

**Meeting Minutes**  
**HAILEY PLANNING & ZONING COMMISSION**  
**Monday, August 19, 2019**  
**Hailey City Hall**  
**5:30 p.m.**

**Present**

**Board:** Owen Scanlon, Sam Linnet, Janet Fugate, Dan Smith, Richard Pogue

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

**5:28:19 PM** Chair Fugate called to order.

**5:28:29 PM** Public Comment for items not on the agenda.

**5:29:01 PM** Richard Pogue, wanted to make a comment about the landscape along Main St and to thank staff. Pogue stated hopefully all the businesses will participate in future.

**5:30:06 PM** Consent Agenda

**CA 1** *Adoption of the Findings of Fact, Conclusions of Law and Decision of a Design Review Application by West Croy, LLC, represented by Daniel Moran, for two (2) new single-family residences. Unit A is 1,008 square feet and Unit B is 681 square feet. The project is located at 217 West Croy (Lots 17 and 18, Block 3, S. 10' of Alley adjacent to Lot 17 and 18, Croy Addition), in the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.*

**ACTION ITEM**

**CA 2** *Adoption of the Findings of Fact, Conclusions of Law and Decision of a Design Review Application by Hailey FF, LLC, represented by Errin Bliss of Bliss Architecture, for five (5), three (3) story condominium units. Each unit will consist of three (3) bedrooms, two and half (2.5) baths for a total of 2,186 square feet. The project is located at 711 N Main Street (Lot 1A, Block 1, Hailey Townsite) in the Business (B) and Townsite Overlay (TO) Zoning Districts.* **ACTION ITEM**

**CA 3** *Adoption of the Findings of Fact, Conclusions of Law and Decision of a Design Review Application by Stonefly, LLC, represented by Jay Cone of Jay Cone Architecture, for a 4,896 square foot storage facility with six (6) parking spots. The project is located at Lot 3E, Block 2, Airport West Subdivision 2, in the SCI Industrial (SCI-I) Zoning District.* **ACTION ITEM**

**5:30:23 PM** Pogue motioned to adopt consent agenda. Smith seconded. All in favor.

## Public Hearing

**PH 1** [5:30:41 PM](#) *Discussion and Adoption of the Findings of Fact, Conclusions of Law and Decision 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***

[5:31:11 PM](#) Horowitz explained that this is unusual but had a meeting with the city engineer and applicant's representative after the design review and felt compelled to bring back to the commissioners. The purpose of their meeting was for the long-term desire for streetscape for this area. Does not feel in longer term that the city is going to want sidewalks, feel it is the right approach to take a sidewalk in lieu. Horowitz stated particularly in the outer loop, explaining worked with the applicant team for trees for shading and cooling and that will be a good long-term plan. Horowitz referenced other projects that were required to do landscape. Horowitz explained that staff worked with the applicant team and City and found an option that would work. [5:34:00 PM](#) Jolyon Sawrey, architect on the project, introduced himself and the project. Sawrey explained location of the trees. [5:35:55 PM](#) Davis explained the recommendations from the City Arborist. [5:36:52 PM](#) Sawrey explained his reservations of the longer beds for the trees. [5:38:07 PM](#) Horowitz stated she understands the goals of the City Arborist, but that this may be an experiment due to retro fitting the project. Horowitz suggested a compromise of reasonable size tree well. [5:38:44 PM](#) Smith clarified only talking about the sells for every tree where asphalt is? Davis said it was not specified, but believes it's the ones on the asphalt. Horowitz stated silva cells could be cost prohibited. [5:39:08 PM](#) Chair Fugate clarified the silva cells and that it could be done. Horowitz said she believed could let the team come up with section as part of the building permit. [5:39:56 PM](#) Smith asked if there were snow clips on the roof. Clay Campeau said no and confirmed no snow slid off the roof last year. Sawrey and Campeau expressed concerns for the tree located at the corner. Board and applicant discussed moving trees. [5:41:31 PM](#) Horowitz confirmed staff felt this was a better standard. [5:42:09 PM](#) Sawrey explained does not know what a silva cell is and would prefer to not have it be mandatory criteria. [5:42:49 PM](#) Scanlon asked if the Arborist came up with any kind of size for the well. Horowitz stated she did not but could have her way in during the building permit process. Sawrey discussed where gravel is and where asphalt is. [5:43:33 PM](#) Sawrey explained the two on far right are the ones that would need some block out in the asphalt around the trees. [5:43:48 PM](#) Scanlon asked what the weed situation was on the gravel/road mix section. Campeau explained sprayed to prevent weeds. [5:44:34 PM](#) Linnet expressed concern of trees that would not work due to the situation. Sawrey explained how applicant would take care of the trees with using irrigation. [5:48:10 PM](#) Linnet requested applicant to get a price quote on silva cells vs. just digging a hole. [5:48:50 PM](#) John Gutter, owns property across the street, not only does Clay plow snow there but the city does as well and they may not be as careful. He would be concerned for the tree survival as well. [5:49:43 PM](#) Smith asked for confirmation of snow storage area. Campeau pointed out location of snow storage. Smith asked if the two trees would make it more difficult to manage the snow. Campeau explained if had his choice would prefer not to have them but if had to have them would prefer to have away from corner. Smith expressed concern for two trees along Glenbrook. [5:52:04 PM](#) Smith asked about handicap parking, Campeau explained moved door to be next to handicap

