

**MEETING MINUTES**  
**HAILEY PLANNING & ZONING COMMISSION**  
**Monday, April 10, 2017**  
**Hailey City Hall**  
**5:30 p.m.**

**Call to Order**

[5:29:24 PM](#) Chair Fugate called the meeting to order.

**Public Comment** for items not on the agenda

No comment was made for items not on the agenda.

**Consent Agenda**

**Public Hearings**

***PH 1*** *Consideration of a Design Review Application by Silver Creek Ford, represented by Errin Bliss of Bliss Architecture, for a new 303 square foot Service Drive addition to the existing Silver Creek Ford Dealership. This proposal will also include façade changes to an existing building to the north, to be the new Chrysler Dodge Ram Dealership. This project is to be located at 920 and 960 South Main Street (Lots 10, 11A and 11B, Block 2, Friedman Park Subdivision), in the Light Industrial (LI) Zoning District.*

[5:30:40 PM](#) Errin Bliss introduced the project, noting the small addition and remodel of the interior space, as well as the face lift of the exterior building. Bliss went on to explain the new entry, new accommodations for a public waiting area, new door to the service entrance, new paint, and new windows and doors to the existing building. Bliss explained that the north elevation would see the most renovation, painting, corrugated siding and stone façade are proposed. Bliss explained intent of new service area and other future phases.

[5:39:58 PM](#) Scanlon questioned the seismic brace on exterior of building. Bliss noted that seismic brace would remain and would be painted to match the other exterior components. Scanlon also questioned whether or not the stone veneer or wainscot would go around the sides of the building, as well as the color of it. Bliss noted that the stone is a faux stone or concrete that is intended to match the existing color.

[5:41:23 PM](#) Pogue questioned the location of the overhead door for cars to come and go. Bliss noted that an existing door would be replaced with two large overhead doors to accommodate the display vehicles. Smith questioned whether or not a lift exists in space. Bliss noted that a lift is in facility. Smith also questioned whether or not an oil separator exists. Bliss doesn't believe there is a separator, but one will be put in as part of the renovations.

[5:43:12 PM](#) Smith questioned whether or not Bliss would consider wrapping stone façade on either side of building to tie design together. Bliss commented on costs; however, noted that it could be considered. Smith also questioned presence of trash receptacles. Bliss showed where receptacles are currently located, noting that no closure currently exists. Smith also questioned a landscaping plan. Bliss noted that no landscaping is proposed; however, a gravel and native grasses are being proposed for the addition. Bliss noted that the proposal includes removing six feet of asphalt and replace it with landscaping.

[5:46:52 PM](#) Horowitz commented on the landscaping requirements and noted that projects under 500 square feet are not required to meet the landscaping requirements; however, Horowitz noted that this project will have subsequent renovations and once 500 square feet is met, the Applicant would be required to meet the landscaping requirements.

[5:47:40 PM](#) Scanlon agreed with Smith's concerns regarding the stone façade and would like to see it extending along the sides of the building.

[5:48:04 PM](#) Engelhardt noted his disappointment in utilizing existing building instead of demolishing. Engelhardt also agreed with Smith and Scanlon in extending the stone façade around the sides of the building.

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[5:49:07 PM](#) Chair Fugate questioned the timeline of future phases. The Applicant noted at least 18 months to two years.

[5:49:48 PM](#) Horowitz noted that fill spout is located just off of property where landscaping trucks fill up on water. Horowitz noted that City Staff believes that an easement or egress is needed for the trucks utilizing fill spout. Horowitz suggested that the Applicant decide how they'd like to proceed with access to fill spout. Chair Fugate questioned the size of easement. Stahlnecker noted that a 10 or 12 foot easement would be sufficient.

[5:51:14 PM](#) Horowitz commented on the unenclosed trash receptacles and noted that the current location of receptacles is not highly visible from Main Street; therefore does not feel they need to be enclosed. Stahlnecker also commented on the water easement and location of the new sign. Stahlnecker noted that an easement exists on Lot 11A and 11B, which borders the parking lot to the north. Stahlnecker noted that the existing service facility encroaches in to the easement. Stahlnecker noted that Public Works doesn't feel this encroachment would hinder the access to the easement. Additionally, Stahlnecker noted that the existing sign is too close to the water line located in same corner. Bliss noted that the current sign would be relocated to where existing sign is located now and should not interfere with the water line.

