City of Hailey
COMMUNITY DEVELOPMENT DEPARTMENT
Zoning, Subdivision, Building and Business Permitting and Community Planning Services
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Agenda
HAILEY PLANNING & ZONING COMMISSION
Monday, August 19, 2019
Hailey City Hall
5:30 p.m.

Call to Order

Public Comment for items not on the agenda

Consent Agenda

CA 1 Adoption of the Findings of Fact, Conclusions of Law and Decision of a Design Review Application by West Croy, LLC, represented by Daniel Moran, for two (2) new single-family residences. Unit A is 1,008 square feet and Unit B is 681 square feet. The project is located at 217 West Croy (Lots 17 and 18, Block 3, S. 10' of Alley adjacent to Lot 17 and 18, Croy Addition), in the General Residential (GR) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**

CA 2 Adoption of the Findings of Fact, Conclusions of Law and Decision of a Design Review Application by Hailey FF, LLC, represented by Errin Bliss of Bliss Architecture, for five (5), three (3) story condominium units. Each unit will consist of three (3) bedrooms, two and half (2.5) baths for a total of 2,186 square feet. The project is located at 711 N Main Street (Lot 1A, Block 1, Hailey Townsite) in the Business (B) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**

CA 3 Adoption of the Findings of Fact, Conclusions of Law and Decision of a Design Review Application by Stonefly, LLC, represented by Jay Cone of Jay Cone Architecture, for a 4,896 square foot storage facility with six (6) parking spots. The project is located at Lot 3E, Block 2, Airport West Subdivision 2, in the SCI Industrial (SCI-I) Zoning District. **ACTION ITEM**

Public Hearing

PH 1 Discussion and Adoption of the Findings of Fact, Conclusions of Law and Decision of a Design Review Application by Clay and Heidi Campeau, represented by Jolyon Sawrey of Vital Ink Environmental Architecture, for a 2,400 square foot addition to an existing 2,812 square foot building, known as Advanced Towing. The project is located at 4320 Glenbrook Drive (Lot 2-5, Block 45, Woodside Subdivision #10), in the Light Industrial (LI) Zoning District. **ACTION ITEM**

PH 2 Consideration of a Text Amendment by Michelle Harris to Hailey Municipal Code Title 17, Section 17.01, Article L. Service Commercial Industrial District, to add "personal services" to the permitted Conditional Uses in SCI Sales and Office (SCI-SO) Zoning District. **ACTION ITEM**

PH 3 Consideration of a Design Review Application by Katherine Kerr, represented by Chip Maguire of M.O.D.E., LLC, for a 165 square foot addition to an existing 280 square foot

studio, converting the existing studio to an accessory dwelling unit for total of 445 square feet. The project is located at 402 S 4th Ave (Lots 13, 14 and 15, Block 112, Townsite Overlay), in the Limited Residential - (LR-1) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**

PH 4 Consideration of a City-Initiated Text Amendment to the Hailey Municipal Code, Title 16, Chapter 16.03.030: Final Plat Approval, to clarify that required improvements shall be substantially in place prior to Council hearing on the Final Plat, and amendments to Chapter 16.04.110: Development Standards, Parks, Pathways and other Green Spaces, Subsection H: In-Lieu Contributions, to allow Council consideration of in-kind contributions in-lieu of park land dedication. **ACTION ITEM**

Staff Reports and Discussion

SR 1 Discussion of current building activity, upcoming projects, and zoning code changes. *(no documents)*

SR 2 Discussion of the next Planning and Zoning meeting

Return to Agenda

FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On August 5, 2019, the Hailey Planning and Zoning Commission considered and approved a Design Review Application by West Croy, LLC, represented by Daniel Moran, for two (2) new single-family residences. Unit A (Croy Street frontage lot) is a one-story, 1,151 square foot (including a 291 square-foot garage) residence and Unit B is two-story 1,821 square feet (including a 494 square-foot garage) residence. The project is located at 217 West Croy (Lots 17 and 18, Block 3, S. 10' of Alley adjacent to Lot 17 and 18, Croy Addition), in the General Residential (GR) and Townsite Overlay (TO) Zoning Districts.

Notice:
Notice for the public hearing was published in the Idaho Mountain Express on June 26, 2019 and mailed to property owners within 300 feet on June 25, 2019. A public hearing before the Planning and Zoning Commission for approval or denial of the project was originally scheduled on July 15, 2019, but was continued on the record to allow time to work out some design details. The project was continued to the August 5, 2019 hearing, in the Hailey City Council Chambers.

Application:
The Applicant is proposing the construction of two (2) new single-family residences. Unit A (Croy Street frontage lot) is a one-story, 1,151 square foot (including a 291 square-foot garage) residence and Unit B is two-story 1,821 square foot (including a 494 square-foot garage) residence. The lot currently contains an older "cabin" and various outbuildings proposed for demolition. The proposed residences will be accessed off of West Croy Street via a shared 16 feet asphalt paved driveway.

Procedural History:
The Application was submitted on June 6, 2019 and certified complete on June 13, 2019. A public hearing before the Planning and Zoning Commission for approval or denial of the project was originally scheduled on July 15, 2019, but was continued on the record to allow time to work out some design details. The project was continued to the August 5, 2019 public hearing, in the Hailey City Council Chambers.

The Applicant is concurrently applying for a Lot Line Amendment to move the lot line to accommodate the two homes. This will be noticed for a subsequent meeting (September 16, 2019).

General Requirements for all Design Review Applications

Compliant			Standards and Staff Comments	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Staff Comments***
☒	☐	☐	**17.06.050**	**Complete Application**
☒	☐	☐	**Department Comments**	**Engineering:** *No comments*
				Life/Safety: *No comments*
				Water and Sewer: *The Public Works Department suggested that a separate water and wastewater connect be installed on proposed Lot 18A. This has been made a Condition of Approval.*
				Building: *No comments*
				Streets: *No comments*

☐	☐	☒	**17.08A Signs**	**17.08A Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.**
			Staff Comments	*Signage is prohibited in residential zones.*
☒	☐	☐	**17.09.040 On-site Parking Req.**	**See Section 17.09.040 for applicable code.** **Single family dwelling: 2 spaces minimum, 6 spaces maximum. The City will allow the use of 100-foot-wide rights of way within the Hailey original townsite for licensed passenger vehicle parking for single-family dwellings. Parking for accessory dwelling units must be provided on site.**
			Staff Comments	*The Zoning Code requires two (2) parking spaces for each single-family residential unit. Unit B contains a two-car garage and room for two (2) additional vehicles behind the garage. Unit A contains a one-car garage, and a second required space within the 100-foot right-of-way, as outlined above. An additional guest parking space is shown in the 100-foot right-of-way. The Commission found that this standard has been met.*
☒		☐	**17.08C.040 Outdoor Lighting Standards**	**17.08C.040 General Standards** **a. All exterior lighting shall be designed, located and lamped in order to prevent:** **1. Overlighting;** **2. Energy waste;** **3. Glare;** **4. Light Trespass;** **5. Skyglow.** **b. All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes.** **c. Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties.** **d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires.** **e. Idaho Power shall not install any luminaires after the effective date of this Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator.**
			Staff Comments	*The Applicant will install Dark Sky compliant fixtures, as detailed in the submittal documents. Lights will be wall luminaires as shown on the cut sheets. Please note the spec must be for the downcast version of the fixture.* *The Commission found that this standard has been met.*
☒	☐	☐	**Bulk Requirements**	**Maximum Height: 30'** **Setbacks: Front- 12' from street; garage doors 20' from front property line facing street** **Setbacks abutting other private property (Side & Rear)- 15% of lot width, no less than 6', 10' max** **Lot Coverage: 30% (4,884 SF lot, 1,465 SF allowed coverage)** **Aggregate Maximum Floor Area: 1,465.2 gross square feet**
			Staff Comments	- *Unit A Building height:* o *Unit A will be 27'-8-1/2" to the peak of the roof.* o *Max wall height is between 9' and 11' high.*

				- *Front Setback:* o *The proposed structure is set back 14'-6-1/2", which exceeds the required front yard setback.* - *Side Setback:* o *The Lot is 48' wide, therefore the minimum setback is 7'.* o *The plans show a 9' setback on the west side lot lines and a 23' setback on the east side lot line.* - *Rear setback:* o *The Lot is 48' wide, therefore the minimum setback is 7'.* o *9' is shown for the rear setback.* - *Maximum Lot coverage: 30% in GR for a two-story dwelling with a garage* o *Proposed lot coverage = 1,240 SF (746 SF main + 494 SF garage) = 27% coverage.* - *Unit B Building height:* o *Unit B will be 28'-2" to the peak of the roof.* o *Max wall height is 19' high.* - *Front Setback:* o *The proposed structure is set back over 50', which exceeds the required front yard setback.* - *Side Setback:* o *The Lot is 48' wide, therefore the minimum setback is 7'.* o *The plans show a 9' setback on the west and side lot lines and a 10' setback on the east side lot line.* - *Rear setback:* o *The Lot is 48' wide, therefore the minimum setback is 7'* o *9' is shown for the rear setback* - - *Maximum Lot coverage: 35% in GR for a single-story dwelling with a garage* o *Proposed lot coverage = 1,442 SF (1,151 SF main + 291 SF garage) = 32% coverage.* *The Commission found that all setback, building height and lot coverage requirements have been met.*
☐	☐	☒	**17.06.070(A)1 Required Street Improvements Required**	**Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.**
			Staff Comments	*The Commission found that a sidewalk in-lieu payment for the frontage along Croy Street is most appropriate.*

Design Review Guidelines for Residential Buildings in the Townsite Overlay District (TO).

Compliant			Standards and Staff Comments	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Staff Comments***
☒	☐	☐	**17.06.090(C)1**	**1) Site Planning**

				Guideline: The pattern created by the Old Hailey town grid should be respected in all site planning decisions.
			Staff Comments	*The pattern of development is similar to the existing older buildings currently on the site. Buildings are square to the lot lines.*
☒	☐	☐		**Guideline: Site planning for new development and redevelopment shall address the following:** • **scale and massing of new buildings consistent with the surrounding neighborhood;** • **building orientation that respects the established grid pattern of Old Hailey;** • **clearly visible front entrances;** • **use of alleys as the preferred access for secondary uses and automobile access;** • **adequate storage for recreational vehicles;** • **yards and open spaces;** • **solar access on the site and on adjacent properties where feasible, and where such decisions do not conflict with other Design Guidelines;** • **snow storage appropriate for the property;** • **underground utilities for new dwelling units.**
			Staff Comments	• *The proposed site plan and development are consistent with the required site planning guidelines, including scale and massing proposed.* • *All utilities will be located underground as shown on the site plan for both lots. This minimizes clutter in the development.* • *Front entrances are visible for the unit facing the street.* • *No alley exists*
☒	☐	☐		**Guideline: The use of energy-conserving designs that are compatible with the character of Old Hailey are encouraged. The visual impacts of passive and active solar designs should be balanced with other visual concerns outlined in these Design Guidelines.**
			Staff Comments	*The Applicant is proposing to install code compliant insulation, low emissivity glazing on the windows, as well as high R-Value windows.* *The Commission found that this standard has been met.*
☒	☐	☐	**17.06.090(C) 2**	**2. Bulk Requirements (Mass and Scale, Height, Setbacks)**
				Guideline: The perceived mass of larger buildings shall be diminished by the design.
			Staff Comments	*The proposed structures will be consistent in size and mass to the surrounding structures and with the surrounding neighborhood.*
☒	☐	☐	**17.06.090(C) 3**	**3. Architectural Character**
			17.06.090(C) 3a	**a. General**
				Guideline: New buildings should be respectful of the past, but may offer new interpretations of old styles, such that they are seen as reflecting the era in which they are built.
			Staff Comments	*Architectural styles are one and two-story bungalows with themes currently found in Old Hailey.*
☒	☐	☐	**17.06.090(C) 3b**	**b. Building Orientation**
				Guideline: The front entry of the primary structure shall be clearly identified such that it is visible and inviting from the street.

			Staff Comments	• *Unit A is accessed from the street, and is clearly identifiable.* • *Unit B is not located on a street, but is accessed via a driveway from Croy Street. As such, some of the Design Review requirements do not readily apply, as there is no street frontage. A pedestrian entrance faces the adjacent driveway and is visible.* • *Unrestricted pedestrian access is provided to the front door and from Croy Street along the driveway.*
☒	☐	☐		**Guideline: Buildings shall be oriented to respect the existing grid pattern. Aligning the front wall plane to the street is generally the preferred building orientation.**
			Staff Comments	*The structures are aligned with the grid pattern of the neighborhood. The front wall plane of the building closest to the street is aligned.*
☒	☐	☐	**17.06.090(C) 3c**	**c. Building Form**
				Guideline: The use of building forms traditionally found in Old Hailey is encouraged. Forms that help to reduce the perceived scale of buildings shall be incorporated into the design.
			Staff Comments	*Porch roofs break up the lines of the buildings. This is consistent with styles and forms found in Old Hailey. Both residences contain pitched roofs.*
☒	☐	☐	**17.06.090(C) 3d**	**d. Roof Form**
				Guideline: Roof forms shall define the entry to the building, breaking up the perceived mass of larger buildings, and to diminish garages where applicable.
			Staff Comments	*Both units contain a defined entry and pitched roof forms.*
☒	☐	☐	**17.06.090(C) 3d**	**Guideline: Roof pitch and style shall be designed to meet snow storage needs for the site.** • **Roof pitch materials and style shall retain snow on the roof, or allow snow to shed safely onto the property, and away from pedestrian travel areas.** • **Designs should avoid locating drip lines over key pedestrian routes.** • **Where setbacks are less than ten feet, special attention shall be given to the roof form to ensure that snow does not shed onto adjacent properties.**
			Staff Comments	• *Roof materials: Asphalt shingles* • *Roof Pitch: 12/12* • *Porch roof over the entrance keeps snow away from pedestrian areas.*
☒	☐	☐	**17.06.090(C) 3d**	**Guideline: The use of roof forms, roof pitch, ridge length and roof materials that are similar to those traditionally found in the neighborhood are encouraged.**
			Staff Comments	• *The following forms are currently found in the neighborhood:* o *Architectural asphalt shingles* o *Gable end roofs* o *Shed dormers* o *Flat roofs* • *The Application is consistent with the neighborhood in regards to roof forms and materials*
☒	☐	☐	**17.06.090(C) 3d**	**Guideline: The roof pitch of a new building should be compatible with those found traditionally in the surrounding neighborhood.**
			Staff Comments	• *Roof pitch in the neighborhood is varied. The two residences are proposed with 12:12 pitch roof.*
☒	☐	☐	**17.06.090(C) 3e**	**e. Wall Planes**
				Guideline: Primary wall planes should be parallel to the front lot line.

			Staff Comments	*Wall planes are parallel to the front lot line.*
☒	☐	☐	**17.06.090(C) 3e**	**Guideline: Wall planes shall be proportional to the site, and shall respect the scale of the surrounding neighborhood.**
			Staff Comments	*Wall planes are modest and appear proportional to the site. Windows and doors create a human scale consistent with the surrounding neighborhood.*
☒	☐	☐	**17.06.090(C) 3e**	**Guideline: The use of pop-outs to break up longer wall planes is encouraged.**
			Staff Comments	*The two houses are modest in scale and do not contain long wall planes. Smaller roof elements create variation in the primary wall plane.*
☒	☐	☐	**17.06.090(C) 3f**	**f. Windows**
				Guideline: Windows facing streets are encouraged to be of a traditional size, scale and proportion.
			Staff Comments	*Window size and scale are appropriate for the neighborhood.*
☒	☐	☐	**17.06.090(C) 3f**	**Guideline: Windows on side lot lines adjacent to other buildings should be carefully planned to respect the privacy of neighbors.**
			Staff Comments	*Windows are framed in a manner consistent with the neighborhood.* *Windows facing private property are modest in size.*
☐	☐	☒	**17.06.090(C) 3g**	**g. Decks and Balconies**
				Guideline: Decks and balconies shall be in scale with the building and the neighborhood.
			Staff Comments	*No decks or balconies are proposed. The front porches are in scale with the building.*
☐	☐	☒	**17.06.090(C) 3g**	**Guideline: Decks and balconies should be designed with the privacy of neighbors in mind when possible.**
			Staff Comments	*N/A*
☒	☐	☐	**17.06.090(C) 3h**	**h. Building Materials and Finishes**
				Guideline: Materials and colors shall be selected to avoid the look of large, flat walls. The use of texture and detailing to reduce the perceived scale of large walls is encouraged.
			Staff Comments	• *Wall Materials: Board and Batten Siding will create the appearance of texture.* • *Facia: Painted- see materials board* • *Roof Material: Asphalt Shingle* • *Painted wood trim around windows* *Colors are white and grey; one unit is white with gray trim and the second unit is reversed. Both units have a red door (see materials sample board).*
☒	☐	☐	**17.06.090(C) 3h**	**Guideline: Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.**
			Staff Comments	*Wall planes are broken up with siding and windows. No wall planes are particularly large.*
☒	☐	☐	**17.06.090(C) 3i**	**i. Ornamentation and Architectural Detailing**
				Guideline: Architectural detailing shall be incorporated into the front wall plane of buildings.
			Staff Comments	*See above notes.*

☒	☐	☐	**17.06.090(C) 3i**	**Guideline: The use of porches, windows, stoops, shutters, trim detailing and other ornamentation that is reminiscent of the historic nature of Old Hailey is encouraged.**
			Staff Comments	*Proposed front porch is consistent with the styles of Old Hailey.*
☒	☐	☐	**17.06.090(C) 3i**	**Guideline: Architectural details and ornamentation on buildings should be compatible with the scale and pattern of the neighborhood.**
			Staff Comments	*See above notes.*
☒	☐	☐	**17.06.090(C) 4**	**4. Circulation and Parking**
				Guideline: Safety for pedestrians shall be given high priority in site planning, particularly with respect to parking, vehicular circulation and snow storage issues.
			Staff Comments	*Adequate parking has been provided. Pedestrian access off the adjacent streets is provided and does not interfere with traffic from the streets or parking areas.*
☒	☐	☐	**17.06.090(C) 4**	**Guideline: The visual impacts of on-site parking visible from the street shall be minimized.**
			Staff Comments	*Each dwelling has garage parking, which screens cars. Street parking is permitted in Old Hailey as outlined elsewhere in this report.*
☐	☐	☒	**17.06.090(C) 4**	**Guideline: As a general rule, garages and parking should be accessed from the alley side of the property and not the street side.**
			Staff Comments	*Garages are accessed from a shared driveway. No alley access available.*
☐	☐	☒	**17.06.090(C) 4**	**Guideline: Detached garages accessed from alleys are strongly encouraged.**
			Staff Comments	*No alleys are adjacent to this site.*
☐	☐	☒	**17.06.090(C) 4**	**Guideline: When garages must be planned on the street side, garage doors shall be set back and remain subordinate to the front wall plane.**
			Staff Comments	*Garage does not face the street, so this standard is not applicable.*
☐	☐	☒	**17.06.090(C) 4**	**Guideline: When garages and/or parking must be planned on the street side, parking areas are preferred to be one car in width. When curb cuts must be planned, they should be shared or minimized.**
			Staff Comments	*Garage is not on the street side and is not adjacent to the street. A shared driveway is proposed.*
☒	☐	☐	**17.06.090(C) 4**	**Guideline: Off-street parking space for recreational vehicles should be developed as part of the overall site planning.**
			Staff Comments	*No RV parking is proposed. Each lot has room to add RV parking in the side yards, if needed.*
☐	☐	☒	**17.06.090(C) 5**	**5. Alleys**
				Guideline: Alleys shall be retained in site planning. Lot lines generally shall not be modified in ways that eliminate alley access to properties.
			Staff Comments	*No alleys are adjacent to the site.*
☐	☐	☒	**17.06.090(C) 5**	**Guideline: Alleys are the preferred location for utilities, vehicular access to garages, storage areas (including recreational vehicles) and accessory buildings. Design and placement of accessory buildings that access off of alleys is encouraged.**
			Staff Comments	*No alleys are adjacent to the site.*
☐	☐	☒	**17.06.090(C) 5**	**Guideline: Generally, the driving surface of alleys within Limited Residential and General Residential may remain a dust-free gravel surface, but should be paved within Business, Limited Business, and Transitional. The remainder of the City alley should be managed for noxious weed control, particularly after construction activity.**

			Staff Comments	*No alleys are adjacent to the site.*
☐	☐	☒	**17.06.090(C) 5**	**Guideline: Landscaping and other design elements adjacent to alleys should be kept simple, and respect the functional nature of the area and the pedestrian activity that occurs.**
			Staff Comments	*No alleys adjacent to site.*
☐	☐	☒	**17.06.090(C) 6**	**6. Accessory Structures**
				Guideline: Accessory buildings shall appear subordinate to the main building on the property in terms of size, location and function.
			Staff Comments	*N/A*
☐	☐	☒	**17.06.090(C) 6**	**Guideline: In general, accessory structures shall be located to the rear of the lot and off of the alley unless found to be impractical.**
			Staff Comments	*N/A*
☒	☐	☐	**17.06.090(C) 7**	**7. Snow Storage**
				Guideline: All projects shall be required to provide 25% snow storage on the site.
			Staff Comments	*The proposed dwellings are setback far enough from the adjacent property lines to avoid shedding onto the adjacent properties.* *550 square feet of total lot area is provided for snow storage. This is greater than 25% of the total amount of impermeable surfaces that would require snow removal (total surface areas are 1,950 square feet, requiring 488 sf of snow storage). Snow storage for Unit A is shown on the Unit B lot, and this will need to be an easement on the Lot Line Amendment. This has been made a condition of approval.*
☒	☐	☐	**17.06.090(C) 7**	**Guideline: A snow storage plan shall be developed for every project showing:** • **Where snow is stored, key pedestrian routes and clear vision triangles.** • **Consideration given to the impacts on adjacent properties when planning snow storage areas.**
			Staff Comments	*Snow storage areas do not restrict pedestrian access. Pedestrian access is unrestricted and visible from the street.*
☒	☐	☐	**17.06.090(C) 8**	**8. Existing Mature Trees and Landscaping**
				Guideline: Existing mature trees shall be shown on the site plan, with notations regarding retention, removal or relocation. Unless shown to be infeasible, a site shall be carefully planned to incorporate existing mature trees on private property into the final design plan.
			Staff Comments	*One existing mature tree is proposed to be removed, and one is proposed to be retained.*
☒	☐	☐	**17.06.090(C) 8**	**Guideline: Attention shall be given to other significant landscape features which may be present on the site. Mature shrubs, flower beds and other significant landscape features shall be shown on the site plan and be incorporated into the site plan where feasible.**
			Staff Comments	*No other notable landscape features are found on site.*
☒	☐	☐	**17.06.090(C) 8**	**Guideline: Noxious weeds shall be controlled according to State Law.**
			Staff Comments	*If noxious weeds are present on the site, the developer shall control according to State Law.*

☐	☐	☒	**17.06.090(C) 9**	**9. Fences and Walls**
				Guideline: Fences and walls that abut public streets and sidewalks should be designed to include fence types that provide some transparency, lower heights and clearly marked gates.
			Staff Comments	*No fences or walls are proposed adjacent to public streets or sidewalks.*
☐	☐	☒	**17.06.090(C) 9**	**Guideline: Retaining walls shall be in scale to the streetscape.**
			Staff Comments	*None proposed.*
☐	☐	☒	**17.06.090(C) 10**	**10. Historic Structures**
				General Guidelines: Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following guidelines: • **The alteration should be congruous with the historical, architectural, archeological, educational or cultural aspects of other Historic Structures within the Townsite Overlay District, especially those originally constructed in the same Period of Significance.** • **The alteration shall be contributing to the Townsite Overlay District. Adaptive re-use of Historic Structures is supported while maintaining the architectural integrity of the original structure.**
			Staff Comments	*A Historic Demolition Permit Application has been approved by the Hailey Arts and Historic Preservation Commission for the old cabins which are in a state of disrepair.*
☐	☐	☒	**17.06.090(C) 10**	**Specific Guidelines. Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following specific guidelines:** • **The design features of repairs and remodels including the general streetscape, materials, windows, doors, porches, and roofs shall not diminish the integrity of the original structure.** • **New additions should be designed to be recognizable as a product of their own Period of Significance with the following guidelines related to the historical nature of the original structure:** ~ **The addition should not destroy or obscure important architectural features of the original building and/or the primary façade;** ~ **Exterior materials that are compatible with the original building materials should be selected;** ~ **The size and scale of the addition should be compatible with the original building, with the addition appearing subordinate to the primary building;** ~ **The visual impact of the addition should be minimized from the street;** ~ **The mass and scale of the rooftop on the addition should appear subordinate to the rooftop on the original building, and should avoid breaking the roof line of the original building;** ~ **The roof form and slope of the roof on the addition should be in character with the original building;** ~ **The relationship of wall planes to the street and to interior lots should be preserved with new additions.**
			Staff Comments	*The historic structures are in poor repair and have been approved for removal.*

17.06.060 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 Title, 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 Title.**

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.**

CONCLUSIONS OF LAW

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

1. Adequate notice, pursuant to Title 17, Section 17.06.040(D), was given.
2. The project is in general conformance with the Hailey Comprehensive Plan.
3. The project does not jeopardize the health, safety, or welfare of the public.
4. Upon compliance with the conditions set forth, the project conforms to the applicable standards of Section 17.06: Design Review and other sections of the Hailey Municipal Code, and City Standards.

DECISION

The Design Review Application by West Croy, LLC, represented by Daniel Moran, for construction of two (2) new single-family residences, to be located at 217 West Croy (Lots 17 and 18, Block 3, S. 10' of Alley adjacent to Lot 17 and 18, Croy Addition), in the General Residential (GR) and Townsite Overlay (TO) Zoning Districts, was approved, 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, application requirements of the Zoning Ordinance, Title 18, and City Standards, provided conditions (a) through (j) are met:

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 Title 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: a sidewalk in lieu payment shall be made prior to issuance of any certificates of occupancy.
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 requirements according to 17.08C.
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) All utilities will be located underground, consistent with 6A.9.C.1.
i) Snow storage shall be provided on the Unit A lot, or an easement shall be identified for snow storage on the Unit B lot for the benefit of Unit A, to be shown on the Lot Line Amendment Plat.
j) The Applicant shall install a separate water and wastewater connect to proposed Lot 18A.

Signed this _____ day of _____, 2019.

_____
Janet Fugate, Planning and Zoning Commission Chair

Attest:

_____
Jessica Parker, Community Development Assistant

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FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On August 5, 2019, the Hailey Planning and Zoning Commission approved a Design Review Application by Hailey FF, LLC, represented by Errin Bliss of Bliss Architecture, for Phase Two of the Marriott Hotel Project: River Street Condos. Phase One included the construction of the hotel, pool and hot tub, restaurant, parking, landscaping. Phase Two will include the construction of five (5) condos located along River Street, 2,186 square feet in size.

This project is to be located at 711 North Main Street (Lot 1A, Block 1, Sutton Subdivision) in the Business (B) and Downtown Residential Overlay (DRO) Zoning Districts.

Notice:
A Design Review was conducted and approved by the Planning and Zoning Commission on May 16, 2017, with modifications approved on March 22, 2018. A Preapplication Design Review for eleven (11) residential units was heard on March 22, 2018. Notice for the public hearing was published in the Idaho Mountain Express on July 17, 2019 and mailed to property owners within 300 feet on July 16, 2019.

