

Motion Language
DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE
April 1, 2024
5:00 PM

Hailey Development Impact Fee Advisory Committee Meetings are open to the public, in person, and by electronic means when available. The city strives to make the meeting available virtually but cannot guarantee access due to platform failure, internet interruptions or other potential technological malfunctions. Participants may join our meeting virtually by the following means:

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[+1 469-206-8535](tel:+14692068535), [602369677#](tel:+14692068535) United States, Dallas

Phone Conference ID: 602 369 677#

Present:

Committee: Owen Scanlon, Jordan Fitzgerald, Janet Fugate, Dan Smith, Sage Sauerbrey, Sam Stahlnecker, Daryl Fauth

Staff: Ashley Dyer, Emily Rodrigue, Robyn Davis, Jessica Parker, Brian Yeager, Lisa Horowitz

5:01:27 PM Call to Order

Chair Fugate introduced new members – Samantha Stahlnecker and Daryl Fauth.

Public Hearing

- **5:02:06 PM PH 1** Proposed amendments to 2024 City Capital Budget Component. The Advisory Committee will form recommendations regarding the proposed budget and review updates to the FY 2024 Capital Improvement Plan for Hailey City Council's consideration as per Idaho Code [67-8205](#). **(ACTION ITEM)**

5:02:53 PM Horowitz began by presenting a brief overview of what the Development Impact Fee requirements are in the State of Idaho using a summarized PowerPoint previously done by Dave Guthrie in 2021. PowerPoint is on file with Community Development.

5:10:16 PM Horowitz, using the staff report in the packet, summarized projects completed in previous year, ongoing projects, noting rolling stock, the contractual obligations called out. Horowitz explained how DIF impact fees collected with building permits work.

[5:12:56 PM](#) Scanlon asked if could invest or can do anything with funds other than a checking account. Yeager explained how the funds are invested.

[5:14:09 PM](#) Horowitz continued using the staff report, noting new projects and briefly summarizing spreadsheet to be presented by Brian Yeager. Staff asked if there were any questions on projects or processes.

[5:17:05 PM](#) Fitzgerald asked if this is an annual report. Staff confirmed.

[5:18:42 PM](#) Stahlnecker asked how funds are determined to be spent. Yeager explained in lieu fees go to replacement, DIF has to go to new construction. Stahlnecker asked how staff differenates, referring to River Street Pathway. Yeager explained River Street pathway was funded by URA. Yeager summarized how City budget works.

[5:21:09 PM](#) Chair Fugate asked for update on URA district in Woodside. Horowitz provided a quick summary of proposed district in south Woodside.

[5:22:15 PM](#) Fauth asked what the committee is tasked with. Yeager explained the committee responsibility and how their decision applies to determining how CIP funds are spent by their recommendation to Council. Yeager explained amounts referenced in the spreadsheet are based off balance as of September 30, 2023 and reasoning why numbers based off this date.

[5:25:25 PM](#) Stahlnecker asked if the \$700,000 is accounted for in the current fiscal year in the table. Yeager clarified how the money is accounted for.

[5:26:09 PM](#) Sauerbrey asked how projects are determined. Horowitz explained how projects are determined primarily by Council. Sauerbrey asked if the projects listed are utilizing DIF Funds. Yeager stated no, not all.

[5:27:06 PM](#) Yeager using hand out provided during meeting, noted new sheets provided summarizing what those lists applies too. Chair Fugate noted this is easier to view this way, as it was kind of incorporated all together previously. Yeager explained brief history of CIP project lists. Yeager stated as DIF Committee is able to comment on any of the projects listed on all sheets provided. Yeager explained how certain funds are already committed – using rolling stock column in 2024, referring to the streets snow removal and how \$423K was committed for a new snow blower. Yeager explained staff would like to deploy the entirety of the DIF transportation fund for the purchase of the snow blower which would liberate some ARPA funds. Smith asked what the ARPA funds liberated would be applied too. Smith confirmed staff is looking for more flexibility. Staff confirmed. [5:36:05 PM](#) Yeager moved on to go through the proposed capital project list and discussed how funds are allocated. Yeager asked the committee how they would like him to proceed.

[5:38:20 PM](#) Chair Fugate asked about the Woodside Blvd bus pull outs. Yeager explained reasoning for relocation of bus stops on Woodside. Chair Fugate asked about emergency light at South 3rd and Main Street. Yeager explained Fire Department need for an emergency stop light. Chair Fugate asked if seems getting closer to fire consolidation. Horowitz provided brief update on fire consolidation. Horowitz referenced how staff report summarizes the proposed projects.

