

MEETING MINUTES
HAILEY PLANNING & ZONING COMMISSION
Monday, April 24, 2017
Hailey City Hall
5:30 p.m.

Call to Order

[5:29:51 PM](#) Vice Chair Pogue called the meeting to order.

Public Comment for items not on the agenda

Consent Agenda

CA 1 Adoption of the Meeting Minutes of April 6, 2017

CA 2 Adoption of the Meeting Minutes of April 10, 2017

CA 3 Adoption of the Findings of Fact, Conclusions of Law and Decision for 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.

CA 4 Adoption of the Findings of Fact, Conclusions of Law and Decision for 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 4th 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.

[5:30:30 PM](#) Scanlon motioned to approve the Meeting Minutes for April 6, 2017 and April 10, 2017, and the other Consent Agenda items. Smith seconded and all were in favor.

Public Hearings

PH 1 *Consideration of a modification to an approved Design Review Application by D.L. Evans Bank, represented by Tom Lennon and Andy Erstad of Erstad Architects, for a 1,583 square foot addition to the bank branch. The total square footage increases the bank branch from 4,595 square feet to 6,178 square feet, and is to be located at 609 and 611 South Main Street (Lots 1-8, Block 5 Hailey Townsite) in the Business (B) and Townsite Overlay (TO) Zoning Districts. This project was approved by the Commission on September 12, 2016.*

[5:32:00 PM](#) Horowitz reintroduced the project and briefly summarized the proposed changes to the D.L. Evans Bank.

[5:32:43 PM](#) Jessica Aguilar presented the new plan and the proposed additional square footage to the project. Aguilar discussed plans for the café and coffee bar, as well as the communal seating area. Scanlon questioned whether or not renderings were original from initial proposal. Aguilar confirmed that renderings are exactly the same from the initial Design Review approved in August 2016. Scanlon also questioned the new height of the proposed building. Horowitz confirmed that the building has increased in height to accommodate a taller officer's deck space; approximately two to three feet. Scanlon questioned the colors of the materials of the exterior of the building. Aguilar noted that no changes to the exterior materials have been made.

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[5:38:15 PM](#) Tom Lennon discussed details of the officer's deck and went through parking totals, landscaping, screening and snow storage of the proposed project. Smith questioned changes made to the break room or Mechanical Room. Lennon noted that the Mechanical Room has shifted from one side of the building to the middle of the building and the restrooms have increased in size. Lennon noted that any other changes are reflected in upper elevations of plans.

[5:41:01 PM](#) Smith also questioned the use of sheet vinyl. Lennon confirmed that sheet vinyl would be included in the Mechanical Room, break room and other storage rooms. Aguilar also confirmed that sheet vinyl would only be used in the rooms stated. Aguilar noted that all other rooms would be equipped with carpet tile.

[5:41:51 PM](#) Vice Chair Pogue opened the item for public comment. Russell Moreno questioned site elevations of the alley side of the proposed project, as well as the dumpster location. Lennon briefly discussed site elevations, location of dumpster and reiterated that dumpsters would be screened from the alley.

[5:45:05 PM](#) Jim Laski questioned the details and purpose of the coffee shop. Aguilar noted that the café is an extension of bank seating with a café-style setting.

[5:46:12 PM](#) Vice Chair Pogue closed the item for public hearing. Commission briefly discussed proposed project. Scanlon questioned color renderings and would like to see initial Materials Board for confirmation that exterior colors have not changed.

