

**AGENDA**  
**HAILEY PLANNING & ZONING COMMISSION**  
**Monday, August 22, 2016**  
**Meeting to convene at 609 and 611 South Main Street at 5:30pm**  
**Meeting to reconvene at Hailey City Hall at approximately 5:45pm**

**Call to Order**

**Public Comment** for items not on the agenda

**Consent Agenda**

[CA 1](#) Motion to approve minutes of August 1, 2016

**New Business and Public Hearings**

[NB 1](#) Continuation of the Design Review Application by D.L. Evans Bank, represented by Tom Lennon and Andy Erstad of Erstad Architects, for a new 4,595 square foot bank branch to be located at 609 South Main Street (Lots 1-8, Block 5 Hailey Townsite) and 611 South Main Street in the Business (B) and Townsite Overlay (TO) Zoning Districts.

[NB 2](#) Reconsideration of a Conditional Use Permit Application from UPS for a temporary structure to be located at 111 South River Street (Lots 1-7 of Block 31, Hailey Townsite) within the Business (B) and Townsite Overlay (TO) Zoning Districts.

[NB 3](#) Consideration of an Amendment to the Hailey Comprehensive Plan to:

1. Update Part 5, Capital Improvement Plan to reflect the 2016 TishlerBise report, "Development Impact Fees"
2. Repeal Appendix E, 2012 Capital Development Impact 2012 Update, and adopt the 2016/2017 Capital Expense Budget and 2016 Capital Improvement Plan as Appendix E to the Comprehensive Plan.

**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)*

- **Design Review Exemption:** On August 16, 2016, a Design Review Exemption Application was submitted by the Blaine County Historical Museum, located at 218 North Main Street (Lot 11, Block 45, Hailey Townsite) in the Business (B) and Townsite Overlay (TO) Zoning Districts, for approval of a 6' x 8' Detached Shed Structure, to be placed at the rear of the Blaine County Historical Museum, on Lot 12, Block 45. The Chair and Administrator, having been presented with all information and testimony in favor and in opposition to the proposal, hereby determine that the project is minor, will not conflict with the design review standards, will not adversely impact adjacent properties, will not alter any structural or architectural elements of the building, and is not a building and is not subject to design review.

**SR 2** Discussion of the next Planning and Zoning meeting: Monday, September 12, 2016.  
(no documents)

**Adjourn**

Meeting to adjourn as the Planning and Zoning Commission and reconvene as the Hailey Development Impact Fee Advisory Committee. Start time will be approximately 7:30pm

**AGENDA**  
**DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE**  
**Monday, August 22, 2016**  
**Hailey City Hall**

[CA 1](#) Motion to approve the minutes of the Development Impact Fee Advisory Committee from August 1, 2016.

**MINUTES OF THE MEETING OF THE  
HAILEY PLANNING AND ZONING  
Monday, August 1, 2016  
5:30pm**

**Present:** Richard Pogue, Janet Fugate, Dan Smith, Jeff Engelhardt

**Absent:** Owen Scanlon

**Staff:** Brian Yeager, Lisa Horowitz, Robyn Davis, Ned Williamson, Heather Dawson

***Call to Order***

[5:30:57 PM](#) Chair Fugate called meeting to order

***Public Comment***

No public comments

***Consent Agenda***

[CA 1](#) Motion to approve minutes of July 11, 2016

[5:31:55 PM](#) Chair Fugate noted a few typos in the July 11, 2016 Meeting Minutes. Jeff Engelhardt requested that the Meeting Minutes reflect the outcome of each vote.

[5:32:23 PM](#) Dan Smith motioned to approved the Consent Agenda items, incorporating any corrections. Richard Pogue seconded and the motion passed unanimously.

***New Business and Public Hearings***

[NB 1](#) *Consideration of a Planned Unit Development (PUD) and Subdivision Preliminary Plat, the Quigley Farm PUD. This is an application to Blaine County by Quigley Farm & Conservation Community, LLC, represented by Hennessy Company and SERA Architects. The proposed project would consist of 51 units (rounded up to):*

- *7 Large Lot Dwellings*
- *9 Medium Lot Dwellings*
- *10 Cottage Unit Dwellings (4 of which are identified for community housing)*
- *6 Town House Sublot Dwellings (2 of which are identified for community housing)*
- *9 Live/Work Mixed Use Dwellings*
- *10 Multi-Family Dwellings (2 of which are identified for community housing)*
- *Future hospitality site of 1.38 acres*
- *Future Sage School site of 6.17 acres*
- *Open Space and common area*
- *Bike/pedestrian pathways and trails*
- *Working Agriculture*

*The proposed project will be located on a single 205.3-acre tax lot, which is referenced as T2N R18E Sections 3 & 10 Tax Lot 8368. The City of Hailey is not a decision-making body and shall only make recommendations to Blaine County. The Hailey Planning and Zoning Commission will review the project, and make recommendations to the Hailey City Council.*

[5:34:27 PM](#) Lisa Horowitz presented the City of Hailey Review of the Quigley Farms Planned Unit Development (PUD). Horowitz noted that the City of Hailey first reviewed the Quigley Farms Development in 2007. The proposal was for an 1109 acre project and was first proposed as a 379 lot, 18 home golf course that moved from the Planning and Zoning Commission to the City Council. Modifications were made and the project returned to City Council in 2012. Quigley Farms Development was denied in June 2012. Horowitz noted that the current Applicant Team (has changed since 2012) submitted an application to Blaine County in April and May of 2016. Horowitz also noted that the City of Hailey was advised that under the County Zoning Rules, 129 lots could be developed if the project were a Planned Unit Development (PUD).

[5:36:37 PM](#) Horowitz went on to explain the 1994 jointly signed agreement made between the City of Hailey and Blaine County, stating that the Hailey Subdivision Rules and Regulations shall prevail with the exception that the Blaine County Regulations apply and furthermore, that Blaine County is the decision maker. Horowitz informed the Commissioners that they would make a recommendation to the Hailey City Council, who would make that recommendation to Blaine County. Horowitz reiterated that Blaine County is the ultimate decision maker and would be utilizing the City's Subdivision Rules and Regulations to make a decision.

[5:37:30 PM](#) David Hennessy, representing the Quigley Farm Conservation Community, discussed the denial of the previous proposed annexation was in 2012, noting that a new entity was formed to come up with new approach for the project. The new plan incorporates agriculture and food and blends for-profit and non-profit models in a sustainable community.

[5:38:10 PM](#) Hennessy noted that the overall ranch is approximately 1500 acres; 1110 acres that are continuous to City of Hailey.

[5:39:30 PM](#) Jeff Roberts, with SERA Architects, noted his specialty in community based design processes and engaging community in a uniform design that is logic and sustainable. Roberts presented the proposal: using the first piece of land (gateway to Fox Acres, abutting Wood River High School) to develop a plan that utilizes a combination of Keystone and Incubator plans.

[5:44:46 PM](#) Roberts noted that the Incubator Concept was popular among residents. Per Roberts, residents noted that they really liked the higher education component, the neighborhood park and the extension of trails to Beaver Pond. Residents also noted some cons to the concept: traffic mitigation and parking issues.

[5:45:14 PM](#) Roberts noted that the Keystone Concept was the most popular among residents. Per Roberts, residents noted that they really liked the location of The Sage School, ideas of stream restoration, and how compact the concept was compared to the others. Residents also noted it was the best concept due to its compactness. Residents also noted some cons: impacts on wildlife, as well as habitat and migration issues.

[5:47:47 PM](#) Roberts presented the incorporation of the residents' concerns in the Quigley Farms PUD Master Plan.

[5:51:15 PM](#) Lisa Horowitz continued with the summary of the Staff Report and presented how the project compiles with the City of Hailey's current Comprehensive Plan. Horowitz noted that more detail would be needed regarding unit counts and square footage, to fully determine if it met what the City believes to be a Neighborhood Service Center. Horowitz presented the next component, Streets, which stated that the road during the first stage should connect with an all-season road to Quigley Road; that it may be valuable to move traffic from Buckhorn to

Quigley Road and relieve traffic from existing neighborhoods. Bike lanes were also recommended.

[5:53:20 PM](#) Horowitz discussed Sidewalks and Drainages, noting that the Blaine County Recreation District would like to manage the trails, similar to that of the other trails in the City. Horowitz also presented on Orderly Development, noting that the project is being proposed in phases. Horowitz noted that the City would need the full commercial, non-residential square footage to complete the analysis. Horowitz also noted that the City Engineer suggested the parking and drive-lanes be organized to accommodate sporting events.

[5:56:19 PM](#) Horowitz also noted that part of Orderly Development is to look at the Other Municipal Services the City provides: all traffic from project will come through City of Hailey and if project remains as a Blaine County project, the City of Hailey will have many of the impacts without the financial benefits that a one would normally see with a project under City Regulations for Building Permit Fees, Property Taxes and Development Impact Fees.

[5:59:03 PM](#) Horowitz presented the minimum improvements required for sewer and water connections. These state that projects must connect to municipal sewer and water. Horowitz highlighted in the Standard Review whereby the City can look at alternatives – "...if the City Engineer finds and the Council finds that the sole discretion is that the showing of the alternative is clearly superior in design and effectiveness, and will promote the public health, safety and welfare..."

[6:01:13 PM](#) Brian Yeager, City Engineer, noted that the sewer is the most concerning, as property is located within the City of Hailey Wellhead Protection Area. Yeager also noted that the sewer is proposed to be infiltrated into ground. Yeager believes the biggest issue is to create a large or several small drain field infiltration areas within protection area, and is a concern. Yeager stated that if the drain fields were to fail or if the sewer treatment system were to fail, it would be damaging to the City. Funding would be difficult to generate to repair and/or maintain the system. Yeager also noted that if the systems were to come into the City at some point, the system is inconsistent and incompatible with current technology. All components currently used for treatment system, City of Hailey employees are not trained on. Yeager noted that the effluent that would be going in to the ground from the drain fields and would be disposed of adjacent to the City boundary, which could create subsurface nitrate plumes, which could also negatively impact the City.

[6:05:07 PM](#) Yeager noted that water is more straightforward and there are adequate water rights in proposed area. Lisa Horowitz showed the Commissioners where well sites and drain fields are proposed on the map.

[6:06:45 PM](#) Brian Yeager noted that future phases are anticipated to have their own decentralized sewer and septic systems, so that there would be more than just one in case of failure. Location is not determined at this time.

[6:08:05 PM](#) Chair Fugate found the proposed Sewer Treatment Center to be interesting and inquired about the advantages of it.

[6:09:13 PM](#) Jeff Roberts discussed other areas where this particular Sewer Treatment Center is excellent. Roberts noted that the system utilizes native plant materials, is approximately five (5) feet deep, including seven (7) layers of gravel. Roberts noted that a year after development, treatment center becomes a wetlands area and can be used as a public botanical garden.

[6:13:27 PM](#) David Hennessy explained that the system is required to have triple redundancy. This system has to meet DEQ approval for it to be a safe and effective system, which involves the management and operation of the system. Chair Fugate inquired about snow load and the effect it has on the system. Jeff Roberts explained that a previous project was completed at 8,000 feet and continues to work the bacteria effectively; no problems have been seen.

[6:15:32 PM](#) Richard Pogue inquired about the scope of development and what the system would effectively service. Jeff Roberts noted that the system can effectively handle 14,000 to 18,000 gallons per day; the treatment center sits on 180 acres. Dan Smith inquired about length of time Jeff Roberts has been working with these systems. Roberts noted since 2007; nine years in total. Dan Smith also inquired about the proximity to domestic wells, if any. Roberts noted that there are seven recharge wells on the site. System is using natural aquifer under Las Vegas and sprinkling over top of center to serve botanical gardens that cover system. Smith inquired about depth of aquifer. Roberts reported that the aquifer is 25 feet.

[6:17:27 PM](#) Jeff Engelhardt inquired about the system and why the Applicant Team chose to utilize a Sewer Treatment Center instead of attaching to City sewer. Hennessy reiterated that the project is a county project and the Applicant Team is not looking for annexation to the City. Roberts noted that the operating costs are cheaper than other sewage treatment facilities. Engelhardt questioned the life expectancy of system. Roberts responded with least 100 years.

[6:18:34 PM](#) Richard Pogue inquired about whether or not the system would be placed under a recreation field. Roberts noted that the drainage fields would be going under the recreation fields. Roberts reiterated that the remaining system would be disguised as a botanical garden. Engelhardt questioned if buildings would be built to contain the UV equipment. Roberts noted that three building would be build to house UV equipment. Each building would be roughly 12x14 feet and would be monitored by an HOA. Roberts also noted that the facility would need to be pumped every 8 to 10 years.

[6:21:04 PM](#) Chair Fugate inquired about an amphitheatre. Hennessy noted that an amphitheatre in the overall Master Plan; however, is currently not proposed at this time.

[6:21:39 PM](#) Jeff Roberts included square footage of The Sage School, which is 23,100 square feet. Hennessy noted that total square footages are for the overall project and not for the PUD that was submitted.

[6:22:21 PM](#) Chair Fugate inquired about the street width and turnaround for emergency access. Samantha Stahlnecker, from Benchmark Associates, noted that contact has been made with Hailey Fire Department regarding matter and informed the Commission that the proposed alley width is 20 feet, which is the minimum width for Fire Code.

[6:23:18 PM](#) Jeff Engelhardt returned to the concept of the sewer and inquired about what would happen if system failed. Roberts noted that yearly reporting is required and would be monitored by an HOA. Roberts noted that per the State of Nevada, a license has to be renewed every year to run this type of sewer system.

[6:26:46 PM](#) Engelhardt also inquired about what would happen if water tests positive. Roberts noted that we hope to have redundancies in the system to mitigate any issues or can quickly identify them and be able to fix them prior to anything major happening. Richard Pogue noted the expense of the system for 51 units. Roberts agreed and believes it is more expensive because it is progressive; cutting edge and leading the way in sustainability.

[6:28:02 PM](#) Dan Smith inquired about street deficiencies as far as widths required by the City for alley ways. Samantha Stahlnecker noted that they are proposing narrower right of ways than what the City of Hailey suggests. Roberts noted that this is to promote a walkable community; hoping to maximize bike lanes and minimize use of the car. The goal is to get people walking and moving onsite. Samantha Stahlnecker noted that curbs and gutters are proposed for the entire development with the exception of alleyways; hoping to defer traffic to streets.

[6:30:16 PM](#) Richard Pogue inquired about the total development size or long term development. Hennessy noted that the long term vision is to develop the first 205 acres and once successful, the next section would be bought and developed. Hennessy would like to see about 125 units onsite, plus community housing.

[6:31:06 PM](#) Chair Fugate inquired about block regulations. Lisa Horowitz explained that City Regulations require that lots front on to a street and/or touch a street. Roberts noted that the goal was to serve the car in the alley and create a park-like feature at the front door, encourage community to walk. Jeff Engelhardt inquired about how a fire apparatus would get to and from the property. Roberts noted that the alleyway would serve as primary access.

[6:33:54 PM](#) Chair Fugate opened the item for public hearing. Rachel Omsted would like the Applicant Team to elaborate on purpose of park and whether or not the burm would remain between the residential neighborhood and the field near Buckhorn Drive. Omsted also inquired about the overall width of park and if lights would be illuminated at night?

[6:35:37 PM](#) David Groberman inquired about whether or not the County will host a similar public hearing.

[6:36:10 PM](#) Penny Fayer inquired about the proposed playing fields that run along backside of Buckhorn and what will happen to that space during Phase II of the project. Fayer also inquired about whether or not the playing field area would be given to the Blaine County School District and who would pay for the maintenance of that space. Fayer asked about what the ball fields would be intended for, as well where the parking for the fields would be located. Lastly, Fayer inquired about the location of the three 12x14 buildings for the Sewer Treatment Center.

[6:37:47 PM](#) Peter Lobb inquired about whether or not Blaine County would have to follow any of the recommendations made by the Hailey Planning and Zoning.

[6:38:18 PM](#) Rachel Omsted inquired about traffic mitigation and whether or not speed bumps have been given any thought.

[6:39:01 PM](#) Dave Bingham inquired about the Nordic Trails and where they would be located as well as where they would cross the roads.

[6:39:22 PM](#) Penny Fayer inquired about the wildlife impact and is curious to know, with the increase in elk and deer in the area, where their passage would be

[6:40:34 PM](#) Tony Evans inquired about the elk feeding and whether or not it will change and/or if it continues, if it would have an impact on the neighborhood. Evans also inquired about the greenhouses that are proposed and what the zoning rules for greenhouses are. Evans questioned whether or not there is a guarantee under zoning that the greenhouses wouldn't be transferred or rezoned for residential use.

[6:43:36 PM](#) Troy Thayer has concerns about lighting of the fields, as well as parking and restroom location of the playing fields. Thayer inquired about details and more information on subject matter.

[6:44:33 PM](#) Tony Evans commented on the ecological benefits of the alternative septic system: conserving water and cutting down on greenhouse gases; environmental benefit to project.

[6:45:25 PM](#) Chair Fugate closed the item for public comment. Hennessy discussed the parks and and/or recreation fields and noted that that they have proposed to donate the land to Blaine County School District to develop; however, parameters have been set by PUD: no lighting allowed. Hennessy noted that the location of restrooms and parking will be outlined and developed by BCSD. The burm located between the existing fields may be removed; however, the burm adjacent to residential neighborhood would remain.

[6:46:37 PM](#) Chair Fugate inquired about an agreement made between Applicant Team and BCSD that the area will be utilized for fields and not future development (i.e., future school, etc.). Hennessy confirmed that an agreement would be established.

[6:47:35 PM](#) Hennessy also commented on the Nordic Trails. Hennessy stated that the concept would be to connect through the Wood River Trail System and would also be donated to the Blaine County Recreation District. A bridge and/or underpass would be constructed to eliminate pedestrians crossing the street.

[6:48:20 PM](#) Hennessy commented on the elk feeding and noted that there are plans to build a hay storage area to mitigate elk feeding and migration in neighborhood.

[6:50:10 PM](#) Jeff Roberts noted that the location of the 12x14 buildings has not yet been determined; however, Roberts noted that one will likely be integrated with restrooms near playing fields.

[6:50:55 PM](#) Chair Fugate commented on the process of Blaine County and noted that public hearings would be held throughout the process. Ned Williamson noted that the County has the jurisdiction to make a decision on the PUD Application and the stronger our recommendation the better.

