

**MINUTES OF THE REGULAR MEETING  
OF THE HAILEY PLANNING AND ZONING COMMISSION  
HELD MONDAY, March 7, 2005  
IN THE UPSTAIRS MEETING ROOM WITHIN HAILEY CITY HALL**

The regular meeting of the Hailey Planning and Zoning Commission was called to order at 6:30 p.m. by Commission Chair Kristin Anderson. Commissioners Trent Jones, Stefanie Marvel, Elizabeth Zellers and Nancy Linscott were present. Staff present included City Planner Diane Shay and City Clerk Heather Dawson. Planning Director Kathy Grotto and Deputy Clerk Tara Hyde were ill.

**PUBLIC HEARINGS**

**PARKVIEW BUSINESS CENTER**

An application by Bruce Allen for preliminary plat approval of Parkview Business Center. The current legal description of the property is Lot 2, BDB Subdivision, located at the corner of Main Street and 4<sup>th</sup> Avenue South, in the Limited Business district. The plat would create 5 lots, with access from 4<sup>th</sup> Avenue and Main Street.

Nancy Linscott recused herself from this matter.

Bruce Allen said the property in question is the entrance to Hailey, and is therefore important to the city. The property is 60,000 square feet of Business Zoned property, and Lot 1 is encumbered by an Idaho Transportation Department easement. There is no limitation from the Federal Aviation Administration on this property.

Tobin Dougherty said there is a solution to the problem on the property. The property is located on Main Street but not in the downtown core, and is odd shaped. He said the proposed design is intended to put together five small pieces of property, to make more of a small business environment. An exit is needed for that to work. The staff report does not support the concept of putting an exit onto the highway. He said there was an error in judgment when the subdivision was put together originally. He said the alternative is to put a large building on the property, and have all the traffic access that building from one point. Access onto Fourth Avenue is not an option; there is no easement for that. He said traffic is now slowing down before reaching this property because of the new traffic light, and is conducive to a small business environment.

Anderson asked Dougherty to address the fact that the area has heavy pedestrian and bicycle use, with children accessing the bike path and the schools. They want to create a subdivision with limited architecture and control of the size and scale of development.

Jones asked what benefit the additional circulation, with an exit onto Highway 75, gives the property that ingress and egress from Fourth Avenue doesn't do. Dougherty said the big issue is fire truck access. Jones noted that the easement is wider than the 26 foot

entrance. Allen said the easement is on an angle, and only 26 feet can be obtained there. That is what is needed for fire truck access.

Shay said the circulation issue will be addressed by City Engineer Tom Hellen. Hellen said he had asked for a gentler slope, and the most recent plan showed a 5% slope. Hellen said his biggest concern is the heavy pedestrian use, and its conflict with that access. He said a fire truck could access from the north off Fourth Avenue. The other aspects of the plan don't present any engineering problems. Shay said the ingress is considered by staff to be a street, not a through-road, with minimum width required of 36 feet.

The Commission then listened to the definitions of private street, public street, private driveway, and parking access lane. The definition of parking access lane did not have minimum standards.

Anderson opened the matter for public hearing. There were no comments. She then closed the public hearing.

The applicant said that emergency bollards could be used to minimize pedestrian danger. Allen expressed concern about egress onto Fourth Avenue; because there is an R.V. dump station in the next block, he was concerned that if cars were stacked up on Fourth Avenue, large vehicles would leave his property and drive through the RV dump station as a short cut. He believed the traffic light makes opportunity for safe pedestrian and vehicular flow.

Jones asked how exiting traffic would go south. Allen suggested allowing part of the traffic within the project to circulate back, but past a certain point the vehicles would only be able to progress forward. Jones said the issue of the curb cut and the bike path is not a Subdivision Ordinance matter. Anderson said it is effectively a curb on a sidewalk.

Allen said the visual effect of the property is important, with small buildings and parking hidden within the interior. Dougherty added that the small building design only uses 26 parking spaces; the large building design would require 46 parking spaces.

Marvel did not like the access in the configuration shown; it is not safe, and would be a mistake to locate it here near Fox Acres Road. People don't slow down there yet as much as we would like them to. The developers have proposed that only one or two cars would access onto the highway, but if they connect through Fourth Avenue, hundreds of cars could access there. Marvel believed any additional access onto the highway is not safe, and access onto Fourth Avenue is safer. She liked the hidden parking design, because the view of parked cars upon entering the city is not savory, but the access issue outweighs that consideration.

