control panel. The switch shall be labeled and alternately colored. This switch shall be an on/off (a momentary or spring loaded switch does not meet this requirement) type that deactivates body equipment that produces noise, including, at least, the AM/FM radio, two-way communications, heaters, air conditioners, fans and defrosters. This switch shall not deactivate safety systems, such as windshield wipers or lighting systems.

9. Whenever possible, all other electrical functions (such as sanders and electric-type windshield wipers) shall be provided with independent and properly protected circuits.

10. Each body circuit shall be coded by number or letter on a diagram of circuits and shall be attached to the body in a readily accessible location.

11. The entire electrical system of the body shall be designed for the same voltage as the chassis on which the body is mounted.

12. All wiring shall have an amperage capacity exceeding the design load by at least
twenty-five percent (25%). All wiring splices are to be done at an accessible location and noted as splices on wiring diagram.

13. A body wiring diagram of a size that can be easily read shall be furnished with each bus body or affixed in an area convenient to the electrical accessory control panel.

14. The body power wire shall be attached to a special terminal on the chassis.

15. All wires passing through metal openings shall be protected by a grommet.

16. Wires not enclosed within the body shall be fastened securely at intervals of not more than eighteen (18) inches. All joints shall be soldered or joined by equally effective connectors, which shall be water-resistant and corrosion-resistant.

17. Multiplex wiring may exempt manufacturers from some of the above wiring standards.

18. Buses may be equipped with a 12-volt power port in the driver’s area.
III STANDARDS FOR SPECIALLY EQUIPPED SCHOOL BUSES

A. INTRODUCTION

The specifications in this section are intended to be supplementary to specifications in the school bus chassis and body sections. In general, specially equipped buses shall meet all the requirements of the preceding sections plus those listed in this section. It is recognized by the entire industry that the field of special transportation is characterized by varied needs for individual cases and by a rapidly emerging technology for meeting those needs. A flexible, “common-sense” approach to the adoption and enforcement of specifications for these vehicles, therefore, is prudent.

B. DEFINITION

A specially equipped school bus is any school bus that is designed, equipped, or modified to accommodate students with special transportation needs.

C. GENERAL REQUIREMENTS

1. School buses designed for transporting students with special transportation needs shall comply with Standards for Idaho School Buses and Operations and with Federal Motor Vehicle Safety Standards (FMVSS) applicable to their Gross Vehicle Weight Rating (GVWR) category.
2. Any school bus to be used for the transportation of children who utilize a wheelchair or other mobile positioning device, or who require life-support equipment that prohibits use of the regular service entrance, shall be equipped with a power lift.

D. AISLES

All school buses equipped with a power lift shall provide a minimum thirty (30) inch pathway leading from any wheelchair/mobility aid position to at least one thirty (30) inch wide emergency exit door. A wheelchair securement position shall never be located directly in front of (blocking) a power lift door location.
E. **COMMUNICATIONS**

All school buses used to transport students shall be equipped with two-way voice communication or SDE pre-approved device other than CB radios.

F. **GLAZING**

Tinted glazing may be installed in all doors, windows, and windshields consistent with federal, state, and local regulations.

G. **IDENTIFICATION**

Buses with power lifts used for transporting individuals with disabilities shall display below the window line on the lift and rear doors the International Symbol of Accessibility. Such emblems shall be white on blue background, shall not exceed twelve inches by twelve inches (12 x 12 inches) or be less than four inches by four inches (4 x 4 inches) in size, and shall be of a high-intensity reflectorized material meeting Federal Highway Administration (FHWA) FP-85 Standards.

H. **PASSENGER CAPACITY RATING**

In determining the passenger capacity of a school bus for purposes other than actual passenger load (e.g., vehicle classification or various billing/reimbursement models), any location in a school bus intended for securement of an occupied wheelchair/mobility aid during vehicle operations are regarded as four (4) designated seating positions. Similarly, each lift area may be regarded as four (4) designated seating positions.

I. **POWER LIFTS**

The power lift shall be located on the right side of the bus body when not extended. Exception: The lift may be located on the left side of the bus if, and only if, the bus is primarily used to deliver students to the left side of one-way streets.

J. **VEHICLE LIFTS & INSTALLATIONS**

1. Vehicle lifts and installations shall comply with the requirements set forth in FMVSS No. 403, Platform Lift Systems for Motor Vehicles, and FMVSS No. 404, Platform Lift Installations in Motor Vehicles.
2. The design load of the vehicle lift shall be at least eight hundred (800) pounds.
Working parts, such as cables, pulleys and shafts, which can be expected to wear, and upon which the vehicle lift depends for support of the load, shall have a safety factor of at least six, based on the ultimate strength of the material. Nonworking parts, such as platform, frame and attachment hardware that would not be expected to wear shall have a safety factor of at least three, based on the ultimate strength of the material.

3. The vehicle lifting mechanism and platform shall be capable of operating effectively with a wheelchair and occupant mass of at least eight hundred (800) pounds.


5. Emergency Operations: (See 49 CFR Part 571.403, S6.9, Backup Operation).


7. Platform Barriers: (See 49 CFR Part 571.403, S6.4.2, S6.4.3, Platform Requirements) (See also “Wheelchair or Mobility Aid Envelope” figure at the end of this section).

8. Platform Surface: (See 49 CFR Part 571.403, S6.4.2, S6.4.3, Platform Requirements) (See also “Wheelchair or Mobility Aid Envelope” figure at the end of this subsection).


12. Boarding Direction: The lift shall permit both inboard and outboard facing of wheelchair and mobility aid users.

13. Use by Standees: Lifts shall accommodate persons who are using other aids/devices other than a wheelchair (resulting in other than a seated position) who need to use to the lift. Such persons should use a wheelchair or other wheel-based mobility device for boarding or exiting the bus, and then should be transferred to a bus seat for the ride. During lift operations no one shall be allowed to stand on the lift platform, unless otherwise noted in an Individualized Education Program (IEP) or 504 Plan in accordance with an aid riding with a student on the lift.

(Note: This item refers to equipment specifications.)

14. Handrails: (See 49 CFR Part 571.403, S6.4.9, Handrails)

15. Circuit Breaker: A resettable circuit breaker shall be installed between the power source and the lift motor if electrical power is used.

16. Excessive Pressure: (See 49 CFR Part 571.403, S6.8 Jacking Prevention)

17. Documentation: the following information shall be provided with each vehicle equipped with a lift:
   a. A phone number where information can be obtained about installation, repair, and parts. Detailed written instructions and a parts list shall be available upon request.
   b. Detailed instructions regarding use of the lift shall be readily visible when the lift door is open, including a diagram showing the proper placement and positioning of wheelchair/mobility aids on the lift.
18. Training Materials: The lift manufacturer shall make training materials available to ensure the proper use and maintenance of the lift. These may include instructional videos, classroom curriculum, system test results or other related materials.

19. Identification and Certification: Each lift shall be permanently and legibly marked or shall incorporate a non-removable label or tag that states it confirms to all applicable requirements of the current National School Transportation Specifications and Procedures. In addition and upon request of the original titled purchaser, the lift manufacturer or an authorized representative shall provide a notarized Certificate of Conformance, either original or photocopied, which states that the lift system meets all the applicable requirements of the current National School Transportation Specifications and Procedures.

K. REGULAR SERVICE ENTRANCE

1. On power lift-equipped vehicles, the bottom step shall be the full width of the step well, excluding the thickness of the doors in open position.

2. In addition to the handrail required in the School Bus Standards section, an additional handrail may be provided on all specially equipped school buses. This rail shall be located on the opposite side of the entrance door from the rail required in the School Bus Standards section and shall meet the same requirements for handrails.

L. RESTRAINING DEVICES

1. On power lift-equipped vehicles with a GVWR of ten thousand (10,000) pounds or more, seat frames may be equipped with attachment points to which belt assemblies can be attached for use with child safety restraint systems (CSRSS) that comply with

a. Alternatively, a child restraint anchorage system that complies with FMVSS No. 225, Child Restraint Anchorages, may be installed.

2. Belt assemblies, if installed, shall conform to FMVSS No. 209, Seat Belt Assemblies.

3. Child safety restraint systems, which are used to facilitate the transportation of children who in other modes of transportation would be required to use a child, infant, or booster seat, shall conform to FMVSS No. 213.

M. SEATING ARRANGEMENTS

Flexibility in seat spacing to accommodate special devices shall be permitted to meet passenger requirements. All seating shall be forward-facing, School Bus Passenger Seating and Crash Protection and meet requirements of FMVSS No. 222.

N. SECUREMENT AND RESTRAINT SYSTEM FOR WHEEL CHAIR OCCUPANT AND WHEEL CHAIR SEATED OCCUPANTS

For purposes of understanding the various aspects and components of this section, the term securement and tie down and the phrases securement system or tie down system are used exclusively in reference to the devices that anchor the wheelchair to the vehicle. The term restraint and the phrase restraint system are used exclusively in reference to the equipment that is intended to limit the movement of the wheelchair occupant in a crash or sudden maneuver. The term Wheelchair Tiedown and Occupant Restraint System (WTORS) is used to refer to the total system that secures the wheelchair and restrains the wheelchair occupant.

