

**AGENDA**  
**HAILEY PLANNING & ZONING COMMISSION**  
**Monday, December 14<sup>th</sup>, 2015**  
**Hailey City Hall**  
**5:30 p.m.**

**Present:** Dan Smith, Janet Fugate, Regina Korby, Owen Scanlon  
**Staff:** Lisa Horowitz, Kristine Hilt  
**Absent:** Richard Pogue

**Call to Order**

**5:34:14 PM** Chair Fugate called the meeting to order.

**Public Comment** for items not on the agenda

None

**Consent Agenda**

**CA 1** Motion to approve minutes of November 9<sup>th</sup>, 2015

**CA 2** Motion to approve Findings of Fact and Conclusions of Law for a Design Review application from Carl and Kirsten Hjelm for a 746 square foot addition to a single family house and shed located at 212 Second Avenue South (S 10' of Lot 18, Lot 19 and the N 15' of Lot 20, Hailey Townsite Block 26) located in the Transitional (T) and Townsite Overlay (TO) zoning districts.

**CA 3** Motion to approve Findings of Fact and Conclusions of Law for a Design Review application submitted by Smith Optics for a newly developed parking area to be located at the vacant lot at 17 West Silver Street (Lots 18,19, & 20 of Block 56, Hailey Townsite) within the Business (B) and Townsite Overlay (TO) Zoning Districts.

**CA 4** Motion to approve Findings of Fact and Conclusions of Law for a Conditional Use Permit application from UPS for a temporary structure to be located at 111 South River Street (Lots 1-7 of Block 31, Hailey Townsite) within the Business (B) and Townsite Overlay (TO) Zoning Districts.

**5:32:04 PM** Regina Korby motioned to approve the consent agenda. Dan Smith seconded and noted that CA4, the UPS Conditional Use Permit, needed to be revisited in June. The motion passed unanimously.

**New Business and Public Hearings**

**NB 1** Consideration of a Design Review application submitted by Katie Van Hees for a new 2,120 square foot single family residence located at 117 Carbonate Street East (Lot 8A, Block 46, Hailey Townsite) within the General Residential (GR) and Townsite Overlay (TO) Zone Districts.

**5:36:29 PM** Katie Van Hees stood and introduced her plans to the Commissioners and included details about the proposed new single family structure, the design intent, and the footprint and setback configuration. Van Hees also notified the Commissioners about the required solar access easement on the plat as well as the existing landscaping.

**5:42:33 PM** Owen Scanlon inquired about a grading plan. Lisa Horowitz notified the Commissioners that staff verified drainage requirements. Discussion between the Commissioners and the applicant included the site plan and drainage.

**5:46:15 PM** Dan Smith noted a correction in the staff report about the solar access easement and orientation. He also indicated that the plans show Ketchum Fire Department instead of Hailey Department.

[5:47:13 PM](#) Chair Fugate opened the meeting to public comment. John Geddard, Hailey resident, commented that his friend, Pam Ritzau, was an adjoining property owner and could not attend. John noted that his comments were on behalf of himself and Pam. He noted that he had concerns about the north elevation and the privacy of Pam's home. John notified the Commissioners that his calculations for lot coverage exceeded the 30% maximum. He also noted that Pam was a master Gardner and that solar access was key for her success moving forward. He also notified the Commissioners that Pam used to own this lot and that her vision and master plan for development was a slightly small home being that the lot was smaller. John ended by asking the Commission to carefully evaluate the project and proposed footprint and lot coverage. Lisa Horowitz and the Commission discussed the lot coverage definition and what was included in the calculations.

[5:53:24 PM](#) Katie Van Hees pointed attention to the placement of the windows on the north elevation that were of concern for Pam Ritzau. She noted that the view of Carbonate was kept in mind when designing.

[5:55:26 PM](#) Chair Fugate closed public comment.

[5:55:34 PM](#) Chair Fugate inquired about lot coverage and the correct calculations. Regina Korby noted that her initial thoughts were that the scale of the home was disproportionate to the neighborhood although the lot is small. The Commissioners reviewed the 2<sup>nd</sup> story floor plan and assessed window placement on the north elevation. Discussion included height of the windows on the wall, purpose of design, and if any guidelines address privacy. The Commissioners also discussed Pam Ritzau's concerns and evaluated if the proposed structure met the guidelines of Design Review. Owen Scanlon noted that Katie Van Hees was in her rights as a property owner.