parking spot. [5:52:53 PM](#) Horowitz explained from a planner's view, looking long term to have trees along the Glenbrook. [5:53:32 PM](#) Pogue stated would be in favor of reducing to 4 trees and removing the two along Glenbrook. [5:54:17 PM](#) Chair Fugate asked what the width of the asphalt strip is. Sawrey stated it is 11 ft. Horowitz said a 10x10 cut out would probably be what is expected. Chair Fugate stated she thinks it is an assist to have trees anywhere. Chair Fugate asked if the trees were moved north if that would work with the applicant. Campeau said if it must. Chair Fugate asked if the city was able to assist in the effort of this. [5:56:17 PM](#) Horowitz stated willing to assist in a creative solution that is not the typical standard. Horowitz explained she thought there was a good chance of survival. [5:56:57 PM](#) Chair Fugate said ultimately, if the trees survived, it would improve the property value. [5:57:35 PM](#) Smith stated he does not suspect that part of Glenbrook will be subject to increased traffic flow. [5:58:23 PM](#) Chair Fugate asked if could get more details. Horowitz stated applicant is hoping to get approval tonight. [5:59:20 PM](#) Chair Fugate clarified what they are making the decision on tonight. Horowitz stated the trees in the neighborhood. Linnet stated if do require six trees would want to move the two along Glenbrook north. Linnet discussed affects trees have with snow storage and that he is leaning more to requiring the 6 trees but moving the two north and not requiring silva cells. Chair Fugate agreed. [6:01:07 PM](#) Chair Fugate asked if decision on species of trees would help. [6:01:17 PM](#) Scanlon asked how the trees came to play, asked if it was a trade off or in lieu of fee. Horowitz explained that this meeting should have taken place prior to the planning and zoning meeting. Linnet clarified that was not a tradeoff for sidewalk in lieu fees. Sawrey explained it will contribute towards the in lieu but nowhere near a value of the tradeoff. [6:02:44 PM](#) Campeau stated that it seemed snow storage was the big concern, had to have a certain amount and with adding trees will have less snow storage. Chair Fugate, if go for it want to be sure it does not cost them additional money. Does not want to have any negative affect. [6:03:53 PM](#) Scanlon clarified snow storage area and suggested removing or reducing trees along the Mountain View side. Board discussed reducing trees to 4. [6:05:21 PM](#) Smith asked if the Streets Department was involved in the tree location. [6:06:18 PM](#) Chair Fugate stated she would go with 4 trees and involve the Streets Department to be sure they understand the trees need a good chance to survive. Smith stated changing his mind, in thinking about it, this is the hardscape that you notice due to being right adjacent to the street. Smith discussed if want to soften the look of this area, a couple trees adjacent to the building would assist in that. Smith discussed the trees that he believes would have more chance of being damaged during snow plowing. [6:08:25 PM](#) Board continued to discuss tree locations and snow storage. Pogue added that thinks we should have a study of the area done to be sure what areas would help soften the area. [6:11:44 PM](#) Chair Fugate recapped, discussed eliminating the 4 trees along Mountain Dr., moving two trees north along Glenbrook, involving Street department and determining insidious tree species.