1. WTORS—General Requirements

   a. A wheelchair tie down and occupant restraint system installed in specially equipped school buses shall be designed, installed, and operated for the use with forward-facing wheelchair-seated passengers and shall comply with all applicable requirements of FMVSS No. 222, School Bus Passenger Seating and Crash Protection, and SAE J2249, Wheelchair Tiedown and Occupant Restraint Systems for use in motor vehicles.

   b. The WTORS, including the anchorage track, floor plates, pockets or other anchorages, shall be provided by the same manufacturer or shall be certified to be compatible by manufacturers of all equipment/systems used.

   c. A device for storage of the WTORS shall be provided. When the system is not in use, the storage device shall allow for clean storage of the system, shall keep the system securely contained within the passenger compartment, shall provide reasonable protection from vandalism and shall enable the system to be readily accessed for use.
d. The WTORS, including the storage device, shall meet the flammability standards established in FMVSS No. 302, Flammability of Interior Materials.
e. The following information shall be provided with each vehicle equipped with a securement and restraint system:
   i. A phone number where information can be obtained about installation, repair, and parts. Detailed written instructions and parts list shall be available upon request.
   ii. Detailed instructions regarding use, including a diagram showing the proper placement of the wheelchair/mobility aids and positioning of securement devices and occupant restraints, including correct belt angles.
f. The WTORS manufacturer shall make training materials available to ensure the proper use and maintenance of the WTORS. These may include instructional videos, classroom curriculum, system test results or other related materials.

2. **Wheelchair Securement/Tie down**: (See 49 CFR Part 571.403, S5.4.1, S5.4.2)
   Each wheelchair position in a specially equipped school bus shall have a minimum clear floor area of thirty inches laterally by forty-eight inches (30 x 48 inches) longitudinally. Additional floor area may be required for some wheelchairs.
   Consultation between the user and the manufacturer is recommended to insure that adequate area is provided.

3. **Occupant Restraint System**: (See 49 CFR Part 571.403, S5.4.3, S5.4.4)
   If the upper torso belt anchorage is higher than forty-four (44) inches, measured from the vehicle floor, an adjustment device, as part of the occupant restraint system, shall be supplied.

O. **SPECIAL LIGHT**

   Doorways in which lifts are installed shall have for use during lift operation a special light(s) providing a minimum of two (2) foot candles of illumination measured on the floor of the bus immediately adjacent to the lift.

P. **SPECIAL SERVICE ENTRANCE**

   1. Power lift-equipped buses shall have a special service entrance to accommodate the power lift.
      **Exception**: If the lift is designed to operate within the regular service entrance, and is capable of stowing such that the regular service entrance is not blocked in any way, and that persons entering or exiting the bus are not impeded in any way, a special service entrance shall not be required.
   2. The special service entrance and door shall be located on the right side of the bus and
shall be designed so as not to obstruct the regular service entrance.  

**Exception:** A special service entrance and door may be located on the left side of the bus if, and only if, the bus is used primarily to deliver students to the left side of one-way streets and its use is limited to that function.

3. The opening may extend below the floor through the bottom of the body skirt. If such an opening is used, reinforcements shall be installed at the front and rear of the floor opening to support the floor and give the same strength as other floor openings.

4. A drip molding shall be installed above the opening to effectively divert water from entrance.

5. Door posts and headers at the entrance shall be reinforced sufficiently to provide support and strength equivalent to the areas of the side of the bus not used for the special service entrance.

### Q. SPECIAL ENTRANCE DOORS

1. A single door or double doors may be used for the special service entrance. All doors shall have a positive fastening device with a black arrow pointing in the direction of handle travel to open.

2. A single door shall be hinged to the forward side of the entrance unless doing so would obstruct the regular service entrance. If, due to the above condition, the door is hinged to the rearward side of the doorway, the door shall utilize a safety mechanism that will prevent the door from swinging open should the primary door latch fail. If double doors are used, the system shall be designed to prevent the door(s) from being blown open by the wind resistance created by the forward motion of the bus, and/or shall incorporate a safety mechanism to provide secondary protection should the primary latching mechanism(s) fail.

3. All doors shall have positive fastening devices to hold doors in the “open” position.

4. All doors shall be weather sealed.

5. When manually-operated dual doors are provided, the rear door shall have at least a one-point fastening device to the header. The forward-mounted door shall have at least three one-point fastening devices. One shall be to the header, one to the floor line of the body, and the other shall be into the rear door. The door and hinge mechanism shall be of a strength that is greater than or equivalent to the emergency exit door.

6. Door materials, panels and structural strength shall be equivalent to the conventional entrance and emergency doors. Color, rub rail extensions, lettering and other exterior features shall match adjacent sections of the body.

7. Each door shall have windows set in rubber that are visually similar in size and location to adjacent non-door windows. Glazing shall be of same type and tinting (if applicable) as standard fixed glass in other body locations.

8. Door(s) shall be equipped with a device that will actuate an audible or flashing signal located in the driver’s compartment when door(s) is not securely closed and the ignition is in the "on" position.
9. A switch shall be installed so that the lifting mechanism will not operate when the lift platform door(s) is closed.

10. Special service entrance doors shall be equipped with padding at the top edge of the door opening. Padding shall be at least three (3) inches wide and one (1) inch thick and shall extend the full width of the door opening.

R. SUPPORT EQUIPMENT AND ACCESSORIES

1. In addition to the webbing cutter required in the bus standards section, each specially equipped school bus set up to accommodate wheelchairs or other assistive or restraint devices with belts attached shall contain an additional webbing cutter properly secured in a location to be determined by the purchaser. The belt cutter shall meet the requirements listed in the bus standards section.

2. Special equipment or supplies used on the bus for mobility assistance, health support or safety purposes shall meet any local, federal or engineering standards that may apply, including proper identification.

3. Equipment that may be used for these purposes includes, but is not limited to:
   a. Wheelchairs and other mobile seating devices (see section on Securement and Restraint System for Wheelchair and Wheelchair-seated Occupant);
   b. Crutches, walkers, canes and other ambulating devices; and/or
   c. Medical support equipment, which may include respiratory devices such as oxygen bottles [which should be no larger than twenty-two (22) cubic feet for liquid oxygen and thirty-eight (38) cubic feet for compressed gas] or ventilators. Tanks and valves should be located and positioned to protect them from direct sunlight, bus heater vents or other heat sources. Other equipment may include intravenous and fluid drainage apparatus. If transporting oxygen, refer to Ambulance Manufactures Division, Standard 003.

4. All portable equipment and special accessory items, including the equipment listed above, shall be secured at the mounting location to withstand a pulling force of five (5) times the weight of the item or shall be retained in an enclosed, latched compartment. The compartment shall be capable of withstanding forces applied to its interior equal to five (5) times the weight of its contents without failure to the box’s integrity and securement to the bus. Exception: If these standards provide specific requirements for securement of a particular type of equipment, the specific standard shall prevail (e.g., wheelchairs).

S. TECHNOLOGY AND EQUIPMENT

1. It is the intent of these specifications to accommodate new technologies and equipment that will better facilitate the transportation of students with special needs. New technology and equipment is acceptable for use in specially equipped vehicles if:

2. It does not compromise the effectiveness or integrity of any major safety system.
Examples of safety systems include, but are not limited to, compartmentalization, the eight-lamp warning system, emergency exits and the approved color scheme.

3. It does not diminish the safety of the bus interior.
4. It does not create additional risk to students who are boarding or exiting the bus or are in or near the school bus loading zone.
5. It does not require undue additional activity and/or responsibility for the driver.
6. It generally increases efficiency and/or safety of the bus, generally provides for a safer or more pleasant experience for the occupants and pedestrians in the vicinity of the bus and/or generally assists the driver and makes his/her many tasks easier to perform.
IV STANDARDS FOR ALTERNATIVE FUELS FOR SCHOOL BUSES

A. INTRODUCTION

This section is designed to be used as an overview of the alternative fuels being utilized for student school transportation. It is not designed to replace current applicable federal, state, manufacturing or safety specifications that may exceed requirements within this section. There may be advancements in engineering and improvements in equipment fabrication methods and operating practices that differ from those specifically called for in this section. Such deviations or improvements may provide safety and may meet the intent of, and be compatible with, this section. Entities wishing to purchase alternative fuel school buses should use this section only as a starting point. More detailed specifications, including specific design and performance criteria and safety specifications, should be researched by prospective purchasers of alternative-fuel school buses.

