

**Meeting Minutes**  
**HAILEY PLANNING & ZONING COMMISSION**  
**Monday, June 15, 2020**  
**Virtual Meeting**  
**5:30 p.m.**

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

**Commissioners: Dan Smith, Dustin Stone, Richard Pogue, Janet Fugate, Owen Scanlon**  
**Staff: Lisa Horowitz, Brian Yeager, Jessica, Parker**

**DIF**

[4:30:42 PM](#) Chair Fugate called to order.

PH1 Proposed amendments to 2020 City Capital Budget and its Development Impact Fee Component. The Advisory Committee will form recommendations regarding the proposed budget and review updates to the FY 2020 Capital Improvement Plan for the Hailey City Council's consideration. **ACTION ITEM**

Horowitz turned floor over to Yeager. [4:32:09 PM](#) Yeager summarized the staff report included in the packet. Yeager asked the Committee what they would like to discuss on the completed project list. [4:35:07 PM](#) Pogue no questions. Smith asked for if the last one was the rodeo grounds. Yeager confirmed and clarified the project and actions taken. [4:37:52 PM](#) Stone asked about portion of Pathways for Peoples from Elm to Myrtle is considered completed. Yeager confirmed that is completed and no changes planned. [4:38:57 PM](#) Scanlon confirmed section of Pathway completed, Yeager confirmed. [4:41:48 PM](#) Committee moved on to Projects under way. [4:42:13 PM](#) Smith asked Yeager to provide an update on the property along the school structure and the infrastructure plan. Yeager asked if referring to line item 13. Smith confirmed asking where they are with that transaction as well as with the planning and drainage system. Yeager asked if line item was in capital improvements. Smith stated it is within the projects in progress, snow storage is item 2. Yeager confirmed that project has been started, providing status update where the project is. [5:07:04 PM](#) No further questions from Smith. Stone asked about the priority level. Yeager explained how they have the projects prioritized. Stone asked how they determine the spread of the money. Yeager explained how the various monies are allocated and provided examples of where monies came from and where would be used. No further questions from Stone. Scanlon clarified on in-lieu fees, that those monies could only be used for that specific purpose. Yeager confirmed, explaining the different in lieu fees collected. Scanlon asked if the fee could be used for maintenance. Yeager explained why don't want to use the capital fund for maintenance. Yeager explained when would use the capital fund, providing Hop Porter Park as an example. Scanlon asked about line item #45, is that a high priority and who determined the cost. Yeager turned floor to Heather Dawson. Dawson explained a grant was acquired and what it was required for it. Dawson explain when got into details of project, it was determined the cost was higher than the grant. Dawson explained in the process of updating the grant application to request the remaining money from Idaho Office of Emergency Management to add to their project. Dawson explained project is very important to the fire department. Scanlon asked about

line item 36 Forest Service Building Relocation, if would happen this year. Yeager stated that is a big topic of discussion. Yeager explained status of project, cost and requirements needed to be met in order to relocate the Forest Service Building. [5:19:26 PM](#) Horowitz added that she emailed the commissioners some information regarding the cost estimates. Yeager pulled the cost estimates up on the screen and summarized the phases 1-4. [5:21:31 PM](#) Horowitz asked Yeager how much the cost could be lowered if modified phase 2 concrete pad and just put the building on the grass. Horowitz clarified asking if really looking at the most affordable way to relocate the building. Horowitz asked what the \$75,000 excavation, backfill, and utilities. Yeager clarified what the phase 2-line item for \$75,000 included and that it would probably not change significantly. If the \$75,000 includes the removal and replacement of the curb then that number may change. Yeager explained only looking to allocate the \$40,000.00. Stone asked Scanlon if he had seen an excavation and backfill. Scanlon confirmed depending on condition of building. Stone asked if need electrical and such. Scanlon said if its going to be open to the public have to include those. Scanlon clarified not able to answer that question, that his only question was if the building was going to be moved this year or not. Chair Fugate confirmed budgeting \$40,000 to move the building by October 11<sup>th</sup>. Horowitz clarified the date is October 1<sup>st</sup>. Yeager provided letter showing date of October 11<sup>th</sup>. Horowitz explained status update from Arts committee and concerns. Chair Fugate suggested having a conversation further moving of the building at a later date and only discuss the \$40,000 for tonight's hearing. Staff and Committee discussed items to further discuss and what to recommend today. Chair Fugate asked Yeager if the \$40,000 is all that is allocated to preserve and move the building by October 11<sup>th</sup>. Scanlon expressed concerns if best use of City Funds, recommending to let council know still deliberating. Remaining committee in agreement to have the Council approve the \$40,000 and address the remaining phases in future.

