

**MINUTES OF THE  
HAILEY PLANNING & ZONING COMMISSION  
Monday, February 10, 2014  
Hailey City Hall  
5:30 p.m.**

**Present:** Jay Cone, Owen Scanlon, Regina Korby  
**Staff:** Micah Austin, Kristine Hilt, Ned Williamson  
**Absent:** Janet Fugate

**Call to Order**

**5:31:34 PM** Chair Cone called the meeting to order.

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

**5:32:09 PM** None.

**Consent Agenda**

CA 1 ~~Motion to approve minutes of January 13, 2014 regular meeting~~

CA 2 ~~Motion to approve Findings of Fact and Conclusions of Law for a Design Review application submitted by Syringa Mountain School, represented by Greg Bloomfield and Graham Whipple, for the construction of a school providing education for grades K-8 located at Tax Lot 6902 FR SWSE & NWNE TL 6902, Section 9 & 16, 2N 18E.~~

**5:32:33 PM** Owen Scanlon moved to approve the consent agenda. Regina Korby seconded and the motion passed unanimously.

**New Business and Public Hearings**

NB 1 ~~Public Hearing and Consideration of a City of Hailey initiated text amendment to the Hailey Zoning Ordinance No. 532 by amending Section 5.4 by changing Schools from Permitted uses to Conditional Uses in General Residential (GR), Business (B), and Limited Business (LB) districts and add Schools as Conditional Uses in SCIO and SCII. The amendment also proposes changes to Section 9.4 to amend parking requirements for Institutional Uses and Section 11 to require siting and evaluation standards for consideration of a School as part of a Conditional Use Permit.~~

**5:33:31 PM** Chair Cone briefed the audience on public meeting etiquette. Micah Austin introduced the staff report to the Commissioners and included details about how the amendment was initiated. Micah Austin briefed the Commissioners on the necessary details, requirements, and obstacles that were necessary to address based on concerns from the previous Planning & Zoning meeting that took place on January 13, 2014. The Staff Report included details about the specific ordinance changes including acreage, parking, site planning, pedestrian safety, traffic study, water needs, landscaping, and zoning requirements. **5:46:59 PM** Micah Austin addressed specific questions he had received prior to the meeting about the new requirements for schools in the City of Hailey. Micah Austin added information about the purpose, timeline, and process of adopting the amendment. Micah Austin addressed questions about FEMA, school re-models, farm animals, and fencing. **5:51:47 PM** Ned Williamson, City Attorney, addressed public concerns about proper noticing, CUP requirements and standards, development agreements, engineered bicycle/pedestrian plans and specific ordinance language. **5:58:04 PM** Micah Austin and Ned Williamson discussed details about requirements proposed in the ordinance amendment. **5:58:31 PM** Chair Cone inquired about adding additional conditions if necessary. Ned Williamson informed the Commission about the CUP process. Discussion continued to include specifics about the "hearing examiner" and future needs of that role in the conditional use permitting process along with details about proposed parking amendments and

requirements. [6:02:30 PM](#) Owen Scanlon inquired about the current zoning requirements for the City of Hailey. Micah Austin clarified. [6:03:25 PM](#) Chair Cone opened the meeting for public comment. Susan McBryant briefed the Commissioners on possible reasons schools were not currently permitted in certain zones. Susan then commented on noticing requirements, open space, hours of operation, special requirements, and closed by adding that she was in favor of the overall addition of schools to the community. [6:13:00 PM](#) Rick Spaulding, China Gardens, commented on his relief of the previous denial of the Design Review application submitted by the Syringa Mountain School on January 13, 2014. He added his concerns about the proposed ordinance and included that he felt that the proposed ordinance was inadequate. Michael Donovan, Chairman of the Land Committee for the Syringa Mountain School, commented that he agreed with the need for an ordinance amendment for schools. He added that the school had recently signed a lease and would be moving forward with applying for a permit to open a school at an undisclosed location in Hailey. Michael Donovan closed by adding a suggestion about working through the details of the ordinance amendment with the Commissioners. [6:21:40 PM](#) Mary Gervaise, acting Director of Syringa Mountain School, asked the Commissioners to consider the future of education while amending the ordinance. She added concerns about parking requirements and suggested an improvement for the wording of the amendment. Nancy Linscott, Sage School employee, commented on her concern of the proposed parking and landscaping requirements. She added details how school and event parking needs were met with public transportation and alternative surrounding parking areas and venues. [6:33:35 PM](#) Julia Dupois, China Gardens, commented on her concern about the notification process of the ordinance amendment, parking, and buffer zones. Julia closed by insisting adequate parking and buffer zones for future schools. Christine Schnebly, Hailey, commented on her concern about schools near collector streets, schools within floodplains, and needs for specifics about hours of operation for all schools. Judy Harrison, Hailey, commented on her concerns and suggestions about proper noticing, floodplain involvement, traffic study, hours of operation, and development agreements. Pam Gammon, Hailey, commented that she supported the ordinance amendment yet had concerns about the noticing procedure, collector street requirements, and acreage requirements. Bobbi Filbert, Bellevue, commented that she disagreed with specific fencing and parking requirements adding that the City of Hailey encourages public transportation and should ease up on the requirements for parking spaces at a school. Chip Maguire, Hailey, added his concerns and suggestions and included details about collector streets and landscaping. John Gaeddert, Corporation for Land Planning & Engineering, commented that the City of Hailey should reassess requirements for parking spaces depending on assembly areas and events adding that the City of Hailey was very responsive in the past and that he had faith things could be worked out again in the future. Mike Chatterton, Hailey, commented that his concerns included parking requirements. Nancy Linscott, Sage School, added that the proposed parking requirements were not in conformance with the City of Hailey Comp plan. [6:54:48 PM](#) Micah Austin commented on concerns that the public voiced including shared parking plans, collector streets, noticing procedures, and fencing requirements. [6:57:56 PM](#) **Chair Cone called a recess.**