[6:52:28 PM](#) Jeff Engelhardt commented on the Quigley connectivity and believes it would be advantageous to have a loop that would mitigate and/or decrease traffic near high school.

[6:54:46 PM](#) Chair Fugate inquired about the roads and drainage. Samantha Stahlnecker, from Benchmark Associates, noted that the alleyways are currently proposed to drain in the center. Stahlnecker also noted the concerns on function in the winter. Stahlnecker stated that the slopes meet the standards and areas will be plowed and maintained.

[6:56:22 PM](#) Richard Pogue inquired about the development of the homes and whether or not the Applicant Team has plans to develop the lot or sell the lot for others to develop. Hennessy noted that only the lots would be sold and design guidelines that follow something similar to that of the City of Hailey's guidelines would be put in place.

[6:57:01 PM](#) Dan Smith inquired about the commercial zones and whether or not other organizations or business are allowed to utilize the space. Hennessy noted that they foresee more than just non-profit organizations utilize area Richard Pogue applauds interaction between farming concept and housing.

[7:00:11 PM](#) Chair Fugate noted her excitement on project and believes the project to be sustainable. Chair Fugate also noted her concerns and would like to explore the concept in further detail.

[7:02:02 PM](#) Chair Fugate questioned other systems and what has previously gone wrong. Jeff Roberts noted that a previous system had issues with water flowing too close to the surface, which formed algae and odor. Tuning was needed and the issue was eventually fixed.

[7:04:30 PM](#) Chair Fugate asked Brian Yeager to elaborate on the Wellhead Protection Zone. Brian Yeager noted that there are no true regulations or rules around Wellhead Protection Zones, only guidelines and suggestions - more of a planning boundary for the recommended uses. Samantha Stahlnecker noted there are varying levels of treatment with these systems. Stahlnecker also noted that system will be treated at a high level and effluent will not be directed to drain fields, only clean, treated water.

[7:07:51 PM](#) Ned Williamson questioned the budget/operating costs of treatment system and noted that he would like to see a breakdown of these costs: operating and maintenance costs. Dan Smith inquired about a second system and whether or not one would be needed for Phase II. Hennessy noted that the proposed system is capable of handling Phase I and II. Phase III may include three more systems to meet residential needs. Richard Pogue confirmed that a total of 125 units would be built, including community housing. Hennessy noted that with the addition of community housing, units would total 150.

[7:10:42 PM](#) Chair Fugate inquired about the connections to Toe of the Hill Trail. Hennessy noted that a connection will be developed as well as summer trail systems that BLM is proposing. Jeff Engelhardt inquired about possibility of building a cluster of tiny homes and renting them out. Hennessy noted that the proposal includes smaller, stacked homes, but not tiny homes.

[7:13:20 PM](#) Chair Fugate noted her excitement; however, still has a few concerns that will impact Hailey in more ways than one. Richard Pogue questioned whether or not the Applicant Team would- consider coming through City of Hailey, like an annexation. Hennessy reiterated that that was previously proposed and currently, they have plans to move forward with Blaine County. Dan Smith noted that the concept is very different than what was presented before. Smith also noted that the project will impact the City, both negatively and positively, which will benefit residents, and reiterated that the Commission needs to look at it in a way that will be best for the City. Hennessy noted that there are added costs with an annexation that would impact the current design of the project.

[7:17:59 PM](#) Chair Fugate revisited the cost of the sewer treatment and maintenance, and reiterated that she would like to see a budget or plan. Dan Smith would also like to see a report and budget plan from a system at a similar elevation, with similar snowfall.

[7:19:20 PM](#) Steve Butler noted that the drain fields are sized and have been designed to handle the peak daily flows for entire community; conservative design to ensure accuracy.

[7:20:43 PM](#) Chair Fugate noted her concerns with high volume traffic near high school. Jeff Engelhardt noted the difficulty in traveling during that time of day in certain areas. Dan Smith informed the Commission that he would like to see this continued, which would allow more time to process the details and digest the concept. Chair Fugate agreed. Chair Fugate also inquired about funneling other questions to Lisa Horowitz prior to next meeting.

[7:24:28 PM](#) Richard Pogue noted that the development will impact the City of Hailey and his responsibility is to the City of Hailey. Pogue noted that development will impact future generations for years to come and believes he needs more assurance on feasibility of project.

[7:25:59 PM](#) Chair Fugate reiterated that she would like to funnel any questions or information to Lisa Horowitz to move the project along for the next meeting on September 12, 2016. Commissioners agreed.

**7:26:40 PM** Dan Smith moved to continue the proposed Planned Unit Development (PUD) shown on the proposed Quigley Farms Preliminary Plat located at SESE Section 3 & NE & N1/2SE Section 10, Map 2N R18E Section 3 & 10, Tax Lot 8368, to the regular Planning and Zoning Commission meeting of September 12, 2016. Richard Pogue seconded and the motion carried.

#### **Old Business**

#### **Commission Reports and Discussion**

#### **Staff Reports and Discussion**

**SR1** Discussion of current building activity, upcoming projects, and zoning code changes.  
*(No documents)*

**SR2** Discussion of the next Planning and Zoning Meeting: Monday, August 22, 2016.  
*(No documents)*

#### ***Adjourn***

**Jeff Engelhardt motioned to adjourn. Dan Smith seconded and all were in favor.**

**Return to Agenda**

**DESIGN REVIEW  
STAFF REPORT**

**TO:** Hailey Planning and Zoning Commission

**FROM:** Lisa Horowitz, Community Development Director

**RE:** Design Review application submitted by D.L. Evans Bank, represented by Tom Lennon and Andy Erstad of Erstad Architects, for a new 4,595 square foot bank branch to be located at 609 and 611 South Main Street (Lots 1-8, Block 5 Hailey Townsite) in the Business (B) and Townsite Overlay (TO) Zoning Districts.

**HEARING:** **August 22, 2016**

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**Applicant:** D.L. Evans Bank, represented by Tom Lennon and Andy Erstad of Erstad Architects

**Request:** Design Review approval of a new 4,595 square foot bank branch

**Location:** 609 and 611 South Main Street (Lots 1-8, Block 5 Hailey Townsite)

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

**Notice**

Notice for the public hearing was published in the Idaho Mountain Express on June 22, 2106 and mailed to property owners within 300 feet on June 22, 2016. The project was continued on the record from the July 11 P & Z meeting.

**Application**

D.L. Evans Bank plans to construct a new 4,595 square foot bank branch to be located at 609 and 611 South Main Street. The site plan includes a drive-through window off of Chestnut Street, a perennial bed area that could accommodate an approximately 855 square foot addition to the bank in the future, a 21-stall parking lot and 14 parking stalls off the alley.

A 13,108 square foot building was proposed for this site in 2009, but never constructed.

**Procedural History**

The application was submitted on June 6, 2016 and certified complete on the same date. A public hearing before the Planning and Zoning Commission for approval or denial of the project was held on July 11, 2016, in the Hailey City Council Chambers. The Commission continued the project until the August 22, 2016 meeting, which will include a site visit. Items to be discussed include:

- Street trees on Main Street
- Large Oak on the corner of Main Street (also a city tree)
- Interior trees
- Grade changes with regard to trees
- Parking adjacent to the alley and screening, if required by Code
- Size/scope of additional parking above 200% of requirement
- Roof design over the drive-through
- Trash enclosure screening
- Lighting details
- Bus shelter details and bus stop design

Revised drawings were submitted, and have been attached to this report.

<b>General Requirements for all Design Review Applications</b>				
<b>Compliant</b>			<b>Standards and Staff Comments</b>	
<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>City Code</b>	<b>City Standards and Staff Comments</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.050	<b>Complete Application</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Department Comments</b>	<b>Engineering:</b> See comments herein on the Main Street curb cut and banner pole
				<b>Life/Safety:</b> No comments
				<b>Water and Sewer:</b> The project will comply with all City water and sewer standards. Two water meter vaults exist for this property: applicant will either need to use both of them (i.e. one for in the building and the other for irrigation) or abandon one of them at the water main. The existing sewer service should be used for the new building. The existing sewer service should be inspected to verify integrity and type pipe used. If AC pipe is in use, wastewater suggests replacing with a PVC sewer pipe such as SDR35 at least from the alley in to new building, per plumber recommendations.
				<b>Building:</b> No comments <b>Streets:</b> See comments herein on the banner pole
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.08A Signs	<b>17.08A Signs:</b> 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.
			<b>Staff Comments</b>	Signs have not yet been submitted, but will conform to City regulations.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.09.040 On-site Parking Req.	<b>See Section 17.09.040 for applicable code. 9.4.5, 1 space per 1,000 square feet. 9.4.A.1, fractional spaces are rounded down</b>
			<b>Staff Comments</b>	The site plan has been revised to show 25 parking spaces parking spaces: 6 off of the alley, and them remainder in two configurations to the south of the building. Six parking spaces are required for this project. The section below regarding excess in permitted parking applies.

?				<p><b>17.09.040.06: EXCESS OF PERMITTED PARKING:</b>  </p> <p><b>A. Approval Required:</b> No use shall provide on-site parking for more than two hundred percent (200%) of the number of spaces required by this chapter unless permitted by specific action of the commission. Applications for parking in excess of that normally permitted will be heard by the commission as part of other applications, or, where no other application is pertinent, under the notice and hearing procedures set forth for design review. <i>The parking requested is in excess of 200%; therefore the Commission must make specific findings on the standards below.</i></p> <p><b>B. Criteria:</b> The commission shall consider the following criteria when evaluating any application for parking in excess of that normally permitted. Applicants are required to satisfy at least four (4) of the following criteria:</p> <ol style="list-style-type: none"> <li><b>1. The excess parking area will be commonly used for public interests such as park and ride or carpool lots. The property owner will be permitted to reserve the use of the parking area twelve (12) days in any calendar year.</b> <i>Mountain Rides has a bus stop in front of the subject property. They are also requesting a shelter in this location. A revised comment letter from Mountain Rides has been attached to this report. The location of the 14-stall parking lot is convenient for the bus stop. Park and Ride or carpool parking could be permitted in this area to meet this standard. There is a mature maple in the vicinity of this parking lot that would be in the public interest to retain. It is within a landscape area, but does not appear to be retained in the landscape plan.</i></li> <li><b>2. The excess parking area provided would relieve or help to relieve a substantial shortage of parking within an eight hundred foot (800') radius.</b> <i>A shortage of parking occurs seasonally at the Rodeo Grounds/Hailey Ice. While this location is across Main Street, it would function for large events such as hockey games.</i></li> <li><b>3. The excess parking area will not be adjacent to a public right of way, and will be separated from the right of way by a building.</b> <i>The revised design shows the parking well separated from Main Street by a substantial landscape strip, but not by a building.</i></li> <li><b>4. The excess parking area is part of an overall development scheme which compensates for insufficient parking in other portions of the same development.</b> <i>The applicant described the regional nature of this bank branch at the previous meeting.</i></li> <li><b>5. The excess parking area will be used as an alternate facility, such as a basketball court or skateboard park, when not in use as an overflow parking area. The property owner will be permitted to reserve the use of the parking area twelve (12) days in any calendar year. No alternative use has been proposed to date.</b></li> </ol>
☒?	☐	☐	<p><b>17.08C.040 Outdoor Lighting Standards</b></p>	<p><b>17.08C.040 General Standards</b></p> <ol style="list-style-type: none"> <li>a. All exterior lighting shall be designed, located and lamped in order to prevent:       <ol style="list-style-type: none"> <li>1. Overlighting;</li> <li>2. Energy waste;</li> <li>3. Glare;</li> <li>4. Light Trespass;</li> <li>5. Skyglow.</li> </ol> </li> <li>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</li> </ol>

				<p>that is desired for security purposes.</p> <p>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.</p> <p>d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires.</p> <p>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.</p>
			<b>Staff Comments</b>	<i>The applicant is proposing a variety of light fixtures. Cut sheets were attached, to the previous packet and the applicant has stated that final design will meet City standards. A photometric plan has not been submitted, and may be merited due to the number and variety of lights under consideration. This will be submitted after the P &amp; Z makes a determination regarding the site layout. (See conditions of approval).</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Bulk Requirements</b>	<b>(Insert sections from applicable zoning district)</b>
			<b>Staff Comments</b>	<i>The District Use matrix has zero front, side and rear setbacks in the B Zone. The building is within all of these setbacks. The building is proposed to be 24'-8, which is within the 35' allowed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.06.070(A)1 Street Improvements Required</b>	<p><b>Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.</b></p> <p><i>A 6' Sidewalk and street trees in a 4' (+/-) recessed tree well at the back of the sidewalk (but within the City right of Way) are existing on Main Street. The site rises to the south: these trees come back to sidewalk grade at the southern end of the property. Portions of the sidewalk will be reconstructed in the area of the bulb out. Staff has studied the sidewalk, grade changes and existing trees along this block in detail in collaboration with the Tree Committee, and there is consensus that a 10' sidewalk as per Title 18 Mobility Ordinance would be appropriate on Main Street. This could only be accomplished in conjunction with a revised tree planting plan for the block, which is discussed elsewhere in this report. A new 5' sidewalk (plus 1' curb line for a total of 6') will be added along the length of the property on Chestnut (from Main Street to the alley). This design is consistent with Title 18, Mobility Standards.</i></p> <p><i>A drainage plan has been submitted, prepared by a registered engineer.</i></p>
			<b>Staff Comments</b>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>17.06.070(B) Required Water System Improvements</b>	<p><b>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.</b></p>
			<b>Staff Comments</b>	<i>This will be made a condition of approval.</i>

**Design Review Requirements for Non-Residential, Multifamily, and/or Mixed Use Buildings within the City of Hailey**

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"/>	17.06.080(A)1a	<p><b>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</b></p> <p><i>Staff Comments</i> The proposed building follows the grid pattern in downtown Hailey. Outdoor seating is planned on the south side; sun angles were considered.</p>
<input checked="" type="checkbox"/> ?	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1b	<p><b>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.</b></p> <p><i>Staff Comments</i> The site contains a variety of landscaping, shown in a screened back version on the landscape plan. Staff has requested a separate exhibit that better illustrates existing landscaping. The site plan reviewed by the Commission in July showed ten (10) mature City street trees are proposed for removal, and nine (9) other mature trees from the southern half of the site. Much discussion occurred regarding the age and condition of the trees, the grade changes and the tree variety.</p> <p>Staff has conferred again with the Tree Committee to discuss the issues presented in this block. There is general consensus that, due to grade, tree species, age and condition and the fact that this project presents an opportunity to plan for an entire City block, that it is appropriate to re-think the entire block, and to develop a plan that is compatible with the chokecherries across the street, but accommodates pedestrians, the bus shelter, and the sidewalk and tree standards called for in Title 18, Mobility Ordinance. Per this line of thinking, the chokecherries would be allowed to be replaced with a new line of street trees that are designed in grates at the back of the sidewalk, at grade, and within a 10' sidewalk. The exception is the mature oak on the corner. This Oak is part of a pattern of corner oaks on this block and the next, which represent a mature street tree plan. These oaks are a highly valuable specimen tree. Staff and the Tree Committee recommend that the corner Oak be retained, and that the grade be protected under the tree for a distance of ½ to 2/3 of the tree canopy. (The tree is proposed to be retained, but the undisturbed area needs to be increased).</p> <p>The revised plan shows the following street trees:</p> <p>6- columnar oaks, 2" caliper            1-American Linden, 2" caliper            1-White Oak, 2" caliper</p> <p>Revised comments from Tree Committee members are attached to this report regarding the overall design. The Committee will be consulted regarding species type and size prior to the hearing. City staff has indicated that the street tress should be a minimum of 2-1/2 to 3" caliper. Note that tree size and additional comments on soil and planting are</p>

			<p><i>incorporated into the conditions of approval. The site plan shows the specimen oak on the northeast corner as being retained. However, the undisturbed area under the tree needs to be increase to a minimum of ½ to 2/3 of the tree canopy.</i></p> <p><i>Regarding the interior trees, further site evaluation with Tree Committee members has suggested that the mature maple in the vicinity of the southern parking lot is a valuable mature specimen tree. This tree could provide nice shade for the excess parking area. It appears as if this tree can be retained. Additionally staff recommends the addition of two crabapple or similar species in the 30' wide plating strip separating the most southerly parking lot from the public street.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>17.06.080(A)1c</b></p> <p><b>c. Site circulation shall be designed so pedestrians have safe access to and through the site and to building.</b></p> <p><i>Staff Comments</i></p> <p><i>Pedestrians access the building from the front sidewalk or the back parking area in a safe manner. The revised site plan meets the Mobility standards for a 10' sidewalk on Main Street. A striped walkway crosses the drive-through zone leading in to the perennial bed area.</i></p> <p><i>The applicant is proposing to remove the residential curb cut on to Main Street, which would become a commercial grade curb cut. Commercial curb cuts on Main Street are undesirable, and staff supports the elimination of this curb cut.</i></p> <p><i>Staff recommends an additional pedestrian access from the southerly parking lot to the bus shelter.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>17.06.080(A)1d</b></p> <p><b>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 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.</b></p> <p><i>Staff Comments</i></p> <p><i>Trash receptacles will be stored within an enclosure on the west side of the building adjacent to the alley for easy pick-up. The enclosure should be reviewed by Clearcreek Disposal. The location of the enclosure has been modified to work with adjacent neighbors off of the alley. Elevations of the enclosure have been provided in the packet.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>17.06.080(A)1e</b></p> <p><b>e. Where alleys exist, or are planned, they shall be utilized for building services.</b></p> <p><i>Staff Comments</i></p> <p><i>- The alley will be utilized for utilities and parking.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p><b>17.06.080(A)1f</b></p> <p><b>f. Vending machines located on the exterior of a building shall not be visible from any street.</b></p> <p><i>Staff Comments</i></p>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>17.06.080(A)1g</b></p> <p><b>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.)</b></p> <p><b>i. Parking areas located within the SCI zoning district may be located at the side or rear of the building.</b></p> <p><b>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.</b></p>

