

AGENDA
HAILEY PLANNING & ZONING COMMISSION
Monday, April 13th, 2015
Hailey City Hall
5:30 p.m.

Call to Order

Public Comment for items not on the agenda

Consent Agenda

- CA 1** Motion to approve minutes of March 9th, 2015
- CA 2** Motion to approve minutes of March 23rd, 2015
- CA 3** Motion to approve Findings of Fact and Conclusions of Law for a Design Review application by Christopher Roebuck for Design Review of an accessory dwelling unit addition to an existing accessory structure, to be located at Hailey Townsite, Lots ½ of 8, 9, and 10 of Block 52 (15 East Galena Street), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.
- CA 4** Motion to approve Findings of Fact and Conclusions of Law for a Design Review modification of a single family residence designed by Charles Maguire on behalf of Rob Lonning and Elizabeth Jeffrey located at Hailey Townsite, Block 47, Lot 11A (201 3rd Avenue North), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.
- CA 5** Motion to approve Findings of Fact and Conclusions of Law for a Design Review Exemption application submitted by the Powerhouse restaurant, represented by Bill Olson, for Design Review exemption of an existing commercial structure, located at Hailey Townsite, Lots 17-20 of Block 64 (502 Main Street North), within the Business (B) and Townsite Overlay (TO) Zoning Districts.

New Business and Public Hearings

- NB 1** Consideration of a Design Review application by Taveesak Chanthasuthisombut, represented by Ken Collins, for Design Review of a 400 sq. ft. commercial addition to an existing historic structure and a new 200 sq. ft. accessory structure to be used for office and storage, located at Hailey Townsite, Lot 14, Block 52 (310 Main Street North), within the Business (B) and Townsite Overlay (TO) Zoning Districts.
- NB 2** Consideration of a Design Review application by Sandy & Mike Shepard, represented by Charles Maguire, for Design Review of a new 616 sq. ft. detached garage with an accessory 616 sq. ft. dwelling unit addition, to be located at Hailey Townsite, Lots 1, 2, & N 10' of 3, Block 70 (621 2nd Avenue North), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.
- NB 3** Consideration of a Design Review application by Ivana Radlova, represented by Charles Maguire, for Design Review of a 654 sq. ft. addition to an existing single family home

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and a remodel to an existing two-story detached 2 car garage with a pre-existing accessory dwelling unit, located at Hailey Townsite, Lots 13-15, Block 12 (304 Elm Street East), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.

- NB 4** Consideration of a city initiated text amendment to Zoning Ordinance 532 to amend Article 6, Design Review Section 6.A.1, Design Review Applicability and 6.A.2, Authority of the Administrator. The amendment clarifies what types of projects are approved by the Commission, by Community Development staff, or are exempt from Design Review.

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, May 11th, 2015
(no documents)

Adjourn

Minutes P&Z
March 9, 2015

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**MINUTES OF THE
HAILEY PLANNING & ZONING COMMISSION
Monday, March 9th, 2015
Hailey City Hall
5:30 p.m.**

Present: Janet Fugate, Owen Scanlon, Regina Korby, Dan Smith, Richard Pogue
Staff: Lisa Horowitz, Kristine Hilt
Absent: None

Call to Order

5:31:39 PM Chair Fugate called the meeting to order.

Public Comment for items not on the agenda

None was given.

Oath of Office for new Planning & Zoning Commissioner

5:32:51 PM Chair Fugate conducted the oath of office for the new Planning & Zoning Commissioner, Richard Pogue.

Consent Agenda

CA 1 Motion to approve minutes of February 9, 2015

CA 2 Consideration of a Design Review Exemption application by Powerhouse, represented by Bill Olson, for Design Review exemption of an existing commercial structure, located at Hailey Townsite, Lots 17-20 of Block 64 (502 Main Street North), within the Business (B) and Townsite Overlay (TO) Zoning Districts.

5:33:59 PM CA 1 was pulled and Chair Fugate noted that the minutes had a mistake. Kristine Hilt confirmed necessary changes and updates were made to reflect the corrections. Owen Scanlon moved to pull CA 2 and require full design review process for the applicant. Lisa Horowitz noted that the applicant had intended that some items to be changed at a further date. Lisa then read the requirements for Design Review. She then read the exemptions in the City Standards for the Commission. Owen Scanlon noted that the parapet changes needed to go through the full design review process.

5:38:24 PM Mike Pfau, owner representative, stood to introduce the project and the proposed changes for Bill Olson, owner of Powerhouse. Mike noted that the parapet would stay and that it just needed to be leveled out to change the character of the building. The waterproofing would be damaged if too much of the parapet was removed. The previous restaurant, which was Mexican, added characteristic to the exterior character and colors to the building and Mike noted that he wanted to update those elements.

5:43:26 PM Owen Scanlon noted that the western theme included the parapet as it exists. He encouraged Mike Pfau to leave the character that exists with the parapet.

5:44:42 PM Mike noted that the roof would be replaced with black asphalt shingles. He also noted changes to the site plan, fencing, dumpster enclosure, and parking/traffic flow. Mike also noted that the existing out building would be converted to a bike shop and that an exit door on the West side would be installed.

5:48:38 PM Mike also noted proposed changes to mechanical screening, exterior paint, and new signage. He also described a change to an existing drive thru window that no longer functions with the future plans. Mike showed the Commissioners the proposed fence and described the paint choice adding that upgrades to the property were the utmost importance. He also noted that the applicant was short on time.

[5:53:22 PM](#) Regina Korby inquired about what changes would be conducted immediately. Bill Olson, owner of Powerhouse stood and added that parking improvements required would be determined at a later date.

[5:55:40 PM](#) Dan Smith inquired about what would phased in at a later date. Bill Olson answered that parking improvements would be phase 2. Mike Pfau added that new windows would be phased in and that the current windows are inefficient and below code. Discussion between the Commission and the applicants continued about the proposed changes and upgrades including windows, parapet and traffic flow.

[5:59:13 PM](#) Lisa Horowitz added that the existing landscaping was City owned. The Commission and Lisa Horowitz discussed roofing material replacement and the process for this item. Chair Fugate reread the list of proposed changes to confirm that the applicant's requests were clear.

[6:06:22 PM](#) **Dan Smith moved to approve the defined scope of work limited for Phase 1 of the Power House project. Regina Korby seconded and the motion passed.**

[6:08:05 PM](#) Chair Fugate noted that the applicant had approval to pull a building permit for the proposed and outlined changes and modifications.

[6:08:45 PM](#) **Owen Scanlon moved to approve the amended minutes. Regina Korby seconded and the motion passed unanimously.**

New Business and Public Hearings

NB 1 Consideration of a Design Review application by Christopher Roebuck for Design Review of an accessory dwelling unit addition to an existing accessory structure, to be located at Hailey Townsite, Lots ½ of 8, 9, and 10 of Block 52 (15 East Galena Street), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.

[6:09:41 PM](#) Lisa Horowitz introduced the project and noted that the applicant had previously received approval for a garage addition, however, he would now like to be approved for an accessory dwelling unit. Chris Roebuck noted that he modified his floor plan to include a kitchen and a bathroom. He also noted that his lot has adequate parking that meets City's standards. Discussion between the Commission and the applicant included the height of the proposed building, ceiling height in the second story, designated parking, interior use, and access to the ADU.

[6:16:35 PM](#) Chair Fugate opened the item for public hearing. None was given. Public comment was closed. [6:17:00 PM](#) **Owen Scanlon moved to approve the application submitted by Chris Roebuck for Design Review of an accessory dwelling unit addition to an existing accessory structure, to be located at 15 East Galena (Hailey Townsite, Lots ½ 8, 9, 10 of Block 52) within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts, 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, and City Standards, provided conditions (a) through (i) are met. Dan Smith seconded and the motion carried.**

NB 2 Consideration of a modification to a Design Review approval of a single family residence designed by Charles Maguire on behalf of Rob Lonning and Elizabeth Jeffrey located at Hailey Townsite, Block 47, Lot 11A (201 3rd Avenue North), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts. The changes include: the primary residence will be approximately 4' shorter in length; the 1-story portion will feature a gable instead of a shed roof; the house size will be reduced from 1752 square feet to 1684 square feet, the second story over the garage is eliminated; the footprint of the garage is slightly enlarged.

[6:20:39 PM](#) Charles Maguire introduced the project and outlined all of the proposed modifications to the previously approved design of a single family residence. He noted changes to the home entrance, size, site plan, garage height and width, retaining wall characteristics, exterior elevations and roof design, floor layout, and exterior coloring.

[6:27:49 PM](#) Owen Scanlon inquired about water paneling and Charles clarified. Owen Scanlon inquired about the proposed retaining walls and any caps on them. Charles answered that no caps are proposed.

[6:30:45 PM](#) Owen Scanlon inquired about a detail on the site plan. Charles clarified that the line in question was a drain line.

[6:32:09 PM](#) Chair Fugate opened the meeting to public comment. None was given and the public comment was closed. Owen Scanlon and Dan Smith discussed positive features of the proposed design. The Commission added that the changes were welcomed. Richard Pogue added that the site was a difficult site to develop and he commended the design.

[6:33:51 PM](#) **Regina Korby motioned to approve the application for modification to a Design Review approval of a single family residence designed by Charles Maguire on behalf of Rob Lonning and Elizabeth Jeffrey located at Hailey Townsite, Block 47, Lot 11A (201 3rd Avenue North), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts, 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, and City Standards, provided conditions (a) through (h) are met. Dan Smith seconded and the motion carried unanimously.**

NB 3 Consideration of a city initiated text amendment to the Zoning Ordinance 532 to amend Article 4, Establishment and Purpose of Zone Districts, Section 4.10 which addresses the Flood Hazard Overlay District. The amendment updates definitions, establishes mapping and development standards, and amends language referring to documents issued by FEMA. Article 2 of the Zoning Ordinance, definitions, will also be updated with the proposed amendments.

[6:36:29 PM](#) Chair Fugate inquired about the proposed changes to the Ordinance. Kristine Hilt introduced the text amendment as the City of Hailey's floodplain manager. She noted that the proposed updates are housekeeping issues and that updates to the Ordinance were reflected from FEMA's recent definition updates and mapping. The Commission and Lisa Horowitz discussed building height requirements and lot coverage for new development.

[6:44:38 PM](#) Chair Fugate opened the item for public comment. Tony Evans inquired about basements and development. Commission answered that the Ordinance changes were in line with State and National standards. Chair Fugate closed public comment.

[6:54:10 PM](#) **Richard Pogue motioned to recommend approval of the city initiated text amendment to the Zoning Ordinance 532 to amend Article 4, Establishment and Purpose of Zone Districts, Section 4.10 which addresses the Flood Hazard Overlay District and Article 2, definitions related to floodplain, finding that the amendments are in accordance with the Comprehensive Plan, that 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, that the proposed uses are compatible with the surrounding area, and that the proposed amendment will promote the public health, safety and general welfare. Owen Scanlon seconded and the motion passed unanimously.**

Old Business

Commission Reports and Discussion

Staff Reports and Discussion

SR 1 Discussion of current building activity and upcoming projects

[6:57:17 PM](#) Lisa Horowitz summarized economic activity and upcoming projects.

*SR 2 Discussion of the next Planning and Zoning meeting: Monday, April 13th, 2015
(no documents)*

Adjourn

[6:59:12 PM](#) Regina Korby motioned to adjourn. Owen Scanlon seconded and the motion carried.

**Minutes of the P&Z
March 23, 2015**

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**MINUTES OF THE
HAILEY PLANNING & ZONING COMMISSION
Monday, March 23rd, 2015
Hailey City Hall
5:30 p.m.
Special Meeting**

Present: Janet Fugate, Regina Korby, Dan Smith, Owen Scanlon
Absent: Richard Pogue
Staff: Ned Williamson, Kristine Hilt

Call to Order

[5:32:02 PM](#) Chair Fugate called the meeting to order.

Public Comment for items not on the agenda

[5:32:16 PM](#) None was given.

Consent Agenda

CA 1 Motion to approve Findings of Fact and Conclusions of Law for a Design Review Exemption application by the Powerhouse Restaurant, represented by Bill Olson, for modification of an existing commercial structure to replace existing windows and to level existing roof parapet, located at Hailey Townsite, Lots 17-20 of Block 64 (502 Main Street North), within the Business (B) and Townsite Overlay (TO) Zoning Districts.

[5:33:31 PM](#) Dan Smith motioned to pull CA 1 for discussion. Dan Smith noted that he supported the modifications to the windows and noted that also had no issues of the leveling of the parapet. Regina Korby noted that she supported the proposed changes as well. Owen Scanlon added that he felt that the project was not minor and that the applicant was changing too much to exempt the changes. Chair Fugate added that the Commission wanted to support the project yet the confines of the code were restrictive. Chair Fugate also noted that the Commission would look to Ned Williamson, City Attorney, for more clear interpretation. [5:37:23 PM](#) Ned Williamson referred to section 6A.2.(A)(3). Williamson noted that the examples in the cited section were to be used as guidelines and could not list all possible examples of minor projects. Williamson continued to refer to use of the guidelines and interpretation and encouraged the Commission to make their best judgment. [5:40:10 PM](#) Regina Korby added that the overall perception of the project was that it was major. Korby inquired why Owen Scanlon interpreted the project as major. Owen Scanlon clarified in stating that his opinion was that the project was major and required full design review. Discussion continued of interpretation, minor definition, and process of proceeding with approval or denial.

[5:42:44 PM](#) Bill Olson stood and gave the Commissioners copy of public comment in favor of the proposed changes of the building. He commented that the majority of the signatures received were from adjoining property owners and community owners. Bill Olson noted that he had been evicted from his previous location and that time was of the essence for moving into the new building and minor modifications had to be made to bring the building up to working and safe condition. He then went on to introduce and summarize the renderings and proposed changes to the existing building at 502 Main Street North. Discussion between Bill Olson and the Commission included details about the proposed window replacements and the parapet changes.

[5:48:13 PM](#) Peter Lobb commented that the proposed changes were major but he supported the changes. Peter Lobb added that the Commissioner's responsibility was to go through the process not to support

local businesses. [5:49:57 PM](#) Chair Fugate commented that the proposed changes were minor to her. Dan Smith seconded that the changes were also minor to him.

[5:51:05 PM](#) Nick Gilman stood on behalf of the applicant and commented that the parapet wall was going to be modified slightly in order to simply the overall elevation of the building. Gilman also added that the windows were not tempered and therefore did not meet energy or building code for Commercial standards and were not being modified in overall size, just shape. He continued on with comments about his support the Powerhouse and the dilemma that the owners faced after being evicted. [5:56:08 PM](#) Chair Fugate closed public comment. Discussion between Commissioners included scope of work of the exemption. Owen Scanlon noted that he would not vote in favor of the exemption.

[5:58:37 PM](#) Regina Korby motioned to approve the Findings of Fact and Conclusions of Law for a Design Review Exemption application by the Powerhouse Restaurant, represented by Bill Olson, for modification of an existing commercial structure to replace existing windows and to level existing roof parapet, located at Hailey Townsite, Lots 17-20 of Block 64 (502 Main Street North), within the Business (B) and Townsite Overlay (TO) Zoning Districts. [5:59:04 PM](#) Dan Smith seconded. The motion carried 3 to 1. Owen Scanlon did not vote in favor.

New Business and Public Hearings

Old Business

Commission Reports and Discussion

Staff Reports and Discussion

SR 1 *Discussion of current building activity and upcoming projects*

SR 2 *Discussion of the next Planning and Zoning meeting: Monday, April 13th, 2015*
(no documents)

Kristine Hilt updated the Commissioners on the upcoming April 13th agenda. Chair Fugate noted that she will be unable to attend the May meeting.

Adjourn

[6:04:03 PM](#) Dan Smith motioned to adjourn. Regina Korby seconded and the motion carried.

Roebuck Findings of Fact

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FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On March 9, 2015 the Hailey Planning & Zoning Commission considered a Design Review application submitted by Christopher Roebuck for an Accessory Dwelling Unit above an existing accessory structure, currently located at 15 East Galena (Hailey Townsite, Lots ½ 8, 9, 10 of Block 52), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts. The Commission, having been presented with all information and testimony in favor and in opposition to the proposal, hereby makes the following Findings of Fact, Conclusions of Law and Decision.

FINDINGS OF FACT

Notice

Notice for the public hearing was published in the Idaho Mountain Express and mailed to property owners within 300 feet on February 9, 2015.

Application

The applicant was approved for an addition to an existing garage to add a second story room (studio) bath comprising a total of 768 square feet of new space on January 12, 2015. The subject property is on 2-1/2 city lots, Lots ½ 8, 9, 10 of Block 52 (15 E Galena) of the Hailey Townsite. After the hearing, but prior to construction, the applicant decided to re-apply for an Accessory Dwelling Unit, and add a kitchen. The exterior of the proposed addition is identical to what was reviewed by the Commission on January.

The space consists of: kitchen/living room: 504 square feet; Bedroom/office, stairwell, bathroom, closets: 264 square feet. A new interior balcony and staircase within the garage will access the addition. Demolition of the current roof structure will occur, but all other components of the existing structure will remain intact. The existing structure and the proposed Accessory Dwelling unit meet all bulk requirements for the General Residential and Townsite Overlay Zone Districts. It is adjacent to the Business Zoning District on the alley (west) side.

Procedural History

The application for an addition to an accessory structure was submitted on October 24, 2014 and certified complete on January 5, 2015. This addition was approved on January 12, 2015, in the Hailey City Council Chambers. An application for an Accessory Dwelling unit was submitted on February 4, 2015 and certified complete on January 5, 2015.

General Requirements for all Design Review Applications				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.5 (B)	Complete Application -
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department Comments	Engineering: <i>No concerns</i>
				Life/Safety: <i>No concerns</i>
				Water and Sewer: <i>No concerns</i>
				Building: <i>No concerns</i>
			Streets: <i>No concerns</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8.2 Signs	8.2 Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.
			<i>Staff Comments</i>	- <i>No signage is proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9.4 On-site Parking Req.	See Section 9.4 for applicable code: 2 minimum and 6 maximum parking spaces are required for the single family house and one additional stall for Accessory Dwelling Units less than 1,000 square feet.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> - <i>Currently, three stacked exterior spaces are adjacent to the garage, between the garage and the alley. Two exterior (in front of the garage) and two interior parking spaces (in the garage) are provided on private property, for a total of seven (7) parking spaces.</i> - <i>Stacked parking spaces are permitted for residential uses. No additional parking spaces are required; existing parking exceeds the minimum requirements.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8B.4.1 Outdoor Lighting Standards	8B.4.1 General Standards <ul style="list-style-type: none"> a) All exterior lighting shall be designed, located and lamped in order to prevent: <ul style="list-style-type: none"> 1. Overlighting; 2. Energy waste; 3. Glare; 4. Light Trespass; 5. Skyglow. b) All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes. c) Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties. d) Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires. e) Idaho Power shall not install any luminaires after the effective date of this Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator.
			<i>Staff</i>	- <i>Per the plans, all outdoor lighting will be shielded down lights with 15</i>

			<i>Comments</i>	<i>watt bulbs at 6' above floor level; no new lighting is proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bulk Requirements	See 4.13.6, Zoning Ordinance
			Staff Comments	<p><i>Zoning District: General Residential in the Townsite Overlay. Townsite Overlay bulk requirements apply.</i></p> <ul style="list-style-type: none"> - <i>Minimum Lot Size: 4,500 square feet</i> - <i>Max Height: 30'.</i> <ul style="list-style-type: none"> - <i>The existing garage is 17'-2".</i> - <i>The proposed building addition will be 26'- 5" to peak of the new roof line, per the plans submitted, as confirmed by the applicant.</i> - <i>Front Lot Line:</i> - <i>The site is a corner property and is addressed off of Galena Street; therefore Galena Street is the front Lot Line</i> - <i>Setbacks: 12' from any street for the primary structure; 20' for garage doors.</i> <ul style="list-style-type: none"> - <i>Existing Accessory Structure (garage) is located on Galena Street adjacent to the alley; no change to the garage abutting the front lot line, which is set back 20'</i> - <i>Side Setback: 15% of lot width, no less than 6' and 10' is the maximum required</i> <ul style="list-style-type: none"> - <i>Lot is 75 feet wide, therefore the minimum side yard setback is 10'</i> - <i>The current garage is 14 feet from west side yard, which is the alley. No changes are proposed to the east side yard (First Avenue).</i> - <i>The Accessory Dwelling Unit Addition complies with setbacks in all respects.</i> - <i>Townsite Alley Setback: 6'</i> <ul style="list-style-type: none"> - <i>The new portion of accessory structure is located 14 feet from the alley</i> - <i>Rear Yard Setback: 10'</i> <ul style="list-style-type: none"> - <i>No change is proposed to the rear yard setback</i> - <i>Maximum Lot coverage: 30% in GR for a two-story dwelling with a garage</i> <ul style="list-style-type: none"> - <i>No change to lot coverage is proposed; accessory dwelling unit is proposed above an existing garage.</i> - <i>Lot size: 9,000 sf</i> - <i>Maximum Lot coverage is 3,600 square feet</i> - <i>Existing principle structure: 1,200 square foot footprint</i> - <i>Existing Garage: 768</i> - <i>Total Existing coverage: 1,968 square feet</i> - <i>Existing Lot coverage is 21.87%</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.7 (A) Required Street Improvements Required	<p>Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein; sidewalk requirements in the Townsite Overlay may be waived for remodels and additions to single family developments.</p> <ul style="list-style-type: none"> - <i>No change is proposed to the existing sidewalk on Galena Street, or to street drainage. Current site drainage is adequate and will not be impacted by the proposal.</i> - <i>No sidewalks exist on First Avenue for this block and the block to the south. Existing mature trees along First Avenue will be an issue at such</i>

				<i>time as sidewalks are installed.</i>
			Staff Comments	- <i>Staff recommends waiving the requirement for a sidewalk on First Avenue as allowed by Code. Existing drainage meets City requirements.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.7 (B) Required Water System Improvements	In the Townsite Overlay District, any proposal for new construction or addition of a garage accessing from the alley, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.
			Staff Comments	<ul style="list-style-type: none"> - <i>The project does not involve changing, rerouting or disturbing the existing water line in the alley.</i> - <i>The project does not involve changing, rerouting or disturbing the existing meter and/or vault.</i> - <i>A new service line will be installed for the Accessory Dwelling Unit but accessed from the existing service line, thus utilizing the existing meter.</i> - <i>All repairs or maintenance of the new water line are the sole responsibility of the owner.</i>

Design Review Guidelines for Residential Buildings in the Townsite Overlay District (TO): 6A.9					
6. Accessory Structures: 6A.9.C.6					
Compliant			Standards and Staff Comments		
Yes	No	N/A	City Code	City Standards and Staff Comments	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.1	<p>Site Planning Guideline: The pattern created by the Old Hailey town grid should be respected in all site planning decisions.</p> <ul style="list-style-type: none"> ➤ A rectangular lot shape is preferred to a square one, as the rectangular lot pattern is more in keeping with Old Hailey, and most often results in more useable and visible open spaces. 	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.1	<p>The use of energy-conserving designs that are compatible with the character of Old Hailey are encouraged. The visual impacts of passive and active solar designs should be balanced with other visual concerns outlined in these Design Guidelines.</p> <ul style="list-style-type: none"> ➤ Glass areas should reflect the composition, layout and window-to-wall ratio of windows seen traditionally in Old Hailey versus large continuous surfaces of glass. ➤ Solar energy collection devices should be integrated into the overall building design. ➤ Designers should be aware of the solar exposures of neighboring properties, and should, where possible, avoid blocking these exposures with buildings or solar collectors. ➤ Roof-mounted solar collection panels shall not extend above the ridge line of the roof. They should be integrated into the structure, and as close to the roof angle as feasible. 	

