

**MINUTES OF THE  
HAILEY PLANNING & ZONING COMMISSION  
Monday, March 14<sup>th</sup>, 2016  
Hailey City Hall  
5:30 p.m.**

**Present:** Owen Scanlon, Jeff Engelhardt, Dan Smith, Janet Fugate  
**Absent:** Richard Pogue  
**Staff:** Kristine Hilt, Lisa Horowitz

*Call to Order*

**5:32:00 PM** Chair Fugate called the meeting to order.

*Public Comment for items not on the agenda*

None

**5:32:37 PM** Dan Smith motioned to amend the agenda to address NB 3 and NB4 prior to NB1 and NB2. Owen Scanlon seconded and the motion carried.

*Consent Agenda*

**CA 1** Motion to approve minutes of February 22<sup>nd</sup>, 2016

**CA 2** Motion to approve Findings of Fact and Conclusions of Law for Design Review submitted by Bernard and Kathy Brown represented by Craig Johnson for a new 1,709 square foot single family house plus garage and an existing 421 square foot house to be converted to an Accessory Dwelling Unit, located at 423 North 5th Street (Lot 1A, Block 81, Hailey Townsite) in the Limited Residential-1 (LR-1) and Townsite Overlay (TO) Districts.

**5:33:05 PM** Owen Scanlon pulled CA 1. **5:33:25 PM** Owen Scanlon motion to approve CA 1. Jeff Engelhardt seconded and the motion carried. Owen Scanlon moved to approve CA 1 with the correction of Jeff Engelhardt listed as present. Jeff Engelhardt seconded and the motion carried.

*New Business and Public Hearings*

**NB 1** Continuation of a City-initiated Text Amendment to Title 17, Section 17.05, District Use Matrix, to clarify: Restaurants, including Drive-through and Restaurants which may or may not include the sale of alcoholic beverages; Parcel Delivery and Shipping Services; Dance, Martial Arts and Fitness Facilities.

**7:03:38 PM** Lisa Horowitz introduced the proposed amendments to the Commissioners and included details about the proposed definitions and matrix changes. Discussion between the Commission and staff included bar vs. restaurant uses and zones where each would be permitted. The Commission inquired about "Neighborhood Business" and when staff brought a zoning map it was determined that NB was not on the zoning map anywhere. Commission continued to discuss areas within the City where a restaurant that serves alcohol would be appropriately permitted but not a standalone bar. Chair Fugate noted that the Business district was the only appropriate location for a standalone bar. Horowitz inquired about a bar attached to a hotel in either of the SCI zones or the airport. Discussion continued to include current permitted uses, proposed uses in new zones, and conditional uses.

**7:17:00 PM** The Commission discussed drive-thru facilities and the process for review and the use being permitted in general. Horowitz noted that Design Review would always be an opportunity for the Commission to review drive-thru facilities Discussion continued on to address parcel delivery services.

**7:24:46 PM** The Commission and staff discussed have a permitted use vs. a conditional use for parcel delivery services within the City of Hailey and the existing locations of UPS and FEDEX. Dan Smith

noted that parcel delivery services were more industrial than business in nature. Smith also noted that if the use was permitted, they could relocate to Main Street. Smith also noted that the current location was not ideal for parking, customers, and parcel pickup with the increased traffic and dust and also the use of semi tractor trailers. Staff and the Commission discussed tabling the issue until River Street improvements start and also the ramifications of changing the use to not permitted.

[7:41:45 PM](#) The Commission agreed that the current location of UPS was not appropriate for downtown Hailey or safe for customers approaching the site. Horowitz noted that the discussion should only include the use in general and not a specific location. Chair Fugate suggested that several items be addressed in June for the review of the UPS CUP. The Commission agreed to table the decision for parcel delivery services to a date unknown.

[7:49:25 PM](#) The Commission continued on to address dance, martial arts and fitness facilities and reviewed the proposed matrix for uses. Staff proposed to amend the matrix and fix some formatting issues and to revisit the discussion at the next meeting. **Item was continued.**

*NB 2 Continuation of a Work Session to discuss a variety of implementation issues and questions regarding Title 17, Section 17.05, District Use Matrix and Title 17, Section 17.02, Definitions.*

Addressed with NB1.

[NB 3](#) *Consideration of a subdivision application submitted by Christopher Simms represented by Alpine Enterprises, Inc. for a three lot subdivision whereby Lots 13-19, Block 14 Hailey Townsite are consolidated into three (3) lots located at 402 and 410 South Second Avenue in the General Residential (GR) and Townsite Overlay (TO) Districts.*

[5:34:38 PM](#) Lisa Horowitz introduced the lot line amendment to the commissioners and included information about the preliminary plat. Horowitz called attention to the detail of a setback near an existing garage.

[5:37:15 PM](#) Christopher Simms stood and introduced a background of the lots and existing structures included in the proposed preliminary plat. Simms included information about why he has applied to configure the new lots as presented. Simms noted that he disagreed with the City Attorney, Ned Williamson, in the process of the application and noted that this application should have been noticed as a lot line adjustment rather than a subdivision application. Simms continued on to note that he would like retain the existing structures and create a lot appropriate for the size of a new home that matches existing neighborhood homes in size and style. Simms spoke to the requirements for subdivisions and asked the Commissioners to consider the process of the lot line adjustment instead of the subdivision process.

[5:43:44 PM](#) Dan Smith inquired about proposed setbacks in regards to the existing structures. The Commission and applicant discussed the non-conforming setback for the storage garage and added that it was more important to have the primary residential buildings have conforming setbacks. Discussion continued to include plans for the existing non-conforming garage, the door on the garage, and the changes that would be permitted. Simms noted that if it remained financially feasible he would retain and improve the exterior of the structure. Chair Fugate noted that the application at hand was the lot line amendment and that should be the focus of the discussion.