			<b>Staff Comments</b>	<i>A total of 19 parking spaces are proposed in two parking lots south of the building. They are screened from Main Street by a substantial landscape strip. A bus shelter and improved bus stop is proposed in this area. The applicant is proposing to eliminate the residential curb cut on to Main Street. Commercial curb cuts on Main Street are undesirable, and staff supports the elimination of this curb cut.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1h	<b>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.</b>
			<b>Staff Comments</b>	<i>The site is serviced by the alley, and all parking stalls are accessible from the alley. The Commission discussed additional parking standards from the zoning code that appear to be in conflict with this requirement. A memo from the City Attorney is attached to this report giving direction on this issue. A screening fence has been added between the southerly landscape bed and the alley, although details have not yet been provided.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1i	<b>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.</b>
			<b>Staff Comments</b>	<i>The site plan proposes 22,864 square feet of hardscape (parking, vehicle and pedestrian areas). 25% of this (4,567) has been provided as a snow storage area.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1j	<b>j. Snow storage areas shall not be less than 25% of the improved parking and vehicle and pedestrian circulation areas.</b>
			<b>Staff Comments</b>	<i>See Standard (i) above.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1k	<b>k. A designated snow storage area shall not have any dimension less than 10 feet.</b>
			<b>Staff Comments</b>	<i>Snow storage areas vary in width: some are only 10' wide.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1l	<b>l. Hauling of snow from downtown areas is permissible where other options are not practical.</b>
			<b>Staff Comments</b>	<i>Snow will need to be hauled from the large parking areas proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1m	<b>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.</b>
			<b>Staff Comments</b>	<i>Snow storage areas do not impede parking or pedestrian areas.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)1n	<b>n. Snow storage areas shall be landscaped with vegetation that is salt-tolerant and resilient to heavy snow.</b>
			<b>Staff Comments</b>	<i>Snow storage areas will be seeded with grass only.</i>

**2. Building Design: 17.06.080(A)2, items (a) thru (m)**

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"/>	17.06.080(A)2a	<b>a. The proportion, size, shape and rooflines of new buildings shall be compatible with surrounding buildings.</b>
			<b>Staff Comments</b>	<i>The propose building uses a variety of flat roof line, canopies and parapets. Per feedback from the Commission, the roof line of the drive-through ahs been redesigned to be more reflective of the overall building design.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2b	<b>b. Standardized corporate building designs are prohibited.</b>
			<i>Staff Comments</i>	<i>Modifications have been made to the standard corporate design to reflect the character of Hailey.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2c	<b>c. At ground level, building design shall emphasize human scale, be pedestrian oriented and encourage human activity and interaction.</b>
			<i>Staff Comments</i>	<i>The building features a modest profile. Doors and canopies reflect human scale.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2d	<b>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.</b>
			<i>Staff Comments</i>	<i>The main entry / front façade faces Main Street and has multiple windows sheltered by a canopy and columns which breaks up the larger roof form above.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2e	<b>e. Any addition onto or renovation of an existing building shall be designed to create a cohesive whole.</b>
			<i>Staff Comments</i>	<i>No plans for future expansion have been shown at this time.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2f	<b>f. All exterior walls of a building shall incorporate the use of varying materials, textures and colors.</b>
			<i>Staff Comments</i>	<i>A variety of materials will be used on the exterior: stucco, brick veneer, soldier course, exposed metal columns.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2g	<b>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.</b>
			<i>Staff Comments</i>	<i>Building colors are in the "brown" family: brick cladding, brown stucco, dark bronze parapet caps, desert buff stone, urbane bronze fascia. See color and material samples for additional information.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2h	<b>h. Flat-roofed buildings over two stories in height shall incorporate roof elements such as parapets, upper decks, balconies or other design elements.</b>
			<i>Staff Comments</i>	<i>The proposed building contains parapets and canopies.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2i	<b>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:</b>
				<ul style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>iii) Double glazed windows.</li> <li>iv) Windows with Low Emissivity glazing.</li> <li>v) Earth berming against exterior walls</li> <li>vi) Alternative energy. Solar energy for electricity or water heating,</li> </ul>

				<p>wind energy or another approved alternative shall be installed on-site.</p> <p>vii) Exterior light shelves. All windows on the southernmost facing side of the building shall have external light shelves installed.</p>
			<i>Staff Comments</i>	<i>The applicant will describe energy plans in the meeting.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2j	<p>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.</p>
			<i>Staff Comments</i>	<i>The flat-roofed buildings do not shed snow on to the pedestrian areas.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)2k	<p>k. Downspouts and drains shall be located within landscape areas or other appropriate locations where freezing will not create pedestrian hazards.</p>
			<i>Staff Comments</i>	<i>Downspouts from the building will be routed underground to a drywell. A second drywell system serves the proposed parking lot, as shown on the drainage plan.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2l	<p>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).</p>
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)2m	<p>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.</p>
			<i>Staff Comments</i>	<i>A Master signage plan is not required of a single-tenant building.</i>

**3. Accessory Structures, Fences and Equipment/Utilities: 17.06.080(A)3, items (a) thru (i)**

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"/>	17.06.080(A)3a	<p>a. Accessory structures shall be designed to be compatible with the principal building(s).</p>
			<i>Staff Comments</i>	<i>No accessory structures are planned, with the exception of the dumpster enclosure. Staff has requested an elevation of the enclosure.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3b	<p>b. Accessory structures shall be located at the rear of the property.</p>
			<i>Staff Comments</i>	<i>The dumpster is located to the rear of the property; the location has been modified to be compatible with neighboring development. A dumpster enclosure has been provided.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3c	<p>c. Walls and fences shall be constructed of materials compatible with other materials used on the site.</p>
			<i>Staff Comments</i>	<i>An elevation of the trash enclosure has been submitted.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3d	<p>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.</p>
			<i>Staff Comments</i>	<i>It appears as if a fence has been added to the landscape area between the parking lot and the alley at the south end of the site. Details have not yet been provided. A low seating wall may be appropriate around the existing specimen maple at the northeast corner.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3e	<p>e. All roof projections including, roof-mounted mechanical equipment, such as heating and air conditioning units, but excluding solar panels and Wind</p>

				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>	<i>Staff has requested the locations of roof-mounted equipment.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(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"/>	17.06.080(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>Staff Comments</i>	<i>Heating and air conditioning will be interior; the trash area will be screened.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3h	i. All service lines into the subject property shall be installed underground.
			<i>Staff Comments</i>	<i>All services lines are underground. The location of the pad-mounted transformer should be shown on the plans.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)3i	j. Additional appurtenances shall not be located on existing utility poles.
			<i>Staff Comments</i>	<i>The existing wooden street pole is used for banners which are hung over Main Street. In order to accommodate the least disturbance to the existing specimen city street tree (Oak), staff proposes to relocate this banner pole to the southern corner of the block by the Hitchrack. A city street light standard with a banner extension would be installed in across the street from an existing pole which could be used as a banner pole location.</i>

**4. Landscaping: 17.06.080(A)4, items (a) thru (n)**

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"/>	17.06.080(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>	<i>Plant materials will be appropriate for the environment. The Tree Committee will provide final comments on the street tree plan as proposed. Location of the trees is compatible with their recommendations. Staff recommends that the size of the proposed street trees be increased to 2-1/2-3” caliper, minimum.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4b	b. All plant species shall be hardy to the Zone 4 environment.
			<i>Staff Comments</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(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>	<i>An automatic drip irrigation system on a timer is planned.</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17.06.080(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

				<b>designed to accommodate typical trees at maturity. Buildings within the LI and SCI-I zoning district are excluded from this standard.</b>
			<i>Staff Comments</i>	<i>See earlier discussion in this report of the city chokecherry trees, the signature city oak tree, and the specimen maple interior to the lot.</i>  <i>Regarding the remainder of the landscape plan, a variety of trees and shrubs are shown, and annual beds. As noted earlier, a pedestrian path from the bus stop through the landscape bed to the parking area is desirable. Additionally, staff recommends the addition of two chokecherries (or similar) in the 30' landscape bed that separates the parking lot from Main Street.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4e	<b>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.</b>
			<i>Staff Comments</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4f	<b>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.</b>
			<i>Staff Comments</i>	<i>Proposed landscaping is varied. A low seating wall located ½ to 2/3 out from the drip line of the existing signature City Oak tree could provide a nice pedestrian amenity on Main street.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4g	<b>g. Storm water runoff should be retained on the site wherever possible and used to irrigate plant materials.</b>
			<i>Staff Comments</i>	<i>Runoff is within planting beds.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(A)4h	<b>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).</b>
			<i>Staff Comments</i>	<i>The applicant will be responsible for maintaining plant material in healthy condition, with the exception of City street trees. Staff recommends the addition of a trash receptacle near the planned bus shelter.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4i	<b>i. Retaining walls shall be designed to minimize their impact on the site and the appearance of the site.</b>
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4j	<b>j. Retaining walls shall be constructed of materials that are utilized elsewhere on the site, or of natural or decorative materials.</b>
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4k	<b>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.</b>
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4l	<b>l. Landscaping should be provided within or in front of extensive retaining walls.</b>
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4m	<b>m. Retaining walls over 24" high may require railings or planting buffers for safety.</b>
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(A)4n	<b>n. Low retaining walls may be used for seating if capped with a surface of at least 12 to 16 inches wide.</b>
			<i>Staff Comments</i>	

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

### 1. Site Planning: 17.06.080(B)1, items (a) thru (b)

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"/>	17.06.080(B)1a	<p><b>a. The site shall support pedestrian circulation and provide pedestrian amenities. Sidewalks shall be provided along building fronts.</b></p> <p><i>Staff Comments</i> A sidewalk currently exists on the building front, and will be improved to be 10' wide, with trees at the back of the sidewalk. This is a preferred design due to the bus stop and grade considerations. Mountain rides has provided comments on the bus stop, as described in the attached letter. This is a heavily used transit location. Staff suggests that a pedestrian path be added through the landscape area from the parking lot to the bus stop, and a trash receptacle.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(B)1b	<p><b>b. Wider sidewalks are encouraged to provide additional amenities such as seating areas and bicycle racks.</b></p> <p><i>Staff Comments</i> Wider sidewalks are proposed along the length of Main Street, and at the corner. Bike racks are not shown, and should be added near the bus stop and near the building.</p>

### 2. Building Design: 17.06.080(B)2, items (a) thru (c)

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"/>	17.06.080(B)2a	<p><b>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.</b></p> <p><i>Staff Comments</i> The entrance to the building faces both corners.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(B)2b	<p><b>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.</b></p> <p><i>Staff Comments</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17.06.080(B)2c	<p><b>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.</b></p> <p><i>Staff Comments</i> Pedestrian access is from sidewalks and the perennial landscape area to the south of the building.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(B)2d	<p><b>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</b></p>

				of parapets, cornices, roof, and other architectural elements.
			<i>Staff Comments</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(B)2e	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"/>	17.06.080(B)2f	f. Fire department staging areas shall be incorporated into the design elements of the building.
			<i>Staff Comments</i>	<i>The building is within 150' of the street.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17.06.080(B)2g	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"> <li>i. Locating open space and preserving existing vegetation on the edge of the site to further separate the building from less intensive uses;</li> <li>ii. Stepping down the massing of the building along the site's edge; and</li> <li>iii. Limiting the length of or articulating building facades to reflect adjacent residential patterns</li> </ul>
			<i>Staff Comments</i>	
<b>Compliant</b>				
<b>Yes</b>	<b>No</b>	<b>N/A</b>		
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

**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. 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: 1) applicant will either utilize both water mains (i.e. one for in the building and the other for irrigation) or abandon one of them at the water main, and 2) if water main lines within the alley are less than six (6) feet deep, the applicant 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, and 3) conditions related to City street trees as outlined herein.
- 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. A lighting plan and photometric plan should be submitted for review/approval by staff and one Planning and Zoning Commissioner.
- 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 specimen City street tree on the northeast corner (white oak) shall be retained. Existing grade shall be protected for a minimum distance of ½ of the drip line, both during construction and as a component of the final design. No disturbance within this area is permitted during construction, including no storage of construction materials. Irrigation to this tree shall be retained during construction.
- i) Irrigation to the replacement City street trees shall be to City standards. Power shall be provided to each tree, or as otherwise approved by the City.
- j) Street trees should be a minimum of 2-1/2 to 3" caliper. The new street trees should be placed in planter beds of minimum dimensions approved by the City, with adequate structural soil (planting medium) incorporated into the design.
- k) The curb cut on Main Street shall be eliminated.
- l) The 19 stall parking lot on Main Street is in excess of City regulations, but has been found to meet the standards herein, so long as this parking area is permitted to be used by transit riders, and for events at Werthheimer Park. The parking stall shall be modified as follows: 1) A pedestrian path shall be provided connection this parking area to the Main Street sidewalk/bus shelter area. 2) One of the two handicap stall shown in the portion of the parking lot closest to the building shall be relocated into the southern portion of the lot. 3) A trash receptacle shall be added in the vicinity of the bus shelter.
- m) The bus shelter as shown on the revised drawings is a requirement of the site plan, with the following modifications: 1) adequate lighting shall be shown (it is unclear from the current plans how it will be lit); 2) The bus pull-out area needs to have a no-parking, red curb zone of at least 80' along the Main St curb face, at the bus shelter location; and 3) the current roof design may cause snow to slide off onto waiting passengers: the pitch of the roof shall be modified and approved by staff.
- n) A letter from Clearcreek Disposal shall be provided stating that the location and design is adequate for dumpster pickup.
- o) The pad-mounted transformer shall be shown on the site plan.
- p) Rooftop equipment (if any) shall be shown on a roof plan.
- q) A City street light with a banner pole extension shall be added on the corner of Main and Maple, in the vicinity of the Hitchcrack Motel, location to be determined by City Public Works Department.
- r) Details on the proposed landscape screening fence between the southern parking lot and the alley shall be submitted for review/approval by staff and one Planning and Zoning Commissioner.
- s) Two bike racks shall be added: one to serve the bank building, and one to serve the bus shelter.

**Motion Language**

**Approval:**

Motion to approve the Design Review application submitted by D.L. Evans Bank, represented by Tom Lennon and Andy Erstad of Erstad Architects, for a new 4,595 square foot bank branch to be located at 609 and 611 South Main Street (Lots 1-8, Block 5 Hailey Townsite), finding that the project does not jeopardize the health,

safety or welfare of the public and the project conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Zoning Ordinance, Title 18, and City Standards, provided conditions (a) through (s) are met.

Denial:

Motion to deny the Design Review application submitted by D.L. Evans Bank, represented by Tom Lennon and Andy Erstad of Erstad Architects, for a new 4,595 square foot bank branch to be located at 609 and 611 South Main Street (Lots 1-8, Block 5 Hailey Townsite, 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 Design Review application submitted by D.L. Evans Bank, represented by Tom Lennon and Andy Erstad of Erstad Architects, for a new 4,595 square foot bank branch to be located at 609 and 611 South Main Street (Lots 1-8, Block 5 Hailey Townsite), to\_\_\_\_[Commission should specify a date].

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 e-mail: info@erstadarchitect.com

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**d.l. evans bank - hailey**  
 609 s. main st  
 hailey, idaho 83333

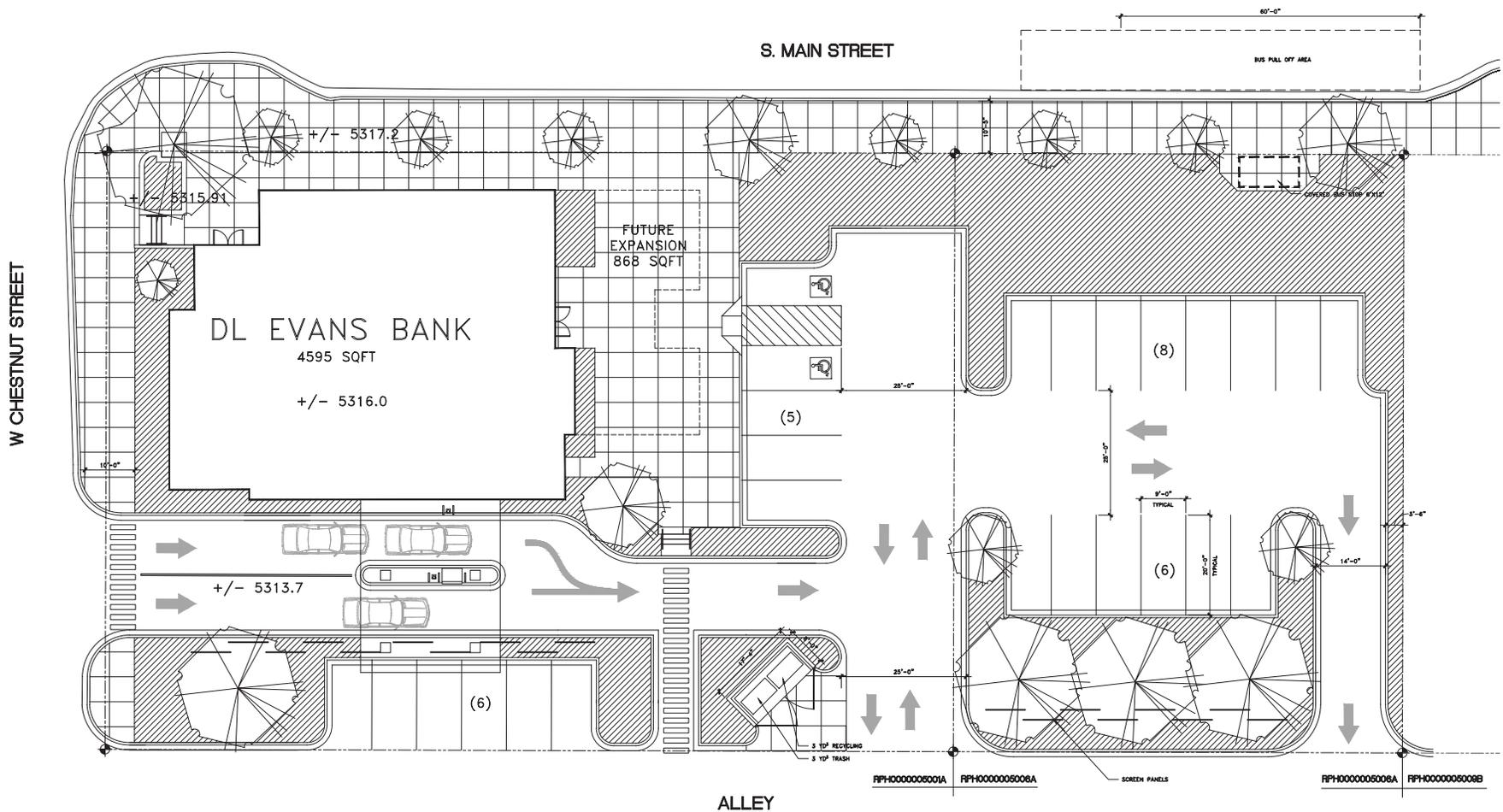
revision:

