

**MINUTES OF THE
HAILEY PLANNING & ZONING COMMISSION
Monday, June 8th, 2015
Hailey City Hall
5:30 p.m.**

Present: Regina Korby, Janet Fugate, Dan Smith, Owen Scanlon, Richard Pogue
Absent: None
Staff: Lisa Horowitz, Kristine Hilt

Call to Order

5:33:30 PM Chair Fugate called the meeting to order.

Public Comment for items not on the agenda
None.

Consent Agenda

CA 1 Motion to approve minutes of May 11th, 2015

CA 2 Motion to approve Findings of Fact and Conclusions of Law for a Design Review application by City of Hailey for Design Review of a new 4,846 sq. ft. Biosolids handling facility, to be located at Tax Lot 5377 (4297 Glenbrook Drive) within the Light Industrial (LI) Zoning District.

CA 3 Motion to approve Findings of Fact and Conclusions of Law for a Design Review application by The Advocates, represented by Dave Hennessy of the Hennessy Company, for Design Review of a 393 sq. ft. carport enclosure attached to an existing structure located at Hailey Croy Addition, Lots 4-7, Block 22 (114 Croy Street West) within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.

CA 4 Motion to approve Findings of Fact and Conclusions of Law for a Design Review application by Lido Equities/John Alan Partners represented by TND Architects, LLC for Design Review application for an exterior renovation of an existing tennis and clubhouse building located at Parcel B1, Copper Ranch Phase 5 (1970 Woodside Boulevard) within the Limited Business (LB) Zone District.

CA 5 Motion to approve Findings of Fact and Conclusions of Law for a Design Review application by Robin and Dean Paschall represented by Bradley Construction for a new 3,000 square foot single family residence located at Lots 7,8 and 9 of Block 45, Hailey Townsite, (209 First Avenue North) within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.

CA 6 Motion to approve Findings of Fact and Conclusions of Law for a Design Review Exemption submitted application by A Taste of Thai for the exterior painting of an existing building located at lots south 15' of 16 & north 20' of 17, block 40, Hailey Townsite (106-106 ½ Main Street North) within the Townsite Overlay (TO) and Business (B) Zoning Districts.

Regina Korby pulled item CA 1 and Dan Smith pulled item CA 6 for discussion. Dan Smith inquired about the proposed color layout for A Taste of Thai. Staff clarified. Regina Korby noted that CA 1, the minutes, had an error and referred to Vice Chair Fugate. **5:34:32 PM Regina Korby motioned to approve items 2, 3, 4 & 5. 5:36:32 PM Owen Scanlon moved to approve items CA 1 and CA 6.**

New Business and Public Hearings

NB 1 Consideration of a Design Review application by The Rock Church (Wood River Assembly of

God) represented by Michael Barker Architect for an exterior renovation to the existing church located at Lots 7 and 8, the north ½ of Lot 9 and the south half of Lot 6 of Block 65, Hailey Townsite, (511 North Main Street) within the Business (B) and Townsite Overlay (TO) Zoning Districts.

[5:37:39 PM](#) Michael Barker stood and introduced the project to the Commissioners and included information about the proposed façade changes, materials, and improvements to the existing building. Michael also included information about architectural elements in details along with construction procedures for installation and erection.

[5:41:09 PM](#) Michael Barker then summarized the samples in detail for the Commissioners and detailed where each would be found on the exterior of the building. Discussion between the Commission and Michael Barker included proposed height and additional details of the signage and materials. Discussion continued to include exterior paint colors, roof lines, drainage, existing landscaping and design elements. Owen Scanlon inquired about siding location and installation and flow with existing siding. Michael Barker clarified for the Commission.

[5:49 PM](#) Chair Fugate opened the application for public comment. Peter Lobb, 4th & Carbonate, inquired about a provision for a lightning rod. Michael Barker answered that he had researched the topic and that a decision had not yet been made. Tony Evans, Idaho Mountain Express, inquired about the opacity of the windows in the cupola and if the cupola would be internally lit. Michael Barker notified him that lighting had not yet been decided upon either. Chair Fugate closed public comment. Chair Fugate inquired about signage. Lisa Horowitz notified the Commission that staff had recommended that administrative approval of the signage be done unless the Commission preferred otherwise.

