

Meeting Minutes
HAILEY PLANNING & ZONING COMMISSION
Monday, December 7, 2020
Virtual Meeting
5:30 p.m.

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

Via One-touch dial in by phone: <tel:+15713173122,506287589#>

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Present

Commission: Richard Pogue, Dan Smith, Janet Fugate, Dustin Stone, Owen Scanlon

Staff: Lisa Horowitz, Robyn Davis, Jessie Parker

[5:30:43 PM](#) Chair Fugate called to order.

[5:30:52 PM](#) Public Comment for items not on the agenda. No Comment.

[5:31:34 PM](#) Consent Agenda

CA 1 Adoption of the Meeting Minutes from the November 16, 2020 PZ Hearing. **ACTION ITEM.**

CA 2 Adoption of Findings of Fact, Conclusions of Law and Decision of a Design Review Application by Travis and Amanda Catanzaro, represented by Chip Maguire of M.O.D.E., LLC, for a residential remodel to an existing home, a new 728 square foot garage addition and a new 728 square foot accessory dwelling unit, to be located above the garage. This project is located at 516 North 2nd Ave (Lots 16-17, N 15' of 18, Block 62, Hailey Townsite) within the Limited Residential (LR-1) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**

CA 3 Adoption of Findings of Fact, Conclusions of Law and Decision of a Conditional Use Permit submitted by UPS for a temporary expansion of the existing building, 610 square feet, which would allow five (5) additional trucks and one temporary restroom facility, 60 square feet, be located at 111 North River Street (Lots 1-7, Block 31, Hailey Townsite) within the Business (B), Downtown Residential Overlay (DRO) and Hailey Townsite Overlay (TO) Zoning Districts. **ACTION ITEM.**

[5:31:49 PM](#) Scanlon motioned to approve CA 1, CA 2 and CA 3. Pogue seconded. All in Favor.

Public Hearing

PH 1 [5:32:27 PM](#) Consideration of a Preliminary Plat Application by Amatopia, LLC, represented by Galena Engineering, where HAILEY FR SWSE SEC 9 & FR NWNE SEC 16 TL 7816 2N 18E (235 West Maple Street) is subdivided into five (5) lots, ranging in size from 6,090 square feet to 8,035 square feet. A private road, Parcel A, will service the proposed lots, and Parcels B and C will be dedicated as open space to benefit the subdivision. A portion of this parcel is located within the Townsite Overlay (TO) and all of this parcel is located within General Residential (GR) Zoning District. **ACTION ITEM**

[5:33:17 PM](#) Davis turned floor over to the applicant team. Susan Scovill, introduced herself and the applicant team. Scovill explained there will be 5 residences on the lot with a shared vegetable garden. Scovill explained point is to get people in homes at a lower rate than market rate. Scovill summarized meeting with neighbors and how the project was designed to have minimum impact the neighbors. Scovill summarized energy conservation. Samantha Stahlnecker with Galena Engineering described the location of the project. Stahlnecker explained access will be a dead-end road that would be

accessed off of River Street. Stahlnecker noted the landscape buffer for the adjacent properties. Stahlnecker explained because of shape of the parcel, does not allow for park so applicant team is requesting to pay a park in lieu fee instead. Stahlnecker went on to discuss the private road section. [5:38:34 PM](#) Stahlnecker discussed the utilities location, stating they will have a dead-end water system connecting into River Street and ending at the dead-end of their road. Stahlnecker confirmed will work with the City to finalize the water system. Stahlnecker explained that they will have a private lift system to connecting to the sewer off River street. [5:39:59 PM](#) Ben Young with BYLA explained intent of the subdivision is a lighter touch on the land that will have less of impact than other plans could have had. Young noted existing Evergreen and Aspen trees. Young explained with road location, will lose some trees but looking at replacing those with Evergreens. Young discussed other trees to be added. Young explained believe the snow can be placed within the existing groves of Aspens, discussing other snow storage areas on the project site. [5:43:42 PM](#) Stahlnecker stated she discussed conditions 12, 13 and 14 proposed by staff, Stahlnecker request that the Commission allow the applicant to submit a construction management plan in lieu and combine conditions 12 and 13. Stahlnecker explained goal is to show the intent of the developer wanting to maintain as much of the existing landscaping as possible while working with a goal of having a good final product.

[5:45:31 PM](#) Pogue asked what the estimated square footage size for homes to be built on the lots. Scovill stated they are working for 12-1600 square feet with 2 car garages. Pogue asked if going smaller than what is permitted. Scovill confirmed. Horowitz noted that there is a minimum lot coverage.

[5:47:02 PM](#) Smith has no questions at this point.