project: 151009  
 date: 08/15/16  
 drawn: sb,pc  
 checked: ll

**design review**

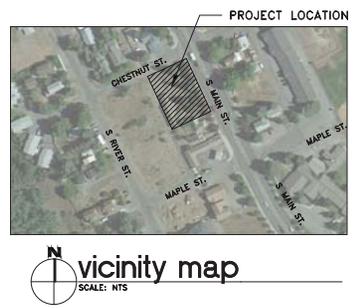
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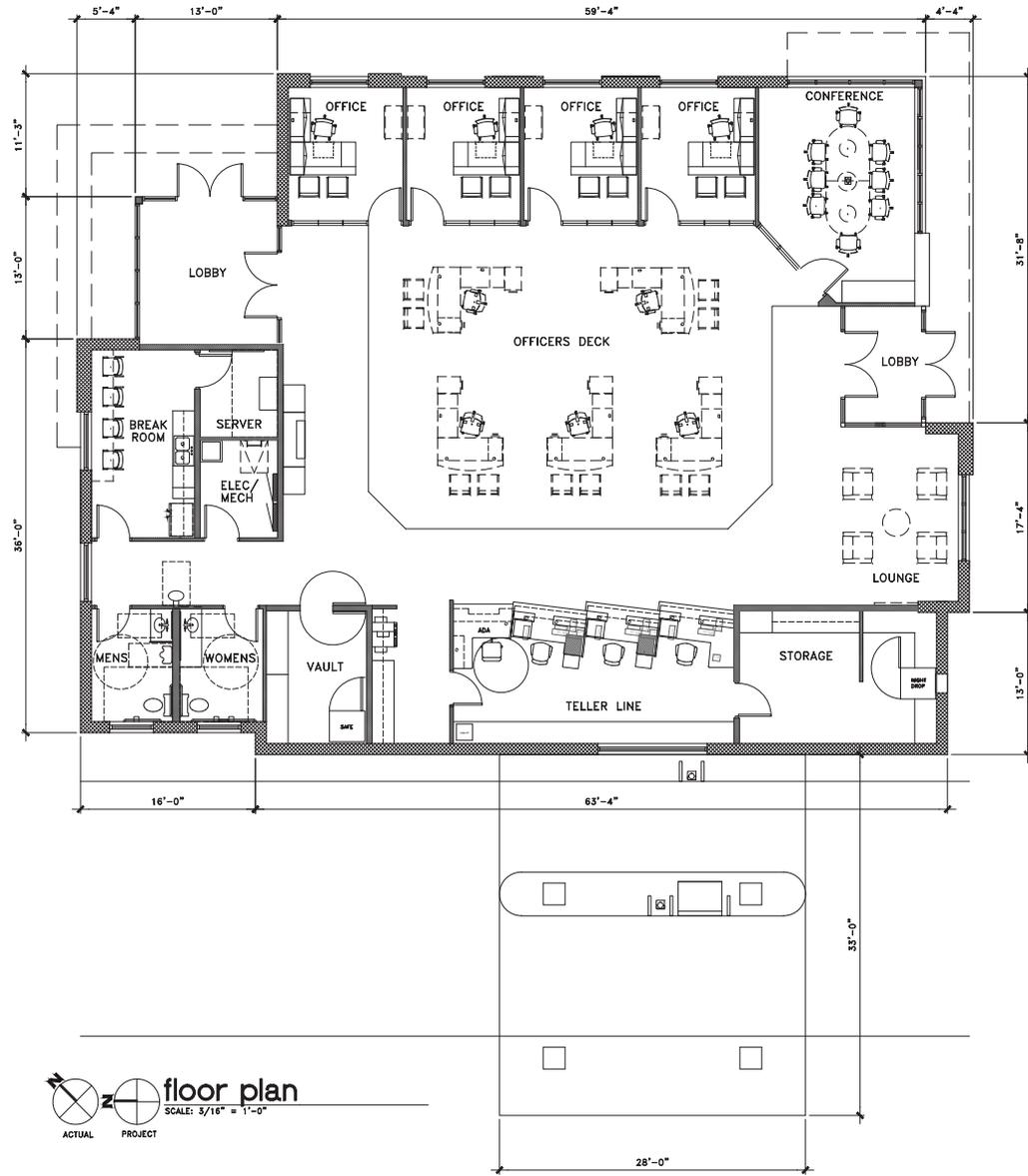
**a.11**



**code information:**

ZONE: B BUSINESS DISTRICT W/ TOWNSITE OVERLAY	OCCUPANCY GROUP: B
PARCEL: RPH0000005001A RPH0000005006A	CONSTRUCTION TYPE: VB
SETBACKS: FRONT 0' REAR 0' SIDE 0'	FIRE SPRINKLERED: NO
MAX BUILDING HEIGHT: 35'	SITE AREA: 31,165 SQFT
LANDSCAPE BUFFER: 0'	BUILDING AREA: 4,595 SQFT
PARKING REQUIRED: 1 PER 1000SQFT = 5 SPACES	SNOW STORAGE AREA: HARDSCAPE = 16,952 SQFT REQUIRED (25%) = 4,238 SQFT PROVIDED (34X) = 5780 SQFT
PARKING PROVIDED: 25 (ALLOWED 200% INCREASE = 12)	
PARKING DIMENSIONS: 18' DEEP 9' WIDE 24' DRIVE AISLE	
BIKE PARKING: 25% OF PARKING OR 3 SPACES WHATEVER IS GREATER = 3 SPACES	





floor plan  
 SCALE: 3/16" = 1'-0"  
 ACTUAL PROJECT

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d.i. evans bank - hailey  
 609 s. main st.  
 hailey, idaho 83333

revision:

project: 151009  
 date: 08/15/16  
 drawn: sb,pc  
 checked: H

design review

floor plan  
 a2.11

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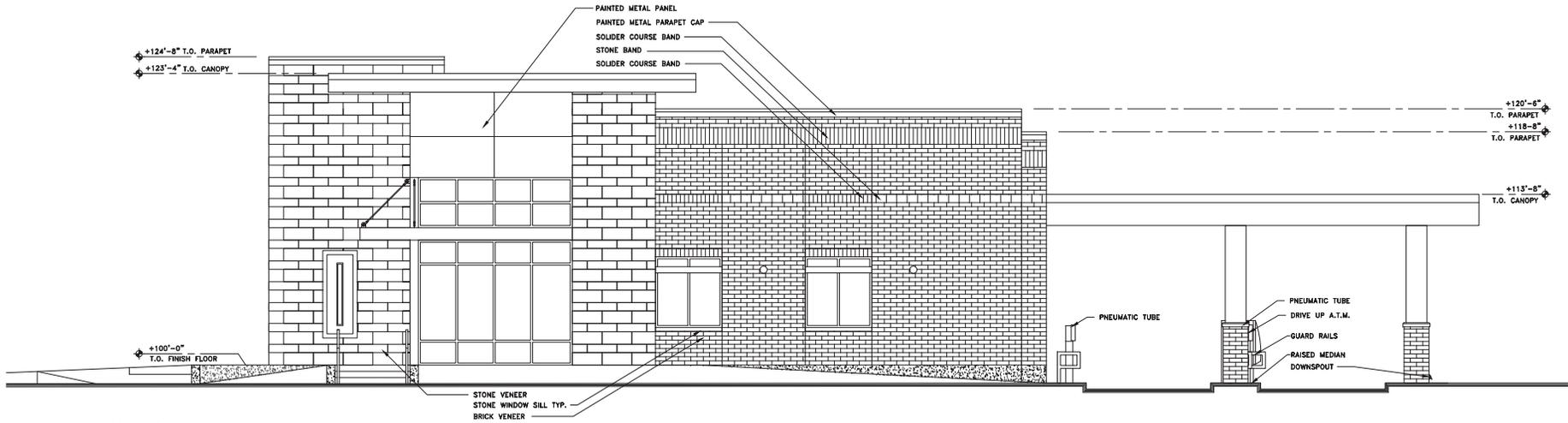
**d.l. evans bank - hailey**  
 609 s. main st.  
 hailey, idaho 83333

revision:

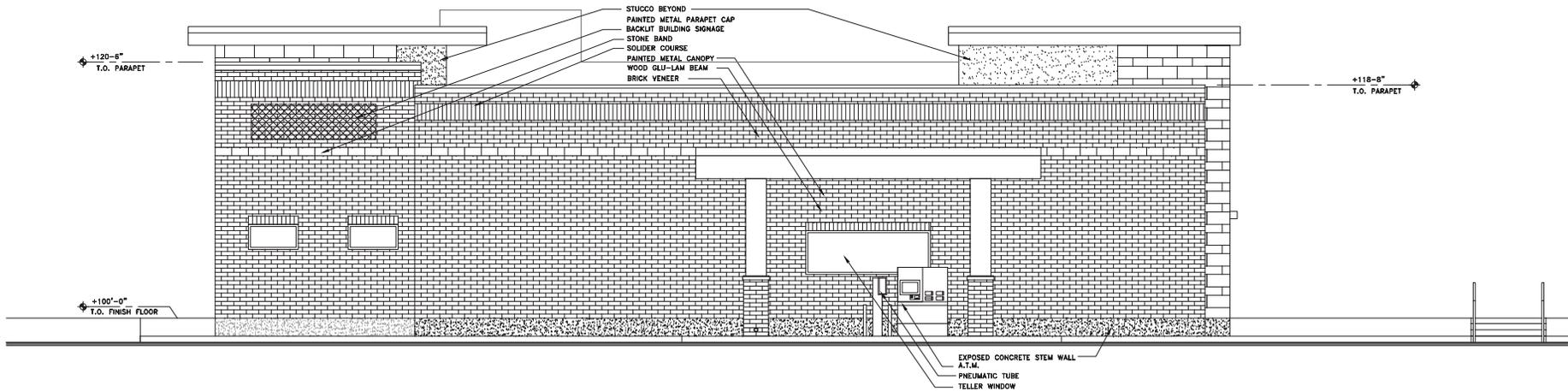
project: 151009  
 date: 08/15/16  
 drawn: sb,pc  
 checked: H

design review

elevations  
 a3.11



**north elevation**  
 SCALE: 1/4" = 1'-0"



**west elevation**  
 SCALE: 1/4" = 1'-0"

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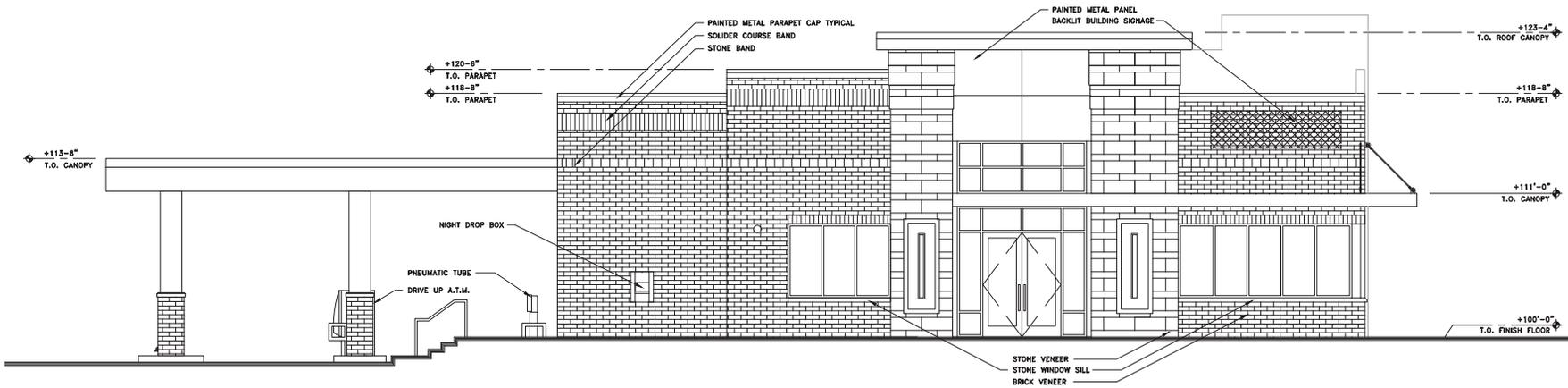
**d.l. evans bank - hailey**  
 609 s. main st.  
 hailey, idaho 83333

revision:

project: 151009  
 date: 08/15/16  
 draw: sb,pc  
 checked: H

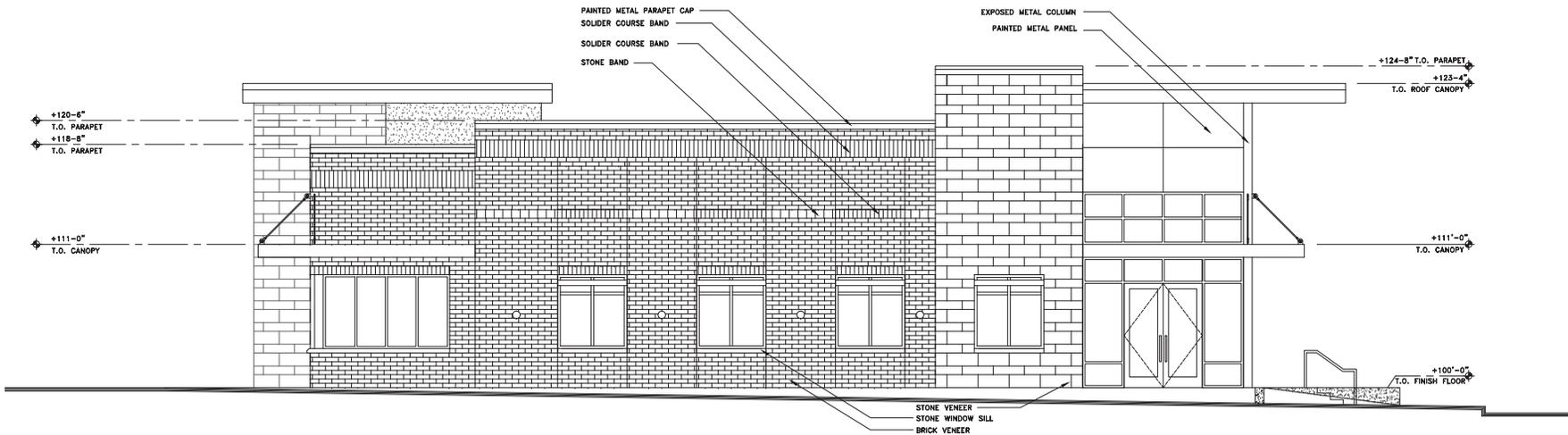
design review

elevations  
 a3.12



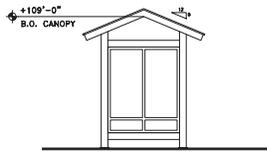
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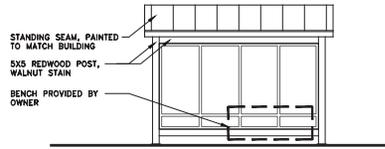
**east elevation**

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



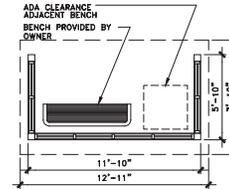
**south elevation**

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



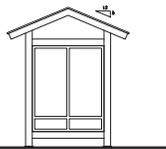
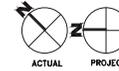
**east elevation**

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



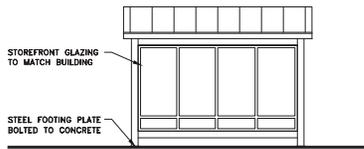
**bus stop floor plan**

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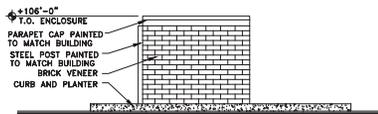
**north elevation**

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



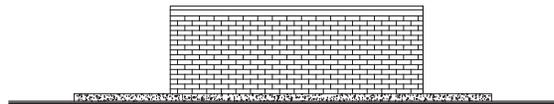
**west elevation**

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



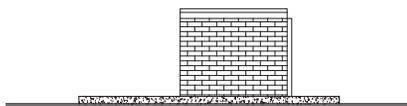
**south east elevation**

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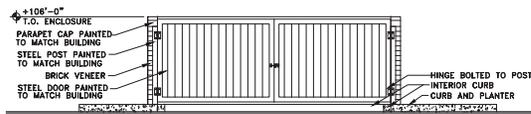
**north east elevation**

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



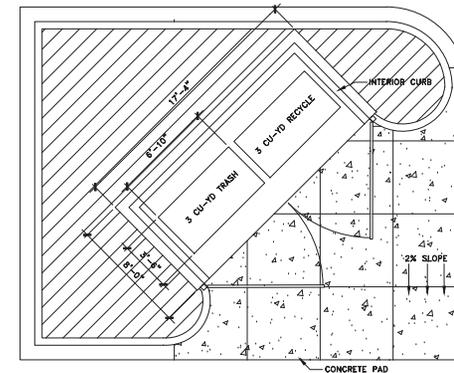
**north west elevation**

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



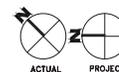
**south west elevation**

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



**trash enclosure floor plan**

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



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**d.l. evans bank - hailey**  
 609 s. main st.  
 hailey, idaho 83333

revision:

project: 151009  
 date: 08/15/16  
 draw: sb,pc  
 checked: H

design review

trash enclosure + bus stop  
 a3.13

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 609 s. main st  
 hailey, idaho 83333

revision:

project: 151009  
 date: 08/15/16  
 drawn: sb,pc  
 checked: H

**design review**

color elevations  
**a3.14**



**north elevation**  
 SCALE: 1/4" = 1'-0"



**west elevation**  
 SCALE: 1/4" = 1'-0"

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 609 s. main st.  
 hailey, idaho 83333

revision:

project: 151009  
 date: 08/15/16  
 drawn: sbj:pc  
 checked: II

design review  
 color elevations  
 a3.15



**south elevation**  
 SCALE: 1/4" = 1'-0"



**east elevation**  
 SCALE: 1/4" = 1'-0"



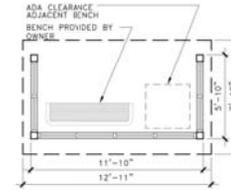
**south elevation**

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



**east elevation**

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



**bus stop floor plan**



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



**north elevation**

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



**west elevation**

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



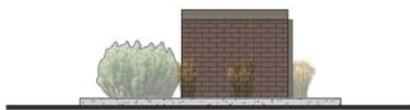
**south east elevation**

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



**north east elevation**

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



**north west elevation**

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



**south west elevation**

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



**trash enclosure floor plan**



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



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**d.l. evans bank - hailey**  
609 s. main st.  
hailey, idaho 83333

revision:

