

**MINUTES OF THE MEETING OF THE  
HAILEY PLANNING & ZONING MEETING  
HELD DECEMBER 18, 2017  
IN THE HAILEY TOWN CENTER MEETING ROOM**

The Meeting of the Hailey Planning & Zoning was called to order at 5:30 P.M. by Janet Fugate, P & Z Commission Chair. Present were Commission members Jeff Engelhardt, Richard Pogue, Owen Scanlon, and Dan Smith. Staff present including Community Development Director Lisa Horowitz, City Administrator Heather Dawson, Asst Fire Chief Mike Baledge, Engineer Brian Yeager, Street Dept Manager Kelly Schwartz, and Deputy City Clerk Jonna Matteson.

5:30:09 Call to Order by Janet Fugate.

**Consent Agenda**

**CA 1** Adoption of the Findings of Fact, Conclusions of Law and Decision for a Conditional Use Permit by Hailey Car Wash for Lots 1-8, Block 135, Hailey Town Site (809 And 805 S. Third Avenue) in the Limited Business Zone District to operate an automotive repair and maintenance business consisting of 110' long automatic car wash tunnel, mechanical room and office (phase 1).

**Motion made to approve consent agenda by Pogue, seconded by Smith, motion passed unanimously.**

**Public Hearing**

**PH 1** Continuation of a Public Hearing for the Consideration of a Preliminary Plat application by Quigley Green, LLC for a Large Block Plat for Blocks 1-17 and Preliminary Plats for Phase 1 of a 230.85-acre property described in Exhibit B-1 to the Quigley Farm Annexation Agreement (document on file with the Hailey Community Development Department). Phase 1 consists of Preliminary Plats for Blocks 2, 3, 4, 11 and 15.

Lisa Horowitz opens this item with responses contained in the staff report and suggests going through the standards of review one by one to discuss them. And then suggests a couple of ways to incorporate Public comments. Fugate suggests taking comments between each item.

Horowitz presents each Standard of Evaluation, starting with, a subdivision which is on page 8 of the staff report. Horowitz let the Commission know that they can ask questions at any point of her or City Engineer Brian Yeager or Fire Marshal Mike Baledge who are also present tonight. Next Horowitz discussed streets. There have been many discussions regarding streets since the last P&Z meeting and the road sections are revised. Staff and P&Z request for the standard of a 60-foot right-of-way has now been met. Horowitz shows a plan to the Commission, and at the bottom left is a 50-foot typical section, an additional 10-feet will be given on the back side where the utilities are going to be located. The landscaping strip has been increased to 7-feet. Now the Street department and City Engineer feel there is adequate room for drainage and snow plowing with the tree cluster plan. Horowitz let the Commission know that the next 2 sections do meet city standards with 6,200 feet of right-of-way.

Scanlon asked a question about the total paved area. Horowitz responded, that there is a 22-foot pavement with 2-foot of gravel shoulder on each side of the pavement to equal the 26-foot wide street, which meets the Fire Department's requirements.

Fugate asked a question about drainage. Yeager responded, they've widened the landscaping strip from 5 to 7 feet and since the Street department will not be responsible for the snow removal of the sidewalks, they can cast the snow into the landscaping strip and the developer can choose to remove the snow from the sidewalks or not – his choice.

Horowitz remarked there are many conditions for approval which are on this application around snow removal; that the city needs to be able to plow snow on streets but will not be responsible for sidewalks snow removal.

Horowitz asked if applicant team wanted to say anything about the streets or rights-of-way. Reply was no.

Horowitz noted on the 70-foot right-of-way for the extension of Fox Acres as it comes into the project. Horowitz displayed a new plan, showing the west side of Fox Acres would be developed in Phase 1 as a multi-use separated bike/ped path all the way to Quigley Road. This multi-use path could substitute for the sidewalk or float next to it like it does on Huckleberry Lane.

Fugate asked applicant if they were okay with this request. Hennessey responded, yes they would prefer to put in a multi-use path of 10-feet instead of a 7-foot sidewalk, than have 2 next to each other.