[5:47:16 PM](#) Stone asked if there is a stop sign where Maple hits the main road. Davis explained there is a stop sign proposed on the west side. Stone asked if this is proposed as part of the project or city project. Davis confirmed as part of the project. Stone asked if the proposed road is 12 feet wide. Stahlnecker explained 12' will be asphalt and remaining will be gravel. Stone asked if the City is satisfied with a Park in Lieu fee. Horowitz explained it is, explaining otherwise end up with a small park that the city is unable to maintain.

[5:49:39 PM](#) Scanlon asked where the lift station will be located Stahlnecker explained at the bottom North, West side of the road. Scanlon asked I had a build out for this subdivision. Scovill stated not at this time. Scanlon asked there will be a design review committee or build any type of house that they want. Scovill explained they could build what they want. Stahlnecker explained there will be CC&Rs.

[5:51:19 PM](#) Chair Fugate asked if understood correctly that putting partially fabricated homes on the site. Chair Fugate asked for clarification. Scovill explained no matter the design, would like the houses produced offsite. Chair Fugate asked if there will be a requirement to do that. Scovill stated they are building it. Chair Fugate asked if they would be building to the owner specification and place it onsite. Scovill confirmed.

[5:53:13 PM](#) Chair Fugate opened public comment.

[5:54:25 PM](#) Paula O'Meara, lives to the south of this subdivision in a 3-house subdivision. Their fire lane is larger than what is proposed for this subdivision and their fire lane was the minimum requirement. She would like to have the Fire Chief review this. O'Meara is concerned about the snow storage. O'Meara would like to have some blocking from the new neighborhood. O'Meara did not hear parking places, assuming 2 car garage and 2 spaces outside, that they require four parking spaces. O'Meara would like to understand concept of connecting water to their subdivision.

[5:58:18 PM](#) Carter Cox, owns two properties that abut this subdivision and did not hear anything about the meeting referenced above earlier, they only received the notice. Cox asked if the CC&Rs would be finalized before the approval of this subdivision. Cox is aware that wildlife is often in this area and wanders if access/movement around the property for wildlife was considered. Cox stated part of the snow storage is up against their property and is wondering how the liabilities are addressed if damage is done to surrounding properties.

[6:00:10 PM](#) John O'Meara, own properties to the south. O'Meara stated heard two comments – 1st that the homes are going to be small designed and placed by developer and other was that it would be left up to the home owners to finish the interiors. O'Meara asked if could end up with a half-completed subdivision. O'Meara asked if the landscape would be completed before the homes are put on the marker to protect them from unfinished properties.

[6:01:34 PM](#) Carol Melkasian, southwest of the project, stated met with the developer on November 17, 2020 and was told the houses would be three stories high. Melkasian stated they are all single-story homes and the new homes would be looking right in their backyard. Melkasian stated there would be no privacy and seems that it is a bit in excess.

[6:03:03 PM](#) Susan Lidstone, road going down Maple is really narrow with a sharp turn around and if planning on putting snow storage right next to the house does not know how it would work. Lidstone does not understand where the snow is going to go if the plow goes down that road.

[6:04:24 PM](#) Ryan Thompson, Arbor Heights Subdivision, concerned about the park in lieu – curious if there was ever any analysis completed and how that went and how it would impact River Street. Thompson noted that River Street is a lot busier than the other projects, and is concerned about parking on River Street in general. Thompson is concerned of the grade of the road going into the subdivision. Thompson explained that is a steep road and being a past firefighter and engineer and it is tough to make that corner. Thompson requested to hear from the Fire Chief that the corner is approved for their equipment.

[6:07:27 PM](#) Chair Fugate closed public comment.

[6:07:41 PM](#) Stahlnecker clarified the process going through right now- not proposing any buildings at this time, property is zoned as General Residential and those zoning requirements will be applicable. Stahlnecker explained only thing applying for is the preliminary plat for the 5 lots. Stahlnecker stated the CC&Rs will not be ready until the plat is recorded. Stahlnecker explained the proposed road is 26 ft wide, 12 ft is paved remaining is gravel but all 26 ft will be plowed. Stahlnecker explained the grade has been designed to the fire code and believes the Fire Marshall has reviewed the plan. Stahlnecker stated the snow storage is based off the City requirements. Stahlnecker does not have answer regarding liability. Stahlnecker stated providing required parking onsite. Stahlnecker explained water main connection and how it will be looped through the proposed lots. Young explained as the lots are developed, will do landscape as they go. Young stated there could be a condition where they do add more landscape to the south side of the property. Young will need to check with the team as to what would be appropriate for additional landscaping. Young explained the snow could be blown instead of plowed, that per city code have to identify areas for snow storage. Scovill explained they do not want to crowd or damage anyone's fences. Scovill explained they tried to reach every neighbor they could for the meeting with the neighbors. Scovill confirmed will work with the neighbors regarding the landscaping. Scovill stated the permitted building height is 35 ft and they are below 30 ft, nowhere near what is allowed. Stahlnecker explained the landscaping in the City Right of Way will be completed prior to recordation. Scovill explained plan to