[5:35:10 PM](#) Smith motioned to approve and recommend the CIP list to City Council with the exception of the \$40,000 to relocate the forest service building pending further discussion and potential pencil sharpening regarding cost. Stone seconded. All in Favor

[5:36:28 PM](#) Pogue motioned to adjourn. Smith seconded. All in Favor.

## P&Z

[5:37 PM](#) Chair Fugate called to order.

[5:38 PM](#) Public Comment for items not on the agenda. No comment.

## Consent Agenda

**CA 1** *Adoption of Findings of Fact, Conclusions of Law and Decision of Design Review Application by the City of Hailey, for a new 325 square foot "Fire Safety House" to be located behind the existing Hailey Fire Department at 617 South 3<sup>rd</sup> Ave. (Lot 8B, Block 2, Hailey Townsite) within the General Residential (GR) and Hailey Townsite zoning districts.*  
**ACTION ITEM**

[5:38 PM](#) Scanlon motioned to approve CA 1. Pogue seconded. All in Favor.

## Public Hearing

***PH 1*** *Consideration of a City-initiated Text Amendment to the Hailey Municipal Code to Title 13: Public Services, Chapter 13.04, Water and Wastewater Systems, Section 13.04.060, Cross Connections to clarify the purpose of the ordinance and modify E(3) by removing double check valve assembly and H. by adding and Idaho plumbing code and amend Title 18: Mobility Design, Chapter 18.14, Standard Drawings, Section 18.14.010, Diagrams to modify or replace drawings 18.14.000.0, 18.14.010.B.3 and 18.14.010.B.4, 18.14.010.B.7 through 18.14.010.B.11, 18.14.010.C.1 through 18.14.010.C.3, 18.14.010.C.6, 18.14.010.D.4a, and 18.14.014.F. **ACTION ITEM***

Horowitz turned floor over to Yeager. [5:41:29 PM](#) Yeager introduced the amendment and summarized the changes proposed. [5:44:09 PM](#) Chair Fugate asked if this will affect anything that is currently happening. Yeager explained there are some projects in the design phase that it could affect but that as the projects come through they have been explaining the potential changes. Chair Fugate verified, generally speaking the new projects will be complying with these new standards. Yeager confirmed generally. Pogue asked if there was any push back. Yeager stated only concern heard was the increase on the concrete. Smith asked how they are going to make sure that people are referring back to the plumbing specs. Yeager explained those requirements now fall under the jurisdiction of the plumber and building inspector. Smith confirmed requesting fiber reinforcement, Yeager confirmed. Smith asked if still expecting steel reinforcement. Yeager explained that they are not. Smith clarified strictly looking at curb and gutter classifications. Yeager confirmed. Smith and Yeager discussed steel in slab work. Stone asked if this in accordance with the Idaho common plan. Yeager confirmed that is correct. Yeager explained reason focusing on the concrete is primarily the curves. Stone asked if they have tested this. Yeager explained testing done and his concerns. Scanlon asked if the fiber is exposed when the concrete is done. Yeager explained how sometimes may be exposed but how that can be addressed. Scanlon asked if damaging for those walking barefoot. Yeager explained it more like coarse hair, it is not like steel fiber.

[5:55:28 PM](#) Chair Fugate opened public comment.

No comment.

[5:55:57 PM](#) Chair Fugate closed public comment.

[5:56:18 PM](#) No further questions or issue from the Commissioners.

[5:57:12 PM](#) Pogue move to recommend approval to the City Council of the attached revisions to Hailey Municipal Code Title 13, Public Services, Section 13.04.060, Cross Connections by repealing the existing section and replacing with a new section as well as attached revisions to Title 18, Mobility Design, Section 18.14, Standard Drawings, by repealing the drawings listed in this packet and replacing them with new drawings as shown in the attached revisions, finding the amendments are in accordance with the Comprehensive Plan, that essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services, that the proposed uses are compatible with the surrounding area, and that the proposed amendment will promote the public health, safety and general welfare. Smith seconded. All in Favor.

[5:59:00 PM](#) Smith asked for a 5 minute. Chair Fugate called for 5 minute break.

[6:04:40 PM](#) Chair Fugate called meeting back to order.

**PH 2** [6:04:53 PM](#) *Consideration of a Design Review Application by Old City Hall LLC, represented by Blincoe Architecture for a 2,757 square foot commercial addition to the existing building used by the Advocates Attic including an outdoor display and five (5) additional parking stalls located on River Street. This project is located at 12 W Carbonate St (Lots 12-15, Block 41, Hailey Townsite) within the Business Zoning District. **ACTION ITEM.***

