

**Meeting Minutes**  
**Hailey Planning and Zoning Commission**  
**Tuesday, January 17, 2023**  
**5:30 p.m.**

Hailey Planning and Zoning Meetings are open to the public, in person, and by electronic means when available. The city strives to make the meeting available virtually but cannot guarantee access due to platform failure, internet interruptions or other potential technological malfunctions. Participants may join our meeting virtually by the following means:

**From your computer, tablet, or smartphone:** <https://meet.goto.com/CityofHaileyPZ>

**Via One-touch dial in by phone:** [tel:+15713173122,,506287589#](tel:+15713173122,506287589#)

**Dial in by phone: United States: +1 (571) 317-3122 Access Code: 506-287-589**

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**5:31:03 PM Chair Fugate called to order.**

- Public Comment for items not on the Agenda. No comment.

**5:32:32 PM Consent Agenda**

- **CA 1** Adoption of Findings of Fact, Conclusions of Law, and Decision of a City-Initiated Text Amendment to amend the Standard Drawing for Driveways in Title 18, Chapter 18.14, Section 18.14.012.K: Driveway Approach, to include a maximum width for standard driveways. **ACTION ITEM.**
- **CA 2** Adoption of Findings of Fact, Conclusions of Law, and Decision of a City-Initiated Text Amendment to amend the Hailey Municipal Code, Title 17: Zoning Regulations, Chapter 17.08: Supplementary Regulations, Article D: Accessory Dwelling Units, to allow for Tiny Homes on Wheels within all residential zoning districts. **ACTION ITEM.**
  - o **CA 3** Adoption of Findings of Fact, Conclusions of Law, and Decision of a Design Review Application by Joel Tranter and Laura Nelson, represented by architect David Barovetto, for a new 4,016 square foot single-family residence with an internal 860 square foot accessory dwelling unit at 637 South River Street (Lot 2A, Block 1, Maple Subdivision). The project is located in the General Residential (GR), Townsite (TO) and Downtown Residential Overlay (DRO) Zoning Districts. **ACTION ITEM.**
- **CA 4** Adoption of Meeting Minutes dated November 21, 2022. **ACTION ITEM.**
- **CA 5** Adoption of Meeting Minutes dated December 5, 2022. **ACTION ITEM.**
- **CA 6** Adoption of Meeting Minutes dated December 19, 2022. **ACTION ITEM.**

Chair Fugate stated to pull ca 5.

**5:32:49 PM** Smith motioned to approve CA 1 to CA 4 and CA 6. Stone seconded. Scanlon abstained. Smith, Sauerbrey, Stone, Fugate in Favor. .

[5:33:08 PM](#) Smith motioned to approve CA 5. Scanlon seconded. All in Favor.

### **Public Hearing**

- **PH 1** [5:33:35 PM](#) Consideration of a Preliminary Plat Application submitted by Pilling Family Trust, to subdivide Lots 41 & 49, Block 3, Sunbeam Subdivision Phase I into ten (10) sublots. This project is located within the Limited Residential (LR 1) Zoning District. This project is known as Panorama Point. **ACTION ITEM.**

Osborn introduced project, summarizing proposal and location

[5:35:39 PM](#) Manya Yvonne, representing Pilling Family Trust, explained reason behind name and factors that determined design of project. Yvonne summarized floor plans for each home, noting each home has a private outdoor area. Yvonne summarized landscaping design, noting xeriscape proposed and trees intended to provide privacy. [5:40:03 PM](#) Archie ???, noted that all roofs angled in such a way to allow for minimum amount of solar panels as necessary and all units will be solar ready. Archie summarized was designed to all for someone who wants to go more green to do so easily.

[5:41:38 PM](#) Matt Smith, Galena Engineering, explained how utilized existing surfaces and drainage pathways. M. Smith noted one road cut area.

[5:42:40 PM](#) Scanlon asked if sublots 9 & 10 are two car garage. Yvonne noted few other sublots that are tandem 2 car garages.

[5:43:12 PM](#) Stone asked if the park went away. Davis explained Sunbeam Park accounts for park space per PUD. Stone clarified would not see as design review. Davis confirmed this project will not go through design review process.