Horowitz explained why staff felt like this is a better overall solution than one on Quigley Road.

Horowitz added that the landscaping in the right-of-way will be the responsibility of the applicant.

Next standard of review is on roundabouts and cul de sacs, Horowitz asked Yeager [5:37:41 PM](#) to go through his comments on this item. Yeager, explained that the overall design of the roundabouts are appropriate but some of the final details are missing. In discussing this with the street department, they would like a bigger roundabout, hence the comment around the City of Hailey Street department must approve the design and details prior to construction and additional right-of-way may be required to enlarge it a little bit.

The next standard of review is regarding access, there is a secondary emergency access on Quigley Road, is provided with a seasonal surface which was required by the Fire Department. This access is shown on the plat. Further down on the list are standards on gates. Horowitz, asked if Mike Baledge wanted to provide his comments on the gate. [5:38:59 PM](#) Baledge recalls that the applicant wanted to install a siren operated gate. And the gate is temporary, isn't is, Baledge asks applicant? Hennessey confirms, yes. Baledge feels that is not necessary and

could impede access in winter time if the gate is not properly maintained. Hailey doesn't allow gated communities, so he feels a temporary chain gate with a lock is sufficient.

Horowitz covered the next standard of review on Street Design. The applicant has remedied the concerns on block 15 since the last meeting – concern was around access. There is an easement dedicated now in order for lot 4 to be developed. A turnaround will need to be built in order to access this lot.

Standards of review on centerlines. [5:42:54 PM](#) Yeager comments that the centerline radiuses for Hailey are extremely tight (89 feet), so usually a waiver has been given up to ½% for this. We will look at updating our ordinance.

Street widths have been met as discussed earlier tonight.

Signs, city street signs will be green and private road signs will be blue. Alleys will be private and maintained by the Homeowners Association. Utilities are in the alleys.

Private Streets are now called out in the easement. John Gaeddart is present tonight on behalf of BCRD and has asked if the road alignment on Huckleberry Trail could be amended to be consistent with the conditions map that they have developed. Horowitz, stated this could be an additional condition of approval. Horowitz displays the map for BCRD change request.

[5:46:02 PM](#) Gaeddart talks about the change and the Nordic ski area – site maximization area. If applicant agrees to this idea, it would increase the total acreage area a little more than 1 acre above the 109 acres already promised to BCRD. The Parks and Lands Board was supportive of this change, Gaeddert added.

Fugate asks applicant if they were aware of this request and okay with it. [5:48:51 PM](#) Hennessey responds, yes he is aware of it and is okay with it. He gives more details about swapping a parcel in lot 15 for additional land by Huckleberry Trail, we can leave lot 15 whole.

Horowitz asked Hennessey if there is any stream location change because of this request. Hennessey replied, no there is no change to the stream location.

There are no driveways at this time.

Lastly, fire lanes, public streets will have 26' wide travel surfaces. Streets that are not this standard width, will not allow parking and signs will be required and posted on those streets.

2 suggested cond. Of approval submitted by Gaeddart, Commission has these.

Public Comments:

[5:51:30 PM](#) Tony Evans asks if the potential city code change for private streets impacts the developers plans. Dave Hennesey commented that they don't have any residences off of private streets so this does not impact them.

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Horowitz went on to explain the sidewalk and drainage improvements. Sidewalks along all except Huckleberry Trail. Huckleberry Trail has bike path, Wood River Trail extension, off-site connections continuing the Toe of the Hill Trail. BCRD is planning to have it accessible. Antler Dr. will have pedestrian access.

[6:08:33 PM](#) Tony Evans asked a question if further subdivision could happen to any lots, increasing the density. Horowitz answered, no the Annexation Agreement establishes the density.

[6:24:13 PM](#) Owen Scanlon question about a power outage and wastewater treatment releases to the City. Hennessey explains when a release would occur.

[6:32:43 PM](#) Howard Royal comment about wastewater, the School District doesn't want to be encumbered by having any wetlands equipment on their property in the future. This would be the first of 2 conditions proposed by Gaeddart.

