Call to Order
- Public Comment for items not on the Agenda.

Consent Agenda
- **CA 1** Adoption of Meeting Minutes dated June 20, 2023. ACTION ITEM.

- **CA 2** Adoption of Findings of Fact, Conclusion of Law of a City-Initiated Text Amendment to amend the Hailey Municipal Code, Title 16: Subdivision Regulations, Chapters 16.01, Definitions, 16.04, Development Standards and 16.08, Townhouses and Title 17: Zoning Regulations, Chapters 17.02, Definitions; 17.05, Official Zoning Map and District Use Matrix; 17.06, Design Review and 17.09 Parking and Loading Spaces to modify/create definitions and standards for detached townhouse and cottage housing development. ACTION ITEM

Public Hearing
- **PH 1** Continuation of a Design Review Application submitted by the Blaine County School District and ARCH Community Housing for a new, two (2) bedroom single-family residence of 1,195 square feet in size, and a one (1) bedroom Accessory Dwelling Unit (ADU) of 573 square feet in size. The proposed project is to be located at 111 East Croy
Street (Lots of W. 45’ of 9, and 10-12, Block 34, Hailey Townsite) within the Transitional (TN) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**

**PH 2** Consideration of a Design Review Application submitted by Lyn Holt for construction of a new 1,344 square foot garage in conjunction with a two (2) bedroom Accessory Dwelling Unit above, to be located at 519 South River Street (Lots S 23’ of 9, all of 10, Block 10, 20 ft. adj. vacated Chestnut St., Hailey Townsite) within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts. **ACTION ITEM**

**PH 3** Consideration of a Planned Unit Development Application by F & G Idaho, LLC, for approval of a three-story, eighteen (18) unit residential project, to be known as Maple Street Apartments. The project will be located at 50 W. Maple Street (Lots 16-20, Block 5, Hailey Townsite), within the General Residential (GR), Townsite Overlay (TO), and Downtown Residential Overlay (DRO) Zoning Districts. The project includes proposed public amenities and a request for waivers. As the public amenity, the PUD Application includes a proposal for six (6) community housing units and the Applicant is requesting the following waivers:

1. Waiver to the Maximum Building Height of the General Residential (GR) and Townsite Overlay (TO) Zoning Districts: Increase the maximum building height from 30’ to 35’.
2. Waiver to the Minimum Lot Size for Planned Unit Developments: Reduce the minimum lot size from one (1) acre to 0.47 acres. **ACTION ITEM**

**PH 4** Consideration of a Consideration of a Design Review Pre-Application submitted by Gary Poole, owner’s representative for Calgal Properties, LLC, for a five (5) unit mixed-use building with industrial garages on the ground floor, accessory dwelling units, and associated office spaces in the second floor, to be located at Lot 2A, Block 5, of the Airport West Subdivision #2 within the Service Commercial Industrial District, Sales and Office Subdistrict (SCI-SO) Zoning District. **ACTION ITEM**

**Administrative Reviews**

**AR 1** Design Review Modification submitted Silvercreek Living, LLC, c/o Mark Caplow, West of First to increase onsite parking. **ACTION ITEM**

**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: **August 7, 2023 at 5:30 PM.**

- PP & DR: Panorama Point
- DR: Benson ADU
- Hillside Overlay BCRD
Return to Agenda
Meeting Minutes
Hailey Planning and Zoning Commission
Tuesday, June 20, 2023
5:30 p.m.

Present
Commission: Dustin Stone, Owen Scanlon, Janet Fugate, Dan Smith, Sage Sauerbrey
Staff: Robyn Davis, Cece Osborn, Rebecca Bundy, Jessie Parker, Mike Baledge

5:30:33 PM Call to Order
- 5:30:54 PM Public Comment for items not on the Agenda.

5:31:39 PM Consent Agenda
- CA 1 Adoption of Meeting Minutes dated June 5, 2023. ACTION ITEM.

5:31:46 PM Sauerbrey motioned to approve CA 1. Scanlon seconded. All in Favor.

Public Hearing

5:32:25 PM Smith motioned to hear public hearing two first. Scanlon seconded. All in Favor.

- PH 2 5:33:00 PM Consideration of a Design Review Application submitted by Edward Stacy Ivie for the construction of a new garage with an upper-level, two (2) bedroom accessory dwelling unit of 894 square feet, to be located at 214 W Croy Street (Lot 7A, Block 4, Croy Addition) within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts ACTION ITEM

5:33:08 PM Davis introduced project, noted outstanding items by staff due to incomplete application. Davis explained reasoning for incomplete application due to at time of submittal there were multiple amendments taking place and it was thought he would not need to in front of Planning and Zoning, that after seeing the plans staff decided it did need to go in front of Planning and Zoning.

5:35:05 PM Stacy Ivie, introduced himself, and explained his intent for ADU is for long term housing of first responders.

5:36:07 PM Scanlon noted backside of building was rather plain, suggesting ideas of how to break up that elevation. Scanlon encourages all plumbing vents into one through the roof. Scanlon asked how much of the concrete will be exposed. Ivie stated will be acid etching on the exposed concrete. Scanlon asked what the R value is of the log walls. Scanlon asked if will have chinking. Ivie stated no chinking. Scanlon asked for clarification of setback measurement – if measuring to face of wall or center of wall. Scanlon stated this needs to be verified. Scanlon asked about roof rafters vs. trusses. Ivie stated will be trusses.
5:40:18 PM Mike Barker, architect, concrete stem wall is 24 inches tall, and it is a log purlin? truss. Barker explained the roof plan. Barker confirmed R value will be 50 in the roof. Scanlon asked what the soffit material will be. Barker stated potentially soffit. Scanlon and Barker discussed proposed materials to be used.

5:47:00 PM Stone asked if applicant is one living in main home and what the plan is for utilities. Ivie confirmed he will be living in a primary house. Ivie discussed potential utility plan for power underground. Stone clarified proposed construction location on the lot.

5:50:10 PM Smith clarified foundation is 9 ft from lot line and logs perturbed into further in. Smith clarified setback requirements with staff. Smith asked for material for parking/driveway. Ivie stated compacted road mix. Smith clarified the deck width. Barker stated 24 ft setback from property line to wall is incorrect. Ivie confirmed stain used will match existing house. Davis confirmed snow storage calcs meeting standards will be a condition of approval.

5:57:39 PM Sauerbrey asked about landscaping. Ivie stated not adding any more grass, grass shown is existing and everything else will be xeriscape. Sauerbrey suggested prewiring for solar and EV. Sauerbrey asked if it is a hot roof. Barker confirmed will vent it. Sauerbrey expressed concern about potential ice damming. Sauerbrey suggested caps on wooden beams and to make sure pathway safe.

6:02:37 PM Chair Fugate asked if the roof goes past the railing. The applicant confirmed it does not and confirmed will add snow clip on both sides of the roof. Chair Fugate asked what other energy conservation methods are proposed beyond windows. Sauerbrey confirmed applicant will install gutters. Chair Fugate asked if there is room that allows for RVs. Ivie does not plan to have RV parking.

6:09:04 PM Chair Fugate opened public comment.

6:09:59 PM Chair Fugate closed public comment.

6:10:03 PM Commission moved to deliberation of project. Staff and commissioners reviewed proposed conditions of approval. All agreed to changes/additions for conditions H) snow clips on both sides, I) material sample board and receive approval prior to issuance of permit, m) provide snow storage calculations prior to issuance of permit.

6:14:19 PM Commission and applicant discussed existing and proposed area for power.

6:16:00 PM Sauerbrey motioned to approve a Design Review Application by Edward Stacy Ivie for a detached 894 square foot garage, with a two-bedroom, 894 square foot ADU located above, located at 214 W. Croy Street (Lot 7A, Block 4, Croy Addition) within the General Residential (GR) 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 (m) are met, as amended. Smith seconded. All in Favor.
Continuation of a City-Initiated Text Amendment to amend the Hailey Municipal Code, Title 16: Subdivision Regulations, Chapters 16.01, Definitions, 16.04, Development Standards and 16.08, Townhouses and Title 17: Zoning Regulations, Chapters 17.02, Definitions; 17.05, Official Zoning Map and District Use Matrix; 17.06, Design Review and 17.09 Parking and Loading Spaces to modify/create definitions and standards for detached townhouse and cottage housing development. **ACTION ITEM**

**6:17:53 PM** Davis introduced project and summarized request by Commission and Council to review lot cottage standards. Davis turned floor to Rebecca Bundy, Architect and contract planner.

**6:18:44 PM** Bundy disclosed few projects she is doing in Hailey and that none of those have any conflict with cottage lot development.

**6:19:13 PM** Bundy explained that staff took feedback received on May 15th hearing and tried to place it within code. Bundy summarized feedback received and how applied to the proposed change. **6:23:10 PM** Bundy noted primary code changes in Title 16 and asked commission feedback on four townhouses being allowed to be accessed off of one driveway. Bundy continued to go through proposed changes. Bundy moved on to proposed changes within Title 17. Bundy asked commission for questions.

**6:30:58 PM** Scanlon asked for clarification on standard F. a. (3). Staff clarified common space shall have a unit on at least two sides and confirmed will amend the language. Scanlon asked where the minimum/maximum size of units was. Bundy stated that is in the District Use Matrix.

**6:34:02 PM** Stone asked for clarification on why single-family swapped to conditional under LB in the matrix. Staff noted error but asked commission input on if should make conditional – all agreed to change from permitted too conditional. Stone asked if Bundy went through Woodside during her inspection of parking. Bundy explained that she had not, she only looked at newer developments since the code change. Stone encouraged staff to inspect those areas. Stone expressed concern over parking. Stone asked if there is any limit with code of cottage development. Bundy explained how code does not limit it just like it does not limit multifamily, single-family. Stone asked about parking d (4). Bundy explained the concept that this was based off. Stone and Bundy continued to discuss parking.

**6:50:26 PM** Smith and Bundy discussed about bonus density option. **6:56:28 PM** Smith asked about providing better accessibility given winters in area, where the garage is not so far detached. Bundy and commission discussed potential requirements and that staff can consider the option to require ADA parking.

**6:59:44 PM** Sauerbrey stated some of his confusion is the driveway parking issues. Sauerbrey and Bundy discussed the different forms of access for driveways, private drives, and how applies to cluster parking. Commission and Bundy continued to discuss cluster parking. Bundy explained Townhouse dwelling units do not have cluster parking, cottage units are required to have cluster parking or garages/carports. Bundy confirmed correction to B5 (page 23 of packet) to striking cottage. Sauerbrey asked about the storage being required to be detached. All agreed should read as dedicated storage unit. Sauerbrey asked about density bonus requirements and energy
compliance requirements. Bundy and staff discussed bonus requirements and energy compliance requirement.

7:12:42 PM Chair Fugate asked about addition of community building for accessory use. Bundy explained the reasoning for this requirement. Stone asked if it would define community building. staff referenced proposed definition.

7:16:05 PM Scanlon noted he has not seen ADA requirements in residential, but some definitions do require type b. Commission and Bundy discussed options for accessibility.

7:22:19 PM Chair Fugate opened public comment.

7:22:34 PM Samantha Stahlnecker, Thanks, Commissioners and hope Michelle is anxious to speak here too, so I'll try and be brief. Just touching on ADA requirements, there's pretty well-developed standards for multifamily housing, especially when there's more than 4 units in eight building. I think maybe instead of trying to reinvent the wheel there, maybe you just defer to those multifamily standards and apply those to cloud edges. Umm, I think that there needs to be some additional attention in the code to the planning process for cottages. Right now it's really unclear about whether you can plat these sublots without building the units, so if there could be some direction there, do the units need to be constructed before the final plat is signed and approved or can these subblocks be platted and they can be sold off to individual builders? Think that there needs to be a little more detailing there. Additionally, this is a minor note, but there's some language in the code that could be cleaned up about identifying garages on plats and creating potentially a separate deed for those garages. I think that a number of jurisdictions have referred to garages being dedicated as limited common. So I think that that's a nice clean way to make sure that those units don't lose their garages or get those garages get sold off and independently in the future. I think another thing that needs attention in the subdivision code is parks dedication specifically for these cottage units. So currently they're the subdivision code requires a park dedication that a specific ratio per unit is that park dedication required in addition to the open space that's defined now in this new cottage section? Is this open space in lieu of the park dedication? I think to incentivize cottage units, it would behoove you to remove the park dedication requirement for cottage units and potentially even for detached townhomes, townhouses. Let's see. I think that there there's a number of existing cottage sublot or cottage lots that are in Sunbeam subdivision and in cutters and clarification about allowing cottages and detached townhomes. There would be helpful. Those were platted with the intention of essentially the detached townhome standard and requiring them to pursue cottages instead. I think is. I don't think that's an appropriate application, which leads to my next comment. I think that cottages in LR1 and LR2 are inappropriate, specifically because of the detached garage requirement and the density associated with it. So LR1 right now allows for five units per acre, LR two just three units per acre. And you're suggesting that? 14 units per acre would be appropriate in those neighborhoods with the attached garages. I don't think that those two uses are compatible. I would suggest that the Commission consider allowing for detached townhouses up to a density lesser than 10, maybe 8 units per acre, and LR1 and LR2 if that's something that's desirable. It would allow for a little edit added density without I really changing the character of those existing neighborhoods in LR1 and LR2. I think that allowing an incentive for 100% Community Housing would be great. Up to 14 units per acre, and I'm sure there's more and I apologize. I didn't have time to coordinate with staff on these items before the meeting, so
maybe they’re addressed, but I’m excited to get some more direction for developers on this. Thank you.

7:26:40 PM Michelle Griffith, one of the stated goals of this new ordinance is affordability. And so I’m my comments are related to the affordability aspect of this and how the potential development can serve the population that are clients of arch. I would respectfully ask that for both the cottage units and the townhome units, when 100% of the units are deed restricted, affordable units that attached garages be permitted and the idea of living with detached parking and potentially detached storage is a lifestyle choice. Our residents, our clients, don’t have choice. They have to live in whatever comes next, and it is a hardship for many people, particularly in snow country. These cottage communities are nationwide, but the bulk of them are not. In places where you have a winter like we just went through. And so if you’re a single parent and you’ve got two kids asleep in a car, and now you’ve got to drag them and their groceries and everything else through the snow to your house, it’s suboptimal. And that’s the nicest way I could put it, so I would hope that you could have some elements of these codes that are directly related to affordable housing or workforce housing and that in those instances that garages could be attached. Additionally, if you’re requiring that 100% of the units be energy efficient in order to get the density bonus, then 100% of the unit should be affordable in order to get the density bonus. Just giving a density bonus for some affordable units will result in some substandard units, unless you disallow that. Unless you say the affordable units have to be identical to the other units and the Community building I would hope would be an option, but not a requirement because it does add significant expense to the development and as do detached garages. You know the idea that you build a town home and then behind it 10 feet away, you build a garage. You’re adding cost to that unit. Umm, the parking. I again, I don’t know when the photos were taking out of Blaine Manor, but as the owner and operator of Blaine Manor, I can tell you that we wish we had more parking. There are units typically are two parking spaces per unit, and I would consider that and E parking is a necessity in this community and I’ll just leave it at that. That one idea with respect to accessibility. There again, you may wish to allow if you’re going to allow for an accessible unit, that the garage also be attached because mobility is a challenge when the garage is in one place and the house is in another and someone with mobility issues has to get there. Uh, the Idaho Housing and Finance Association have a standard which is a little bit lighter than even the B standard. It does require the wider. Doorways, and it does require the backer board in the bathrooms, but it doesn’t require you to put in the removable cabinetry, and the reason for that is because it does limit the types of cabinetry you can get. Not all cabinetry can be removable. And also it limits the storage and in in a small unit storage is of umm a premium. So ooh, and then the final thing is the. Is it absolutely necessary to require that these cottage parcels be further subdivided? I think you all remember that parcel O what is city of Hailey land and arch has both ownership and rental units in kind of a cottage studying there. We have 9 units and 6/10 of an acre, and we used a a least lot description
in order to describe the land that's associated with each unit. And it was much more cost effective than requiring a full subdivision. We are the owners of a cottage parcel in Sunbeam and the requirement to subdivide is onerous. So now the architect has to do an entire set of plans for each and every house. Even though the houses are somewhat identical, and so I wouldn't let ask that, at least for the Community Housing units, if you have a section of this that talks about Community Housing, saying that the garages can't be attached, that you get the density bonus if 100% of the units are Community Housing units. If you could also consider that subdivision isn't necessary, but rather least lot descriptions are necessary that would go a long way toward affordability. Thank you.

7:32:50 PM Chair Fugate closed public comment.

7:32:59 PM Chair Fugate called 5-min break.

7:39:29 PM Chair Fugate called back to order.

7:39:45 PM Staff addressed public comment regarding density bonus for energy efficiency applies to Townhomes (detached and attached) and Cottage developments.

7:41:50 PM Chair Fugate requested to see input on plat process and lease lots. Chair Fugate confirmed community building is not required, just allowed. Chair Fugate requested further review of park dedication requirements. Staff confirmed will need to include provision where if say there are 12 cottage units provided, 6 being affordable -those 6 would not be lesser than the others. Commission continued to provide staff feedback on what would like to see. Davis noted internal discussions taking place for community housing bonus and asked if commission would like to keep separate or bring back together.

Staff confirmed will re-notice for August 21st.

**Staff Reports and Discussion**

- **SR 1** Discussion of current building activity, upcoming projects, and zoning code changes. *(To be presented as time permits)*
- **SR 2** Discussion of the next Planning and Zoning Meeting: **July 17, 2023 starts at 5:30 PM**

Davis discussed upcoming projects for July 17st and August 7th.

8:04:32 PM Scanlon motion to adjourn. Smith seconded. All in Favor.
Return to Agenda
FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On June 20, 2023, the Hailey Planning and Zoning Commission considered and approved the Design Review Application for an Accessory Dwelling Unit (ADU) Application by Edward Stacy Ivie for a detached 894 square foot garage, with a two-bedroom, 894 square foot ADU located above. This project is located at 214 W. Croy Street (Lot 7A, Block 4, Croy Addition) within the General Residential (GR) and Townsite Overlay (TO) Zoning Districts. The Commission hereby enters these Findings of Fact, Conclusions of Law, and Decision.

FINDINGS OF FACT

Notice: Notice for the public hearing was published in the Idaho Mountain Express on May 30, 2023 and mailed to property owners within 300 feet on May 30, 2023.

Application: The Applicant proposed to construct a new, detached, two-story garage/ADU structure on their property, consisting of approximately 1,788 square feet of total interior floor area. The garage is proposed to have three (3) vehicle bays, five (5) windows, and one (1) human entry door. The ADU, located above the garage, is proposed at approximately 894 square feet in size. It will include two (2) bedrooms, two (2) bathrooms, in-unit laundry, and 296 square feet of second-story outdoor deck space. One (1) ADU parking space is provided on the south side of the proposed garage/ADU structure, which is located at the rear and southern-most extent of the site. Occupant entry to the ADU unit will be provided via the outdoor stairs that connect the ground level to the second-story deck.

Procedural History: The Design Review Application was submitted on March 23, 2023, with updated plans and clarifications being submitted between the dates of April 10, 2023 and May 19, 2023. Due to this project’s coincidence with various ADU Design Review Text Amendment and procedural updates, which influenced required application components, select features of Mr. Ivie’s Application are still in progress of being submitted. In the interest of public cooperation and the impact of evolving development standards on local developers, City Staff were amenable to presenting this Design Review Application with limited outstanding components, requiring that all remaining plans be submitted, reviewed, and approved by City Staff the City Engineer prior to issuance of a Building Permit. The Commission concurred.

A public hearing before the Planning and Zoning Commission for approval or denial of the project will be held on June 20, 2023, in the Hailey City Council Chambers and virtually via Microsoft Teams Meeting.

<table>
<thead>
<tr>
<th>Compliant</th>
<th>Standards and Staff Comments</th>
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<tbody>
<tr>
<td>Yes</td>
<td>City Code 17.08D.020</td>
</tr>
<tr>
<td>No</td>
<td>Applicability.</td>
</tr>
<tr>
<td>N/A</td>
<td>The standards of this section apply to all Accessory Dwelling Units created after February 10, 2021, whether created by new construction, addition, or conversion of an existing building or area within an existing building.</td>
</tr>
</tbody>
</table>
| ☒ | ☐ | ☐ | 17.04D.030 | General Provisions.  
A. Accessory Dwelling Units may be located within, or attached to, a principal building or may be located within a detached accessory building. Detached Accessory Dwelling Units may comprise the entirety of the accessory building or may comprise part of the floor area of an accessory building with another permitted accessory use or uses comprising of the remaining floor area.  

**Staff Comments**  
The proposed ADU is detached from the primary residence and is approximately 894 square feet in size and located above a new 894 square foot garage.  

**Finding:** Compliance. The Commission found that this standard has been met.

| ☐ | ☐ | ☐ |  | B. Only one (1) Accessory Dwelling Unit is permitted on a lot.  

**Staff Comments**  
Only one (1) ADU is proposed onsite.  

**Finding:** Compliance. The Commission found that this standard has been met.

| ☒ | ☐ | ☐ |  | C. Accessory Dwelling Units are only permitted in conjunction with single-family residences in residential zones. In the Townsite Overlay, Transition and SCI zones, Accessory Dwelling Units are permitted in conjunction with commercial buildings. In Business, Limited Business and Neighborhood Business, one or more residential unit(s) are considered.  

**Staff Comments**  
The proposed ADU is in conjunction with an existing single-family residence, and both are located within the General Residential (GR) and Townsite Overlay (TO) Zone Districts.  

**Finding:** Compliance. The Commission found that this standard has been met.

| ☐ | ☐ | ☒ | 17.08D.040: Registration of Accessory Dwelling Units Required | A. All Accessory Dwelling Units created after February 10, 2021, shall be issued an Accessory Dwelling Unit Compliance Certificate.  

**Staff Comments**  
Upon completion of construction for the proposed ADU, a Compliance Certificate will be issued.  

**Finding:** Compliance. The Commission found that this standard has been met.

| ☒ | ☐ | ☐ | 17.08D.050: Occupancy Restrictions - Short Term Occupancy | A. Where a lot contains both a primary dwelling unit and an Accessory Dwelling Unit, only one dwelling unit shall be utilized for Short-Term Occupancy;  

**Staff Comments**  
At this time, the owner intends to utilize the ADU as a long-term rental. The owner will continue to reside in the primary residence.  

**Finding:** Compliance. The Commission found that this standard has been met.

| ☐ | ☐ | ☒ |  | B. When one dwelling unit is utilized for Short-Term Occupancy, the other unit shall be owner-occupied or utilized as a long-term rental, with long-term occupancy being a period of thirty-one (31) days or more.
### Findings of Fact

#### 17.08D.060: Subordinate Scale and Size

**A. Scale:** The floor area of an Accessory Dwelling Unit (ADU) is limited to no more than 66% of the gross square footage of the principal building, or the maximum floor area permitted for an ADU based on the lot size or zone, whichever is less.

**Staff Comments:** The gross floor area of the principal building is 2,041 square feet. Sixty-six percent (66%) of this is 1,347 square feet in size. The proposed ADU of approximately 894 square feet is within the range allowance.

