

**MINUTES OF THE REGULAR MEETING
OF THE HAILEY PLANNING AND ZONING COMMISSION
HELD MONDAY, APRIL 18, 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 Stefanie Marvel, Elizabeth Zellers and Nancy Linscott were present. Commissioner Trent Jones was excused. Staff present included Planning Director Kathy Grotto, City Planner Diane Shay, and Deputy Clerk Tara Hyde.

PUBLIC HEARINGS

MSP BUILDING DESIGN REVIEW

An application by MSP Development, L.L.C. for Design Review of a new building located in the Service Commercial Industrial-Industrial (SCI-I) district.

Marc Corney, architect and representative for the applicant, gave an overview of the project explaining the project is bordered by Aviation Drive to the west, Otter Lane to the south and Colibri Lane to the east. Plans call for 37% lot coverage. The building planned is 6110 square feet, with each unit approximately 2000 square feet. Eight parking spaces are provided off Colibri Lane and include handicap accessible parking. Two stories are planned with office space on the second floor.

Corney gave an overview of snow storage; the application shows two snow storage areas totaling 652 square feet to serve 2562 square feet of parking and circulation. The property is also encumbered by two platted easements for snow storage for the private street; 274 and 231 square feet respectively and shown on the plans.

Corney advised plans for landscaping will include Flowering Crabs, Spruce and Aspen; trellises covered with Virginia Creeper are planned for the south elevation and for shielding of the patio areas. Man doors are planned for the west elevation, leading out to the patios; covered man doors and overhead doors are planned on the east elevation, accessing the parking area. A dumpster enclosure area is planned for the southwest corner of the property.

Dormered shed roofs are planned over the windows presenting to Aviation Drive. The man-doors on the east elevation are covered by shed roofs with wall lights mounted under them. Signage is planned for the area under those shed roofs. Stucco is planned for the lower portion of the building, with hardiplank lap siding above the band.

Roof design includes a flat roof over the shop areas of the proposed building, with a sloped roof over the offices. Proposed building height is 28'2". Snow clips are shown on the metal shed roofs over the man doors on the east elevation. The west elevation presents snow clips on the 3 shed roofs over the 2nd story windows, as well as on the

main roof of the west elevation. Gutters are also planned for the sloped roof on the west elevation.

Corney said Airport West Subdivision discourages ingress/egress off Aviation Drive, with no parking on Aviation Drive. Main ingress/egress to the property is off Colibri Lane. A sidewalk is located on the Aviation Drive side of the property.

Zellers asked about installation of sidewalks on Otter Lane, with Corney explaining public would not walk down Otter because of the man doors located on Aviation Drive and main access to the building off Colibri Lane.

Grotto said that approval of the project had been received from the Airport West Design Review Board. She clarified that signage is proposed for the Colibri Lane side of the building and not along Aviation Drive. It was clarified the project would have a Colibri Lane address. She addressed the landscaping proposed by the applicant, suggesting that the Commission may wish to request some shrubbery at the base of the front of the building for a “finished” landscaped look.

Anderson opened the public hearing. There being no comment, Anderson closed the public hearing.

Anderson expressed concern about snow shed from the metal roof. Scott Miley, the applicant, suggested a snow bar system would probably be installed, versus snow clips. Corney advised the roof was a 2/12 pitch.

Zellers asked who would regulate the landscape maintenance, with Grotto stating the property owner would be in violation of Design Review approval if the landscaping looked bad. She further advised Airport West had strict CCR’s that addressed landscaping also.

Linscott asked for clarification of the snow storage easements shown on the plans. Grotto explained that most Airport West lots were encumbered by some snow storage easements, platted with the Subdivision for use by the Subdivision for street snow storage; applicants are required to supply an additional 25% of their parking and circulation areas for storage of snow from those areas.

Zellers moved to approve the application, finding it in conformance with the Comprehensive Plan, that it does not jeopardize the health, safety and welfare of the citizens of Hailey, and that it conforms to the required Design Review Guidelines specified in the staff report 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:**
 - **Additional fire protection shall be provided as may be required by the Fire Chief.**

- The mezzanine shall not exceed one-third of the area below.
- 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:**
 - All utilities shall be installed underground.
 - Water and sewer services shall be installed per City standards.
- c) **No exterior storage shall be allowed without screening.**
- d) **A sign permit shall be obtained for any signage exceeding four square feet in area.**
- e) **All exterior lighting shall comply with the Outdoor Lighting Ordinance.**
- f) **Shrubbery shall be approved by the Planning and Zoning Administrator and installed at the base of the front of the building facing Aviation Drive.**
- g) **An irrigation system and ongoing maintenance for the landscaping is required.**
- h) **All utilities shall be underground.**
- i) **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.**
- j) **The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.**
- k) **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.**

Linscott seconded and the motion carried unanimously.