[5:54:34 PM](#) Engelhardt questioned the fill spout and who it is utilized by. Carl Hjelm noted that Alpine Tree Service utilizes fill spout, as well as many other landscaping companies, including excavating companies. Engelhardt questioned whether or not an easement currently exists. Horowitz noted that fill spout is located on Airport property. Hjelm commented on the entry and exit trucks make when utilizing fill spout. Hjelm also noted that access is also the main access for emergency services when an emergency is located on the Airport runway. Hjelm suggested an easement wider than 10 or 12 feet. Smith questioned the suggested width of the easement. Hjelm suggested 20 feet. Mike Baledge agreed that 20 feet is the minimum width. Engelhardt questioned why we are asking the private land owner a public easement for other businesses. Horowitz suggested checking in with City Attorney regarding matter. Bliss questioned the access to emergency services if a truck is utilizing fill spout. Baledge confirmed that emergency vehicles can still gain access; however, truck may be stuck at fill spout for a while.

[5:58:30 PM](#) Horowitz noted that she would confirm the width of the property, as well as confirm whether or not the City could require egress for larger trucks utilizing the fill spout.

[6:00:12 PM](#) Chair Fugate opened the item for public comment. Carl Hjelm applauded the effort of Applicant and Team on design and renovations. Hjelm shared concerns with the lack of landscaping, as well as the seismic braces located on the exterior of the building. Hjelm would like to see more in the way of landscaping, as well as the removal of the seismic braces from the exterior of the building to the interior of the building.

[6:03:02 PM](#) Brian Williams questioned whether or not the City has considered moving the fill spout across the street to the park.

[6:03:40 PM](#) Chair Fugate closed the item for public hearing.

[6:03:54 PM](#) Scanlon agreed with Hjelm regarding landscaping and suggested combining the total square footage from each renovation until 500 square feet is met to require that landscaping be completed. Scanlon also agreed with the seismic bracing; however, noted that it doesn't bother him to leave on the exterior of the building. Engelhardt believes proposed improvements are great for existing building. Engelhardt also believes bracing is subjective and doesn't have an issue with it. Engelhardt reiterated concerns regarding the fill spout and believes it should be addressed by the City and the Applicant.

[6:06:35 PM](#) Pogue agreed with Scanlon and Smith regarding the extension of the stone façade around the building. Pogue would also like to see the Applicant address easement issues with the City.

[6:07:13 PM](#) Smith agreed with wrapping the stone façade around the building and also suggested hanging plants off of trellis to break up the square building and soften the asphalt. Smith also agreed with Commissioners regarding easement.

[6:08:36 PM](#) Chair Fugate agreed with the Commissioners regarding the extension of the stone façade, and also shared concerns regarding the access to the fill spout and the encroachment of the easement. Baledge noted that the emergency access that currently exists is sufficient.

[6:10:47 PM](#) Horowitz noted that she would connect with City Attorney regarding legalities of fill spout, as well as Public Works regarding the relocation of the fill spout. Horowitz suggested modifying Condition (j) in the Staff Report to read, the Applicant shall provide an easement to benefit the City of Hailey for vehicular access.. as determined to be legal by the City Attorney, and create a new condition, Condition (m), that could read, the stone façade on the north side of the Chrysler Dealership, shall be extended around the east and west side of

the building, up to the new doors.

**6:13:03 PM** Dan Smith motioned to approved the Design Review Application submitted by Silver Creek Property Holdings, LLC, for a 303 square foot addition to Goode Motor Group Silver Creek Ford Dealership, and the utilization of an existing building as the new Chrysler, Dodge, Jeep, Ram Dealership to be located at 920 South Main Street, Hailey (Lots 10, 11B & 11A, Block 2, Friedman Park Subdivision) within the Light Industrial (LI) Zoning District, and recommend to the City Council approval for site improvements, 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 Ordinance, Title 18, and City Standards, provided conditions (a) through (m) are met. Scanlon seconded and all were in favor.