**Finding:** Compliance. The Commission found that this standard has been met.

<table>
<thead>
<tr>
<th>Lot Size (square feet)</th>
<th>Minimum Gross Floor Area (square feet)</th>
<th>Maximum Gross Floor Area (square feet)</th>
</tr>
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<tbody>
<tr>
<td>Up to 7,000</td>
<td>300</td>
<td>900</td>
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<tr>
<td>7,001 – 8,000</td>
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<td>950</td>
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<tr>
<td>Lots 8,001 and greater</td>
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<td>1,000</td>
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</tbody>
</table>

Gross square footage calculations for Accessory Dwelling Units does not include exterior, uncovered staircases. Interior staircases and circulation corridors are included.

**Staff Comments:** Please refer to Section 17.08D.060A, noted above, for further details.

**Finding:** Compliance. The Commission found that this standard has been met.

#### 17.08D.070: Livability

**A. Outdoor Access:** All Accessory Dwelling Units shall have a designated area to access the outdoors. Examples include a balcony, porch, deck, paver patio, or yard area delineate by fencing, landscaping, or similar treatment so as to provide for private enjoyment of the outdoors. This area shall be no less than 50 square feet in size. The Outdoor Access area shall be approved through the Design Review process.

**Staff Comments:** The ADU outdoor space is provided as an outdoor, second-story deck, located on the east side of the garage/ADU and is 296 square feet in size. (See image below for further details.)

**Finding:** Compliance. The Commission found that this standard has been met.
### Finding: Compliance. The Commission found that this standard has been met.

#### Chapter 17.09: Parking and Loading

<table>
<thead>
<tr>
<th>No.</th>
<th>Code</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>☒</td>
<td>17.09.020.05.B</td>
<td>Parking areas and driveways for single-family, accessory dwelling unit, and duplex residences may be improved with compacted gravel or other dustless material.</td>
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<tr>
<td></td>
<td></td>
<td><strong>Staff Comments</strong></td>
</tr>
<tr>
<td>☒</td>
<td>17.09.020.05.D</td>
<td>Mitigation for Accessory Dwelling Unit parking spaces: Parking stalls for Accessory Dwelling Units shall be reviewed to assess light trespass into residential indoor living areas on adjacent properties. Mitigation measures may include fencing, landscaping, screening, landscape walls, and similar treatments.</td>
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</tbody>
</table>
|     |       | **Staff Comments** | The Applicant has stated that the following light trespass mitigation measures will be taken for the proposed ADU:  
- All exterior lighting will be downcast.  
- Interior window curtains and blinds will be included in the unit.  
A fence is present along the southern and western property boundaries, both of which adjoin with neighboring property owners/residents and will further mitigate light trespass onto neighboring properties. The Applicant owns the adjacent east lot, and the eastern property boundary does not include fencing. |
| ☒   | 17.09.040.01 | Accessory Dwelling Units and all dwelling units less than 1,000 square feet require one (1) parking space per unit. A site developed with both a primary dwelling less than 1,000 square feet in size and an Accessory Dwelling Unit shall provide a minimum of 2 spaces. Parking for Accessory Dwelling Units must be provided on site. Existing parking in excess of the required parking for a single-family unit shall count towards the total required parking. |
|     |       | **Staff Comments** | A single-car parking space is proposed to service the ADU to the south of the garage/ADU and primary residence. The primary residence will utilize the garage and parking spaces in the right of way off Croy Street. |

**Finding: Compliance. The Commission found that this standard has been met.**
### General Requirements for all Design Review Applications

<table>
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<tr>
<th>Compliant</th>
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</tr>
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<tr>
<td>Yes</td>
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<tr>
<td>No</td>
<td>City Code</td>
</tr>
<tr>
<td>N/A</td>
<td>City Standards and Staff Comments</td>
</tr>
</tbody>
</table>

- At time of packet publication, Department Heads had not yet submitted comments for this project. The City Engineer shall review these Standards and submitted materials, prior to June 20, 2023, and their comments will be provided for Planning and Zoning Commission review at the June 20, 2023 Public Hearing.

| ☒ | ☐ | ☐ | 17.06.050 |
| Complete Application |

| ☒ | ☐ | ☐ | Department Comments |
| Engineering: |
| Life/Safety: No comments. |
| Water and Sewer: |
| Building: No comments. |
| Streets: |

| ☐ | ☒ | ☐ | 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. |
| Finding: Compliance. The Commission found that this standard has been met. |

| ☒ | ☐ | ☐ | 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 Hailey Municipal Code requires a minimum of two (2) parking spaces for each single-family residential dwelling and one (1) sparring space for an Accessory Dwelling Unit that is less than 1,000 square feet in size. A single-car parking space is proposed to the south of the ADU/garage for the ADU to utilize. The single-family residence will utilize the existing garage and parking within the right-of-way off Croy Street. |
| Finding: Compliance. The Commission found that parking requirements for the proposed project 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.

<table>
<thead>
<tr>
<th>Staff Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Applicant intends to install Dark Sky compliant fixtures, downcast and low wattage fixtures. This has been made a Condition of Approval.</td>
</tr>
</tbody>
</table>

**Finding:** Compliance. The Commission found that this standard has been met.

<table>
<thead>
<tr>
<th>☒ ☐ ☐ Bulk Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zoning District: General Residential (GR) and Townsite Overlay (TO)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Staff Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant is approximately 4 inches shy of meeting the base setback outline in code, or 15% of lot width (lot width 59.95 x 0.15 = 8.85 feet. Applicant is proposing a west side yard setback of 8.5 feet). Due to the irregularity of materials, sizes, and widths inherent in log home construction, as the Applicant has proposed, point-measured setback calculations may vary across the structure, such that in some locations upon elevations, the setback adherence varies. While the proposed west elevation setback appears noncompliant with the base setback, Townsite Overlay Bulk Requirements state that no setback shall be less than six (6) feet. With this consideration, the Commission found that the Applicant complies with the Overlay District absolute minimum for private property line setbacks.</td>
</tr>
</tbody>
</table>

**Maximum Permitted Building Height:** 30’

**Proposed Building Height (from existing grade):**
- Approximately 29’ 1”

<table>
<thead>
<tr>
<th>Required Setbacks:</th>
</tr>
</thead>
<tbody>
<tr>
<td>o Front Yard (North): 12’</td>
</tr>
<tr>
<td>o Side Yard (West): 8.85’ (15% lot width)</td>
</tr>
<tr>
<td>o Side Yard (East): 8.85’ (15% lot width)</td>
</tr>
<tr>
<td>o Rear Yard (South): 8.85’ (15% lot width)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Proposed Setbacks:</th>
</tr>
</thead>
<tbody>
<tr>
<td>o Front Yard (North): 20+”</td>
</tr>
<tr>
<td>o Side Yard (West): 8.5’</td>
</tr>
<tr>
<td>o Side Yard (East): 24’</td>
</tr>
<tr>
<td>o Rear Yard (South): 12’</td>
</tr>
</tbody>
</table>

**Maximum Permitted Lot Coverage:** 30%

**Proposed Lot Coverage:**
- 9,028 square foot lot / 2,468 square foot building footprint (existing + proposed) = 27%

**Finding:** Compliance. The Commission found that setbacks, building height, and lot coverage requirements have been met.

| ☐ ☐ ☒ 17.06.070(A)1 Sidewalks and drainage improvements are required in all zoning districts, except as otherwise provided herein. |
### Street Improvements Required

**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 a detached garage/ADU and an addition to the existing single-family residence; therefore, sidewalk and drainage improvements are not required at this time.

*Finding: Compliance. The Commission found that this standard has been met.*

### 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**

*Finding: Compliance. The Commission found that this standard has been met.*

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

<table>
<thead>
<tr>
<th>Compliant</th>
<th>Standards and Staff Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>City Code 17.06.090(C)1 Site Planning: The pattern created by the Old Hailey town grid should be respected in all site planning decisions.</td>
</tr>
<tr>
<td>No</td>
<td>Staff Comments The lot is existing and respects the Old Hailey Townsite grid pattern. The proposed ADU will preserve the grid pattern, keeping visual access to Croy Street for the primary residence along with its vehicular access via parking pad located off of Croy Street, and ADU vehicular access via an existing, platted access easement leading from Croy Street and along the east edge of the property.</td>
</tr>
<tr>
<td>N/A</td>
<td>Finding: Compliance. The Commission found that this standard has been met.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Yes</th>
<th>Guideline: Site planning for new development and redevelopment shall address the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• scale and massing of new buildings consistent with the surrounding neighborhood;</td>
</tr>
<tr>
<td></td>
<td>• building orientation that respects the established grid pattern of Old Hailey;</td>
</tr>
<tr>
<td></td>
<td>• clearly visible front entrances;</td>
</tr>
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<td></td>
<td>• use of alleys as the preferred access for secondary uses and automobile access;</td>
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<tr>
<td></td>
<td>• adequate storage for recreational vehicles;</td>
</tr>
<tr>
<td></td>
<td>• yards and open spaces;</td>
</tr>
<tr>
<td></td>
<td>• solar access on the site and on adjacent properties where feasible, and where such decisions do not conflict with other Design Guidelines;</td>
</tr>
<tr>
<td></td>
<td>• snow storage appropriate for the property;</td>
</tr>
<tr>
<td></td>
<td>• underground utilities for new dwelling units.</td>
</tr>
</tbody>
</table>

**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 orientation complements that of the existing residence. As existing, the front entry of the home faces Croy Street and the ADU/garage will be accessible via an existing, platted access easement from Croy Street.

• The ADU will be tucked behind the existing residence. Sufficient yard and open space exist on all sides of the home.

• The residence and proposed ADU/garage are located mid-block; impact of solar access to adjacent homes will be minimal.

• Snow storage has been identified on the site plan and is sufficient for the site.

• Water and sewer utilities are existing and located underground. An overhead powerline exists which services the single-family residence. It appears the proposed ADU’s power will be located underground.

**Finding:** Compliance. The Commission found that this standard has been met.

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<tr>
<th>☑</th>
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<tbody>
<tr>
<td>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.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>The residence is existing. The design intent of the proposed ADU and addition was to complement that of the existing residence, while retaining the character of Old Hailey. The Applicant did not propose any energy-conserving designs, neither compatible nor incompatible with the character of Old Hailey.</td>
<td></td>
</tr>
</tbody>
</table>

**Finding:** Compliance. The Commission found that this standard has been met.

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<tbody>
<tr>
<td><strong>17.06.090(C)2</strong></td>
<td>2. Bulk Requirements (Mass and Scale, Height, Setbacks)</td>
<td></td>
</tr>
<tr>
<td><strong>Guideline:</strong> The perceived mass of larger buildings shall be diminished by the design.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>The use of a pitched roof and a variety of windows helps reduce the mass of the proposed ADU/garage. The addition to the primary residence will incorporate gabled pitched roofs, a covered front porch, and two (2) second-story decks which will help reduce the mass of the proposed addition.</td>
<td></td>
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</table>

**Finding:** Compliance. The Commission found that this standard has been met.

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<tbody>
<tr>
<td><strong>17.06.090(C)3</strong></td>
<td>3. Architectural Character</td>
<td></td>
</tr>
<tr>
<td><strong>17.06.090(C)3a</strong></td>
<td>a. General</td>
<td></td>
</tr>
<tr>
<td><strong>Guideline:</strong> 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.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>The architectural style of the proposed ADU/garage and addition to the existing residence are consistent with the vernacular style of Old Hailey but is not an exact replica of any particular building.</td>
<td></td>
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</table>

**Finding:** Compliance. The Commission found that this standard has been met.

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<tbody>
<tr>
<td><strong>17.06.090(C)3b</strong></td>
<td>b. Building Orientation</td>
<td></td>
</tr>
<tr>
<td><strong>Guideline:</strong> The front entry of the primary structure shall be clearly identified such that it is visible and inviting from the street.</td>
<td></td>
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</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>The front entry of the proposed detached ADU/garage structure is clearly identified and includes a prominent second story deck which highlights the entrance to the living area. The second story deck covers the garage doors, which can be accessed via the existing driveway, and further diminishes the overall scale of the building.</td>
<td></td>
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</tbody>
</table>
Finding: Compliance. The Commission found that this standard has been met.

<table>
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<tr>
<th>☒</th>
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<th>☐</th>
<th>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.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Staff Comments</strong></td>
<td>The single-family residence is existing. The detached ADU/garage has been oriented with respect to the existing grid pattern of Hailey.</td>
<td></td>
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</table>

Finding: Compliance. The Commission found that this standard has been met.

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<thead>
<tr>
<th>☒</th>
<th>☐</th>
<th>☐</th>
<th>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.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Staff Comments</strong></td>
<td>Various windows and a prominent entryway for the ADU help reduce the perceived scale of the building. Clean lines and log construction are proposed, which are consistent with styles and forms found in Old Hailey.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>The proportion, size, and shape of the proposed ADU/garage are compatible with the surrounding neighborhood.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Finding: Compliance. The Commission found that this standard has been met.

<table>
<thead>
<tr>
<th>☒</th>
<th>☐</th>
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<th>Guideline: Roof forms shall define the entry to the building, breaking up the perceived mass of larger buildings, and to diminish garages where applicable.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Staff Comments</strong></td>
<td>The proposed roof forms define the entry to the building and are complemented by the placement of a gable. The second-story deck area and its associated railing also helps to break up the mass of building and diminish the presence of the 3-bay garage. (See image below for details.)</td>
<td></td>
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</table>

The proposed garage/ADU also incorporates gabled roof pitches. (See image below for details.)
<p>| | | |</p>
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<tbody>
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</tbody>
</table>
| 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**  
The roof pitch as proposed will aid in efficient shedding of snow, while the alternating pitch/gable over the entrance will protect the key entry/exit route for the unit. The Applicant shall speak to proposed roof materials and their impact on snow shedding.  

Due to the close proximity of the roof surface to the western-adjacent property line, the Applicant shall install snow clips or other similar snow retention measures on the westerly roof slope. This has been made a Condition of Approval.  

**Finding:** Compliance. The Commission found that this standard has been met.

---

| ☒ | ☐ | ☐ |
| 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 ADU/garage incorporates pitched roofs in a traditional form. Shingle material also appears to be proposed, which mirrors much of the roof material design of surrounding homes and the broader neighborhood. The proposed roof forms, ridge lengths and materials are similar to those traditionally found in the neighborhood.  

**Finding:** Compliance. The Commission found that this standard has been met.

---

| ☒ | ☐ | ☐ |
| 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 pitches are compatible and consistent with the surrounding neighborhood.  

**Finding:** Compliance. The Commission found that this standard has been met.
<table>
<thead>
<tr>
<th>Guideline</th>
<th>Staff Comments</th>
<th>Finding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary wall planes should be parallel to the front lot line.</td>
<td>The primary residence’s wall planes are parallel to the front lot line. As the proposed project is an accessory structure to the primary structure, the garage/ADU primary wall planes as positioned (to the sides of the lot) are subservient to the primary residence and appropriate for overall site orientation.</td>
<td>Compliance. The Commission found that this standard has been met.</td>
</tr>
<tr>
<td>Wall planes shall be proportional to the site, and shall respect the scale of the surrounding neighborhood.</td>
<td>The proposed ADU/garage is smaller in scale than the primary residence and matches the building footprint scale of much of the surrounding neighborhood.</td>
<td>Compliance. The Commission found that this standard has been met.</td>
</tr>
<tr>
<td>The use of pop-outs to break up longer wall planes is encouraged.</td>
<td>The longer wall planes on the northern and southern elevations of the proposed structure incorporates natural timber framing and siding materials with exposed log ends and the incorporation of split log rafters. These features accomplish much of the same effect as pop-outs for breaking up longer wall planes.</td>
<td>Compliance. The Commission found that this standard has been met.</td>
</tr>
<tr>
<td>Windows facing streets are encouraged to be of a traditional size, scale, and proportion.</td>
<td>The proposed windows are traditional in size, scale, and are appropriate for the neighborhood.</td>
<td>Compliance. The Commission found that this standard has been met.</td>
</tr>
<tr>
<td>Windows on side lot lines adjacent to other buildings should be carefully planned to respect the privacy of neighbors.</td>
<td>A variety of windows are proposed and framed in a manner that is consistent with the neighborhood and does not impact neighborhood privacy.</td>
<td>Compliance. The Commission found that this standard has been met.</td>
</tr>
<tr>
<td>Decks and balconies shall be in scale with the building and the neighborhood.</td>
<td>The proposed deck area is in scale with the garage/ADU building and the surrounding neighborhood, as it only occupies one side of the building and faces toward the Applicant’s adjacent owned property.</td>
<td>Compliance. The Commission found that this standard has been met.</td>
</tr>
<tr>
<td>Decks and balconies should be designed with the privacy of neighbors in mind when possible.</td>
<td>See above; the placement of the deck area will most heavily impact the eastern adjoining lot, which is owned by the Applicant. The southern adjoining property hosts a garage at the rear of the site, closest to the proposed garage/ADU, which enhances buffering between residential spaces for the north-south joined parcels.</td>
<td>Compliance. The Commission found that this standard has been met.</td>
</tr>
<tr>
<td>Guideline</td>
<td>Staff Comments</td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td>The use of natural timber logs and framing features inherently discourages the look of large, flat walls, as the curvature in each timber piece provides visual variety and dimension. City Staff would like to commend the Applicant on the selection of traditional material that evokes a strong sense of place in the City, as opposed to monotone lap-siding.</td>
<td></td>
</tr>
</tbody>
</table>

**Finding:** Compliance. The Commission found that this standard has been met.

<table>
<thead>
<tr>
<th>Guideline</th>
<th>Staff Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.</td>
<td>As shown below, the upper area of the top roof ridge incorporates an alternate shingle material, breaking up the mass of wall planes on 3 out of 4 elevations for the building.</td>
</tr>
</tbody>
</table>
**Finding: Compliance. The Commission found that this standard has been met.**

<table>
<thead>
<tr>
<th>Guideline/Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>17.06.090(C)3i</strong></td>
</tr>
<tr>
<td>i. Ornamentation and Architectural Detailing</td>
</tr>
<tr>
<td>Guideline: Architectural detailing shall be incorporated into the front wall plane of buildings.</td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
</tr>
<tr>
<td>Architectural detailing has been incorporated into the front wall plane of the proposed building, including features of alternating shingle, exposed log roof rafter, metal railings, and shaped windows to complement the entry gable (see below):</td>
</tr>
</tbody>
</table>

**Finding: Compliance. The Commission found that this standard has been met.**

<table>
<thead>
<tr>
<th>Guideline/Comment</th>
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</thead>
<tbody>
<tr>
<td><strong>17.06.090(C)3i</strong></td>
</tr>
<tr>
<td>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.</td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
</tr>
<tr>
<td>Trim detailing around the windows of the proposed building has been included, and the timber post-and-beam features and material selection evoke a timeless historic nature of both Old Hailey and the broader Wood River Valley.</td>
</tr>
</tbody>
</table>

**Finding: Compliance. The Commission found that this standard has been met.**

<table>
<thead>
<tr>
<th>Guideline/Comment</th>
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</thead>
<tbody>
<tr>
<td><strong>17.06.090(C)3i</strong></td>
</tr>
<tr>
<td>Guideline: Architectural details and ornamentation on buildings should be compatible with the scale and pattern of the neighborhood.</td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
</tr>
<tr>
<td>Please refer to Section 17.06.090(C)3i for further information.</td>
</tr>
</tbody>
</table>

**Finding: Compliance. The Commission found that this standard has been met.**

<table>
<thead>
<tr>
<th>Guideline/Comment</th>
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<tbody>
<tr>
<td><strong>17.06.090(C)4</strong></td>
</tr>
<tr>
<td>4. Circulation and Parking</td>
</tr>
<tr>
<td>Guideline: Safety for pedestrians shall be given high priority in site planning, particularly with respect to parking, vehicular circulation and snow storage issues.</td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
</tr>
<tr>
<td>Adequate parking has been provided. With pedestrian access placed on the second level of the proposed structure, risk of vehicle encounter for residents entering/Exiting the proposed ADU is lowered. A snow storage area is located in the northwestern corner of the property, which does not restrict pedestrian access; however, the dimensions are unclear. The Commission required that the Applicant submit a revised site plan illustrating the dimensions of onsite snow storage. This has been made a Condition of Approval.</td>
</tr>
</tbody>
</table>

**Finding: Compliance. The Commission found that this standard has been met.**
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th>17.06.090(C)4</th>
<th>Guideline: The visual impacts of on-site parking visible from the street shall be minimized.</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td><strong>Staff Comments</strong></td>
<td>As the proposed ADU parking space and 3-bay garage are both located at the back of the property, shielded by the primary residence, the visual impact of on-site parking from the street is minimized.</td>
</tr>
<tr>
<td>☐</td>
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<td>☒</td>
<td><strong>Finding:</strong> Compliance. The Commission found that this standard has been met.</td>
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<tr>
<th></th>
<th></th>
<th></th>
<th>17.06.090(C)4</th>
<th>Guideline: As a general rule, garages and parking should be accessed from the alley side of the property and not the street side.</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td><strong>Staff Comments</strong></td>
<td>N/A, as no alley is associated with this site.</td>
</tr>
<tr>
<td>☐</td>
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<td>☒</td>
<td><strong>Finding:</strong> Compliance. The Commission found that this standard has been met.</td>
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<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th>17.06.090(C)4</th>
<th>Guideline: Detached garages accessed from alleys are strongly encouraged.</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td><strong>Staff Comments</strong></td>
<td>The proposed ADU will be located above a detached garage, and although no alley is present, the access lane will be located in an existing, platted access easement along adjoining property boundaries that are both owned by the Applicant.</td>
</tr>
<tr>
<td>☐</td>
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<td>☒</td>
<td><strong>Finding:</strong> Compliance. The Commission found that this standard has been met.</td>
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</tbody>
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<tr>
<th></th>
<th></th>
<th></th>
<th>17.06.090(C)4</th>
<th>Guideline: When garages must be planned on the street side, garage doors shall be set back and remain subordinate to the front wall plane.</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>☐</td>
<td>☒</td>
<td><strong>Staff Comments</strong></td>
<td>N/A, the proposed garage is not located on the street side.</td>
</tr>
<tr>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td><strong>Finding:</strong> Compliance. The Commission found that this standard has been met.</td>
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<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th>17.06.090(C)4</th>
<th>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.</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td><strong>Staff Comments</strong></td>
<td>N/A, the proposed ADU/garage is not planned on the street side and the only proposed parking area is one car in width.</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>☒</td>
<td><strong>Finding:</strong> Compliance. The Commission found that this standard has been met.</td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th>17.06.090(C)4</th>
<th>Guideline: Off-street parking space for recreational vehicles should be developed as part of the overall site planning.</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td><strong>Staff Comments</strong></td>
<td>Off-street parking is ample, and it appears a recreational vehicle could be stored onsite.</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>☒</td>
<td><strong>Finding:</strong> Compliance. The Commission found that this standard has been met.</td>
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</table>

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<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th>17.06.090(C)5</th>
<th>Guideline: Alleys shall be retained in site planning. Lot lines generally shall not be modified in ways that eliminate alley access to properties.</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td><strong>Staff Comments</strong></td>
<td>N/A, as no alley exists.</td>
</tr>
<tr>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td><strong>Finding:</strong> Compliance. The Commission found that this standard has been met.</td>
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<tr>
<th></th>
<th></th>
<th></th>
<th>17.06.090(C)5</th>
<th>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.</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td><strong>Staff Comments</strong></td>
<td>Water and sewer utilities are existing and located underground. An overhead powerline exists which services the single-family residence, and the proposed ADU's power is located underground. While there is no alley present, vehicular access to the garage will be provided though the existing, platted access easement on the eastern edge of the parcel.</td>
</tr>
<tr>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td><strong>Finding:</strong> Compliance. The Commission found that this standard has been met.</td>
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</tr>
</tbody>
</table>
### Finding: Compliance. The Commission found that this standard has been met.

| 17.06.090D5 | 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, platted access easement is gravel and will be managed for noxious weed control in accordance with Idaho State Law.

