

The regular meeting of the Hayden Planning Commission was called to order by Chair Amy Williams at 7:00 p.m. Other members present were Commissioner Melinda Dudley and Commissioner Carly Kelly. Community Development Director Tegan Ebbert and as well as applicant Rod Staponski were present.

Pledge of Allegiance

Chair Williams led the Pledge of Allegiance.

Consideration of Minutes

Commissioner Kelly moved to approve the Planning Commission minutes for the meeting held on November 10, 2022 as written. **Commissioner Dudley** seconded the motion. Motion approved unanimously.

**Staponski Warehouse Site
Plan – 431 Capital Street**

Ms. Ebbert explained that the property owner, Mr. Staponski, has submitted a request to construct an approximately 4,000 square foot warehouse on vacant Lot 31 of the Valley View Business Park. The applicant intends to use the structure for personal storage, workshop area, and office space. The structure will be constructed under the commercial building code and have an ADA compliance bathroom and parking space. Staff have included some recommended conditions of approval pertaining to the proposed parking plan that have been communicated to the applicant. The applicant is comfortable with the recommended changes that include a pull off for parking that prevents the need to block access to the building and allows vehicles to turn around so they are not backing out onto the public roadway. Staff are recommending a condition of approval that the Town shall administratively review the parking plan if the use of the property/structure change.

The applicant has submitted a landscaping plan that complies with the regulations and is proposing a wainscoted feature to meet the architectural standards. The applicant is proposing the use of alternative hard surface material for their access driveway and parking area. They have requested to use an AGTEC Heavy Duty Paver that acts as a grid that's cells are filled with gravel or sand to stabilize it. Public Works has reviewed this material request and approved it. Overall, staff are pleased to see more build out occur in Valley View Business Park. Although the use in this particular instance is not contributing out our sales tax revenue, the likelihood that this building will change use overtime exists and the construction style is exactly what Valley View was envisioned to have. Staff are recommending approval of the proposal.

Chair Williams asked how the Town is aware if a property has changed use. Ms. Ebbert responded that sales tax licensing is obtained by any new business that operates within the Town. it is not a perfect method of tracking however parking problems have been pretty easy discover in Valley View Business Park. Existing tenants have been comfortable reaching out to the Town when they see issues. Additionally the subject property has a significant volume of area that can be further developed for parking if the need arises in the future.

Motion to approve

Commissioner Dudley made a motion to approve the Staponski Warehouse site plan with the following findings of fact and conditions of approval:

Findings of Fact:

1. The proposal meets the standards of the Town of Hayden's Development Code, is in general conformance with the intent and purpose of the Hayden Forward Master Plan and preserves the health, safety and welfare of the citizens of the Town of Hayden.
2. As sidewalks were not been required in the interior of the Valley View Business Park, the waiver of the requirement that sidewalks be constructed is appropriate.

Subject to the following conditions:

1. The effective date of this approval is the date upon which the Planning Commission approves the application. The approval shall expire two (2) years from its effective date, unless a building permit has been issued or an application for renewal of the Site Plan approval is approved pursuant to Section 7.16.020, Hayden Development Code (HDC).
2. One (1) ADA accessible parking space shall be provided in proximity to the front entrances of the building pursuant to 7.24.100(e)(4).
3. A vehicle turn-around solution must be submitted to staff prior to issuance of a building permit that complies with Section 7.24.100(b)(6) to allow vehicles to exit the property without backing onto the public street.
4. Parking spaces must be striped pursuant to Section 7.24.100(b)(8).
5. Change of use of the Property will require an administrative review of the parking plans to verify requirements are met.

Commissioner Kelly seconded the motion; motion passed unanimously.

Staff Report

Ms. Ebbert reviewed pending projects and upcoming meeting dates. There is an open alternate Planning Commission member position that is posted on the Town's website.

Adjournment

The meeting was adjourned at 7:27 p.m.



Regular Meeting Hayden Planning Commission January 13, 2023

Recorded by:

Tegan Ebbert

APPROVED THIS _____ DAY OF _____, 2023

Amy J. Williams, Chair