[6:34:29 PM](#) John Gaeddart asked a question about the flow diagram, do the septic tanks go away? Hennessey replied, they go away.

Contiguous parcels being planned at the same time - standard of review – Horowitz added this has been addressed in the Annexation Agreement, all 1,500 acres were planned at the same time.

The next standard of review is on perimeter gates and berms. As mentioned earlier by Mike Baledge.

Cuts, fills and drainage standard, there will be some minor grading relative to creek crossings, barrow pits moved and improved from a drainage standpoint. And the building envelopes have been modified in lots 2, 3 of block 2 to exclude 15% slope. Horowitz believes all of these issues have been addressed.

We have the preliminary soils report. Horowitz asked if anyone had comments on those, none were given.

A preliminary grading plan has been submitted and reviewed.

The standards about grading with natural forms has been met.

A lot of the farm area will not be disturbed until the next phase.

Overlay Districts – floodplain areas are identified on the map, all of the building envelopes are outside of the flood hazard overlay districts. Hailey Hillside Overlay Boundary has been added. Huckleberry road and associated cuts have been moved out of the hillside. The labels designating County Hillside, have been removed.

There will be some recreational single lane trails through block 10 going up the hillside, will be designed with national best practice standards.

Horowitz summarizes the memo from Stephanie Cook and the Parks and Lands Boards comments. They are generally pleased with this process. And they think the additional sports fields will be a relief to existing fields. All open space dedications are a benefit. The P&L Board wanted a multi-use path, which we've already mentioned will be along Fox Acres Road. And they mentioned the berms that exist now, east west direction between soccer fields and the crop lands, have always planned on being removed, so that the soccer complex can be contiguous with each other. There is another berm behind Deerfield subdivision, it may make sense to revisit this berm and whether it should stay. Because when the soccer complex is developed adjacent to the berms, people would be looking directly into homes in Deerfield, the vantage point may need to be changed. The Parks and Lands Board has asked when soccer complex area is developed that the berm topic be a part of a public process. Horowitz sees that the soccer complex would go through Design Review and public comment would be part of that process.

[6:43:08 PM](#) Howard Royal likes the idea that the neighbors are given an opportunity to weigh in on process. He has heard that some neighbors are looking forward to using the berm for watching soccer games.

Horowitz covers the Parks Pathways and Greenspaces memo. You have the recommendation from the P&L Board as required.

Next standard is regarding Multi-Use pathways. We talked about them, a multi-use pathway, recreation paths for summer and winter use and will be maintained by BCRD. The multi-use pathway going down Fox Acres Road, Horowitz clarifies that it should be noted that the path will be on the West side of the road not East as she indicated earlier.

Multiple ownership standard is covered in the annexation agreement, where there is a conservation easement by the adjacent owners.

Parks and Lands Board recommendation – we have that.

Private greenspace which is managed by the Homeowners Association, this is called out in the various conditions of approval.

The Wood River Land Trust is working on a water wise checklist and suggest that we add a condition of approval, incorporated into the CCR's.

Neighborhood Park – felt that the amount of acreage dedicated to recreation, makes up for the need to create a smaller park.

[6:47:17 PM](#) Dan Smith asks a question regarding the ski section, E1 section under parks. Horowitz stated that the recreation plans will be coming through design review and she expects that the trails will be ADA accessible. Horowitz will make note of that in here.

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No Public comments for this section.

At 6:48 pm Fugate calls for a 5 minute break for the meeting.

[6:52:48 PM](#) Meeting called back to order by Janet Fugate.

Horowitz announced that there will not be any in-lieu fees because all of the park and pathways standards have been met.

Improvements required – Horowitz, we’ve covered the Wastewater standards. Next is to discuss the Water standards. The water conditions begin on page 32 of the staff report, Horowitz pointed out to the Commission.

Water Tank overflow easement needs to be relocated to the centerline of easement, instead of over the drainage ditch, which is where it is now.