### Finding: Compliance. The Commission found that this standard has been met.

| 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 grass.

### Finding: Compliance. The Commission found that this standard has been met.

| 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/garage is proposed. The ADU/garage will be similar in scale, as well as 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.

### Finding: Compliance. The Commission found that this standard has been met.

| 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**
The proposed ADU/garage will be located to the rear of the parcel, with access via the existing, platted access easement.

### Finding: Compliance. The Commission found that this standard has been met.

| 17.06.090(C)7 | 7. Snow Storage

**Guideline:** All projects shall be required to provide 25% snow storage on the site.

**Staff Comments**
Submitted site plans do not show paved areas; however, outdoor parking areas are present and proposed. A snow storage area is shown onsite plan in the northwestern corner of the lot, which appears to be adequately sized and placed to manage the volume of snow removal for the site. Dimensions were not provided by the Applicant. The Commission required that the Applicant provide a revised site plan illustrating snow storage dimensions prior to issuance of a Building Permit. This has been made a Condition of Approval.

### Finding: Compliance. The Commission found that this standard has been met.

| 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 are located to the north and west of the parcel. Snow storage areas do not restrict pedestrian access. Pedestrian access is unrestricted and visible from the street.

### Finding: Compliance. The Commission found that this standard has been met.

| 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**
N/A, as no existing mature trees appear to be present at the site.

**Finding:** Compliance. The Commission found that this standard has been met.

<table>
<thead>
<tr>
<th>Guideline</th>
<th>17.06.090(C)8</th>
<th>9. Fences and Walls</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Guideline:</strong> 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.</td>
<td><strong>Staff Comments</strong></td>
<td>N/A, as the proposed building site does not contain any significant landscape features.</td>
</tr>
</tbody>
</table>

**Finding:** Compliance. The Commission found that this standard has been met.

<table>
<thead>
<tr>
<th>Guideline</th>
<th>17.06.090(C)9</th>
<th>10. Historic Structures</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Guideline:</strong> Noxious weeds shall be controlled according to State Law.</td>
<td><strong>Staff Comments</strong></td>
<td>If noxious weeds are present on the site, the Applicant shall control in accordance with Idaho State Law.</td>
</tr>
</tbody>
</table>

**Finding:** Compliance. The Commission found that this standard has been met.

<table>
<thead>
<tr>
<th>Guideline</th>
<th>17.06.090(C)10</th>
<th>10. Historic Structures</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Guideline:</strong> 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.</td>
<td><strong>Staff Comments</strong></td>
<td>A fence is present along the southern and western property boundaries, both of which adjoin with neighboring property owners/residents. No additional fencing abutting public streets or sidewalks is proposed at this time.</td>
</tr>
</tbody>
</table>

**Finding:** Compliance. The Commission found that this standard has been met.

<table>
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<tr>
<th>Guideline</th>
<th>17.06.090(C)10</th>
<th>10. Historic Structures</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Guideline:</strong> Retaining walls shall be in scale to the streetscape.</td>
<td><strong>Staff Comments</strong></td>
<td>N/A, as none are proposed.</td>
</tr>
</tbody>
</table>

**Finding:** Compliance. The Commission found that this standard has been met.

<table>
<thead>
<tr>
<th>Guideline</th>
<th>17.06.090(C)10</th>
<th>10. Historic Structures</th>
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</thead>
<tbody>
<tr>
<td><strong>Guideline:</strong> General Guidelines: Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following guidelines:</td>
<td><strong>Staff Comments</strong></td>
<td>N/A, as the existing single-family residence is not considered a historic structure (built in 1994).</td>
</tr>
</tbody>
</table>

**Finding:** Compliance. The Commission found that this standard has been met.

<table>
<thead>
<tr>
<th>Guideline</th>
<th>17.06.090(C)10</th>
<th>10. Historic Structures</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Guideline:</strong> Specific Guidelines. Any alteration to the exterior of a Historic Structure requiring design review approval shall meet the following specific guidelines:</td>
<td><strong>Staff Comments</strong></td>
<td>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.</td>
</tr>
</tbody>
</table>

**Finding:** Compliance. The Commission found that this standard has been met.
~ 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
N/A, as the existing single-family residence is not considered a historic structure (built in 1994).

Finding: Compliance. 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 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 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 Hailey Municipal Code and City Standards.

DECISION

The Design Review Application for an Accessory Dwelling Unit (ADU) Application by Edward Stacy Ivie for a detached 894 square foot garage, with a two-bedroom, 894 square foot ADU located above. The project, to be located at 214 W. Croy Street (Lot 7A, Block 4, Croy Addition) within 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 Hailey Municipal Code Section 17.06, Design Review, additional applicable requirements of Title 17, Title 18, and City Standards, provided conditions (a) through (m) 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 Municipal Code 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. Requirements include but are not limited to:
   i. A Drainage Plan that illustrates grading, catch basins, piping, and dry-well details shall be provided prior to issuance of a Building Permit.
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) Sidewalk in-lieu fees are hereby waived, pursuant to Section 17.06.070(B).
g) Construction staging and storage shall not be within the City Right-of-Way. All construction impacts shall occur within the property boundary.

h) The Applicant shall install snow clips or other similar snow retention measures on the westerly and easterly roof slopes.

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) The Applicant shall utilize the existing sewer service.

l) The Applicant shall submit and receive approval of a Materials Sample Board prior to issuance of a Building Permit.

m) The Applicant shall provide a revised snow storage plan illustrating dimensions and compliance with Hailey’s Municipal Code prior to issuance of a Building Permit.

Signed this _____ day of ______________, 2023.

________________________________________
Janet Fugate, Planning & Zoning Commission Chair

Attest:

________________________________________
Jessie Parker, Community Development Assistant
Return to Agenda
To: Hailey Planning and Zoning Commission

From: Emily Rodrigue, Community Development Resilience Planner/City Planner

Overview: Continuation of a Design Review Application submitted by Blaine County School District (BCSD) c/o ARCH Community Housing Trust, Inc (ARCH), for the construction of one (1), two-story residence consisting of one (1), two-bedroom residential unit and one (1) attached garage with one (1), one-bedroom Accessory Dwelling Unit located directly above, for a total of two (2) residential units on approximately 0.10 acres.

The proposed project is located at 111 E Croy, Block 34, Hailey Exempt W 45’ of Lots 9, 10, 11, and 12. It is located within the Transitional (TN) and Townsite Overlay (TO) Zoning District. This project is known as 111 E Croy Street.

Hearing: July 17, 2023

Applicant: Blaine County School District c/o ARCH Community Housing Trust, Inc.
Location: 111 E Croy Street
Zoning/Size: Transitional (TN) and Townsite Overlay (TO); 0.10 acres (4,498 sq. ft.)

Notice: Notice for the public hearing was first published in the Idaho Mountain Express on May 16, 2023, and mailed to property owners within 300 feet on May 16, 2023. After continuation of the Public Hearing on June 5, 2023, an additional mailing was made and notices posted to the Idaho Mountain Express, both occurring on June 28, 2023. No public comments were received after this point.

Background and Project Overview: On May 9, 2023, ARCH submitted a Design Review Application on behalf of BCSD, to construct one (1) new two-story residence consisting of one (1) two-bedroom residential unit and one (1) attached garage with one (1) one-bedroom Accessory Dwelling Unit located directly above, for a total of two (2) residential units on a 0.10 acre lot, located at 111 E Croy Street.

In an effort to address affordable and community housing stock shortages and retain a quality workforce, BCSD entered into an agreement with ARCH to help develop new residential units on BCSD properties, with occupancy designated for BCSD employees. This includes 111 E Croy, in addition to multi-family residential development project located at 128 W Bullion that was reviewed and approved by the Planning and Zoning Commission and Hailey City Council in April, 2023. Both the W. Bullion and E. Croy projects are subject to a Ground Lease and Development Agreement, which places BCSD as the ground lessor and ARCH as the party responsible for constructing, financing, permitting, and managing the housing units. These units will be rent restricted in accordance with the policy set forth by BCSD to ensure affordability for employees of the district.
At the June 5, 2023, Public Hearing, the Hailey Planning and Zoning Commission neither approved nor denied the Applicant’s Design Review proposal, instead continuing the item until July 17, 2023. The Commission shared the following comments in conjunction with their continuation:

- **The overall design of the proposed structure appears “out of place” in the Townsite Overlay District.** While the Applicant attempted to submit architectural plans that alluded to the project’s zoning as Transitional (TN), the Commission found that the roof lines, stacked facades, and overall style of the structure was not congruent with residential designs traditional of the Townsite Overlay (within which the project is located). Commissioners stated the importance of the project’s location, directly across from the Blaine County Courthouse, one of the oldest and most iconic buildings of Old Town Hailey. Multiple buildings within the project’s vicinity are emblematic of the architectural style of the late 19th/early 20th century, during which they were built. The Commission requested that the Applicant Team resubmit architectural designs that “fit the surrounding area” more closely, and better maintain a “sense of place” in such a highly-trafficked, historic part of the City of Hailey.

  Staff concur that the Applicant has responded very well to the Commission’s requests, with new architectural drawings that showcase a traditional, American craftsman-like design. A single roof ridgeline now exists, with one south-facing overhang framing the structure’s front entrance along Croy Street. Whereas the original building design featured offset roof planes and abrupt cut-offs, revised designs show symmetrical, single-plane roof styles that are more compatible with the surrounding neighborhood and design features traditional of Old Town Hailey.

- **The project includes a non-standard driveway design connecting to the alley accessed from Croy Street.** The Streets Superintendent for the City of Hailey requested that the proposed driveway design be amended to match Hailey Standard Drawings for maximum driveway width and grade. The Applicant worked with Staff to understand and amend this request. It was determined that the maximum driveway width standard was not applicable to this property given the small setbacks and alley access. The Applicant modified the proposed driveway grading to match the alley cross slope within three (3) feet of the existing alley asphalt.

- **With respect to the long roof slope over the building’s Croy Street entrance, the Commission believed that one gutter may not be sufficient for addressing precipitation and snow shedding. The Applicant should consider adding a gable on the building’s south frontage.** After considering the Commission’s request, the Applicant feels that the proposed gutter will function adequately in regard to snow load management. The south-facing, sloped roof over the front door, as originally proposed, remains part of the design.

- **The east elevation of the ADU portion of the building should feature a window in the laundry room, as well as the garage. Overall, the ADU unit should include more windows to capitalize on solar gain and cross ventilation.** The Applicant has submitted revised site building plans that feature new windows in both the garage and laundry room of the proposed ADU. Larger, additional windows are also now shown for the ADU’s main living area and bedroom. Overall, three (3) additional windows have been added to the project’s original design.
- **North and east elevations need re-design to create “human-scale”, possibly through the addition of a skirt roof.** The revised architectural plans submitted by the Applicant address these north and east elevation design concerns. A skirt roof was not deemed possible for inclusion, according to the Applicant, due to the restrictive setbacks on the project’s narrow lot.

- **Ice build-up on the project’s driveway should be considered, due to roof slope and overhang.** The Applicant has submitted revised plans that include gutters on all rooflines.

**Project Proposal:** The Applicant Team is proposing to construct a new, one (1), two-story residence consisting of one (1), two-bedroom residential unit and one (1), attached garage with one (1), one-bedroom Accessory Dwelling Unit located directly above, for a total of two (2) residential units on a 0.10 acre lot. Bedroooms will range in size from 113.3 square feet to 134.875 square feet. Two (2) separate, enclosed garage bays are proposed, in addition to one (1) driveway parking space. Three (3) existing street parking spaces along Croy Street will be retained. A nine hundred (900) square foot right-of-way easement occupies that northern third of the property, giving property owners to the east alley-way access for utilities and services. This easement also contains an existing tree, mature landscaping, and a small garden bed associated with the 111 E Croy Street property. The easement will be honored, and no alterations are proposed in the easement for this project, aside from one (1) tree removal, per the request of the easement holder. Construction is anticipated to begin in August of 2023 and be completed as soon as possible, as far as material and labor availability allow.

**Procedural History:** The Application was submitted on May 9, 2023 and certified complete on May 23, 2023. A Public Hearing before the Planning and Zoning Commission was held on June 5, 2023, in the Hailey City Council Chambers and virtually via GoTo Meeting. The project was continued by the Commission to the July 17, 2023 meeting, at which time an additional Public Hearing will be held for approval or denial of the project. This Public Hearing will be held in the Hailey City Council Chambers and virtually via GoTo Meeting.

<table>
<thead>
<tr>
<th>Compliant</th>
<th>Standards and Staff Comments</th>
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<tbody>
<tr>
<td>Yes</td>
<td>City Code</td>
</tr>
<tr>
<td>No</td>
<td>17.06.050</td>
</tr>
<tr>
<td>N/A</td>
<td>Complete Application</td>
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<tr>
<td>☒</td>
<td>Department Comments</td>
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</tbody>
</table>

**General Requirements for all Design Review Applications**

- Streets, Engineering: The Streets Superintendent had concern regarding the connection from the alley to what appeared to be a nonstandard driveway design. The Streets Department also wished to remind the Applicant of restricted parking in the winter months along Croy Street. Staff made the Applicant aware of these requests/concerns, and the Applicant Team worked closely with the Streets Department and Staff to resubmit driveway plans with appropriate grade and width, as agreed upon by the Streets Superintendent.
The City Engineer reminded the Applicant that they will need an Encroachment Permit for the alley access and new sidewalk, connecting to the existing Croy Street sidewalk. Staff has made the Applicant aware of this necessary permit.

The Applicant Team shall install a truncated dome feature for sidewalk connections on both the east side and west side of the alley, adjacent and to the west of the parcel.

This has been made a Condition of Approval.

All infrastructure will require detailed final construction drawings to be submitted to the city and approved by the city prior to construction. All construction must conform to City of Hailey standard drawings, specifications, and procedures.

This has been made a Condition of Approval.

### Life/Safety:

- Water & Wastewater:
The City’s Wastewater Staff requested that the Applicant’s engineer describe which sewer lines present on the site are currently in use or will need to be used. The Applicant Team submitted revised civil plans that illustrate which sewer lines on site will be utilized.

All new sewer connections must tie into sewer service outside of the City right-of-way; no direct connections to the sewer main are permitted.

Any unused lines shall be abandoned at the sewer main and capped off. This has been made a Condition of Approval.

### Building:

- No comments

### Green Space:

- No comments

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<th>17.08A Signs</th>
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<tbody>
<tr>
<td>Staff Comments</td>
<td>N/A</td>
<td></td>
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<tr>
<th>☒</th>
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<th>17.09.040 On-site Parking Req.</th>
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</thead>
<tbody>
<tr>
<td>See Section 17.09.040 for applicable code.</td>
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</table>

| Staff Comments | Per the Hailey Municipal Code, single-family dwellings are required to provide a minimum of two (2) parking spaces per dwelling. Additionally, accessory dwelling units are required to provide a minimum of one (1) space per unit. The required number of parking spaces for this project is three (3) spaces. The Applicant is proposing to construct two (2) single-vehicle garage bays, as well as provide one (1) parking space in the driveway area adjacent to the alley, for a total of three (3) spaces. Parking requirements for the proposed project are met. |

- The Applicant Team shall install a truncated dome feature for sidewalk connections on both the east side and west side of the alley, adjacent and to the west of the parcel.

This has been made a Condition of Approval.

All infrastructure will require detailed final construction drawings to be submitted to the city and approved by the city prior to construction. All construction must conform to City of Hailey standard drawings, specifications, and procedures.

This has been made a Condition of Approval.

### Life/Safety:

- Water & Wastewater:
The City’s Wastewater Staff requested that the Applicant’s engineer describe which sewer lines present on the site are currently in use or will need to be used. The Applicant Team submitted revised civil plans that illustrate which sewer lines on site will be utilized.

All new sewer connections must tie into sewer service outside of the City right-of-way; no direct connections to the sewer main are permitted.

Any unused lines shall be abandoned at the sewer main and capped off. This has been made a Condition of Approval.

### Building:

- No comments

### Green Space:

- No comments
| ☒ | ☐ | ☐ | 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. |
| ☐ | ☐ | ☑ | 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 | N/A, as no excess parking is proposed. |
| ☐ | ☐ | ☐ | Staff Comments | The Applicant will install Dark Sky compliant, downcast, and low wattage fixtures. Light fixture samples have been submitted. |
| ☒ | ☐ | ☐ | Bulk Requirements | Townsite Overlay (TO) Zoning District: |
| ☐ | ☐ | ☐ | Staff Comments | - Building Height:  
Permitted Building Height: 30’  
Original Proposed Building Heights: 28’-9 11/16”  
*Updated Proposed Building Height: 29’-1 13/16” |
| ☐ | ☐ | ☐ | - In the interest of minimizing resource use and promoting sustainable building practices, Staff encourages all Applicants to make good-faith efforts to design and build projects with common board lengths that do not require extraneous trimming or re-sizing. The Applicant Team may wish to consider this for future projects. |
| ☐ | ☐ | ☐ | Required Setbacks: | Front Yard (South/Croy Street): 12’  
Side Yard (West/Alleyway): 6’  
Side Yard (East/Private Property): 7.2’  
Rear Yard (North/Private Property): 6.75’ |
| ☐ | ☐ | ☐ | Proposed Setbacks: | **Note:** |

*In the interest of minimizing resource use and promoting sustainable building practices, Staff encourages all Applicants to make good-faith efforts to design and build projects with common board lengths that do not require extraneous trimming or re-sizing. The Applicant Team may wish to consider this for future projects.*
**Design Review Requirements for Non-Residential, Multifamily, and/or Mixed-Use Buildings within the City of Hailey**

<table>
<thead>
<tr>
<th>1. Site Planning: 17.06.080(A)1, items (a) thru (n)</th>
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<th>Compliant</th>
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<tr>
<td>Yes</td>
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**Street Improvements Required**

<table>
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<tr>
<th>17.06.070(A)1 Street Improvements Required</th>
<th>Staff Comments</th>
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Approximately sixty (60)’ feet of concrete sidewalk exists along E. Croy Street in the vicinity of the proposed building. Additionally, five (5) trees are proposed along the entirety of the property’s southern edge along Croy Street, but none of these trees are proposed for installation as street trees along sidewalks or in the right of way.

Two (2) drywells are proposed for installation in the southern third of the property, following the site’s existing topography and drainage patterns.

With respect to the existing sidewalk on the Croy Street frontage, City Staff request that the Applicant provide alternative enhancements for the surrounding sidewalk infrastructure. Completion of these enhancements will ensure that the north side of Croy Street is fully accessible to all Hailey residents and visitors, while promoting a safer, more enjoyable pedestrian experience in one of Hailey’s most trafficked areas. The Applicant Team shall install a truncated dome feature for sidewalk connections on both the east side and west side of the alley. This has been made a Condition of Approval.

**Required Water System Improvements**

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<tr>
<th>17.06.070(B) Required Water System Improvements</th>
<th>Staff Comments</th>
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The standard will be met.

**Design Review: Blaine County School District c/o ARCH Community Housing Trust, Inc.**

Block 34, Hailey Exempt W 45’ of Lots 9, 10, 11, and 12 (111 E Croy St)

Hailey Planning and Zoning Commission – July 17, 2023

Staff Report – Page 6 of 20
and includes a large, covered porch. This placement will allow for residents to enjoy outdoor access will be shielded from direct sunlight in the summer, while also benefitting from safe access to their home in the winter months, with a covered porch and a walkway that will receive maximum solar exposure, discouraging ice and snow build-up.

170 square feet of gravel open space is proposed for residents of the ADU, to be located on the northeast corner of the proposed building. The location and building orientation in regard to this open space will ensure that residents can comfortably enjoy the space with no porch or landscape shade being provided, as the strongest south/west sun exposure will be avoided.

Both garages also face towards the west, which will discourage winter snow build-up in front of the doors. This will be especially important, given that these garages will be accessed via an alleyway (the dirt surface of which cannot withstand deep/aggressive plowing depths).

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: The Landscape Plan denotes all existing plant material, including one (1) mature tree at the southern end of the site, which will remain in place for this project. Much of the site has been historically utilized as an informal parking area, preventing vegetation from establishing itself. Decorative bark is proposed as ground cover for the entire site, with gravel proposed along the alleyway and adjacent to the driveway.

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 with the addition of twenty (20) feet of new sidewalk that provides pedestrian access from Croy Street to the primary residence’s front entrance, as well as a new concrete driveway area adjacent to the alleyway and in front of both garages. The driveway will be graded at a low angle towards the alley (less than 5%), ensuring that residents of the ADU also have safe access to their residential building. Access through the site can be achieved either by moving through the primary residence to an exterior access door located mid-way along the length of the property (for primary residence occupants), via the alley and adjacent garage entrances, or along the eastern edge of property, where there is 170 square feet of outdoor area for the ADU residents, leading to a “human door” entrance on the north side of the garage.

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: It is the Applicant’s intention to provide roll out trash cans associated with each unit.
### Design Review:
Blaine County School District c/o ARCH Community Housing Trust, Inc.
Block 34, Hailey Exempt W 45’ of Lots 9, 10, 11, and 12 (111 E Croy St)
Hailey Planning and Zoning Commission – July 17, 2023
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- Two (2) utility boxes are located at the rear of the parcel closest to the alley, but they are not located within the parcel; they are in the right of way. They are screened by both the primary building and one (1) new tree that is proposed to be planted in the foreground of the boxes.
- The proposed snow storage areas will not interfere with building services.
- Ground and roof-mounted equipment shall be shown on the building permit plans and are subject to Staff review and approval.
- Equipment shall be screened from view and shall not interfere with any walkways or sidewalks.

These measures have been made a condition of approval.

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<th>Code</th>
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<tr>
<td>17.06.080(A)1e</td>
<td>e. Where alleys exist, or are planned, they shall be utilized for building services.</td>
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<tr>
<td>Staff Comments</td>
<td>The alley along the western edge of the property shall be utilized for building services.</td>
</tr>
<tr>
<td>17.06.080(A)1f</td>
<td>f. Vending machines located on the exterior of a building shall not be visible from any street.</td>
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<tr>
<td>Staff Comments</td>
<td>N/A</td>
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</table>
| 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 | On-site parking is proposed at the rear of the primary residence, accessed via the alleyway off of the main street servicing the property. Screening from the street is also supported by two (2) garages at the rear of the primary residence. Snow storage is located and contained to an area approximately thirty (30) feet away from the nearest garage, preventing any obstruction for parking and access. |
| 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 | On-site parking will be accessed from the alley along the western edge of the property. |
| 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 snow storage area has been provided on-site in an area that is highly convenient and accessible to snow removal vehicles removing snow from the driveway area. |
| 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
The snow clearance area is 311 square feet in size, requiring 78 square feet of snow storage space. 80 square feet of snow storage area has been provided by the Applicant, meeting this requirement.

