

**MINUTES OF THE REGULAR MEETING  
OF THE HAILEY PLANNING AND ZONING COMMISSION  
HELD MONDAY, MAY 16, 2005  
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 Trent Jones, Stefanie Marvel, Elizabeth Zellers and Nancy Linscott were present. Staff present included Planning Director Kathy Grotto, City Planner Diane Shay, and Deputy Clerk Tara Hyde.

**PUBLIC HEARINGS**

**BLAINE COUNTY JAIL CONDITIONAL USE PERMIT AND DESIGN REVIEW**

Applications by Blaine County for Conditional Use Permit and Design Review for a new County Jail and Sheriff's office to be located on Lot 2, Block 2, Airport West Subdivision Phase II, at 1650 Aviation Drive. The property is located in the Service Commercial Industrial-Industrial (SCI-I) district and public facilities and uses may be allowed through the conditional use permit process.

Sarah Michael, Blaine County Commissioner, introduced the application, stating the need for an expanded jail, a work release facility and consolidated dispatch. She shared that in 1990, Blaine County was sued because of inadequate jail facilities and the court decreed they had to build a new facility. In November 2004, the vote went to the public and received 60% voter approval. She advised the current jail sits in a historic residential area of the city. She introduced the architect, Russell Moorhead.

Moorhead gave an overview of surrounding uses for the planned project. The back side of the property abuts the airport parking lot. Plans call for a building in excess of 35,000 square feet. The main floor would be 32,500 square feet and the jail portion of the building would be tiered to allow additional square footage. Screening is planned on the Aviation Drive side of the building to screen 20 parking spaces. Plans call for a secure fenced perimeter—fencing to include decorative wrought iron along Aviation Drive. No barbed wire is planned, however the rest of the perimeter fencing will be constructed of color coated chain link. There is an existing chain link fence along the property line abutting the airport property, which would remain.

Moorhead said included inside the gates were 42 secure staff parking spots, plus 8 covered along the building and 5 covered at the east elevation; along with a 2500 square foot storage building with 3 additional bays. Five additional parking spaces are provided on the northeast corner for other jurisdiction vehicles during transfer and booking of inmates. A loading area is planned for the rear of the building. Also included inside the gates are an emergency generator and a dispatch tower.

Moorhead gave an overview of the sheriff's department and jail facility areas. He then addressed the exterior. The sheriff's department portion of the building contains

windows, with a clerestory window added for additional light. The jail component has no exterior openings in the 24' high walls. The applicant proposes installation of block features, inset to carry the window design around the building. Natural light is provided through skylights. There are plans for a covered outdoor exercise area.

Materials planned are buckskin CMU block with 3 belly bands of burgundy. The clerestory portion of the building will contain green metal siding along with roofing and awnings to match. Buff colored stucco is planned above the windows. He believed the building would be compatible with architecture currently found in Airport West. He referenced that the windows around dispatch could be made bullet proof.

Moorhead advised plans for the storage building are not being reviewed at this meeting because Airport West asked for re-design of the storage building.

Anderson asked about screening of the loading area, Moorhead indicated that could be done.

Geoff Johnson, Eidam and Associates, addressed lighting. He stated security is of concern and the concept was to include a supplemental system to provide additional lighting in case an emergency need arises. The public parking area would be lit by the existing street light on Aviation Drive, with an additional light added at each entrance to the parking lot. The light at the main entrance will be a 46" bollard light. Lighting is planned for the security staff door. Lighting plans also include 17' pole lights in the staff parking area and around the perimeter of the security fence. Full cut-off exterior lighting is planned for the north end of the project. Closed circuit television cameras will also be installed onsite. Plans call for lights that can be turned on in certain areas, from the control room, for emergency use. There will be emergency wall mounted lights on the storage building. Emergency lighting will increase illumination 70% over normal lighting. The applicant proposes a lighted monument sign.

There was discussion about the pole lights, with Johnson stating double heads would be used in the staff parking area to keep light shed away from the south area of the property.

Grotto gave overview of notice for the hearing. She advised separate motions would be required for the CUP and DR. She said there were no parking standards for a jail or sheriffs office. Police station parking standards are 1 space for each police vehicle employed and 1 space for each employee on shift. She asked about storage for other equipment used by Blaine County, using the example of their boat. Grotto said parking requirements have been met.

