

**MEETING MINUTES  
HAILEY PLANNING & ZONING COMMISSION  
Monday, July 1, 2019  
Hailey City Hall  
5:30 p.m.**

**Present**

**Board:** Janet Fugate, Dan Smith, Owen Scanlon by phone

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

**5:30:25 PM Chair Fugate called to order.**

**5:30:42 PM Public Comment** for items not on the agenda.

**Consent Agenda**

**CA 1** Adoption of the Findings of Fact, Conclusions of Law and Decision of a Design Review Application by Terry and Kim Hayes for new 2,856 square foot single family residence and garage. The project is located at 315 South 2<sup>nd</sup> Ave (Lot 9A, Block 22, Hailey Townsite), in the General Residential (GR) and Townsite Overlay (TO) Zoning District. **ACTION ITEM**

**CA 2** Adoption of the Findings of Fact, Conclusions of Law and Decision of Conditional Use Permit Application by Broyles, LLC, represented by Errin Bliss of Bliss Architecture, for an addition of two (2) gas pumps and a gas station canopy consisting of 840 square foot roof covering for the additional gas pumps. The gas station canopy is not enclosed. This is an addition to the Conditional Use Permit approved on February 20, 2018, to be located at 805 and 809 South 3<sup>rd</sup> Ave (Lots 1-8, Block 135, Hailey Townsite), in the Limited Business (LB) and Townsite Overlay (TO) Zoning District. **ACTION ITEM**

**CA 3** Adoption of the Findings of Fact, Conclusions of Law and Decision of a Design Review Application by Broyles, LLC, represented by Errin Bliss of Bliss Architecture, for an addition of two (2) gas pumps and a gas station canopy consisting of 840 square foot roof covering for the additional gas pumps. The gas station canopy is not enclosed. This is an addition to the Design Review approved on November 19, 2018. The project is located at 805 and 809 South 3<sup>rd</sup> Ave (Lots 1-8, Block 135, Hailey Townsite), in the Limited Business (LB) and Townsite Overlay (TO) Zoning District. **ACTION ITEM**

**CA 4** Adoption of the Meeting Minutes of June 3, 2019. **ACTION ITEM**

**CA 5** Adoption of the Meeting Minutes of June 17, 2019. **ACTION ITEM**

**5:31:25 PM** Scanlon and Chair Fugate recused themselves from CA 5, neither were in attendance. CA 5 will be moved to next hearing.

**5:31:59 PM Smith moved to approve CA1 through CA4. Scanlon seconded. All in Favor.**

## Public Hearing

**PH 1** [5:32:41 PM](#) *Consideration of a Design Review Application by Scott Miley and Jane Rosen, represented by Marc Corney of Red Canoe Architecture, P.A., for a 1,260 square foot garage/shop with an 896 square foot, two (2) bedroom accessory dwelling unit above. The project is located at 110 South 4<sup>th</sup> Ave (Lots 17-20, Block 97, Hailey Townsite), in the Limited Residential 1 (LR-1) and Townsite Overlay (TO) Zoning District. **ACTION ITEM***