B. GENERAL REQUIREMENTS

Alternative fuel school buses shall meet the following requirements:

1. Chassis shall meet all standards previously mentioned in IDAHO SCHOOL BUS STANDARDS.
2. Chassis shall meet all applicable Federal Motor Vehicle Safety Standards (FMVSS).
3. The fuel system integrity shall meet the specified leakage performance standards when impacted by a moving contoured barrier in accordance with test conditions specified in FMVSS No. 301 or No. 303, or with the Canadian Motor Vehicles Safety Standard 301.1, as applicable.
5. Fuel tank(s) for vehicles of less than fifty-four (54) passenger capacity powered by LPG or CNG shall have a minimum 40-gallon capacity. Fuel tank(s) for vehicles of fifty-four (54) or more passenger capacity powered by LPG or CNG shall have a minimum 60-gallon capacity.
6. Natural gas-powered buses may be equipped with an interior/exterior gas detection system. All natural gas-powered buses may be equipped with an automatic or manual fire detection and suppression system.
7. All materials and assemblies used to transfer or store alternative fuels shall be installed outside the passenger/driver compartment.
8. All Types C and D buses using alternative fuels shall meet the same base requirements of IDAHO SCHOOL BUS STANDARDS for passenger load.
9. The total weight shall not exceed the GVWR when loaded to rated capacity.
10. The manufacturer supplying the alternative fuel equipment must provide the owner and operator with adequate training and certification in fueling procedures, scheduled maintenance, troubleshooting and repair of alternative fuel equipment.
11. All fueling equipment shall be designed specifically for fueling motor vehicles and shall be certified by the manufacturer as meeting all applicable federal, state and industry standards.
12. All on-board fuel supply containers shall meet all appropriate requirements of the American Society for Mechanical Engineering (ASME) code, DOT regulations or applicable FMVSSs and NFPA standards.
13. All safety devices that discharge to the atmosphere shall be vented to the outside of the vehicle. The discharge line from the safety relief valve on all school buses shall be located in a manner appropriate to the characteristics of the alternative fuel. Discharge lines shall not pass through the passenger compartment.
14. CNG buses shall have a positive quick-acting (one quarter turn) shut-off control valve shall be installed in each gaseous fuel supply line, as close as possible to the fuel supply containers. The valve controls shall be placed in a location easily operable from the exterior of the vehicle. The location of the valve control shall be clearly marked on the exterior surface of the bus.
15. An electrical grounding system shall be required for grounding of the fuel system during maintenance-related venting.
16. Fuel systems identified as compatible with bio-diesel must be provided with components compatible with Bio-Diesel conforming to the specifications of ASTM Biodiesel Standards.
17. High voltage-powered school buses utilizing a high voltage propulsion system [more than forty-eight (48) nominal volts] shall meet the requirements of FMVSS 305, except for the following:
   a. The propulsion power source (batteries, fuel cells, etc.) shall be located outside the passenger compartment.
   b. The propulsion power source enclosure shall be constructed to conform to the power source manufacturer’s requirements and recommendations.
   c. Due to the much larger size and quantities of the propulsion power sources on large vehicles, buses over ten thousand (10,000) pounds are permitted to exceed the 5.0 liter spillage constraint of 49 CFR Part 571.305, $5.1$, electrolyte spillage from propulsion batteries, and the requirements to statically rotate the vehicle on its longitudinal axis post test.
The SDE staff shall develop, maintain and periodically distribute out-of-service criteria (a matrix), the basis of which shall be the latest published document from the most recent National Congress on School Transportation. The Out-of-Service Matrix shall be subsequent to input from the Student Transportation Steering Committee, as needed. These standards are intended to ensure that all Idaho school buses are maintained in a safe manner. When inspection of a bus reveals a maintenance condition that is below an out-of-service standard it shall be the duty of the technician performing the inspection to remove the vehicle from service until the discrepancy has been corrected. These standards shall apply to both new and used buses and shall be the criteria used whenever an Idaho school bus is inspected. These standards are to be used whenever a sixty (60) day, Annual or New School Bus Inspection is being performed by state inspectors or district, contractor, or outside contracted maintenance personnel (Section 33-1506, Idaho Code). The Out-of-Service Matrix is located on the SDE website.
VI STANDARDS FOR STUDENT TRANSPORTATION OPERATIONS

A. INTRODUCTION

The success of any school transportation operation depends largely on the performance and degree of dedication displayed by those involved. The school bus is an extension of the class-room and as such, the ride to school should be safe and efficient in an atmosphere conducive to learning readiness. Open and honest communication between all stakeholders is vital for the success of the transportation program. Transportation is critical to the education process, and the school bus is the safest form of transportation. Therefore, transportation to and from school on a school bus shall be offered to all eligible students. Districts or the governing body responsible for student transportation shall have an eligibility policy, which takes safety into account, addressing distances from school for different age groups. If transportation eligibility is maximized, the result will be more students on buses and therefore, safer access to students’ educational opportunities. The sole criterion used to establish transportation eligibility should not be only the distance between a student’s home address and the student’s school of attendance; rather, travel to and from school must take into account various criteria. Safety must be the primary concern, and criteria should take into account the ages of students and potentially hazardous situations, such as roadway and walk pathway conditions, speed limits, railroad crossings, lighting conditions, etc. The criteria should also take into account students’ levels of maturity, grade levels, cognitive and physical abilities. Similar criteria should be used in establishing maximum distances between a student’s home and the assigned bus stop per district guidelines.

B. SCHOOL TRAVEL CHOICES

1. Children in the United States travel to and from pre-school, school and related activities by a variety of modes. Administrators, parents and students often choose or encourage the use of modes of travel for reasons other than maximizing safety or minimizing risk (e.g., convenience, flexibility, and budget). It is recommended that all eligible school students be transported in a school bus.

2. Each travel mode has its inherent risks, which vary from community to community, school to school and program to program, and any shifts from one mode to another can have a marked effect on the overall safety of travel for a particular community, school or program. The goal is to improve safety for all children traveling to and from pre-school, school and related activities and to provide communities with the information needed to make informed choices that balance their needs and resources.
C. ADMINISTRATION

In compliance with Section 33-1511, Idaho Code, the SDE shall provide the following:

1. Leadership in the development of a comprehensive student transportation program for statewide application.
2. A state supervisor of school transportation with the staff and resources necessary for optimal job performance.
3. A comprehensive school bus operator and school bus technician training program.
4. Frequent visits to local school districts and charter schools to audit, inspect, review and evaluate student transportation programs and financial systems (including reimbursement claim accuracy) and provide direction as necessary. Adequate frequency shall be defined as, at least once every two (2) years.
5. The Director of Student Transportation, based upon results of program reviews, fiscal audits, and spot inspections as set forth in Section 33-1506, Idaho Code will provide school districts a list of required corrective actions, when necessary (Section 33-1511, Idaho Code).
6. Follow-up visits to ensure implementation of corrective action plans. The Director of Student Transportation shall require school districts to submit progress reports on those corrective actions developed by the Director of Student Transportation to the SDE at prescribed intervals until deficiencies are corrected or the corrective actions no longer apply (Section 33-1511, Idaho Code).
7. The Director of Student Transportation may withhold all or a portion of a district's student transportation reimbursement funding in instances of noncompliance with the requirements of Sections 33-1506 or 33-1511(6), Idaho Code.
8. Managing the state's student transportation program to include planning, budgeting, and forecasting requirements for the operation.
9. Collecting and analyzing statistical and financial data.
10. Developing, preparing and organizing manuals, handbooks and written training programs for student transportation personnel.
11. Providing consulting services and assistance to local districts as necessary.

D. LOCAL SCHOOL DISTRICT OR CHARTER SCHOOL ADMINISTRATION

1. The local district or charter responsible for student transportation shall supervise the overall transportation operation within the respective district.
2. Assign adequately trained staff responsible for implementing and/or supervising a comprehensive student transportation program.
3. Ensure compliance with federal and state student transportation laws, regulations and policies, including drug/alcohol testing programs as required in the Omnibus Transportation Employee Testing Act of 1991, and in compliance with 49 CFR Parts 40 and 382.
E. WRITTEN POLICIES

In compliance with Sections 33-1501 through 33-1512, Idaho Code, the local board of trustees or the governing body will establish and adopt a set of written policies governing the student transportation system, including policies for disabled students. Contracting school districts or charters shall ensure compliance to written policies by student transportation contractors. The district’s or charter’s written policies shall, at a minimum, include:

1. Student transportation operations, including participation in training programs for all transportation personnel.
2. The evaluation of school bus routes and the periodic evaluation of student transportation personnel. The transportation supervisor or the district's school bus driver trainer shall evaluate a minimum of once per year each route and each driver for the purpose of assessing driver performance and the safety of routes and bus stops (National School Transportation Specifications & Procedures, Identification and Evaluation of School Bus Route and Hazard Marking Systems). The time schedule for pickup and delivery of children shall be followed as accurately as possible. Documentation of the driver and route evaluation shall be retained in the driver's personnel file. The SDE staff shall develop and maintain model evaluation procedures and forms.
3. The investigation and reporting of accidents and other transportation problems. Drivers shall report all school bus accidents to local school authorities and the appropriate law enforcement agency in accordance with Title 49, Chapter 13 of Idaho Code. Subsequent to the accident or incident, a Uniform School Bus Accident/Injury or appropriate Incident Report Form shall be completed by the driver or transportation supervisor and submitted to the SDE within fifteen (15) days.
4. Providing supervision of loading and unloading areas at or near schools during unloading and loading of school buses. Schools shall provide an adequate number of supervisors for the size of the loading area and number of students present and ensure close, continuous and interactive supervision whenever students and/or buses are present in the loading area (Section 33-512(4), Idaho Code).
5. Each school district that provides activity bus transportation for students shall have comprehensive policies and guidelines regarding activity transportation (IDAPA 08.02.02.180).
6. Ensure that instruction in passenger safety, including student participation in practical emergency evacuation drills, is an integral part of the school curriculum. Instruction should comply with state requirements and/or Federal Highway Safety Guideline 17 and with 45 CFR Part 1310, as may be applicable, and should include, but not be limited to, the following:
   a. At least once each school semester, provide all passengers transported to and from schools in a school bus with instruction in the location and operation of all emergency exits. Also, provide supervised practical emergency exit drills to each student transported to or from schools in a school bus or school activity bus.
1) Each bus route should have a written emergency evacuation plan. This plan should reflect each student’s ability to evacuate or help others. Students with disabilities should participate in required evacuation drills and should only be excluded if their participation would present a health risk. Parents should be notified in advance of such barriers to their child’s participation. Every effort should be made to ensure that ALL students have a reasonable understanding of the concept of an emergency and how they will exit the bus.