Greg Sage, of the Sheriffs Dept., anticipated the boat and other special use vehicles would be stored in the covered parking at the southeast corner. A mobile command is planned for inside the storage building when a CUP is issued for the building.

Grotto asked about external sirens and alarms and how often they would be tested. Sage advised the only sirens are on vehicles and typically only lights would be used when

leaving the area.

Grotto asked for clarification of testing of emergency lighting, with Johnson indicating testing would be required approximately once a year.

Anderson asked about an intercom system, with Moorhead explaining the intercom system was internal only.

Grotto advised design review of the storage building would take place in the future. She advised that lighting of the monument sign would be addressed through permitting of that monument sign. She stated concern about the elements on the airport side of the building, which would be visible from the airport parking lot. She suggested the Commission may wish to require screening and plans for the mechanical equipment on the roof, as the applicant is unsure of the size or location of that equipment at this time. Grotto stated the bollard lighting was held to a maximum of a 50W metal halide light. She shared that any lights planned for up-lighting of the flag, as noted in the May 6, 2005, letter from the lighting engineer, was more than what was allowed by Ordinance. She advised Dr. Pauley suggested a wall mounted flag. Moorhead clarified that there was a wall mounted flag in the lobby and at this time, no exterior flag was planned.

Grotto suggested the Commission may wish to discuss the color of coating planned for the chain link fence.

Linscott asked if the generator would run on a weekly basis. Moorhead indicated it would run for ten minutes once a week. Grotto asked for explanation of the transformer. Johnson indicated it was a standard 6' x 6' Idaho Power box.

Anderson opened the public hearing.

Tito Rivera, Minister for the jail, advised of an area within the facility for a church.

Doug Werth, 1321 Blue Lake Drive, said the location appealed to him. He liked the proximity to the city adding that many municipal police agencies use the facility. He supported the application as long overdue.

Tom Bowman, Blaine County Commissioner, liked the latest rendition. He believed the location to be good for the use, stating the need for a new facility.

Mike Crawford, of the Sun Valley Police Department, stated transport distance was important. He gave his support to the application.

Jim Thomas, Prosecuting Attorney, expressed his support for the location and reminded all that the County handles all of Hailey's cases too.

Teresa Espedal, Blaine County Probation Dept., expressed her support of the application, believing the location good, along with the ability to short term hold juveniles and have

meeting space available.

Dennis Wright, Blaine County Commissioner, stated they currently have no place to handle female offenders. Approval of the application would allow them a holding space for females.

Matt Furber, reporter with the Mountain Express, stated he had heard of a joint meeting between Blaine County and the Hailey Police Dept. with regards to housing of the entities in the building. He wondered where that meeting had gone. Michaels explained the City decided they did not have enough time or resources to make changes to what was presented.

Anderson closed the public hearing.

Zellers asked the average stay of a detainee. Sheriff Femling indicated the average stay at approximately 10 ½ to 12 days, with the ability by law to extend to one year.

Linscott asked what the plans for the current jail building were, with Michaels indicating there were no plans as of yet. She added the new facility would accommodate the programs and needs of the area. She suggested perhaps changing the name of the building to Public Safety Facility, instead of Blaine County Jail.

Anderson asked about the screening issue on the back side of the building. Linscott said the east elevation needed additional detail, suggesting additional trim or windows. Moorhead advised they could add accents.

Jones believed the location of the facility was logical with regards to public safety. He stated the design was not dissimilar from plans on other public use buildings. He agreed additional architectural relief was needed on the east elevation.

Marvel agreed the location was appropriate. She did express concern that more architectural definition was needed to allow more light in on the east elevation. The fake windows concerned her; she believed they needed more definition.

Zellers concurred. She questioned whether the private roads in Airport West would be of concern. Grotto advised Lear Lane was the only private road involved, but was platted to provide service to this lot.

Linscott asked how long the coating on the proposed chain link fence would last. She wondered if the decorative fencing could run down Lear Lane too. Moorhead said the coating lasts well. He advised the decorative fence costs \$100-\$120 per linear foot and the coated chain link fence costs \$20-\$30 per linear foot.

Grotto said that certain conditions of design review were also found incorporated into the conditions for the CUP also to give the City teeth to ensure that maintenance is done.