Application:
The Marriott Hotel Fairfield Inn and Suites was previously approved on May 16, 2017 to construct a new three-story, 41,836 square foot hotel consisting of 75 rooms, indoor pool, fitness room and breakfast/dining room. The footprint was styled after a Marriott Hotel Fairfield Inn and Suites, but numerous design features were modified from the standard template based on input from the Commission at the April 10, 2017, Preapplication Design Review Hearing. Modifications were made and approved on March 22, 2018 consisting of modifications to the Porte Cochere, pop-outs, post and beam elements, colors and materials, increase in parking lot from 57 to 75 stalls, changes to landscape islands and entrance configuration.

The project has requested approval in two phases. Phase One includes the construction of the hotel, pool and hot tub, and restaurant, and related parking. Phase Two includes construction of the condominiums. The Building Permit for Phase One is currently under review. The vacant site is 1.86 acres in size.

Procedural History:
Design Review for Phase One was approved on May 16, 2017, with modifications approved on March 22, 2018. Site plan and elevation drawings were submitted on June 11, 2019. Property owners within 300' were noticed of a Design Review Modification hearing on July 16, 2019, and a notice of such published in the Idaho Mountain Express on July 17, 2019. The Application was submitted on June 11, 2019 and certified complete on the same date. A public hearing before the Planning and Zoning Commission was held August 5, 2019, in the Hailey City Council Chambers.

Upon receipt of these Findings of Fact, Conclusions of Law and Decision, the applicant may request a regulatory takings analysis pursuant to Idaho Code §67-8003.

General Requirements for all Design Review Applications				
Compliant			**Standards and Staff Comments**	
Yes	**No**	**N/A**	**City Code**	**City Standards and** *Staff Comments*

☒	☐	☐	**17.06.050**	**Complete Application**
☒	☐	☐	**Department Comments**	**Engineering**: *The City recently approved a layout for River Street that is part of a large grant application (see attached drawings). The design is for the 100-foot section of the street. The street narrows to an 80-foot right-of-way in this section; therefore, it is likely that the head-in parking shown in the attached drawings would be converted to parallel parking in the 80-foot sections.* *The Design Review drawings show parallel parking. The City Engineer sees minimal issues with the layout as shown; the Civil Drawings, with tree wells per City Standards, have been made a Conditional of Approval.*
				Life/Safety: *No comments*
				Water and Sewer: *The project will comply with all City Water and Sewer Standards.*
				Building*: No comments*
				Streets: *The River Street frontage has been reviewed with regard to the new River Street Design. The project generally complies with the new design and the following minor changes should be incorporated:* *1) City tree well standard (planter bed, no tree grate) should be incorporated* *2) The car door swing area should be of paver material*
☒	☐	☐	**17.08A Signs**	**17.08A Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.**
			Staff Comments	*Signs have not yet been submitted, but shall conform to City Regulations.*
☒	☐	☐	**17.09.040 On-site Parking Req.**	**See Section 17.09.040 for applicable code.** Multiple-family dwellings and dwelling units with a mixed-use building: Minimum of 1.5 spaces per unit.
			Staff Comments	*The approved site plan for the hotel contains 75 parking spaces on private property. 11 on-street spaces have been created along River Street. It appears as if approximately seven (7) on-street parking spaces will be retained along Main Street. There is stacking for approximately 12 cars in the area under the hotel's Porte Cochere. City regulations would require a total of 43 parking spaces.* *The five (5) condo units access off of a hotel parking aisle. Each of the units has two (2) parking spaces in a tuck-under garage. An easement shall be platted for said parking aisle.*
☒	☐	☐		**17.09.040.06: EXCESS OF PERMITTED PARKING:** **A. Approval Required: 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.**
			Staff Comments	*The parking requested for the condos is not in excess of 200%.*
☒?	☐	☐	**17.08C.040 Outdoor Lighting Standards**	**17.08C.040 General Standards** **a. All exterior lighting shall be designed, located and lamped in order to prevent:** **1. Overlighting;** **2. Energy waste;**

				3. Glare; **4. Light Trespass;** **5. Skyglow.** **b. All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes.** **c. Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties.** **d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires.** **e. Idaho Power shall not install any luminaires after the effective date of this Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator.**
			Staff Comments	*The Applicant is proposing a variety of light fixtures. Cut sheets are attached. A photometric plan was approved for the hotel parking lot, and has been included, with any revisions related to the five (5) residential units.* *The Commission found that this standard has been met.*
☒	☐	☐	**Bulk Requirements**	***Building Height:*** *Maximum building height (feet): 35* ***Setbacks:*** *Minimum front yard setback (feet): 0[7]* *Minimum side yard setback (feet): 0[7,19,20]* *Minimum rear yard setback (feet): 0[7,19,20]* *[7.] Townhouse unit shall be allowed 0 setbacks from the lot lines created by a townhouse sublot and the separation of the building containing townhouse units in a townhouse development parcel shall be not less than 6 feet as measured between any wall or any projection of a building, including, but not limited to, eaves, cornices, canopies, or other similar roof overhang features, pergolas, chimney chases, bay windows, decks, steps, wainscot, and utility meters; or the minimum distance required by the IBC and IFC, whichever is greater.* *[19.] See also subsections 17.07.010F and G of this title.* *[20.] See also subsections 17.07.010F and G of this title.*
			Staff Comments	*The District Use Matrix has zero front, side and rear setbacks in the Business (B) Zone District. The building is within all of these setbacks: 4'-1" front (River), in excess of 100'-rear, 152'-6" north side and 34'-3" south side. The building is proposed to be 35' tall, which meets code.* *The Commission found that all building height and setback requirements have been met.*
☒	☐	☐	**17.06.070(A)1 Street Improvements Required**	**Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.**

			Staff Comments	*A 6'-wide sidewalk exists on Main Street. The hotel was approved with the addition of street trees and other landscaping in a planting bed at the back of the sidewalk.* *The 6'-wide sidewalk wraps around the site to the south along the private street. It transitions to an 8'-wide sidewalk on River Street and a 6'-wide bike lane, per the River Street Master Plan Street Section, currently under review by the City.* *The Commission and the Applicant discussed the revised River Street Typical Section. The Applicant requested that the proposed sidewalk, which runs along River Street and in front of the proposed condos, maintain a distance of at least one (1') foot from the paver patio space of Unit #1 only. In doing so, the public right-of-way in front of Unit #1 would be 39'-wide, rather than 40'-wide. The Applicant feels this space would clearly delineate the private space from the public-right-of-way, and be more aesthetic overall.* *City Staff would like to maintain consistency in as much of the River Street redesign as possible, which includes utilizing the entire 40'-wide public right-of-way in front of the Marriott's River Street Condos. The Commission agreed and found that the Applicant shall maintain a 40'-wide public right-of-way. The Drawing Set shall be revised to incorporate said comments noted above.* *A revised Drainage Plan has been submitted and has received preliminary review by the City Engineer.*
☐	☐	☒	**17.06.070(B) Required Water System Improvements**	**In the Townsite Overlay District, any proposal for new construction or addition of a garage accessing from the alley, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.**
			Staff Comments	*This site is not in Townsite Overlay.*

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

1. Site Planning: 17.06.080(A)1, items (a) thru (n)

Compliant			Standards and Staff Comments	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Staff Comments***
☒	☐	☐	**17.06.080(A)1 a**	**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.**
			Staff Comments	*The proposed building follows the grid pattern in downtown Hailey, and the residential units are aligned to face River Street. Sun exposure will be good.*
☐	☐	☒	**17.06.080(A)1 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.
			Staff Comments	*The site does not contain any existing mature landscaping.*
☒	☐	☐	**17.06.080(A)1 c**	**c. Site circulation shall be designed so pedestrians have safe access to and through the site and to building.**
			Staff Comments	*A 6'-wide sidewalk exists along Main Street. This sidewalk wraps around the site to the south along the private street. It transitions to an 8'-wide sidewalk on River Street, per the River Street Master Plan Street Section, which is currently under review by the City. Each unit has a walk-up entrance to River Street, and safe access to each unit.*
☒	☐	☐	**17.06.080(A)1 d**	**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.**
			Staff Comments	*The trash enclosure for the hotel was approved at the rear, in the private parking lot. The dumpsters are screened with a 6' high stone veneer wall on three (3) sides and 6' high wood gates. The stone veneer and wood slats on the gates match the materials and color of those on the hotel. A letter will be required from Clear Creek Disposal stating that the trash area is accessible.* *The five (5) residential units will have trash receptacles that are brought to the curb for trash pickup.*
☐	☐	☒	**17.06.080(A)1 e**	**e. Where alleys exist, or are planned, they shall be utilized for building services.**
			Staff Comments	*This block does not contain a platted alley*
☐	☐	☒	**17.06.080(A)1f**	**f. Vending machines located on the exterior of a building shall not be visible from any street.**
			Staff Comments	*N/A*
☒	☐	☐	**17.06.080(A)1 g**	**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.)*** **i. Parking areas located within the SCI zoning district may be located at the side or rear of the building.** **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.
			Staff Comments	*The majority of the on-site parking for the hotel is located in a large parking area to the rear of the hotel. Previously, eleven (11) residential units were proposed, which encompassed the entire River Street façade, and fully screened the parking area from River Street.* *Preferably, additional residential units would be added to infill this area and add vibrancy to River Street. When asked about future residential development in the area, the Applicant confirmed that that no further or future residential development is proposed or anticipated at this time.* *City Staff also recommended that additional landscaping (trees and shrubs) be added to the planting bed that is currently called out for dryland seed mix. The Commission did not specify, nor augment, the proposed Landscape Plan. The Commission found that this standard has been met.*
☐	☐	☒	**17.06.080(A)1h**	**h. Access to on-site parking shall be from the alley or, if the site is not serviced by an alley, from a single approach to the street to confine vehicular/pedestrian conflict to limited locations, allow more buffering of the parking area and preserve the street frontage for pedestrian traffic.**
			Staff Comments	*This block does not contain a platted alley. The parking area is to the rear, buffered by the building.*
☒	☐	☐	**17.06.080(A)1i**	**i. Snow storage areas shall be provided on-site where practical and sited in a manner that is accessible to all types of snow removal vehicles of a size that can accommodate moderate areas of snow.**
			Staff Comments	*The site plan proposes 34,850 square feet of hardscape (parking, vehicle and pedestrian areas). 25% of this (8,712.5) is required as a snow storage area. 2,882 square feet of snow storage is shown. The remainder will be hauled, which is permitted in downtown areas. The residential units access off of a parking access aisle, which will be on a plow route.* *The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)1j**	**j. Snow storage areas shall not be less than 25% of the improved parking and vehicle and pedestrian circulation areas.**
			Staff Comments	*See Standard (i) above.*
☒	☐	☐	**17.06.080(A)1k**	**k. A designated snow storage area shall not have any dimension less than 10 feet.**
			Staff Comments	*Snow storage areas vary in width, but all meet requirements.*
☒	☐	☐	**17.06.080(A)1l**	**l. Hauling of snow from downtown areas is permissible where other options are not practical.**
			Staff Comments	*Snow will be hauled from the large parking areas proposed. Likely, snow will also need to be hauled from the private street.*

☒	☐	☐	**17.06.080(A)1m**	**m. Snow storage areas shall not impede parking spaces, vehicular and pedestrian circulation or line of sight, loading areas, trash storage/pickup areas, service areas or utilities.**
			Staff Comments	*Snow storage areas do not impede parking or pedestrian areas.*
☒	☐	☐	**17.06.080(A)1n**	**n. Snow storage areas shall be landscaped with vegetation that is salt-tolerant and resilient to heavy snow.**
			Staff Comments	*Snow storage areas contain shrubs and low-lying plants.*

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***
☒	☐	☐	**17.06.080(A)2a**	**a. The proportion, size, shape and rooflines of new buildings shall be compatible with surrounding buildings.**
			Staff Comments	*The proposed building utilizes modern shed roofs, with an individual roofline for each unit.*
☒	☐	☐	**17.06.080(A)2b**	**b. Standardized corporate building designs are prohibited.**
			Staff Comments	*The design is not a standard corporate design.*
☒	☐	☐	**17.06.080(A)2c**	**c. At ground level, building design shall emphasize human scale, be pedestrian oriented and encourage human activity and interaction.**
			Staff Comments	*Each unit contains a walk-up entry, which encourages human activity and interaction.*
☒	☐	☐	**17.06.080(A)2d**	**d. The front façade of buildings shall face the street and may include design features such as windows, pedestrian entrances, building off-sets, projections, architectural detailing, courtyards and change in materials or similar features to create human scale and break up large building surfaces and volumes.**
			Staff Comments	*Windows and pedestrian entrances face River Street. Window sizes vary, including vertical windows, to create interest.*
☐	☐	☒	**17.06.080(A)2e**	**e. Any addition onto or renovation of an existing building shall be designed to create a cohesive whole.**
			Staff Comments	*The Landscape Plan notes, "area for future residential", where an additional six (6) units were previously proposed.* *The Applicant confirmed that that no further or future residential development is proposed or anticipated at this time.*
☒	☐	☐	**17.06.080(A)2f**	**f. All exterior walls of a building shall incorporate the use of varying materials, textures and colors.**

			Staff Comments	*A variety of materials will be used on the exterior: wood finish, flat exterior paneling, shingle roof. Colors are quite varied: Arctic White, Rayo de Sol, Kind Green, Sunflower, Gray Clouds.*
☒	☐	☐	**17.06.080(A)2 g**	**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.**
			Staff Comments	*Building colors are shown on the elevations. Colors are broken on various elements to break up mass and be harmonious with other buildings in the area. A Materials Sample Board was brought to the hearing and is one file in the Community Development Department.*
☒	☐	☐	**17.06.080(A)2 h**	**h. Flat-roofed buildings over two stories in height shall incorporate roof elements such as parapets, upper decks, balconies or other design elements.**
			Staff Comments	*The proposed residential buildings contain varied roof lines and balconies, which provide variation and reduce the overall mass of the proposed building.*
☒	☐	☐	**17.06.080(A)2i**	**i. All buildings shall minimize energy consumption by utilizing alternative energy sources and/or passive solar techniques. At least three (3) of the following techniques, or an approved alternative, shall be used to improve energy cost savings and provide a more comfortable and healthy living space:** **i) Solar Orientation. If there is a longer wall plane, it shall be placed on an east-west axis. A building's wall plane shall be oriented within 30 degrees of true south.** **ii) South facing windows with eave coverage. At least 40% of the building's total glazing surface shall be oriented to the south, with roof overhang or awning coverage at the south.** **iii) Double glazed windows.** **iv) Windows with Low Emissivity glazing.** **v) Earth berming against exterior walls** **vi) Alternative energy. Solar energy for electricity or water heating, wind energy or another approved alternative shall be installed on-site.** **vii) Exterior light shelves. All windows on the southernmost facing side of the building shall have external light shelves installed.**
			Staff Comments	*The residential units will incorporate dual pane windows and low emissivity glazing. The public spaces along the entries of each unit are oriented southwest, capturing the afternoon and evening sun.* *The entries also incorporate a post and beam structure above each door and window to provide for sun shading.* *The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)2j**	**j. Gabled coverings, appropriate roof pitch, or snow clips and/or gutters and downspouts shall be provided over all walkways and entries to prevent snow from falling directly onto adjacent sidewalks.**

			Staff Comments	*The pitched-roofed residential buildings do not shed snow onto pedestrian areas. Stair towers see downspouts, which are routed underground. All drainage will happen via internal drains.*
☒	☐	☐	**17.06.080(A)2k**	**k. Downspouts and drains shall be located within landscape areas or other appropriate locations where freezing will not create pedestrian hazards.**
			Staff Comments	*Downspouts from the building will be routed underground to a drywell. All downspouts, overflow downspouts, and roof leaders will either drain into drywells or into landscaped areas only, and not onto pedestrian or hardscape locations.*
☐	☐	☒	**17.06.080(A)2l**	**l. Vehicle canopies associated with gas stations, convenience stores or drive-through facilities shall have a minimum roof pitch of 3/12 and be consistent with the colors, material and architectural design used on the principal building(s).**
			Staff Comments	*N/A*
☐	☐	☒	**17.06.080(A)2m**	**m. A master plan for signage is required to ensure the design and location of signs is compatible with the building design and compliance with Article 8.**
			Staff Comments	*A Master Signage Plan is not required of a single-tenant building.*

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***
☐	☐	☒	**17.06.080(A)3a**	**a. Accessory structures shall be designed to be compatible with the principal building(s).**
			Staff Comments	*No accessory structures are planned.*
☐	☐	☒	**17.06.080(A)3b**	**b. Accessory structures shall be located at the rear of the property.**
			Staff Comments	*N/A*
☐	☐	☒	**17.06.080(A)3c**	**c. Walls and fences shall be constructed of materials compatible with other materials used on the site.**
			Staff Comments	*N/A*
☐	☐	☒	**17.06.080(A)3d**	**d. Walls and fencing shall not dominate the buildings or the landscape. Planting should be integrated with fencing in order to soften the visual impact.**
			Staff Comments	*N/A*
☒	☐	☐	**17.06.080(A)3e**	**e. All roof projections including, roof-mounted mechanical equipment, such as heating and air conditioning units, but excluding solar panels and Wind Energy Systems that have received a Conditional Use Permit, shall be shielded and screened from view from the ground level of on-site parking areas, adjacent public streets and adjacent properties.**

			Staff Comments	*All roof-mounted mechanical equipment will be screened from view or not visible at all from the ground level of on-site parking areas and adjacent streets/properties. Staff requested the locations of roof-mounted equipment, which will be shown as part of the Building Permit Drawing Set.*
☐	☐	☒	**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.**
			Staff Comments	*N/A*
☒	☐	☐	**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.**
			Staff Comments	*Ground-mounted mechanical equipment has not been shown or anticipated.*
☒	☐	☐	**17.06.080(A)3h**	**i. All service lines into the subject property shall be installed underground.**
			Staff Comments	*All service lines are underground.*
☐	☐	☒	**17.06.080(A)3i**	**j. Additional appurtenances shall not be located on existing utility poles.**
			Staff Comments	*No appurtenances are proposed.*

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***
☒	☐	☐	**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.**
			Staff Comments	*Plant materials will be appropriate for the environment. Please refer to Section 17.06.080(A)4d for further detail as to the appropriateness of the Columnar Lindens proposed for the portions of the River Street façade in front of the residential units.* *The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)4b**	**b. All plant species shall be hardy to the Zone 4 environment.**
			Staff Comments	*Plant materials will be appropriate for the environment.*
☒	☐	☐	**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.**
			Staff Comments	*An automatic drip irrigation system on a timer is planned and a temporary system will be used, as needed.*

☒	☐	☐	**17.06.080(A)4 d**	**d. Landscaped areas shall be planned as an integral part of the site with consideration of the urban environment. A combination of trees shrubs, vines, ground covers and ornamental grasses shall be used. New landscaped areas having more than 10 trees, a minimum of 10% of the trees shall be at least 4-inch caliper, 20% shall be at least 3-inch caliper, and 20% shall be at least 2½ inch caliper and a maximum of 20% of any single tree species may be used in any landscape plan (excluding street trees). New planting areas shall be designed to accommodate typical trees at maturity. Buildings within the LI and SCI-I zoning district are excluded from this standard.**
			Staff Comments	*A combination of trees, shrubs, ground cover and ornamental grasses are proposed, which can be found on the Landscape Plan on sheet L1.1.* *Nine (9) street trees along River Street are proposed: Four (4) American Lindens and Five (5) Columnar Lindens, all to be a minimum of 4" caliper.* *The City Arborist commented on the appropriateness of the Columnar Lindens and recommends that the five (5) Columnar Lindens be that of or similar to Tilia Cordata Corinthians or 'Corzam' (see image below for details).* *Traditionally, Columnar Lindens are upright and high maintenance, but these particular trees were chosen for their compact growth habits, which would be ideal street trees and offer privacy and shade to the condos proposed.* *The remaining proposed trees are as follows:* *Autumn Brilliance Serviceberry: One (1) at 4" caliper and two (2) at 3" caliper* *Autumn Blaze Maple: Five (5) at 4" caliper and four (4) at 3" caliper*

				Chanticleer Pear: Eight (8) at 2 ½" caliper *Mancana Ash: Eight (8) at 2 ½" caliper* *Fourty-four (44) trees are proposed for the site. The Commission found all proposed trees and plants to be appropriate for the site. The Commission concurred that all street trees should be a minimum of 4" caliper, and that 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, and with root barriers. This has been made a Condition of Approval.*
☐	☐	☒	**17.06.080(A)4 e**	**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.**
			Staff Comments	*N/A*
☒	☐	☐	**17.06.080(A)4f**	**f. Plantings for pedestrian areas within the B, LB, TN and SCI-O zoning districts shall be designed with attention to the details of color, texture and form. A variety of trees, shrubs, perennials, ground covers and seasonal plantings, with different shapes and distinctive foliage, bark and flowers shall be used in beds, planter boxes, pots, and/or hanging baskets.**
			Staff Comments	*There are 14 species of shrubs and perennials specified on the drawings, along with six (6) tree species. The proposed species mix should provide an array of different characteristics that will provide interest throughout the year.* *The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)4 g**	**g. Storm water runoff should be retained on the site wherever possible and used to irrigate plant materials.**
			Staff Comments	*Runoff is within planting beds.*
☒	☐	☐	**17.06.080(A)4 h**	**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).**
			Staff Comments	*The Applicant will be responsible for maintaining plant material in a healthy condition, with the exception of City Street trees.* *The Landscape Plan proposes that five (5) of the street trees be a Columnar Linden. Four (4) additional street trees are proposed to be American Lindens.* *The City Arborist commented on the appropriateness of the Columnar Lindens and recommends that the five (5) Columnar Lindens be that of or similar to Tilia Cordata Corinthians or 'Corzam' (see image below for details).*

				  Traditionally, Columnar Lindens are upright and high maintenance, but these particular trees were chosen for their compact growth habits, which would be ideal street trees and offer privacy and shade to the condos proposed. *All other plants were chosen for reduced maintenance, and ability to thrive in the conditions on-site. Maintenance notes have been provided in the plant schedule for each individual species specified.* *The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)4i**	**i. Retaining walls shall be designed to minimize their impact on the site and the appearance of the site.**
			Staff Comments	*Please see comments under item "I".*
☒	☐	☐	**17.06.080(A)4j**	**j. Retaining walls shall be constructed of materials that are utilized elsewhere on the site, or of natural or decorative materials.**
			Staff Comments	*Please see comments under item "I".*
☒	☐	☐	**17.06.080(A)4k**	**k. Retaining walls, where visible to the public and/or to residents or employees of the project, shall be no higher than four feet or terraced with a three-foot horizontal separation of walls.**
			Staff Comments	*Please see comments under item "I".*

☐	☐	☒	**17.06.080(A)4l**	**l. Landscaping should be provided within or in front of extensive retaining walls.**
			Staff Comments	*N/A*
☐	☐	☒	**17.06.080(A)4 m**	**m. Retaining walls over 24" high may require railings or planting buffers for safety.**
			Staff Comments	*N/A*
☐	☐	☒	**17.06.080(A)4 n**	**n. Low retaining walls may be used for seating if capped with a surface of at least 12 to 16 inches wide.**
			Staff Comments	*N/A*

17.06.060 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.**

CONCLUSIONS OF LAW

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

1. Adequate notice, pursuant to Title 17, Section 17.06.040(D), was given.
2. The project is in general conformance with the Hailey Comprehensive Plan.
3. The project does not jeopardize the health, safety, or welfare of the public.
4. Upon compliance with the conditions set forth, the project conforms to the applicable standards of Section 17.06: Design Review and other sections of the Hailey Municipal Code, and City Standards.

DECISION

The Design Review Application by Hailey FF, LLC, represented by Errin Bliss of Bliss Architecture, for construction of Phase Two of the Marriott Hotel Project: River Street Condos, to be located at 711 North Main Street (Lot 1A, Block 1, Sutton Subdivision) in the Business (B) and Downtown Residential Overlay (DRO) Zoning Districts, was approved, 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, application requirements of the Zoning Ordinance, Title 18, and City Standards, provided conditions (a) through (k) are met:

a) All of the Conditions of Approval from the June 12, 2017 and June 18, 2018 Commission approvals shall remain in effect.
b) All applicable Fire Department and Building Department requirements shall be met.
c) 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.
d) 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: Street design along River Street as shown on the plans, with the following modifications: replace tree grate with City standard planting bed, and add pavers to the car door swing area.

e) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.
f) All new and existing exterior lighting shall comply with the Outdoor Lighting Ordinance.
g) Except as otherwise provided, all the required improvements shall be constructed and completed, or sufficient security provided as approved by the City Attorney, before a Certificate of Occupancy can be issued.
h) This 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.
i) Irrigation to the City street trees shall be to City standards. Power shall be provided to each tree, or as otherwise approved by the City.
j) All street trees should be a minimum of 4" 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, and with root barriers.
k) Rooftop equipment (if any) shall be shown on a roof plan.

Signed this _____ day of _____, 2019.

_____
Janet Fugate, Planning and Zoning Commission Chair

Attest:

_____
Jessica Parker, Community Development Assistant

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FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On August 5, 2019, the Hailey Planning and Zoning Commission considered and approved a Design Review Application by Stonefly, LLC, represented by Jay Cone of Jay Cone Architecture, for a 4,896 square foot storage facility with an accessible restroom, six (6) onsite parking spaces and one (1) designated loading space. The project is located at Lot 3E, Block 2, Airport West Subdivision #2, in the SCI Industrial (SCI-I) Zoning District.

Notice:
Notice for the public hearing was published in the Idaho Mountain Express on July 17, 2019 and mailed to property owners within 300 feet on July 16, 2019.

Application:
A Design Review Application submitted by Stonefly, LLC, represented by Jay Cone of Jay Cone Architecture, for construction of Airport West 3E, a Storage Facility, to be located at Lot 3E, Block 2, Airport West Subdivision #2 (address TBD), located in the SCI – Industrial (SCI-I) Zoning District. This project consists of a 4,896 square foot storage facility with an accessible restroom, six (6) onsite parking spaces and one (1) loading space. The lot area is 14,390 square feet. Access to the parcel will be from the private street, Hawker Way.

Procedural History:
The Application was submitted on June 27, 2019 and certified complete on July 12, 2019. A public hearing before the Planning and Zoning Commission for approval or denial of the project was held on August 5, 2019 in the Hailey City Council Chambers.

