

**MINUTES OF THE REGULAR MEETING
OF THE HAILEY PLANNING AND ZONING COMMISSION
HELD MONDAY, December 5, 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, Elizabeth Zellers and were present. Commissioners Stefanie Marvel and Nancy Linscott were excused. Staff present included City Planner Diane Shay, Deputy Clerk Tara Hyde, and Administrative Assistant Marti Amsbaugh.

PUBLIC HEARINGS

LEO TEXT AMENDMENT

An application by Michael Leo for a text amendment to Hailey Zoning Ordinance, Section 2.2, Definitions. The application would revise the definition for “Hybrid Production Facility” by eliminating the phrase “on one premises”.

Mike Leo explained that roasting of coffee is currently done across the alley on the same block, which is convenient for his business, but there is a question if it is allowed in the zoning. The proposed text amendment would remove that question.

Shay advised that the proposed text amendment would require a hybrid production facility to be located in the same zoning district as the main business. Anderson said that because the use would still require a CUP application be submitted, the use would be reviewed. Shay advised a CUP application would be brought before the Hearing Examiner.

Zellers asked if a CUP would still be required if the work was done on the same premises as the main business. Shay indicated it would be required.

Anderson asked if a distance requirement should be added. Jones and Zellers both believed if the use is in the same district, it should be no problem.

There was discussion of and clarity given to the wholesale manufacturing of goods.

Jones indicated he was in favor of the change, stating the definition of a “hybrid production facility” did not preclude it from being in the Business district. Anderson said as it is currently stated, the use would need to be on the same property as the main use.

Anderson believed further review of the definition of “hybrid production facility” was needed. Shay advised the definition is currently being worked on and the Commission should suggest changes reflecting what they want to see.

Zellers was in favor of the amendment.

Anderson opened the public hearing.

Kelly Stevenson, 302 Shawn Lane, said that often times for an existing business to expand in the Business district, off-site may need to be looked at. He was in support of the amendment.

Written comment was received by Kim Mazik, advising the applicant was a good neighbor, and suggesting that perhaps roasting could be held to off hours in the Business district due to smoke emitted during the roasting process.

Anderson closed the public hearing.

Leo explained it takes about 15 minutes to roast a batch of beans, with smoke emissions occurring during the last 2-3 minutes. He advised he is currently holding roasting to off hours and is looking at installing air scrubbers to remove the smell from the air. Kathleen Leo added it was important to the business to keep the roasting of beans close by.

Jones moved to recommend the text amendment to the City Council, finding it consistent with section 6.0-Economic Development, of the Comprehensive Plan. Zellers seconded and the motion carried unanimously.

CBS BUILDING

An application by Paul Conrad for Design Review of a new building, “CBS Building”, located on Lot 2I, Block 5, Airport West, at 21 Comet Lane, in the Service Commercial Industrial-Sales Office (SCI-SO) district.

Kelly Stevenson, owner of the proposed building, gave an overview of the project. He advised his representative was unable to attend. He explained it as a three-story building with the third story stepped back behind a wrap-around deck to help minimize building scale. The Airport West Architectural Review Board has given their approval to the project, but suggested that the applicant consider wrapping the front façade around the building for continuity.

Stevenson advised the building would include reclaimed barn wood along with stucco. Wood shutters would cover the windows and black cloth awnings would be installed. Roofing proposed is of acid-washed, corrugated aluminum. E-glazed Pella windows will be installed. Plans show copper gutters and cap.

Zellers asked about the parking shown in the setbacks along the east and west side of the building. Stevenson advised it was removed as they discovered it is not allowed. Zellers then asked about the snow storage shown by the utility boxes, advising it was also not allowed. Stevenson suggested they could heat the 5 exposed parking spaces and walkway to avoid the need for snow storage. Discussion ensued about the width needed for the ADA parking. The applicant was advised a full 16 feet is needed to meet requirements for ADA parking.

Anderson asked the applicant to show where the corrugated siding was planned for. Stevenson advised it was on the pitched roof areas; he then stated the rest of the building would have a flat roof.

Jones asked the applicant for clarification of the suggestion made by Airport West to carry the façade around the building and asked if the applicant was planning to change the design proposed. Stevenson indicated he had the ability to add additional detail through build out prior to any stucco work being done.

Shay commented that the October 3, 2005, letter from the Airport West Design Review Board did not mention any other design.