[5:51:37 PM](#) Horowitz inquired about the existing concrete pad on the property. Simms notified her that it was an old basketball hoop but it's now serving as a patio.

[5:52:12 PM](#) Chair Fugate opened the meeting for public comment. Sandra Bazovski, neighboring resident, stood and inquired about plans for the property at hand.

[5:53:43 PM](#) Chair Fugate closed public comment.

[5:54:14 PM](#) Simms addressed the question from Sandra Bazovski and notified her of his plans for the new lot and included details about development and the possibility of a new single family home.

[5:56:37 PM](#) The Commission discussed the non-conformity of the proposed preliminary plat and the options to adjust the lot lines or approve the proposed lot lines. Scanlon noted that he preferred a change in the proposed lot lines to adjust the non-conforming setbacks for the existing garage. Smith, Fugate, and

Engelhardt spoke in favor of the proposed lot line locations. Horowitz notified the Commission that both possible options were in some way non-conforming.

**6:04:55 PM Dan Smith motioned to approve the Preliminary Plat application for Christopher Simms located at Lots 13-19, Block 14 Hailey Townsite (at 402 and 410 South Second Avenue), finding that the application meets all City standards. Owen Scanlon seconded and the motion carried.**

*NB 4 Consideration of an application by Les Schwab, represented by Kimley Horn Architects for design review and conditional use permit applications for a new 3,500 square foot tire storage facility to be located adjacent to the existing Les Schwab building at 520 N. River Street (Lots 11-20, Block 65 Hailey Townsite) in the Business (B) and Townsite Overlay (TO) Zoning Districts.*

6:06:37 PM Lisa Horowitz introduced the project summary to the Commissioners and noted that the Conditional Use Permit application would be heard at the next meeting. 6:08:02 PM Matthew Idema, Kimley Horn-Salt Lake City, UT, introduced that proposed project to the Commissioners. Idema included information about the existing use of the property and storage of the tires on site, landscaping, parking improvements, sidewalk improvements and storm water retention. Idema also noted that the new building will only be utilized for storage. Building elevations were presented to the Commission as well as proposed materials and colors. Idema noted that the proposed materials and colors would match Les Schwab's corporate theme and existing design and materials on site.

6:15:54 PM Owen Scanlon inquired about a fire separation wall and the affect such a requirement would trigger in change of appearance. Discussion between the applicant and the Commission included water drainage, existing downspouts, and building elevations. The applicant noted that he met with City staff to address City right of way improvements.

6:22:09 PM Lisa Horowitz notified the applicant about the proposed improvements to River Street and she gave the applicant three options for development based on the proposed improvements to River Street in the next 10-15 years. Options included design alternative and in lieu fees for a sidewalks. Discussion between staff, the applicant and the Commission included the proposed improvements to River Street and the impact on parking spots in front of Les Schwab the improvements would have. The improvements propose a parallel parking scheme instead of the existing diagonal parking.

6:30:12 PM Dan Smith noted that he does not support River Street being a mirrored image of Main Street and that the parallel parking plan may not be appropriate for the long term goal. The discussion included details about proposed improvements and options moving forward. Staff added that the Urban Renewal Agency may be open to areas along River Street being different. Dan Smith added his ideas of what River Street would ideally look like; high pedestrian travel and plentiful parking spots.

6:37:34 PM Chair Fugate opened the meeting to public comment. Tony Evan, Idaho Mountain Express, inquired about the site plan and the proposed mobility. The Commissioner answered that there is no existing sidewalk and the discussion was about the options for sidewalk/parking improvements.

6:38:39 PM Chair Fugate closed public comment. Staff notified the Commission that there were concerns about the proposed landscaping, dumpster area and the lack of a municipal street light from various City departments. The Commission discussed the concerns that staff mentioned and addressed each with the applicant. A lighting plan was to be submitted to the Commission along with a dumpster location and new sidewalk configuration along River Street. Discussion included the possible requirement for a sprinkler system. Horowitz notified the Commission that the City Fire Marshall, Mike Baledge, had noted that the square footage did not trigger the requirement for a system. The Commissioners inquired about the age of the existing buildings on site to be demolitions. Staff notified the commission that the date of construction on file was 1960 and that the buildings were not historic.

**6:53:26 PM Owen Scanlon continued the public hearing on the Design Review application submitted by Kimley Horn Architects for design review and conditional use permit applications for a new 3,500 square foot tire storage facility to be located adjacent to the existing Les Schwab**

building at 520 N. River Street (Lots 11-20, Block 65 Hailey Townsite) in the Business (B) and Townsite Overlay (TO) Zoning Districts to April 11, 2016. Jeff Engehardt seconded and the motion carried. Dan Smith noted that a cut sheet for proposed lighting, photometric sheet, updated site plan, and dumpster location after speaking with Clear Creek Disposal.

**6:55:45 PM** Chair Fugate called a 5 minute recess.

**7:03:09 PM** Chair Fugate called the meeting back to order.

~~NB 5 — Consideration of a City initiated text amendment to Title 16, Subdivision, Section 4, Development Standards, to require a ten foot (10') snow storage easement adjacent to the public right of way for all platted properties. (No Documents)~~

#### *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)

Staff updated the Commission on building activity and upcoming projects.

SR 2 Discussion of the next Planning and Zoning meeting: Monday, April 11<sup>th</sup>, 2016.  
(no documents)

#### *Adjourn*

**8:02:08 PM** Owen Scanlon motioned to adjourn. Dan Smith seconded and the motion carried.