[5:45:34 PM](#) Smith asked if oversight on no check marks whether compliant or not. Osborn confirmed all compliant. Smith asked range of cottage unit square footages. Yvonne stated approximately 1533 -2700 square feet. Smith asked expected construction schedule. Yvonne stated as soon as possible. Smith asked staff if communications about driveway access. Davis explained what applicant has proposed is compliant with code, though staff would prefer alley access.

[5:48:27 PM](#) Stone asked what about more curb cuts makes it more difficult for snow removal. Davis explained it can make it more difficult when plowing for both city and resident.

[5:49:23 PM](#) Sauerbrey has no questions, seems compliant to code. Sauerbrey thanked applicant for their attention paid to minimizing water usage.

[5:50:14 PM](#) Chair Fugate stated it seems like a lot of driveways for pedestrians, and Sunbeam when first came through were all about walkability / connectivity. Chair Fugate asked applicant their thoughts on alternative entry access such as a private street. Chair Fugate verified with staff Private Street would be permitted

under PUD. Yvonne believes it still walkable. Yvonne explained it seemed preferable to have an attached garage and space in back of homes. Scanlon suggested combining driveways of subplot's 7 & 8 and 3 & 4. Yvonne explained reasoning in not combining those driveways. M. Smith explained they had looked at combining those and that in terms of pedestrian impact it is the same amount.

[5:57:20 PM](#) Scanlon asked about multiple contour lines along subplot 10. M. Smith explained those are existing meters.

[5:58:14 PM](#) Chair Fugate stated Yew trees were noted in landscaping and those are not permitted. Chair Fugate confirmed items that would be part of the HPA.

[5:59:35 PM](#) Chair Fugate opened public comment.

[6:00:16 PM](#) Chair Fugate closed public comment.

[6:00:34 PM](#) Scanlon does not see any reasons why should not proceed with project.

[6:01:40 PM](#) Stone liked idea of own driveway, discussed instinct of putting driveway behind homes but that don't need to be in love with sidewalk. Does not have any issues.

[6:03:16 PM](#) Smith agrees with commissioners, stated applicant put a lot of thought into this.

[6:04:42 PM](#) Sauerbrey agrees with other commissioners and agrees would be difficult to reconfigure driveways without losing the shared green space.

[6:05:58 PM](#) Chair Fugate reiterated cottage style has proved to be very desirable and complimented project. Chair Fugate understands and appreciates attached garages even though she does not like all the curb cuts.

[6:07:11 PM](#) Davis suggested condition of approval p) requiring applicant going through Sunbeam's Design Review process prior to building permit.

[6:09:01 PM](#) Stone motioned to approve a Preliminary Plat Application by Pilling Family Trust, wherein two (2) cottage lots in Sunbeam Subdivision Phase I (SUNBEAM SUBDIVISION PHASE 1 LOT 41 BLK 3, SUNBEAM SUBDIVISION PHASE 1 LOT 49 BLK 3) are subdivided into ten (10) sublots for single-family cottage units, finding that the application meets all City Standards, and that Conditions (a) through (p) , as amended are met. Scanlon seconded. All in Favor.

Chair Fugate asked if appropriate to hear PH 2 and 3 in tandem. Staff confirmed.

- [PH 2](#) [6:10:23 PM](#) Consideration of a Zone Change Application by Silver Creek Living, LLC c/o Mark Caplow, for an amendment to the City of Hailey Zoning District Map, Title 17, Chapter 17.05, Section 17.05.020. The proposed change includes amending 31 East McKercher Boulevard (Northridge X

Subdivision, Lot 1, Block 1) from Limited Residential (LR-1) to Limited Business (LB). **ACTION ITEM.**

See under PH 3.

- **PH 3** [6:10:52 PM](#) Consideration of a Text Amendment to the Hailey Municipal Code, submitted by Silver Creek Living, LLC, c/o West of First, LLC, to amend Title 17: Zoning Regulations, Chapter 17.02: Definitions, Section 17.02.020: Meaning of Terms or Words, to define Residence Hall, as well as amend Section 17.05.040: District Use Matrix, to include Residence Hall as a permitted use within the Limited Business (LB) Zoning District only, to allow for a maximum density of 20 units per acre within the district, and to amend Chapter 17.09: Parking and Loading Spaces, Section 17.09.040.01: Residential, to include parking regulations for the new use. **ACTION ITEM.**

[6:12:02 PM](#) Osborn introduced PH 2, summarizing applicants request of rezone. [6:13:17 PM](#) Davis explained that the residential facility stopped operating in February 2022 and that applicant would like to repurpose the building. The proposed definition would allow for each room to be leased for employee housing. Davis explained proposed definition by staff and how it differs from applicant's recommendation. Davis turned floor over to applicant team.