[5:41:39 PM](#) Smith asked about the contingency 10% required for River Street. Yeager explained that 10% is based off the construction cost and how that will affect the project.

[5:44:21 PM](#) Fitzgerald asked if there is a list of projects that were not chosen or receiving funding. Yeager explained how projects not funded are listed.

[5:45:19 PM](#) Stahlnecker asked about pathway. Stahlnecker and Yeager discussed potential improvements to park and area near Curtis Park.

[5:46:08 PM](#) Smith encouraged City to find a plot of land that could use for winter parking and park in summer. Smith and Yeager discussed pathway funds allotted near Whertimier.

[5:48:28 PM](#) Yeager explained that the committee can make a decision tonight to approve or continue to another night. Scanlon asked how projects not funded transition to getting funded. Yeager summarized how this takes place.

[5:50:04 PM](#) Committee and staff discussed if should continue to another hearing.

[5:51:41 PM](#) Scanlon motioned to continue this public hearing to April 15, 2024 at 5:00 PM. Smith seconded. All in Favor.

[5:52:26 PM](#) Smith motioned to adjourn. Sauerbrey seconded. All in Favor.

AGENDA
Hailey Planning and Zoning Commission
Monday, April 1, 2024
6:00 p.m. (Will begin after the DIF Advisory Committee)

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Present:

Commission: Owen Scanlon, Jordan Fitzgerald, Janet Fugate, Dan Smith, Sage Sauerbrey
Staff: Ashley Dyer, Emily Rodrigue, Robyn Davis, Jessica Parker

6:00:15 PM Call to Order

- [6:00:26 PM](#) Public Comment for items not on the Agenda. No comment.

6:01:07 PM Consent Agenda

- [CA 1](#) Motion to approve Meeting Minutes dated March 18, 2024. **ACTION ITEM**

- [CA 2](#) Motion to approve the Findings of Fact, Conclusions of Law, and Decision of a Preliminary Plat Application by Butterfly, LLC, to reconfigure Lot 2D, Block 3, Airport West Subdivision #2 (1911 Lear Lane) into two (2) condominium lots, with one (1) 950 square foot unit (approximately) on each lot and a shared 11,953 square foot common area. This project is known as Homeworks Condominium Association, Inc. and it is located within the SCI Industrial (SCI-I) Zoning District. **ACTION ITEM**

Davis noted error on Findings and that correct findings will be presented at the next public hearing.

6:01:42 PM Sauerbrey motion to approve CA 1. Scanlon seconded. Smith abstained. All in Favor.

Public Hearing

- [6:02:09 PM PH 1](#) Continuation of a Design Review Application by Rivian Automotive, LLC, for an improved parking area consisting of electric vehicle charging stations. The Applicant is proposing a total of five (5) standard charging stalls and one (1) pull-in trailer stall onsite, to be located on North Main Street (Lots 6-8, Block 44, Hailey Townsite) within the Business (B), Townsite Overlay (TO), and Downtown Residential Overlay (DRO) Zoning Districts. This project is also associated with a Conditional Use Permit Application, which was formally approved by the Planning and Zoning Commission on January 16, 2024. **ACTION ITEM**

[6:02:40 PM](#) Dyer summarized previous hearing and items requested, including landscaping plans, irrigation plan, site management plan, and basic price points proposed. Dyer turned floor to applicant team.

[6:03:45 PM](#) Chelsey Williams introduced herself and co-working. Williams summarized proposed landscaping plan including the irrigation plan. Williams explained the site management plan, including plan for snow removal. Williams explained current price point of 0.36 per kilowatt hour and how that can change in future. Chair Fugate asked if that is across the board. Williams confirmed. Williams stated happy to answer any questions.

[6:05:56 PM](#) Chair Fugate asked what happens if they do not renew the lease. Williams explained it is the responsibly of Rivian to remove the equipment and the property will be left as a parking lot.

[6:06:40 PM](#) Sauerbrey stated no questions and thanked applicant for the amendments. Sauerbrey asked if applicant plans to include benches. Williams explained reason why decided not to add benches due to seasonal changes. Sauerbrey asked if that was something that a property manager could take care of. Sauerbrey suggested having contractor prep space for seasonal changes. Sauerbrey asked if the proposed tree is salt resistant. Williams is unable to comment on if the tree is salt resistant. Sauerbrey noted typo on staff report. Sauerbrey asked if plan to run irrigation to entirety of landscape property. Williams confirmed.

[6:10:18 PM](#) Smith thanked applicant, noting it is much better then what was previously presented.