2) The driver and the attendant must be familiar with any equipment in the bus that would aid in an actual evacuation, (e.g., the use of all emergency exits, emergency/fire blankets, webbing cutters, etc.). It is important to enlist the help of school liaisons, parents and other personnel (e.g., physical therapists) to train and help students and staff understand emergency procedures including how to exit the bus safely without the use of their mobility devices and equipment (wheelchair, etc.). Local emergency personnel should be involved in developing the plans, especially if the students transported have complex medical conditions.

b. Before departure on each activity trip, provide all passengers transported in a school bus, instruction on the location of all emergency exits and demonstrations of their operation. Instruction should include a general review of safe riding practices, rules and procedures.

c. Limit the amount of carry-on items, especially large items such as luggage, coolers, sports/band equipment, etc., in school buses. Aisles and emergency exits in school buses must be kept clear at all times. Any item that is brought on board must be safely stowed and secured away from any aisle or emergency exit. School districts shall develop policy identifying other perceived unsafe items prohibited from being transported in the passenger compartment of a school bus, such as skis, skateboards, large instruments, etc.


8. Student transportation operations shall be included in the district’s service animals planning. Related training shall be provided to school bus drivers related to district plans (IEP, 504 Plan, definitions, handling, care, emergency evacuations, health certificates, etc.).

Transporters of pre-school age and older children in vehicles that use seat belt systems minimally should adhere to the following recommendations;

- establish written policies and procedures for procurement, maintenance, cleaning and inspection of seat belt systems)
- usage training
- retrofitting school buses with seat belt systems; and
- Emergency procedures.
- Develop training and procedures for personnel in the, use, care and upkeep of seat belt systems, and the use of seat belt cutters.
F. ADDITIONAL REQUIREMENTS NOT COVERED UNDER POLICIES

1. Provide the necessary library of resources to ensure that transportation personnel have the proper tools to operate a safe and efficient program. These resources include, but are not limited to:
   a. Applicable federal, state and local laws, codes and regulations.
   b. Applicable manuals and guidelines.
   c. On-line connectivity for access to all internet and other resources.
   d. Applicable trade journals and organizations’ publications.

2. Provide contract management (if applicable). If a private carrier is utilized in a school transportation operation, it is imperative that a clear partnership is established with all parties. Clear expectations and contract review, along with on-going training, communication and practice/procedure development should be developed with a working partnership in mind.

G. PERSONNEL QUALIFICATIONS AND TRAINING

1. Prerequisite Qualifications and Job Descriptions
   In compliance with FMCSA Regulations, 49 CFR Part 383, and Sections 33-130, 33-1508, and 33-1509, Idaho Code, the local board of trustees/administration will establish and adopt a set of written prerequisite qualifications and job descriptions governing student transportation personnel, which shall, at a minimum, include:
   a. Completion of an application form, which includes a personal and occupational history;
   b. A satisfactory driving record as revealed through pre-employment and annual checks with the state driver licensing division;
   c. A satisfactory work history as verified through professional references; and
   d. The ability to manage resources, students and personnel necessary to achieve a desired objective.

2. Insulin-Treated Diabetes Mellitus
   In compliance with Federal Motor Carrier Safety Administration Regulations (Parts 381 and 383) and Section 33-1509, Idaho Code, the SDE Student Transportation staff will establish an exemption process governing student transportation personnel diagnosed with insulin-treated diabetes mellitus (ITDM). In considering exemptions, the Department must ensure that the issuance of diabetes exemptions will not be contrary to the public interest and that the exemption achieves an acceptable level of safety. Applications must be submitted to the SDE Student Transportation staff using the application form.

3. School Bus Driver Training
   a. All new school bus drivers shall complete a prior-approved school bus training program and pass all knowledge tests contained in the SDE school bus driver classroom curriculum. Each new driver shall also be required ten (10) hours of practical training in a school bus with a minimum of six (6) hours of actual
behind the wheel training. Each new driver shall perform an emergency evacuation practical and receive a driver evaluation before being allowed to drive a school bus loaded with students. As a support to school district personnel, the SDE staff shall develop and maintain model classroom and behind-the-wheel training methods and resources (Sections 33-1508, 33-1509, and 33-1511, Idaho Code).

b. All experienced school bus drivers shall complete at least ten (10) hours refresher school bus driver training each fiscal school year. At least three (3) hours of pre-service training shall be provided before school begins in the fall. In addition, at least three (3) in-service training sessions shall be provided during the school year utilizing, at a minimum, thirty (30) minute, topic specific and documented, training blocks.

c. School districts/contractors shall request documentation of all previous school bus driver training and driving experience, in accordance with Federal Motor Carrier Safety Administration CDL licensing requirements. Documentation of previous training, similar to SBOE training requirements, may be used to comply with new school bus driver training hours. Regardless of any previous out-of-district training, all newly hired school bus drivers shall have sufficient training provided by the hiring district or contractor, along with accompanying documentation, illustrating proficient school bus driving skills. If the district/contractor is unable to obtain documentation of previous school bus driver training, the individual shall complete the training requirements for new school bus drivers. If the applicant has gaps in excess of four (4) years of ongoing school bus driving experience, the individual shall complete the training requirements for new school bus drivers.

4. Student Transportation Personnel File

Each district that operates or contracts student transportation services shall cause to have filed for each school bus driver, in a secure area with limited access, the following information (Sections 33-1506, 33-1508 and 33-1509, Idaho Code):

a. Copy of original application to drive school bus.

b. Copy of Medical Examiner’s Certificate, along with any applicable waivers.

c. Historical training records should contain, at a minimum:

   1. Accurate information certifying attendance and satisfactory completion of all state, or district and or company required training; and

   2. Details about all topic specific school bus drivers training supported by a training program agenda, including the number of hours of instruction, date of instruction, instructor and drivers signature.

d. Copy of SDE/Classroom Curriculum tests (11 total) with score of eighty percent (80%) or better. Plus:

   1. Classroom Training;

   2. Pre-Service;

   3. In-Service; and


e. Copy of current commercial driver’s license.
f. Copy of annual driving record check in compliance with CDL licensing requirements. The district shall request each fiscal year a driving record check report from the Idaho (or neighboring state or both states, as applicable) State Transportation Department, Motor Vehicles Division, for those individuals who are going to drive a school bus during the current fiscal school year. District/Contractor shall request a copy of a driver records check between July 1 and the first day of regular school (Section 33-701, Idaho Code).

g. Copy of all annual driver and route evaluations. New drivers shall have a driver evaluation before being allowed to drive a school bus loaded with students.

h. Copies of a driver emergency evacuation drills shall be maintained for a period of three (3) years.

5. Student Transportation Maintenance and Service Personnel
   a. Each district that operates or contracts student transportation services shall perform maintenance functions on a timely basis consistent with safe transportation and work environments (Section 33-1506, Idaho Code).

   b. The SDE Student Transportation staff shall develop and maintain student transportation staffing guidelines designed to promote efficiency and cost containment. These guidelines shall be for informational purposes. School districts shall not be financially penalized when falling outside SDE staffing guidelines.

H. VEHICLE OPERATION

All school districts and school bus drivers must meet all operations and performance requirements in conformity with law and with rules and regulations of the Department of Law Enforcement and the SBOE (Section 33-1508, Idaho Code). The board of trustees or its designee shall be responsible for delineating in writing vehicle operations and the duties of bus drivers, which shall, at a minimum, include:

1. The driver shall ensure the safe condition of the school bus by conducting an initial and thorough daily pre-trip/post trip/child check school bus inspection. The district/contractor shall provide drivers with a pre-trip inspection form. The SDE staff shall develop and maintain a model pre-trip/post trip inspection form using nationally recognized criteria for the school bus pre-trip inspection. Each subsequent trip shall require an additional pre-trip school bus inspection, which at a minimum shall ensure that all safety equipment is in working order, i.e. brakes, tires, all lighting systems, steering and horn. During post trip inspections, importance should be placed upon locating any sleeping students, articles left on the bus (Idaho CDL Manual, Section 10.2.6), and all defects which shall be reported by the school bus driver.

2. A school bus shall be backed only as a last resort. Buses shall not back to turn around on a public roadway, unless the local board finds there is no alternative to backing buses on certain roads. The local board then, by official action, may allow backing of school buses on certain public roadways (Section 33-1502, Idaho Code).

3. No passenger shall be permitted to operate the school bus.
4. The school bus driver shall not allow guns or inflammable or explosive substances such as gasoline to be carried on a school bus. Students are to only carry objects onto the bus that can fit safely within the seat compartment, preferably on the student's lap. The student shall not carry hazardous materials, objects, or animals (with the exception to IEP and 504 Plan service animals) on the bus.