**PH 2** *Consideration of a Design Review Application by Hailey Airport Inn, LLC, represented by Owen Scanlon of Owen Draws, LLC, for a single building renovation, to be located at 804 South 4<sup>th</sup> Avenue (Lots 1-6, 13, 14 and 15-18, Block 137, Hailey Townsite) in the Limited Business (LB) Zoning District. Phase One proposal includes a remodel of a 5,875 square foot building (formerly Robert's Electric), which will include a 16-unit apartment complex and laundry addition to serve the Hailey Airport Inn. Phase One is the first proposal of the project master plan and will be the only building discussed at this time.*

**6:15:18 PM** Scanlon presented the project, noting the intent of renovating Robert's Electric into a motel (an addition to the Hailey Airport Inn). Scanlon went through the project by phase, sharing details of Phase 1. Scanlon discussed landscaping, trees to be added and other textural components to be added to the existing building. Smith questioned the presence of shrubs. Scanlon noted that shrubs would be located between trees, which would be columnar, like that of Swedish Aspen. Scanlon went on to discuss elevations and explain the existing building features and how each would be renovated. Smith questioned how the HAVC requirements would be met. Scanlon noted that PTac window units would be included in every room.

**6:22:35 PM** Smith questioned the slope angle of the roof. Scanlon noted that a new roof would be installed and drainage occurs to the west side. Chair Fugate questioned whether or not the sewer would need to be upgraded. Scanlon noted that water and wastewater would be upgraded to City standards. Chair Fugate questioned the trash receptacles. Scanlon noted that an existing trash enclosure exists; however, enclosure is not located on property (owner owns both properties). Engelhardt questioned the roof snow load. Scanlon confirmed that the roof meets City requirements for snow load. Smith questioned the presence of snow clips on the north sloped roof. Scanlon noted that no snow clips exist; however, is willing to consider adding them.

**6:26:07 PM** Chair Fugate questioned the existing fencing. Scanlon commented on the poor condition of the existing fence and noted that the Applicant has plans to replace it. Chair Fugate also questioned Cedar Street parking. Scanlon noted that parking will not change; however, private parking signs for Robert's Electric would be removed.

**6:33:12 PM** Sam Stahlnecker questioned the sidewalk connection to the proposed renovation and whether or not it would still be connected to the south (not shown on drainage plan). Scanlon noted that for the application, the sidewalk on the south end would be removed. Scanlon also noted that at some point the sidewalks would connect. Stahlnecker also questioned how employees would access laundry room. Scanlon noted that this component still needs to be addressed. Bryan Evans noted that the existing laundry will remain the same for now until next phase of development begins. Evans also reiterated that water and wastewater would be upgraded to meet City Standards.

**6:33:12 PM** Horowitz discussed landscaping of the project and noted that typically, project would be required to meet to sidewalks, curb, gutter, and street trees standards; however, because the proposed renovation is under 500 square feet, remainder of improvements would be accessed at a later date (during the remaining renovations). Horowitz also clarified the parking requirements, noting that Ketchum has a requirement of .75 parking spaces per room. Horowitz noted that there are several ranges that exist for other cities, whereas Hailey's requirement is tied to square footage. Horowitz suggested revising parking requirements at a later date.

**6:34:24 PM** Chair Fugate opened the item for public hearing. Carl Hjelm offered to suggestions: 1) adding a tree in the lawn on the south side of the building, which would provide good shade for the building and reduce HVAC costs, and 2) swapping out the proposed Blue Spruce trees lined at the northeast side of building, as trees would eat up parking spaces quickly due to increased width of trees as they grow.

**6:35:51 PM** Chair Fugate closed the item for public hearing. Scanlon noted his willingness to consider adding a tree on the south side of the building, as well as changing species of trees that would work better in proposed area.

[6:36:38 PM](#) Smith applauded Applicant Team for design and proposed landscaping. Engelhardt also likes the project and agreed with Hjelm regarding the Blue Spruce trees. Chair Fugate applauded the design and the proposed columnar trees. Chair Fugate also agreed with comments made regarding the Blue Spruce trees.

[6:38:40 PM](#) Horowitz suggested removing Condition (l), as Drainage plan was received, and in the Conditions of Approval, revise Condition (k) to read, the Blue Spruce trees on the northeast side shall be changed out for a more appropriate species. Commissioners agreed.