				➤ Free-standing solar collection panels should be subordinate in size and placement to the structure they serve, and should generally not be located in areas visible from the street.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.1	<p>Guideline: Site planning for new development and redevelopment shall address the following:</p> <ul style="list-style-type: none"> • scale and massing of new buildings consistent with the surrounding neighborhood; • building orientation that respects the established grid pattern of Old Hailey; • clearly visible front entrances; • use of alleys as the preferred access for secondary uses and automobile access; • adequate storage for recreational vehicles; • yards and open spaces; • solar access on the site and on adjacent properties where feasible, and where such decisions do not conflict with other Design Guidelines; • snow storage appropriate for the property; • Underground utilities for new dwelling units.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> • <i>The existing garage and proposed accessory dwelling unit above is located near the alley side of the lot consistent with the scale and massing of the neighborhood; grid pattern is respected; adequate snow storage exists on the property; the addition will not change the building location.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.2	<p>Bulk Requirements (Mass and Scale, Height, Setbacks) Guideline: The perceived mass of larger buildings shall be diminished by the design.</p> <ul style="list-style-type: none"> ➤ The height of taller buildings should be stepped down on the streetside elevation. ➤ Buildings with greater mass should be broken into smaller modules. ➤ Changes in wall planes and building materials should be used to reduce the visual impacts of taller buildings.
			<i>Staff Comments</i>	<i>The proposed addition is within the height limit. The building scale is appropriate for the neighborhood. Visual impact is addressed in the design.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.6	Guideline: Accessory buildings shall appear subordinate to the main building on the property in terms of size, location and function.
			<i>Staff Comments</i>	- <i>The existing garage is located near the alley side of the lot to emphasize the subordinate nature of the building; the addition will not change the building location. The accessory building, which is proposed to have a second story, appears subordinate to the main building.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.6	Guideline: In general, accessory structures shall be located to the rear of the lot and off of the alley unless found to be impractical.
			<i>Staff Comments</i>	- <i>The existing garage is located on the alley side of the lot; the addition will not change the building location. Note that all of the residential lots in this block of First Avenue abutting the Business Zone have fences along the alley.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3	3. Architectural Character
			6A.9(C)3a	a. General
				Guideline: New buildings should be respectful of the past, but may offer new interpretations of old styles, such that they are seen as reflecting the era in which they are built.
			<i>Staff Comments</i>	<i>The addition is presented in a similar design character to many structures in Old Hailey.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3b	b. Building Orientation
				Guideline: The front entry of the primary structure shall be clearly identified such that it is visible and inviting from the street.
			<i>Staff Comments</i>	<i>No changes are proposed to the primary structure on the property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Guideline: Buildings shall be oriented to respect the existing grid pattern. Aligning the front wall plane to the street is generally the preferred building orientation.
			<i>Staff Comments</i>	<i>No changes are proposed to building orientation, which respects the existing grid pattern. The addition aligns the front wall plane.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3c	c. Building Form
				Guideline: The use of building forms traditionally found in Old Hailey is encouraged. Forms that help to reduce the perceived scale of buildings shall be incorporated into the design.
			<i>Staff Comments</i>	<i>Traditional building forms are used.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3d	d. Roof Form
				Guideline: Roof forms shall define the entry to the building, breaking up the perceived mass of larger buildings, and to diminish garages where applicable.
			<i>Staff Comments</i>	<i>The garage and the addition to the garage appear subordinate to the primary building. The roof form is a typical gable roof.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3d	Guideline: Roof pitch and style shall be designed to meet snow storage needs for the site. <ul style="list-style-type: none"> • Roof pitch materials and style shall retain snow on the roof, or allow snow to shed safely onto the property, and away from pedestrian travel areas. • Designs should avoid locating drip lines over key pedestrian routes. • Where setbacks are less than ten feet, special attention shall be given to the roof form to ensure that snow does not shed onto adjacent properties.
			<i>Staff Comments</i>	<i>Snow does not shed on to adjacent properties or travel routes.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3d	Guideline: The use of roof forms, roof pitch, ridge length and roof materials that are similar to those traditionally found in the neighborhood are encouraged.
			<i>Staff Comments</i>	<i>Roof form is traditional gable roof.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3d	Guideline: The roof pitch of a new building should be compatible with those found traditionally in the surrounding neighborhood.
			<i>Staff Comments</i>	<i>The traditional gable roof form is compatible with the neighborhood.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3e	e. Wall Planes
				Guideline: Primary wall planes should be parallel to the front lot line.
			<i>Staff Comments</i>	<i>No change to existing: primary walls are parallel to lot lines.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3e	Guideline: Wall planes shall be proportional to the site, and shall respect the scale of the surrounding neighborhood.
			<i>Staff Comments</i>	<i>Wall planes are proportional and in scale.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3e	Guideline: The use of pop-outs to break up longer wall planes is encouraged.
			<i>Staff Comments</i>	<i>Wall planes are of a human scale and do not appear to require pop-outs or other breaks.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3f	f. Windows
				Guideline: Windows facing streets are encouraged to be of a traditional size, scale and

				proportion.
			<i>Staff Comments</i>	<i>Windows proposed on the second floor are of a traditional size and scale.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3f	Guideline: Windows on side lot lines adjacent to other buildings should be carefully planned to respect the privacy of neighbors.
			<i>Staff Comments</i>	<i>Windows look out on to the street, alley and rear yard of the subject property and respect neighborhood privacy.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)3g	g. Decks and Balconies
				Guideline: Decks and balconies shall be in scale with the building and the neighborhood.
			<i>Staff Comments</i>	<i>N/A</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)3g	Guideline: Decks and balconies should be designed with the privacy of neighbors in mind when possible.
			<i>Staff Comments</i>	<i>N/A</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3h	h. Building Materials and Finishes
				Guideline: Materials and colors shall be selected to avoid the look of large, flat walls. The use of texture and detailing to reduce the perceived scale of large walls is encouraged.
			<i>Staff Comments</i>	<i>Materials and colors to match existing; walls are in scale with the neighborhood.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)3h	Guideline: Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.
			<i>Staff Comments</i>	<i>N/A</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3i	i. Ornamentation and Architectural Detailing
				Guideline: Architectural detailing shall be incorporated into the front wall plane of buildings.
			<i>Staff Comments</i>	<i>The front wall plane has an inset window, which breaks the wall plane and incorporates details.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3i	Guideline: The use of porches, windows, stoops, shutters, trim detailing and other ornamentation that is reminiscent of the historic nature of Old Hailey is encouraged.
			<i>Staff Comments</i>	<i>Traditional trim detailing is shown on windows and trim. The second floor use does not have a porch.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3i	Guideline: Architectural details and ornamentation on buildings should be compatible with the scale and pattern of the neighborhood.
			<i>Staff Comments</i>	<i>Architectural detail is in scale with the neighborhood.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)4	4. Circulation and Parking
				Guideline: Safety for pedestrians shall be given high priority in site planning, particularly with respect to parking, vehicular circulation and snow storage issues.
			<i>Staff Comments</i>	<i>No change to existing: pedestrian flow is on the public sidewalk.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)4	Guideline: The visual impacts of on-site parking visible from the street shall be minimized.
			<i>Staff Comments</i>	<i>No change to existing: parking is in front of the garage and off the alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)4	Guideline: As a general rule, garages and parking should be accessed from the alley side of the property and not the street side.
			<i>Staff Comments</i>	<i>The existing garage is accessed from the street.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)4	Guideline: Detached garages accessed from alleys are strongly encouraged.
			<i>Staff Comments</i>	<i>The garage is detached, but accessed from a street not an alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)4	Guideline: When garages must be planned on the street side, garage doors shall be set back and remain subordinate to the front wall plane.

			<i>Staff Comments</i>	<i>No change to garage doors, which are set back and subordinate.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)4	Guideline: When garages and/or parking must be planned on the street side, parking areas are preferred to be one car in width. When curb cuts must be planned, they should be shared or minimized.
			<i>Staff Comments</i>	<i>No change to existing curb cuts.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)4	Guideline: Off-street parking space for recreational vehicles should be developed as part of the overall site planning.
			<i>Staff Comments</i>	<i>A recreational vehicle could be stored between the existing garage and the alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)5	5. Alleys
				Guideline: Alleys shall be retained in site planning. Lot lines generally shall not be modified in ways that eliminate alley access to properties.
			<i>Staff Comments</i>	<i>No change to existing alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)5	Guideline: Alleys are the preferred location for utilities, vehicular access to garages, storage areas (including recreational vehicles) and accessory buildings. Design and placement of accessory buildings that access off of alleys is encouraged.
			<i>Staff Comments</i>	<i>No change to the existing garage, which is an accessory building.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)5	Guideline: Generally, the driving surface of alleys within Limited Residential and General Residential may remain a dust-free gravel surface, but should be paved within Business, Limited Business, and Transitional. The remainder of the City alley should be managed for noxious weed control, particularly after construction activity.
			<i>Staff Comments</i>	<i>The driveway is paved.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)5	Guideline: Landscaping and other design elements adjacent to alleys should be kept simple, and respect the functional nature of the area and the pedestrian activity that occurs.
			<i>Staff Comments</i>	<i>A fence exists along the alley: no change is proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)6	6. Accessory Structures
				Guideline: Accessory buildings shall appear subordinate to the main building on the property in terms of size, location and function.
			<i>Staff Comments</i>	<i>The accessory building, including the addition, are subordinate in size to the existing house.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)6	Guideline: In general, accessory structures shall be located to the rear of the lot and off of the alley unless found to be impractical.
			<i>Staff Comments</i>	<i>The accessory structure is located to the rear of the lot, off the street.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)7	7. Snow Storage
				Guideline: All projects shall be required to provide 25% snow storage on the site.
			<i>Staff Comments</i>	<i>Over 25% snow storage is available on the site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)7	Guideline: A snow storage plan shall be developed for every project showing: <ul style="list-style-type: none"> • Where snow is stored, key pedestrian routes and clear vision triangles. • Consideration given to the impacts on adjacent properties when planning snow storage areas.
			<i>Staff Comments</i>	<i>Adequate yard area free of pedestrian pathways exists for the storage of snow.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)8	8. Existing Mature Trees and Landscaping
				Guideline: Existing mature trees shall be shown on the site plan, with notations regarding retention, removal or relocation. Unless shown to be infeasible, a site shall be carefully planned to incorporate existing mature trees on private property into the final design plan.

			<i>Staff Comments</i>	<i>No mature trees are to be removed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)8	Guideline: Attention shall be given to other significant landscape features which may be present on the site. Mature shrubs, flower beds and other significant landscape features shall be shown on the site plan and be incorporated into the site plan where feasible.
			<i>Staff Comments</i>	<i>No changes to existing residential landscaping.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)8	Guideline: Noxious weeds shall be controlled according to State Law.
			<i>Staff Comments</i>	<i>N/A</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)9	9. Fences and Walls
				Guideline: Fences and walls that abut public streets and sidewalks should be designed to include fence types that provide some transparency, lower heights and clearly marked gates.
			<i>Staff Comments</i>	<i>The existing fence along the alley will be unchanged; the wood fence allows for transparency.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)9	Guideline: Retaining walls shall be in scale to the streetscape.
			<i>Staff Comments</i>	<i>N/A</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)10	10. Historic Structures
				General Guidelines: Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following guidelines: <ul style="list-style-type: none"> • The alteration should be congruous with the historical, architectural, archeological, educational or cultural aspects of other Historic Structures within the Townsite Overlay District, especially those originally constructed in the same Period of Significance. • The alteration shall be contributing to the Townsite Overlay District. Adaptive re-use of Historic Structures is supported while maintaining the architectural integrity of the original structure.
			<i>Staff Comments</i>	<i>N/A</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)10	Specific Guidelines. Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following specific guidelines: <ul style="list-style-type: none"> • The design features of repairs and remodels including the general streetscape, materials, windows, doors, porches, and roofs shall not diminish the integrity of the original structure. • New additions should be designed to be recognizable as a product of their own Period of Significance with the following guidelines related to the historical nature of the original structure: <ul style="list-style-type: none"> ~ The addition should not destroy or obscure important architectural features of the original building and/or the primary façade; ~ Exterior materials that are compatible with the original building materials should be selected; ~ The size and scale of the addition should be compatible with the original building, with the addition appearing subordinate to the primary building; ~ The visual impact of the addition should be minimized from the street; ~ The mass and scale of the rooftop on the addition should appear subordinate to the rooftop on the original building, and should avoid breaking the roof line of the original building; ~ The roof form and slope of the roof on the addition should be in character with the original building; ~ The relationship of wall planes to the street and to interior lots should be preserved with new additions.
			<i>Staff Comments</i>	<i>N/A</i>

6A.6 Criteria.

A. The Commission or Hearing Examiner shall determine the following before approval is given:

- 1. The project does not jeopardize the health, safety or welfare of the public.**
- 2. The project conforms to the applicable specifications outlined in the Design Review Guidelines, as set forth herein, applicable requirements of the Zoning Ordinance, and City Standards.**

B. Conditions. The Commission or Hearing Examiner may impose any condition deemed necessary. The Commission or Hearing Examiner may also condition approval of a project with subsequent review and/or approval by the Administrator or Planning Staff. Conditions which may be attached include, but are not limited to those which will:

- 1. Ensure compliance with applicable standards and guidelines.**
- 2. Require conformity to approved plans and specifications.**
- 3. Require security for compliance with the terms of the approval.**
- 4. Minimize adverse impact on other development.**
- 5. Control the sequence, timing and duration of development.**
- 6. Assure that development and landscaping are maintained properly.**
- 7. Require more restrictive standards than those generally found in the Zoning Ordinance.**

CONCLUSIONS OF LAW

Based upon the above Findings of Fact, the Commission makes the following Conclusions of Law:

1. Adequate notice, pursuant to Zoning Ordinance No. 532, Section 6A.5, was given.
2. The project is in general conformance with the Hailey Comprehensive Plan.
3. The project does not jeopardize the health, safety, or welfare of the public.
4. Upon compliance with the conditions set forth, the project conforms to the applicable standards of Article 6A, Design Review, other Articles of the Zoning Ordinance and City Standards.

DECISION

The Design Review application submitted by Chris Roebuck for an Accessory Dwelling Unit to be located above an existing accessory structure located at 15 East Galena (Hailey Townsite, Lots ½ 8, 9, 10 of Block 52), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts. is hereby approved subject to the following terms and conditions:

The following conditions are suggested to be placed on any approval of this application:

- a) All applicable Fire Department and Building Department requirements shall be met.

- b) Any change in use or occupancy type from that approved at time of issuance of Building Permit may require additional improvements and/or approvals. Additional parking may also be required upon subsequent change in use, in conformance with Hailey’s Zoning Ordinance at the time of the new use.
- c) The requirement for a sidewalk along First Avenue is hereby waived as allowed for in Title 17, Article 6A.7.b of the Hailey Municipal Code.
- d) All additional City infrastructure requirements shall be met. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the applicant’s sole expense include, but will not be limited to, the following requirements and improvements:
 - e) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.
 - f) All new and existing exterior lighting shall comply with the Outdoor Lighting Ordinance.
 - g) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided as approved by the City Attorney, before a Certificate of Occupancy can be issued.
 - h) This project is subject to Development Impact Fees pursuant to Municipal Code Chapter 15.16. The estimated fee is determined at the time of Building Permit application.
 - i) This Design Review approval is for the date the Findings of Fact are signed. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.
 - j) All utilities will be located underground, consistent with 6A.9.C.1.
- C. Security. The applicant may, in lieu of actual construction of any required or approved improvement, provide to the City such security as may be acceptable to the City, in a form and in an amount equal to the cost of the engineering or design, materials and installation of the improvements not previously installed by the applicant, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one (1) year from the date the security is provided.**
 - 1. If any extension of the one year period is granted by the City, each additional year, or portion of each additional year, shall require an additional twenty percent (20%) to be added to the amount of the original security initially provided.**
 - 2. In the event the improvements are not completely installed within one (1) year, or upon the expiration of any approved extension, the City may, but is not obligated, to apply the security to the completion of the improvements and complete construction of the improvements.**

Signed this _____ day of _____, 2015.

Janet Fugate, Chair

Attest:

Kristine Hilt, Community Development Coordinator

Lonning/Jeffrey Findings of Fact

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FINDINGS OF FACT AND CONCLUSIONS OF LAW AND DECISION

On March 9, 2015, the Hailey Planning & Zoning Commission considered a Design Review application submitted by Charles Maguire on behalf of Rob Lonning and Elizabeth Jeffries for a modification to a previously-approved new single-family residential dwelling to be located on Lot 11A, Block 47, of the Hailey Townsite, otherwise known as 201 N. 3rd Avenue, located within the General Residential District (GR) and the Townsite Overlay (TO). The Commission, having been presented with all information and testimony in favor and in opposition to the proposal, hereby makes the following Findings of Fact, Conclusions of Law and Decision.

FINDINGS OF FACT

Notice

Notice for the public hearing was published in the Idaho Mountain Express on February 11, 2015 and mailed to property owners within 300 feet on February 10, 2015.

Application

A new single-family dwelling on Lot 11A, Block 47 of the Hailey Townsite was approved by the Commission on August 12, 2013. That approval was completed by Chip Maguire. After the purchase of the property by Rob Lonning and Elizabeth Jeffries, changes are proposed to customize the design of the house to the taste and needs of the new owners.

	August 12, 2013 Approval	Design Review Modification Request
Lot Size	5,991 square feet	unchanged
Lot Coverage	29%	unchanged
Building Square Footage	1,752 square feet, plus 542 garage: 2,888 total	1,684 square feet, plus 690 square foot garage: 2,374 total
House Footprint	44 x 26	40 x 26
Garage Changes	2-story; footprint of 27 by 24	1-1/2 story; footprint of 26 x 30

A summary of the changes includes:

- Revised 2 story section with a gable and a 1 story section of the house as a gable as well stepped down, but with a matching slope to 2nd story. The front entry is now onto 3rd Avenue with a classic old Hailey covered front porch.

- The approved house was 44 x 26 in footprint (44' running east to west). The Revised has a footprint 40x26 (40' running east to west). This has shortened the length of the house by 4' and significantly improves the visual impacts for the neighbors to the North.
- The garage has come down in height significantly, creating a better neighborhood scale. The approved garage was 2 stories 27'x24'. The revised is single story with a smaller footprint of 26'x30'.
- Approved house used the color red as the bulk of the house and mixed Corten and Redwood to break up the color and material to lessen the scale. The revised house uses the same materials as the approved minus the Corten metal and Redwood spaced siding. The Corten metal siding is being replaced with Cedar shingles and the bulk of the house is now green as shown in the color sample.

Procedural History

The original house was approved by the Commission on August 12, 2013. On June 24, 2014 the applicant requested a 6-month extension, which was granted by the Commission on July 14, 2014. The Design Review Modification was submitted on February 8, 2015 and certified complete on the same date. A public hearing before the Planning and Zoning Commission for approval or denial of the project will be held on March 9, 2015, at 5:30 pm in the Council Chambers.

Note: The applicable standards of evaluation are in bold print and the Commission's Findings of Fact are in italics.

General Requirements for all Design Review Applications				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.5 (B)	Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department Comments	Engineering: <i>No change from previously approved DR</i>
				Life/Safety: <i>No change from previously approved DR</i>
				Water and Sewer: <i>No change from previously approved DR</i>
				Building: <i>No change from previously approved DR</i>
				Streets: <i>No change from previously approved DR</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	8.2 Signs	8.2 Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.
			<i>Staff Comments</i>	<i>Signage is prohibited in residential zones.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9.4 On-site Parking Req.	See Section 9.4 for applicable code.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> • <i>No change from previously approved DR: two spaces per dwelling are required with a maximum of 6.</i> • <i>Home will have 2-car garage and the following:</i> <ul style="list-style-type: none"> ▪ <i>One additional space on gravel pad on alley side</i> ▪ <i>3rd Avenue has space for two cars on the public Right of Way</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8B.4.1 Outdoor Lighting Standards	8B.4.1 General Standards <ol style="list-style-type: none"> a) All exterior lighting shall be designed, located and lamped in order to prevent: <ol style="list-style-type: none"> 1. Overlighting; 2. Energy waste; 3. Glare; 4. Light Trespass; 5. Skyglow. b) All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes. c) Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties. d) Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires. e) Idaho Power shall not install any luminaires after the effective date of this Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator.
			<i>Staff Comments</i>	<i>No change from previously approved DR: Plans show fully downcast lighting on the exterior of the dwelling</i> <ul style="list-style-type: none"> - <i>Applicant will install 6 downcast, outdoor lighting fixtures</i> - <i>Lights will be: 9-inch Tall Outdoor Wall Light with 9-watt LED PAR20 bulb</i>

				- All bulbs will be LED
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bulk Requirements	See 4.13.6, Zoning Ordinance
			Staff Comments	<p>Zoning District: General Residential in the Townsite Overlay. Townsite Overlay bulk requirements apply.</p> <ul style="list-style-type: none"> - Max Height: 30'. Previously approved building 27' 2.5" to the peak of the roof. Revised submittal: 26'-8" - Front Setbacks: 12' from the street. No change from previously approved DR - Setback from property lines abutting other private property <ul style="list-style-type: none"> o Base Side Setback: 15% of lot width, no less than 6' and 10' is the maximum required <ul style="list-style-type: none"> ▪ Required setback is 7' 6" according to the 50' wide lot (50 X15%=7.5') ▪ Home is set back 14 feet on south side (previously 13' 11") ▪ Home is set back 10' on north side o Setback based on height of structure <ul style="list-style-type: none"> ▪ 4.13.6.d.4.b: <ul style="list-style-type: none"> • Any wall, as measured from the highest point including any gable or peak in a direct vertical line to record grade, shall have a setback of one (1) foot for every two and a half (2.5) feet of wall height (see Diagram 1 and Table 2), but not less than the base setback noted in subsection (a) above, regardless of underlying zoning. ▪ Highest vertical wall height, measured from record grade, facing adjacent property: 19' (wall height is 18') ▪ Required Setback: 19' / 2.5' = 7.6' required setback. - Alley Setback: 6' <ul style="list-style-type: none"> o Garage is set back 6' from alley - Maximum Lot coverage: 30% in GR for a two-story dwelling with a garage <ul style="list-style-type: none"> o Lot is 5991 square feet, therefore 1797.3 sf is allowed for lot coverage o Proposed lot coverage is 1792, or 29.9111% of total lot coverage. No change from previously approved DR.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.7 (A) Required Street Improvements Required	Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.
			Staff Comments	<ul style="list-style-type: none"> - No change from previously approved DR. Five foot (5') sidewalk will be added to lot fronting 3rd Avenue, according to all City Design Standards and Title 18 Mobility Ordinance. - On the Carbonate side of the lot, an existing sidewalk satisfies this requirement. - The drainage plan presented has been reviewed by the City Engineer and approved.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.7 (B)	In the Townsite Overlay District, any proposal for new construction or addition of a

			Required Water System Improvements garage accessing from the alley, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.
			Staff Comments <ul style="list-style-type: none"> - The existing water vault is new, installed in 2008. The service line coming off this vault is buried more than 6' deep. - The Developer has been advised that all water lines must be buried more than six feet deep.

**Design Review Guidelines for Residential Buildings
 in the Townsite Overlay District (TO): 6A.9**

1. Site Planning: 6A.9.C.1

Compliant			Standards and Staff Comments	
Yes	No	N/A	Guideline	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.1	The pattern created by the Old Hailey town grid should be respected in all site planning decisions. <i>Staff Comments</i> <ul style="list-style-type: none"> • Lot 11A preserves the Old Hailey Townsite lot configuration with alley access and frontage on to 3rd Avenue. Lot is more narrow and long with the following dimensions: 49.95' X 119.93'. This is in conformance with most Old Hailey Townsite lots.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.1	Site planning for new development and redevelopment shall address the following: <ul style="list-style-type: none"> • scale and massing of new buildings consistent with the surrounding neighborhood; • building orientation that respects the established grid pattern of Old Hailey; • clearly visible front entrances; • use of alleys as the preferred access for secondary uses and automobile access; • adequate storage for recreational vehicles; • yards and open spaces; • solar access on the site and on adjacent properties where feasible, and where such decisions do not conflict with other Design Guidelines; • snow storage appropriate for the property; • underground utilities for new dwelling units. <i>Staff Comments</i> <ul style="list-style-type: none"> • The proposed site plan and development is consistent with the required site planning guidelines. • Where possible, access is provided from the alley to the garage • All utilities will be located underground as shown on the site plan for both lots. • All utilities for both the dwelling are accessed from the alley.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.1	The use of energy-conserving designs that are compatible with the character of Old Hailey are encouraged. The visual impacts of passive and active solar designs should be

				balanced with other visual concerns outlined in these Design Guidelines.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Majority of glazing is on the south side Windows are triple paned, e-value of .20 (Pella) House is bermed, which will significantly conserve heat Solar water collection hot water will be utilized. ???

2. Bulk Requirements (Mass and Scale, Height, Setbacks): 6A.9.C.2

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.2	The perceived mass of larger buildings shall be diminished by the design.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> The proposed structures will be consistent in size and mass to the surrounding structures and with the surrounding neighborhood. Design effort was made to lower the mass by adding various roof forms and add to the human scale. Siding was changed in elevation changes to avoid blank walls.

3. Architectural Character: 6A.9.C.3

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.a	General: New buildings should be respectful of the past, but may offer new interpretations of old styles, such that they are seen as reflecting the era in which they are built.
			<i>Staff Comments</i>	<i>The revised plans and elevations show a house that is very similar to the approved house, but the modern features have been eliminated. The revised house has gone above and beyond to make it a much more traditional house that fits the "Old Hailey" charm and characteristics. The revised plans and elevations show a new environmental version of the classic 1930 bungalow that populates streets of Old Hailey. The proposed revisions make the house sit harmoniously with the immediate surrounding houses.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.b	Building Orientation: The front entry of the primary structure shall be clearly identified such that it is visible and inviting from the street.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> The front entrance has access to Third Avenue, and is clearly visible from the street.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.b	Building Orientation: Buildings shall be oriented to respect the existing grid pattern. Aligning the front wall plane to the street is generally the preferred building orientation.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Dwelling is situated east to west, which is consistent with Old Hailey.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.c	Building Form: The use of building forms traditionally found in Old Hailey is encouraged. Forms that help to reduce the perceived scale of buildings shall be incorporated into the design.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Porch roofs, shed roofs, and gabled roofs, and pop-out roofs break up the mass of the traditional gable. This is consistent with styles and forms

				<p><i>found in Old Hailey</i></p> <ul style="list-style-type: none"> Roof line was lowered over the living space in the first level of the home, breaking up the two-story building.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.d	<p>Roof Form: Roof forms shall define the entry to the building, breaking up the perceived mass of larger buildings, and to diminish garages where applicable.</p> <p><i>Staff Comments</i></p> <ul style="list-style-type: none"> Garage roof is broken up with a shed dormer roof, adding interest to the roof. Porch roofs, shed roofs, and gabled roofs, and pop-out roofs break up the mass of the traditional gable. This is consistent with styles and forms found in Old Hailey Roof line was lowered over the living space in the first level of the home, breaking up the two-story building.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.d	<p>Roof Form: Roof pitch and style shall be designed to meet snow storage needs for the site.</p> <ul style="list-style-type: none"> Roof pitch materials and style shall retain snow on the roof, or allow snow to shed safely onto the property, and away from pedestrian travel areas. Designs should avoid locating drip lines over key pedestrian routes. Where setbacks are less than ten feet, special attention shall be given to the roof form to ensure that snow does not shed onto adjacent properties. <p><i>Staff Comments</i></p> <ul style="list-style-type: none"> Roof materials: Asphalt shingles, designed to retain the snow. Roof Pitch: 7/12 on gables, 3/12 on shed All drip lines are away from pedestrian areas All snow will be retained on the roof or shed onto the property. No snow will shed onto the adjoining property or the City rights of way.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.d	<p>Roof Form: The use of roof forms, roof pitch, ridge length and roof materials that are similar to those traditionally found in the neighborhood are encouraged.</p> <p><i>Staff Comments</i></p> <ul style="list-style-type: none"> The following forms are currently found in the neighborhood: <ul style="list-style-type: none"> Architectural asphalt shingles gable end roofs Shed dormers. The application is consistent with the neighborhood in regards to roof forms and materials
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.d	<p>Roof Form: The roof pitch of a new building should be compatible with those found traditionally in the surrounding neighborhood.</p> <p><i>Staff Comments</i></p> <ul style="list-style-type: none"> Roof Pitch <ul style="list-style-type: none"> 7/12 for gables 3/12 for shed roofs
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.e	<p>Wall Planes: Primary wall planes should be parallel to the front lot line.</p> <p><i>Staff Comments</i></p> <ul style="list-style-type: none"> Primary wall is shown parallel to the front property line.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.e	<p>Wall Planes: Wall planes shall be proportional to the site, and shall respect the scale of the surrounding neighborhood.</p> <p><i>Staff Comments</i></p> <ul style="list-style-type: none"> Wall plane is two-slope and stepped in scale, keeping the mass of the building down. This is respectful and consistent with the neighborhood.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.e	<p>Wall Planes: The use of pop-outs to break up longer wall planes is encouraged.</p> <p><i>Staff Comments</i></p> <ul style="list-style-type: none"> Pop-outs were used on the entry and on the lower floor. This provides privacy.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.f	Windows: Windows facing streets are encouraged to be of a traditional size, scale and proportion.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Windows are more narrow than they are wide, which is consistent with traditional Old Hailey windows.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.f	Windows: Windows on side lot lines adjacent to other buildings should be carefully planned to respect the privacy of neighbors.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Windows on adjoining property lines have been minimized and oriented away from the neighboring dwelling.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.g	Decks and Balconies: Decks and balconies shall be in scale with the building and the neighborhood.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> No decks or balconies are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.3.g	Decks and Balconies: Decks and balconies should be designed with the privacy of neighbors in mind when possible.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> No decks or balconies proposed
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.h	Building Materials and Finishes: Materials and colors shall be selected to avoid the look of large, flat walls. The use of texture and detailing to reduce the perceived scale of large walls is encouraged. Building Materials and Finishes: Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Wall Materials: Metal siding, transitioning to hardy lap siding with four inch reveal. This transitions to a board and bat, sixteen inch on center Redwood spaced board siding will be used to break the two levels of the home, wrapping the house and bringing the levels together.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.h	Building Materials and Finishes: Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.
			<i>Staff Comments</i>	See above
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.i	Ornamentation and Architectural Detailing: Architectural detailing shall be incorporated into the front wall plane of buildings.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Redwood spaced board wraps around with privacy screen walls. Sun awnings are on the main level to add architectural detail to the front wall plane.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.i	Ornamentation and Architectural Detailing: The use of porches, windows, stoops, shutters, trim detailing and other ornamentation that is reminiscent of the historic nature of Old Hailey is encouraged.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> No porch is proposed.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.i	Ornamentation and Architectural Detailing: Architectural details and ornamentation on buildings should be compatible with the scale and pattern of the neighborhood.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> See above notes.