[5:47:26 PM](#) **Dan Smith motioned to approve the modification to an approved Design Review Application by D.L. Evans Bank, represented by Tom Lennon and Andy Erstad of Erstad Architects, to add 1,583 square feet to the previously approved new bank branch, to be located at 609 and 611 South Main Street (Lots 1-8, Block 5, Hailey Townsite), 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 (e) are met. Engelhardt seconded and all were in favor.**

PH 2 *Continuation of an Annexation Application from Colorado Gulch Preserve, LLC, to annex Lot 1A, Block 1, Stevens Family Ranch, LLC (North of 81 Broadford Road, Section 15 & 16, T.2N., R. 18E., B.M., Blaine County, Idaho), comprising a total of 24.46 acres, into Hailey City Limits for the purpose of expanding residential zoning within the City of Hailey. Proposed zoning of the property is Limited Residential 2 (LR-2).*

[5:49:23 PM](#) Horowitz introduced the project, noting the topics to be discussed, which include transportation, road network circulation and non-motorized transportation.

[5:50:07 PM](#) Brian Yeager presented changes made from last meeting. Yeager reviewed topics related to the subdivision and annexation applications. Yeager discussed parking options, trail plans, and water, irrigation and potable water systems. Yeager also went on to explain the benefits of and improvements that would be made if annexation were approved (i.e., improvements to Broadford Road, development of a bike path, connection to the Wood River Land Trust trails systems, and more). Discussion ensued.

[6:02:07 PM](#) Scanlon questioned impact of tax base if annexed into the City. Laski noted that if annexed, City taxes would be paid.

[6:02:46 PM](#) Engelhardt questioned the conditions on the Staff Report and whether Yeager would like to discuss these changes in greater detail. Horowitz noted that Conditions of Approval were updated and said updates would be discussed later in the meeting. Horowitz also noted that two motions exist regarding annexation and the zoning pertinent to the proposal.

[6:05:08 PM](#) Pogue questioned the recommendations that the Developer might have in renovating Broadford Road. Yeager noted that the Developer and team recommend reconstructing Broadford Road to width it is now, which is approximately 22 feet. Yeager also suggested minor drainage improvements and potential trail development and/or improvements of road. Engelhardt questioned who, County or City, maintains Broadford Road. Yeager noted that a portion of the road is maintained by the City, while most of the road is maintained by the County.

[6:10:46 PM](#) Stahlnecker summarized the Traffic Study submitted by the Developer. Stahlnecker noted that the Traffic Study identified one intersection that is failing (Cedar Street and Highway 75), and noted that eastbound

traffic turning north on Highway 75 governs that level of service F. Stahlnecker noted that traffic impact to intersection and surrounding area would be minimal; therefore, the Developer was not asked to repair the or modify the intersection. Horowitz noted that most intersections within the City are considered a service level of F. Discussion ensued.

[6:19:22 PM](#) Engelhardt questioned the width of Broadford road and the easement. Yeager noted that the width is not consistent throughout; however, mentioned that in front of the proposed development, it's approximately 60 feet. Smith questioned the narrowest section by the hill. Yeager believes about 40 feet. Engelhardt questioned the impracticality of widening the road. Yeager noted that widening the road would be difficult and substantial in scope.

[6:21:40 PM](#) In addition, Stahlnecker also noted that widening the road to 24 feet would greatly impact resident driveways. Horowitz went through the Broadford Road photos, discussing upgrades made by the City. Horowitz explained why a 20 foot road was not recommended, as no center line stripe would be allowed in the future. Horowitz noted that maintaining a width of 22 feet would be the best option. Smith commented on non-motorized traffic and how 22 feet would accommodate non-motorized traffic. Stahlnecker went on to explain the path report put together by Alta Planning + Design. Stahlnecker reviewed the constraints, as well as the recommendations made by Alta Planning + Design. Recommendations included a 10 foot path located in area that is owned by the City. Horowitz noted that recommendations also included developing trail from Colorado Gulch to Cedar Street in easement.

[6:25:37 PM](#) Horowitz went on to explain thought process from Alta and the easement. Stahlnecker noted that proposal would meanders with existing topography of Broadford Road. Discussion ensued.

[6:28:44 PM](#) Horowitz went on to briefly summarize the Water Rights Memo from Public Works Director.

