

Meeting Minutes
Hailey Planning and Zoning Commission
Monday, March 04, 2024
5:30 p.m.

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Present

Commission: Sage Sauerbrey, Dan Smith, Janet Fugate, Jordan Fitzgerald, Owen Scanlon

Staff: Robyn Davis, Emily Rodrigue, Ashley Dyer, Jessie Parker, Christian Ervin

5:30:04 PM Call to Order

- **5:30:15 PM** Chair announced that that Sunbeam will now be re noticed for a future date. No action will be taken tonight.
- **5:30:41 PM** Public Comment for items not on the Agenda. No comment.

5:31:19 PM Consent Agenda

- **CA 1** Motion to approve Meeting Minutes dated February 20, 2024. **ACTION ITEM**
- **CA 2** Motion to approve the Findings of Fact, Conclusions of Law, and Decision of a Conditional Use Permit Application, submitted by Two Rivers Dentistry, for the approval of a Temporary Structure, to be located onsite at 116 W. Bullion Street (Croy Addition, Lots 1-2, Block 1, North 10' of alley adj to Lots, Hailey Townsite) within the Transitional (TN) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**
Scanlon recused himself.

5:31:33 PM Smith motioned to approve CA 1 and CA 2. Sauerbrey seconded. All in Favor, Scanlon recused himself.

Presentations

- [5:32:03 PM PP 1](#) Presentation by Jacobs Civil for update to Hailey Comprehensive Plan. **ACTION ITEM**

Davis introduced Darren Fluke and turned floor to Darren.

[5:32:34 PM](#) Darren Fluke introduced himself, and provided a summary of the process, who is part of the process and where they are at in the process of the Comp Plan Update. Fluke provided a presentation as supporting document for his presentation; this is on file with Community Development.

No action required by Commission.

Public Hearing

- [5:39:21 PM PH 1](#) Consideration of a Design Review Application submitted by Jacqueline and Michael Swan, represented by Architect Rebecca Bundy, PLLC, for the construction of a single-family house addition, as well as a new, detached garage with an accessory dwelling unit located above. This project will be located at 416 North 3rd Avenue (Lots 16-18, Block 60, Hailey Townsite) within the Limited Residential (LR-1) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**

[5:39:55 PM](#) Rebecca Bundy introduced herself, as the architect. Bundy provided a history of the project site and how the applicant ended with the proposed design in front of the commission tonight. Bundy confirmed received approval from the Arts and Historic Preservation Committee. Bundy explained goal as move forward with new design, using the proposed site plan. Bundy explained proposed exterior design, materials to be used. Bundy provided material samples for commission to review. Bundy confirmed the garage ADU will match the primary house. Bundy explained design of garage ADU to help make it subordinate to the primary house. Bundy explained existing and proposed landscaping, clarifying reasoning of removal and replacement of trees.

[5:52:29 PM](#) Sauerbrey complimented the project. Sauerbrey asked if the applicant is set on the height corrugated metal. Bundy explained that would like to continue as proposed and that would have to discuss anything with the client. Sauerbrey asked about metal roof vs asphalt, and if safety issue could be tempered with snow clips. Bundy explained her experience with metal roofs and problems that arise, even with snow clips.

[5:55:46 PM](#) Smith asked if clients did the 2010 addition. Bundy stated no, they purchased it from the person who did it. Smith asked about material in the back, around a door. Bundy stated no, it is a painted plywood board and batt. Smith prefers color palette proposed. Smith asked if the roof slopes on the main structure are all 8-12. Bundy confirmed. Smith understands metal roofing is more expensive, but thinks is better solution given potential damage of ice damages. Smith asked about the lumber proposed. Bundy confirmed will be Douglas Fir or what the structural engineer recommends.

[5:58:34 PM](#) Fitzgerald confirmed all material called out as board and batt, is plywood. Bundy confirmed. Fitzgerald asked if all trees proposed for removal are on the property. Bundy confirmed. Fitzgerald asked Bundy her opinion on the historic design. Bundy explained that trying to make reference to the original design and the 2010 design, but that does not know what the original

building looked like. Bundy explained trying to respect fabric of neighborhood, but not mimicking. Bundy summarized tried to be respectful to original structure. Fitzgerald asked if structures are considered separate with a breezeway. Bundy confirmed.

