

**MINUTES OF THE
HAILEY PLANNING & ZONING COMMISSION
FEBRUARY 19, 2008**

The meeting was called to order at 6:30 p.m. by Commission Chair Stefanie Marvel. Commissioners present were Geoff Moore, Owen Scanlon, and Mike Pogue. Commissioner Mark Spears was excused. Staff present were Planner Mariel Platt and Planning Assistant Becky Mead.

Public Hearing

Design Review of 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 and is located within the Business (B) zoning district. (Continued from January 22, 2008)

Commissioner Scanlon recused himself to assist with the presentation of the application.

Applicant Jim McLaughlin was present. Scanlon stated they would reduce the size of the building by 54 square feet to lower the number of parking spaces required to six. Scanlon stated the main entrance will be on Main Street and a predominant entrance will be added on Empty Saddle Trail. He also mentioned the front entrance is very pedestrian friendly.

Planner Platt referenced the design review guidelines stating, parking space number six did not support pedestrian access. She also mentioned the forward entry and exit standard was not being met from parking space number six, because it did not allow for forward exiting unless one was to use the drive-thru. She also stated if there were a line for the drive-thru, one wouldn't be able to enter or exit parking space number six. Scanlon stated he and the City Engineer agreed upon parking space number six to be an employee parking space only. He also mentioned they could add a sidewalk there for pedestrian access. McLaughlin stated the drive-thru would most likely be used more than the parking lot. He stated they would be glad to add another sidewalk from parking space number six for better pedestrian access.

Commissioner Moore commented on the snow storage area on the north side of the lot. He thought the placement of parking space number six would make the access to the snow storage area difficult if a vehicle was parked there. McLaughlin responded that the snow storage area could be utilized before and after bank hours, when the employee spot wasn't occupied.

Commissioner Pogue commented on the redesign to add an entrance on Main Street. He also pointed out the egress out of the parking lot was an issue before and asked if that was addressed. Scanlon stated he discussed this with the City Engineer and he agreed that customers exiting from the drive through would just have to wait their turn. The City Engineer preferred this rather than the two curb cuts. Scanlon mentioned the building footprint reduction. Commissioner Pogue stated it looked good.

Commissioner Marvel appreciated the main entrance on Main Street and addition of the entrance on Empty Saddle Trail. Commissioner Marvel asked Planner Platt if the Commission could ensure that Main Street was a usable main entrance to the building. Planner Platt stated, as a conditional of approval it could be stated that the entrance on Main Street be the main entrance or be designated as such with a main entrance sign. Scanlon stated that the placement of the ATM would be near the Main Street entrance. It was determined that a sign was not necessary; the architecture and the double doors on Main Street were sufficient enough to convey that the entrance on Main Street was the main entrance. Commissioner Marvel stated she wasn't happy with parking space number six and thought it seemed problematic. Scanlon stated if it were to be an employee parking space there wouldn't be anyone leaving during the day. Commissioner Marvel suggested as a condition of approval that parking space number six be labeled as employee parking only. She asked why the roof over Main Street was flat versus the pitched roof on the other entrance. McLaughlin stated there wouldn't be any drip line and snow falling over the front door. Commissioner Marvel commented that the entrance to Empty Saddle Trail was a blank wall and suggested a window. McLaughlin stated they could add signage there. Commissioner Marvel asked if there could be some awnings on the south side windows. Scanlon stated it would be difficult to match awnings with the style of the building. McLaughlin mentioned the windows are tinted there.

Public Hearing Opened

Carl Hjelm, 212 Second Ave South, asked if the building was being relocated from Ketchum. He thought from a procedural point of view that it was highly irregular for a Commissioner to present an application to the Commission. He suggested avoiding this in the future as it seemed to be a conflict of interest.

Tony Evans, 417 First Ave North, asked what bank would be moving into this building. He was curious if this was going to be a spec bank in Hailey.

Public Hearing Closed

Commissioner Marvel said she asked Planning Director Robrahn about a Commissioner presenting the application. Robrahn stated it is legally acceptable for this to take place. Scanlon stated that former Planning Director Kathy Grotto discussed this with the City Attorney. Planner Platt said she would double check with the City Attorney and the Planning Director regarding this issue.

Commissioner Marvel asked McLaughlin if this was to be a spec bank. McLaughlin stated it was a bank in Ketchum when they bought the building over 25 years ago and have used it as an architectural firm's office. He stated if the building wasn't removed it will be demolished. He stated there are some existing banks in Hailey that might be interested in occupying the building.

Commissioner Marvel liked the location of the entrance and the condition to relocate the bike rack to Main Street, to encouraging pedestrian access.

Commissioner Pogue suggested as a condition of approval for parking space number six to be noticed as an employee parking space only.

Commissioner Moore suggested as a condition of approval the decrease of 54 square feet from the footprint, to meet the 2,999 square feet allowing six parking spaces.

Commissioner Marvel suggested amending condition j) to eliminate bullet point number three and also eliminate “in lieu of fee of two parking spaces shall be provided”. She also asked that the sidewalks be protected or covered from snow storage and the sidewalk from parking space number six be connected to the main entrance of the building. Marvel thought condition j), bullet point number two was sufficient to cover the requirement. Commissioner Marvel also requested amending condition l) to eliminate the wording of “in place of” and leave in “in addition to” to provide enough tree coverage.

Commissioner Pogue moved to approve the application for design review by James McLaughlin for 102 Empty Saddle Trail, finding the project is in conformance with the Comprehensive Plan; the project does not jeopardize the health, safety, or welfare of the general public; and the project conforms to the applicable specifications outlined in the Design Review Guidelines, as set forth herein, applicable requirements of the Zoning Ordinance, and City Standards; this approval is conditioned upon items a-q outlined in the staff report; condition j shall be modified to strike parking space number six shall be eliminated; also striking in lieu fee of two parking spaces shall be provided; in addition there shall be a requirement that parking space number six will have appropriate signage on the property for employee parking only; and as an additional condition r, the applicant shall remove 54 square feet from the building footprint. Commissioner Moore seconded, the motion passed unanimously.

Approval of Minutes:

February 4, 2008

Commissioner Scanlon moved to approve as written. Commissioner Moore seconded, Commissioner Pogue abstained, the motion passed unanimously.

Commission Reports:

Commissioners Scanlon and Marvel will be absent on March 17, 2008. Commissioner Pogue was appointed to chair that meeting.

The Commissioner’s workshop is to be rescheduled for either Wednesday April 16th or 30th, 2008. Planner Platt asked who would be attending the Twin Falls workshop on Saturday March 15, 2008. Commissioners Moore confirmed his attendance.

Commissioner Moore asked Commission Chair Marvel if staff could look into the design review guidelines for non-residential buildings site planning; number seven, *hauling of snow from downtown areas is permissible when other options are not practical*. Commissioner Moore stated that didn’t seem to be a condition of guidelines and thought it should rather be a

conditional use permit issue. He asked what would stop the owner from adhering to this condition.

Commissioner Marvel stated Planner Shay was the enforcer but she didn't know who would be taking on the enforcement of design review guidelines that are approved with the applications.

Commissioner Moore asked again if snow storage removal should be a design review guideline. Commissioner Marvel replied that design review does involve practical site development aspects that are reviewed in design review. She mentioned to Commissioner Moore that if he thought that statement wasn't clear then the Commission could change or rephrase for more clarification.

Commissioner Pogue moved to adjourn the meeting at 7:07 p.m. Commissioner Scanlon seconded, the motion passed unanimously.