General Requirements for all Design Review Applications

Compliant			Standards and Staff Comments	
Yes	**No**	**N/A**	**City Code**	**City Standards and** *Staff Comments*
☒	☐	☐	**17.06.050**	**Complete Application**
☒	☐	☐	**Department Comments**	**Engineering**: *A partial sidewalk exists along the property frontage, installed as part of the Airport West Subdivision. The Public Works Department suggested that the Applicant pay sidewalk in-lieu fees for the remaining missing sidewalk link (approximately 200'). Planning Staff recommended and the Commission found that the Applicant complete the missing sidewalk, as the Airport is a significant piece of public infrastructure, that may see walking traffic from time to time.* *Planning Staff recommended and the Commission found that installation of a five foot (5') wide sidewalk running the remaining length of Aviation Drive/Airport Circle (approximately 200'), and ending at the southeast corner of Hawker Way be most appropriate.* *Please refer to Section 17.06.070(A)1 for further detail regarding existing mature trees.*
				Life/Safety: *No comments*

				Water and Sewer: *The Public Works Department recommended and the Commission found that the following be added prior to issuance of a Certificate of Occupancy:* *1. Install a Double Check Valve to the Water Main.* *2. Install an R.P. or Backflow Preventer for irrigation.* *These items have been made Conditions of Approval.*
				Building: *No comments*
				Streets: *No comments*
				City Arborist: *With regard to the two existing mature street trees, the City Arborist recommended that the Applicant adequately protect said trees during the construction process. The City Arborist also recommended Planning Staff concurred and the Commission found, that the proposed sidewalk meander around the existing trees, creating additional space between the sidewalk and trees. Sufficient space would continue to allow for healthy growth and eliminate any negative impacts from construction.*
☒	☐	☐	**17.08A Signs**	**17.08A Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.**
			Staff Comments	*Signage is shown on the Drawing Set, although, no details have been provided. All signage exceeding four square feet will need to be accompanied by a Sign Permit Application and be approved prior to installation.*
☒	☐	☐	**17.09.040 On-site Parking Req.**	**See Section 17.09.040 for applicable code.**
			Staff Comments	*Per the Hailey Municipal Code, warehouse and storage facilities are required to provide at least one (1) parking space for every thousand (1,000) square feet. 4,896 square feet of storage space is proposed; therefore, four (4) onsite parking spaces are required. The site plan shows a total of six (6) onsite parking spaces, of which, one (1) space has been dedicated as an accessible parking space, located to the rear of the building, in close proximity to the entry doors. The Commission found that this standard has been met.* *Per Section 17.09.020.02 of the Hailey Municipal Code, one (1) loading space shall be provided for any warehouse occupancy with a floor area in excess of 4,000 square feet. A loading space is not shown on the site plan. The Commission found that the Applicant shall provide a loading space, per City Standards. This has been made a Condition of Approval.*
☐	☐	☒	**17.09.040.06: Excess of Permitted Parking**	**A. Approval Required: 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.**
			Staff Comments	*N/A*
☒	☐	☐	**17.08C.040 Outdoor Lighting Standards**	**17.08C.040 General Standards** **a. All exterior lighting shall be designed, located and lamped in order to prevent:** **1. Overlighting;** **2. Energy waste;** **3. Glare;** **4. Light Trespass;** **5. Skyglow.**

				b. All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes. **c. Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties.** **d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires.** **e. Idaho Power shall not install any luminaires after the effective date of this Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator.**
			Staff Comments	*The Applicant will install Dark Sky compliant, downcast and low wattage fixtures. A fixture sample has been submitted and can be seen in the images below:* PROGRESS LIGHTING P851-ICAT PROGRESS LIGHTING P5644 *The Commission found that this standard has been met.*
☒	☐	☐	**Bulk Requirements**	**SCI - Industrial (SCI-I) Zoning District:**
			Staff Comments	- ***Building Height:*** o *Required Building Height: 35'* o *Proposed Building Height: 16'* - ***Setbacks:*** o *Required Setbacks:* o *Front Yard: 10'* o *Side Yards: 10'* o *Rear Yard: 10'* o *Proposed Setbacks:* o *Front Yard: 10'* o *Side Yard (east): 10'* o *Side Yard (west): 10'* o *Rear Yard: 10'* *The Commission found that all setback and building height requirements have been met.*
☒	☐	☐	**17.06.070(A)1 Street Improvements Required**	**Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.**

			Staff Comments	*An existing five (5') foot wide sidewalk runs south from Hawker Way at the southwest corner approximately 100' where it stops mid-loop (see image below).* *Sidewalks run the length of Aviation Drive heading north to Highway 75, but do not complete the loop of Airport Circle.* *The Public Works Department suggested that the Applicant pay sidewalk in-lieu fees for the remaining missing sidewalk link (approximately 200'), ending at the southeast corner of Hawker Way. Planning Staff recommended and the Commission found that the Applicant complete the missing sidewalk, as the Airport is a significant piece of public infrastructure, that may see walking traffic from time to time.* *Planning staff recommended and the Commission found that installation of a five foot (5') wide sidewalk running the remaining length of Aviation Drive/Airport Circle (approximately 200'), and ending at the southeast corner of Hawker Way (see blue line in image below) be most appropriate.*

The Civil Set submitted July 29, 2019 depicts the recommendation from Planning Staff.

That said, the City Arborist recommended, Planning Staff concurred and the Commission found that the sidewalk meander or a Rubber Pave Sidewalk (see image below) be installed around the two existing mature trees, creating additional space between the sidewalk and trees. Sufficient space would continue to allow for healthy growth and eliminate any negative impacts on said trees from construction.

				The Applicant will likely go with the alternative, the Rubber Pave Sidewalk, and will notate the decision on Building Permit set. *Lastly, due to high vehicular and foot traffic volumes in the area, all perimeter sidewalks shall be maintained year-round by the Owner*. *These has been made Conditions of Approval.*
☐	☐	☒	**17.06.070(B) Required Water System Improvements**	**In the Townsite Overlay District, any proposal for new construction or addition of a garage accessing from the alley, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.**
			Staff Comments	*N/A, as this project is not within the Townsite Overlay (TO) Zone District.*

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

1. Site Planning: 17.06.080(A)1, items (a) thru (n)

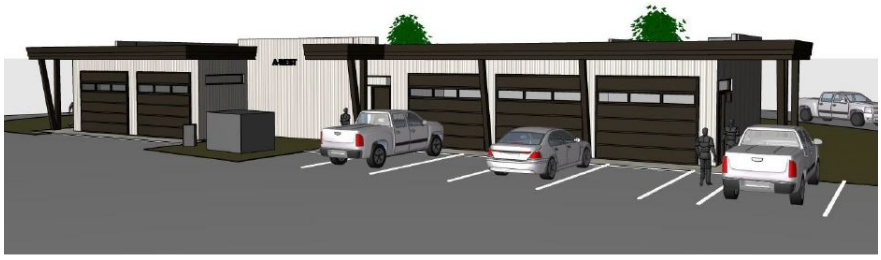
Compliant			Standards and Staff Comments	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Staff Comments***
☒	☐	☐	**17.06.080(A)1a**	**a. The location, orientation and surface of buildings shall maximize, to the greatest extent possible sun exposure in exterior spaces to create spaces around buildings that are usable by the residents and allow for safe access to buildings**
			Staff Comments	*Though the longest wall planes of the proposed building are oriented northwest/southeast, the proposed project is intended for storage purposes only. The proposed building is one story in height and will provide adequate sun exposure to spaces around the buildings. The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)1b**	**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.**
			Staff Comments	*No plant material or landscaping currently exists onsite. No trees are proposed to be added to or removed from the site.* *The Applicant is proposing to add approximately 20-25 Sumac Tiger Eyes Shrubs, two (2) to three (3) feet in size, to the site. Bark beds will surround all shrubs. An automatic drip irrigation system will be installed and the Owner will maintain landscaped areas regularly. This Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)1c**	**c. Site circulation shall be designed so pedestrians have safe access to and through the site and to building.**
			Staff Comments	*Site circulation has been designed to keep vehicular access and parking onsite. An existing five (5') foot wide sidewalk runs south from Hawker Way at the*

				southwest corner approximately 100' where it stops mid-loop. Planning Staff recommended and the Commission found that the Applicant complete the loop with the installation of a five foot (5') wide sidewalk running the remaining length of Aviation Drive/Airport Circle (approximately 200'), and ending at the southeast corner of Hawker Way. Installation of said sidewalk will allow pedestrian traffic to safely navigate around the site. Please refer to Section 17.06.070(A)1 for further detail.
☒	☐	☐	**17.06.080(A)1d**	**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.**
			Staff Comments	*Individual trash receptacles are proposed to be kept inside and placed at curb for pick-up. No loading or unloading zones are proposed. Per Section 17.09.020.02 of the Hailey Municipal Code, one (1) loading space shall be provided for any warehouse occupancy with a floor area in excess of 4,000 square feet.* *A loading space is not shown on the site plan. The Commission found that the Applicant shall provide a loading space, per City Standards. This has been made a Condition of Approval.*
☐	☐	☒	**17.06.080(A)1e**	**e. Where alleys exist, or are planned, they shall be utilized for building services.**
			Staff Comments	*N/A, as no alleys exist or are proposed.*
☐	☐	☒	**17.06.080(A)1f**	**f. Vending machines located on the exterior of a building shall not be visible from any street.**
			Staff Comments	*N/A*
☒	☐	☐	**17.06.080(A)1g**	**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.)*** **i. Parking areas located within the SCI zoning district may be located at the side or rear of the building.** **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.**
			Staff Comments	*Per the Hailey Municipal Code, warehouse and storage facilities are required to provide at least one (1) parking space for every thousand (1,000) square feet. 4,896 square feet of storage space is proposed; therefore, four (4) onsite parking spaces are required. The site plan shows a total of six (6) onsite parking spaces, of which, one (1) space has been dedicated as an accessible parking space, located to the rear of the building, in close proximity to the entry doors. This parking is screened from the street, buffered by buildings, landscaping and/or sidewalks. No other parking exists onsite. The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)1h**	**h. Access to on-site parking shall be from the alley or, if the site is not serviced by an alley, from a single approach to the street to confine vehicular/pedestrian conflict to limited locations, allow more buffering of the parking area and preserve the street frontage for pedestrian traffic.**
			Staff Comments	*No alleys are existing and/or are proposed. This parcel is unique in that it completes the subdivision and has a private street between it and the*

				surrounding parcels. Access can be achieved from either Airport Circle or Aviation Drive, which are existing.
☒	☐	☐	**17.06.080(A)1i**	**i. Snow storage areas shall be provided on-site where practical and sited in a manner that is accessible to all types of snow removal vehicles of a size that can accommodate moderate areas of snow.**
			Staff Comments	*The site plan proposes 2,260 square feet of improved parking and hardscape (parking, vehicle and pedestrian areas). 25% of this (556 square feet) is required. Two existing snow storage easements, as dedicated on the plat and adjacent to the public rights-of-way, provides 831 square feet of snow storage. An additional 1,649 square feet is available for snow storage, if needed. The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)1j**	**j. Snow storage areas shall not be less than 25% of the improved parking and vehicle and pedestrian circulation areas.**
			Staff Comments	*See Standard (i) above.*
☒	☐	☐	**17.06.080(A)1k**	**k. A designated snow storage area shall not have any dimension less than 10 feet.**
			Staff Comments	*The proposed snow storage area is greater than 10'-wide.*
☐	☐	☒	**17.06.080(A)1l**	**l. Hauling of snow from downtown areas is permissible where other options are not practical.**
			Staff Comments	*N/A, as this parcel is not located downtown.*
☒	☐	☐	**17.06.080(A)1m**	**m. Snow storage areas shall not impede parking spaces, vehicular and pedestrian circulation or line of sight, loading areas, trash storage/pickup areas, service areas or utilities.**
			Staff Comments	*Snow storage areas do not impede parking or pedestrian areas.*
☒	☐	☐	**17.06.080(A)1n**	**n. Snow storage areas shall be landscaped with vegetation that is salt-tolerant and resilient to heavy snow.**
			Staff Comments	*Snow storage areas are shown in grass landscape areas.*

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***
☒	☐	☐	**17.06.080(A)2a**	**a. The proportion, size, shape and rooflines of new buildings shall be compatible with surrounding buildings.**
			Staff Comments	*The proposal is for a storage facility located in the SCI – Industrial (SCI-I) Zone District, where the surrounding buildings are industrial in nature.* *The proposed building design incorporates varied exterior materials (i.e., bondarized steel siding, metal doors and windows and metal fascia) in dark bronze and gray. The rooflines are flat, clean and complementary to other buildings in the area.*
☐	☐	☒	**17.06.080(A)2b**	**b. Standardized corporate building designs are prohibited.**
			Staff Comments	*N/A, as the project is not a corporate design.*
☒	☐	☐	**17.06.080(A)2c**	**c. At ground level, building design shall emphasize human scale, be pedestrian oriented and encourage human activity and interaction.**
			Staff Comments	*The building features street-level changes and incorporates individual loading spaces. Exterior materials vary in color, shape and size, which help to break up the mass of the buildings.*
☒	☐	☐	**17.06.080(A)2d**	**d. The front façade of buildings shall face the street and may include design features such as windows, pedestrian entrances, building off-sets, projections, architectural detailing, courtyards and change in materials or**

				similar features to create human scale and break up large building surfaces and volumes.
			Staff Comments	*The front façade faces Aviation Drive/Airport Circle. Access to the building can be found via Hawker Way. The front façade incorporates changes in roofline, additional windows, as well as variation in exterior materials and surface finishes. The scale and design components complement the surrounding area nicely.*
☐	☐	☒	**17.06.080(A)2e**	**e. Any addition onto or renovation of an existing building shall be designed to create a cohesive whole.**
			Staff Comments	*N/A, as no plans for future additions or renovations are proposed at this time.*
☒	☐	☐	**17.06.080(A)2f**	**f. All exterior walls of a building shall incorporate the use of varying materials, textures and colors.**
			Staff Comments	*The proposed building design incorporates varied exterior materials (i.e., bondarized steel siding, metal doors and windows and metal fascia) in dark bronze and gray. A Materials Sample Board has been submitted.*
☒	☐	☐	**17.06.080(A)2g**	**g. Exterior buildings colors and materials shall be integrated appropriately into the architecture of the building and be harmonious within the project and with surrounding buildings.**
			Staff Comments	*For the proposed building, colors are as follows:* - *Bondarized Steel Siding* - *Dark Bronze Metal Doors and Windows* - *Dark Bronze Metal Fascia* *Colors and materials are broken on various elements to minimize mass and create a cohesive whole.* 
☐	☐	☒	**17.06.080(A)2h**	**h. Flat-roofed buildings over two stories in height shall incorporate roof elements such as parapets, upper decks, balconies or other design elements.**
			Staff Comments	*N/A, as the building proposed, though it incorporates a flat roof, is single story in height.*
☒	☐	☐	**17.06.080(A)2i**	**i. All buildings shall minimize energy consumption by utilizing alternative energy sources and/or passive solar techniques. At least three (3) of the following techniques, or an approved alternative, shall be used to improve energy cost savings and provide a more comfortable and healthy living space:** **i) Solar Orientation. If there is a longer wall plane, it shall be placed on an east-west axis. A building's wall plane shall be oriented within 30 degrees of true south.** **ii) South facing windows with eave coverage. At least 40% of the building's total glazing surface shall be oriented to the south, with roof overhang or awning coverage at the south.** **iii) Double glazed windows.** **iv) Windows with Low Emissivity glazing.** **v) Earth berming against exterior walls**

				vi) Alternative energy. Solar energy for electricity or water heating, wind energy or another approved alternative shall be installed on-site. **vii) Exterior light shelves. All windows on the southernmost facing side of the building shall have external light shelves installed.**
			Staff Comments	*Due to the nature of the project, being a storage facility, having a limited number of windows and/or conditioned spaces, energy consumption is minimal.* *The Applicant is proposing to install low emissivity glazing on the windows, as well as double pane windows. The longer wall plane of the building will also be placed on the east-west axis and 40% of the building is south facing.* *The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)2j**	**j. Gabled coverings, appropriate roof pitch, or snow clips and/or gutters and downspouts shall be provided over all walkways and entries to prevent snow from falling directly onto adjacent sidewalks.**
			Staff Comments	*Gabled coverings are proposed over all garage bays and most pedestrian entrances. The roof slope and structure are engineered to retain snow on the roof. Roof drains will route underground to drywells specified on the Civil Set submitted July 12, 2019. The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)2k**	**k. Downspouts and drains shall be located within landscape areas or other appropriate locations where freezing will not create pedestrian hazards.**
			Staff Comments	*Roof drains will route underground to drywells specified on the Civil Set submitted July 12, 2019.*
☐	☐	☒	**17.06.080(A)2l**	**l. Vehicle canopies associated with gas stations, convenience stores or drive-through facilities shall have a minimum roof pitch of 3/12 and be consistent with the colors, material and architectural design used on the principal building(s).**
			Staff Comments	*N/A, as no vehicle canopies or covered areas are proposed.*
☐	☐	☒	**17.06.080(A)2m**	**m. A master plan for signage is required to ensure the design and location of signs is compatible with the building design and compliance with Article 8.**
			Staff Comments	*N/A, as no signage is proposed at this time; therefore, a Master Sign Plan is not required at this time.*

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***
☐	☐	☒	**17.06.080(A)3a**	**a. Accessory structures shall be designed to be compatible with the principal building(s).**
			Staff Comments	*N/A, as no accessory structures are planned.*
☐	☐	☒	**17.06.080(A)3b**	**b. Accessory structures shall be located at the rear of the property.**
			Staff Comments	*N/A, as no accessory structures are planned.*
☐	☐	☒	**17.06.080(A)3c**	**c. Walls and fences shall be constructed of materials compatible with other materials used on the site.**
			Staff Comments	*N/A, as no walls or fences are proposed.*
☐	☐	☒	**17.06.080(A)3d**	**d. Walls and fencing shall not dominate the buildings or the landscape. Planting should be integrated with fencing in order to soften the visual impact.**
			Staff Comments	*N/A, as no walls or fences are proposed.*

☒	☐	☐	**17.06.080(A)3e**	**e. All roof projections including, roof-mounted mechanical equipment, such as heating and air conditioning units, but excluding solar panels and Wind Energy Systems that have received a Conditional Use Permit, shall be shielded and screened from view from the ground level of on-site parking areas, adjacent public streets and adjacent properties.**
			Staff Comments	*No roof-mounted equipment is proposed. An existing pad mounted transformer box is located on the north side of the parcel. This transformer is proposed to be retained and utilized for building utilities/services. No other ground mounted mechanical equipment is proposed. The Commission found that this standard has been met.*
☐	☐	☒	**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.**
			Staff Comments	*N/A*
☒	☐	☐	**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.**
			Staff Comments	*An existing pad mounted transformer box is located on the north side of the parcel. This transformer is proposed to be retained and utilized for building utilities/services. No other ground mounted mechanical equipment is proposed.*
☒	☐	☐	**17.06.080(A)3h**	**i. All service lines into the subject property shall be installed underground.**
			Staff Comments	*All service lines will be installed underground.*
☒	☐	☐	**17.06.080(A)3i**	**j. Additional appurtenances shall not be located on existing utility poles.**
			Staff Comments	*No appurtenances will be permitted on poles.*

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***
☒	☐	☐	**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.**
			Staff Comments	*It appears that plant materials will be appropriate for the environment.*
☒	☐	☐	**17.06.080(A)4b**	**b. All plant species shall be hardy to the Zone 4 environment.**
			Staff Comments	*It appears that plant materials will be appropriate for the environment.*
☒	☐	☐	**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.**
			Staff Comments	*Any new landscaping and/or seasonal plantings will be irrigated by an automatic drip irrigation system and maintained regularly.*
☐	☐	☒	**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 designed to accommodate typical trees at maturity. Buildings within the LI and SCI-I zoning district are excluded from this standard.**

			Staff Comments	*N/A, as the proposed project is located within the SCI-I Zoning District, which is excluded from the standard above.*
☒	☐	☐	**17.06.080(A)4e**	**e. Seasonal plantings in planter boxes, pots, and/or hanging baskets shall be provided to add color and interest to the outside of buildings in the LI and SCI-I zoning districts.**
			Staff Comments	*The proposed project is located within the SCI – Industrial (SCI-I) Zone District. Seasonal plantings were not shown on the original submittal; however, the Applicant augmented the site plan, dated August 2, 2019, to include such planters near the parking area. This has been made a Condition of Approval.*
☐	☐	☒	**17.06.080(A)4f**	**f. Plantings for pedestrian areas within the B, LB, TN and SCI-O zoning districts shall be designed with attention to the details of color, texture and form. A variety of trees, shrubs, perennials, ground covers and seasonal plantings, with different shapes and distinctive foliage, bark and flowers shall be used in beds, planter boxes, pots, and/or hanging baskets.**
			Staff Comments	*N/A, as the proposed project is not located within the B, LB, TN or SCI-SO Zoning Districts.*
☒	☐	☐	**17.06.080(A)4g**	**g. Storm water runoff should be retained on the site wherever possible and used to irrigate plant materials.**
			Staff Comments	*Runoff is within the landscaped/parking areas and is directed to drywells, as noted on the Civil Plan.*
☒	☐	☐	**17.06.080(A)4h**	**h. A plan for maintenance of the landscaping areas is required to ensure that the project appears in a well-maintained condition (i.e., all weeds and trash removed, dead plant materials removed and replaced).**
			Staff Comments	*The Owner will be responsible for maintaining plant material in a healthy condition.*
☐	☐	☒	**17.06.080(A)4i**	**i. Retaining walls shall be designed to minimize their impact on the site and the appearance of the site.**
			Staff Comments	*N/A, as no retaining walls are proposed.*
☐	☐	☒	**17.06.080(A)4j**	**j. Retaining walls shall be constructed of materials that are utilized elsewhere on the site, or of natural or decorative materials.**
			Staff Comments	*N/A, as no retaining walls are proposed.*
☐	☐	☒	**17.06.080(A)4k**	**k. Retaining walls, where visible to the public and/or to residents or employees of the project, shall be no higher than four feet or terraced with a three-foot horizontal separation of walls.**
			Staff Comments	*N/A, as no retaining walls are proposed.*
☐	☐	☒	**17.06.080(A)4l**	**l. Landscaping should be provided within or in front of extensive retaining walls.**
			Staff Comments	*N/A, as no retaining walls are proposed.*
☐	☐	☒	**17.06.080(A)4m**	**m. Retaining walls over 24" high may require railings or planting buffers for safety.**
			Staff Comments	*N/A, as no retaining walls are proposed.*
☐	☐	☒	**17.06.080(A)4n**	**n. Low retaining walls may be used for seating if capped with a surface of at least 12 to 16 inches wide.**
			Staff Comments	*N/A, as no retaining walls are proposed.*

Additional Design Review Requirements for Non-Residential Buildings Located within LI, SCI, TI or A Zoning Districts

1. Site Planning: 17.06.080(C)1, items (a) thru (c)

Compliant			Standards and Staff Comments	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Staff Comments***
☒	☐	☐	**17.06.080(C)1a**	**a. Adjoining parcels shall be considered when planning building configuration, vehicular circulation and access, parking, and drainage.**
			Staff Comments	*The majority of the surrounding parcels remain undeveloped. Vehicular circulation and site planning allow for successful development for neighboring parcels and will prevent traffic congestion.*
☒	☐	☐	**17.06.080(C)1b**	**b. Reciprocal vehicular ingress and egress, circulation, and parking arrangements are encouraged when the adjacent site(s) allows in order to facilitate the ease of vehicular movement between adjoining properties.**
			Staff Comments	*Parking configuration and location allow for easy vehicular movement and access.*
☒	☐	☐	**17.06.080(C)2c**	**c. Vehicle circulation, parking and loading shall not block pedestrian access ways.**
			Staff Comments	*Vehicular and pedestrian circulation, parking and loading areas do not impact pedestrian access ways.*

17.06.060 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 Title, 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 Title.**

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.**

CONCLUSIONS OF LAW

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

1. Adequate notice, pursuant to Title 17, Section 17.06.040(D), was given.
2. The project is in general conformance with the Hailey Comprehensive Plan.
3. The project does not jeopardize the health, safety, or welfare of the public.
4. Upon compliance with the conditions set forth, the project conforms to the applicable standards of Section 17.06: Design Review and other sections of the Hailey Municipal Code, and City Standards.

DECISION

The Design Review Application submitted by Stonefly, LLC, represented by Jay Cone of Jay Cone Architecture, for construction of Airport West 3E, a Storage Facility, to be located at Lot 3E, Block 2, Airport West Subdivision #2 (address TBD), located in the SCI – Industrial (SCI-I) Zoning District, was approved, 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, application requirements of the Zoning Ordinance, Title 18, and City Standards, provided conditions (a) through (l) are met:

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:
    i. Install a Double Check Valve to the Water Main.
    ii. Install an R.P. or Backflow Preventer for irrigation.
d) Construction parking shall be on private property and not within the City Right-of-Way nor on the private drive, Hawker Way.

e) A five foot (5') wide sidewalk running the remaining length of Aviation Drive/Airport Circle (approximately 200'), that meanders around the existing municipal street trees, shall be installed. Alternatively, a Rubber Pave Sidewalk could be installed for portions of sidewalk adjacent to the existing street trees to protect tree root growth, if preferred. Design details to be approved by Staff as part of the Building Permit review.
f) All perimeter sidewalks shall be maintained year-round by the Owner.
g) Any and all roof-mounted equipment shall be screened from view of the surrounding properties.
h) All new and existing exterior lighting shall comply with the Outdoor Lighting Ordinance.
i) 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.
j) This Design Review approval is for the date the Findings of Fact are signed. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to and for the duration of a valid Building Permit.
k) Seasonal plantings in planter boxes, pots and/or hanging baskets shall be provided.
l) A loading space shall be provided per City Standards.

Signed this _____ day of _____, 2019.

_____
Janet Fugate, Planning and Zoning Commission Chair

Attest:

_____
Jessica Parker, Community Development Assistant

Return to Agenda

FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

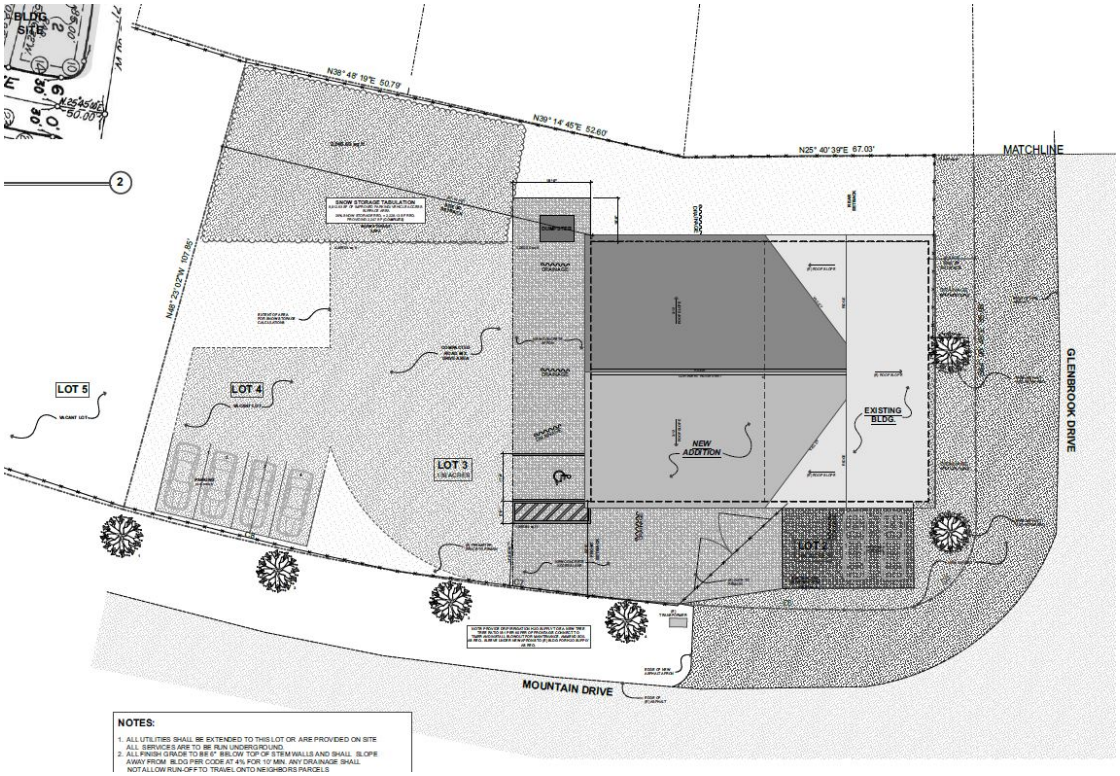
On July 1, 2019, the Hailey Planning and Zoning Commission approved a Design Review Application by Clay and Heidi Campeau, represented by Jolyon Sawrey of Vital Ink Environmental Architecture, for a 2,400 square foot addition to an existing 2,812 square foot building, known as Advanced Towing. The project is located at 4320 Glenbrook Drive (Lot 2-5, Block 45, Woodside Subdivision #10), in the Light Industrial (LI) Zoning District.