have zero scaping, lowest impact possible. Scovill explained the exterior will be completed, but if owner would prefer to hold off finishing a bedroom or such that is something they will accommodate. [6:16:37 PM](#) Davis explained the Fire Chief has reviewed these plans and determined that the grade and surface material are sufficient. Davis explained each lot is required to have a total of 4 parking spaces per unit and the applicant has provided this. Davis stated will require the 2 guest parking spaces as a plat note. Horowitz explained the zoning does permit a building height limit of 35 feet. Horowitz explained park in lieu payment, clarifying that is regarding a park not parking. Horowitz explained process of park in lieu fee. Horowitz used Lupine Subdivision park in lieu fee as an example, stating those funds are now being used in park being built in south Woodside. Horowitz stated property owners are required to keep their snow on their property, if there is a legal issue that is not something the City would not get involved. Chair Fugate thanked Horowitz and asked if she had any input on the wildlife question. Horowitz explained that the City does not designate wildlife corridors and unsure of requirements could put in place of this plat. Horowitz noted they have not received any comments from Idaho Fish and Game. [6:22:04 PM](#) Horowitz explained CC&Rs are private contracts, it is not something that is enforced by the City. Horowitz also noted that a design review is not required for this property. Chair Fugate is wandering what it means to have a house that is not complete on the interior. Horowitz explained the items required to be completed before the plat can be recorded. Horowitz summarized permit process and that no one would be permitted to live in the homes until everything has been completed.

[6:25:03 PM](#) Pogue stated Horowitz summed up his major concern of houses being partially finished. Pogue recommends they think about a 30 ft height requirement, does not see need for three story homes in this area. Pogue stated it seems the Fire Chief has signed off on the project and that he would be interested in what the Tree Committee comes back with. Pogue compliments the owners for keeping the trees they can. [6:26:32 PM](#) Pogue thinks the Park Committee should accept the in-lieu payment for the project. [6:27:43 PM](#) Davis explained this project will not go in front of the Tree Committee as it is a private road, just the Park Committee.

[6:28:28 PM](#) Smith is acquainted with the O'Meara's and Cox, merely acquaintances. Smith is happy to see the loop in the water system. Smith asked if will have a 10 ft easement for the water line. Stahlnecker confirmed. Smith asked what type of preconstruction system are they anticipating. Scovill stated full timber. Smith encourages applicant to take the comments tonight and try to incorporate them as they can. Smith supports Pogue's comment regarding the Park in Lieu fee. Smith explained he thinks helping to provide additional landscaping would be appreciated by the neighbors. Smith summarized regarding wildlife; they are going to do what they want to do. Smith complimented applicant team for creative development for the odd shape of this property.

[6:33:02 PM](#) Stone is concerned that the asphalt is only 12 ft wide. Stone asked how we know the full 26 ft will be plowed. Stone is not comfortable with plan to travel on dirt is with two tires in the dirt. Stone asked if will have opportunity to address materials and building height at a future time. Horowitz explained no, a design review is not required. Stone agrees with Richard regarding limiting the height. Stone asked if the Fire Marshall definitely took into consideration the grade and turn. Staff confirmed. Stone complimented staff and applicant team. Stone agrees this is not an appropriate place for a park.

[6:36:36 PM](#) Scanlon agrees with everything that has been said by the commissioners and neighbors. Scanlon agrees there is no place for park on the project site. Scanlon appreciates the infill. Scanlon shares Stone's concern regarding the width of the pavement. Scanlon encourages applicant to use full width of pavement. Scanlon understands concerns regarding height but not sure if can dictate different

than what is permitted by code. Scanlon stated it looks like the applicant is following all code and ordinances in place.

[6:39:31 PM](#) Chair Fugate stated the energy conservation goals are admired and appreciated. Chair Fugate also appreciates the effort to contact the neighbors prior to the meeting and all the neighbors who made comments tonight. Chair Fugate asked Horowitz to address conditions 12, 13 and 14. Horowitz confirmed staff discussed that construction mitigation plan could work and that they were comfortable in combining conditions 12 & 13. Chair Fugate asked Horowitz what options they have regarding the heights. Horowitz does not know of a standard that would allow them, but if they do, they can proceed. Horowitz explained increase of number of three-story homes in Hailey. Horowitz noted that 26 ft of asphalt is a lot of pavement and that she thinks if the Fire Chief willing to accept a narrower asphalt configuration it could be better for the environment. Horowitz explained the Fire Department will keep track that the road is plowed and that it will be watched very carefully. Chair Fugate thanked Horowitz, explaining that was a concern of hers. Chair Fugate summarized that it does not seem they have any grounds to require a lower height requirement. Chair Fugate agrees with the Park in Lieu fee, she believes the parking is covered and meets the requirements.