[6:10:39 PM](#) Fitzgerald asked for clarification of keynote 16. Cheryl Lee, introduced herself, explained it is an existing gas vault onsite and for safety has decided to leave it alone. Fitzgerald suggested to abandoned underground. Fitzgerald asked staff for their input. Davis confirmed can add to conditions to have applicant to verify with utility company for their recommendations. Fitzgerald asked about reasoning for not extending landscaping. Lee confirmed it is due to snow storage.

[6:13:27 PM](#) Scanlon asked how long the lease is. Williams asked if it is required for her to state the term of the lease. Commission explained reasoning for questions on lease. Scanlon asked how much growth is on their property on the one corner and if it is an eyesore. Lee explained existing landscaping, confirming staff recommended tree to remain. Scanlon asked if it would be a requirement to remove the interior lot line. Davis explained not a requirement at this time. Scanlon asked how tall the actual charging equipment is and if will be sorry if don't give a waiver

for a taller fence. Chair Fugate summarized before discussion and why decision to not give a fence waiver was determined.

[6:16:46 PM](#) Chair Fugate asked about decision to replace the turf with gravel. Chair Fugate indicated would really like to see something there, something more inviting for people. Smith suggested landscaping that would not be impacted by snow storage. Chair Fugate asked applicant if they would be amenable to do something like that. Williams explained reason change to gravel. Williams asked if the seating is a requirement of code. Chair Fugate and staff discussed if this is a requirement of code. Commissioners all agreed to recommend or require some sort of seating.

[6:23:28 PM](#) Scanlon asked if there will be a fence along the north property line. Lee stated there is not a fence on that side of the property line, but there is on the other side.

[6:23:54 PM](#) Chair Fugate opened public comment.

[6:24:18 PM](#) Chair Fugate closed public comment.

[6:24:53 PM](#) Commission discussed the gravel area and how to improve, all agreed an amenity of some that adds interest and benefit to the community. All agreed project has improved greatly since first submittal. Commission and staff discussed if this is something that could be done administratively, all agreed. Chair Fugate asked applicant if they are willing to work with staff to make this area more attractive. Williams confirmed, and asked that the while working with staff it be considered that the cost not be prohibitive.

[6:30:50 PM](#) Chair Fugate confirmed two new conditions regarding the gas valve and amenity to gravel area. Davis noted would like to amend some conditions as proposed.

[6:31:24 PM](#) Sauerbrey asked if there is a maintenance plan. Williams confirmed snow removal and trash will be contracted out. Sauerbrey suggested including some sort of maintenance requirement for area including landscaping and gravel.

[6:32:23 PM](#) Davis and Commission discussed proposed conditions – g) amend to all areas, l) remove, add conditions new conditions as discussed.

[6:35:26 PM](#) Scanlon asked if applicant is contracted with Clear Creek to have a garbage station on site. Chair Fugate asked applicant team to confirm will have trash receptacle onsite. Williams confirmed a trashcan will be onsite, and emptied on a regular basis.

[6:37:05 PM](#) Sauerbrey motioned to approve the Design Review Application by Rivian Automotive, LLC, for an improved parking area consisting of electric vehicle charging stations, with a total of five (5) standard charging stalls and one (1) pull-in trailer stall onsite, to be located at North Main Street (Lots 6-8, Block 44, Hailey Townsite) within the Business (B), Townsite Overlay (TO), and Downtown Residential Overlay (DRO) Zoning Districts, finding that the project does not jeopardize the health, safety or welfare of the public and the project conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Hailey Municipal Code Titles 17 and 18, and City Standards, provided conditions (a) through (o), as amended, are met. Fitzgerald seconded. All in Favor.

- [6:38:25 PM PH 2](#) Consideration of a Design Review Pre-Application submitted by The Club at Aviation Drive, LLC/ Anthony St. George, represented by architect Daniel Hollis, for construction of a self-storage facility and clubhouse, as well as the retrofitting and relocation of an existing commercial building and greenhouse onsite, to be located on Lots 2 and 3A, Block 4, Airport West Subdivision #2 (1451 and 1551 Aviation Drive), within the SCI – Industrial (SCI-I) Zoning District on approximately 4.2 acres. This project proposes six (6) buildings in total (one (1) existing, five (5) new) with forty-three (43) self-storage units, as well as on-site parking. **ACTION ITEM**

[6:39:17 PM](#) Rodrigue introduced project, noting updates from applicant received today – units will be conditioned spaces, potential for mezzanine floors, and changes to bathrooms. Rodrigue turned floor to applicant team.