[6:14:35 PM](#) Sam Stahlnecker, Opal Engineering, provided presentation that summarized proposed rezone and amendment. Stahlnecker noted goal is to rent room with attached bathroom and to have communal living spaces, applicant standard of review and how meets code. [6:21:10 PM](#) Stahlnecker provided estimates from the 2022-2023 Housing Action Plan.

[6:21:43 PM](#) Scanlon asked if each room has it own bathroom. Applicant confirmed. Scanlon asked if applicant felt there would be enough room to develop the additional parking required. Commission discussed emergency access and additional parking.

[6:25:40 PM](#) Stone asked if the kitchen has one stove. Anita Northwood explained appliances, storage space available. Northwood stated there is a large community room available in each building and would be beneficial to add additional stove. Northwood confirmed there are kitchenettes available in each room with mini fridges and microwaves. Sauerbrey asked estimated rent. Northwood stated \$1500 and that includes utilities and internet. Sauerbrey asked what an affordable ami unit would be. Stahlnecker explained these are not proposed as affordable units. Sauerbrey asked if this property is currently for sale. Stahlnecker does believe it is listed. Sauerbrey has concern if change the property to limited business it would increase the density, and or all of these potential housing units could be turned into offices. Stahlnecker addressed Sauerbrey's concern about potential of converting to business, that does not believe these units would convert to office space. Paul Kenny, stated if it were office space it would not command the price point a residential use would. Discussion ensued on office space vs. residential use.

[6:38:05 PM](#) Mary Fauth, Blaine County Charity Fund, summarized steps Blaine County Charity Fund has taken to help address housing issues and current situation within the county. Stone

asked what happens to those currently living in this unit if approved. Fauth explained where potential funds come from.

[6:42:07 PM](#) Chair Fugate asked what kind of categories of peoples discussing. Fauth explained all kinds of people. Fauth explained all tenants have their income verified. Northwood noted that there are professionals living there such as traveling nurses, air traffic controllers, medical assistants, it's a large spectrum and mixed population. Northwood stated insist all have jobs. Chair Fugate asked if Northwood is on premises and if would continue. Northwood confirmed. Northwood stated we need this.

[6:44:34 PM](#) Smith asked if understood would have a live in manager. Northwood stated it has been considered. Smith thinks could needed. Smith suggested secured lockers in kitchen for food storage. Smith does not believe there is a better use at this time.

[6:47:10 PM](#) No further questions from Sauerbrey, just has concerns about potential of lot being bought out and then used for a different purpose. Kenny noted several potential employers have already shown intent for use of entire lot for work force housing.

[6:49:15 PM](#) Chair Fugate understands this is a transitional space but asked if there are time restrictions of how long those can stay. Northwood stated there is no time limit. Chair Fugate asked about laundry facility. Northwood confirmed size. Stahlnecker noted within definition it is noted for long term rental. Sauerbrey asked why staff used language for typical use of long term. Davis confirmed that could easily be modified. Chair Fugate asked room size and if have more than one person in each room. Northwood explained they vary and sometimes. Scanlon if limiting to permit maximum of 4 people, Northwood explained that would be max and typically less. Davis referenced definition of single room occupancy that ARCH uses in other areas. Northwood added this property is right at the bus stop. Kenny noted other things that have come up in discussions – such as with the Valley Club discussed potential of shuttles.

[6:56:51 PM](#) Chair Fugate opened public comment for PH 2 and PH 3.

[6:57:06 PM](#) Krista McMann, on behalf of Hunger Coalition, said will be reiterating a lot of what Mary said. McMann explained that have been collaborating with Mary Blaine County Charity Fund, seeing need for housing, food support, that are helping people relocate over the holidays from places with no heat or running water. That know a lot of these folks could be out in the cold again. Really just here to urge them and hope they join them to rise to needs of our community.