4. Circulation and Parking: 6A.9.C.4

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.4	Guideline: Safety for pedestrians shall be given high priority in site planning, particularly with respect to parking, vehicular circulation and snow storage issues.

			<i>Staff Comments</i>	<ul style="list-style-type: none"> Adequate parking has been provided and pedestrian access off the adjacent streets is provided and does not interfere with traffic from the streets.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.4	Guideline: The visual impacts of on-site parking visible from the street shall be minimized.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Two car garage is provided with access from the alley into the lot.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.4	Guideline: As a general rule, garages and parking should be accessed from the alley side of the property and not the street side.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Alley access to the garage is shown on plans.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.4	Guideline: Detached garages accessed from alleys are strongly encouraged.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Detached garage is accessed from the alley.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.4	Guideline: When garages must be planned on the street side, garage doors shall be set back and remain subordinate to the front wall plane.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Garage is planned for the alley
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.4	Guideline: When garages and/or parking must be planned on the street side, parking areas are preferred to be one car in width. When curb cuts must be planned, they should be shared or minimized.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Garage is planned for the alley
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.4	Guideline: Off-street parking space for recreational vehicles should be developed as part of the overall site planning.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> No RV parking is shown, although there is space for one car in the alley (10' X 20'), which could be used for an RV.

5. Alleys: 6A.9.C.5

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.5	Guideline: Alleys shall be retained in site planning. Lot lines generally shall not be modified in ways that eliminate alley access to properties.
			<i>Staff Comments</i>	Garage is accessed from the alley
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.5	Guideline: Alleys are the preferred location for utilities, vehicular access to garages, storage areas (including recreational vehicles) and accessory buildings. Design and placement of accessory buildings that access off of alleys is encouraged.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> All utilities come off the alley and are underground to the dwelling.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.5	Guideline: Generally, the driving surface of alleys within Limited Residential and General Residential may remain a dust-free gravel surface, but should be paved within Business, Limited Business, and Transitional. The remainder of the City alley should be managed for noxious weed control, particularly after construction activity.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> The alley is currently graveled and no improvements are planned. Noxious weeds will be removed before construction commences.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.5	Guideline: Landscaping and other design elements adjacent to alleys should be kept simple, and respect the functional nature of the area and the pedestrian activity that occurs.
			<i>Staff Comments</i>	Grade kept as is on alley side and landscaping was kept simple.

6. Accessory Structures: 6A.9.C.6				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.6	Guideline: Accessory buildings shall appear subordinate to the main building on the property in terms of size, location and function.
			<i>Staff Comments</i>	<i>Garage has an office on second floor and is consistent the architectural theme of the principle building.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.6	Guideline: In general, accessory structures shall be located to the rear of the lot and off of the alley unless found to be impractical.
			<i>Staff Comments</i>	<i>Garage and office are located at the rear of the lot.</i>
7. Snow Storage: 6A.9.C.7				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.7	Guideline: All projects shall be required to provide 25% snow storage on the site.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> - <i>Parking and pedestrian circulation surfaces comprise 1953 square feet.</i> - <i>According to 6A9.C.7, 488.5 square feet is required (1953 X 25%)</i> - <i>488.97 is shown on the plans for snow storage.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.7	Guideline: A snow storage plan shall be developed for every project showing:
			<i>Staff Comments</i>	<ul style="list-style-type: none"> • Where snow is stored, key pedestrian routes and clear vision triangles. • Consideration given to the impacts on adjacent properties when planning snow storage areas. • <i>Snow storage areas do not restrict pedestrian access. Pedestrian access must be unrestricted and visible from the adjacent streets.</i>
8. Existing Mature Trees and Landscaping: 6A.9.C.8				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.8	Guideline: Existing mature trees shall be shown on the site plan, with notations regarding retention, removal or relocation. Unless shown to be infeasible, a site shall be carefully planned to incorporate existing mature trees on private property into the final design plan.
			<i>Staff Comments</i>	<i>Lot is bare with no existing trees.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.8	Guideline: Attention shall be given to other significant landscape features which may be present on the site. Mature shrubs, flower beds and other significant landscape features shall be shown on the site plan and be incorporated into the site plan where feasible.
			<i>Staff Comments</i>	<i>The slope of the lot was used in landscaping to incorporate planters and a terraced garden effect.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.8	Guideline: Noxious weeds shall be controlled according to State Law.
			<i>Staff Comments</i>	<i>Noxious weeds are present on the site. Developer plans to scrap the two lots bare before beginning construction.</i>
9. Fences and Walls: 6A.9.C.9				

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.9	Guideline: Fences and walls that abut public streets and sidewalks should be designed to include fence types that provide some transparency, lower heights and clearly marked gates.
			<i>Staff Comments</i>	<i>Four foot (4') spaced redwood fence is planned for the South and East, Carbonate and 3rd Avenue, sides of the lot.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.9	Guideline: Retaining walls shall be in scale to the streetscape.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> • <i>Low 30" to 36" manufacturer/stacked stone retaining wall will be installed against the existing grade.</i> • <i>7' sloping to grade concrete retaining wall is shown on to the south side. This will be not be visible to the public.</i>

11. Historic Structures: 6A.9.C.11 (NOTE: Applicable only to structures built prior to 1940)

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.10	General Guidelines: Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following guidelines: <ul style="list-style-type: none"> • The alteration should be congruous with the historical, architectural, archeological, educational or cultural aspects of other Historic Structures within the Townsite Overlay District, especially those originally constructed in the same Period of Significance. • The alteration shall be contributing to the Townsite Overlay District. Adaptive re-use of Historic Structures is supported while maintaining the architectural integrity of the original structure.
			<i>Staff Comments</i>	<i>Structure is not historical.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.9	Specific Guidelines. Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following specific guidelines: <ul style="list-style-type: none"> • The design features of repairs and remodels including the general streetscape, materials, windows, doors, porches, and roofs shall not diminish the integrity of the original structure. • New additions should be designed to be recognizable as a product of their own Period of Significance with the following guidelines related to the historical nature of the original structure: <ul style="list-style-type: none"> ○ The addition should not destroy or obscure important architectural features of the original building and/or the primary façade; ○ Exterior materials that are compatible with the original building materials should be selected; ○ The size and scale of the addition should be compatible with the original building, with the addition appearing subordinate to the primary building; ○ The visual impact of the addition should be minimized from the street; ○ The mass and scale of the rooftop on the addition should appear subordinate to the rooftop on the original building, and should avoid breaking the roof line of the original building; ○ The roof form and slope of the roof on the addition should be in character with the original building; The relationship of wall planes to the street and to interior lots should be preserved with new additions.

			<i>Staff Comments</i>	<i>Structure is not historical.</i>
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6A.6 Criteria.

- A. The Commission or Hearing Examiner shall determine the following before approval is given:**
 - 1. The project does not jeopardize the health, safety or welfare of the public.**
 - 2. The project conforms to the applicable specifications outlined in the Design Review Guidelines, as set forth herein, applicable requirements of the Zoning Ordinance, and City Standards.**

- B. Conditions. The Commission or Hearing Examiner may impose any condition deemed necessary. The Commission or Hearing Examiner may also condition approval of a project with subsequent review and/or approval by the Administrator or Planning Staff. Conditions which may be attached include, but are not limited to those which will:**
 - 1. Ensure compliance with applicable standards and guidelines.**
 - 2. Require conformity to approved plans and specifications.**
 - 3. Require security for compliance with the terms of the approval.**
 - 4. Minimize adverse impact on other development.**
 - 5. Control the sequence, timing and duration of development.**
 - 6. Assure that development and landscaping are maintained properly.**
 - 7. Require more restrictive standards than those generally found in the Zoning Ordinance.**

CONCLUSIONS OF LAW

Based upon the above Findings of Fact, the Commission makes the following Conclusions of Law:

- 1. Adequate notice, pursuant to Zoning Ordinance No. 532, Section 6A.5, was given.
- 2. The project is in general conformance with the Hailey Comprehensive Plan.
- 3. The project does not jeopardize the health, safety, or welfare of the public.
- 4. Upon compliance with the conditions set forth, the project conforms to the applicable standards of Article 6A, Design Review, other Articles of the Zoning Ordinance and City Standards.

DECISION

The Design Review application submitted by Charles Maguire on behalf of Rob Lonning and Elizabeth Jeffrey's for a modification to a previously approved new single-family residential dwelling to be located on Lot 11A, Block 47, of the Hailey Townsite, otherwise known as 201 N. 3rd Avenue, located in the

General Residential District and Townsite Overlay District is hereby approved subject to the following terms and conditions:

- a) All applicable Fire Department and Building Department requirements shall be met.
- b) Any change in use or occupancy type from that approved at time of issuance of Building Permit may require additional improvements and/or approvals. Additional parking may also be required upon subsequent change in use, in conformance with Hailey's Zoning Ordinance at the time of the new use.
- c) All City infrastructure requirements shall be met. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:
- d) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.
- e) All new and existing exterior lighting shall comply with the Outdoor Lighting Ordinance.
- f) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided as approved by the City Attorney, before a Certificate of Occupancy can be issued.
- g) This Design Review approval is for plans presented at the public hearing on March 9, 2015 before the Planning and Zoning Commission. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.

A party aggrieved by a final decision of the Commission may appeal in writing any final decision by filing a Notice of Appeal with the Hailey City Clerk within fifteen (15) days from the date of the decision.

Signed this ____ day of _____, 2015.

Janet Fugate, Chair

Attest:

Kristine Hilt, Community Development Coordinator

Powerhouse Findings of Fact

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FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On March 9, 2015 the Hailey Planning & Zoning Commission considered a recommendation by the Administrator to exempt from design review, pursuant to Section 6A.9.II, an application submitted by Bill Olson for minor modifications to existing commercial structures located at 502 Main Street North (Hailey Townsite, Lots 17-20 of Block 64), within the Business (B) and Townsite Overlay (TO) Zoning Districts. The Commission, having been presented with all information and testimony in favor and in opposition to the proposal, hereby makes the following Findings of Fact, Conclusions of Law and Decision.

FINDINGS OF FACT

Summary of Project

The applicant is requesting minor modifications to existing buildings located at 502 Main Street North (Lots 17-20, Block 64, Hailey Townsite). Modifications are limited to:

- 1) Re-roof of existing roofing with black shingle roofing material described at the meeting.
- 2) Parking lot to be striped and signed for one-way in from Main Street and one-way out to Spruce Street.
- 3) Fencing as described, and as approved administratively per Hailey Zoning Ordinance §532, Article 8, Fences and signs.
- 4) One door added to the accessory building near the alley, which is proposed to be used as a bike shop.
- 5) One door added to the north side of the principal building to replace the pop-out window previously used to service a drive-through restaurant.
- 6) Screening of mechanical equipment on the alley side of the building with fencing to match approved fence permit, and as shown in the hearing.
- 7) Replacement and improvement of pavers on the front walkway leading to the primary Main Street entrance.
- 8) Paint in a gray shade as shown in an actual sample in the meeting.
- 9) Other items discussed but not required of Design Review exemption include outdoor seating, administrative encroachment permit for dumpster enclosure relocation to the south side of the accessory building in the Spruce Street right of way and project signage subject to administrative approval under City Zoning Ordinance §532, Article 8, Fences and Signs.

The existing structures meet all bulk requirements for the Business and Townsite Overlay Zone Districts. The site is adjacent to the General Residential Zoning District across the alley (east) side.

Standards of Evaluation

Articles IV and VIA of the Hailey Zoning Ordinance establish the criteria for applications for Zoning and Design Review. For each applicable standard (in bold print), the Commission makes the following Findings of Fact:

6A.1 (A). No person shall build, develop, or substantially remodel or alter the exterior of the following Buildings without receiving design review approval pursuant to this Article:

- 1. A building for a non-residential use within any zoning district.**
- 2. A building for a Public or Semi-Public Use within any zoning district.**
- 3. A Multi-Family Dwelling of three or more units within any zoning district.**
- 4. A Single Family Dwelling, Duplex or Accessory Structure within the Townsite Overlay (TO) District.**
- 5. A Historic Structure.**

502 Main Street North is a non-residential building. The proposed changes would involve alterations to the exterior façade of the structures, and minor changes to the site. Therefore, Design Review approval is required according to 6A.1 (A), subject to 6A.2, below.

6A.2 Authority of the Administrator.

A. The Administrator has the authority to review and make, or recommend, decisions as follows:

- 1. The Administrator has the authority to recommend for approval or denial certain applications for Design Review that the Administrator determines to have no substantial impact on adjacent properties or on the community at large, subject to final approval or denial by the Commission on its consent agenda. Such recommendation for approval or denial shall specify the standards used in evaluating the application; the reasons for the approval or denial; and conditions of approval, if any. Applications that have no substantial impact may include, but are not limited to: additions under five-hundred (500) square feet or which are not prominently visible from a public street, façade changes and alterations to parking or other site elements.**
- 2. Those applications for projects of an emergency nature, necessary to guard against imminent peril, regardless of zoning district, shall receive administrative review and approval, denial, or conditional approval, subject to criteria set forth in subsection 6A.7.B of this Article. The Administrator may, upon the request of the applicant or the direction of any City official, forward the application to the Commission for review**

3. The Administrator has the authority to recommend exemption of certain projects from the design review requirements, upon finding; the project is minor, will not conflict with the design review standards of this Chapter and will not adversely impact any adjacent properties. Examples include, but are not limited to minor deck additions, changes to siding materials, changes to an existing window or door, an addition of a window or door, and minor landscape changes. Such recommendation for exemption shall be drafted in the form of Findings of Fact and Conclusions of Law, subject to final decision by the Commission on its consent agenda prior to issuance of a building permit. Should the Commission deny the Administrator’s recommendation or should the Administrator determine that the proposal does not meet all of the above evaluation criteria, the project shall be subject to the provisions of this chapter prior to issuance of a building permit.

4. The Administrator has the authority to approve minor modifications to projects that have received design review approval by the Commission prior to, and for the duration of a valid Building Permit. The Administrator shall make the determination as to what constitutes minor modifications and may include, but are not limited to changes to approved colors and/or siding materials, changes to site plans that do not significantly increase building footprints or significantly change driveway or road alignment, changes to landscape plans that do not decrease the amount of landscaping, changes to dumpster enclosures, changes to exterior lighting fixtures and location, or changes to windows that do not significantly affect project design, appearance or function. All approved modifications must be documented in a memo to the project file and on the approved set of plans on file with the city. For modifications to design review approval that are determined by the Administrator not to be minor, the Administrator has the authority to recommend approval or denial of such modifications, subject to final decision by the Commission on its consent agenda. Such recommendation for approval or denial shall be drafted in the form of Findings of Fact and Conclusions of Law.

The Administrator recommends exemption of this project from design review requirements according to 6A.2.A.3, as printed above. This project involves alterations to the exterior façade of the structures, and minor changes to the site as specifically outlined in the Summary of Project, herein.

After reviewing the complete application and proposal, the Administrator finds the proposed alteration:

1. is minor;
2. will not conflict with the design review standards of this Chapter; and
3. will not adversely impact any adjacent properties.

Procedural History

The application was submitted on March 3, 2015 and certified complete on March 4, 2015. The application was added as a consent agenda item to the Planning and Zoning Commission for approval or denial of the project on March 9th, 2015, in the Hailey City Council Chambers.

CONCLUSIONS OF LAW AND DECISION

Based upon the above Findings of Fact, the Commission makes the following Conclusions of Law:

1. Adequate notice, pursuant to Zoning Ordinance No. 532, Section 6A.5, was given.
2. The project is in general conformance with the Hailey Comprehensive Plan.
3. The project does not jeopardize the health, safety, or welfare of the public.
4. Given nature of this project, this constitutes a minor project, will not conflict with the design review standards of this Chapter and will not adversely impact any adjacent properties.
5. The proposed improvements are approved and hereby documented.
6. Occupancy shall meet the requirements of the Business (B) Zoning Code.

Signed this _____ day of _____, 2015.

Janet Fugate, Chair

Attest:

Kristine Hilt, Community Development Coordinator

Dang's Thai Cuisine Addition Design Review

[Back to Agenda](#)

**DESIGN REVIEW
STAFF REPORT**

TO: Hailey Planning and Zoning Commission

FROM: Lisa Horowitz, Community Development Director

RE: Dangs Remodel Design Review Application 310 North Main Street within the Business (B) and Townsite Overlay (TO) Districts.

HEARING: April 13th, 2015

Applicant: Dang's Thai Restuarant, represented by Ken Collins Construction, Inc.

Request: Design Review request for minor addition to an existing structure.

Location: Hailey Townsite, Lot 14, Block 62 (310 North Main)

Zoning: Business (B) and Townsite Overlay (TO) Zoning Districts

Notice

Notice was mailed to property owners within 300 feet on March 19, 2015 and published in the Mountain Express on March 27, 2015.

Application

The applicant is requesting a 400 square foot addition to the front of an existing building located at 310 North Main Street (Lot 14, Bock 52, Hailey Townsite). Modifications include the 400 square foot addition, exterior paint and fascia design, addition of a 200 square foot shed in the rear yard, addition of a door to the principal building to access the new shed, reconfigured parking off of the alley and relocated dumpster. Existing square footage is 1,053. Total square footage = 1,653. (Note that an existing shed under 120 square feet proposed to be removed is not counted in these calculations.)

Procedural History

The application was submitted on March 18, 2015 and certified complete on March 18, 2015. The application was added as an agenda item to the Planning and Zoning Commission for approval or denial of the project on April 13, 2015, in the Hailey City Council Chambers.

General Requirements for all Design Review Applications				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.5 (B)	Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department Comments	Engineering: None
				Life/Safety: No Concerns
				Water and Sewer: No Concerns
				Building: All modifications must comply with building code requirements and City Standards.
			Streets: No Concerns	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8.2 Signs	8.2 Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.
			Staff Comments	The existing permitted sign will be re-utilized and installed over the front entrance.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9.4 On-site Parking Req.	See Section 9.4 for applicable code.
			Staff Comments	Applicant is proposing to reconfigure two (2) parking stalls off of the alley to the rear of the building. Gross square footage of both the principal and accessory structure is 1.653; therefore 2 stalls are required according to 9.4.2(A).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8B.4.1 Outdoor Lighting Standards	8B.4.1 General Standards <ol style="list-style-type: none"> a. All exterior lighting shall be designed, located and lamped in order to prevent: <ol style="list-style-type: none"> 1. Overlighting; 2. Energy waste; 3. Glare; 4. Light Trespass; 5. Skyglow. b. All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes. c. Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties. d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires. e. Idaho Power shall not install any luminaires after the effective date of this Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator.
			Staff Comments	Outdoor lighting will comply with 8B.4.1; existing downcast can light is proposed to be reused.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Bulk Requirements	Front, rear and side yard setback requirements: 0'
			Staff Comments	The proposed addition meets the setback requirements of the Zone District.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.7 (A) Required Street	Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.

			Improvements Required	
			Staff Comments	<i>Applicant will not be modifying sidewalks or drainage at this time. The existing City sidewalk along Main Street meets City Standards.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.7 (B) Required Water System Improvements	In the Townsite Overlay District, any proposal for new construction or addition of a garage accessing from the alley, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.
			Staff Comments	

Design Review Requirements for Non-Residential, Multifamily, and/or Mixed Use Buildings within the City of Hailey				
1. Site Planning: 6A.8 (A) 1, items (a) thru (n)				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)1a	<p>a. The location, orientation and surface of buildings shall maximize, to the greatest extent possible sun exposure in exterior spaces to create spaces around buildings that are usable by the residents and allow for safe access to buildings</p> <p><i>The existing building and the two minor additions satisfy these requirements.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)1b	<p>b. All existing plant material shall be inventoried and delineated, to scale, and noted whether it is to be preserved, relocated or removed. Removal of trees larger than 6-inch caliper proposed to be removed require an arborist review. Any tree destroyed or mortally injured after previously being identified to be preserved, or removed without authorization, shall be replaced with a species of tree found in the Tree Guide and shall be a minimum of 4 inch caliper.</p> <p><i>The applicant has requested removal of the existing crabapple tree adjacent to the patio area. The Hailey Tree Committee concurs with this request, stating that a fruit tree adjacent to a patio is not ideal due to dropping fruit; the space allotted to the tree is not ideal, and that the crabapple species is not a high value species. A variety of mature trees/shrubs exist to the rear and will not be modified. Seasonal pots are used on the Main Street façade. Room does not exist on the front of the property for additional landscaping.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)1c	<p>c. Site circulation shall be designed so pedestrians have safe access to and through the site and to building.</p> <p><i>The applicant will retain the front entrance on Main Street, with handicap access via a ramp. Customer parking is most likely to be from the public street. Site circulation is straightforward and appears safe to all Departments.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)1d	<p>d. Building services including loading areas, trash storage/pickup areas and utility boxes shall be located at the rear of a building; the side of the building</p>

				<p>adjacent to an internal lot line may be considered as an alternate location. These areas shall be designed in a manner to minimize conflict among uses and shall not interfere with other uses, such as snow storage. These areas shall be screened with landscaping, enclosures, fencing or by the principal building.</p>
			Staff Comments	<i>The applicant is proposing to relocate the dumpster (and enclosure) to the south side of the lot. A dumpster enclosure or other screening has not been shown on the site plans, but the applicant has indicated a willingness to fence the dumpster. This will be made a condition of approval.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)1e	e. Where alleys exist, or are planned, they shall be utilized for building services.
			Staff Comments	<i>Alley access is key for loading, unloading, trash receptacles and parking. The alley is retained in the site plan.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)1f	f. Vending machines located on the exterior of a building shall not be visible from any street.
			Staff Comments	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)1g	<p>g. On-site parking areas shall be located at the rear of the building and screened from the street. Parking and access shall not be obstructed by snow accumulation. (NOTE: If project is located in Airport West Subdivision, certain standards may apply that are not listed here. See code for details.)</p> <p>i. Parking areas located within the SCI zoning district may be located at the side or rear of the building.</p> <p>ii. Parking areas may be considered at the side of buildings within the B, LB, TI and LI zoning districts provided a useable prominent entrance is located on the front of the building and the parking area is buffered from the sidewalk adjacent to the street.</p>
			Staff Comments	<i>The existing parking area to the rear of the building off the alley will be improved. The parking is not visible from the street.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)1h	h. Access to on-site parking shall be from the alley or, if the site is not serviced by an alley, from a single approach to the street to confine vehicular/pedestrian conflict to limited locations, allow more buffering of the parking area and preserve the street frontage for pedestrian traffic.
			Staff Comments	<i>Parking access is from the alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)1i	i. Snow storage areas shall be provided on-site where practical and sited in a manner that is accessible to all types of snow removal vehicles of a size that can accommodate moderate areas of snow.
			Staff Comments	<i>Snow storage will be kept on site near parking stalls and in adjacent landscape areas to comply with 6A.8 (A) 1i.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)1j	j. Snow storage areas shall not be less than 25% of the improved parking and vehicle and pedestrian circulation areas.
			Staff Comments	<i>Required snow storage will be verified and confirmed by planning staff.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)1k	k. A designated snow storage area shall not have any dimension less than 10 feet.
			Staff Comments	<i>Minimum width will be confirmed at 10 feet.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)1l	l. Hauling of snow from downtown areas is permissible where other options are not practical.