**[6:14:07 PM](#) Linnet motion to approve Discussion and Adoption of the Findings of Fact, Conclusions of Law and Decision 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. Including on the record comments discussed and agreed by the board tonight. Smith seconded. All in favor.**

**[PH 2](#) [6:15:20 PM](#) Consideration of a Text Amendment by Michelle Harris to Hailey Municipal Code Title 17, Section 17.01, Article L. Service Commercial Industrial District, to add**

*“personal services” to the permitted Conditional Uses in SCI Sales and Office (SCI-SO) Zoning District. **ACTION ITEM***

[6:15:39 PM](#) Horowitz introduced project and applicant. [6:17:31 PM](#) Michelle Harris explained that will not be a typical salon, it will be by appointment only. Harris stated most would have there at one time would be two people, that she is not able to afford starting a business along Main Street at this time. [6:18:59 PM](#) Scanlon asked to see where it is located at. Horowitz pulled address up on map. Scanlon conformed access off Broadford. Linnet confirmed types of businesses currently allowed there.

[6:20:05 PM](#) Chair Fugate opened public hearing.

[6:20:15 PM](#) Janinda Gelormino, 1120 Broadford # 11, discussed results from their Home Owners Association (H.O.A.) meeting in July, how this would increase property values. That the H.O.A. President wrote a letter in support of this change. Gelormino discussed parking and impact to the buildings. Summarizing the whole H.O.A. is in support of this change.

[6:21:49 PM](#) Chair Fugate closed public comment.

[6:21:57 PM](#) Scanlon asked if applicant currently live above the office. Harris explained they will eventually, Scanlon expressed concern of what would take place while her vehicle was there during business hours. Harris explained if need arose would park along the street but does not foresee an issue. [6:22:59 PM](#) Linnet stated it seemed like a straight forward request. [6:23:14 PM](#) Smith stated does not see an issue based off what is already allowed and people there already support it. Pogue supports its. [6:23:46 PM](#) Chair Fugate stated she does not see any issue supporting this.

[6:23:55 PM](#) I move to recommend approval to the City Council the following Ordinance: **An Ordinance amending the Hailey Municipal Code, Title 17: Zoning Regulations, Chapter 17.05.040, District Use matrix to include Personal Services as a Conditional Use in the SCI-SO Subdistrict, by the addition of the underlined language, as shown in the attached ordinance. Pogue seconded. All in favor.**

**PH 3** [6:24:42 PM](#) *Consideration of a Design Review Application by Katherine Kerr, represented by Chip Maguire of M.O.D.E., LLC, for a 165 square foot addition to an existing 280 square foot studio, converting the existing studio to an accessory dwelling unit for total of 445 square feet. The project is located at 402 S 4<sup>th</sup> Ave (Lots 13, 14 and 15, Block 112, Townsite Overlay), in the Limited Residential - (LR-1) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM***

[6:25:19 PM](#) Davis turned floor to Chip Maguire. Maguire explained location of existing house and studio. Maguire discussed location of addition where planning to add a bedroom and

bathroom. Maguire confirmed additional parking space as it will be an ADU. Maguire discussed materials to be used and how it will tie into the existing house. Maguire discussed new layout and the elevation of the ADU. [6:29:09 PM](#) Pogue asked about parking along the alley. Horowitz confirmed this is an alley the city plows. [6:29:49 PM](#) Smith asked if had room to expand parking if someone moved in with two vehicles. Maguire explained existing parking. [6:30:30 PM](#) Linnet asked if this would be a rental unit. Katherine Kerr explained she plans to use it for Air BnB and to use it herself a few months out of the year. Scanlon asked how it is currently used as a studio. Kerr explained in the past her family used it. Horowitz confirmed meets ADU requirements. Scanlon confirmed whole unit is the ADU. Maguire confirmed.

