

**MINUTES OF THE REGULAR MEETING  
OF THE HAILEY PLANNING AND ZONING COMMISSION  
HELD MONDAY, April 17, 2006  
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 Stefanie Marvel and Elizabeth Zellers were present. Commissioners Trent Jones and Nancy Linscott were excused. Staff present included Planning, City Planner Diane Shay, and Administrative Assistant Dusty Liman. Director Kathy Grotto was excused. Also present was City Attorney Ned Williamson.

**PUBLIC HEARINGS:**

**421 MAIN BUILDING**

An application by Robin Tomasi for Design Review of a new building, located at 412 Main Street South (Lots 15 and 16, Block 16, Hailey Townsite) in the Business District.

Susan Scovell, architect, from Ketchum made the presentation for Robin Tomasi's proposed mixed use office building.

- Two retail spaces at street level with access off the street
- Office space located at the back
- Elevator and stairs
- Two storey building
- One office space upstairs and one apartment
- Handicap access
- Two main entrances
- Deck area on second floor
- Color Board
  - Metal siding on the front of the building and for roofing
  - Awnings - rusted metal
  - Stucco – everywhere with exception on the front, which is metal
  - Heated sidewalk leads to back of building where some office spaces – no snow storage is proposed on site - planned in lieu of heated walkways
  - Request removal of one tree to provide space for heated paver sidewalk

Shay addressed the Staff Report.

- Shay stated that dry wells must be located for issuance of building permit
- Shay gave options suggested contacting Clear Creek Disposal to discuss trash collection scenario
- Shay requested location be shown for location of dry wells
- Anderson preferred the dumpster
- No penetrations in the walls within five feet of property lines per Dave Ferguson – code issue

- Shay - Guideline 17 - building designs should enhance or continue the classic style of Hailey. Building is described as 'contemporary'.

## **PUBLIC COMMENT**

Anderson asked for public comment – there was no public comment and there was no written comment received in regards to the design of this building. Anderson closed the public hearing and the Commission entered into deliberations.

Anderson saw no issues with this application and asked the Committee if they had any issues to be discussed – there were none and there were positive comments from all Commission members. Anderson asked Scovell about the roof and was told it was a flat roof all the way back and that the awning is pitched, but it would not 'dump' snow onto the sidewalk.

**Zellers moved to approve the application the following conditions with a change to condition 'e' to state that the trash enclosure will provide for a dumpster:**

- 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:**
  - **A Type V building with more than 9,400 square feet is required to have a sprinkler system and alarm monitoring system.**
  - **All concerns noted in the attached memo dated March 28, 2006 from the Building Official shall be satisfied prior to issuance of a Building Permit.**
- 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.**
- 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. Infrastructure to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:**
  - **A drainage plan showing more detail for the parking area is needed to be submitted to the City Engineer prior to issuance of a Building Permit.**
- d) **The utilities running from the alley to the building shall be installed underground.**
- e) **Clear Creek Disposal shall review and approve access to the trash**

**enclosure prior to issuance of a 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 exterior lighting shall comply with the Outdoor Lighting Ordinance.**
- 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) 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.** Marvel seconded. All were in favor and the motion passed unanimously.

#### **ROCKY MOUNTAIN HARDWARE TEXT AMENDMENT**

An application by Rocky Mountain Hardware for a text amendment to Article 10, Planned Unit Developments, of Hailey Zoning Ordinance No. 532. The amendments would allow for modifications to parking lot dimensions in a PUD.

Nick Latham began by stating that Rocky Mountain Hardware wishes to reduce the parking space size at the building. Most of the spaces will be used by employees for all day use and this will request will increase the number of parking spaces as on the property. The amendment would revise parking stall size from 10' X21' to 9' X19'. The text amendment would allow Rocky Mountain Hardware to go through the PUD process.

It was asked if this parking space size worked. Latham has worked other parking lots in the valley at the 9' X 19' space specification and he indicated only crew cabs and large SUV's would have difficulty maneuvering in this size space.

Zellers asked if this change to parking stall size could be addressed through their PUD application instead of asking for a text amendment. Shay – the number of off-street parking spaces can be modified, but it does not speak to the size of the parking space. Shay agreed that the text amendment is the best option for this application.

Anderson suggested a minimum size be added for this project so as not to allow other applications to take advantage and use the same standard. Shay suggested adding a standard dimension for bare minimum of 8½' X 15'. This suggested size came about after discussion with the City Engineer.

Marvel asked how the current standard was arrived at and she was answered by Anderson it was made based upon the typical vehicle size of the area. Commission was concerned that 8½' X 15' would become a popular size for new construction and this was not the desired effect of this text amendment.

### **PUBLIC COMMENT**

Anderson asked if there was any public comment. There being no public or written comment the public hearing was closed.

Zellers suggested that the language be changed to include the phrasing 'as may pertain to uses'. Anderson agreed and suggested that another condition be added to address item 'e'.

