

**MEETING MINUTES OF THE  
HAILEY PLANNING & ZONING COMMISSION  
JANUARY 22, 2008**

The meeting was called to order at 6:30 p.m. by Commissioner Chair Stefanie Marvel. Commissioners present were Geoffrey Moore, Owen Scanlon, Mike Pogue, and Mark Spears. Planning Staff present were Planning Director Beth Robrahn, Planning Technician Mariel Platt, and Planning Administrative Assistant Becky Mead.

Becky Mead, Deputy Clerk, City of Hailey swore in Mark Spears as new Planning and Zoning Commissioner.

**Design Review 102 Empty Saddle Trail**

An application by James D. McLaughlin for Design Review of a new building, located at 102 Empty Saddle Trail, Lot 6, Block 1, North Hailey Plaza Subdivision, within the Business (B) zoning district.

Commissioner Scanlon recused himself to present the design review application for James McLaughlin.

Owen Scanlon, project architect for the building which will be a relocation of an existing business building, possibly a bank, to 102 Empty Saddle Trail. Scanlon reviewed the site plan for the Commissioners. He stated there was a structural engineer's report to be submitted for the record. Scanlon stated there would be a new drive-thru added to the west elevation of the building. The second floor of the building would be for staff occupancy only.

Planner Platt addressed the landscaping and recommended a condition of approval that moisture sensors for the landscaped area and a drip irrigation system for the street trees should be installed. She also addressed the City Engineer's issues regarding all ADA standards must be met and a revised drainage plan shall be submitted and approved by the City Engineer. The city street department was concerned with the ADA throughway zone which requires the power and phone boxes to be moved to the back of the sidewalk near the property line or put in traffic rated vault under the sidewalk.

Scanlon stated all ADA standards will be met and the power and phone boxes will be moved underground.

Director Robrahn brought issues related to the configuration of the parking area to the attention of the Commission and referred to Page 7, #9 of the staff report which indicated on-site parking areas for more than 3 vehicles must be designed to allow vehicles forward entry and exit from the site into a public street. The orientation of the two parking spaces located along the southwest property line may not provide sufficient room to allow for forward exit without going through the drive-thru. It is a recommended condition of approval that the two parking spaces located along the southwest property line is orientated in such a way that allows for forward entry and exit.

Commissioner Pogue was also concerned about the parking and how a customer would be able to get out without having to back out. Scanlon stated there could be two curb cuts onto Empty Saddle. He presented an alternative plan showing the curb cuts showing the access to the drive-thru. Commissioner Pogue asked about the landscaping. Scanlon stated low shrubs are proposed.

Commissioner Spears referred to the staff report regarding issues with the parking. He was also concerned with snow removal. Commissioner Spears suggested a shared parking arrangement with the theatre to provide snow storage space on site.

Commissioner Moore asked staff if in lieu parking fee could be used. He expressed concern regarding the gutters and downspout that are directly over the handicapped parking space and suggested they be heated.

Commissioner Marvel pointed out the building is not oriented toward Main Street. She suggested there be an entrance facing Main Street or on the corner. She referred to the site planning standard on page 5 of the staff report, which states, "the building shall be oriented to the street. If the building is located on a corner, the building shall address the corner as well as both streets". Commissioner Marvel was also concerned about the windows along the east elevation (Main Street) being tinted and referred to page 8 of the staff report which states, "windows with shades or tinting create blank walls with no eyes on the street". Commissioner Marvel asked Scanlon if the design could be reoriented to face Main Street. She also expressed concern regarding the two parking spaces.

Scanlon addressed snow removal and stated the snow is proposed to be hauled off-site as part of a landscaping maintenance contract. Scanlon also stated a second entrance could be made to address Main Street. He pointed out that the remote the meter around the corner would be screened with shrubbery.

Planner Platt stated an in lieu fee could be paid as an alternative to providing the two parking spaces on site or a shared use agreement could be entered into to provide the parking off-site. Scanlon stated the applicant didn't want to enter into a shared parking agreement unless it was absolutely necessary.

Commissioner Marvel opened public hearing and there were no public comments.