At this hearing, the Commission, among other standards, thoroughly discussed the Applicant's proposal to asphalt pave the public right-of-way from Glenbrook Drive west to the east side of the building and Mountain Drive north to the property line, in-lieu of installing a sidewalk. Based on the use and the surrounding area, the Commission found the proposal acceptable and approved the request.

After the hearing, subsequent meetings with City Staff led the Applicant to revise the site plan. Asphalt paving is still proposed from Glenbrook Drive west to the east side of the building and Mountain Drive north to the property line; however, the asphalt pave stops midway. The remainder of the public right-of-way along Mountain Drive running west would be a gravel mix. The installation of a sidewalk and/or in-lieu fees are no longer proposed.

Due to the nature of the zone, City Staff believes the addition of sidewalks in the area are impractical and would prefer to see the Applicant incorporate street trees in the area, which would help offset the asphalt, create softer lines, add visually to the area and provide shade around the building.

City Staff suggested and the Applicant agreed to six (6) street trees along the building frontage of Glenbrook Drive, as well as the building frontage of Mountain Drive (see image below for further detail).



Notice: Notice for the public hearing was published in the Idaho Mountain Express on June 12, 2019 and mailed to property owners within 300 feet on June 10, 2019.

Application: The Applicant plans to construct a new 2,400 square foot addition to an existing 2,812 square foot building, known as Advanced Towing. The proposal includes three (3) storage bays and renovation to an existing restroom, to be code compliant and accessible. This project is to be located at 4320 Glenbrook Drive (Lot 2-5, Block 45, Woodside Subdivision #10), in the Light Industrial (LI) Zoning District.

The programming of the proposed building is as follows:

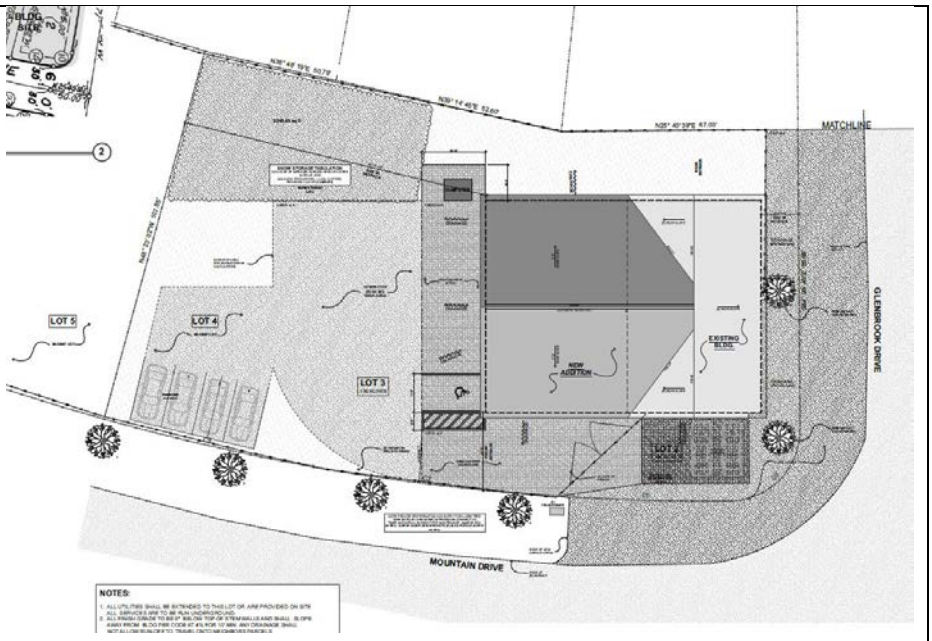
- Three (3) storage bays
- Existing restroom to be code compliant and accessible
- Four (4) onsite parking spaces

Procedural History: The Application was submitted on June 3, 2019, and certified complete on June 24, 2019. A public hearing before the Planning and Zoning Commission for approval or denial of the project was held on July 1, 2019, in the Hailey City Council Chambers.

General Requirements for all Design Review Applications

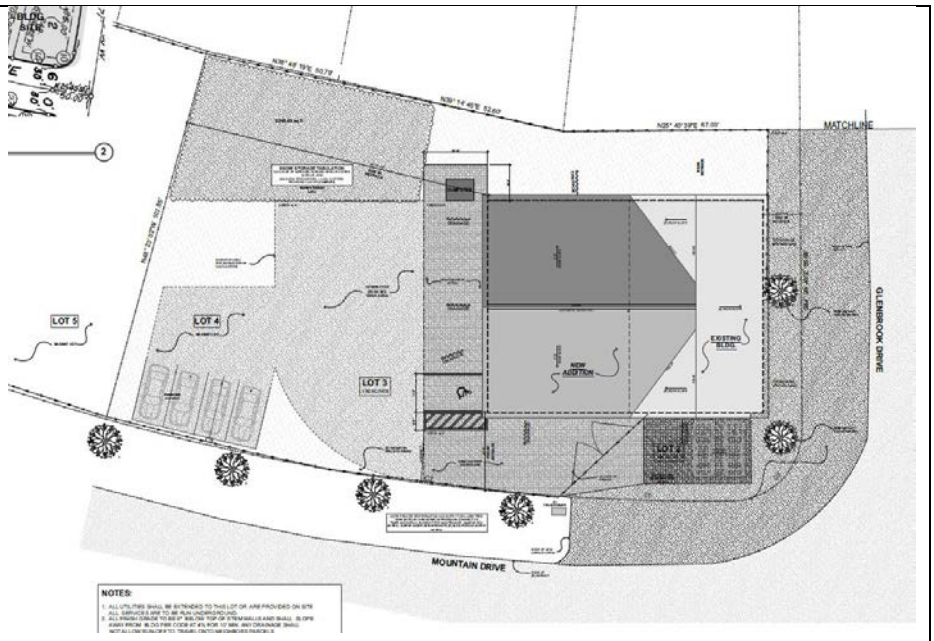
Compliant			Standards and Staff Comments	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Staff Comments***
☒	☐	☐	**17.06.050**	*Complete Application*
☒	☐	☐	**Department Comments**	**Engineering:** *No comments*
				Life/Safety: *No comments*
				Water and Sewer*: The Public Works Department suggested that an oil and grit interceptor be installed outside, to be easily accessed and serviced, when needed.* *The Commission discussed the need for installing said interceptor outside. The Commission found that, if agreed to by the Public Works Department, installation of the interceptor may remain indoors, so long as it is maintained and serviced regularly. The Public Works Department found the Applicant's proposition permissible. That said, as part of the pretreatment ordinance, the City will be required to inspect the interceptor periodically.*
				Building: *No comments*
				City Arborist: *The City Arborist is in favor of adding street trees, preferably Lindens, Maples or Oak Trees that are 3 to 3.5" caliper in size, along Glenbrook Drive and Mountain Drive, and recommends that the Applicant provide sufficient space for the roots and trees to grow, allowing said trees to better adapt to the surrounding environment. Ideally, the City Arborist would like to see the trees planted in one large bed along Glenbrook Drive and another along Mountain Drive to accommodate for the above, or utilizing Silva Cells to facilitate proper tree growth.*
				Streets: *Sidewalks are required along Glenbrook Drive and Mountain Drive, or a payment in-lie fee be collected, as outlined by the Hailey Municipal Code.* *Rather than installing sidewalks with no connectivity either to Woodside Boulevard or along Mountain Drive (see green lines in the image below), City Staff suggested*

				that a five (5') foot-wide sidewalk be installed from the southeast property line running north and the length of Glenbrook Drive (see orange line in the image below), connecting to Woodside Boulevard. The City would also explore additional in-lieu fees, if any, for differences in length between the two options. *The Commission discussed several options and found that, if permitted by the Public Works Department, the Applicant would pay sidewalk in-lieu fees for the required sidewalk along Glenbrook Drive and Mountain Drive, for the length of the subject property, and the Applicant shall be allowed to asphalt pave the remaining right-of-way, subject to installation of adequate drainage.* *Subsequent meetings with City Staff; however, led the Applicant to revise the site plan. Asphalt paving is still proposed from Glenbrook Drive west to the east side of the building and Mountain Drive north to the property line; however, the asphalt pave stops midway. The remainder of the public right-of-way along Mountain Drive running west would be a gravel mix.* *Additionally, City Staff recommended and the Applicant agreed to add street trees along the building frontage of Glenbrook Drive, as well as the building frontage of Mountain Drive, preferably Lindens, Maples or Oak Trees that are 3 to 3.5" caliper in size. Six (6) trees are proposed (see image below for further detail).*

				 *The City Arborist is in favor of adding street trees along Glenbrook Drive and Mountain Drive, and recommends that the Applicant provide sufficient space for the roots and trees to grow, allowing said trees to better adapt to the surrounding environment. Ideally, the City Arborist would like to see the trees planted in one large bed along Glenbrook Drive and another along Mountain Drive to accommodate for the above, or utilize Silva Cells to facilitate proper tree growth.*
☒	☐	☐	**17.08A Signs**	**17.08A Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.**
			Staff Comments	*No signage has been shown on the drawings submitted June 3, 2019. If signage is proposed, a Sign Permit Application shall be submitted and approved prior to installation.*
☒	☐	☐	**17.09.040 On-site Parking Req.**	**See Section 17.09.040 for applicable code.** **Required: 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.**
			Staff Comments	*The site plan shows a total of seven (7) parking spaces: five (5) onsite spaces, one (1) of which will be an accessible space and two (2) optional spaces, located in the existing driveway off of Mountain Drive. The proposed building is 2,400 square feet in size. The existing building is 2,812 square feet in size. City regulations require that four (4) onsite parking spaces be provided.* *The Commission found that parking requirements for the proposed addition have been met.*
☒	☐	☐	**17.08C.040 Outdoor Lighting Standards**	**17.08C.040 General Standards** **a. All exterior lighting shall be designed, located and lamped in order to prevent:** **1. Overlighting;** **2. Energy waste;** **3. Glare;** **4. Light Trespass;** **5. Skyglow.**

				b. All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes. **c. Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties.** **d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires.** **e. Idaho Power shall not install any luminaires after the effective date of this Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator**
			Staff Comments	*The Applicant is proposing light fixtures that are downcast and low in wattage. All proposed fixtures will be Dark Sky Compliant.* *The Commission found the proposed fixtures to comply with the Outdoor Lighting Standards of the Hailey Municipal Code.*
☒	☐	☐	**Bulk Requirements**	**Light Industrial (LI) Zone District:** - **Minimum Lot Size: 6,000 square feet** - **Minimum Lot Width: 60 feet** - **Maximum Building Height: 35 feet** - **Front Yard Setback: 10 feet** - **Side Yard Setbacks: 10 feet** - **Rear Yard Setback: 10 feet**
			Staff Comments	*The Applicant is proposing:* - *Lot Size: 13,416 square feet (once Lots 13 & 14 have seen a Lot Line Adjustment to eliminate the interior lot lines)* - *Building Height: 25'-¾"* - *Front Yard Setback: 31'-6 3/8"* - *Side Yard Setbacks: 10' (East), 33'-8" (West)* - *Rear Yard Setback: 10'* *The Commission found that all setback, building height and lot coverage requirements have been met.*
☒	☐	☐	**17.06.070(A)1 Street Improvements Required**	**Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.**
			Staff Comments	*No sidewalks exist in the area. Sidewalks are required along Glenbrook Drive and Mountain Drive, or a payment in-lie fee be collected, as outlined by the Hailey Municipal Code.* *Rather than installing sidewalks with no connectivity either to Woodside Boulevard or along Mountain Drive (see green lines in the image below), City Staff suggested that a five (5') foot-wide sidewalk be installed from the southeast property line running north and the length of Glenbrook Drive (see orange line in the image below), connecting to Woodside Boulevard. The City would also explore additional in-lieu fees, if any, for differences in length between the two options.*

				 The Commission discussed several options and found that, if permitted by the Public Works Department, the Applicant would pay sidewalk in-lieu fees for the required sidewalk along Glenbrook Drive and Mountain Drive, for the length of the subject property, and the Applicant shall be allowed to asphalt pave the remaining right-of-way, subject to installation of adequate drainage. *Subsequent meetings with City Staff; however, led the Applicant to revise the site plan. Asphalt paving is still proposed from Glenbrook Drive west to the east side of the building and Mountain Drive north to the property line; however, the asphalt pave stops midway. The remainder of the public right-of-way along Mountain Drive running west would be a gravel mix.* *Additionally, City Staff recommended and the Applicant agreed street trees along the building frontage of Glenbrook Drive, as well as the building frontage of Mountain Drive, preferably Lindens, Maples or Oak Trees that are 3 to 3.5" caliper in size. Six (6) trees are proposed (see image below for further detail).*

				 *The City Arborist is in favor of adding street trees along Glenbrook Drive and Mountain Drive, and recommends that the Applicant provide sufficient space for the roots and trees to grow, allowing said trees to better adapt to the surrounding environment. Ideally, the City Arborist would like to see the trees planted in one large bed along Glenbrook Drive and another along Mountain Drive to accommodate for the above, or utilize Silva Cells to facilitate proper tree growth.*
☐	☐	☒	**17.06.070(B) Required Water System Improvements**	**In the Townsite Overlay District, any proposal for new construction or addition of a garage accessing from the alley, where water main lines within the alley are less than six (6) feet deep, the developer shall install insulating material (blue board insulation or similar material) for each and every individual water service line and main line between and including the subject property and the nearest public street, as recommended by the City Engineer.**
			Staff Comments	*N/A*

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

1. Site Planning: 17.06.080(A)1, items (a) thru (n)

Compliant			Standards and Staff Comments	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Staff Comments***
☒	☐	☐	**17.06.080(A)1a**	**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.**

			Staff Comments	*The orientation of the building provides for southern and western solar exposure to the parking areas, which will assist in snow removal and maintenance of drivable spaces, creating safe access to/from the building.*
☐	☐	☒	**17.06.080(A)1b**	**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.**
			Staff Comments	*N/A, as no existing plant material, trees and landscaping exists on the site.*
☒	☐	☐	**17.06.080(A)1c**	**c. Site circulation shall be designed so pedestrians have safe access to and through the site and to building.**
			Staff Comments	*The primary pedestrian access is from the west side of the proposed addition. The new west entrance to the building will also have direct access to the parking area onsite.*
☒	☐	☐	**17.06.080(A)1d**	**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.**
			Staff Comments	*The building's utility boxes are located at the rear of the building and will not impede pedestrian access nor snow storage. Loading areas are also included within an existing screened service yard, which includes trash storage/pickup. The Commission found that this standard has been met.*
☐	☐	☒	**17.06.080(A)1e**	**e. Where alleys exist, or are planned, they shall be utilized for building services.**
			Staff Comments	*There is no alley.*
☐	☐	☒	**17.06.080(A)1f**	**f. Vending machines located on the exterior of a building shall not be visible from any street.**
			Staff Comments	*No vending machines are proposed.*
☒	☐	☐	**17.06.080(A)1g**	**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.)*** **i. Parking areas located within the SCI zoning district may be located at the side or rear of the building.** **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.**
			Staff Comments	*The project is located within the Light Industrial (LI) Zoning District. The site plan shows a total of six (6) parking spaces: four (4) onsite spaces, to be located at the southwest corner (side of the proposed building) of the parcel and two (2) optional spaces, located in the existing driveway off of Mountain Drive.* *A useable, prominent entrance is located on the front of the proposed building and the parking area is buffered by the building/located in the service yard. The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)1h**	**h. Access to on-site parking shall be from the alley or, if the site is not serviced by an alley, from a single approach to the street to confine vehicular/pedestrian conflict to limited locations, allow more buffering of the parking area and preserve the street frontage for pedestrian traffic.**

			Staff Comments	*The rear parking spaces can be accessed via a single, gated approach (existing) off of Mountain Drive. The parking is screened from view, which preserves street frontage.*
☒	☐	☐	**17.06.080(A)1i**	**i. Snow storage areas shall be provided on-site where practical and sited in a manner that is accessible to all types of snow removal vehicles of a size that can accommodate moderate areas of snow.**
			Staff Comments	*A large area for snow storage exists on the north side of the building. The site plan proposes 5,742 square feet of improved parking and hardscape (parking, vehicle and pedestrian areas). 25% of this (1,436 square feet) is required as a snow storage area. 1,500 square feet of snow storage is shown. The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)1j**	**j. Snow storage areas shall not be less than 25% of the improved parking and vehicle and pedestrian circulation areas.**
			Staff Comments	*See Standard (i) above. This standard has been met.*
☒	☐	☐	**17.06.080(A)1k**	**k. A designated snow storage area shall not have any dimension less than 10 feet.**
			Staff Comments	*Snow storage areas vary in width, but all meet requirements.*
☐	☐	☒	**17.06.080(A)1l**	**l. Hauling of snow from downtown areas is permissible where other options are not practical.**
			Staff Comments	*N/A*
☒	☐	☐	**17.06.080(A)1m**	**m. Snow storage areas shall not impede parking spaces, vehicular and pedestrian circulation or line of sight, loading areas, trash storage/pickup areas, service areas or utilities.**
			Staff Comments	*Snow storage areas do not impede parking or pedestrian areas.*
☒	☐	☐	**17.06.080(A)1n**	**n. Snow storage areas shall be landscaped with vegetation that is salt-tolerant and resilient to heavy snow.**
			Staff Comments	*Snow storage areas will be located on existing permeable areas, such as compacted road mix. No landscaping or vegetation are existing and/or proposed.*

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***
☒	☐	☐	**17.06.080(A)2a**	**a. The proportion, size, shape and rooflines of new buildings shall be compatible with surrounding buildings.**
			Staff Comments	*The proportion, size and shape of the roof profile of the proposed building matches the existing building and complements various elements of the surrounding buildings.*
☒	☐	☐	**17.06.080(A)2b**	**a. Standardized corporate building designs are prohibited.**
			Staff Comments	*The building is a very functional building and is not a standardized corporate design.*
☒	☐	☐	**17.06.080(A)2c**	**b. At ground level, building design shall emphasize human scale, be pedestrian oriented and encourage human activity and interaction.**
			Staff Comments	*The building is pedestrian in scale with front and side entries at ground level. The primary door to the building is directly adjacent to the main garage bay/parking area and interior space. To further promote human activity, interaction and safe pedestrian circulation, the Commission recommended that the Applicant relocate the entrance at the southwest corner of the proposed building next to the proposed accessible parking space, which was proposed at the northwest corner of the building.*

				The Applicant relocated the accessible parking space to the southwest corner of the building, directly in front of the proposed entrance. The Commission found this change to be acceptable and that this standard has been met.
☒	☐	☐	**17.06.080(A)2d**	**c. 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.**
			Staff Comments	*This is a corner lot. The proposed addition's front façade faces the street and includes a pedestrian entrance on one side, garage doors on the other. All materials, features and architectural detailing of said entrances match that of the existing building.*
☒	☐	☐	**17.06.080(A)2e**	**d. Any addition onto or renovation of an existing building shall be designed to create a cohesive whole.**
			Staff Comments	*The proposed addition will complement that of the existing, creating a cohesive whole to the existing building and use.*
☒	☐	☐	**17.06.080(A)2f**	**e. All exterior walls of a building shall incorporate the use of varying materials, textures and colors.**
			Staff Comments	*The exterior walls incorporate corrugated metal siding, which will match that of the existing building. These materials are complimentary to the surrounding buildings.*
☒	☐	☐	**17.06.080(A)2g**	**f. 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.**
			Staff Comments	*The design and colors are harmonious in color palette to other surrounding buildings and integrated appropriately for function.*
☐	☐	☒	**17.06.080(A)2h**	**g. Flat-roofed buildings over two stories in height shall incorporate roof elements such as parapets, upper decks, balconies or other design elements.**
			Staff Comments	*N/A, as the proposed building is not over two (2) stories in height.*
☒	☐	☐	**17.06.080(A)2i**	**i. All buildings shall minimize energy consumption by utilizing alternative energy sources and/or passive solar techniques. At least three (3) of the following techniques, or an approved alternative, shall be used to improve energy cost savings and provide a more comfortable and healthy living space:** **i) Solar Orientation. If there is a longer wall plane, it shall be placed on an east-west axis. A building's wall plane shall be oriented within 30 degrees of true south.** **ii) South facing windows with eave coverage. At least 40% of the building's total glazing surface shall be oriented to the south, with roof overhang or awning coverage at the south.** **iii) Double glazed windows.** **iv) Windows with Low Emissivity glazing.** **v) Earth berming against exterior walls** **vi) Alternative energy. Solar energy for electricity or water heating, wind energy or another approved alternative shall be installed on-site.** **vii) Exterior light shelves. All windows on the southernmost facing side of the building shall have external light shelves installed.**
			Staff Comments	• *Glazing in the doors and double glazing in the windows exist* • *Low emissivity coatings will be included in the glazing of the windows*

				• *The walls of the proposed addition will be constructed of wood, which minimizes metal building aspects of thermal bridging. Wall insulation of R24+ and roof insulation of R60 will be included.* *The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)2j**	**j. Gabled coverings, appropriate roof pitch, or snow clips and/or gutters and downspouts shall be provided over all walkways and entries to prevent snow from falling directly onto adjacent sidewalks.**
			Staff Comments	*The design of the primary entrance eliminates the need for gutters and downspouts. That said, the secondary entrance will see snow clips and/or gutters and downspouts installed to prevent snow and other weather debris falling directly onto pedestrian walkways. The Commission found that this standard has been met.*
☒	☐	☐	**17.06.080(A)2k**	**k. Downspouts and drains shall be located within landscape areas or other appropriate locations where freezing will not create pedestrian hazards.**
			Staff Comments	*The new gutters and downspout system will be installed to the building and will run below grade to a new drywell. This will eliminate any pedestrian hazards. The Commission found that this standard has been met.*
☐	☐	☒	**17.06.080(A)2l**	**l. Vehicle canopies associated with gas stations, convenience stores or drive-through facilities shall have a minimum roof pitch of 3/12 and be consistent with the colors, material and architectural design used on the principal building(s).**
			Staff Comments	*N/A*
☐	☐	☒	**17.06.080(A)2m**	**m. A master plan for signage is required to ensure the design and location of signs is compatible with the building design and compliance with Chapter 17.08.**
			Staff Comments	*N/A, as no signage is proposed at this time.*

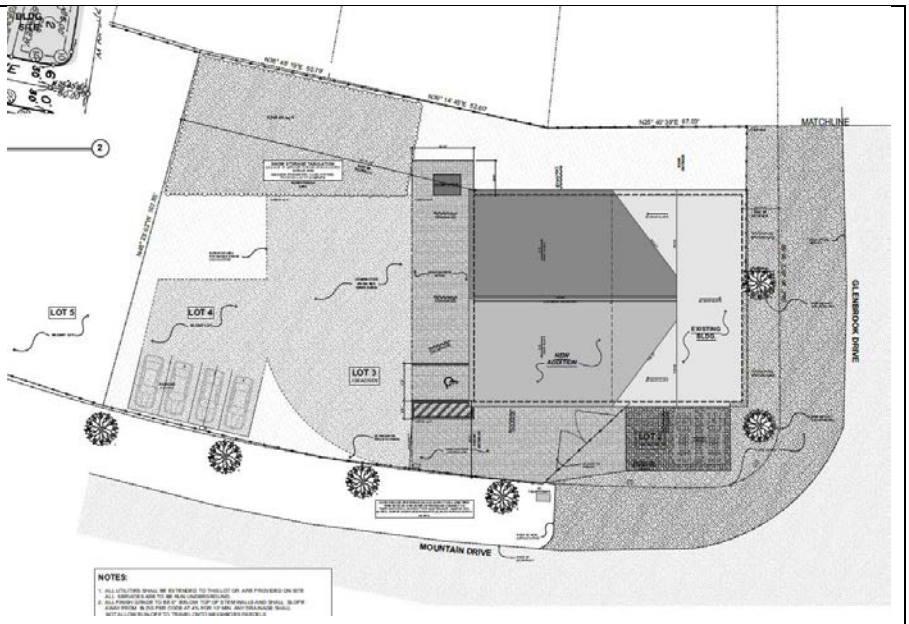
3. Accessory Structures, Fences and Equipment/Utilities: 17.06.080(A)3, items (a) thru (i)

Compliant			**Standards and Staff Comments**	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Staff Comments***
☐	☐	☒	**17.06.080(A)3a**	**a. Accessory structures shall be designed to be compatible with the principal building(s).**
			Staff Comments	*N/A*
☐	☐	☒	**17.06.080(A)3b**	**b. Accessory structures shall be located at the rear of the property.**
			Staff Comments	*N/A*
☒	☐	☐	**17.06.080(A)3c**	**c. Walls and fences shall be constructed of materials compatible with other materials used on the site.**
			Staff Comments	*Existing fences will remain. No new fences or walls are proposed at this time.*
☒	☐	☐	**17.06.080(A)3d**	**d. Walls and fencing shall not dominate the buildings or the landscape. Planting should be integrated with fencing in order to soften the visual impact.**
			Staff Comments	*Existing fences will remain. No new fences or walls are proposed at this time.*
☐	☐	☒	**17.06.080(A)3e**	**e. All roof projections including, roof-mounted mechanical equipment, such as heating and air conditioning units, but excluding solar panels and Wind Energy Systems that have received a Conditional Use Permit, shall be shielded and screened from view from the ground level of on-site parking areas, adjacent public streets and adjacent properties.**

			Staff Comments	*None are proposed at this time. If any mechanical equipment is installed in the future, it will be located at the rear of the building or roof-mounted and shall be screened from view at ground level.*
☐	☐	☒	**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.**
			Staff Comments	*N/A*
☒	☐	☐	**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.**
			Staff Comments	*None are proposed at this time. Trash receptacles, which are existing, are stored within the screened service yard. The larger construction recycling and trash dumpsters will also be stored within the service yard during the construction process.*
☒	☐	☐	**17.06.080(A)3h**	**h. All service lines into the subject property shall be installed underground.**
			Staff Comments	*All services lines will be installed underground.*
☒	☐	☐	**17.06.080(A)3i**	**i. Additional appurtenances shall not be located on existing utility poles.**
			Staff Comments	*None proposed.*

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***
☐	☐	☒	**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.**
			Staff Comments	*No landscaping exists onsite and none was proposed; however, City Staff recommended and the Applicant agreed to add street trees along the building frontage of Glenbrook Drive, as well as the building frontage of Mountain Drive, preferably Lindens, Maples or Oak Trees that are 3 to 3.5" caliper in size. Six (6) trees are proposed (see image below for further detail).*