[6:58:05 PM](#) Katie Gray, main concern is parking noticed there are quite a few cars in Silver Creek now and wanted to know the occupancy now. If there are 32 unit and allow up to 4 people per room, it will definitely impact water. Gray expressed concern of noise and parking and amount proposed is unreasonable. Gray thinks need to say can have two people per apartment. How are you going to say how many people can be in per unit and don't know how that will be monitored. Lot is for sell for 6million and that by her calculations would pay for it itself within 3 years, that there is some greed here as well and if really want to help work force housing may want to consider rent.

[7:00:59 PM](#) Chair Fugate closed public comment for PH 2 and PH 3.

[7:01:10 PM](#) Davis explained how staff has expanded the proposal made by the applicant team.

[7:02:32 PM](#) Chair Fugate asked commissioners thoughts on how it fits within the SRO. Commission and staff discussed options for definition that would be best for Hailey. Stahlnecker believes this is a great use of this building short term and potential benefits to community. Discussion ensued on benefits of change and how this does not currently fit within code due to communal areas. Stone has concerns of populating all 32 rooms, not being able to access residents in emergency.

[7:22:07 PM](#) Stahlnecker noted that proposed access off Cranbrook would be limited but that prefers not to use that access point. Stahlnecker stated all parking onsite that believes proximity to bus stop will also help alleviate traffic as well. Stahlnecker summarized there are options to explore for parking options. Smith stated in his experience, a gentleman had converted two apartments into 2 similar housing options and person he knew appreciated that option. Smith is in support of this project. Discussion continued regarding definition and term to use, all in agreement use of full time manager would be good, and that definition needs to include shall include bedroom and private bathroom and to use term Co-Living. Discussion ensued regarding parking access. Applicant agreed to do their best to stay out of green space.

[7:56:00 PM](#) Commission all in agreement for rezone to LB.

[7:56:55 PM](#) Scanlon motioned to recommend approval by the City Council an Ordinance, Ordinance No. \_\_\_\_\_ amending the City of Hailey Zoning District Map, Section 17.05.020. The proposed change includes amending 31 East McKercher Boulevard (NORTHRIDGE X SUBDIVISION LOT 1 BLK 1) from Limited Residential 1 (LR-1) to Limited Business (LB), finding that the changes are in accordance with the Comprehensive Plan, 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 uses are compatible with the surrounding area and the proposed amendment will promote the public health, safety and general welfare. Smith seconded. All in Favor

[7:58:28 PM](#) Sauerbrey motioned to recommend for approval by the Hailey City Council an Ordinance, Ordinance No. \_\_\_\_\_, amending Hailey's Municipal Code, Title 17: Zoning Regulations, Chapter 17.02: Definitions, Section 17.02.020: Meaning of Terms or Words, to define Co-Living Dwelling, as well as amend Section 17.05.040: District Use Matrix, to include Co-Living Dwelling as a permitted use within the Limited Business (LB) and Business (B) Zoning Districts, and to amend Chapter 17.09: Parking and Loading Spaces, Section 17.09.040.01: Residential, to include parking regulations for the new term and use, finding that essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services, that the proposed uses are compatible with the surrounding area, and that the proposed amendment will promote the public health, safety and general welfare, and read by title only. Smith seconded. All in Favor

#### **New Business**

- [NB 1](#) [8:02:14 PM](#) Nomination of Chair and Vice Chair. (*No Documents*) **ACTION ITEM.**

[8:02:18 PM](#) Stone nominated Janet Fugate as Chair. Smith seconded. All in Favor.

**8:03:19 PM** Chair Fugate nominated Dustin Stone as Vice Chair. Scanlon seconded. All in Favor.

**Staff Reports and Discussion**

- **SR 1** Discussion of current building activity, upcoming projects, and zoning code changes.
- **SR 2** Discussion of the next Planning and Zoning Meeting: **February 6, 2023**
  - PP: Sweetwater Block 1
  - DR: Copper Ranch

Davis summarized upcoming hearing.

Smith may be out of town on 2/6/23 and unable to attend. Davis confirmed no appeal application proceeding, applicant withdrew request.

**8:06:18 PM** Scanlon motioned to adjourn. Smith seconded. All in Favor.