Elizabeth Zellers expressed concern about how the safety of the pedestrians using that bike path would be safeguarded. Anderson said there is a stop sign there on the bike path, and other mitigation tools could be used to enhance safety.

Jones said the access situation is not ideal. He said he sees frequent use of the bike path in this location. There are not a lot of contiguous stretches of bike path that close to the downtown core. Jones was not concerned that traffic would try to enter the property via the egress onto the highway but stated the sidewalk curb cut gives him some concern. A significant amount of traffic leaving the site will need to go southward. He wasn't convinced that there isn't a better design that allows for the configuration of lots and the emergency turn-around.

Anderson said she agreed that there may be other options on that lot. Anderson asked at what point the street would need to be 36 feet wide, if it were to be a public street. Hellen said the width would need to be maintained along the entire street. There is no criteria about the number of lots a private street could serve. Shay added that the City Attorney also felt the street would be a public street.

Jones asked about the issue of safety relevant to Fourth Avenue or Highway egress. Anderson said north bound traffic would have one more point to watch for cars. Marvel said it currently is not a good access point from Fourth Avenue on the highway, and this design does not improve that.

Jones said Allen's vision is an appropriate one, and there is a higher and better use for this property than a block building. He said he might look favorably upon another design. **Jones moved to deny this application based on its inconsistency with the Comprehensive Plan, particularly the Transportation and Circulation component, where it is the stated intent of the City to discourage future curb cuts, and to preserve present pedestrian and bike path integrity. Further, he stated this access onto Highway 75 creates an unsafe situation for traffic entering the highway.** Zellers seconded the motion; it carried with Jones, Zellers, and Marvel in favor.

## **FRIEDMAN MEMORIAL AIRPORT TERMINAL DESIGN REVIEW**

An application by Friedman Memorial Airport for Design Review of an expansion and remodel of the terminal building, located at 1616 Airport Way in the Airport District.

Paul Powers, representative for the applicant, introduced the application saying he is working on improvements to the building. The presence of Transportation Security Administration (TSA) has created some circulation problems within the building. The restrooms will be taken out and replaced in order to make more terminal space. The TSA area will be improved in terms of circulation. The ticket counters will be moved out front, and TSA will become something that happens in the background. Both restrooms are on the non-secure side of the building, so the passengers which have been moved to the security area have no access to restrooms.

Powers made a power Point presentation of the existing terminal building, and the proposed terminal building. The site plan showed an existing canopy being shifted to the main entryway. The project will add more pedestrian curb line, and clean up the exterior

of the building. The existing passenger terminal building has an undulating curb line, which causes difficulty in the moving of traffic. The existing terminal has a metal roof, stucco, copper soffit, and canopy. The new canopy would improve the existing canopy with new lighting and different materials. There would be both departure and arrival canopies. Cultured stone is proposed for the base of that building. A different material is used for the addition in an attempt to bring down the bulk of that building. The snow currently slides off the roof and accumulates in fairly large chunks. It will also break down the scale of the existing metal roof. Powers then displayed samples of the roof, stone, band, sill and exterior panel materials. The existing cedar siding will undergo a color change.

Shay said there is ample parking on the site. Some of the 312 parking sites will be dedicated for the car rental businesses there. The parking lot lighting in the upper parking lot is of issue. The average foot candle is 2.9 in the parking lot, with 1.5 being the acceptable standard in Hailey. Powers indicated the bulbs could be changed out to 250 watts, but the parking lot will get even darker than it already is. Powers said he took the light meter into the lot to do some studies last night. He said it is extremely dark in that parking lot; and with five flood lights proposed to be removed from the building, the lot will get darker. Anderson said that problem has been alleviated in the past by putting in additional fixtures. Powers believed that 1.5 foot candles was un-safe. He suggested Hailey's ordinance be reviewed. The Commission suggested adding fixtures in a different configuration. There was discussion about the point of the ordinance with Anderson explaining that hot spots of light are difficult for people to walk through, because their eyes don't adjust to the light changes. The average foot-candle with more fixtures installed is the best way to address the problem.

Rick Baird said Friedman Memorial Airport Authority FMAA isn't asking for a waiver of light standards, saying the airport will comply with the lighting ordinance. The previous light plan, which was approved by Hailey, is dark, and in order to comply now, it will be darker; with the possible site relocation matter, additional trenching to install additional lights won't be done.

