



The regular meeting of the Hayden Planning Commission was called to order by Chair Amy Williams at 7:07 p.m. Other members present were Vice Chair Michelle Lewis, Melinda Dudley, Carly Kelly, and Tim Frentress. It was noted that Alternate Commissioner Carly Kelly is a voting member for the meeting. Town Planner Tegan Ebbert as well as applicants Paul Brinkman (Brinkman Properties, LLC) and Wendy Lind (Axial Arts, LLC) were present.

Pledge of Allegiance

Chair Williams led the Pledge of Allegiance.

Consideration of Minutes

Commissioner Dudley moved to approve the Planning Commission minutes for the meeting held on March 26, 2022 as written. Lewis Commissioner seconded the motion. Motion approved unanimously.

Woodruff Flats Site Plan Review Application

Mr. Brinkman and Ms. Lind introduced themselves and described the various projects they have completed in the Town of Hayden previously. They explained the proposed project, approach they took regarding the design, and the historical context behind the name Woodruff Flats.

Ms. Ebbert explained that the currently vacant 7,000 square foot parcel is zoned Central Business District (CBD). Multifamily housing and commercial office/retail space are uses by right with an approved Site Plan review. The structure is proposed to be 35' in height, which is the maximum height allowed in the CBD Zone District.

The applicant is proposing to construct a multifamily residential structure containing fourteen units. Of the units, thirteen will be one-bedroom units and one will be a two-bedroom unit. The first floor has three units that can function as mixed uses residential/commercial space. The property will be held under one ownership and the units will operate as rental housing.

The proposed parking plan includes fourteen dedicated parking spaces onsite which equates to one space per dwelling unit. Additionally, the applicant has committed to improving the N. Walnut Street right-of-way adjacent to the subject property. With these improvements, six public parking spaces will be created on the street that can be used on a non-exclusive basis. Additionally, the applicants have planned for covered bicycle parking.

A snow removal plan is proposed in lieu of a snow storage plan and a garbage/recycling agreement with a property located one block to the north will be executed in lieu of onsite dumpsters.

Ms. Ebbert reviewed the specific goals contained within the Hayden Forward Master Plan that the proposal is meeting and the favorable staff recommendation for the project. She noted how the architectural components and landscaping comply with the design and standards in the Hayden Development Code.



Commissioner Dudley commented that while she was initially skeptical of the dumpster arraignment she can see the benefits to having centralized garbage collection points shared by multiple sites. Mr. Brinkman explained that central garbage collection points reduce truck traffic, reduce the volume of dumpsters in a community, and are common place in both urban and some rural settings.

Chair Williams noted that she sees a need for one-bedroom rentals in the community and she supports the concept while acknowledging that it is a change from the development we are familiar seeing in Hayden. Commissioner Frentress agreed that this type of development is different than what the Town has previously seen however he sees a need for rentals and housing and he supports the application.

Commissioner Lewis inquired about possible parking shortages or issues on the site. Mr. Brinkman responded that as a property manager he is conscientious of parking as it relates to his tenant's satisfaction with their rental experience. Planning for too little parking typically turns into difficulties for property managers. Each of the proposed units will have one dedicated parking space onsite and prospective tenants will be advised of that limitation. If someone requires multiple parking spaces then this rental likely is not the right fit for them. Ms. Ebbert noted that the Hayden Development Code requires one parking space per bedroom in a development however this proposal includes fourteen onsite parking spaces for fifteen bedrooms. Staff support the proposed parking plan due to the applicant's agreement to install six public/non-exclusive parking spaces adjacent to the property, the inclusion of bicycle parking, and the proximity to the regional transit bus stop. It is staff's position that the intent of the regulations is being met.

Motion –Site Plan

Commissioner Lewis made a motion to approve the Site Plan to construct a 14-unit apartment structure with mixed commercial/residential use on the first floor to be located at 112 W Jefferson Avenue with the Finding of Fact that:

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. The proposed parking plan is appropriate for the development because of the improvements to public parking along N Walnut Street adjacent to the subject property, the inclusion of bicycle parking that exceeds the requirements, and the compact urban growth proposed within the core downtown area of the Town.

Subject to the following conditions of approval:



1. The effective date of this approval is the date upon which the Planning Commission approves the application. The approval shall expire three (3) years from its effective date, unless application for a building permit is made within the term of the approval or unless application for renewal of the Site Plan approval is approved pursuant to Section 7.16.020, Hayden Development Code (HDC).
2. The fourteen (14) parking spaces shown on the subject property and six (6) adjacent parking spaces located on N Walnut Street shall be paved.
3. The landscaping, improvements to the N Walnut Street right-of-way, and sidewalk shall be installed prior to the issuance of any Certificate of Occupancy (TCO/CO) or a financial guarantee and associated agreement shall be provided.
4. A sign permit shall be obtained under the applicable provisions of the HDC prior to placing any retail signage is erected on the property.
5. Snow management plan will be provided in detail to Town Staff for Town Manager approval prior to issuance of a building permit.
6. Evidence of a dumpster/recycling agreement will be provided to Town Staff prior to issuance of a any Certificate of Occupancy.
7. Lighting must be downcast and opaquely shielded.

Commissioner Frentress seconded the motion; motion passed unanimously.

**Sandhill Annexation,
Subdivision, and Rezone**

Ms. Ebbert explained that the advertisements for this item were published however staff determined that these items needed to be rescheduled for both the Town Council and Planning Commission Hearing dates. Staff are requesting that this item be tabled to the Planning Commission Hearing date of June 23, 2022.

Motion – table agenda items

Commissioner Frentress made a motion to table the public hearing for the Sandhill annexation, subdivision, and rezone applications to June 23, 2022.

Commissioner Williams Seconded; the motion passed unanimously.

Staff Report

Ms. Ebbert reviewed pending projects and upcoming meeting dates. A joint work session is scheduled for June 16, 2022 between the Planning Commission and Town Council to review the Housing Needs Assessment. The next regular Planning Commission hearing is scheduled for June 23, 2022.

Adjournment

The Chair adjourned the meeting at 8:03 p.m.



Regular Meeting

Hayden Planning Commission

June 9, 2022

Recorded by:

Tegan Ebbert

APPROVED THIS _____ DAY OF _____, 2022

Amy J. Williams, Chair