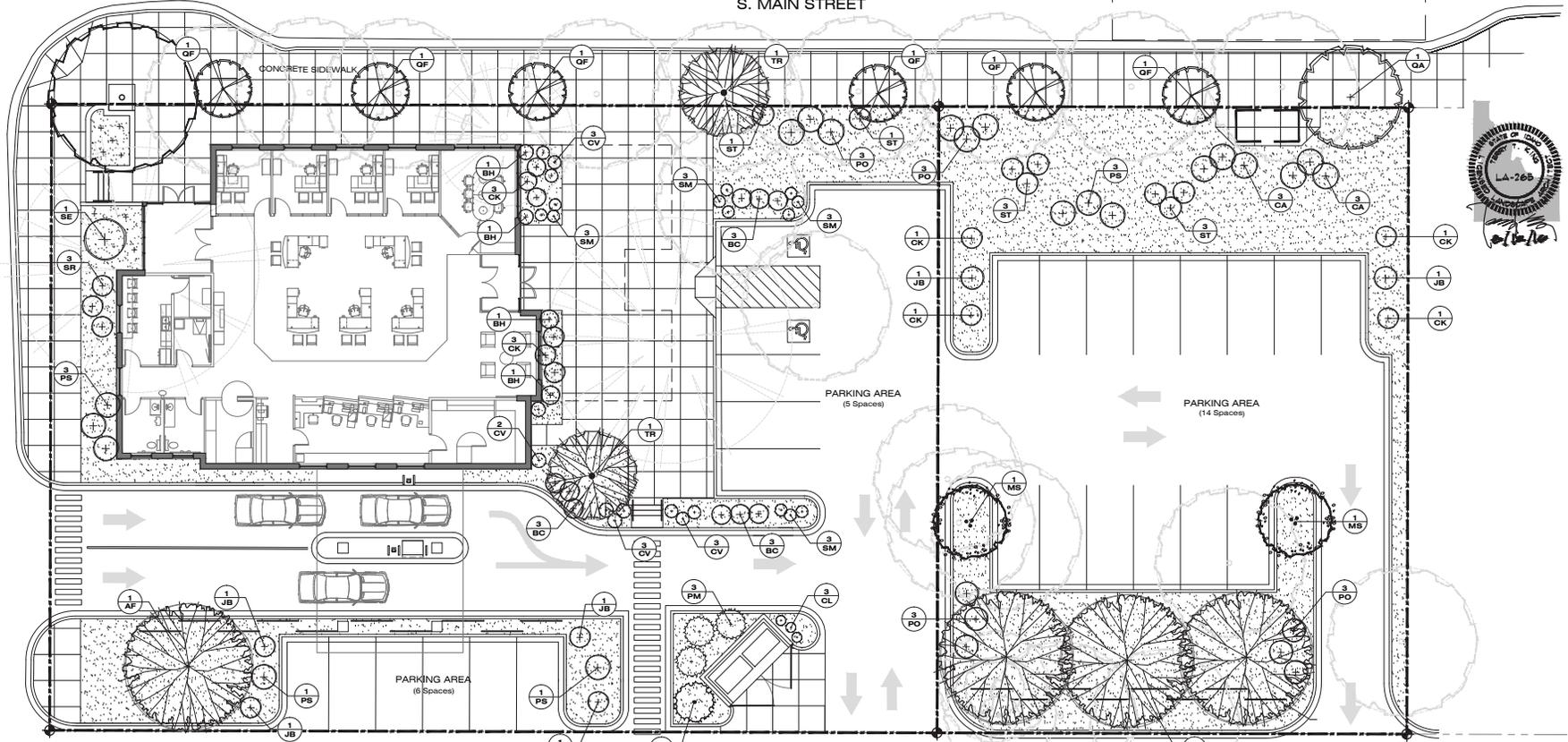
project: 151009  
date: 08/15/16  
drawn: sb,pc  
checked: ll

design review

color trash enclosure + bus stop  
**a3.16**

W CHESTNUT STREET

S. MAIN STREET



DL Evans Bank  
 3023 E. Copperpoint Dr.  
 Suite #208  
 Meridian, ID 83642  
 (208) 869-3820 (voice)  
 (208) 720-3730 (fax)  
 (208) 299-0707 (fax)  
 www.dlevans.com

LANDSCAPE PLAN

DL Evans Bank  
 LOTS 1, 2, 3, 4, & 5, BLK 5, HAILEY TOWNSITE  
 Hailey • Idaho • 83333

SHEET

L-1

August 12, 2016

SCALE: 1" = 10'-0"

PLANT SCHEDULE

DECIDUOUS TREES	CODE	QTY	COMMON NAME	BOTANICAL NAME	SIZE	MATURE SIZE	EXPOSURE
AF	4	Autumn Blaze Maple*	Acer freemanii 'Autumn Blaze'	2" cal.	40'-50" tall x 30'-40" wide	Full Sun	
MS	2	Spring Snow Crab Apple*	Malus x 'Spring Snow'	2" cal.	15'-25" tall x 10'-20" wide	Full Sun	
QA	1	White Oak	Quercus alba	2" cal.	40'-55" tall and wide	Full Sun	
OF	6	Columnar English Oak	Quercus robur 'Fastigiata'	2" cal.	40'-60" tall x 15'-20" wide	Full Sun	
TR	2	Redmond American Linden*	Tilia americana 'Redmond'	2" cal.	50'-80" tall x 30'-50" wide	Full Sun to Partial Shade	
EVERGREEN TREES	CODE	QTY	COMMON NAME	BOTANICAL NAME	SIZE	MATURE SIZE	EXPOSURE
PC	1	Compressa Spruce*	Picea abies 'Compressa'	4'-6"	30'-30" tall x 5'-6" wide	Full Sun; Part Shade Tolerant	
PM	3	Pine - Mugo Tannenbaum*	Pinus mugo 'Tannenbaum'	6"	6'-15" tall x 4'-8" wide	Part Shade to Full Sun	
SHRUBS	CODE	QTY	COMMON NAME	BOTANICAL NAME	SIZE	MATURE SIZE	EXPOSURE
BH	4	Crimson Pygmy Barberry*	Berberis thunbergii 'Crimson Pygmy'	5 gal.	24" tall x 36" wide	Full Sun	
BH	4	Columnar Barberry*	Berberis thunbergii 'Helmund Pflar'	5 gal.	48"-60" tall x 12"-24" wide	Full Sun	
CK	10	Kelsoy Dogwood	Cornus sericea 'Kelsoy'	2" cal.	2'-4" tall and wide	Full Sun to Full Shade	
CA	6	Peeling Cotoneaster	Cotoneaster acutifolius	5 gal.	6'-8" tall x 4'-8" wide	Full Sun to Partial Shade	
JB	6	Creeeping Juniper	Juniperus horizontalis 'Blue Chip'	5 gal.	1' tall x 6'-8" wide	Full Sun	
PO	12	Ninebark - Dart's Gold	Physocarpus opulifolius 'Dart's Gold'	5 gal.	4'-5" tall and wide	Partial Shade to Full Shade	
PS	8	Summer Wine Ninebark	Physocarpus opulifolius 'Summer Wine'	5 gal.	4'-6" tall and wide	Partial to Full Sun	
SE	1	Black Lace Elderberry*	Sambucus nigra 'Eva'	5 gal.	8'-10" tall and wide	Full Sun	
SR	3	Spiraea - Fritschiana	Spiraea fritschiana	5 gal.	2'-3" tall x 4'-5" wide	Full Sun to Full Shade	
ST	3	Spiraea - Snow Mound	Spiraea nipponica tosaensis 'Snow Mound'	5 gal.	2'-4" tall and wide	Partial to Full Sun	
PERENNIALS	CODE	QTY	COMMON NAME	BOTANICAL NAME	SIZE	MATURE SIZE	EXPOSURE
CL	3	Feather Reed Grass	Calamagrostis x acutiflora 'Karl Foerster'	1 gal.	5'-6" tall x 1.5'-2" wide	Full Sun	
CV	11	Moonbeam Coreopsis*	Coreopsis verticillata 'Moonbeam'	1 gal.	18"-24" tall and wide	Full Sun	
SM	12	May Night Salvia	Salvia x sylvestris 'May Night'	1 gal.	18"-24" tall and wide	Full Sun	

\* DROUGHT TOLERANT OR XERISCAPE PLANT MATERIAL

ALLEY

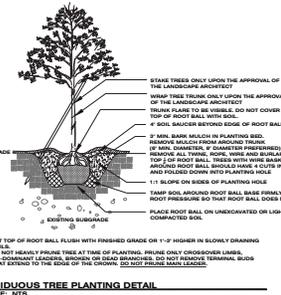
PLANT LEGEND

(SEE PLANT SCHEDULE FOR SIZE AND QUANTITIES)

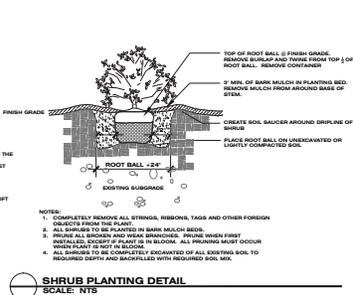


LANDSCAPE + PLANTING NOTES

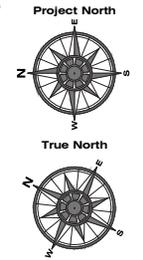
- LOCATIONS OF PROPOSED PLANT MATERIALS ARE APPROXIMATE AND MUST BE FIELD VERIFIED PRIOR TO INSTALLATION.
- UTILITY LOCATIONS ARE APPROXIMATE AND MUST BE LOCATED AND VERIFIED IN THE FIELD PRIOR TO ANY EXCAVATION WORK INCLUDING INSTALLATION OF PLANT MATERIALS.
- ALL PLANTING AREAS TO BE AERATED AFTER CONSTRUCTION AND PRIOR TO INSTALLATION OF PLANT MATERIALS.
- ALL PLANT MATERIALS TO COMPLY WITH THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS (SEE DETAILS THIS SHEET FOR DECIDUOUS TREE AND SHRUB PLANTING DETAILS.)
- ALL EXISTING PLANTS THAT ARE IDENTIFIED TO REMAIN SHALL BE PROTECTED FROM CONSTRUCTION ACTIVITIES AS NECESSARY TO PROTECT AGAINST COMPACTION OF ROOT ZONES, SOIL CONTAMINANTS, AND INJURY TO BRANCHES.
- ALL LANDSCAPING TO BE IRRIGATED BY AN AUTOMATIC SPRINKLER SYSTEM. REFER TO IRRIGATION PERFORMANCE SPECIFICATIONS.
- ONLY DROUGHT TOLERANT PLANT SPECIES AND/OR SPECIFIC PLANT MATERIALS SHALL BE USED, AS SPECIFIED BY THE HAILEY LANDSCAPING MANUAL OR AN APPROVED ALTERNATIVE.
- ALL PLANT SPECIES ARE HARDY TO ZONE 4.



DECIDUOUS TREE PLANTING DETAIL  
SCALE: NTS



SHRUB PLANTING DETAIL  
SCALE: NTS



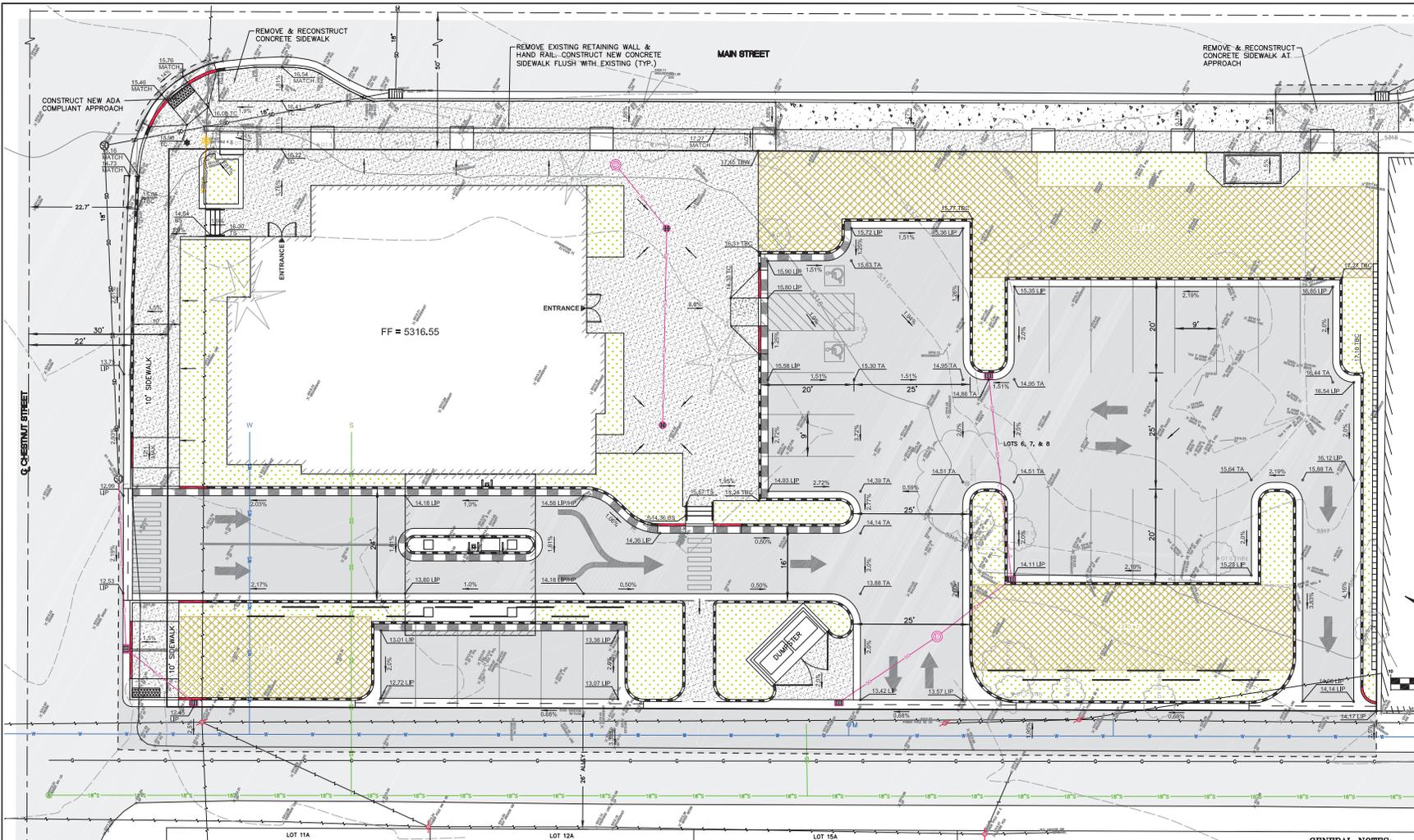
Project North

True North

SCALE: 1" = 10'-0"

0 5 10 20

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**LEGEND**

<b>EXISTING ITEMS</b>	<b>PROPOSED ITEMS</b>
Property Boundary	2.2% Grade
Address Line	ADA Compliant Detectable Warning Insert
Centerline	Drainage
1' Contour Interval	Retaining Wall
5' Contour Interval	
Existing Curb & Gutter	<b>ON-SITE AREA CALCULATIONS</b>
Existing Concrete Sidewalk	BUILDING: 4,895
Water Meter	PAVEMENT/CONC.: 18,316
AP = Angle Point	HARDSCAPE: 22,864
CC = Curb Cut	NEED: 4,567
EOA = Edge of Asphalt	25% PAVEMENT (SNOW): 4,567
EOC = Edge of Concrete	25% HARDSCAPE (L.SCAPE): 5,716
FF = Finish Floor Elevation	HAVE: 4,567
LP = Low Point	25% PAVEMENT (SNOW): 4,567
HP = High Point	25% HARDSCAPE (L.SCAPE): 5,462
LP = Lip of Gutter	
NG = Natural Grade	
TBC = Top Back of Curb	
TC = Top of Concrete	
TA = Top of Asphalt	
Storm Drain	
Overhead Power Line	
Storm Drain	
Catch Basin	
Sewer Manhole	
Storm Drain Manhole	
CT = Center Tree (not to scale) w/ size in inches	
DT = Deciduous Tree (not to scale) w/ size in inches	
Utility Pole	
Water Meter	
AP = Angle Point	
CC = Curb Cut	
EOA = Edge of Asphalt	
EOC = Edge of Concrete	
FF = Finish Floor Elevation	
LP = Low Point	
HP = High Point	
LP = Lip of Gutter	
NG = Natural Grade	
TBC = Top Back of Curb	
TC = Top of Concrete	
TA = Top of Asphalt	
Storm Drain	
Overhead Power Line	
Storm Drain	
Catch Basin	
Sewer Manhole	
Storm Drain Manhole	