[6:04:52 PM](#) Dan Smith asked Katie Van Hees about her chosen materials. She notified the Commissioners that she had originally picked metal but that composition may be an option in the future but that she would contact Lisa Horowitz to do a design review modification if any materials were changed. Owen Scanlon added a condition of approval for a foundation certificate to verify setbacks.

**[6:09:57 PM](#) Owen Scanlon Motion to approve the design review application submitted by Katie Van Hees for a new 2,120 square foot single family residence located at 117 Carbonate Street East (Lot 8A, Block 46, Hailey Townsite) within the General Residential (GR) and Townsite Overlay (TO) Zone 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 Ordinance, and City Standards, provided conditions (a) through (i) are met, (h) being removal of 15 square feet (lot coverage) and (i) being verification of a foundation certificate. Dan Smith seconded and the motion passed unanimously.**

**[NB 2](#)** *Consideration of a Conditional Use Permit application submitted by the Sawtooth Brewery for a brewery (Hybrid Production Facility) to be located at 110 N River Street (Lots 16-18, Block 41, Hailey Townsite) in the Business (B) and Townsite Overlay (TO) Districts.*

[6:12:36 PM](#) Lisa Horowitz notified the Commissioners that a brewery was classified as a hybrid production facility in the Zoning ordinance.

[6:13:16 PM](#) Paul Holle, Sawtooth Brewery, stood and introduced the company and plans for expansion to the Commissioners. He included information about the history of the company and details about the proposed production facility and space configuration. Paul also notified the Commissioners that Pepsi distributing had occupied the space in past years as well as two other distributing companies. The Commissioners inquired about the site plan and configuration of the sidewalk and driveways. Paul continued his presentation with details about the local impact and projected full time jobs, construction scope, and details about the silo placement and size.

[6:21:59 PM](#) Dan Smith inquired about parking for the grain truck deliveries. Paul noted that the truck parking location would most likely be on River Street. The Commissioners and applicant discussed the logistics of delivery trucks and times. Chair Fugate inquired about the number of people that the tap room could accommodate. Paul noted that it would be less than 50 people. Lisa Horowitz noted that blocking River Street was unacceptable. Paul confirmed that the trucks could pull in instead of back up. Owen Scanlon inquired about Design Review standards for the exterior design and asked if the project should be

noticed for Design Review. Lisa Horowitz notified the Commissioners that the silo fell into a category that the design review code did not address.

[6:26:50 PM](#) Chair Fugate notified staff that lighting, parking, and exterior changes should be addressed. The Commission discussed change of use and requirements for each use. Lisa Horowitz read the design review exemptions and added that staff felt that the application fell into a conditional use permit application versus a design review application. Dan Smith inquired about staff parking and notified the applicant that the requirement for onsite parking would have to be met. Lisa Horowitz counted nine parking spaces and added that the requirement was met per her staff report. She also added that a parking credit was issued from the City for spaces along the City right of way in the downtown core. Chair Fugate inquired about the total number of doors to be utilized by the brewery. Paul answered that two were operational but that only one would be used for forklift traffic. Commission discussed non conforming parking at the facility.

[6:36:29 PM](#) Chair Fugate opened the meeting to public comment. Ken Ward, neighboring property owner, noted concerns about parking and building access, spent grain storage and concern about smell, silo location and deck location in proximity to his building. Lastly, Ken added that the lack of a sidewalk out front was the culprit for numerous drainage issues on the corner. He requested that an additional drain be installed.

[6:42:58 PM](#) Larry Schwartz, owner of DaVincis, noted concerns about odor, evening noise, parking, and kitchen/health code requirements for food service. Tony Evan, Mt. Express, inquired about the option for the Park n' Ride lot and it's availability for use.

[6:45:49 PM](#) Paul Holle, Sawtooth Brewery, commented that a full kitchen was not planned; he added that the FDA does not oversee breweries but that the brewery would comply by all local and health code requirements. Paul added that drainage for the facility would be through the main sewer line into the alley, the odors would resemble hops and spent grain and the smell would be addressed quickly at all times, noise would be kept to a minimal, silo location was chosen for the shortest line for an auger line to run but that it may be relocated to the north side of the lot, and that the deck would include a railing and separation for customers. Paul noted that a live band would be scheduled occasionally and that deck music would tend towards acoustic. He also noted that 20 full time employees included those that worked in Ketchum as well so parking would not need to accommodate them all at one facility. Paul added that purchasing a silo helped reduce truck traffic and facility waste.