				 *The City Arborist is in favor of adding street trees along Glenbrook Drive and Mountain Drive, and recommends that the Applicant provide sufficient space for the roots and trees to grow, allowing said trees to better adapt to the surrounding environment. Ideally, the City Arborist would like to see the trees planted in one large bed along Glenbrook Drive and another along Mountain Drive to accommodate for the above, or utilize Silva Cells to facilitate proper tree growth.*
☒	☐	☐	**17.06.080(A)4b**	**b. All plant species shall be hardy to the Zone 4 environment.**
			Staff Comments	*All plant species shall be hardy to the Zone 4 requirement.*
☒	☐	☐	**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.**
			Staff Comments	*The Applicant will provide drip irrigation and adequate soil to all street trees. The Applicant will also care for and maintain said trees. The Commission found that this standard has been met.*
☒	☐	☐	**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 designed to accommodate typical trees at maturity. Buildings within the LI and SCI-I zoning district are excluded from this standard.**
			Staff Comments	*This project is within the Light Industrial Zoning District and is excluded from this requirement.* *That said, please refer to Section 17.06.080(A)4a for further details.*
☒	☐	☐	**17.06.080(A)4e**	**e. Seasonal plantings in planter boxes, pots, and/or hanging baskets shall be provided to add color and interest to the outside of buildings in the LI and SCI-I zoning districts.**

			Staff Comments	*This project is located within the Light Industrial (LI) Zoning District; therefore, seasonal plantings are required. Three (3) seasonal planter pots, accompanied by permanent irrigation, are proposed. The Commission found that utilization of a variety of grasses and flowers or small shrubs/trees for the proposed planters to be appropriate. The Commission encouraged the Applicant to connect with a local nursery regarding species type and size, based on size of planters selected. This has been made a Condition of Approval.*
☐	☐	☒	**17.06.080(A)4f**	**f. Plantings for pedestrian areas within the B, LB, TN and SCI-O zoning districts shall be designed with attention to the details of color, texture and form. A variety of trees, shrubs, perennials, ground covers and seasonal plantings, with different shapes and distinctive foliage, bark and flowers shall be used in beds, planter boxes, pots, and/or hanging baskets.**
			Staff Comments	*N/A*
☒	☐	☐	**17.06.080(A)4g**	**g. Storm water runoff should be retained on the site wherever possible and used to irrigate plant materials.**
			Staff Comments	*None proposed. The Applicant has no plans to retain storm water runoff onsite, as run-off will percolate into the ground and/or into the proposed drywell.*
☒	☐	☐	**17.06.080(A)4h**	**h. A plan for maintenance of the landscaping areas is required to ensure that the project appears in a well-maintained condition (i.e., all weeds and trash removed, dead plant materials removed and replaced).**
			Staff Comments	*Three (3) seasonal planter pots, accompanied by permanent irrigation, are proposed and will be maintained by the Applicant.* *The Applicant will also provide drip irrigation and adequate soil to all street trees. The Applicant will also care for and maintain said trees. The Commission found that this standard has been met.*
☐	☐	☒	**17.06.080(A)4i**	**i. Retaining walls shall be designed to minimize their impact on the site and the appearance of the site.**
			Staff Comments	*No retaining walls are proposed.*
☐	☐	☒	**17.06.080(A)4j**	**j. Retaining walls shall be constructed of materials that are utilized elsewhere on the site, or of natural or decorative materials.**
			Staff Comments	*No retaining walls are proposed.*
☐	☐	☒	**17.06.080(A)4k**	**k. Retaining walls, where visible to the public and/or to residents or employees of the project, shall be no higher than four feet or terraced with a three-foot horizontal separation of walls.**
			Staff Comments	*No retaining walls are proposed.*
☐	☐	☒	**17.06.080(A)4l**	**l. Landscaping should be provided within or in front of extensive retaining walls.**
			Staff Comments	*N/A*
☐	☐	☒	**17.06.080(A)4m**	**m. Retaining walls over 24" high may require railings or planting buffers for safety.**
			Staff Comments	*No retaining walls are proposed.*
☐	☐	☒	**17.06.080(A)4n**	**n. Low retaining walls may be used for seating if capped with a surface of at least 12 to 16 inches wide.**
			Staff Comments	*No retaining walls are proposed.*

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

1. Site Planning: 17.06.080 (C) 1, items (a) thru (c)

Compliant			Standards and Staff Comments	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Staff Comments***
☒	☐	☐	**17.06.080(C) 1a**	**a. Adjoining parcels shall be considered when planning building configuration, vehicular circulation and access, parking, and drainage.**
			Staff Comments	*Adjoining parcels include other commercial buildings and storage. The proposed design, circulation, access, parking and drainage do not conflict with the adjoining parcels.*
☒	☐	☐	**17.06.080(C) 1b**	**b. Reciprocal vehicular ingress and egress, circulation, and parking arrangements are encouraged when the adjacent site(s) allows in order to facilitate the ease of vehicular movement between adjoining properties.**
			Staff Comments	*All vehicular access is existing and can be accessed from Mountain Drive. Ingress, egress and parking arrangements facilitate circulation within the site.*
☒	☐	☐	**17.06.080(C) 1b**	**c. Vehicle circulation, parking and loading shall not block pedestrian access ways.**
			Staff Comments	*All circulation and loading are kept within the screened service yard, away from any pedestrian access areas. The Commission found that this standard has been met.*

17.06.060 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.**

CONCLUSIONS OF LAW

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

1. Adequate notice, pursuant to Title 17, Section 17.06.040(D), was given.
2. The project is in general conformance with the Hailey Comprehensive Plan.
3. The project does not jeopardize the health, safety, or welfare of the public.
4. Upon compliance with the conditions set forth, the project conforms to the applicable standards of Chapter 17.06, Design Review, other Chapters of the Zoning Ordinance and City Standards.

DECISION

The Design Review Application by Clay and Heidi Campeau, represented by Jolyon Sawrey of Vital Ink Environmental Architecture, for a 2,400 square foot addition to an existing 2,812 square foot building, known as Advanced Towing. The project is located at 4320 Glenbrook Drive (Lot 2-5, Block 45, Woodside Subdivision #10), in the Light Industrial (LI) Zoning District.

The following conditions are suggested to be placed on 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, and plans shall be modified to meet the comments herein. 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 includes, but will not be limited to, the following requirements and improvements:
    i. No sidewalk in-lieu fees shall be collected so long as the Applicant install six (6) street trees (preferably Lindens, Maples or Oaks of 3 to 3.5" caliper) and that the remaining right-of-way be paved and adequate drainage be installed.

d) The project shall be constructed in accordance with the application or as modified by the Findings of Fact, Conclusions of Law and Decision.
e) All new and existing exterior lighting shall comply with the Outdoor Lighting requirements according to 17.08C.
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) A Lot Line Adjustment Application, a request to eliminate the interior lots lines of the parcel, shall be applied for concurrently with the Building Permit.
i) Per the City Arborist, a variety of grasses and flowers or small shrubs/trees for the proposed planters, shall be utilized. The Applicant shall connect with a local nursery regarding species type and size, based on size of planters selected.
j) An oil and grit interceptor shall be installed and maintained by the Applicant, and shall meet City Standards.
k) All utilities shall be located underground, consistent with 17.06.080(A)3h.

Signed this _____ day of _____, 2019.

_____
Janet Fugate, Planning & Zoning Commission Chair

Attest:

_____
Jessie Parker, Community Development Assistant

Return to Agenda

STAFF REPORT
Hailey Planning and Zoning Commission
Regular Meeting of August 19, 2019

TO: Hailey Planning & Zoning Commission

FROM: Lisa Horowitz, Community Development Director

OVERVIEW: Consideration of Amendments to Title 17, Chapter 17.05.040, District Use matrix to include Personal Services as a Conditional Use in the SCI-SO subdistrict.

HEARING: August 5, 2019

Notice:
Notice for the public hearing was published in the Idaho Mountain Express on July 17, 2019 and mailed to public agencies on July 16, 2019.

Proposal:
The proposed amendments, submitted by Michelle Harris, to Title 17: Zoning Regulations, Chapter 17.05.040, District Use Matrix to include Personal Services as a Conditional Use in the SCI-SO subdistrict.

Background:
The applicant is the owner of an esthetician studio. The business provides skin care, waxing, lash and brow services. It would be located in the 1120 Broadford Road, unit 13 (Hailey Business Park). The business owner lives upstairs from the business space. Clients are seen one or two at a time, by appointment. Three (3) parking spaces are dedicated to Unit 13. The applicant has received approval from the HOA for the proposed use. No fumes or venting is needed to accommodate this business. The applicant has indicated that she is a start-up business, and that as business grows, she would look to relocate it to the central core.

Personal Service is defined as follows:

17.02, PERSONAL SERVICE: Any enterprise conducted for pecuniary gain which primarily offers services to the general public, such as, but not limited to, shoe repair, watch repair, barbershops, beauty parlors and similar activities.

Personal Service uses are currently permitted outright in the Business and Limited Business zones, and conditional I the Neighborhood Business and Transitional zones. There are a number of conditional uses in the SCI-SO Zone district that could be considered to have similar impacts on other surrounding uses, in that they provide for periodic service to the public. These include dance and martial art studios; photography studio; pet grooming, training and veterinarians. Incorporating this use as a Conditional Use will allow the Commission to evaluate impacts on a case-by-case basis.

Criteria for Review:
Section 17.14.060(A) of the Hailey Municipal Code provides "[w]hen evaluating any proposed amendment under this chapter, the hearing examiner or commission and council shall make findings of fact on the following criteria:

1. The proposed amendment is in accordance with the comprehensive plan;

2. Essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services;

3. The proposed uses are compatible with the surrounding area; and

4. The proposed amendment will promote the public health, safety and general welfare.

1. The proposed amendment is in accordance with the Comprehensive Plan.
The proposal appears to be in accordance with the Comprehensive Plan. The most applicable goal of the Comprehensive Plan is listed below for reference:

6.1 Encourage a diversity of economic development opportunities within Hailey

2. Essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services.
The proposed code revision will not create excessive additional requirements at public cost for services. Essential public services are in place to serve the Hailey Business Park, which is existing.

3. The proposed uses are compatible with the surrounding area.
The proposed code revision would add personal services as a conditional use. Personal Service includes items such as shoe repair and barber shops. The uses listed under personal services most likely have intermittent traffic from the public, not dis-similar to photography studio or pet grooming studio, which are both Conditional Uses in the zone district.

4. The proposed amendment will promote the public health, safety and general welfare.
The amendment recommended is consistent with the Hailey Comprehensive Plan. The proposed code revision will not result in a change in allowed uses. Staff recommends that this amendment will promote the public health, safety and general welfare.

MOTION LANGUAGE:
Approval:
I move to recommend approval to the City Council the following Ordinance:

An Ordinance amending the Hailey Municipal Code, Title 17: Zoning Regulations, Chapter 17.05.040, District Use matrix to include Personal Services as a Conditional Use in the SCI-SO Subdistrict, by the addition of the underlined language, as shown in the attached ordinance.

Denial:
Motion to recommend denial of the revisions described herein to the Hailey Municipal Code, Title 17: Zoning Regulations, Chapter 17.05.040, District Use matrix to include Personal Services as a Conditional Use in the SCI-SO Subdistrict, finding that _____ [the Commission should cite which standards are not met and provide the reason why each identified standard is not met].

Continuation:
Motion to continue the public hearing to _____ [the Commission should specify a date].

HAILEY ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING TITLE 17: ZONING REGULATIONS, CHAPTER 17.05: OFFICIAL ZONING MAP AND DISTRICT USE MATRIX, SECTION 17.05.040: DISTRICT USE MATRIX, TO ADD "PERSONAL SERVICES WHERE RETAIL SALES ARE CLEARLY INCIDENTAL TO THE PRINCIPAL USE AND NO OUTSIDE STORAGE YARD OR FACILITY IS REQUIRED", AS A CONDITIONAL USE IN THE SCI SALES AND OFFICE (SCI-SO) ZONING DISTRICT; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the Hailey City Council has found that the following amendment to the Hailey Zoning Ordinance will generally conform to the Hailey Comprehensive Plan;

WHEREAS, the amendments will not create excessive additional requirements at public cost for public facilities and services; and

WHEREAS, the amendment will be in accordance with the safety and welfare of the general public.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, AS FOLLOWS:

Section 1. Title 17, Chapter 17.05, Section 17.05.040 of the Hailey Municipal Code, is hereby amended by the addition of the underlined language, as follows:

Description (Excerpt)	RGB	LR-1	LR-2	GR	NB	LB	TN	B	LI	TI	A	SCI-SO	SCI-I
Personal services where retail sales are clearly incidental to the principal use and no outside storage yard or facility is required	N	N	N	N	C[17]	P	C	P	N	N	N	~~N~~ C	N

Section 3. Severability Clause. Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

Section 4. Repealer Clause. All City of Hailey ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

Section 5. Effective Date. This ordinance shall be in full force and effect from and after the required three (3) readings, approval, and publication according to law.

PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL AND APPROVED BY THE MAYOR THIS ____ DAY OF _____, 2019.

_____
Fritz X. Haemmerle, Mayor, City of Hailey

Attest:

_____

Mary Cone, City Clerk, City of Hailey

Zoning Text Amendment Application

Name of Applicant: Levenia Divine LLC

Address: 1120 Broadford Rd, Unit 13

Current Zoning: SCI-SO

Existing Language:

Conditional use is permitted in the SCI-SO Sub-district.

4.12.2.2 Conditionally Permitted uses for the SCI - SO sub-district include the following:

a. Artist studios, which have no associated gallery.

b. Dance and martial art studios, fitness facilities.

c. Day care businesses.

d. Hotels or motels with or without attached restaurants. Said restaurants are not subject to the restrictions in paragraph (h) below.

e. Laundromat.

f. Photography studios.

g. Public service facilities, public utility facilities and public uses

h. Restaurants, coffee shops or delicatessens that primarily serve the adjacent uses, are not located within 750 feet of another similar use, have no more than 20 indoor seats, and that do not serve prepared food later than 3:00 p.m., daily. Drive-through service windows are not permitted. HAILEY ZONING ORDINANCE 32 June 02 Article 4

i. Restaurants attached to or adjacent to hotels or motels. Drive-through service windows are not permitted.

New Language proposed for the section to be amended:

4.12.2.2 Conditionally Permitted uses for the SCI - SO sub-district include the following:

a. Artist studios, which have no associated gallery.

b. Dance and martial art studios, fitness facilities.

c. Day care businesses.

d. Hotels or motels with or without attached restaurants. Said restaurants are not subject to the restrictions in paragraph (h) below.

e. Laundromat.

f. Photography studios.

g. Public service facilities, public utility facilities and public uses

h. Restaurants, coffee shops or delicatessens that primarily serve the adjacent uses, are not located within 750 feet of another similar use, have no more than 20 indoor seats, and that do not serve prepared food later than 3:00 p.m., daily. Drive-through service windows are not permitted. HAILEY ZONING ORDINANCE 32 June 02 Article 4

i. Restaurants attached to or adjacent to hotels or motels. Drive-through service windows are not permitted.

j. Personal Service

Summary of the Specific Objective of the Proposed Amendment:

Levenia Divine LLC desires to open an Esthetics Studio at this property. The purpose of Levenia Divine Esthetics Studio is to provide quality skincare service, to promote healthy and happy skin in a relaxing environment. Services provided, but not limited to Skincare, Waxing, Lash and Brow services.

Related Goals or Policies of the Comprehensive Plan that may support or address the proposed amendment:

Levenia Divine LLC believes the text amendment is supported by the following goals and/or policies from the Comprehensive Plan:

Section 6 Economic Development

The purpose of this section is to provide an analysis of the economic base of the area including employment, industries, economies, jobs, and income levels (Idaho Code Section 67-6508(d)).

Related Master Plan or Work Plan: Hailey Downtown Strategy

Background Information

In 2008 a consortium of area elected officials, businesses, organizations and citizens formed Sustain Blaine to promote an improved economic and societal future for Blaine County through initiation, implementation and management of strategies, programs and policies that preserve and advance the region's quality of life and economic well-being.

The consulting firm TIP Strategies authored “Economic Development Assessment of Blaine County, Idaho” for Sustain Blaine in January 2009. This document contains the most current analysis of the economic base of the area and provides the source for the following information:

Economic Sectors According to TIP Strategies, Blaine County’s economic foundation has shifted away from tourism with more than a quarter of all jobs in the county in the construction and real estate sectors. TIP calculates that in 2006 approximately 60 percent of the county’s gross domestic product was dependent on these two sectors. “Now that the U.S. has sunk into a recession, based largely upon the bursting of the ‘housing bubble’, Blaine County’s entire economy is especially vulnerable.”

Labor Force Also according to TIP Strategies, “Blaine County enjoys significant advantages from a talent perspective. The percentage of adults with a college degree is twice that of the nation as a whole. In addition, the influx of new residents from major metropolitan areas brings a wealth of experienced professionals rare for a county its size. An outcome of this is the high percentage of telecommuters and the self-employed, many of whom operate home-based enterprises.”

The proposed text amendment meets the goals of this Hailey Comprehensive plan section as follows:

Levenia Divine LLC believes that this business should be included under the conditional use section of SCI-SO Zone, due to the fact that it is not much different than the conditional uses already permitted. Being that it is a small sole proprietor startup business and the property is already owned, it makes more sense and is more cost effective to use this location. As business grows and expands, it will be in a better position and have a better chance to move the business to the Central Business District. Levenia Divine Esthetics Studio will be providing service to one or two clients at a time, by appointment. Thus, creating very little impact to traffic at this location.

HAILEY BUSINESS PARK SOUTH OWNERS ASSOC. PO BOX 1533 HAILEY, ID

July 9, 2019

City of Hailey,

It is my pleasure to write a letter in support of Levenia Divine Esthetics Studio applying for a text amendment for the conditional use of personal services at 1120 Broadford Rd Unit 13, Hailey ID.

The owner/proprietor, Michelle Harris is licensed by the State of Idaho to provide skin care services that offer not just aesthetic benefits but promote good health. Her location is unique in our community. People with mobility issues will be in a position to access her ground floor, barrier free, treatment room. Her business has no signage as it is by appointment only and offers no retail product to the public. She has designated, and easy access parking to accommodate the client she would be seeing.

We look forward to having a business of this quality and caliber in our business park. We collectively feel it will add value and be in line with the other businesses and property owners' ventures in the Hailey Business Park South complex.

Thank you for the opportunity to address the Planning and Zoning Committee with this request.

Sincerely,

Scott Martin

President

Hailey Business Park South Assoc.

Hi Lisa

Please call with information as to what I need to help (if present) Michelle w/ this process.

Thank you

Jordanie Delormier

From: Robyn Davis
To: Jessica Parker
Subject: FW: Comments re P&Z agenda August 5th
Date: Monday, July 29, 2019 9:01:46 AM

Did you get this? Please save and print for the file.

Thanks!

-----Original Message-----
From: Andrea Jenson <drea44@aol.com>
Sent: Friday, July 26, 2019 11:41 AM
To: planning <planning@haileycityhall.org>
Subject: Comments re P&Z agenda August 5th

To whom it may concern:

I will not be in attendance on August 5th, however I do have some comments on the items for public hearing.

1) On the amendment to add “personal services” to permitted conditional uses in SCI-SO zoning - I fully support this change. This adds needed flexibility to these areas, with a lot of potential benefits. To me, there is little or no downside.

2) In the Design review app for Hailey FF, I would strongly suggest that parking be considered thoughtfully, with at least two spots per unit, preferably underground or in the rear of the building (ie not on Main Street). Let’s not make the same mistakes as our northern neighbors!

3) I would be in favor of anything that would make the storage property not look vacant/ uninhabited. For instance, an office prominently located in the front of the building with highly visible signage and lighting.

Sincerely Yours,
Andrea Jenson

Return to Agenda

STAFF REPORT
Hailey Planning and Zoning Commission
Regular Meeting of August 19, 2019

To: Hailey Planning and Zoning Commission

From: Robyn Davis, Community Development City Planner

Overview: Consideration of a Design Review Application by Katherine Kerr, represented by Chip Maguire of M.O.D.E., LLC, for a 165 square foot addition to an existing 280 square foot studio, converting the existing studio to an accessory dwelling unit for total of 445 square feet. The project is located at 402 South 4th Avenue (Lots 13, 14 and 15, Block 112, Hailey Townsite), in the Limited Residential (LR-1) and Townsite Overlay (TO) Zoning Districts.

Hearing: August 19, 2019

Applicant: Katherine Kerr

Request: 165 square foot addition to an existing 280 square foot studio, converting the existing studio to an accessory dwelling unit

Location: Lots 13, 14 and 15, Block 112, Hailey Townsite (402 South 4th Avenue)

Zoning: Limited Residential (LR-1) and Townsite Overlay (TO) Zoning Districts

Notice:
Notice for the public hearing was published in the Idaho Mountain Express on June 12, 2019 and mailed to property owners within 300 feet on June 10, 2019.

Application:
The Applicant is proposing to construct a 165 square foot addition to an existing 280 square foot studio, which would convert the existing studio space into a 445 square foot Accessory Dwelling Unit (ADU). The ADU incorporates a compact floor plan, which includes one bedroom, a bathroom, kitchen and living room. The ADU is detached and subordinate to the primary dwelling. Access to the ADU can be found via Pine Street or off of the alley.

Current access for the existing residence is located on Fourth Avenue via parking located in the public right-of-way, and from the alley, where the ADU is proposed.

Procedural History:
The Design Review Application was submitted on July 15, 2019 and certified complete on July 22, 2019. A public hearing before the Planning and Zoning Commission for approval or denial of the project will be held on August 19, 2019, in the Hailey City Council Chambers.

General Requirements for all Design Review Applications

Compliant			Standards and Staff Comments	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Staff Comments***
☒	☐	☐	**17.06.050**	**Complete Application**
☒	☐	☐	**Department Comments**	**Engineering:** *A Right-of-Way Encroachment Permit will be needed for any work done in the right-of-way.*
				Life/Safety: *No comments.*
				Water and Sewer: *Water and wastewater services are in place.*
				Building: *No comments.*
				Streets: *No comments*
☐	☐	☒	**17.08A Signs**	**17.08A Signs: The applicant is hereby advised that a sign permit is required for any signage exceeding four square feet in sign area. Approval of signage areas or signage plan in Design Review does not constitute approval of a sign permit.**
			Staff Comments	*N/A, as signage is prohibited in residential zones.*
☒	☐	☐	**17.09.040 On-site Parking Req.**	**See Section 17.09.040 for applicable code.** **17.09.040 Single-Family Dwellings: two (2) spaces minimum, six (6) spaces maximum** **17.09.040.01 Accessory Dwelling Units: one (1) space per unit**
			Staff Comments	*The Zoning Code requires a minimum of two (2) parking spaces for each single-family residential dwelling and one (1) sparking space for an Accessory Dwelling Unit that is less than 1,000 square feet in size. A parking space off of the alley has been designated for tenants of the ADU. Additionally, it appears that four (4) parking spaces are provided in the public right-of-way off of Fourth Avenue.* *Parking requirements for the proposed residence are met.*
☒	☐	☐	**17.08C.040 Outdoor Lighting Standards**	**17.08C.040 General Standards** **a. All exterior lighting shall be designed, located and lamped in order to prevent:** **1. Overlighting;** **2. Energy waste;** **3. Glare;** **4. Light Trespass;** **5. Skyglow.** **b. All non-essential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes.** **c. Canopy lights, such as service station lighting shall be fully recessed or fully shielded so as to ensure that no light source is visible from or causes glare on public rights of way or adjacent properties.**

				d. Area lights. All area lights are encouraged to be eighty-five (85) degree full cut-off type luminaires. **e. Idaho Power shall not install any luminaires after the effective date of this Article that lights the public right of way without first receiving approval for any such application by the Lighting Administrator.**
			Staff Comments	*The Applicant will install Dark Sky compliant fixtures, downcast and low wattage fixtures (see image below). Lighting Details are also attached.*
☒	☐	☐	**Bulk Requirements**	**Zoning District: Limited Residential (LR-1) and Townsite Overlay (TO)** **Maximum Height: 30'** **Setbacks:** • **Street R.O.W. Adjacent: 12'; 20' to Garage Door** • **Private Property Abutment: 15% of lot width or 10', whichever is less; 6' min.** • **1' for every 2.5' of building height** • **Alley: 6' minimum** **Lot Coverage: 30%**
			Staff Comments	*Proposed Building Height:* o *Proposed Building Height: 13'-2"* *Proposed Setbacks:* o *Front Yard (West): 82'-5"* o *Side Yard (North): 4'-3"* o *Side Yard (South): 59'-9"* o *Rear Yard (East): 8'-7"* *Proposed Lot Coverage:* o *1,535 square feet (1,370 Existing Footprint + 165 Proposed Footprint) / 9,000 square foot lot = 17%* *Per Section 17.13.060 of the Hailey Municipal Code, "…A nonconforming building may be enlarged so long as the enlargement does not create new nonconformities with respect to such matters as setbacks and parking requirements. Furthermore, per Section 17.04M.070, "where an existing building is nonconforming with respect to setbacks, expansion of said building within the*

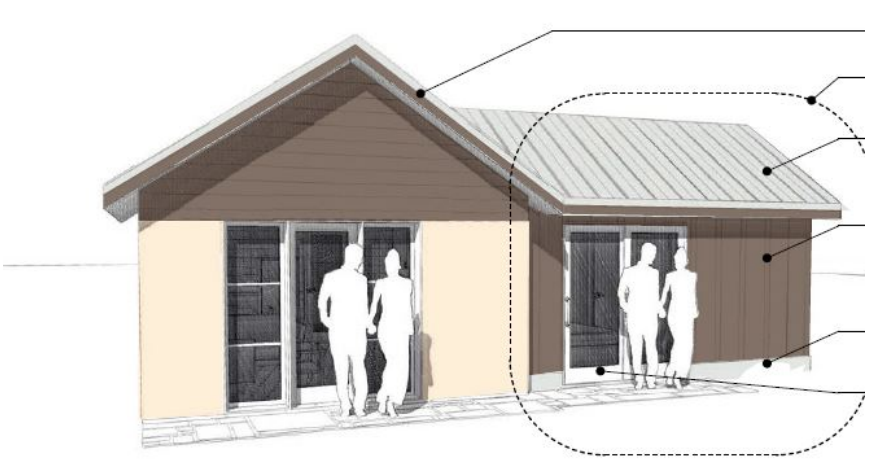
				place of the furthest intrusion shall be permitted, that the nonconformity with respect to the distance of the setback is not further increased". *These provisions allow the Side Yard (north) setback to be 4'-3", which does not further increase the degree of nonconformity.* *Lastly, per Section 17.04M.070(A), "in no case may expansion occur that results in a setback of less than six feet (6') from property lines abutting other private property.* *The proposed Side Yard (north) setback of 4'-3" also complies with the above standard, as this side yard abuts a public street, not other private property.* *All other setbacks, building height, and lot coverage requirements have been met.*
☒	☐	☐	**17.06.070(A)1 Street Improvements Required**	**Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein.**
			Staff Comments	*Pursuant to Section 17.06.070, the requirement for sidewalk and drainage improvements may be waived if the project is a remodel and/or addition to a single-family residence. The proposed project is an addition to an existing, detached studio, not a principal building; therefore, sidewalk and drainage improvements are not required at this time.*
☒	☐	☐	**17.06.070(B) Required Water System Improvements**	**In the Townsite Overlay District, any proposal for new construction or addition of a garage accessing from the alley, where water main lines within the alley are less than six feet (6') 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. (Ord. 1191, 2015)**
			Staff Comments	*This standard shall be met.*

Design Review Guidelines for Residential Buildings in the Townsite Overlay District (TO).