5. School bus drivers shall properly wear a seat belt whenever the bus is in motion.

6. School bus doors shall remain closed while the bus is in motion. No school bus shall start in motion before all passengers have been seated. The driver shall require each passenger on the bus to be seated in a manufacturer's school bus passenger seat. No student shall be allowed to stand while the bus is in motion.

7. School districts shall establish school bus stops in safe locations with at least one-hundred (100) yards clear visibility in both directions, whenever possible, and at least forty (40) feet from intersections, whenever possible. [No motor vehicle shall block an intersection (Section 49-660, Idaho Code). No bus stop shall be established less than one and one-half (1½) miles from the nearest appropriate school except when, in the judgment of the board of trustees, the age or health or safety of the student warrants (Sections 33-1501 and 33-1502, Idaho Code)].

8. All school buses shall stop to load/unload passengers at designated bus stops in accordance with the law (Section 49-915 and 49-1422, Idaho Code). The SDE staff shall maintain model student loading/unloading training curriculum, the basis of which shall be in conformity with nationally recognized procedures (National School Transportation Specifications & Procedures). The student shall not leave or board the bus at locations other than the assigned home stop or assigned school unless arrangements for doing so have been approved by appropriate authority. Appropriate authority and the approval process shall be defined in local district policy.

9. School bus drivers shall load and unload from the right side of the roadway. School bus drivers shall not allow students to cross roadways having more than three (3) lanes for purposes of loading or unloading and shall only load or unload students who live on the right side of such a roadway, except at locations having easily accessible traffic control signals (Section 49-1422, Idaho Code).

10. When it is necessary for the student to cross the roadway, the driver shall require the student to cross twelve (12) feet in front of the bus in accordance with state loading/unloading training curriculum. SDE endorses the joined fingers, open palm, single arm wave and eye contact with the driver for student crossing. Long steady blast of the horn is to be used as a danger signal.

11. School bus drivers shall report the license number of any vehicle, which violates any law endangering school children to his/her immediate supervisor (Section 33-1509, Idaho Code).

12. Student transportation operations shall be included in the district’s crises planning and related training shall be provided to school bus drivers related to district crises plans. School bus drivers shall remain vigilant and report suspicious behavior or conditions which could become harmful to students or be indicative of impending acts of terror. School bus drivers shall be provided training in homeland security awareness.

13. A driver on a school bus route shall not leave an occupied bus. In case of a breakdown
the driver shall request assistance via two-way communication whenever possible. Otherwise, the driver should ask a passing motorist to make contact with the district, send a school bus aide or at least two (2) responsible students to make contact with the district, or wait for help.

14. Whenever it is necessary for the school bus driver to leave an unoccupied bus or leave the driver’s seat of an occupied bus, he/she should shut off the motor, curb the wheels where appropriate, set the brakes and remove the ignition key.

15. The school bus driver shall give consideration to engine idling during extended wait times. Consideration should be given to varying climate conditions. All buses equipped with an auxiliary heater shall not be allowed to idle for more than three (3) to five (5) consecutive minutes (exceptions: pre-trips, passenger stops.) Heater shall be used to provide pre-heated water in the cooling system for starting cold engines as well as providing heat to the passenger compartment during cold weather without running the engine. Reduced idling will reduce student transportation costs and improve air quality. Allowing engines to idle for more than three (3) minutes may cause districts (including contracted districts) to lose funding for purchasing fuel.

16. All school and activity buses shall stop at all railroad grade crossings in accordance with the law (Sections 33-1508, 49-648 and 49-649, Idaho Code). The SDE staff shall develop and maintain railroad grade crossing training curriculum, the basis of which shall be in conformity with nationally recognized procedures (National School Transportation Specifications & Procedures).

17. School districts shall limit on-duty and driving time of school bus drivers similar to the limitations imposed by the Federal Motor Carrier Safety Administration regulations for drivers of similar commercial motor vehicles. Drivers shall use FMCSA over-the-road hours-of-service trip logs, a trip agenda, or other trip documentation validating applicable driving hours on all out-of-district trips in excess of one-hundred (100) miles (FMCSA Regulations, Hours of Service of Drivers).

18. At no time shall a driver exceed sixty-five (65) miles per hour or a lesser posted speed limit.

I. STUDENT MANAGEMENT

1. Student transportation is another component in the school district’s overall education program. An effective student transportation management program must have the support of the school district administration, school bus drivers, students, and parents. Each school district should institute a comprehensive student-management program that is designed to share the responsibility for student safety and well-being, as well as protecting the interests of all others involved in the program.

2. Every school district which operates a student transportation system shall have a written policy which sets forth the student’s right to "due process" when disciplinary action is taken and defines the duties and responsibilities of students when taking advantage of student transportation. The school district’s student transportation student management policy, including the duties and responsibilities of students,
teachers and drivers shall be in concert with the district’s written classroom policies (Section 33-512, Idaho Code).

3. School bus drivers shall establish proper rapport with students. Drivers should instruct students in appropriate behavior in accordance with the district’s student management policy. Drivers should be aware that they represent the school system and present a positive image in dress, language, and manner.

4. The SDE staff shall develop and maintain model student management guidelines, suggested rules and regulations in its school bus driver training curriculum.

J. STUDENT ELIGIBILITY

1. Eligible Students
   a. Student eligibility for state funded student transportation services is defined in Sections 33-1501, 33-1502, and 33-5208, Idaho Code.
   b. A student with disabilities who’s Individualized Education Plan (IEP) requires transportation is eligible for transportation as a related service (IDEA) under the Student Transportation Support Program regardless of distance from the school.
   c. It is the aim of the SDE staff, in keeping with the "inclusion" concept, to arrange transportation for the student with disabilities as closely as possible to that of the student without disabilities. Whenever possible, students with disabilities will ride with students without disabilities on regular routes.
   d. Students who attend school at an alternate location as assigned by the local board of trustees may be expected to walk reasonable distances between schools (Section 33-1501, Idaho Code). Transporting or shuttling students between schools or buildings in conjunction with non-reimbursable programs is a non-reimbursable expense and all such mileage shall be documented and tracked as non-reimbursable shuttle miles.

2. Ineligible Students
   a. An ineligible student shall be defined as any properly enrolled public school student who does not otherwise meet ridership eligibility by virtue of school or district boundary, distance, age, health, or safety.
   b. If a school district allows ineligible but properly enrolled public school students on a bus and their presence does not create an appreciable increase in the cost of the bus run, as determined by the SDE staff (in computing to and from school state allocations), the district shall not be penalized.
   c. Ineligible students may ride existing bus runs, and to and from an existing bus stop, on a "space available" basis provided that neither time, mileage, or other appreciable cost is added as a result of this service. Ineligible students shall be reported as such on the bus ridership count report and are not eligible for additional rider count funding.
   d. Properly enrolled students living in district of residence but attending school in a non-resident district, under the provisions of Section 33-1402, Idaho Code, Enrollment options, may be transported; however, all related “yellow school bus”
mileage shall be reported as non-reimbursable. Exceptions shall be permitted when transporting student(s) to out-of-district school demonstrates cost effectiveness, as determined by the SDE staff, in which case the related mileage shall be reported as reimbursable. Other exceptions include but are not limited to mileage related to provisions of the McKinney-Vento Homeless Assistance Act. In any event, cooperative written agreements, as detailed in Section 33-1402, Idaho Code, shall be required.

3. Non-Public (Private or Parochial) School Students
The cost of transporting non-public school students must be deducted when submitting the transportation reimbursement claim. Each school district must recover the full cost of transporting non-public school students, and in no event may that cost be determined to be zero (Section 33-1501, Idaho Code).

4. Non-Student Rider
A non-student rider shall be defined as any transported person who is not properly enrolled in a pre-K through twelve school program. Each school district must recover the full cost of transporting non-students, except that dependent children of young mothers who are properly enrolled in a public school program, SDE student transportation staff, district supervisory personnel and/or administrators and aides may ride on to and from school bus routes. Other persons and teachers who have officially been appointed as chaperones may be allowed on a school bus for field and extracurricular trips. If the local district policy allows, exceptions may be made for passengers other than properly enrolled school students to ride the bus when special circumstances exist and space is available. An appropriate authority must give prior permission before non-students may ride. No eligible transported student is to be displaced or required to stand in order to make room for an ineligible, nonpublic, or non-student rider.

K. STUDENT TRANSPORTATION SUPPORT PROGRAM – FINANCIAL REPORTING

1. Each school district operates motor vehicles of many sizes and types, such as school buses, small and large trucks, cars for administration and driver education, pickups, delivery vans, and other miscellaneous small motor vehicles. All school district vehicle operating costs must be charged to the appropriate individual account or accounts according to their use. Costs for transporting eligible students to and from school or related activities shall be accounted for separately in accordance with SBOE approved procedures (Section 33-1006, Idaho Code, and IDAPA 08.02.02.004.150-190).

2. Section 33-1506, Idaho Code, requires the filing of inspections to the SDE of all school buses as defined in Section 33-1504 and 49-120 (5), Idaho Code. School buses shall not be removed from inventory to comply with Section 33-1506, Idaho Code, unless the bus is being decommissioned in accordance with Section 49-1422, Idaho Code.