**Marvel moved to recommend the text amendment to the Council.** Zellers seconded. All were in favor and the motion passed unanimously.

### **ROCKY MOUNTAIN HARDWARE PUD and DESIGN REVIEW**

An application by Rocky Mountain Hardware for a Planned Unit Development and Design Review for a new building at 1020 Airport Way (Lot 9, Block 2, Friedman Park Subdivision) in the Light Industrial district.

Nick Latham made the presentation for a new free standing building for Rocky Mountain Hardware. The following were points made during the presentation:

- This is planned to be a LEED certified project
- Project is located on Lot 9, Block 9 of Friedman Subdivision on Airport Way
- One acre qualifies this project for PUD
- There are currently two existing buildings on the property
- Lot size is 126 feet wide at the front and 127 feet wide at the back
- Lot slopes up at the back corner
- New building would be two storey with underground parking

- Building would be 4100 square feet
- This would be a building used for manufacturing purposes
- There would be office space at the front of the building
- Site is long and narrow
- There would be a 20 foot fire lane and 75 foot turn around
- The building would have solar orientation and additional surface parking on the south side
- There would be truck access and a truck docking area
- Building is located 3½ feet off the north property line with a 20 foot setback
- There is 10 feet of snow storage
- There would be plantings on the north wall to soften the building's appearance
- Second storey of offices extends over the parking ramp

#### Underground Parking

- Front half is basement
- Downward ramp located on street side next to loading area
- 9' X 19' parking stall – works really well with 27 foot clearance between columns
- Able to park 40 cars if double loaded spots are not counted
- Basement area has offices, dressing area and mechanical

#### West Elevation

- Main, street side elevation
- Main entry is glass with a roof above
- Stone element
- Wood Fascia, wood beams, rusted steel
- Cherry trees screen the ramp and loading dock

#### North Wall

- Long wall
- Rusted Cortan steel panels
- Trees – Swedish Aspens and Maple
- Windows to allow daylight

#### Rear Elevation

- Can be seen from the highway
- Rusted steel panels, glazing
- Very simple elevation

#### South Elevation

- Rusted Steel Cortan
- Stone
- Manufacturing section – recessed
- Daylight windows screened with eyebrow awning to keep light and heat off the windows

#### Exterior Materials

- Metal roofing
- Cor-Ten Steel
- Cor-Ten Siding
- Granite stone on main entry, around loading dock and on the 2 stair towers
- Steel columns – painted
- Cedar fascia and soffits
- Wood entry door –signed with Rocky Mountain Hardware
- Timber frame beam network that comes out at the entry
- Color and sample board provided
- Heated sidewalks
- All concrete is heated for snow melt
- Overhead doors are reddish brown

#### Other

- Existing structures will be removed and will be recycled and/or reused
- Building is 61,449 square feet (includes underground parking)
- Lot coverage is 54%
- Building is 30 feet high or less

#### Requested PUD Concessions

- Modified parking space size to 9' X19' – will be mostly for employee use
- LEED certified project – green building - Copy of LEED guidelines given to Anderson
  - Will be collecting water off the roof to be used in the manufacturing process
  - Use of sustainable materials (recycled materials)
  - May use solar panels
  - Recycling
  - Energy efficiency with lighting
  - Cooling through evaporative process
  - Natural air flow – windows that open
- PUD Section 10.5.4.c – change the completion date from ‘one year from approval’ to ‘within one year from receipt of building permit’
- Dumpster enclosure still under design modifications and discussion – would rather not have the dumpster enclosed
- Some of the colors have changed – color board has been changed. New color board was submitted to Shay.

Marvel likes the building and location. She voiced concern about the north wall and felt the narrow planting strip would be a challenge for growing trees.

Shay suggested a condition be added to address the planting strip on the north side of the building that should state any plants, shrubs or trees that do not thrive should be replaced.

Latham suggested that the tree species in this planting strip be confined to Swedish Aspen and Birch mix as they are best grown in this type of location.

Marvel voiced concern about the planting strip being only 3 feet wide. She also mentioned the possibility of another building being added in the future and how a new building would impact the plantings in such a narrow strip.

Latham acknowledged the possibility of impact of a new building in the future and stated that this is something to be dealt with when it occurs. He also stated that Sawtooth Auto would most likely be expanding in the future and the impact of this expansion would also have to be dealt with when it occurs.

Anderson opened the Public Hearing on the PUD. There being no public comment or any written comment, the Public Hearing was closed.

Shay stated that Ned Williamson has reviewed the draft PUD agreement and is satisfied with the language in it.

Latham went over the lighting for the project and said all lighting was in accordance with the Ordinance.

Marvel questioned the sidewalk placement for the project.

Latham said he would extend the sidewalk and gutters to meet with the Commission's approval and also proposed to add a bus stop, not yet shown in the plans.

Shay said the sidewalk, gutters and bus stop would be subject to the City Engineer's approval and should be addressed in Design Review.