[5:33:09 PM](#) Davis turned the floor over to applicant. Marc Corney clarified location of project. Corney pointed out the existing buildings, explaining proposal is to remove the existing garage and build a new 3 car garage and relocate the shed. Davis clarified the building in question is also under review with the Hailey Arts and Historic Preservation Commission. Corney discussed the changes to existing building using the existing photos provided. [5:37:27 PM](#) Corney explained intent is to keep as many existing trees as they can. [5:38:34 PM](#) Corney provided recap of changes using submitted drawings, confirming new garage will conform to side and rear yard setbacks. Corney discussed snow storage, landscaping, power and all utilities coming from alley. [5:40:28 PM](#) Scanlon asked if power is overhead or underground. Corney confirmed overhead at this time. [5:41:00 PM](#) Corney discussed layout of new garage with ADU. Corney discussed materials to be used for guard rails, siding and confirmed garage doors will be painted to match siding. Corney discussed material sample board with Commissioners. [5:44:14 PM](#) Corney discussed light fixtures to be used. [5:45:59 PM](#) Chair Fugate asked if the metal gets hot. Corney explained it could but it is well insulated. [5:46:26 PM](#) Davis confirmed this property will need to see a Lot Line Adjustment. Scanlon clarified if Davis was discussing the Historic Demolition. Chair Fugate stated no that earlier it was said the Historic Demolition was being reviewed and the end of that public comment is July 19<sup>th</sup>. Chair Fugate stated moving the shed and demolishing the other one is contingent on that process but that it is not part of their design review. [5:47:42 PM](#) Horowitz confirmed that it has been in front of the Historic Board and that it would be a very hard building to move. Horowitz explained some of the building history. [5:48:42 PM](#) Scanlon asked where the rain gutters run. Corney stated not on the plan, explained where they will be located. Scanlon clarified if hand rail will be horizontal. Applicant and Scanlon discussed potential of rust. [5:50:41 PM](#) Scanlon asked about the coloring, Corney and commissioners confirmed main color is a lot darker. Scanlon asked what the steps are made of, Corney explained will be concrete. Scanlon asked what materials will be used for the deck, Corney confirmed it will be redwood. Scanlon and Corney discussed the soffit. [5:52:28 PM](#) Scanlon asked why the property line and fence location are different. Corney explained existing change in the fence after the neighbor's remodel.

[5:54:45 PM](#) **Chair Fugate opened to public comment.**

[5:54:58 PM](#) Heather Haskell, 120 S 4<sup>th</sup>, really more of a question, live next door to this house. Question is, the primary egress for this accessory dwelling unit is going to be on the alley and wondering whether there is city ordinances that support snow removal in the alley, how does

that get handled now that there is going to be 3 garages plus the oil plant that all have traffic in the alley back there and curious how that all gets handled.

**5:55:45 PM Chair Fugate closed public comment.**

5:55:54 PM Davis explained requirements for snow storage, that City of Hailey removes snow in some alleys but this is not one of those. Owner would be responsible for storing snow. 5:57:45 PM Scanlon stated he believes this is an improvement to the neighborhood and complimented the applicant. Smith agreed with Scanlon, and that it will add much needed housing. Chair Fugate agreed with both and that it is nice to see it. 5:58:47 PM Chair Fugate asked about changes to conditions. Davis confirmed no changes; lot line is already listed as a condition.

**5:59:13 PM Smith motioned to approve the Design Review Application by Scott Miley and Jane Rosen, represented by Marc Corney of Red Canoe Architecture, P.A., for a new 1,260 square foot garage/shop with an 896 square foot, two (2) bedroom Accessory Dwelling Unit above. The project is located at 110 South Fourth Avenue (Lots 17-20, Block 97, Hailey Townsite), 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 Title, and City Standards, provided conditions (a) through (l) are met. Scanlon seconded. All in Favor.**

**PH 2 6:00:22 PM Consideration of a Design Review Application by Blaine County Recreation District, for improvements to the B.C.R.D. Aquatic Center including the reconstruction of the existing lap pool, the addition of a new leisure pool and whirl pool, and the associated reconfiguration of pool deck and landscaped open space. The project includes removal of the Pump Park. The project is located at 1020 Fox Acres Rd (Parcel BB1, Block 79, Woodside Subdivision #21), in the Limited Residential (LR-1) Zoning District. **ACTION ITEM****

6:01:05 PM Horowitz turned floor over to applicant team. Nicole Ramey, provided a history of the project review. Ramey, turned floor over to Marti Lyons. Marti Lyons with Lyons Landscape Architects, provided a drawing not submitted with applicant showing layover of site plan. Lyons explained existing pool was built in mid-80's and the change in population since. 6:03:18 PM Lyons explained the need for the remodel of the pool, discussing the changes to existing layout. Lyons discussed restoring the lap pool, providing a new 0 entry pool, whirlpool and changes to landscape. Lyons pointed out the location of existing building and lap pool. 6:05:50 PM Horowitz asked if accurate that the new whirl pool is where the existing kiddie pool is and the new 0 entry pool is where the pump track is. Lyons confirmed that is correct for both. 6:06:29 PM Lyons discussed decay in trees that will be removed. 6:07:28 PM Chair Fugate asked about materials for fence. Lyons discussed materials to be used for the new fence, pointing out location on south side that will be wood where the rest will be black chain-link. Lyons discussed curb cut and security access gates. Lyons discussed separation fences between pools