3. Accurate mileage records shall be kept for reimbursable and non-reimbursable programs so eligible and non-eligible miles can be accurately determined. No indirect
costs are allowed. Financial supporting documents shall be maintained throughout the fiscal year for each program category for audit purposes.

4. Annual odometer readings (end of day, June 30, or start of day, July 1) on all district owned or contracted “yellow school buses” used to transport students to and from school or related activities shall be annually submitted to the SDE staff upon request. No “yellow school bus” used to transport public school students shall be excluded.

5. School districts shall annually report all miles linked to a “yellow school bus” as reimbursable or non-reimbursable on Schedule C of the Student Transportation Reimbursement Claim Form.

6. Revenues generated from the use or lease of a district owned “yellow school bus” shall be reported as follows:
   a. When the revenues correlate to reported “reimbursable” miles and their related costs, the revenue shall be reported on the student transportation reimbursement claim form under revenues received.
   b. When the revenues correlate to reported “non-reimbursable” miles and their related costs, the revenue shall not be reported.

7. Each school district operating a student transportation system will maintain accurate records of operations including runs, run mileage, categorized bus mileage, student rider counts and other related costs on uniform record-keeping forms provided by the SDE staff.

8. The SDE Student Transportation staff shall conduct on-site spot inspections of school district student transportation operations at a frequency adequate to ensure compliance with state law, accuracy of data and reimbursement claims, and safety of school buses. Priority for selecting districts for review and audit shall be given to those districts that exceed both the most recent annual state average reimbursable cost per mile and the state average reimbursable cost per rider as calculated by the Department, unless the Supervisor of Student Transportation determines otherwise (Section 33-1511, Idaho Code). Adequate frequency shall be defined as, at least once every two (2) years.

9. The SDE Student Transportation staff shall, subsequent to on-site review and spot inspection, provide school district with a list of required corrective actions, as necessary. School districts shall submit to the SDE written corrective action plans at prescribed intervals until deficiencies are corrected or the corrective action no longer applies (subject to the provisions of Section 33-1511, Idaho Code).

10. The SDE shall annually review school district student transportation claims and make available analyses of reported and adjusted costs, including specific cost trends, to individual school districts and charter schools in a secure website location or published document.

11. Information will be made available to the SDE staff for audit purposes upon request. Information will be compiled and retained for a minimum of four (4) years, including the current fiscal year (Section 33-1006, Idaho Code).

12. Districts will be notified of the outcome of the review. The notification document will include an appeals due date by which, if the district does not agree with the findings of the review, a written appeal may be filed by the district. The appeal shall include
(additional) documentation the district wants SDE to consider as part of the appeals review. Upon further review of the appeals documentation, SDE may make adjustments to the review findings.

L. ADMINISTRATIVE AND PROGRAM OPERATION COSTS

1. The school district administrative reimbursement will be seven and one-half percent (7.5%) of all approved reimbursable operation costs for transporting students except administration costs, depreciation, and contracted services, as reported to the SDE staff on the Annual Student Transportation Claim for Reimbursement (Schedule B); or actual administrative costs, program operation costs, operation of plant, maintenance of plant, fixed costs, and other student transportation costs identified in Section 33-1006, Idaho Code, which are directly related, charged and reported as transportation costs to the SDE staff on the Annual Student Transportation Claim for Reimbursement (Schedule A).

2. Districts will be permitted flexibility in scheduling bus routes; however, before-school and after-school activity or other program busing that result in duplicating transportation service to a geographic area is not reimbursable, except that the Idaho Reading Indicator (IRI) shall be reimbursable under the Student Transportation Support Program.

3. All academic summer programs will be non-reimbursable under the Student Transportation Support Program, except transportation costs for Migrant Summer School, IRI and Extended Reading Intervention, Special Needs programs will be reimbursable.

4. The SDE staff shall develop support staffing (supervisor, driver trainer, secretary/dispatcher, etc.) and school bus inventory guidelines for school district student transportation operations.

5. The district will maintain accurate records of all bus routes and runs, including rider counts, mileage and other related operation and vehicle maintenance costs (Section 33-1006, Idaho Code). A “route” is defined as anything one bus does during the morning (a.m. route), midday (noon route), or afternoon (p.m. route) and may be comprised of one or more morning, midday, or afternoon to – from school “run(s).” SDE staff shall require school districts to submit tri-annually a data specific “route report” including but not limited to, number of riders. Additionally, for purposes of equity and accuracy, school districts shall take ridership counts on specific dates and frequency [minimum of ten (10) counts per school year] annually set by SDE staff, which shall be reported and submitted in a format approved by SDE staff.

6. If the local board of trustees authorizes the use of school buses to transport students to and from school-sponsored activities or field trips, the local board will use school buses that are in safe mechanical condition. No school bus shall be operated, loaded, or equipped in such a way as to constitute a hazard to the safety of the students being transported. School bus emergency egress systems shall remain operable and the bus
aisle shall remain clear of obstruction while students are being transported (Section 33-1506, Idaho Code).

7. If the local board of trustees authorizes the use of non-conforming vehicles to transport students to and from school-sponsored activities or field trips, the local board will use vehicles that are in safe mechanical condition. No non-conforming vehicle shall be operated, loaded, or equipped in such a way as to constitute a hazard to the safety of the students being transported.

The district shall maintain accurate records of all trips in all school buses and non-conforming vehicles used in the transportation of students and transportation personnel, including the purposes of the trip, mileage and operation and vehicle maintenance costs. An annual odometer reading will be taken at the end of each fiscal school year (June 30) on all district owned vehicles used in the transportation of students. The district shall reconcile annual mileage reports with all recorded reimbursable and non-reimbursable program miles. School districts that contract for student transportation services shall report all reimbursable and non-reimbursable program miles. The district shall maintain accurate mileage records of all trips in all district owned non-conforming vehicles used for shuttling school bus drivers to and from their school buses for purposes of efficiency and cost containment. The district shall maintain accurate mileage records of all trips in all district owned shop trucks and supervisor/trainer cars used in support of yellow school buses to repair school buses, deliver parts, and check road/route/bus stop conditions. Support mileage will be tracked separately and reimbursed at the State Board of Examiners rate established at the beginning of each school year. Mileage for transportation personnel home-to-work-to-home that is not cost effective in lieu of using a bus for home-to-work-to-home; or mileage in vans or other nonconforming vehicles used to transport students is non-reimbursable. Field trips will be reimbursable when miles traveled by "yellow school buses" are approved school activities that are an integral part of the total education program, are class-curriculum driven and grade affected, occur during the regular school week and school year and extend not more than one hundred (100) miles beyond the boundaries of the state. (See SDE Field Trip Flow Chart and SISBO (Standards For Idaho School Buses & Operations for examples. Ref. http://sde.idaho.gov/academic/standards/) Mileage related to visits to colleges and universities is considered reimbursable field trip mileage if such visits are part of the school district college advising and mentoring plan. Mileage needs to be tracked as such. Field trips that are for non-graded student performance, social, recreational, competition, or reward purposes or incorporate overnight lodging or occur outside the regularly-scheduled (4 or 5 day) school week are not reimbursable, except that a local, non-competitive performance event held within the school district (e.g., musical performance) shall be reimbursable. The costs of transporting athletes or students to and from extracurricular activities are not reimbursable.

For all activities reimbursable under the transportation support program described above, any costs associated with the operation of non-SDE IBUS inventoried vehicles shall be removed from the total costs. Pursuant to Section 33-1006 (1), Idaho Code, non-SDE IBUS inventoried vehicles are not subject to SDE transportation program
safety inspections, and therefore cannot be covered under the transportation support program. Costs associated with non-SDE IBUS inventoried vehicles shall be removed by pro-rating the percentage of total student transportation miles on non-SDE IBUS inventoried vehicles to the total student transportation fleet miles.

8. Shuttle trip mileage for educational programs is reimbursable, but shuttle trips between schools for extracurricular activities or at student request are not reimbursable. Activity buses that take students and/or athletes home after regular school hours are non-reimbursable miles.

9. Maintenance mileage is reimbursable if tracked and identified as such on the claim form. Examples of maintenance mileage are taking buses to and from repair facilities and test drives of buses after repairs.

10. Training mileage is reimbursable if tracked and identified on the claim form. Training mileage pertains to mileage incurred for new and existing drivers’ behind the-wheel and in-service training.

M. SAFETY BUSING

All school districts submitting applications for safety busing reimbursement approval shall have established a board policy for evaluating and rating all safety busing requests and shall have on file a completed measuring or rating instrument for all submitted requests (which shall include a break off point and ad hoc committee). The SDE staff shall develop and maintain a measuring instrument model, which shall include an element for validating contacts with responsible organizations or persons responsible for improving or minimizing hazardous conditions. Each applying district will be required to annually affirm that conditions of all prior approved safety busing requests are unchanged. The local board of trustees shall annually, by official action (Section 33-1502, Idaho Code), approve all safety busing locations. School districts receiving state reimbursement of costs associated with safety busing will re-evaluate all safety busing sites at intervals of at least every three (3) years using the local board adopted measuring or scoring instrument. In order to qualify for reimbursement, the local school board will, by official action, approve the initial safety busing request and allow the students in question to be transported before the application is sent to the state. Consideration for reimbursement will be contingent on the application for safety busing being received by the SDE Student Transportation staff on or before March 1 of the school year in which the safety busing began.