**[6:33:23 PM](#) Chair Fugate opened to public comment.**

[6:33:31 PM](#) Frank Rowland, 415 S 5<sup>th</sup> Ave, located about half a block from Katherines property just on the East Side. Rowland discussed concern of parking in that area and potential of parking impeding snow plowing and emergency vehicles. Rowland discussed issue of snow in the alley. Rowland summarized his concern is adequate parking.

**[6:36:11 PM](#) Chair Fugate closed public comment.**

[6:36:18 PM](#) Maguire addressed Rowlands concern, explaining city only requires 1 new spot. Maguire confirmed parking space is on the property not in the alley. Maguire discussed additional parking area. Horowitz noted a previous project approved with only 1 parking space for an ADU. [6:37:48 PM](#) Chair Fugate referenced comment in staff report about recreation vehicles.

**[6:38:18 PM](#) Chair Fugate called for 5 min break.**

**[6:44:29 PM](#) Chair Fugate called meeting back to order.**

[6:44:51 PM](#) Scanlon stated he thinks it is a great addition and will be a nice source of income. Thinks it complements the existing building and neighborhood. Linnet stated thinks look great and is a nice project. Smith stated looks good, would prefer to see it long term but what works best for her. Pogue stated great benefit to the city. Chair Fugate agreed, added always looking for housing here.

**Pogue motioned to approve the Design Review Application by Katherine Kerr, represented by Chip Maguire of M.O.D.E., LLC, for a 165 square foot addition to an existing 280 square foot studio, converting the existing studio to an accessory dwelling unit for total of 445 square feet. The project is located at 402 South 4th Avenue (Lots 13, 14 and 15, Block 112, Hailey Townsite), in the Limited Residential (LR-1) 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 Title, and City Standards, provided conditions (a) through (l) are met. Smith seconded. All in favor.

**PH 4** [6:47:42 PM](#) *Consideration of a City-Initiated Text Amendment to the Hailey Municipal Code, Title 16, Chapter 16.03.030: Final Plat Approval, to clarify that required improvements shall be substantially in place prior to Council hearing on the Final Plat, and amendments to Chapter 16.04.110: Development Standards, Parks, Pathways and other Green Spaces, Subsection H: In-Lieu Contributions, to allow Council consideration of in-kind contributions in-lieu of park land dedication. **ACTION ITEM***

Horowitz introduced project explaining sees tonight as more of a discussion. Horowitz explained current process of Final Plat. Horowitz explained problem concerned about is could crunch things too much if makes timing to tight. [6:50:34 PM](#) Horowitz discussed ideas Brian Yeager and she came up with that could potentially work. [6:52:41 PM](#) Chair Fugate stated she has some concerns too but understand where coming from. Chair Fugate referenced public comment received by Martin Flannes and the parts she liked. Horowitz expressed how important the final plat process is. Chair Fugate stated would include the estimated cost to be reviewed. Horowitz explained Final Plat goes straight to City Council. Board and Staff agree conditions suggested by Flannes are good. [6:59:58 PM](#) Pogue asked what the requirements are for parks. Horowitz stated there will be a whole set of standards. Smith and Pogue believe should be part of overall plan. Chair Fugate expressed concern of accepting in kind or in lieu. Horowitz explained that would have to be accepted by both Planning and Zoning and City Council and the thought process behind the in kind or in lieu fees. Scanlon added there are times a developer would much rather re-sod or replace park equipment instead of giving up his land. [7:04:52 PM](#) Linnet expressed concern of potential loss of parks. Horowitz discussed potential benefit with the smaller infill subdivisions and how the formula stays the same. Linnet stated after thinking it through it does not seem like it adds or takes away, just provides another option.

[7:07:59 PM](#) Chair Fugate opened public comment.

[7:08:06 PM](#) Chair Fugate closed public comment.

[7:08:13 PM](#) Horowitz suggested taking this back and redrafting. Board thanked Martin Flannes.

[7:09:19 PM](#) Scanlon motioned to continue this public hearing to September 30, 2019. Smith 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:

Smith will not be attending the 09/16/19 meeting.

**September 16, 2019**

LLA: West Croy Cottages

CUP Amendment: BCSD Bus Barn

DR: The Village at Hailey Center

**7:13:03 PM Scanlon motioned to adjourn. Smith seconded. All in favor.**