

**Meeting Minutes**  
**HAILEY PLANNING & ZONING COMMISSION**  
**Monday, January 4, 2021**  
**Virtual Meeting**  
**5:30 p.m.**

From your computer, tablet or smartphone: <https://www.gotomeet.me/CityofHaileyPZ>

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**Present**

**Commission:** Janet Fugate, Richard Pogue, Dan Smith, Dustin Stone, Owen Scanlon

**Staff:** Lisa Horowitz, Robyn Davis, Jessica Parker

[5:30:33 PM](#) Chair Fugate called to order.

[5:30:46 PM](#) Public Comment for items not on the agenda. No Comment.

[5:31:34 PM](#) Consent Agenda

**CA 1** Adoption of the Meeting Minutes from the December 7, 2020 PZ Hearing. **ACTION ITEM.**

**CA 2** Adoption of Findings of Fact, Conclusions of Law and Decision of a Preliminary Plat Application by Amatopia, LLC, represented by Galena Engineering, where HAILEY FR SWSE SEC 9 & FR NWNE SEC 16 TL 7816 2N 18E (235 West Maple Street) is subdivided into five (5) lots, ranging in size from 6,090 square feet to 8,035 square feet. A private road, Parcel A, will service the proposed lots, and Parcels B and C will be dedicated as open space to benefit the subdivision. A portion of this parcel is located within the Townsite Overlay (TO) and all of this parcel is located within General Residential (GR) Zoning District. **ACTION ITEM**

[5:31:45 PM](#) Add Scanlon's name to meeting minutes.

[5:32:24 PM](#) Pogue motioned to approve CA 1 and CA 2. Scanlon seconded. All in Favor.

**Public Hearing**

**PH 1** [5:33:12 PM](#) Consideration of a Design Review Application by Butterfly, LLC, represented by B.Y.L.A. Landscape Architects, for a new mixed-use development consisting of two (2) live-work units, each unit is 943 square feet. A detached 1,485 square foot two bay garage is also proposed. This project is located at Lots 2D, Block 3, Airport West Subdivision #2 (1911 Lear Lane) within the SCI Industrial (SCI-I) Zoning District. **ACTION ITEM.**

[5:33:48 PM](#) Davis introduced project and turned floor to applicant team. Ben Young, Landscape Architects, explained location of project right behind Lightworks a previous project the applicant team did several years ago. Young explained how the idea of this project came to be, allowing residents to live and work in the same unit. Young explained lot is currently vacant. Young noted there are three trees in the right of way and they will stay. Young explained proposal is to build two work/live units with a detached garage building associated with the two units. Young explained there are separate parking spaces not enclosed. Both units are connected to the

parking areas via a concrete path. Young explained incorporating solar panels on the backside of the garages. Young stated limited landscaping proposed at this point and snow storage to remain onsite. Young explained proposing to remove the lawn along the right of way and replace it with a more native drought tolerant grass similar to what is in place at Lightworks. Young explained construction management plan and construction parking. Young stated grading out to the existing swells located at the center of the road. Young explained keeping this project more simple, low maintenance. Young explained the upstairs of the units will be the living area and the downstairs will be the working area. Young summarized site layout and explained the materials to be used.

[5:43:30 PM](#) Chair Fugate asked commissioners if they have questions.

[5:43:42 PM](#) Scanlon asked if plan to add more colors to the buildings, like they did on Lightworks.

Scanlon encourages applicant team to do add color. Scanlon asked what the composition of the exterior siding is and how they will handle the corners. Scanlon asked what the color of the screening material going around the garbage enclosures. Scanlon asked what the accessibility for the handicap parking space to the sidewalk. Scanlon asked where the bicycle parking is located. Young explained trying to showcase wood as a product, building these out of a CLT panel on the interior, the laminate wood is basically the core structure and the wood siding is basically a rainscreen. Young confirmed yes using wood, and do anticipate a lot of compound cuts along the edge. Young went on to discuss the corner detail and wood rainscreen. Young stated the garbage screening is a corrugated paneling, matching the projects across the street. Young stated ADA is a flush curb. Young explained location of where bikes could be parked but was not included in the plan. Young is making a note to add bike parking. Scanlon asked if Mercure Drive is a private road. Davis confirmed it is private.