			<i>Staff Comments</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)1m	m. Snow storage areas shall not impede parking spaces, vehicular and pedestrian circulation or line of sight, loading areas, trash storage/pickup areas, service areas or utilities.
			<i>Staff Comments</i>	<i>Ample areas exist for the storage of snow in areas that do not impede critical site functions. Snow storage is shown on the site plan.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)1n	n. Snow storage areas shall be landscaped with vegetation that is salt-tolerant and resilient to heavy snow.
			<i>Staff Comments</i>	<i>Proposed snow storage area is currently a mixture of grass and pavers</i>

2. Building Design: 6A.8 (A) 2, items (a) thru (m)

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)2a	a. The proportion, size, shape and rooflines of new buildings shall be compatible with surrounding buildings.
			<i>Staff Comments</i>	<i>The roofline will match the existing gabled roof.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)2b	b. Standardized corporate building designs are prohibited.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)2c	c. At ground level, building design shall emphasize human scale, be pedestrian oriented and encourage human activity and interaction.
			<i>Staff Comments</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)2d	d. The front façade of buildings shall face the street and may include design features such as windows, pedestrian entrances, building off-sets, projections, architectural detailing, courtyards and change in materials or similar features to create human scale and break up large building surfaces and volumes.
			<i>Staff Comments</i>	<i>A front façade is planned very similar to the existing with the exception of a Thai-flared soffit material as shown on the front elevation. The addition is modest and human-scaled, and will match the small existing restaurant building.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)2e	e. Any addition onto or renovation of an existing building shall be designed to create a cohesive whole.
			<i>Staff Comments</i>	<i>Applicant is proposing to match existing colors and signage that will create a cohesive site plan consistent with the character of the existing Dangs Thai House Restaurant.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)2f	f. All exterior walls of a building shall incorporate the use of varying materials, textures and colors.
			<i>Staff Comments</i>	<i>Wood shiplap wall elements will match existing; a color/material sample will be brought to the meeting.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)2g	g. Exterior buildings colors and materials shall be integrated appropriately into the architecture of the building and be harmonious within the project and with surrounding buildings.
			<i>Staff Comments</i>	<i>Two colors exist on the existing building: a rust/orange on the front, and a deeper brown to the rear. The front addition will be painted to match the existing rust/orange, and the</i>

				<i>rear shed will match the brown in the rear. Colors are harmonious with surrounding properties.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)2h	h. Flat-roofed buildings over two stories in height shall incorporate roof elements such as parapets, upper decks, balconies or other design elements.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)2i	i. All buildings shall minimize energy consumption by utilizing alternative energy sources and/or passive solar techniques. At least three (3) of the following techniques, or an approved alternative, shall be used to improve energy cost savings and provide a more comfortable and healthy living space: i) Solar Orientation. If there is a longer wall plane, it shall be placed on an east-west axis. A building's wall plane shall be oriented within 30 degrees of true south. ii) South facing windows with eave coverage. At least 40% of the building's total glazing surface shall be oriented to the south, with roof overhang or awning coverage at the south. iii) Double glazed windows. iv) Windows with Low Emissivity glazing. v) Earth berming against exterior walls vi) Alternative energy. Solar energy for electricity or water heating, wind energy or another approved alternative shall be installed on-site. vii) Exterior light shelves. All windows on the southernmost facing side of the building shall have external light shelves installed.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)2j	j. Gabled coverings, appropriate roof pitch, or snow clips and/or gutters and downspouts shall be provided over all walkways and entries to prevent snow from falling directly onto adjacent sidewalks.
			<i>Staff Comments</i>	<i>The addition will have snow clips and gutters to protect pedestrians using the handicap ramp.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)2k	k. Downspouts and drains shall be located within landscape areas or other appropriate locations where freezing will not create pedestrian hazards.
			<i>Staff Comments</i>	<i>The plans note that roof areas drain to adjacent landscape areas.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)2l	l. Vehicle canopies associated with gas stations, convenience stores or drive-through facilities shall have a minimum roof pitch of 3/12 and be consistent with the colors, material and architectural design used on the principal building(s).
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)2m	m. A master plan for signage is required to ensure the design and location of signs is compatible with the building design and compliance with Article 8.
			<i>Staff Comments</i>	
<p>3. Accessory Structures, Fences and Equipment/Utilities: 6A.8 (A) 3, items (a) thru (i)</p>				

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)3a	a. Accessory structures shall be designed to be compatible with the principal building(s). <i>Accessory structure shall be painted to match and ensure compatibility with principal building.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)3b	b. Accessory structures shall be located at the rear of the property. <i>The proposed accessory structure is to the rear of the building, and will be incorporated as restaurant storage and freezer space.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)3c	c. Walls and fences shall be constructed of materials compatible with other materials used on the site. <i>Fencing has not yet been submitted, but will match character and materials used on site.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)3d	d. Walls and fencing shall not dominate the buildings or the landscape. Planting should be integrated with fencing in order to soften the visual impact. <i>Additional fencing will be added on the property line by the alley and surrounding the dumpster. All existing landscaping will be maintained.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)3e	e. All roof projections including, roof-mounted mechanical equipment, such as heating and air conditioning units, but excluding solar panels and Wind Energy Systems that have received a Conditional Use Permit, shall be shielded and screened from view from the ground level of on-site parking areas, adjacent public streets and adjacent properties. <i>Staff Comments</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)3f	f. The hardware associated with alternative energy sources shall be incorporated into the building's design and not detract from the building and its surroundings. <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)3g	g. All ground-mounted mechanical equipment, including heating and air conditioning units, and trash receptacle areas shall be adequately screened from surrounding properties and streets by the use of a wall, fence, or landscaping, or shall be enclosed within a building. <i>Additional fence screening will be located at the rear of the principal building surrounding the relocated dumpster.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(A)3h	i. All service lines into the subject property shall be installed underground. <i>Existing</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)3i	j. Additional appurtenances shall not be located on existing utility poles. <i>Staff Comments</i>

4. Landscaping: 6A.8 (A) 4, items (a) thru (n)

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4a	a. Only drought tolerant plant species and/or xeriscape specific plant materials

				shall be used, as specified by the Hailey Landscaping Manual or an approved alternative.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4b	b. All plant species shall be hardy to the Zone 4 environment.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4c	c. At a minimum, a temporary irrigation system that fully operates for at least two complete growing seasons is required in order to establish drought tolerant plant species and/or xeriscape specific plant materials. Features that minimize water use, such as moisture sensors, are encouraged.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4d	d. Landscaped areas shall be planned as an integral part of the site with consideration of the urban environment. A combination of trees shrubs, vines, ground covers and ornamental grasses shall be used. New landscaped areas having more than 10 trees, a minimum of 10% of the trees shall be at least 4-inch caliper, 20% shall be at least 3-inch caliper, and 20% shall be at least 2½ inch caliper and a maximum of 20% of any single tree species may be used in any landscape plan (excluding street trees). New planting areas shall be designed to accommodate typical trees at maturity. Buildings within the LI and SCI-I zoning district are excluded from this standard.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4e	e. Seasonal plantings in planter boxes, pots, and/or hanging baskets shall be provided to add color and interest to the outside of buildings in the LI and SCI-I zoning districts.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4f	f. Plantings for pedestrian areas within the B, LB, TN and SCI-O zoning districts shall be designed with attention to the details of color, texture and form. A variety of trees, shrubs, perennials, ground covers and seasonal plantings, with different shapes and distinctive foliage, bark and flowers shall be used in beds, planter boxes, pots, and/or hanging baskets.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4g	g. Storm water runoff should be retained on the site wherever possible and used to irrigate plant materials.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4h	h. A plan for maintenance of the landscaping areas is required to ensure that the project appears in a well maintained condition (i.e., all weeds and trash removed, dead plant materials removed and replaced).
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4i	i. Retaining walls shall be designed to minimize their impact on the site and the appearance of the site.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4j	j. Retaining walls shall be constructed of materials that are utilized elsewhere on the site, or of natural or decorative materials.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4k	k. Retaining walls, where visible to the public and/or to residents or employees of the project, shall be no higher than four feet or terraced with a three foot horizontal separation of walls.
			<i>Staff</i>	

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4l	l. Landscaping should be provided within or in front of extensive retaining walls.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4m	m. Retaining walls over 24” high may require railings or planting buffers for safety.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(A)4n	n. Low retaining walls may be used for seating if capped with a surface of at least 12 to 16 inches wide.
			<i>Staff Comments</i>	

**Additional Design Review Requirements for
 Non-Residential Buildings Located within B, LB, or TN**

1. Site Planning: 6A.8 (B) 1, items (a) thru (b)

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(B)1a	a. The site shall support pedestrian circulation and provide pedestrian amenities. Sidewalks shall be provided along building fronts.
			<i>Staff Comments</i>	<i>Applicant proposes to retain the West entrance along Main Street as the main entrance. A sidewalk exists to allow access from Main Street.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(B)1b	b. Wider sidewalks are encouraged to provide additional amenities such as seating areas and bicycle racks.
			<i>Staff Comments</i>	<i>The front entry area will contain a patio, somewhat smaller than currently exists to accommodate the remodel. The existing sidewalk on Main Street is 6 feet in width.</i>

2. Building Design: 6A.8 (B) 2, items (a) thru (h)

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(B)2a	a. The main facade shall be oriented to the street. The main entrance(s) to the building shall be located on the street side of the building. If the building is located on a corner, entrances shall be provided on both street frontages. If the design includes a courtyard, the main entrance may be located through the courtyard. Buildings with more than one retail space on the ground floor are encouraged to have separate entrances for each unit.
			<i>Staff Comments</i>	<i>The remodel will retain emphasis on the Main Street entrance, and de-emphasize the entrance from the rear alley parking.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(B)2b	b. Multi-unit structures shall emphasize the individuality of units or provide visual interest by variations in roof lines or walls or other human scale elements. Breaking the facades and roofs of buildings softens the institutional image, which may often accompany large buildings.
			<i>Staff Comments</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(B)2d	c. Building designs shall maximize the human scale of buildings and enhance the small town “sense of place”. This can be achieved by utilizing voids and masses, as well as details, textures, and colors on building facades. Human

				scale can also be achieved by incorporating structural elements such as colonnades and covered walkways, overhangs, canopies, entries, and landscaping. Particular attention should be paid to creating interest at the street level.
			<i>Staff Comments</i>	<i>The modestly sized existing building is human-scaled, as is the addition.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(B)2e	d. Buildings that exceed 30 feet in height, the entire roof surface shall not project to the highest point of the roof. The Commission shall review building height relative to the other dimensions of width and depth combined with detailing of parapets, cornices, roof, and other architectural elements.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(B)2f	e. Livable outdoor spaces in multi-story buildings that create pleasing elements and reduce the mass of taller buildings are encouraged.
			<i>Staff Comments</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(B)2g	f. Fire department staging areas shall be incorporated into the design elements of the building.
			<i>Staff Comments</i>	<i>Staging areas are existing at rear of building along alley way.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(B)2h	g. New buildings adjacent to residential areas shall be designed to ensure that building massing and scale provide a transition to adjoining residential neighborhoods. Possible mitigation techniques include, but are not limited to the following: <ul style="list-style-type: none"> i. Locating open space and preserving existing vegetation on the edge of the site to further separate the building from less intensive uses; ii. Stepping down the massing of the building along the site's edge; and iii. Limiting the length of or articulating building facades to reflect adjacent residential patterns
			<i>Staff Comments</i>	<i>The shed proposed to be added on the rear of the building adjacent (across the alley) to residential zoning 200 square feet, which is modest in scale.</i>

3. Landscaping: 6A.8 (B) 3, item (a)

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.8(B)3a	a. When abutting the LR, GR or TN zoning districts, a landscape buffer between the project and the residential property shall be provided. The buffer shall be at least eight foot wide to create a year-round visual screen of at least 6 feet in height. The buffer shall be designed to avoid the appearance of a straight line or wall of uniform plant material and shall be wide enough to accommodate the planted species when mature.
			<i>Staff Comments</i>	<i>Existing landscaping along the alley on the residential properties creates some screening, along with existing fencing. The existing building and parking were built prior to the adoption of these standards. Room does not exist on the subject property to create an 8-foot wide landscape buffer without losing all alley access. The existing site is considered nonconforming with respects to this standard.</i>

**Additional Design Review Requirements for all
 Non-Residential Buildings located within the LI, SCI, TI or A zoning districts**

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(C)1a	a. Adjoining parcels shall be considered when planning building configuration, vehicular circulation and access, parking, and drainage.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(C)1b	b. Reciprocal vehicular ingress and egress, circulation, and parking arrangements are encouraged when the adjacent site(s) allows in order to facilitate the ease of vehicular movement between adjoining properties.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.8(C)1b	c. Vehicle circulation, parking and loading shall not block pedestrian access ways.
			<i>Staff Comments</i>	

6A.6 Criteria.

- A. The Commission or Hearing Examiner shall determine the following before approval is given:**
1. The project does not jeopardize the health, safety or welfare of the public.
 2. The project conforms to the applicable specifications outlined in the Design Review Guidelines, as set forth herein, applicable requirements of the Zoning Ordinance, and City Standards.
- B. Conditions. The Commission or Hearing Examiner may impose any condition deemed necessary. The Commission or Hearing Examiner may also condition approval of a project with subsequent review and/or approval by the Administrator or Planning Staff. Conditions which may be attached include, but are not limited to those which will:**
1. Ensure compliance with applicable standards and guidelines.
 2. Require conformity to approved plans and specifications.
 3. Require security for compliance with the terms of the approval.
 4. Minimize adverse impact on other development.
 5. Control the sequence, timing and duration of development.
 6. Assure that development and landscaping are maintained properly.
 7. Require more restrictive standards than those generally found in the Zoning Ordinance.

The following conditions are suggested to be placed on any approval of this application:

- a) All applicable Fire Department and Building Department requirements shall be met.
- b) Any change in use or occupancy type from that approved at time of issuance of Building Permit may require additional improvements and/or approvals. Additional parking may also be

required upon subsequent change in use, in conformance with Hailey's Zoning Ordinance at the time of the new use.

- c) All City infrastructure requirements shall be met. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:
- d) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.
- e) All new and existing exterior lighting shall comply with the Outdoor Lighting Ordinance.
- f) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided as approved by the City Attorney, before a Certificate of Occupancy can be issued.
- g) This Design Review approval is for the date the Findings of Fact are signed. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.
- h) The existing crabapple tree is permitted to be removed.
- j) A dumpster enclosure that matches the existing fencing and/or building shall be submitted for staff approval prior to issuance of a building permit.

C. Security. The applicant may, in lieu of actual construction of any required or approved improvement, provide to the City such security as may be acceptable to the City, in a form and in an amount equal to the cost of the engineering or design, materials and installation of the improvements not previously installed by the applicant, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one (1) year from the date the security is provided.

- 1. **If any extension of the one year period is granted by the City, each additional year, or portion of each additional year, shall require an additional twenty percent (20%) to be added to the amount of the original security initially provided.**
- 2. **In the event the improvements are not completely installed within one (1) year, or upon the expiration of any approved extension, the City may, but is not obligated, to apply the security to the completion of the improvements and complete construction of the improvements.**

Motion Language

Approval:

Motion to approve the Design Review application submitted by Dang's Thai Restaurant, represented by Ken Collins Construction, Inc. for Design Review of an addition to an existing commercial building, located at Hailey Townsite, Block 52, Lot 14 (310 North Main Street within the Business (B) and Townsite

Overlay (TO) Zoning Districts, 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 (j) are met.

Denial:

Motion to deny Design Review application submitted by Dang's Thai Restaurant, represented by Ken Collins Construction, Inc. for Design Review of an addition to an existing commercial building, located at Hailey Townsite, Block 52, Lot 14 (310 North Main Street), within the Business (B) and Townsite Overlay (TO) Zoning Districts, finding that _____ [the Commission should cite which standards are not met and provided the reason why each identified standard is not met].

Continuation:

Motion to continue the public hearing on Design Review application submitted by Dang's Thai Restaurant, represented by Ken Collins Construction, Inc. for Design Review of an addition to an existing commercial building, located at Hailey Townsite, Block 52, Lot 14 (310 North Main Street), within the Business (B) and Townsite Overlay (TO) Zoning Districts, to _____ [Commission should specify a date).

RECEIVED
 MAR 18 2015
 CITY OF HAILEY

City of Hailey - Design Review Application

Project Name: DANG'S THAI CUISINE Parcel No. 14 / 52
 Legal Description of Property: Subdivision _____ Lot(s) 14, Block 52
 Street Address of Property: 310 N MAIN ST HAILEY ID
 Current Zoning of Property: B - BUSINESS Year of original construction: 1900
 (Only applicable if property is within the Townsite Overlay)
 Existing building gross sq. ft. (if applicable) 1028 sq ft. Proposed addition or new construction sq. ft. 400 sq ft.

Name of Owner of the Property: TAVEESAK CHANTHASUTHISOMBUT
 Mailing Address: 133 TREASURE LN City: Hailey State: ID Zip: 83333
 Phone: (864) 542-4266 Fax: (208) 925-7555 Cell: (864) 542-4266
 Email Address: TAVEESAK83333@yahoo.com

Property Owner Consent:
 By signature hereon, the property owner acknowledges that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect, post legal notices, and/or other standard activities in the course of processing this application, pursuant to Idaho Code §67-6507. The property owner is also hereby notified that members of the Planning and Zoning Commission and City Council are required to generally disclose the content of any *ex parte* discussion (outside the hearing) with any person, including the property owner or representative, regarding this application.

Property Owner's Signature: [Signature] Date: 3/19/2015

Name of individual to contact on behalf of Trust or LLC (if applicable): _____
 Mailing Address: _____ City: _____ State: _____ Zip: _____
 Phone: () _____ Fax: () _____ Cell: () _____
 Email Address: _____

Application Contact (if different than above): KEV COLLINS CONSTRUCTION INC.
 **Application Contact will be the Planning Department's primary point of contact for questions related to the application.
 Mailing Address: P.O. Box 3075 City: SUN VALLEY State: ID Zip: 83353
 Phone: (208) 720 1959 Fax: () _____ Cell: () _____
 Email Address: kencollinsconst@aol.com
 Signature: [Signature] Date: 3/15/2015

See attached checklist for items that must be submitted with this application in order for application to be considered complete. See the applicable Design Review Guidelines, including Townsite Overlay Guidelines if applicable, in Section 6A of the Hailey Zoning Ordinance.

Appeals: Any interested party may appeal in writing any final decision of the Planning and Zoning Administrator, Hearing Examiner, or Commission to the City Council by filing an appeal with the Hailey City Clerk within fifteen (15) days form the date of the decision. The appeal shall specifically state the decision appealed and reasons for the appeal. If no appeal is filed within the fifteen (15) day period, the decision shall be deemed final.

FOR CITY USE ONLY Fees: Cost of additional noticing, recording fees, and other direct costs will also be assessed.

<input type="checkbox"/> Commercial, Mixed-Use or Multi-Family.....	\$ 450.00
plus \$25 / 1,000 gross square feet.....	\$ <u>25.00</u>
OR <input type="checkbox"/> Single-Family Dwelling, Duplex or Accessory Structure in TO.....	\$ 250.00
OR <input type="checkbox"/> No Substantial Impact..... (Mailing only).....	\$ 75.00
OR <input type="checkbox"/> Modification to DR Approval... (No publication or mailing).....	\$ 50.00
OR <input type="checkbox"/> DR Exemption... (No publication or mailing).....	\$ 30.00
Publication cost.....	\$ 40.00
Mailing (# of addresses <u>33</u>) x (.49 postage + .15 paper, envelope & label)	\$ <u>21.12</u>
DO NOT COUNTY DUPLICATES OR CITY OF HAILEY	
Total Due.....	\$ <u>536.12</u>

DESIGN REVIEW—APPLICATION CHECKLIST

Project Name:	<i>City Use Only</i>	
	Certified Complete by:	KH
	Date:	/ /

The following items must be submitted with the application for the application to be considered complete (✓):

Yes	No	Item	Description
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1.	The completed Design Review application form including project name and location, and applicant and representative names and contact information.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2.	One (1) 24" x 36" set of plans and survey and one (1) 11" x 17" set showing at a minimum the following:
<input checked="" type="checkbox"/>	<input type="checkbox"/>		a. Vicinity map, to scale, showing the project location in relationship to neighboring buildings and the surrounding area. Note: a vicinity map must show location of adjacent buildings and structures.
<input type="checkbox"/>	<input type="checkbox"/>	N/A	b. Drainage plan (grading, catch basins, piping, and dry-wells). Existing
<input checked="" type="checkbox"/>	<input type="checkbox"/>		c. Utilities plan (location and size of water and sewer mains and services, gas, electric, TV and phone).
<input checked="" type="checkbox"/>	<input type="checkbox"/>		d. Site plan, to scale, showing proposed parking (including parking stall dimensions), loading, general circulation, and snow storage. List square footage of subject property including lot dimensions.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		e. Landscape plan (existing landscaping on the site shown as retained, relocated or removed; proposed landscaping including species type, size and quantity).
<input checked="" type="checkbox"/>	<input type="checkbox"/>		f. Floor plan. List gross square footage for each floor. List occupancy classification and type of construction.
<input checked="" type="checkbox"/>	<input type="checkbox"/>		g. Detailed elevations of all sides of the proposed building and other exterior elements (colors, materials).
<input checked="" type="checkbox"/>	<input type="checkbox"/>		h. Exterior Lighting plan, pursuant to Article VIII B, of the Zoning Ordinance (location, height, type, and lumen output; spec sheets for fixtures; illuminance levels/photometrics for area lighting).
<input checked="" type="checkbox"/>	<input type="checkbox"/>		i. Sign plan (location, dimensions and lighting).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3.	Plans and drawings for all buildings, except Single Family Dwellings and Accessory Structures, shall be prepared and stamped by an Idaho licensed architect.
<input type="checkbox"/>	<input type="checkbox"/>	4.	A materials and colors sample board. Each sample should be approximately 12"x12" in size.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5.	One (1) colored rendering of at least one side of the proposed building.
<input type="checkbox"/>	<input type="checkbox"/>	6.	Staging and contractor parking plan. Statement of where staging will occur, and parking plan for contractors. If any staging or parking shall occur off-site, a staging/parking plan must be submitted including materials storage, excavation (backfill) stockpile areas, job trailers, blue rooms, dumpsters, contractor parking, etc. N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.	A list of the names and addresses of all property owners and residents within three hundred (300) feet of the exterior boundaries of the subject property, in a format acceptable to the City. (Names and addresses can be obtained using the Blaine County map server http://maps.co.blaine.id.us/ or from the Blaine County Assessor's office)
<input type="checkbox"/>	<input type="checkbox"/>	8.	Other information as required by the Administrator, Hearing Examiner or the Commission.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	9.	Electronic PDF copies of all documents and materials listed above. (RECOMMENDED)
<input type="checkbox"/>	<input type="checkbox"/>	10.	Written statement of how each design review standard is met. (RECOMMENDED)
<input type="checkbox"/>	<input type="checkbox"/>	11.	Payment of applicable fees.

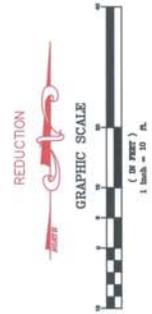
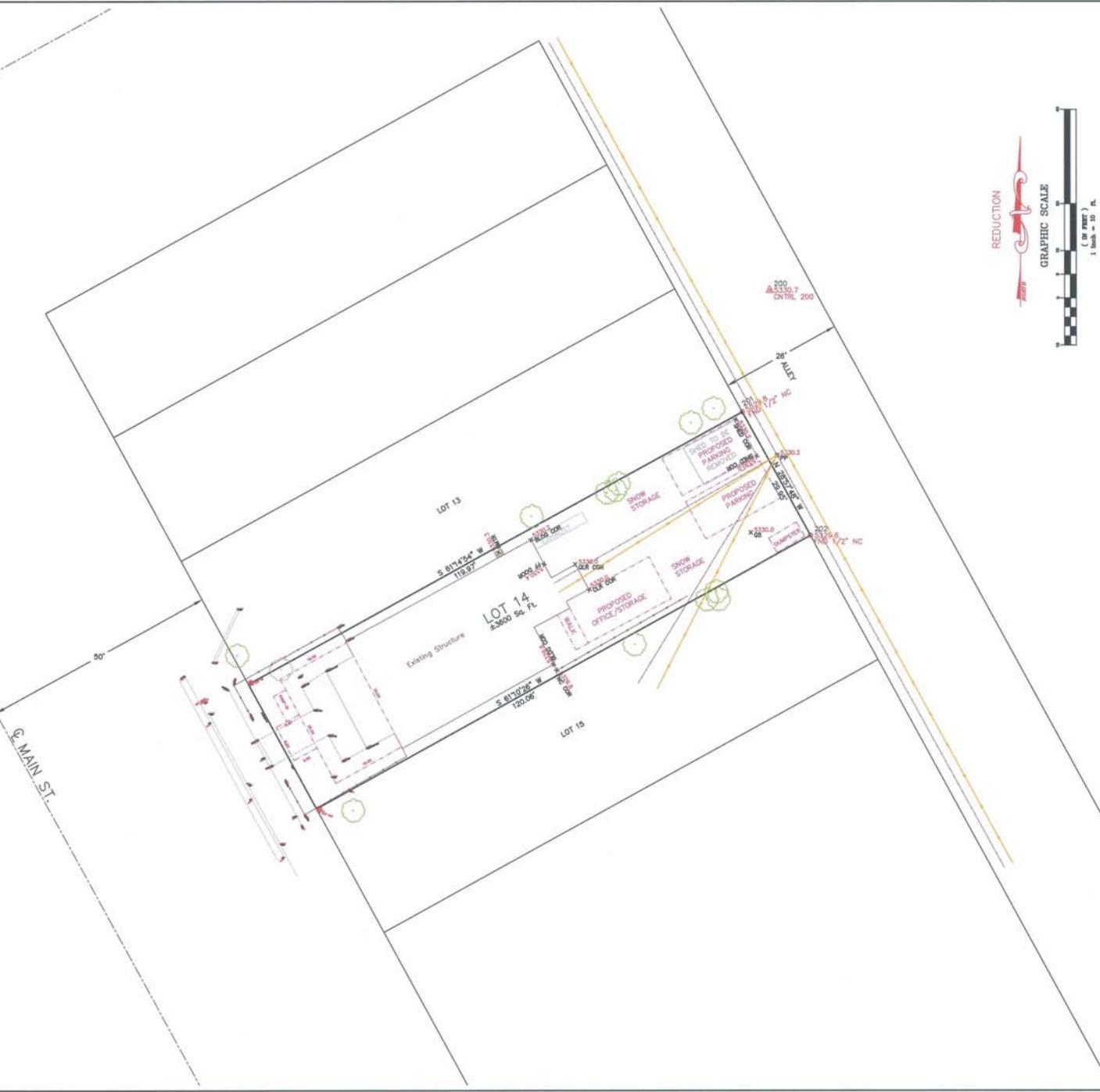
City Use Only:

<input type="checkbox"/> Verify that application is complete <input type="checkbox"/> Double check address <input type="checkbox"/> Advise applicant if Lot Line Adjustment is needed	<input type="checkbox"/> Check following basic standards: <input type="checkbox"/> Density <input type="checkbox"/> Setbacks <input type="checkbox"/> Height (plans must show elevation points of record grade) <input type="checkbox"/> Lot coverage <input type="checkbox"/> Floor area <input type="checkbox"/> Required Parking Spaces
---	--

- LEGEND**
- Existing Building Exterior
 - Proposed Addition
 - To be Removed
 - Existing Deck
 - Existing Fence
 - Concrete
 - Subject Boundary
 - Adjacers Lot Line
 - Street Centerline
 - Overhead Power
 - Overhead Communications
 - Survey Control Point
 - Found 1/2" Bar No Cap
 - Found 5/8" Bar Illegible Cap
 - Utility Pole
 - BLDG Building
 - BOW Book of Walk
 - CC Curb Cut
 - CLR Cooker
 - FF Finish Floor
 - FL Flow Line
 - FNC Fence
 - GMTR Gas Meter
 - GS Ground Shot-Spot Elevation
 - PWR Powers
 - TBOC Top Back of Curb
 - Approximate Tree Location

NOTES

1. Basis of Bearings is Idaho State Plane Coordinate System, NAD83, Central Zone, at Grid in US Survey Feet. Vertical Datum is NAVD1988.
2. Boundary information is from the Plat of the City of Hailey.
3. Utility Locations shown are based on visual surface evidence only. Utility locations should be verified Before Any Excavation in Particular Areas.
4. Current City Zoning is B - Business.
5. Not all trees are shown.
6. Design by Ken Collins Const.