CUP

Zellers moved to approve the application, finding conformance with Section 11.1 of the Hailey Zoning Ordinance with the following conditions:

- 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:
  - An evacuation plan acceptable to the Fire Chief
  - Entry gate and rear access gate meeting required width and operational requirements of the Fire Department
  - Fire lanes meeting all requirements of the Fire Department
  - Compliance with all relevant requirements of National Fire Protection Association (NFPA)
  - International Code Council review of building, accessibility, energy and fire sprinkler
- b) All City infrastructure requirements shall be met as outlined in Section 5 of the Hailey Subdivision Ordinance. 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:
  - Water and sewer services constructed to City standards
  - Drywells to City standards; State permit is required
  - Traffic control signage
- c) All exterior lighting shall comply with the Outdoor Lighting Ordinance. The exception under Section 8B.4.2.g for emergency exterior lighting shall be allowed for illumination during times of emergencies and routine testing only.
- d) All storage materials and equipment shall be kept within the storage building. No exterior storage of materials is allowed without a screening fence or wall.
- e) The dumpster and all trash shall be contained at all times within the enclosure.
- f) Fencing, landscaping and other exterior elements shall be maintained in good condition on an ongoing basis.
- g) Any expansion of the proposed facility will require a review of the Conditional Use Permit by the Planning and Zoning Commission under the Conditional Use Permit standards in effect at the time of such application. At that time, the Commission may review any standards related to the entire facility.
- h) This Conditional Use Permit is subject to review approximately 12 months following occupancy if deemed necessary.

Marvel seconded and the motion carried unanimously.

## DESIGN REVIEW

Anderson asked the height of the parapet wall. Moorhead indicated plans call for 30" to 4 ½' in height, adding if there was rooftop equipment additional screening would be needed.

Grotto suggested the Commission may wish to address the east elevation changes, and could choose to see the application again or allow changes to be submitted to staff or to the Design Review Committee. Anderson suggested the Commission should make their expectations clear to the applicant and changes could be submitted to the Design Review Committee.

Marvel suggested adding detail to the fake windows to give dimension, shadow and definition. She suggested adding glass block to the east entrance for additional detail and light allowed into the building.

Linscott agreed either glass block or sky lights should be added to the east elevation to bring natural light into the jail.

Anderson believed it important to screen the transformer and generator area.

**Jones moved to approve the application, finding conformance with the Comprehensive Plan, that the application does not jeopardize the health, safety and welfare of the general public and that the project conforms to the required specifications outlined in the City's Design Review Guidelines with the following conditions:**

- 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:**
  - **An evacuation plan acceptable to the Fire Chief**
  - **Entry gate and rear access gate meeting required width and operational requirements of the Fire Department**
  - **Fire lanes meeting all requirements of the Fire Department**
  - **Compliance with all relevant requirements of National Fire Protection Association (NFPA)**
  - **International Code Council review of building, accessibility, energy and fire sprinkler requirements**
- b) **All City infrastructure requirements shall be met as outlined in Section 5 of the Hailey Subdivision Ordinance. 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:**
  - **Water and sewer services constructed to City standards**

- Drywells to City standards; State permit is required
  - Traffic control signage
- c) All storage materials and equipment shall be within the storage building. No exterior storage of materials is allowed without a screening fence or wall.
  - d) All exterior lighting shall comply with the Outdoor Lighting Ordinance. (The exception under Section 8B.4.2.g for emergency lighting shall be allowed for illumination during emergencies only.) Any lighting for signage shall be reviewed for compliance with the sign permit application. Each bollard light shall have no greater than a 50 watt metal halide lamp.
  - e) A minimum of 10% of the trees shall be at least 4-inch caliper, 20% shall be at least 3-inch caliper, and 20% shall be at least 2 ½ -inch caliper.
  - f) Landscaping shall be maintained in good condition on an ongoing basis.
  - g) The chain link fence shall have a black vinyl coating to match the adjacent wrought iron fencing.
  - h) The applicant shall modify the storage building in order to minimize the scale and improve the appearance of it. Revised elevations, colors and materials shall be reviewed by the Commission for approval prior to issuance of a building permit for that building.
  - i) Screening of the rooftop mechanical equipment and screening of the generator, to reduce its visibility from the street and surrounding properties, including Friedman Memorial Airport, shall be required. Proposed screening shall be reviewed by the Commission for approval 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) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided, before a Certificate of Occupancy can be issued.
  - l) 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.