[6:30:31 PM](#) Scanlon questioned the traffic impact with the proposal of 36 homes. Stahlnecker noted that that information was obtained from the Traffic Study submitted. Horowitz noted that most traffic occurs from Cedar to the light. Yeager went on to breakdown distribution of traffic and patterns associated with development.

[6:32:34 PM](#) Smith questioned the number of lots proposed if allowed in the County. Yeager noted that there would be 24 residential lots if project was developed within the County. Pogue questioned the zoning of the annexed lots. Horowitz noted that the two of the four lots could convert to zoning if access to lot came from the back and be removed from Broadford Road. Horowitz noted that the other two lots would be under Limited Residential, if annexed. Smith questioned the details of the development agreement. Horowitz noted that details have not be discussed at this time.

[6:36:35 PM](#) Engelhardt questioned whether or not properties are eligible for City services. Horowitz noted that properties are currently covered by Mutual Aid and would be eligible for City services if annexation occurs. Laski suggested developing trigger points, which would then mandate that properties hookup to City services. Discussion ensued.

[6:39:15 PM](#) Smith questioned the trail and what would be done with the hillside where it narrows. Smith questioned whether or not trail would still be maintained. Stahlnecker noted that the trail would go around the tax lot and the path would not be adjacent to road in said location.

[6:42:03 PM](#) Vice Chair Pogue opened the item for public comment. Tony Evans questioned the ordinance regarding forced annexation and the details of it. Williamson explained details of process, noting that typically, after 180 days of notice, all residences annexed would be required to hookup to City water and sewer services (depending on what City Council decides). Williamson noted that a certain number of feet is required and briefly discussed details of five year waiting period or delay. Evans also commented on the path that meanders along Broadford Road and believes it would be a neat addition if retained and maintained as a bike path.

[6:44:19 PM](#) William Miles questioned the details of the state law that requires that islands of land be annexed into the City. Miles also questioned when other items might be addressed. Horowitz suggested that Miles ask his questions at tonight's meeting. Miles went on to ask his questions regarding road conditions of Broadford, details of hookups to City water and sewer, and details of bike path location.

[6:52:04 PM](#) Vice Chair Pogue questioned the location of the easement near William Miles' property. Horowitz noted that the easement goes around Miles' property along the eastside. Stahlnecker also confirmed that there is a City-owned Right-of-Way.

[6:52:56 PM](#) Kathy Barfuss shared concerns of forced annexation, paying City taxes and being forced to hookup to City services. Barfuss noted that she is not opposed to being annexed; however, would like to craft an agreement that would allow the Barfuss residence to remain as is, with outbuildings and ADU included, and not hookup to City services.

[6:55:28 PM](#) Keri York commented on the parking in the cul-de-sac and noted that four parking spaces would be developed in area, as it would assist with the parking issue and alleviate issues of parking on private property.

[6:56:35 PM](#) Brad Bilger shared concerns with bike path and suggested that a revision of the bike path take place to go through the corner of his lot, as Bilger would be willing to give up access of secondary entrance to garage. Bilger noted that he is not opposed to annexation; however, suggested that the Commission consider alternatives, like allowing annexed residents to maintain well system until a change of use occurs or a sale of the property occurs.

[7:04:33 PM](#) Peter Lobb shared concerns of forced annexation and State legislature changing. Lobb went on to comment on the economics of small towns and noted his opposition to the proposed annexation. Lobb believes this annexation would impact community negatively for generations to come.

[7:09:11 PM](#) William Miles shared concerns of proposal and believes proposal doesn't comply with the Comprehensive Plan. Miles also noted his concerns of limiting open space/green space to accommodate for development.

[7:11:57 PM](#). Brian Yeager responded to comments and questions made by the public. Yeager noted that for an annexation, the City's notice regarding hookups to City water and sewer could be delayed or deferred to some point in the future. Yeager also went on to explain how the proposal complies with the Comprehensive Plan, the City's operating budgeting, annexation fees, capital impacts, and the impact of the proposed annexation. Discussion ensued.