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<tr>
<th>Article</th>
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<tbody>
<tr>
<td>17.06.080(A)1k</td>
<td>☒</td>
<td>A designated snow storage area shall not have any dimension less than 10 feet.</td>
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<tr>
<td>17.06.080(A)1l</td>
<td>☐</td>
<td>Hauling of snow from downtown areas is permissible where other options are not practical.</td>
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<tr>
<td>17.06.080(A)1m</td>
<td>☒</td>
<td>Snow storage areas do not appear to impede any of the stated items.</td>
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<tr>
<td>17.06.080(A)1n</td>
<td>☒</td>
<td>Snow storage areas shall be landscaped with vegetation that is salt-tolerant and resilient to heavy snow.</td>
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#### 2. Building Design: 17.06.080(A)2, items (a) thru (m)

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<th>Compliant</th>
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<td>City Code</td>
<td>City Standards and Staff Comments</td>
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<tr>
<td>17.06.080(A)2a</td>
<td>a. The proportion, size, shape, and rooflines of new buildings shall be compatible with surrounding buildings.</td>
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</table>

**Staff Comments**
The overall building footprint of the proposed primary residence and attached garage/ADU will be slightly smaller in scale than both residences of the adjoining private properties (to the north and to the east), and extremely smaller in scale compared to Atkinson’s Market, located directly west of the proposed building across the alley. The proposed building will not dominate the scale of the surrounding built environment. As originally proposed, the shape and rooflines of the building differed substantially from surrounding buildings. The south-facing (street-facing) façade of the proposed building included a primary roof surface angled towards the street, with a secondary roof surface/roof pitch angled 90 degrees to the east. This unique roof design created visual interest and variety for the upper half of the structure, but it did not emulate design features of any surrounding buildings within this area of the Townsite Overlay. The building shape was also heavily influenced by the uniquely proposed rooflines, especially for the north elevation of the structure.

In response to Commission requests, The Applicant Team submitted revised architectural drawings that showcase a traditional, American craftsman-like design. A single roof ridgeline now exists, with one south-facing overhang framing the structure’s front entrance along Croy Street. Whereas the original building design featured offset roof planes and abrupt cut-offs, revised designs show symmetrical, single-plane roof styles that are more compatible with the surrounding neighborhood and design features traditional of Old Town Hailey.
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<th>Section</th>
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| **17.06.080(A)2b** | b. **Standardized corporate building designs are prohibited.**

**Staff Comments**

N/A, as the project is not a corporate design.

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<th>Section</th>
<th>Details</th>
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| **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 large, covered porch on the front/street-facing elevation of the building emphasizes human scale, is pedestrian oriented, and encourages human activity and interaction. The modest-width walkway, leading from the Croy Street sidewalk to the primary residence’s front entrance, also evokes a human presence and mirrors much of the traditional front yard design that occupies Old Town Hailey and the Townsite Overlay. This traditional design highlights pedestrian entrances through the clear delineation of a front and back yard area.

City Staff originally noted that the north, east, and west elevations of the proposed building did not strongly emphasize human scale, as there are no other proposed walkways, patio areas, or residential-like landscaping proposed. The site dimensions limit design and orientation of the proposed building, and the small scale of the proposed building minimizes any negative impacts that may result. However, Staff suggested that the Applicant capitalize on as many opportunities as possible to present a final design that emphasizes human scale on all elevations.

As explained in Section 17.06.080(A)2a, the Applicant Team has resubmitted architectural drawings with building design that more strongly emphasizes human scale, especially in terms of traditional residential building aesthetics.

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| **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 offsets, 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 of the building, as originally proposed, faced the street, and included a covered porch area, a roofline extension accentuating the front entrance, large picture windows and a glass door, as well as a cross-pitched roofline extending toward the east, which broke up the large south-pitched roof area defining the covered porch.

However, Staff found this roof design to be incompatible with the character of the surrounding neighborhood and Old Town Hailey. The Applicant Team submitted revised architectural drawings that showcase a traditional, American craftsman-like design. A single roof ridgeline now exists, with one south-facing overhang framing the structure’s front entrance along Croy Street, paired with a traditional east-west oriented gable above. Windows and the residence’s primary entrance remain, creating human scale and breaking up large building surfaces and volumes.

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| **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**

No future additions or renovations are planned at this time.
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<tr>
<th>☒</th>
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<th>17.06.080(A)2f</th>
<th>f. All exterior walls of a building shall incorporate the use of varying materials, textures, and colors.</th>
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<td>Staff Comments</td>
<td>Two (2) siding materials are proposed for the structure. A white horizontal lap siding will form the majority of the exterior elevations, while a grey vertical lap siding will accent certain elevation features on the south, west, and east elevations of the proposed building. These accent siding areas include the exterior of the upper, east-angled trusses, as well as a ground-to-roof section surrounding the interior garage bay, and a small section encapsulating the door and one (1) window on the east elevation of the structure. Lap siding will be painted wood, adding depth of texture to the structure. During the project’s first Public Hearing, City Staff suggested that the Applicant Team include more windows on the north and east elevations of the proposed structure, specifically in the portion of the structure that will serve as the ADU. The Applicant has submitted revised site building plans that feature new windows in both the garage and laundry room of the proposed ADU. Larger, additional windows are also now shown for the ADU’s main living area and bedroom. Overall, three (3) additional windows have been added to the project’s original design.</td>
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<td>☐</td>
<td>17.06.080(A)2g</td>
<td>g. Exterior building colors and materials shall be integrated appropriately into the architecture of the building and be harmonious within the project and with surrounding buildings.</td>
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<td>Staff Comments</td>
<td>The proposed exterior building colors and materials are integrated thoughtfully into the building’s design, with large building faces/areas being broken up by alternating siding orientation and siding color. The chosen colors are muted and traditional, creating compatibility with the surrounding buildings and neighborhood. The revised rooflines and building profile, combined with the more traditional color palette, will create an attractive, infill residential building for employees of BCSD, while also ensuring that the Townsite Overlay’s neighborhood character is preserved.</td>
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<td>☒</td>
<td>17.06.080(A)2h</td>
<td>h. Flat-roofed buildings over two stories in height shall incorporate roof elements such as parapets, upper decks, balconies, or other design elements.</td>
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<td>Staff Comments</td>
<td>N/A, as no flat-roofed buildings are proposed.</td>
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</table>
| ☒ | ☐ | ☐ | 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 Applicant has stated that they plan to minimize energy consumption by incorporating/utilizing the following:

- Double Glazed Windows
- Low Emissivity Glazing
- LED lighting will be utilized throughout the project

Additionally, the Applicant plans to incorporate additional energy conserving methods into the overall site plan and/or building design:

- Highly drought tolerant and low water use landscaping is proposed
- Energy efficient appliances will be utilized within each unit

The Applicant is supportive of wiring each unit for rooftop solar and EV charging; however, internal discussions with Idaho Power will need to take place with regard the capabilities of the existing transformer. The Applicant will make every effort to provide these additional energy-conserving amenities but cannot commit to supplying this infrastructure at this time.

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<tr>
<td>17.06.080(A)2j</td>
<td>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.</td>
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<tr>
<td>17.06.080(A)2k</td>
<td>Downspouts and drains shall be located within landscape areas or other appropriate locations where freezing will not create pedestrian hazards.</td>
<td>☒</td>
<td>Same as above.</td>
</tr>
<tr>
<td>17.06.080(A)2l</td>
<td>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).</td>
<td>☒</td>
<td>N/A</td>
</tr>
<tr>
<td>17.06.080(A)2m</td>
<td>A master plan for signage is required to ensure the design and location of signs is compatible with the building design and compliance with Section 17.08A.020 of this title.</td>
<td>☒</td>
<td>N/A, as no signage is proposed is proposed at this time.</td>
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### 3. Accessory Structures, Fences and Equipment/Utilities: 17.06.080(A)3, items (a) thru (i)

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<tr>
<td>17.06.080(A)3a</td>
<td>Accessory structures shall be designed to be compatible with the principal building(s).</td>
<td>☒</td>
<td>Staff Comments: An attached studio unit, above the attached secondary garage structure, has been proposed and designed to be compatible with the principal building.</td>
</tr>
</tbody>
</table>
17.06.080(A)3b  
**b. Accessory structures shall be located at the rear of the property.**

**Staff Comments**  
The studio unit will be located at the rear of the property.

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 newly constructed walls and fencing are not 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 newly constructed walls and fencing are not 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**  
N/A, as no roof projections are proposed at this time.

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**  
Existing utility boxes will be screened from view by new tree plantings and the building structure itself, as these boxes are located at the rear of the property and accessed from the alley. It does not appear that any ground or roof-mounted mechanical equipment is proposed; if so, any and all ground and roof mounted mechanical equipment shall be screened from view. This has been made a condition of approval.

17.06.080(A)3h  
**i. All service lines into the subject property shall be installed underground.**

**Staff Comments**  
All services lines will be 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)
| Staff Comments | The landscaping proposed is extremely drought-tolerant, as all ground cover for the site will consist of mulch and/or gravel. The only landscape watering needs on the site will be for the five (5) proposed tree plantings, and two (2) small areas of ornamental grasses, which will be supported by site topography and surface water flow patterns. |
| ☒ | ☐ | ☐ | 17.06.080(A)4b | b. All plant species shall be hardy to the Zone 4 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. |
| ☒ | ☐ | ☐ | 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. Newly landscaped areas shall include trees with a caliper of no less than two-and-one-half (2 ½) inches. A maximum of twenty percent (20%) of any single tree species shall not be exceeded in any landscape plan, which includes street trees. New planting areas shall be designed to accommodate typical trees at maturity. Buildings within the LI and SCI-I Zoning Districts are excluded from this standard. |
| ☒ | ☐ | ☐ | 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. |
| ☐ | ☐ | ☒ | 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. |
| ☒ | ☐ | ☐ | | The Applicant has proposed a variety of tree species and flowering types for the street frontage of the property. The variety of species will create a variable seasonal pattern of blooming and foliage change. No beds, planter boxes, pots, or hanging baskets are proposed. |
City Staff suggest that the Applicant provide prefabricated raised beds and/or planting containers on the front and side (east) elevations of the property, for future use by residents. Residents, pedestrians traveling along Croy Street, and the private property owners to the east will all benefit from aesthetic enhancements delivered by plantings and seasonal flowers.

- 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: A site geometry and grading plan has been submitted and storm water will be retained onsite. Runoff is within the landscaped and is directed to drywells, as noted on the site geometry and grading 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: A plan for maintenance of landscaping has not been provided. It is assumed that landscaping/maintenance will be the responsibility of BCSD and their associates. This has been made a condition of approval.

- 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 existing or proposed at this time.

- 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 existing or proposed at this time.

- 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 existing or proposed at this time.

- 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 existing or proposed at this time.

- 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 existing or proposed at this time.

- 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 existing or proposed at this time.

General Requirements for Accessory Dwelling Units

<table>
<thead>
<tr>
<th>Compliant</th>
<th>Standards and Staff Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>N/A</td>
</tr>
<tr>
<td>No</td>
<td>City Code</td>
</tr>
<tr>
<td>N/A</td>
<td>City Standards and Staff Comments</td>
</tr>
</tbody>
</table>

17.08D.020  
Applicability.
A. The standards of this section apply to all Accessory Dwelling Units created after February 10, 2021, whether created by new construction, addition, or conversion of an existing building or area within an existing building.

17.04D.030 General Provisions.

A. Accessory Dwelling Units may be located within, or attached to, a principal building or may be located within a detached accessory building. Detached Accessory Dwelling Units may comprise the entirety of the accessory building or may comprise part of the floor area of an accessory building with another permitted accessory use or uses comprising of the remaining floor area.

Staff Comments The proposed ADU is attached to the primary residence and is located above one (1) of two (2) garages. The ADU is approximately 573 square feet in size. The entrance to the ADU is located on the south side of the northern-most garage. Both garages are accessed directly from the alleyway leading from Croy Street.

B. Only one (1) Accessory Dwelling Unit is permitted on a lot.

Staff Comments Only one (1) ADU is proposed onsite.

C. Accessory Dwelling Units are only permitted in conjunction with single-family residences in residential zones. In the Townsite Overlay, Transition and SCI zones, Accessory Dwelling Units are permitted in conjunction with commercial buildings. In Business, Limited Business and Neighborhood Business, one or more residential unit(s) are considered.

Staff Comments The proposed ADU is in conjunction with a new single-family residence, and both are located within the Transitional Zoning District.

D. Accessory Dwelling Units in the Special Flood Hazard Area (SFHA) shall have the top of the lowest floor elevated no lower than the flood protection elevation as defined in Section 17.04J.020, “Definitions”, of the Hailey Municipal Code. For new construction or substantial improvements in the SFHA, all applicable requirements of Article 17.04J. Flood Hazard Overlay District (FH) shall apply.

Staff Comments N/A, as the proposed ADU is not located within the Special Flood Hazard Area.

17.08D.040: Registration of Accessory Dwelling Units Required

A. All Accessory Dwelling Units created after February 10, 2021, shall be issued an Accessory Dwelling Unit Compliance Certificate.

Staff Comments Upon completion of construction for the proposed ADU, a Compliance Certificate will be issued.

17.08D.050: Occupancy Restrictions - Short Term Occupancy

A. Where a lot contains both a primary dwelling unit and an Accessory Dwelling Unit, only one dwelling unit shall be utilized for Short-Term Occupancy;

Staff Comments At this time, Blaine County School District (BCSD) intends to use both the primary residence and the ADU as long-term rentals for BCSD employees. However, given the fluctuating housing market and rental availabilities, BCSD occupants of the ADU may be short-term as other housing opportunities become available. BCSD will
Design Review: Blaine County School District c/o ARCH Community Housing Trust, Inc.
Block 34, Hailey Exempt W 45’ of Lots 9, 10, 11, and 12 (111 E Croy St)
Hailey Planning and Zoning Commission – July 17, 2023
Staff Report – Page 17 of 20

to ensure that only one dwelling unit at the site shall be utilized for Short-Term Occupancy.

- **B.** When one dwelling unit is utilized for Short-Term Occupancy, the other unit shall be owner-occupied or utilized as a long-term rental, with long-term occupancy being a period of thirty-one (31) days or more.

  **Staff Comments** Both units will be owned by Blaine County School District and will be occupied by employees of BCSD. The type and term of these occupancies by BCSD employees will be determined by local housing availability and market circumstances.

### 17.08D.060: Subordinate Scale and Size

- **A.** Scale: The floor area of an Accessory Dwelling Unit (ADU) is limited to no more than 66% of the gross square footage of the principal building, or the maximum floor area permitted for an ADU based on the lot size or zone, whichever is less.

  **Staff Comments** The gross square footage of the principal building is 1195.1 square feet, setting a 788.77 square foot limit (66%) for floor area for the proposed ADU. The ADU has been designed at 573 square feet in size. This standard has been met.

<table>
<thead>
<tr>
<th>Lot Size (square feet)</th>
<th>Minimum Gross Floor Area (square feet)</th>
<th>Maximum Gross Floor Area (square feet)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 7,000</td>
<td>300</td>
<td>900</td>
</tr>
<tr>
<td>7,001 – 8,000</td>
<td>300</td>
<td>950</td>
</tr>
<tr>
<td>Lots 8,001 and greater</td>
<td>300</td>
<td>1,000</td>
</tr>
</tbody>
</table>

**Staff Comments** Please refer to Section 17.08D.060A, noted above, for further details.

- **C.** Number of bedrooms: Accessory Dwelling Units may have a maximum of two (2) bedrooms.

  **Staff Comments** The proposed ADU has one (1) bedroom.

### 17.08D.070: Livability

- **A.** Outdoor Access: All Accessory Dwelling Units shall have a designated area to access the outdoors. Examples include a balcony, porch, deck, paver patio, or yard area delineate by fencing, landscaping, or similar treatment so as to provide for private enjoyment of the outdoors. This area shall be no less than 50 square feet in size. The Outdoor Access area shall be approved through the Design Review process.

  **Staff Comments** The Applicant has stated that the outdoor space for the ADU will be located along the east side of the building, accessible from the ADU’s garage on the northern frontage. Staff had originally assumed that the easement right-of-way, which consists of 900 square feet of turf and mature vegetation, would serve as the outdoor access, but further discussions revealed that this area may only serve as “bonus” outdoor access, until the adjacent property owner may wish to utilize/develop the right-of-way easement. Submitted plans show an outdoor access point leading from the ADU garage on the north elevation, to a gravel space of 170 square feet in size and partitioned with ornamental grasses.
## Chapter 17.09: Parking and Loading

<table>
<thead>
<tr>
<th>17.09.020.05.B</th>
<th>Parking areas and driveways for single-family, accessory dwelling unit, and duplex residences may be improved with compacted gravel or other dustless material.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Staff Comments</strong></td>
<td>One (1) parking space is proposed for the tenants of the ADU, within the garage located below the dwelling area.</td>
</tr>
<tr>
<td>17.09.020.05.D</td>
<td>Mitigation for Accessory Dwelling Unit parking spaces: Parking stalls for Accessory Dwelling Units shall be reviewed to assess light trespass into residential indoor living areas on adjacent properties. Mitigation measures may include fencing, landscaping, screening, landscape walls, and similar treatments.</td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>The parking area for the proposed ADU is located within a garage area. No windows exist on the east side of the garage, located closest to the adjacent private property owner to the east. The north elevation of the garage will have one (1) exterior light, which will be downcast and further shielded by an existing tree that will remain on site. No residential areas exist to the west of the site.</td>
</tr>
<tr>
<td>17.09.040.01</td>
<td>Accessory Dwelling Units and all dwelling units less than 1,000 square feet require one (1) parking space per unit. A site developed with both a primary dwelling less than 1,000 square feet in size and an Accessory Dwelling Unit shall provide a minimum of 2 spaces. Parking for Accessory Dwelling Units must be provided on site. Existing parking in excess of the required parking for a single-family unit shall count towards the total required parking.</td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>One (1) parking space is provided for the ADU. This standard has been met.</td>
</tr>
</tbody>
</table>

### 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 of Approval 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 Municipal Code 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. The Applicant’s engineer shall describe which sewer lines present on the site are currently in use or will need to be used. Any unused lines shall be abandoned at the sewer main and capped off.

d) Maintenance and snow removal of sidewalks, interior to the site and along site perimeter, shall be maintained by the Applicant.

e) All ground and roof-mounted equipment shall be shown on the building permit plans and are subject to Staff review and approval. Equipment shall be screened from view and shall not interfere with any walkways or sidewalks.

f) All utility boxes will be located at the rear of the buildings and/or screened from view of the public street.

g) The Applicant shall submit final landscape plans that clearly denote an irrigation system that will provide adequate water supply while balancing for water conservation measures prior to issuance of a Building Permit.
h) All landscaping/maintenance will be the responsibility of BCSD and their associates.

i) All new and existing exterior lighting shall comply with the Outdoor Lighting Ordinance.

j) The Applicant Team shall install a truncated dome feature for sidewalk connections on both the east side and west side of the alley, adjacent and to the west of the parcel.

k) 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.

l) 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.

m) The Design Review approval shall be valid for eighteen (18) months. This extension shall be effective from the day of approval.

Motion Language

Approval: Motion to approve the Design Review Application submitted by Blaine County School District (BCSD) c/o ARCH Community Housing Trust, Inc (ARCH), for the construction of one (1) two-story residence consisting of one (1) two-bedroom residential unit and one (1) attached garage with one (1) one-bedroom Accessory Dwelling Unit located directly above, for a total of two (2) residential units on approximately 0.10 acres, located at 111 E Croy Street, finding that the project does not jeopardize the health, safety or welfare of the public and the project conforms to the applicable specifications outlined in the Design Review Guidelines, applicable requirements of the Zoning Ordinance, Title 18, and City Standards, provided conditions (a) through (m) are met.

Denial: Design Review Application submitted by Blaine County School District (BCSD) c/o ARCH Community Housing Trust, Inc (ARCH), for the construction of one (1) two-story residence consisting of one (1) two-bedroom residential unit and one (1) attached garage with one (1) one-bedroom Accessory Dwelling Unit located directly above, for a total of two (2) residential units on approximately 0.10 acres, 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].
EXISTING TREE TO BE REMOVED AT NEIGHBOR REQUEST

PROPOSED GRAVEL

PROPOSED DECORATIVE BARK

PROPOSED TREE

ALL PROPOSED TREES TO BE 2-1/2" CALIPER

PROPOSED ORNAMENTAL GRASSES

EXISTING TREE TO REMAIN

PROPOSED TREE

PROPOSED ORNAMENTAL GRASSES

ORNAMENTAL GRASSES

SCREENING AROUND TRANSFORMER

+/-170 S.F. GRAVEL ADU OPEN SPACE

ORNAMENTAL GRASSES

LANDSCAPE PLAN
NOTES

1. SEE SHEET C0.1 FOR DRAWING NOTES.
2. SEE SURVEY BY BENCHMARK ASSOCIATES, P.A. FOR SURVEY NOTES.

LEGEND

EXISTING ITEMS

PROPERTY LINE

CONCRETE SIDEWALK

ASPHALT

CONCRETE

EDGE OF CONCRETE

TOP OF ASPHALT

TOP OF SLOPE

TOP OF GRADE

TOP OF CURB

EDGE OF GRADE

DECK

3' CONTOUR INTERVAL

5' CONTOUR INTERVAL

SAWCUT LINE

TOP BACK OF CURB

TOP OF GUTTER

EDGE OF GUTTER

LIP OF GUTTER

LIPNCNG

SMH = SEWER MANHOLE

SS = SEWER SERVICE

EOA = ELEVATION OF AMBROS

EOC = ELEVATION OF CENTERLINE

ED = EDGES OF SURFACE

GRAVEL

TOP OF ASPHALT

EDGE OF GUTTER

LIP OF GUTTER

LIPNCNG

BOTTOM OF GUTTER

ASPHALT

TBC = TOP OF CURB

EDGE COMPOST PILE

TRASH DISPOSAL CONTAINER

TOP OF ASBESTOS CONTAINMENT

FIRE HYDRANT

LITE METER

LITE BOX

PPO = POWER PULL

PP = POWER POLE

EBOX = POWER BOX

DECI = DECIDUOUS TREE

FD1/2 = FOUND 1/2" REBAR

FDAC = FOUND ALUMINUM CAP ON 5/8" REBAR

EDGE OF RIGHT OF WAY

SMI = SEWER MANHOLE

EORA = ELEVATION OF AMBROS

EOC = ELEVATION OF CENTERLINE

PARTS OF PROPERTY LINE

CENTRELINE OF RIGHT OF WAY

CENTRELINE OF OUTSIDE RIGHT OF WAY

DISTANCE

DISTANCE FROM CENTERLINE OF ROAD

DISTANCE FROM THE EDGES OF THE ROAD

3.5' LIP

±1.2%

±4.498 sq. ft.

±0.10 ac.