[6:54:43 PM](#) Ken Ward, 19 West Bullion, added that the location of the silo would be better located to the north end of the lot. He also inquired about the location of the exhaust pipe.

Kevin Jones, Sawtooth Brewery, commented on the importance of the silo and that the location could be reconsidered.

[6:57:12 PM](#) Paul commented that the exhaust pipe would be on the alley side of the building part way of the building. Paul also added that it would be the only element that would be producing odor.

[6:59:21 PM](#) Chair Fugate closed public comment. Owen Scanlon inquired about the silo and the location and then noted that he felt that he did not have enough information to make an informed decision. The Commission and staff discussed location of decks in the downtown core, permitted uses, and design review details. Lisa Horowitz noted that she had focused on the application at hand which was a conditional use permit and had thought the minor additions like the deck was a permitted use and that she had thought it didn't need to go to design review. Discussion continued to include parking locations for the employees and patrons, deck use, outdoor music, and screening on the property line in the downtown core. Regina Korby noted that the application at hand is a conditional use permit and that a brewery is permitted. She also noted that the outdoor changes were of concern and that the location of the grain silo and the deck should be considered and carefully evaluated. Lisa Horowitz added that a deck was permitted without approval in the Business Zoning district. She also added that if the Commission would like to bring the exterior building back they can review it at a later date.

[7:11:26 PM](#) Dan Smith noted that the smell was not a concern to him. He also noted that there were elements of design review with the project and that the Commission should have purview. Lisa Horowitz brought a standard of approval to the Commission's attention which included language about the use and

building being harmonious with the surrounding neighborhood.

[7:16:05 PM](#) The Commission noted that they would like to see further details on the lighting, parking, deck materials and location, and silo location. Lisa Horowitz inquired about what exactly the Commission would like to see. Renderings? Owen Scanlon noted that he would be satisfied with a site plan.

[7:20:32 PM](#) Paul inquired about the option for 15 minute parking signs to be placed in front of the adjoining businesses to prevent parking issues. Lisa Horowitz inquired with the Commission if they wanted to call a special meeting or extend the application to the next Planning & Zoning meeting to be held on January 25, 2016. The Commission decided on a special meeting for December 28<sup>th</sup>, 2015 to address the remaining details. Paul noted that he would bring a deck sample, layout of the lighting, drawing of the silo location and site plan.

[7:25:01 PM](#) **Owen Scanlon motioned to continue discussion of the conditional use permit application for Conditional Use Permit application by Sawtooth Brewery production facility, offices and tap room located at 110 North River Street (Lots 16-18, Block 41 Hailey Townsite) to a special meeting called for December 28, 2015, seconded by Smith. Motion passed unanimously.**

[NB 3](#) *Consideration of a City initiated text amendment to Subdivision Code Section 3.1.1, Procedure, to require a Title Report as a requirement of preliminary plats.*

[7:26:35 PM](#) Lisa Horowitz introduced the text amendment and the details of why a title report should be required. Regina Korby added that a Lot and Block Report was a cheaper but acceptable option as well. The Commission discussed options to acquire the necessary information for the subdivision process. Lisa Horowitz also added that it may be beneficial to add language requiring a full size print out of the approved and signed final plat for City records.

[7:30:03 PM](#) Chair Fugate opened the item for public meeting. Tony Evans, Mt. Express, inquired about the new requirement and why it would be required. Lisa Horowitz noted that the report would be for showing easements and encumbrances. [7:32:59 PM](#) Chair Fugate closed public comment.

[7:33:08 PM](#) **Dan Smith moved to recommend the text changes to the City Council for consideration. Regina Korby seconded and the motion carried.**

### *Old Business*

#### *Commission Reports and Discussion*

#### *Staff Reports and Discussion*

*SR 1 Discussion of current building activity, upcoming projects, and zoning code changes.  
(no documents)*

Lisa Horowitz summarized the results of the Main Street workshops that were held in the previous week for the Commissioners.

*SR 2 Discussion of the next Planning and Zoning meeting: Monday, January 25<sup>th</sup>, 2016.  
(no documents)*

*Note: Next meeting will be a special meeting to be held on December 28, 2015.*

### *Adjourn*

[7:37:56 PM](#) **Regina Korby motioned to adjourn. Owen Scanlon seconded and the motion carried.**