NORTHRIDGE BUSINESS PARK PRELIMINARY PLAT

An application by West of First, LLC, for Preliminary Plat approval for the Northridge Business Park (CONTINUED ON THE RECORD FROM APRIL 13.)

Linscott recused herself.

Gerald Martens, of EHM Engineers, represented the project. He advised the plat shows 7 lots at the intersection of McKercher, Highway 75 and First Avenue. Four lots are adjacent to First Avenue, one lot is located on McKercher, one lot is located on the corner of McKercher and Highway 75 and one internal lot is planned for the parking area. A private road would access the property, connecting McKercher and First Avenue and allowing for internal circulation. There would be no direct vehicle access to any lot except via the private internal street. He stated the applicant was fine with the suggested conditions.

Shay reminded the Commission that they recommended approval of the rezone application to the Council at the April 13th meeting, changing zoning from Limited Residential-1 (LR-1) to Limited Business (LB). The applicant has been made aware that they are proceeding at their own risk with the preliminary plat, until the rezone application has been approved by the Council. Shay stated that discussion at the 4/13 Commission meeting indicated the Commission wanted to see the applicant work with the owner of the Sawtooth Gateway Inn, proposed for the land to the south, allowing access to McKercher from the Sawtooth Gateway Inn. Shay advised the applicant has proposed access onto both McKercher and First Avenue.

Shay added that plans call for a sidewalk along the interior of the project, and along First Avenue. She suggested that, should the Commission vote approval of the preliminary plat, that approval be contingent on the Council approving the rezone.

Evan Robertson, attorney for the applicants, indicated that contingency was addressed in a development agreement for the property. He advised that neither he, nor Gerald Marten, had the authority to consent to access through for the Sawtooth Gateway Inn. He questioned why the motel did not use their access on Cobblestone. He advised the applicant was looking for a self-contained, quiet business park; he advised staff had requested the private drive through the property.

Marvel indicated concern with access onto McKercher and its relation in location to the intersection of McKercher and Highway 75, and McKercher and First Avenue. Marten explained the intersection of First Avenue and McKercher was aligned as close to 90 degrees as possible, and that the applicant had worked with the City Engineer to accomplish that. The intersection of McKercher and Highway 75 was already in existence. Grotto scaled the distance from the Highway 75/McKercher intersection into the turn into Albertsons, along with measuring the distance from McKercher to the proposed private street access, to give all a visual on how far the access would be located from the intersection. The proposed access into the Northridge Business Park property is located farther from the intersection than the access for Albertsons; approximately 300 feet.

Marvel also expressed concern about a bank with a drive-thru with that additional traffic accessing McKercher in such a small area.

Anderson opened the public hearing.

Christopher Simms, Citizens for Smart Growth, commented in support of the rezone. He expressed concern, however, with a private development denoting the gateway to the city. He suggested the Commission address gateway and pedestrian amenity issues at Main and McKercher. He suggested if a bank was installed at the corner, they should work with staff for pedestrian friendly presentation, perhaps including a paver area with planters in the front to blend with a pedestrian sidewalk open to Main Street.

Bruce Allen, owner of the Sawtooth Gateway Inn, expressed concern about hotel access going through a residential area. He suggested identifying building envelopes on the lots.

John Dean, 1510 Heroic, agreed with statements made by Simms. He asked that the Commission take future uses of property across McKercher into consideration, as that will add to traffic feeding onto McKercher. He believed the project, if approved, needed to be kept dark due to the close proximity to residential. He believed a sidewalk from McKercher to Cobblestone, along Main Street, was important. He expressed concern about traffic flow within the project, especially at the west end.

Anderson closed the public hearing.

Marten indicated McKercher already has a pedestrian pathway installed along the south side, to First Avenue. Plans call for the pathway to continue from First Avenue, south to Cobblestone, with connections from the internal sidewalk to that pathway. He stated the applicant always believed they would continue the sidewalk on the Main Street frontage.

Grotto clarified that the time for Development Agreement discussion has passed—it was recommended with the rezone. She stated that any comments dealing with the rezone and Development Agreement should be given individually to the Council. She advised that any information dealing with preliminary plat can be addressed at this meeting, including the private street and building envelopes.