With the addition of:

- m) The applicant shall provide plans showing enhanced architectural details on the east elevation (e.g. glass block) and architectural details for the faux windows. These plans shall be reviewed by the Design Review Committee prior to issuance of a building permit.

Zellers seconded and the motion carried unanimously.

## **AMENDMENTS TO HAILEY ZONING ORDINANCE – TOWNSITE OVERLAY**

Proposed amendments to Section 4.13, Townsite Overlay District, of Hailey Zoning Ordinance No. 532. The amendments would clarify maximum lot coverage of 40% for Limited Residential, General Residential, and Transitional zoning districts; 70% for Limited Business district; and 100% for Business district.

Grotto explained the proposed amendments to the TO. She advised that the 40% lot coverage in LR, GR and TN was not a change to the Ordinance, merely a clarification to maximum lot coverage as was approved. Maximum lot coverage for LB is proposed for 70%, with 100% lot coverage in the B district because there are no setbacks in the Business district.

Discussion ensued about the large duplex built several months ago that brought about the Ordinance changes to lot coverage and setbacks. Grotto reiterated this amendment clarified percentage of lot coverage only in the different zone districts within the Townsite Overlay.

Anderson opened the public hearing.

Jay Cone, 651 El Dorado Lane, did not agree with the lot coverage percentage to TN zoning. He believed greater lot coverage should be allowed.

Michael Kraynick, 318 Spruce Street East, suggested TN coverage should be closer to B and LB lot coverage allowed.

Jim Hill, 103 Third Avenue North, just purchased property in the TO and believed lot coverage in TN should be increased to 60%.

Dave Cropper, 400 Main Street North, liked the setbacks as they are. He suggested revisiting TN, GR, LB and B for percentage of lot coverage.

Jim Hill said he surveyed TN zoned property owners, including a dentist and 3 attorneys, stating none of the property owners were aware of the reduction to use of their property. Grotto explained again there was no reduction to the maximum lot coverage proposed, only clarification of verbiage already in the Ordinance.

Aaron Domini, Citizens for Smart Growth, suggested the Commission consider the Land Use and Growth Management chapters to determine how these changes will mesh with the goals and policies.

Grotto advised of written comment received from Marion English, encouraging the most flexibility possible.

Grotto said the Commission could recommend coverage changes to the amendment now if they felt coverage changes were needed.

Anderson closed the public hearing.

There was discussion if a change was made affecting TN at the time the amendments were put forth addressing the large duplex that was constructed.

Marvel stated if TN is maintained as is, it does not then become full Business; she believed if lot coverage for TN was increased, TN would then become an extension of B zoning. She believed it important to maintain a residential component in TN zoning. She was against an increase to TN lot coverage.

Zellers asked what the lot coverage in TN was prior to the 40% amendment. Grotto advised there was only a percentage on lots incorporating an ADU.

Both Jones and Marvel did not think the Commission should deliberate on any changes to coverage at this meeting. Jones added there was a full hearing for changes to the TO lot coverage with lots of public input at that time. He was not comfortable with increasing TN lot coverage without full notice and public hearing.

There was discussion about what the Commission perceived TN zoning to be. Linscott believed TN zoning should be for transition; and that higher uses were not appropriate.

**Marvel moved to recommend approval of the application to the Council.** Zellers seconded and the motion carried unanimously.

### **CITIZENS FOR SMART GROWTH – PRESENTATION**

Aaron Domini, Citizens for Smart Growth, gave a presentation regarding Cottage Development.

### **FINDINGS OF FACT**

Fieguth Building Design Review - **Jones moved to approve as written,** Marvel seconded and the motion carried unanimously.

Bluebird Subdivision Preliminary Plat - **Jones moved to approve as written,** Zellers seconded and the motion carried unanimously.

### **MINUTES**

April 13, 2005 - **Jones moved to approve as written,** Zellers seconded and the motion carried with Linscott abstaining.

## **STAFF REPORTS**

Grotto reminded the Commission about the on-site meeting scheduled for Tuesday, May 17, 2005. She advised them of an upcoming Idaho Counties Risk Management Program training. She shared that the Council had adopted the Natural Resource, Recreation/Parks sections of the Comprehensive Plan, along with the maps.

**Jones moved to adjourn**, Marvel seconded and the meeting adjourned at 9:35 p.m.