Anderson suggested issues to be included in motion are:

- Submission of revised planting choices on the north side
- Sidewalks

**Zellers moved to recommend the PUD be forwarded to the City Council with the following conditions:**

- a) This approval is contingent upon the approval of the proposed text amendment to Section 10.4.4 of the Hailey Zoning Ordinance.**
- b) The Planned Unit Development Agreement shall be approved by the Council and executed and recorded prior to issuance of a building permit. The agreement shall include provision for continued underground parking.**
- c) All lighting shall comply with the Hailey Outdoor Lighting Ordinance.**

**and with an additional condition that the completion date will be changed to ‘completed in a single phase one year from the issuance of the building permit’.** Marvel seconded. All were in favor and the motion passed unanimously.

**Marvel moved to approve Design Review with the following conditions:**

- b) 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:
  - All walls within 5 feet of the property lines shall be a minimum of 2 hour construction.**
  - Loading docks shall be equipped with weather seals.**
  - Vestibules at exterior exit doors in the manufacturing areas, if over 3,000 square feet, are subject to third party review.**
  - The building must be fire sprinklered.**
  - An elevation certificate shall be obtained prior to issuance of a Building Permit.****
  
- 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.**
  
- 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. Infrastructure to be completed at the applicant’s sole expense include, but will not be limited to, the following requirements and improvements:
  - All water and sewer connections shall comply with City Standards; installation shall be coordinated with City installation of water main.**
  - Additional detail for oil separator, drainage, curb and gutter improvements and plumbing detail shall be submitted and reviewed and approved by the City Engineer prior to issuance of a Building Permit.****
  
- j) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.**
  
- k) FAA Form 7460 shall be submitted and processed prior to issuance of a Building Permit.**
  
- l) All exterior lighting shall comply with the Outdoor Lighting**

**Ordinance.**

- m) 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.**
- n) 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.**
- o) This approval is contingent upon the approval of the concurrent text amendment and Planned Unit Development applications.**

**and with additional conditions that the applicant resubmit a landscape plan for the north side which includes 2 tree varieties that are appropriate for the north side and which will be maintained as long as they are visible and that includes curb, gutter and sidewalk along the entire length of the building fronting Airport Way, and will include a west side wall screen for the dumpster.** Zellers seconded. All were in favor and the motion passed unanimously.

A 5 minute recess was called by Anderson at 9:00pm.

**AMENDMENTS TO SUBDIVISION ORDINANCE NO. 821**

Proposed amendments to Section 4.10, Parks, of the Hailey Subdivision Ordinance No. 821. The amendments would revise definitions; revise the contribution calculations including reducing the threshold number from 9 to 3 dwelling units and adding provisions for contributions for mixed use developments in Business, Limited Business and Transitional Districts; and revise provisions for improvements, dedication and maintenance, and in-lieu contributions.

Becky Keefer addressed the following:

- Ordinance was adopted in 2004
- Number of units needs to be reduced as developers are coming in under the number 9 threshold so as to avoid parks dedication requirement
- Encourage residential units within a community core
- Parks dedication formula takes up too much of the community land.
- The proposed amendments will reduce the threshold to 3 units
- In lieu contribution fell short and needs to be better defined and understood so that residential as well developmental contributions are using the same formula
- Loosen the definition of a park to include open spaces, gathering spaces, places for social and cultural opportunities
- Requirements for developers were discussed and were provided on paper to Commission – the end goal is adequate park space. This applies to residential units only.

Anderson questioned the application to only residential units. She felt this requirement should include all development.

Marvel suggested the use of the words 'park space' be changed to 'public space'.

Anderson suggested replacing the per unit park space standard to a square footage standard.

Williamson pointed out that in current PUD applications, any open (park) space over 1 acre needs to be public and needs to be on the plat and should be City maintained. Williams also suggested that the ordinance leaves the unit measurement as is.

Anderson believed that the threshold number of units should be reduced at this time from 9 to 3.

Williamson proposed using the units, come up with a percentage to the reduction, and say the open space required shall not exceed a certain percentage of the lot coverage.

Becky said the reduction percentage should be at least 50% and should actually be 75%, and not be more than 17½ of the buildable lot.

Anderson suggested this discussion be continued at the May 15, 2006 meeting as time was becoming a factor to this meeting.

**Marvel moved to continue discussion of the proposed amendments to Section 4.10, Parks, of the Hailey Subdivision Ordinance No. 821 until May 15, 2006.** Zellers seconded. All were in favor and the motion passed.

**Approval of Findings of Fact:** Hailey Storage Condos DR

**Zellers moved to approve.** Marvel seconded. All were in favor and the motion passed.

**Approval of Minutes:** February 21, 2006. **Zellers moved to approve.** Marvel seconded. All were in favor and the motion passed unanimously.

**Commission Reports:**

Anderson noted that she will be recusing herself of all the Sweetwater P&Z Meetings.

**Staff Reports:**

**Adjourn:**

**Zellers moved to adjourn.** Marvel seconded. All were in favor and the motion passed.

Meeting ended at 9:30pm.