[5:54 PM](#) Lisa Horowitz notified the Commission that the exterior lighting would be dark sky compliant. Chair Fugate inquired about the existing landscaping and asked if the Hailey Tree Committee has not reviewed the landscaping. Lisa Horowitz notified the Commission that the tree in question was in poor health and that the Tree Committee had not reviewed the tree but that it was a safety concern.

[5:57 PM](#) Regina Korby motioned to approve the Design Review application submitted by The Rock Church (Wood River Assembly of God) represented by Michael Barker Architect for an exterior renovation to the existing church located at Lots 7 and 8, the north ½ of Lot 9 and the south half of Lot 6 of Block 65, Hailey Townsite, (511 North Main Street) within the Business (B) and Townsite Overlay (TO) Zoning Districts, 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 Zoning Ordinance, Title 18, and City Standards, provided conditions (a) through (h) are met. Owen Scanlon seconded and the motion passed unanimously.

[NB 2](#) *Consideration of a Design Review application by Evans Plumbing, Inc. represented by Owen Scanlon Architect for a new industrial building located at Lots 4A, 4B, 4F and 4G of Airport West Phase 2, (111 Gulf Stream Lane) within the Service Commercial Industrial District (SC-I) Zoning District.*

[5:59 PM](#) Lisa Horowitz notified the Commission that Owen Scanlon was the applicant representative and that he would be recusing himself from the Commission. Owen Scanlon introduced the owner, Bryan Evans, and the project to the Commission. He included information about the property and the location of the proposed structure. Owen Scanlon discussed landscaping, parking, site plan specifications, and proposed alternative energy components. Chair Fugate inquired about the alleys for the site. Discussion between the Commission and the applicant included existing utilities and width of alleys.

[6:03 PM](#) Owen Scanlon summarized the floor plan and layout of the new building. He included details about the proposed rooms and functions of each. Owen then introduced the materials, colors, exterior lighting, and design of the exterior of the building to the Commissioners. The Commission inquired about the materials and Owen Scanlon further explained placement of each.

[6:13 PM](#) Chair Fugate opened the application for public comment. None was given.

Regina Korby inquired about current location of the business. Brian Evans clarified about current storage

facilities and office operations and included details about why he is moving forward with a new facility. Regina Korby inquired about screening for the proposed parking lot and storage. Discussion between the owner and the applicant included the benefits and innovation of the proposed renewable energy, lot configuration, access easements for the four lots for the project, and details of snow storage.

6:10 PM Dan Smith motioned to approve the Design Review application submitted by Evan's Plumbing, represented by Owen Scanlon, for a new 7,064 sq. ft. commercial facility located at lots 4A, 4B, 4F, & 4G of block 4, Airport West Subdivision, Phase II (1631 Lear Lane) of the Service, Commercial, Industrial –Industrial Sub District (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 Zoning Ordinance, Title 18, and City Standards, provided conditions (a) through (g) are met. Richard Pogue seconded and the motion carried unanimously.

NB 3 *Continuation of a Design Review application by Kristina Boatwright represented by Liberty Construction/Kolo, LLC for a 1,800 square foot addition to an existing residence and a new garage with a 600 square foot accessory dwelling unit located at the S. ½ of Lot 5, Lots 6 & 7, and the north ½ of Lot 8 of Block 61, Hailey Townsite, (525 N. Fourth Avenue) within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.*

6:21 PM Lisa Horowitz introduced Logan Patten, Liberty Investments, as the applicant representative. The Commission asked Logan for a brief overview of the project as a refresher since the application was continued from a previous meeting. Regina Korby inquired about the total square footage to be added to the existing structure. Logan Patten introduced the project to the Commissioners from the beginning to clear up confusion about the project details. Dan Smith asked the applicant to include more labeling, detailing, and thorough plans for any future projects to avoid confusion. Discussion between the Commission and the applicant included details about the proposed addition, drainage for the lot, existing landscaping, and proposed elevations of the finished residence and garage/ADU. Owen Scanlon inquired about materials for the project. Logan Patten introduced the materials and chosen colors to the Commissioners.

