

**MINUTES OF THE
HAILEY PLANNING & ZONING COMMISSION
Monday, February 24, 2014
Hailey City Hall
5:30 p.m.**

Present: Jay Cone, Owen Scanlon, Regina Korby
Staff: Micah Austin, Kristine Hilt, Ned Williamson
Absent: Janet Fugate

Call to Order

[5:35:08 PM](#) Chair Cone called the meeting to order.

Public Comment for items not on the agenda

[5:36:42 PM](#) Julia Dupois stood and thanked the Commission for circulating a sign in sheet and calling out that the sheet was indeed a sign in sheet. No other comment was offered.

Consent Agenda

CA 1 *Motion to approve minutes of February 10, 2014 regular meeting*

[5:38:13 PM](#) Regina Korby motioned to approve the consent agenda. Owen Scanlon seconded and the motion passed unanimously.

New Business and Public Hearings

NB 1 *Public Workshop*

Consideration of a City of Hailey initiated text amendment to the Hailey Zoning Ordinance No. 532 by amending Section 5.4 by changing Schools from Permitted uses to Conditional Uses in General Residential (GR), Business (B), and Limited Business (LB) districts and add Schools as Conditional Uses in SCI-O and SCI-I. The amendment also proposes changes to Section 9.4 to amend parking requirements for Institutional Uses and Section 11 to require siting and evaluation standards for consideration of a School as part of a Conditional Use Permit.

[5:39:30 PM](#) Chair Cone briefed the audience on workshop formulation and organization. He added how the structure of the workshop should proceed. [5:40:31 PM](#) Micah Austin summarized the parking research portion of the staff report submitted to the Commission. Micah went on to summarize parking requirements for schools throughout the state of Idaho based on City codes researched. He added that the text addressing parking in the current City of Hailey code was not changed and that discussion with the Commission in regards to those requirements should commence. [5:45:06 PM](#) Micah Austin summarized additional public comment that was received prior to the meeting along with updates to the proposed text amendment for the Commission. [5:47:31 PM](#) Ned Williamson briefed the Commissioners on changes of the previously proposed text amendment including definitions, zoning requirements, parking requirements, application submittal, enrollment, and condition use permitting requirements. [5:57:15 PM](#) Micah Austin added that the local school district read and approved of the current changes in regards to conditional use requirements. [5:57:49 PM](#) Ned Williamson went on to summarize changes and included requirements on collector streets, local infrastructure improvements, traffic, parking, fencing, and landscaping. [6:01:30 PM](#) Micah Austin added information about new requirements for collector streets. [6:02:46 PM](#) Chair Cone asked for public comment about the changes presented by Ned Williamson and Micah Austin. Discussion between City

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staff, Commissioners and audience members commenced. Discussion included parking requirements and ratios, bussing, and assembly areas. Discussion went on to include schools that do not designate nor set aside assembly areas. [6:15:18 PM](#) Chair Cone added that the proposed parking space requirements may be inadequate. Discussion continued to include possible solutions and options for parking requirements and assembly designation. [6:18:08 PM](#) Susan McBryant, Hailey, suggested direction for the Commissioners for parking requirements. Micah Austin added information from research he conducted on neighboring Idaho Cities. [6:19:25 PM](#) Owen Scanlon inquired about required land for school uses and square footage. Micah Austin answered with information from his research including requirements for Pocatello, Idaho schools based on their code. Discussion continued on acreage requirements for schools and fencing. [6:24:32 PM](#) Chair Cone continued to push forward on changes throughout the document. Discussion went on to include application and staff requirements for school and proposed plans. [6:29:26 PM](#) Commissioners and staff discussed effectiveness of a checklist and requirements that may be missing upon submittal. Micah Austin informed the Commissioners and audience members about current City checklists along with problems associated with them. [6:32:27 PM](#) Discussion included requirements for building codes for residences versus commercial buildings including schools, checklists guidelines, and application submittal requirements. [6:40:16 PM](#) Discussion continued to include charter requirements and information, definitions of terms including “gross square footage”, and parking loads and requirements. Public inquired about possibilities of taxpayers having to bail out unfinished public school projects. Ned Williamson answered that he was not completely certain. [6:52:14 PM](#) Discussion continued to cover traffic to and from schools, traffic studies and patterns, pedestrian traffic, water usage requirements, and lack of language in certain areas of text. [7:02:22 PM](#) Ned Williamson and the Commission discussed proposed intent for terms including use, space, student addition, square footage and requirements under each term. [7:06:08 PM](#) Commissioners expressed concern about language in relation to parking requirements in conjunction with additions of square footage and student enrollment. [7:11:10 PM](#) Discussion continued to include requirements for existing schools applying for conditional use permits, building footprint definition of primary versus secondary structures, and parking requirements for each. [7:16:41 PM](#) Susan McBryant added her concerns about proximity of schools to neighboring residential buildings. She added suggestions about standards for buffering residential zones. Discussion between Commissioners and Staff addressed Susan’s suggestions and options for each. [7:25:35 PM](#) Susan McBryant added concerns about the need for Commissioners to conduct site visits for schools applying for conditional use permits. [7:31:27 PM](#) Discussion continued to include requirements for noticing surrounding property owners, mandatory Commission site visits and opportunities presented with them. Commission commented that they feel that site visits are useful but should not be mandatory. [7:33:11 PM](#) Julia Dupois addressed public notice and size requirements in local papers. She requested larger notices in the local newspaper. Commissioners and audience members continued to discuss responsibilities of local community member’s civic duty and requirements for noticing. [7:38:08 PM](#) Chair Cone notified the audience members that the Commission addressed projects in terms of use, scope, and noticing requirements in meetings after hearing large concern about noticing from community members. Discussion continued to include concern about buffer zones in neighborhoods. [7:46:17 PM](#) Tony Evans, Idaho Mt. Express, inquired about staff direction in regards to areas of the text amendment that were not clear or decided upon. Chair Cone answered that the unresolved issues needed to be drafted and worked upon in the near future and revisited at a future date. [7:49:37 PM](#) Regina Korby inquired about shared parking agreements and written consent. Ned Williamson added that the City shared parking requirements covered written consent agreements. [7:50:56 PM](#) **Owen Scanlon motioned to continue the topic to the next Planning & Zoning meeting on March 10, 2014. Regina Korby seconded and the motion passed.**

Old Business

Commission Reports and Discussion

Staff Reports and Discussion

SR 1 Discussion of current building activity and upcoming projects

*SR 2 Discussion of the next Planning and Zoning meeting: Monday, March 10, 2014
(no documents)*

[7:51:48 PM](#) Micah Austin notified the Commissioners of the upcoming meeting topics for March 10, 2014. Commissioners continued to discuss notification of the Hailey Ice application and decided that the project had sufficient noticing.

Adjourn

[7:55:36 PM](#) Regina Korby motioned to adjourn. Owen Scanlon seconded and the motion passed.