[6:39:39 PM](#) Engelhardt motioned to approve the Design Review Application by Hailey Airport Inn, LLC, represented by Owen Scanlon of Owen Draws LLC, for a single building renovation, to be located at 804 South 4<sup>th</sup> Avenue (Lots 1-6, 13, 14 and 15-18, Block 137, Hailey Townsite) in the Limited Business (LB) Zoning District, and recommend to the City Council approval for site improvements, 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 Ordinance, Title 18, and City Standards, provided conditions (a) through (K) are met. Pogue seconded and Engelhardt, Chair Fugate, Smith and Pogue were in favor. Scanlon abstained, as he is part of the Applicant Team.

[6:40:39 PM](#) Chair Fugate called for a five minute break.

[6:46:23 PM](#) Chair Fugate called the meeting back to order.

**PH 3** *Consideration of a Design Review Application by Silver Creek Property Holdings, LLC, represented by Errin Bliss of Bliss Architecture, for a new 41,672 square foot, three story hotel, to be called Fairfield Inn and Suites Marriot. This project is to be located at 711 North Main Street (Lot 1, Block 1, Sutton Subdivision) in the Business (B) Zoning District. Note: This hearing will be a conceptual level review of site layout and elevations.*

[6:47:02 PM](#) Horowitz discussed a Pre-Application Design Review process, whereby larger projects could be discussed with the Commission in a more conceptual form. Horowitz noted that in relation to the project, she requested that only a site plan, elevations and materials board be submitted.

[6:49:15 PM](#) Errin Bliss presented background information on the proposed project and reiterated that the proposed site plans are more preliminary in nature, with the idea of gaining feedback from Commissioners, City Staff and Public regarding the design. Bliss went through each possible orientation of the building on the lot, presenting details of each. Smith questioned the plans for landscaping along River Street. Bliss noted that landscaping will be planned along River Street; however, won't be discussed until Design Review of project.

[6:56:58 PM](#) Chair Fugate questioned the access points. Bliss clarified that no access to the parking lot exists from River Street; however, access can be made from the private street. Scanlon questioned options for snow storage. Bliss went through snow storage calculations. Bliss noted that ADA compliant parking spaces exist and all other parking stalls are of regular size.

[6:59:03 PM](#) Scanlon questioned whether or not a screen would exist between the hot tub deck and Main Street. Bliss confirmed that there would be a wood screening between the two. Bliss noted that the design is a standard design for a three story Marriot. Horowitz questioned whether or not building would have employee units within building, as building height could increase to 40 feet, if employee housing were available onsite. Bliss doesn't believe employee housing will be located onsite, but will connect with Marriot to be sure. Bliss went on to present exterior materials and textures of the proposed building.

[7:04:31 PM](#) Chair Fugate questioned the color of the exterior materials. Chair Fugate suggested incorporating some color in to design. Bliss agreed. Scanlon also agreed with adding color to the building. Bliss went on to explain the design of the porte cochere.

[7:08:02 PM](#) Scanlon questioned whether or not the building could be pushed to the south to have more room for landscaping, which would soften that side of the building. Bliss noted that trees and a sidewalk would be present on left side of building. Horowitz questioned width of driveway entrance. Bliss noted that entrance is currently at 24 feet. Scanlon questioned the requirement. Bliss believes the requirement is 24 feet.

[7:13:16 PM](#) Chair Fugate questioned the total number of parking spaces. Bliss believes total number of parking stall is approximately 97. Smith questioned the total number of staff. Bliss believes about 6 to 12 employees, but will confirm with Marriot owners.

[7:16:22 PM](#) Horowitz questioned how far back from the right of way the building is located. Bliss believes it is about 40 feet.

[7:18:07 PM](#) Chair Fugate opened the item for public hearing. Tony Evans questioned the amenities of the hotel and whether or not a public bar, restaurant or meeting/conference rooms would be included in the construction of the hotel, as well as the total number of suites within the hotel.

[7:19:50 PM](#) Carl Hjelm likes Options 1 and 3; however, prefers Option 3. Hjelm believes Option 3 meets the best intent of the Design Review Guidelines and allows for good solar exposure around perimeter of building. Hjelm encouraged the Applicant Team to consider solar exposure, especially concerning the porte cochere, as well as utilize a similar street tree pattern to that of downtown Hailey. Hjelm believes project would be a nice addition to the community.