[6:05:26 PM](#) Horowitz asked applicant team how they would like to start. Cliff Mendoza introduced the project. Cliff Mendoza explained the project addition proposed and its location. Chad Blincoe joined the meeting and further explained project proposed, providing brief history of The Attic. Blincoe discussed challenges of expanding The Attic. Blincoe explained goal is to do a low-cost addition on the older building as this is a nonprofit company. [6:12:27 PM](#) Blincoe explained that met with City Staff about what would like to see and River Street goals, realizing there are some areas need to further work with the City on. Applicant explained how tried to use complimenting materials to the old brick and closing 2<sup>nd</sup> entrance off carbonate. [6:15:17 PM](#) Mendoza explained removing one entry from Carbonate Street, adding roof elements to tie the building together and using anti-rustic metal that is complimentary to the existing building. Mendoza showed the color renderings of the proposed building. Chad Blincoe further clarified the materials to be used through the exterior of the building. Blincoe explained all water is being controlled with gutters and downspouts. [6:23:12 PM](#) Horowitz asked the color being used for the roofing. Blincoe provided photo of existing roofing. Mendoza explained will be matching the existing. [6:25:29 PM](#) Blincoe asked to go back to the grading plan, asking the commission if could submit a separate packet addressing the grading and right of way. Horowitz added for Commission that similar option was allowed with previous projects. [6:27:50 PM](#) Yeager discussed the existing grading and the proposed changes from the applicant. Yeager pointed out existing and future grade line. Yeager summarized that what proposing this is the ramp for this year. Yeager explained the bulb out shown is not as it is going to be and that those details regarding the sidewalk and bulb out have not been worked out at this time. [6:34:43 PM](#) Horowitz explained what the staff had discussed after closely reviewing the location of the project. Horowitz stated that the staff felt comfortable leaving the bulb out. Horowitz explained staff recommends wrapping the sidewalk around the corner from Carbonate along the River Street. Horowitz stated this will go in front of the Hailey Tree Committee tomorrow night and that wrapping the sidewalk around the corner was very important. Blincoe does believe there are design solutions to meet the city request and long-term goals. Blincoe is confident can come up with a solution that will work. Chair Fugate asked Horowitz if referring to approaching this like they did with the Old Rialto. Horowitz confirmed if this board made a decision tonight, then the applicant could decide their cost estimates and once done bring it back in front of the commission. Chair Fugate asked if commissioners have questions about the building and save questions about this till the end. [6:39:40 PM](#) Pogue asked where the mansard starts, that going to copy the existing mansard. Blincoe explained eliminating the definition of mansard roof along

Carbonate Street so will have definition of the mansard roof on each of the building corners on the north side. Pogue confirmed will have the wood shingles. Blincoe confirmed. Pogue thinks it would be appropriate to work out situation with Yeager regarding the street and that makes sense to proceed with the building. [6:43:25 PM](#) Smith asked if only installing the high efficiency windows in the new section. Blincoe explained locations of new window elements and remaining would stay the same. Smith asked if the windows would match. Blincoe explained existing windows. Smith recommended keeping everything cohesive. Smith asked location of the bike rack, and if would in the phase 2 drawings. Blincoe explained where it is currently shown but that it will need to be finalized with revised drawings. [6:47:11 PM](#) Stone asked if keeping the existing fence. Blincoe explained the existing fence will tie in to the new fence, Blincoe noted location of new fencing. Stone asked why needing River Street Access. Horowitz explained standard requiring animating the street. Stone asked about parking along River Street. Horowitz explained the angled parking is the plan for all along River Street. [6:51:00 PM](#) Scanlon clarified this is the Design Review application not a pre-app. Horowitz explained that Staff felt this was a complete Design Review that could be approved. Scanlon asked if would be advantageous to move the ramp north. Blincoe explained would work in the applicants benefit to go to the south and why. Scanlon is concerned with how dark the building is, suggesting alternative coloring. Scanlon asked about possibly using alternatives to wood shingles. Scanlon noted corner not matching. Blincoe explained feedback received from the fire commission that is allowing the wood shingle. Blincoe explained no matter what do for roofing will still need to be class a. Blincoe confirmed if trim is not shown, that is an element they can incorporate that it incorrect if renderings not showing that. Blincoe explained renderings are indicating little darker than the sample board. Blincoe stated will submit the actual color samples to the City. Scanlon asked if the building will be sprinklered. Blincoe does not know yet if it will be sprinklered. Scanlon asked what the soffit material is and color. Blincoe explained what the soffit material is. Scanlon asked about the handrail material and color. Blincoe stated will be very similar in nature to the guard rail at Big Belly Deli. [6:59:57 PM](#) Scanlon asked how the planters will be watered. Blincoe stated he would prefer to remove the planters and use potted plants but this is something that the City requested. Blincoe asked if Commission would allow them to get rid of the planters and not do the entry off River Street would save the applicant a lot of money. Horowitz explained that staff would like to see planters remain. Blincoe stated to answer Scanlon's question to contain potted plants with gravel drainage. [7:03:45 PM](#) Chair Fugate asked if the drop off area would remain the safe. Blincoe confirmed. Chair Fugate expressed concern of drop off area being dangerous. Blincoe stated areas could possibly incorporate a gate. Gary Schott explained understands one of the goals was to keep traffic to a minimum on that side. If it is feasible to have access to River Street for the donors would be helpful. The snow is piled up on their side of the alley way. Schott discussed snow removal issue that generally closes down alley way for drop off during winter months. Horowitz explained staff encouraged donation drop offs to be done off the alley. Schott explained if could move existing alley gate, so owners could drive in onto the property.