0.8%

1.3%

2.1%

4.0%

3.7'

3.5'

2.0%

5.0'

4.02'

3.5'

3.5'

2.0%

4.0'

2.1%

4.0%

±30'

±15'

±10'

±5'

±2'

±1'

20.29'

13.08'

14.98'

20.75'

10'

18'

19.4'

31.7

31.4

31.3

31.9

31.5

31.6

31.8

31.2

31.4

31.2

31.4

31.6

31.8

31.9

31.3

31.9

32.3

32.1

32.2

32.2

32.3

32.2

32.2

32.4

32.2

32.0

32.2

32.4

32.1

32.2

32.3

32.4

32.5

3.5'

4.0'

2.1%

4.0%
Below are applicant responses to comments shared by the City of Hailey Planning and Zoning Commission during the June 5, 2023 Design Review public hearing for 111 Croy Street.

- The design looks out of place in the Townsite Overlay District.  
  *The revised design reflects a reference to a historical vocabulary with a more traditional roof line.*
- Non-standard driveway needs to be addressed.  
  *The applicant worked with staff to understand the driveway standard previously referenced. It was determined that the maximum driveway width standard was not applicable to this property given the small setbacks and alley access. The applicant modified the proposed driveway grading to match the alley cross slope within three feet of the existing alley asphalt.*
- Long roof slope over front door- one gutter is not enough, consider a gable on the south frontage.  
  *The south facing slope over the front door remains a part of the design. Given the south-facing exposure, the applicant feels that the proposed gutter will function adequately.*
- East elevation needs a window in laundry room of ADU, would like window into ADU garage.  
  *Windows have been added in the ADU garage and laundry room.*
- North and east elevations need help to create "human scale"; a skirt roof?  
  *The modulation of façade addresses this and is limited by the restrictive setbacks on this narrow lot.*
- No cross ventilation in the bedrooms. Needs more windows for solar gain and cross ventilation.  
  *Considered and re-designed.*
- Large, flatter rooflines are not compatible with surrounding neighborhood. Gables?  
  *The revised design reflects a more traditional roofline.*
- Concern with ice buildup on driveway.  
  *Gutters are proposed on all rooflines.*
Please save as Public Comment for our packet. Thanks!

Robyn Davis, M.A.
Community Development Director
City of Hailey - 115 South Main Street, Hailey, ID 83333
(e) robyn.davis@haileycityhall.org (p) 208.788.9815 Ext. 2015

Hi Emily,

I am sending our list of comments for the upcoming meeting on July 17\textsuperscript{th} and the current status. Thank you for facilitating our concerns.

Items pertaining to the Croy street project.

<table>
<thead>
<tr>
<th>Item</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Our water line</td>
<td>Summit (a utility locating company) was not able to pick up a signal and locate it beyond the water spigot.</td>
</tr>
<tr>
<td></td>
<td>Emily advised the city is in the process of mapping the water and sewer lines but has not yet mapped our property. She has requested permitting information from the county courthouse records.</td>
</tr>
<tr>
<td>Our Sewer line</td>
<td>Summit was not able to feed the line beyond 6 feet.</td>
</tr>
<tr>
<td></td>
<td>Emily advised the city is in the process of mapping the water and sewer lines but has not yet mapped our property. She has requested permitting information from the county courthouse records.</td>
</tr>
<tr>
<td>Item</td>
<td>Status</td>
</tr>
<tr>
<td>------</td>
<td>--------</td>
</tr>
<tr>
<td>Our Power lines</td>
<td>Cheryl Bennett from Idaho power is coming up with configuration options and will advise us of our options. We have a prescriptive easement so Arch would be responsible for paying. Pending review and proposal from Idaho Power</td>
</tr>
<tr>
<td>Our Gas Line</td>
<td>Discovered The gas company does not provide maps nor can we call them to come out unless we are digging something up. Will need to rely on the Croy street project to coordinate with the gas company. We request 4 week lead time before any digging occurs so there is time to coordinate and formulate a plan.</td>
</tr>
<tr>
<td>Tree on easement</td>
<td>Arch agreed to remove the tree at the June 5th meeting. Need updated plans from the Croy Street Project that indicates the tree will be removed by the project.</td>
</tr>
<tr>
<td>Croy Street Projects Water line</td>
<td>Meeting 6-5-23. The project indicated they would locate their water line outside the boundaries of our easement. Need updated plans from the Croy Street Project that show the water line outside of the easement.</td>
</tr>
<tr>
<td>The Croy Street Project roof angle</td>
<td>Our main concern is the steep pitch of the roof that is designed so that more than ¾ of the snow will fall to the East which would slide towards our garage and vehicles parked in our driveway. The roof line of the original office built by the lawyer who purchased the property was pitched towards the north. The roof line of our small garage was designed with an even pitch to the east and the west. The eave line is only 2 feet from the school property. Our garage has a metal roof and the snow slides approximately every 1 to 2 storms. Currently the lilac bushes on the school property have kept our snow mostly on our property. Just the snow from 2 to 3 large storms brings the snow level up past the window on the garage. Snow clips could help keep some of the snow on the roof of the proposed building. However, a lot of our snowstorms will end with rain that freezes at night. Future snowstorms could create avalanche conditions. We are asking that the P &amp;Z Commission consider an even pitch east to west or a pitch from north to south so that our garage and parking area has some degree of safety. Awaiting response from Arch housing</td>
</tr>
</tbody>
</table>

Requests of the city independent of the project but that impact us due to increased density
<table>
<thead>
<tr>
<th>No Parking signs and parking enforcement</th>
<th>Requested city place no parking signs and enforce parking laws on June 1st.</th>
<th>Awaiting response for the city of Hailey</th>
</tr>
</thead>
<tbody>
<tr>
<td>Driveway for lots E 75' OF LOTS 9 &amp; 10, BLOCK 34</td>
<td>Requested a drive on E 75' OF LOTS 9 &amp; 10, BLOCK 34 on June 1st</td>
<td>Awaiting response for the city of Hailey</td>
</tr>
</tbody>
</table>

Best Regards,
Laura Camplin

From: Emily Rodrigue <emily.rodrigue@haileycityhall.org>
Sent: Wednesday, June 14, 2023 10:27 AM
To: Laura Camplin <llcamplin@hotmail.com>
Subject: RE: Croy Street ARCH Housing project

Laura,

Thanks for providing that additional insight. I’ve passed this on to the project engineer, who will be relaying it to the contractor. Hopefully we can mitigate as much risk as possible for any impact to your property’s lines – and ideally we will see no impact at all! I have not heard from the records department at Blaine County, but I will notify you when/if I get a response.

Thanks Laura, enjoy the rest of your week!

Emily Rodrigue
City Planner/Resiliency Planner
City of Hailey, Idaho | www.haileycityhall.org
(o) 208.788.9815 x2017

From: Laura Camplin <llcamplin@hotmail.com>
Sent: Tuesday, June 13, 2023 9:34 PM
To: Emily Rodrigue <emily.rodrigue@haileycityhall.org>
Subject: Re: Croy Street ARCH Housing project

Hi Emily,
Thank you for all the detailed information!

The house was moved to Hailey sometime in the late 1940’s so that might help narrow the time frame a little bit.
Regarding what we were able to locate, the water line was located from the house to the water spigot on the middle of the side lawn. The spigot aligns with the markings in the alley so there is a good chance it follows a straight line through the easement. For the sewer, the locator was only able to feed the line ~6 ft from the house.

Best,
Laura
Hi Laura,

Thank you for connecting the dots and reaching out. I have been digging into getting some answers for you with your water and sewer lines, but due to the age of your family’s property and structures (records say house was built in 1910 – truly a remarkable piece of Hailey’s history carried on by your family), I have not been able to locate much information. I have inquired about maps/permits for your utilities at the City, but they do not appear to exist within City of Hailey records. I also called Blaine County today requesting a search for any records, and I am awaiting a response. The individual responsible for conducting this search is out of the office until tomorrow – I will be following up and getting an answer from her as soon as possible and reporting back to you.

I was able to locate the map below, which is part of an effort to “snake” cameras down every utility line in the City and create a comprehensive map that can be used for Public Works planning and scenarios such as the one we are in now. I want to preface that this mapping effort is not yet complete, and is not showing utility lines with 100% certainty – your family's property (to the right of the large 91 parcel) is not shown as having its utility lines mapped, but obviously there are utilities connected to your property. What I find interesting here is that the 111 S 2nd Avenue property was built around a similar time period (1936), and it is one of only a handful of properties on this map that does not show utilities as mapped. It could be worth a conversation with this neighbor, to see if they have been able to locate their utility lines and what process they took to do so.

I understand that this process and lack of answers may be frustrating, but please be assured that we are doing everything we can and have access with to provide you with answers.

As for the tree removal, while City Staff would certainly prefer that such a mature, self sustaining tree be retained (given the water and time needed to grow new trees), we cannot dictate what happens to existing trees on private property for
single-family residential units. We will be working with ARCH/BCSD to encourage new plantings at the rear of the property, being mindful of deep-rooted plantings and impacts to your utility lines. We would like to see the buffering, shade, habitat, and privacy offered by the existing tree be retained for the site in whatever way possible.

Out of curiosity, would you mind sharing where on the parcel(s) the company was no longer able to track your lines? Was it closer to the alley, at the intersection of the 111 and 123 Croy properties, or closer to your family’s residence?

Thank you for the information you have provided thus far Laura, and please do reach out with any additional questions you have. I will be in touch when I know more.

Sincerely,
Emily

______________________________
Emily Rodrigue
City Planner/Resiliency Planner
City of Hailey, Idaho | www.haileycityhall.org
(o) 208.788.9815 x2017

From: Laura Camplin <llcamplin@hotmail.com>
Sent: Monday, June 12, 2023 9:17 PM
To: Emily Rodrigue <emily.rodrigue@haileycityhall.org>
Subject: Croy Street ARCH Housing project

Hi Emily,
When I reached out to Samantha earlier about the Croy Street project she indicated she preferred I work with you. Here are the latest updates.

**Water & Sewer**
We engaged a company to locate our water and sewer lines, but they were unable to follow them from our house all the way to the alley. Since the lines had to be permitted by the city at some point, I was wondering if you would be able to send me the historical permits and a map the city has on file. I am thinking perhaps the permits might have verbiage that describes their location, and the map might have lines drawn where they were installed on our lots. Feel free to advise if you have any other suggestions on how we might go about ensuring the lines run through our easement.

**Tree**
At the meeting on 6/5/23 ARCH stated they agreed to remove the tree on the easement. However, a city official (I didn’t catch her name) indicated the city wanted to retain the tree on our easement. Please note the tree is growing on top of our water line and near the sewer line in the easement. We would like the tree removed so the roots don't damage our utility lines in the future. We appreciate the city’s efforts to retain trees so perhaps some could be planted in the curb and gutter planter strip on 2\textsuperscript{nd} avenue in front of our house to replace it.

Best Regards,
Laura Camplin
Hello,

In light of the upcoming Hailey Planning and Zoning Commission meeting, scheduled for June 5th, 2023, I would like to highlight a concern regarding the development of Lots W 45 of 9, and 10-12, Block 34. For reference, I live at 115 2nd Ave South in Hailey.

The concern I would like addressed at the meeting surrounds Atkinsons, specifically with vehicle deliveries and customers. Currently delivery vehicles and customers are, at various times of the day, parking in the alley for delivery and shopping. I have attached several photo examples of blockage, which prevent me from leaving my house. My parking is subject to using the alley way in question. This problem is compounded in the winter when I am unable to utilize street parking on 2nd Ave South due to conflicting city snow removal policies.

I am requesting that signage along with enforcement information, such as a fine or towing phone number, be placed throughout the alley to ensure both myself and future occupants of the proposed development have the ability to come and go without issue.

Additional concerns are snow removal and parking in general. Currently Atkinsons employees are parking on the proposed development lot. During the winter, Atkinsons will pile the snow on the lot instead of removing the snow. I would like to understand how snow removal will be addressed as well as if there is a thorough understanding of parking capacity within the area as a whole.

Please feel free to contact me with any questions.
Regards,

Matt Douglas
Hello,

We are property owners adjacent to the proposed Croy street project (E 75 lots 9, 10, 11 & 12, Block 34) and have the following comments/requests;

Requests related to the proposed building site
Before approval of the project is granted, we request the following;

- We request the project water service line be located outside our easement. The plans currently indicate the side water line will be placed within the 20-foot easement associated with the Brooks/Camplin property.
- Because the side water and sewer were installed so long ago, we would like to confirm the water and sewer service lines to our property run through the easement via a locator service. We request a reasonable amount of time to accomplish this.
- A site visit was conducted May 31st to assess the location of existing utilities. It was discovered and communicated on May 31st that the power lines to our property posed a problem for the proposed project and would need to be relocated within the existing easement. The email stated the following;

  'One additional note from that site visit- the overhead power service for 123 S 2nd Avenue will need to be relocated to within the existing easement as it is currently in conflict with the proposed building. Michelle plans to notify Idaho Power’.

Please note on June 1 we contacted Idaho Power explaining the situation. On June 2nd Idaho Power advised us that we have a prescriptive easement for the power lines and that a review is pending to evaluate alternatives for how the lines might be re-configured to accommodate both the project and our existing power service. We were also advised that because we have a prescriptive easement, the Croy street project would be responsible for any costs associated with moving the power lines. We request a reasonable amount of time to resolve this.

- We request a detailed plan for where building materials and heavy equipment will be stored and specific verbiage stating none will be stored on the easement portion of the property. We also request signage that clearly communicates this to the construction crew. This is to ensure there will be no damage to our existing utilities on our easement.
- We request the existing tree on our easement be removed and be reflected in the plans.
- We request time to review the existing infrastructure that is currently blocking our right of way through the easement. We would like to see if there might be opportunities to move the power box and telephone box and assess if the existing project impacts (positively or negatively) our ability to do so.
Requests of the city

Due to the impact of more density associated with this projects and other projects, we request the following;

- We request the city place ‘no parking ‘signs near our driveway and enforce no parking laws. Our driveway is often blocked. If anyone in our household were to experience a medical emergency, we would be unable to get out of our driveway. We experience being blocked in our drive most frequently on court days and during lunch hours at the high school. We anticipate more parking issues will arise since the people who habitually park on the proposed building site will now be parking on the street.
- We request that our ability to park via a driveway be reinstated on East 75’ of blocks 9 and 10, block 34 to help mitigate the negative impacts of increased density for established residents in the transitional zone. The city curb and gutter project blocked our ability to park on East 75’ of blocks 9 and 10, block 34.

Best Regards,
Laura Camplin and Betty Brooks
Return to Agenda
To: Hailey Planning and Zoning Commission
From: Emily Rodrigue, Community Development City Planner / Resilience Planner

Overview: Consideration of a Design Review Application by Lyn and Charlie Holt for new construction of a 672 square foot, two (2) bedroom Accessory Dwelling Unit (ADU) located above a new 672 square foot first-floor area that will contain garage, office, and workshop space. This project is located at 519 S. River Street (Lots S. 23’ of 9, all of 10, Block 7, and 20 feet adjacent to the vacated portion of Chestnut Street, Hailey Townsite) within the General Residential (GR), Downtown Residential Overlay (DRO), and Townsite Overlay (TO) Zoning Districts. This project is also associated with a concurrent Lot Line Adjustment Application.

Hearing: July 17, 2023

Applicant: Lyn and Charlie Holt
Location: Lots S. 23’ of 9, all of 10, Block 7, and 20 feet adjacent to the vacated portion of Chestnut Street, Hailey Townsite (519 S. River Street).
Zoning: General Residential (GR), Downtown Residential Overlay (DRO), and Townsite Overlay (TO) Zoning Districts

Notice: First notice for the public hearing was published in the Idaho Mountain Express on June 5, 2023 and mailed to property owners within 300 feet on June 5, 2023. Notice was continued and published in the Idaho Mountain Express on June 28, 2023 and mailed to property owners within 300 feet on June 28, 2023, due to outstanding components for the project’s complete application package.

Application: The Applicant is proposing to construct a two (2) story structure totaling 1,344 square feet of floor space. The first floor will be composed of 491 square feet of garage space, in addition to 181 square feet of office/shop space. The second floor will be comprised of a two (2) bedroom ADU residence, with 672 square feet of interior living space, 69 square feet of exterior deck space, and 51 square feet of uncovered stairs.

The ADU is detached and subordinate to the lot’s existing primary dwelling. Access to the ADU can be found off Chestnut Street. Subject to approval of a concurrent Lot Line Adjustment Application, the parcel’s interior lot lines will be vacated and a new lot, Lot 10A, Block 7, will be formed. Current access for the existing residence will remain and is located on River Street.

Procedural History: The Design Review Application was submitted on May 5, 2023, and certified complete on June 30, 2023. A public hearing before the Planning and Zoning Commission for approval or denial of
the project will be held on July 17, 2023, in the Hailey City Council Chambers and virtually via GoTo Meeting.

<table>
<thead>
<tr>
<th>Compliant</th>
<th>Standards and Staff Comments</th>
<th>City Code</th>
<th>City Standards and Staff Comments</th>
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<tr>
<td>☐</td>
<td></td>
<td>17.08D.020</td>
<td>Applicability.</td>
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<td>☒</td>
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<td>17.04D.030</td>
<td>General Provisions.</td>
</tr>
<tr>
<td>☒</td>
<td></td>
<td>17.08D.040</td>
<td>Registration of Accessory Dwelling Units Required</td>
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<td>☒</td>
<td></td>
<td>17.08D.050</td>
<td>Occupancy Restrictions - Short Term Occupancy</td>
</tr>
</tbody>
</table>

**Applicability.**

A. The standards of this section apply to all Accessory Dwelling Units created after February 10, 2021, whether created by new construction, addition, or conversion of an existing building or area within an existing building.

**General Provisions.**

A. Accessory Dwelling Units may be located within, or attached to, a principal building or may be located within a detached accessory building. Detached Accessory Dwelling Units may comprise the entirety of the accessory building or may comprise part of the floor area of an accessory building with another permitted accessory use or uses comprising of the remaining floor area.

**Staff Comments**

The proposed ADU is detached from the primary residence and is approximately 672 square feet in size and located above a new 672 square foot garage/office/workshop space.

**B.** Only one (1) Accessory Dwelling Unit is permitted on a lot.

**Staff Comments**

Only one (1) ADU is proposed onsite.

**C.** Accessory Dwelling Units are only permitted in conjunction with single-family residences in residential zones. In the Townsite Overlay, Transition and SCI zones, Accessory Dwelling Units are permitted in conjunction with commercial buildings. In Business, Limited Business and Neighborhood Business, one or more residential unit(s) are considered.

**Staff Comments**

The proposed ADU is in conjunction with an existing single-family residence, and both are located within the General Residential (GR), Downtown Residential Overlay (DRO), and Townsite Overlay (TO) Zone Districts.

**D.** Accessory Dwelling Units in the Special Flood Hazard Area (SFHA) shall have the top of the lowest floor elevated no lower than the flood protection elevation as defined in Section 17.04J.020, “Definitions”, of the Hailey Municipal Code. For new construction or substantial improvements in the SFHA, all applicable requirements of Article 17.04J. Flood Hazard Overlay District (FH) shall apply.

**Staff Comments**

N/A, as the proposed ADU is not located within the Special Flood Hazard Area.

**A.** All Accessory Dwelling Units created after February 10, 2021, shall be issued an Accessory Dwelling Unit Compliance Certificate.

**Staff Comments**

Upon completion of construction for the proposed ADU, a Compliance Certificate will be issued.

A. Where a lot contains both a primary dwelling unit and an Accessory Dwelling Unit, only one dwelling unit shall be utilized for Short-Term Occupancy;
The Owners intend to utilize the ADU as a long-term rental, and they will continue to reside in the primary residence. This standard shall be met.

B. When one dwelling unit is utilized for Short-Term Occupancy, the other unit shall be owner-occupied or utilized as a long-term rental, with long-term occupancy being a period of thirty-one (31) days or more.

The Owners intend to utilize the ADU as a long-term rental, and they will continue to reside in the primary residence. This standard shall be met.

Based on lot size, the maximum floor area permitted for the ADU is 1,000 square feet. The proposed ADU consists of 672 square feet of floor space. This standard has been met.

<table>
<thead>
<tr>
<th>Lot Size (square feet)</th>
<th>Minimum Gross Floor Area (square feet)¹</th>
<th>Maximum Gross Floor Area (square feet)¹</th>
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<tbody>
<tr>
<td>Up to 7,000</td>
<td>300</td>
<td>900</td>
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<tr>
<td>7,001 – 8,000</td>
<td>300</td>
<td>950</td>
</tr>
<tr>
<td>Lots 8,001 and greater</td>
<td>300</td>
<td>1,000</td>
</tr>
</tbody>
</table>

Gross square footage calculations for Accessory Dwelling Units does not include exterior, uncovered staircases. Interior staircases and circulation corridors are included.

Please refer to Section 17.08D.060A, noted above, for further details.

The proposed ADU has two (2) bedrooms.

The ADU outdoor space will be provided in the form of a second-story deck, 69 square feet in size. This standard has been met.

Parking areas and driveways for single-family, accessory dwelling unit, and duplex residences may be improved with compacted gravel or other dustless material.

A two-car gravel driveway is proposed to the south of the ADU/garage, connecting to Chestnut Street. This driveway area will serve as the ADU’s parking area.

Mitigation for Accessory Dwelling Unit parking spaces: Parking stalls for Accessory Dwelling Units shall be reviewed to assess light trespass into residential indoor living areas on adjacent properties. Mitigation measures may include fencing, landscaping, screening, landscape walls, and similar treatments.
## General Requirements for all Design Review Applications

<table>
<thead>
<tr>
<th>Compliant</th>
<th>City Code</th>
<th>City Standards and Staff Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒</td>
<td>17.0600</td>
<td>Complete Application</td>
</tr>
<tr>
<td>☒</td>
<td>17.0901</td>
<td>Accessory Dwelling Units and all dwelling units less than 1,000 square feet require one (1) parking space per unit. A site developed with both a primary dwelling less than 1,000 square feet in size and an Accessory Dwelling Unit shall provide a minimum of 2 spaces. Parking for Accessory Dwelling Units must be provided on site. Existing parking in excess of the required parking for a single-family unit shall count towards the total required parking.</td>
</tr>
<tr>
<td>☒</td>
<td>17.0801</td>
<td>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.</td>
</tr>
<tr>
<td>☒</td>
<td>17.0904</td>
<td>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</td>
</tr>
<tr>
<td>☒</td>
<td>17.0804</td>
<td>The Hailey Municipal 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 two (2) car parking area is proposed to the south of the ADU/garage for the ADU to utilize. The single-family residence will utilize the two (2) car garage and parking within the right-of-way off River Street. Parking requirements for the proposed project are met.</td>
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</table>

### Staff Comments

The following mitigation measures were considered when planning the location and size of the proposed ADU:

**Placement of ADU:**
- The ADU/garage will be located behind the single-family residence and to the rear of the parcel.
- The ADU’s parking space is located to the south of the garage/ADU and to the rear of the primary residence.

**Landsaping:**
- Landscaping and fencing exist and will mitigate light onto neighboring properties.

17.06.050 Complete Application

17.09.040 Accessory Dwelling Units and all dwelling units less than 1,000 square feet require one (1) parking space per unit. A site developed with both a primary dwelling less than 1,000 square feet in size and an Accessory Dwelling Unit shall provide a minimum of 2 spaces. Parking for Accessory Dwelling Units must be provided on site. Existing parking in excess of the required parking for a single-family unit shall count towards the total required parking.