[7:21:39 PM](#) Chair Fugate closed the item for public hearing. Bliss noted that no plans for evening dining space or bar are proposed; however, there is a possibility of having smaller meeting rooms available for use. Bliss also noted that Marriot dictates how many rooms are suites; however, Bliss is unaware of that number at this time. Scanlon prefers Option 3 and likes the interplay of different dimensions, colors and features.

[7:24:28 PM](#) Pogue agreed with Scanlon and prefers Option 3. Pogue believes design complements Main Street and River Street. Pogue also likes the landscaping and believes it is a great addition to Hailey. Pogue is in favor of the colors proposed as well. Pogue likes Bliss's rendition of the porte cochere and would prefer it over the swooped version by Marriot.

[7:26:27 PM](#) Smith also agreed and prefers Option 3. Smith likes the idea of utilizing similar stone to King's Variety Store will have a nice tie in. Smith is also not in favor of the red, white and blue lettering, and prefers light letters on a dark background. Smith believes the side road is a benefit to minimize pedestrian traffic and is also in agreement with landscaping throughout. Smith believes this project is a great statement to the City of Hailey.

[7:28:12 PM](#) Chair Fugate agreed with the Commissioners and also prefers Option 3. Chair Fugate also agreed with the street tree design and screening in the parking lot. Chair Fugate likes the proposed color and variations of the cooler colors. Lastly, Chair Fugate also agreed with the porte cochere design from Bliss. Horowitz suggested that all Commissioners weigh in regarding the design of the porte cochere.

[7:30:43 PM](#) Engelhardt agreed with the other Commissioners and also prefers Option 3 for the same reasons stated above. Engelhardt likes both options for the porte cochere; however, is not in favor of a flat porte cochere. Pogue also is in favor of the pop outs of the building on River Street and believes it adds a nice architectural component to River Street as well.

[7:32:13 PM](#) Scanlon, Chair Fugate, Smith and Pogue all prefer the porte cochere design by Bliss Architects. Engelhardt could either go with that or the swooped version. Carl Hjelm suggested placing the pool and hot tub on the backside of building. Hjelm noted that the solar exposure is better and traffic noise is not as loud.

**PH 4** *Consideration of a City-initiated Text Amendment to Title 17, Section 17.05, District Use Matrix, to clarify and add definitions of: Health and Fitness Facility; Studio, Artist; Performing Arts Center; Recreation Facility, Commercial; Recreation Facility, Public; and Recreation Facility, Residential, and amendments to Title 17, Section 17.02, Definitions to add or modify definitions related to the above. The changes are to correct clerical omissions in Ordinance 1208.*

[7:35:55 PM](#) Horowitz noted that the amendment was discussed and approved several months ago; however, when Sterling Codifier received amendment, a line was missing. City Attorney recommended that Planning and Zoning reapprove amendment.

[7:36:41 PM](#) Chair Fugate opened the item for public hearing. Tony Evans noted that as long as no changes were made to the amendment, he has no comments. Horowitz agreed and noted that an omission occurred and no updates or revisions were made to the text amendment.

[7:37:00 PM](#) Chair Fugate closed item for public hearing.

**[7:37:32 PM](#) Scanlon motioned to recommend approval to City Council and direct Staff to prepare a Text Amendment regarding Title 17, Section 17.05, District Use Matrix, which will include the following: to clarify and add definitions of: Health and Fitness Facility; Studio, Artist; Performing Arts Center; Recreation Facility, Commercial; Recreation Facility, Public; and Recreation Facility, Residential, and amendments to Title 17, Section 17.02, Definitions to add or modify definitions related to the above. The changes are to correct clerical omissions in Ordinance 1208. Pogue seconded and all were in favor.**

**New Business**

**Old Business**

**Commission Reports and Discussion**

**Staff Reports and Discussion**

**SR 1** Discussion of current building activity, upcoming projects, and zoning code changes.  
*(no documents)*

**SR 2** Discussion of the next Planning and Zoning meeting: **Monday, April 24, 2017**  
*(no documents)*

**Adjourn**

**7:40:46 PM Engelhardt motioned to adjourn. Pogue seconded and all were in favor.**