Anderson clarified that all buildings proposed would go through the design review process. She believed the buildings proposed along Main Street should front Main Street.

Marvel suggested a building envelope for the lot fronting Main Street. She reiterated concerns about a drive through for the bank fronting Main Street.

There was further discussion about the proposed private street and accessing through the hotel site. Discussion of moving the access on First Avenue to align it with Winterberry Loop, a residential street, was also discussed. Marten explained offsetting the private road from lining up with Winterberry was needed to separate the residential and commercial in the neighborhood. He also said the access planned onto McKercher was at the safest location.

Robertson explained that the buildings on First Avenue oriented inwards instead of to the residences to the east.

Marvel believed access to the hotel property was important. She also stated the Comprehensive Plan recommended 4-way intersections.

Shay suggested the Commission might wish to continue the application to allow the applicant and the owner of the hotel property time to negotiate. Anderson suggested the applicant work with the City Engineer for input addressing location and public safety.

There was further discussion about sidewalk materials, asphalt versus concrete. Zellers said that snow storage easements need to be shown on the plat.

Marvel moved to continue the application to the May 16, 2005, Commission meeting. Zellers seconded and the motion carried unanimously.

WOODSIDE ELEMENTARY PRELIMINARY PLAT AND PLANNED UNIT DEVELOPMENT

Applications by Blaine County School District for Woodside Elementary Subdivision preliminary plat and Planned Unit Development, recently annexed and zoned GR and RGB.

John Gaeddert, representative for the applicant, gave an overview and history of hearings for this property. He advised that the 20 acre site is generally flat at the front and hilly along the east side. The hillside is zoned Recreational Greenbelt (RGB) and the flat area is zoned General Residential (GR). He advised 11 lots were proposed for the property. Phase 1 includes Lot 1, the 13.95 acre site planned to house the school and all related buildings and uses, planned for an opening in Fall 2006. Gaeddert indicated the applicant was fine with Preliminary Plat condition “d”, requiring additional plantings to buffer residences from the baseball field and backstop.

Gaeddert indicated the private road planned will serve all eleven lots within the project and serve as the emergency access also. The main access intersection will be aligned with Cherrycreek to the west. The private road will have a 36 foot wide easement, with 20 feet of paving which will widen to 28 feet of paving in front of the residences proposed at the north end of the property, allowing for parking on the north and east side. Just past the proposed residences the private road will change to a 20 foot width, comprised of gravel.

Plans call for a fence at the east side of Echo Hill Park to block unauthorized traffic from using the emergency access. Gaeddert advised emergency and maintenance crews only will use the access. Blaine County School District (BCSD) retains maintenance of the private street all the way through.

Gaeddert said Lot 2 will be dedicated to the City as a trade for land used for the emergency access through the Echo Hill Park lot. He also indicated two of the eight lots proposed for townhouses are also for City use. All units will be subject to design review as per the draft PUD Agreement.

Marvel asked if the Agreement included BCSD doing something further with the location of Echo Hill Park.

Steve Pruitt, architect for the project, explained there was a problem with retaining teachers, due to the high cost of housing in the area; and it was felt the applications presented tonight would help to alleviate that problem. He explained that the location of

housing planned for the site is higher than surrounding property, so BCSD did not wish to look at “regular” multi-family housing. Plans call for 4 duplexes (eight living areas), each a 2-story unit in a townhouse configuration, with a shared property line; with each unit containing 1 ½ to 2 ½ baths. It has not yet been decided how sale of the townhouses would be worked. All parking has been met with one space in each single car garage and one space on the pad outside the garage location; and through widening of the road in the townhouse location.

Landscaping calls for Spruce, Pines, Aspen, Maple, Ash and Flowering Crabs which will be installed at construction.

Floor plans include 2-bedroom units (1200 square feet each) and 3 bedroom units (1500 square feet each) with one handicapped unit located completely on a first floor. Floor plans have not yet been set, though.

Zellers asked who oversaw the community housing aspect proposed for the development. Gaeddert explained there was a group of 18 individuals meeting monthly to address details under development.

Gaeddert said Phase 1 had been started with the site grade being done for the school. Phase 2 includes additional site grading and the hard infrastructure installation, the applicant would like to do that work while the equipment is onsite, to help save money. Phase 3 includes construction of the townhouses. A possible Phase 4 would include development on Lot 3, across the private street from the proposed townhouses, below the 25% line.