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.

17.09.040 On-site Parking Req.

17.08C.040 Outdoor

17.08C.040 General Standards
### Lighting 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. This has been made a Condition of Approval.

### Bulk Requirements

<table>
<thead>
<tr>
<th>Zoning District: General Residential (GR) and Townsite Overlay (TO)</th>
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<tbody>
<tr>
<td>Maximum Height: 30'</td>
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<tr>
<td>Setbacks:</td>
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<tr>
<td>- Street R.O.W. Adjacent: 12'; 20' to Garage Door</td>
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<tr>
<td>- Private Property Abutment: 15% of lot width or 10', whichever is less; 6' min.</td>
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<tr>
<td>- 1' for every 2.5' of building height</td>
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<td>- Alley: 6' minimum</td>
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<tr>
<td>Lot Coverage: 40%</td>
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</tbody>
</table>

### Staff Comments

- Proposed Building Height: 23’ 4”

- Proposed Setbacks:
  - Front Yard (East): Approximately 70.6’
  - Side Yard (North): 23.3’
  - Side Yard (South): 21’ 2”
  - Rear Yard (West): 10’

- Proposed Lot Coverage:
  - 672 square feet / 8,731 square foot lot = 7%

- All 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 a detached garage/ADU; therefore, sidewalk and drainage improvements are not required at this time.

### 17.06.070(B) Required

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

<table>
<thead>
<tr>
<th>Compliant</th>
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<tbody>
<tr>
<td></td>
<td>City Code</td>
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<td></td>
<td>Yes</td>
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</table>

**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 ADU will preserve the grid pattern, keeping visual access primarily to Chestnut Street and partially to River Street along with vehicular access via Chestnut Street for the ADU/garage.

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<thead>
<tr>
<th>Compliant</th>
<th>Standards and Staff Comments</th>
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<tbody>
<tr>
<td></td>
<td>Guideline: Site planning for new development and redevelopment shall address the following:</td>
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<tr>
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<td>• scale and massing of new buildings consistent with the surrounding neighborhood;</td>
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<td>• building orientation that respects the established grid pattern of Old Hailey;</td>
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<td>• clearly visible front entrances;</td>
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<td>• use of alleys as the preferred access for secondary uses and automobile access;</td>
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<td>• adequate storage for recreational vehicles;</td>
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<td>• yards and open spaces;</td>
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<td>• solar access on the site and on adjacent properties where feasible, and where such decisions do not conflict with other Design Guidelines;</td>
</tr>
<tr>
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<td>• snow storage appropriate for the property;</td>
</tr>
<tr>
<td></td>
<td>• underground utilities for new dwelling units.</td>
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</table>

**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 orientation complements that of the existing residence. As existing, the front entry of the home faces River Street and the ADU/garage will be accessible via Chestnut Street, a subsidiary and non-through street off of River Street.
- The ADU will be tucked behind the existing residence. Sufficient yard and open space exist on all sides of the unit.
- The residence and proposed ADU/garage are located in the most interior location of the parcel, and both structures will be modest in building height and footprint; impact of solar access to adjacent homes will be minimal.
- Snow storage has been identified on the site plan and appears to be sufficient for the site.
- Water and sewer utilities are existing and located underground. An overhead powerline exists at the rear of the parcel, which services the single-family residence. The proposed ADU’s power will be located underground.

<table>
<thead>
<tr>
<th>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.</th>
</tr>
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<tbody>
<tr>
<td>Staff Comments</td>
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This has been made a Condition of Approval.

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<tr>
<th>Guideline: The perceived mass of larger buildings shall be diminished by the design.</th>
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<tr>
<td>17.06.090(C)2</td>
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<tr>
<td>Staff Comments</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>a. General</th>
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<tbody>
<tr>
<td>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.</td>
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<td>Staff Comments</td>
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<thead>
<tr>
<th>b. Building Orientation</th>
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<tbody>
<tr>
<td>Guideline: The front entry of the primary structure shall be clearly identified such that it is visible and inviting from the street.</td>
</tr>
<tr>
<td>Staff Comments</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>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.</th>
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<td>Staff Comments</td>
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<tr>
<th>c. Building Form</th>
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<tbody>
<tr>
<td>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.</td>
</tr>
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<td>Staff Comments</td>
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</table>
The proportion, size, and shape of the proposed ADU/garage is compatible with the surrounding neighborhood.

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<td>17.06.090(C)3d</td>
<td>d. Roof Form</td>
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<td>Guideline: Roof forms shall define the entry to the building, breaking up the perceived mass of larger buildings, and to diminish garages where applicable.</td>
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<td>Staff Comments</td>
<td>The proposed detached garage/ADU is compact and incorporates a single pitch roof. A smaller pitched roof above the ADU’s second-story entry door helps define entry to the building. A distinct change in material texture and color helps create a buffer between the ADU and the two (2) garages below. (See image below for details.)</td>
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![Diagram of ADU and garages](image)

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<td>☒</td>
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<td>17.06.090(C)3d</td>
<td>Guideline: Roof pitch and style shall be designed to meet snow storage needs for the site.</td>
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<td>Staff Comments</td>
<td>It appears the roof pitch will allow snow to shed safely onto property and away from pedestrian travel areas. No drip line or snow shedding challenges are anticipated.</td>
</tr>
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<tbody>
<tr>
<td>☒</td>
<td>☐</td>
<td>☐</td>
<td>17.06.090(C)3d</td>
<td>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.</td>
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<td>Staff Comments</td>
<td>The proposed ADU/garage is compact and incorporates a single pitch roof. The proposed roof form, ridge lengths and materials are similar to those found in the neighborhood.</td>
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<td>☒</td>
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<td>☐</td>
<td>17.06.090(C)3d</td>
<td>Guideline: The roof pitch of a new building should be compatible with those found traditionally in the surrounding neighborhood.</td>
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<td></td>
<td>Staff Comments</td>
<td>The proposed roof pitches are compatible and consistent with the surrounding neighborhood.</td>
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<td>☒</td>
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<td>☐</td>
<td>17.06.090(C)3e</td>
<td>Guideline: Primary wall planes should be parallel to the front lot line.</td>
</tr>
</tbody>
</table>
Design Review: Holt ADU  
Lots S 23’ of 9, all of 10, Block 7, and 20’ adjacent to the vacated portion of Chestnut Street, Hailey Townsite  
(519 S River Street)  
Hailey Planning and Zoning Commission – July 17, 2023  
Staff Report – Page 9 of 16

<table>
<thead>
<tr>
<th>17.06.090(C)3e</th>
<th>Guideline: Wall planes shall be proportional to the site, and shall respect the scale of the surrounding neighborhood.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Comments</td>
<td>The proposed ADU/garage is proportional to the site. Exterior colors and window variations also reduce the scale of the building to match the surrounding neighborhood.</td>
</tr>
</tbody>
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<thead>
<tr>
<th>17.06.090(C)3e</th>
<th>Guideline: The use of pop-outs to break up longer wall planes is encouraged.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Comments</td>
<td>The proposed ADU/garage is compact in nature. No pop-outs are proposed, but covered front doors, as well as window variation, helps to create a smaller appearance in size and break up the longer wall planes.</td>
</tr>
</tbody>
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<tr>
<th>17.06.090(C)3f</th>
<th>Guideline: Windows facing streets are encouraged to be of a traditional size, scale and proportion.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Comments</td>
<td>While the two (2) windows facing Chestnut Street incorporate variety in size while maintaining scale and proportion, Staff believe that there is remaining potential for including more windows or adjusting design to include a single, rectangular window that spans the majority of the south elevation on the second floor. Staff encourage the Applicant to make every effort to include ample opportunities for natural light entry into the unit (thus, relying less on interior lighting and energy consumption), as well as to increase livability and allow for occupants of the ADU to engage with the mature landscaping and natural surroundings of the parcel.</td>
</tr>
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<thead>
<tr>
<th>17.06.090(C)3f</th>
<th>Guideline: Windows on side lot lines adjacent to other buildings should be carefully planned to respect the privacy of neighbors.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Comments</td>
<td>A variety of windows are proposed and framed in a manner that is consistent with the neighborhood and does not impact neighborhood privacy.</td>
</tr>
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<tr>
<th>17.06.090(C)3g</th>
<th>Guideline: Decks and balconies shall be in scale with the building and the neighborhood.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Comments</td>
<td>The proposed balcony/second-story deck space is sized and placed in a manner that maintains scale with both buildings of the property and the surrounding neighborhood.</td>
</tr>
</tbody>
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<thead>
<tr>
<th>17.06.090(C)3g</th>
<th>Guideline: Decks and balconies should be designed with the privacy of neighbors in mind when possible.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Comments</td>
<td>The proposed deck will be located at the rear of the property and adjacent to a right of way, which provides a buffer between the surrounding residences and the deck. The deck will also be facing the fronts of adjacent residences, including garage areas, which are not typically areas of private gathering; thus, concerns of privacy between neighbors should be minimized.</td>
</tr>
</tbody>
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<tr>
<th>17.06.090(C)3h</th>
<th>Guideline: Building Materials and Finishes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Comments</td>
<td>The garage/ADU structure will follow a split-level siding pattern for its exterior materials and colors. The garage level of the unit will feature a dark brown, corrugated metal siding, while the upper ADU level will be sided with light grey stucco siding. This siding style matches the siding of the existing residence.</td>
</tr>
</tbody>
</table>
Wooden outriggers and knee braces will highlight the unit’s residential entry, and newel post/wire mesh will form the deck area. This variety of materials, as well as their split placement, will reduce the perceived scale of any large walls.

<table>
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<tr>
<th>17.06.090(C)3h</th>
<th>Guideline: Large wall planes shall incorporate more than one material or color to break up the mass of the wall plane.</th>
<th>See Section 17.06.090 (C)3h for an explanation of how this standard will be met.</th>
</tr>
</thead>
<tbody>
<tr>
<td>17.06.090(C)3i</td>
<td>Guideline: Architectural detailing shall be incorporated into the front wall plane of buildings.</td>
<td>The front wall plane of the garage/ADU, with the Chestnut Street/South facing façade considered as the front plane, features stucco siding, metal trim band, and painted corrugated metal siding. The eastern-sloping roof adds architectural detailing and visual interest in the structure, while remaining simple and elegant in form. The front wall plane design is congruent with surrounding structures and takes a tasteful, updated approach to garage units typical of the Townsite Overlay.</td>
</tr>
<tr>
<td>17.06.090(C)3i</td>
<td>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.</td>
<td>Traditionally shaped windows, wood post/beam detailing, and natural-hued stucco siding each contribute to ornamentation and design that is reminiscent of the historic nature of Old Hailey and the Townsite Overlay.</td>
</tr>
<tr>
<td>17.06.090(C)4</td>
<td>Guideline: Architectural details and ornamentation on buildings should be compatible with the scale and pattern of the neighborhood.</td>
<td>Please refer to Section 17.06.090(C)3i for further information.</td>
</tr>
<tr>
<td>17.06.090(C)4</td>
<td>Guideline: Safety for pedestrians shall be given high priority in site planning, particularly with respect to parking, vehicular circulation and snow storage issues.</td>
<td>Adequate parking has been provided. Pedestrian access is provided via Chestnut Street, which is not a through street and thus has limited vehicular traffic. Snow storage areas are located to the west and southeast of the proposed unit, which will not restrict any pedestrian access.</td>
</tr>
<tr>
<td>17.06.090(C)4</td>
<td>Guideline: The visual impacts of on-site parking visible from the street shall be minimized.</td>
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Onsite parking will be accessed from Chestnut Street, which as stated above is not a through street. Visual impacts of on-site parking shall be minimized by nature of low vehicular traffic levels for this area of Chestnut Street. On-site parking placement at the rear of the site further diminishes visual impacts of parking from River Street. A fence also exists and will be retained along the western property boundary, further shielding the parking from adjacent residences.

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
N/A, as no alley is present.

Guideline: Detached garages accessed from alleys are strongly encouraged.

Staff Comments
N/A, as no alley is present.

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
The garage doors are set back approximately 38’ from the edge of asphalt of Chestnut Street. The garage doors are also less than half of the height of the entire proposed unit, and thus are subordinate to the front wall plane.

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
Given the fact that this new garage will provide parking for both the primary residence and the ADU unit, the parking area must be two car width in order to meet City of Hailey parking requirements for residential units. Staff are amenable to this design.

Guideline: Off-street parking space for recreational vehicles should be developed as part of the overall site planning.

Staff Comments
N/A, no recreational vehicle parking is proposed.

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
N/A, as no alleys are associated with the site.

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
N/A, as no alleys are associated with the site.

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
N/A, as no alleys are associated with the site.

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 grass, although no alleys are associated with the site.
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<th>Guideline: Accessory buildings shall appear subordinate to the main building on the property in terms of size, location and function.</th>
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<tr>
<td><strong>Staff Comments</strong></td>
<td>An ADU/garage is proposed. The ADU/garage will be similar in scale, as well as 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.</td>
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<td><strong>17.06.090(C)6</strong> Guideline: In general, accessory structures shall be located to the rear of the lot and off of the alley unless found to be impractical.</td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>The proposed ADU/garage will be located to the rear of the parcel. No alley is associated with this site.</td>
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<td><strong>17.06.090(C)7</strong> 7. Snow Storage</td>
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<td><strong>Guideline:</strong> All projects shall be required to provide 25% snow storage on the site.</td>
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<td><strong>Staff Comments</strong></td>
<td>The site plan proposes approximately 775 square feet of hardscape (parking, vehicle, and pedestrian areas). 25% of this (194 square feet) is required for snow storage. Adequate snow storage appears to be available on site, and the Applicant has denoted general areas in site plans. The Applicant may wish to highlight these areas and provide exact dimensions for the Commission at the Public Hearing. The Applicant shall submit a final snow storage plan denoting exact snow storage boundaries and dimensions prior to issuance of a Building Permit. This has been made a Condition of Approval.</td>
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<td><strong>17.06.090(C)7</strong> 8. Existing Mature Trees and Landscaping</td>
</tr>
<tr>
<td><strong>Guideline:</strong> 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.</td>
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<tr>
<td><strong>Staff Comments</strong></td>
<td>Existing mature trees are shown on the site plan, with notations regarding retention and removal. Five (5) trees are proposed to be removed. While Staff would prefer to see more trees retained, especially the large mature tree directly east of the proposed driveway, site orientation and setback requirements prevent retention. Staff request that the Applicant replace at minimum three (3) of the five (5) removed trees with species plantings of at least 2.5” caliper, denoted in the Hailey Tree Guide. Consideration shall be given to salt tolerance and snow storage location, as well as to privacy for both the primary house, ADU, and adjacent residents. This has been made a Condition of Approval.</td>
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<td><strong>17.06.090(C)8</strong> 9. Fences and Walls</td>
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<td><strong>Guideline:</strong> 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.</td>
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<tr>
<td><strong>Staff Comments</strong></td>
<td>No other significant landscape features will be removed or appear to be impacted by the proposed ADU/garage and addition to the primary residence.</td>
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<td><strong>17.06.090(C)8</strong> Guideline: Noxious weeds shall be controlled according to State Law.</td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>If noxious weeds are present on the site, the Applicant shall control in accordance with Idaho State Law.</td>
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<td><strong>17.06.090(C)9</strong> 9. Fences and Walls</td>
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</table>
### 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**

A majority of the existing fence will remain, as designated on-site plans. Portions of fence to be removed for driveway construction are denoted as such on site plans. The Applicant may wish to elaborate on the type and style of fence for Commissioners at the Public Hearing.

### 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

**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 reuse of Historic Structures is supported while maintaining the architectural integrity of the original structure.

**Staff Comments**

The existing residence was built in 1910. The single-family residence will remain onsite and a new garage with an ADU located above, totaling 1,344 square feet of floor space, is proposed. Additionally, an addition of 262.5 square feet is proposed to the existing single-family residence, to be completed concurrently with the construction of the garage/ADU. This addition will be one story and consist of a family room space. The Applicant can produce floor plans and elevations for this addition, upon request. Exterior materials, windows, architectural detail, and roof of both ADU/garage and addition to the primary residence will mirror that of the existing residence.

The ADU/garage and addition to the primary residence are congruous with the surrounding area, contributing to the overall charm of Old Hailey and the Townsite Overlay.

### 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

- An addition of 262.5 square feet is proposed for the existing single-family residence. The residence itself will remain unchanged. The majority of the proposed addition is located to the side and rear of the existing residence and will incorporate matching materials and colors. Size, scale, roof form, and the relationship of wall planes of both the addition and the proposed garage/ADU will be compatible with the original building and surrounding neighborhood, and visual impact will be minimized from both Chestnut and River Streets.

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 Municipal Code 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) A Right-of-Way Encroachment Permit shall be submitted for driveway work impacting and occurring within the Chestnut Street right-of-way, prior to issuance of a Building Permit.

e) The Sidewalk In-Lieu Fees are hereby waived, pursuant to Section 17.06.070(B).

f) All new and existing exterior lighting shall comply with the Outdoor Lighting requirements according to 17.08C.

g) The proposed design shall incorporate the following energy-conserving designs: Double glazed windows and Low emissivity windows.

h) The Applicant shall submit a final snow storage plan denoting exact snow storage boundaries and dimensions prior to issuance of a Building Permit. The Applicant shall replace at minimum three (3) of the five (5) removed trees with species plantings of at least 2.5” caliper, denoted in the Hailey Tree Guide. Consideration shall be given to salt tolerance and snow storage location, as well as to privacy for both the primary house, ADU, and adjacent residents.

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) The project shall be constructed in accordance with the application or as modified by these Findings of Fact, Conclusions of Law, and Decision.

k) 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.

l) Construction staging and storage shall not be within the City Right-of-Way. All construction impacts shall occur within the property boundary.

m) All utilities shall be located underground, consistent with 17.06.080(A)3h.

n) When one dwelling unit is utilized for Short-Term Occupancy, the other unit shall be owner-occupied or utilized as a long-term rental, with long-term occupancy being a period of thirty-one (31) days or more.

Motion Language:
Approval: Motion to approve a Design Review Application by Lyn and Charlie Holt for new construction of a 672 square foot, two (2) bedroom Accessory Dwelling Unit (ADU) located above a new 672 square foot first-floor area that will contain garage, office, and workshop space, located at 519 S. River Street (Lots S. 23’ of 9, all of 10, Block 7, and 20 feet adjacent to the vacated portion of Chestnut Street, Hailey Townsite) within the General Residential (GR), Downtown Residential Overlay (DRO), 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 (n) are met.

Denial: Motion to deny a Design Review Application by Lyn and Charlie Holt , for a project located at 519 S. River Street (Lots S. 23’ of 9, all of 10, Block 7, and 20 feet adjacent to the vacated portion of Chestnut Street, Hailey Townsite) within the General Residential (GR), Downtown Residential Overlay (DRO), 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].
5 FIXTURES
788 LUMEN EACH
(46 LUMEN/WATT)

LOCATIONS ON FLOOR PLANS
ALL MOUNTED 7'
Return to Agenda
To: Hailey Planning and Zoning Commission

From: Cece Osborn, Community Development City Planner

Overview: Consideration of a Planned Unit Development (PUD) Application by F & G Idaho, LLC, for approval of a three-story, eighteen (18) unit residential project, to be known as Maple Street Apartments. The project will be located at 50 W. Maple Street (Lots 16-20, Block 5, Hailey Townsite), within the General Residential (GR), Townsite Overlay (TO), and Downtown Residential Overlay (DRO) Zoning Districts. In exchange for the proposed public amenity of six (6) community housing units, the Applicant requests the following waivers:

1. A waiver to the maximum building height standard in the General Residential (GR) and Townsite Overlay (TO) Zoning Districts. The Applicant is proposing to increase the maximum building height standard from thirty feet (30') to thirty-five feet (35'); and
2. A waiver to the minimum lot size for Planned Unit Developments (PUD). The Applicant is proposing a PUD for a lot smaller than one (1) acre, or a lot size of 0.47 acres.

Hearing: July 17, 2023

Applicant: F & G Idaho, LLC
Location: Lots 16-20, Block 5, Hailey Townsite (50 W. Maple Street)
Zoning/Size: General Residential (GR), Townsite Overlay (TO), and Downtown Residential Overlay (DRO) Zoning Districts; 0.47 acres.

Notice: Notice for the public hearing was published in the Idaho Mountain Express and mailed to property owners within 300 feet on June 23, 2023. Onsite Notice was posted on the property on June 30, 2023.

Background: The Hailey Planning & Zoning Commission and City Council have considered applications related to this project several times over the past year:

- June 6, 2022 – Preliminary Design Review public hearing before the Commission.
- August 2, 2023 – Lot Line Adjustment administrative review.
- April 17, 2023 – Text Amendment public hearing before the Commission.
- May 1, 2023 – Design Review public hearing before the Commission.
- June 13, 2023 – Text Amendment public hearing before the Council.
After misunderstanding the thirty-foot (30’) building height standard for parcels zoned General Residential (GR) in the Townsite Overlay (TO), in March 2023, the Applicant pursued a Text Amendment Application to change the standard to be thirty-five feet (35’) in height, which, except for the TO District, is consistent with all other GR Districts city-wide. Staff recommended and drafted an Ordinance that would only increase the maximum building height for General Residential (GR) parcels in the Downtown Residential Overlay (DRO), not the entire Townsite Overlay (TO) Zoning District. While the Planning & Zoning Commission recommended the draft Ordinance to the City Council for approval, the City Council questioned the integrity of a Text Amendment designed to meet one Applicant’s needs. Rather than broadly institute a Text Amendment to serve one development application, the Council advised the Applicant to refine their proposal and/or submit a Planned Unit Development Application and provide an amenity in exchange for a waiver.

Meanwhile, on May 1, 2023 the Applicant submitted an amended Design Review Application that was compliant with the thirty-foot building height; the Planning and Zoning Commission approved the design. If this PUD Application is approved, the Applicant will submit a Design Review Modification Application to increase the building height standard to thirty-five feet (35’) and dedicate community housing units.

Regarding the merits of the requested waiver to the maximum building height allowed at 50 W. Maple Street—Staff, the Commission, and several Council members found merit in increasing the building height at the site of the proposed apartment buildings. While the current General Residential (GR) zoning in the Townsite Overlay (TO) allows for a maximum building height of thirty feet (30’), the adjacent and nearby parcels zoned Business (B) and GR, outside the TO, are allowed to build to a height of thirty-five (35) or forty (40) feet, depending on the district and uses proposed. Per the Comprehensive Plan and best practices in land-use planning, Staff recommends increased density in the Downtown Core and along corridors with walking, biking, and transit facilities. Increased density, which can be achieved through increased building height, makes efficient use of resources, and minimizes the impacts of Hailey’s growth when located near the economic center and multi-modal transportation facilities.

**Application:** In exchange for a waiver to the maximum building height requirement, as well as the minimum lot size requirement for Planned Unit Development Applications, the Applicant proposes to deed restrict one-third of the apartment units as a community housing amenity. Specifically, the Applicant proposes to restrict the units to the “Category L” criteria specified by the Blaine County Housing Authority (BCHA)—“No Income Limit but must be a full-time resident of Blaine County,” see BCHA’s 2020 Community Housing Guidelines, page 2.