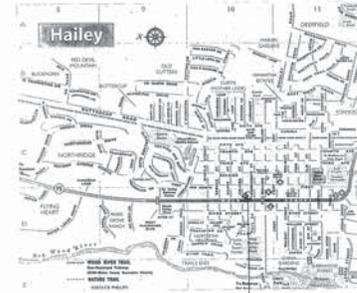
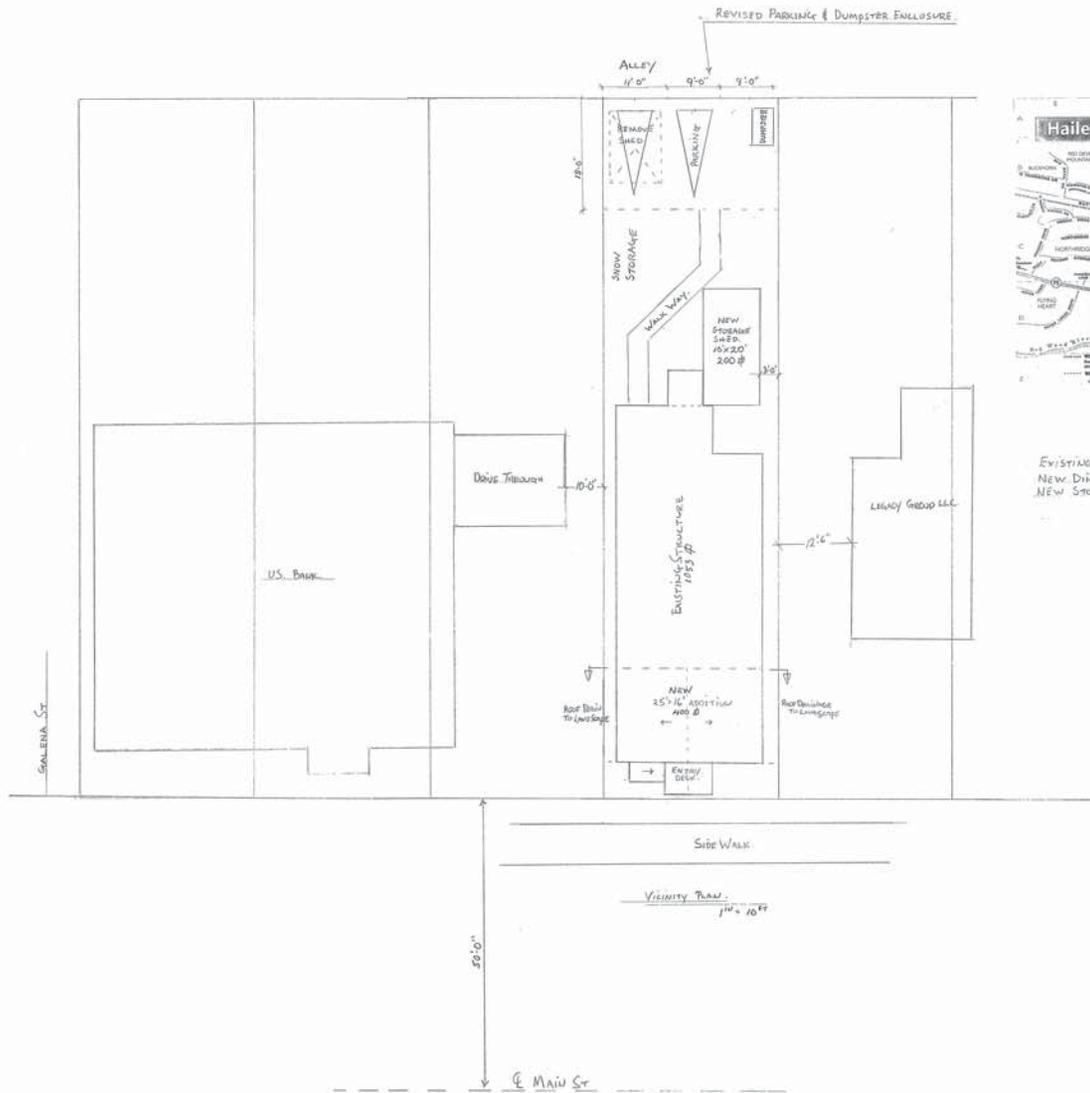
PROJECT PATH AND PRINT DATE U:\LandProjects2004\1437_Donab_Hailey_Blk52L14.dwg 3/17/2015 11:30:59 AM MDT

Alpine Enterprises Inc.
 Surveying, Mapping and Natural Resources Consulting
 1000 W. Main Street, Suite 207, Hailey, ID 83401 USA
 P.O. Box 2037, Ketchikan, ID 83340
 (208) 727-1888 727-1957 fax
 email: barmitt@alpineenterprisesinc.com



REVISIONS	NO.	DATE	BY

A SITE PLAN SHOWING
LOT 14, BLK 52, CITY OF HAILEY
 WITHIN S8, T2N, R18E, BLM, CITY OF HAILEY, BLAINE COUNTY, IDAHO
 PREPARED FOR DANG'S AND KEN COLLINS CONST.



PROJECT LOCATION
310 NORTH MAIN ST. HAILEY

EXISTING BUILDING SIZE	1,053 SF
NEW DINING ADDITION	400 SF
NEW STORAGE & OFFICE	200 SF
TOTAL	1,653 SF

MATERIAL & COLOR SCHEDULE

- ROOFING :: TO MATCH EXISTING / METAL
- SIDING :: 1x8 SHIP LAP TO MATCH EXISTING
- WINDOWS :: PINK GLASS - COLOR BLACK
- PAVERS :: RUSTIC BLEND - ENTRY - DECK

Dang's Thai Cuisine
310 North Main St Hailey, ID.

SCALE
1" = 10'

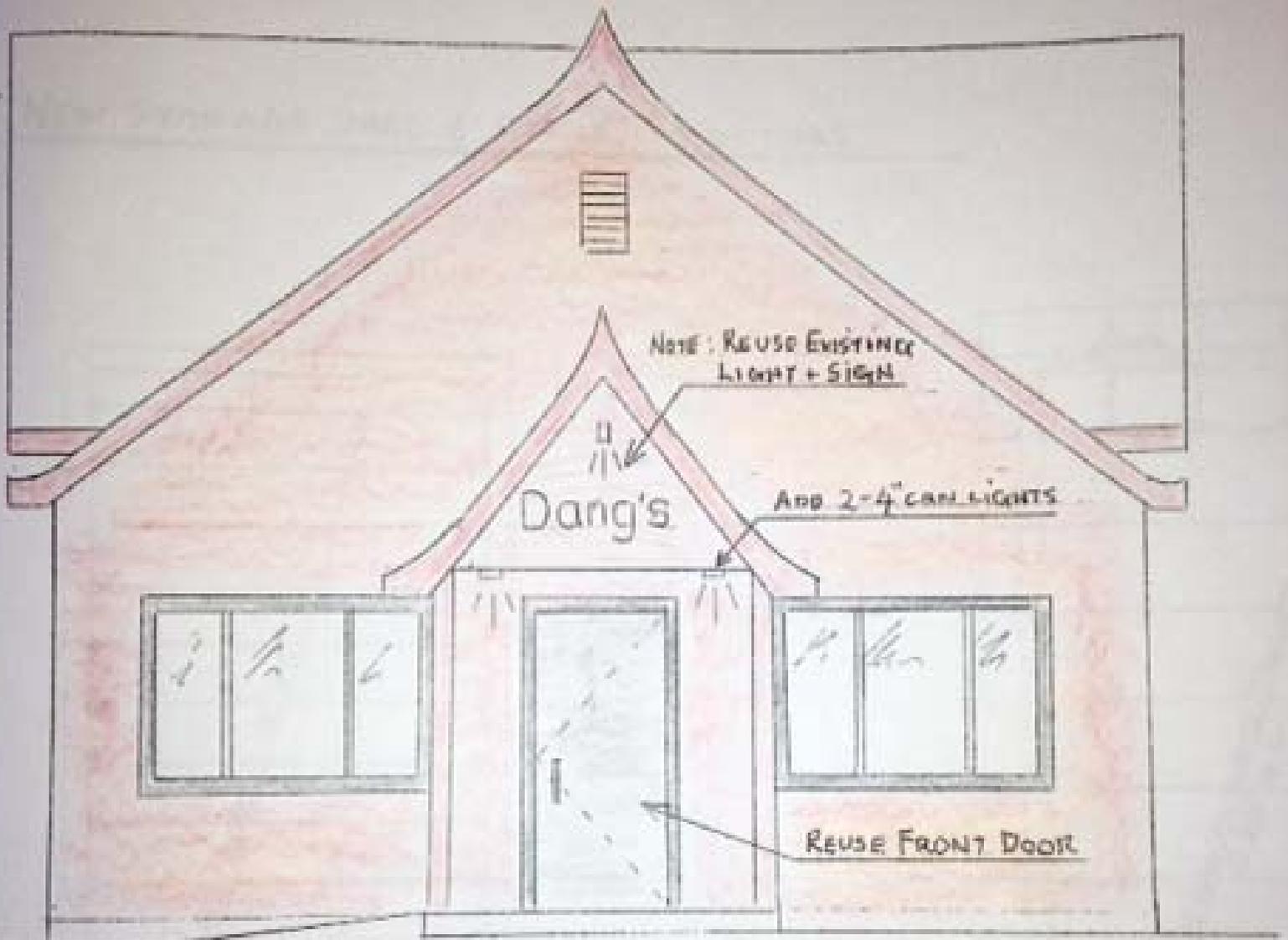
DRAWN
KL

DATE
2-6-2015

SHEET
A 1



SHEET	A 2
DATE	2-6-2015
DRAWN	KL
SCALE	1/4" = 1'-0"
Dangs Thai Cuisine 310 North Main St. Hailey, ID	



NEW FRONT ENTRY ADDITION

WEST ELEVATION

SCALE $\frac{1}{4}'' = 1'-0''$



Shepard ADU/Garage Addition Design Review

[Back to Agenda](#)

**DESIGN REVIEW
STAFF REPORT**

TO: Hailey Planning and Zoning Commission

FROM: Kristine Hilt, Community Development Coordinator

RE: Design Review application by Sandy & Mike Shepard, represented by Charles Maguire, for Design Review of a new 616 sq. ft. detached garage with an accessory 616 sq. ft. dwelling unit addition, to be located at Hailey Townsite, Lots 1, 2, & N 10' of 3, Block 70 (621 2nd Avenue North), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.

HEARING: April 13, 2015

Applicant: Mike & Sandy Shepard

Request: Design Review is requested for a newly proposed detached garage with an Accessory Dwelling Unit.

Location: Hailey Townsite, Lots 1, 2, N. 10' of 3, Block 70 (621 2nd Avenue North)

Zoning: General Residential (GR) and Townsite Overlay (TO) Zoning Districts

Notice
Notice for the public hearing was published in the Idaho Mountain Express on March 25, 2015 and mailed to property owners within 300 feet on March 19, 2015.

Application
Applicant is proposing a new detached 616 square foot two car garage with a 616 square foot Accessory Dwelling Unit above, comprising a total of 1,232 square feet on Lots 1, 2, N. 10' of 3 of Block 70 (621 2nd Avenue North) of the Hailey Townsite. The proposed ADU is located at the rear of the property off of the alley and includes a new exterior balcony and staircase for access. The existing structure and the proposed addition meet all bulk requirements for the Townsite Overlay.

Procedural History
The application was submitted on March 16, 2015 and certified complete on March 16, 2015. A public hearing before the Planning and Zoning Commission for approval or denial of the project was held on April 13, 2015 in the Hailey City Council Chambers.

General Requirements for all Design Review Applications				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.5 (B)	Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department Comments	Engineering: None
				Life/Safety: None
				Water and Sewer: Sewer service comes in from the alley to existing home. This new ADU will potentially be built on the top of this existing sewer service. This will be a State Plumbing call in if the service needs to be moved or not but I would recommend at the minimum the sewer service pipe be replaced before building the ADU on top of. Some of this piping in old Hailey is AC pipe which is old and brittle. It will be ok for the ADU to connect into existing sewer service, they won't have to make new separate connection onto mainline. -RP
				Building: None Streets: None
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	8.2 Signs	8.2 Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.
			Staff Comments	Signs are not permitted in the General Residential Zoning district.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9.4 On-site Parking Req.	See Section 9.4 for applicable code.
			Staff Comments	According to §9.4.1, one space is required as the accessory dwelling unit totals 616 square feet. Two spaces are provided within the garage and one additional space is provided adjacent to the garage.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8B.4.1 Outdoor Lighting Standards	<p>8B.4.1 General Standards</p> <ul style="list-style-type: none"> a. All exterior lighting shall be designed, located and lamped in order to prevent: <ul style="list-style-type: none"> 1. Overlighting; 2. Energy waste; 3. Glare; 4. Light Trespass; 5. Skyglow. b. All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes. c. Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties. d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires. e. Idaho Power shall not install any luminaires after the effective date of this Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator.
			Staff Comments	Proposed exterior lighting is an 11-Inch wide outdoor wall light with a 9.5-watt LED bulb. Light is downcast and bulb is shielded.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bulk Requirements	Townsite Overlay (TO) General Residential (GR) Lot Coverage: 30% Setbacks: 15% for sides & 6' from alley Building Height: 30'
			Staff Comments	<i>Lot area is 7,193 square feet. Current lot coverage is 16.8%. Proposed lot coverage is 1,828 square feet or 25%. Setback from alley right of way is 6', setback from North lot line is 9' and South lot line is 10'. Proposed building height is 27'2".</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.7 (A) Required Street Improvements Required	Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.
			Staff Comments	<i>According to §6A.7(A).1(b): Sidewalk and drainage improvements may be waived for any remodel or addition to Single Family Dwelling projects within the Townsite Overlay District.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.7 (B) Required Water System Improvements	In the Townsite Overlay District, any proposal for new construction or addition of a garage accessing from the alley, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.
			Staff Comments	<i>Water department will confirm depth and conduct an inspection on water service line.</i>

Design Review Guidelines for Residential Buildings in the Townsite Overlay District (TO).				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3	1) Site Planning
				Guideline: The pattern created by the Old Hailey town grid should be respected in all site planning decisions.
			Staff Comments	<i>Grid pattern orientation remains consistent with Old Hailey and alley access to garage supports location and site characteristics. Building walls are parallel to lot lines.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Guideline: Site planning for new development and redevelopment shall address the following: <ul style="list-style-type: none"> • scale and massing of new buildings consistent with the surrounding neighborhood; • building orientation that respects the established grid pattern of Old Hailey; • clearly visible front entrances; • use of alleys as the preferred access for secondary uses and automobile access; • adequate storage for recreational vehicles; • yards and open spaces; • solar access on the site and on adjacent properties where feasible, and where such decisions do not conflict with other Design Guidelines; • snow storage appropriate for the property; • underground utilities for new dwelling units.

			<i>Staff Comments</i>	<i>The scale and massing fit with the surrounding neighborhood. Proposed utilities will be underground. Scale of garage allows for passive solar to reach property and southern yard area. Location of garage allows for vehicular access to lot from alley. Proposed snow storage is 139 square feet, 9'x15'.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Guideline: The use of energy-conserving designs that are compatible with the character of Old Hailey are encouraged. The visual impacts of passive and active solar designs should be balanced with other visual concerns outlined in these Design Guidelines.
			<i>Staff Comments</i>	<i>Dimensions of garage allow for a long axis to run on the South for passive solar.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)2	2. Bulk Requirements (Mass and Scale, Height, Setbacks)
				Guideline: The perceived mass of larger buildings shall be diminished by the design.
			<i>Staff Comments</i>	<i>Siding breaks have been added at the floor line, a cantilever deck off the West side of the garage, and an exterior stair case on the North side all serve to break up the scale and mass of the building. Cedar siding in the gables and an upper band also diminish the mass.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3	3. Architectural Character
			6A.9(C)3a	a. General
				Guideline: New buildings should be respectful of the past, but may offer new interpretations of old styles, such that they are seen as reflecting the era in which they are built.
			<i>Staff Comments</i>	<i>The garage has been designed to match the architecture and character of the principal building.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3b	b. Building Orientation
				Guideline: The front entry of the primary structure shall be clearly identified such that it is visible and inviting from the street.
			<i>Staff Comments</i>	<i>The cantilever balcony with an attractive sliding glass door exists above the garage door which is visible from the alley. The entrance to the staircase is also visible from the alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Guideline: Buildings shall be oriented to respect the existing grid pattern. Aligning the front wall plane to the street is generally the preferred building orientation.
			<i>Staff Comments</i>	<i>Front and rear wall planes align with the existing grid pattern and match the principal building's orientation.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3c	c. Building Form
				Guideline: The use of building forms traditionally found in Old Hailey is encouraged. Forms that help to reduce the perceived scale of buildings shall be incorporated into the design.
			<i>Staff Comments</i>	<i>The garage has been designed to not have a visual impact from the street, 2nd Avenue.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3d	d. Roof Form
				Guideline: Roof forms shall define the entry to the building, breaking up the perceived mass of larger buildings, and to diminish garages where applicable.
			<i>Staff Comments</i>	<i>Proposed roof line matches existing rear section of principal building allowing for entrance to be clearly defined from the alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3d	Guideline: Roof pitch and style shall be designed to meet snow storage needs for the site.
				<ul style="list-style-type: none"> • Roof pitch materials and style shall retain snow on the roof, or allow snow to shed safely onto the property, and away from pedestrian travel areas. • Designs should avoid locating drip lines over key pedestrian routes. • Where setbacks are less than ten feet, special attention shall be given to the roof form to ensure that snow does not shed onto adjacent properties.
			<i>Staff Comments</i>	<i>Roof line has a slope of 8:12 which remains consistent with Old Hailey guidelines and drip lines and snow shed areas exist to prevent snow shedding and melting onto pedestrian walkways and adjacent properties.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3d	Guideline: The use of roof forms, roof pitch, ridge length and roof materials that are similar to those traditionally found in the neighborhood are encouraged.

			<i>Staff Comments</i>	<i>Proposed roof form, pitch, and materials are similar to neighborhood and match existing principal building for uniformity.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3d	Guideline: The roof pitch of a new building should be compatible with those found traditionally in the surrounding neighborhood.
			<i>Staff Comments</i>	<i>Roof pitch is 8:12 and is compatible with surrounding neighborhood.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3e	e. Wall Planes
				Guideline: Primary wall planes should be parallel to the front lot line.
			<i>Staff Comments</i>	<i>All wall planes are proposed to be parallel to all lot lines.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3e	Guideline: Wall planes shall be proportional to the site, and shall respect the scale of the surrounding neighborhood.
			<i>Staff Comments</i>	<i>Proposed garage is scaled appropriately to surrounding neighborhood and measures 22x28 with a footprint of 616 square feet.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3e	Guideline: The use of pop-outs to break up longer wall planes is encouraged.
			<i>Staff Comments</i>	<i>A cantilevered balcony is used to break up the front wall plane along the alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3f	f. Windows
				Guideline: Windows facing streets are encouraged to be of a traditional size, scale and proportion.
			<i>Staff Comments</i>	<i>Windows facing alley are appropriate in size and match existing principal building and neighborhood themes and architecture.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3f	Guideline: Windows on side lot lines adjacent to other buildings should be carefully planned to respect the privacy of neighbors.
			<i>Staff Comments</i>	<i>Proposed windows encourage privacy from principal building, North neighbors and South neighbors. The majority of natural light enters from the alley side of the garage/ADU.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3g	g. Decks and Balconies
				Guideline: Decks and balconies shall be in scale with the building and the neighborhood.
			<i>Staff Comments</i>	<i>Balcony is appropriately sized at 53.49 square feet which is 8.6% of the ADU conditioned space.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3g	Guideline: Decks and balconies should be designed with the privacy of neighbors in mind when possible.
			<i>Staff Comments</i>	<i>Balcony faces the alley and gives both neighbors and occupants privacy.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3h	h. Building Materials and Finishes
				Guideline: Materials and colors shall be selected to avoid the look of large, flat walls. The use of texture and detailing to reduce the perceived scale of large walls is encouraged.
			<i>Staff Comments</i>	<i>A break in the siding at floor level of the ADU will break up the wall mass. Colors are to match the existing principal building but will be flipped to add character to the lot.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3h	Guideline: Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.
			<i>Staff Comments</i>	<i>Dark green will serve as the primary color of the garage/ADU and a lighter taupe color will serve as the trim color. The taupe will serve as a siding break along the middle of the garage.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3i	i. Ornamentation and Architectural Detailing
				Guideline: Architectural detailing shall be incorporated into the front wall plane of buildings.
			<i>Staff Comments</i>	<i>The balcony, window placement, coloring, materials, and cedar shake siding all contribute to architecture details that differentiate the front wall plane of the building.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3i	Guideline: The use of porches, windows, stoops, shutters, trim detailing and other ornamentation that is reminiscent of the historic nature of Old Hailey is encouraged.
			<i>Staff Comments</i>	<i>Cedar shake siding in the gables, a cantilevered balcony, and siding/trim coloring all remain and encourage the historic nature of Old Hailey.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)3i	Guideline: Architectural details and ornamentation on buildings should be compatible with the scale and pattern of the neighborhood.

			<i>Staff Comments</i>	<i>Garage/ADU design contributes and conforms to the scale and pattern of the neighborhood. Scale, location, and architecture match surrounding neighborhoods.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)4	4. Circulation and Parking
				Guideline: Safety for pedestrians shall be given high priority in site planning, particularly with respect to parking, vehicular circulation and snow storage issues.
			<i>Staff Comments</i>	<i>Principal building vehicular access shall access from the alley but separately from the additional parking space and snow storage. Pedestrian access to the ADU is kept separate and clear of the vehicular access to the garage.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)4	Guideline: The visual impacts of on-site parking visible from the street shall be minimized.
			<i>Staff Comments</i>	<i>On-site parking is kept on the North side of the lot away from street visibility and visual impact from the alley is kept minimal.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)4	Guideline: As a general rule, garages and parking should be accessed from the alley side of the property and not the street side.
			<i>Staff Comments</i>	<i>Vehicular access is from the alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)4	Guideline: Detached garages accessed from alleys are strongly encouraged.
			<i>Staff Comments</i>	<i>Vehicular access is from the alley.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)4	Guideline: When garages must be planned on the street side, garage doors shall be set back and remain subordinate to the front wall plane.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)4	Guideline: When garages and/or parking must be planned on the street side, parking areas are preferred to be one car in width. When curb cuts must be planned, they should be shared or minimized.
			<i>Staff Comments</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)4	Guideline: Off-street parking space for recreational vehicles should be developed as part of the overall site planning.
			<i>Staff Comments</i>	<i>Space remains in the rear of the lot for additional recreational vehicles.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)5	5. Alleys
				Guideline: Alleys shall be retained in site planning. Lot lines generally shall not be modified in ways that eliminate alley access to properties.
			<i>Staff Comments</i>	<i>Alley is retained.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)5	Guideline: Alleys are the preferred location for utilities, vehicular access to garages, storage areas (including recreational vehicles) and accessory buildings. Design and placement of accessory buildings that access off of alleys is encouraged.
			<i>Staff Comments</i>	<i>Alley is used for ADU/garage access, snow storage, underground utilities, and accessory building location.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)5	Guideline: Generally, the driving surface of alleys within Limited Residential and General Residential may remain a dust-free gravel surface, but should be paved within Business, Limited Business, and Transitional. The remainder of the City alley should be managed for noxious weed control, particularly after construction activity.
			<i>Staff Comments</i>	<i>Staff will notify property owners of requirement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)5	Guideline: Landscaping and other design elements adjacent to alleys should be kept simple, and respect the functional nature of the area and the pedestrian activity that occurs.
			<i>Staff Comments</i>	<i>Landscaping is existing.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)6	6. Accessory Structures
				Guideline: Accessory buildings shall appear subordinate to the main building on the property in terms of size, location and function.

			Staff Comments	<i>Accessory structure matches the principal building in function, location, and size is appropriate. Footprint of existing building is 1,212 square feet and proposed building has a footprint of 616 square feet.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)6	Guideline: In general, accessory structures shall be located to the rear of the lot and off of the alley unless found to be impractical.
			Staff Comments	<i>Proposed location of the ADU is at the rear of the lot.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)7	7. Snow Storage
				Guideline: All projects shall be required to provide 25% snow storage on the site.
			Staff Comments	<i>Parking and pedestrian circulation total 549 square feet. The requirement for snow storage is 25% which is equivalent to 137.25 sq. ft. The applicant has provided 137.25 square feet along the north side of the garage.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)7	Guideline: A snow storage plan shall be developed for every project showing: <ul style="list-style-type: none"> • Where snow is stored, key pedestrian routes and clear vision triangles. • Consideration given to the impacts on adjacent properties when planning snow storage areas.
			Staff Comments	<i>Proposed snow storage area of 139 square feet is along the north side of the accessory structure.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)8	8. Existing Mature Trees and Landscaping
				Guideline: Existing mature trees shall be shown on the site plan, with notations regarding retention, removal or relocation. Unless shown to be infeasible, a site shall be carefully planned to incorporate existing mature trees on private property into the final design plan.
			Staff Comments	<i>Existing landscaping is shown on the site plan and remains intact.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)8	Guideline: Attention shall be given to other significant landscape features which may be present on the site. Mature shrubs, flower beds and other significant landscape features shall be shown on the site plan and be incorporated into the site plan where feasible.
			Staff Comments	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)8	Guideline: Noxious weeds shall be controlled according to State Law.
			Staff Comments	<i>Homeowners will be advised by City staff.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9(C)9	9. Fences and Walls
				Guideline: Fences and walls that abut public streets and sidewalks should be designed to include fence types that provide some transparency, lower heights and clearly marked gates.
			Staff Comments	<i>Fencing is pre-existing and meets City standards.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)9	Guideline: Retaining walls shall be in scale to the streetscape.
			Staff Comments	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)10	10. Historic Structures
				General Guidelines: Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following guidelines: <ul style="list-style-type: none"> • The alteration should be congruous with the historical, architectural, archeological, educational or cultural aspects of other Historic Structures within the Townsite Overlay District, especially those originally constructed in the same Period of Significance. • The alteration shall be contributing to the Townsite Overlay District. Adaptive re-use of Historic Structures is supported while maintaining the architectural integrity of the original structure.
			Staff Comments	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9(C)10	Specific Guidelines. Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following specific guidelines:

				<ul style="list-style-type: none"> • The design features of repairs and remodels including the general streetscape, materials, windows, doors, porches, and roofs shall not diminish the integrity of the original structure. • New additions should be designed to be recognizable as a product of their own Period of Significance with the following guidelines related to the historical nature of the original structure: <ul style="list-style-type: none"> ~ The addition should not destroy or obscure important architectural features of the original building and/or the primary façade; ~ Exterior materials that are compatible with the original building materials should be selected; ~ The size and scale of the addition should be compatible with the original building, with the addition appearing subordinate to the primary building; ~ The visual impact of the addition should be minimized from the street; ~ The mass and scale of the rooftop on the addition should appear subordinate to the rooftop on the original building, and should avoid breaking the roof line of the original building; ~ The roof form and slope of the roof on the addition should be in character with the original building; ~ The relationship of wall planes to the street and to interior lots should be preserved with new additions.
			<i>Staff Comments</i>	

6A.6 Criteria.