6:33 PM Discussion between the applicant and Commission included specific details about the location of the materials, design elements of the proposed structures, and proposed windows for the ADU above the garage. Regina Korby noted concern about the proposed number of windows and requested that the applicant include more windows for the ADU. Dan Smith inquired about ADU access and pointed out that access from inside the garage may not be best. Logan Patten pointed out that the access should be from the exterior of the garage instead of from the interior of the garage. Dan Smith inquired about the setbacks from the North side of the lot and noted that the setback requirement should be 10 feet instead of the proposed 8 feet.

6:42 PM The Commission continued to discuss the additional requirement of more windows in order to break up wall planes and mass of the garage/ADU. Discussion also included the proposed width of the staircase accessing the ADU and the Commission noted that the width must be conducive for ease of new tenants moving personal items. Chair Fugate noted that the previous concerns of the Commission have been satisfied.

6:49 PM Chair Fugate opened the application for public comment. Peter Lobb noted that setbacks, building height, and lot coverage were most important to him and that creative should be of upmost importance second only to meeting City requirements. Chair Fugate closed public comment.

6:52 PM Commission recommended an increased number of windows to the south elevation of the ADU as well as an increase in the width of the door and stairway accessing the ADU.

6:53 PM Richard Pogue motioned to approve the design review application submitted by Kristina Boatwright on behalf of Kolo LLC for a remodel of a single-family residential dwelling and new construction of a garage/accessory dwelling unit to be located on S ½ Lot 5, 6, 7, N ½ 8, Block 61

Hailey Townsite, otherwise known as 525 4th Ave N, 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 Zoning Ordinance, and City Standards, provided conditions (a) through (i) are met. (i being a reduction in the building footprint on the north side of the lot in order to meet the required setbacks after lot width is verified.) Owen Scanlon seconded and the motion carried unanimously.

6:54 PM Chair Fugate called a recess.

6:59 PM Chair Fugate called the meeting back to order.

NB 4 *Consideration of a city initiated text amendment to Zoning Ordinance 532 to amend Article 6, Design Review Section 6.A.1, Design Review Applicability and 6.A.2, Authority of the Administrator. The amendment clarifies what types of projects are approved by the Commission, by Community Development staff, or are exempt from Design Review.*

7:00 PM Lisa Horowitz updated the Commission on staff changes to the proposed amendments for the Design Review process and included details about the proposed exemptions and matrix for guidance. Ned Williamson notified the Commission of a few confusing points within the current code that needed clarification. Discussion between staff and the Commission included interpretation of “substantial impact”, what qualified as an exemption, and the proposed matrix. Regina Korby noted that having the Chair come in to review certain projects was necessary.

7:07 PM Discussion continued to include what would come to the consent agenda for the Commission, what projects would be completely exempt from Commission review, the appeal process, definition of minor projects, and square foot additions that would qualify for the full review process.

7:15 PM Peter Lobb, Hailey resident, voiced concerns about “sense of place” and other details that he thought were most important to Hailey’s goals and guidelines and the ultimate purpose of the Design Review purpose.

7:19:51 PM Chair Fugate commented about sense of place and discussion between staff and the Commission continued about Peter Lobb’s points of concern. **7:23:59 PM** The Commission discussed the “50%” rule of whether a project would have to go through the full design review or an abbreviated process. **7:27:39 PM** Discussion continued to include exemptions, discretion of the Chair, language of the proposed matrix, and the appeal process for applicants. **7:33:56 PM** Commission directed staff, Lisa Horowitz, to draft a new ordinance and matrix with the edits suggested by the Commission and Peter Lobb for the next planning and zoning meeting.

7:36:12 PM Dan Smith moved to continue the discussion to the next meeting to be held on July 13th. Owen Scanlon seconded and the motion carried.

Old Business

Commission Reports and Discussion

Staff Reports and Discussion

SR 1 *Discussion of current building activity, upcoming projects, and zoning code changes.
(no documents)*

Kristine Hilt summarized the building reports.

SR 2 *Discussion of the next Planning and Zoning meeting: Monday, July 13th, 2015
(no documents)*

Adjourn

7:38:54 PM Owen Scanlon moved to adjourn. Regina Korby seconded and the motion carried.