“Category L” housing is important for providing housing for local workers earning middle and upper middle income, 100-120% of the area median income (AMI). Preliminary data from the City’s Housing Needs Assessment shows that the rate of home ownership in these categories is disproportionately low. Of the people in these income groups, indicating outpricing perhaps from competition with buyers looking for a second home or earning wages from a remote job. In other words, Category L housing can help provide housing for the “missing middle”: people who work locally and earn too much to qualify for income restricted housing yet too little to purchase a home in Hailey. Staff welcomes the proposed community housing amenity for Category L units and recommends the Commission’s approval, finding that the proposed community housing amenity of six (6) deed restricted units warrants the requested waivers to maximum building height and minimum lot size for a PUD Agreement.
### Standards of Evaluation

<table>
<thead>
<tr>
<th><strong>17.10.030: General Requirements:</strong></th>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>A.</strong> The minimum gross size for properties that may be developed as a PUD is one (1) acre, except in the Business and Limited Business zoning districts within the Central Business District, the minimum gross size shall be 18,000 square feet. All land within the development shall be contiguous except for intervening streets and waterways.</td>
<td></td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>The proposed PUD site is 0.47 acres, which is less than the minimum gross size for properties that may be developed as a PUD. The Applicant requests a waiver to this standard, in exchange for a community housing amenity of six (6) apartment units.</td>
</tr>
<tr>
<td><strong>B.</strong> A tract or parcel of land proposed for PUD development must be in one (1) ownership or the subject of an application filed jointly by the owners of all property included.</td>
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<tr>
<td><strong>Staff Comments</strong></td>
<td>The parcel is in one ownership, this standard has been met.</td>
</tr>
<tr>
<td><strong>C.</strong></td>
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<tr>
<td><strong>C.1</strong> When the owner of Contiguous Parcels is required to obtain PUD approval for any portion of the Contiguous Parcels, an Area Development Plan shall be submitted and approved. The Commission and Council shall evaluate the following basic site criteria and make appropriate findings of fact:</td>
<td></td>
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<tr>
<td><strong>C.1.a</strong> Streets, whether public or private, shall provide an interconnected system and be adequate to accommodate anticipated vehicular and pedestrian traffic.</td>
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<tr>
<td><strong>Staff Comments</strong></td>
<td>River Street and Maple Street can accommodate the anticipated vehicular and pedestrian traffic from the proposed PUD. Furthermore, River Street is connected to Hailey’s historic grid pattern at multiple points, as well as to residential collectors serving newer suburban subdivisions.</td>
</tr>
<tr>
<td><strong>C.1.b</strong> Non-vehicular circulation routes shall provide safe pedestrian and bicycle paths and provide an interconnected system to streets, parks and green space, public lands, or other destinations.</td>
<td></td>
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<tr>
<td><strong>Staff Comments</strong></td>
<td>The River Street corridor is partially built and thoroughly planned for bicycle and pedestrian circulation accessing downtown amenities, nearby parks, and natural features, such as the Draper Preserve and Bigwood River.</td>
</tr>
<tr>
<td><strong>C.1.c</strong> Water main lines and sewer main lines shall be designed in the most effective layout feasible.</td>
<td></td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>This standard was achieved in the Design Review process. On May 1, 2023 the Planning and Zoning Commission approved a design for the buildings that is compliant with the thirty-foot building height. If this PUD Application is approved, the Applicant will submit a Design Review Modification Application to increase the building height and provide community housing units.</td>
</tr>
<tr>
<td><strong>C.1.d</strong> Other utilities including power, telephone, cable, and gas shall be designed in the most effective layout feasible.</td>
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<tr>
<td><strong>Staff Comments</strong></td>
<td>This standard was achieved in the Design Review process. On May 1, 2023 the Planning and Zoning Commission approved a design for the buildings that is compliant with the thirty-foot building height. If this PUD Application is approved, the Applicant will submit a Design Review Modification Application to increase the building height and provide community housing units.</td>
</tr>
<tr>
<td><strong>C.1.e</strong> Park land shall be most appropriately located on the Contiguous Parcels.</td>
<td></td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>N/A - This PUD proposal only involves one (1) parcel.</td>
</tr>
<tr>
<td><strong>C.1.f</strong> Grading and drainage shall be appropriate to the Contiguous Parcels.</td>
<td></td>
</tr>
<tr>
<td><strong>Staff Comments</strong></td>
<td>This standard was achieved in the Design Review process. On May 1, 2023 the Planning and Zoning Commission approved a design for the buildings that is compliant with the thirty-foot building height. If this PUD Application is approved, the Applicant will submit</td>
</tr>
</tbody>
</table>
**C.1.g** Development shall avoid easements and hazardous or sensitive natural resource areas.

**Staff Comments** N/A

**C.2** Upon any approval of the PUD application, the Owner shall be required as a condition of approval to record the Area Development Plan or a PUD agreement depicting and/or detailing the approved Area Development Plan. The Area Development Plan shall bind the Owner and Owner’s successors.

**Staff Comments** N/A - This PUD proposal only involves one (1) parcel.

**D.** Solar Access: Street and lot orientation, landscaping, and placement of structures shall provide solar access to all south roofs and walls to the maximum extent feasible to promote energy efficiency.

**Staff Comments** This standard was achieved in the Design Review process. On May 1, 2023 the Planning and Zoning Commission approved a design for the buildings that is compliant with the thirty-foot building height. If this PUD Application is approved, the Applicant will submit a Design Review Modification Application to increase the building height and provide community housing units.

**E.** Access: Access shall be provided according to standards in Chapter 16.04, Development Standards, of this Code. Buildings may not be so arranged that any structure is inaccessible to emergency vehicles.

**Staff Comments** This standard was achieved in the Design Review process. On May 1, 2023 the Planning and Zoning Commission approved a design for the buildings that is compliant with the thirty-foot building height. If this PUD Application is approved, the Applicant will submit a Design Review Modification Application to increase the building height and provide community housing units.

**F.** Underground Utilities: Underground utilities, including telephone and electrical systems, shall be required within the limits of all PUDs.

**Staff Comments** All utilities will be installed underground, this standard was achieved in the Design Review process. On May 1, 2023 the Planning and Zoning Commission approved a design for the buildings that is compliant with the thirty-foot building height. If this PUD Application is approved, the Applicant will submit a Design Review Modification Application to increase the building height and provide community housing units.

**G.** Public Easement: In each case where a PUD project is located adjacent to public lands, a public easement to those lands shall be provided. All existing public access to public lands must be preserved.

**Staff Comments** N/A

**H.** Pathways: In each case where a PUD project encompasses a non-vehicular pathway as depicted on the Master Plan, a pathway constructed to City standards shall be provided.

**Staff Comments** The Applicant will build the portion of the River Street multi-modal concept along its frontage.

**I.** Amenities: Each PUD shall provide one or more of the following amenities, commensurate with the size and density of the development, and commensurate with the modifications requested by the applicant, to ensure a public benefit:

| I.1 | Green Space. All Green Space shall be granted in perpetuity and the PUD agreement shall contain restrictions against any encroachment into the Green Space. Where a subdivision is involved as part of the PUD approval process, Green Space shall be identified as such on the plat. A long-term maintenance plan shall be provided. Unless otherwise agreed to by the City, the PUD agreement shall contain provisions |
requiring that property owners within the PUD shall be responsible for maintaining the Green Space for the benefit of the residents or employees of the PUD and/or by the public. Green space shall be set aside in accordance with the following formulas:

<table>
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<tr>
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<th>Formula</th>
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<tr>
<td>For residential PUDs</td>
<td>A minimum of .05 acres per residential unit.</td>
</tr>
<tr>
<td>For non-residential PUDs</td>
<td>A minimum of 15% of the gross area of the proposed PUD.</td>
</tr>
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</table>

**Staff Comment**

N/A – The Applicant proposes a community housing amenity.

**I.2** Active Recreational Facilities: Active recreational facilities include amenities such as a swimming pool, tennis courts or playing fields, of a size appropriate to the development's needs. The PUD agreement shall contain provisions requiring that such facilities be maintained in perpetuity or replaced with another similar recreation facility.

**Staff Comment**

N/A – The Applicant proposes a community housing amenity.

**I.3** Public Transit Facilities: Public transit facilities include a weather-protected transit stop or station and must be on a designated transit route.

**Staff Comment**

N/A – The Applicant proposes a community housing amenity.

**I.4** Preservation Of Vegetation: Preservation of significant existing vegetation on the site must include the preservation of at least seventy five percent (75%) of mature trees greater than six-inch (6”) caliper on the site.

**Staff Comment**

N/A – The Applicant proposes a community housing amenity.

There is one tree and several small shrubs on the site, which will be removed. The Applicant will plant more than twenty (20) trees and shrubs per the design approved on May 1, 2023.

**I.5** Wetlands: Protection of significant wetlands area must constitute at least ten percent (10%) of the gross area of the proposed PUD.

**Staff Comment**

N/A – The Applicant proposes a community housing amenity.

**I.6** River Enhancement: Enhancement of the Big Wood River and its tributaries must include stream bank restoration and public access to or along the waterway.

**Staff Comment**

N/A – The Applicant proposes a community housing amenity.

**I.7** Community Housing: For residential PUDs, the provision of at least ten percent (10%) of the approved number of dwelling units or lots as community housing units
affordable to households earning between seventy percent (70%) and one hundred twenty percent (120%) of the area median income. This provision may be modified for individual projects based on the merits of the proposal as determined by the Commission and Council.

**Staff Comment**

The Applicant proposes to deed-restrict one-third or six (6) of the proposed apartments as community housing units. This amenity more directly pertains to the next standard, under Section 17.10.030.I.8; see below.

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<td><strong>I.8</strong></td>
<td>Local Deed-Restricted Housing: For residential PUDs, the provision of at least thirty percent (30%) of the approved number of dwelling units or lots as local deed-restricted housing as defined by the local housing authority in its Community Housing Guidelines and reserved for households within the political boundaries of Blaine County, Idaho (residing full-time in Hailey, Idaho), and whose primary residence is within the residential PUD.</td>
</tr>
<tr>
<td><strong>Staff Comment</strong></td>
<td>In exchange for a waiver to the maximum building height requirement, as well as the minimum lot size requirement for Planned Unit Development Agreements, the Applicant proposes to deed restrict one-third or six (6) of the apartment units as a community housing amenity. Specifically, the Applicant proposes to restrict the units to the “Category L” criteria specified by the Blaine County Housing Authority (BCHA)—“No Income Limit but must be a full-time resident of Blaine County,” see BCHA’s 2020 Community Housing Guidelines, page 2.</td>
</tr>
</tbody>
</table>

“Category L” housing is important for providing housing for local workers earning 100-120% and more of the area median income (AMI). Preliminary data from the City’s Housing Needs Assessment shows that the rate of home ownership for people in Hailey earning about $80,000 annually or 120% of AMI is disproportionately low; of the people in this income group, about half rent and half own their homes. The rate of home ownership disproportionally slows, as wages increase past 100% AMI. The low rate of home ownership in the 100-120% AMI group indicates outpricing, for example from competition with buyers looking for a second home or earning wages from a remote job. In other words, Category L housing can help provide housing for the “missing middle,” people who earn too much to qualify for income restricted housing yet too little to purchase a home in Hailey. Staff welcomes the proposed community housing amenity for Category L units.

The proposed community housing amenity meets this standard.

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<tr>
<td><strong>I.9</strong></td>
<td>Real Property: Dedication or conveyance of real property or an interest in real property to the city.</td>
</tr>
<tr>
<td><strong>Staff Comment</strong></td>
<td>N/A - The Applicant proposes a community housing amenity.</td>
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<tr>
<td><strong>I.10</strong></td>
<td>Sidewalks. Off-site sidewalk improvements shall be constructed according to City Standard Improvement Drawings and provided (in addition to sidewalk improvements that are required by ordinance adjacent to the subject property) in accordance with the following formulas:</td>
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<tr>
<td>For residential PUDs</td>
<td>A minimum of 100 linear feet per residential unit.</td>
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<tr>
<td>For non-residential or mixed-use PUDs</td>
<td>A minimum of 100 linear feet per 1000 square feet of gross floor area.</td>
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**Staff Comment**

N/A – The Applicant proposes a community housing amenity.

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<tr>
<td><strong>I.11</strong></td>
<td>Underground Parking: Underground parking must be provided for at least fifty percent (50%) of the required number of parking spaces in the PUD.</td>
</tr>
</tbody>
</table>
I.12 Energy Consumption. All principal buildings within the PUD must comply with sustainable building practices, as follows:

<table>
<thead>
<tr>
<th>For residential PUDs</th>
<th>Buildings comply with local “Built Green” standards for certification, federal EPA “Energy Star” program, or Leadership in Energy and Environmental Design - Homes (LEED-H) standards for basic certification.</th>
</tr>
</thead>
<tbody>
<tr>
<td>For non-residential or mixed-use PUDs</td>
<td>Buildings comply with Leadership in Energy and Environmental Design (LEED) standards for basic certification.</td>
</tr>
</tbody>
</table>

17.10.040: Developer Benefits:

The Council may grant modifications or waivers of certain zoning and/or subdivision requirements to carry out the intent of this Chapter and the land use policies of the City.

A. The following maximum increases in density may be granted only if one of the following conditions are met, and if no other density increase has been granted:

A.1 Ten percent (10%): Solar, wind, geothermal or other alternative renewable energy sources will provide at least fifty percent (50%) of the total energy needs of the PUD.

A.2 Ten percent (10%): At least twenty five percent (25%) of the property included in the PUD is in the floodplain and no development occurs within the floodplain.

A.3 Ten percent (10%): The developer of the PUD provides or contributes to significant off-site infrastructure benefiting the city (e.g., water tank, fire station).

A.4 Twenty percent (20%): The developer of the PUD provides or contributes to significant multi-modal infrastructure providing both vehicular and nonvehicular amenities benefiting the city and Wood River Valley.
A.5 Ten percent (10%): The nonresidential or mixed-use PUD complies with leadership in energy and environmental design (LEED) standards for silver certification. The bonus unit(s) shall not be constructed until a later phase, after actual certification for prior phase(s) is achieved.

Staff Comment N/A – A density bonus is not requested.

A.6 Fifteen percent (15%): The nonresidential or mixed-use PUD complies with leadership in energy and environmental design (LEED) standards for gold certification. The bonus unit(s) shall not be constructed until a later phase, after actual certification for prior phase(s) is achieved.

Staff Comment N/A – A density bonus is not requested.

A.7 Twenty percent (20%): The nonresidential or mixed-use PUD complies with leadership in energy and environmental design (LEED) standards for platinum certification. The bonus unit(s) shall not be constructed until a later phase, after actual certification for prior phase(s) is achieved.

Staff Comment N/A – A density bonus is not requested.

A.8 Twenty-five percent (25%): The PUD provides or contributes deed-covenanted community housing units within the PUD. The number of community housing units so provided shall be determined by the Council and Commission. The density bonus of twenty-five percent (25%) may be increased by the Council and Commission if an increase in the density bonus serves a compelling housing need in the City, as determined by the Commission and Council.

Staff Comment N/A – A density bonus is not requested.

B. Density bonuses for project amenities and benefits to the community other than those listed here may be granted by unanimous vote of the council, following a recommendation by the commission, in order to carry out the purpose and intent of this chapter and the land use policies of the city. (Ord. 1191, 2015)

Staff Comment N/A – A density bonus is not requested.

17.10.040.02: Density Transfer:
Densities may be transferred between zoning districts within a PUD provided the resulting density shall be not greater than aggregate overall allowable density of units and uses allowed in the zoning districts in which the development is located.

Staff Comment N/A - A density transfer is not requested.

17.10.040.05: Phased Development Allowed:
The development of the PUD may be planned in phases provided that as part of the general submission, a development schedule is approved which describes:

A. Parcels: The parcels that are to be constructed upon in each phase and the date of each phase submission.

Staff Comment N/A - It is the Applicant’s intent to construct the entire project at one time. A phased approach is not proposed.

B. Number of Units: The number of units to be built in each submission.

Staff Comment N/A

C. Schedule For Completion: A schedule for making contributions (if any), for the completion of project amenities and public improvements, for posting of security pursuant to subsection 17.10.050.08 of this Chapter, for dedication of Green Space, for conveyance of community housing and/or provision of employee housing.

Staff Comment N/A

D. Stage Planning: Each stage within the PUD shall be so planned and related to existing and/or planned services and facilities, including commercial space, such that each
phase is self-sufficient and not dependent on later phases and so that failure to proceed to the subsequent stages will not have any adverse impacts on the PUD, its surroundings, or the community in general. Each stage shall also be planned so as to ensure that green space and any other amenities will be provided along with proposed construction at each phase of construction.

**Staff Comment**

<table>
<thead>
<tr>
<th>17.10.040.06: Modifications to the Subdivision Standards:</th>
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<tbody>
<tr>
<td>Standards in the Subdivision Title for streets, sidewalks, alleys, and easements, lots and blocks, and parks may be allowed. The requirements for sidewalks in the zoning districts set forth in Section 16.04.030 shall not be waived.</td>
</tr>
<tr>
<td><strong>Staff Comment</strong></td>
</tr>
<tr>
<td><strong>Subsection 17.10.050.04(C) sets forth Standards of Evaluation required by the City Council.</strong></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>A. Standards of Evaluation</th>
</tr>
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<tbody>
<tr>
<td>A.1 The proposed development can be completed within one (1) year of the date of approval or phased according to a development schedule as submitted in accordance with Section 17.10.040.05 of this chapter and approved by the City;</td>
</tr>
<tr>
<td><strong>Staff Comment</strong></td>
</tr>
<tr>
<td>A.2 The streets and thoroughfares proposed are suitable and adequate to carry anticipated traffic;</td>
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<tr>
<td><strong>Staff Comment</strong></td>
</tr>
<tr>
<td>A.3 The PUD will not create excessive additional requirements at public cost for public facilities and services;</td>
</tr>
<tr>
<td><strong>Staff Comment</strong></td>
</tr>
<tr>
<td>A.4 The existing and proposed utility services are adequate for the population densities and non-residential uses proposed;</td>
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<tr>
<td><strong>Staff Comment</strong></td>
</tr>
<tr>
<td>A.5 The development plan incorporates the site’s significant natural features;</td>
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<tr>
<td><strong>Staff Comment</strong></td>
</tr>
<tr>
<td>A.6 Each phase of such development shall contain all the necessary elements and improvements to exist independently from proposed future phases in a stable manner;</td>
</tr>
<tr>
<td><strong>Staff Comment</strong></td>
</tr>
<tr>
<td>A.7 One or more amenities as set forth in subsection 17.10.030I of this chapter shall be provided to ensure a public benefit;</td>
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<tr>
<td><strong>Staff Comment</strong></td>
</tr>
<tr>
<td>A.8 All exterior lighting shall comply with the standards set forth in subsection 17.08C of this chapter; and</td>
</tr>
<tr>
<td><strong>Staff Comment</strong></td>
</tr>
<tr>
<td>A.9 The proposed PUD Agreement is acceptable to the applicant and the city.</td>
</tr>
<tr>
<td><strong>Staff Comment</strong></td>
</tr>
</tbody>
</table>

**Summary and Suggested Conditions:** The Commission shall conduct a public hearing and review the Application, all supporting documents and plans, and recommendations of City Staff, in making their
recommendation to the Council. In any public hearing on a PUD Application, the presiding officer may order the hearing to be continued for up to thirty (30) days at the same place, in which case no further published notice shall be required. The following Conditions of Approval shall apply:

1. The project shall receive Planned Unit Development approval subject to the Conditions outlined in the PUD Development Agreement.
2. Waivers are hereby granted as follows:
   i. Waiver to the Minimum Lot Size for Planned Unit Development: Reduce the minimum lot size from one (1) acre to 0.47 acres.
   ii. Waiver to the Maximum Building Height: Increase the maximum allowed building height from thirty feet (30’) to thirty-five feet (35’).
3. The Applicant shall designate six (6) of the eighteen (18) residential dwelling units at the Maple Street Apartments as community housing, in accordance with the terms of the Maple Street Apartment Planned Unit Development Agreement and a deed covenant approved by the Hailey City Council.
   a. Each of the six (6) community housing units shall be identical to at least one (1) other market-rate unit in the Maple Street Apartment development.
4. A Maintenance Plan shall be developed for any infrastructure (i.e., sidewalks, landscaping) within the public right-of-way, and shall be recorded prior to issuance of a Certificate of Occupancy.

Motion Language:
Approval: Motion to recommend approval by the Hailey City Council the Planned Unit Development (PUD) Application by F & G Idaho, LLC, for a three-story, eighteen (18) unit residential project, to be known as Maple Street Apartments— including waivers to the maximum allowed building height and minimum lot size for a PUD, as well as the provision of a community housing amenity— at 50 W. Maple Street (Lots 16-20, Block 5, Hailey Townsite), within the General Residential (GR), Townsite Overlay (TO), and Downtown Residential Overlay (DRO) Zoning Districts; finding that the project meets the standards under Section 17.10 of the Hailey Municipal Code, subject to Conditions 1-4 above.

Denial: Motion to deny the Planned Unit Development (PUD) Application by F & G Idaho, LLC, for approval of a three-story, eighteen (18) unit residential project, to be known as Maple Street Apartments at 50 W. Maple Street (Lots 16-20, Block 5, Hailey Townsite), within the General Residential (GR), Townsite Overlay (TO), and Downtown Residential Overlay (DRO) Zoning Districts; finding that the project does not meet the standards under Section 17.10 of the Municipal Code __________ [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 for the Planned Unit Development (PUD) Application by F & G Idaho, LLC to __________ [the Commission should specify a date].
PLANNED UNIT DEVELOPMENT AGREEMENT
(Maple Street Apartments)

THIS PLANNED UNIT DEVELOPMENT AGREEMENT ("Agreement") is made this ______ day of __________, 2023 ("Agreement Date"), by and between the CITY OF HAILEY, IDAHO, a municipal corporation ("City"), and F & G REAL ESTATE IDAHO, LLC, a Limited Liability Corporation ("Owner"). City and Owner may be referred to individually as a “Party” or collectively as the “Parties”, as warranted under the circumstances.

RECITALS

A. City is a municipal corporation possessing all powers granted to municipalities under the applicable provisions of the Idaho Code, including the power to approve planned unit developments and the power to contract. This Agreement is a collaboration between the Parties that will provide mutual benefit for the Parties and residents of the City.

B. Owner owns real property within the municipal boundary of the City of Hailey commonly known as 50 West Maple Street, which is legally described on Exhibit A, attached hereto, and incorporated herein ("Property").

C. On __________, 2023, City approved the Planned Unit Development (PUD) Application allowing the Property to be developed as an eighteen (18) unit multi-family residential project ("Project") as specified in that certain PUD Development Plan, a copy of which is attached hereto as Exhibit B ("PUD Development Plan"). In connection with City’s approval of the Project, City adopted certain Findings of Fact and Conclusions of Law ("Findings"). The Findings, including, without limitation, all conditions of approval, are attached hereto as Exhibit C.

D. City desires Owner to develop the Property in conformity with the Findings, the PUD Development Plan, and pursuant to Chapter 17.10 of the Hailey Municipal Code ("HMC") and other applicable ordinances and regulations, subject to the specific terms, conditions and modifications set forth in this Agreement.