A. The Commission or Hearing Examiner shall determine the following before approval is given:

1. The project does not jeopardize the health, safety or welfare of the public.
2. The project conforms to the applicable specifications outlined in the Design Review Guidelines, as set forth herein, applicable requirements of the Zoning Ordinance, and City Standards.

B. Conditions. The Commission or Hearing Examiner may impose any condition deemed necessary. The Commission or Hearing Examiner may also condition approval of a project with subsequent review and/or approval by the Administrator or Planning Staff. Conditions which may be attached include, but are not limited to those which will:

1. Ensure compliance with applicable standards and guidelines.
2. Require conformity to approved plans and specifications.
3. Require security for compliance with the terms of the approval.
4. Minimize adverse impact on other development.
5. Control the sequence, timing and duration of development.
6. Assure that development and landscaping are maintained properly.
7. Require more restrictive standards than those generally found in the Zoning Ordinance.

C. Security. The applicant may, in lieu of actual construction of any required or approved improvement, provide to the City such security as may be acceptable to the City, in a form and

in an amount equal to the cost of the engineering or design, materials and installation of the improvements not previously installed by the applicant, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one (1) year from the date the security is provided.

- 1. If any extension of the one year period is granted by the City, each additional year, or portion of each additional year, shall require an additional twenty percent (20%) to be added to the amount of the original security initially provided.**
- 2. In the event the improvements are not completely installed within one (1) year, or upon the expiration of any approved extension, the City may, but is not obligated, to apply the security to the completion of the improvements and complete construction of the improvements.**

The following conditions are suggested to be placed on any approval of this application:

- a) All applicable Fire Department and Building Department requirements shall be met.
- b) Any change in use or occupancy type from that approved at time of issuance of Building Permit may require additional improvements and/or approvals. Additional parking may also be required upon subsequent change in use, in conformance with Hailey's Zoning Ordinance at the time of the new use.
- c) All City infrastructure requirements shall be met. In particular, the existing sewer service pipe shall be replaced as requested by the Hailey Wastewater staff. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:
- d) The requirement for a sidewalk along First Avenue is hereby waived as allowed for in Title 17, Article 6A.7.b of the Hailey Municipal Code.
- e) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.
- f) All new and existing exterior lighting shall comply with the Outdoor Lighting Ordinance.
- g) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided as approved by the City Attorney, before a Certificate of Occupancy can be issued.
- h) Existing mature trees shown on the site plan shall be fenced or otherwise protected at the drip line for the duration of construction.
- i) This project is subject to Development Impact Fees pursuant to Municipal Code Chapter 15.16. The estimated fee is determined at the time of Building Permit application.
- j) This Design Review approval is for the date the Findings of Fact are signed. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.

- k) All utilities will be located underground, consistent with 6A.9.C.1.
- l) The existing fence located on the alley side and on the East side of the property shall be relocated in order to vacate City property or shall file for an encroachment permit per recommendation of the Public Works Department.

Motion Language

Approval:

Motion to approve the application submitted by Sandy & Mike Shepard, represented by Charles Maguire, for Design Review of a new 616 sq. ft. detached garage with an accessory 616 sq. ft. dwelling unit addition, to be located at Hailey Townsite, Lots 1, 2, & N 10' of 3, Block 70 (621 2nd Avenue North), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts, 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, and City Standards, provided conditions (a) through (l) are met.

Denial:

Motion to deny the application submitted by Sandy & Mike Shepard, represented by Charles Maguire, for Design Review of a new 616 sq. ft. detached garage with an accessory 616 sq. ft. dwelling unit addition, to be located at Hailey Townsite, Lots 1, 2, & N 10' of 3, Block 70 (621 2nd Avenue North), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts, finding that _____ [the Commission should cite which standards are not met and provided the reason why each identified standard is not met].

Continuation:

Motion to continue the public hearing on the application submitted by Sandy & Mike Shepard, represented by Charles Maguire, for Design Review of a new 616 sq. ft. detached garage with an accessory 616 sq. ft. dwelling unit addition, to be located at Hailey Townsite, Lots 1, 2, & N 10' of 3, Block 70 (621 2nd Avenue North), within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts to _____ [Commission should specify a date].

RECEIVED
MAR 16 2015

City of Hailey - Design Review Application

Submittal Date: 3/16/2015

Project Name: SHEPARD GARAGE CITY OF HAILEY

Legal Description of Property: Subdivision HAILE Lot(s) 1, 2 & N. 10' OF L73, Block 70

Street Address of Property: 621 N. 2ND AVE

Current Zoning of Property: GR Townsite Overlay Year of original construction: 1930's
(Only applicable if property is within the Townsite Overlay)

Existing building gross sq. ft. (if applicable) Proposed addition or new construction sq. ft.

Name of Owner of the Property: SANDY & MIKE SHEPARD

Mailing Address: 621 N. 2ND AVE City: HAILEY State: ID Zip: 83333

Phone: (208) 720-0388 Fax: () Cell: ()

Email Address: sshepard@cox.net

Property Owner Consent:
By signature hereon, the property owner acknowledges that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect, post legal notices, and/or other standard activities in the course of processing this application, pursuant to Idaho Code §67-6507. The property owner is also hereby notified that members of the Planning and Zoning Commission and City Council are required to generally disclose the content of any ex parte discussion (outside the hearing) with any person, including the property owner or representative, regarding this application.

Property Owner's Signature: Sandy H. Shepard Date: 3/13/15

Name of individual to contact on behalf of Trust or LLC (if applicable): CHIP MAQUIRE

Mailing Address: 416 N. 3RD AVE City: HAILEY State: ID Zip: 83333

Phone: (208) 720-7996 Fax: () Cell: ()

Email Address: chip@MODE-LLC.COM

Application Contact (if different than above):

**Application Contact will be the Planning Department's primary point of contact for questions related to the application.

Mailing Address: City: State: Zip:

Phone: () Fax: () Cell: ()

Email Address:

Signature: Date: / /

See attached checklist for items that must be submitted with this application in order for application to be considered complete. See the applicable Design Review Guidelines, including Townsite Overlay Guidelines if applicable, in Section 6A of the Hailey Zoning Ordinance.

Appeals: Any interested party may appeal in writing any final decision of the Planning and Zoning Administrator, Hearing Examiner, or Commission to the City Council by filing an appeal with the Hailey City Clerk within fifteen (15) days form the date of the decision. The appeal shall specifically state the decision appealed and reasons for the appeal. If no appeal is filed within the fifteen (15) day period, the decision shall be deemed final.

FOR CITY USE ONLY Fees: Cost of additional noticing, recording fees, and other direct costs will also be assessed.

- Commercial, Mixed-Use or Multi-Family..... \$ 450.00
plus \$25 / 1,000 gross square feet..... \$
- OR Single-Family Dwelling, Duplex or Accessory Structure in TO..... \$ 250.00 --
- OR No Substantial Impact..... (Mailing only)..... \$ 75.00
- OR Modification to DR Approval... (No publication or mailing)..... \$ 50.00
- OR DR Exemption... (No publication or mailing)..... \$ 30.00
- Publication cost..... \$ 40.00
- Mailing (# of addresses 26) x (.49 postage + .15 paper, envelope & label) \$ 16.64
DO NOT COUNTY DUPLICATES OR CITY OF HAILEY
- Total Due..... \$ 306.64

DESIGN REVIEW - CHECKLIST

Project Name: SHEPARD GARAGE / ADU

City Use Only -
 Certified Compete by: KH
 Date: 3/16/15

The following items must be submitted with the application for the application to be considered complete (✓):

- ✓ One (1) large set of plans with scale indicated containing the following:
- ✓ Vicinity map showing project location in relationship to adjacent buildings and surrounding area.
- ✓ Site plan showing proposed parking, loading, general circulation, snow storage and parking stall dimensions (must show location of adjacent buildings and structures).
- ✓ Total square footage of subject property, including lot dimensions.
- ✓ Building setbacks.
- ✓ Staging and contractor parking plan.
- ✓ Exterior lighting plan (location, type, height, lumen output, luminance levels for area lighting, and spec sheets for fixtures).
- ✓ Landscape plan
 - ✓ Existing tree to be shown as retained/relocated/removed.
 - ~~N/A~~ All proposed species type/size/quantity of each.
 - ~~N/A~~ Drought tolerant and xeriscape species must be identified for at least 50% of landscaped area.
- ✓ Floor plan (include gross square footage for each floor, occupancy classification and type of construction).
- ✓ Utilities plan (location and size of water and sewer mains and services, gas, electric, TV and phone).
- ✓ Drainage plan (grading, catch basins, piping, and dry-wells).
- ✓ Detailed elevations showing facade of all sides of proposed building and other exterior elements. Must show elevation points of record grade. Include notes on colors, materials, dimensions.
- ✓ Colored rendering of at least one side of the proposed building.
- ~~N/A~~ Idaho licensed architect (plans for single family dwellings may be stamped by an Idaho licensed structural engineer)
- ✓ North point and scale.
- ✓ Six (6) 11" x 17" copies of any larger plans/maps OR one (1) 11" x 17" copy of any larger plans/maps if project is within the Townsite Overlay.
- ✓ PDF files of all required documents and 11" x 17" plans/maps.
- ✓ Color photographs of any existing structures on the site.
- ✓ Materials and colors sample board. Each sample approximately 12" x 12".
- ~~N/A~~ Sign Plan (if applicable).
- ~~N/A~~ Area Development Plan (required if property owner also owns adjacent parcels).
- ~~N/A~~ For property located in Airport West, Design Review approval by Airport West Design Board.
- Names and address of all property owners within three hundred (300) feet of the exterior boundaries of the land being considered. Names and addresses can be obtained using the Blaine County map server <http://maps.co.blaine.id.us/> or from the Blaine County Assessor's office. Assistance can be provided by the Hailey Planning staff upon request.
- ~~N/A~~ Names and addresses of easement holders within subject property.
- ✓ Written statement of how each design review standard is met (contact the Planning Department for which set of standards is applicable to your project).
- Other information as required by the P&Z Administrator, Hearing Examiner or Commission.

City Use Only:

- ___ Double check address
- ___ Advise applicant if Lot Line Adjustment is needed
- ___ Check following basic standards:

___ Density	___ Lot coverage
___ Setbacks	___ Floor area
___ Height (plans must show elevation points of record grade)	___ Parking (# of spaces)

Project: Shepard Garage | ADU

Date: 03.16.2015

DESIGN REVIEW GUIDELINES

A proposed new garage, ADU for the owners Sandy & Mike Shepard. This new 616 sf. Garage and 616 sf. ADU above will sit behind the existing house at 621 N. 2nd Ave. The garage entry will be off the alley. We have taken the design and colors of the existing house into the proposed garage. The roof of the garage will be a slope of 8:12, which aligns with the Old Hailey standard. The colors and materials of the garage will be the same, but in reverse, adding character to the over all lot. The location of the garage will be in the backyard behind the existing house. It will be out of view from the front of the house. We brought the scale of the garage down by adding siding breaks at the floor line, a cantilever deck off the West side of the garage and stairs running up the north side. We also have add an upper band and cedar siding in the gables. The Cantilever deck will also add a design element to break up the garage door. The garage size 22x28 was chosen to cut back the scale of the garage to allow for more yard on the South side. These dimensions also allow for the long axis to run on the south for passive solar. The windows are to double pained with argon to lower their U-value, the walls are to be R-25 and the garage slab is to be insulated. By adding the Additional Dwelling Unit above the garage we are adding to the value of the property as well as to the over all plan of Old Hailey to have additional housing in the town site overlay.

Overall, this is a simple project that will fit in to the neighborhood very nicely and not have a visual impact from the street. It has been designed to compliment the existing house while adding a very practical use for the owners. The garage will take the parking to the back of the house and allow for the street to be clear of three automobiles. The scale of the garage has been reduced form a typical 24x24 garage to a 22x28 garage and with the siding breaks and deck, will also break the scale while still allowing for a full comfortable additional living unit.

*Respectfully,
Chip Maguire
M.O.D.E. LLC.
p.208.720.7996*



2 EXISTING HOUSE|BACK YARD LOOKING NORTH-LOCATION OF PROPOSED GARAGE



3 EXISTING HOUSE|BACKYARD LOOKING NORTH-LOCATION OF PROPOSED GARAGE



1 EXISTING HOUSE|FRONT-EAST ELEVATION

EXISTING PHOTOS

M.O.D.E. LLC
 Chip Maguire
 chip@modelc.com
 p.208.720.7996

SHEPARD GARAGE | ADU
 621 N. 2ND AVENUE
 Hailey
 Idaho

ENGINEER

THESE DRAWINGS AND DETAILS ARE PROTECTED UNDER FEDERAL COPYRIGHT LAWS AND ARE EXCLUSIVE PROPERTY OF THE DESIGNER. ANY UNAUTHORIZED USE, REPRODUCTION OR TRANSMISSION WITHOUT THE EXPRESS WRITTEN PERMISSION OF M.O.D.E. LLC IS PROHIBITED BY LAW AND IS A VIOLATION OF FEDERAL LAWS.

DESIGN REVIEW
 DATE: MARCH 17, 2015

FILE

REVISIONS

NO.	DATE	DESCRIPTION

A0.1

From: [Kelly Schwarz](#)
To: [Kristine Hilt](#)
Subject: RE: 215 N 2nd
Date: Wednesday, April 08, 2015 2:39:58 PM

They do need a permit just for documentation. I'm fine with the location of the fence.

From: Kristine Hilt
Sent: Wednesday, April 08, 2015 9:43 AM
To: Kelly Schwarz
Subject: 215 N 2nd

Fence in ROW. Encroachment permit?

Warm Regards,

Kristine Hilt CFM
Community Development Coordinator
City of Hailey
115 Main Street South | Hailey, ID 83333
Phone: 208.788.9815 ex. 27 | Fax: 208.788.2924
kristine.hilt@haileycityhall.org | www.haileycityhall.org

From: [Roger Parker](#)
To: [Lisa Horowitz](#); [Mike Baledge](#); [Mariel Platt](#); [Cole Balis](#)
Cc: jim.lynch@dbs.idaho.gov
Subject: RE: April 13 Design Review: Shepard Garage and Accessory Dwelling Unit
Date: Monday, March 23, 2015 9:04:45 AM

Sewer service comes in from the alley to existing home. This new ADU will potentially be built on the top of this existing sewer service. This will be a State Plumbing call in if the service needs to be moved or not but I would recommend at the minimum the sewer service pipe be replaced before building the ADU on top of. Some of this piping in old Hailey is AC pipe which is old and brittle. It will be ok for the ADU to connect into existing sewer service, they won't have to make new separate connection onto mainline.

Roger

From: Lisa Horowitz
Sent: Thursday, March 19, 2015 2:34 PM
To: Mike Baledge; Mariel Platt; Roger Parker; Cole Balis
Cc: jim.lynch@dbs.idaho.gov
Subject: April 13 Design Review: Shepard Garage and Accessory Dwelling Unit

Attached please find plans for the Shepard Garage and Accessory Dwelling Unit, planned for 621 N. Second Avenue.

Public works folks: I was not going to route this to the City Engineer unless you see a need.

If I could have any comments by Tuesday, march 31st that would be helpful.

Lisa

Lisa Horowitz
COMMUNITY DEVELOPMENT DIRECTOR
CITY OF HAILEY
115 S. MAIN ST. HAILEY, ID 83333
208-788-9815 EXT. 13
CELL: 727-7097



ROOFING



CEDAR SHINGLES

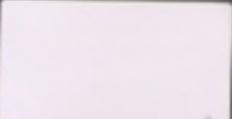


TRIM/BANDS/GARAGE/DOOR



FLASHING

SIDING



WINDOW COLOR

SHEPARD GARAGE ADU

304 Elm Street East Addition/Remodel Design Review

[Back to Agenda](#)

**DESIGN REVIEW
STAFF REPORT**

TO: Hailey Planning and Zoning Commission

FROM: Lisa Horowitz, Community Development Director

RE: Design Review application submitted by Charles Maguire on behalf of Ivana Radlova for an expansion to single-family residential dwelling and reconstruction of a garage/accessory dwelling unit to be located on Lots 13-15, Block 12, of the Hailey Townsite, otherwise known as 304 Elm Street.

HEARING: April 13, 2015

Applicant: Charles Maguire, representative, Ivana Radlova, owner

Request: Design Review of an addition to a single-family dwelling and

Location: Lots 13-15 , Block 12, Hailey Townsite (304 Elm Street)

Zoning: General Residential (GR)

Notice

Notice for the public hearing was published in the Idaho Mountain Express on March 27, 2015 and mailed to property owners within 300 feet on March 19, 2015.

Application

The applicant is proposing a 829 square foot addition to an existing Old Hailey House, and a 161 square foot addition to an existing garage/accessory dwelling unit. Both were constructed in 1925, and have been remodeled through the years. The applicants remodel summary attached to this staff report explains the elements of the remodel in detail: additions of master bedroom, bathroom, entryway, expanded kitchen and dining on the ground floor and raising the roof on the second floor to allow for three bedrooms, two baths and a sitting area. Regarding the garage, it will be rebuilt to be entirely within the private property, and the north plane will be extended to create a more standard garage width of 24'. The garage is nonconforming in terms of setbacks from Elm Street. The reconstruction and addition to the garage will be conforming.

Procedural History

The Design Review application was submitted on March 18, 2015 and certified complete on the same date. A public hearing before the Planning and Zoning Commission for approval or denial of the project will be held on April 13, 2015, at 5:30 pm in the Council Chambers.

General Requirements for all Design Review Applications				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.5 (B)	Complete Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Department Comments	Engineering: <i>No comments</i>
				Life/Safety: <i>No comment</i>
				Water and Sewer: <i>No comment</i>
				Building: <i>No comment</i>
				Streets: <i>No comment</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	8.2 Signs	8.2 Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.
			Staff Comments	<i>Signage is prohibited in residential zones.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9.4 On-site Parking Req.	See Section 9.4 for applicable code.
			Staff Comments	<ul style="list-style-type: none"> • <i>two spaces per dwelling are required with a maximum of 6, and 1 space for ADU's under 1,000 square feet.</i> • <i>Home will have 2-car garage and the following:</i> <ul style="list-style-type: none"> ▪ <i>One additional space on gravel pad on alley side in the southeast corner</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8B.4.1 Outdoor Lighting Standards	8B.4.1 General Standards <ol style="list-style-type: none"> a) All exterior lighting shall be designed, located and lamped in order to prevent: <ol style="list-style-type: none"> 1. Overlighting; 2. Energy waste; 3. Glare; 4. Light Trespass; 5. Skyglow. b) All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes. c) Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties. d) Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires. e) Idaho Power shall not install any luminaires after the effective date of this

				<p>Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator.</p> <p><i>Staff Comments</i></p> <ul style="list-style-type: none"> - Plans show fully downcast lighting on the exterior of the dwelling - Applicant will install downcast, outdoor lighting fixtures - Lights will be: Bayport Collection Dark Sky Outdoor Wall Light
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Bulk Requirements</p> <p>See 4.13.6, Zoning Ordinance</p>	<p><i>Staff Comments</i></p> <p>Zoning District: General Residential in the Townsite Overlay. Townsite Overlay bulk requirements apply.</p> <ul style="list-style-type: none"> - Max Height: 30'. Proposed height: 28'-8" - Residence Street side Setbacks: 12' from the street. - Setback from property lines abutting other private property <ul style="list-style-type: none"> o Base Side Setback: 15% of lot width, no less than 6' and 10' is the maximum required <ul style="list-style-type: none"> ▪ Home is set back 12 feet on the two street sides ▪ Home is set back 22' on south side. Required setback is 11'-3" according to the 75' wide lot (120 X15%=11'-3") - Alley setback is required at 6'. Garage is existing nonconforming at 1'-2" per Section 4.13.7 - Garage streetside setback is required to be 20'. Garage is nonconforming and encroaches over the property line into the Elm Street right of way approx.. 1'-0". Expansion is proposed on this side, with all expansion on private property. Section 4.13.7 permits expansion "within the plane of the furthest intrusion". Staff recommends that this be at the property line, as shown on the drawings. <ul style="list-style-type: none"> o Setback based on height of structure <ul style="list-style-type: none"> ▪ 4.13.6.d.4.b: <ul style="list-style-type: none"> • Any wall, as measured from the highest point including any gable or peak in a direct vertical line to record grade, shall have a setback of one (1) foot for every two and a half (2.5) feet of wall height (see Diagram 1 and Table 2), but not less than the base setback noted in subsection (a) above, regardless of underlying zoning. ▪ Highest vertical wall height, measured from record grade, facing adjacent property is existing at 28'-8" ▪ Required Setback: 28'-6" / 2.5' = 11'-6". Setback is 22' - Maximum Lot coverage: 30% in GR for a two-story dwelling with a garage <ul style="list-style-type: none"> o Lot is 9002 square feet, therefore 2,700.6 sf is allowed for lot coverage o Proposed lot coverage is 2667, or 29.62% of total lot coverage.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>6A.7 (A) Required Street Improvements Required</p> <p><i>Staff Comments</i></p>	<p>Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.</p> <ul style="list-style-type: none"> - An 10' wide sidewalk exists on Elm Street, which is a primary school route. The project may be waived from adding a sidewalk on Third Avenue, per Section

				<i>6A.7.A. Staff recommends this waiver, which is a condition of approval.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.7 (B) Required Water System Improvements	In the Townsite Overlay District, any proposal for new construction or addition of a garage accessing from the alley, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.
			Staff Comments	- <i>The Applicant has been advised that all water lines coming from the main to the meter vault must be buried more than six feet deep.</i>

Design Review Guidelines for Residential Buildings in the Townsite Overlay District (TO): 6A.9				
1. Site Planning: 6A.9.C.1				
Compliant			Standards and Staff Comments	
Yes	No	N/A	Guideline	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.1	The pattern created by the Old Hailey town grid should be respected in all site planning decisions.
			Staff Comments	<ul style="list-style-type: none"> • <i>The proposed addition and reconstruction preserve the Old Hailey Townsite lot configuration, although the house accesses from the long side of the corner lot.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.1	Site planning for new development and redevelopment shall address the following: <ul style="list-style-type: none"> • scale and massing of new buildings consistent with the surrounding neighborhood; • building orientation that respects the established grid pattern of Old Hailey; • clearly visible front entrances; • use of alleys as the preferred access for secondary uses and automobile access; • adequate storage for recreational vehicles; • yards and open spaces; • solar access on the site and on adjacent properties where feasible, and where such decisions do not conflict with other Design Guidelines; • snow storage appropriate for the property; • underground utilities for new dwelling units.
			Staff Comments	<ul style="list-style-type: none"> • <i>The proposed site plan and development is consistent with the scale and massing in the neighborhood.</i> • <i>The applicant proposes to retain the garage access off of Elm Street.</i> • <i>All utilities will be located underground as shown on the site plan.</i> • <i>All utilities are accessed from the alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.1	The use of energy-conserving designs that are compatible with the character of Old Hailey are encouraged. The visual impacts of passive and active solar designs should be balanced with other visual concerns outlined in these Design Guidelines.
			Staff Comments	<ul style="list-style-type: none"> • <i>An energy summary is provided on the cover sheet of the plan set.</i>

2. Bulk Requirements (Mass and Scale, Height, Setbacks): 6A.9.C.2				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.2	The perceived mass of larger buildings shall be diminished by the design.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> • <i>The proposed structures will be consistent in size and mass to the surrounding structures and with the surrounding neighborhood.</i> • <i>Design effort was made to lower the mass by adding various roof forms and add to the human scale.</i> • <i>Siding was changed in elevation changes to avoid blank walls.</i> • <i>Garage is subordinate to the main house.</i>
3. Architectural Character: 6A.9.C.3				
Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and Staff Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.a	General: New buildings should be respectful of the past, but may offer new interpretations of old styles, such that they are seen as reflecting the era in which they are built.
			<i>Staff Comments</i>	<i>Both buildings are existing; and are reflective of historic design.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.b	Building Orientation: The front entry of the primary structure shall be clearly identified such that it is visible and inviting from the street.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> • <i>The front entrance has access to Elm Street, and is clearly visible from the street.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.b	Building Orientation: Buildings shall be oriented to respect the existing grid pattern. Aligning the front wall plane to the street is generally the preferred building orientation.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> • <i>Dwelling is situated squarely on the site, which is consistent with Old Hailey.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.c	Building Form: The use of building forms traditionally found in Old Hailey is encouraged. Forms that help to reduce the perceived scale of buildings shall be incorporated into the design.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> • <i>Porch roofs and gabled roofs break up the mass of the traditional gable. This is consistent with styles and forms found in Old Hailey.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.d	Roof Form: Roof forms shall define the entry to the building, breaking up the perceived mass of larger buildings, and to diminish garages where applicable.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> • <i>Porch roofs and gabled roofs break up the mass of the traditional gable. This is consistent with styles and forms found in Old Hailey</i> • <i>Roof pitch on the main house is 8:12.</i> • <i>A lower roof wraps around 3 sides of the reconstructed garage.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.d	Roof Form: Roof pitch and style shall be designed to meet snow storage needs for the site.
				<ul style="list-style-type: none"> • Roof pitch materials and style shall retain snow on the roof, or allow snow to shed safely onto the property, and away from pedestrian travel areas. • Designs should avoid locating drip lines over key pedestrian routes.