depending on demand. [6:11:05 PM](#) Lyons discussed the drainage plan for both pools, using surface run off and dry wells. [6:12:02 PM](#) Chair Fugate asked if there is a separation between the whirlpool and the lap pool. Lyons confirmed that there is. [6:12:39 PM](#) Lyons discussed new landscape plan, with extensive lawn surrounding the pools including picnic areas and play areas. Lyons discussed shade trees that are just outside of the fence line. Lyons explained will be providing additional bike racks in the front. [6:15:35 PM](#) Scanlon asked how the chain link fence is black, if all is black. [6:15:58 PM](#) Lyons confirmed it will be all black. [6:16:44 PM](#) Chair Fugate confirmed adding more trees than will be removing. Chair Fugate asked how they plan to manage the whirlpool use. Jim Keating discussed location of whirlpool and fence separation. Keating discussed process risk mitigation plan but the idea would be for it to be available to all the general public. Chair Fugate asked if have any plans to relocate the pump park. Keating confirmed they do, that their intent is to bring to BCRD property in Quigley.

**[6:19:39 PM](#) Chair Fugate opened to public comment.**

[6:19:53 PM](#) Teri McKenna, 1011 Sunrise, existing empty lot south of this drawing here, can't tell if there is anything going into that lot. So is there anything planned for the current empty lot that's there right now.

**[6:20:39 PM](#) Chair Fugate closed public comment.**

[6:20:50 PM](#) Keating confirmed location of empty lot in question and confirmed no planned use for that space currently. [6:22:31 PM](#) Smith stated it's nice to see the expansion as the population and use of the pool has grown, glad to see there will be infill to continue the screening from Fox Acres. Smith confirmed he likes the idea of play areas; summarizing will be a nice addition to the community. [6:23:38 PM](#) Scanlon confirmed he agrees with Smith and glad that the pump park is not going to be abandoned completely. Scanlon believes this is the right time to do it. Chair Fugate agreed, glad to see the shade trees and will be nice to have the 0-entry pool. Chair Fugate thinks this is really great and complimented the applicant. [6:25:37 PM](#) Horowitz said could add condition G to require arborist report.

**[6:27:19 PM](#) Scanlon motioned to approve the Design Review application submitted by Blaine County Recreation District for improvements to the B.C.R.D. Aquatic Center including the reconstruction of the existing lap pool, the addition of a new leisure pool and whirl pool, and the associated reconfiguration of pool deck and landscaped open space, located at 1020 Fox Acres Road 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. Smith seconded. All in Favor.**

***PH 3*** **[6:28:00 PM](#)** *Consideration of a Design Review Application by Clay and Heidi Campeau, represented by Jolyon Sawrey of Vital Ink Environmental Architecture, for a 2,400 square*

*foot addition to an existing 2,812 square foot building, known as Advanced Towing. The project is located at 4320 Glenbrook Drive (Lot 2-5, Block 45, Woodside Subdivision #10), in the Light Industrial (LI) Zoning District. **ACTION ITEM***

[6:28:28 PM](#) Davis turned floor over to applicant, Jolyon Sawrey. Sawrey introduced himself. Sawrey discussed existing conditions and location of the existing building. Sawrey pointed out the property line and confirmed a lot line adjustment application has been submitted and explained reason for the line adjustment application. Sawrey stated the primary access is to remain the same. [6:31:39 PM](#) Sawrey pointed out location of snow storage. Sawrey confirmed surface is all compacted road mix. Sawrey discussed difference between his drawings and revised site plan. [6:33:41 PM](#) Sawrey discussed construction staging plan and how it will be screened. Sawrey discussed floor plan of existing building and new building. Sawrey discussed the improvements to the bathroom to make it ADA compliant. Sawrey discussed proposal of location of the grease trap. Sawrey discussed the elevations of the building, location of light fixtures and entry points. Sawrey discussed exterior materials to be used, confirming matching existing building. Sawrey discussed sidewalk choices, confirming have 3 options. [6:41:37 PM](#) Sawrey confirmed the project does comply with the energy efficiency requirements, listing the 3 items using. [6:43:37 PM](#) Sawrey discussed permanent planters located on building facing south. [6:44:55 PM](#) Clay Campeau, owner, explained his preference for sidewalks preferring to have curb and gutter along his property line. Sawrey explained there is a 20 ft zone between fence line and sidewalk location that the idea would be for the owner to improve paving along property line on Glenbrook Dr up to entry point. Horowitz questioned how the snow storage easement would be used. Campeau clarified snow storage area. Chair Fugate questioned if the parking would be parallel. Horowitz discussed idea of flipping sidewalk and snow storage easement. Applicant and staff discussed idea of moving sidewalk and snow storage easement. Horowitz suggested everything be asphalt as an alternative and take an in-lieu payment for the sidewalk. Applicant and Commission both agree to this idea. Chair Fugate suggested moving to public comment before continuing sidewalk discussion.