Shay said the large spruce trees need to survive; and if they do not, they will need to be replaced with other trees.

In response to a question from Linscott, Powers showed two sets of stairways accessing the lower parking lots.

Anderson opened the public hearing; there were no comments. Anderson closed the public hearing.

Anderson said Design Review Guidelines 18 and 19 should apply to this addition. Linscott said the roof and design materials were acceptable to her. Anderson said the asphalt and metal together were an odd combination. Linscott questioned the addition of the roof along a pedestrian way, related to snow slide concerns, rather than the existing design which slides onto a landscaped area. Powers said the roof is about 2.5 feet deep

in that location. He said it would take heat to create ice; and that roof is outside the thermal area, and cinder block ice bricks are not likely to develop. Marvel said the flat roof behind may prevent sliding, but it does create a strange space because it doesn't attach. Powers said because of security fences, the two different facades can't be seen at one time. The vertical items were taken out of the design in order to make the building more horizontal and less vertical. Part of the intent of the project is to get back to the original rustic character of the building, both interior and exterior.

The Commission then discussed the lighting, and in order to improve lighting, fixtures would have to be added. Without adding fixtures, safety is diminished.

Ron Fairfax said the FMAA was, on the whole, pleased with the design, done well in the face of constrained budgetary issues.

Jones said the project, having been built in phases since the 1950's, is less than desirable at the start. The dominant architectural feature is the portico, and the building doesn't quite match it. Jones said the intent of the ordinance is not to make the parking area darker, but that the applicant will need to comply with the Lighting Ordinance. He advised this might lend to the platform for reviewing the ordinance, but reminded that the Commission's job tonight is to require compliance with the Ordinance. He said the FMAA is investing a certain amount into enhancing the airport, and should do so with the lighting issue as well.

Marvel was concerned with the parking lot lighting, and the airport should be part of the city's design to bring all lighting into compliance in a safe manner. The long expanses of blank wall bothered her quite a bit. Powers said holes can not be cut into that wall, or the building would topple. He would have liked to put windows there. Anderson said undulation could be created within the wall, for break up, instead of windows being added. Linscott suggested not getting too caught up in design details for an airport that may not exist 10 years down the road. Anderson said it may exist, however, and we are therefore obligated to consider a good design. Linscott said additional landscaping to the blank wall elevation would help the exterior look. The snow clips and gutters were adequate.

**Jones moved to approve the Friedman Memorial Airport Terminal Expansion, finding that the application is in conformance with the Comprehensive Plan, that it will not jeopardize the health, safety and welfare of the general public, and that it follows the Hailey Design Guidelines; with conditions that the approval be subject to the following conditions:**

- a) **All Fire Department and Building Department requirements shall be met. Items to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:**
  - **The building shall be ADA compliant upon completion and prior to issuance of an Occupancy Permit.**
  - **All exiting issues must comply with IBC and IFC regulations.**

- b) **All City infrastructure requirements shall be met. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:**
  - **Water and sewer shall be constructed to meet City Standards.**
- c) **All exterior lighting shall comply with the Outdoor Lighting Ordinance. Any existing lighting on the subject property shall also be brought into compliance; this includes the parking lot lights in the upper parking lot.**
- d) **The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.**
- e) **Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided, before a Certificate of Occupancy can be issued.**
- f) **The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.**

**with additional conditions that the roof have snow clips and gutters installed, that additional landscaping be proposed along the façade for staff to review, and that the two existing spruce trees be replaced if they don't survive the transplanting.** Marvel seconded the motion.

Jones said condition "c" requires compliance with the lighting ordinance, and he didn't feel the need to redesign the lighting, just mandate that it be in conformance. The motion carried with all in favor.

#### **MCNAE LOTS 4A AND 4B, AIRPORT WEST ARTIST STUDIO**

An application by Adam McNae for Design Review of a new building, located on Lot 4A and 4B, Block 4, Airport West Subdivision (110 Dornier Way) in the Service Commercial Industrial-Industrial (SCI-I) district.

Jay Cone, representative for the applicant, presented the design of the two-story building. The roofing material, a gray galvaneel also proposed for the walls, does not have the glare that galvanized material has. The entire building is constructed in steel. The design echoes the old grain elevators and silos of the Hill City area.