[7:20:10 PM](#) Vice Chair Pogue closed the item for public hearing. Scanlon requested that Ned Williamson, City Attorney, confirm details of annexation and clarify the process of water and wastewater hookups upon annexation in to the City. Williamson discussed options and noted that City Council would also have input regarding matter. Scanlon noted that he has no issues with the proposed annexation; however, is not in favor of nearby residents being forced to annex.

[7:23:24 PM](#) Engelhardt likes project and believes additional tax base would continue to support City services. Engelhardt agreed with Scanlon's comments regarding forced annexation. Engelhardt also likes that the Developer and City would upgrade and maintain Broadford Road.

[7:27:06 PM](#) Smith believes the project is well thought out; however, also agreed with Scanlon's comments regarding forced annexation, as residents did not come to the City of Hailey and request annexation. Smith also is not in favor of making special accommodations for residents that are annexed into the City. Smith believes project belongs in to the County. Smith would like to see and promote density and infill within the City rather than annexation.

[7:31:19 PM](#) Pogue also believes project is well designed; however, too has reservations with forced annexation of the four residential properties. Pogue commented on allowing Accessory Dwelling Units and arrangements that could be made to accommodate existing residents. Horowitz suggested that the Commission recommend that City Council delay sending notice to residents whom are annexed. Engelhardt questioned whether or not the City would allow residents to continue to utilize well system until sale of home, development of property or change of use. Horowitz and Williamson confirmed that that could be an option. Discussion ensued.

[7:37:57 PM](#) Vice Chair Pogue likes the idea of making accommodations to four property owners who would be annexed and allow them to continue the use of well system until sale of the property, change of use or development occurs.

[7:42:38 PM](#) Yeager commented on the properties to be annexed and suggested drafting terms or conditions regarding annexation.

[7:46:00 PM](#) Peter Lobb noted that denial of recommendation would still proceed to City Council. Lobb suggested that the Commission vote their conscience.

[7:46:25 PM](#) Preston Zigler suggested that properties annexed in to the City have the option of hooking up to City services until a change of use, sale of property or development occurs. Zigler also commented on Broadford Road and doesn't believe the City or its residents would benefit from it remaining within the County.

[7:49:12 PM](#) Pogue believes it is a logical move to annex in to the City. Pogue also believes it's important to update Broadford Road. Pogue recommended annexation to City Council. Engelhardt agreed and would like to establish conditions pertinent to current county residents. Scanlon agreed with annexation; however, would like to develop conditions or trigger points that would allow county residents to keep property as is until a trigger point requires that they connect City services. Smith agreed.

[8:02:08 PM](#) Annexation: Engelhardt motioned to recommend to the City Council approval with conditions of the Annexation of Colorado Gulch Preserve, finding that if the recommended conditions of approval are met, the proposed Annexation will be harmonious and in accordance with specific goals and policies of applicable components of the Hailey Comprehensive Plan; that the Annexation will be in the best interests of the citizens of Hailey, and the proposed Annexation generally complies with the Hailey Comprehensive Plan. The Commission further recommends that the Council adopt an Annexation Agreement which addresses, at a minimum:

- 1) Access from Tax Lots 3913 and 7505 with regards to zoning;**
- 2) Ownership of Parcel D (park space)**
- 3) Timing of completion of improvements needed to Broadford Road and the separated path along Broadford Road.**
- 4) Requirement to connect to City Services be triggered only by change of use, sale or by request of owner, with regard to Taxlots 7731, 7732, 3913 and 7505**

Scanlon seconded and all were in favor.

[8:05:57 PM](#) Vice Chair Pogue called for a five minute break.

[8:11:14 PM](#) Vice Chair Pogue called the meeting back to order.