Commissioner Pogue stated he didn't like the two curb cuts proposed in the alternative plan presented by the applicant. He suggested an entrance be located on the corner of the building to address Main Street.

Commissioner Marvel asked Scanlon if he had the authority to choose other parking options. She stated if he could not accept what was requested then he would have to review the options with the applicant and come back at a later date.

Commissioner Spears agreed with there being an entrance on the corner of the building to better address Main Street.

Commissioner Moore didn't have a problem with the entrance being to the south or with the two curb cuts proposed in the alternative plan presented by the applicant.

Commissioner Marvel reiterated the importance of there being an entrance on Main Street. She wasn't completely against the two curb cuts proposed in the alternative plan presented by the applicant.

Director Robrahn suggested the Commission look at the standards and if they determined the standards were not all being met then the applicant needed to address those issues. She mentioned the application could be continued to another date to give the applicant more time to meet the required standards.

The Commission was in agreement to continue the application to allow the applicant to comply with standards 9.4.7.a, 6A.7.2.1.A.1 and 6A.7.2.1.A.9.

**Commissioner Pogue moved to continue the application by James D. McLaughlin for Design Review of a new building, located at 102 Empty Saddle Trail, Lot 6, Block 1, North Hailey Plaza Subdivision, within the Business (B) zoning district to a date certain of February 4, 2008.** Commissioner Moore seconded, the motion passed unanimously.

#### **Proposed Amendment Adding Bicycle Rack Standards**

Proposed amendment to the Subdivision Ordinance #821, adding bicycle rack standards to City Standards, Exhibit A, cited in Section 5, Improvements Required.

Director Robrahn stated this amendment was for future bike rack installations to be installed properly to provide functional bicycle parking and to prevent damage to bicycles.

Commissioner Moore asked if there were an anchoring standard for the bike racks. Director Robrahn stated there was language addressing that.

Commissioner Marvel opened the public hearing.

**Tony Evans**, 417 First Avenue North, Hailey asked if the city would be installing these bike racks. He also asked if this was to make future bike racks more functional.

Director Robrahn replied that the city would not be installing future bike racks but it would be installed when required in future development applications; if the city did install bicycle racks they would have to meet these standards. She also stated that these standards would make future bike racks more functional.

**Commissioner Scanlon moved to recommend to the City Council that the augmentation of the proposed amendment to the Subdivision Ordinance #821, adding bicycle rack standards to City Standards, Exhibit A, cited in Section 5, Improvements Required be approved as written finding that the three standards of evaluation have been met, based upon the proposed amendments are generally in accordance with the Hailey Comprehensive Plan; the proposed amendments will not create excessive additional requirements at public cost for public facilities and services; and the proposed amendments will be in accordance with the welfare of the general public.** Commissioner Pogue seconded, the motion passed unanimously.

**Approval of Minutes:**

January 7, 2008

**Commissioner Scanlon moved to approve the minutes as written.** Commissioner Pogue seconded, the motion passed unanimously.

**Commission Reports:**

Commissioner Marvel stated Director Robrahn could schedule a presentation regarding sewer alternatives on the February 4, 2008 meeting if the Commissioners were interested.

**Staff Reports:**

Director Robrahn stated the discussions regarding the extension of sewer services out Croy Canyon have generated some comment from the public regarding alternative technologies to treat wastewater. She stated Morgan Brown, of Whole Water Systems LLC offered to arrange for John Grove to speak to the technologies available as alternatives to sewer systems. She stated she wasn't sure if Mr. Grove was associated with Mr. Brown's company or not. Director Robrahn suggested that it may be more appropriate to hear a presentation from someone who was not affiliated with a company selling related products. The Commission declined the offer of a presentation but expressed interest in receiving general information in the future.

Commissioner Spears asked about ex parte communication and Director Robrahn explained that when there was an application pending there shouldn't be discussion outside the public meeting regarding the application. Any questions for the applicants should be directed through staff.

The Commissioner's workshop was scheduled for February 27, 2008 from 5 to 8 p.m. and Director Robrahn would arrange a location.

**Adjourn:**

**Commissioner Pogue moved to adjourn at 8 p.m.** Commissioner Scanlon seconded, the motion passed unanimously.