

**MEETING MINUTES**  
**HAILEY PLANNING & ZONING COMMISSION**  
**Monday, March 5, 2018**  
**Hailey City Hall @ 5:30 p.m.**

**Present:** Owen Scanlon, Jeff Engelhardt and Dan Smith   **Absent:** Janet Fugate and Richard Pogue  
**Staff:** Lisa Horowitz, Chris Simms and Robyn Davis

**Call to Order**

**5:29:27 PM** Chair Scanlon called the meeting to order.

**Public Comment** for items not on the agenda

**5:29:46 PM** No public comments for items not on the agenda

**Consent Agenda**

**CA 1** Adoption of the Meeting Minutes of November 14, 2017

**CA 2** Adoption of the Meeting Minutes of January 22, 2018

**CA 3** Adoption of the Meeting Minutes of February 20, 2018

**CA 4** Adoption of the Findings of Fact, Conclusions of Law and Decision of an amended Preliminary Plat proposal for Colorado Gulch Preserve Subdivision, located at Lot 1A, Block 1, Stevens Family Ranch, LLC (North of 81 Broadford Road, Section 15 & 16, T.2N., R. 18E., B.M., Blaine County, Idaho), comprising of 24.46 acres. Previously, thirty six (36) lots were proposed. The amended plat proposes twenty seven (27) residential lots, with an additional 5.77 acres of open space to be located at the south end of the development. A revised road layout will also be considered. Zoning of the property is Limited Residential 2 (LR-2) and Recreational Greenbelt (RGB).

**5:30:00 PM** Smith motioned to approve the Consent Agenda items. Engelhardt seconded and all were in favor.

**Public Hearings**

**PH 1** *Consideration of a Review Application for Design Review of a new housing and headquarters project for the Advocates, represented by Hollis Rumpeltes Architects. Development will occur in two phases. Phase One will include a three story, 12,158 square foot building, consisting of ground floor office space, and two floors of "safe housing" apartments and laundry, and multi-use area. Phase Two will include a two story, 5,496 square foot building, consisting of apartments and laundry, kitchenettes, and outdoor green space. This project is to be located at 112 West Croy Street (Lots 1, 2, 3, Block 2, Hailey Townsite) and Lot 5A, Block 30, Hailey Townsite (address to be determined at a later date) in the Business (B), General Residential (GR), and Townsite Overlay (TO) Zoning Districts.*

**5:31:30 PM** Horowitz noted that this project is a Pre-Application for Design Review and discussed the Standards of Review for the Pre-Application process. Tricia Swartling presented background information on the Advocates for Survivors of Domestic Violence and their request to construct a new building with the goal of accommodating more people while continuing to offer a valuable resource within the community. Swartling noted that their current living situation has presented challenges and she would

like to construct a space that is more accommodating, but still provides a safe and private space for people in need.

[5:35:20 PM](#) J.J. Rumpeltes explained the project, noting that if approved, will be completed in two phases. Scanlon questioned the number of units in Phase One. Rumpeltes noted that twelve units would be built in Phase One. Rumpeltes went on to explain that housing would be built during Phase Two. Rumpeltes described details of parking, acquiring two lots next two project and housing/headquarters details. Rumpeltes went on to explain that they plan to maximize light from the west, rather than the east. Rumpeltes discussed the details of atriums, covered walking areas and parking, cubicle-like offices, and natural lighting elements.

[5:43:04 PM](#) Rumpeltes went on to present details of the bedrooms or apartment-like housing options, deck options and plantings to soften the building, as well as the use of trellises for shading. Rumpeltes discussed alley walkways, and private and public separations. Rumpeltes briefly discussed details of Phase Two: parking, green space for bottom units if easement could be utilized for parking, storage locker areas, trash enclosures, other green space, and decks per units, open communal deck area, and solar panels per building. Rumpeltes went on to explain the exterior materials proposed. Smith questioned where the bright metal would be located. Rumpeltes noted that metal would likely go on the fascia; he would utilize the more subdued metal. Discussion ensued.

[5:55:28 PM](#) Horowitz went on to explain the memo for project. Horowitz noted that safe housing is a unique use in Hailey Municipal Code; not a residential use, but is embedded in definition of semi-public use. Phase Two will require a Conditional Use Permit. Horowitz also noted that density calculations vary for Market Rate housing. If Applicant chooses to go through with Market Rate housing, details will need to be worked out. Horowitz noted that both phases require a total of 18 parking spaces. Horowitz noted that if project proceeds as safe housing, parking requirement has been met. Horowitz also noted that the Public Works Department is amenable to head-in parking along Croy Street (typical pattern). Horowitz also noted that there is a large spruce tree in City Right-of-Way. Trees to be retained in either scenario. Streets Department would like to see the alley paved for length of subject property. Discussion went on to discuss curb and gutter details, and bike lane options. Staff agreed that street trees be paid for in-lieu. Discussion ensued.

[6:02:27 PM](#) Smith questioned the total building height. Rumpeltes noted that at its highest point, the building would be 34 feet on north side. Smith also questioned the total number of full time employees. Swartling noted that she has approximately 14 full time employees. Smith questioned the whereabouts of the ADA compliant parking space and/or residential unit. Rumpeltes confirmed that one of the ADA compliant parking spaces is under the overhang.