[8:14:22 PM](#) Zoning Recommendation: Scanlon motioned to recommend to the City Council zoning the annexed Colorado Gulch Preserve Parcel D as RGP and the remainder as LR-2, Taxlots 7731, 7732, 3913, 7505, as LR-2 with zoning revised to SCI upon relocated access of Taxlots 3913 and 7505 from Broadford Road to Airport West Subdivision, finding that if the recommended conditions of approval are met, the proposed zoning is in accordance with the Comprehensive Plan; essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services; the proposed uses are compatible with the surrounding area; and the proposed amendment will promote the public health, safety and general welfare. Engelhardt seconded and all were in favor.

PH 3 Continuation of a Subdivision Preliminary Plat proposal for Colorado Gulch Preserve Subdivision, to be located at Lot 1A, Block 1, Stevens Family Ranch, LLC (North of 81 Broadford Road, Section 15 & 16, T.2N., R. 18E., B.M., Blaine County, Idaho), comprising 24.46 acres. The project includes 36 lots, ranging in size from 0.28 to 0.78 acres. Several open space parcels are also shown on the plat.

[8:18:50 PM](#) Horowitz and Stahlnecker went through all of the unanswered questions in the Staff Report and noted that most are based on conditions of approval or have recently been addressed by Developer. Stahlnecker went on to explain how each question mark has already been addressed or would be addressed in Design Review. Discussion ensued.

[8:33:07 PM](#) Smith questioned Condition (K) regarding the trees. Stahlnecker noted that Condition (K) requires that street trees be installed every 50 feet of lot frontage, 10 feet away from driveways, with the desirable fall colors. Horowitz also noted that an in-lieu payment would be taken for the sidewalks and utilized to repair portions of Broadford Road.

[8:34:06 PM](#) Yeager noted the preference of installing street trees at the time individual lots are developed. Scanlon questioned the size of the building envelop of each residence, as well as the caliper of the street trees. Yeager noted that all interior building envelopes are approximately 112 to 150 feet with 10 foot setbacks. Horowitz noted that a caliper was not specified. Horowitz also disagreed with Yeager regarding the installation of the street trees and noted that all street trees, to develop an even canopy throughout the subdivision, would need to go in at the same time, not as individual lots are developed. Discussion ensued.

[8:38:51 PM](#) Pogue questioned the use of the in-lieu fee for the sidewalk. Horowitz noted that in-lieu fee would be utilized for the development of the Broadford Road trail. Smith questioned the width of the road. Commissioners agreed on 22 feet. Engelhardt likes the overall look and feel of the project.

[8:41:51 PM](#) Vice Chair Pogue opened and closed the meeting for public hearing.

[8:44:56 PM](#) **Smith motioned to approve the Subdivision Preliminary Plat Application for CGP, LLC, represented by Galena Engineering, located at Lot 1A, Block 1, Stevens Family Ranch, LLC, Map 2N R18E Section 15 & 16, with Conditions (a) through (r), finding that the application meets all City Standards. Engelhardt seconded and all were in favor.**

~~[PH 4](#) Continuation of a City initiated Text Amendment to Title 17, Section 17.06.070.A.c, to modify regulations regarding in-lieu cash contributions. **RESCHEDULED TO MONDAY, MAY 8, 2017.**~~

~~[PH 5](#) Consideration of a City initiated Text Amendment to Title 17, Section 17.06, Design Review, to create a Pre-Application Design Review process. **RESCHEDULED TO MONDAY, MAY 8, 2017.**~~

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)
- **DR Exemption:** Red Door Home and Design submitted a Design Review Exemption Application on March 28, 2017, for approval of minor exterior and interior alterations to the existing building. Exterior renovations include new paint colors, siding and new windows. Interior renovations include the removal of interior walls and the addition on an interior wall to create a more open, welcoming space.

- SR 2** Discussion of the next Planning and Zoning meeting: **Monday, May 8, 2017**
(no documents)

Adjourn

[8:48:31 PM](#) **Smith motioned to adjourn. Engelhardt seconded and all were in favor.**