N. CONTRACT FOR TRANSPORTATION SERVICES

1. School districts and charter schools that contract for services shall follow Section 33-1510, Idaho Code, and its requirements to obtain services.

2. School districts that contract shall require contractors to accurately track all mileage related to student transportation and said mileage shall not be considered to be proprietary. However, mechanisms and methodologies used in calculating actual costs
for purposes of bidding (using district non-proprietary route mileages and route data) may be proprietary (Section 9-340d, Idaho Code).

3. School districts that contract for the provision of student transportation services must report actual contractual costs to SDE for reimbursement on the annual Student Transportation Reimbursement Claim form (Schedule C). In addition, school districts that contract for the provision of student transportation services may also report the costs of employing not more than one transportation contract manager for the administration of multiple transportation contracts for reimbursement on the annual Student Transportation Reimbursement Claim form (Schedule A). Notwithstanding, the total reimbursement to school districts that contract for the provision of student transportation services shall not exceed the limits provided under Idaho law (Section 33-1006(5), Idaho Code).

4. School districts that contract student transportation services and also operate a district-owned student transportation program may submit specific costs related to district salaries benefits, purchased services, supplies, etc. (Schedule A or Schedule B) when the costs can be reconciled to district-owned and operated school buses.

5. Accurate mileage and contract costs (reimbursable and non-reimbursable) must be reported and submitted annually. School districts that contract shall require contractors to accurately track all mileage related to student transportation.

6. Contracting school districts shall be responsible for determining and reporting reimbursable and non-reimbursable trip mileage and shall be able to reconcile all mileage to contractor invoices.

O. LEASING DISTRICT-OWNED BUSES

School districts will develop and use a policy approved by the local board of trustees delineating responsibility and use of rental or leased buses. Any costs to the district will not be reimbursable under the Transportation Support Program. A school district that allows a school bus to be operated by a non-district employee as part of a lease or rental agreement might not be insured under the terms of its insurance policy. Therefore, districts will maintain adequate liability insurance coverage on rented or leased buses and shall notify its insurance carrier when renting or leasing a school bus and shall request written confirmation of continued insurance coverage during the particular circumstances of the rental or lease arrangement. Districts will maintain accurate records on all district-owned leased buses, including mileage, to whom leased and revenues received (Section 33-1512, Idaho Code).

P. INELIGIBLE VEHICLES

Costs incurred when transporting students in any vehicle that does not meet all SBOE, state and federal standards for a school bus will not be reimbursable within the Transportation Support Program, except as permitted in Section 33-1006, Idaho Code.
Q. LIABILITY INSURANCE

1. Every policy or contract of insurance or comprehensive liability plan for each contractor-owned school bus shall provide that the insurance carrier pay on behalf of the insured local school district to a limit of not less than $500,000 per person limited to $3,000,000 for bodily or personal injury, death, or property damage or loss as the result of any one occurrence or accident, regardless of the number of persons injured or the number of claimants (Section 33-1507, Idaho Code).

2. Every policy or contract of insurance or comprehensive liability plan for each district-owned school bus will provide that the insurance carrier pay on behalf of the insured local school district to a limit of not less than $500,000 for bodily or personal injury, death, or property damage or loss as the result of any one occurrence or accident, regardless of the number of persons injured or the number of claimants (Sections 6-924 and 33-1507, Idaho Code).

R. NON-TRADITIONAL EDUCATIONAL PROGRAMS

Costs of transporting students for purposes of accessing alternate, special or unique educational programs outside normal school hours or outside the normal school year are not reimbursable. However, districts will not be financially penalized for incorporating the transportation of ineligible student riders into a reimbursable educational run when there is no subsequent appreciable increase in the allocation of transportation resources.

S. CAPITAL INVESTMENT

Purchase of school buses with approved reimbursable options and two-way voice communication radios installed in a new bus will be the only capital investment items allowed in the reimbursement program. Reasonable cellular telephone basic service contract costs and reasonable repeater service contract costs are reimbursable. No more than two (2) basic cellular telephone service contracts will be allowed per school district. Reimbursement for basic cellular telephone service contract costs in excess of two (2) must have prior approval. Mobile cellular telephone, additional cellular airtime, roaming and long distance charges are non-reimbursable costs. The cost of a cellular telephone may be reimbursable when the cost is in-lieu of a hard-wired two-way voice radio.

T. DEPRECIATION

1. Buses will be placed on a depreciation schedule after they have been inspected by SDE staff, delivered to the district, mileage reported from the district to SDE and entered into IBUS. When a bus is sold or traded prior to its life expectancy according to the district’s SDE generated depreciation schedule, the district shall forfeit an amount
equal to total depreciation received, minus depreciation calculated at straight-line method, plus fifty percent (50%) of the projected depreciation amount for the year in which the bus is sold or traded. Emergency circumstances resulting of property loss (school bus) or documented high maintenance costs (“lemon bus“) may exempt a school district from this penalty (Section 33-1006, Idaho Code).

2. Before any newly acquired school bus is used for transporting students, it shall be inspected by a duly authorized representative of the SDE (Section 33-1506, Idaho Code).

3. Depreciation Ineligibility
   Any used school bus purchased by a district will not be eligible for depreciation if the bus is over five (5) years old, using the body manufacturers and state inspection fiscal year dates. Used school buses new to the state no older than five (5) years will be placed on the district’s depreciation schedule, using an accelerated declining balance method of calculating depreciation, which shall include a percentage rate equal to one, divided by the remaining years life expectancy of the bus [according to a life expectancy of ten (10) years], multiplied by two (2). Used bus depreciation maximums will be based on used bus values in the most current Yellow School Bus Book.

4. Depreciation Standards
   In order to be eligible for depreciation and operation costs a school bus must meet all federal and Idaho minimum construction standards and SBOE. Further, the bus shall be assigned and used daily on to/from school routes, except those new buses purchased for spare, activity and field trip purposes may be placed on the district’s depreciation schedule if they are also used on to/from school routes.

5. Retrofit Standards
   a. Any vehicle that has been retrofitted to be used as a school bus will meet current Idaho minimum construction standards.
   b. Any school bus that undergoes a partial retrofit will meet current Idaho minimum construction standards applicable to the retrofitted part(s).

6. Size Categories
   All school buses will be categorized by actual capacity as follows:
   a. 85 or more students
   b. 73 - 84 students
   c. 59 - 72 students
   d. 47 - 58 students
   e. 35 - 46 students
   f. 20 - 34 students
   g. 01 - 19 students

7. Basic Bus
   The SDE Student Transportation staff shall write bid specifications for the purpose of defining Idaho’s basic school bus(es) and shall advertise for an indefinite contract, indefinite quantity bid. The bid award shall be used to establish a “depreciation reimbursement benchmark” for statewide district school bus purchases for specific size categories. For purposes of depreciation reimbursement, add-on bus component costs may be allowed specific to school district needs that are in accord with Section 33-
8. Life Expectancy
For depreciation purposes, all school buses will be categorized according to size and depreciated according to a twelve (12) year life expectancy or a life expectancy based on use and mileage, whichever is most advantageous to the school district (see SDE “Depreciation Calculator”). Lift-equipped buses will be categorized for purchase and depreciation purposes as if they had full seating capacity. The cost of activity bus options (e.g., air conditioning, athletic passenger seats, interior overhead storage compartments, etc.) will not be included when calculating depreciation.

9. Twelve Year Depreciation
The school bus depreciation schedule within the allowable costs of the Student Transportation Support Program, for school buses with life expectancy of twelve (12) years will be determined by using an accelerated declining balance method of calculating depreciation [declining balance schedule to include a percentage rate of 16.67 percent per year for useful life expectancy of twelve (12) years] (Section 33-1006, Idaho Code).

10. Use and Mileage Depreciation
The school bus use and mileage depreciation schedule within the allowable costs of the Student Transportation Support Program will be determined by using an accelerated declining balance method of calculating depreciation (use and mileage declining balance schedule to include a variable percentage rate triggered by use and mileage categories as defined by the SDE Student Transportation staff). (See SDE “Depreciation Calculator.”)

11. Purchase Price
a. The purchase price of each bus will include the total chassis, body, special equipment, freight costs, pre-delivery inspection fees and any other costs directly related to acquiring the bus within the constraints of Idaho’s basic bus specifications, indefinite contract/quantity bid award and Idaho Code. Costs of non-reimbursable options will be subtracted for purposes of calculating the district's reimbursable bus depreciation, as necessary (Sections 33-1006 and 33-1506, Idaho Code).

b. Purchasers shall follow best practices for bidding school buses as outlined by SDE and published on the SDE website.

c. Any or all bid quotations may be rejected by the school district; however, all bid prices will be evaluated and adjusted as necessary by the SDE Student Transportation staff. The lowest responsive and responsible bid will be used in calculating the district's depreciation reimbursement. Verifiable differences in school bus construction quality may be justification for bid rejection (Section 33-601, Idaho Code).

d. If a school district chooses to purchase from a contract previously bid by the state of Idaho, one of its subdivisions, or an agency of the federal government as outlined above, the original bid solicitation advertisement shall include the public agency clause:
"Public Agency means any city or political subdivision of this state, including but not limited to counties; school districts; highway districts; port authorities; instrumentalities of counties; cities or any political subdivision created under the laws of the State of Idaho."