E. City has the capacity to provide essential services to the Project, including, water, sewer, and emergency services.

F. City has held all required public hearings and public meetings for consideration and approval of the Project and this Agreement.

G. City and Owner desire to enter this Agreement for the purpose of fulfilling the

PUD Agreement – Maple Street Apartments
Page 1
requirements of HMC §17.10.050.05 and to establish certain rights and obligations of the Parties with regard to the development of the Property, including, without limitation, the development schedule and the modifications granted, and amenities provided.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants, promises, agreements, terms, and conditions set forth herein, the Parties agree as hereinafter provided.

1. Incorporation of Recitals. The Recitals set forth above are hereby incorporated into and made an integral part of this Agreement.

2. Development. This Agreement shall vest the right to develop the Property in accordance with the terms and conditions of this Agreement. The Property may be developed in substantial conformance with the PUD Development Plan as an eighteen (18) unit, multi-family residential project. The uses allowed pursuant to this Agreement are those uses allowed under HMC and specified herein.

3. Planned Unit Development Amenities. The Project provides community benefits through the provision of Community Housing as follows:
   
   3.1. The Owner shall designate any six (6) of the eighteen (18) multi-family residential units as Community Housing Units (the “Community Housing Units”), which are for rent available to residents of Blaine County (as defined in the ___________ policy), and shall record a Community Housing Deed Restriction mutually agreed to by the parties, prior to issuance of a Certificate of Occupancy permit.

4. Development Schedule. The Parties anticipate construction on the Property in furtherance of the Project will commence in 2023. If construction has not commenced on the Project by Summer 2024, Owner shall seek an extension pursuant to HMC § 17.10.050.06(C). Commencement of construction means any construction activity on the Property in furtherance of the Project, including, but not limited to, earth work and utility work.

5. Ownership and Maintenance of Common Areas. All common area within the Project shall be owned and maintained by an Idaho non-profit corporation organized as the Maple Street Apartments Homeowners Association (“HOA”), who will manage the Property and Project in accordance the HOA’s governing documents.

6. Water Use and Conservation. Potable water and water for irrigation of the Property, including all common area, shall be provided by City municipal water services. All landscaping design and irrigation practices on the Property and within any irrigated right-of-way improved as part of the Project shall be consistent with the City’s Water Conservation Landscaping Guidelines, including, but not limited to, use of xeriscape grasses and native drought tolerant plants and vegetation. Irrigation systems shall use EPA Water Sense controllers and heads or other equivalent water conservations controllers and heads.

7. No Other Conditions of Approval. City has determined that except as set forth in the Findings and this Agreement, no other conditions need be attached to the Project to mitigate
potential adverse impacts to the City’s infrastructure, to further the City’s land use policies or ensure the benefits and amenities to be derived from the Project.

8. Conditions of Owner’s Obligations. Owner’s obligations hereunder are expressly conditioned upon it obtaining approval of and receiving funding for the Project in amounts and on terms and conditions acceptable to Owner. If Owner is unable to secure acceptable funding for the Project, and/or any phase thereof Owner may elect either to waive the unsatisfied condition or contingency by commencing construction of the Project improvements or terminate this Agreement by giving written notice of such termination to City.

9. Term. The term of this Agreement shall be perpetual, subject to conditions above and Owner’s right to terminate.


   a) Police Powers. Except as otherwise expressly provided herein, nothing contained herein is intended to limit the police powers of the City or its discretion in review of subsequent applications regarding development of the Property. This Agreement shall not be construed to modify or waive any law, ordinance, rule, or regulation not expressly provided for herein, including, without limitation, applicable building codes, fire codes, the HMC, and any applicable Planned Unit Development requirements for the Property.

   b) Amendment. This Agreement may be revised, amended, or canceled in whole or in part, only by means of a written instrument executed by both Parties.

   c) Specific Performance. In the event of an uncured breach of this Agreement, in addition to all other remedies at law or in equity, this Agreement shall be enforceable by specific performance by either Party. All remedies shall be cumulative.

   d) Attorney’s Fees. In the event either Party is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other Party all reasonable attorney’s fees incurred, whether or not litigation is actually instituted or concluded.

   e) Notices. All notices required or provided for under this Agreement shall be in writing and deemed delivered upon delivery in person or upon mailing by certified mail, return receipt requested, postage prepaid. However, the time period in which a response to such notice must be given shall commence to run from the date of receipt on the return receipt of the notice. Rejection or refusal to accept, or the inability to deliver because of a change of address of which no notice was given shall be deemed to be receipt of the notice.

   Notices to City shall be addressed as follows:

   City of Hailey
   115 Main Street South, Suite H
   Hailey, ID 83333
   Attn: Robyn Davis, Community Development Director
Notices given to Owner shall be addressed as follows:

F & G Real Estate Idaho, LLC
4050 SW 139th Way
Beaverton, OR 97005-2386
Attn: Frank Geary, Manager

A Party may change the address to which further notices are to be sent by notice in writing to the other Party, and thereafter notices shall be addressed and transmitted to the new address.

g) Relationship of Parties. It is understood that the contractual relationship between City and Developer is such that neither party is the agent, partner, or joint ventures of the other party.

h) Successors and Assigns; Covenant Running with the Land. This Agreement shall inure to the benefit of City and Owner and their respective heirs, successors, and assigns. This Agreement, including all covenants, terms, and conditions set forth herein, shall be and are hereby declared covenants running with the land with regard to the Property or any portion thereof, and is binding on the Parties and their respective heirs, successors, and assigns.

i) Recordation and Release. Following mutual execution, this Agreement shall be recorded with the Blaine County Recorder. The Owner shall have one (1) year from the City’s issuance of the Findings to deliver a fully executed version of the Agreement to the City. City agrees to execute all appropriate documentation to cause the encumbrance of this Agreement to be released and removed from the public records in the event of termination.

j) No Waiver. In the event that City or Owner, or its successors and assigns, do not strictly comply with any of the obligations and duties set forth herein, thereby causing a default under this Agreement, any forbearance of any kind that may be granted or allowed by Owner, City, or their successors and assigns, to the other party under this Agreement shall not in any manner be deemed or construed as waiving or surrendering any of the conditions or covenants of this Agreement with regard to any subsequent default or breach.

k) Partial Invalidity. In the event any portion of this Agreement, or part hereof, shall be determined by any court of competent jurisdiction to be invalid, void, or otherwise unenforceable, the remaining provisions of this Agreement, or parts hereof, shall remain in full force and effect and shall in no way be affected, impaired or invalidated, it being understood that such remaining provisions shall be construed in a manner most closely approximating the intention of the Parties with respect to the invalid, void, or unenforceable provision or part hereof.

l) Entire Agreement. This Agreement constitutes the full and complete agreement and understanding between the Parties.

m) Exhibits. All exhibits referred to in this Agreement are incorporated into this Agreement by reference as though restated in whole.
n) **Authority.** Each of the persons executing this Agreement represents and warrants that he or she has the lawful authority and authorization to execute this Agreement, as well as all deeds, covenants, easements, liens, and other documents required hereunder, for and on behalf of the entity executing this Agreement.

p) **Choice of Law.** This Agreement shall be governed by and construed in accordance with the laws of the state of Idaho, which shall be the sole jurisdiction and venue for any action which may be brought by either Party with respect to this Agreement or the subject matter hereof. Except as provided otherwise in this Agreement, development of the Project shall be vested and governed by policies, procedures, guidelines, ordinances, codes, and regulations of the City governing land use in effect as of the date the applications for the Project were filed. Any amendments or additions made during the term of this Agreement to City policies, procedures, guidelines, ordinances, codes, or regulations shall not apply to or affect the conditions of development of the Project; provided, however, the following are exempt from vesting under this Agreement:

i) plan review fees and inspection fees;

ii) amendments to building, plumbing, fire and other construction codes;

iii) City enactments that are adopted pursuant to state or federal mandates that preempt the City’s authority to vest regulations.

Notwithstanding the foregoing, Owner may elect to be bound by future amendments to the HMC, or other regulations, policies or guidelines affecting development, provided no new land use not allowed under this Agreement and no increase in total square footage of structures to be developed is proposed. In all other instances, the request to be bound by future amendment(s) shall be approved by City as an amendment to this Agreement.

[end of text; signature page(s) follow]
IN WITNESS WHEREOF, the Parties have executed this Agreement the day and year first above written.

F & G Real Estate Idaho, LLC, a Limited Liability Company
By: __________________________
   Frank Geary, Manager

City of Hailey, Idaho, a municipal corporation
By: __________________________
   Martha Burke, Mayor
ACKNOWLEDGMENTS

STATE OF IDAHO )
    )ss.
County of Blaine   )

Subscribed and sworn before me on this______ day of__________, 2023, before me a Notary Public in and for said State, personally appeared MARTHA BURKE, known to me to be the Mayor of the CITY OF HAILEY, IDAHO, and the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same on behalf of the City of Hailey, Idaho.

IN WITNESS WHEREOF, I have hereunto set my hand and seal the day and year first written above.

__________________________________________
Notary Public
Residing at ________________________________
My Commission Expires ________________

STATE OF )
    )ss.
County of )

Subscribed and sworn before me on this______ day of__________, 2023, before me a Notary Public in and for said State, personally appeared FRANK GEARY, known or identified to me to be the__________________ of F & G REAL ESTATE IDAHO, LLC, the corporation that executed the instrument or the person who executed the instrument on behalf of said corporation, and acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and seal the day and year first written above.

__________________________________________
Notary Public
Residing at ________________________________
My Commission Expires ________________
EXHIBIT A
Legal Description of the Property

LOTS 16A. BLK 5, HAILEY TOWNSITE, BLAINE COUNTY, IDAHO, as shown on the official plat thereof, recorded______________, as Instrument No. __________, records of Blaine County, Idaho.

(Street address: 50 W. Maple Street., Hailey, Idaho 83333)
EXHIBIT B
PUD Development Plan

[insert prior to recording]
EXHIBIT C
Findings of Fact and Conclusions of Law

[insert prior to recording]
Return to Agenda
To: Planning and Zoning Commission

From: Cece Osborn, Community Development City Planner

Proposal: Consideration of a Design Review Preapplication by Calgal Properties, LLC, represented by developer Gary Poole, for construction of a five (5) unit mixed-use building at 1220 Aviation Drive (AIRPORT WEST SUB #2 LOT 2A BLK 5 32,829SF), within the Service, Commercial, Industrial – Sales and Office (SCI-SO) Zoning Subdistrict, located on approximately 0.75 acres. Each unit consists of a large industrial garage on the ground floor, accessory dwelling unit (ADU), and associated office space on the second floor.

Hearing: July 17, 2023

Applicant: Calgal Properties, LLC, represented by developer Gary Poole
Location: AIRPORT WEST SUB #2 LOT 2A BLK 5 32,829SF (1220 Aviation Drive)
Zoning & Lot Size: Service, Commercial, Industrial – Sales and Office (SCI-SO) Zoning Subdistrict; 0.75 acres (32,829 square feet)

Notice: Notice for the public hearing was published in the Idaho Mountain Express and mailed to property owners on June 29, 2023.

Background and Project Overview. The Applicant is proposing to build a five (5) unit mixed-use building at 1220 Aviation Drive (AIRPORT WEST SUB #2 LOT 2A BLK 5 32,829SF), within the Service, Commercial, Industrial – Sales and Office (SCI-SO) Zoning Subdistrict. Each mixed-use unit consists of a large industrial garage on the ground floor, of approximately 2,000-3,000 square feet. On the second floor, each unit consists of a 1,000-square-foot accessory dwelling unit (ADU) and 600-square-foot office space. The second floor also consists of 4,621 square feet of courtyards and decks.

Chapter 17.06: Design Review. Section 17.06.050: Application:
C. Design Review Pre-Application:
   1. Required: An application for Preapplication Design Review shall follow the procedures and be subject to the requirements established by section 17.03.070 of this title, and shall be made by at least one holder of any interest in the real property for which the Preapplication Design Review is proposed.
   2. Information Required: The following information is required with an Application for Preapplication Design Review:
      a. The Design Review Application form, including project name and location, and Applicant and representative names and contact information.
b. One (1) eleven inch by seventeen inch (11" x 17") and one electronic copy showing at a minimum the following:
   i. Vicinity map, to scale, showing the project location in relationship to neighboring buildings and the surrounding area. Note: A vicinity map must show the location of adjacent buildings and structures.
   ii. Site plan, to scale, showing proposed parking, loading and general circulation.
   iii. One color rendering of at least one side of the proposed building(s).

The proposed site plan entails a new five (5) unit building with nineteen (19) exterior onsite parking spaces and ten to thirteen (10-13) interior parking spaces. Per Section 17.09.040.01: RESIDENTIAL, Section 17.09.040.02: COMMERCIAL, PROFESSIONAL, SERVICE, RECREATION AND ENTERTAINMENT, and Section 17.09.040.05: INDUSTRIAL—one (1) parking space is required per ADU of 1,000 square feet; one (1) parking space is required per 1,000 square feet of commercial space; and one (1) parking space is required per 1,000 square feet of most industrial uses. With 12,786 square feet of industrial use (the garages), 3,000 square feet of commercial use (the offices), and five (5) ADUs of 1,000 square feet—the site requires twenty-one (21) and provides twenty-four (24) onsite parking spaces, including one (1) loading space area.

Items for Discussion and/or Other Items of Note:

1. Overall Land Use: The proposed mixed-use building incorporates spaces for three (3) different uses, all of which are currently permitted in the SCI-SO Zoning District: industrial garages, office space, and accessory dwelling units. The following definitions from the Hailey Municipal Code are anticipated to pertain to the proposed design:

   ACCESSORY DWELLING UNIT: A structure subordinate to the principal use on the same lot or premises having kitchen facilities and at least one bathroom, to be occupied as a residence, which is incidental to the use of the principal building.

   SKILLED INDUSTRIAL TRADE: A professional service pertaining to the fabrication, installation, maintenance, and/or repair of hard goods. Examples of skilled trades include welding and machinists.

   MIXED-USE BUILDING: A building that has more than one use that is typically a combination of residential units with retail, office, institutional or industrial use within the same structure.

   OFFICE: A room or part of a building in which people conduct business and service operations, generally at desks with computers and phones. Offices, as a secondary use may be paired with medical services, personal services, skilled construction, and industrial trades, and more.

Other uses may pertain to the first-floor garages, per the permitted uses of the SCI-SO Zoning District, as specified in Section 17.05.040 of the Hailey Municipal Code.
2. **Building Design, Materials, and Colors:** The building design and materials appear to be earthy in color, and cohesive with the surrounding area. Undulation and visual interest are created by varied roof top features, lines, rooftop decks and courtyards, various-sized windows, and a combination of exterior materials. Please see the image below for details. The Applicant will refine and/or solidify exterior materials and color palette for review and discussion at the Design Review hearing.

![Building Image](image.png)

3. **Water, Sewer, and Fire:** This is a Preapplication Design Review. Final drawings that illustrate connection details will be required for full Design Review (to be determined), and no comments have been made by Staff at this time.

4. **Streets, Right-of-Ways, Sidewalks, Parking:** Per the Replat of Lot 2, Block 5, Airport West Subdivision Phase II, dated May 2004, Plat Note #6 requires that access to Lots 2A through 2J (the subject parcel is Lot 2D) be from Jetstar, Comet, Galaxy, and Skymaster Lanes only. Staff believes there is an error to this plat note, as noted:
   - Jetstar Lane is a private street located within Block 3 of the Airport West Subdivision Phase II, not within Block 5. Staff believes this note should reflect the private lane, Citation Way, instead of Jetstar Lane. Staff supports vehicular access from Citation Way, and suggests the Applicant modify Plat Note #6 during the subdivision application process to reflect the private lanes within Block 5 accurately.

5. **Landscaping/Useable Open/Park Space.** The site plan proposes a pedestrian plaza and landscaping adjacent to the building, along the southern property line. The preliminary site plan depicts various trees, other landscaping, and pedestrian connectivity measures onsite. A more detailed plan will be submitted as part of the full Design Review process.

   As far as park space is concerned, it appears that no park space, pursuant Title 16, is proposed unless the Applicant intends to fulfill a portion of this requirement via the proposed pedestrian plaza. Additionally, Staff and the Applicant have informally discussed the opportunity to improve a portion of the Shared Use Path along Broadford Road, which could fulfill the park space requirement outlined in Title 16. While no details have been solidified, the Applicant can provide further insight to this during the hearing on Monday, July 17, 2023, and bring forth a final plan at the full Design Review hearing (date TBD).

6. **Accessory Dwelling Units:** The Applicant is proposing to build a five (5) unit mixed-use building at 1220 Aviation Drive. Each mixed-use unit consists of a large industrial garage on the ground floor, of approximately 2,000-3,000 square feet. On the second floor, each unit
consists of a 1,000-square-foot accessory dwelling unit (ADU) and 600-square-foot office space. The second floor also consists of 4,621 square feet of courtyards and decks.

- The mixed-use building will be subdivided into condominiums, and it’s the Applicant’s intent for each commercial unit to correspond with the second floor ADU and office spaces respectively. The entrances for each ADU will be located via an exterior stairwell, which leads to the residential entrances, rooftop courtyards and rooftop decks, and office spaces.
- Per the C.C.&R.’s, the residential units are required to be occupied by employees/owners of the correlating commercial space below. It is the Applicant’s intent to uphold this requirement.
- The Design Review approval will stipulate that the residential units shall not be sold separately.
- Recycling for Residents. If not already proposed, Planning Staff strongly encourages that the Applicant incorporate onsite recycling within all units.

7. **Other Considerations:** The attached plans are preliminary and at this time Staff has no further comments or considerations.

**Action:** No formal action is required at this time, as this is a Preapplication Design Review. The Commission should give feedback on the above items, and any others that may arise, so that the Applicant can incorporate said feedback into their Design Review submittal.
LOT 2, BLOCK 5, AIRPORT WEST SUBDIVISION PHASE II
WHEREIN LOT 2, BLOCK 5, AIRPORT WEST SUBDIVISION PHASE II IS RESUBDIVIDED, LOCATED WITHIN
THE NW 1/4 OF SECTION 15 AND THE NE 1/4 OF SECTION 16, T.9 N., R.19 E., B.M., CITY OF HALEY, BLAINE COUNTY, IDAHO
MAY 2004

LEGEND

- Public Utility Easement
- City Sidewalk
- City Street
- Private Road Access
- Private Driveway
- Fence Line
- Private Storage
- Private Road Access
- Private Road Storage
- Fire Hydrant
- Utilities Pole
- Access Road
- Parking Space
- Utility Pole
- Streetlight
-结合

SCALE: 1" = 40'
Return to Agenda
FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

On July 5, 2023, the Planning and Zoning Administrator considered and approved a request by Silvercreek Living, LLC, c/o Mark Caplow, West of First, for minor modifications to the proposed project, Silvercreek Living, located on Lot 1, Block 1, Northridge X (31 East McKercher Blvd.), within the Limited Business (LB) Zoning District.

In 2013, The Hailey Planning and Zoning Commission approved a Design Review Application for the location and construction of a Residential Care Facility, known as The Cottages of Sun Valley. This approval comprised of two (2) structures, approximately 11,407 square feet in size each. Construction commenced and continued until 2015. From 2015 to 2017, the buildings sat unfinished and vacant. In 2017, a Design Review Exemption was approved, which allowed the owner to complete the construction of the buildings and begin operating as a care facility. In early 2022, the care facility closed. In March 2023, the Council approved a Text Amendment to Title 17, which defined Co-Living Dwelling Facility, as well as included Co-Living Dwelling Facility as a permitted use within the Limited Business (LB) and Business (B) Zoning Districts, and further allowed for a maximum density of 20 units per acre within the district. Lastly, the Text Amendment amended the parking and loading spaces to include parking regulations for this new use.

To transition the buildings from a Residential Care Facility to a Co-Living Dwelling Facility, the Applicant has submitted to Design Review Modification Application, seeking approval to modify the existing parking area -- increasing onsite parking -- to comply with code, and ensure adequate parking is available onsite for tenants of the Co-Living Dwelling Facility.

The Administrator, having been presented with all information regarding the proposal and having reviewed the Commission's Findings of Fact and Conditions of Approval regarding the original proposal, hereby makes the following Findings of Fact, Conclusions of Law, and Decision.

FINDINGS OF FACT

Standards of Evaluation: Chapter 17.06 of the Hailey Municipal Code establishes the criteria for applications for Zoning and Design Review. For each applicable standard (in bold print), the Administrator makes the following Findings of Fact:

17.06.020(c). The Administrator has the authority to approve minor modifications to projects that have received design review approval by the Commission prior to, and for the duration of a valid Building Permit. The Administrator shall make the determination as to what constitutes minor modifications and may include, but are not limited to changes to approved colors and/or siding materials, changes to site plans that do not increase building footprints or significantly change driveway or road alignment, changes to landscape plans that do not decrease the amount of landscaping, changes to dumpster enclosures, changes to exterior lighting fixtures and location, or changes to windows that do not significantly affect project design, appearance or function. All approved modifications must be documents in a memo to the project file and on the approved set of plans on file with the city. For modifications to design review approval that are determined by the Administrator not to be minor, the Administrator has the authority to recommend approval or denial of such modifications, subject to final decision by the Commission on its consent agenda. Such
recommendation for approval or denial shall be drafted in the form of Findings of Fact and Conclusions of Law.

The modifications listed below are minor in the overall scope and further refine site design, vehicular parking, and circulation. The proposed modifications consist of:

- Removal of an existing landscaping area (along the north side of the westernmost building) to add parking spaces and reconfigure vehicular circulation through the site.
- Removal of two (2) existing trees onsite to accommodate for additional parking.
- Removal of existing asphalt between the buildings to add parking spaces and drought tolerant landscaping.
- Removal of the existing trash enclosure (along western property line) and reconstruction/relocation of the trash enclosure (along northern property line).

Originally Approved Site Circulation Plan:
The proposed modifications constitute minor modifications to the overall design review approval. The modifications do not significantly affect project design, appearance or function of the original design review approval. The Hailey Municipal Code anticipates that such design review modification(s) may occur after design review during the construction process, and such changes are permitted as outlined herein.

CONCLUSIONS OF LAW AND DECISION

Based upon the above Findings of Fact, the Administrator makes the following Conclusions of Law and Decision:

1. The proposed modifications are consistent with the Findings of Fact, Conclusions of Law and Decision adopted by the Commission for the aforementioned project on July 22, 2013 and August 14, 2017.
2. The modifications, as approved, have been noted in a memo on file with the Community Development Department.
3. Approval of the Design Review Modification does not in any way waive any Design Review requirements approved by the Commission. All Design Review elements must be installed, or security provided, prior to issuance of a Certificate of Occupancy.
4. The Applicant shall submit a letter from Clear Creek Disposal commenting on the accessibility of the proposed trash enclosure location.
5. The Applicant shall install drought tolerant and/or xeriscape landscaping onsite, which includes an irrigation plan that incorporates water conservation measures (i.e., such as motion sensors or drip irrigation). An Irrigation Plan shall be submitted prior to commencement of construction.
6. The Applicant shall install at least two (2) trees of two-and-one-half inch (2.5") caliper or larger, onsite, to replace the two (2) trees proposed for removal.

Signed this 5 day of July, 2023.

Robyn Davis, Community Development Director

Attest:

Jessica Barker, Community Development Assistant
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