Compliant			Standards and Staff Comments	
Yes	**No**	**N/A**	**City Code**	**City Standards and *Staff Comments***
☒	☐	☐	**17.06.090(C)1**	**1) Site Planning**
				Guideline: The pattern created by the Old Hailey town grid should be respected in all site planning decisions.
			Staff Comments	*The lot is existing and respects the Old Hailey Townsite grid pattern. The proposed addition will preserve the grid pattern, keeping visual access to Fourth Avenue and vehicular access via the alley.*
☒	☐	☐		**Guideline: Site planning for new development and redevelopment shall address the following:** • **scale and massing of new buildings consistent with the surrounding neighborhood;** • **building orientation that respects the established grid pattern of Old Hailey;** • **clearly visible front entrances;**

				• **use of alleys as the preferred access for secondary uses and automobile access;** • **adequate storage for recreational vehicles;** • **yards and open spaces;** • **solar access on the site and on adjacent properties where feasible, and where such decisions do not conflict with other Design Guidelines;** • **snow storage appropriate for the property;** • **underground utilities for new dwelling units.**
			Staff Comments	• *The scale of the proposed addition is consistent with the scale and massing of buildings in the surrounding neighborhood.* • *The single-family residence is existing. The ADU addition orientation complements that of the existing residence. As existing, the front entry of the home faces Fourth Avenue and the ADU will be accessible either via Pine Street or off of the alley.* • *The ADU addition will be tucked behind the existing residence. Ample yard and open space exist on all sides of the home.* • *The residence and proposed ADU addition are located to the north of the block; impact of solar access to adjacent homes will be minimal to non-existent.* • *Snow storage has been identified on the site plan and is sufficient for the site.* • *Utilities are existing. Water, sewer and gas are located underground. Any utilities for the proposed addition will be located underground.*
☒	☐	☐		**Guideline: The use of energy-conserving designs that are compatible with the character of Old Hailey are encouraged. The visual impacts of passive and active solar designs should be balanced with other visual concerns outlined in these Design Guidelines.**
			Staff Comments	*The residence is existing. The design intent of the proposed addition was to complement that of the existing residence, while retaining the character of Old Hailey. The proposed design takes advantage of the southern exposure: entry to the ADU is located at the south elevation.* *The size and shape of the proposed windows are also in scale with the building character of Old Hailey. No solar collectors are proposed at this time.*
☒	☐	☐	**17.06.090(C)2**	**2. Bulk Requirements (Mass and Scale, Height, Setbacks)**
				Guideline: The perceived mass of larger buildings shall be diminished by the design.
			Staff Comments	*The use of gables and a variety of windows breaks up the roofline and results in a shorter, smaller looking addition. No single long plane exists; windows and various textures of the siding aid in making the addition appear smaller in scale.*
☒	☐	☐	**17.06.090(C)3**	**3. Architectural Character**
			17.06.090(C)3a	**a. General**
				Guideline: New buildings should be respectful of the past, but may offer new interpretations of old styles, such that they are seen as reflecting the era in which they are built.
			Staff Comments	*The architectural style of the proposed addition is consistent with the vernacular style of Old Hailey, but is not an exact replica of any particular building.*
☒	☐	☐	**17.06.090(C)3b**	**b. Building Orientation**
				Guideline: The front entry of the primary structure shall be clearly identified such that it is visible and inviting from the street.

			Staff Comments	*The single-family residence is existing and is adorned with an entry gable and small covered porch. The addition will include a second entry and paver patio, which will highlight the front entry of the proposed ADU.*
☒	☐	☐		**Guideline: Buildings shall be oriented to respect the existing grid pattern. Aligning the front wall plane to the street is generally the preferred building orientation.**
			Staff Comments	*The single-family residence is existing. The ADU addition has been oriented with respect to the existing grid pattern of Hailey.*
☒	☐	☐	**17.06.090(C)3c**	**c. Building Form**
				Guideline: The use of building forms traditionally found in Old Hailey is encouraged. Forms that help to reduce the perceived scale of buildings shall be incorporated into the design.
			Staff Comments	*The proposed addition sees simple forms (rectangles and triangles). Exterior materials of the proposed addition will complement that of the existing residence. Various windows and a sliding door will highlight the ADU entrance, but will also help to reduce the perceived scale of the building. Clean lines and natural hues (Natural Darkened Wood, Metal roof and White Trim) are proposed, which are consistent with styles and forms found in Old Hailey.*
☒	☐	☐	**17.06.090(C)3d**	**d. Roof Form**
				Guideline: Roof forms shall define the entry to the building, breaking up the perceived mass of larger buildings, and to diminish garages where applicable.
			Staff Comments	*The proposed addition is compact and incorporates a simple shed roof, which will match that of the existing residence.*
☒	☐	☐	**17.06.090(C)3d**	**Guideline: Roof pitch and style shall be designed to meet snow storage needs for the site.** • **Roof pitch materials and style shall retain snow on the roof, or allow snow to shed safely onto the property, and away from pedestrian travel areas.** • **Designs should avoid locating drip lines over key pedestrian routes.** • **Where setbacks are less than ten feet, special attention shall be given to the roof form to ensure that snow does not shed onto adjacent properties.**
			Staff Comments	*A metal roof will be installed to match that of the existing. Snow retention devises and rain gutters are not shown on the Drawing Set. The Applicant can better describe the how the addition meets snow storage needs, if needed.*
☒	☐	☐	**17.06.090(C)3d**	**Guideline: The use of roof forms, roof pitch, ridge length and roof materials that are similar to those traditionally found in the neighborhood are encouraged.**
			Staff Comments	*The proposed addition is compact and incorporates a simple shed roof, which will match that of the existing residence. The proposed roof forms, ridge lengths and materials are similar to those traditionally found in the neighborhood.*
☒	☐	☐	**17.06.090(C)3d**	**Guideline: The roof pitch of a new building should be compatible with those found traditionally in the surrounding neighborhood.**
			Staff Comments	*The proposed roof pitch is 8:12, which will match that of the existing studio and residence, and is consistent with the surrounding neighborhood.*
☒	☐	☐	**17.06.090(C)3e**	**e. Wall Planes**
				Guideline: Primary wall planes should be parallel to the front lot line.
			Staff Comments	*The north wall of the proposed addition is parallel to the Pine Street property line, which is where the primary entrance to the ADU is proposed.*
☒	☐	☐	**17.06.090(C)3e**	**Guideline: Wall planes shall be proportional to the site, and shall respect the scale of the surrounding neighborhood.**
			Staff Comments	*The addition is proportional to the site. Exterior colors and window variations also reduce the scale of the building to match the surrounding neighborhood.*
			17.06.090(C)3e	**Guideline: The use of pop-outs to break up longer wall planes is encouraged.**

☒	☐	☐	***Staff Comments***	*The proposed is compact in nature. No pop-outs are proposed, but a new entry and patio porch creates wall plane variation, which helps to create a smaller appearance in size and break up the longer wall planes.*
☒	☐	☐	**17.06.090(C)3f**	**f. Windows**
				Guideline: Windows facing streets are encouraged to be of a traditional size, scale and proportion.
			Staff Comments	*The proposed windows are traditional in size, scale, and are appropriate for the neighborhood.*
☒	☐	☐	**17.06.090(C)3f**	**Guideline: Windows on side lot lines adjacent to other buildings should be carefully planned to respect the privacy of neighbors.**
			Staff Comments	*A variety of windows are proposed and framed in a manner that is consistent with the neighborhood and do not impact neighborhood privacy.*
☐	☐	☒	**17.06.090(C)3g**	**g. Decks and Balconies**
				Guideline: Decks and balconies shall be in scale with the building and the neighborhood.
			Staff Comments	*N/A, as no decks or balconies are proposed.*
☐	☐	☒	**17.06.090(C)3g**	**Guideline: Decks and balconies should be designed with the privacy of neighbors in mind when possible.**
			Staff Comments	*N/A, as no decks or balconies are proposed.*
☒	☐	☐	**17.06.090(C)3h**	**h. Building Materials and Finishes**
				Guideline: Materials and colors shall be selected to avoid the look of large, flat walls. The use of texture and detailing to reduce the perceived scale of large walls is encouraged.
			Staff Comments	*The proposed addition will complement that of the existing residence. All proposed siding is of board and batt siding, naturally darkened. Windows and doors will be finished in white and the metal roof will be metal (see image below for further detail).* 
☒	☐	☐	**17.06.090(C)3h**	**Guideline: Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.**
			Staff Comments	*The longest wall planes are the north and south elevations. These wall planes are broken up by various windows, doors and material changes. The addition is compact and incorporates simple lines and colors, which will help reduce mass of said wall planes.*
			17.06.090(C)3i	**i. Ornamentation and Architectural Detailing**

☒	☐	☐		**Guideline: Architectural detailing shall be incorporated into the front wall plane of buildings.**
			Staff Comments	*Simple detailing is proposed: window and door trim. Detail will match that of the existing residence.*
☒	☐	☐	**17.06.090(C)3i**	**Guideline: The use of porches, windows, stoops, shutters, trim detailing and other ornamentation that is reminiscent of the historic nature of Old Hailey is encouraged.**
			Staff Comments	*The existing residence has minimal ornamentation. The proposed ADU addition will also have minimal ornamentation.*
☒	☐	☐	**17.06.090(C)3i**	**Guideline: Architectural details and ornamentation on buildings should be compatible with the scale and pattern of the neighborhood.**
			Staff Comments	*Please refer to Section 17.06.090(C)3i for further information.*
☒	☐	☐	**17.06.090(C)4**	**4. Circulation and Parking**
				Guideline: Safety for pedestrians shall be given high priority in site planning, particularly with respect to parking, vehicular circulation and snow storage issues.
			Staff Comments	*Adequate parking has been provided. Pedestrian access is provided with the existing sidewalk to the front entry of the residence. Snow storage areas are adjacent to the driveway, as well as at the end of the alley-accessed, parking area, which do not restrict pedestrian access.*
☒	☐	☐	**17.06.090(C)4**	**Guideline: The visual impacts of on-site parking visible from the street shall be minimized.**
			Staff Comments	*Onsite parking will be accessed from the alley side of the property and is blocked from the street by the existing residence.*
☒	☐	☐	**17.06.090(C)4**	**Guideline: As a general rule, garages and parking should be accessed from the alley side of the property and not the street side.**
			Staff Comments	*The proposed ADU addition can be accessed via the alley.*
☐	☐	☒	**17.06.090(C)4**	**Guideline: Detached garages accessed from alleys are strongly encouraged.**
			Staff Comments	*N/A, as no garage is proposed.*
☐	☐	☒	**17.06.090(C)4**	**Guideline: When garages must be planned on the street side, garage doors shall be set back and remain subordinate to the front wall plane.**
			Staff Comments	*N/A, as no garage is proposed.*
☒	☐	☐	**17.06.090(C)4**	**Guideline: When garages and/or parking must be planned on the street side, parking areas are preferred to be one car in width. When curb cuts must be planned, they should be shared or minimized.**
			Staff Comments	*The parking area off of Fourth Avenue can accommodate approximately four (4) vehicles. The ADU addition can be accessed via the alley.*
☒	☐	☐	**17.06.090(C)4**	**Guideline: Off-street parking space for recreational vehicles should be developed as part of the overall site planning.**
			Staff Comments	*No recreational vehicle parking is proposed. The parcel has space to add parking for recreational use, if needed.*
☒	☐	☐	**17.06.090(C)5**	**5. Alleys**
				Guideline: Alleys shall be retained in site planning. Lot lines generally shall not be modified in ways that eliminate alley access to properties.
			Staff Comments	*Alley access is not impacted and will be maintained.*
☒	☐	☐	**17.06.090(C)5**	**Guideline: Alleys are the preferred location for utilities, vehicular access to garages, storage areas (including recreational vehicles) and accessory buildings. Design and placement of accessory buildings that access off of alleys is encouraged.**
			Staff Comments	*Utilities and vehicular access to the ADU are existing and are located off the alley.*

☒	☐	☐	**17.06.090(C)5**	**Guideline: Generally, the driving surface of alleys within Limited Residential and General Residential may remain a dust-free gravel surface, but should be paved within Business, Limited Business, and Transitional. The remainder of the City alley should be managed for noxious weed control, particularly after construction activity.**
			Staff Comments	*The existing alley is a dust-free gravel. If noxious weeds are present on the site, the Applicant shall control according to State Law.*
☒	☐	☐	**17.06.090(C)5**	**Guideline: Landscaping and other design elements adjacent to alleys should be kept simple, and respect the functional nature of the area and the pedestrian activity that occurs.**
			Staff Comments	*The existing landscaping to be maintained is turf.*
☒	☐	☐	**17.06.090(C)6**	**6. Accessory Structures**
				Guideline: Accessory buildings shall appear subordinate to the main building on the property in terms of size, location and function.
			Staff Comments	*An ADU addition is proposed. It appears to be similar in scale, location and function to the existing residence. It will be located to the rear of the parcel, which reduces its visibility and mass, adequately supporting this standard.*
☒	☐	☐	**17.06.090(C)6**	**Guideline: In general, accessory structures shall be located to the rear of the lot and off of the alley unless found to be impractical.**
			Staff Comments	*An ADU addition is proposed and will be located to the rear of the parcel, with access via the alley.*
☒	☐	☐	**17.06.090(C)7**	**7. Snow Storage**
				Guideline: All projects shall be required to provide 25% snow storage on the site.
			Staff Comments	*The site plan proposes approximately 333 square feet of hardscape (parking, vehicle and pedestrian areas). 25% of this (83.25 square feet) is required for snow storage. 102 square feet of snow storage is shown.*
☒	☐	☐	**17.06.090(C)7**	**Guideline: A snow storage plan shall be developed for every project showing:** • **Where snow is stored, key pedestrian routes and clear vision triangles.** • **Consideration given to the impacts on adjacent properties when planning snow storage areas.**
			Staff Comments	*Snow storage areas for the ADU are adjacent to the alley-accessed parking area. Snow storage areas do not restrict pedestrian access. Pedestrian access is unrestricted and visible from the street.*
☒	☐	☐	**17.06.090(C)8**	**8. Existing Mature Trees and Landscaping**
				Guideline: Existing mature trees shall be shown on the site plan, with notations regarding retention, removal or relocation. Unless shown to be infeasible, a site shall be carefully planned to incorporate existing mature trees on private property into the final design plan.
			Staff Comments	*Existing trees are identified onsite and are proposed to be retained. No additional trees or landscaping are proposed to be removed.*
☒	☐	☐	**17.06.090(C)8**	**Guideline: Attention shall be given to other significant landscape features which may be present on the site. Mature shrubs, flower beds and other significant landscape features shall be shown on the site plan and be incorporated into the site plan where feasible.**
			Staff Comments	*No significant landscape features will be removed or appear to be impacted by the proposed addition.*
☒	☐	☐	**17.06.090(C)8**	**Guideline: Noxious weeds shall be controlled according to State Law.**
			Staff Comments	*If noxious weeds are present on the site, the Applicant shall control according to State Law.*
☒	☐	☐	**17.06.090(C)9**	**9. Fences and Walls**
				Guideline: Fences and walls that abut public streets and sidewalks should be designed to include fence types that provide some transparency, lower heights and clearly marked gates.

			Staff Comments	*The existing fence will remain, except along the eastern property boundary, where the new addition is proposed.*
☐	☐	☒	**17.06.090(C)9**	**Guideline: Retaining walls shall be in scale to the streetscape.**
			Staff Comments	*N/A, as none are proposed.*
☒	☐	☐	**17.06.090(C)10**	**10. Historic Structures**
				General Guidelines: Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following guidelines: • **The alteration should be congruous with the historical, architectural, archeological, educational or cultural aspects of other Historic Structures within the Townsite Overlay District, especially those originally constructed in the same Period of Significance.** • **The alteration shall be contributing to the Townsite Overlay District. Adaptive re-use of Historic Structures is supported while maintaining the architectural integrity of the original structure.**
			Staff Comments	*The existing residence was built in 1937. It is assumed that the existing studio was also built in 1937. Both buildings will remain onsite and no alterations to either are proposed. A 165 square foot addition, which will be attached to the existing studio, is proposed. Exterior materials, windows, architectural detail and roof will match that of the existing residence.* *Said addition is congruous with the surrounding area, contributing to the overall charm of Old Hailey.*
☒	☐	☐	**17.06.090(C)10**	**Specific Guidelines. Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following specific guidelines:** • **The design features of repairs and remodels including the general streetscape, materials, windows, doors, porches, and roofs shall not diminish the integrity of the original structure.** • **New additions should be designed to be recognizable as a product of their own Period of Significance with the following guidelines related to the historical nature of the original structure:** ~ **The addition should not destroy or obscure important architectural features of the original building and/or the primary façade;** ~ **Exterior materials that are compatible with the original building materials should be selected;** ~ **The size and scale of the addition should be compatible with the original building, with the addition appearing subordinate to the primary building;** ~ **The visual impact of the addition should be minimized from the street;** ~ **The mass and scale of the rooftop on the addition should appear subordinate to the rooftop on the original building, and should avoid breaking the roof line of the original building;** ~ **The roof form and slope of the roof on the addition should be in character with the original building;** ~ **The relationship of wall planes to the street and to interior lots should be preserved with new additions.**
			Staff Comments	*Please refer to Section 17.06.090(C)10 for further information.*

17.06.060 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 Title, 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 Title.**

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 for 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 Title 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.

d) The Sidewalk In-Lieu Fees are hereby waived, pursuant to Section 17.06.070(B).
e) A Lot Line Adjustment Application, a request to eliminate the interior lots lines of the parcel, shall be applied for concurrently with the Building Permit.
f) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law and Decision.
g) All new and existing exterior lighting shall comply with the Outdoor Lighting requirements according to 17.08C.
h) 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.
i) This Design Review approval is for the date the Findings of Fact are signed. The Planning & Zoning Administrator has the authority to approve minor modifications to this project prior to, and for the duration of a valid Building Permit.
j) An Encroachment Permit shall be applied for and approved for any work completed within the City Right-of-Way. The Encroachment Permit and Building Permit shall be applied for concurrently.
k) Construction staging and storage shall not be within the City Right-of-Way. All construction impacts shall occur within the property boundary.
l) All utilities shall be located underground, consistent with 17.06.080(A)3h.

Motion Language:

Approval:

Motion to approve the Design Review Application by Katherine Kerr, represented by Chip Maguire of M.O.D.E., LLC, for a 165 square foot addition to an existing 280 square foot studio, converting the existing studio to an accessory dwelling unit for total of 445 square feet. The project is located at 402 South 4th Avenue (Lots 13, 14 and 15, Block 112, Hailey Townsite), in the Limited Residential (LR-1) and Townsite Overlay (TO) Zoning Districts, finding that the project does not jeopardize the health, safety or welfare of the public and the project conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Zoning Title, and City Standards, provided conditions (a) through (l) are met.

Denial:

Motion to deny the Design Review Application by Katherine Kerr, represented by Chip Maguire of M.O.D.E., LLC, for a 165 square foot addition to an existing 280 square foot studio, converting the existing studio to an accessory dwelling unit for total of 445 square feet. The project is located at 402 South 4th Avenue (Lots 13, 14 and 15, Block 112, Hailey Townsite), in the Limited Residential (LR-1) and Townsite Overlay (TO) Zoning Districts, finding that _____ [the Commission should cite which standards are not met and provide the reason why each identified standard is not met].

Continuation:

Motion to continue the public hearing to _____ [Commission should specify a date].

402 ADU Addition

VICINITY MAP

GENERAL PROJECT INFORMATION

PROPERTY ADDRESS
402 S 4th Ave.
Hailey ID. 83333

OWNER:
Katherine Kerr
p.o. box 1452
Santa Barbara CA. 93102
p. (805) 451-3060

TAX ASSESSOR PARCEL NO.
RPH00000112013A

LEGAL DESCRIPTION

LOTS 13,14,15 BLK 112

LAND USE CODE SUMMARY:
ZONING: LIMITED RESIDENTIAL 1 (LR-1)TOWN SITE OVERLAY

BUILDING HT.
ALLOWED: 30'-0"
EXISITNG HEIGHT: N/A

FRONT SETBACKS:
WEST (4TH AVE.) 12'-0"MIN
PROPOSED 82-5"

NORTH (PINE) 12'-0"MIN
PROPOSED= 4'-2"
SEE ORD: 4.13.7 NON-CONFORMING BUILDINGS

SIDE SETBACK (SOUTH):
59'-9"

REAR SETBACK: 6'-0" MIN @ ALLEY
(E) 8'-7"

PROPOSED LOT COVERAGE AREA:

EXISTING HOUSE FOOTPRINT:	1,090 S.F.
EXISTING STUDIO:	280
PROPOSED ADDITION TO STUDIO:	165
TOTAL FOOTPRINT:	1,535 S.F.
LOT AREA:	9,000 S.F.
TOTAL LOT COVERAGE:	17%
ALLOWED:	30%

BUILDING CODE SUMMARY

2015 IRC

BUILDING OCCUPANCY:	SINGLE FAMILY RESIDENCE
CONSTRUCTION TYPE:	V-N
STORIES:	1 STORY
PROPOSED STUDIO ADDITION:	165 S.F.
EXISTING STUDIO:	280 S.F.
EXISTING HOUSE (not in scope):	1,090 S.F.
PROPOSED ENTRY PORCH	93 S.F.

ENERGY SUMMARY

VAPOR BARRIER @ CEILINGS & WALLS:	6 MIL
VAPOR BARRIER UNDER SLABS:	10 MIL BLACK POLY SHEET
BUILDING PAPER:	HYDROGAP BY Benjamin Obdke
TOTAL HEATED AREA:	165 S.F.

INSULATION VALUES

WALLS	R-23 Blown in Cellulose
VAULTED CEILINGS	R-38 fiberglass batt insulation
CRAWL SPACE WALLS	N/A
FLOORS	N/A
SLAB	R-10 2" EPS
DOORS	U- 25 MAX
WINDOWS	U- 25 MAX

SOURCE SPECIFIC VENTILATION

WHOLE HOUSE EXHAUST VENTILATION: (24hr timer @ 8hr per day)	Bathrooms = 40 CFM min
SPOT EXHAUST FANS:	Kitchen = 100 CFM min

ATTIC VENTILATION

CONTINUES 1" RIDGE VENT
EAVES- (3) 1 ½" DIA. HOLES PER TRUSS SPACE
ALLOW 1" MIN AIR SPACE BETWEEN INSULATION & ROOF SHEATHING

GRAPHIC SYMBOLS

Building Section Indicator
section number
sheet number

Detail Indicator
detail number
sheet number

Interior Elevation Indicator
elevation number
sheet number

HB Hose Bib

SD Smoke Detector

Hidden/Overhead
(other meaning as noted)

Existing Wall

New 2x4 Insulated Wall

New 2x6 Insulated wall

GENERAL NOTES

1. ALL WORK SHALL COMPLY WITH THE CONTRACT DRAWINGS AND SPECIFICATIONS, AND WITH STATE, COUNTY AND LOCAL BUILDING CODES.
2. CONTRACTOR SHALL COORDINATE ALL REQUIRED INSPECTIONS BY CITY OF HAILEY FIRE DEPARTMENTS, HUD, FHA, STATE ELECTRICAL INSPECTOR OR OTHER GOVERNING AUTHORITIES AS NECESSARY
3. ALL DIMENSIONS ARE TO FACE OF STUD = FACE OF CONCRETE UNLESS OTHERWISE NOTED
4. WRITTEN DIMENSIONS SHALL HAVE PRECEDENCE OVER SCALED MEASUREMENTS AND DETAILS SHALL HAVE PRECEDENCE OVER GENERAL DRAWINGS.
5. GENERAL CONTRACTOR AND SUBCONTRACTORS SHALL VERIFY ALL DIMENSIONS AND CONDITIONS ON THE DRAWINGS AT THE JOB SITE PRIOR TO COMMENCING WORK.
6. THE CONTRACTOR SHALL PROVIDE ALL NECESSARY TEMPORARY SUPPORT FOR WALLS AND FLOORS PRIOR TO COMPLETION OF VERTICAL AND LATERAL LOAD SYSTEMS.
7. HEIGHT OF DOOR & WINDOW AT HEADS SHALL ALIGN UNLESS SHOWN OTHERWISE
8. ALL SUBSTITUTIONS ARE TO BE APPROVED BY DESIGNER. ALONG WITH WRITTEN REQUESTS, CONTRACTOR SHALL PROVIDE ALL INFORMATION REGARDING THE SUBSTITUTION IN QUESTION, INCLUDING AVAILABILITY AND REASON FOR SUBSTITUTION.
9. ALL UTILITIES SHALL BE UNDERGROUND
10. SOLID WOOD BLOCKING, INSULATION OR OTHER FIRESTOP MATERIAL IS TO BE PROVIDED BETWEEN STORIES, BETWEEN TOP STORY AND ROOF SPACE, BETWEEN STAIR STRINGERS AT TOP AND BOTTOM, BETWEEN STUDS ALONG STAIR RUNS AND AT ALL OTHER PLACES THAT COULD AFFORD THE PASSAGE OF FLAME. FIRESTOPS BETWEEN CHIMNEY AND WOOD FRAME SHALL BE NON-COMBUSTIBLE.
11. "T" INDICATES TEMPERED GLASS
12. GUARDRAILS: Stairs, landings, ramps, balconies or porches which are more than 30" above grade require guardrails not less than 36" high, to 42" (not required, but desirable at hazardous locations), or 44" maximum at mezzanines (to maintain definition of a mezzanine), open guardrails shall be designed so a sphere 4" in diameter cannot pass through.
13. HANDRAILS: All stairways with 4 or more risers shall have at least one handrail, placed not less than 34" nor more than 38" above the nosing of treads. Handgrips shall not be less than 1 1/4" or more than 2" in cross-section. Handrails may project into the required stair width a distance of 3 1/2". There shall be a space of not less than 1 1/2" between the wall and the handrail. Railings shall be built to withstand a minimum horizontal load of 20# per lineal foot applied at the top rail.
14. ALL CONSTRUCTION DEBRIS IS TO BE STOCKPILED NEATLY ON SITE UNTIL DISPOSAL. WHICH SHALL BE DONE AT THE LANDFILL OR RECYCLING FACILITY ONLY.
15. CONTRACTOR SHALL PROVIDE STORAGE FOR ALL BUILDING MATERIALS IN ACCORDANCE WITH MANUFACTURERS' RECOMMENDATIONS.
16. CONTRACTOR SHALL PROVIDE SAMPLES OF ALL FINISHES AND STAIN COLORS FOR APPROVAL BY OWNER. THIS INCLUDES INTERIOR AND EXTERIOR STAINS, INTERIOR PAINT, SHEETROCK TEXTURES, CHEMICALLY APPLIED METAL PATINAS, ETC.