A Water model needs to be done by the City and paid for by the applicant prior to final design or final plat submittal. Depending on the results of the model, connection to city’s water main may be at a different location. Final Water main size, alignment, and valve arrangement will be developed after the water model is done. All potable water system infrastructure needs to be approved by IDEQ and to city standards.

[6:54:36 PM](#) Dave Hennessey asked if we are doing a water model. Horowitz replied, the Public Works department has asked for it to be done and paid for by applicant.

Applicant or BCRD shall grant permission for the installation of a security fence around the water tank prior to any final plat recording.

The applicant shall repair Quigley Road to original condition after water main or utility installations.

Fire hydrants shall be on same side of road at the water main.

water service to Lot 4 block 15 shall be a water service not a water main.

Condition I – irrigation system shall be owned and maintained by the HOA and not connected to city’s potable water.

Item J – irrigation system will not connect to the city’s water system.

Item K – domestic water services must have a meter vault.

Item L – school district sports field shall have a meter vault in Block 1.

Item M – water service to large parcels must be adequate without re-cutting roads.

Item N – hospitality site shall connect to the main line from the tank to simplify Cottontail way loop.

No public comments on this section.

Next section – streets sidewalks lighting

C3 – shows clusters of street trees to room. The Tree Committee met last Thursday. They are generally comfortable with the clustering of trees but they wanted to review the types of trees before final plat is issued.

No public comments on Sewer conditions.

Water Connections, we reviewed these earlier in meeting.

This is not in the townsite overlay.

[7:06:14 PM](#) Brian Yeager, explained why the city would like to see this model done.

Water tank overflow areas shall not be impeded by any downstream infrastructure.

Dan Smith- City not responsible for snow clearance.

[7:09:24 PM](#) Dave Hennessey, discusses the sidewalks, they will maintain them near the Sage School and the business area. Hennessey added that they would like the flexibility to not maintain the residential sidewalks but if it is a requirement for approval, they will do so.

Jeff Engelhardt comments on the snow removal in residential areas, being the responsibility of the homeowners and until a home is built the HOA is responsible for them. If feels safer to walk on a protected sidewalk rather than in the street.

Janet Fugate and Dan Smith comment on the sidewalk snow removal, Smith comments it is common for the responsibility for removal to be on the property owner. Horowitz added that a reason for the HOA to be responsible for snow removal in this subdivision is that the streets are narrower than other streets. It is up to the commission on this decision, Horowitz added.

Smith feels it is the safe way to proceed to have the HOA to do snow removal and then the homeowner. Richard Pogue and Owen Scanlon agree with Smith. Horowitz, it will remain the way it is written.

Item F clarifies that the landscaping in the right-of-way is the responsibility of the development.

Item G – Streets that do not allow parking will be signed as such.

H – turnaround on lot 4 for block 15, stay in effect until those roads are completed in phase 2.

Item I - We reviewed the drainage items and the Huckleberry Street one can be substituted for the BCRD item; Horowitz reads the revision: the road alignment of Huckleberry Trail will be amended will be consistent with the proposed conditions map presented by BCRD as recommended for approval by the Parks and Lands Board, Note, in order to retain the size of block 10 at 109.9 acres, the additional land conveyed adjacent to the newly aligned road as shown on the proposed conditions map will be offset by the conveyance less to BCRD adjacent to the boundary between block 10 and parcel block 15. And the applicant shall construct Huckleberry Trail and the bike path adjacent and through block 10.

Horowitz suggests to added these comments and keep item K. [7:14:43 PM](#) Owen suggests adding “conveyance of offset proportional amount of land” to the BCRD. Horowitz agreed.

Horowitz will assign numbers to these items when we get to the end of the discussion.

[7:13:36 PM](#) Item k stays as is.

Item L - Street and traffic signage is not shown on the Roadway Plan and will need to be provided at final design. City street name signs shall have a green background and be per City Standard.

Item m - the Street trees shall be a minimum of 3” caliper with species coming from a list provide by the Tree Committee.

Item n- Alleys are private and will be maintained by the HOA. Utilities will be along alley ways.

