

**Meeting Minutes**  
**Hailey Planning and Zoning Commission**  
**Monday, March 18, 2024**  
**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:

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**Present**

**Commission:** Janet Fugate, Owen Scanlon, Jordan Fitzgerald, Sage Sauerbrey

**Staff:** Robyn Davis, Emily Rodrigue, Ashley Dyer, Jessica Parker

**Absent:** Dan Smith

**5:30:36 PM Call to Order**

- [5:30:44 PM](#) Public Comment for items not on the Agenda. No comment.

**5:31:16 PM Consent Agenda**

- [CA 1](#) Motion to approve Meeting Minutes dated March 4, 2024. **ACTION ITEM**
- [CA 2](#) Motion to approve the Findings of Fact, Conclusions of Law, and Decision 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 3<sup>rd</sup> Avenue (Lots 16-18, Block 60, Hailey Townsite) within the Limited Residential (LR-1) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**

**5:31:27 PM Sauerbrey motion to approve CA 1 and CA 2. Scanlon seconded. All in favor.**

**Public Hearing**

- [5:31:45 PM PH 1](#) Consideration of a Preliminary Plat Application by Butterfly, LLC, to reconfigure Lot 2D, Block 3, Airport West Subdivision #2 (1911 Lear Lane) into two (2)

condominium lots, with one (1) 950 square foot unit (approximately) on each lot and a shared 11,953 square foot common area. This project is known as Homeworks Condominium Association, Inc. and it is located within the SCI Industrial (SCI-I) Zoning District. **ACTION ITEM**

[5:32:18 PM](#) Rodrigue introduced application, summarized buildings existing, noting that no public comments received, no comments from department and confirming garage structure cannot be sold separately.

[5:33:00 PM](#) No questions from Sauerbrey. Fitzgerald asked how the common spaces will be managed. Stahlnecker confirmed their will be CCRs recorded with the plat and HOA will manage the common area.

[5:33:42 PM](#) Scanlon asked where the garages are located. Stahlnecker confirmed location and confirmed existing. Scanlon asked if residential units. Stahlnecker confirmed live work units. Scanlon asked how units will be addressed for legal address. Stahlnecker confirmed just units will be separated out and that the garages are a limited common space.

[5:36:07 PM](#) Davis confirmed building was approved in 2021 and received C of O in 2022.

[5:36:36 PM](#) Chair Fugate confirmed someone can purchase unit 1 and that purchase would allow for use of that garage. Chair Fugate asked about common space. Stahlnecker confirmed HOA will manage it.

[5:37:36 PM](#) Scanlon asked if live work units are two story. Stahlnecker confirmed. Scanlon asked if garage is two story and if not, could one be added. Stahlnecker confirmed just one story and does not believe large enough to add a second floor.

[5:38:27 PM](#) Sauerbrey asked if changes to unit (air space) if would need to modify plat. Stahlnecker confirmed.

[5:39:26 PM](#) Fitzgerald asked if tenant living in unit had to live and work. Davis explained owner employee occupied requirements.

[5:40:28 PM](#) Chair Fugate asked what the bottom of the units look like. Stahlnecker summarized floor plan of units.

[5:41:12 PM](#) Scanlon asked if these are the same as the Lighwork buildings. Stahlnecker explained similar but these have residential units in them.

[5:41:44 PM](#) Chair Fugate opened public comment.

[5:41:59 PM](#) Chair Fugate closed public comment.

[5:42:09 PM](#) Sauerbrey summarized his support for the project.

[5:42:39 PM](#) Fitzgerald agrees with Sauerbrey and explained why she thinks it is necessary.

[5:43:04 PM](#) Scanlon asked how staff enforces business operation. Davis explained difficulty enforcing and staff manages enforcement. Scanlon and Stahlnecker discussed the HOA. Scanlon agrees with commissioners comments.

[5:44:55 PM](#) Chair Fugate agrees with comments made.

[5:45:19 PM](#) Scanlon motion to approve the Preliminary Plat Application by Butterfly, LLC, to reconfigure Lot 2D, Block 3, Airport West Subdivision #2 (1911 Lear Lane) into two (2) condominium lots, with one (1) 950 square foot unit (approximately) on each lot and a shared 11,953 square foot common area, to be known as Homeworks Condominium Association, Inc. finding that the application meets all City Standards, and that Conditions (a) through (j) are met. Sauerbrey seconded. All in Favor.

- [5:46:27 PM](#) PH 2 Consideration of a Design Review Application submitted by Noe and Rene Orihuela for the construction of a new, two story, 8,218 sq. ft. industrial space to be located at 4323 Glenbrook Drive (Lot 4, Block 42, Woodside Sub #10) within the Light Industrial (LI) Zoning District. **THIS ITEM WILL NOT BE HEARD THIS EVENING. THIS ITEM WILL BE CONTINUED ON THE RECORD TO APRIL 1, 2024.**

[5:46:39 PM](#) Sauerbrey motion to continue to April 1, 2024. Fitzgerald seconded. All in Favor.

- **PH 3** 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. **THIS PROJECT WILL BE RENOTICED FOR A FUTURE MEETING DATE.**

### Presentations

- [5:46:59 PM](#) PP 1 2023 Annual Report

[5:47:13 PM](#) Davis summarized annual report and noted highlights of what took place in 2023 in the Community Development Department.

### Staff Reports and Discussion

- **SR 1** Discussion of building activity, upcoming projects, and zoning code changes.
- **SR 2** Discussion: Next Planning and Zoning Meeting:
  - April 1, 2024:
    - DIF (*begins at 5PM*)
    - DR PreApp: The Club at Aviation Drive
    - DR: Orihuela (*continued*)
    - DR: Rivian (*continued*)

Fitzgerald suggested code amendments. Davis summarized upcoming projects, reminding commission meeting will start at 5pm.

[6:16:06 PM](#) Sauerbrey motioned to adjourn. Scanlon seconded. All in favor.