ABBREVIATIONS:

@	AT	N.T.S.	NOT TO SCALE
ALT	ALTERNATE	O.C.	ON CENTER
C	CENTER LINE	OPP	OPPOSITE
DIA	DIAMETER	R.O.	ROUGH OPENING
DIM	DIMENSION	SAF	SELF-ADHERING FLASHING
(E)	EXISTING	SCHED	SCHEDULE
EL	ELEVATION	SIM	SIMILAR
EXP	EXPOSED	TYP	TYPICAL
EXT	EXTERIOR	UC	UNDERCUT
FF	FINISHED FLOOR	U.N.O.	UNLESS NOTED OTHERWISE
GWB	GYPSUM WALL BOARD	V.I.F.	VERIFY IN FIELD
INT	INTERIOR	w/	WITH
LOC	LOCATION		
MAX	MAXIMUM		
MFR'S	MANUFACTURES		
MIN	MINIMUM		
MTL	METAL		

PROJECT TEAM:

DESIGNER
M.O.D.E. LLC.
416 N. 3rd Ave.
Hailey, Idaho 83333
CONTACT: Chip Maguire
208.720.7996
chip@mode-llc.com

CONTRACTOR
OWNER BUILDER

BUILD SMART ENERGY CONSULTANT
N/A

STRUCTURAL ENGINEER
LIV JENSEN ENGINEERING
Hailey, Idaho
CONTACT: Liv Jensen
208.720.5549
liv@cox.net

ELECTRICAL
Design/Build

MECHANICAL/ PLUMBING
Design/Build

DRAWING INDEX

A0.0	COVER SHEET
A0.1	ADMINISTRITIVE DESIGN REVIEW & EXISTING PHOTOS
A1.0	SITE & CONSTRUCTION PLAN
A2.0	RADON PLAN, FLOOR PLAN & ROOF PLAN
A3.0	EXTERIOR ELEVATIONS & BUILDING SECTION
S100	STRUCTURAL SPECIFICATIONS, FOUNDATION PLAN & ROOF FRAMING…
S200	STRUCTURAL DETAILS

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

402 ADU Addition
3RD AVE. SOUTH
HAILEY IDAHO

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PERMIT SET

DATE: JULY 1 2019

REVISIONS

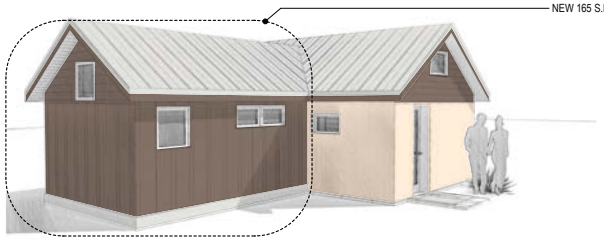
NO.	DATE	DESCRIPTION

9 Back Yard View- Existing House & South Wall of Studio

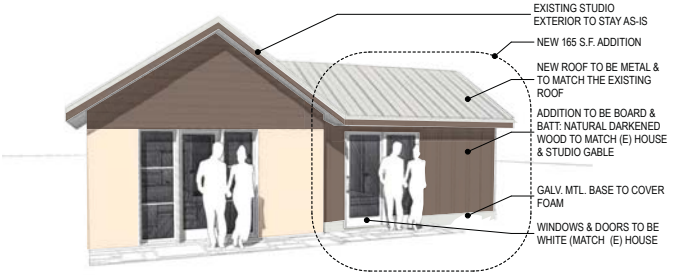
8 Alley View - Existing Studio

7 Alley View- Existing Studio

6 Street View- Existing House & Studio



2 South/West Perspective | Rear Entry



1 North Perspective | Entry

5 Alley View - Existing Studio

4 Alley View - Existing Studio

3 Existing Studio South Side

ADMINISTRTIVE DESIGN REVIEW & EXISTING PHOTOS

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

402 ADU Addition

3RD AVE. SOUTH

IDAHO

HAILEY

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PERMIT SET

DATE: JULY 1 2019

REVISIONS

NO.	DATE	DESCRIPTION

A0.1

LEGEND

- PROPERTY LINE
- SETBACK LINE
- WATER LINE
- SEWER LINE
- POWER LINE
- PARAMETER DRAIN LINE
- FENCE
- GAS LINE
- EXTERIOR LIGHT- DARK SKY COMPLIANT
- SNOW STORAGE

CONSRUCTION ACTIVITY LEGEND

B	TEMPORARY BATHROOM
JT	JOB TRAILER
D	WASTE DUMPSTER
RD	RECYCLING DUMPSTER
CP	CONTRACTOR PARKING
	CONSTRUCTION MATERIAL STORAGE
	PROTECTION FENCING

SNOW STORAGE TABULATION:
HAILEY ZONING ORDINANCE 532: AMENDED BY ORDINANCE 1097

6A.8 DESIGN STANDARDS:

J. SNOW STORAGE AREAS SHALL NOT BE LESS THAN 25% OF IMPROVED PARKING AND VEHICLE AND PEDESTRIAN CIRCULATION AREAS.

PARKING, PEDESTRIAN CIRCULATION:
PARKING = 240 SQ.FT.
PEDESTRIAN CIRCULATION = 93 SQ.FT.
= 333 X 25% = 83.25 SQ.FT.

TOTAL = 83.5 SQ.FT. REQUIRED
PROVIDED= 102 SQ. FT.

4.13.7 Non-Conforming Buildings

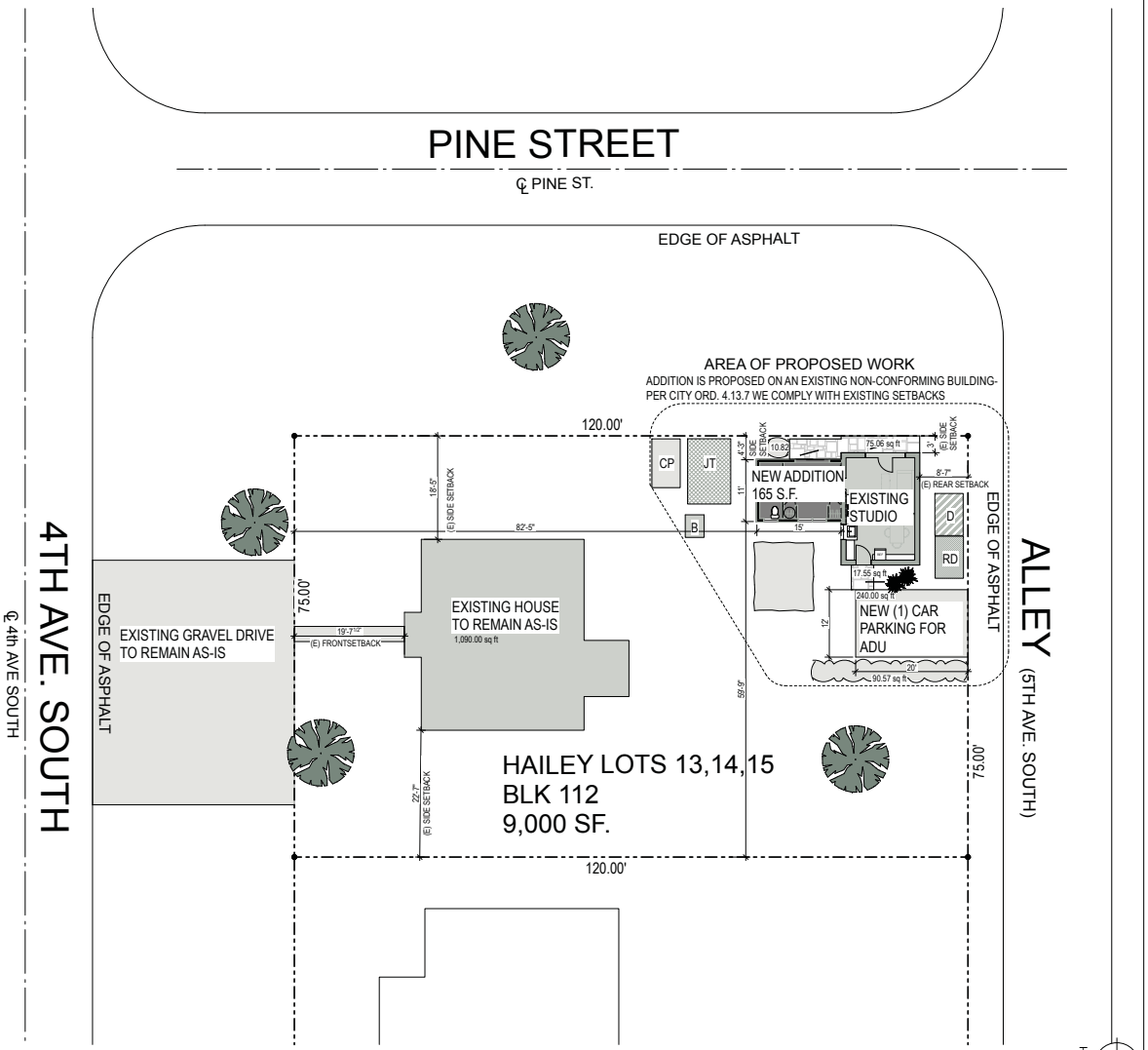
Where an existing building is non-conforming with respect to setbacks, expansion of said building within the plane of the furthest intrusion shall be permitted, provided that the non-conformity with respect to the distance of the setback is not further increased. Such expansion shall not be considered to be increasing the degree of non-conformity pursuant to Section 13.6 of this Ordinance. The following exceptions apply:

a. In no case may expansion occur that results in a setback of less than six (6) feet from property lines abutting other private property.

b. Any wall, as measured from the highest point including any gable or peak in a direct vertical line to record grade, shall have a setback of one (1) foot for every two and a half (2.5) feet of wall height (see Diagram 1 and Table 2), but not less than six feet from property lines abutting other private property, regardless of underlying zoning.

13.3 Continuation of Use.

A non-conforming use may be continued, subject to the provisions of this Article.



SCALE: 1" =10'-0"

SITE & CONSTRUCTION PLAN

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

402 ADU Addition

3RD AVE. SOUTH

HAILEY IDAHO

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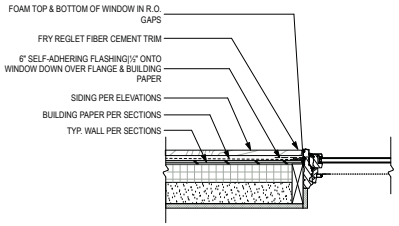
PERMIT SET

DATE: JULY 1 2019

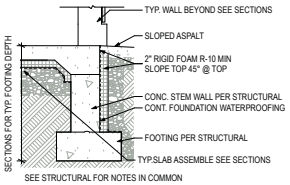
REVISIONS

NO.	DATE	DESCRIPTION

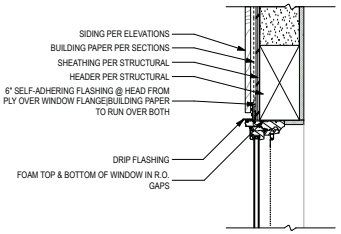
A1.0



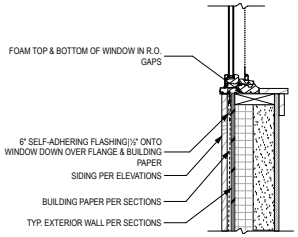
8 WINDOW JAMB DETAIL
SCALE: 1 1/2"= 1'-0"



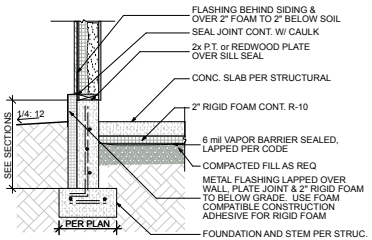
5 FOUNDATION DETAIL @ DOOR
SCALE: 3/4" = 1'-0"



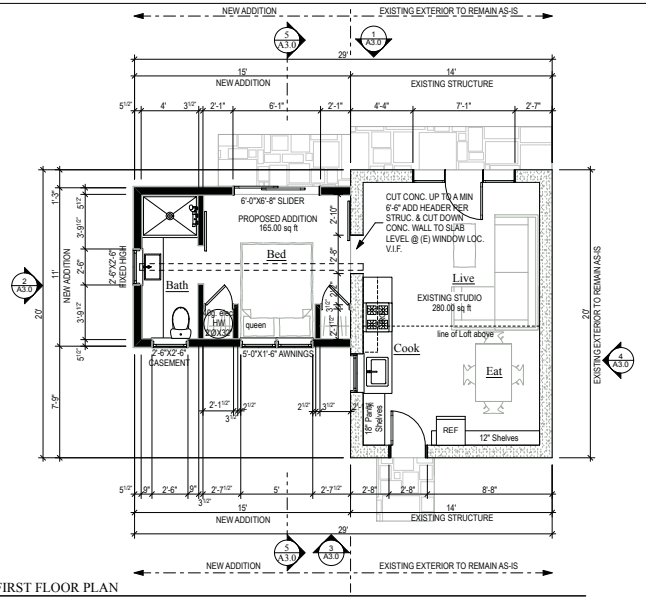
7 WINDOW HEAD
SCALE: 1 1/2"= 1'-0"



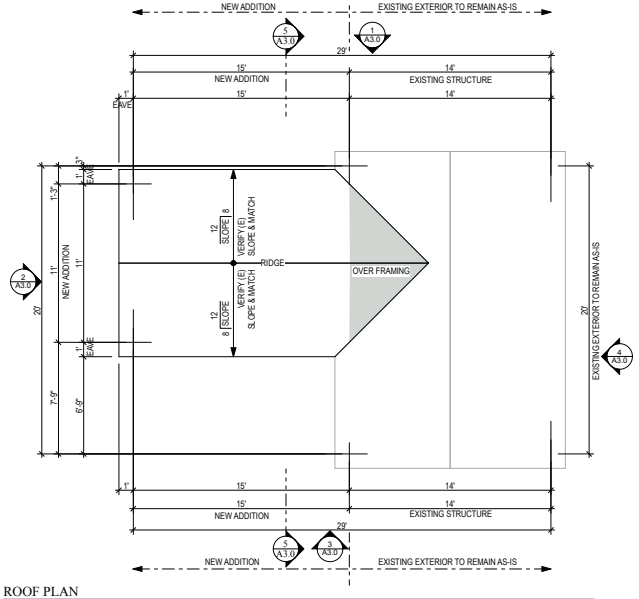
6 WINDOW SILL DETAIL
SCALE: 1 1/2"= 1'-0"



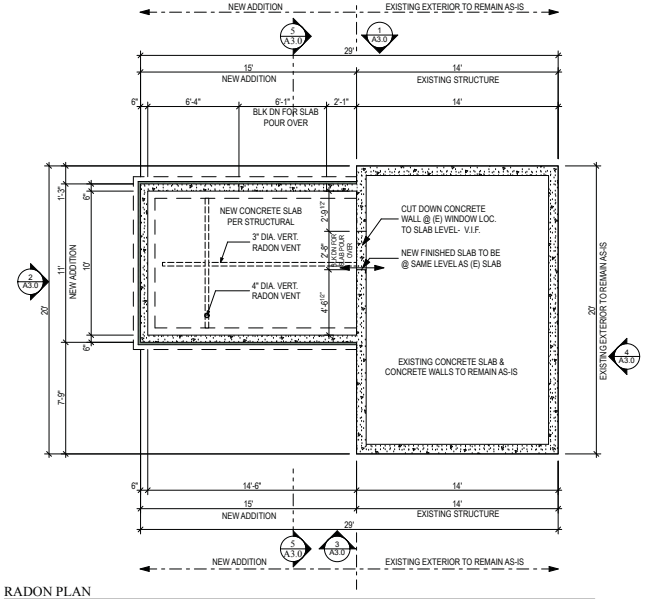
4 FOUNDATION DETAIL
SCALE: 3/4" = 1'-0"



2 FIRST FLOOR PLAN



3 ROOF PLAN



1 RADON PLAN

RADON PLAN, FLOOR PLAN & ROOF PLAN

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

402 ADU Addition

3RD AVE. SOUTH

IDAHO

HAILEY

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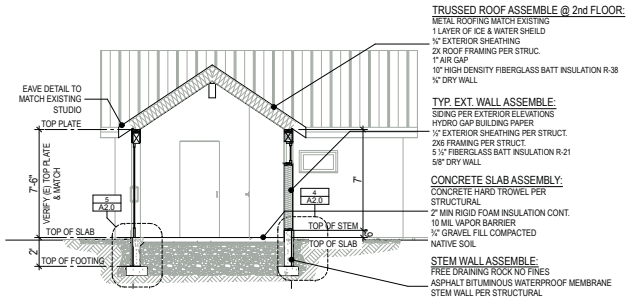
PERMIT SET

DATE: JULY 1 2019

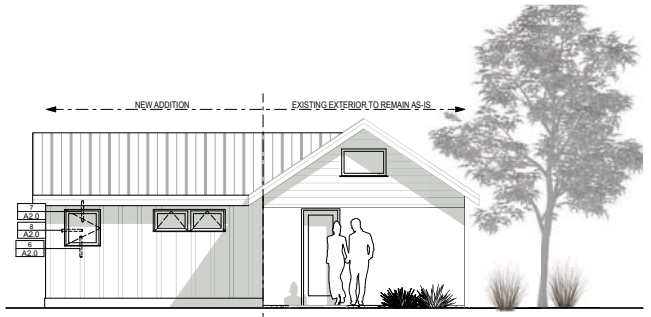
REVISIONS

NO.	DATE	DESCRIPTION

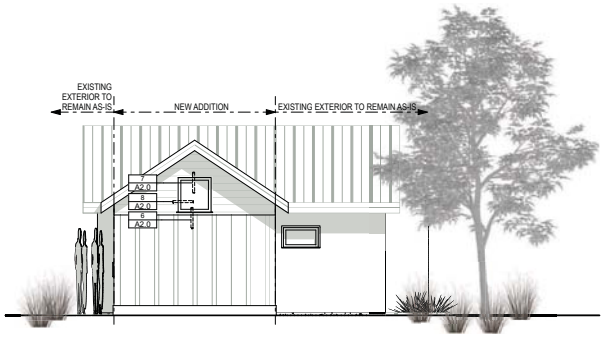
A2.0



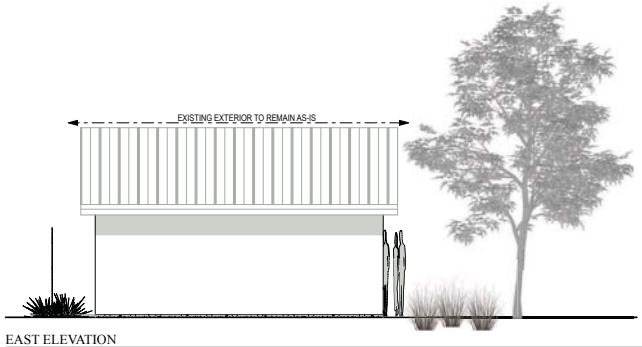
5 BUILDING SECTION



3 SOUTH ELEVATION



2 WEST ELEVATION



4 EAST ELEVATION

1 NORTH ELEVATION

EXTERIOR ELEVATIONS & BUILDING SECTION

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chip@modellc.com
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402 ADU Addition

3RD AVE. SOUTH

HAILEY IDAHO

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PERMIT SET

DATE: JULY 1 2019

REVISIONS

NO.	DATE	DESCRIPTION

A3.0

GENERAL NOTES:

The following structural specifications shall apply to the drawings and be assumed as typical unless noted otherwise in the drawings. The specifications will cover information that may or may not be noted on the drawings.

All dimensions and elevations shall be verified by the Contractor to coordinate with the architectural drawings and other working drawings, prior to the start of construction. Any discrepancies shall be reported to the Engineer for clarification.

All details, notes and specifications shall be verified by the Contractor to coordinate with the architectural drawings and other working drawings. Any discrepancies shall be reported to the Engineer for clarification prior to proceeding with any work or fabrication.

Any omission of various elements shall be approved by Engineer.

All bracing and shoring shall be provided and designed by the General Contractor as required to support all loads that may be imposed on the structure for as long as required for safety and until all structural elements are complete.

Substitution of any materials or products specified in the drawings shall be submitted to the Engineer for approval prior to installation.

The contractor shall provide shop drawings to the Engineer for review prior to fabrication and/or erection of Manufactured Wood Trusses and structural Steel.

During and after construction the contractor and/or owner shall keep loads on the structure at or below the design loads noted below.

Holes, notching or other penetrations through structural members shall not be permitted without Engineer approval. The Contractor shall submit size and location of all penetrations to structural members to the Engineer for approval, prior to commencing installation. Prequalified holes in wood I-joists are permitted per the manufacturers recommendations, without the Engineers approval.

The General Contractor shall be responsible for safety and protection within and adjacent to the job site.

Observation visits by Engineer shall not be construed as construction supervision, inspection and/or construction approval.

The Contractor shall notify Engineer at the completion of framing for a site visit.

DESIGN SPECIFICATIONS:

BUILDING CODE
Design, construction, and inspection shall conform to the International Building Code, (IBC), 2012 Edition and Local Codes that may be applicable.

DESIGN LOADS
At all times, the General Contractor and Owner shall keep the loads on the structure within the limits of the design load criteria.

DESIGN ROOF LOADS
Live Load (Snow)
Pg=120PSF
Ce=1.0
Ct=1.0(warm roof), 1.1 (cold roof)
Pf =100 PSF
Dead Load = 20 PSF
Wood Load Duration Factor = 1.15

DESIGN FLOOR LOADS
Live Load = 40 PSF
Dead Load = 12 PSF

WIND LOAD DATA
Basic Wind Speed (3 sec. gust) = 115 MPH
Importance Factor (Iw) = 1
Building Category = II
Risk Category = II
Exposure Category = B

SEISMIC LOAD DATA
Seismic Use Group = II
Importance Factor (Is) = 1
Risk Category = II
Sds = 0.44
Sd1 = 0.21
Site Class = D (Assumed)
Seismic design category = D
Response Modification
Coefficient (R) = 6.5 Wood shear walls
Seismic Weights (W) =Dead Loads + 35% Snow Load
ASCE7-05 Equivalent Lateral Force Procedure

SOIL/FOUNDATIONS:

Design soil bearing pressure assumed to be 2000psf.

Site preparation, excavation, and drainage per others.

All foundations shall bear on original, undisturbed, firm, drained, granular soil free of organic material. If soil is disturbed, compact soil in maximum 6" deep lifts to 95% maximum dry density per ASTM D1557-00.

Contractor to notify Engineer if soil conditions are contrary to the assumed design conditions which may require a lower assumed soil bearing pressure such as clays, silts, organic, or other problems such as ground water.

Exterior footings shall bear a minimum of 2'-0" below finished grade unless otherwise noted in the drawings.

Footings shall not be placed in water or frozen ground.

Excavation for any purpose shall not remove lateral support from any foundation without approved underpinning or protection against settlement or lateral translation or adjacent foundations.

Compacted fill material in excess of 12 inches in depth shall comply with the provisions of an approved geotechnical report. Compacted fill material 12 inches or less in depth shall have an in-place dry density not less than 90 percent of the maximum dry density at optimum moisture content determined in accordance with ASTM D 1557. The compaction shall be verified by special inspection in accordance with IBC section 1704.7

CONCRETE:

Properties:
Structural concrete for walls piers and footings:
Minimum 28 day compressive strength: 3000 psi
Minimum air entrainment: 6% minimum air
Maximum aggregate size: 3/4"
Cement: Type II

Concrete for garage and exterior slabs:
Minimum 28 day compressive strength: 4000 psi
Minimum air entrainment: 3%
Maximum aggregate size: 3/4"

Form work, Measuring, mixing, transporting and placing shall comply with ACI 318-14, and the ACI Manual of Concrete Practice

Water shall not be added to the concrete mixture on site.

All concrete stripping and protection shall conform to the specifications, drawings, ACI 318-14 and ACI Manual of Concrete Practice.

Reinforcing steel, anchors and other embedded items shall be tied to ensure proper embedment and location is maintained during concrete pour.

ACI Cold Weather Standards shall be utilized to protect and heat concrete materials when air temperature is less than 40 degrees F. Placement shall comply with ACI 306R recommendations. All concrete materials, reinforcement and embeds shall be free from frost.

CONCRETE WALLS
Reinforce concrete walls as follows, unless specified otherwise in the drawings:

Provide dowels from footing to wall to match vertical reinforcement size, spacing and location. Provide dowel/vertical bar at all corners and wall ends. Embed dowels 48 bar diameters into wall and footing. If footing depth is inadequate for embedment length, provide standard 90-degree hook and embed into footing to a depth 3" clear of bottom face of footing. Provide full length lap splice of vertical reinforcement to dowels.

Provide corner bars with 2'-0" long legs to match horizontal reinforcement size, spacing and location unless otherwise noted in drawings. Lap splice horizontal steel full length with corner bars.

Reinforcing steel shall be continuous through all cold joints.

Provide minimum of (2)- #5 around perimeter of all openings. Extend reinforcing a minimum 3'-0" past opening edges.

Stem, basement and retaining walls shall not be backfilled until all floors are framed and sheathed, basement slabs poured and cured 7 days and wall concrete strength meets specified compressive strength.

Provide adequate drainage behind walls as required to prevent standing water behind walls.

CONCRETE SLABS ON GRADE
Unless noted otherwise in the drawings, concrete slabs on grade to be 4" thick, reinforced with #3 @ 18"o.c. each way placed at slab centerline.

Thicken perimeter slab edges to 8" thick and provide additional #3 in thickened edge.

Slabs to be placed over 6" thick compacted gravel base over undisturbed or compacted native strata. Verify vapor barrier, insulation and radon abatement system below slab per others.

All surfaces of construction joints shall be free of dust, chips and foreign matter prior to casting adjacent slab. Reinforcement shall be continuous through construction and crack control joints.

Provide 3/8" thick expansion joint material and sealant between slab edges and abutting walls and columns unless otherwise noted on the drawings.

Provide control joints, maximum 12' spacing each way, verify location with architect.

REINFORCING STEEL
#4 and larger bars shall conform to ASTM A615, grade 60.

#3 bars shall conform to ASTM A615, grade 40

Welded Wire Fabric shall conform to ASTM A185, grade 60

Reinforcing steel to be fabricated and placed in accordance with ACI 315 and ACI 318.

All rebar splices in concrete and masonry shall be lapped 36 bar diameters and 48 bar diameters respectively unless otherwise noted. Welded Wire Fabric shall be lapped one mesh tie.

Reinforcement and deformed bar anchors to be welded shall be A706 weldable or prior approved equal. Welding of rebar to be approved by Engineer. Welding shall conform to AWS D1.4 standards.

All bars shall be securely tied in place, prior to pouring concrete.

ANCHORS:

ANCHOR BOLTS
Anchor bolts shall be ASTM A307, with a minimum 7" embedment depth. Anchor bolts shall be of the size and spacing specified in the plans, with a minimum of 5/8"ø X 10" A.B. at 48"o.c. with washer PL1/4x3x3 at concrete walls and 5/8"ø X 8" A.B. at 6'-0"o.c. at pony wall footings. Anchor bolts shall be placed with in 1'-0" from wall ends, 6" for corners in concrete walls, and a minimum of (2) bolts per wall.

ANCHORS
Hold down anchors, base plate anchors and other such embeds shall be accurately located. Exact dimensions shall be known by the contractor prior to pouring of the concrete. Contractor shall coordinate dimensions for hold down anchor locations with architectural dimensions, window/door rough opening dimensions, and Simpson hold down dimensions.

Substitution of epoxy anchors is not acceptable unless approved by the engineer for the specific application.

EPOXY ANCHORS
Epoxy anchors shall be Simpson SET for base material temperature 40 degrees or higher, Simpson AT for lower temperatures. Install per manufacturers instructions, drill hole to manufacturers specified diameter and depth, remove dust from hole with oil free compressed air. Clean with nylon brush and blow out remaining dust. Fill hole with adhesive per instructions, avoiding air pockets. Anchor must be held still free and not disturbed during cure time. Other epoxy anchor systems may be substituted with Engineers approval. Periodic special inspection required for epoxy anchors per IBC section 1707.3.