**CONSTRUCTION NOTES**

- ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE MOST CURRENT EDITION OF THE CITY OF HALEY MOBILITY DESIGN CONSTRUCTION SPECIFICATIONS AND STANDARD DRAWINGS AND THE MOST CURRENT EDITION OF THE ROAD STANDARDS FOR PUBLIC WORKS CONSTRUCTION. BEING, THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING AND HAVING A COPY OF THE RPWC AND HALEY STANDARD DRAWINGS AND SPECIFICATIONS ON SITE DURING CONSTRUCTION. THESE COPIES ARE STANDARDS EXCEPT THE MORE STRINGENT STANDARDS SHALL TAKE PRECEDENCE.
- THE CONTRACTOR AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH RESULT FROM HIS FAILURE TO ACCURATELY LOCATE AND PRESERVE ALL UNDERGROUND UTILITIES. CONTRACTOR SHALL CALL ORINE (409-495-9595) TO LOCATE ALL EXISTING UNDERGROUND UTILITIES.
- WATER MAIN AND SEWER CONSTRUCTION SHALL BE IN CONFORMANCE WITH CITY OF HALEY TITLE 18, MOBILITY DESIGN CONSTRUCTION SPECIFICATIONS AND STANDARD DRAWINGS. NO WATER MAIN OR SEWERS SHALL BE BACKFILLED UNTIL THEY HAVE BEEN INSPECTED AND APPROVED BY THE CITY.
- THE CONTRACTOR SHALL CLEAN UP THE SITE AFTER CONSTRUCTION SO THAT IT IS IN A CONDITION EQUAL TO OR BETTER THAN THAT WHICH EXISTED PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL BE REQUIRED TO OBTAIN ALL THE NECESSARY PERMITS PRIOR TO CONSTRUCTION AND SHALL CHECK WITH THE CITY OF HALEY FOR PERMITS ALREADY HAVE OBTAINED.
- TRENCHES SHALL BE BACKFILLED AND COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DENSITY AS DETERMINED BY ASTM D 1557.
- ALL CLEARING & GRUBBING SHALL CONFORM TO RPWC SECTION 201 AND CITY OF HALEY STANDARD 18-2210 (EVIATION AND BACKFILL).
- ALL EVIATION & EMBANKMENT SHALL CONFORM TO RPWC SECTION 202 AND CITY OF HALEY STANDARD SPECIFICATION 18-2212 (EVIATION AND BACKFILL). DESIGNATED SUBGRADE SHALL BE COMPACTED AND ALL UNSURFABLE SECTIONS REMOVED AND REPLACED WITH STRUCTURAL FILL AS DETERMINED BY THE ENGINEER PER RPWC SECTION 204. MINIMUM COMPACTION OF PLACED MATERIAL SHALL BE 95% OF MAXIMUM LABORATORY DENSITY AS DETERMINED BY ASTM D 1557 OR D 1557-1.
- 1" 3/4" MINUS CRUSHED AGGREGATE SHALL BE PLACED IN CONFORMANCE WITH RPWC SECTION 803, COMPACTED PER RPWC SECTION 202 AND TO THE CITY OF HALEY STANDARD SPECIFICATION 18-2214 3/4" INCH CRUSHED AGGREGATE SHALL BE 1" 7/8" NOMINAL SIZE CONFORMING TO TABLE 803B IN RPWC SECTION 803. ASPHALT BINDER SHALL BE PG 58-28 CONFORMING TO TABLE 811 IN RPWC SECTION 803.
- 1" 3/4" MINUS CRUSHED AGGREGATE SHALL BE PLACED IN CONFORMANCE WITH RPWC SECTION 803, COMPACTED PER RPWC SECTION 202 AND TO THE CITY OF HALEY STANDARD SPECIFICATION 18-2214 3/4" INCH CRUSHED AGGREGATE BASE COURSE, 3/4" MINUS CRUSHED AGGREGATE FOR FILLING COURSE SHALL CONFORM TO RPWC TABLE 802 TYPE 1 AND TO THE CITY OF HALEY STANDARD SPECIFICATION 18-2214 3/4" INCH CRUSHED AGGREGATE BASE COURSE. MINIMUM COMPACTION OF PLACED MATERIAL SHALL BE 95% OF MAXIMUM LABORATORY DENSITY AS DETERMINED BY ASTM D 1557 OR D 1557-1.
- ALL ASPHALTIC CONCRETE PAVEMENT WORK SHALL CONFORM TO RPWC SECTIONS 806, 810, AND 811 FOR CLASS B PAVEMENT AND TO THE CITY OF HALEY STANDARD SPECIFICATION 18-2214 3/4" INCH CRUSHED AGGREGATE SHALL BE 1" 7/8" NOMINAL SIZE CONFORMING TO TABLE 803B IN RPWC SECTION 803. ASPHALT BINDER SHALL BE PG 58-28 CONFORMING TO TABLE 811 IN RPWC SECTION 803.
- EDGES OF EXISTING ASPHALT PAVING SHALL BE SAW CUT A MINIMUM OF 24" TO PROVIDE A CLEAN PAVEMENT EDGE FOR MATCHING, NO WHEEL CUTTING SHALL BE ALLOWED. PAVEMENT SHALL BE CUT PRIOR TO PAVING TO PREVENT DAMAGE TO THE CUT EDGE.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING TRAFFIC CONTROL PER THE CURRENT EDITION OF THE US DEPARTMENT OF TRANSPORTATION MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
- ALL CONCRETE FORMWORK SHALL CONFORM TO RPWC SECTIONS 701 AND 702 AND TO THE CITY OF HALEY STANDARD SPECIFICATION 18-2218 (CONCRETE AND REINFORCED CONCRETE). ALL CONCRETE SHALL BE 3,000 PSI MINIMUM 28 DAY. ALL CONCRETE IN RPWC SECTION 701, TABLE 1.0, REFER TO RPWC STANDARD DRAWINGS 20-701, 20-701A, 20-701B, 20-701C AND 20-712 FOR ADDITIONAL INFORMATION.

**GENERAL NOTES:**

- BOUNDARY AND TOPOGRAPHIC INFORMATION PROVIDED BY OTHERS.
- SITE LIGHTING, ELECTRICAL, AND CONDUIT LOCATIONS BY OTHERS; SEE LANDSCAPE AND ELECTRICAL PLANS.
- DEMOLITION DETAILS HAVE NOT BEEN DEVELOPED AT THIS TIME, BUT IN SUMMARY, ALL SITE FEATURES CONFLICTING WITH THE PROPOSED IMPROVEMENTS SHOWN HEREON SHALL BE REMOVED.

ORIGINAL SIGNED BY BRIAN D. YEAGER  
 DATE ORIGINAL SIGNED: 08/12/2016

PROFESSIONAL ENGINEER  
 REGISTERED  
 9438  
 STATE OF IDAHO  
 BRIAN D. YEAGER

ORIGINAL ON FILE AT OFFICE OF  
 GALENA ENGINEERING (HALEY, ID)  
**PRELIMINARY GRADING  
 FOR DESIGN REVIEW ONLY**



3023 E. Copperpoint Dr.  
Suite #208  
Meridian, ID 83642  
(208) 869-3830  
(208) 720-3730 (toll-free)  
(208) 299-0707 (fax)  
www.dlevans.com

**SITE PLAN**  
**EXISTING TREES**

**DL Evans Bank**  
**LOTS 1, 2, 3, 4, & 5, BLK 5, HAILEY TOWNSITE**  
**Hailey • Idaho • 83333**

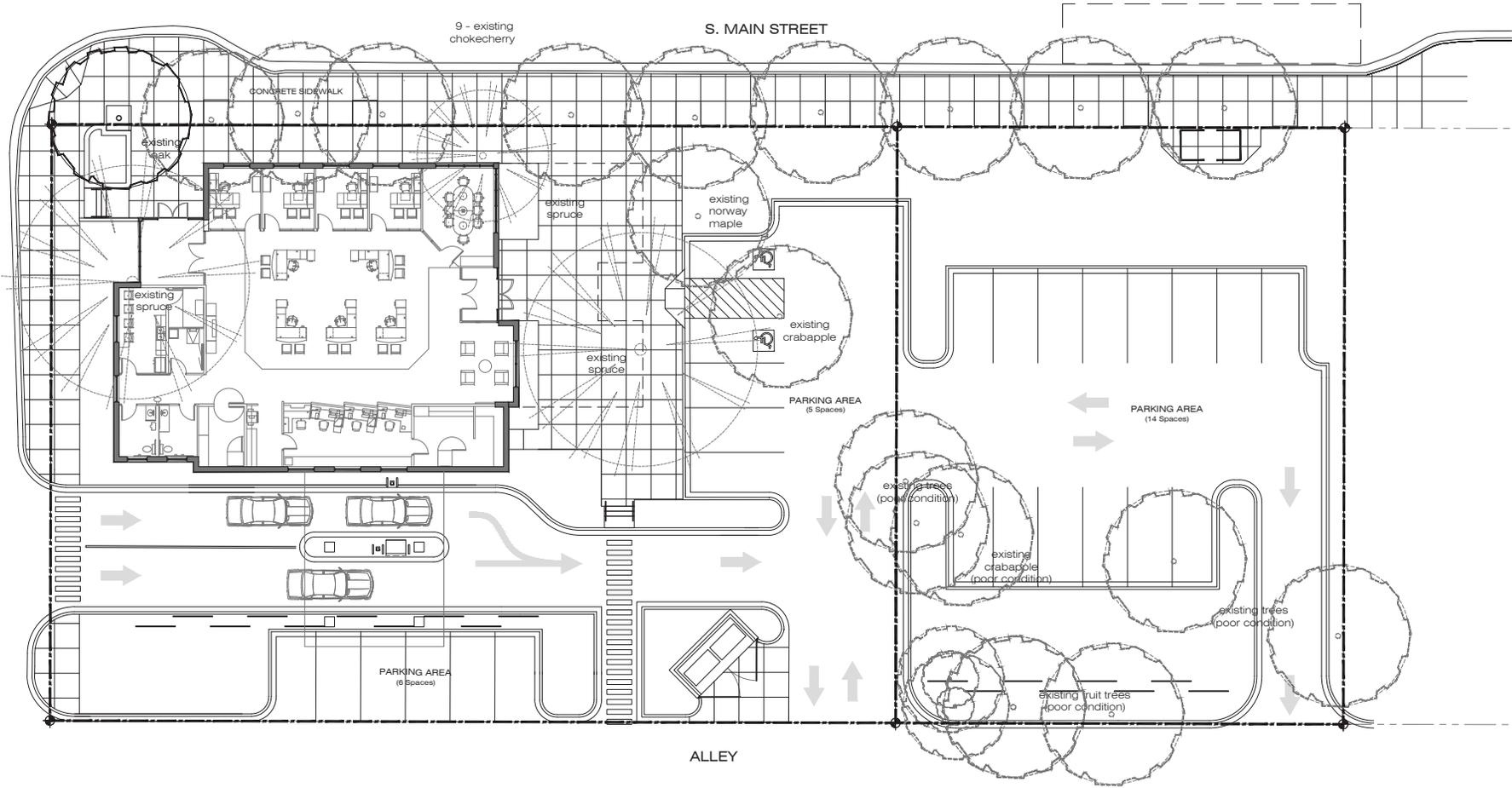
**SHEET**

**L-0**

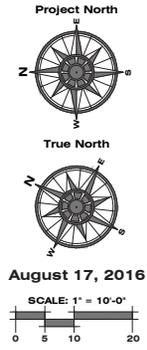
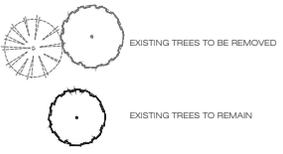
W CHESTNUT STREET

S. MAIN STREET

ALLEY



**EXISTING PLANT LEGEND**



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# MEMORANDUM

TO: Hailey City Planning and Zoning Commission  
FROM: Ned C. Williamson  
DATE: August 4, 2016  
RE: DL Evans Design Review Application

---

I am told that the Commission wanted guidance about the interpretation of certain provisions in our zoning ordinance relating to parking off of an alley for the DL Evans design review application.

## ISSUE

Whether the parking at the DL Evans site should be screened by landscaping or fencing so that the parking is screened from view of the property to the west of the DL Evans property?

## PERTINENT FACTS

The applicant is seeking design review approval for a new bank on Main Street. The property is located in the Business zoning district and a bank is considered a permitted use. *Hailey Municipal Code § 17.05.040*. Our zoning ordinance requires design review approval for this commercial project. *Hailey Municipal Code § 17.06.020*. The applicant has shown 14 parking spaces in two groups (8 spaces are in one group and 6 spaces are in one group) contiguous with the alley in Block 5 of the Hailey Townsite Plat. These 14 spaces would be accessed from the alley and would require cars to back from the spaces to the alley. Our zoning map shows that the alley bisects the Business (B) zoning district and the General Residential (GR) zoning district. The Business (B) zoning district is to the east of the alley and the General Residential (GR) zoning district is to the west of the alley.

## APPLICABLE ZONING ORDINANCE STANDARDS

Hailey Municipal Code § 17.06.080 (A)(1)(e) provides “[w]here alleys exist, or are planned, they shall be utilized for building services.” Parking areas shall be located at the rear of a building. *Hailey Municipal Code § 17.06.080 (A)(1)(g)*. Hailey Municipal Code § 17.06.080 (A)(1)(h) expressly states “[a]ccess to on site parking shall be from the alley. . . .”

Design review requires that a project conform to applicable standards in the zoning ordinance. *Hailey Municipal Code § 17.06.060 (A)(2)*. The zoning code chapter addressing parking spaces is important in this application. *See generally Hailey Municipal Code, Chapter 17.09*. As mentioned in the design review standards, parking should be located at the rear of a building.

*Hailey Municipal Code § 17.09.020.01(D)*. The parking chapter expressly addresses access into parking lots as follows:

Where alleys exist, access to on site parking for any nonresidential use . . . shall be from the alley. **Parking areas adjacent to alleys may be designed to allow a vehicle to back from the parking area into the alley.**

*Hailey Municipal Code § 17.09.020.08(B)(emphasis added)*.

I have been told that the Commission focused on *Hailey Municipal Code § 17.09.020 (A)(1)*, which addresses screening from residential property. This provision provides that “[a]ll loading space areas and parking areas shall be screened from a public street and shall be screened on all sides which adjoin or face any residential property.”

#### ANALYSIS

I believe this issue involves standard statutory construction rules. Principles of statutory construction apply not only to statutes but also to the interpretation of ordinances. *Mickelson v. City of Rexburg*, 101 Idaho 305, 308, 612 P.2d 542, 545 (1980).

The “plain meaning of the text” has been described as the “primary canon of statutory construction in Idaho.” *Roman Catholic Diocese*, 123 Idaho 425, 428, 849 P.2d 849 P.2d 98, 101 (1993). “[W]here the language of the statute is unambiguous, the clear expressed intent of the legislature must be given effect and there is no occasion for construction.” *Id.*; see also, *State v. Barnes*, 124 Idaho 379, 859 P.2d 1387 (1993); *Otterson v. Board of Commrs. of Madison County*, 107 Idaho 1099, 1100, 695 P.2d 1238, 1239 (1985).

A construing court’s primary duty is to give effect to the legislative intent and purpose underlying a statute. Moreover, the court must construe a statute as a whole, and consider all sections of applicable statutes together to determine the intent of the legislature. It is incumbent upon the court to give the statute an interpretation that will not deprive it of its potency. In construing a statute, not only must we examine the literal wording of the statute, but we also must study the statute in harmony with its objective. We also must take account of all other matters such as the reasonableness of the proposed interpretations and the policy behind the statute.

*Davaz v. Priest River Glass Co., Inc.*, 125 Idaho 333,336, 870 P.2d 1292, 1295 (1994); see also, *In re: Permit No. 36-7200*, 121 Idaho 819, 823, 828 P.2d 848, 852 (1992); *Idaho County Prop. Owners v. Syringa General Hosp. Dist.*, 119 Idaho 309, 312, 805 P.2d 1233, 1236 (1991); *Sweeney v. Otter*, 119 Idaho 135, 804 P.2d 308 (1990).

Hailey's zoning ordinance unambiguously promotes access to a lot subject to design review from an alley. *See e.g., Hailey Municipal Code §§ 17.06.080 (A)(1)(h and 17.09.020.08(B)*. I believe *Hailey Municipal Code §§ 17.09.020.08(B) and 17.09.020 (A)(1)* can be interpreted to conflict which in turn creates an ambiguity. Hailey Municipal Code §17.09.020.08(B) allows cars to back from a parking area into an alley, which would not allow for screening between the parking area and the alley. In contrast, Hailey Municipal Code §§ 17.09.020 (A)(1) provides that a parking area shall be screened on all sides which face or adjoin a residential property. Of course, full screening would prevent a car from backing from a parking area into an alley.

When interpreting our ordinance, we need to construe the entire ordinance and make an interpretation which will give effect to all of the provisions. *Davaz v. Priest River Glass Co., Inc., supra*. Our zoning ordinance expressly promotes access to and from an alley. Of course, with even one access point on an alley, it is not possible to completely screen parking from an adjacent residential property. Consequently, the provision which mandates screening should be interpreted to allow a break in screening to allow access to and from an alley. In a similar fashion, I believe that since Hailey Municipal Code § 17.09.020.08(B) allows cars to back from a parking area into an alley, screening is not necessary for those spaces. A contrary interpretation would make Hailey Municipal Code § 17.09.020.08(B) superfluous whenever the property faces a residential property.

I believe Hailey Municipal Code § 17.09.020 (A)(1) has other problems. This provision requires screening if a parking area faces a "residential property." I am not sure whether "residential property" means a property that is zoned residential (*e.g.*, general residential (GR) or limited residential (LR-1 or LR-2)) or any property with a residence on it. If "residential property" was interpreted to mean a property with an existing residence, Hailey Municipal Code § 17.09.020 (A)(1) would appear to violate the uniformity rule. Idaho Code § 67-6511 requires standards to be uniform within a zoning district. *See also, KGF Dev., LLC v. City of Ketchum*, 149 Idaho 524 (2010). To be uniform, the screening requirement under Hailey Municipal Code § 17.09.020 (A)(1) should not depend on whether a property is developed or undeveloped.

#### CONCLUSION

Based on the foregoing analysis, I believe on-site parking on the DL Evans site can be adjacent to the alley in Block 5 without landscaping. As a function of design review, I do believe, however, that the Commission can explore a different parking configuration and access onto the site so that there is more of a buffer between the parking area and the alley.

If you have any questions, please contact me. Thank you.

cc: Lisa Horowitz



## ALL SEASONS LANDSCAPING, INC

August 17, 2016

D.L. Evans Bank

AVP/Corporate Real Estate & Construction

RE: D.L. Evans Hailey Townsite 609 & 611 S. Main St.

I have completed the site tree assessment at your proposed development project. Again, I have engaged Alpine Tree Service to assist me in the evaluation and comment on the private property trees. I have completed a thorough walk thru of the site with Josh Zuck and evaluated each tree carefully. I share the reports comments and agree with the analysis provided in Mr. Zucks report.