				<ul style="list-style-type: none"> Where setbacks are less than ten feet, special attention shall be given to the roof form to ensure that snow does not shed onto adjacent properties.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Roof materials: standing seam metal. Roof Pitch: 8/12 on gables All drip lines are away from pedestrian areas All snow will be retained on the roof or shed onto the property. No snow will shed onto the adjoining property or the City rights of way.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.d	Roof Form: The use of roof forms, roof pitch, ridge length and roof materials that are similar to those traditionally found in the neighborhood are encouraged.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> The following forms are currently found in the neighborhood: <ul style="list-style-type: none"> Architectural asphalt shingles and standing seam metal gable end roofs Shed dormers. The application is consistent with the neighborhood in regards to roof forms and materials
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.d	Roof Form: The roof pitch of a new building should be compatible with those found traditionally in the surrounding neighborhood.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Roof Pitch <ul style="list-style-type: none"> 8/12 for gables Flat roof porch elements
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.e	Wall Planes: Primary wall planes should be parallel to the front lot line.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Primary wall is shown parallel to the front property line.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.e	Wall Planes: Wall planes shall be proportional to the site, and shall respect the scale of the surrounding neighborhood.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Wall planes contain porch roofs and in some places are stepped in scale, keeping the mass of the primary building down. This is respectful and consistent with the neighborhood.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.e	Wall Planes: The use of pop-outs to break up longer wall planes is encouraged.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Wall plane lengths are modest in size.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.f	Windows: Windows facing streets are encouraged to be of a traditional size, scale and proportion.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Windows are more narrow than they are wide, consistent with traditional Old Hailey windows.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.f	Windows: Windows on side lot lines adjacent to other buildings should be carefully planned to respect the privacy of neighbors.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> The building is set back in excess of required setbacks from adjacent property lines.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.g	Decks and Balconies: Decks and balconies shall be in scale with the building and the neighborhood.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> An existing deck on the Third Avenue side will be expanded, but is in scale to the building and neighborhood.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.3.g	Decks and Balconies: Decks and balconies should be designed with the privacy of neighbors in mind when possible.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> The deck is far from adjacent properties
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.h	<p>Building Materials and Finishes: Materials and colors shall be selected to avoid the look of large, flat walls. The use of texture and detailing to reduce the perceived scale of large walls is encouraged.</p> <p>Building Materials and Finishes: Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.</p>

			Staff Comments	- <i>Wall Materials: The lower level is proposed as 4" lap siding and the upper level as board & batt. Wrapping the lower roof wrap around the entire house reduces the scale of the second story. The change in siding will also contribute to this. Treatment is similar for the garage/ADU structure.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.h	Building Materials and Finishes: Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.
			Staff Comments	<i>See above</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.i	Ornamentation and Architectural Detailing: Architectural detailing shall be incorporated into the front wall plane of buildings.
			Staff Comments	<ul style="list-style-type: none"> <i>A variety of colors, window treatments and covered elements are proposed</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.i	Ornamentation and Architectural Detailing: The use of porches, windows, stoops, shutters, trim detailing and other ornamentation that is reminiscent of the historic nature of Old Hailey is encouraged.
			Staff Comments	<ul style="list-style-type: none"> <i>A front entry stoop is planned. Windows have colored trim.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.3.i	Ornamentation and Architectural Detailing: Architectural details and ornamentation on buildings should be compatible with the scale and pattern of the neighborhood.
			Staff Comments	<ul style="list-style-type: none"> <i>See above notes.</i>

4. Circulation and Parking: 6A.9.C.4

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.4	Guideline: Safety for pedestrians shall be given high priority in site planning, particularly with respect to parking, vehicular circulation and snow storage issues.
			Staff Comments	<ul style="list-style-type: none"> <i>Adequate parking has been provided and pedestrian access off the adjacent streets is provided and does not interfere with traffic from the streets.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.4	Guideline: The visual impacts of on-site parking visible from the street shall be minimized.
			Staff Comments	<ul style="list-style-type: none"> <i>The existing two car garage has street-side access, but is visually acceptable due to colors and design.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.4	Guideline: As a general rule, garages and parking should be accessed from the alley side of the property and not the street side.
			Staff Comments	<ul style="list-style-type: none"> <i>Existing nonconforming streetside access is permitted to remain.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.4	Guideline: Detached garages accessed from alleys are strongly encouraged.
			Staff Comments	<ul style="list-style-type: none"> <i>Detached garage is existing and nonconforming.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.4	Guideline: When garages must be planned on the street side, garage doors shall be set back and remain subordinate to the front wall plane.
			Staff Comments	<ul style="list-style-type: none"> <i>Garage will be moved back to within the property. Door design is subordinate.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.4	Guideline: When garages and/or parking must be planned on the street side, parking areas are preferred to be one car in width. When curb cuts must be planned, they should be shared or minimized.
			Staff Comments	<ul style="list-style-type: none"> <i>No parking areas exists in front of the garage. Parking for the ADU is off of the alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.4	Guideline: Off-street parking space for recreational vehicles should be developed as part

				of the overall site planning.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> No RV parking is shown, and would not fit well on this lot.

5. Alleys: 6A.9.C.5

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.5	Guideline: Alleys shall be retained in site planning. Lot lines generally shall not be modified in ways that eliminate alley access to properties. <i>Staff Comments</i> Alley is retained and provides access to the ADU parking.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.5	Guideline: Alleys are the preferred location for utilities, vehicular access to garages, storage areas (including recreational vehicles) and accessory buildings. Design and placement of accessory buildings that access off of alleys is encouraged. <i>Staff Comments</i> <ul style="list-style-type: none"> All utilities come off the alley and are underground to the dwelling.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.5	Guideline: Generally, the driving surface of alleys within Limited Residential and General Residential may remain a dust-free gravel surface, but should be paved within Business, Limited Business, and Transitional. The remainder of the City alley should be managed for noxious weed control, particularly after construction activity. <i>Staff Comments</i> <ul style="list-style-type: none"> The alley is currently graveled and no improvements are planned. Noxious weeds will be removed before construction commences.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.5	Guideline: Landscaping and other design elements adjacent to alleys should be kept simple, and respect the functional nature of the area and the pedestrian activity that occurs. <i>Staff Comments</i> Little landscaping is on the alley side.

6. Accessory Structures: 6A.9.C.6

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.6	Guideline: Accessory buildings shall appear subordinate to the main building on the property in terms of size, location and function. <i>Staff Comments</i> The reconstructed Garage is smaller than the home, and appears subordinate.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.6	Guideline: In general, accessory structures shall be located to the rear of the lot and off of the alley unless found to be impractical. <i>Staff Comments</i> The garage/ADU building is located at the rear of the lot.

7. Snow Storage: 6A.9.C.7

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.7	Guideline: All projects shall be required to provide 25% snow storage on the site. <i>Staff Comments</i> <ul style="list-style-type: none"> Parking and pedestrian circulation surfaces comprise 2,019 square feet. According to 6A9.C.7, 505 square feet is required (2,019 X 25%) 770 square feet are shown on the plans for snow storage in several on-site locations.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.7	Guideline: A snow storage plan shall be developed for every project showing:

				<ul style="list-style-type: none"> Where snow is stored, key pedestrian routes and clear vision triangles. Consideration given to the impacts on adjacent properties when planning snow storage areas.
			<i>Staff Comments</i>	<ul style="list-style-type: none"> Snow storage areas do not restrict pedestrian access. Pedestrian access must be unrestricted and visible from the adjacent streets.

8. Existing Mature Trees and Landscaping: 6A.9.C.8

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.8	<p>Guideline: Existing mature trees shall be shown on the site plan, with notations regarding retention, removal or relocation. Unless shown to be infeasible, a site shall be carefully planned to incorporate existing mature trees on private property into the final design plan.</p> <p><i>Staff Comments</i> The lot contains a variety of existing mature landscaping.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.8	<p>Guideline: Attention shall be given to other significant landscape features which may be present on the site. Mature shrubs, flower beds and other significant landscape features shall be shown on the site plan and be incorporated into the site plan where feasible.</p> <p><i>Staff Comments</i> The slope of the lot was used in landscaping to incorporate planters and a terraced garden effect.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.8	<p>Guideline: Noxious weeds shall be controlled according to State Law.</p> <p><i>Staff Comments</i> Noxious weeds are present on the site. Developer plans to scrap the two lots bare before beginning construction.</p>

9. Fences and Walls: 6A.9.C.9

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6A.9.C.9	<p>Guideline: Fences and walls that abut public streets and sidewalks should be designed to include fence types that provide some transparency, lower heights and clearly marked gates.</p> <p><i>Staff Comments</i> The existing fence is proposed to be retained, and must either be moved back to the property line, or an encroachment permit applied for and approved by Public Works.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.9	<p>Guideline: Retaining walls shall be in scale to the streetscape.</p> <p><i>Staff Comments</i></p>

11. Historic Structures: 6A.9.C.11 (NOTE: Applicable only to structures built prior to 1940)

Compliant			Standards and Staff Comments	
Yes	No	N/A	City Code	City Standards and <i>Staff Comments</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.10	<p>General Guidelines: Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following guidelines:</p> <ul style="list-style-type: none"> • The alteration should be congruous with the historical, architectural, archeological, educational or cultural aspects of other Historic Structures within the Townsite Overlay District, especially those originally constructed in the same Period of Significance. • The alteration shall be contributing to the Townsite Overlay District. Adaptive re-use of Historic Structures is supported while maintaining the architectural integrity of the original structure.
			<i>Staff Comments</i>	<i>The alterations are congruous; and represent good adaptive re-use within townsite overlay.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6A.9.C.9	<p>Specific Guidelines. Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following specific guidelines:</p> <ul style="list-style-type: none"> • The design features of repairs and remodels including the general streetscape, materials, windows, doors, porches, and roofs shall not diminish the integrity of the original structure. • New additions should be designed to be recognizable as a product of their own Period of Significance with the following guidelines related to the historical nature of the original structure: <ul style="list-style-type: none"> ○ The addition should not destroy or obscure important architectural features of the original building and/or the primary façade; ○ Exterior materials that are compatible with the original building materials should be selected; ○ The size and scale of the addition should be compatible with the original building, with the addition appearing subordinate to the primary building; ○ The visual impact of the addition should be minimized from the street; ○ The mass and scale of the rooftop on the addition should appear subordinate to the rooftop on the original building, and should avoid breaking the roof line of the original building; ○ The roof form and slope of the roof on the addition should be in character with the original building; <p>The relationship of wall planes to the street and to interior lots should be preserved with new additions.</p>
			<i>Staff Comments</i>	<i>The structures retain the integrity of the original buildings, exterior materials are compatible, size and scale are appropriate, roof forms are in character.</i>

6A.6 Criteria.

- A. The Commission or Hearing Examiner shall determine the following before approval is given:**
1. The project does not jeopardize the health, safety or welfare of the public.
 2. The project conforms to the applicable specifications outlined in the Design Review Guidelines, as set forth herein, applicable requirements of the Zoning Ordinance, and City Standards.
- B. Conditions.** The Commission or Hearing Examiner may impose any condition deemed necessary. The Commission or Hearing Examiner may also condition approval of a project with subsequent review and/or approval by the Administrator or Planning Staff. Conditions which may be attached include, but are not limited to those which will:

- 1. Ensure compliance with applicable standards and guidelines.**
- 2. Require conformity to approved plans and specifications.**
- 3. Require security for compliance with the terms of the approval.**
- 4. Minimize adverse impact on other development.**
- 5. Control the sequence, timing and duration of development.**
- 6. Assure that development and landscaping are maintained properly.**
- 7. Require more restrictive standards than those generally found in the Zoning Ordinance.**

The following conditions are suggested to be placed on any approval of this application:

- a) All applicable Fire Department and Building Department requirements shall be met.
 - b) All City infrastructure requirements shall be met. Detailed plans for all infrastructure to be installed or improved at or adjacent to the site shall be submitted for Department Head approval and shall meet City Standards where required. Infrastructure to be completed at the applicant's sole expense include, but will not be limited to, the following requirements and improvements:
 - c) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.
 - d) All new and existing exterior lighting shall comply with the Outdoor Lighting Ordinance.
 - e) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided as approved by the City Attorney, before a Certificate of Occupancy can be issued.
 - f) The requirement for a sidewalk along Third Avenue is hereby waived as allowed for in Title 17, Article 6A.7.b of the Hailey Municipal Code.
 - g) The garage/ADU building is an existing nonconforming structure. Expansion as approved herein in permitted pursuant to Title 17, Section 4.13.7.
 - h) This Design Review approval is for plans presented at the public hearing on April 13, 2015 before the Planning and Zoning Commission. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.
- C. Security. The applicant may, in lieu of actual construction of any required or approved improvement, provide to the City such security as may be acceptable to the City, in a form and in an amount equal to the cost of the engineering or design, materials and installation of the improvements not previously installed by the applicant, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one (1) year from the date the security is provided.**

- 1. If any extension of the one year period is granted by the City, each additional year, or portion of each additional year, shall require an additional twenty percent (20%) to be added to the amount of the original security initially provided.**
- 2. In the event the improvements are not completely installed within one (1) year, or upon the expiration of any approved extension, the City may, but is not obligated, to apply the security to the completion of the improvements and complete construction of the improvements.**

Motion Language

Approval:

Motion to approve the design review application submitted by Charles Maguire on behalf of Ivana Radlova for an expansion to single-family residential dwelling and reconstruction of a garage/accessory dwelling unit to be located on Lots 13-15, Block 12, of the Hailey Townsite, otherwise known as 304 Elm Street, 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, and City Standards, provided conditions (a) through (h) are met.

Denial:

Motion to deny the design review application submitted by Charles Maguire on behalf of Ivana Radlova for an expansion to single-family residential dwelling and reconstruction of a garage/accessory dwelling unit to be located on Lot 13-15, Block 12, of the Hailey Townsite, otherwise known as 304 Elm Street, finding that _____ [the Commission should cite which standards are not met and provided the reason why each identified standard is not met].

Continuation:

Motion to continue the public hearing on the application submitted by Charles Maguire on behalf of Ivana Radlova for an expansion to single-family residential dwelling and reconstruction of a garage/accessory dwelling unit to be located on Lot 13-15, Block 12, of the Hailey Townsite, otherwise known as 304 Elm Street, to _____ [Commission should specify a date].

RECEIVED
MAR 18 2015

City of Hailey - Design Review Application

Submission Date: 3 / 18 / 2015

Project Name: 304 ELM REMODEL/ADDITION
Legal Description of Property: Subdivision HAILEY LOTS Lot(s) 13, 14, 15, Block 12
Street Address of Property: 304 E Elm Street
Current Zoning of Property: GR - TOWN SITE OVERLAY Year of original construction: 1930's
Existing building gross sq. ft. (if applicable) 2,280 Proposed addition or new construction sq. ft. 990

Name of Owner of the Property: Ivana Radlova A/R # 2456
Mailing Address: 304 E Elm Street City: Hailey State: ID Zip: 83333
Phone: () - - Fax: () - - Cell: () 721 - 8340
Email Address: ivanaradlova@icloud.com

Property Owner Consent:
By signature hereon, the property owner acknowledges that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect, post legal notices, and/or other standard activities in the course of processing this application, pursuant to Idaho Code §67-6507. The property owner is also hereby notified that members of the Planning and Zoning Commission and City Council are required to generally disclose the content of any ex parte discussion (outside the hearing) with any person, including the property owner or representative, regarding this application.

Property Owner's Signature: [Signature] Date: 03 / 17 / 2015

Name of individual to contact on behalf of Trust or LLC (if applicable): n/a
Mailing Address: City: State: Zip:
Phone: () - - Fax: () - - Cell: () - -
Email Address:

Application Contact (if different than above): CHIP MAGUIRE
**Application Contact will be the Planning Department's primary point of contact for questions related to the application.
Mailing Address: 416 N. 3rd Ave. City: Hailey State: ID Zip: 83333
Phone: () - - Fax: () - - Cell: (208) 720 - 7796
Email Address: chip@mode-llc.com
Signature: [Signature] Date: 3 / 18 / 2015

See attached checklist for items that must be submitted with this application in order for application to be considered complete. See the applicable Design Review Guidelines, including Townsite Overlay Guidelines if applicable, in Section 6A of the Hailey Zoning Ordinance.

Appeals: Any interested party may appeal in writing any final decision of the Planning and Zoning Administrator, Hearing Examiner, or Commission to the City Council by filing an appeal with the Hailey City Clerk within fifteen (15) days form the date of the decision. The appeal shall specifically state the decision appealed and reasons for the appeal. If no appeal is filed within the fifteen (15) day period, the decision shall be deemed final.

FOR CITY USE ONLY Fees: Cost of additional noticing, recording fees, and other direct costs will also be assessed.

<input type="checkbox"/> Commercial, Mixed-Use or Multi-Family.....	\$ 450.00
plus \$25 / 1,000 gross square feet.....	\$ _____
OR <input checked="" type="checkbox"/> Single-Family Dwelling, Duplex or Accessory Structure in TO.....	\$ 250.00 -
OR <input type="checkbox"/> No Substantial Impact..... (Mailing only).....	\$ 75.00
OR <input type="checkbox"/> Modification to DR Approval... (No publication or mailing).....	\$ 50.00
OR <input type="checkbox"/> DR Exemption... (No publication or mailing).....	\$ 30.00
Publication cost.....	\$ 40.00
Mailing (# of addresses 26) x (.49 postage + .15 paper, envelope & label)	\$ 16.64
DO NOT COUNTY DUPLICATES OR CITY OF HAILEY	
Total Due.....	\$ 306.64

DESIGN REVIEW - CHECKLIST

Project Name: 304 Elm Remodel/ADDITION

City Use Only -
 Certified Compete by: KH
 Date: 3 18 15

The following items must be submitted with the application for the application to be considered complete (✓):

- ✓ One (1) large set of plans with scale indicated containing the following:
- ✓ Vicinity map showing project location in relationship to adjacent buildings and surrounding area.
- ✓ Site plan showing proposed parking, loading, general circulation, snow storage and parking stall dimensions (must show location of adjacent buildings and structures).
- ✓ Total square footage of subject property, including lot dimensions.
- ✓ Building setbacks.
- ✓ Staging and contractor parking plan.
- ✓ Exterior lighting plan (location, type, height, lumen output, luminance levels for area lighting, and spec sheets for fixtures).
- ✓ Landscape plan
 - ✓ Existing tree to be shown as retained/relocated/removed.
 - N/A All proposed species type/size/quantity of each.
 - N/A Drought tolerant and xeriscape species must be identified for at least 50% of landscaped area.
- ✓ Floor plan (include gross square footage for each floor, occupancy classification and type of construction).
- ✓ Utilities plan (location and size of water and sewer mains and services, gas, electric, TV and phone):
- ✓ Drainage plan (grading, catch basins, piping, and dry-wells).
- ✓ Detailed elevations showing facade of all sides of proposed building and other exterior elements. **Must show elevation points of record grade.** Include notes on colors, materials, dimensions.
- ✓ Colored rendering of at least one side of the proposed building.
- N/A Idaho licensed architect (plans for single family dwellings may be stamped by an Idaho licensed structural engineer)
- ✓ North point and scale.
- ✓ Six (6) 11" x 17" copies of any larger plans/maps OR one (1) 11" x 17" copy of any larger plans/maps if project is within the Townsite Overlay.
- ✓ PDF files of all required documents and 11" x 17" plans/maps.
- ✓ Color photographs of any existing structures on the site.
- ✓ Materials and colors sample board. Each sample approximately 12" x 12".
- N/A Sign Plan (if applicable).
- N/A Area Development Plan (required if property owner also owns adjacent parcels).
- N/A For property located in Airport West, Design Review approval by Airport West Design Board.
- ✓ Names and address of all property owners within three hundred (300) feet of the exterior boundaries of the land being considered. Names and addresses can be obtained using the Blaine County map server <http://maps.co.blaine.id.us/> or from the Blaine County Assessor's office. Assistance can be provided by the Hailey Planning staff upon request.
- N/A Names and addresses of easement holders within subject property.
- ✓ Written statement of how each design review standard is met (contact the Planning Department for which set of standards is applicable to your project).
- ___ Other information as required by the P&Z Administrator, Hearing Examiner or Commission.

City Use Only:

- ___ Double check address
- ___ Advise applicant if Lot Line Adjustment is needed
- ___ Check following basic standards:

___ Density	___ Lot coverage
___ Setbacks	___ Floor area
___ Height (plans must show elevation points of record grade)	___ Parking (# of spaces)

Project: 304 Elm Remodel/Addition

Date: 03.18.2015

DESIGN REVIEW SUMMARY

304 Elm is an existing residence in the town site overlay in Hailey. It has a 1,400 sf. House and a two car substandard garage with an attached ADU. The house and garage were constructed in 1925 and have been remodeled several times since. The house and garage sit on three city lots that make the property 9,002 sf.

The existing house: It is a classic “old Hailey” house, with an 8:12 roof pitch wood siding, knee braces at the eaves and chopped up floor plan. It has a typical small first floor with typical construction for 1925. It has a partial basement and converted second floor in the roof volume that was originally the attic. There have been several additions and modifications to the house since the original built date of 1925. There has been an entrance added, the upstairs conversion, The laundry room and several remodels of the interior to try and make the house adapt to the new standards of living. It was a very functional house when built in 1925, but now struggles to stay functional with the new demands of current housing needs for a family.

The Proposed Remodel/Addition of the House: We are proposing to take this Old classic and expand and remodel it, to bring it up to the standard and expectations of a new house. “Old Hailey is a wonderful place to live, but the existing housing stock that is on the market is less than desirable. The owner of this house has committed to being in “Old Hailey”, at this site and would like a house that can support their family and lifestyle. The proposed alterations and additions add to this support.

We are going to take the existing house and add a master bedroom, bathroom, powder room, entry and expand the kitchen and dining room on the first floor. We are going to add these spaces by expanding out of the original foot print and wrap these expansions with a low angle roof around the house. This will form the exterior connection and unify the lower level and make the house come together. This will also allow for the house to have a more modern feel, which is something very important to the owner. Then we are going to tear off the existing roof and raise the walls of the second floor, that was once the attic framed off the top plate. By doing this, we will be able to use the entire foot print of the second floor, not just the middle 10 feet. This will allow for three legal bedrooms, two baths and a sitting area to be upstairs, that is now barely a bedroom. The top plate will come up to a typical height of 8'-0" and the required energy heel of eighteen inches. Because of this the slope of the new roof will be at 6:12. This allows us to stay under the 30'-0" height limitation. This is still a pitch that fits well in “old Hailey” and adds to the charm of the area. The exterior will be sided in traditional sidings. The lower level will be a 4" lap siding and the upper level will be a board & batt. By making the lower roof wrap around the entire house it will greatly reduce the scale of the second story. The change in siding will also contribute to this. The windows will be updated to more efficient window while also allowing the house to take on a more modern feel. The south side will be opened up to allow for passive heating, while we are adding a 6'-0" deck roof along the west to allow for shading during the summer months.

The Existing Garage: The garage is a non-conforming two-car garage with an attached ADU. The garage and ADU are functional, but are showing their age. The north entry of the garage is outside of the North property line and the East side of the garage is just inside of the of the property. See survey and site plan. The garage is used as its intended use on a daily basis and the ADU is also used as a rental. Which supports the need for affordable housing in “old Hailey”

The proposed Remodel: We are proposing to rebuild this existing structure with in the allowed city ordnances 4.13.7 & 13.3. The 1925 Garage is showing its age and needs to be rebuilt to support the standards of today’s garages and living spaces. We are going to rebuild the structure in its original footprint, except we are proposing to bring the north plane of non-conformity wall back into the property by eighteen inches. This will allow for the rebuilt structure to not be in the right of way. We are also proposing to expand the north plane, per code 4.13.7, of this garage, to a standard garage width of twenty four feet. Because this garage has been used as its intended use we are proposing to keep the garage doors on the north side of the garage per code 13.3, which allows existing non-conforming uses to remain as such. The outside of the garage/ADU will match the house. We are proposing to have the lower roof wrap around three sides of the garage, similar to the house. By doing this we are greatly lowering the visual impact of the garage from the street view. This will bring the north end of the garage into a human scale along the street.

This residence is one of the many aging properties in “Old Hailey” that has a lot of charm, but is starting to show its age and wear and tear. It is rare to have an owner that is committed to the area and want to bring a house like this up to a new standard. The proposed design presented to you today is with in the guidelines of the town site overlay and will greatly add to the community. This site is located in an area that has a high visual impact in the community. This design shows that we can grow “Old Hailey” in a way that keeps the charm of the neighborhood and design review guidelines, but adds a slight modern feel and space that will support the up and coming families of today.

*Respectfully,
Chip Maguire
M.O.D.E. LLC.
p.208.720.7996*

From: [Jeffry Mann](#)
To: [planning](#)
Subject: 304 Elm St.
Date: Wednesday, March 25, 2015 9:00:47 AM

Regarding the proposed addition and remodel of the property at 304 Elm St East.

I think it is a welcome addition to our neighborhood.

Jeffry Mann
520 4th Ave South

Thank you.