Shay advised that certain conditions included in the bullet points of suggested condition “a” are really IBC issues.

Shay said she talked with the architect this afternoon regarding landscaping issues, as they are proposing 4 Mountain Ash. She suggested the Commission may wish to require a revised landscaping plan. Regarding snow storage, no radiant heat aspect has been set forth by the applicant. She suggested the Commission may wish to require that an elevation certificate be submitted prior to issuance of a building permit due to the proposed height of the building.

Anderson opened the public hearing. There being no comment, Anderson closed the public hearing.

Stevenson indicated they could diversify the tree selection. He also said the building is proposed for 34’2”, and they had no intention of building higher than 35’. Staff explained that elevation certificates are now required by the building department for buildings coming within 2 feet of the maximum height allowed to ensure measurements from the correct grade.

Anderson suggested the applicant should resubmit a corrected site plan.

Zellers asked about heating of the parking area, wondering if it would take care of snow storage problems. Stevenson said snow melts instantaneously with heated parking and does not accumulate. There was additional discussion about the pros and cons of heated parking areas.

Zellers said she wanted to see variations to the side elevations of the building.

Zellers moved to approve the application, finding it in conformance with the Comprehensive Plan, that it does not jeopardize the health, safety and welfare of the general public and that it generally conforms to the required specifications outlined in the City’s Design Review Guidelines with the conditions as listed in the staff report:

- 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 additional fire hydrant shall be required at the intersection of Galaxy and Comet.**

- Variations of flagstone entry shall not exceed ¼” in elevation per ANSI.
 - Van accessible parking stall with access isle shall be a minimum of 16 feet in width.
 - Doors required to be accessible shall not be recessed into the wall more than 8” (front and side doors).
 - Stair enclosures shall not be used for any other purpose other than ingress and egress.
 - This building has been designed as a mixed use occupancy classification. Any change in use or occupancy type may require additional improvements and/or approvals.
- 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:
- State Permits shall be required for drywells.
 - Water and sewer sizes are incorrect on the plans and shall be revised to reflect correct sizes prior to issuance of a Building Permit.
- c) All exterior lighting shall comply with the Outdoor Lighting Ordinance.
- d) The following items shall be submitted or clarified prior to issuance of a Building Permit:
- Snow storage area(s) shall be revised due to location of existing utility boxes and shall equal not less than 25% of the parking and circulation areas.
 - An elevation certificate shall be provided.
- e) All provisions of the Zoning Ordinance #532, including but not limited to use regulations and parking requirements shall continue to be met. All uses within the project shall comply with parking requirements in effect at the time of the use.
- f) The 4 additional tenant parking spaces shall not be constructed.
- g) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.
- 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.

With the addition of the following:

- j) A revised snow storage plan shall be submitted.
- k) Undulation shall be added to the east and west elevations as described in DRG #18.
- l) A revised landscaping plan shall be submitted showing diversity.

- m) **An elevation certificate shall be submitted prior to issuance of a Certificate of Occupancy.**
- n) **The ADA compliant parking space shall comply with ADA standards.**

Jones seconded for discussion, clarified that the elevation certificate addressed in a bullet point of condition “d” was ok to reside there, and amended the motion to read:

- j) A revised site plan shall be submitted addressing snow storage, diversity of landscaping, and ADA compliant parking.
- k) Revised elevation drawings shall be submitted to the Design Review Committee showing additional architectural undulation on the east and west elevations.

Zellers seconded and the vote was taken on the amendment with all in favor. The vote was then taken on the main motion and it carried unanimously.

NEW BUSINESS

REQUEST FOR EXTENSION OF DESIGN REVIEW APPROVAL

Request by River Street Development for a six-month extension to Design Review approval of Silver Street Place.

Jones moved to continue the request to the December 19, 2005, Commission meeting due to lack of a quorum.

Zellers seconded and the motion carried unanimously.

FINDINGS OF FACT

Meriwether Building Design Review- **Zellers moved to approve as written,** Anderson seconded and the motion carried unanimously.

STAFF REPORTS

Hyde advised that the joint City Council/P&Z meeting, tentatively scheduled for January 12, 2006, will be held at a later date yet to be determined.

Jones moved to adjourn, Zellers seconded and the motion carried unanimously.

The meeting adjourned at 7:45 p.m.