[6:45:37 PM](#) Horowitz thanked all neighbors for attending today. Horowitz asked neighbors their input where they would like to see the park in lieu funds spent.

[6:46:50 PM](#) Chair Fugate summarized that does not see a way to lower the building height requirements and the Fire Chief will ensure the road is plowed. Chair Fugate asked Scovill about the possibility to lower the height. Scovill explained they will do their best not go to the maximum height and that there will be no fences except around the vegetable garden. Stone explained the road concern is not about the fire truck but the people who eventually live in these houses with 2-3 cars there's going to be more commuting in and out than expected. To Stone, if the road is 12 ft wide that is a one-way road. Chair Fugate suggested signage at the corner. Stone suggested widening at least the curve. Stahlnecker and Scovill said they can look into. Scovill would prefer to go all gravel instead of paving 12 ft. Staff and Commission discussed option of going with all gravel if permitted by Fire. Stahlnecker offered to consider all gravel or widening the pavement to 18 ft if not able to go with all gravel. Stone is good with the option. Scanlon believes should go with a minimum of 20ft paved. Smith agrees with Scanlon, that the gravel will end up on River Street. Smith believes an 18 ft to 20 ft wide paved area would be better. Smith stated from a standpoint of trying to maintain a nice clean surface for the neighborhood and people utilizing River Street, believes need to look at something wider. [6:57:41 PM](#) Pogue believes they would be remised if didn't ask for a wider road, recommending 20 ft.

[6:58:27 PM](#) Horowitz asked to go back to the building height, asking if possible, compromise of maximum height of 32 for lots boarding the LR zones. Stone asked what the maximum height in LR is. Horowitz stated it is 30ft. Chair Fugate asked Scovill if she would agree with the building height proposal. Scovill agreed. Stahlnecker confirmed Lots 4 & 5 will have maximum building height of 32 ft and Lots 1-3 will have maximum building height of 35 ft. Chair Fugate asked if Commissioners are good with that, all are in favor.

[7:04:08 PM](#) Chair Fugate agrees with other commissioners regarding widening the asphalt, recommending 18-20 ft. Scovill stated they would consider 16 ft. Chair Fugate asked commissioners if prefer 18 or 20. Pogue – 18 ft. Smith – 18 ft. Stone – 18ft. Scanlon-18ft. All commissioners agreed to 18 ft.

[7:06:13 PM](#) Stone asked for clarification on 12 & 13 conditions. Stone stated it doesn't seem that anyone is working hard to take over Aspens. Davis explained she has a new condition, combining 12 and 13 into a new condition 12. Davis read the new condition 12 – Applicant shall submit construction

management plan depicting fencing and/or other protective material that preserve and protect the existing landscape during construction as shown on the landscape plan. Davis moved on to new condition 13 – Private road shall be constructed of a drivable that is 18 ft asphalt. Staff and Commissioner asked Stahlnecker for clarification on condition 14 request. Stahlnecker believes snow storage can be accommodated in the Aspen Trees and is proposing to remove condition 14. Chair Fugate is comfortable with removing condition 14. Stone does not know how snow is plowed into trees. Staff, Applicant and Commissioners continued to discuss snow storage options. Horowitz suggested revised condition 14 to read as Additional snow storage areas shall be designated to account for existing vegetation within snow storage areas. [7:15:33 PM](#) Davis read new condition 16, The maximum building heights for Lots 4 and 5 shall be limited to 32 ft. Applicant is comfortable with changes. Smith thanked everyone attending in person and virtually. Chair Fugate seconded that.

[7:18:53 PM](#) Stone motioned to approve the Preliminary Plat Application by Amatopia, LLC, represented by Galena Engineering, wherein Tax Lot 7816, Section 9 & 16 TL 7816 2N 18E (235 West Maple Street) is subdivided into five (5) lots, ranging in size from 6,090 square feet to 8,035 square feet, finding that the application meets all City Standards, and that Conditions (1) through (16) are met. Scanlon 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: **January 4, 2021**

- DR: The Roost

Horowitz summarized upcoming projects.

[7:22:37 PM](#) Smith motioned to adjourn. Pogue seconded. All in Favor.