10 Neighbor Across Elm Directly North



9 Neighbor Across Elm to North East



8 Neighbor To The East Across Alley



7 Garage|North Elevation-From Elm



6 Garage|West Elevation



5 Garage|East Elevation-From Alley



4 House|West Elevation



3 House|South Elevation



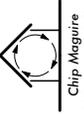
2 House|East Elevation



1 House|North Elevation-Entry from Elm

EXISTING PHOTOS

M.O.D.E.L.L.C



Chip Maguire
chip@modellic.com
p.208.720.7996

304 Elm Remodel|Addition
304 E. Elm Street
Hailey

Idaho

Hailey

ENGINEER

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DESIGN REVIEW

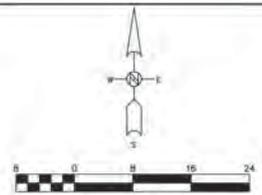
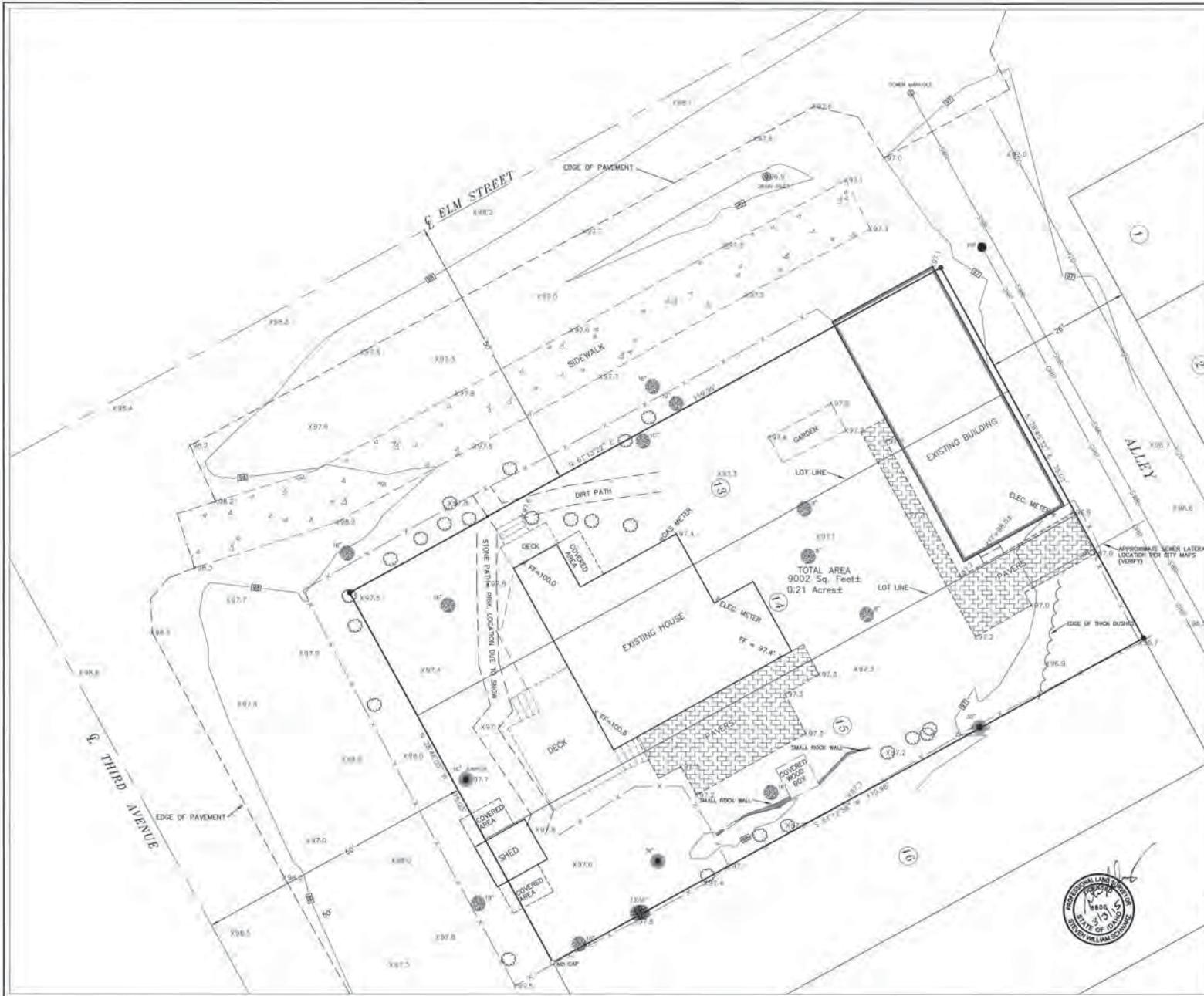
DATE: MARCH 18, 2015

FILE

REVISIONS

NO.	DATE	DESCRIPTION

0.1



SCALE 1" = 8'
 CONTOUR INTERVAL = 1'
LEGEND

- PROPERTY BOUNDARY
- FOUND 1/2" REBAR AS NOTED
- SET 1/2" REBAR - R.O.S. PENDING
- ⊙ DECIDUOUS TREE & APPROXIMATE LOCATION/TRUNK SIZE
- ⊙ CONIFEROUS TREE & APPROXIMATE LOCATION/TRUNK SIZE
- ⊙ SUGAR
- SPOT ELEVATION
- FENCE LINE
- POWER POLE
- OVERHEAD UTILITY LINE
- SEWER LINE PER CITY MAPS (VERIFY)
- WATER LINE PER CITY MAPS (VERIFY)
- NOTE - NO WATER METERS WERE SEEN AT THE TIME OF TOPO
- TT FRESH FLOOR ELEVATION

- NOTES:**
1. THE PURPOSE OF THIS MAP IS TO SHOW TOPOGRAPHICAL/SITE INFORMATION AS IT EXISTED ON THE DATE THE FIELD SURVEY WAS PERFORMED. CHANGES MAY HAVE OCCURRED TO SITE CONDITIONS SINCE ABOVE SURVEY DATE.
 2. THIS MAP WAS PREPARED FOR THE EXPRESS USE OF THE CLIENT AND IS NOT TRANSFERABLE TO OTHERS WITHOUT WRITTEN CONSENT.
 3. BASIS OF BEARINGS IS NAD '83 IDAHO CENTRAL ZONE
 4. A TITLE POLICY WAS PROVIDED BY THE OWNER AND IS FILE #432092 DATED OCTOBER 29, 2012 BY FIRST AMERICAN TITLE.
 5. UTILITIES AND DRAIN PIPES SHOWN HEREON ARE PER SURFACE EVIDENCE ONLY. OTHER UNDERGROUND UTILITIES MAY EXIST. LOCATION OF UNDERGROUND UTILITIES AND SERVICES SHOULD BE CONFIRMED PRIOR TO EXCAVATION OR DESIGN.
 6. ELEVATIONS BASED ON ASSUMED DATUM.
 7. BUILDING WALLS SHOWN HEREON ARE OUTSIDE FACE OF BUILDING UNLESS OTHERWISE NOTED.
 8. EXCEPT AS SPECIFICALLY STATED OR SHOWN ON THIS MAP, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWING WHICH MAY APPLICABLE TO THE SUBJECT OF REAL ESTATE, EASEMENTS, OTHER THAN THOSE SHOWN OR LISTED HEREON, BUILDING SETBACK LINES, RESTRICTIVE COVENANTS, SUBDIVISION RESTRICTIONS, ZONING OR ANY OTHER LAND-USE REGULATIONS.
 9. SPRINKLER HEADS AND IRRIGATION LINES ARE NOT SHOWN HEREON.
 10. SNOW COVERED THE PORTIONS OF THE PROPERTY AT THE TIME OF THE SURVEY. OBJECTS OBSCURED BY SNOW ARE NOT SHOWN HEREON.

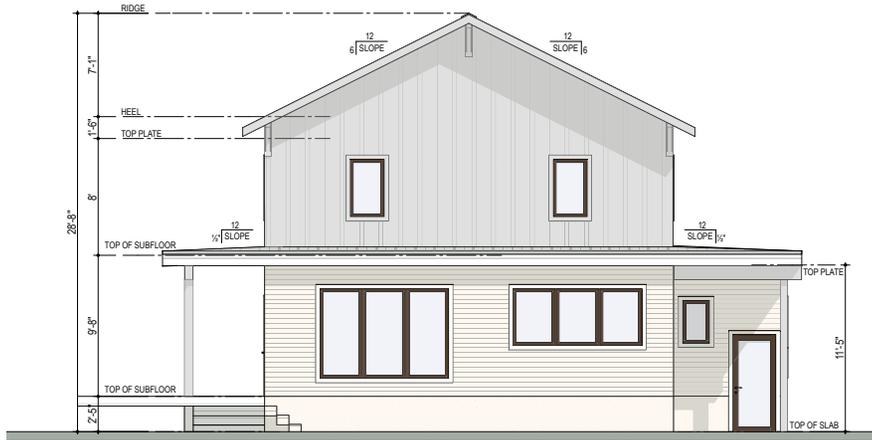
ELECTRONIC DATA:
 BENCHMARK ASSOCIATES ACCEPTS NO RESPONSIBILITY OR LIABILITY FOR THE RELEASE, DISTRIBUTION OR ACCURACY OF DATA CONTAINED ON ELECTRONIC COPIES OF THIS DRAWING, THE STAMPED HARD COPY OF THIS DRAWING IS THE FINAL PRODUCT. ANY DATA THAT APPEARS ON THE ELECTRONIC DRAWING, AND NOT SHOWN ON THE STAMPED HARD COPY, SHALL BE INTERPRETED BY BENCHMARK ASSOCIATES' ONLY.

PREPARED BY: BENCHMARK ASSOCIATES P.A.
 P.O. BOX 733 - 100 BELL DRIVE
 KETCHUM, IDAHO, 83340
 PHONE (208)726-9512 FAX (208)726-9514
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**TOPOGRAPHIC MAP OF
 LOTS 13, 14, 15, BLOCK 12
 HAILEY TOWNSITE**

CLIENT: WAMA RADLOVA
 PROJECT NO. 15026 | DWG BY: J.S.W. | SHEET 1 OF 1
 A TOPOGRAPHIC MAP | DATE OF SURVEY: 2/2015



4 SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



2 WEST ELEVATION
SCALE: 1/4" = 1'-0"



3 EAST ELEVATION
SCALE: 1/4" = 1'-0"



1 NORTH ELEVATION
SCALE: 1/4" = 1'-0"

- 2X8 CEDAR RAKE|COLOR: GREY
- UPPER TRIM|COLOR: GREY
- DOUBLE PAIN WINDOWS|COLOR: BROWN
- KNEE BRACES|COLOR: GREY
- BOARD & BATT SIDING-BATTS 3/4" @ 16" O.C.|COLOR: GREY
- STANDING SEAM METAL ROOFING|COLOR: GALVANIZED
- 2X FASCIA|COLOR: WHITE
- METAL FLASHING|COLOR: BROWN
- DOUBLE PAIN WINDOWS|COLOR: BROWN
- LOWER TRIM|COLOR: WHITE
- 4" LAP WOOD SIDING|COLOR: CREAM WHITE
- WOOD POSTS & BEAMS|COLOR: GREY

ENGINEER

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DESIGN REVIEW

DATE: MARCH 18, 2015

FILE

REVISIONS

NO.	DATE	DESCRIPTION

METAL ROOFING

BOARD/BATT SIDING

UPPER TRIM/RAKE/PATIO

METAL FLASHING

DOWNSPOUT/PATIO

LOWER SIDING

WINDSHIELD

304 ELM RIDGE BEL FADDITION

Design Review Text Amendment

[Back to Agenda](#)

April 9, 2015

TO: Planning and Zoning Commission

FM: Lisa Horowitz, Community Development Director

RE: Work Session on Design Review Threshold

ATTACHMENT 1: Zoning Code Sections 4.3 (Hearing Examiner), 6.A.1, Design Review Applicability, 6.A.2, Authority of Administrator

ATTACHMENT 2: Design Review Threshold Matrix Draft

ATTACHMENT 3: Design Review Comparison of Other Communities

Commissioners, staff and legal counsel all agree that clarification is needed as to what types of projects are subject to Design Review.

1. History

The City of Hailey first enacted a Design Review process in 1989. At that time, discretion was given to staff to determine which projects should come to the Commission and which projects staff could approve. The design review process was considered “guidelines” and was not included in the Hailey Zoning code. This version was amended in 2001, and was placed in the Zoning Code (giving Design Review more authority). The language in the 2001 version was very close to today’s rules.

2. Current regulations.

Attachment 1 outlines the current zoning code regulations for Design Review. The threshold is found in two sections of the Code: Sections 6.A.1 outline what new construction is required to go through Design Review. Section 6.A.2 outlines the authority of the Administrator, and exemptions. The current language is clear for new construction. For remodels and alterations, the current language makes it confusing for staff and applicants as to what threshold of review is required.

3. Hearing Examiner

The Hailey Code allows for a Hearing Examiner. A Hearing Examiner is a common tool employed by cities and counties. It creates a neutral third party who reviews projects

compliance with adopted standards, and considers neighborhood input similar to the Planning and Zoning Commission. The types of projects that would go to a Hearings Examiner are outlined in Section 3.4 of the Hailey Code (Attachment 1).

Other cities assign a variety of lesser projects to their professional staff for review and approval. A partial list of research into other cities is attached for Commissioner review. The City of Hailey has the lowest threshold of projects required to go to the Commission of any city surveyed with the exception of Sun Valley.

The advantage to professional staff of using a Hearing Examiner versus staff approval is that a neutral third party is making final decisions, and that a simpler process of developing staff reports can be utilized, greatly saving staff time for larger projects. The primary disadvantages are cost-related and the additional time needed to process applications.

The City of Hailey contracted with a Hearing Examiner for over 5 years, and stopped when the economy slowed down due to costs. However, during the last 5 years the compensation for the Planning and Zoning Commission has increased to the point where it would likely be more cost-effective for the City to reconsider using a Hearing Examiner for smaller projects.

4. Commissioner Consent Agenda

The consent agenda was designed at a time when the Commissioners agendas were so packed that smaller items (that had previously gone to Hearings Examiner) were placed there. Consent Agenda does not save any staff time whatsoever. The same amount of effort is needed on the part of staff to prepare items for consent agenda as is needed for the discussion items. This is likely why many cities as they grow delegate more projects to staff for administrative approval, and/or utilize a Hearing Examiner.

5. Draft Purposes and Matrix

A matrix may be a clearer way of outlining the various project thresholds: new construction, additions that add square footage over a certain size, and remodels that do not add square footage. The matrix could also clarify which items go to the Commission, a Hearings Examiner and/or staff. Staff has prepared a draft matrix for Commission discussion. The current code does not contain a "Purposes" section. This is desirable to clarify for the community the intent of the design review process. A draft purposes section is also attached.

Hailey Zoning Code Title 17, Excerpt, Article 3, Administration

3.4 HEARING EXAMINER

3.4.1 Qualifications and Designation of Hearing Examiners

Hearing Examiners shall be professionally trained or licensed planners, engineers, or architects, pursuant to Idaho Code §67-6520, as amended. Hearing Examiners shall have experience in the field of planning and zoning or in the field of architecture. The Mayor shall appoint and the Council shall confirm the Hearing Examiners. The Council shall determine compensation and other contractual terms with Hearing Examiners, and shall have the power, subject to any contractual terms, to dismiss any Hearing Examiner.

3.4.2 Referral of Applications to Hearing Examiners

a. The types of applications that shall be referred to the Hearing Examiner are as follows:

1. Design Review of projects located within the Light Industrial (LI) District
2. Design Review of projects qualifying for approval by Consent Agenda pursuant to Zoning Ordinance, Section 6A.3.(a)
3. Conditional Use Permits
4. Variances
5. Design Review of new Single Family Dwellings, Duplexes, Accessory Dwelling Units, Accessory Structures (requiring a building permit), and additions that add floor area equal to or greater than 50% of the original structure, within the Townsite Overlay District.
6. Those rezone applications determined by the Administrator to have no substantial impact on adjacent properties or on the community at large.
7. Short Plats pursuant to Section 3.4 of the Subdivision Ordinance.

The Administrator and Chair of the Commission, jointly, shall have discretion and authority to refer certain of the above listed application types to the Commission.

- b. Applications which otherwise shall be referred to the Hearing Examiner, may be heard by the Commission when such applications are submitted concurrently with other applications which shall be heard by the Commission, as determined by the Planning and Zoning Administrator and Chair of the Planning and Zoning Commission, jointly.
- c. If no Hearing Examiner is appointed or there is a vacancy in the position of Hearing Examiner, the applications determined and defined herein shall automatically be referred to the Commission.

3.4.3 Notice, Hearing and Records

Except as otherwise provided in this Chapter, the requirement for notice, hearing, and records for an application before the Hearing Examiner shall be as provided in this Ordinance and State law for the hearing of such applications before the Commission.

3.4.4 Duties of the Administrator

Upon receipt of an application which shall be referred to the Hearing Examiner, the Administrator or other Administrator's staff shall review the application for completeness. The Administrator may require additional information to be submitted by the applicant pursuant to provisions of this Ordinance where such information is deemed necessary to further the evaluation by the Hearing Examiner. Upon finding that the application is complete, the Administrator shall certify the same. The Administrator shall refer the certified application and all information attached thereto to the Hearing Examiner. The certification of an application by the Administrator shall be considered the effective date of the application, at which time the rights of the applicant shall vest.

3.4.5 Conduct of Hearings

The Hearing Examiner shall review all information supplied by the Administrator prior to the hearing. The hearing shall be conducted in accordance with this Ordinance and applicable State law upon a finding that notice was adequate and in compliance with requirements contained in this Ordinance and State law. Reasonable time limits may be established at the outset of the hearing, and both the applicant and other members of the public shall be given an opportunity to be heard. Hearings may be continued in accordance with this Ordinance. All hearings shall be tape recorded. A transcribable record of all hearings before the Hearing Examiner shall be kept and maintained pursuant to Idaho Code by the Planning and Zoning Department.

3.4.6 Standards and Criteria

In hearing an application, the Hearing Examiner shall apply the standards and other criteria that are applicable under this Ordinance, other ordinances, the Comprehensive Plan and State law.

3.4.7 Hearing Examiner's Findings and Decision

- a. After a hearing is closed, the Hearing Examiner shall prepare a written document (hereinafter referred to as "findings of fact, conclusions of law and decision") pursuant to Idaho Code Section 67-6535(b), as amended.
- b. The findings of fact, conclusions of law and decision as prepared by the Hearing Examiner shall be signed and filed with the Administrator and shall be available to the applicant and the public no more than forty-five (45) days after the close of the hearing.

3.4.8 Appeals from Decisions of the Hearing Examiner

The findings of fact, conclusions of law and decision of the Hearing Examiner may be appealed to the Commission in the manner prescribed by Section 3.6 of this Ordinance, provided a notice of appeal is timely filed as required by that Section.

3.5 CONFLICT OF INTEREST

A member or employee of the Council or Commission or a Hearing Examiner shall not participate in any proceeding or action when the member or employee, or their employer, business partner, business associate, or any person related to them by affinity or consanguinity within the second degree has an economic interest in the procedure or action. Any actual or potential interest in any proceeding shall be disclosed at or before any meeting at which the action is being heard or considered. A knowing violation of the Section shall be a misdemeanor.

Excerpt Title 17 Hailey Zoning Code Design Review Applicability and Authority of the Administrator

**ARTICLE VI A
DESIGN REVIEW**

6A.1 Applicability.

A. No person shall build, develop, or substantially remodel or alter the exterior of the following Buildings without receiving design review approval pursuant to this Article:

1. A building for a non-residential Principal or Conditional Use within any zoning district.
2. A building for a Public or Semi-Public Use within any zoning district.
3. A Multi-Family Dwelling of three or more units within any zoning district.
4. A Single Family Dwelling, Duplex or Accessory Structure within the Townsite Overlay (TO) District.

5. A Historic Structure.

B. Exemptions.

1. Murals and public art
2. Applications for non-emergency temporary structures are not subject to Design Review, but are subject to the Conditional Use Permit process as set forth in Article XI of the Zoning Ordinance.

3. Projects which qualify under Section 6A.2(A)(3) of this Article.
(Ord. 1097, §1, 2012, Ord. 1062, §1, 2010)

6A.2 Authority of the Administrator.

A. The Administrator has the authority to review and make, or recommend, decisions as follows:

1. The Administrator has the authority to recommend for approval or denial certain applications for Design Review that the Administrator determines to have no substantial impact on adjacent properties or on the community at large, subject to final approval or denial by the Commission on its consent agenda. Such recommendation for approval or denial shall specify the standards used in evaluating the application; the reasons for the approval or denial; and conditions of approval, if any. Applications that have no substantial impact may include, but are not limited to: additions under five-hundred (500) square feet or which are not prominently visible from a public street, façade changes and alterations to parking or other site elements.

2. Those applications for projects of an emergency nature, necessary to guard against imminent peril, regardless of zoning district, shall receive administrative review and approval, denial, or conditional approval, subject to criteria set forth in subsection 6A.7.B-of this Article. The Administrator may, upon the request of the applicant or the direction of any City official, forward the application to the Commission for review

3. The Administrator has the authority to recommend exemption of certain projects from the design review requirements, upon finding; the project is minor, will not conflict with the design review standards of this Chapter and will not adversely impact any adjacent properties. Examples include, but are not limited to minor deck additions, changes to siding materials, changes to an existing window or door, an addition of a window or door, and minor landscape changes. Such recommendation for exemption shall be drafted in the form of Findings of Fact and Conclusions of Law, subject to final decision by the Commission on its consent agenda prior to issuance of a building permit. Should the Commission deny the Administrator's recommendation or should the Administrator determine that the proposal does not meet all of the above evaluation criteria, the project shall be subject to the provisions of this chapter prior to issuance of a building permit.

4. The Administrator has the authority to approve minor modifications to projects that have received design review approval by the Commission prior to, and for the duration of a valid Building Permit. The Administrator shall make the determination as to what constitutes minor modifications and may include, but are not limited to changes to approved colors and/or siding materials, changes to site plans that do not significantly increase building footprints or significantly change driveway or road alignment, changes to landscape plans that do not decrease the amount of landscaping, changes to dumpster enclosures, changes to exterior lighting fixtures and location, or changes to windows that do not significantly affect project design, appearance or function. All approved modifications must be documented in a memo to the project file and on the approved set of plans on file with the city. For modifications to design review approval that are determined by the Administrator not to be minor, the Administrator has the authority to recommend approval or denial of such modifications, subject to final decision by the Commission on its consent agenda. Such recommendation for approval or denial shall be drafted in the form of Findings of Fact and Conclusions of Law.

(Ord. 1062, §3, 2010; Ord. 1009, §1, 2008)

Purpose of Hailey Design Review

1. To ensure that the general appearance and function of building design and construction is compatible with character of the City of Hailey and its neighborhoods;
2. To promote original and high quality design;
3. To reinforce the historic and cultural character of the Hailey community;
4. To encourage revitalization of downtown Hailey;
5. To promote building and site design that fits into the context of established neighborhoods, and reinforces a “sense of place”;
6. To promote sustainable design principles;
7. To promote compact, walkable development and enhance the character and function of Hailey streets;
8. To coordinate on site vehicular and non-vehicular traffic circulation patterns with adjacent transportation systems, and to manage the impact of the vehicular traffic on adjacent streets;
8. To ensure efficient arrangement of on-site parking with regard to building location, safe access points, non-motorized travel, utilities and public services and adjacent land uses;
9. To prevent unnecessary excavation or fill for building foundations, access roads, driveways and similar improvements including prevention soil erosion and flood damage;
11. To ensure appropriate and adequate landscaping, with an emphasis on sustainable, low-water use landscaping;
12. To protect and conserve the economic base of Hailey including property values.

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Projects Requiring Design Review

Table 1: Categories of Review

Category of Review	Why?	Notice
Not Subject to Design Review Exempt:	The project is minor in nature, and would not have a substantial impact on adjacent properties	None
Hearings Examiner	List Currently in the Code: Smaller projects can be reviewed by an impartial professional trained in the field of planning and zoning or architecture	Neighbors within 300' are given 15 day public hearing notice
Consent	The project is minor in nature; time is saved on the PZ Agenda for other items	Neighbors within 300' are given 15 day public hearing notice
Full PZ Review	The City has found that new non-residential construction; residential projects 3 units or greater; conditional use permits	Neighbors within 300' are given 15 day public hearing notice
Administrative Staff Approval	After Design Review is complete, small changes often occur during the building permit process; the administrator has authority for some of these minor changes during the building permit process as outlined in the Code	

Table 2: Project Types

Type of Use	Exempt	Administrative Staff Approval	Hearings Examiner	PZ Consent Agenda	Full PZ Review
NEW CONSTRUCTION					
Non-residential Buildings: all zones					X
Residential of three (3) or more units: all zones					X
Townsite Overlay: New Single Family or Duplex					X
Accessory Structures			X		
ADDITIONS					
Commercial: Additions under 500 square feet which are not prominently visible from a public street			X		

Townsite Overlay: Single Family, Duplex or Accessory Structure that adds floor area equal to or greater than 50% of the original structure			X		
Townsite Overlay: Additions that adds floor area less than 50% of the original structure	X				
MODIFICATIONS THAT DO NOT ADD SQUARE FOOTAGE					
Minor Façade Changes, alterations to parking and other site elements	X				
Commercial: Major deck additions; changes to architectural elements which alter the overall style of the building; addition of window(s) or door(s); or changes to existing windows or doors that result in major stylistic changes; changes to architectural elements which alter the overall style of the building.			X		
Commercial: Minor deck additions, changes to siding and/or materials, changes to window(s) or door(s) that do not result in major stylistic changes, landscape and/or parking changes that do not materially alter the flow of circulation		X			
Townsite Overlay: Major deck additions, changes to architectural elements which alter the overall style of the building, major stylistic changes to existing windows or doors, or additions of windows and			X		

doors that materially alter the style; changes to architectural elements which alter the overall style of the building, major landscape changes					
Townsite Overlay: Minor deck additions, changes to siding and/or materials, minor changes to or additions of window(s) or door(s), minor landscape and parking changes	X				
Murals and Public Art	X				
Temporary Structures	X				

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Chart of Design Review Threshold in other communities

Town	Residential Threshold for projects to go to the Commission	Commercial Threshold for Projects to go to the Commission	Additions	Notes
Bellevue	2 or more units	New commercial or moved structures	Minor modifications can be approved by staff	
Boise, ID	Over 6 units and/or over 2 story (Under 2 story of less than 6 units approved by staff)	Office/Commercial over 5,000 square feet Industrial over 10,000 square feet	In D District, all additions approved by Staff. In DD District, all minor additions approved by staff	
Bozeman, MT	20 or more units	30,000 square feet or more of office, retail, service, industrial or more than 2 bldgs. per site or parking for more than 60 vehicles	Approved by staff	
Carbondale, CO				
Driggs, ID	Only multifamily buildings in commercial zones	New commercial and modifications only in commercial zones (no light industrial)	Only in commercial zone	Projects go to a Design Review Committee who recommends to PZ. PZ more focused on subdivisions, code changes etc.
Grand Junction, CO	No Design Review	No Design Review	No Design Review	Planning and Zoning looks at changes to Future Land Use Map; zoning changes, Conditional Use Permit. All subdivisions reviewed/approved by staff
Ketchum	2 or more units; single family in Mountain Overlay	all	Minor modifications defined similarly to Hailey; some can be approved by staff	
Sun Valley	Single Family and greater	all	Minor alterations administratively reviewed, but not well defined; deck extensions, landscape alterations, fences are administratively approved with neighbor notice and staff findings	