[7:01:37 PM](#) **Chair Cone called the meeting back to order.** Owen Scanlon commented on the requirements of parking including the need for addressing parking spaces based on assembly space and square footage, distance to a collector street, landscaping and safety, hours of operation and safety issues, and noticing neighbors. Ned Williamson added information about the Idaho Statute that addressed noticing requirements and how the Commission could determine further needs for notice prior to a meeting. Chair Cone inquired about a process to solve many of the concerns about proper noticing. Discussion continued to include high impact applications, timeline of the proposed amendment, and infrastructure improvement requirements. Chair Cone commented that the Syringa School application started the discussion of the ordinance amendment, however, it was not being singled out with the proposed ordinance amendments. Discussion continued to include needs to clarify the parking requirement amendment language, noticing opportunities, and the ultimate goal of the ordinance amendment which is to encourage applicants to submit complete, thorough, and well designed plans. [7:22:09 PM](#) Chair Cone asked staff for feedback about possible amendments, additions, and alterations to the ordinance. Ned Williamson added the need to improve definitions, parking plan, and fencing. Discussion between staff and the Commissioners continued

about changes to the proposed ordinance amendments and modifications to the current applications and the required submittals for each. [7:31:39 PM](#) Discussion continued to include parking lots, assembly requirements, and need for a possible workshop to address all concerns. Owen Scanlon added that he felt a workshop needed to be organized. Staff and the Commissioners discussed workshop logistics. [7:41:01 PM](#) **Owen Scanlon moved to continue the discussion to February 24<sup>th</sup> to the next Planning & Zoning Commission meeting at 5:30 p.m. Regina Korby seconded and the motion carried unanimously.**

NB 2 ~~Consideration of a Conditional Use Permit request from Chateau Discount Outlet, represented by Ken Sangha, for operating a Wholesale Distributor on Friedman Park Subdivision, Lot 11A, Block 2 (otherwise known as 960 South Main Street) which is located in the Limited Business (LB) Zone.~~

[7:43:35 PM](#) Ken Sangha introduced his application to the Commissioners. Micah Austin introduced the staff report to the Commissioners adding that he did not have any concerns. Micah Austin added that the Fire and Water Departments had concerns about the change of use, property lines, leaks, and sprinkler systems. Micah Austin went on to summarize the Staff Report for the Commissioners and addressed fulfilled parking requirements, economic development, traffic, signs, lighting plan and landscaping. Chair Cone inquired about the role of the Commissioners in regards to the conditional use permit application. Discussion continued to include clarification of the proposed business, its products, and the location. The Commissioners and staff continued to discuss the opportunity of the location, the business, and the future of both. [8:03:00 PM](#) The applicant inquired about the change of occupancy and the requirements of each. Chair Cone notified the applicant of the design review process that would be necessary with approval of the Commission and details of requirements followed. [8:12:17 PM](#) **Regina Korby motioned to approve conditional use permit application for Chateau Discount Outlet, represented by Ken Sangha, for the operation of a Wholesale Distributor located at 960 S. Main Street (Lot 11A, Block 2, Friedman Park Subdivision) and finding that the application meets each of the criteria for review (a) through (h) cited in Zoning Ordinance Article 11.4, Section 11.4.1, that the conditional use permit complies with the Comprehensive Plan, and that the conditional use permit is subject to condition a thru b noted above with the following conditions, all Fire Department and building requirements be met as well as landscaping be added to the property as a buffer. Owen Scanlon seconded and the motion passed unanimously.**

## Old Business

## Commission Reports and Discussion

## Staff Reports and Discussion

SR 1 ~~Discussion of current building activity and upcoming projects~~

[8:20:23 PM](#) Micah Austin briefed the Commissioners on upcoming projects and building activity. He added information about Hailey Ice including their proposed plans and site modifications. Commissioners continued to discuss the upcoming Design Review Application for Hailey Ice and the concerns of parking requirements.

SR 2 ~~Discussion of the next Planning and Zoning meeting: Monday, March 10, 2014~~  
*(no documents)*

[8:37:39 PM](#) Chair Cone confirmed the upcoming school CUP workshop to be held on February 24<sup>th</sup>, 2014 at 5:30 p.m.

## Adjourn

[8:39:47 PM](#) **Owen Scanlon moved to adjourn. Regina Korby seconded and the motion carried unanimously.**