Zellers asked which lots, other than Lot 2, was planned for City use. Gaeddert indicated his belief it was Lots 4 & 5. Linscott asked if the City would need to build, or if buildings would already be done, when Lots 4 & 5 transferred. Gaeddert indicated in-ground infrastructure would be in, but buildings would not exist.

Mike Chatterton, business manager for BCSD, suggested the property would be deed restricted, but was unsure exactly how that would be accomplished. Plans now call for BCSD to get the houses back to turn them over to the next generation of employees.

PUD

Shay confirmed the houses would not be rented. She advised that one or more of 8 amenities must be offered through a PUD; BCSD offered the following amenities:

- work force housing,
- dedication of property to the City,
- development of play fields and the Toe of the Hill trail.

Prel. Plat

Shay advised Echo Hill Park will be gated, with no through traffic except by maintenance crews, snow plows and emergency vehicles. She stated the project had adequate snow

storage. She advised a backstop was needed for the baseball field and asked the Commission to consider adding additional landscaping to mitigate that back stop.

There was discussion of a fence along neighboring property lines, with Gaedert reminding that the neighbors did not want additional fencing located there, as all their fences are in.

There was discussion about bleachers for the baseball fields, with Shay indicating no plans for bleachers.

Anderson opened the public hearing.

Rosemary Cody, 3360 Berrycreek, liked the idea of a buffer along the back of the neighbors yards and asked if a berm could be built in that location.

Jody Henderson, 3671 Woodside, believed sidewalks should be located all along Woodside. Shay advised 1000 linear feet of sidewalk would be constructed along Woodside.

Ruben Macaya, 3330 Berrycreek, asked when the last avalanche study was done. He also wondered what assurances neighbors had that in the future the emergency access would not be opened up as a street.

Pat Robinson, 3310 Berrycreek, expressed concern about avalanche areas and drainage. She asked if homeowners could come back and sue the City if their houses flood. She stated no one in the neighborhood has been asked to sit on a housing board, as was indicated by the applicants. She spoke against the application.

David Wieand, 3250 Berrycreek, agreed with comments made by Robinson. He stated BCSD was not a good neighbor, but sneaky and deceitful in dealings for the project. He expressed concern about loss of greenspace and park space. He wanted to see the emergency access moved farther from neighbors.

Christopher Simms, Citizens for Smart Growth, stated support for community based schools. He supported greater density with possible change to square footage of lot size. He believed road surface designs could help with mitigation of the emergency access through Echo Hill Park, suggesting the use of grass pavers.

Chad Blincoe, 1031 Cherrycreek, objected to housing on the site, stating around the clock traffic associated with residences as a concern.

Suzanne Walsh, a realtor living at 31 Rodeo Drive, was in favor of the project, stating the project is pro-active and a flagship project for BCSD. She advised she sits on the workforce housing committee looking at housing on the site.

Michael David, Director for Blaine Ketchum Housing Authority, advised he also sat on the housing committee. He advised the units would not fall under the community housing umbrella, but stated the need for affordable housing for school teachers and staff was very evident. He believed this was a good project.

Sarah _____, 36__ Woodside Boulevard, stated she would be greatly impacted by activities on the property, but did not expect the impact to be around the clock. She would like to see native planting around the housing units.

Michael Walsh, 31 Rodeo Drive, explained he was the co-president of the Blaine County Teachers Association, and the project was of benefit for teachers, allowing them to live in a community they support. He stated the project would also provide the construction program at the high school with actual buildings to extend the learning curve for programs that have been developed at the high school.

Scott McGrew, 3650 Woodside Boulevard, stated his support for the proactive stance of the school. He expressed concern that the houses would be built in an island of open space, bringing lighting problems and noise. He suggested BCSD should be aware of the ramifications of selection of people to live in the townhouses. He asked what would happen if a teacher quit or got fired—would they be kicked out of the housing and lose the money they had invested? He was concerned that fire fighting to the units, if necessary, would be next to impossible.

Pat Robinson had concerns about lighting for the proposed housing.

Ruben Macaya stated the neighborhood feels trampled, believing a school at the location to be fine; but adding his belief that BCSD was taking the proverbial mile for the inch it was given.

Shay advised that 2 city employees also sat the workforce housing committee, representing the public; those employees being City Engineer Tom Hellen and Shay.

Anderson closed the public hearing.