If you have any questions or need additional clarification please give me a call.

Respectfully,

Mark Martens  
President



P.O. Box 2790 Hailey, ID 83333 208.788.4441

August 17, 2016

Mark Martens  
All Seasons Landscaping

**Street Tree Assessment  
609 & 611 S. Main St. Hailey**

Mark:

Alpine Tree Service was asked to provide a tree assessment for the trees in the yard at 609 South Main Street, as well as all the trees on the neighboring lot 611 South Main Street in Hailey. The trees in the yard of 609 South Main Street consist of 3 Spruce, 1 Maple, and 1 Crabapple. The neighboring lot 611 South Main Street contains 4 Crabapple, 3 Canadian Chokecherry, 3 Siberian Elm, and 1 Common Chokecherry.



The 3 prominent trees in the yard of 609 South Main are extra-large Spruce trees. The Spruce tree furthest to the North is in poor condition. This old tree has a nice form and structure, but has very little live needles on the limbs. Most of the needles have been likely lost to insect damage as well as lack of water. The extra-large Spruce tree on the East side of the property is in good condition. This tree is holding quite a lot of live needles for being such an old tree. It is only showing a small amount of insect damage, and has a nice narrow form and distinct branching structure. The tree seems to be dealing with the lack of water better than the tree to the North. The third Spruce located toward the

South is also an old extra-large tree that is in good condition. The tree has nice form and the limbs have a nice full appearance.

The other 2 trees located in the southern lawn area of 609 South Main St. are a Crabapple and a Maple tree. The Crabapple tree is in fair to good condition. It is a large specimen with a nice full canopy and ornamental branching structure. The tree does appear to have signs and symptoms of Fireblight, which is a systemic disease often found in these trees, with no known cure. The Maple tree is a Norway Maple of the 'Emerald Queen' cultivar and is in good to very good condition. This is a tree not often found the Wood River Valley, making it unique specimen. The tree has a nice full canopy, thick healthy bark along the trunk, and appears to be in good health.



There are 3 Canadian Chokecherries along the sidewalk in front of 611 South Main. These trees are in fair to good condition, with nice upright trunks, fairly good branching structure, and have been aggressively pruned away from the sidewalk. The trees are showing a small amount of desiccation and sun scald.

Behind the house of 611 South Main there are 7 trees that all seem to be in poor condition. The trees look to have had little to no care in recent years. In this group are 3 Siberian Elm trees. These Elm trees are in poor condition and are located in bad locations. Two of the trees are located right next to the foundations of the buildings. The trees are likely suckers from an Elm tree previously located on the sight. The trees have poor branching habitat with multiple stems and multiple inclusions near the base of the trunks.

There are 3 Crabapple trees which are also in poor condition. All three have multiple trunks and sucker growth as well as poor branching structures. Two of the trees are along the alley and located under utility lines, this has led to them being pruned poorly and aggressively.

There is also 1 Common Chokecherry located behind the house. This tree has become overgrown for the space and has an overall messy appearance. Also like

the other trees in the area it looks to be struggling from the lack of supplemental water.

We appreciate the opportunity to perform the assessment of street trees on this property. If there are any questions or concerns please feel free to contact us.

Josh Zuck, ISA Certified Arborist

**From:** [Carl](#)  
**To:** [Lisa Horowitz](#)  
**Subject:** Re: DL Evans Trees Follow Up  
**Date:** Monday, August 01, 2016 1:32:45 PM

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Hi all. Thanks, Lisa, for the notes as a follow up to our conversation.

I did want to clarify one position. When the tree committee had discussed the removal of the Shubert chokecherries from in front, and the placement of the building at the property line on Main Street, we suggested that the applicant install street trees at the back of curb, such as in front of city hall. The separation between the planted area and the face of the building will at least allow some room for the trees to develop. We also suggested that the trees be placed in an adequately sized planter and that structural soil (a planting medium) be used for the trees.

As Lisa stated, trees would be placed in locations that make sense both for the building and for the bus stop, but I do suggest that the city establish some minimum number of trees to be planted along the face of that block.

Thanks all, please let me know if you have any questions. CH

Sent from my iPad

On Jul 28, 2016, at 5:03 PM, Lisa Horowitz <[lisa.horowitz@haileycityhall.org](mailto:lisa.horowitz@haileycityhall.org)> wrote:

Hello, all.

After the first long and arduous meeting at P & Z on this project, I met with Carl to bounce some ideas back and forth regarding the trees at DL Evans. The applicant has submitted an arborist report on the Chokecherries with information that indicates their long term health may be less than some of our other mature trees in town. I can share that report with those interested. Carl and I discussed which trees (street trees and private trees on the DL Evans site) were the most critical to retain over the long run. I wanted to summarize our conversation back to the Tree Committee, and have you weigh in now, or help with further review when I get revised drawings from the applicant. The next P & Z meeting includes a site visit (August 22).

Shubert Chokecherry Street Trees: The primary issues are a 18"-2' grade change for the chokecherry street trees at the back of curb, and how well these particular trees may perform over time. They are below the grade of the new building, and they will end up in a narrow tree well wedged between a foundation and the existing sidewalk. Carl and I felt that since the property is now almost the whole block (DL Evans has brought in the residential lot all the way south to the Hitch rack, so they are redeveloping almost the whole block) that it may be an opportunity to replace these chokecherries with a different species, with a proper soil base, and to have them all at grade. We discussed a crimson maple or similar so that the new street trees would

match in color the chokecherries on other side of the street. The trees would be planned carefully with regards to the bus stop in this area, so we don't have buses hitting trees. The sidewalks would be 10' so they could be at the back of the 10' sidewalk, or in from the curb line 2-1/2 feet at the trunk.

Oak: We felt that the Oak on the corner should remain. The pattern with the oaks on all 4 corners on this block and the city block to the north is a good one, and this tree is in good shape. We discussed a requirement where they would protect the tree at about ¾ of the drip line- no grade changes, imported materials or hardscape in this area.

Private Trees: We also felt that the applicant should save 1 or 2 of the deciduous trees in the interior of the lot. In particular the Maple interior is in good shape, and will provide excellent shade for the parking lot. Your group had also mentioned a crab in this area. We could see which one works best with the parking layout.

Let me know your thoughts.

Lisa

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

**From:** [Jeff Beacham](#)  
**To:** [Lisa Horowitz](#)  
**Cc:** [melanie\\_paisley](#); [Carl](#); [jstauffacher@ketchumidaho.org](#); [plries@yahoo.com](#); [notsorandom2323@gmail.com](#); [Mariel Miller](#); [Stephanie Cook](#)  
**Subject:** Re: DL Evans Trees Follow Up  
**Date:** Tuesday, August 16, 2016 12:01:53 PM

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The cherry trees are in fair health but a short lived species. They need good drainage. I agree they won't adapt well to the plan and should be replaced. I also strongly agree that the oak should be saved. I like the idea of keeping the maple in the interior instead of the crabapple. It has a much better shape and habit for a parking lot tree.

Jeff Beacham  
ISA Certified Arborist #PN5864A  
ISA-PNW CTRA # 868  
ArborCare Resources, Inc.  
Hailey, ID 83333  
(208) 788-1611 Ext. 12

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

**Return to Agenda**

## STAFF REPORT

**TO:** Hailey Planning & Zoning Commission

**FROM:** Lisa Horowitz, Community Development Director

**RE:** Conditional Use Permit – United Parcel Service (UPS) Hailey Package Distribution Facility, Review of currently approved Temporary Storage Container (Lot 1-7, Block 31, Hailey Townsite)

**HEARING:** August 22, 2016

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**Applicant:** Judi Younce, UPS Staff

**Location:** 111 South River Street (Lot 1-7, Block 31, Hailey Townsite)

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

**Note:** Staff analysis is in lighter type

### **Notice**

Notice for the public hearing on November 9, 2015 was sent to the Mt. Express on October 14 and published in the Mountain Express on October 19, 2015. Notices were mailed to the adjoining property owners on and the property was posted on November 2, 2015.

### **Application**

The Planning and Zoning Commission approved a Conditional Use Permit application for a temporary peak car to be used during the holiday season at the Hailey Distribution Center on November 9, 2015. According to §5.4 of the Zoning Ordinance, a Temporary Storage Container requires a Conditional Use Permit in the Limited Business (LB) District. The Conditions of Approval required that the site and uses be reviewed for compliance within 6 months of the approval date. Staff has been working with the applicant to find an available PZ hearing date within the 6-month window, but the review has been delayed until August 22 due to the busy summer PZ meeting schedule. The Conditions of Approval are as follows:

- a) All Fire Department and Building Department requirements shall be met in regard all maintenance, administrative, and other functions of this facility.
- b) Trucks shall not enter or exit the site within 50' of the street intersection, and no trucks or vehicles should be parked at the northeast corner of the site, nor the City right-of-way in this vicinity to preserve site visibility.
- c) The applicant shall comply with the UPS Company idling rules and procedures at all times.
- d) The site and uses shall be reviewed for compliance with these findings six (6) months from the date of these findings of fact.

The temporary structure was used through the winter months, and removed in late March, 2016. Comments in the staff report relate only to the Conditions of Approval above.

<b>General Requirements for all Conditional Use Permits</b>				
<b>Compliant</b>			<b>Standards and Commission Findings</b>	
Yes	No	N/A	City Code	City Standards and <i>Commission Findings</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11.2.2	<p><b>Complete Application:</b></p> <p><b>11.2.2 The application shall include at least the following information:</b></p> <ul style="list-style-type: none"> <li>a. Name, address, and phone number of the applicant.</li> <li>b. Proof of interest in the subject property by the applicant, such as a deed, contract of sale, option to purchase, or lease agreement.</li> <li>c. Legal description of the subject property, including street address.</li> <li>d. Description of existing use.</li> <li>e. Zoning district of subject property.</li> <li>f. Description of proposed conditional use.</li> <li>g. A plan of the proposed site for the conditional use showing the location of all buildings, parking and loading areas, traffic access and traffic circulation, open spaces, easements, existing and proposed grade, energy efficiency considerations, landscaping, exterior lighting plan as required by Article VIII B of this Ordinance, refuse and service areas, utilities, signs, property lines, north arrow, and rendering of building exteriors, where applicable.</li> <li>h. A narrative statement evaluating the effects on adjoining property, the effect of such elements as noise, glare, odor, fumes, and vibration on adjoining property.</li> <li>i. A narrative statement identifying surrounding land uses and discussing the general compatibility of the proposed use with adjacent and other properties in the district.</li> <li>j. A narrative discussion of the relationship of the proposed use to the Comprehensive Plan.</li> <li>k. A list of the names and addresses of all property owners and residents within three hundred (300) feet of the external boundaries of the land being considered.</li> <li>l. Any other information as requested by the Administrator to determine if the proposed conditional use meets the intent and requirements of this Article.</li> <li>m. A fee established in a separate ordinance approved by the Council.</li> </ul> <p>Chronology of UPS on the subject property is as follows:</p> <p>1988- Letter from the Hailey Planning Department stating that permanent structures are required for the use to conform to the Hailey Zoning Code- use was considered conforming.</p> <p>1996- Letter from Carl Hjelm to UPS outlining Design Review Process- no mention of the use being nonconforming</p> <p>2001 City adopted SCI-I Zone with a permitted use of “Assembly and packaging firms” prior to Grotto letter to UPS. Not known when Assembly and packaging firms” was changed to the currently language in the Matrix, “Parcel Delivery and Shipping Services”.</p> <p>2001- Letter from Kathy Grotto approving an addition to the building- no mention of the use being nonconforming</p> <p>District Use Matrix as adopted has a “blank” in the square “Parcel Delivery and Shipping Services”; history with City files would indicate that it was permitted; at the very least it is ambiguous. City Attorney advised the Commission that, in the case of an ambiguous use, the courts would rule in favor of the applicant. The Commission should take up the issue of</p>

				<p>the use, "Parcel Delivery and Shipping Services" at another time in a duly noticed meeting so as to remedy the "blank" in the District Use Matrix.</p> <p>Use approved in this application is an accessory use to the primary use: Temporary Structure:</p> <p style="padding-left: 40px;">"Temporary Structure is any building, modular unit or structure that is intended for any use for a period of not more than one (1) year, excluding construction trailers or other structures erected sole in conjunction with a construction project."</p> <p>Item H was not submitted in writing, and was discussed in the meeting after and overview by the applicant's representative. It was described by the applicant that the Hailey Distribution Center has seen an increase in activity, and that 70% of the business occurs in peak times such as the winter holidays. These increases would be present with or without the Temporary Peak Car. The Temporary Peak Car is to increase the comfort level (warmth) of the employees during winter month. In warmer climates, the same activities are accomplished with exterior tables.</p> <p>July 2106: The Commission voted 3-1 to indicate that this use is "Not Permitted" in the District Use Matrix. The City Attorney will provide additional comments in the near future regarding the implications of this code change with regards the Temporary Structure.</p>
☒	☐	☐	<p><b>Department and Boards/Commissions Comments</b></p>	<p><b>Engineering:</b></p> <ul style="list-style-type: none"> <li>- The City Engineer previously recommended that trucks should not enter or exit the site within 50' of the street intersection, and those trucks to do not park at the northeast corner of the site to preserve site visibility. Signs have been placed to accomplish this requirement. The Streets Department has no concerns regarding the signs as installed.</li> <li>- Dust was cited by neighbors as an issue during the hearing. Dust abatement was performed this summer.</li> <li>- Diesel trucks were discussed.</li> </ul> <hr/> <p><b>Life/Safety:</b></p> <ul style="list-style-type: none"> <li>- <b>Police Department</b> <ul style="list-style-type: none"> <li>o No concerns</li> </ul> </li> <li>- <b>Fire Department</b> <ul style="list-style-type: none"> <li>No concerns.</li> </ul> </li> </ul> <hr/> <p><b>Water and Sewer:</b></p> <ul style="list-style-type: none"> <li>-</li> </ul> <hr/> <p><b>Building:</b></p> <ul style="list-style-type: none"> <li>- No concerns.</li> </ul> <hr/> <p><b>Streets:</b></p> <ul style="list-style-type: none"> <li>- A seasonal drainage issues exists on the northwest property corner. A Catch- basin and drywell were discussed in the public right of way, which would need to be installed in dry weather.</li> </ul> <hr/> <p><b>Boards and Committees:</b></p> <ul style="list-style-type: none"> <li>- No concerns.</li> </ul>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>8.2 Signs</b>	<p><b>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.</b></p>
			<i>Commission Findings</i>	- <i>No signs are proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>8B.4.1 Outdoor Lighting Standards</b>	<p><b>8B.4.1 General Standards</b></p> <p>a. All exterior lighting shall be designed, located and lamped in order to prevent:</p> <ol style="list-style-type: none"> <li>1. Overlighting;</li> <li>2. Energy waste;</li> <li>3. Glare;</li> <li>4. Light Trespass;</li> <li>5. Skyglow.</li> </ol> <p>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.</p> <p>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.</p> <p>d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires.</p> <p>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.</p>
			<i>Commission Findings</i>	<ul style="list-style-type: none"> <li>● <i>All new and existing lighting shall comply with Hailey's Outdoor Lighting Ordinance.</i></li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>9.4.8 A On-site Parking Req.</b>	<p>See Section 9.4 for applicable code.</p> <p>- Require 1 space for 1,000 square feet, or, if the site is considered warehouse and storage, 1 space per every (full time) employee, whichever is greater.</p>
			<i>Commission Findings</i>	<p><i>The site is large enough to accommodate 1 space per employee (13 full time) and 1-2 customer spaces based on building size of less than 1,000 square feet.</i></p> <p><i>The parking has never been striped, as it is gravel. Staff and the City Engineer believe the best long-term solution to organize parking and pedestrian/bike activities are curb, gutter and sidewalk. That requirement is not triggered by a Temporary Storage container.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>9.4.8 (B)</b>	<p><b>B. Where alleys exist, access to on-site parking for any non-residential use or for any multifamily dwelling of three or more units shall be from the alley. Parking areas adjacent to alleys may be designed to allow a vehicle to back from the parking area into the alley.</b></p>
			<i>Commission Findings</i>	<i>Many, but not all of the truck traffic use the alley, which is also not paved.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>9.4.8 (C)</b>	<p><b>C. If the site is not serviced by an alley, access shall be 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.</b></p>
			<i>Commission Findings</i>	<i>It is not possible to meet this standard without curb, gutter and sidewalk, which is not required of this permit.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9.4.8 (D)	D. Access for on-site parking areas or loading spaces shall be located in such a way that any vehicle entering or leaving such area shall be clearly visible by a pedestrian or motorist approaching the access or driveway from a public or private street.
			<i>Commission Findings</i>	<i>The site is nonconforming with regards to this standard.  The City Engineer recommends that no trucks be permitted to enter or exit the site from within 50' of the intersection, and they also be restricted from parking in this area. The site has been signed to meet this requirement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	9.4.8 (E)	E. Access for subdivisions shall be provided in accordance with standards set forth in Section 4 of the Subdivision Ordinance.
			<i>Commission Findings</i>	<ul style="list-style-type: none"> <li>• <i>Not applicable</i></li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	9.4.8 (F)	F. Parking areas containing no more than two (2) parking spaces in any zoning district or parking areas within the LR, GR, TN, TI and LI Districts may be designed to allow a vehicle to back from the parking area into the public right-of-way.
			<i>Commission Findings</i>	<i>The site is nonconforming with regards to this standard. However, most customers do not back in and out of the parking lot into the street due to the high traffic volumes on River Street.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	9.4.8 (G)	G. Parking areas for residential uses only may be designed to allow required parking spaces for one vehicle to deny access to another vehicle, thus “stacking” the parking area. For non-residential uses, stacked parking may be allowed only for additional spaces that may be provided in excess of the required number of parking spaces.
			<i>Commission Findings</i>	<ul style="list-style-type: none"> <li>• <i>Not applicable</i></li> </ul>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Article 5.4: Bulk Requirements	<b>Limited Business (B) District:</b> <ul style="list-style-type: none"> <li>- <b>Minimum Lot Size: 0</b></li> <li>- <b>Maximum Lot Width: 0</b></li> <li>- <b>Maximum Building Height: 35</b></li> <li>- <b>Front Setback: 0 ft.</b></li> <li>- <b>Side and Rear Yard Setback: 0 feet</b></li> </ul>
			<i>Commission Findings</i>	- <i>Existing building meets all bulk requirements, as does the temporary storage container.</i>
<b>Section 11.4 Criteria for Review of Conditional Use Permits</b>				
<b>Compliant</b>			<b>Standards and Commission Findings</b>	
<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>City Code</b>	<b>City Standards and <i>Commission Findings</i></b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11.1	<b>Compliance with the Comprehensive Plan</b> <b>11.1 Purpose.</b> The City of Hailey recognizes that certain uses possess unique and special characteristics with respect to their location, design, size, method of operation, circulation, and public facilities. In order to protect the public welfare and promote conformance with the Comprehensive Plan, conditional use permits are required for such