[6:41:02 PM](#) Daniel Hollis, summarized proposed project size and location. Hollis summarized site plan as proposed. Hollis discussed need for storage facilities. Hollis explained applicant goal with the project. Hollis explained intent for landscaping, fencing, use of units, access, etc. Hollis discussed proposed unit size and layout. Hollis noted trash enclosure site, rv fill/dump station, that will have a full landscape plan at full design review. Hollis explained how attempting to keep existing landscaping as much as able. Hollis described proposed materials to be used. Hollis explained club house area is still in flux as trying to make it stand out more. Hollis confirmed will have sufficient drainage that will see civil work in next go around. Hollis explained reasoning why designed doors facing interior, away from Aviation Drive. Hollis pointed out snow storage locations. Hollis explained emergency service access. Hollis asked if there are any questions.

[6:54:01 PM](#) Sauerbrey asked if these are for sale units. Hollis confirmed, and will have a property management for the site. Hollis confirmed will get Clear Creek approval on trash locations. Sauerbrey expressed safety concerns. Sauerbrey asked about mini split heat pumps. Hollis confirmed. Sauerbrey requested time be spent on designing buildings to be more energy efficient, expressing concern with all the asphalt and dark colors. Hollis explained intent of building design, and how shadows will be cast in terms of the heat sink. Hollis noted site runs north/south. Hollis continued to discuss how lowering heat buildup.

[7:01:39 PM](#) Smith asked about rationale for a clubhouse with kitchen at a self-storage facility. Hollis explained that it is an amenity that seems to work on previous projects around the country. Smith clarified size. Hollis explained sizes range from 40-60 ft, depending on if install a mezzanine. Smith confirmed mezzanine is optional. Hollis confirmed.

[7:04:22 PM](#) Sauerbrey asked width between the buildings. Hollis confirmed it is a 55 ft drive aisle.

[7:05:23 PM](#) smith asked if does not expect to see any industrial type activities. Tony St. George, applicant, explained uses will be personal will not be used for business use.

[7:08:18 PM](#) Fitzgerald, no questions.

[7:08:39 PM](#) Scanlon suggested additional colors. Scanlon encouraged applicant to think carefully about location and look of hvac system in the green house. Scanlon asked about height of mezzanine. Hollis stated mezzanines will be set at 10 ft . Scanlon asked if units could potentially become residential if allowed.

[7:12:09 PM](#) Chair Fugate asked about parking spaces. Hollis stated each unit has a designated parking space inside, and explained proposed parking location. Chair Fugate agree with Scanlon regarding addition of color. Chair Fugate asked about fire access. Christian Ervin, stated it will be based off of turning radius on civil plans. Ervin explained each unit as developed has to comply with building and fire codes. Ervin summarized potential challenge if were to transition later on to residential. Ervin confirmed comfortable with fire access. Hollis confirmed buildings will be sprinkled.

[7:18:31 PM](#) Chair Fugate asked about relocation of existing building. Hollis explained reasoning. Chair Fugate expressed concern of someone living in the unit. Chair Fugate asked for applicant to elaborate on the concept. Hollis explained it is personal storage. Chair Fugate asked if these units could be used for anything other than personal storage. Applicant explained there would be noxious uses, that cant be offensive with noise, fumes, lights, etc. Chair Fugate asked what is involved with the fill/dump station. Applicant explained it will be similar to what is near the police station and that will be exclusive use. Chair Fugate asked how large the club house is. Hollis stated around 1200 sq. ft. Chair Fugate asked applicant about adding color. Hollis is in agreement to add color. Chair Fugate asked if requires a new curb cut. Hollis confirmed no.

[7:25:22 PM](#) Chair Fugate opened public comment.

[7:25:51 PM](#) Chair Fugate closed public comment.

[7:26:26 PM](#) Fitzgerald asked about compliance of square footage per lot. Smith suggested shifting two lot lines instead of one. Fitzgerald expressed concern of use as being reactional.

[7:30:30 PM](#) Scanlon asked about EV hookups.

[7:32:03 PM](#) Sauerbrey expressed concern of use within this district, agreeing with Fitzgerald. Sauerbrey encouraged use of solar.

[7:35:13 PM](#) Smith suggested reviewing the heat pumps, and insulation. Smith hopes applicant comes back with a comparable landscaping design as neighbors.

No Motion.

[7:37:30 PM](#) Chair Fugate called for a 5-min break.

[7:44:15 PM](#) Chair Fugate called meeting back to order.

[7:44:24 PM](#) Smith disclosed that the applicant is the sub-contractor who did the roofing on his last two projects, that all projects are completed and has no business with the applicant.