[7:07:41 PM](#) Chair Fugate opened public comment.

No comment.

[7:08:51 PM](#) Chair Fugate closed public comment.

[7:09:00 PM](#) Smith suggested i) review and approval of material board colors by commission, j) approval of grade designs for short term and long-term solutions shall be brought back to the commission. Chair Fugate asked if should include replacement not just removal on condition regarding Tree Committee. Horowitz stated they can say and or replacement.

[7:10:39 PM](#) Horowitz added for record that the City cannot conduct snow removal in the parking stalls along Carbonate Street and the applicant will need to address the snow removal. Similarly, until River Street is graded, that area is very difficult for the snow plows and drainage. Chair Fugate agrees with Smith idea of using paint to make existing and new match. Pogue agrees with Smiths suggestions and having entry on River Street.

[7:13:13 PM](#) Stone sees this building as an assist to the community. Stone believes moving forward without addressing the alleyway is a mistake. Interested in hearing ideas on how to keep people from dropping off and/or parking in the alley way. Stone believes the River Street access and walkway is an unnecessary expense. Stone believes any color design made to that building with be a benefit. [7:15:44 PM](#) Scanlon is ok with the building going forward, Agrees with everyone else and drop off needs to be addressed. Scanlon would think that hanging plans off the soffit would be a lot cheaper than planters and would free up walking space. Scanlon agrees with Smith suggested conditions.

[7:17:00 PM](#) Chair Fugate stated it is very interesting in how they tied the addition together. Chair Fugate believes River Street entrance is important and thinks it makes the building more accessible to people. Chair Fugate thinks planters or hanging baskets can be worked out, that has confidence that the applicant and staff can work out the short and long term grading plan, agrees with Smith that needs to see the material board. Horowitz added that the staff team would be acceptable to hanging baskets. Stone and Horowitz discussed addition of condition k) improve drop-off location for safety

[7:19:55 PM](#) **Smith motioned to approve the Design Review application by Old City Hall, LLC for a new, 2,757 square foot addition to The Advocates' Attic thrift store, to be located at 12 W Carbonate Street (Lots 11-13, Block 41, Hailey Townsite) within the Business (B), Townsite Overlay (TO) and Downtown Residential Overlay (DRO) 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 (k) are met with a modification of condition (h). Scanlon seconded. All in Favor.**

**PH 3** *Consideration of a Preliminary Plat Subdivision Application (Phase 2) by Sweetwater Communities, LLC, represented by Matt Watson, located at Block 2, Sweetwater P.U.D. Subdivision, where Phase 2 of Block 2 is subdivided into 14 sublots consisting, two (2) ten-unit condominium and four (4), three-plex townhomes for a total of 32 residential units. This project is located on the corner of Shenandoah Drive and Countryside Boulevard, in Section 15, T.2 N., R.18 E., B.M., City of Hailey, Blaine County, Idaho, within the Limited Business (LB) Zoning District. **ACTION ITEM.***

Chair Fugate asked if applicant and commission is willing to continue this project on the record. Applicant understands and is acceptable to being continued.

[7:26:01 PM](#) Chair Fugate opened public comment.

No comment.

[7:26:23 PM](#) Chair Fugate closed public comment.

[7:27:23 PM](#) Scanlon motioned to continue the public hearing to June 29, 2020. Smith seconded.  
**All in Favor.**

**PH 4** Consideration of a Design Review application by Pioneer, LLC represented by Andrew Bick for Pioneer Storage Phase 2, a storage facility consisting of five (5) single-level storage buildings totaling 16,760 square feet and related parking, to be located at 1291 and 1311 Citation Way (Lots 1A and 1B, Airport West Subdivision #2) in the SCI-SO Zone District. **ITEM WILL BE CONTINUED ON RECORD TO JULY 30, 2020. ACTION ITEM.**

[7:29:13 PM](#) Stone motioned to continue the public hearing to July 30, 2020. Pogue 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: June 29, 2020.

- DR: O'Meara Residence
- CUP: AFT Player Park

Horowitz summarized current projects scheduled to be heard at next meeting and provided update on existing projects. Chair Fugate asked if West Crescent adjoiners were renoticed. Horowitz explained staff was contacted prior to noticing deadlines and no notices were sent as applicant requested no notice.

[7:34:37 PM](#) Scanlon motioned to adjourn. Smith seconded. **All in Favor.**