Anderson listed issues heard as:

- what lots would be dedicated to the City,
- when the last avalanche study was completed,
- assurances that Echo Hill Park emergency access will remain closed,
- drainage information,
- construction issues and a voicing format,
- density allowed on the parcel through zoning,
- further negotiations regarding the emergency access,
- lighting,
- traffic concerns,
- buffering of housing units and backstop for the baseball fields,
- change of road surface,
- and fire hazards.

The District was questioned about a construction schedule being available to neighbors however, no definitive answer was given.

There was discussion about snow storage in the area of the proposed housing. Grotto indicated snow storage would be needed and it might be appropriate to cap development of Lot 3 as part of the PUD Agreement, to allow for snow storage.

Gaeddert addressed concerns, stating that any member of the public interested in being on the housing committee should contact BCSD offices. He advised the avalanche study, done by Art Mears, was prepared in 2002. He stated the applicant would look at berming along the neighboring fence lines. He advised there were 2 provisions to ensure that the emergency access was not opened as a road; Section 2.6 of the Annexation Agreement addressed the issue, as did the proposed PUD Agreement and it is listed on the plat as such.

Gaeddert stated all drainage would be contained onsite. He added the goal of pulling the emergency access off neighboring property lines. He advised the Yamagata property was for sale and it could be possible a future owner of the property may not wish to work with BCSD on the issue; he advised they are still working on it. He advised the emergency access was a condition of allowing the school on the site. He advised the applicant would look at alternative paver materials for the road as it passed through Echo Hill Park.

Gaeddert addressed the “island of light” concern, explaining the units would go through Design Review for approval and would need to meet ordinance. Lots 2 and possibly Lots 4 & 5 will be dedicated to the City. He was unable to address selection of owners or how termination may figure into that ownership.

Zellers clarified actual density allowed for the zoning.

Pruitt suggested a limit to development of Lot 3, and stated there was plenty of snow storage elsewhere on the property so that Lot 3 would not need to be used for snow storage.

Marvel believed sidewalks were needed along the private road. She suggested Lot 2 should be enlarged to allow for an actual park, being Echo Hill Park would now be useless as a park. She expressed concern about no developed parks in the Woodside area of town.

Zellers agreed with comments made by Marvel.

Linscott believed the application was being rushed through, and asked if BCSD had other holdings that were more appropriate for a housing development. She believed the Commission should take their time in addressing the application. She suggested BCSD look at some type of outreach specialist to help with notification of neighbors. She

agreed with Marvel regarding sidewalks in the area. She stated much more time and consideration should be given the application.

Grotto suggested nailing down additional details to help clarification for the applicant. She suggested the applicant should work further with Yamagata to try and move the emergency access away from neighboring property lines.

Linscott believed more information was needed on lots proposed for dedication to the City.

Shay suggested staking the property for an onsite visit to allow staff and interested public a chance to visually observe where the road, buildings, and sports fields would be located. She advised the meeting would need noticing because there would be a quorum of Commissioners.

Zellers moved to continue the public hearing to Tuesday, May 17, 2005, at 5:30 p.m. at the intersection of Water Gulch Road and Woodside Boulevard. Linscott seconded and the motion carried unanimously.

New Business:

BLAINE COUNTY JAIL CONDITIONAL USE PERMIT

Determination regarding additional notice, if any, needed for Blaine County Jail and Sheriff's Office Conditional Use Permit, pursuant to Idaho Code Section 67-6512.

Grotto explained that Idaho Code Section 67-6512 allows that "Conditional Use Permits require notice of the proposal to be published in the official newspaper...**and any additional area that may be substantially impacted by the proposed special use as determined by the Commission.**" As such, the Commission should consider whether the proposed Blaine County Jail and Sheriff's Office may be a substantial impact on areas beyond the 300 foot noticing requirement. If so, additional notice should be provided and a display ad would be published in both the Wood River Journal and the Mountain Express.

Linscott moved to find that the proposed facility may have a substantial impact on an area beyond 300 feet and to direct staff to provide additional notice by display ads in both newspapers. Marvel seconded and the motion carried unanimously.

COMMISSION REPORTS

Anderson and Zellers both advised they will be unable to attend the June 20, 2005 meeting.

STAFF REPORTS

Discussion of Commissioner pay and if they would choose to be paid a stipend, which will require them to keep records for taxes; or as employee, requiring PERSI deductions. Grotto indicated she would have more information for them at the next meeting.

Marvel moved to adjourn the meeting. Zellers seconded and the motion carried unanimously. The meeting adjourned at 10:10 p.m.