[5:48:41 PM](#) Stone confirmed the solar panels are just connected to the garage, but where are they going to be connected. Young explained they will be connected back to the meters. Stone asked if each unit gets one garage. Young explained the intent is that the garage space will be rented with each unit. Stone asked if the garage could be used as a work area. Young explained that is a possibility, that they are rentable spaces. Stone confirmed the intent is not to rent out the garages individually. Young confirmed. Stone asked what work they foresee going on in the buildings. Young explained the LI Zone is fairly restricted and the future tenants will need to fit within those requirements.

[5:52:19 PM](#) Smith suggested double checking the math on the garage square footage, may be larger than listed on the plans. Smith stated the majority of the glazing is actually on the north and eastern aspects of the buildings and that they are using that as an energy efficiency call out. Smith stated it appears to him that if using that as energy efficiency would at least flip one of the buildings 180. Smith asked about the irrigation to be installed. Smith noted a maintenance plan was mentioned by staff regarding the landscaping. Smith asked if the development is intended to remain as a single ownership or if intend to separate the units. Young stated this would not be divided and sold off, would be kept under one ownership. Young explained the native grass would be mowed once year, and that there is not a lot of other maintenance needs. Young confirmed can submit a maintenance plan. Young stated the irrigation will be overhead. Young explained reason of orientation of buildings proposed on the lot, confirming broadside is facing south with a lot of glazing on the north east side. Young confirmed the buildings will be built to code. Jolyon Sawrey, confirmed question of orientation of the building. Sawrey

confirmed windows are facing the southeast and to the east. Sawrey discussed the glazing facing the north. [5:58:10 PM](#) Sawrey explained energy criteria choosing to comply with – low heat window coating, triple pane window, and solar panels. Smith is also interested in what they are going to do with the perennials, and to please include that.

[5:59:30 PM](#) No questions from Pogue or Chair Fugate.

[5:59:45 PM](#) **Chair Fugate opened public comment.**

No comment.

[6:00:41 PM](#) **Chair Fugate closed public comment.**

[6:00:52 PM](#) Scanlon stated that the previous project built was very well received and thinks this project ties in nicely with the concept they are doing. Scanlon believes these fit nicely in the neighborhood and be an assets to the community.

[6:01:42 PM](#) Stone asked if Airport West has reviewed these plans. Davis confirmed she believes they have. Young confirmed have submitted to Airport West and they are meeting on Wednesday to review this plan. Stone believes these will match the area and that there will be plenty of market for those working from home.

[6:03:13 PM](#) Smith agrees with previous comments by commissioners, thinks this will be an asset. Smith believes this is going to make that corner of Airport West look more cohesive and provide opportunity for those who want to work from home and be close to town. Smith complimented applicant team.

[6:04:12 PM](#) Pogue agrees with other commissioners, this will be a great addition to Airport West. Pogue complimented applicant team.

[6:04:49 PM](#) Chair Fugate agrees with comments by previous commissioners, though agrees that a touch of color could be added. Chair Fugate believes this will fit in beautifully. Chair Fugate asked if need to add condition for applicant team to provide a maintenance plan. Smith does not believe it needs to be a condition. Stone asked if the applicants are amendable to the additional color. Young confirmed it is noted, that the number for the units will be colored and will add color.

[6:07:46 PM](#) **Stone motioned to approve the Design Review Application submitted by Butterfly, LLC, represented by BYLA Landscape Architects, for a new mixed-use development consisting of two (2) live-work units, each unit is approximately 943 square feet. A detached 1,485 square foot garage is also proposed. The project is to be located in the SCI Industrial (SCI-I) Zoning District, finding that the project does not jeopardize the health, safety or welfare of the public and the project conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Hailey Municipal Code, Title 17 and Title 18, and City Standards, provided Conditions (a) through (k) are met. Pogue seconded. All in Favor, with correction of garage square footage.**

Horowitz thanked applicant team, that their projects are extremely innovative.

**PH 2** [6:11:05 PM](#) *Consideration of a Design Review Application by Concrete Construction Supply (C.C.S.), represented by Insight Architects, for a 3,705 square foot single-story commercial building. This proposal includes a display area, office and warehouse. This project is located at Lot 18 and 19, Block 43, Woodside Subdivision #10 (4060 Black Oak Dr and 4130 Black Oak Dr) within the Light Industrial (LI) Zoning District. **ACTION ITEM.***

[6:11:40 PM](#) Horowitz introduced project and the applicant team. Horowitz turned floor to applicant team. Ken Hernandez, owner, stated has been in the area for 15 years and just need a new building. Dana Kauffman, Insight Architects, explained project is a contractor warehouse supply with a small office space. Kauffman explained project is located on a vacant. Kauffman explained site plan – parking, entrances, landscaping. Kauffman explained interior layout of the building, including overhead door to allow product to come in and out.

