

**MINUTES OF THE  
HAILEY PLANNING & ZONING COMMISSION  
Monday, January 14, 2013  
Hailey City Hall  
6:30 p.m.**

**Present:** Geoffrey Moore, Jay Cone, Janet Fugate, Owen Scanlon (as observer)

**Staff:** Bart Bingham, Micah Austin

**Call to Order**

[6:31:08 PM](#) Chair Moore called the meeting to order.

**Election of Officers**

*Election including the positions of Chair and Vice Chair*

[6:31:23 PM](#) Chair Moore pointed out that the members present at this meeting cannot make a full Commission. Micah Austin explained that Owen Scanlon was up for reappointment, but the City Council did not address that matter during its last meeting. Therefore, Mr. Scanlon will be present at tonight's meeting as an observer only. [6:33:53 PM](#) Chair Moore wondered if it would be allowable for him to conduct this meeting as acting Chair and to hold elections when the Commission is full and present. Discussion included legalities and date deadlines. Mr. Austin pointed out that the Commission's bylaws require the election of officers to be held on the first meeting of the calendar year. Jay Cone expressed his belief that it would be logical and appropriate for this meeting to go ahead with Mr. Moore acting as chair, and further that he hoped other Commission members would express interest in officer positions if they were so inclined.

**Janet Fugate moved to nominate Geoffrey Moore as Chair. Jay Cone seconded, and the motion passed unanimously. [6:38:25 PM](#) Geoffrey Moore moved to nominate Jay Cone as Vice-Chair. Janet Fugate seconded, and the motion passed unanimously.**

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

[6:38:52 PM](#) Peter Lobb, 4<sup>th</sup> and Carbonate, expressed frustration that Owen Scanlon could not be considered for the positions of Chair or Vice-Chair only due to the lack of an appointment by the Mayor in a timely manner. Mr. Lobb noted he saw this as a "problem in the process" unfair to Mr. Scanlon. With no further comment offered, Chair Moore closed the meeting to public comment.

Commission discussion continued on how many vacancies exist on other boards and commissions, and efforts to fill them.

**Consent Agenda**

*CA 1 Motion to approve minutes of December 10, 2012 P&Z Meeting.*

[6:44:50 PM](#) Janet Fugate moved to approve CA 1. Jay Cone seconded, and the motion carried unanimously.

## **New Business**

*NB 1 Motion to approve Findings of Fact, Conclusions of Law and Decision – approval of a Conditional Use Permit application by Terra Form Companies (O’Reilly Auto Parts) for a wholesale distributor with incidental and subordinate retail sales, to be located at present R. Davis Business Center parcel A (960 S. 4th Ave.) and R. Davis Business Center Sub, Blk 1, Lots 1-3 (930, 940, & 950 S. 4th Ave.), within the Limited Business Zoning District.*

[6:45:22 PM](#) Micah Austin advised the applicant was standing by to be available via telephone for the Commission. Mr. Cone asked for an update on the application before the applicant is called. Bart Bingham supplied explanations and updates. Commission consensus was to call the applicant for the design review portion of the application only.

[6:48:20 PM](#) Chair Moore opened the matter to public comment. None was offered.

[6:48:36 PM](#) **Jay Cone moved to approve the Findings of Fact with conditions 1-9 and a-d. Janet Fugate seconded, and the motion passed unanimously.**

*NB 2 Motion to approve Findings of Fact, Conclusions of Law and Decision – approval of design review for an application by Terra Form Companies (O’Reilly Auto Parts), for Design Review of a proposed building to be located at present R. Davis Business Center Parcel A (960 S. 4th Ave.) and R Davis Business Center Sub, Blk 1, Lots 1-3 (930, 940, & 950 S. 4th Ave.), within the Limited Business Zoning District.*

[6:51:06 PM](#) Bart Bingham provided information regarding proposed conditions and noted that the required samples were provided for the Commission. Discussion included the maturity of the landscape materials and the importance of adding specific sizes to the landscape plans or the conditions. Further discussion followed on types of glazing on the west and south elevations. The concerns centered around the reflective quality of the glazing sample.

[7:06:38 PM](#) Jonathan Taylor of TerraForm Companies, was present for the applicant via telephone. Jay Cone asked for clarification of stucco color locations. Chair Moore advised Mr. Taylor of the Commission’s concerns regarding reflective glazing. Mr. Taylor explained the applicant’s purpose in choosing the glazing, but assured the Commission that common goals could be met with the selection of alternative glazing, and that the applicant was committed to working with the City on that matter. Consensus was reached to find glazing with less reflectivity and for staff to work with the applicant to that end so as to not delay the project. Micah Austin reminded the Commission that close communication with Mr. Taylor will continue throughout project.

[7:19:49 PM](#) Chair Moore opened the meeting to public comment. Owen Scanlon, 110 N. Angela, noted the Commission was looking at two elevations, and asked that they please make the glazing elements match.

[7:23:16 PM](#) With no further comment offered, the matter was closed to public comment. Discussion continued on the importance of matching the glazing coatings and perhaps adding whatever additional shading is necessary to the interior of the windows.

[7:31:21 PM](#) **Janet Fugate moved to approve NB 2 adding the conditions below. Jay Cone seconded, and the motion carried unanimously.** [7:36:28 PM](#) **The motion included the following specific conditions: No windows in the project shall have mirrored glass. Tented window glass on the south elevation shall be the same tented glass as used for windows on the building’s west elevation, and under this scenario, applicant may place a blind, a wall, or partition behind the southern elevation window glass for concealing purposes. If**

**applicant chooses to add a coating on the back of south elevation's glass, staff shall approve the glass and coating prior to its installation.**

### **Old Business**

None.

### **Commission Reports and Discussion**

#### **Staff Reports and Discussion**

*[Items listed in order of agenda, however not addressed chronologically.]*

#### *SR 1 Discussion of current building activity.*

[8:11:36 PM](#) Bart Bingham advised that five applications were received in the last month.

#### *SR 2 Discussion of Planning and Zoning Commission goals and priorities for 2013.*

[8:08:16 PM](#) Chair Moore reminded that the Commission missed this discussion last year while awaiting the appointment of a new Commissioner. In addition, some meetings were not held due to the lack of applications. Mr. Bingham recommended reviewing goals and Commissioner duties at the March, 2013 meeting.

#### *SR 3 Discussion of the next Planning and Zoning meeting: Monday, February 11, 2013.*

[7:38:12 PM](#) Micah Austin explained his work on the draft working copy of the District Use Matrix. He asked that Commissioners review this and provide him with feedback.

[7:58:52 PM](#) Chair Moore offered the matter for public comment. Peter Lobb, 4<sup>th</sup> and Carbonate, encouraged careful tuning of this document and opening language emphasizing an overview of this process. He further asked how Micah Austin came to this point in the project. Mr. Austin explained that this went before the Mayor and the City Administrator prior to his starting to work on it.

[8:00:46 PM](#) Owen Scanlon, 110 N. Angela Drive, asked how a realtor currently determines what is allowed on a particular parcel. Mr. Austin provided an explanation of that process. Mr. Scanlon further recommended attaching the final document to the Code rather than separating it in order to lessen any possible confusion. [8:02:32 PM](#) Discussion continued on how the document might be used in the future.

[8:13:19 PM](#) Chair Moore inquired how the City Council's Build Better Program activity might affect Planning & Zoning. Jay Cone recommended the question also be given to Mariel Platt. Micah Austin noted he saw no problem or conflict.

### **Adjourn**

[8:15:23 PM](#) With no further business at hand, **Janet Fugate moved to adjourn the meeting. Jay Cone seconded, and the motion passed unanimously.**