- [7:44:56 PM PH 3](#) Continuation of a Design Review Application submitted by Noe and Rene Orihuela for the construction of a new, two story, 8,218 sq. ft. industrial space to be located at 4323 Glenbrook Drive (Lot 4, Block 42, Woodside Sub #10) within the Light Industrial (LI) Zoning District. **ACTION ITEM**

[7:45:25 PM](#) Dyer summarized proposed project and turned floor to applicant team.

[7:46:52 PM](#) Chair Fugate clarified if approved, the residential units would be approved conditional and comply with code at time pulls building permit.

[7:47:25 PM](#) Chad Blincoe, introduced himself, explained goal for project is to develop two spaces for the applicants who are brothers and would have a contractual agreement. Blincoe summarized floor plan, site plan, and use of structure. Blincoe noted parking, snow retention and snow storage along the building. Blincoe stated will be requesting an in lieu fee for sidewalk. Blincoe noted trash enclosure, elaborated on floor plans proposed.

[7:54:30 PM](#) Chair Fugate asked staff if the text amendments comes through, if these ADUs would be reviewed. Davis explained would depend on classification.

[7:55:30 PM](#) Scanlon asked how large the ADU spaces are, noting county permits accessory use if does not include showers. Blincoe explained that not looking at changing what is permitted. Chair Fugate clarified, that based off when draw permit could go with either use. Smith expressed concern of egress. Blincoe clarified egress that could be used. Blincoe noted building is sprinklered.

[7:59:51 PM](#) Fitzgerald noted that has to step out.

[8:00:06 PM](#) Blincoe provided samples of materials proposed to use. Blincoe continued to discuss design of building. Blincoe summarized energy efficiency steps taken. Scanlon asked how would insulate the walls if go route of steel building. Blincoe explained fabric available that can use.

[8:06:05 PM](#) Sauerbrey asked if explored option of overhang over entrance of potential adu units. Blincoe explained cost impact of overhangs.

[8:09:28 PM](#) Sauerbrey asked staff status of text amendment allowing housing in industrial district. Davis explained current status.

[8:09:55 PM](#) Scanlon asked if windows in 10 ft setbacks complies with fire code. Ervin confirmed complies.

Chair Fugate confirmed the commission would like the belly band. Chair Fugate asked where planting trees. Blincoe explained location of proposed trees and seasonal plantings. Chair Fugate asked if applicant has any security concerns. Blincoe explained there are different ways to handle it.

[8:14:52 PM](#) Chair Fugate opened public comment.

[8:15:08 PM](#) Chair Fugate closed public comment.

[8:15:18 PM](#) Smith stated glad to see local business expanding. Sauerbrey thinks it is a well-designed building and matches the space well.

[8:16:25 PM](#) Davis noted modifications to conditions of approval.

8:17:56 PM Smith to approve the Design Review Application by Noe and Rene Orihuela for the approval of the construction of a new 8,128 mixed use building located at 4323 Glenbrook Drive (Lot 4, Block 42, Woodside Subdivision #10) within the Light Industrial (LI) District, finding that the project does not jeopardize the health, safety or welfare of the public and the project conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Zoning Title, and City Standards, provided conditions (a) through (p), as amended, are met. Scanlon seconded. All in Favor.

Administrative Review (No Action)

- **AR 1** A Design Review Modification Application submitted by Pilling Family Trust, represented by Manya Yamada, for the modification to the previously approved plans within the Sunbeam Subdivision I, Panorama Point Project, B2 House. The proposed amendment incorporates a 588 square foot basement for only one (1) of the 10 approved cottage lots. The proposed building amendment is located on Sublot 1, Block 3, Sunbeam Subdivision.

- **AR 2** A Lot Line Adjustment, submitted by Michael and Jacqueline Swan wherein the interior lot lines of Hailey Lots 16-18 Block 60, Hailey Townsite (416 North 3rd Avenue) are eliminated. The reconfiguration of the lots would form one (1) lot, Lot 16A, comprising of 8,996 square feet. The Lot Line Adjustment is located within Section 9, T.2N., R.18 E., B.M., City of Hailey, Blaine County, Idaho, in the Townsite Overlay and General Residential (GR) Zoning District.

Staff Reports and Discussion

- **SR 1** Discussion of building activity, upcoming projects, and zoning code changes.
- **SR 2** Discussion: Next Planning and Zoning Meeting:
 - April 15, 2024:
 - DR PReApp: Frosty Acres
 - Rezone: St Charles Borromeo Catholic Church

Davis summarized upcoming meeting that will begin at 5pm per the continuation of the DIF.

8:20:00 PM Scanlon motion to adjourn. Smith seconded. All in Favor.