[6:56:16 PM](#) Chair Fugate opened public comment.

[6:56:18 PM](#) Tony Evans, IME, curious to know how many sidewalks in that neighborhood.

[6:56:47 PM](#) Sawrey confirmed 3 locations have sidewalk.

[6:57:13 PM](#) Chair Fugate closed public comment.

[6:57:50 PM](#) Scanlon asked which door is the primary entrance to the building. Sawrey pointed out main entrance. Scanlon asked if have gutter, downspout and snow retention above the main door. Sawrey confirmed. Scanlon expressed concern for two doors being close together for legal egress, Scanlon asked about moving one door closer to the proposed handicap parking space. [6:59:47 PM](#) Scanlon asked how the ridges above grade will be

protected. Sawrey explained it will have metal flashing. Sawrey confirmed question of doors and that would recommend to the owner to flip door near the ADA parking spot. [7:01:36 PM](#) Smith asked if there will be an office space. Campeau confirmed this is for storage. Smith asked if lights will be on motion censored or timer. Campeau confirmed they are on from dusk 'til dawn. Smith asked about drawings for drywell, suggesting to get that coordinated so not forgotten. [7:03:19 PM](#) Smith confirmed planters will be a permanent thing with seasonal plants. Smith asked if oil water separator has to be outside. Davis explained it was requested by public works but will need to verify with them if can be added inside. [7:04:22 PM](#) Jim Hurst, contractor, explained if get to a certain point it will not work. Campeau confirmed already have one in the existing building. [7:05:54 PM](#) Chair Fugate confirmed with commissioners they are all comfortable with it being inside. [7:06:43 PM](#) Smith stated does not see issue with insulation proposed. [7:07:40 PM](#) Chair Fugate confirmed all items have been addressed except sidewalk. Commissioners discussed sidewalks in that area, agreeing they are few and far between. Smith pointed out not a lot of people circulating on foot. Smith confirmed does need a drywell on the corner of Glenbrook and Mountain Drive. Staff and Commissioners all in agreement with using asphalt and taking an in-lieu fee for the sidewalk. [7:11:21 PM](#) Davis confirmed changes to conditions of approval. Sawrey pointed the value in the drywell and improvement of the asphalt. Horowitz explained will have to find if can transfer, all agreeing will see what they can do. Chair Fugate confirmed western man door will be flipped and suggested listing as condition of approval. Davis read revised condition J. [7:14:31 PM](#) Chair Fugate asked about plumbing coming in after the water meter. Sawrey stated there is no new plumbing.

[7:17:47 PM](#) Smith motioned to approve the Design Review Application submitted by Clay and Heidi Campeau, represented by Jolyon Sawrey of Vital Ink Environmental Architecture, for a 2,400 square foot addition to an existing 2,812 square foot building, known as Advanced Towing. The project is located at 4320 Glenbrook Drive (Lot 2-5, Block 45, Woodside Subdivision #10), 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 Zoning Ordinance, Title 18, and City Standards, provided conditions (a) through (k) are met. seconded. All in favor. Scanlon seconded. All in favor.

#### Staff Reports and Discussion

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

**SR 2** Discussion of the next Planning and Zoning meeting: **Monday, July 15, 2019.**  
*(no documents)*

[7:19:43 PM](#) Horowitz discussed projects scheduled for upcoming projects.

[7:20:46 PM](#) Scanlon motioned to adjourn. Smith seconded. All in Favor.