Item o – pedestrian connection from Antler Drive to the open space

[7:15:44 PM](#) Lisa has notes that Item P is regarding the roundabout connection that Brian Yeager read earlier in the meeting. Yeager reads it again: Final designs for streets including the roundabout dimensions and details shall be approved by the City of Hailey prior to construction additional right-of-way for the roundabout may be required.

Item Q and R suggests Horowitz are the new items. With Q being the Gaeddart memo, conveyance of a proportional amount of land to BCRD in the last sentence.

Item S – similar to one on Colorado Gulch about grading and curvature of roads. “The Commission has made a finding if superior design that grading and curvature of road can be modified.” Horowitz will word it as we did on Colorado Gulch project. Yeager reads the road standards and reiterates that these should be changed because too much up and down creates excessive drywells and the road goes up and down too much.

Number 15 – Fire section, only one item 15 a.

[7:19:33 PM](#) Mike Baledge, added gates are not recommended.



Number 16 – Wastewater, Horowitz has a note to edit item E. “The City will not own, maintain or operate....” And an edit to Item H- from Gaeddart’s memo, “upon written approval.”

And then, we will add a new item L – that says, “lands dedicated to the Blaine County School District shall not be encumbered with wastewater infrastructure.”

Water items: - no changes to any of these items, Horowitz.

Number 18 – Parks and Opens space

Add a note, “that a public process shall take place to determine a future of the berms on the west side of the parcel dedicated to the BCSD.”

[7:22:09 PM](#) Owen Scanlon asked about Gaeddarts memo on number 18 and the use of building on block 10. Horowitz reads new item D “The existing buildings and farm debris on block 10 shall be removed prior to transfer of title to block 10.”

Fugate asks if there are any additional questions before moving on.

[7:23:08 PM](#) Dan Smith asked if we will see updated street cross-sections showing the 60 foot right-of-way, will we have a map showing the temporary access (multi-use pathway) to Quigley Rd. Will we see it before final plat and before it goes to City Council? Horowitz confirmed yes, okay.

Horowitz will make a note that all of these items will be noted in the Findings prior to review by City Council.

[7:25:08 PM](#) Owen Scanlon comments that this Developer is very responsible and he is dedicated to working with the City and Commissioners to making a quality project. Scanlon appreciates this effort by the Developer.

Public comment:

[7:25:46 PM](#) Howard Royal asked if the 2 berms could be delineated, as the East/West berm is planning on being remove before the soccer fields are built. But that the North/South berm is the one that we are wanting public comment on. Horowitz will refer to it as the North / South berm.

[7:26:33 PM](#) John Gaeddart gives thank you from BCRD.

Commission deliberation:

[7:26:57 PM](#) Richard Pogue commends developer and the City staff for the arduous work on this project.

[7:27:45 PM](#) Dan Smith the developer has been very cooperative and has been open to changes all along this process, thank you. Huge effort on this collaborative process with City staff also.

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[7:28:21 PM](#) Jeff Engelhardt adds that this is a neat project and is proud of it. It is community minded with trails and environmentally friendly with wastewater. It's outstanding, David Hennessey.

[7:29:07 PM](#) Janet Fugate thanked applicant for bringing back changes from that initial meeting, you came up with solutions.

Horowitz clarified, there are 19 standards, not 18 as we thought.

**Smith moves to approve the Preliminary Plat application by Quigley Green, LLC for a Large Block Plat for Blocks 1-17 and Preliminary Plats for Phase 1 consisting of Blocks 1, 2, 3, 4, 10, 11 and 15 of a 230.85-acre property described in Exhibit B-1 to the Quigley Farm Annexation Agreement finding that the application meets each of the criteria for review outlined in Hailey Municipal Code Title 16, subject to conditions (1) thru (19) noted above, seconded by Pogue, motion passed with roll call vote. Pogue, yes. Engelhardt, yes. Smith, yes. Fugate, yes.**

#### **STAFF REPORTS:**

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, January 16, 2018 (no documents)

[7:31:57 PM](#) Motion by Dan Smith to adjourn, Richard Pogue seconded motion, motion passed unanimously.