[6:03:41 PM](#) Chair Scanlon opened the item for public comment. Craig Levitan noted his concerns with parking in area, as it has been issue. Levitan also noted that he is not clear on parking in Phase Two. Levitan questioned what would happen if properties were to separate and owners no longer want to utilize lot in same capacity? Cynthia Unger noted that her building currently has twice the parking that is required, as well as the units behind her building, and Unger believes it is not enough. Unger believes more parking should be provided. Kay VanHees, owner of two lots to the north of proposed project, suggested that lots (if sale is completed) offers plenty of room for parking.

[6:08:24 PM](#) Swartling questioned the Master Plan for River Street and suggested that Horowitz describe what parking could look like with the new design of River Street. Horowitz agreed.

[6:08:50 PM](#) Chair Scanlon closed the item for public comment. Rumpeltes noted that he hadn't thought about parking and what would happen if lots were to separate. Rumpeltes noted that the acquisition could craft a master plan that specifically allocate parking for Phase One. Scanlon suggested having an answer to this question for the Design Review process. Rumpeltes agreed.

[6:10:51 PM](#) Daniel Hollis discussed parking and noted that they designed building to meet the parking requirement. Hollis noted that parking and trash are the first things to work around and Hollis noted that parking requirement is met.

[6:12:13 PM](#) Simms noted that there is a residential use and parking is a reality. Horowitz added that the minimum parking requirements have always been met (as far as she is aware). Smith discussed the impact that 14 employees might have on parking. Smith suggested finding ways to expand parking. Smith also suggested utilizing the head in parking configuration to make snow removal much easier. Hollis and Rumpeltes agreed.

[6:16:05 PM](#) Engelhardt questioned whether or not all units would be completely full and/or how long families stay in safe housing. Swartling noted that it varies, but the average is about 9 months (due to limited housing within the community). Swartling noted that sometimes there is a waitlist and other times there is not. Discussion ensued.

[6:18:58 PM](#) Chair Scanlon questioned how move out dates are determined. Swartling noted that every family has a Case Manager. Move out dates are determined by Case Managers and progress being made from each family. Swartling noted that families are actively working toward goals of being self-sufficient and more independent. Engelhardt noted that he likes the project, building and design.

[6:21:48 PM](#) Horowitz explained the proposed parking/biking plan for River Street. Horowitz noted that staff could work with Design Team to maximize parking in area. Horowitz also suggested the option of recording an easement to guarantee that parking remains, even if lots were to change hands.

[6:24:55 PM](#) Chair Scanlon likes the design and believes the project is well-thought-out. Smith agreed and is very comfortable with building and design. Engelhardt also agreed.

***PH 2*** *Continuation of a City-initiated text amendment to Title 17, Section 17.05.040 District Use Matrix, to create a new Overlay Zone, "Mid-Residential Overlay Zone District". This District will be a new Chapter 17.04R, which includes general application, bulk requirements, density and parking space requirements.*

[6:32:16 PM](#) Commissioners that owned property within district overlay recuse themselves. Smith and Engelhardt recused themselves. Horowitz noted that item will be continued to a later date when all Commissioners could be available for discussion. Horowitz went on to discuss the reasons why we are looking at the overlay: 1) implement the Comprehensive Plan, 2) In 2017, Commissioners identified priorities – housing is one of them. Horowitz noted that overlay is not to accommodate for smaller dwelling units, but rather an average unit size (650 square feet). Horowitz also noted that open space should be required onsite (10% approximately) that could work for the residents and create relief from buildings. Finally, Horowitz suggested allowing parking aisle widths to be 22'. Horowitz went on to discuss other apartment buildings around Hailey, square footage totals and onsite parking spaces. Discussion ensued.

[6:42:10 PM](#) Chair Scanlon opened the item for public hearing. Peter Lobb doesn't believe this would improve the housing crisis in Hailey. Lobb doesn't believe this housing will be inexpensive housing. Lobb also noted that smaller units are subsidized more by the City, and doesn't believe the community in general will benefit. Jeff Engelhardt would like to see the half block to the north of Hailey Elementary included in overlay. Bob Crosby, Sun Valley Realtors, noted his concerns over creating an average unit size rather than a minimum size, which he believes would result in higher priced homes and less of them.

[6:49:51 PM](#) Jay Cone provided average unit size on Vista View Apartments. Cone believes this would impact market if chosen to be constructed as townhomes or condominiums. Cone believes it would detract from fulfilling the need for workforce housing. Praised Bundy on her image provided in the packet. Lastly, Cone noted that complexion could change in June when City adopts 2015 IBC. Cone also seconded other comments regarding average unit size and believes it's too large.

[6:54:22 PM](#) Julie Cord suggested that the businesses be kept in mind while discussing options and details of Mid Residential Overlay. Chair Scanlon agreed. Engelhardt noted that retail and office businesses are shrinking – Engelhardt believes mixed use in downtown area keeps downtown vibrant and bright. Engelhardt also believes it's a great way for Hailey to go.

[6:56:54 PM](#) Chair Scanlon closed item for public hearing. Horowitz noted that we will re-notice item for future public hearing.

#### **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: **Thursday, March 22, 2018**  
*(no documents)*

#### **Adjourn**

[6:58:56 PM](#) Smith motioned to adjourn. Engelhardt seconded and all were in favor.