				<b>uses upon review by the Commission.</b>
			<b>Commission Findings</b>	<p><i>This application complies with the following goals and objectives of the Comprehensive Plan</i></p> <ul style="list-style-type: none"> <li>• <i>Goal 6.1: Economic Development“</i> <ul style="list-style-type: none"> <li>○ <i>Encourage a diversity of economic development opportunities within Hailey.”</i></li> <li>○ <i>This use provides 13 full-time jobs and up to 25 seasonal jobs</i></li> </ul> </li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11.4.1(a)	<p><b>11.4.1 The Commission or Hearing Examiner shall review the particular facts and circumstances of each proposed conditional use in terms of the following standards and, if approved, shall find adequate evidence showing that such use at the proposed location:</b></p> <p><b>a. Will, in fact, constitute a conditional use as established for the zoning district involved; and</b></p>
			<b>Commission Findings</b>	<ul style="list-style-type: none"> <li>• <i>According to §5.4 of the Zoning Ordinance, Temporary Storage Containers currently require a Conditional Use Permit in the Business (B) zone. The temporary storage container was removed in the spring of 2016.</i></li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11.4.1(b)	<p><b>b. Will be designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area;</b></p>
			<b>Commission Findings</b>	<ul style="list-style-type: none"> <li>• <i>The existing nonconforming use has been in place for 27 years. It is more industrial in nature than some other uses in the area, although business uses in this area of River Street are mixed. The proposed temporary storage container does not materially detract nor change the character of the area.</i></li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11.4.1(c)	<p><b>c. Will not be hazardous or disturbing to existing or future neighboring uses;</b></p>
			<b>Commission Findings</b>	<ul style="list-style-type: none"> <li>• <i>Traffic to and from the building is seasonally high. However, many business uses could have greater vehicle trips if the site were built out for retail/commercial uses.</i></li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11.4.1(d)	<p><b>d. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, and drainage structure. Agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service; and</b></p>
			<b>Commission Findings</b>	<p><i>A catch basin and drywell are needed in the public right of way at the northwest corner of the lot to mitigate drainage issues resulting from snow plowing on the UPS site. (City staff installed a French drain in this area, but it did not remedy the problem). The catch basin/drywell can be installed if needed.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11.4.1(e)	<p><b>e. Will not create excessive additional requirements at public cost for public facilities and services; and</b></p>

			<i>Commission Findings</i>	<ul style="list-style-type: none"> <li>At this time, no additional cost will be incurred from any public agencies for this facility to function and operate.</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11.4.1(f)	f. Will not involve uses, activities, processes, materials, equipment, or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, dust, odors, vibration, water or air pollution, or safety hazards; and
			<i>Commission Findings</i>	<ul style="list-style-type: none"> <li>No externalities are anticipated by this use.</li> <li>This application has been reviewed by all city departments and there have been no issues.</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11.4.1(g)	g. Will have vehicular approaches to the property which shall be designed so as not to create an interference with traffic on surrounding public thoroughfares;
			<i>Commission Findings</i>	<ul style="list-style-type: none"> <li></li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11.4.1(h)	b. Will be designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area;
			<i>Commission Findings</i>	<ul style="list-style-type: none"> <li>Proposed property does not contain a natural, scenic, or historic feature or structure. The temporary structure is to the rear, and does not change the essential character of the area.</li> </ul>

**11.6 Conditions.**

The Commission or Hearing Examiner may impose any conditions which it deems necessary to secure the purpose of City regulations and give effect to the Comprehensive Plan. Conditions which may be attached include, but are not limited to those which will:

- 11.6.1 Require conformity to approved plans and specifications.
- 11.6.2 Require or restrict open spaces, buffer strips, walls, fences, signs, concealing hedges, landscaping and lighting.
- 11.6.3 Restrict volume of traffic generated, require off-street parking, and restrict vehicular movements within the site and points of vehicular ingress and egress or other conditions related to traffic.
- 11.6.4 Require performance characteristics related to the emission of noise, vibration and other potentially dangerous or objectionable elements.
- 11.6.5 Limit time of day for the conduct of specified activities.
- 11.6.6 Require guarantees such as performance bonds or other security for compliance with the terms of the approval.
- 11.6.7 Require dedications and public improvements on property frontages.

- 11.6.8 Require irrigation ditches, laterals, and canals to be covered or fenced.**
- 11.6.9 Minimize adverse impact on other development.**
- 11.6.10 Control the sequence, timing and duration of development.**
- 11.6.11 Assure that development is maintained properly.**
- 11.6.12 Designate the exact location and nature of development.**
- 11.6.13 Require the provision for on-site or off-site public services.**
- 11.6.14 Require more restrictive standards than those generally found in this Ordinance.**
- 11.6.15 Mitigate foreseeable social, economic, fiscal and environmental effects.**
- 11.6.16 Set a limit on the duration of the permit when deemed necessary.**
- 11.6.17 Allow for subsequent periodic review.**

**The Commission may impose any conditions that are deemed necessary to secure the purpose of City ordinances and give effect to the Comprehensive Plan. Conditions including but not limited to those set forth in Section 11.6 may be placed on any approval.**

### **Summary**

Section 11.1 of the Hailey Zoning Ordinance states that “the City of Hailey recognizes that certain uses possess unique and special characteristics with respect to their location, design, size, method of operation, circulation, and public facilities. In order to protect the public welfare and promote conformance with the Comprehensive Plan, conditional use permits are required for such uses upon review by the Commission.”

Conditional Use Permits are subject to review and revocation pursuant to Section 11.9 of the Hailey Zoning Ordinance. This statement will be included in the Findings of Fact, Conclusions of Law, and Decision for any CUP approved by the Commission.

By ordinance, the Commission is required to make a decision to approve, conditionally approve, or deny the application within forty-five (45) days after conclusion of the public hearing and issue its decision together with the reasons therefore. The Commission is required to review the application, all supporting documents and plans, and Section 11 of the Zoning Ordinance, in making their decision.

The Commission should make findings related to the criteria of Section 11.4, (a) through (h).

### **Suggested Conditions**

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

- a) All Fire Department and Building Department requirements shall be met in regard all maintenance, administrative, and other functions of this facility.

- b) Trucks shall not enter or exit the site within 50' of the street intersection, and no trucks or vehicles should be parked at the northeast corner of the site to preserve site visibility.
- c) The applicant shall comply with the UPS Company idling rules and procedures at all times.
- d) The temporary storage facility is approved for a maximum of twelve (12) months from the date of these findings of fact.

**Motion Language**

Approval:

Motion to approve conditional use permit application for Conditional Use Permit application by UPS for a temporary peak car to be used during the holiday season at the Hailey Distribution Center located at 111 South River Street (Lot 1-7, Block 31, Hailey Townsite) and finding that the application meets each of the criteria for review (a) through (h) cited in Zoning Ordinance Article 11.4, Section 11.4.1, that the conditional use permit complies with the Comprehensive Plan, and that the conditional use permit is subject to condition (a) thru (d) noted above.

Denial:

Motion to deny conditional use permit application by UPS for a temporary peak car to be used during the holiday season at the Hailey Distribution Center located at 111 South River Street (Lot 1-7, Block 31, Hailey Townsite), citing the following reasons for denial \_\_\_\_\_.

Continuation:

Motion to continue discussion of the conditional use permit application by UPS for a temporary peak car to be used during the holiday season at the Hailey Distribution Center located at 111 South River Street (Lot 1-7, Block 31, Hailey Townsite) to a later day as specified here

\_\_\_\_\_.

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## **STAFF REPORT**

**TO:** Hailey Planning and Zoning Commission

**FROM:** Lisa Horowitz, Community Development Director

**RE:** Repeal Appendix E, 2012 Capital Development Impact 2012 Update, and adopt the 2016/2017 Capital Expense Budget and 2016 Capital Improvement Plan as Appendix E to the Comprehensive Plan.

**HEARING** August 22, 2016

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### **Notice**

Notice for the public hearing was published in the Idaho Mountain Express and mailed to property owners within 300 feet on August 3, 2016.

### **Procedural History**

The Development Impact Fee (DIF) Advisory Committee has met twice in August, 2015 and July 2106 to review the recommended DIF Report prepared by Tischler and Associates, and the Capital Improvement Plan prepared by staff. This action is to Repeal the Comprehensive Plan Appendix E, 2012 Capital Development Impact 2012 Update, and adopt the 2016/2017 Capital Expense Budget and 2016 Capital Improvement Plan as Appendix E to the Comprehensive Plan.

### **Standards of Evaluation**

Amendments to the Comprehensive Plan may only be made because of an error in the original plan or because of a substantial change in the actual conditions in the City of Hailey, which result in a material discrepancy or disparity between the conditions in the area and all or part of the Plan. The City of Hailey Planning and Zoning Commission (Commission) may recommend amendments to the Plan to the Hailey City Council (Council) not more frequently than every six (6) months. Said six (6) month period shall be measured from the date that the Commission submits its recommendation to the Council.

An amendment may be initiated by any person or organization upon submitting an application on a form to be supplied by the Commission. The following procedure shall be followed when amending the Comprehensive Plan:

1. The Commission, prior to recommending amendments to the Council, shall conduct at least one (1) public hearing in which all interested persons shall have an opportunity to be heard. At least fifteen (15) days prior to the hearing, notice of the time and place and a summary of the plan amendments to be discussed shall be published in the official newspaper or paper of general circulation within the City of Hailey. The Commission shall also make available a notice of hearing to other papers,

radio and television stations serving the City of Hailey for use as a public service announcement.

2. Following the Commission hearing, if the Commission makes a material change in the amendment, the Commission shall hold one additional public hearing in which all persons interested shall have an opportunity to be heard. At least fifteen (15) days prior to the hearing, notice of the time and place and a summary of the proposed plan amendments shall be published in the official newspaper or paper of general circulation within the City of Hailey. The Commission shall also make available a notice of said hearing to other papers, radio, and television stations serving the City of Hailey for use as a public service announcement.

3. The Commission shall maintain a verbatim of all hearings pertaining to plan amendments; the Commission shall also maintain a written record of all findings made and actions taken at all such hearings.

4. The Commission, prior to recommending amendments to the Council, shall conduct at least one (1) public hearing in which all interested persons shall have an opportunity to be heard. At least fifteen (15) days prior to the hearing, notice of the time and place and a summary of the plan amendments to be discussed shall be published in the official newspaper or paper of general circulation within the City of Hailey. The Commission shall also make available a notice of hearing to other papers, radio and television stations serving the City of Hailey for use as a public service announcement.

The Council shall not hold a public hearing, give notice of a proposed hearing, nor take action to amend the plan until recommendations have been received from the Commission.

5. Following the public hearing before the Council, if the Council makes any material change in the amendment, the Council shall hold a public hearing on said proposed amendments, and at said hearing all persons interested shall have an opportunity to be heard. At least fifteen (15) days prior to the hearing, notice of the time and place and a summary of the proposed plan amendments shall be published in the official newspaper or paper of general circulation within the City of Hailey. The Commission shall also make available a notice of said hearing to other papers, radio, and television stations serving the City of Hailey for use as a public service announcement.

6. No plan amendment shall be effective unless adopted by resolution or ordinance by the Council. An ordinance enacting an amendment of the plan may be adopted, amended or repealed by reference as provided for in sections 31-715 and 50-901, Idaho Code; provided, however, that three (3) copies of any material which is proposed to be adopted, amended or repealed by reference shall be filed with the Hailey City Clerk prior to the publication of any notice of any such proposed adoption, amendment or

repeal.

**Motion Language**

Approval:

Motion to Repeal the Comprehensive Plan Appendix E, 2012 Capital Development Impact 2012 Update, and adopt the 2016/2017 Capital Expense Budget and 2016 Capital Improvement Plan as Appendix E to the Comprehensive Plan, finding that the project is in conformance with the Comprehensive Plan; the project does not jeopardize the health, safety, or welfare of the general public.

Continuation:

Motion to continue the public hearing upon the Comprehensive Plan Appendix E, 2012 Capital Development Impact 2012 Update, and adopt the 2016/2017 Capital Expense Budget and 2016 Capital Improvement Plan as Appendix E to the Comprehensive Plan \_\_\_\_\_ [Commission Council should specify a date].

Table:

Motion to table the public hearing upon the Comprehensive Plan Appendix E, 2012 Capital Development Impact 2012 Update, and adopt the 2016/2017 Capital Expense Budget and 2016 Capital Improvement Plan as Appendix E to the Comprehensive Plan.

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**MINUTES OF THE MEETING OF THE  
HAILEY DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE  
Monday, August 1, 2016  
5:00pm**

**Present:** Janet Fugate, Jeff Engelhardt, Richard Pogue, Dan Smith

**Absent:** Owen Scanlon

**Staff:** Lisa Horowitz, Robyn Davis, Becky Stokes, Heather Dawson

***Call to Order***

[4:59:50 PM](#) Chair Fugate called the meeting to order.

***Public Comment***

No public comments.

***Consent Agenda***

No public comments.

***New Business and Public Hearings***

**NB 1** *Consideration of the proposed 2016/2017 City Capital Budget and its Development Impact Fee Component. The Advisory Committee will form recommendations regarding the proposed budget for the Hailey City Council's consideration. In addition to this, the Advisory Committee will consider the following items:*

- *Review of the FY 2017 Capital Improvements Plan, and proposed amendments, and file written comments;*
- *Monitor and evaluate implementation of the Capital Improvements plan;*
- *If necessary, file periodic reports with respect to the Capital Improvements Plan and report to the governmental entity any perceived inequities in implementing the plan or imposing the development impact fees; and*
- *Advise the City of Hailey of the need to update or revise land use assumptions, capital improvements plan and development impact fees.*

[5:01:27 PM](#) Heather Dawson presented the Development Impact Fee information. Dawson noted the last year's meeting was held with Duane Guffrey, whom presented the revised Development Impact Fee (DIF) report, and Capital Improvement Plan (CIP). Dawson also noted that CIP Reports are calculations determined by City Staff; costs associated with City maintenance and other capital improvements. Dawson informed the Commissioners that all information in last year's report was current and took incorporated their comments and concerns. Dawson also noted that the study gets updated every five years and informed Commissioners that amendments can be made without having to change the DIF Study and having minimal affect on the overall numbers.

[5:04:13 PM](#) Dawson noted that a revision was made this year to incorporate new DIF Fees, which include: Parks, Fire, Transportation and Police. Dawson suggested that the

Commissioners review and comment on the Development Impact Fee Report, review and comment on Capital Improvement Plan, and discuss the Capital Budget and make a recommendation for City Council prior to the August 15, 2016 hearing. Dawson also noted that the successes and project completions done utilizing the Development Impact Fees have been included in the report, as well as the detail of the planned budgets.

[5:07:01 PM](#) Dan Smith inquired about a Salt Storage Facility in City of Hailey. Heather Dawson confirmed that there currently is not a storage facility in Hailey. Smith also inquired about the Security Gate and whether or not the Street Shop has seen any vandalism or theft. Dawson noted that security cameras are on site and the Street Shop has not seen any recent vandalism or theft.

[5:07:53 PM](#) Smith also inquired about lighting and how often they are replaced. Dawson confirmed that lights are replaced as they fail.

[5:08:26 PM](#) Jeff Engelhardt questioned the Fire/Police Facility Design. Heather Dawson informed the Commissioners that monies collected via the Police Development Impact Fees are eligible and can be used for a new Police/Fire Facility. Dawson noted that these fees cannot be used on other items (i.e., cars, equipment, etc.).

[5:11:33 PM](#) Richard Pogue inquired about studies conducted regarding size and requirement for a Police/Fire Facility. Dawson confirmed that square footage requirements have been set for both Police and Fire and depending on size of building; the City of Hailey has discussed having Police and Fire operate out of the same location.

[5:12:04 PM](#) Chair Fugate questioned whether or not Development Impact Fees would commence again once new facility was built. Heather Dawson noted that Development Impact Fees would not be expanded until needed; however reiterated the sense of urgency among Police and Fire Departments and their need for a new facility.

[5:13:59 PM](#) Chair Fugate noted her appreciation for fees being collected for Parks. Dawson noted that Development Impact Fees are not collected off of commercial development, only residential development for parks.

[5:14:44 PM](#) Richard Pogue questioned whether or not fees are returned to the people that paid them and when. Dawson confirmed that unused fees will be returned to the people who've paid for them, as required by statute.

[5:16:53 PM](#) Heather Dawson informed the Commissioners that motions, A through E, needed to be addressed: approved, continued or denied.

[5:17:29 PM](#) Chair Fugate opened the item for public hearing.

[5:18:03 PM](#) Chair Fugate closed the item for public hearing.

[5:19:55 PM](#) Richard Pogue inquired about whether or not fees are paid if moving to another location within the City of Hailey. Lisa Horowitz noted that in a residential situation, if a house was demolished and a new one was built, a new service unit does not need to be paid for, as it's considered a replacement. In a commercial situation, this was not considered and it was decided to parallel that of residential situations. Horowitz noted that to be applicable, it must be a like use.

[5:21:22 PM](#) Richard Pogue inquired about whether the City was fine with applying/crediting fees accordingly. Dawson and Horowitz both agreed that they fine with applying/crediting fees accordingly.

**5:21:47 PM** Dan Smith motioned to approve the proposed 2016/2017 City Capital Budget and its Development Impact Fee Component, finding that the project does not jeopardize the health, safety or welfare of the public and the projects conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Zoning Ordinance, Title 18, City Standards, provided conditions (a) through (e) are met. Richard Pogue seconded and the motion carried.

***Adjourn***

**5:23:01 PM** Dan Smith motioned to adjourn. Jeff Engelhardt seconded and all were in favor.

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