Epoxy anchors installed to support sustained tension loads shall be installed by certified adhesive anchor installer.

WOOD

WOOD FRAMING
Conventional Light Framing construction shall conform to IBC section 2308, unless noted otherwise.

All framing fastening shall be in accordance with IBC section 2304.10 unless otherwise noted on the drawings.

Minimum header shall be (3)-2X8 unless otherwise noted in drawings.

Minimum header post shall be (2)-2X6 bearing studs plus king stud each end unless otherwise noted.

Typical beam pocket at beam bearing locations shall consist of full beam width 2X6 bearing trimmers and 2X6 grabber stud each side. Where 2X6 grabber studs are not possible, provide Simpson TS22 or ST6224 steel strap attached equally to beam and bearing stud.

Provide minimum 1-1/4" thick solid blocking below all bearing walls. Provide minimum 1-1/4" thick solid rim board at perimeter of all floors.

Provide full height blocking between joists at all floor and roof bearing walls and above all shear walls.

Provide solid blocking in floor space below all posts and trimmers from above. Where "I" joists interrupt blocking, provide joist web stiffeners and blocking per manufacturers recommendations.

SAWN STRUCTURAL LUMBER
Structural lumber shall conform to the latest edition of the West Coast Lumber Inspection Bureau (WCLIB) or Western Wood Products Association (WWPA) grading rules for the specified sizes and grades listed below.

2X, 3X, 4X	Douglas Fir-Larch No.2
6X and larger	Douglas Fir-Larch No.1
2X and larger S.S.	Douglas Fir-Select Structural

Wood bearing on, or installed within 1" of concrete or masonry shall be pressure treated with and approved preservative.

LAMINATED VENEER LUMBER (LVL)
Laminated Veneer Lumber shall conform to the minimum allowable design properties listed below. LVL material to be of solid sections. Substitution of multiple piece sections requires Engineer prior approval.

Multiple piece sections shall not be substituted for solid sections without prior Engineer approval. Where multiple piece LVL sections are specified in drawings or approved, nail two ply and three ply LVL sections with (3) rows 16d common at 12"o.c. each ply. See drawings or contact Engineer for bolting for (4) ply or greater sections.

LVL Minimum Allowable Design Properties:

Fb =	2600psi
Fv =	285psi
Fc (parallel) =	2500psi
Fc (perpendicular)=	750psi
E =	2,000,000psi

LVL lumber shall not be used outside of the building envelope, unless treated and rated for exterior use, verify with Engineer.

GLUED-LAMINATED TIMBER
Structural Glued-Laminated Timber shall conform to the AITC 117-01 Combination 24F-V4 unless noted otherwise in drawings. Enclosed or wrapped glued-laminated timbers to be industrial grade finish. Exposed glued-laminated timbers to be architectural grade, verify finish with architect.

All Glued-Laminated Timber to have zero camber unless otherwise noted on drawings.

Fabrication shall be in accordance with AITC 117-01. Provide wet use adhesives. Maximum moisture content shall be 15%

Install Glued Laminated Timber beams with "TOP SIDE" up as designated on beam.

Glued Laminated timbers used outside of the building envelope shall be treated and rated for exterior use.

PLYWOOD SHEATHING
All plywood sheathing shall be APA rated exposure 1 plywood with thickness, veneer grades and span ratings as noted herein or in drawings.

Plywood at roof and floors shall be laid with face grain perpendicular to supports and end joints staggered at 4'-0" o.c.. Provide 1/8" space at all panel edges.

Nail roof sheathing with 8d galvanized box or 8d ring shank, provide boundary nail spacing at 6"o.c. to blocking or joist over exterior walls, shear walls and drag struts, provide field nail spacing at 12" o.c., at interior panel edges and to all framing unless otherwise noted on drawings.

Unless otherwise noted in drawings and shear wall schedule, nail APA rated wall panel edges and boundaries with 8d galvanized box at 6"o.c., and 12"o.c. intermediate. Block and edge nail all horizontal panel edges at designated shear walls. Also provide edge nailing to top and bottom plates.

Roof Sheathing:
5/8" CDX minimum (40/20) span rating.

Exterior Wall Sheathing
15/32" CDX minimum (24/0) span rating unless otherwise noted. 7/16" Oriented Strand Board with the same span rating may be substituted for exterior wall sheathing.

WOOD FASTENERS

NAILS, BOLTS, LAGS AND PREFABRICATED CONNECTIONS FOR WOOD
Unless otherwise noted in drawings or hardware supplier specification, all nails shall be box or galvanized box. Substitution of staples for nails only with Engineer prior approval.

Wood bolts and lags shall conform to ASTM A307 grade unless otherwise noted. Provide mild steel plate washers at all bolt heads and nuts bearing against wood.

Metal connectors specified in drawings shall be manufactured by the Simpson Strong Tie Company and installed per their specifications. Other manufacturers may be considered where load capacity and dimensions are equal or better. All substitutions must be submitted to the Engineer for review.

Provide Zmax or HDG coating where connectors/fasteners are in contact with treated wood, dissimilar metals or where installed outside of the building envelope.

Provide the maximum nailing pattern for all metal connectors, except Coils straps to the top of wood I-joist.

Nail or screw substitutions, other than manufacturers specified, must have Engineer prior approval.

Drill holes for bolts and lag screws with a bit 1/16" larger than the specified bolt diameter.

Provide cut washers under bolt head typical.

Lag bolts shall be installed by turning with a wrench.

SHEAR WALL SCHEDULE

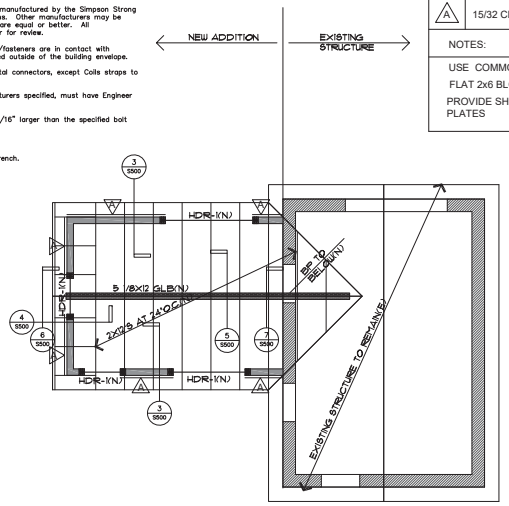
	WALL SHEETING	EDGE NAILING	FIELD NAILING	BLOCKING AND ABUTTING EDGES
A	15/32 CDX	8d's AT 6" o.c.	8d's AT 12" o.c.	2x6 BLOCKING ALL EDGES

NOTES:

USE COMMON OR GALV. BOX NAILS

FLAT 2x6 BLOCKING MAY BE USED AT HORIZ. ABUTTING PANEL EDGES

PROVIDE SHEAR WALL EDGE NAILING AT EDGES AND AT TOP AND BOTTOM PLATES



ROOF FRAMING PLAN

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

FRAMING NOTES

TYPICAL PLYWOOD ROOF BOUNDARY NAILING : 8d AT 6" O.C.

IF ACTUAL EXISTING CONDITIONS ARE DIFFERENT THAN ASSUMED IN THE DRAWINGS CONTACT ENGINEER

(N): NEW STRUCTURAL MEMEBER
(E): EXITING STRUCTURAL MEMBER

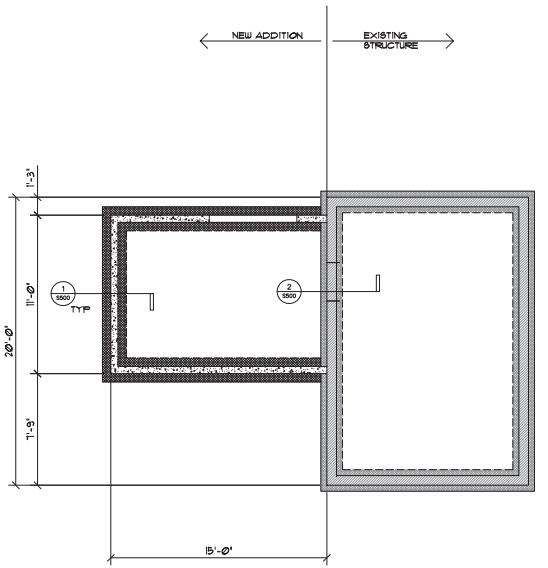
HEADER SCHEDULE	
MARK	HEADER OPTIONS
HDR-1	6X8, (3)2X8 (2) 1 3/4 X 7 1/4 LVL 3 1/8 X 7 1/2 GLB

AT ENDS OF ALL HEADERS, PROVIDE MINIMUM (2) 2 x 6 TRIMMERS AND (1) 2 x 6 KING STUD WITH 16d's AT 9"o.c., U.N.O.

WALL LEGEND

NEW WALL 2 x 6 AT 16" o.c.

VERIFY EXISTING WALL TO REMAIN



FOUNDATION PLAN

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

FOUNDATION NOTES

FOOTING REINFORCEMENT TO BE PLACED AT 3" CLR FROM BOTTOM OF FOOTING, U.N.O.

IF ACTUAL EXISTING CONDITIONS ARE DIFFERENT THAN ASSUMED IN THE DRAWINGS CONTACT ENGINEER

WHERE NEW CONCRETE ABUTS EXISTING CONCRETE SET NEW HORIZ. REINF. IN EXISTING CONCRETE WITH EPOXY, EMBED 3"

AT ALL LOCATIONS WHERE NEW LOADS ARE BEARING ON EXISTING FOUNDATION VERIFY SOLID LOAD PATH AND SIZE AND CONDITION OF EXISTING FOUNDATION BELOW.

VERIFY ALL DIMENSIONS WITH ARCHITECTURAL DRAWINGS AND EXISTING CONDITIONS, CONTACT ARCHITECT AND ENGINEER WITH ALL DISCREPANCIES

(N): NEW STRUCTURAL MEMEBER
(E): EXITING STRUCTURAL MEMBER

WALL LEGEND

NEW CONCRETE STEM WALL AND FOOTING

VERIFY EXISTING C.M.U. STEM WALL AND CONCRETE FOOTING

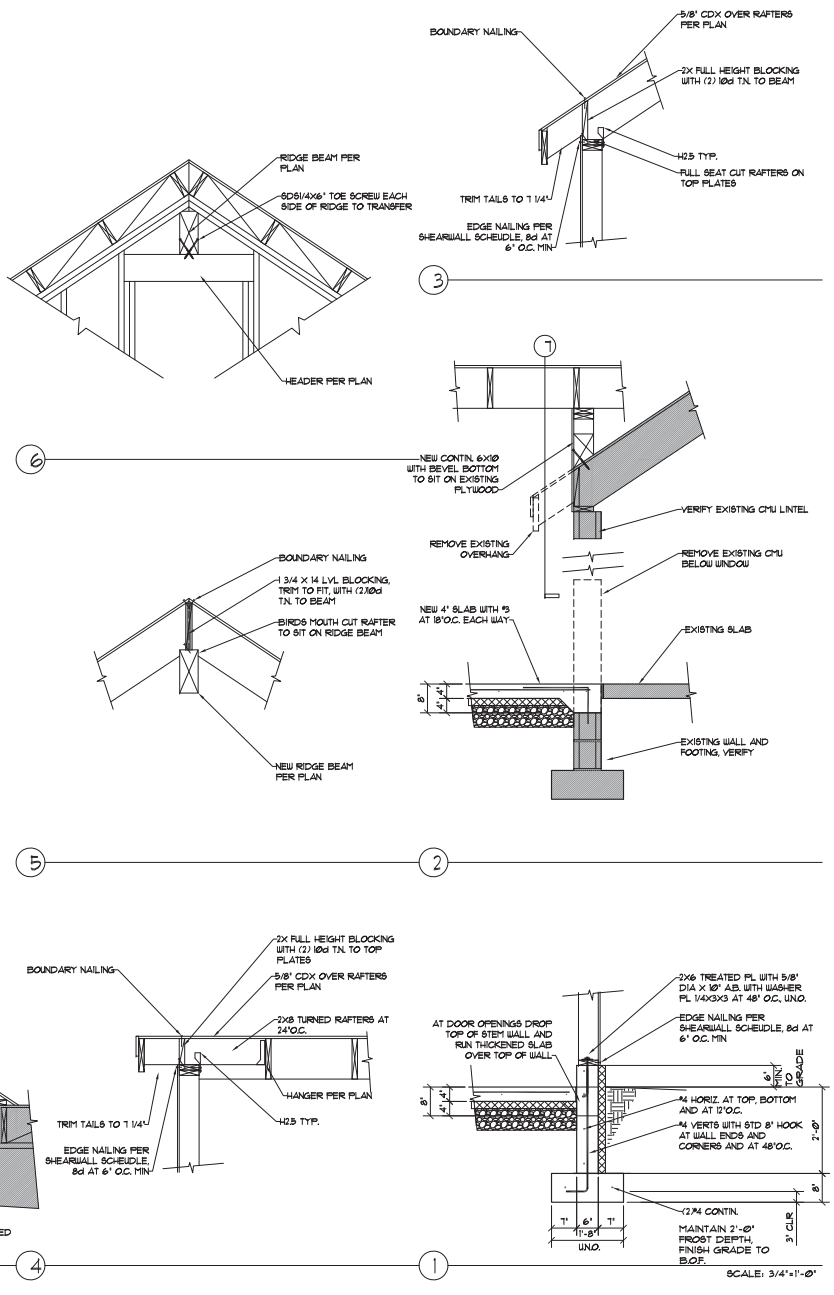
STRUCTURAL SPECIFICATIONS

Liv Jensen Engineering PLLC
STRUCTURAL ENGINEERING
Hailey, Idaho - livdenz.net - (208) 720 - 5549

Kerr ADU Addition
402 3rd Avenue South
Hailey, Idaho

PERMIT SET: 7-1-2019

SHEET NUMBER
S100



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Hailey, Idaho – liv@cox.net – (208) 720 - 5549

Kerr ADU Addition

402 3rd Avenue South
Hailey, Idaho

PERMIT SET: 7-1-2019

SHEET NUMBER
S100

Urban Barn 13" High Galvanized Steel Outdoor Wall Light

From the Urban Barn collection by John Timberland, this indoor-outdoor wall light will add rustic charm to your living space. This fixture features a long, thin curving neck with a wide downlight shade attached to the end. It comes in rustic steel construction made to look galvanized, making it the perfect accent for an industrial setting.

Add a classic country-industrial look to your outdoor space with this steel outdoor wall light made to look galvanized.

SIZE

- 13" high x 10" wide.
- Extends 13" from the wall.
- Backplate is 6 1/2" wide.
- Shade is 10 1/4" wide x 5" high.
- Height from center of the mounting plate to top of fixture is 9 3/4".
- Weighs 1.89 lbs.

DETAILS

- Uses one maximum 100 watt or equivalent bulb (incandescent, LED, or CFL). Bulb not included.
- Indoor-outdoor wall light from the Urban Barn collection by John Timberland. Wet location outdoor rated.
- Steel construction made to look galvanized.
- An industrial design barn light.
- Rustic - lodge style.

RECOMMENDED BULB

- Incandescent, LED, or CFL light bulb.
- A19 shape; standard-medium base.
- Dimmable with compatible dimmers and bulbs, sold separately.

Return to Agenda

August 19, 2019

TO: Planning and Zoning Commission

FM: Lisa Horowitz, Community Development Director

RE: Consideration of text amendment to address timing for final plat, and other small amendments as shown in the Draft Ordinance attached to this report

Background

I. Timing of filing for final Plat

The Council has directed staff to look at timing of filing final plats. Platting is a two-step process in Idaho. Many of the rules are put forth in Idaho Code, with each city/county fine-tuning the rules to meet their needs. The basic platting procedure includes a two-step process: review and approval of preliminary plat, installation of improvements and review/approval of final plat:

A) Planning and Zoning recommends and Council approves a preliminary plat. The applicant then has one (1) calendar year to file for final plat. Typically, improvements are installed during this year, although the Hailey code allows applicants to bond for improvements, and does not require any level of completion prior to submittal of final plat:

16.03.030.A. Time Limitations For Submittal: The final plat, prepared by a professional land surveyor, must be submitted within one calendar year from the date of approval of the preliminary plat, unless otherwise allowed for within a phasing agreement or as otherwise provided herein. Plats not submitted for final approval within one year or according to the phasing agreement, shall be considered expired and preliminary plat approval shall become null and void. The council may extend the deadline for submitting the final plat upon holding a public hearing.

16.05.090.B. The developer may, in lieu of actual construction, provide to the city security pursuant to subsection 16.03.030I of this title, for all infrastructure improvements to be completed by developer after the final plat has been signed by city representatives. (Ord. 1191, 2015)

16,03.030.I. Security Required: The developer may, in lieu of actual construction, 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 and the improvements not previously installed by the developer, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one year from the date the security is provided. 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. (Ord. 1193, 2016; Ord. 1191, 2015)

B) Filing for final plat. Currently, final plats can be filed immediately after preliminary plat, even if improvements are not complete. This process places all of the burden of overseeing infrastructure completion on staff prior to staff authorizing the recordation of the plat.

Staff is suggesting with these amendments that there be a level of substantial completeness before final plats can be filed. However, Commission discussion is needed regarding the term "Substantial Completeness". Substantial completion is a term of used in business and engineering documents that means the item at hand is basically **complete**, but there may still be some work (punch list etc.) remaining. Completion means everything is done, period. The common engineering definition of substantial completeness is as follows:

"Substantially complete is when the work of the project is complete for its intended purposes with only minor, noncritical tasks remaining to be performed."

Advantages of using the common engineering term for substantial completeness are that projects will be very far along prior to the plat being heard by the Council. Disadvantages are that recording of final plat is often a critical deadline for the developer: scheduling of Council hearings followed by the 2-week (or more) delay until findings of fact could be adopted could create serious ramifications for project financing and completion.

An alternate definition of substantial completion that the Commission could consider would be a definition that required that water, sewer and subsurface infrastructure is complete and that road base is in place. Paving, sidewalk and park improvements could be considered outside of substantial completion. This could create a window of room for scheduling final hearings, while assuring that most critical infrastructure is in place.

The attached ordinance also contains a number of clarifications and additions, including adding a new section "Acceptance of Dedications" and clarifications to the section on security.

II. In Kind Contributions for Parks

When a new park is required of a development, the project either provides park space or an in-lieu payment is required. There have been circumstances when the Public Works Department would desire in-kind improvements at parks instead of an in-lieu payment. The text change proposed would allow the City, at their full discretion, to consider an in-kind contribution from a developer as part of the review and approval of a subdivision.

Criteria for Review.

Section 17.14.060(A) of the Hailey Municipal Code provides "[w]hen evaluating any proposed amendment under this chapter, the hearing examiner or commission and council shall make findings of fact on the following criteria:

1. The proposed amendment is in accordance with the comprehensive plan;

2. Essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services;

3. The proposed uses are compatible with the surrounding area; and

4. The proposed amendment will promote the public health, safety and general welfare.

1. The proposed amendment is in accordance with the comprehensive plan.

The 2010 Hailey Comprehensive Plan anticipates that the City will annually update their Capital Improvement Plan to guide necessary infrastructure. The following policies from the Comprehensive Plan are relevant to this text change.

9.1 Plan for the long-term utilities, service and facility needs of the City while minimizing impacts to the greatest extent possible.

Utilities and service needs for subdivisions are required of that development. The comprehensive Plan does not contain any goals at the level of detail to provide specific guidance for this text change.

2. Essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services.

The proposed text change will not change the fact that each subdivision is required to provide essential facilities and services needed to serve the development. The proposed text change modifies the timing of when developers can request final plat approval.

3. The proposed uses are compatible with the surrounding area.

The proposed text change will not impact compatibility.

4. The proposed amendment will promote the public health, safety and general welfare.

The amendments recommended by the Commission are consistent with the Hailey Comprehensive Plan. Consideration has been given to compatibility with surrounding neighborhoods and downtown Hailey. Staff recommends that these amendments will promote the public health, safety and general welfare.

HAILEY ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING THE HAILEY MUNICIPAL CODE, TITLE 16, BY AMENDING CHAPTER 16.03.030, FINAL PLAT APPROVAL, AND 16.04.110 DEVELOPMENT STANDARDS, SUBSECTION H, IN LIEU CONTRIBUTIONS; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the Hailey City Council has found that the following amendments to the Hailey Municipal Code Title 16, Subdivisions conform to the Hailey Comprehensive Plan;

WHEREAS, the suggested wording will clarify that required improvements shall be substantially in place prior to Council hearing on the final plat, and;

WHEREAS, the suggested wording will allow Council consideration of in-kind contributions in lieu of park land dedication.

WHEREAS, the amendments will promote the public health, safety and general welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, AS FOLLOWS:

Section 1. Section 16.03.030 of the Hailey Municipal Code is hereby amended by addition of the underlined language, as follows:

16.03.030: FINAL PLAT APPROVAL:

A. Time Limitations For Submittal: The final plat, prepared by a professional land surveyor, must be submitted within one calendar year from the date of approval of the preliminary plat, unless otherwise allowed for within a phasing agreement or as otherwise provided herein. Plats not submitted for final approval within one year or according to the phasing agreement, shall be considered expired and preliminary plat approval shall become null and void. The council may extend the deadline for submitting the final plat upon holding a public hearing. Final plats shall not be heard by the Council until improvements are substantially in place.

B. Number Submitted; Placement On Agenda: The applicant shall submit ~~six (6) copies~~ one copy of each of the following: a 24" by 36" copy; an 11" by 17" copy and an electronic copy of the final plat. The administrator shall place the application for final plat approval on the next council agenda for which space is available and all notice requirements can be met.

C. Review For Completion: The administrator shall review the final plat application to ensure that the application submitted is consistent with the approved preliminary plat. The

conditions imposed on the preliminary plat approval must be either completed or shown on plans or the plat prior to any public notice for final plat approval.

D. Notice Of Hearing: The administrator shall place public notice of the application and public hearing in a newspaper of general circulation, and to owners of property located within three hundred feet (300') of the boundaries of the proposed subdivision, and all easement holders within the subject property, no less than fifteen (15) days prior to the scheduled date of hearing.

E. Council Review: The council shall hold a public hearing and approve, conditionally approve, or deny the final plat application. In the event that the council finds that final plat does not substantially conform to the approved preliminary plat, the council shall consider the plat an amended preliminary plat and remand it to the commission or hearing examiner for preliminary plat review.

F. Conditions Imposed; Recording Time Limitation: The administrator shall ensure that any conditions imposed by the council, or required by this title, shall be met by the applicant prior to signature of the plat sheets for the purpose of recordation. Any final plat must be recorded within one calendar year of the date of final plat approval, unless otherwise allowed for within a phasing agreement. Plats not recorded within one year from the date of approval by the council, or according to the phasing agreement, shall be considered expired and such approval shall become null and void. The council may extend the deadline for recording the plat upon holding a public hearing.

G. Plat Requirements: The final plat submitted for signature shall conform to the requirements found in Idaho Code section 50-1301 et seq., as amended, and to the requirements set forth by Blaine County for digital plat submittals. The plat shall also contain the following information:

1. The exterior boundary of the subdivision shall be tied to not less than two (2) recognized county or city survey monuments, and the plat shall identify the monuments and other information as necessary to comply with Blaine County's requirements for digital plat submittals.

2. All lots shall be numbered by progressive numbers in each block separately; blocks shall also be numbered consecutively throughout all adjoining plats of the same master name.

3. The size of each lot shall be shown in both square feet and acres.

4. All plat notes required by the council shall be shown on the face of the plat.

5. Upon the back sheet(s), the required forms shall be lettered for the following: registered professional engineer and/or land surveyor's "certificate of survey"; owner's dedication certificate with notary public's acknowledgment; the approval of the mayor and council of Hailey as attested by the city clerk; approval by the city engineer and other

certificates required by Idaho Code; and acceptance of the plat by the Blaine County recorder's and Blaine County treasurer's offices.

6. The final plat shall be accompanied by copies of any private restrictions proposed to be recorded for the purpose of providing regulations governing the use, building lines, green spaces or any aspect of their development, use and maintenance.

7. Any approved area development plan for contiguous parcels shall be recorded concurrently with the final plat.

H. Recording Requirements; Release Of Plats Or Bond: The administrator shall ensure that any conditions imposed by the council shall be met by the applicant prior to signature of the plat sheets for the purpose of recordation. Thereafter, the city shall release either the signed plats or the performance bond upon the application by the developer. The applicant shall provide the city one full size copy of the recorded final plat.

I. Acceptance of Dedications. Approval of the final plat by the council shall constitute acceptance of all dedications for public streets, rights of way, easements, parks, open space, pathways and other lands dedicated for public purpose or use as shown on the final plat. As a condition precedent to acceptance of any dedications or required improvements, the council shall require the subdivider to install such improvements in accordance with city construction standards and drawings.

~~I~~J. Security Required: In cases where the required improvements cannot be constructed due to weather conditions or other factors beyond the control of the subdivider, t~~T~~he developer may 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 and the improvements not previously installed by the developer, plus fifty percent (50%), which security shall fully secure and guarantee completion of the required improvements within a period of one year from the date the security is provided. 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. In the event that cost of installing required improvements exceeds the amount of the security, the subdivider shall be liable to the city for additional costs. The amount that the cost of installing the required improvements exceeds the amount of the security shall automatically become a lien upon any and all property within the subdivision owned by the owner and/or subdivider. (Ord. 1193, 2016; Ord. 1191, 2015)

Section 2. Section 16.04.110 of the Hailey Municipal Code is hereby amended by addition of the underlined language, as follows:

16.04.110 Development Standards, Parks, Pathways and other Green Spaces, Subsection H. In Lieu Contributions:

1. After receiving a recommendation by the parks and lands board, the council may at their discretion approve and accept voluntary cash or in-kind contributions in lieu of park land dedication and park improvements.

2. The voluntary cash or in-kind contributions in lieu of park land shall be equivalent to the area of land (e.g., square footage) required to be dedicated under this title multiplied by the fair market value of the land (e.g., $/square foot) in the development at the time of preliminary plat approval by the council. The city shall identify the location of the property to be appraised, using the standards in subsections E4 and E5 of this section. The appraisal shall be submitted by a mutually agreed upon appraiser and paid for by the applicant.

3. Except as otherwise provided, the voluntary cash or in-kind contribution in lieu of park land shall also include the cost for park improvements, including all costs of acquisition, construction and all related costs. The cost for such improvements shall be based upon the estimated costs provided by a qualified contractor and/or vendor. In the business (B), limited business (LB), neighborhood business (NB) and transitional (TN) zoning districts, in lieu contributions will not include the cost for park improvements.

4. In lieu contributions must be segregated by the city and not used for any other purpose other than the acquisition of park land and/or park improvements, which may include upgrades and replacement of park improvements. Such funds should be used, whenever feasible or practicable, on improvements within walking distance of the residents of the subdivision. (Ord. 1191, 2015)

Section 3. Severability Clause. Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

Section 4. Repealer Clause. All City of Hailey ordinances or parts thereof, which are in conflict herewith, are hereby repealed.

Section 5. Effective Date. This ordinance shall be in full force and effect from and after the required three (3) readings, approval, and publication according to law.

PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL AND APPROVED BY THE MAYOR THIS__ DAY OF _____, 2019.

_____
Fritz X. Haemmerle, Mayor, City of Hailey

Attest:

_____
Mary Cone, City Clerk

Published: Idaho Mountain Express _____, 2019

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