Terms, conditions, and contract prices shall be extended to State of Idaho agencies, departments, divisions, bureaus, universities, institutions, and so forth as per the specifications of the contract. Contract prices, terms, and conditions may be extended to other public agencies as defined in Section 67-2327 of the Idaho Code. The original bid advertisement shall call for an amount of indefinite buses.

e. If a school district chooses to purchase from a contract previously bid the state of Idaho, one of its subdivisions, or an agency of the federal government as outlined above, the procurement of the property shall fall under Section 67-2803, Idaho Code which reads:

1) The acquisition of personal property when the procurement duplicates the price and substance of a contract for like goods or services that has been competitively bid by the state of Idaho, one (1) of its political subdivisions, or an agency of the federal government;

Duplication of the price and substance of a contract for like goods or services shall mean the purchase of an identical bus for an identical price, with no exceptions to the features of the property and the price of the property.

Modifications made to the features and/or the price of the property will void the contract previously bid by state or its political subdivisions. The date of the subsequent purchase shall not exceed 365 days from the date of the original purchase.

12. School Bus Delivery Costs
   a. The SDE Student Transportation staff may consider (subject to the constraints of Idaho’s basic bus specifications, indefinite contract/quantity bid award and Idaho Code) Freight on Board (FOB) district bus delivery costs reflected in school district bid specifications and subsequent vendor invoice to be considered part of the bus purchase price for purposes of depreciation reimbursement.
   b. Districts will not report any new school bus delivery mileage on the Student Transportation Reimbursement Claim form. Districts will record the initial mileage on all new school buses delivered to the district and will track and record all subsequent mileage for purposes of reimbursement.

13. Non-reimbursable Costs
   No finance charges, leases, rent, or interest will be included in the purchase price. These are not reimbursable costs on the depreciation schedule. A school district that leases a school bus on a short-term emergency basis must receive prior approval, for purposes of reimbursement.

14. Inoperable Bus
   Any school bus that is wrecked, sold, inoperable, or for any other reason does not or cannot meet all federal, state and SBOE construction and operational standards will be removed from the depreciation schedule. Revenues received subsequent to an insurance claim, associated with any district owned vehicle that receives state student transportation reimbursement consideration, shall be reported on the student
transportation reimbursement claim form under revenues/reimbursements received or as a credit to the district’s parts and supplies budget account.

15. Bus Trade-In

Trade-in values reflected in district bid specifications and subsequent invoicing will not be subtracted from the purchase price of the new bus for purposes of depreciation reimbursement.

U. DEPRECIATION ACCOUNT

1. All school bus depreciation money received by school districts from the state shall be placed into a separate account and used only for the purchase of school buses. Any revenue received by the school district subsequent to the sale of any used school bus will be placed into a separate account and used only for the purchase of school buses. Trade-in values reflected in district bid specifications and subsequent invoicing will not be subtracted from the purchase price of the new bus for purposes of depreciation reimbursement.

2. School districts shifting from district-owned to contracted transportation programs may use the funds previously placed into the bus depreciation account for any expenses pertaining to running a contracted transportation program.

V. PROGRAM SUPPORT

1. The SDE staff shall develop a “best practice” model and cost containment guidelines for school district student transportation operations, which shall include school bus lifecycle costing and school bus replacement models based on mileage, age and use criteria.

2. Purchasers shall follow best practices for bidding procedures as outlined by SDE and published on the SDE website.

W. REIMBURSEMENT/NON-REIMBURSEMENT MATRIX

The SDE will, as a matter of policy, periodically publish and distribute a reimbursement matrix.
X. APPEALS AND WAIVERS

1. The SBOE may grant a waiver of any rule not required by state or federal law to any school district upon written request, as provided in IDAPA 08.02.01.001. Written requests for such a waiver shall be submitted to the SDE Student Transportation staff using the waiver request form. The SDE staff shall submit the waiver request to the SBOE, along with any appropriate recommendation(s). All waiver requests must include supporting rationale and detailed justification for the request. The Board will not grant waivers of any rule required by state or federal law. State and federal law includes case law (including consent decrees), statutes, constitutions, and federal regulations.

2. A school district may appeal the application of the one hundred three percent (103%) limit on reimbursable costs to the SBOE, as provided in Section 33-1006(5), Idaho Code. Appeals must be submitted to the SDE Student Transportation staff using the appeal application form. The SDE shall submit the appeal to the SBOE, along with any appropriate recommendation(s). All appeals must include supporting documents demonstrating qualifying hardship bus runs (Section 33-1006, Idaho Code).
Appendix A

SDE Field Trip Flow Chart

Does Any Portion of the Trip Extend 100 Miles Beyond Idaho Border, Occur Outside School’s Week or Calendar Year (Summer School), or Require Overnight Stay?

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Is Any Portion of the Trip competitive or under the jurisdiction and sponsorship of IHSAA, or Considered an Out-of-Community Student Performance, or an Award, or Recreation Event (Excluding Life-Sports), Social Event, or Club Affiliated?

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Is Field Trip Educational (Including Life-Sport) and Curriculum Driven?

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Will the Entire School Attend During a Single Event, e.g., Testing, Movie, Stage Play or Performance, Lagoon, etc.?

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Will the Student’s (Classroom) Grade Be Affected and Will Everyone in the Class Have an Opportunity to Participate?

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All allowable costs (salaries, benefits, fuel, etc.) associated with all field trips and activity trips (reimbursable or non-reimbursable) taken on “yellow school buses” should be reported on the Student Transportation Reimbursement Claim Form. Cost associated with lodging and meals for drivers while on field trips are non-allowable costs and should be posted to a non-reimbursable account or sub-account (e.g., 100-682410-000 or 100-681410-001) and should NOT be reported on the Student Transportation Reimbursement Claim Form.

Revenues received from non-reimbursable field trips and/or leases should be posted to a plant facility fund for the replacement of school buses. Revenues received from reimbursable field trips should be reported on the Student Transportation Reimbursement Form under “Other Revenues Received.”

Mileage related to visits to colleges and universities is considered reimbursable field trip mileage if such visits are part of the school district college and career advising and mentoring plan. Mileage needs to be tracked as such.

Shuttle trip mileages for educational programs are reimbursable miles, but shuttle trips between schools for extracurricular activities or at student request are not reimbursable. Activity buses that take students and/or athletes home after regular school hours are non-reimbursable miles.

Maintenance mileage is reimbursable if tracked and identified as such on the claim form. Examples of maintenance mileage are taking buses to and from repair facilities and test drives of buses after repairs.

Training mileage is reimbursable if tracked and identified on the claim form. Training mileage pertains to mileage incurred for new and existing drivers’ behind-the-wheel and in-service training.

Revised October 2017
SAE J994
CRITERIA FOR BACKUP ALARM DEVICES

Inactive

Details

Organization: SAE
Publication Date: 1 July 1967
Status: Inactive
Page Count: 1

Scope:
Introduction - This SAE Recommended Practice establishes the sound levels for backup alarm devices when used on construction and industrial machinery. It also establishes the equipment and procedure to be used when making such measurements.

The scope of construction and industrial machinery encompasses only mobile equipment powered by internal combustion engines and generally utilized outside factory and building areas, such as crawler tractors, dozers, loaders, power shovels and cranes, motor graders, paving machines, off-highway trucks, ditches, trenchers, compactors, scrapers, and wagons.

In the cases of those machines which do not distinguish in direction of working travel, for example, certain compactors, the use of a backup alarm device may not be applicable.

The backup alarm shall be mounted at the rear of the equipment and be so protected or constructed as to withstand severe wear and tear, adverse weather, and unfavorable environmental working conditions.

Actuation of the alarm shall be automatic, with no disconnecting means of any kind between the source of actuation and the alarm.

The alarm shall be actuated either by rearward motion of the vehicle or by engagement of the reverse control mechanism of the vehicle, whether those two conditions occur separately or simultaneously.

The alarm shall not deactivate until rearward motion of the vehicle has ceased and the reverse control mechanism has been disengaged.

Document History

SAE J994 March 1, 2009
Alarm-Backup-Electric Laboratory Performance Testing
The scope of this SAE Standard is the definition of the functional, environmental, and life cycle test requirements for electrically operated backup alarm devices primarily intended for use on...

SAE J994 March 1, 2009
Alarm—Backup—Electric Laboratory Performance Testing
The scope of this SAE Standard is the definition of the functional, environmental, and life cycle test requirements for electrically operated backup alarm devices primarily intended for use on...

SAE J994 November 1, 2003
Alarm/Backup Electric Laboratory Performance Testing
A description is not available for this item.

SAE J994 August 1, 1993
(R) Alarm - Backup - Electric Laboratory Performance Testing, Standard
1. Scope - The scope of this SAE Standard is the definition of the functional, environmental, and life cycle test requirements for electrically operated backup alarm devices primarily intended for...