[6:01:46 PM](#) Scanlon complimented applicant and project design. Scanlon asked how the ground cover will be determined. Bundy stated the client has not selected the material yet but happy to bring to staff or commission, Bundy confirmed looking at shrubs but has not narrowed the vegetation down. Scanlon cautioned design of bathroom and laundry on second floor. Scanlon asked about the gabled window, if there is a vaulted ceiling in the master bedroom. Bundy confirmed. Scanlon noted elevations reversed, Bundy will correct. Scanlon asked about exterior lighting. Bundy explained potential for additional parking and or utility storage for such items as wood. Scanlon asked mounting height. Bundy explained they would be similar to wall sconces on the ground floor, 7-8 ft approximately. Scanlon asked about old septic on sight. Bundy stated not that they are aware of. Scanlon asked what the irrigation system will be. Bundy noted it will be mostly drip.

[6:07:33 PM](#) Chair Fugate asked about outdoor area for ADU, asking if it has some kind of privacy. Bundy stated no, that idea is to really share the southeast corner of the property. Chair Fugate asked about energy saving measures. Bundy summarized proposed steps taken for energy measures – insulation above code, mini system in garage for heat and cooling, likely to upgrade heating system for main house but has not determined type, all windows will exceed requirements. Bundy noted it is important to her to design and build an energy efficiency home. Chair Fugate asked about sidewalk in lieu fee. Bundy confirmed applicant is aware likely to be a requirement.

[6:10:49 PM](#) Chair Fugate opened public comment.

[6:11:41 PM](#) Chair Fugate closed public comment.

[6:11:50 PM](#) Smith asked about drywell in vegetable garden. Bundy explained will come off gutter system underground. Bundy explained this is a phased project – adu this summer and house next.

[6:12:39 PM](#) Chair Fugate asked if the fruit trees will be shedding into another yard. Bundy explained fruit trees will be kept small and will not cross property lines.

[6:13:45 PM](#) Fitzgerald asked about the hot tub, vegetable, or bocce ball pit in the setbacks. Bundy explained how items comply with code.

[6:14:58 PM](#) Sauerbrey expressed concern of Aspens prorogating. Bundy confirmed not the Swedish Aspen. Sauerbrey complimented the project.

[6:16:08 PM](#) Smith asked if replacing all windows in existing structure. Bundy explained will be matching. Smith complimented project. Smith stated it was unfortunate original house could not be saved.

[6:17:25 PM](#) Fitzgerald complimented project, noting items that she liked. Fitzgerald explained why does not care for the plywood proposed.

[6:19:14 PM](#) Scanlon asked if applicant is good with the conditions of approval. Bundy is confirmed. Scanlon complimented project.

[6:20:30 PM](#) Bundy noted the board and batt siding will match the 2010 addition.

[6:20:52 PM](#) Chair Fugate summarized that it is too bad not able to save the existing structure, and complimented the proposed design. Chair Fugate noted appreciation for including energy efficiency measures.

[6:22:56 PM](#) Davis noted conditions k and l were combined, and that will separate when present the findings of fact.

[6:23:41 PM](#) Scanlon motion to approve the Design Review Application by Jacqueline and Michael Swan for a 1,087 square foot addition to an existing single-family residence, as well as a new 837 square foot Accessory Dwelling Unit located at 416 N. 3rd Avenue (Lots 16-18, Block 60, Hailey Townsite), within the Townsite Overlay (TO) and Limited Residential (LR1) 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 (n) are met. Smith seconded. All in Favor.

- [PH 2](#) Consideration of a Preliminary Plat Subdivision Application of the Sunbeam Subdivision (Phase II), submitted by Marathon Partners, LLC, and represented by Opal Engineering and BYLA, wherein Sunbeam Subdivision Phase I, Parcels B and C, are subdivided into 62 lots (42 lots and 20 sublots), as well as Parcel B1, which includes the remaining park dedication of 3.34 acres as contemplated in the approved Planned Unit Development Agreement.

No action taken, this item will be re-noticed for a future meeting.

Staff Reports and Discussion

- **SR 1** Discussion of building activity, upcoming projects, and zoning code changes.
- **SR 3** Discussion: Next Planning and Zoning Meeting:
 - March 18, 2024:
 - PP: Butterfly LLC
 - DR: Orihuela

Smith will not be present at March 18th hearing.

Davis summarized upcoming projects.

[6:26:25 PM](#) Scanlon motion to adjourn. Sauerbrey seconded. All in Favor.