Shay said the parking and circulation area requires 190 square feet of snow storage. A lot line runs up the middle of this project and a lot line adjustment will need to take place; the integrity of the snow storage will need to be maintained for what is required for this lot.

Anderson opened the matter for public hearing. There was a question about what kind of studios would utilize the building from Matt Furber, reporter with the Mountain Express.

Marvel said the sidewalks only relate to the building, and don't connect to the rest of Airport West. Shay explained that "frills" infrastructure was not required of the original Airport West developer.

**Jones moved to approve the application, finding it in conformance with the Comprehensive Plan, that it will not jeopardize the health, safety and welfare of the general public, and that it adheres to the Hailey Design Guidelines, with the following conditions:**

- a) **All Fire Department and Building Department requirements shall be met. Items to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:**
  - **Adequate hydrants shall be located in the proximity of the building to ensure fire flow requirements.**
  - **ADA maneuvering clearances for restrooms shall be met.**
  - **Separation of opening between upstairs and downstairs shown on plans shall be clarified prior to issuance of a Building Permit.**
- b) **All City infrastructure requirements shall be met as outlined in Section 5 of the Hailey Subdivision Ordinance. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:**
- c) **There shall be no exterior storage of materials.**
- d) **All exterior lighting shall comply with the Outdoor Lighting Ordinance.**
- e) **A Lot Line Adjustment shall be submitted prior to issuance of a Building Permit.**
- f) **The project must continuously have a minimum of 590 square feet of snow storage.**
- g) **The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.**
- h) **Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided, before a Certificate of Occupancy can be issued.**
- i) **The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.**

Zellers seconded, and the motion carried unanimously.

## **NATURAL RESOURCES SECTION OF THE COMPREHENSIVE PLAN**

Proposed amendments to the Purpose section, the Natural Resources section and the Recreation, Parks and Lands section of the Hailey Comprehensive Plan. **(continued from 2/7/05)**

Shay outlined the history of this discussion since it was continued, saying that John Gaeddert had submitted a letter, and Planning Director Kathy Grotto had responded to that letter. Shay said it was felt that issues brought up by Gaeddert have been met.

Marvel suggested striking “*Continue to prohibit...*” from policy 2.2 on page 4. Anderson said if those words are removed, the language will imply that we are adopting a new policy. Shay said the policy changed approximately two years ago, which began improvement to the riparian zone, and we are now continuing that policy.

Marvel said Bullion Street connects greenways, and future connections with the Toe-of-the-Hill Trail and is important to the map in terms of other areas of the Comprehensive Plan.

Becki Keefer said the Parks and Lands Board started the drafts of these maps; and connecting recreational assets is part of what makes Hailey a livable community. She showed where some cross-connections had been removed from the map, particularly the east/west connectors. On the parks map, those connected elements remain, and are further reinforced by showing pedestrian corridors. The final version of these maps will have less defined water and greenspace and will become the under-layer on the parks map, as the two maps are inter-related. The Natural Resources Map is broader and less specific than the Parks and Lands Map. Anderson suggested putting that language information on all three maps.

**Linscott moved to recommend to the Council that the proposed amendments of the Natural Resources Section of the Comprehensive Plan be approved with the added language described by Keefer. Zellers seconded; the motion carried unanimously.**

### **FINDINGS OF FACT**

841 Business Park Subdivision Preliminary Plat: **Jones moved to approve the Findings of Fact as presented.** Zellers seconded; the motion carried unanimously.

### **COMMISSION REPORTS**

Anderson said she would miss the meeting of April 4, 2005. Jones also would not be present. The Commission agreed that they would be amenable to rescheduling the meeting.

Training is scheduled on the 19<sup>th</sup>, to begin at 8:30 a.m., with brunch provided.

Marvel said she had written a memorandum to the Council to explain why the Commission put language in another section of the Comprehensive Plan, it being language the Council had taken out of the Growth Management Section. **Linscott moved that the memorandum to the City Council be approved by the Commission.** Zellers seconded; the motion carried unanimously.

Linscott said she had received a phone message from Channel 13 regarding a 4500 square foot lot. She asked if any of the other Commissioners were interested in responding. Jones suggested such requests be sent through the Commission Chair, who could then respond or delegate to another Commissioner.

There being no further business, **Zellers moved** and Marvel seconded **to adjourn.** Anderson adjourned the meeting at 9:25 p.m.