[6:17:17 PM](#) Scanlon asked if street is private or public. Horowitz confirmed it is a public street and that Public Works has reviewed the project. Scanlon asked if code prevents backing out of more than two spaces. Horowitz will verify the code. Scanlon asked Kauffman where the trash enclosure will be. Kauffman does not know at this time. Scanlon asked if the catch basins are drywells. Kauffman confirmed drywells, not attached to anything else. Scanlon asked where the bicycle parking is. Scanlon asked why the restroom is behind the breakroom, wondering if restroom and breakroom should be swapped. Fernandez explained that did not want the restroom door to open directly into the office, allowing for more privacy. Scanlon is curious of the location of the overhead door, that have to go in and make a 90 degree turn. Fernandez explained decision of the overhead door location and that the materials they will be bringing in will be able to make that turn. Fernandez summarized there is plenty of room.

[6:22:32 PM](#) Stone asked if this building is similar to their other locations. Fernandez explained other locations built are much larger than this location, that this location is similar but on a smaller footprint. Stone asked if have a current office in Hailey. Fernandez explained sold current location and leasing it back until this building is built. Stone asked if the parking upfront is for clients or staff. Fernandez explained parking up front is primarily for clients, that they do not get a lot of drive in business.

[6:25:23 PM](#) Smith asked if there is a 3<sup>rd</sup> light on the exterior wall he is not seeing and asked for clarification on coloring of the overhead door. Kauffman explained there is a panel of glazing on the overhead door and the location of the 3<sup>rd</sup> light above the door.

[6:27:23 PM](#) Pogue requested the utilities, trash enclosures, etc. to be shown.

Horowitz explained they did recommend those items could be made part of the building permit but if the board would prefer it could come back. Chair Fugate is acceptable to it being part of the building permit if the other commissioners are.

[6:28:48 PM](#) **Chair Fugate opened public comment.**

No comment.

[6:29:14 PM](#) **Chair Fugate closed public comment.**

[6:29:31 PM](#) Horowitz thanked applicant team for still keeping presence in Hailey and appreciates the diversity of the businesses.

[6:30:37 PM](#) Scanlon is good with it, and thinks staff can handle the issues.

[6:30:50 PM](#) Stone agrees with Horowitz, thinks these buildings are just attractive as the buildings just heard. Stone believes this is a perfect use of the property and no issues with other items.

[6:31:46 PM](#) Smith agrees with what has been said, nice to see people willing to invest in our town and it is much appreciated. Smith agrees the tree will be lonely, but least it's a tree. Smith appreciates the idea that this is going to expand the owner's potential and will be a nice addition out there.

[6:32:55 PM](#) Pogue is happy to have the staff review the items as part of the building permit and agrees with Horowitz's comments.

[6:33:41 PM](#) Chair Fugate agrees as well and that the project seems to be well thought out.

[6:34:01 PM](#) Smith motioned to approve the Design Review Application submitted by Concrete Construction Supply (C.C.S.), represented by Insight Architects, for a 3,705 square foot single-story commercial building located at Lot 18 and 19, Block 43, Woodside Subdivision #10 (4060 Black Oak Dr and 4130 Black Oak Dr) in the Light Industrial (LI) Zoning District, finding that the project does not jeopardize the health, safety or welfare of the public and the project conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Hailey Municipal Code Titles 17 and 188, and City Standards, provided conditions (a) through (n) are met. Scanlon seconded. All in Favor.

#### New Business

[6:36:29 PM](#) **NB 1** *Election of Chair and Vice Chair. ACTION ITEM*

Smith nominates Chair Fugate to continue as Chairman and Pogue to continue as vice chair. Scanlon seconded. All in Favor.

#### Staff Reports and Discussion

**SR 1** Discussion of current building activity, upcoming projects, and zoning code changes.

**SR 2** Discussion of the next Planning and Zoning meeting: **January 19, 2021**

- DR Pre App: Airport Inn

Horowitz provided summary of upcoming projects and confirmed next hearing is on a Tuesday.

[6:45:21 PM](#) Scanlon motioned to adjourn. Smith seconded. All in Favor.